

COUNTY OF MILWAUKEE

MISSION STATEMENT

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

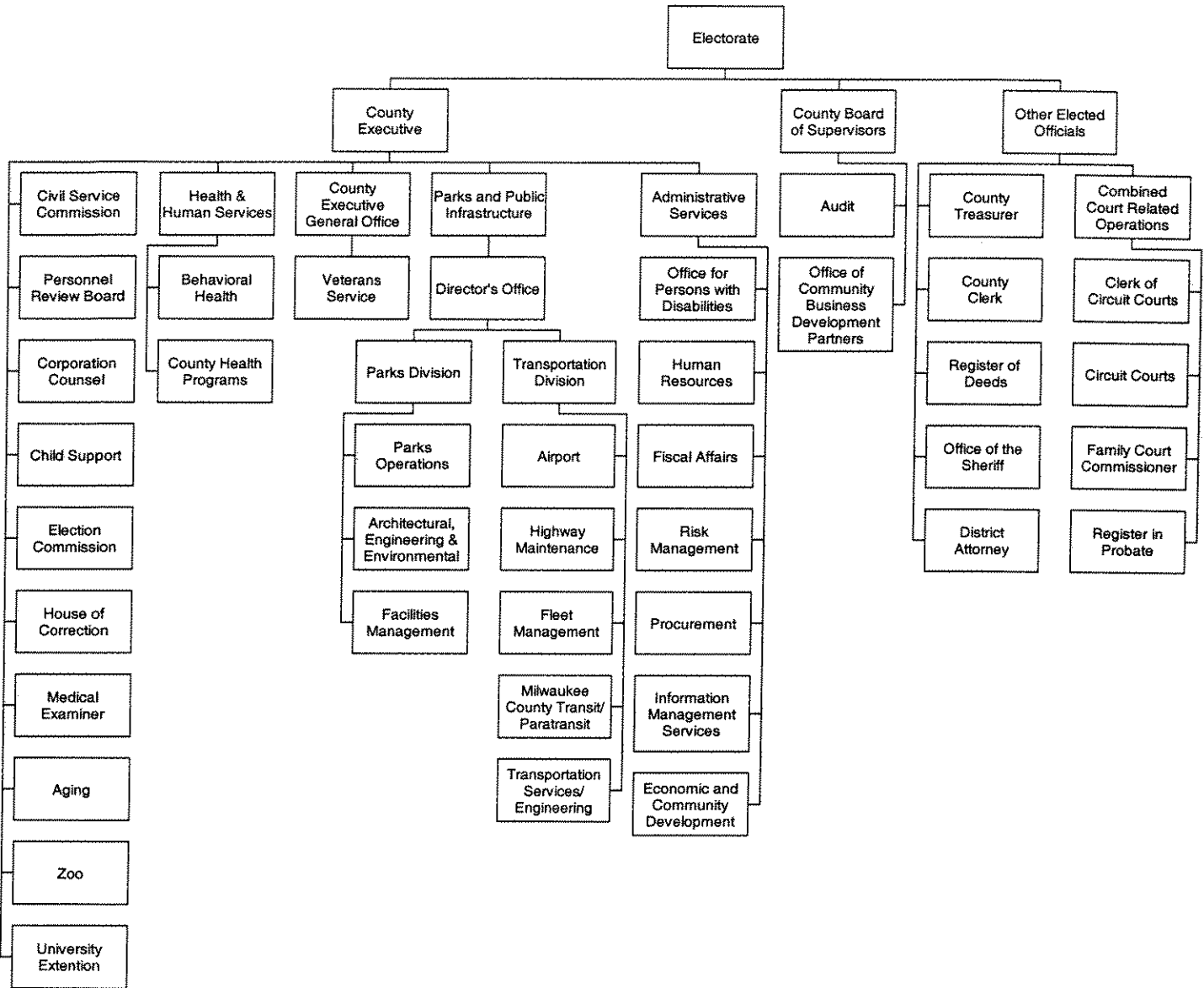
VISION STATEMENT

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

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

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

County of Milwaukee Organization Chart



Milwaukee County Board

Lee Holloway

Chairman

Richard D. Nyklewicz, Jr.

First Vice-Chairman

Ryan P. McCue

Second Vice-Chairman

Mark A. Borkowski

Gerry P. Broderick

Paul M. Cesarz

Toni M. Clark

Elizabeth M. Coggs-Jones

Lynne D. De Bruin

Dan Devine

Marina Dimitrijevic

Willie Johnson, Jr.

Michael Mayo, Sr.

Roger H. Quindel

Joseph Rice

James J. Schmitt

John F. Weishan, Jr.

Peggy West

James G. White

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Recreation and Culture	
Debt Service	
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BUDGET NARRATIVES

Legislative and Executive Function

<u>Org.</u>	<u>Department Name</u>
1000	- County Board
1001	- County Board-Department of Audit
1040	- County Board-Office of Community Business Development Partners
1011	- County Executive-General Office
1021	- County Executive-Veterans Service

Staff Function

<u>Org.</u>	<u>Department Name</u>
1110	- Civil Service Commission
1120	- Personnel Review Board
1130	- Corporation Counsel
1019	- Department of Administrative Services-Office for Persons with Disabilities
1140	- Department of Administrative Services-Human Resources
1150	- Department of Administrative Services-Risk Management
1151	- Department of Administrative Services-Administration and Fiscal Affairs
1152	- Department of Administrative Services-Procurement
1160	- Department of Administrative Services-Information Management Services
1192	- Department of Administrative Services-Economic and Community Development

Non-Departmental Revenues and Expenditures

Courts and Judiciary Function

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

General Governmental Services Function

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

Public Safety and Judiciary Function

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

Parks and Public Infrastructure Function

Org. Department Name

- 5040 - Department of Parks and Public Infrastructure-Airport
- 5070 - Department of Parks and Public Infrastructure-Transportation Services
- 5080 - Department of Parks and Public Infrastructure-Architectural, Engineering and Environmental Services
- 5100 - Department of Parks and Public Infrastructure-Highway Maintenance
- 5300 - Department of Parks and Public Infrastructure-Fleet Management
- 5600 - Milwaukee County Transit/Paratransit System
- 5700 - Department of Parks and Public Infrastructure-Facilities Management
- 5800 - Department of Parks and Public Infrastructure-Director's Office
- 9000 - Department of Parks and Public Infrastructure-Parks

Health and Human Services Function

Org. Department Name

- 6300 - Department of Health and Human Services-Behavioral Health Division
- 7200 - Department of Health and Human Services-County Health Programs
- 7900 - Department on Aging
- 8000 - Department of Health and Human Services

Recreation and Culture Function

Org. Department Name

- 9500 - Zoological Department
- 9700 - Milwaukee Public Museum
- 9910 - University Extension Service

Debt Service Function

Org. Department Name

- 9960 - General County Debt Service

Appendix

Budget Message of the County Executive

Glossary

Comparison of Funded Full Time Position Equivalents

Capital Improvements

INTRODUCTION

Milwaukee County's 2005 Adopted Budget serves several important purposes. First, it functions as a statement of policy developed and approved by the County's elected officials. Second, the Budget documents serve as a financial and operational plan that assists departmental administrators in fulfilling their responsibility to provide needed public services in an effective and efficient manner. Finally, the Budget is a source of information for the general public, enabling citizens to understand the many functions of County government and how its resources are allocated.

THE BUDGET PROCESS

The process associated with the Budget's compilation and adoption is a long and difficult task. It starts in early March and becomes a reality in mid-November, at which time a budget is adopted and official appropriations are provided. The time sequence of the complete budget process is as follows:

March through May	Compilation of personal service cost data and projections of utility and commodity price changes prepared by the Budget Section and submitted to the operating departments. Budget instructions and forms are submitted to department administrators.
May 1	Capital Budget requests are submitted by County agencies to the Department of Parks and Public Infrastructure.
June 1-15	Operating Budget requests and revenue estimates are submitted by County agencies to the Department of Administrative Services.
June/July	County Executive Public Hearing on the Budget, inviting County department administrators and the general public to comment on the Requested Budget. County Executive reviews agency budget requests.
August 15	Department of Administrative Services submits to the County Board a summary of requested budgets.
October 1	County Executive presents to the County Board the Executive Budget for the subsequent year. This is then referred to the Board's Finance and Audit Committee for review and recommendation.
October 1 - to 1st week in November	Finance and Audit Committee reviews the County Executive Budget.
14 days or more prior to County Board Public Hearing	Publication of County Executive Budget in newspapers.
November - Not later than 1st Monday of month	County Board public hearing on Budget, inviting members of general public to comment on the Executive Budget and Finance and Audit Committee changes to date.
Monday after 1st Thursday in November	County Board annual meeting and the adoption of the Budget and tax levies. During this meeting, the County Board acts on the amendments and recommendations submitted by the Finance and Audit Committee relative to the County Executive's Budget as well as amendments submitted by individual County Board members.
January 1 of the succeeding year	Departments translate Budget to public services.

Among the numerous duties and responsibilities of the County Executive, the broadest and most far ranging is the annual submission of the Executive Budget to the County Board. The Executive Budget can be an effective overall force in shaping policy and directing management. It is used to forge a responsible administrative organization out of a collection of unrelated departmental units. The value of a single responsible executive voice for County government is particularly apparent and best exemplified in the development of the Executive Budget. By this means, important problems are discussed and addressed and, more importantly, a tremendous growth in understanding of mutual problems occurs.

The Budget Section in the Fiscal Affairs Division of the Department of Administrative Services is primarily responsible for guidance and assistance in the compilation and adoption of the County's billion dollar annual Budget. This division provides assistance to the County Executive in the review of budget requests submitted by County agencies.

After presentation of the Executive Budget to the County Board of Supervisors, the Budget Section assists in presenting the Executive Budget to the County Board's Finance and Audit Committee. The Finance and Audit Committee reviews the Budget over a four to six week time period. The County Board adopts the final Budget in mid-November. After the Budget has been adopted and a detailed summary of appropriations is provided to County departments, the Budget Section and Controller's Office work with the County Executive and the Finance and Audit Committee in monitoring the Budget during the fiscal year. This monitoring involves periodic checks of expenditures against appropriations, reviewing actual revenue compared to budgeted revenue and reviewing requests for transfer of appropriations. This completes the budget process.

BUDGETARY BASIS OF ACCOUNTING

In accordance with Generally Accepted Accounting Principles (GAAP), the accounts of the County are maintained on the basis of funds. Each fund is a separate fiscal and accounting entity. The various funds are grouped into the following categories:

Governmental Funds

General Fund

The General Fund is used to account for all financial resources, except those required to be accounted for in another fund.

Debt Service Fund

The Debt Service Fund is used to account for the accumulation of resources and the payment of principal and interest on long-term general obligation debt.

Capital Projects Fund

The Capital Projects Fund is used to account for financial resources segregated for the acquisition of construction of major capital facilities other than those financed by proprietary funds.

Proprietary Funds

Enterprise Funds

The Enterprise Funds are used to account for operations that provide services which are financed primarily by user charges or activities where periodic measurement of net income is appropriate for capital maintenance, public policy, management control or other purposes.

Internal Service Funds

The Internal Service Funds are used to account for the financing of goods or services provided by one department to other departments in the County or to other governmental entities, on a cost-reimbursement basis.

Governmental Funds

Governmental funds utilize the modified accrual basis of accounting, except for the treatment of the Fund Balance Reserved for Appropriations. For budget purposes, the Fund Balance Reserved for Appropriations is reflected as other financing sources, whereas, for accounting purposes it is reflected as part of fund balance.

Under the modified accrual basis of accounting, revenues are recognized in the accounting period in which they become susceptible to accrual, that is, when they become both measurable and available to finance expenditures and commitments of the current period. Expenditures are recognized when the related liability is incurred, if measurable.

Proprietary Funds

Proprietary funds utilize the accrual basis of accounting. Under the accrual basis, revenues are recognized in the accounting period in which they are earned and expenses are recognized in the period in which they are incurred.

EXPENDITURE CONTROLS

Under Wisconsin State Statute, no payment may be authorized or made and no obligation incurred against the County unless the County has sufficient appropriations for each payment. Budgetary control over expenditures is maintained by a formal appropriation and encumbrance system. Encumbrances are charged against appropriations when purchase orders, contracts or other commitments are incurred. Liabilities which exceed appropriation balances are not paid until an increased appropriation is made available.

Every appropriation excepting an appropriation for capital expenditure or major repair lapses at December 31, to the extent that it has not been expended or encumbered. An appropriation for a capital expenditure or a major repair continues in force until the purpose for which it was made has been accomplished or abandoned or three years pass without any expenditure or encumbrance. The County Board of Supervisors approves carryovers recommended by the Department of Administrative Services.

The legal level of control for each budget is by department. Once the Budget is adopted, transfers of appropriations among departments require approval by the Board of Supervisors. Supplemental appropriations for the purpose of public emergencies or from the contingency appropriation may be made from unanticipated revenues received or surplus, as defined by resolution adopted by a vote of two-thirds of the members of the Board of Supervisors. Supplemental appropriations from the issuance of tax anticipation notes require an affirmative vote of three-fourths of the members of the Board of Supervisors.

BUDGET DOCUMENTS

The 2005 Adopted Budget publications are as follows:

- The *2005 Budget in Brief* provides highlights of program and policy changes in the Budget and a comparison of the adopted budgets of the various Milwaukee County departments for the years 2004 and 2005. Also included are various schedules summarizing the adopted budgets, a comparison of equalized values of the various municipalities, and a comparison of the taxes levied to each municipality for general County and other special purposes. The *Budget in Brief* is intended for use by the County Executive, County Board of Supervisors, department administrators and general public to obtain an overview of the County's Budget.
- The *2005 Adopted Budget* is presented in one volume and provides more detailed information and in-depth analysis of the Budget. It is organized into three major sections. The first section presents summary information on the *2005 Adopted Budget* and includes a summary of major program and policy highlights of the Adopted Budget and summary schedules and graphs reflecting budgeted revenues and expenditures for 2004 and 2005 by fund and function.

The second section provides more in-depth analysis of the Operating Budget by department. Each departmental budget includes a Statement of Operating Authority and Purpose, Department Description and Objectives for 2005, a Budget and Personnel Summary, Budget Highlights and an Organizational Chart. Some of the large or complex budgets are presented programmatically, providing separate descriptions and analyses of the various programs that comprise the department's operations.

The third section is the Appendix and is the last major section of the Budget. The Appendix provides the reader with the County Executive's budget message presenting his Recommended Budget, a glossary of key terms and a presentation of County-wide position equivalents.

A separate *Adopted Capital Improvements Budget* is published in the beginning of the budget year, which provides project-by-project detail and five-year planning goals, objectives and funding requirements.

Copies of the budget publications are distributed to the County Executive, the County Board of Supervisors and department administrators.

Stephen J. Agostini
Fiscal and Budget Administrator

2005 BUDGET HIGHLIGHTS

The 2005 Budget for Milwaukee County includes expenditures of \$1,187,924,934, revenues of \$962,041,283, and a property tax levy of \$225,883,651, which is an increase of 2.9% over the 2004 adopted property tax levy of \$219,436,418.

Countywide

A countywide effort to focus on fiscal responsibility and meeting essential County services results in the abolishment of more than 150 positions. An additional 500 positions, that have been unfilled for more than one budget cycle, are abolished. The result is streamlined County Government that continues to address critical County functions.

County Board

In 2005, the Office of Community Business Development Partners is transferred from the County Executive's Office to the County Board to reflect the Office's County-wide policy focus, the County Board's overall policy oversight function, and the importance of the Office's mission to promote business opportunities and capacity building and overall economic viability for small and disadvantaged businesses in Milwaukee County.

County Executive – General Office

Staff reorganization and a focus on essential services results in a nine percent tax levy savings.

Department of Administrative Services-Human Resources

The 2005 Budget continues to streamline human resource functions by combining the following units into one section titled General Office: Departmental Services, Director's Office and Workforce Development.

Department of Administrative Services-Risk Management

Due to fiscal constraints, the Safety Coordinator position that was reduced to half time late in 2003 continues to be funded at half time for 2005.

Department of Administrative Services-Procurement

An annual fee of \$25 is continued for vendors who wish to be added to the Milwaukee County list of approved vendors.

Department of Administrative Services – Information Services Management Division

In 2005, IMSD will be shifting focus away from Document, Distribution and Records Services to concentrate on Technology Services. To further the transfer of the document printing function to the House of Correction (HOC) begun in 2004, IMSD will transfer additional staff and the remaining equipment to the HOC. In addition, a commercial records management vendor will provide Records Management Services for half a year when the lease for the Wirth Street property expires. Records Center Staff is funded for a full year. The net savings in the Records Service section is \$39,520. Concentrating on Technology Services, IMSD will look to increase technological efficiency countywide by streamlining business processes, automating manual tasks, and documenting systems and services to achieve repeatability. IMSD will focus on application enhancement and technical support to accomplish these tasks.

New contracts for local telephone and cell phone services will result in an estimated \$675,000 savings over three years. For 2005, a total savings of \$69,423 is reflected in the individual County departments' budgets.

Milwaukee County Automated Mapping and Land Information System

This budget includes expenditure authority of \$954,000, which primarily reflects the continued development and maintenance of the automated base map and parcel-based land information system as well as the upgrade of real estate records software in the Register of Deeds office. In addition, the budget also provides for the following new initiatives:

- Beginning in 2005, the Architectural and Engineering (A&E) Division of the Department of Parks and Public Infrastructure will assume the project management function from the Southeastern Wisconsin Regional Planning Commission (SEWRPC) at a cost of \$206,589.
- In September 2004, the MCAMLIS Steering Committee approved a total appropriation of \$261,787 in MCAMLIS funds for a regional water supply system study. An appropriation of \$87,262 is budgeted in 2005 for this purpose.

Retirement Sick Allowance Payments

Expenditures of \$1,836,000 are budgeted for projected retirement sick allowance payments. Large departments with a total salaries and wages budget in excess of \$2 million will be expected to absorb this cost during the course of 2005 by not filling positions vacated by retirements.

Combined Court Related Operations

Tax levy for the 2005 Combined Court Related Operations budget increases \$1,197,634, from \$27,326,261 to \$28,523,895, primarily due to a \$1 million reduction in revenue from the State of Wisconsin for Guardian ad Litem (GAL) services. Milwaukee County's 2004 Budget included an increase of approximately \$1.9 million in the GAL and Interpreter Fee reimbursement grants which was never approved by the Wisconsin State Legislature. In 2005, Milwaukee County will again pursue increased reimbursement of GAL costs in the 2005-2007 State of Wisconsin Budget. If this additional revenue is approved, this would increase reimbursement of Milwaukee County's GAL costs by approximately \$1,900,000 over the biennium. For 2005, this reflects revenue of approximately \$950,000. If this additional revenue is not included in the State's budget, the Courts will provide a corrective action plan by July 2005.

The Domestic Violence Judicial Oversight Initiative continues in 2005 with a reduced budget of \$370,808 as a result of the phasing out of the Federal grant associated with this program. Although this grant, authorized under the Violence Against Women Act, was originally scheduled to end in 2004, the department submitted and received approval of a grant extension for \$700,000 through 2005. The department will submit an appropriation transfer in the spring of 2005 to the County Board for \$329,192 in order to bring the total grant appropriation up to \$700,000.

The 2005 Budget also includes \$572,176 in expenditures and revenues for the Permanency Review Project, which provides children in an out-of-home situation with a review by the court every six months.

Child Support

This budget reflects a reduction in expenditures of \$382,644, from \$18,412,891 to \$18,030,247, and a reduction in revenues of \$276,009, from \$18,413,085 to \$18,137,076, for a net tax levy reduction of \$106,635, from (\$194) to (\$106,829). The tax levy reduction is primarily due to reducing the number of positions by 15.

The 2005 Budget is based on the department meeting certain performance standards in order to achieve a full incentive revenue amount of \$3,877,600 under State and Federal funding guidelines. This reflects an increase of \$170,386 over 2004 and assumes 100% achievement of the performance standards. In addition to the base amount of incentive revenue, \$318,600 is predicated upon increasing performance in two measured areas from a baseline established on September 20, 2003.

For the first time in 2005, the cost of one Economic Support Specialist is crosscharged to Child Support by the Department of Health and Human Services to reflect the role of a dedicated ESS worker on cases in which Income Maintenance and Child Support issues intersect. Through this initiative, both departments anticipate achieving higher performance standards by improving data accuracy.

Election Commission

The 2005 Budget tax levy decreases \$594,721, from \$1,116,861 to \$522,140, due to 2005 being a two-election year as opposed to a four-election year. As a result, appropriations for overtime, advertising, ballots and election supplies are reduced.

County Treasurer

The tax levy for this department increases by \$84,944 primarily due to the department's statutory responsibility to pay unpaid personal property tax charge backs. The 2005 Budget for tax charge backs increases \$70,000, from \$130,000 to \$200,000, to better reflect actual experience. In addition, the budget raises fees for administrative costs associated with foreclosures and tax delinquent property listings. The administrative costs would increase from \$200 to \$250 per foreclosure and delinquent property listings would increase from \$75 to \$150.

County Clerk

In 2005, the budget for the County Clerk remains basically unchanged with an increased tax levy of \$13,968, from \$29,412 to \$43,380, over 2004. The Information Management Services Division (IMSD) has been working with the County Clerk to make the County Board's proceedings and legislative tracking available via the County's website.

Register of Deeds

The budget reflects a reduction in expenditures of \$72,108, from \$3,316,168 to \$3,244,060, and an increase in revenues of \$514,639, from \$5,223,394 to \$5,738,033, for a net tax levy reduction of \$586,747, from (\$1,907,226) to (\$2,493,973), over 2004. This revenue increase is due to the following: an increase in General Recording Fee Revenue of \$141,639, from \$2,399,584 to \$2,541,223; an increase in Other Governmental Revenue from the Milwaukee County Automated Mapping and Land Information System (MCAMLIS) of \$165,000, from \$55,000 to \$220,000, and an increase in real estate transfer fee revenue of \$220,000, from \$2,000,000 to \$2,220,000.

Office of the Sheriff

In 2005, the budgets for the House of Correction and the Sheriff continue an inmate population control "cap proposal" for the Milwaukee County detention population. Funding for the County Grounds patrol continues in 2005. Five Deputy Sheriff 1 and one Deputy Sheriff Sergeant positions are abolished due to the discontinuation of the "COPS FAST" grant. Three positions of Deputy Sheriff Lieutenant are created along with the abolishment of three Deputy Sheriff Sergeant positions and one Deputy Sheriff Captain in the Criminal Justice Facility (CJF). The new Lieutenant positions will serve as shift commanders and will assume responsibility for staff scheduling that was performed by Deputy Sheriff Sergeant positions. It is anticipated that using non-represented Lieutenant positions for scheduling will improve overtime control.

The 2005 Budget includes an initiative to replace 200 Deputy Sheriff 1 positions in the CJF with Jailer positions for a tax levy savings of \$1,286,664. The savings is mainly due to an elimination of 32,000 hours of overtime staffing while deputies are in recruit training. A Deputy Sheriff position requires 20 weeks of training and a Jailer position requires only four weeks before he or she is available to staff a post. Total inmate medical service expenditures for inmates at the County Jail and the House of Correction are budgeted at \$14,458,371, a decrease of \$1,146,717 from 2004.

House of Correction

In 2005, the budgets for the House of Correction (HOC) and the Sheriff continue an inmate population control "cap proposal" for the Milwaukee County detention population. Funding of \$875,835 is provided for the purpose of continuing the Community Justice Center for Day Reporting, partially offset by \$631,770 from a Federal grant.

Certain printing functions formerly performed by the Information Management Service Division (IMSD) Document Services were transferred to the HOC along with one position of Graphic Services Coordinator in 2004. The 2005 Budget continues this initiative by 1) transferring the position of Reproduction Equipment Technician 2 to the HOC from DAS-IMSD, 2) increasing the DAS-IMSD crosscharge by \$33,680 to reflect the half-time services of the Management Analyst Document Services position and 3) transfers the remaining equipment from IMSD to the HOC.

The farm and fish hatchery programs which stock fish in County lagoons and ponds and provides produce for food pantries are continued in 2005.

Department of Parks and Public Infrastructure – Fleet Management

In 2005, Fleet Management will assist the Department of Administrative Services-Fiscal Affairs Division (DAS) in carrying out a countywide fleet reduction. This initiative will reduce Fleet-owned pieces of equipment by 12% or approximately 219 pieces. This initiative follows an analysis conducted by Fleet and DAS that indicated that approximately 375 pieces (21%) of equipment and/or vehicles appear to be under-utilized. The benchmark of less than 6,000 miles per year (Administrative Manual Chapter 5, section 5.15) or less than 500 hours (50% utilization) for seasonal pieces was used to identify equipment for potential reduction.

Utilization of these units has been closely evaluated with input and justification provided by the department utilizing the affected equipment. The final decision on which pieces are actually eliminated will be made by the Director of Fleet Management in collaboration with department and DAS staff.

After pieces have been eliminated, Fleet Management will analyze the impact of this sale upon its operating budget. This analysis will enable Fleet Management to correctly make changes to its own budget in 2006, which will adjust the amount that other departments are charged for Fleet Management Services.

It is anticipated that the sale of units identified as surplus will net the County approximately \$350,000 in revenue in 2005.

Department of Parks and Public Infrastructure – Architectural, Engineering and Environmental Services

Beginning in 2005, Architecture and Engineering (A & E) Graphic Information Systems (GIS) staff will take over the project management function of the Milwaukee County Automated Mapping and Land Information System (MCAMLIS) from the Southeastern Wisconsin Regional Planning Commission (SEWRPC). A & E will receive \$206,589 for MCAMLIS project management. This includes conceptual development of individual projects, development of project specifications, writing contracts, preparation of invoices to draw down funds as expended, and general maintenance of MCAMLIS data holding. In addition, this effort will merge the County's internal GIS functions with MCAMLIS.

In 2005, Architectural and Engineering Professional Services revenue decreased \$2,137,331 from \$7,039,113 to \$4,901,782 based on recovery of eligible operating costs from capital projects and capitalized major maintenance and improvement projects. The decrease in budgeted revenue reflects the reduction of capital projects.

Department of Parks and Public Infrastructure – Facilities Management

In order to reduce their vacancy and turnover rate, Facilities Management, abolished 112.12 vacant FTEs and unfunded 2.0 FTEs. These actions correspond to a \$3,865,778 reduction in the Personal Service Lump Sum from \$4,419,398 to \$553,620.

Facilities Management will continue to provide Parks Maintenance Services in 2005. The Parks Maintenance function was transferred from the Parks Division to Facilities Management as part of the Department of Parks and Public Infrastructure 2004 fund transfer, which finalized the details of the Parks Department and the Department of Public Works 2004 merger.

Facilities Management will continue to provide Food Service Delivery to DHHS – Behavioral Health Division for 2005.

In 2005, as part of a comprehensive effort to examine County services, Facilities Management and the Department of Administrative Services – Fiscal Affairs will undertake a comprehensive analysis of housekeeping services provided by Facilities Management. This will include an analysis of current services including staffing, costs, and customer satisfaction. This review will be used as the basis for providing housekeeping services for all buildings managed by Facilities.

Milwaukee County Transit

The 2005 budget was developed with no increase in passenger fares or reductions in service levels.

Department of Parks and Public Infrastructure - Parks Division

The Superintendent of the Parks Department will reorganize the Operations Section in 2005. As part of this reorganization, two regions, North and South, will be created geographically divided by I-94. Existing staff will be spread between these two regions. Additionally, the Landscape Services area will be eliminated and staff will be assigned to either the North or South Regions.

In 2005, the Parks Superintendent will have the authority to set all program fees within Parks. This flexibility will enable the Superintendent to respond in a timely manner to changing market competition, weather conditions, seasonal needs and special events in an overall effort to maximize the revenue generated by the Milwaukee County Park System.

DHHS-Behavioral Health Division

In the 2005 Budget, the County and the four major local hospital systems jointly agreed to fund the acquisition and staffing of two new eight-bed Crisis Respite facilities. These facilities offer an alternative to inpatient hospitalization for individuals at risk of experiencing major psychiatric crisis. As such, they are expected to significantly reduce pressure on BHD's Psychiatric Crisis Service and inpatient units and provide another important option to serve Milwaukee County residents who are in need of psychiatric crisis services.

BHD's 2005 Budget also contains grant revenues and expenditures associated with the Access to Recovery (ATR) program. In August 2004, the Governor's office notified Milwaukee County that it would be awarded a three-year grant totaling approximately \$22.8 million (approximately \$7.5 million per year). The 2005 Budget recognizes receipt of these funds. Included in the \$7,479,364 that is budgeted in 2005 is \$646,813 for the County's operational management of the program. The ATR grant expands alcohol and other drug abuse treatment services to two priority populations: 1) the general population, with an emphasis on families with children; and 2) the criminal justice population, specifically inmates re-entering the Milwaukee community from prison, and offenders on probation or parole supervision who are facing revocation proceedings and imprisonment and who can be safely supervised in the community while benefiting from AODA treatment and recovery support services as an alternative to revocation. More than 1,500 individuals per year are expected to receive service through ATR.

DHHS – County Health Programs

The 2005 Budget maintains the same funding level as 2004 for the General Assistance Medical Program (GAMP). This was possible because of agreements reached with local hospitals including the following initiatives:

- GAMP-affiliated hospital systems have agreed to pay for salary and fringe benefits related to four GAMP eligibility workers who are out-stationed at GAMP-affiliated clinics in 2005 in light of the positive impact such workers have reducing Emergency Room visits. These out-stationed eligibility workers can process GAMP applications at certain clinics on site, allowing clients to receive immediate service.
- The GAMP-affiliated hospital systems also have agreed to reimburse the program for home health care services provided to GAMP clients in an amount not to exceed \$301,168. Home health care services will continue to be provided to homebound GAMP clients who are determined to require such services upon release from the hospital.
- The Nurse Call-Line that was initiated as part of GAMP in 2003 will be funded by Aurora Health Care in 2005. Funding for this service previously was provided through a Federal CAP Grant, which expired in 2004. The Nurse Call-Line is a valuable resource for clients in need of immediate medical advice and/or assistance in non-life threatening situations. Nurse Call-Line services also reduce medical expenditures by eliminating the need for costly Emergency Room visits.

Department on Aging

In the 2005 Budget, eight additional positions (six Economic Support Specialists (ESS), one Economic Support Supervisor and one Office Support Assistant 2) in the Economic Support Division under the Department of Health and Human Services (DHHS-ESD) will be dedicated to Family Care eligibility determination and related functions. This will provide for two units with 9 ESS's, one Supervisor and one clerical support position, as opposed to one 12-person unit. This initiative yields a total of 22 Family Care related positions in DHHS-ESD. The Department on Aging is cross-charged a total of \$1,231,420 for all personal services costs.

In 2000, the Care Management Organization (CMO) was launched as a pilot project in Milwaukee County. As of July 1, 2002, Family Care became an entitlement for all eligible older adults in Milwaukee County, thus reflecting a significant expansion of the program. Prior to January 1, 2004, the State Department of Health and Family Services (DHFS) could not contract with an organization other than the County to operate a care management organization. As of January 2004, DHFS is permitted to contract on the basis of quality with any entity certified to meet CMO requirements. The Department on Aging was awarded the CMO contract by DHFS in November 2004 and they will serve as the sole CMO for Milwaukee County in 2005.

Department of Health and Human Services

In the Delinquency & Court Services Division (DCSD) the total State Department of Corrections (DOC) charges for juveniles placed into State custody by the Children's Court Judges are projected at \$22,929,540, a decrease of \$3,594,528 compared to 2004. This decrease results from a significant reduction in institutional placements and increased use of community-based programs. DCSD will utilize some of these savings to increase the number of slots in the Firearm program, which helps divert adjudicated delinquents from placement in State facilities, from 30 to 50. In addition, DCSD will purchase 12 additional slots (for a total of 32) in the intensive wraparound program known as FOCUS.

The Management Services Division's Contract Administration section will be re-organized and expanded in 2005 to enhance department-wide contract monitoring and quality assurance activities. The re-designed section will provide a new emphasis on outcomes and programmatic performance in addition to traditional fiscal monitoring activities. Under this initiative, quality assurance teams will be assigned to the Disabilities Service Division, the Delinquency & Court Services Division and the Economic Support Division to work closely with program staff on all contract activities, from the development of RFP's, to the formulation of outcome-based contracts, to the evaluation of fiscal and programmatic performance, to re-development of contract goals and outcomes.

The 2005 Budget includes a new initiative that centralizes all DHHS, Behavioral Health Division and County Health Programs Division accounting functions in a new Fiscal Services Section in the Management Services Division. This initiative is designed to enhance existing accounting capacity across the five DHHS program divisions and provide back-up for critical functions where none currently exists. Operational effectiveness will be improved by organizing job responsibilities along functional lines and by instituting a team approach to revenue

maximization and related efforts. Total budgetary savings in DHHS, CHP and BHD of \$123,475 will be recognized from this initiative.

In 2005, all payroll functions across the five DHHS divisions will also be consolidated in the Management Services Division under a new initiative. Five payroll clerks will be centralized in one location to handle payroll responsibilities, while other Human Resources functions will continue to be provided by DAS-HR staff out-stationed at DHHS, who also will manage payroll staff. All payroll positions will be located within Management Services, with the cost of services cross-charged to the DHHS divisions. Enhanced operational efficiencies will result in a net savings of \$37,207.

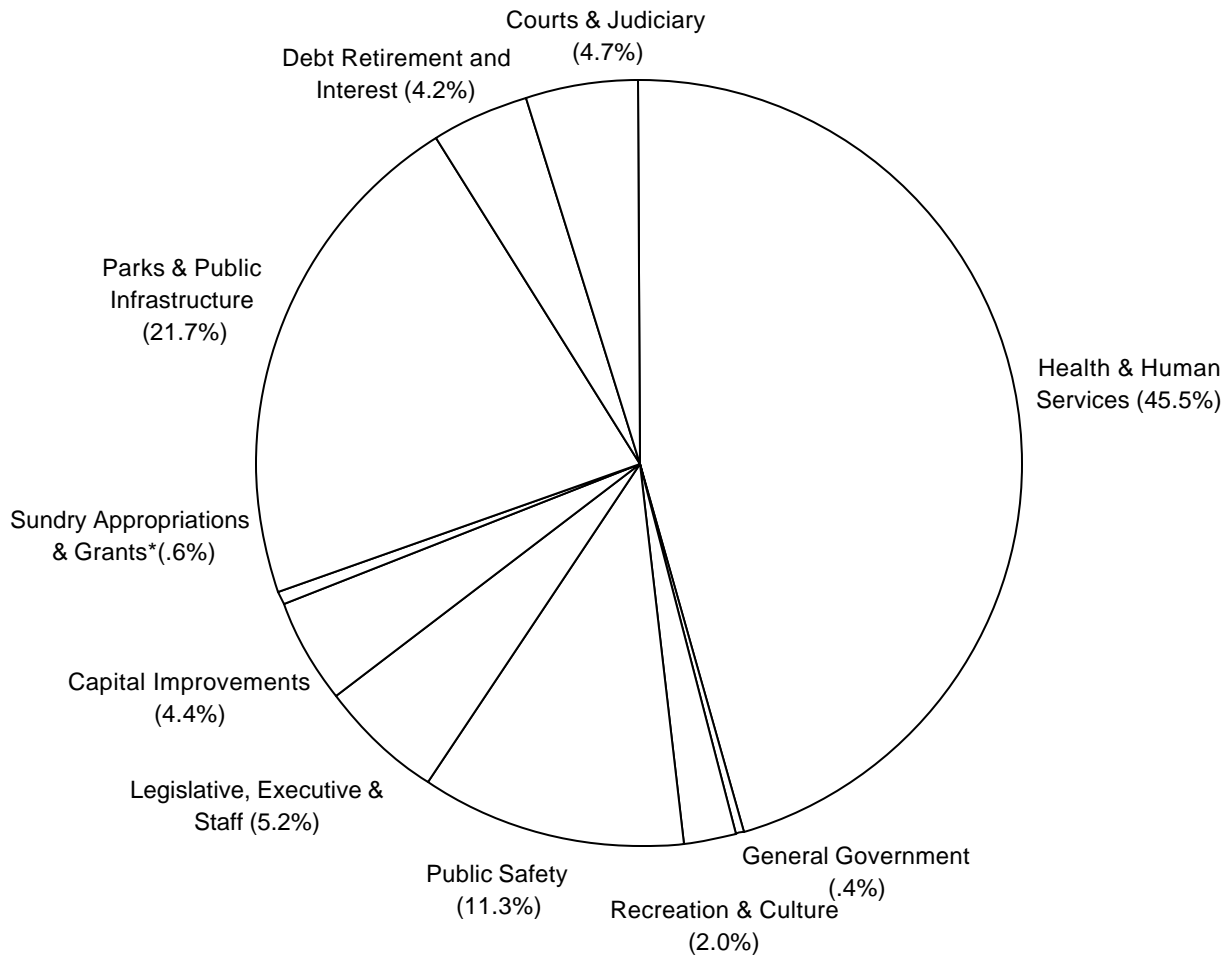
Zoological Department

The Milwaukee County Zoo will cease leasing the koalas and return them to their home zoo due to their failure to thrive in Milwaukee's climate. This will generate a savings of \$30,000. In addition, increased parking and admission fees are expected to generate additional revenue of \$235,000 in 2005. In 2005, DAS-Fiscal Affairs with the assistance of Zoo staff, will facilitate evaluation of the zoo governance structure and financial support to assist the Milwaukee County Zoo in securing long-term financial and operational security.

Capital

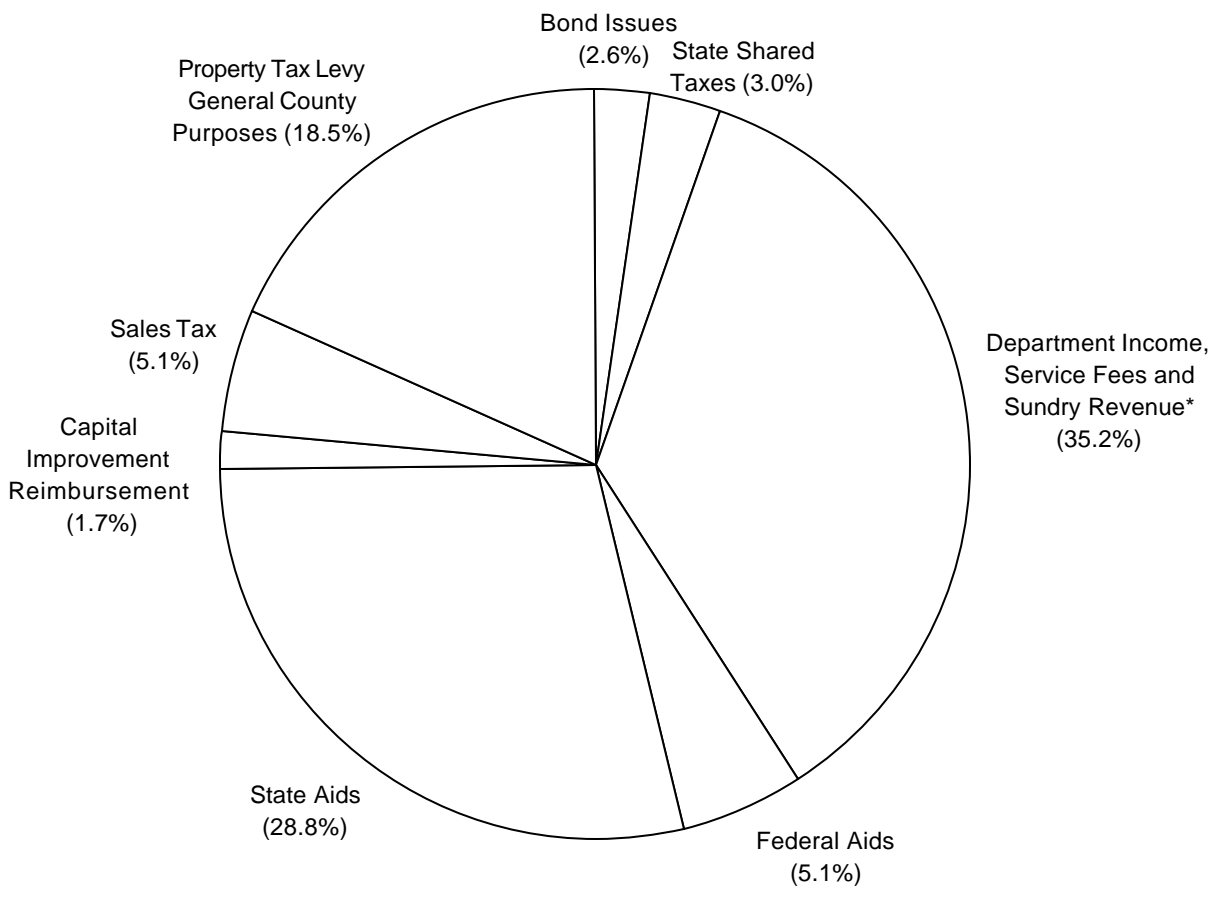
The 2005 Adopted Capital Improvements Budget includes 62 separate projects for a total expenditure appropriation of \$53,417,881. Anticipated reimbursement revenue (Federal, State and local grants) totals \$14,802,770 resulting in net County financing of \$38,615,111.

**MILWAUKEE COUNTY 2005 BUDGET DOLLAR
Expenditure Dollar**



*Excludes the following "Credit" Expenditure (\$35,104,786)
Offset to Internal Abatements.

**MILWAUKEE COUNTY 2005 BUDGET DOLLAR
Revenue Dollar**



*Excludes the following "Credit" Revenue (\$35,104,786)
Offset to Internal Abatements.

MILWAUKEE COUNTY
2004 ADOPTED AND 2005 ADOPTED BUDGETS

	<u>2004 Adopted Budget</u>	<u>2005 Adopted Budget</u>
<u>EXPENDITURES</u>		
Legislative, Executive & Staff	\$ 64,091,660	\$ 63,422,690
Capital Improvements	61,187,341	53,417,881
Debt Retirement & Interest	46,192,427 *	50,871,374 *
Sundry Appropriations & Grants	7,164,196	6,934,743
Internal Abatements - Expenditure	(34,510,720) **	(35,104,786) **
Courts & Judiciary	58,446,044	57,521,149
General Governmental Services	6,071,528	5,471,493
Public Safety	134,710,043	138,144,161
Parks and Public Infrastructure	260,841,882	266,079,079
Health and Human Services	509,695,154	556,633,858
Recreation and Culture	23,911,136	23,502,117
Expendable Trust Accounts	<u>951,863</u>	<u>1,031,175</u>
 Total Gross Expenditures	 \$ <u>1,138,752,554</u>	 \$ <u>1,187,924,934</u>
<u>REVENUES</u>		
Property Tax Levy:		
For General County Purposes	\$ <u>219,436,418</u>	\$ <u>225,883,651</u>
Sales Tax	\$ <u>59,312,254</u>	\$ <u>62,430,840</u>
Recommended Bond Issues:		
For General County Purposes	\$ <u>27,088,065</u>	\$ <u>32,108,755</u>
 State Aids	 \$ 343,456,543	 \$ 350,805,492
Federal Aids	<u>51,524,759</u>	<u>62,914,859</u>
Combined State and Federal Aids	\$ 394,981,302	\$ 413,720,351
Capital Improvement Revenue:		
State Revenue	\$ 1,834,623	\$ 954,308
Federal Revenue	25,022,206	13,179,762
Other Revenue	<u>7,242,447</u>	<u>7,175,056</u>
Combined Capital Improvement Revenue	\$ <u>34,099,276</u>	\$ <u>21,309,126</u>
 Departmental Income, Service Fees and Sundry Revenue	 \$ 397,206,321	 \$ 434,000,699
Internal Abatements - Revenue	(34,510,720) **	(35,104,786) **
State Shared Taxes	37,129,675	37,130,288
Prior Year Surplus (Deficit)	<u>4,009,963</u>	<u>(3,553,990)</u>
 Total Gross Revenue	 \$ <u>1,138,752,554</u>	 \$ <u>1,187,924,934</u>

* Includes interest allocation credit of \$5,345,981 in 2004 and \$6,283,459 in 2005 to Proprietary Fund departments for interest costs, which reduces Debt Retirement & Interest by a like amount.

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

MILWAUKEE COUNTY
ADOPTED 2005 BUDGET
FUNCTIONAL TAX LEVY DISTRIBUTION

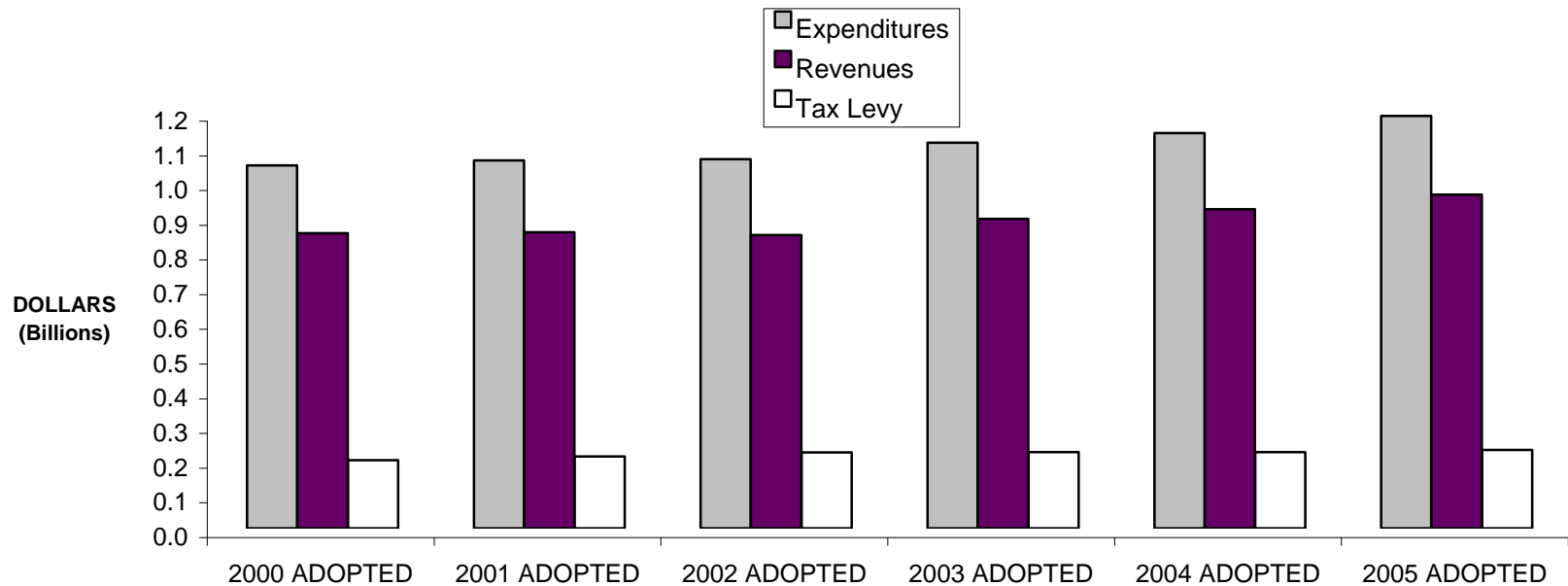
<u>FUNCTION</u>	<u>Operating Expenditures</u>	<u>Operating, Bond & Sundry Revenue</u>	<u>State and Federal Aids</u>	<u>Net Tax Levy Funds Required</u>	<u>% of Tax Levy Funds</u>
<u>General County</u>					
Legislative, Executive & Staff	\$ 63,430,190	\$ 9,804,877	\$ 17,204,832	\$ 36,420,481	16.12%
Courts & Judiciary	57,521,149	5,037,631	24,066,452	28,417,066	12.58%
General Governmental	5,471,493	7,787,213	0	(2,315,720)	(1.03%)
Public Safety	138,144,161	12,509,972	17,297,455	108,336,734	47.96%
Parks & Public Infrastructure	266,079,079	115,542,427	95,152,945	55,383,707	24.52%
Health & Human Services	556,668,958	220,661,605	256,853,701	79,153,652	35.04%
Recreation & Culture	24,490,692	15,459,766	32,763	8,998,163	3.98%
Sundry Appropriations & Grants	6,934,743	91,433,138	40,242,491	(124,740,886)	(55.22%)
Internal Abatements*	(35,104,786)	(35,104,786)	0	0	0.00%
Debt Retirement & Interest	50,871,374	14,640,920	0	36,230,454	16.04%
Capital Improvements**	<u>53,417,881</u>	<u>39,283,811</u>	<u>14,134,070</u>	<u>0</u>	<u>0.00%</u>
Total General County	\$ <u>1,187,924,934</u>	\$ <u>497,056,574</u>	\$ <u>464,984,709</u>	\$ <u>225,883,651</u>	<u>100.00%</u>

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

** Revenues include \$24,750,830 in general obligation bonding, \$14,802,770 in reimbursement revenue, \$28,575 in construction fund investment earnings, \$1,022,070 in sales tax revenues, \$5,405,711 in Passenger Facility Charge cash financing, \$50,000 in private contributions and \$7,357,925 in Airport revenue bonds.

ADOPTED 2005 BUDGET FOR GENERAL COUNTY PURPOSES

	2004 ADOPTED	2005 ADOPTED	CHANGE	PERCENT
EXPENDITURE	\$ 1,138,752,554	\$ 1,187,924,934	\$ 49,172,380	4.32%
REVENUE	<u>919,316,136</u>	<u>962,041,283</u>	<u>42,725,147</u>	<u>4.65%</u>
TAX LEVY	\$ 219,436,418	\$ 225,883,651	\$ 6,447,233	2.94%



COUNTY OF MILWAUKEE
ADOPTED 2005 BUDGET
SUMMARY OF EXPENDITURES AND REVENUES
LEGISLATIVE, EXECUTIVE AND STAFF FUNCTIONS

	<u>2004 Adopted Budget</u>	<u>2005 Adopted Budget</u>	<u>Increase (Decrease) Amount</u>
<u>EXPENDITURES</u>			
<u>Legislative & Executive</u>			
County Board	\$ 4,833,888	\$ 4,944,786	\$ 110,898
Department of Audit	2,231,621	2,304,709	73,088
Office of Community Business	576,279	580,998	4,719
Development Partners			
County Executive			
General Office	1,013,229	935,095	(78,134)
Veterans Service	<u>276,165</u>	<u>282,395</u>	<u>6,230</u>
Subtotal	\$ 8,931,182	\$ 9,047,983	\$ 116,801
<u>Staff</u>			
Civil Service Commission	\$ 66,969	\$ 62,713	\$ (4,256)
Personnel Review Board	158,711	163,091	4,380
Corporation Counsel	1,803,847	1,814,808	10,961
Dept. of Administrative Services (DAS) -			
Office for Persons w/Disabilities	605,717	621,041	15,324
Human Resources	4,432,149	4,445,207	13,058
Risk Management	6,127,471	6,146,471	19,000
Fiscal Affairs	3,677,998	3,313,471	(364,527)
Procurement	870,227	892,771	22,544
Information Management Services	18,687,530	18,901,111	213,581
Economic & Community Dev **	<u>18,729,859</u>	<u>18,014,023</u>	<u>(715,836)</u>
Subtotal	\$ <u>55,160,478</u>	\$ <u>54,374,707</u>	\$ <u>(785,771)</u>
TOTAL	\$ <u>64,091,660</u>	\$ <u>63,422,690</u>	\$ <u>(668,970)</u>

** Economic Development and Housing & Community Development were merged in 2004.

	2004 Adopted Budget	2005 Adopted Budget	Increase (Decrease) Amount
<u>REVENUES</u>			
County Executive			
Office of Community Business Development Partners	\$ 366,325	\$ 276,348	\$ (89,977)
Corporation Counsel	185,000	185,000	0
Dept. of Administrative Services (DAS) -			
Office for Persons w/Disabilities	63,500	63,500	0
Human Resources	1,348,379	1,147,440	(200,939)
Risk Management	6,425,356	6,291,800	(133,556)
Fiscal Affairs	36,000	36,000	0
Procurement	50,000	50,000	0
Information Management Services	262,279	210,705	(51,574)
Economic & Community Dev **	<u>3,041,484</u>	<u>1,536,584</u>	<u>(1,504,900)</u>
TOTAL	\$ <u>11,778,323</u>	\$ <u>9,797,377</u>	\$ <u>(1,980,946)</u>
<u>STATE & FEDERAL AIDS</u>			
County Board	\$ 18,000	\$ 15,000	\$ (3,000)
County Executive			
General Office	15,000	15,000	0
Veterans Service	13,000	13,000	0
Department of Administrative Services -			
Economic & Community Dev**	<u>17,161,832</u>	<u>17,161,832</u>	<u>0</u>
TOTAL	\$ <u>17,207,832</u>	\$ <u>17,204,832</u>	\$ <u>(3,000)</u>
NET FUNDS REQUIRED	\$ <u>35,105,505</u>	\$ <u>36,420,481</u>	\$ <u>1,314,976</u>

COUNTY OF MILWAUKEE
ADOPTED 2005 BUDGET
SUMMARY OF EXPENDITURES AND REVENUES
SUNDRY APPROPRIATIONS AND GRANTS FUNCTION

	2004 Adopted Budget	2005 Adopted Budget	Increase (Decrease) Amount
<u>EXPENDITURES</u>			
Non-Departmental Expenditures			
<u>1900-1999</u>			
Debt Issue Expense	\$ 0	\$ 11,500	\$ 11,500
Ethics Board	45,173	57,817	12,644
County Historical Society	242,550	242,550	0
Greater Milwaukee Convention & Visitors Bureau	16,875	25,000	8,125
Civil Air Patrol	8,000	9,500	1,500
War Memorial Center	1,311,636	1,311,636	0
Villa Terrace/Charles Allis Art Museums	243,656	243,656	0
Marcus Center for the Performing Arts	880,000	1,280,000	400,000
Automated Land Information System	750,000	954,000	204,000
Internal Service Abatement	(34,510,720)	(35,104,786)	(594,066)
County-wide Travel Reduction	(100,000)	0	100,000
Potawatomi Revenue	1,388,523	1,388,523	0
Retirement Sick Allowance Payments	7,388,000	1,836,000	(5,552,000)
County-wide Projected Retirement Svgs	(3,933,000)	0	3,933,000
Appropriation for Contingencies	4,417,022	4,417,022	0
Employee Fringe Benefits	7,072,826	7,307,013	234,187
State Trust Fund Loan Program Payments	145,000	0	(145,000)
Federated Library System	66,650	66,648	(2)
Milwaukee County Fund for the Arts	371,250	352,688	(18,562)
Capital/Depreciation Contra	<u>(13,149,965)</u>	<u>(12,568,810)</u>	<u>581,155</u>
 TOTAL NON-DEPARTMENTAL EXPENDITURES	 \$ <u>(27,346,524)</u>	 \$ <u>(28,170,043)</u>	 \$ <u>(835,019)</u>

	<u>Adopted Budget</u>	<u>Adopted Budget</u>	<u>(Decrease) Amount</u>
<u>EXPENDITURES</u>			
<u>REVENUES</u>			
<u>Department 1900</u>			
Earnings on Investments	\$ 4,837,500	\$ 5,508,158	\$ 670,658
County Sales and Use Tax	59,312,254	62,430,840	3,118,586
Power Plant Revenue	2,745,769	2,701,324	(44,445)
Prior-Year Surplus (Deficit)	4,009,963	(3,553,990)	(7,563,953)
Other Miscellaneous Revenue	<u>40,000</u>	<u>40,000</u>	<u>0</u>
Subtotal	\$ <u>70,945,486</u>	\$ <u>67,126,332</u>	\$ <u>(3,819,154)</u>
<u>1901-1999</u>			
Unclaimed Money	\$ 490,000	\$ 1,008,332	\$ 518,332
Potawatomie Revenue	4,000,000	4,000,000	0
Automated Land Information System	650,000	875,000	225,000
Internal Service Abatement	(34,510,720)	(35,104,786)	(594,066)
Land Sales	5,000,000	5,000,000	0
Employee Fringe Benefits	7,072,826	7,307,013	234,187
Capital/Depreciation Contra	<u>6,058,447</u>	<u>6,116,461</u>	<u>58,014</u>
Subtotal	\$ <u>(11,239,447)</u>	\$ <u>(10,797,980)</u>	\$ <u>441,467</u>
<u>STATE AND FEDERAL AIDS</u>			
State Shared Revenues	\$ 37,129,675	\$ 37,130,288	\$ 613
State Exempt Computer Aid	3,266,700	3,033,203	(233,497)
Automated Land Information System	<u>100,000</u>	<u>79,000</u>	<u>(21,000)</u>
Subtotal	\$ <u>40,496,375</u>	\$ <u>40,242,491</u>	\$ <u>(253,884)</u>
NET FUNDS REQUIRED	\$ <u>(127,548,938)</u>	\$ <u>(124,740,886)</u>	\$ <u>2,796,552</u>

COUNTY OF MILWAUKEE
ADOPTED 2005 BUDGET
SUMMARY OF EXPENDITURES AND REVENUES
COURTS AND JUDICIARY FUNCTION

	<u>2004 Adopted Budget</u>	<u>2005 Adopted Budget</u>	<u>Increase (Decrease) Amount</u>
<u>EXPENDITURES</u>			
Combined Court Related Operations	\$ 40,033,153	\$ 39,490,902	\$ (542,251)
Department of Child Support	<u>18,412,891</u>	<u>18,030,247</u>	<u>(382,644)</u>
TOTAL	\$ <u>58,446,044</u>	\$ <u>57,521,149</u>	\$ <u>(924,895)</u>
 <u>REVENUES</u>			
Combined Court Related Operations	\$ 3,987,686	\$ 3,933,221	\$ (54,465)
Department of Child Support	<u>982,549</u>	<u>1,104,410</u>	<u>121,861</u>
TOTAL	\$ <u>4,970,235</u>	\$ <u>5,037,631</u>	\$ <u>67,396</u>
 <u>STATE AND FEDERAL AIDS</u>			
Combined Court Related Operations	\$ 8,719,206	\$ 7,033,786	\$ (1,685,420)
Department of Child Support	<u>17,430,536</u>	<u>17,032,666</u>	<u>(397,870)</u>
TOTAL	\$ <u>26,149,742</u>	\$ <u>24,066,452</u>	\$ <u>(2,083,290)</u>
NET FUNDS REQUIRED	\$ <u>27,326,067</u>	\$ <u>28,417,066</u>	\$ <u>1,090,999</u>

COUNTY OF MILWAUKEE
ADOPTED 2005 BUDGET
SUMMARY OF EXPENDITURES AND REVENUES
GENERAL GOVERNMENTAL FUNCTION

	<u>2004 Adopted Budget</u>	<u>2005 Adopted Budget</u>	<u>Increase (Decrease) Amount</u>
<u>EXPENDITURES</u>			
Election Commission	\$ 1,179,061	\$ 566,923	\$ (612,138)
County Treasurer	993,865	1,087,883	94,018
County Clerk	582,434	572,627	(9,807)
Register of Deeds	<u>3,316,168</u>	<u>3,244,060</u>	<u>(72,108)</u>
TOTAL	\$ <u>6,071,528</u>	\$ <u>5,471,493</u>	\$ <u>(600,035)</u>
<u>REVENUES</u>			
Election Commission	\$ 62,200	\$ 44,783	\$ (17,417)
County Treasurer	1,475,150	1,475,150	0
County Clerk	553,022	529,247	(23,775)
Register of Deeds	<u>5,223,394</u>	<u>5,738,033</u>	<u>514,639</u>
TOTAL	\$ <u>7,313,766</u>	\$ <u>7,787,213</u>	\$ <u>473,447</u>
NET FUNDS REQUIRED	\$ <u>(1,242,238)</u>	\$ <u>(2,315,720)</u>	\$ <u>(1,073,482)</u>

COUNTY OF MILWAUKEE
ADOPTED 2005 BUDGET
SUMMARY OF EXPENDITURES AND REVENUES
PUBLIC SAFETY FUNCTION

	<u>2004 Adopted Budget</u>	<u>2005 Adopted Budget</u>	<u>Increase (Decrease) Amount</u>
<u>EXPENDITURES</u>			
Office of the Sheriff	\$ 73,032,728	\$ 73,523,983	\$ 491,255
House of Correction	42,571,626	45,286,457	2,714,831
District Attorney	14,916,381	15,458,535	542,154
Medical Examiner	<u>4,189,308</u>	<u>3,875,186</u>	<u>(314,122)</u>
TOTAL	\$ <u>134,710,043</u>	\$ <u>138,144,161</u>	\$ <u>3,434,118</u>
<u>REVENUES</u>			
Office of the Sheriff	\$ 6,685,124	\$ 6,777,997	\$ 92,873
House of Correction	4,694,915	4,458,335	(236,580)
District Attorney	60,585	73,253	12,668
Medical Examiner	<u>1,437,550</u>	<u>1,200,387</u>	<u>(237,163)</u>
TOTAL	\$ <u>12,878,174</u>	\$ <u>12,509,972</u>	\$ <u>(368,202)</u>
<u>STATE AND FEDERAL AIDS</u>			
Office of the Sheriff	\$ 7,307,161	\$ 7,246,076	\$ (61,085)
House of Correction	3,308,896	2,485,870	(823,026)
District Attorney	7,057,816	7,546,689	488,873
Medical Examiner	<u>60,750</u>	<u>18,820</u>	<u>(41,930)</u>
TOTAL	\$ <u>17,734,623</u>	\$ <u>17,297,455</u>	\$ <u>(437,168)</u>
NET FUNDS REQUIRED	\$ <u>104,097,246</u>	\$ <u>108,336,734</u>	\$ <u>4,239,488</u>

COUNTY OF MILWAUKEE

ADOPTED 2005 BUDGET
SUMMARY OF EXPENDITURES AND REVENUES
DEPARTMENT OF PARKS & PUBLIC INFRASTRUCTURE FUNCTION

	2004 Adopted Budget	2005 Adopted Budget	Increase (Decrease) Amount
<u>EXPENDITURES</u>			
Department of Parks and Public Infrastructure -*			
Airport Division	\$ 52,650,775	\$ 56,182,860	\$ 3,532,085
Transportation Services	2,753,168	2,342,405	(410,763)
Architect/Engineer/Environment Serv	7,739,505	5,977,470	(1,762,035)
Highway Maintenance	16,019,701	16,245,294	225,593
Fleet Management	11,832,520	12,258,805	426,285
Milwaukee Cty Transit/Paratransit Sys	103,099,658	104,573,419	1,473,761
Facilities Management	30,028,798	28,921,803	(1,106,995)
Director's Office	367,683	2,507,055	2,139,372
Parks	<u>36,350,074</u>	<u>37,069,968</u>	<u>719,894</u>
TOTAL	\$ <u>260,841,882</u>	\$ <u>266,079,079</u>	\$ <u>5,237,197</u>
<u>REVENUES</u>			
Department of Parks and Public Infrastructure -*			
Airport	\$ 53,575,664	\$ 57,139,491	\$ 3,563,827
Transportation Services	3,437,762	2,997,949	(439,813)
Architect/Engineer/Environment Serv	7,395,201	5,283,348	(2,111,853)
Highway Maintenance	25,450	25,450	0
Fleet Management	12,032,468	12,835,597	803,129
Milwaukee Cty Transit/Paratransit Sys	4,378,868	4,424,998	46,130
Facilities Management	10,855,140	13,706,272	2,851,132
Director's Office	188,833	258,427	69,594
Parks	<u>19,444,295</u>	<u>18,870,895</u>	<u>(573,400)</u>
TOTAL	\$ <u>111,333,681</u>	\$ <u>115,542,427</u>	\$ <u>4,208,746</u>
<u>STATE AND FEDERAL AIDS</u>			
Department of Parks and Public Infrastructure -*			
Airport	\$ 164,100	\$ 106,714	\$ (57,386)
Transportation Services	13,000	0	(13,000)
Architect/Engineer/Environment Serv	51,000	257,589	206,589
Highway Maintenance	15,594,628	15,654,792	60,164
Fleet Management	17,700	17,700	0
Milwaukee Cty Transit/Paratransit Sys	76,957,610	78,796,651	1,839,041
Parks	<u>72,999</u>	<u>319,499</u>	<u>246,500</u>
TOTAL	\$ <u>92,871,037</u>	\$ <u>95,152,945</u>	\$ <u>2,281,908</u>
NET FUNDS REQUIRED	\$ <u>56,637,164</u>	\$ <u>55,383,707</u>	\$ <u>(1,253,457)</u>

* Public Works and Parks Department merged into the Department of Parks and Public Infrastructure in 2004.

COUNTY OF MILWAUKEE
ADOPTED 2005 BUDGET
SUMMARY OF EXPENDITURES AND REVENUES
HEALTH AND HUMAN SERVICES FUNCTION

	2004 Adopted Budget	2005 Adopted Budget	Increase (Decrease) Amount
<u>EXPENDITURES</u>			
DHHS-Behavioral Health Division	\$ 144,479,201	\$ 153,715,689	\$ 9,236,488
DHHS-County Health Programs	62,803,680	62,279,109	(524,571)
Department on Aging	135,669,699	162,608,549	26,938,850
Department of Health and Human Services	<u>166,742,574</u>	<u>178,030,511</u>	<u>11,287,937</u>
TOTAL	\$ <u>509,695,154</u>	\$ <u>556,633,858</u>	\$ <u>46,938,704</u>
<u>REVENUES</u>			
DHHS-Behavioral Health Division	\$ 54,713,038	\$ 57,422,193	\$ 2,709,155
DHHS-County Health Programs	8,523,209	8,793,321	270,112
Department on Aging	119,792,777	145,917,985	26,125,208
Department of Health and Human Services	<u>6,886,234</u>	<u>8,493,006</u>	<u>1,606,772</u>
TOTAL	\$ <u>189,915,258</u>	\$ <u>220,626,505</u>	\$ <u>30,711,247</u>
<u>STATE AND FEDERAL AIDS</u>			
DHHS-Behavioral Health Division	\$ 55,150,703	\$ 60,709,128	\$ 5,558,425
DHHS-County Health Programs	32,733,694	32,733,694	0
Department on Aging	13,189,033	13,981,093	792,060
Department of Health and Human Services	<u>136,545,175</u>	<u>149,429,786</u>	<u>12,884,611</u>
TOTAL	\$ <u>237,618,605</u>	\$ <u>256,853,701</u>	\$ <u>19,235,096</u>
NET FUNDS REQUIRED	\$ <u>82,161,291</u>	\$ <u>79,153,652</u>	\$ <u>(3,007,639)</u>

COUNTY OF MILWAUKEE
ADOPTED 2005 BUDGET
SUMMARY OF EXPENDITURES AND REVENUES
RECREATION AND CULTURE FUNCTION

	<u>2004 Adopted Budget</u>	<u>2005 Adopted Budget</u>	<u>Increase (Decrease) Amount</u>
<u>EXPENDITURES</u>			
Zoological Department	\$ 19,705,973	\$ 19,791,567	\$ 85,594
Milwaukee Public Museum	3,880,750	3,380,750	(500,000)
University Extension Service	<u>324,413</u>	<u>329,800</u>	<u>5,387</u>
TOTAL	\$ <u>23,911,136</u>	\$ <u>23,502,117</u>	\$ <u>(409,019)</u>
<u>REVENUES</u>			
Zoological Department	\$ 14,766,310	\$ 14,384,000	\$ (382,310)
University Extension Service	<u>115,989</u>	<u>119,954</u>	<u>3,965</u>
TOTAL	\$ <u>14,882,299</u>	\$ <u>14,503,954</u>	\$ <u>(378,345)</u>
<u>STATE AND FEDERAL AIDS</u>			
TOTAL	\$ <u>0</u>	\$ <u>0</u>	\$ <u>0</u>
NET FUNDS REQUIRED	\$ <u>9,028,837</u>	\$ <u>8,998,163</u>	\$ <u>(30,674)</u>

COUNTY OF MILWAUKEE
ADOPTED 2005 BUDGET
SUMMARY OF EXPENDITURES AND REVENUES
DEBT RETIREMENT & INTEREST FUNCTION

	<u>2004 Adopted Budget</u>	<u>2005 Adopted Budget</u>	<u>Increase (Decrease) Amount</u>
GENERAL COUNTY DEBT SERVICE			
<u>EXPENDITURES</u>			
Debt Service Principal	\$ 31,290,000	\$ 36,476,723	\$ 5,186,723
Debt Service Interest	20,248,408	20,678,110	429,702
Interest Allocation	<u>(5,345,981)</u>	<u>(6,283,459)</u>	<u>(937,478)</u>
TOTAL	\$ <u>46,192,427</u>	\$ <u>50,871,374</u>	\$ <u>4,678,947</u>
<u>CONTRIBUTIONS</u>			
Reserve for County Bonds	\$ <u>7,714,287</u>	\$ <u>7,475,859</u>	\$ <u>(238,428)</u>
TOTAL	\$ <u>7,714,287</u>	\$ <u>7,475,859</u>	\$ <u>(238,428)</u>
<u>REVENUES</u>			
Jail Assessment Surcharge	\$ 1,535,200	\$ 1,550,551	\$ 15,351
Sale of Capital Asset	2,162,035	3,434,000	1,271,965
Revenue from Project Rents	909,421	1,335,510	426,089
State Trust Fund Loan Program	<u>0</u>	<u>845,000</u>	<u>845,000</u>
TOTAL	\$ <u>4,606,656</u>	\$ <u>7,165,061</u>	\$ <u>2,558,405</u>
NET FUNDS REQUIRED	\$ <u>33,871,484</u>	\$ <u>36,230,454</u>	\$ <u>2,358,970</u>

COUNTY OF MILWAUKEE
ADOPTED 2005 BUDGET
SUMMARY OF EXPENDITURES AND REVENUES
CAPITAL IMPROVEMENTS FUNCTION

	<u>2004 Adopted Budget</u>	<u>2005 Adopted Budget</u>	<u>Increase (Decrease) Amount</u>
<u>EXPENDITURES</u>			
Capital Improvements	\$ <u>61,187,341</u>	\$ <u>53,417,881</u>	\$ <u>(7,769,460)</u>
TOTAL	\$ <u>61,187,341</u>	\$ <u>53,417,881</u>	\$ <u>(7,769,460)</u>
<u>REVENUES</u>			
Capital Improvements	\$ <u>34,330,512</u>	\$ <u>39,283,811</u>	\$ <u>4,953,299</u>
TOTAL	\$ <u>34,330,512</u>	\$ <u>39,283,811</u>	\$ <u>4,953,299</u>
<u>STATE AND FEDERAL AIDS</u>			
Capital Improvements	\$ <u>26,856,829</u>	\$ <u>14,134,070</u>	\$ <u>(12,722,759)</u>
TOTAL	\$ <u>26,856,829</u>	\$ <u>14,134,070</u>	\$ <u>(12,722,759)</u>
NET FUNDS REQUIRED	\$ <u>0</u>	\$ <u>0</u>	\$ <u>0</u>

COUNTY OF MILWAUKEE
ADOPTED 2005 BUDGET
SUMMARY OF EXPENDITURES AND REVENUES
EXPENDABLE TRUST ACCOUNTS FUNCTION

	<u>2004 Adopted Budget</u>	<u>2005 Adopted Budget</u>	<u>Increase (Decrease) Amount</u>
<u>EXPENDITURES</u>			
Zoo Trust Funds	\$ 911,763	\$ 988,575	\$ 76,812
DAS-Persons w/Disabilities Trust Funds	5,000	7,500	2,500
DHHS-Behavioral Health Division Trust Funds	<u>35,100</u>	<u>35,100</u>	<u>0</u>
TOTAL	\$ <u>951,863</u>	\$ <u>1,031,175</u>	\$ <u>79,312</u>
<u>REVENUES</u>			
Zoo Trust Funds	\$ 879,000	\$ 955,812	\$ 76,812
DAS-Persons w/Disabilities Trust Funds	5,000	7,500	2,500
DHHS-Behavioral Health Division Trust Funds	<u>35,100</u>	<u>35,100</u>	<u>0</u>
TOTAL	\$ <u>919,100</u>	\$ <u>998,412</u>	\$ <u>79,312</u>
<u>STATE AND FEDERAL AIDS</u>			
Zoo Trust Fund	\$ <u>32,763</u>	\$ <u>32,763</u>	\$ <u>0</u>
TOTAL	\$ <u>32,763</u>	\$ <u>32,763</u>	\$ <u>0</u>
NET FUNDS REQUIRED	\$ <u>0</u>	\$ <u>0</u>	\$ <u>0</u>

ADOPTED 2005 BUDGET

MAJOR FUNCTION: County-wide Non-Departmental Organization Units

DESCRIPTION

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

OFFSET TO INTERNAL SERVICES CHARGES

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

CHARGES TO OTHER COUNTY ORGANIZATION UNITS

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

POTAWATOMI REVENUE ALLOCATION

The Potawatomi Revenue Allocation budget includes \$4,000,000 in Potawatomi revenues the County is projected to receive in 2005. This budget also includes expenditures of \$1,388,523.

RETIREMENT SICK ALLOWANCE PAYMENTS

For 2004, a new non-departmental budget was created to centrally budget the cost of the retirement sick allowance payment.

LAND SALES

Revenue from the sale of surplus County properties was placed in a non-departmental account in 2004.

COUNTY-WIDE TRAVEL REDUCTION

The total County-wide appropriation of \$1,073,462 for travel in 2004 was reduced \$100,000 in this non-departmental account. This is discontinued in 2005.

COUNTY-WIDE PROJECTED RETIREMENT SAVINGS

This is discontinued in 2005.

APPROPRIATION FOR CONTINGENCIES

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

EMPLOYEE FRINGE BENEFITS

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

STATE TRUST LOAN PROGRAM

This non-departmental budget was established to finance the first payment to the State Trust Fund Loan Program. The State Trust Fund Loan Program was utilized to finance various capitalized equipment as part of the 2004 Adopted Capital Improvements Budget. The State Trust Fund Loan Program, overseen by the State of Wisconsin Board of Commissioners of Public Lands, provides loans to towns, villages, cities, counties and school districts for buildings, roads, sewer and water facilities, equipment, recreation facilities, industrial development or other public purposes. This is discontinued in 2005.

CAPITAL OUTLAY/DEPRECIATION CONTRA

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

ADOPTED 2005 BUDGET

MAJOR FUNCTION: County-wide Non-Departmental Organization Units

TAX LEVY SUMMARY				
	<u>2003 Actual</u>	<u>2004 Budget</u>	<u>2005 Budget</u>	<u>2004/2005 Change</u>
<i>DEPARTMENT</i>				
Offset to Internal Service Charges (Org. 1930)	\$ 0	\$ 0	\$ 0	\$ 0
Land Sales (Org. 1933)	0	(5,000,000)	(5,000,000)	0
Charges to Other County Organizations (Org. 1935)	0	0	0	0
County-wide Travel Reduction (Org. 1936)	0	(100,000)	0	100,000
Potawatomi Revenue Allocation (Org. 1937)	(2,271,021)	(2,611,477)	(2,611,477)	0
Retirement Sick Allowance Payments (Org. 1939)	0	7,388,000	1,836,000	(5,552,000)
County-wide Projected Retirement Savings (Org. 1941)	0	(3,933,000)	0	3,933,000
Appropriation for Contingencies (Org. 1945)	0	4,417,022	4,417,022	0
Employee Fringe Benefits (Org. 1950)	(61,284)	0	0	0
State Trust Loan Program (Org. 1960)	0	145,000	0	(145,000)
Capital Outlay/Depreciation Contra (Org. 1985)	0	(19,208,412)	(18,685,271)	523,141
TOTAL	\$ (2,332,305)	\$ (18,902,867)	\$ (20,043,726)	\$ (1,140,859)

ADOPTED 2005 BUDGET

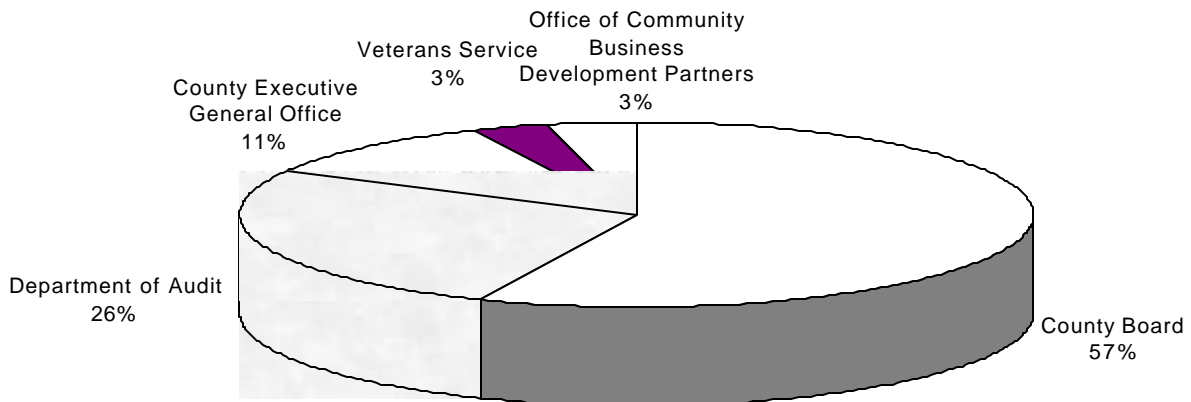
MAJOR FUNCTION: Legislative and Executive

DESCRIPTION

The County departments contributing to this functional area are the County Board, County Board-Audit, and Office of Community Business

Development Partners, County Executive General Office and Veterans Service.

**2005 TAX LEVY DISTRIBUTION
Within Functional Area**



TAX LEVY SUMMARY				
<i>DEPARTMENT</i>	2003 <i>Actual</i>	2004 <i>Budget</i>	2005 <i>Budget</i>	2004/2005 <i>Change</i>
County Board (Org. 1000)*	\$ 4,697,294	\$ 4,815,888	\$ 4,929,786	\$ 113,898
Department of Audit (Org. 1001)	2,001,234	2,231,621	2,304,709	73,088
Office of Community Business Development Partners (Org. 1040)**	364,542	209,954	304,650	94,696
County Executive				
General Office (Org. 1011)	950,745	998,229	920,095	(78,134)
Veterans Service (Org. 1021)	212,709	263,165	269,395	6,230
TOTAL	\$ 8,226,524	\$ 8,518,857	\$ 8,728,635	\$ 209,778

* In 2004, the Intergovernmental Relations Division became a function within the budget of the County Board.
 ** In 2005, the Office for Community Business Development Partners is transferred from the County Executive to the County Board.

COUNTY BOARD

The nature, composition, powers, duties and responsibilities of County Boards are delineated in Chapter 59, Wisconsin Statutes, pursuant to Article

IV, Sections 22 and 23 of the State Constitution. Each county in the State is a body corporate empowered to sue and be sued; to acquire and hold,

ADOPTED 2005 BUDGET

MAJOR FUNCTION: Legislative and Executive

lease or rent property; to enter into leases and to make contracts. The power of the County can only be exercised by the County Board or pursuant to a resolution or ordinance adopted by it. The general powers of the Board are set down in Section 59.51 of the Wisconsin Statutes.

COUNTY BOARD - DEPARTMENT OF AUDIT

Pursuant to Section 59.47 of the Wisconsin Statutes and Chapter 57 of the Milwaukee County Ordinances, the Department of Audit is responsible for post auditing the fiscal concerns of Milwaukee County. The term audit is used to describe not only work done in examining financial statements, but also work done in reviewing internal accounting and administrative controls, compliance with applicable laws and regulations, economy and efficiency of operations, and effectiveness in achieving program results. The Department's audits are performed in accordance with Government Auditing Standards. In addition, the Department monitors contracts with vendors of goods and services for compliance with equal opportunity and affirmative action requirements. The Department annually contracts for an audit of the financial statements of Milwaukee County and the Single Audit of Federal and State grants required by Federal OMB Circular A-133 and State Single Audit Guidelines. The staff also reconcile the County's checking accounts. In addition, the Department maintains a Hotline to receive information from citizens and employees regarding waste, fraud and abuse of Milwaukee County resources.

COUNTY BOARD – OFFICE OF COMMUNITY BUSINESS DEVELOPMENT PARTNERS

The Office of Community Business Development Partners Division is responsible for administering the County's disadvantaged business enterprise (DBE) program. Chapter 42 of the Milwaukee County Ordinances sets forth the policy and definitions of Milwaukee County's Federal and non-Federal DBE programs. Chapter 42 describes policies regarding DBE participation in procurement, public works and professional services contracts; goal setting for DBE participation; contractor/vendor good faith effort procedures; and procedure for findings of contractor non-compliance.

For 2005, the Office of Community Business Development Partners is transferred from the County Executive's office to the County Board to reflect the Offices' County-wide policy focus, and the importance of the office's mission to promote

business opportunities and capacity building and overall economic viability for small and disadvantaged business in Milwaukee County. A Community Business Development Partners Advisory Committee is created to provide policy and operational oversight to the Office of Community Business Development Partners. The Advisory Committee shall consist of nine members, including two appointments by the County Executive and seven appointments by the Chairman of the County Board.

COUNTY EXECUTIVE

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

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

COUNTY EXECUTIVE - VETERANS SERVICE

The Veterans Service Office operates pursuant to Section 45.43 of the Wisconsin Statutes. Its purpose is to develop and coordinate programs for Milwaukee County veterans and their dependents. The Veterans Service Office advises and informs Milwaukee County veterans concerning any problems arising from service in the armed forces of the United States, and assists veterans and their dependents or survivors in the preparation of claims or applications for Federal, State and County benefits to which they may be entitled. The Veterans Service Office works with Federal, State and accredited veterans organizations whose primary responsibilities are the general well-being of the veterans community. The Veterans Service Office coordinates its work with other community agencies when issues related to veterans have varied implications.

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

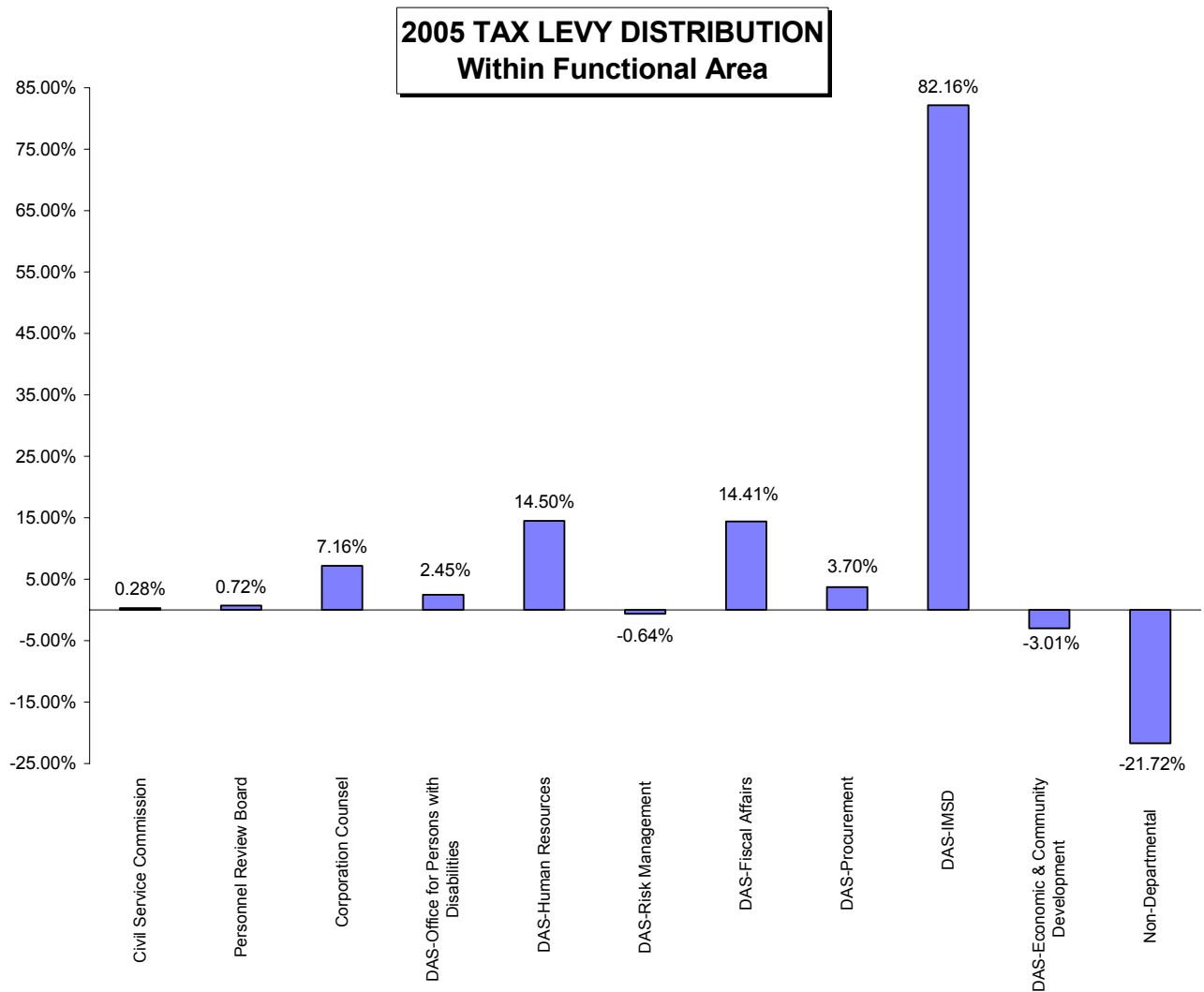
ADOPTED 2005 BUDGET

MAJOR FUNCTION: Staff

DESCRIPTION

The County departments contributing to this functional area include the Civil Service Commission, Personnel Review Board, Corporation Counsel and the divisions of the new Department of Administrative Services, including Human Resources, Administration and Fiscal Affairs, Risk Management, Procurement,

Information Management Services, Economic and Community Development and Office for Persons with Disabilities. This functional area also includes the non-departmental budgets for the Ethics Board and Land Sales.



ADOPTED 2005 BUDGET

MAJOR FUNCTION: Staff

TAX LEVY SUMMARY				
<u>DEPARTMENT</u>	2003 <u>Actual</u>	2004 <u>Budget</u>	2005 <u>Budget</u>	2004/2005 <u>Change</u>
Civil Service Commission (Org. 1110)	\$ 55,161	\$ 66,969	\$ 62,713	\$ (4,256)
Personnel Review Board (Org. 1120)	148,695	158,711	163,091	4,380
Corporation Counsel (Org. 1130)	1,489,792	1,618,847	1,629,808	10,961
Department of Administrative Services (DAS)				
Office for Persons				
with Disabilities (Org. 1019)	554,953	542,217	557,541	15,324
Human Resources (Org. 1140)	3,271,089	3,083,770	3,297,767	213,997
Risk Management (Org. 1150)	(239,743)	(297,885)	(145,329)	152,556
Administration & Fiscal Affairs (Org. 1151)	3,252,265	3,641,998	3,277,471	(364,527)
Procurement (Org. 1152)	812,883	820,227	842,771	22,544
Information Management				
Services (Org. 1160)	17,597,292	18,425,251	18,690,406	265,155
Economic & Community				
Development (Org. 1192)*	(4,472,775)	(1,473,457)	(684,393)	789,064
<u>NON-DEPARTMENTAL</u>				
Ethics Board (Org. 1905)	38,723	45,173	57,817	12,644
Land Sales (Org. 1933)**	0	(5,000,000)	(5,000,000)	0
TOTAL	\$ 22,508,335	\$ 21,631,821	\$ 22,749,663	\$ 1,117,842
* Economic Development and Housing & Community Development are merged in the 2004 Budget to become Economic and Community Development.				
** In prior years Land Sales revenue was included in the Economic Development budget.				

CIVIL SERVICE COMMISSION

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

contracts; acts as the "independent fact finder" to determine whether violations of the Ethics Code exist in all cases referred by the Ethics Board; and reviews rules, practices and procedures of the Civil Service Commission.

PERSONNEL REVIEW BOARD

The Personnel Review Board consists of five members functioning as a quasi-judicial body to review all disciplinary charges filed by appointing authorities or other persons authorized to file charges alleging that an officer or employee in Milwaukee County classified service has acted in such a manner as to show them to be incompetent to perform their duties or to have merited discipline, demotion or discharge pursuant to State Statutes. The Board also hears all appeals by non-represented County employees of rulings made in the final step of the established County grievance procedure; acts as final arbitrator over grievances not appealed to arbitration under Union labor

CORPORATION COUNSEL

The Corporation Counsel prosecutes or defends all civil actions in which the County, or any of its boards, commissions, committees, departments or officers is interested or a party; issues opinions; drafts County ordinances and resolutions; drafts proposed legislation; processes commitments of mentally ill persons; drafts protective placement pleadings and guardianships for "developmentally disabled and aged infirm persons;" and acts as general counsel for the County in all civil matters in all Federal and State courts and before all Federal, State and County administrative bodies and agencies. In addition, pursuant to statutes, the Corporation Counsel represents State agencies or

ADOPTED 2005 BUDGET

MAJOR FUNCTION: Staff

the Attorney General in civil matters and prosecutes various civil remedies mandated by State law.

DEPARTMENT OF ADMINISTRATIVE SERVICES

OFFICE FOR PERSONS WITH DISABILITIES

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

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

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

HUMAN RESOURCES

Human Resources recruits and examines candidates for all positions in the Classified Service of Milwaukee County; certifies eligibles; investigates requests for changes in classification, increases in pay and changes in personnel practices and procedures; processes unemployment compensation claims; administers the coordination and implementation of the County's affirmative action plan; manages and coordinates the details of employee benefits programs, including hospital/surgical/dental care and life insurance plans; and coordinates employee services programs dealing with behavioral/medical problems.

Pursuant to Chapter 79 of the Milwaukee County General Ordinances, the Labor Relations Division has general responsibility for the negotiations and administration of all collective bargaining agreements, to establish labor relations training programs for supervisory staff, and to conduct on behalf of Milwaukee County all procedures ordered by the Wisconsin Employment Relations

Commission, U.S. Department of Labor, or the Wisconsin Department of Industry, Labor and Human Relations.

The Employee Retirement Division administers and maintains the Milwaukee County Retirement System as established by Chapter 201 of the Milwaukee County Ordinances. It provides for the determination of benefits and payments to all eligible employees or their beneficiaries, and monitors and reconciles all transactions affecting the retirement fund.

ADMINISTRATION AND FISCAL AFFAIRS

The Department of Administrative Services was created pursuant to Section 59.52 (1) of the Wisconsin Statutes and Chapter 32 of the Milwaukee County Ordinances. The position of Director is authorized in the Fiscal Affairs Division and is responsible for the execution of the duties and powers assigned to the Department as specified in Chapter 32 of the Milwaukee County General Ordinances for the major divisions of Procurement, Information Management Services and Fiscal Affairs. Also reporting to the Director are Human Resources, Office for Persons with Disabilities and Economic and Community Development. The Fiscal Affairs Division is responsible for preparing and monitoring the County's annual operating and capital budgets and for preparing the County's Official Statements relating to debt issuance. It performs the County's accounting functions, which include centralized payroll, accounts payable, preparation of County financial statements, and determination of financial and cost accounting policies.

RISK MANAGEMENT

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

PROCUREMENT

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

ADOPTED 2005 BUDGET

MAJOR FUNCTION: Staff

Procurement Division is also authorized to develop standards, prepare specifications, sign and issue contracts and purchase orders, process requests for proposals with the exception of professional service contracts, and assist the Milwaukee County Transit System processing of purchase orders.

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

INFORMATION MANAGEMENT SERVICES

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

conventional and 800 MHz trunked radio systems; and provides County-wide mail service.

ECONOMIC DEVELOPMENT

The purpose of the Economic and Community Development Division is twofold. Through economic development activities it is charged to preserve and enhance the tax base of the County by undertaking programs and activities that stimulate, attract and revitalize commerce, industry and manufacturing. Its goal is to promote area-wide, regional economic development, marketing and cooperation among all involved governments and private-sector groups to provide for a unified development approach for the Milwaukee area.

Secondly, the Division seeks to maximize available public and private resources and provide professional services to promote self-sufficiency, to ensure that County neighborhoods are viable communities and that housing choices are safe and affordable for low and moderate income households.

ETHICS BOARD

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

LAND SALES

This non-departmental budget consists of revenue from the sale of surplus County properties that prior to 2004 was included in the budget for Department of Administrative Services–Economic Development.

ADOPTED 2005 BUDGET

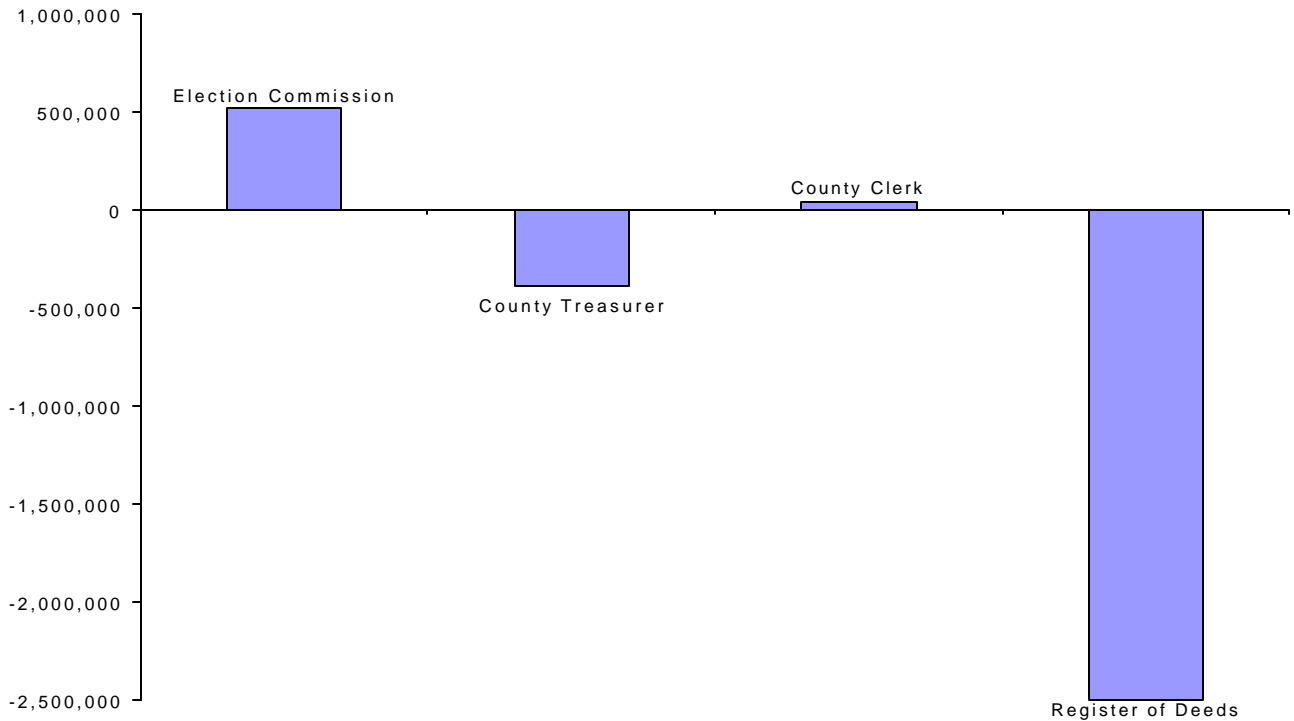
MAJOR FUNCTION: General Governmental Services

DESCRIPTION

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

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

**2005 TAX LEVY DISTRIBUTION
Within Functional Area**



TAX LEVY SUMMARY				
	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
<i>DEPARTMENT</i>				
Election Commission (Org. 3010)	\$ 853,698	\$ 1,116,861	\$ 522,140	\$ (594,721)
County Treasurer (Org. 3090)	(696,830)	(481,285)	(387,267)	94,018
County Clerk (Org. 3270)	76,041	29,412	43,380	13,968
Register of Deeds (Org. 3400)	(3,357,981)	(1,907,226)	(2,493,973)	(586,747)
<i>NON-DEPARTMENTAL</i>				
Milwaukee County Automated Land Information System (Org. 1923)	0	0	0	0
TOTAL	\$ (3,125,072)	\$ (1,242,238)	\$ (2,315,720)	\$ (1,073,482)

ADOPTED 2005 BUDGET

MAJOR FUNCTION: General Governmental Services

ELECTION COMMISSION

The Election Commission prepares, prints, distributes and has custody of ballots, including absentee, Braille and sample ballots; canvasses returns and certifies them to the State Elections Board; advertises all elections held on a Federal, State and County-wide basis in community and minority newspapers; distributes, receives and verifies the legality of nomination papers filed; receives Code of Ethics forms, audits campaign finance reports and registration forms of candidates and committees; maintains election records and files; prorates charges to municipalities and school boards for election services provided; reviews election laws; registers City of Milwaukee electors; conducts recall elections; conducts recount proceedings and special elections; issues certificates of election to County Supervisors, County Executive and five County constitutional officers; provides a statistical election booklet every other year; prints Congressional, Supervisor, State Senate and Assembly maps, and attends meetings relative to the office.

COUNTY TREASURER

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

COUNTY CLERK

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

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

REGISTER OF DEEDS

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

MILWAUKEE COUNTY AUTOMATED LAND INFORMATION SYSTEM

The Milwaukee County Automated Land Information System consists of designing, developing and implementing a land information system integrating property and ownership records with U.S. Public Land Survey referenced parcel-identified boundary information; preparing boundary-referenced parcel property maps suitable for producing accurate land title or survey boundary line information; and preparing maps of documented accuracy suitable for local planning. Pursuant to Section 59.43, State Statutes, funding of a land information office, modernization of land records and the State of Wisconsin Land Information Program and Board is collected via a \$7 surcharge on the County's existing \$4 Recording Fee. Four dollars of the additional \$7 surcharge are retained locally and specifically designated for expenditures associated with the creation, maintenance, and enhancement of the Milwaukee County Automated Land Information

ADOPTED 2005 BUDGET

MAJOR FUNCTION: General Governmental Services

System within guidelines established by the Wisconsin Land Information Board (WLIB). One dollar of the additional \$7 surcharge is also retained locally and specifically designated for expenditures associated with initiatives to develop and maintain a computerized indexing of the County's land information records relating to housing, including the housing element of the County's land use plan under

Section 66.001(2)(b) (Smart Growth law) also within guidelines established by the WLIB. (No portion of the \$4 and \$1 surcharges are available for general County purposes.) Two dollars of the additional \$7 surcharge are forwarded to the WLIB. The County continues to retain its \$4 share of the Recording Fee.

ADOPTED 2005 BUDGET

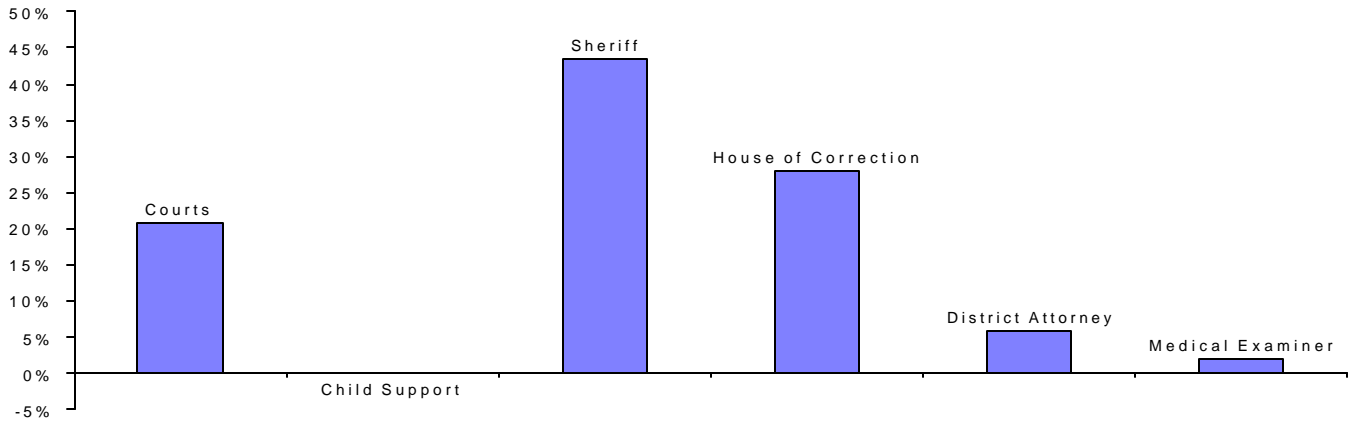
MAJOR FUNCTION: Public Safety and Judiciary

DESCRIPTION

The County departments contributing to this functional area are the Combined Court Related Operations, the Department of Child Support, the

Office of the Sheriff, the House of Correction, the District Attorney, and the Medical Examiner.

**2005 TAX LEVY DISTRIBUTION
Within Functional Area**



TAX LEVY SUMMARY				
<i>DEPARTMENT</i>	2003 <u>Actual</u>	2004 <u>Budget</u>	2005 <u>Budget</u>	2004/2005 <u>Change</u>
Combined Court Related Oper. (Org. 2000)	\$ 26,517,465	\$ 27,326,261	\$ 28,523,895	\$ 1,197,634
Department of Child Support (Org. 2430)	(668,999)	(194)	(106,829)	(106,635)
Office of the Sheriff (Org. 4000)	54,373,164	59,040,443	59,499,910	459,467
House of Correction (Org. 4300)	34,825,990	34,567,815	38,342,252	3,774,437
District Attorney (Org. 4500)	6,040,136	7,797,980	7,838,593	40,613
Medical Examiner (Org. 4900)	2,429,139	2,691,008	2,655,979	(35,029)
TOTAL	\$ 123,516,895	\$ 131,423,313	\$ 136,753,800	\$ 5,330,487

OFFICE OF THE SHERIFF

The Sheriff of Milwaukee County is a State constitutional officer and, under Section 59.26 and 59.27 of the Wisconsin Statutes, is responsible for law enforcement, the safety and security of citizens and protection of property throughout the County. Chapter 166, Wisconsin Statutes, provides the authority of counties in matters pertaining to emergency government services, which is under the Sheriff. The Sheriff's Office also acts as an arm of the criminal justice system carrying out criminal investigations, effecting arrests and warrants, detaining prisoners, providing court security, serving process papers, transporting prisoners and patients and extraditing criminals.

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

ADOPTED 2005 BUDGET

MAJOR FUNCTION: Public Safety and Judiciary

COMBINED COURT RELATED OPERATIONS

Family Court Commissioner Division

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

Register in Probate Division

Pursuant to Wisconsin Statutes, the Register in Probate maintains the records and files of all probate proceedings; receives payments of statutory fees; performs administrative services and ministerial duties in connection with mental commitment proceedings (Chapter 51), protective placement proceedings (Chapter 55), will proceedings, contests of claims and other probate proceedings; performs administrative duties directed by the judges designated to hear probate proceedings; reviews documents and makes determinations required for informal administration of estates (Chapter 865); and exercises the powers and duties of a probate court commissioner when designated to do so by a judge assigned probate jurisdiction.

In addition, the 1985 Supreme Court decision in *State ex rel. Watts v. Combined Community Services*, 122 Wis. 2d 65, requires an annual court review of every existing protective placement case to protect the constitutional rights of persons under protective placement. The costs associated with such proceedings and other operating expenses not expressly assumed by the State are obligations of Milwaukee County [Sections 753.19 and Sections 753.016(4), Wisconsin Statutes. and *Romosco v. Milwaukee*, 108 Wis. 2d 32 (1982)].

County Funded State Court Services Division

Pursuant to Section 8, Article VII, Wisconsin Constitution, and Section 753.03, Wisconsin Statutes, the State Circuit Courts have original jurisdiction in all civil, juvenile and criminal matters. They also conduct administrative reviews. Milwaukee County comprises the First Judicial Administrative District of the State court system and has 47 judges.

Pursuant to Wisconsin Statutes, the Clerk of Circuit Court maintains the records, books and files of the Circuit Courts – Civil, Family, Criminal and Children's Divisions; collects fees and costs

prescribed by law; certifies copies of judgments or other papers or records; receives and disburses payment of trust, bail or other funds pursuant to court orders; invests funds and has custody of securities held for the benefit of minors, as ordered by the Court; furnishes attorneys with legal papers; prepares the daily court calendar; processes termination of parental rights proceedings, agency adoptions and documents filed in all adoption proceedings (Chapters 48 and 882) and processes all cases. Pursuant to Chapter 100 of the Milwaukee County Ordinances and the rules of the County Board of Judges, the Clerk of Circuit Court is also Director of Court Services. Eligible jurors for the County funded state court system are summoned by the Clerk of Circuit Court.

DEPARTMENT OF CHILD SUPPORT

The purpose of the Department of Child Support is to implement and administer the Child Support Enforcement Act pursuant to Title IV-D of the Federal Social Security Act and Sections 49.22 and 59.53(5) of the Wisconsin Statutes, under contract with the State Department of Workforce Development. Cases are referred to the Department of Child Support by the Milwaukee County Department of Health and Human Services when a custodial parent applies for benefits. Non-W-2 custodial parents may also apply for services. The Department of Child Support works cooperatively with other County departments within the IV-D program to conduct investigations, locate absent parents, appear in court on cases to establish and enforce support orders, establish paternity, conduct job search interviews and various other child support related functions. The Department also administers the recovery of medical as well as subsistence payments.

DISTRICT ATTORNEY

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

- A. In the Circuit Courts of Milwaukee County having jurisdiction for ADULT MATTERS – Prosecutes all criminal actions; prosecutes all State forfeiture actions, County traffic actions, and actions concerning violations of County ordinances which are in conformity with State criminal laws; participates in John Doe or other investigatory proceedings; issues subpoenas and other processes to compel the attendance of witnesses; upon the request and under the supervision and direction of the Attorney

ADOPTED 2005 BUDGET

MAJOR FUNCTION: Public Safety and Judiciary

General, briefs and argues all criminal cases brought by appeal or writ of error to the Court of Appeals or Supreme Court; handles all appeals or proceedings if the case is decided by a single Court of Appeals judge; institutes, commences, or appears in certain civil actions or special proceedings as set forth in Wisconsin Statutes Section 978.05(6).

- B. In the Circuit Courts of Milwaukee County having jurisdiction for JUVENILE MATTERS – Represents the public's interest at the Children's Court Center for matters including children alleged to be delinquent, to have violated civil laws or ordinances, to be in need of protection or services, or who are developmentally disabled, mentally ill, alcoholic or drug dependent; and initiates and defends appeals.

MEDICAL EXAMINER

Pursuant to Sections 59.34, 59.36, 59.38, 69.18, 157.02, and Chapter 979, Wisconsin Statutes, this department investigates all deaths in which there are unexplained, unusual or suspicious circumstances, all homicides, all suicides, all deaths following criminal abortion, poisoning, and accident (whether the injury is or is not the primary cause of death), and all deaths in which there is no physician in attendance, or the attending physician refuses to sign the death certificate; investigates all deaths when the body is to be cremated; reports all deaths immediately to the District Attorney pursuant to Section 979.04(2) Statutes; performs autopsies, histologic studies and toxicological analyses, and

testifies in court in regard to all investigative findings; issues death certificates, cremation permits and disinterment permits; takes possession of, stores and disposes of bodies when investigation is required or bodies are unclaimed; locates relatives of deceased persons; safeguards and legally disposes of money and property of deceased persons; and renders scientific aid to various law enforcement agencies in the examination of evidence.

HOUSE OF CORRECTION

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

ADOPTED 2005 BUDGET

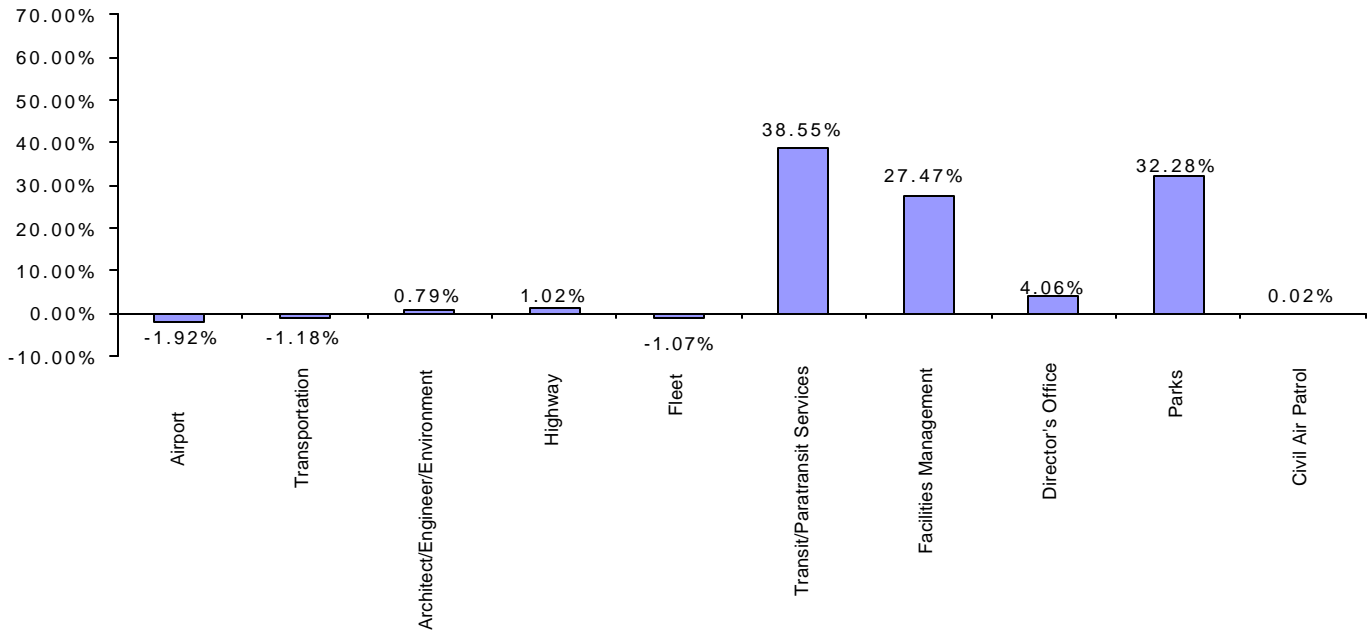
MAJOR FUNCTION: Parks and Public Infrastructure

DESCRIPTION

This function includes the budgets for the nine divisions of the Department of Parks and Public Infrastructure which are Airport, Transportation Services, Architectural, Engineering and Environmental Services, Highway Maintenance,

Fleet Management, Milwaukee County Transit/Paratransit System, Facilities Management, Director's Office and Parks, as well as the Civil Air Patrol

**2005 TAX LEVY DISTRIBUTION
Within Functional Area**



TAX LEVY SUMMARY				
<u>DEPARTMENT OF PARKS AND PUBLIC INFRASTRUCTURE</u>	2003 <u>Actual</u>	2004 <u>Budget</u>	2005 <u>Budget</u>	2004/2005 <u>Change</u>
Airport (Org. 5040)	\$ (1,185,933)	\$ (1,088,989)	\$ (1,063,345)	\$ 25,644
Transportation Services (Org. 5070)	\$ (643,005)	\$ (697,594)	\$ (655,544)	\$ 42,050
Architectural/Engineering/Environmental Services (Org. 5080)	\$ 297,317	\$ 293,304	\$ 436,533	\$ 143,229
Highway Maintenance (Org. 5100)	\$ (539,141)	\$ 399,623	\$ 565,052	\$ 165,429
Fleet Management (Org. 5300)	\$ (562,403)	\$ (217,648)	\$ (594,492)	\$ (376,844)
Milwaukee County Transit/Paratransit System (Org. 5600)	\$ 20,075,928	\$ 21,763,180	\$ 21,351,770	\$ (411,410)
Facilities Management (Org. 5700)	\$ 14,689,973	\$ 19,173,658	\$ 15,215,531	\$ (3,958,127)
Director's Office (Org. 5800)	\$ 290,165	\$ 178,850	\$ 2,248,628	\$ 2,069,778
Parks (Org. 9000)	\$ 23,734,832	\$ 16,832,780	\$ 17,879,574	\$ 1,046,794
<u>NON-DEPARTMENTAL</u>				
Civil Air Patrol (Org. 1913)	\$ 8,000	\$ 8,000	\$ 9,500	\$ 1,500
TOTAL	\$ 56,165,733	\$ 56,645,164	\$ 55,393,207	\$ (1,251,957)

ADOPTED 2005 BUDGET

MAJOR FUNCTION: Parks and Public Infrastructure

Department of Parks and Public Infrastructure

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

The Department provides the following essential services to Milwaukee County:

AIRPORT

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

Due to the September 11, 2001 terrorist attacks in the United States, significant enhanced security measures will continue for the foreseeable future. Non-reimbursed costs of these measures will be included in the rates charged to the airlines using the Airport.

TRANSPORTATION SERVICES

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

ARCHITECTURAL, ENGINEERING AND ENVIRONMENTAL SERVICES

The Architectural, Engineering and Environmental Services provides a core competency of professional and technical services for Milwaukee County. The Section is comprised of the following units: Architectural, Airport Engineering, Site Development and Civil Engineering, Environmental Services and Support Services. Through the Division employees' efforts and extended staff

provided by consultants, these sections research, design, administer and implement a diverse combination of programs and projects.

HIGHWAY MAINTENANCE

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

FLEET MANAGEMENT

The Fleet Management provides a broad array of services to the County and its customers, including developing vehicle replacement programs; developing and designing vehicle specifications; managing the County's Fuel System, assigning vehicles and equipment to users based on needs and requirements; managing and developing vehicle and equipment disposal through periodic auctions; managing and maintaining all automotive equipment owned by the County, as well as authorizing and acquiring all vehicles and equipment in the Fleet Equipment Acquisition Capital Budget. Under the direction of the Director of Fleet Operations, Fleet Management controls, manages and maintains all automotive equipment owned by the County. It also centrally maintains materials and parts for the DPPI Parks and Transportation Divisions.

MILWAUKEE COUNTY TRANSIT/PARATRANSIT SYSTEM

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

FACILITIES MANAGEMENT

The Facilities Management provides quality and cost effective property management, tenant services, and maintenance and skilled trades services to the various private entities and County departments occupying space within the Courthouse Complex,

ADOPTED 2005 BUDGET

MAJOR FUNCTION: Parks and Public Infrastructure

County Grounds buildings, the Children's Court Center, the Child and Adolescent Treatment Center and the building at 27th and Wells Street. The Facilities also provides maintenance and skilled trades services to other County departments.

DIRECTOR'S OFFICE

The Director's Office is responsible for the management of the Department of Parks and Public Infrastructure administrative functions, including establishment and implementation of Department policy and procedures, personnel administration, accounting and general public information services. The Director's Office also performs security operations at the Courthouse, City Campus, and Children's Court.

PARKS DIVISION

The Parks Division administers and operates the Milwaukee County Park System. Major facilities include two indoor swimming pools, nine outdoor

pools, two splash pads, one water playground, 37 wading pools, two family aquatic centers, 15 golf courses (including the home of the Greater Milwaukee Open golf tournament), 130 tennis courts, three recreation centers, 23 major pavilions, 200 athletic fields, boat launching sites, the McKinley Marina, the Mitchell Park Horticultural Conservatory, Wehr Nature Center and Boerner Botanical Gardens. The Parks System spans almost 15,000 acres and encompasses 139 parks and parkways, five beaches, extensive roadways and bike trails and 170 picnic areas.

CIVIL AIR PATROL

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

ADOPTED 2005 BUDGET

MAJOR FUNCTION: Health and Human Services

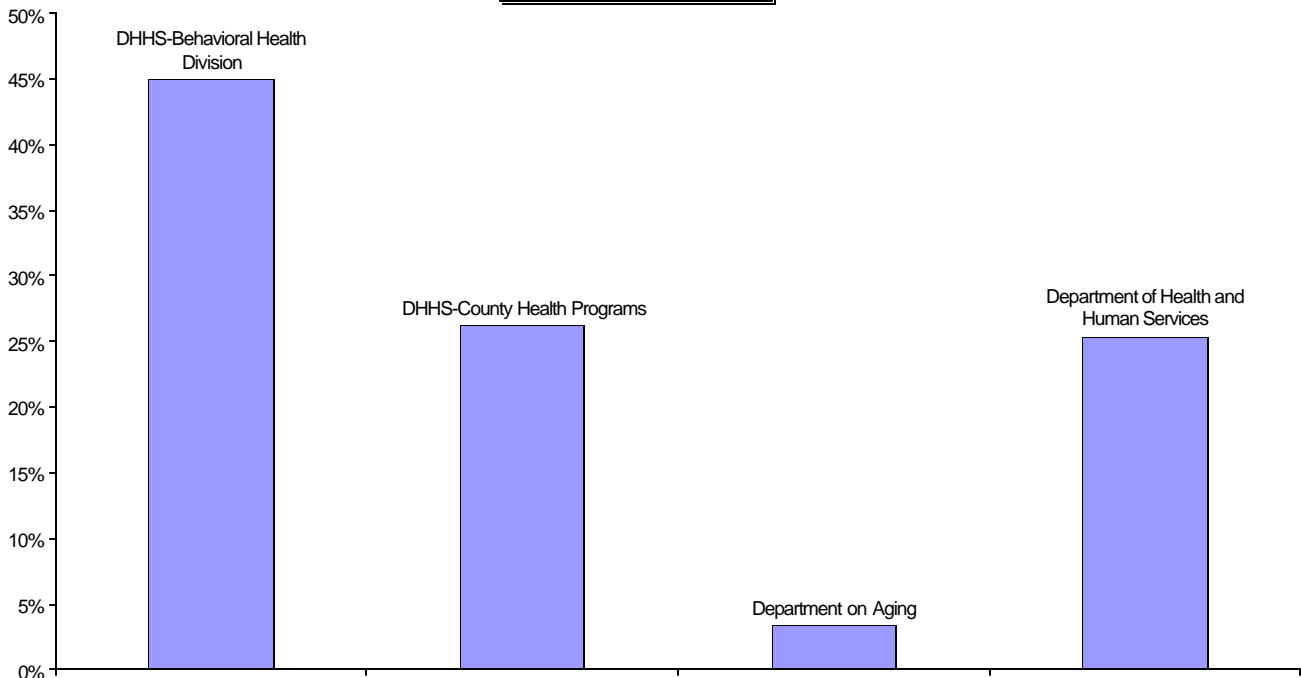
DESCRIPTION

The County Departments contributing to this functional area are the Department of Health and Human Services (DHHS), the DHHS - Behavioral Health Division (BHD), DHHS - County Health Programs (CHP) and the Department on Aging. The 2002 Budget transferred operation of the County's Alcohol and Other Drug Abuse (AODA) programs from the DHS Adult Services Division to the DHS - Mental Health Division, and changed the name of the Mental Health Division to the DHS - Behavioral Health Division.

With the 2003 transfer of the County Health Programs (CHP) budget (Org. 7200) from the Department of Administration to the Department of Human Services, DHS is renamed the Department of Health and Human Services (DHHS). Additionally, the DHS Adult Services Division is renamed the DHHS - Disabilities Services Division.

TAX LEVY SUMMARY				
	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
<i>DEPARTMENT</i>				
DHHS-Behavioral Health Division (Org. 6300)	\$ 28,979,022	\$ 34,615,460	\$ 35,584,368	\$ 968,908
DHHS-County Health Programs (Org. 7200)	23,038,058	21,546,777	20,752,094	(794,683)
Department on Aging (Org. 7900)	2,917,467	2,687,889	2,709,471	21,582
Department of Health and Human Services (Org. 8000)	22,973,186	23,311,165	20,107,719	(3,203,446)
TOTAL	\$ 77,907,733	\$ 82,161,291	\$ 79,153,652	\$ (3,007,639)

**2005 TAX LEVY
Within Functional Area**



ADOPTED 2005 BUDGET

MAJOR FUNCTION: Health and Human Services

DEPARTMENT OF HEALTH AND HUMAN SERVICES-BEHAVIORAL HEALTH DIVISION

Pursuant to Sections 46.03(1), 46.21, 51.08, 51.35, 51.42 and 51.437 of the Wisconsin Statutes, the Milwaukee County Department of Health and Human Services-Behavioral Health Division provides care and treatment of persons with disorders related to alcohol and substance abuse and developmentally, emotionally and mentally ill adults, children and adolescents through contracts with community agencies, outpatient care, day treatment services and inpatient care. Services include intensive short-term treatment, as well as extended care of persons with serious mental illness. Acute hospital admissions are initiated by voluntary application or through legal detention methods such as court commitment. The Adult and Child Inpatient Services require Title-XIX certification and appropriate State licensing to capture Title-XIX and other third-party reimbursement. The extended care portions of this agency require Federal certification as a Skilled Nursing Facility and Facility for the Developmentally Disabled, allowing for State reimbursement. Day treatment is offered to patients who have progressed to the stage where inpatient hospitalization is no longer indicated, but who require more intensive treatment than is available in an outpatient facility. The Community Services Branch provides both mental health and AODA services through contract with community service providers or at community clinics. Programs are managed by the Behavioral Health Division Administrator under the jurisdiction of the Director of the Department of Health and Human Services, the Combined Community Services Board, the County Executive and the Milwaukee County Board of Supervisors.

DEPARTMENT OF HEALTH AND HUMAN SERVICES - COUNTY HEALTH PROGRAMS

Pursuant to the provisions of Section 59.51(2) of the Wisconsin Statutes, the County Board shall represent the County and have management of the business and concerns in all cases where no other provision is made.

The Emergency Medical Services (Paramedics) Program operates under Chapter 97 of the Milwaukee County Ordinances pertaining to comprehensive emergency medical care services.

The EMS (Paramedics) Program is responsible for managing all EMS related functions. The General Assistance Medical Program (GAMP) is the County's

health care financing/delivery system for medically indigent persons residing within Milwaukee County. GAMP operates under the guidelines established by Chapter 49 of the Wisconsin Statutes and Section 32.90 of the Milwaukee County Ordinances. Other County health programs are reviewed and approved by the County Executive and County Board of Supervisors.

DEPARTMENT ON AGING

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

DEPARTMENT OF HEALTH AND HUMAN SERVICES

The Department of Health and Human Services (DHHS) operates under Chapters 46 (Social Services), 48 (Children's Code), 49 (Public Assistance), 51 (Mental Health), 55 (Protective Services) and 938 (Juvenile Delinquency) of the Wisconsin State Statutes.

DHHS provides a wide range of life-sustaining, life-saving and life-enhancing services to children and adults through age 60. Programs focus on providing services for delinquent children, dysfunctional families, developmentally disabled persons, physically disabled persons, mentally ill persons, homeless persons, and those in need of financial assistance. Many of the services provided are mandated by State Statute and/or provided through a State/County contract.

ADOPTED 2005 BUDGET

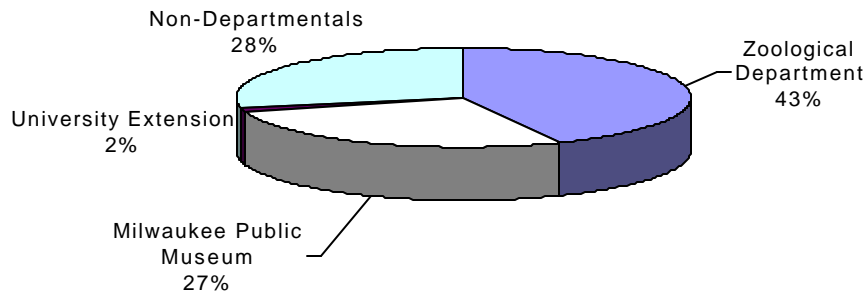
MAJOR FUNCTION: Recreation and Culture

DESCRIPTION

The County departments contributing to this functional area are, the Zoological Department, the Milwaukee Public Museum and the University

Extension. This functional area also includes contributions to various non-departmental activities.

**2005 TAX LEVY DISTRIBUTION
Within Functional Area**



TAX LEVY SUMMARY				
<i>DEPARTMENT</i>	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Zoological Department (Org. 9500)	\$ 5,248,481	\$ 4,939,663	\$ 5,407,567	\$ 467,904
Milwaukee Public Museum (Org. 9700)	4,085,000	3,880,750	3,380,750	(500,000)
University Extension (Org. 9910)	193,632	208,424	209,846	1,422
<i>NON-DEPARTMENTAL</i>				
County Historical Society (Org. 1908)	276,733	242,550	242,550	0
Greater Milwaukee Convention & Visitors Bureau (Org. 1912)	22,500	16,875	25,000	8,125
War Memorial Center (Org. 1914)	1,575,515	1,311,636	1,311,636	0
Villa Terrace/Charles Allis Art Museums (Org. 1915)	278,208	243,656	243,656	0
Marcus Center for the Performing Arts (Org. 1916)	1,700,000	880,000	1,280,000	400,000
Federated Library System (Org. 1966)	66,654	66,650	66,648	(2)
Milwaukee County Fund for the Arts (Org. 1974)	495,000	371,250	352,688	(18,562)
TOTAL	\$ 13,941,723	\$ 12,161,454	\$ 12,520,341	\$ 358,887

ZOOLOGICAL DEPARTMENT

The Zoological Department is charged with the general management of the Zoo facility. Included are business operations, management of the animal collection, maintenance of buildings and grounds, visitor services, education, planning/oversight of construction related to the capital master plan and marketing of the Zoo. The Zoo originally opened in the 1890s as an animal and bird display in Washington Park. It was acquired by the County in

1937 and operated under the Park Commission until 1981 when it became an independent department. The Zoo moved to its present 200-acre site in 1960. Most of the Zoo's animal collection and exhibits are acquired through private funding. There are presently 16 animal groupings at the Zoo, including the Reptile and Aquarium group, Australian group, Asiatic group, and the Heritage Farm.

ADOPTED 2005 BUDGET

MAJOR FUNCTION: Recreation and Culture

MILWAUKEE PUBLIC MUSEUM

Milwaukee County acquired the Milwaukee Public Museum (MPM) from the City of Milwaukee in 1976. During its more than 100 years as a public institution, the Museum has grown to be one of the leading natural history museums in the nation, providing a valuable educational opportunity to visitors. To continue its growth as an educational facility and maintain its reputation as one of the nation's leading natural history museums, it was necessary to provide alternative funding for the Milwaukee Public Museum. County Board Resolution 91-775, adopted November 12, 1991, created a not-for-profit Museum Corporation with a Board of Directors providing management of the facility, effective March 31, 1992. A fixed amount of \$4.3 million was the base level funding for the Museum during the initial five-year period of the Agreement.

The Lease and Management Agreement was re-negotiated in 1997 to continue the County's annual \$4.3 million payment to the Milwaukee Public Museum for five years, unless the County or MPM request that base support levels be modified after March 31, 1999. As a result of the re-negotiation, the Museum Endowment Funds were transferred to the MPM in August of 1997.

In 1999, the County extended the current term of the MPM Lease Agreement for an additional thirty-three months, through December 31, 2004 (File No. 99-28(a)(a)), to facilitate the Museum Corporation's ability to sell long-term revenue bonds and to facilitate a capital campaign to raise charitable donations in support of the Museum Corporation's Butterfly Garden capital improvement project.

Capital

In 1994, Milwaukee County issued \$8.9 million in bonds for the addition of a large screen theater (IMAX) to the Museum Complex. In 1996, MPM and Discovery World Museum jointly opened the theater and shared operating expenses and revenues. In 1999, the County and MPM refunded the remaining outstanding debt for the IMAX Theater of approximately \$8.0 million. In March of 2000, Milwaukee County, acting as a conduit for MPM, issued \$4.2 million in revenue bonds for MPM to fund the Pulicher Butterfly Wing and purchase Discovery World's interest in, and assume full operation of the IMAX Theater. The purchase was completed in April, 2000.

MILWAUKEE COUNTY UW EXTENSION

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

NON-DEPARTMENTAL BUDGETS

The Greater Milwaukee Convention and Visitors Bureau provides an appropriation to advertise the advantages, attractions and resources of the County and to conserve, develop and improve the same. The County Historical Society collects and preserves the records and salient historical features of the County. The Society acts as custodian for non-current County records. The War Memorial Center budget provides funding to the War Memorial Center, Inc., to operate the center, which is a permanent memorial to those who have given their lives for, and to those who have served in the interest of, our country in war, and by providing for art, drama, music, public discussion and social assembly to serve the living in memory of our war dead. Funding for the Villa Terrace is provided for art, drama, music, public discussion and social assembly. The Charles Allis Art Museum was also deeded to Milwaukee County as a public trust. This museum offers a rare insight to the general public into art from all over the world. The Marcus Center for the Performing Arts was deeded to Milwaukee County as a public trust for the preservation and enrichment of the performing arts, including drama, music and dance. The budget for the Federated Library System provides support for the system. The Milwaukee County Fund for the Arts provides funding for cultural, artistic and musical programming which is administered by the County Cultural, Artistic and Musical Programming Advisory Council (CAMPAC).

ADOPTED 2005 BUDGET

MAJOR FUNCTION: Debt Service

DESCRIPTION

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

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

TAX LEVY SUMMARY				
	2003 <u>Actual</u>	2004 <u>Budget</u>	2005 <u>Budget</u>	2004/2005 <u>Change</u>
General County Debt Service (Org. 9960)	\$ 53,131,631	\$ 33,871,484	\$ 36,230,454	\$ 2,358,970
Debt Issue Expense	0	11,500	11,500	0

As of December 31, 2004, the County had general obligation bonds outstanding totaling \$469,733,996. Debt outstanding on December 31, 2004, represents 18.9 percent of the County's \$2,016,523,834 constitutional debt limit.

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

Policy Goals

1. Tax supported debt service costs shall not exceed actual sales and use tax revenue.
2. Cash financing for capital improvements shall provide for a minimum of 20 percent of County financed project costs. (This goal will be implemented over a ten-year period by increasing minimum cash financing by 2.0 per cent annually beginning with the 1995 budget.)
3. Direct debt shall not exceed 1.5 percent of equalized property value.

4. Financing terms shall not exceed 16 years for corporate purpose projects and 20 years for airport projects.
5. Average principal maturities shall not exceed ten years for corporate purpose projects and 12.5 years for airport projects.
6. Net present value savings for proposed advance refundings should total a minimum of three percent to five percent of refunded principal.
7. Direct debt per capita shall not exceed \$500.
8. Bond insurance will be used when it provides a net economic benefit.
9. County corporate purpose bond issue increases will be limited to a principal amount of no more than \$1 million over the principal amount of the previous year's corporate purpose bond issue.
10. Corporate purpose bond issues for 2008 and forward are limited to a principal amount of \$30 million plus three percent per year for inflation.

Debt Issue Expense

The County budgets tax levy of \$11,500 to finance costs associated with the issuance of its general obligation bonds that are not eligible for bond financing or costs associated with proposed bond financings that for various reasons are not issued.

ADOPTED 2005 BUDGET

MAJOR FUNCTION: Revenue Section

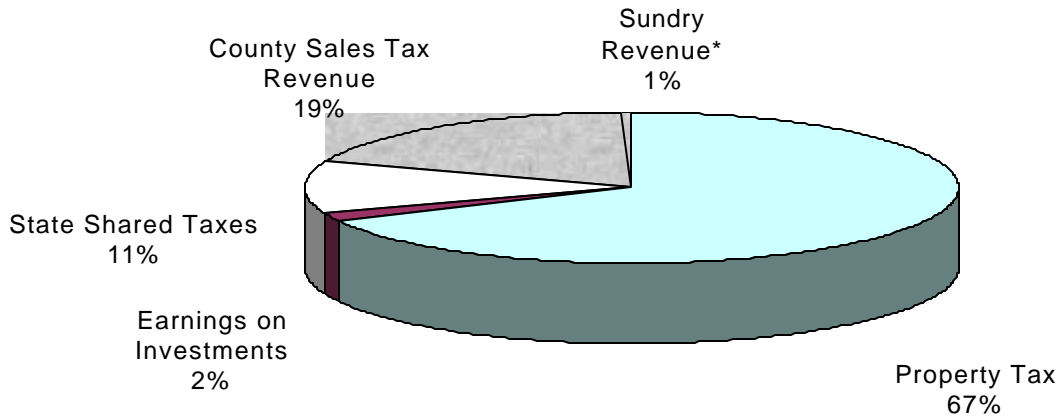
DESCRIPTION

The revenue budgets contributing to this functional area are Property Taxes, Earnings on Investments, State Shared Taxes, State Exempt Computer Aid, County Sales Tax Revenue, Surplus (or Deficit) from Prior Year, Unclaimed Money, Power Plant Revenue, Other Miscellaneous Revenue and Potawatomi Revenue.

These non-departmental revenues are not attributable to any specific operating department or fund of the County and are therefore budgeted in the County's general fund. The \$1,905,195 increase in 2005 revenues for this section represents an

increase of .6 percent. The increase is largely driven by revenue increases of \$6,447,233 in Property Taxes, \$3,118,586 in County Sales Taxes, and \$670,658 in Earnings on Investments. Revenue increases have been offset by decreases of (\$7,563,953) in Surplus (or Deficit) from Prior Year, (\$490,000) in Unclaimed Money, (\$233,497) in State Exempt Computer Aid, and (\$44,455) in Power Plant Revenue. See the table on the following page for details of actual and budgeted amounts for the various revenue sources.

2005 REVENUES



* Sundry Revenue includes State Exempt Computer Aid of \$3,033,203, Power Plant Revenue of \$2,701,324, Other Miscellaneous Revenue of \$40,000, and a deficit of (\$3,553,990) from prior year.

ADOPTED 2005 BUDGET

MAJOR FUNCTION: Revenue Section

TAX LEVY SUMMARY				
	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
<i>NON-DEPARTMENT</i>				
Property Tax (Org. 1900-1201)	\$ 219,464,183	\$ 219,436,418	\$ 225,883,651	\$ 6,447,233
Earnings on Investments (Org. 1900-1850)	6,465,000	4,837,500	5,508,158	670,658
State Shared Taxes (Org. 1900-2201)	41,207,056	37,129,675	37,130,288	613
State Exempt Computer Aid (Org.1900-2202)	3,329,435	3,266,700	3,033,203	0
County Sales Tax Revenue - Net (Org. 1900-2903)	56,949,530	59,312,254	62,430,840	0
Power Plant Revenue (Org. 1900-4904)	2,790,213	2,745,769	2,701,324	0
Surplus (Deficit) from Prior Year (Org. 1900-4970)	708,645	4,009,963	(3,553,990)	0
Unclaimed Money (Org. 1901-4980)	0	490,000	0	(490,000)
Other Miscellaneous Revenue (Org. 1900-4999)	671,686	40,000	40,000	0
TOTAL	\$ 331,585,748	\$ 331,268,279	\$ 333,173,474	\$ 6,628,504

PROPERTY TAXES

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

POWER PLANT REVENUE

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

EARNINGS ON INVESTMENTS

Pursuant to Sections 66.04(2) and 219.05, of the Wisconsin Statutes, a county has the authority to invest any of its funds not immediately needed in time deposits of a bank, credit union, trust company

or savings and loan association, or in bonds or securities issued or guaranteed as to principal and interest of the U.S. Government, federal agency and instrumentality securities, highly rated corporate securities or repurchase agreements.

STATE SHARED TAXES

Pursuant to Chapter 79, Wisconsin Statutes, the State apportions shared revenues to counties on the basis of the previous years amount and the value of utility property (at three mils times the equalized value for incorporated areas within a county).

STATE EXEMPT COMPUTER AID

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

COUNTY SALES TAX REVENUE

Pursuant to the provisions of Section 77.70 of the Wisconsin Statutes, counties may enact a 0.5 percent sales and use tax. The tax is typically imposed on the same goods and services as the State's 5.0 percent sales tax. Milwaukee County Ordinances require that sales tax revenues be used to pay for debt service costs and capital improvement financing. The net sales tax revenue,

ADOPTED 2005 BUDGET

MAJOR FUNCTION: Revenue Section

earmarked for debt service, is included in this non-departmental budget.

On June 18, 2003, the County Board of Supervisors approved Resolution File No. 03-263(a)(a), which modified Section 22.04 of the General Ordinances so that surplus sales and use tax revenues can be used to pre-fund employee benefit costs or fund anticipated or extraordinary annual increases in such costs or supplement the Appropriation for Contingencies.

SURPLUS (DEFICIT) FROM PRIOR YEAR

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

UNCLAIMED MONEY

Pursuant to Section 59.66 of the Wisconsin Statutes, the County Treasurer is to publish a notice of the fact that the Treasurer's Office possesses unclaimed money. If no legal claim is made within the time specified in such notice, all funds and interest earned are to be turned over to the general fund of the county treasury.

OTHER MISCELLANEOUS REVENUE

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

ADOPTED 2005 BUDGET

DEPT: COUNTY BOARD

UNIT NO. 1000
FUND: General - 0001

OPERATING AUTHORITY & PURPOSE

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

make contracts. The power of the County can only be exercised by the County Board pursuant to a resolution or ordinance adopted by it. The general powers of the County Board are set forth in Section 59.51 of the Wisconsin Statutes.

BUDGET SUMMARY				
Account Summary	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Personal Services (w/o EFB)	\$ 3,182,929	\$ 2,885,362	\$ 2,846,514	\$ (38,848)
Employee Fringe Benefits (EFB)	1,171,624	1,501,546	1,596,125	94,579
Services	288,309	367,200	404,339	37,139
Commodities	39,714	48,700	60,700	12,000
Other Charges	7,982	2,500	2,500	0
Capital Outlay	0	0	0	0
County Service Charges	935,686	717,102	655,520	(61,582)
Abatements	(902,551)	(688,522)	(620,912)	67,610
Total Expenditures	\$ 4,723,693	\$ 4,833,888	\$ 4,944,786	\$ 110,898
Other Direct Revenue	5,724	0	0	0
State & Federal Revenue	20,675	18,000	15,000	(3,000)
Direct Property Tax Levy	\$ 4,697,294	\$ 4,815,888	\$ 4,929,786	\$ 113,898

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*				
Account Summary	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Central Service Allocation	\$ 55,580	\$ 15,701	\$ 53,602	\$ 37,901
Courthouse Space Rental	493,116	447,538	422,592	(24,946)
Document Services	15,928	21,900	0	(21,900)
Tech Support & Infrastructure	100,984	69,872	0	(69,872)
Distribution Services	11,724	12,198	9,105	(3,093)
Emergency Mgmt Services	0	0	0	0
Telecommunications	52,727	30,334	16,736	(13,598)
Record Center	3,064	3,355	3,153	(202)
Radio	0	0	0	0
Personal Computer Charges	102,885	26,905	36,694	9,789
Applications Charges	66,543	60,719	79,030	18,311
Total Charges	\$ 902,551	\$ 688,522	\$ 620,912	\$ (67,610)
Direct Property Tax Levy	\$ 4,697,294	\$ 4,815,888	\$ 4,929,786	\$ 113,898
Total Property Tax Levy	\$ 5,599,845	\$ 5,504,410	\$ 5,550,698	\$ 46,288

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

ADOPTED 2005 BUDGET

DEPT: COUNTY BOARD

UNIT NO. 1000

FUND: General - 0001

PERSONNEL SUMMARY				
	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Personal Services (w/o EFB)	\$ 3,182,929	\$ 2,885,362	\$ 2,846,514	\$ (38,848)
Employee Fringe Benefits (EFB)	\$ 1,171,624	\$ 1,501,546	\$ 1,596,125	\$ 94,579
Position Equivalent (Funded)*	62.6	57.5	57.5	0.0
% of Gross Wages Funded	95.6	89.7	94.0	4.3
Overtime (Dollars)**	\$ 721	\$ 0	\$ 0	\$ 0
Overtime (Equivalent to Positions)	0.0	0.0	0.0	0.0

* For 2003, the Position Equivalent is the budgeted amount.

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

PERSONNEL CHANGES				
Job Title/Classification	Action	Number of Positions/ Total FTE	Division	Cost of Positions (Excluding Fringe Benefits)
Cty Brd Supv Member	Abolish	6/2.0	County Board	\$ (101,352)
Adm Sec-Leg Asst	Abolish	6/3.0	County Board	(78,104)
Adm Sec-Asst Dir IR	Reallocate	1/1.0	Intergovern Relations	(6,754)
			TOTAL	\$ (186,210)

MISSION

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

County budget. The Board conducts its business through eight standing committees, various subcommittees and task forces.

DEPARTMENT DESCRIPTION

Legislative Services

The Milwaukee County Board of Supervisors is a body of 19 legislative representatives elected by residents of 19 supervisory districts in the County. Legislative Services includes 19 Board members who elect from their body the Chairperson of the Board and the First and Second Vice Chairpersons. Also included are individually assigned positions of Legislative Assistant. Upper management of all County Board services is the responsibility of the Chairperson of the County Board, who also functions as the department head.

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

Legislative Support Services

Research Services

The Board's primary power is to determine policy and direct County government through the adoption of ordinances and resolutions. As such, the Board establishes programs, services and laws for the County. Among the Board's most important means of establishing policy is the adoption of the annual

Duties include specialized research analyses and studies for specific standing committees, subcommittees and other special committees of the County Board and preparation of resolutions, ordinances, and fiscal notes. Research staff is

ADOPTED 2005 BUDGET

DEPT: COUNTY BOARD

UNIT NO. 1000

FUND: General - 0001

involved annually in the review, analysis and development of recommendations for the Finance and Audit Committee and the County Board on County-wide departmental operations and capital budget requests as presented in the Executive Budget.

Committee Services

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

Public Information Services

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

Intergovernmental Relations

The Intergovernmental Relations Division is a function within the budget of the County Board to reflect the County Board's overall legislative and policy oversight function.

Intergovernmental Relations assists in coordinating and developing a legislative package and budgetary agenda for Milwaukee County, which defines areas where modifications to State and Federal legislation should be developed and introduced. Intergovernmental Relations also communicates and works with State and Federal officials to enact the County's legislative and budgetary package.

Administration / Operations

Functions include general administration, departmental information technology systems, budget and accounting, fiscal monitoring, purchasing and clerical support.

BUDGET HIGHLIGHTS

- Personal Services expenditures without fringe benefits decreased by \$38,848, from \$2,885,362 to \$2,846,514. Funded positions continued at 57.5.

- (\$100,352) Abolish 6 County Board Supervisor Member
(78,104) Abolish 6 Legislative Assistant
(\$179,456)

Redistricting reduced the number of County Board Supervisor positions by six from 25 to 19 and, correspondingly, the number of Legislative Assistant positions by six from 25 to 19, effective May 1, 2004. These positions were not abolished in the 2004 Budget but were unfunded for eight months of the year. The 2005 Budget reflects the following position abolishments resulting from redistricting. (Personal service savings, excluding fringe benefits, result from the first four months funding of the full time equivalent of these positions in 2004 not being repeated in 2005.)

- (\$6,754) Reallocate 1 Adm Secy - Asst Director from PR 33M to PR 31M

For 2005, one position of Administrative Secretary-Assistant Director, Intergovernmental Relations is reallocated from pay range 33M to pay range 31M. This reallocation reflects the anticipated future duties and qualifications of this position. This action results in a net savings of \$6,754 for 2005.

- During 2004, the County Board approved a reorganization of the Public Information function to better serve the public information and constituent service needs of the County Board. This reorganization abolished two positions of Administrative Secretary 3 - Media and one position of Administrative Secretary - Receptionist, and created one position each of Administrative Secretary - Communications Director, Administrative Secretary - Graphic Designer and Administrative Secretary - Office Assistant 3. The net fiscal effect of this reorganization has been offset in other parts of the County Board budget.
- The Office of Community Business Development Partners is transferred from the County Executive's Office to the County Board to reflect the Office's County-wide policy focus, the County Board's overall policy oversight function, and the importance of the Office's mission to promote business opportunities and capacity building and overall economic viability for small and disadvantaged businesses in Milwaukee County.

ADOPTED 2005 BUDGET

DEPT: COUNTY BOARD

UNIT NO. 1000

FUND: General - 0001

A Community Business Development Partners Advisory Committee is created to provide policy and operational oversight to the Office of Community Business Development Partners. The Advisory Committee shall consist of nine members, including two appointments by the County Executive and seven appointments by the Chairman of the County Board.

- Services are increased \$37,139, primarily to meet the constituent needs of enlarged Supervisor districts as well as the needs of the Intergovernmental Relations Division which became a function of the County Board in the 2004 Budget to reflect the County Board's overall legislative and policy oversight function.
- An appropriation of \$35,000 is provided to cover projected expenses associated with hosting the 2005 Wisconsin Counties Association (WCA) convention.
- Commodities are increased \$12,000, reflecting an increase in tools and minor equipment and sundry appropriations to meet operational needs.
- \$50,000 is continued for Federal lobbying services as part of the Intergovernmental Relations function.
- The 2005 Budget reflects a zero wage increase for all represented, non-represented and Executive Compensation Plan (ECP) positions. In addition, ECP positions are not provided step increases or performance awards in 2005 as allowed in County Ordinance Section 17.265 (3).
- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT OF AUDIT

UNIT NO. 1001
FUND: General - 0001

OPERATING AUTHORITY & PURPOSE

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

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

BUDGET SUMMARY				
Account Summary	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Personal Services (w/o EFB)	\$ 1,289,147	\$ 1,227,042	\$ 1,241,104	\$ 14,062
Employee Fringe Benefits (EFB)	477,855	661,666	696,976	35,310
Services	343,338	353,838	370,496	16,658
Commodities	10,996	4,305	6,776	2,471
Other Charges	0	2,198	0	(2,198)
Capital Outlay	0	0	9,320	9,320
County Service Charges	288,432	273,680	272,842	(838)
Abatements	(408,534)	(291,108)	(292,805)	(1,697)
Total Expenditures	\$ 2,001,234	\$ 2,231,621	\$ 2,304,709	\$ 73,088
Total Revenues	\$ 0	\$ 0	\$ 0	\$ 0
Direct Property Tax Levy	\$ 2,001,234	\$ 2,231,621	\$ 2,304,709	\$ 73,088

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*				
Account Summary	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Central Service Allocation	\$ 0	\$ 0	\$ 0	\$ 0
Courthouse Space Rental	186,540	180,693	170,621	(10,072)
Document Services	626	227	437	210
Tech Support & Infrastructure	42,728	38,668	43,648	4,980
Distribution Services	134	220	104	(116)
Telecommunications	7,605	4,620	3,922	(698)
Records Center	0	0	0	0
Radio	0	0	0	0
Personal Computer Charges	22,653	13,739	13,590	(149)
Applications Charges	15,753	20,446	26,741	6,295
Total Charges	\$ 276,039	\$ 258,613	\$ 259,063	\$ 450
Direct Property Tax Levy	\$ 2,001,234	\$ 2,231,621	\$ 2,304,709	\$ 73,088
Total Property Tax Levy	\$ 2,277,273	\$ 2,490,234	\$ 2,563,772	\$ 73,538

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

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT OF AUDIT

UNIT NO. 1001
FUND: General - 0001

PERSONNEL SUMMARY				
	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Personal Services (w/o EFB)	\$ 1,289,147	\$ 1,227,042	\$ 1,241,104	\$ 14,062
Employee Fringe Benefits (EFB)	\$ 477,855	\$ 661,666	\$ 696,976	\$ 35,310
Position Equivalent (Funded)*	21.0	20.1	20.0	(0.1)
% of Gross Wages Funded	78.5	71.7	74.8	3.1
Overtime (Dollars)**	\$ 0	\$ 0	\$ 0	\$ 0
Overtime (Equivalent to Positions)	0.0	0.0	0.0	0.0

* For 2003 the Position Equivalent is the budgeted amount.

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

PERSONNEL CHANGES				
Job Title/Classification	Action	Number of Positions/ Total FTE	Division	Cost of Positions (Excluding Fringe Benefits)
None				
			TOTAL	\$ 0

MISSION

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

In addition, ECP positions are not provided step increases or performance awards in 2005 as allowed in County Ordinance Section 17.265 (3).

BUDGET HIGHLIGHTS

- Personal Services expenditures without fringe benefits increased by \$14,062 from \$1,227,042 to \$1,241,104. Funded positions decreased from 20.1 to 20.0.
- Professional service fees to conduct the County-wide audit increase \$10,000, from \$335,000 to \$345,000.
- A total of \$4,000 is placed into the transportation non-county employee account to provide a peer review of the department which is required by government auditing standards every three years.
- The 2005 Budget reflects a zero wage increase for all represented, non-represented and Executive Compensation Plan (ECP) positions.

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

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT OF AUDIT

UNIT NO. 1001
FUND: General - 0001

ACTIVITY AND STATISTICAL SUMMARY				
	2003 Budget	2003 Actual	2004 Budget	2005 Budget
Person-Hours Available (net of paid time off)	38,500	35,791	33,250	35,000
<u>Allocation of Available Hours</u>				
Financial/Internal Control Reviews	8,249	2,520	7,641	8,079
Economy & Efficiency/Program Results	5,938	7,003	5,250	5,688
EDP Projects	1,700	1,505	1,430	1,867
Special Projects/Hotline	5,400	8,741	4,522	4,522
Bank Reconciliation	3,632	4,127	3,039	3,476
Contract Compliance	1,750	952	1,463	1,463
Administration	9,131	8,330	7,647	7,647
Other Indirect Time	<u>2,700</u>	<u>2,613</u>	<u>2,258</u>	<u>2,258</u>
Total	38,500	35,791	33,250	35,000
<u>Contract Compliance Activities</u>				
Desk Audits of Affirmative Action Plans	216	16	259	310
Equal Employment Opportunity Certificates Processed	250	260	100	235
<u>Bank Reconciliation Section Activities</u>				
Accounts Reconciled	744	750	690	648

ADOPTED 2005 BUDGET

DEPT: COUNTY BOARD -
OFFICE OF COMMUNITY BUSINESS DEVELOPMENT PARTNERS

UNIT NO. 1040
FUND: General - 0001

OPERATING AUTHORITY & PURPOSE

The County Board – Office of Community Business Development Partners is responsible for administering the County's disadvantaged business enterprise (DBE) program. Chapter 42 of the Milwaukee County Ordinances sets forth the policy and definitions of Milwaukee County's Federal and non-Federal DBE programs. Chapter 42 describes

policies regarding DBE participation in procurement, public works and professional services contracts; goal setting for DBE participation; contractor/vendor good faith effort (GFE) procedures; and procedures for findings of contractor non-compliance.

Account Summary	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Personal Services (w/o EFB)	\$ 318,398	\$ 320,671	\$ 327,984	\$ 7,313
Employee Fringe Benefits (EFB)	115,478	175,541	183,904	8,363
Services	84,116	55,210	49,230	(5,980)
Commodities	5,420	7,620	6,120	(1,500)
Other Charges	0	6,425	0	(6,425)
Debt & Depreciation	0	0	0	0
Capital Outlay	0	0	0	0
County Service Charges	129,488	133,940	147,247	13,307
Abatements	(128,295)	(123,128)	(133,487)	(10,359)
Total Expenditures	\$ 524,605	\$ 576,279	\$ 580,998	\$ 4,719
Direct Revenue	16,670	1,000	1,000	0
Indirect Revenue	143,393	365,325	275,348	(89,977)
Total Revenue	\$ 160,063	\$ 366,325	\$ 276,348	\$ (89,977)
Direct Property Tax Levy	\$ 364,542	\$ 209,954	\$ 304,650	\$ 94,696

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*				
Account Summary	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Central Service Allocation	\$ 11,579	\$ 10,706	\$ 12,733	\$ 2,027
Courthouse Space Rental	85,855	84,606	79,891	(4,715)
Document Services	1,309	1,370	914	(456)
Tech Support & Infrastructure	11,752	9,363	12,779	3,416
Distribution Services	140	510	109	(401)
Telecommunications	3,036	1,746	1,471	(275)
Records Center	2,940	3,068	3,026	(42)
Radio	0	0	0	0
Personal Computer Charges	6,607	4,007	5,437	1,430
Applications Charges	5,077	7,752	17,127	9,375
Total Charges	\$ 128,295	\$ 123,128	\$ 133,487	\$ 10,359
Direct Property Tax Levy	\$ 364,542	\$ 209,954	\$ 304,650	\$ 94,696
Total Property Tax Levy	\$ 492,837	\$ 333,082	\$ 438,137	\$ 105,055

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

ADOPTED 2005 BUDGET

DEPT: COUNTY BOARD -
OFFICE OF COMMUNITY BUSINESS DEVELOPMENT PARTNERS

UNIT NO. 1040
FUND: General - 0001

PERSONNEL SUMMARY				
	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Personal Services (w/o EFB)	\$ 318,398	\$ 320,671	\$ 327,984	\$ 7,313
Employee Fringe Benefits (EFB)	\$ 115,478	\$ 175,541	\$ 183,904	\$ 8,363
Position Equivalent (Funded)*	6.7	5.0	5.0	0.0
% of Gross Wages Funded	67.5	65.2	92.0	26.8
Overtime (Dollars)**	\$ 0	\$ 0	\$ 0	\$ 0
Overtime (Equivalent to Positions)	0.0	0.0	0.0	0.0

* For 2003, the Position Equivalent is the budgeted amount.

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

PERSONNEL CHANGES				
Job Title/Classification	Action	Number of Positions/ Total FTE	Division	Cost of Positions (Excluding Fringe Benefits)
Office Support Assistant 1	Abolish	1/1.0	Comm Bus Dev Ptnrs	(24,726)
DBD Specialist	Abolish	1/1.0	Comm Bus Dev Ptnrs	(49,300)
Joint Cert Program Analyst	Abolish	1/1.0	Comm Bus Dev Ptnrs	(44,570)
DBD Coordinator	Abolish	1/1.0	Comm Bus Dev Ptnrs	(50,880)
			TOTAL	\$ (169,476)

MISSION

The Office of Community Business Development Partners implements County/Federal DBE program regulations, establishes DBE goals, certifies DBE firms, monitors and enforces contract compliance, and promotes business opportunities and capacity building which increase overall economic viability for small and disadvantaged businesses in Milwaukee County.

Specific responsibilities of the office include annual and project goal setting for Federal Aviation Administration (FAA), Federal Transit Administration (FTA) and Wisconsin Department of Transportation (WisDOT) administered Federal Highway Administration (FHWA) programs; contract compliance monitoring; DBE firm certifications and appeals in accordance with 49 CFR 26 and terms of the Wisconsin Unified Certification Program (UCP) Agreement; DBE outreach programs that seek to promote greater utilization of DBE firms; DBE business development and technical assistance efforts; administration of revolving loan accounts to provide short-term assistance to qualifying DBE firms; and development of various small business seminars on effective business operations.

DEPARTMENT DESCRIPTION

The Office of Community Business Development Partners is responsible for the disadvantaged business enterprise DBE program of Milwaukee County. Milwaukee County receives substantial Federal funding for its Transit and Paratransit systems, Airports and Federal and State highway programs from the United States Department of Transportation (USDOT). The DBE program, on behalf of Milwaukee County, insures that full compliance is maintained with all Federal and State DBE laws.

ADOPTED 2005 BUDGET

DEPT: COUNTY BOARD -
OFFICE OF COMMUNITY BUSINESS DEVELOPMENT PARTNERS

UNIT NO. 1040
FUND: General - 0001

BUDGET HIGHLIGHTS

- Personal Services expenditures without fringe benefits increased by \$7,313 from \$320,671 to \$327,984. Funded positions remain unchanged at 5.
- For 2004, the Office of Community Business Development Partners is transferred from the County Executive's Office to the County Board to reflect the Office's County-wide policy focus, the County Board's overall policy oversight function, and the importance of the office's mission to promote business opportunities and capacity building and overall economic viability for small and disadvantaged business in Milwaukee County.

A Community Business Development Partners Advisory Committee is created to provide policy and operational oversight to the Office of Community Business Development Partners. The Advisory Committee shall consist of nine members, including two appointments by the County Executive and seven appointments by the Chairman of the County Board.
- (\$24,726) Abolish 1 Office Support Asst 1
(\$49,300) Abolish 1 DBD Specialist
(\$44,570) Abolish 1 Joint Cert Program Analyst
(\$50,880) Abolish 1 DBD Coordinator
(\$169,476)

One position each of Office Support Assistant 1, DBD Specialist, Joint Certification Program Analyst and DBD Coordinator are abolished for a total salary and social security savings of \$169,476.
- The professional services appropriation for the annual outreach/expo seminar is maintained at the 2004 level of \$25,000.
- Indirect revenue that is derived primarily from services provided to capital projects decreases \$89,977, from \$365,325 to \$275,348. The revenue available to the department has been reduced due to fewer capital projects, resulting in increased tax levy of \$94,696.
- The 2005 Budget reflects a zero wage increase for all represented, non-represented and Executive Compensation Plan (ECP) positions. In addition, ECP positions are not provided step increases or performance awards in 2005 as allowed in County Ordinance Section 17.265 (3).
- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severely liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."

ADOPTED 2005 BUDGET

DEPT: COUNTY EXECUTIVE – GENERAL OFFICE

UNIT NO. 1011

FUND: General - 0001

OPERATING AUTHORITY & PURPOSE

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

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

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

BUDGET SUMMARY				
Account Summary	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Personal Services (w/o EFB)	\$ 658,779	\$ 627,086	\$ 567,893	\$ (59,193)
Employee Fringe Benefits (EFB)	272,893	337,299	319,051	(18,248)
Services	7,650	20,804	20,282	(522)
Commodities	6,198	8,300	8,300	0
Other Charges	(45)	500	500	0
County Service Charges	196,179	186,150	218,074	31,924
Abatements	(175,811)	(166,910)	(199,005)	(32,095)
Total Expenditures	\$ 965,843	\$ 1,013,229	\$ 935,095	\$ (78,134)
Total Direct Revenues	\$ 15,098	\$ 15,000	\$ 15,000	\$ 0
Direct Property Tax Levy	\$ 950,745	\$ 998,229	\$ 920,095	\$ (78,134)

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*				
Account Summary	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Central Service Allocation	\$ 9,648	\$ 318	\$ 29,782	\$ 29,464
Courthouse Space Rental	113,256	109,706	103,590	(6,116)
Document Services	4,125	4,505	0	(4,505)
Tech Support & Infrastructure	11,642	18,330	23,310	4,980
Distribution Services	589	341	457	116
Emergency Mgmt Services	0	0	0	0
Telecommunications	15,729	7,020	3,984	(3,036)
Records Center	400	416	412	(4)
Personal Computer Charges	12,271	10,876	14,949	4,073
Applications Charges	8,151	15,398	22,521	7,123
Total Charges	\$ 175,811	\$ 166,910	\$ 199,005	\$ 32,095
Direct Property Tax Levy	\$ 950,745	\$ 998,229	\$ 920,095	\$ (78,134)
Total Property Tax Levy	\$ 1,126,556	\$ 1,165,139	\$ 1,119,100	\$ (46,039)

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

ADOPTED 2005 BUDGET

DEPT: COUNTY EXECUTIVE – GENERAL OFFICE

UNIT NO. 1011

FUND: General - 0001

PERSONNEL SUMMARY				
	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Personal Services (w/o EFB)	\$ 658,779	\$ 627,086	\$ 567,893	\$ (59,193)
Employee Fringe Benefits (EFB)	\$ 272,893	\$ 337,299	\$ 319,051	\$ (18,248)
Position Equivalent (Funded)*	13.3	11.9	10.4	(1.5)
% of Gross Wages Funded	91.0	76.5	82.8	6.3
Overtime (Dollars)**	\$ 5,381	\$ 0	\$ 0	\$ 0
Overtime (Equivalent to Positions)	0.1	0.0	0.0	0.0

* For 2003, the Position Equivalent is the budgeted amount.

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

***This amount includes \$60,000 in returned salary funds from the County Executive and a reduction of \$18,716 due to underfilling of positions. The % of gross wages funded increases to 94.4% once these deductions are factored in.

PERSONNEL CHANGES				
Job Title/Classification	Action	Number of Positions/ Total FTE	Division	Cost of Positions (Excluding Fringe Benefits)
Adm Sec. - Princ Exec Asst	Abolish	2/2.0	County Executive	\$ 0
Adm Sec Sr Exec Asst (CE)	Abolish	1/1.0	County Executive	(36,388)
Adm Sec - Off Asst 3	Abolish	1/1.0	County Executive	(35,542)
Adm Sec Dir of Communications	Unfund	1/1.0	County Executive	(55,078)
Student Intern	Abolish	4/1.0	County Executive	(20,974)
			TOTAL	\$ (147,982)

MISSION

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

BUDGET HIGHLIGHTS

- Personal Services expenditures without fringe benefits decreased by \$59,193 from \$627,086 to \$567,893. Funded positions decreased 1.5 from 11.9 to 10.4.

Personal services include the County Executive payment of \$60,000 for a portion of his 2005 salary.

- (\$0) Abolish 2 Adm. Sec. – Principal Executive Assistants (unfunded)
- (36,388) Abolish 1 Administrative Secretary Senior Executive Assistant (Co Exec)
- (35,542) Abolish 1 Administrative Secretary – Office Assistant 3
- (55,078) Unfund 1 Adm Sec Dir Communications
- (20,974) Abolish 4 .25 FTE Student Interns
- (\$147,982) Total

Staff reorganization results in the abolishment of two positions, Administrative Secretary Senior Executive Assistant and Administrative Secretary-Office Assistant 3, as well as the unfunding of one position of Administrative Secretary Director of Communication. In addition, two Administrative Secretary-Principal

ADOPTED 2005 BUDGET

DEPT: COUNTY EXECUTIVE – GENERAL OFFICE

UNIT NO. 1011

FUND: General - 0001

Executive Assistants positions that were unfunded in 2004 are abolished in 2005. The four part-time student intern positions will no longer be funded. Paid interns will be replaced with volunteer student interns.

- The 2005 Budget reflects a zero wage increase for all represented, non-represented and Executive Compensation Plan (ECP) positions. In addition, ECP positions are not provided step increases or performance awards in 2005 as allowed in County Ordinance Section 17.265 (3).
- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be

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

ADOPTED 2005 BUDGET

DEPT: COUNTY EXECUTIVE – VETERANS SERVICE OFFICE

UNIT NO. 1021

FUND: General - 0001

OPERATING AUTHORITY & PURPOSE

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

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

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

BUDGET SUMMARY				
Account Summary	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Personal Services (w/o EFB)	\$ 153,934	\$ 162,990	\$ 163,054	\$ 64
Employee Fringe Benefits (EFB)	54,891	86,913	89,728	2,815
Services	8,444	10,457	9,767	(690)
Commodities	11,089	13,000	18,904	5,904
Other Charges	101,563	1,918	0	(1,918)
Capital Outlay	0	0	0	0
County Service Charges	65,222	62,413	174,269	111,856
Abatements	(64,332)	(61,526)	(173,327)	(111,801)
Total Expenditures	\$ 330,811	\$ 276,165	\$ 282,395	\$ 6,230
Total Revenues	\$ 118,102	\$ 13,000	\$ 13,000	\$ 0
Direct Property Tax Levy	\$ 212,709	\$ 263,165	\$ 269,395	\$ 6,230

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*				
Account Summary	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Central Service Allocation	\$ 9,759	\$ 4,990	\$ 5,107	\$ 117
Courthouse Space Rental	40,284	39,020	38,845	(175)
Document Services	374	197	261	64
Tech Support & Infrastructure	5,281	6,737	119,671	112,934
Distribution Services	472	690	367	(323)
Telecommunications	1,810	1,630	855	(775)
Records Center	0	0	0	0
Radio	0	0	0	0
Personal Computer Charges	3,776	3,435	4,077	642
Applications Charges	2,576	4,827	6,144	1,317
Total Charges	\$ 64,332	\$ 61,526	\$ 175,327	\$ 113,801
Direct Property Tax Levy	\$ 212,709	\$ 263,165	\$ 269,395	\$ 6,230
Total Property Tax Levy	\$ 277,041	\$ 324,691	\$ 444,722	\$ 120,031

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

ADOPTED 2005 BUDGET

DEPT: COUNTY EXECUTIVE – VETERANS SERVICE OFFICE

UNIT NO. 1021

FUND: General - 0001

PERSONNEL SUMMARY				
	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Personal Services (w/o EFB)	\$ 153,934	\$ 162,990	\$ 163,054	\$ 64
Employee Fringe Benefits (EFB)	\$ 54,891	\$ 86,913	\$ 89,728	\$ 2,815
Position Equivalent (Funded)*	6.6	6.6	6.5	(0.1)
% of Gross Wages Funded	89.7	93.8	90.2	(3.6)
Overtime (Dollars)**	\$ 3,452	\$ 0	\$ 0	\$ 0
Overtime (Equivalent to Positions)	0.1	0.0	0.0	0.0

* For 2003 the Position Equivalent is the budgeted amount.

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

PERSONNEL CHANGES				
Job Title/Classification	Action	Number of Positions/ Total FTE	Division	Cost of Positions (Excluding Fringe Benefits)
None				
			TOTAL	\$ 0

MISSION

The mission of the Milwaukee County Department of Veterans Service is to serve all the Veterans of Milwaukee County and their families with dignity and compassion by providing prompt and courteous assistance in the preparation and submission of claims for benefits to which they may be entitled and to serve as their principal advocate on Veterans' related issues.

Executive Compensation Plan (ECP) positions. In addition, ECP positions are not provided step increases or performance awards in 2005 as allowed in County Ordinance Section 17.265 (3).

BUDGET HIGHLIGHTS

- Personal Services expenditures without fringe benefits increased by \$64 from \$162,900 to \$163,054. Funded positions decreased slightly from 6.6 to 6.5.
- The appropriation for flags and grave markers increases \$3,300, from \$11,700 to \$15,000, based on experience.
- Revenue remains at the 2004 level of \$13,000 which represents a grant from the State.
- The 2005 Budget reflects a zero wage increase for all represented, non-represented and

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

ADOPTED 2005 BUDGET

DEPT: COUNTY EXECUTIVE – VETERANS SERVICE OFFICE

UNIT NO. 1021

FUND: General - 0001

ACTIVITY AND STATISTICAL SUMMARY				
	2003 Budget	2003 Actual*	2004 Budget	2005 Budget
Flag Holders Provided	100	54	50	50
Full and Part-Time Education Grants	550	420	500	500
Health Care Aid and Subsistence Grants	200	200	300	300
Personal Loan Program	85	114	120	120
Certificates of Eligibility	300	226	200	200
Vital Records Procured	1,000	1,010	1,000	1,000
Graves Registration	300	120	100	100
Wisconsin Veterans Home Admissions	15	6	15	15
Home Improvement Loans Program (HILP)	22	4	20	20
Retraining Grants	20	36	30	30
New Files Created	300	547	500	500
First Mortgage Home Loans	40	35	40	40

* 2003 actual figures reflect approved applications.

ADOPTED 2005 BUDGET

DEPT: CIVIL SERVICE COMMISSION

UNIT NO. 1110
FUND: General - 0001

OPERATING AUTHORITY & PURPOSE

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

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

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

BUDGET SUMMARY				
Account Summary	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Personal Services (w/o EFB)	\$ 48,241	\$ 52,498	\$ 48,001	\$ (4,497)
Employee Fringe Benefits (EFB)	1,680	5,684	5,931	247
Services	3,769	7,319	7,319	0
County Service Charges	1,471	1,521	1,513	(8)
Abatements	0	(53)	(51)	2
Total Expenditures	\$ 55,161	\$ 66,969	\$ 62,713	\$ (4,256)
Direct Property Tax Levy	\$ 55,161	\$ 66,969	\$ 62,713	\$ (4,256)

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*				
Account Summary	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Central Service Allocation	\$ 0	\$ 0	\$ 0	\$ 0
Courthouse Space Rental	0	0	0	0
Document Services	0	0	0	0
Tech Support & Infrastructure	0	0	0	0
Distribution Services	0	0	0	0
Telecommunications	0	0	0	0
Records Center	0	0	0	0
Radio	0	0	0	0
Personal Computer Charges	0	0	0	0
Applications Charges	0	53	51	(2)
Total Charges	\$ 0	\$ 53	\$ 51	\$ (2)
Direct Property Tax Levy	\$ 55,161	\$ 66,969	\$ 62,713	\$ (4,256)
Total Property Tax Levy	\$ 55,161	\$ 67,022	\$ 62,764	\$ (4,258)

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

ADOPTED 2005 BUDGET

DEPT: CIVIL SERVICE COMMISSION

UNIT NO. 1110

FUND: General - 0001

PERSONNEL SUMMARY				
	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Personal Services (w/o EFB)	\$ 48,241	\$ 52,498	\$ 48,001	\$ (4,497)
Employee Fringe Benefits (EFB)	\$ 1,680	\$ 5,684	\$ 5,931	\$ 247
Position Equivalent (Funded)*	5.0	5.0	5.0	0.0
% of Gross Wages Funded	100.0	100.0	100.0	0.0
Overtime (Dollars)**	\$ 0	\$ 0	\$ 0	\$ 0
Overtime (Equivalent to Positions)	0.0	0.0	0.0	0.0

* For 2003, the Position Equivalent is the budgeted amount.

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

PERSONNEL CHANGES				
Job Title/Classification	Action	Number of Positions/ Total FTE	Division	Cost of Positions (Excluding Fringe Benefits)
None				
			TOTAL	\$ 0

MISSION

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

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

BUDGET HIGHLIGHTS

- This is a "cost to continue" budget.
- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has

ADOPTED 2005 BUDGET

DEPT: CIVIL SERVICE COMMISSION

UNIT NO. 1110

FUND: General - 0001

ACTIVITY AND STATISTICAL SUMMARY				
	<u>2003 Budget</u>	<u>2003 Actual</u>	<u>2004 Budget</u>	<u>2005 Budget</u>
Number of Meetings	6	7	6	6
Hours Spent in Session	10	10	15	10
A. <u>Quasi-Judicial</u>				
Merit System Violations Filed	3	3	2	10
Employee/Applicant Appeals	25	10	20	10
B. <u>Administrative</u>				
Positions Transferred from Classified to Exempt	2	8	2	10
Rule Changes	1	3	1	1
Rule Waivers	10	7	5	5

ADOPTED 2005 BUDGET

DEPT: PERSONNEL REVIEW BOARD

UNIT NO. 1120
FUND: General - 0001

OPERATING AUTHORITY & PURPOSE

Pursuant to Chapter 33 of the Milwaukee County Ordinances, the Personnel Review Board consists of five members functioning as a quasi-judicial body to review all disciplinary charges filed by appointing authorities or other persons authorized to file charges alleging that an officer or employee in Milwaukee County classified service has acted in such a manner as to show them to be incompetent to perform their duties or to have merited discipline, demotion, or discharge pursuant to State Statute 63.10 or 63.12; to hear all appeals by non-represented County employees of rulings made in the final step of the established County grievance procedure; to act as final arbitrator over grievances not appealed to arbitration under Union labor contracts; and to act as the "Independent Fact Finder" to determine whether violations of the Ethics Code exist in all cases referred to the Personnel Review Board by the Ethics Board, pursuant to Chapter 9 Code of Ethics, Milwaukee County Ordinances. The Board also reviews the rules, practices and procedures of the Civil Service Commission.

OBJECTIVES

1. To conduct discipline, grievance, and Ethics Code violation hearings in the highest professional, effective, efficient and equitable manner possible.
2. Board members and the Executive Secretary will continue to provide research pertaining to laws, court rulings, arbitrator decisions and personnel trends.
3. The Board will continue to maintain its reputation of being an open and fair citizen hearing body in all cases as regulated by governing statutes and ordinances and, thereby, minimize the chance that their rulings will be overturned on appeals with consequent exposure to liability for the County.
4. The Board will continue to be responsive to the needs of both management and employees resulting in increased productivity in the County personnel system.

BUDGET SUMMARY				
Account Summary	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Personal Services (w/o EFB)	\$ 84,384	\$ 87,376	\$ 87,487	\$ 111
Employee Fringe Benefits (EFB)	43,901	58,744	61,631	2,887
Services	19,155	12,276	13,710	1,434
Commodities	558	750	750	0
County Service Charges	17,216	20,731	21,214	483
Abatements	(16,519)	(21,166)	(21,701)	(535)
Total Expenditures	\$ 148,695	\$ 158,711	\$ 163,091	\$ 4,380
Total Revenues	\$ 0	\$ 0	\$ 0	\$ 0
Direct Property Tax Levy	\$ 148,695	\$ 158,711	\$ 163,091	\$ 4,380

ADOPTED 2005 BUDGET

DEPT: PERSONNEL REVIEW BOARD

UNIT NO. 1120

FUND: General - 0001

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*				
Account Summary	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Central Service Allocation	\$ 0	\$ 0	\$ 0	\$ 0
Courthouse Space Rental	13,212	12,798	12,085	(713)
Document Services	611	613	427	(186)
Tech Support & Infrastructure	2,008	3,448	4,020	572
Distribution Services	236	129	183	54
Telecommunications	421	226	224	(2)
Records Center	0	0	0	0
Radio	0	0	0	0
Personal Computer Charges	0	1,145	1,359	214
Applications Charges	31	1,658	2,097	439
Total Charges	\$ 16,519	\$ 20,017	\$ 20,395	\$ 378
Direct Property Tax Levy	\$ 148,695	\$ 158,711	\$ 163,091	\$ 4,380
Total Property Tax Levy	\$ 165,214	\$ 178,728	\$ 183,486	\$ 4,758

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

PERSONNEL SUMMARY				
	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Personal Services (w/o EFB)	\$ 84,384	\$ 87,376	\$ 87,487	\$ 111
Employee Fringe Benefits (EFB)	\$ 43,901	\$ 58,744	\$ 61,631	\$ 2,887
Position Equivalent (Funded)*	7.0	7.0	7.0	0.0
% of Gross Wages Funded	100.0	100.0	100.0	0.0
Overtime (Dollars)**	\$ 0	\$ 0	\$ 0	\$ 0
Overtime (Equivalent to Positions)	0.0	0.0	0.0	0.0

* For 2003, the Position Equivalent is the budgeted amount.

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

PERSONNEL CHANGES				
Job Title/Classification	Action	Number of Positions/ Total FTE	Division	Cost of Positions (Excluding Fringe Benefits)
None				
			TOTAL	\$ 0

MISSION

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

and 33 of the Milwaukee County Ordinances, and cases referred under Chapter 9, Milwaukee County Ordinances.

ADOPTED 2005 BUDGET

DEPT: PERSONNEL REVIEW BOARD

UNIT NO. 1120

FUND: General - 0001

BUDGET HIGHLIGHTS

- Personal Services expenditures without fringe benefits increases by \$111 from \$87,376 to \$87,487. Funded positions remain at the same level as 2004.
- The 2005 Budget reflects a zero wage increase for all represented, non-represented and Executive Compensation Plan (ECP) positions. In addition, ECP positions are not provided step increases or performance awards in 2005 as allowed in County Ordinance Section 17.265 (3).
- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred

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

ACTIVITY AND STATISTICAL SUMMARY				
	<u>2003</u> <u>Budget</u>	<u>2003</u> <u>Actual</u>	<u>2004</u> <u>Budget</u>	<u>2005</u> <u>Budget</u>
Discipline/Grievance Hearings Placed on Docket	133	133	130	140
Number of PRB Meetings with Hearings	26	26	27	27
Hours Met in Session	83	69	74	71

ADOPTED 2005 BUDGET

DEPT: CORPORATION COUNSEL

UNIT NO. 1130
FUND: General - 0001

OPERATING AUTHORITY & PURPOSE

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

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

BUDGET SUMMARY				
Account Summary	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Personal Services (w/o EFB)	\$ 1,635,372	\$ 1,524,976	\$ 1,551,015	\$ 26,039
Employee Fringe Benefits (EFB)	618,297	849,285	872,764	23,479
Services	66,125	78,495	76,479	(2,016)
Commodities	16,213	18,960	27,960	9,000
Other Charges	33,003	80,620	56,120	(24,500)
Capital Outlay	0	0	0	0
County Service Charges	266,343	253,501	268,549	15,048
Abatements	(1,035,560)	(1,001,990)	(1,038,079)	(36,089)
Total Expenditures	\$ 1,599,793	\$ 1,803,847	\$ 1,814,808	\$ 10,961
Total Revenues	\$ 110,001	\$ 185,000	\$ 185,000	\$ 0
Direct Property Tax Levy	\$ 1,489,792	\$ 1,618,847	\$ 1,629,808	\$ 10,961

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*				
Account Summary	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Central Service Allocation	\$ 29,512	\$ 25,576	\$ 28,001	\$ 2,425
Courthouse Space Rental	146,040	141,465	133,579	(7,886)
Document Services	3,987	2,762	2,785	23
Tech Support & Infrastructure	24,026	25,146	31,877	6,731
Distribution Services	812	782	631	(151)
Telecommunications	7,164	4,030	3,586	(444)
Records Center	5,779	5,389	5,947	558
Radio	0	0	0	0
Personal Computer Charges	20,766	14,311	16,988	2,677
Applications Charges	14,347	20,129	30,285	10,156
Total Charges	\$ 252,433	\$ 239,590	\$ 253,679	\$ 14,089
Direct Property Tax Levy	\$ 1,489,792	\$ 1,618,847	\$ 1,629,808	\$ 10,961
Total Property Tax Levy	\$ 1,742,225	\$ 1,858,437	\$ 1,883,487	\$ 25,050

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

ADOPTED 2005 BUDGET

DEPT: CORPORATION COUNSEL

UNIT NO. 1130

FUND: General - 0001

PERSONNEL SUMMARY				
	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Personal Services (w/o EFB)	\$ 1,635,372	\$ 1,524,976	\$ 1,551,015	\$ 26,039
Employee Fringe Benefits (EFB)	\$ 618,297	\$ 849,285	\$ 872,764	\$ 23,479
Position Equivalent (Funded)*	20.8	16.9	18.5	1.6
% of Gross Wages Funded	85.1	85.6	92.7	7.1
Overtime (Dollars)**	\$ 189	\$ 0	\$ 0	\$ 0
Overtime (Equivalent to Positions)	0.0	0.0	0.0	0.0

* For 2003, the Position Equivalent is the budgeted amount.

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

PERSONNEL CHANGES				
Job Title/Classification	Action	Number of Positions/ Total FTE	Division	Cost of Positions (Excluding Fringe Benefits)
Fiscal & Management Coordinator	Abolish	1/1.0	Corporation Counsel	\$ (61,780)
Legal Intern	Abolish	1/1.5	Corporation Counsel	(14,730)
			TOTAL	\$ (76,510)

MISSION

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

92.7% of gross wages. The reduction reflects the cost of 2.5 vacant positions.

BUDGET HIGHLIGHTS

- Personal Services expenditures without fringe benefits increased by \$26,039 from \$1,524,976 to 1,551,015. Funded positions increase 1.6, from 16.9 to 18.5.
- (\$61,780) Abolish 1 Fiscal & Mgmt Coordinator
(14,730) Abolish 1 Legal Intern
76,510 PS Lumpsum Adjustment
\$ 0

These positions are abolished with an offsetting adjustment to the Personal Services lumpsum adjustment for a zero net tax levy impact.

- A lumpsum salary reduction of \$113,676 is created to establish a net salary budget that is

- An appropriation of \$10,000 is included for a records management system.
- Crosscharges for legal services to other County departments are as follows:

Department	2004	2005	2004/2005 Change
Pension Board	\$ 104,000	\$ 104,000	\$ 0
Child Support	4,400	4,400	0
DPPI- Airport	204,000	226,000	22,000
DHHS-Behavioral Health Division	425,000	425,000	0
DPPI- Highway	25,000	25,000	0

This results in a net crosscharge increase of \$22,000.

- Revenue derived from cases handled by Corporation Counsel through assignment by the Wisconsin County Mutual insurance program remains at the 2004 amount of \$185,000.

ADOPTED 2005 BUDGET

DEPT: CORPORATION COUNSEL

UNIT NO. 1130

FUND: General - 0001

- The 2005 Budget reflects a zero wage increase for all represented, non-represented and Executive Compensation Plan (ECP) positions. In addition, ECP positions are not provided step increases or performance awards in 2005 as allowed in County Ordinance Section 17.265 (3).
- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No

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

ACTIVITY AND STATISTICAL SUMMARY			
	<u>2003 Budget</u>	<u>2004 Budget</u>	<u>2005 Budget</u>
A. Legal			
Legal Opinions & Advisory Memorandums	200	200	200
Advisory Meetings w/Departments			500
Claims Against County & Subrogation Matters	500	500	500
State Actions (wage claims, weatherization claims, pesticide lawsuits)	500	500	500
Foreclosures	300	300	300
Probate	250	250	200
DBE			50
Major Lease & Contract Negotiations & Review	600	600	600
Public Records	N/A	N/A	150
Open Meetings	N/A	N/A	150
Forefeiture Actions	N/A	N/A	30
Return of Property	N/A	N/A	10
B. Labor Relations			
Major Contract Negotiations-200 Hours or More	10	15	15
Unemployment Compensation Hearings	50	50	75
Discrimination Complaints Including ADA	300	300	300
Grievance Arbitration, Appeals of Disciplinary Suspension Before Permanent Umpire or WERC	30	30	30
C. Mental Health			
Mental Health Commitments-Petition, Protective Placements, Temporary Guardianships	5,300	5,300	5,300

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT OF ADMINISTRATIVE SERVICES –
OFFICE FOR PERSONS WITH DISABILITIES

UNIT NO. 1019
FUND: General - 0001

OPERATING AUTHORITY & PURPOSE

The Milwaukee County Commission for Persons with Disabilities was established March 21, 1978, under Chapter 73 of the Milwaukee County Ordinances, to “promote the independence of Milwaukee County’s handicapped and disabled persons.” As part of this charge, the Commission is empowered, by Section 73.09, to:

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

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

BUDGET SUMMARY				
Account Summary	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Personal Services (w/o EFB)	\$ 317,248	\$ 302,917	\$ 291,431	\$ (11,486)
Employee Fringe Benefits (EFB)	122,352	161,024	163,393	2,369
Services	194,160	184,887	210,505	25,618
Commodities	4,218	12,360	11,860	(500)
Other Charges	210,419	215,226	240,226	25,000
Capital Outlay	0	0	0	0
County Service Charges	119,938	95,456	82,701	(12,755)
Abatements	(343,898)	(366,153)	(379,075)	(12,922)
Total Expenditures	\$ 624,437	\$ 605,717	\$ 621,041	\$ 15,324
Total Revenues	\$ 69,484	\$ 63,500	\$ 63,500	\$ 0
Direct Property Tax Levy	\$ 554,953	\$ 542,217	\$ 557,541	\$ 15,324

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*				
Account Summary	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Central Service Allocation	\$ 9,533	\$ 16,988	\$ 17,873	\$ 885
Courthouse Space Rental	26,760	25,921	24,477	(1,444)
Document Services	16,829	16,736	2,426	(14,310)
Tech Support & Infrastructure	13,650	6,816	7,658	842
Distribution Services	3,103	2,813	2,410	(403)
Telecommunications	3,694	2,068	1,185	(883)
Records Center	111	116	114	(2)
Radio	0	0	0	0
Personal Computer Charges	12,271	2,862	4,077	1,215
Applications Charges	8,250	4,367	6,389	2,022
Total Charges	\$ 94,201	\$ 78,687	\$ 66,609	\$ (12,078)
Direct Property Tax Levy	\$ 554,953	\$ 542,217	\$ 551,049	\$ 8,832
Total Property Tax Levy	\$ 649,154	\$ 620,904	\$ 617,658	\$ (3,246)

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

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT OF ADMINISTRATIVE SERVICES –
OFFICE FOR PERSONS WITH DISABILITIES

UNIT NO. 1019
FUND: General - 0001

PERSONNEL SUMMARY				
	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Personal Services (w/o EFB)	\$ 317,248	\$ 302,917	\$ 291,431	\$ (11,486)
Employee Fringe Benefits (EFB)	\$ 122,352	\$ 161,024	\$ 163,393	\$ 2,369
Position Equivalent (Funded)*	6.3	5.3	5.2	(0.1)
% of Gross Wages Funded	89.6	100.0	100.0	0.0
Overtime (Dollars)**	\$ 2,529	\$ 6,996	\$ 1,500	\$ (5,496)
Overtime (Equivalent to Positions)	0.1	0.1	0.1	(0.0)

* For 2003, the Position Equivalent is the budgeted amount.

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

PERSONNEL CHANGES				
Job Title/Classification	Action	Number of Positions/ Total FTE	Division	Cost of Positions (Excluding Fringe Benefits)
None				\$
			TOTAL	\$ 0

MISSION

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

DEPARTMENT DESCRIPTION

The Office for Persons with Disabilities includes the following functions: Employment, Transportation, Accessibility, Sign Language Interpreting and Recreation.

Employment includes administering and implementing the Disabled Expanded Certification Appointment (DECA) program, as well as providing job accommodation consultations and the Job Relocation Program to Milwaukee County departments and employees with disabilities.

Transportation involves the assurance of appropriate specialized transportation for people with disabilities. Assistance is provided with problem solving, advocacy and consumer planning through

the Transit Plus Advisory Council.

Accessibility consists of the review of building/remodeling plans being put forth by Departments for their facilities to assure compliance with accessibility standards. This is accomplished through physical site surveys as well as architectural plan reviews and technical guidance. In addition, this function also involves working with other departments in upgrading their level of accessibility offered to citizens with disabilities.

Sign Language Interpreting comprises the coordination and provision of sign language interpreting for all County departments to citizens who are deaf/hard of hearing. It also coordinates and provides assistance to County departments with such technology as TTY's and Assistive Listening Devices, and telephone relay services.

Recreation is responsible for the creation and assured provision of integrated recreational programming in Milwaukee County for citizens with disabilities in Milwaukee County and other venues, and includes the management and operation of two center-based recreational facilities, Wil-O-Way Grant and Wil-O-Way Underwood.

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT OF ADMINISTRATIVE SERVICES –
OFFICE FOR PERSONS WITH DISABILITIES

UNIT NO. 1019
FUND: General - 0001

The Department also provides other activities such as, but not limited to, the distribution of two informational newsletters (Handi-NEWS & NOTES and Access Update), disability-related training to Milwaukee County departments and the public and the distribution of tickets to people with disabilities for the Admirals, Brewers, Bucks, Wave and Holiday Folk Fair.

BUDGET HIGHLIGHTS

- Personal Services expenditures without fringe benefits decreased by \$11,486 from \$302,917 to 291,431. Funded positions remain at the 2004 level.
- Printed copies of the Handi-NEWS & NOTES newsletter will be reduced by 2,300 copies per month.
- The contractual services appropriation for interpreters increases \$6,434, from \$81,120 to \$88,554, based on experience. The cost of the interpreters is charged to user departments through the Office for Persons with Disabilities crosscharge.
- Housekeeping service fees, waste disposal, electricity and natural gas costs for the Wil-O-Way sites increase \$19,200, from \$53,900 to \$73,100, based on experience.
- An increased appropriation of \$4,000 from \$2,500 to \$6,500 is established for minor repair issues at the Wil-O-Way sites. This modification is based on additional experience in operating the facilities gained since the transfer in January 2002.
- The 2005 Budget reflects a zero wage increase for all represented, non-represented and Executive Compensation Plan (ECP) positions. In addition, ECP positions are not provided step increases or performance awards in 2005 as allowed in County Ordinance Section 17.265 (3).
- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severely liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."

ACTIVITY AND STATISTICAL SUMMARY				
	<u>2003</u> <u>Budget</u>	<u>2003</u> <u>Actual</u>	<u>2004</u> <u>Budget</u>	<u>2005</u> <u>Budget</u>
Joint Projects - Other Departments	40	35	35	35
Job Accommodation/Disabled Employee Consultations	250	250	250	250
Specialized Transportation Assessments	300	350	300	300
Interpreter Service - Hours	3,200	3,038	3,200	3,000
Handi-NEWS & NOTES - Circulation	80,000	213,124	150,000	58,000

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT OF ADMINISTRATIVE SERVICES –
OFFICE FOR PERSONS WITH DISABILITIES

UNIT NO. 1019
FUND: General - 0001

**DEPARTMENT OF ADMINISTRATIVE SERVICES -
OFFICE FOR PERSONS WITH DISABILITIES
EXPENDABLE TRUST (ORG. 0601)**

Since 1983, the Milwaukee County Commission for Persons with Disabilities has maintained an expendable trust fund to benefit Milwaukee County residents with disabilities. Consistent with applicable Milwaukee County policy and procedure, the Commission initiates fiscal actions which require concurrence with the County Board of Supervisors and County Executive. Through its actions, the Commission also fosters activities that support contributions to the corpus of the trust.

BUDGET SUMMARY		
<u>Expenditure</u>	<u>Revenue</u>	<u>Tax Levy</u>
\$ 7,500	\$ 7,500	\$ 0

Total 2005 expenditures and revenues for the Disabilities Expendable Trust Fund are \$7,500 and include the following:

Expenditure

\$7,500 For the activities of the Commission throughout the year including, but not limited to, analysis of 2000 Milwaukee County census data concerning people with disabilities, anniversary recognition activities, and support for other disability-related community events.

Revenue

\$7,500 From grants and advertisements in Handi-News & Notes.

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT OF ADMINISTRATIVE SERVICES - HUMAN RESOURCES

UNIT NO. 1140

FUND: General - 0001

OPERATING AUTHORITY & PURPOSE

Pursuant to Chapters 63.01 to 63.09, 63.11 and 63.13 to 63.17 of the Wisconsin Statutes and Chapter 79 of the Milwaukee County General Ordinances, this department recruits and examines candidates for all positions in the Classified Service of Milwaukee County; certifies eligibles; investigates requests for changes in classification, increases in pay and changes in personnel practices and procedures; processes unemployment compensation claims; administers the coordination and implementation of the County's affirmative action plan; manages and coordinates the details of employee benefits programs, including hospital/surgical/dental care and life insurance plans; and coordinates employee services programs dealing with behavioral/medical problems.

Pursuant to Chapter 79 of the Milwaukee County General Ordinances, the Labor Relations Division

has general responsibility for the negotiations and administration of all collective bargaining agreements, to establish labor relations training programs for supervisory staff, and to conduct on behalf of Milwaukee County all procedures ordered by the Wisconsin Employment Relations Commission, U.S. Department of Labor, or the Wisconsin Department of Industry, Labor and Human Relations.

The Employee Retirement Division administers and maintains the Milwaukee County Retirement System as established by Chapter 201 of the Milwaukee County General Ordinances. It provides for the determination of benefits and payments to all eligible employees or their beneficiaries, and monitors and reconciles all transactions affecting the retirement fund.

BUDGET SUMMARY				
Account Summary	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Personal Services (w/o EFB)	\$ 2,999,964	\$ 2,778,399	\$ 2,830,595	\$ 52,196
Employee Fringe Benefits (EFB)	1,080,778	1,542,747	1,606,235	63,488
Services	353,216	286,959	355,568	68,609
Commodities	45,005	65,968	42,768	(23,200)
Other Charges	18,056	20,500	20,500	0
Capital Outlays	0	0	0	0
County Service Charges	1,198,334	1,419,488	935,683	(483,805)
Abatements	(1,397,241)	(1,681,912)	(1,346,142)	335,770
Total Expenditures	\$ 4,298,112	\$ 4,432,149	\$ 4,445,207	\$ 13,058
Total Revenues	\$ 1,027,023	\$ 1,348,379	\$ 1,147,440	\$ (200,939)
Direct Property Tax Levy	\$ 3,271,089	\$ 3,083,770	\$ 3,297,767	\$ 213,997

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT OF ADMINISTRATIVE SERVICES - HUMAN RESOURCES

UNIT NO. 1140

FUND: General - 0001

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*				
Account Summary	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Central Service Allocation	\$ 0	\$ 0	\$ 0	\$ 0
Courthouse Space Rental	448,872	434,801	410,565	(24,236)
Document Services	51,250	76,168	1,933	(74,235)
Tech Support & Infrastructure	122,352	86,651	146,259	59,608
Distribution Services	14,944	12,801	11,606	(1,195)
Telecommunications	1,297	9,197	8,841	(356)
Records Center	3,489	3,044	3,590	546
Radio	0	0	0	0
Personal Computer Charges	15,103	37,781	49,605	11,824
Applications Charges	163,773	327,356	111,683	(215,673)
Total Charges	\$ 821,080	\$ 987,799	\$ 744,082	\$ (243,717)
Direct Property Tax Levy	\$ 3,271,089	\$ 3,083,770	\$ 3,297,767	\$ 213,997
Total Property Tax Levy	\$ 4,092,169	\$ 4,071,569	\$ 4,041,849	\$ (29,720)

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

PERSONNEL SUMMARY				
	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Personal Services (w/o EFB)	\$ 2,999,964	\$ 2,778,399	\$ 2,830,595	\$ 52,196
Employee Fringe Benefits (EFB)	\$ 1,080,778	\$ 1,542,747	\$ 1,606,235	\$ 63,488
Position Equivalent (Funded)*	57.2	52.8	53.3	0.5
% of Gross Wages Funded	80.8	82.0	95.1	13.1
Overtime (Dollars)**	\$ 44,626	\$ 24,996	\$ 24,996	\$ 0
Overtime (Equivalent to Positions)	0.9	0.5	0.5	0.0

* For 2003, the Position Equivalent is the budgeted amount.

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

PERSONNEL CHANGES				
Job Title/Classification	Action	Number of Positions/ Total FTE	Division	Cost of Positions (Excluding Fringe Benefits)
Human Resources Spec (ES/C)	Abolish	1/1.0	Labor Relations	\$ (47,378)
Labor Relations Specialist 3	Abolish	1/1.0	Labor Relations	(56,428)
Network Appl Spec DHR	Abolish	1/1.0	General Office	(44,066)
Clerical Assistant 1 (NR)	Abolish	1/1.0	General Office	(26,596)
Clerical Spec (HR) NR	Abolish	1/1.0	General Office	(30,596)
Policy Coordinator	Abolish	1/1.0	General Office	(56,428)
Clerical Assistant 2 (NR)	Abolish	1/1.0	General Office	(28,390)
Human Res Analyst 2	Abolish	1/1.0	General Office	(42,832)
Human Res Spec	Abolish	1/1.0	General Office	(47,378)
			TOTAL	\$ (380,092)

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT OF ADMINISTRATIVE SERVICES - HUMAN RESOURCES

UNIT NO. 1140

FUND: General - 0001

ORGANIZATIONAL COST SUMMARY					
SECTION		2003	2004	2005	2004/2005
		Actual	Budget	Budget	Change
Labor Relations	Expenditure	\$ 556,490	\$ 510,136	\$ 708,813	\$ 392,954
	Abatement	(28,744)	(17,412)	(22,952)	188,737
	Revenue	0	0	0	0
	Tax Levy	\$ 527,746	\$ 492,724	\$ 685,861	\$ 581,691
General Office	Expenditure	\$ 3,868,837	\$ 2,510,219	\$ 3,975,596	\$ 1,465,377
	Abatement	(1,309,086)	(1,504,176)	(1,252,450)	251,726
	Revenue	79,569	6,500	6,500	0
	Tax Levy	\$ 2,480,182	\$ 2,503,719	\$ 2,716,646	\$ 212,927
ERS/Benefits	Expenditure	\$ 1,270,026	\$ 1,589,530	\$ 1,106,940	\$ (482,590)
	Abatement	(59,411)	(160,324)	(70,740)	89,584
	Revenue	947,454	1,341,879	1,140,940	(200,939)
	Tax Levy	\$ 263,161	\$ 87,327	\$ (104,740)	\$ (192,067)

MISSION

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

approaches to human resource administration. The Director of Human Resources serves as ex-officio member of the Pension Board, and delegates the Deputy Director to serve as secretary of the Civil Service Commission. A key function of this office is workforce planning. Workforce planning forecasts and identifies the County's human resources requirements, and develops the recruitment and training strategies necessary to meet them. Activities include the assessment of County recruitment and training needs and priorities; the planning, coordination and direction of recruitment activities and staff development programs.

DEPARTMENT DESCRIPTION

The Department of Administrative Services-Human Resources includes the following sections: General Office, Labor Relations and Employee Retirement System/Benefits.

The **General Office** has three sections, the Director's Office, Workforce Development and the Departmental Services Section.

The *Director's Office* directs human resource programs, assigns projects and coordinates the work of the operating sections; submits the annual departmental budget; presents all Department recommendations to the Civil Service Commission and the Personnel Committee of the County Board; serves as staff to the Personnel Committee; analyzes and reports on legislation affecting the human resource function in Milwaukee County; directs the implementation of the automated personnel system; provides support and assistance in labor contract negotiations; and provides analysis, recommendations and implementation of new

Workforce Development plans and coordinates staff development programs and assists other County departments with specialized training applications. This unit also assists in the design and implementation of the County's affirmative action and equal employment opportunity programs to maintain a diverse workforce. Activities include compiling information on the status of various protected groups in the County classified and unclassified service; reviewing class specifications to ensure compliance with equal opportunity guidelines, and developing reports necessary to comply with State and Federal requirements and the Federal Court Order.

The *Departmental Services Section* reflects a centralized administrative services model based on the Department of Administrative Services reorganization plan. Teams of human resource professionals are re-deployed into departments to serve major functional areas.

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT OF ADMINISTRATIVE SERVICES - HUMAN RESOURCES

UNIT NO. 1140

FUND: General - 0001

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

Labor Relations negotiates and administers all collective bargaining agreements, establishes labor relations training programs for supervisory staff and conducts all procedures ordered by the Wisconsin Employment Relations Commission, U.S. Department of Labor, or the Wisconsin Department of Industry, Labor and Human Relations. All matters relating to labor relations introduced to the County Board are normally referred to Labor Relations for recommendation. In addition, the Section may, under the direction of the County Board Personnel Committee, carry out those procedural responsibilities delegated to that committee by Chapter 80 of the Milwaukee County General Ordinances, and annually review the wages, hours and conditions of employment of all employees not represented for purposes of collective bargaining, and submit recommendations thereon to the County Board of Supervisors each year for the following year. This Section studies requests for reallocations, changes in compensation policies and practices and calculates the fiscal impact of these actions; maintains current and classification standardization schedules; maintains salary provisions mandated by labor contracts or County Ordinances; maintains and implements provisions of the Executive Compensation Plan; and prepares changes to County Ordinances reflecting various personnel actions.

Employee Retirement System (ERS)/Benefits provides ongoing analyses of all current employee benefits and new benefit options while administering the Conventional Medical and Dental Plans, Health and Dental Maintenance Organization Plans, Basic

and Optional Life Insurance Plans, Short-term Disability Insurance, Medicare and the Dependent Care Voucher Reimbursement Program. The Section maintains enrollment records for active and retired employee members and their dependents; confers and corresponds with County officials, employees, retirees, the public and industry-related agencies regarding benefits programs; monitors Humana on medical and dental claim payments and utilization review services; administers special projects relating to cost-containment and employee wellness; and directs the Employee Assistance Program for personal/behavioral/medical problems affecting job performance.

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

BUDGET HIGHLIGHTS

- Personal Services expenditures without fringe benefits increased by \$52,196, from \$2,778,399 to \$2,830,595. Funded positions increased .5, from 52.8 to 53.3.
- (\$47,378) Abolish 1 Human Res Spec (ES/C)
(56,428) Abolish 1 Labor Relations Spec 3
(44,066) Abolish 1 Network Appl Spec DHR
(26,596) Abolish 1 Clerical Asst 1
(30,596) Abolish 1 Clerical Asst (HR) NR
(56,428) Abolish 1 Policy Coordinator
(28,390) Abolish 1 Clerical Asst 2 (NR)
(42,832) Abolish 1 Human Res Analyst 2
(47,378) Abolish 1 Human Res Spec
380,092 PS Lumpsum Adjustment
\$ (0) Total

The positions listed above are abolished with an offsetting adjustment to the Personal Services lumpsum adjustment for a zero net tax levy impact.

- A lump sum salary reduction of \$136,440 is created to establish a net salary budget that is 95% of gross wages. The 2004 lump sum salary reduction was \$566,520 with 82% of gross wages funded.

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT OF ADMINISTRATIVE SERVICES - HUMAN RESOURCES

UNIT NO. 1140

FUND: General - 0001

- The 2005 Budget continues to streamline human resource functions by combining the following units into one section titled General Office: Departmental Services, Director's Office and Workforce Development.
- The costs for the Payroll/Personnel Integration System were transferred in 2004 to the Department of Administrative Services-Information Management Services Division (IMSD). Additional funding of \$35,464 is transferred to IMSD as follows: \$12,264 for Repair/Maintenance Computer Equipment and \$23,200 for computer software.
- The crosscharge from Risk Management for Pension Board fiduciary insurance decreases \$255,242, from \$266,786 to \$11,544 to reflect that the Pension Board will directly pay the cost for fiduciary insurance. This change in billing also requires a revenue adjustment of \$255,242, for a zero net tax levy impact.
- Revenue derived through administrative charges for COBRA health insurance processing remains at the 2004 level of \$34,000.
- An appropriation of \$50,000 is included for an independent actuary study and audit related to the Pension System. A Request For Proposals (RFP) will be issued to select a vendor to perform these services. Only vendors not currently under contract with the Employees' Retirement System (ERS) will be eligible to respond to the RFP.
- The 2005 Budget reflects a zero wage increase for all represented, non-represented and Executive Compensation Plan (ECP) positions. In addition, ECP positions are not provided step increases or performance awards in 2005 as allowed in County Ordinance Section 17.265 (3).
- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT OF ADMINISTRATIVE SERVICES - HUMAN RESOURCES

UNIT NO. 1140

FUND: General - 0001

ACTIVITY AND STATISTICAL SUMMARY				
	<u>2003 Budget</u>	<u>2003 Actual</u>	<u>2004 Budget</u>	<u>2005 Budget</u>
A. Training and Employee Relations				
ER/AA Complaints/Investigations	113	3	90	15
Employee Training Classes	75	61	80	70
Training Class Participants	3,700	1,231	2,000	1,400
Tuition Loans	150	91	130	100
B. General Government/Countywide				
Payroll/Personnel Transactions Processed	15,000	14,000	14,000	12,500
Personnel File Maintenance	38,000	37,000	30,000	28,000
Unemployment Compensation Forms Processed	2,530	4,920	3,500	3,500
Unemployment Compensation Payments Issued	7,350	11,460	9,500	9,500
Unemployment Compensation New Claimants	525	806	550	550
Data Element Update Transactions	85,000	88,000	80,000	76,000
Total Applications Received	18,000	12,977	12,000	13,000
Exams Announced	50	79	50	70
Exams Administered	1,600	1,024	1,800	1,200
Exam Analysis Review	50	79	50	80
Certification Requests Processed	750	451	650	500
Candidates Certified	24,000	19,158	22,000	20,000
New Positions Studied for Proper Classification	50	147	50	150
Current Positions Studied for Proper Classification	100	235	200	100
Layoff/Placements	300	371	150	150
Transfers Processed	300	115	200	140
C. ERS/BENEFITS				
Health, Dental, Life Premiums				
Employee COBRA Payments Collected	\$7,254,764	\$7,216,383	\$7,013,192	\$7,112,579
Group Benefits Plans Administered	14	14	14	14
Health Plan Contracts	10,861	10,536	10,815	10,510
Dental Plan Contracts	5,710	5,204	5,575	5,071
HCN PPO Savings Realized	\$5,948,701	N/A	N/A	N/A
Lives Insured	10,312	10,019	10,349	9,871
Life Insurance Claims Administered	N/A	N/A	220	235
Medicare Notifications Issued	N/A	N/A	288	295
Total Retirement System Assets (in millions) December 31	\$ 1,700	\$ 1,494	\$ 1,500	\$ 1,700
Active Members 1/1	9,360	7,169	7,000	6,500
New Enrollments	550	332	350	350
Terminations	200	204	200	150
Withdrawals	20	11	10	10
Deaths of Active Members	20	15	10	10
Retirements Granted	400	290	600	200
Active Members 12/31	9,270	6,981	6,530	6,480
Retirement Members 1/1	6,650	6,678	6,800	7,050
Benefits Granted	400	290	600	200
Benefits Terminated	250	270	250	300
Retirement Members 12/31	6,800	6,698	7,150	6,950
Active OBRA Members 1/1	8,200	8,294	8,600	9,050
New OBRA Enrollments	700	563	600	600
5-Year Terminations	300	172	250	200
Active OBRA Members 12/31	8,600	8,685	8,950	9,450

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT OF ADMINISTRATIVE SERVICES – RISK MANAGEMENT

UNIT NO. 1150

FUND: Internal Service - 0040

OPERATING AUTHORITY & PURPOSE

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

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

BUDGET SUMMARY				
Account Summary	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Personal Services (w/o EFB)	\$ 363,744	\$ 344,682	\$ 347,452	\$ 2,770
Employee Fringe Benefits (EFB)	98,710	181,616	208,875	27,259
Services	51,236	54,821	55,382	561
Commodities	8,378	8,270	8,270	0
Other Charges	5,289,318	5,647,109	5,635,286	(11,823)
Debt & Depreciation	16,534	18,939	18,939	0
Capital Outlay	0	0	0	0
Capital Contra	(3,995)	0	0	0
County Service Charges	111,315	120,483	147,596	27,113
Abatements	(239,743)	(248,449)	(275,329)	(26,880)
Total Expenditures	\$ 5,695,497	\$ 6,127,471	\$ 6,146,471	\$ 19,000
Total Revenues	\$ 5,935,240	\$ 6,425,356	\$ 6,291,800	\$ (133,556)
Direct Property Tax Levy	\$ (239,743)	\$ (297,885)	\$ (145,329)	\$ 152,556

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT OF ADMINISTRATIVE SERVICES – RISK MANAGEMENT

UNIT NO. 1150

FUND: Internal Service - 0040

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*				
Account Summary	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Central Service Allocation	\$ 48,028	\$ 58,365	\$ 82,264	\$ 23,899
Courthouse Space Rental	32,748	31,724	29,955	(1,769)
Document Services	1,975	3,771	1,380	(2,391)
Tech Support & Infrastructure	12,682	8,698	11,869	3,171
Distribution Services	778	1,029	604	(425)
Emergency Mgmt Services	0	0	0	0
Telecommunications	1,250	1,030	1,053	23
Records Center	823	3,801	1,876	(1,925)
Radio	0	0	0	0
Personal Computer Charges	5,741	2,290	4,757	2,467
Applications Charges	4,718	7,741	11,571	3,830
Total Charges	\$ 108,743	\$ 118,449	\$ 145,329	\$ 26,880
Direct Property Tax Levy	\$ (239,743)	\$ (297,885)	\$ (145,329)	\$ 152,556
Total Property Tax Levy	\$ (131,000)	\$ (179,436)	\$ 0	\$ 179,436

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

PERSONNEL SUMMARY				
	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Personal Services (w/o EFB)	\$ 363,744	\$ 344,682	\$ 347,452	\$ 2,770
Employee Fringe Benefits (EFB)	\$ 98,710	\$ 181,616	\$ 208,875	\$ 27,259
Position Equivalent (Funded)*	6.1	5.5	5.5	0.0
% of Gross Wages Funded	95.7	90.6	90.7	0.1
Overtime (Dollars)**	\$ 0	\$ 0	\$ 0	\$ 0
Overtime (Equivalent to Positions)	0.0	0.0	0.0	0.0

* For 2003, the Position Equivalent is the budgeted amount.

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

PERSONNEL CHANGES				
Job Title/Classification	Action	Number of Positions/ Total FTE	Division	Cost of Positions (Excluding Fringe Benefits)
None				
			TOTAL	\$ 0

MISSION

It is the mission of Risk Management to protect the health and safety of employees, citizens and users of the facilities and services of Milwaukee County,

through the use of risk management, claims management and employee safety techniques.

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT OF ADMINISTRATIVE SERVICES – RISK MANAGEMENT

UNIT NO. 1150

FUND: Internal Service - 0040

DEPARTMENT DESCRIPTION

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

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

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

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

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

BUDGET HIGHLIGHTS

ADMINISTRATION

- Personal Services expenditures without fringe benefits increase by \$2,770, from \$344,682 to \$347,452. Funded positions remain at the 2004 level.
- A lump sum salary reduction of \$31,296 is created to establish a net salary budget that is 90.7% of gross wages. To meet this reduction, one position of Safety Coordinator continues to be funded at half-time, as it also was in 2004.
- Revenues received from crosscharging departments for Risk Management Services are reduced \$8,903 due to an accounting

adjustment for abatements. This increases tax levy in this department but lowers the cost in departments for a zero net County-wide tax levy impact.

- The 2005 Budget reflects a zero wage increase for all represented, non-represented and Executive Compensation Plan (ECP) positions. In addition, ECP positions are not provided step increases or performance awards in 2005 as allowed in County Ordinance Section 17.265 (3).
- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severely liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."

SELF-INSURANCE

- Expenditures for property, general and automobile liability claim reporting, loss analysis, claim data and financing of self-retained losses remains at the 2004 level of \$863,000.

INSURANCE POLICY AND SERVICES

- Direct revenue is budgeted at \$188,706, comprised of \$128,706 from Milwaukee Public Museum insurance premiums and \$60,000 of projected dividends from Wisconsin County Mutual.
- The cost of fiduciary insurance for the Pension Board is being paid directly by the Pension Board rather than through a Risk Management crosscharge, resulting in a reduction of \$255,242 in expenditures and revenues. The

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT OF ADMINISTRATIVE SERVICES – RISK MANAGEMENT

UNIT NO. 1150

FUND: Internal Service - 0040

reduction is partially offset with \$90,647 in increases for insurance policies and services for a net reduction in expenditures and revenues of \$156,383. Revenues, generated from crosscharging departments for Risk Management Services are reduced an additional \$115,554 due to an accounting adjustment for abatements. This adjustment increases tax levy in this department but lowers the cost in departments for a zero net County-wide tax levy impact.

**CLAIMS MANAGEMENT
(WORKERS' COMPENSATION)**

- Workers' Compensation self-insurance expenditures increase \$215,241 due to increased cost of health care, which is partially offset with a reduction of \$68,047 in lost-time claims for a net increase of \$147,194. This expense is charged out to County departments.

ACTIVITY AND STATISTICAL SUMMARY				
	<u>2003 Budget</u>	<u>2003 Actual</u>	<u>2004 Budget</u>	<u>2005 Budget</u>
<u>Risk Financing Cost</u>				
Retained Losses (Self-Insured)	\$ 823,000	\$ 827,851	\$ 863,000	\$ 863,000
Net Insurance Premiums	\$ 1,873,274	\$ 1,935,943	\$ 2,124,523	\$ 1,968,140
Workers' Compensation Claims Processed	1,500	1,023	1,075	1,075
Dollar Amount of Claims Processed	\$ 2,417,786	\$ 2,393,309	\$ 2,526,952	\$ 2,674,146

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT OF ADMINISTRATIVE SERVICES-
ADMINISTRATION & FISCAL AFFAIRS DIVISION

UNIT NO. 1151
FUND: General - 0001

OPERATING AUTHORITY & PURPOSE

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

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

BUDGET SUMMARY				
Account Summary	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Personal Services (w/o EFB)	\$ 2,688,371	\$ 2,721,688	\$ 2,552,547	\$ (169,141)
Employee Fringe Benefits (EFB)	984,080	1,481,483	1,411,592	(69,891)
Services	(11,808)	22,956	22,512	(444)
Commodities	14,873	17,850	17,350	(500)
Other Charges	3,674	22,713	1,200	(21,513)
Debt & Depreciation	0	11,500	0	(11,500)
Capital Outlay	0	0	0	0
County Service Charges	614,693	596,761	583,775	(12,986)
Abatements	(1,036,988)	(1,196,953)	(1,275,505)	(78,552)
Total Expenditures	\$ 3,256,895	\$ 3,677,998	\$ 3,313,471	\$ (364,527)
Total Revenues	\$ 4,630	\$ 36,000	\$ 36,000	\$ 0
Direct Property Tax Levy	\$ 3,252,265	\$ 3,641,998	\$ 3,277,471	\$ (364,527)

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*				
Account Summary	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Central Service Allocation	\$ 12,425	\$ 9,522	\$ 12,537	\$ 3,015
Courthouse Space Rental	255,444	247,437	233,647	(13,790)
Document Services	23,518	45,112	14,868	(30,244)
Tech Support & Infrastructure	125,084	142,889	156,284	13,395
Distribution Services	2,162	1,839	1,679	(160)
Emergency Mgmt Services	0	0	0	0
Telecommunications	14,910	7,718	8,392	674
Records Center	12,283	11,010	12,640	1,630
Radio	0	0	0	0
Personal Computer Charges	37,755	42,361	40,771	(1,590)
Applications Charges	111,318	67,222	77,209	9,987
Total Charges	\$ 594,899	\$ 575,110	\$ 558,027	\$ (17,083)
Direct Property Tax Levy	\$ 3,252,265	\$ 3,641,998	\$ 3,277,471	\$ (364,527)
Total Property Tax Levy	\$ 3,847,164	\$ 4,217,108	\$ 3,835,498	\$ (381,610)

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

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT OF ADMINISTRATIVE SERVICES-
ADMINISTRATION & FISCAL AFFAIRS DIVISION

UNIT NO. 1151
FUND: General - 0001

PERSONNEL SUMMARY				
	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Personal Services (w/o EFB)	\$ 2,688,371	\$ 2,721,688	\$ 2,552,547	\$ (169,141)
Employee Fringe Benefits (EFB)	\$ 984,080	\$ 1,481,483	\$ 1,411,592	\$ (69,891)
Position Equivalent (Funded)*	48.7	49.1	45.9	(3.2)
% of Gross Wages Funded	81.0	87.2	95.0	7.8
Overtime (Dollars)**	\$ 3,497	\$ 5,688	\$ 5,700	\$ 12
Overtime (Equivalent to Positions)	0.1	0.1	0.1	(0.0)

- * For 2003, the Position Equivalent is the budgeted amount.
- ** Delineated for information. (Also included in personal services.)

PERSONNEL CHANGES				
Job Title/Classification	Action	Number of Positions/ Total FTE	Division	Cost of Positions (Excluding Fringe Benefits)
Administrative Asst (NR)	Abolish*	1/1.0	Fiscal Affairs Admin	\$ (42,558)
Capital Budget Assistant	Create	1/1.0	Fiscal Affairs Admin	44,584
Budget Analyst 2	Abolish	1/1.0	Fiscal & Strategic Services	(49,350)
Asst Fiscal & Bdgt Administrator	Abolish	1/1.0	Fiscal & Strategic Services	(75,726)
Parks Operating Analyst	Abolish	1/1.0	Fiscal & Strategic Services	(51,352)
Budget Analyst 3	Abolish	1/1.0	Fiscal & Strategic Services	(52,416)
Fiscal & Management Analyst 3	Create	1/1.0	Fiscal & Strategic Services	52,416
Accountant 4 NR	Abolish	1/1.0	Central Accounting	(47,378)
Accounting Manager - DOA	Abolish	1/.50	Central Accounting	(29,726)
Office Support Assistant 2	Abolish	1/1.0	Accounts Payable	(26,026)
Office Support Assistant (Hrly)	Abolish	1/.48	Accounts Payable	(12,468)
Fiscal Assistant 2	Abolish	1/1.0	Accounts Payable	(29,546)
Accounting Manager-DSS	Transfer	1/1.0	Accounting Administration	(68,338)
			TOTAL	\$ (387,884)

* Abolish upon the filling of the Capital Budget Assistant.

MISSION

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

DEPARTMENT DESCRIPTION

Administration. The Director is responsible for coordinating the operations of the divisions, including Procurement, Information Management Services, Fiscal Affairs which includes Risk Management, and Human Resources which includes Labor Relations. Also reporting to the Director are the Office for Persons with Disabilities and Economic and Community Development.

The primary responsibilities of the **Fiscal and Strategic Services Section** are budget preparation and control for both operations and capital. All budget requests are analyzed with recommendations submitted to the County Executive. Assistance is provided both to the County Executive in preparing and presenting the Executive Budget, and to the Finance and Audit Committee in its review of the County Executive's recommended budget, including the preparation of budget amendments approved by the Finance and Audit Committee and the County Board. During the year, all appropriation transfer requests are analyzed and a recommendation submitted to the County Executive. In cooperation with the Accounting Section, County departmental accounts are analyzed to determine potential expenditure

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT OF ADMINISTRATIVE SERVICES-
ADMINISTRATION & FISCAL AFFAIRS DIVISION

UNIT NO. 1151
FUND: General - 0001

deficits or revenue shortfalls, with department administrators required to submit a corrective plan of action. Other major duties include (a) the study of all new position requests, with reports and recommendations submitted to County Board committees; (b) fiscal studies for the County Executive and County Board committees, including fiscal impact of legislative bills; and (c) special studies for the County Executive and County Board committees.

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

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

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

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

County has sufficient appropriations available for each payment.

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

BUDGET HIGHLIGHTS

- Personal Services expenditures without fringe benefits decreased by \$169,141 from \$2,721,688 to \$2,552,547. Funded positions decreased 3.2 from 49.1 to 45.9.

- (\$42,558) Abolish 1 Administrative Asst (NR) upon the filling of the following creation

44,584	Create 1 Capital Budget Assistant
2,026	Total

One position of Administrative Assistant NR is abolished upon the filling of the newly created Capital Budget Assistant due to an increased emphasis on analysis in the Fiscal and Strategic Services Division. This results in a tax levy increase of \$2,026.

- (\$49,350) Abolish 1 Budget Analyst 2
 (75,726) Abolish 1 Asst Fiscal Bdgt Admtr
 (51,352) Abolish 1 Parks Operating Analyst
 (47,378) Abolish 1 Accountant 4 NR
 (29,726) Abolish 1 Accounting Mgr – DOA
 (26,026) Abolish 1 Office Support Asst 2
 (12,468) Abolish 1 Office Supp. Asst 2 (Hrly)
 (29,546) Abolish 1 Fiscal Asst 2
 (\$321,572) Total

In an effort to generate greater financial efficiencies, while maintaining and enhancing current effectiveness, the above positions are abolished.

- (\$68,338) Transfer 1 Accounting Mgr-DSS
 (52,416) Abolish 1 Budget Analyst 3

52,416	Create 1 Fiscal & Mgmt Analyst 3
(\$68,338)	

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT OF ADMINISTRATIVE SERVICES-
ADMINISTRATION & FISCAL AFFAIRS DIVISION

UNIT NO. 1151
FUND: General - 0001

One position of Accounting Manager–DSS in Accounting Administration is transferred to the Department of Health & Human Services due to a desire by DHHS to reorganize administrative functions. The overall tax levy support for this position is reduced \$13,360 County-wide since DHHS will capture a revenue offset for a portion of this position's salary. One vacant position of Budget Analyst 3 is abolished and offset by the creation of one position of Fiscal & Management Analyst 3 to reflect the actual work performed by DAS Fiscal Management personnel, as envisioned in the creation of the Department of Administrative Services. In addition, one position of Fiscal & Management Analyst 3 is offset with revenue from DHHS Child Day Care Division. These actions within the Fiscal & Strategic Services Division will improve departmental functions.

- Unemployment Compensation is reduced from \$5,930 to \$0.
- Debt Issue expense decreases from \$11,500 to \$0 to reflect the transfer of this function to a new non-departmental budget.
- The 2005 Budget reflects a zero wage increase for all represented, non-represented and Executive Compensation Plan (ECP) positions.

In addition, ECP positions are not provided step increases or performance awards in 2005 as allowed in County Ordinance Section 17.265 (3).

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

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT OF ADMINISTRATIVE SERVICES - PROCUREMENT

UNIT NO. 1152

FUND: General - 0001

OPERATING AUTHORITY & PURPOSE

The Procurement Division of the Department of Administrative Services is empowered by Chapter 32 of the Milwaukee County Ordinances to purchase or contract for supplies, materials, equipment and contractual services needed by County departments, agencies and institutions. This authority does not include public works programs, professional service contracts, repairs or alterations to buildings, structures, or leases of County-owned real estate and appurtenances which are administered by the Department of Parks and Public Infrastructure (DPPI). The Procurement Division is also authorized to develop standards, prepare specifications, sign

and issue contracts and purchase orders, process requests for proposals with the exception of professional service contracts, and assist the Milwaukee County Transit System processing of purchase orders.

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

BUDGET SUMMARY				
Account Summary	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Personal Services (w/o EFB)	\$ 513,216	\$ 490,653	\$ 494,972	\$ 4,319
Employee Fringe Benefits (EFB)	192,868	267,501	277,522	10,021
Services	77,789	74,655	82,281	7,626
Commodities	6,264	3,810	5,060	1,250
Other Charges	0	9,092	0	(9,092)
County Service Charges	108,909	92,646	82,291	(10,355)
Abatements	(85,843)	(68,130)	(49,355)	18,775
Total Expenditures	\$ 813,203	\$ 870,227	\$ 892,771	\$ 22,544
Total Revenues	\$ 320	\$ 50,000	\$ 50,000	\$ 0
Direct Property Tax Levy	\$ 812,883	\$ 820,227	\$ 842,771	\$ 22,544

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*				
Account Summary	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Central Service Allocation	\$ 0	\$ 0	\$ 0	\$ 0
Courthouse Space Rental	0	0	0	0
Document Services	2,482	7,600	1,734	(5,866)
Tech Support & Infrastructure	28,597	27,344	19,882	(7,462)
Distribution Services	1,518	2,309	1,179	(1,130)
Telecommunications	9,680	4,635	2,526	(2,109)
Records Center	0	0	0	0
Radio	0	0	0	0
Personal Computer Charges	17,934	10,876	9,513	(1,363)
Applications Charges	25,632	15,366	14,521	(845)
Total Charges	\$ 85,843	\$ 68,130	\$ 49,355	\$ (18,775)
Direct Property Tax Levy	\$ 812,883	\$ 820,227	\$ 842,771	\$ 22,544
Total Property Tax Levy	\$ 898,726	\$ 888,357	\$ 892,126	\$ 3,769

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

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT OF ADMINISTRATIVE SERVICES - PROCUREMENT

UNIT NO. 1152

FUND: General - 0001

PERSONNEL SUMMARY				
	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Personal Services (w/o EFB)	\$ 513,216	\$ 490,653	\$ 494,972	\$ 4,319
Employee Fringe Benefits (EFB)	\$ 192,868	\$ 267,501	\$ 277,522	\$ 10,021
Position Equivalent (Funded)*	13.1	9.7	10.1	0.4
% of Gross Wages Funded	74.8	88.2	93.9	5.7
Overtime (Dollars)**	\$ 0	\$ 0	\$ 0	\$ 0
Overtime (Equivalent to Positions)	0.0	0.0	0.0	0.0

** For 2003, the Position Equivalent is the budgeted amount.

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

PERSONNEL CHANGES				
Job Title/Classification	Action	Number of Positions/ Total FTE	Division	Cost of Positions (Excluding Fringe Benefits)
Office Support Assistant 2	Abolish	1/1.0	Standards & Specification	\$ (26,026)
			TOTAL	\$ (26,026)

MISSION

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

the Personal Services lump sum adjustment for a zero net tax levy impact.

BUDGET HIGHLIGHTS

- Personal Services expenditures without fringe benefits increased by \$4,319 from \$490,653 to \$494,972. Funded positions increased .4, from 9.7 to 10.1.
- A lump sum salary reduction of \$29,796 is created to establish a net salary budget that is 93.9% of gross wages. For 2004, the lump sum salary reduction was \$61,524, or 88% of gross wages.
- | | |
|------------------|--------------------------------------|
| \$ (26,026) | Abolish 1 Office Support Assistant 2 |
| <u>\$ 26,026</u> | PS Lumpsum Adjustment |
| \$ 0 | |

- The Procurement Division of DAS will be relocating to City Campus during the third quarter of 2005. An increase of \$11,939 in building and space rental is budgeted to reflect a 3% increase in rent for half-year rental of the Wirth Street office and moving expenses.
- The \$25 fee is continued for vendors who wish to be added to the Milwaukee County list of approved vendors. Revenue of \$50,000 remains at the 2004 level from this fee and is based on estimates that a least two-thirds of its vendors will find the fee a reasonable assessment for services provided by this division.
- The County Procurement Division and the City of Milwaukee Procurement Division continue to identify areas of duplicate commodities and to collaborate on cost-effective procurement of such commodities.

The vacant position of Office Support Assistant 2 is abolished with an offsetting adjustment to

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT OF ADMINISTRATIVE SERVICES - PROCUREMENT

UNIT NO. 1152

FUND: General - 0001

- The 2005 Budget reflects a zero wage increase for all represented, non-represented and Executive Compensation Plan (ECP) positions. In addition, ECP positions are not provided step increases or performance awards in 2005 as allowed in County Ordinance Section 17.265 (3).
- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred

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

ACTIVITY AND STATISTICAL SUMMARY				
	2003 Budget	2003 Actual	2004 Budget	2005 Budget
<u>Purchasing Section</u>				
Blanket Order Releases Processed	30,000	56,138	25,000	86,000
Purchase Orders Issued	6,500	34,307	4,500	40,000
Value of Purchase Orders (\$ Millions)	\$ 60.0	\$ 65.0	\$ 85.0	\$ 70.0
Departmental Purchase Orders	5,000	10,670	15,000	12,000
Formal Bids Issued	300	24	45	100
Requests for Proposal Issued	25	3	15	20
Informal Bids and Quotes Issued	400	53	200	400
General Awards	3,500	2,754	2,500	6,500
<u>Disadvantaged Business Enterprise - GOAL</u>				
Dollar Amount of Procurements Awarded to DBE Vendors	\$ 3,000,000	\$ 2,000,000	\$ 4,000,000	\$ 3,000,000

* Does not include confirming orders.

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT OF ADMINISTRATIVE SERVICES -
INFORMATION MANAGEMENT SERVICES DIVISION

UNIT NO. 1160

FUND: Internal Service - 0026

OPERATING AUTHORITY & PURPOSE

The Information Management Services Division (IMSD) of the Department of Administrative Services consists of four functional groups: Applications Services; Technical Support and Infrastructure Services; Document, Distribution and Records Services; and Administrative Support Services. Applications Services and Technical Support and Infrastructure Services are authorized by Section 32.64 of the Milwaukee County Ordinances. Section 32.62 authorizes Document Services (formerly Graphic Reproduction Services). Sections 32.65 and 32.66 authorize the Records Center and Records Management Services.

OBJECTIVES

IMSD's primary objective is to maintain baseline functionality and support applications, infrastructure, document distribution and records services, while strategically positioning the Division for the future.

2005 Objectives are:

1. Provide Baseline Functions
 - Keep Systems Running
 - Improve Internal Processes
 - Reduce Costs and Improve Service
2. Maintain and Support County Systems, including new facilities as they come on line
3. Staff Capital Projects
4. Establish Technology Partnerships
5. Increase efficiency by:
 - streamlining business processes,
 - automating manual tasks,
 - documenting systems and services to achieve repeatability
6. Enable business on the Internet and Intranet
7. Explore alternative funding opportunities
8. Continue the implementation of a cohesive mail, document and report delivery services approach by streamlining the processes and eliminating duplication of effort
9. Support the County's applications and participate in analysis leading to upgrades or replacement of existing systems
10. Advance the Homeland Security purpose by bridging the interoperability gap to improve countywide communication and data sharing

In order to achieve the Objective of improving internal processes, IMSD will establish:

1. A Program Management Office
2. Measurement against the Software Engineering Institute's Capability Maturity Model
3. Formal Project Management Life Cycle
4. Documented Service Level Agreements
5. Improvements to the Help Desk Process
6. A simplified technology environment

IMSD will continue to focus on the delivery of high-quality customer service and support. A high standard of customer service is expected of each IMSD employee. Prompt, quality response is vital. Components of the IMSD customer service offering include the help desk, vendor support (including contract management), remote support and limited on-site support.

Foundational changes are needed in order to support the IT Strategic Vision and enterprise Technology Architecture:

1. Implement project/time tracking
2. Implement a seamless enterprise wide voice and data network
3. Web enable applications to run on thin clients
4. Review web based email and calendaring options
5. Define the requirements for a Data Repository and Operational Data Store
6. Continue to establish and manage the evolution of Countywide standards
7. Prepare for upgrades that consolidate or enhance voice and data, wireless technology and Internet standards for communication
8. Migrate from paper to electronic means of communicating, reporting and document storage
9. Participate in County strategic business planning

Initial 2006 Strategic Objectives include a Countywide data warehouse, increased web based citizen access to self-services and information, an infrastructure upgrade to support consolidation of video, voice and data, and new Web Services.

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT OF ADMINISTRATIVE SERVICES -
INFORMATION MANAGEMENT SERVICES DIVISION

UNIT NO. 1160
FUND: Internal Service - 0026

BUDGET SUMMARY				
Account Summary	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Personal Services (w/o EFB)	\$ 6,147,484	\$ 6,287,307	\$ 6,466,039	\$ 178,732
Employee Fringe Benefits (EFB)	1,982,434	3,301,259	3,539,688	238,429
Services	5,574,928	4,683,624	4,621,954	(61,670)
Commodities	210,789	282,389	179,577	(102,812)
Other Charges	0	167,013	0	(167,013)
Debt & Depreciation	3,259,504	3,501,091	3,501,091	0
Capital Outlay	33,183	106,260	60,000	(46,260)
Capital Contra	(54,794)	(106,260)	(60,000)	46,260
County Service Charges	2,902,931	3,049,319	3,141,170	91,851
Abatements	(2,127,397)	(2,584,472)	(2,548,408)	36,064
Total Expenditures	\$ 17,929,062	\$ 18,687,530	\$ 18,901,111	\$ 213,581
Direct Revenue	330,771	262,279	210,705	(51,574)
Indirect Revenue	999	0	0	0
Direct Property Tax Levy	\$ 17,597,292	\$ 18,425,251	\$ 18,690,406	\$ 265,155

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*				
Account Summary	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Central Service Allocation	\$ 238,976	\$ 231,755	\$ 222,554	\$ (9,201)
Courthouse Space Rental	255,984	247,963	234,141	(13,822)
Document Services	1,192	14,441	830	(13,611)
Tech Support & Infrastructure	103,265	89,253	93,037	3,784
Distribution Services	197	0	0	0
Telecommunications	40,943	32,871	11,252	(21,619)
Personal Computer Charges	128,774	143,110	149,493	6,383
Total Charges	\$ 769,331	\$ 759,393	\$ 711,307	\$ (48,086)
Direct Property Tax Levy	\$ 17,597,292	\$ 18,425,251	\$ 18,690,406	\$ 265,155
Total Property Tax Levy	\$ 18,366,623	\$ 19,184,644	\$ 19,401,713	\$ 217,069

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

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT OF ADMINISTRATIVE SERVICES -
INFORMATION MANAGEMENT SERVICES DIVISION

UNIT NO. 1160

FUND: Internal Service - 0026

PERSONNEL SUMMARY				
	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Personal Services (w/o EFB)	\$ 6,147,484	\$ 6,287,307	\$ 6,466,039	\$ 178,732
Employee Fringe Benefits (EFB)	\$ 1,982,434	\$ 3,301,259	\$ 3,539,688	\$ 238,429
Position Equivalent (Funded)*	112.1	96.3	99.3	3.0
% of Gross Wages Funded	70.4	67.0	85.9	18.9
Overtime (Dollars)**	\$ 116,006	\$ 98,328	\$ 163,380	\$ 65,052
Overtime (Equivalent to Positions)	2.4	3.0	2.5	(0.5)

* For 2003, the Position Equivalent is the budgeted amount.

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

PERSONNEL CHANGES				
Job Title/Classification	Action	Number of Positions/ Total FTE	Division	Cost of Positions (Excluding Fringe Benefits)
Clerical Assistant 1	Abolish	1/1.0	Admin Fiscal Support	\$ (27,660)
Clerical Assistant 2	Abolish	4/4.0	Admin Fiscal Support	(118,184)
Mailroom Coordinator	Abolish	1/1.0	Document Srvs & Records	(34,780)
Network Service Analyst	Transfer	1/1.0	Applications	46,038
Software System Coordinator	Abolish	1/1.0	Technical Support	(71,310)
Network Services Specialist	Abolish	1/1.0	Technical Support	(56,222)
Bindery Technician	Abolish	2/2.0	Document Srvs & Records	(62,024)
Management Info Systems Coordinator	Abolish	1/1.0	Applications	(46,388)
Communications Coordinator	Abolish	1/1.0	Technical Support	(76,936)
Software Systems Specialist 3	Abolish	3/3.0	Technical Support	(186,654)
Applications Specialist 4	Abolish	4/4.0	Applications	(266,696)
Network Applications Specialist 4	Abolish	2/2.0	Applications	(133,348)
Operations Specialist	Abolish	2/2.0	Technical Support	(80,208)
Network Applications Specialist 3 (Aging)	Abolish	1/1.0	Technical Support	(52,494)
Hospital Information System Dir-MHC	Abolish	1/1.0	Applications	(59,454)
Reprod Equipment Tech 2	Transfer	1/1.0	Technical Support	(34,780)
Information System Intern	Create	4/2.0	Admin Fiscal Support	44,520
			TOTAL	\$ (1,216,580)

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT OF ADMINISTRATIVE SERVICES -
INFORMATION MANAGEMENT SERVICES DIVISION

UNIT NO. 1160
FUND: Internal Service - 0026

ORGANIZATIONAL COST SUMMARY					
DIVISION		2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Applications	Expenditure	\$ 5,683,931	\$ 6,396,203	\$ 7,014,630	\$ 618,427
	Abatement	(424,136)	(558,305)	(547,073)	11,232
	Revenue	<u>165,000</u>	<u>200,000</u>	<u>160,000</u>	<u>(40,000)</u>
	Tax Levy	\$ 5,094,795	\$ 5,637,898	\$ 6,307,557	\$ 669,659
Technical Support and Infrastructure	Expenditure	\$ 11,473,696	\$ 11,652,864	\$ 11,750,471	\$ 97,607
	Abatement	(93,957)	(244,064)	(219,158)	24,906
	Revenue	<u>144,251</u>	<u>59,299</u>	<u>50,705</u>	<u>(8,594)</u>
	Tax Levy	\$ 11,235,488	\$ 11,349,501	\$ 11,480,608	\$ 131,107
Document, Distribution and Records Services	Expenditure	\$ 1,615,804	\$ 1,896,896	\$ 1,219,828	\$ (677,068)
	Abatement	(63,972)	(126,339)	(111,012)	15,327
	Revenue	<u>22,519</u>	<u>2,980</u>	<u>0</u>	<u>(2,980)</u>
	Tax Levy	\$ 1,529,313	\$ 1,767,577	\$ 1,108,816	\$ (658,761)
Administration, Fiscal and Support	Expenditure	\$ 1,337,822	\$ 1,432,299	\$ 1,524,590	\$ 92,291
	Abatement	(1,600,126)	(1,762,024)	(1,731,165)	30,859
	Revenue	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	Tax Levy	\$ (262,304)	\$ (329,725)	\$ (206,575)	\$ 123,150

MISSION

The Information Management Services Division's mission is to make effective services possible through technology.

DEPARTMENT DESCRIPTION

The Information Management Services Division (IMSD) of the Department of Administrative Services consists of three areas of customer service: Applications Services; Technical Support and Infrastructure; Document, Distribution and Records Services and Support Services. Technical Support and Infrastructure Services consists of three functional subgroups: Technical Support, Telecommunications (Data & Voice) and Radio. Support Services consist of two functional subgroups: Fiscal and Policy Compliance Services and Administrative Support and Intern Services.

Applications Services provides services to IMSD's internal and external customers (departments or agencies) in the form of defining need, analyzing alternatives (including cost/benefit analyses), development, modification, maintenance, support and training. These activities are performed for proposed or established software applications on a

variety of platforms, including mainframe, servers, Internet and desktops.

Examples of applications include the Lotus Notes email, database and workflow system, the Intranet, the Criminal Justice Information System (CJIS), the Advantage (financial and budgeting) System, AIMS90 (Job Applicant Information Tracking System), GENESYS (payroll/personnel system), the Juvenile Information Management System (JIMS), Photo-Fingerprint System, Paramedics database, and human services client and payment tracking systems (SIMPLE/SCRIPTS). IMSD also supports specialty applications in departments including Cobra, Affirmative Action, Fleet Anywhere, E-Recording at the Register of Deeds, Point of Sale at the Zoo and the Parks, and the Apropos Call Center System at DHHS and Child Support.

Applications Services also manages Internet content and presentation consistency for the County's web pages, as well as departmental web pages, and coordinates the overall effort of implementing electronic commerce (e-commerce) applications.

Technical Support and Infrastructure Services provides services to IMSD's internal and external customers in the form of research, acquisition,

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT OF ADMINISTRATIVE SERVICES -
INFORMATION MANAGEMENT SERVICES DIVISION

UNIT NO. 1160
FUND: Internal Service - 0026

installation, maintenance, training and support of Countywide, multi-department, complex, local-area-network-specific and desktop operating systems, hardware and standard software. The group also installs and maintains the County's telecommunications infrastructure (cabling, telephones, 800 MHz public safety radio system) and implements and administers information technology standards Countywide. The group consists of three functional subgroups: Technical Support, Telecommunications Services (cabling and voice) and Radio Communications.

- **Technical Support Services** focuses on the implementation, management and maintenance of the infrastructure (hardware and operating systems) that supports the County's applications. The group:
 - Provides help desk services for County departments.
 - Conducts short-term and long-range capacity planning.
 - Identifies and effects system performance improvements.
 - Maintains connectivity to other agencies' data centers, mainframes, and servers.
 - Coordinates hardware and software installation and maintenance.
 - Ensures the smooth operation and seven-day-per-week, 24-hour-per-day availability of the County's Website, the wide area network (WAN) and its enterprise server (mainframe), including daily, weekly, biweekly, monthly, quarterly and annual job production, coordination of equipment maintenance and monitoring the data center environment (physical security, generators, heating, cooling, etc.)
- **Telecommunications Services** administers the County's voice communications system, including the County's telephones, cellular and pager programs, and the County's telephone communications environment, systems and equipment. This group assists departments in acquiring additional or modifying existing telephone service, coordinates the installation of departmental telephone and data cabling, and administers the telecommunications service contracts. The group also manages the

County's wide area transport and its connection points.

- **Radio Communications Services** provides administration of the County's 50-plus Federal Communications Commission frequency licenses, the County's installed radio equipment and transmission facilities, and the conventional and 800 MHz trunked radio systems. This group also manages the intergovernmental agreements with several municipalities within Milwaukee County for the shared use of the 800 MHz radio system.
- **Document Services** provides high volume copying, printing and forms management.
- **Distribution Services** provides mail services for departments Countywide.
- **Records Management Services** provides consultation to County departments relative to effective records management and administers the central County-wide Records Center which provides off-site storage of departmental records that must be retained due to legal or programmatic requirements
- **Support Services** consists of Fiscal and Policy Compliance and Administrative Support. **Fiscal and Policy Compliance** provides overall direction, coordination and planning for effective fiscal management (capital and operating budget preparation and monitoring and accounting activities), and policy compliance (contract monitoring, audit responsiveness and responsiveness in reporting to elected officials and other departments as established by policy or County Board action). **Administrative Support** provides overall support of IMSD's operating requirements, e.g., recruitment, payroll processing, purchasing management and clerical support. Administration manages interns to provide entry-level information systems support to the Division's other functional groups.
- **Administration** is implementing a Program Management Office (PMO) to instill project management discipline and improve on project delivery in terms of time and budget. The objectives of the PMO will be to:

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT OF ADMINISTRATIVE SERVICES -
INFORMATION MANAGEMENT SERVICES DIVISION

UNIT NO. 1160
FUND: Internal Service - 0026

- Assist project leaders with business case development
- Maintain a project portfolio
- Lay out repeatable project processes, training and metrics
- Coach and manage project managers
- Facilitate project planning sessions
- Ensure proper tracking of project data and milestones
- Ensure regular project status reports are available to decision makers
- Coordinate communications across business units
- Lead post-implementation reviews
- Capture and record lessons learned

Customer Services are the responsibility of all employees with oversight by the leadership team.

BUDGET HIGHLIGHTS

- Personal Services expenditures without fringe benefits increased by \$178,732 from \$6,287,307 to 6,466,039. Funded positions increased 3, from 96.3 to 99.3.

- (\$ 27,660) Abolish 1 Clerical Asst 1
(118,184) Abolish 4 Clerical Asst 2
(34,780) Abolish 1 Mailroom Coordinator
(71,310) Abolish 1 Software Syst Coord
(56,222) Abolish 1 Network Serv Spec
(62,024) Abolish 2 Binder Tech
(46,388) Abolish 1 Mngmt Info Sys Coord
(76,936) Abolish 1 Communications Coord
(186,654) Abolish 3 Software Syst Spec 3
(266,696) Abolish 4 Applications Specialist 4
(133,348) Abolish 2 Network Appl Spec 4
(80,208) Abolish 2 Operations Specialist 3
(52,494) Abolish 1 Netwk App Spec 3 Aging
(59,454) Abolish 1 Hosp Info Syst Dir-MHC
(\$1,272,358)

Twenty-five vacant positions are abolished with a corresponding reduction in the personal services lump sum of (\$1,272,358).

- \$44,520 Create 4 Information System Intern

Four positions of Information Systems Intern are created and offset by an equivalent personal services lump sum reduction to provide flexibility

in responding to unplanned mid-year workload shifts.

- \$69,934 Fund 1 Project Analyst (HRIS)
69,934 Fund 1 Project Analyst (HRIS Internet)
69,934 Fund 1 Project Analyst (Web Dev)
\$209,802

This Budget continues an initiative begun in the 2004 Adopted Budget to help address the staffing shortage without impact on the operating budget property tax levy. Since a significant portion of IMSD staff time is spent supporting capital projects (i.e., deploying equipment, managing the Human Resources Information System project, developing functionality and features for the Web site), three project positions created in 2004 are funded for 2005. These are specific to a capital project, limited to the term of that project and funded by the project. Project time tracking is used to substantiate the purpose of the positions.

Applications Services

- In 2005, Applications Services tax levy support increased \$669,659 from \$5,637,898 to \$6,307,557. This cost includes annual increases in software license and hardware maintenance fees. In 2005, baseline services include:

\$292,719	Advantage and BRASS
55,120	Oracle (database for BRASS and Web Site)
204,375	Lotus Notes
4,500	Crystal Reports
29,974	Antivirus software for interoffice, Internet and Lotus Notes
52,621	Live scan fingerprint and photograph system (Criminal Justice)
101,868	Genesys

- For 2005, Applications Contractual Services costs decrease \$64,222, from \$1,065,257, to \$1,001,035 due primarily to a reduction in the budget for contractual assistance to implement any changes required in Genesys by ordinance or contract modifications, new interest rates and needed reporting. The \$64,222 represents contractual assistance for the pension system.

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT OF ADMINISTRATIVE SERVICES -
INFORMATION MANAGEMENT SERVICES DIVISION

UNIT NO. 1160
FUND: Internal Service - 0026

If the Pension Board requires such changes, they will contract for and fund them independently.

- In 2005, Genesys is under review for replacement or upgrade in Capital Project WO201.
- In Fall 2003, the Sheriff’s Office obtained approval for a new electronic medical records system. This project has resulted in the need for a system administrator. This system is expected to automate work in the Sheriff’s department that result in savings. Therefore, IMSD has funded one position of Network Application Specialist 1 at \$65,521 that will be dedicated to maintaining the medical records system.
- Applications Services costs are partially offset by \$160,000 of revenue from the Social Security Administration for reports of inmates in custody. This is a reduction from 2004 of (\$40,000) primarily due to the Social Security Administration’s improved ability to track participants.

Technical Support and Infrastructure

- In 2005, Technical Support and Infrastructure Services tax levy support increased \$131,107 from \$11,349,501 to \$11,480,608. This cost includes:

\$7,269,900	Technical Support
628,133	Telecommunications
1,311,640	Radio Services
2,270,935	Interest & Depreciation of Data Processing Equipment

Technical support includes:

\$3,386,153	Mainframe Support
3,883,747	Network Support

Mainframe Support

- Mainframe Support costs are primarily staff \$1,149,616, services \$1,227,994 and debt and depreciation \$786,509. The services include \$787,094 for support and licensing of the mainframe operating system and utilities.

- Large software companies usually offer software for a large initial fee that enables the County to use it for the first year of operation. (This initial cost is budgeted in a Capital Expenditure account.) An annual fee that permits ongoing use, upgrades and support follows the initial fee. The annual fee is typically 15 to 20 percent of the first year fee. The fee often increases as the power of the computer used to run the software increases.
- The other large component of services for mainframe support is Equipment Repair and Maintenance. The 2005 Budget includes \$264,500 for maintenance of the mainframe processor and storage units, the air conditioning, fire suppression, generator and uninterruptable power sources.
- In addition, \$786,509 in debt service and depreciation costs are attributable to mainframe support due to prior capital acquisitions.
- Mainframe printing will be transferred from the Annex to Schlitz Park. This will improve security for the night shift printer operator and enable consolidation of functions to avoid the need to hire an additional computer operator. Two printers formerly located at the Courthouse Annex will be traded in for one mainframe printer that will be located in the Data Center at Schlitz Park. The 2005 cost to lease this printer will be \$101,100 offset by an ongoing reduction in maintenance charges.

Network Support

- Network Support of \$3,883,747 is comprised primarily of staff \$2,533,168 and contractual services \$844,901 for support of the Wide Area Network, primarily including:

\$408,129	SONET ring and leased data lines
309,212	Network software fees
105,000	Network equipment maintenance

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT OF ADMINISTRATIVE SERVICES -
INFORMATION MANAGEMENT SERVICES DIVISION

UNIT NO. 1160
FUND: Internal Service - 0026

- \$46,038 Transfer 1 Network Service Analyst

In 2005, IMSD will continue to consolidate IT resources to ensure backup and continuity of service. One position of Network Service Analyst will be transferred from the House of Correction (HOC) to IMSD to gain the advantages of peer knowledge, centralized technical training and cross training. This position will continue to provide support services to the HOC.
- Telecommunications tax levy support is \$628,133. Costs are comprised primarily of staff \$308,886 and services \$202,691, including:
 - \$3,000 Pager and voice mail maintenance
 - 129,000 Telephone system maintenance
 - 61,000 Countywide local, long distance and cell phone service for one month.
- New contracts for local telephone service and cell phone services in 2005 will result in an estimated \$675,000 savings over three years. Telephone service appropriations were transferred to departments in the 2004 Budget. Savings of \$69,423 is reflected in departments' budgets for 2005. IMSD's portion of this savings is \$15,641.

Radio

- Radio Services tax levy support is \$1,311,640 for conventional and 800 MHz trunked radio system. Fourteen County departments and 19 municipalities and agencies use a total of 1,894 radios.
- Radio costs primarily include services \$515,290 and debt and depreciation \$423,733. The services primarily include:
 - \$45,660 Data lines
 - 95,818 Rent for tower locations
 - 350,000 Vendor maintenance and support (Motorola)
- Debt depreciation of \$423,733 is attributable to Radio Services due to prior Capital Improvement projects to enhance the system.

Document, Distribution and Records Service

- In 2005, IMSD will be shifting focus away from Document, Distribution and Records Services to concentrate on Technology Services. Tax levy support for this division decreased \$658,761 from \$1,767,577 to \$1,108,816.
 - \$228,034 Document production and forms management
 - 188,767 Distribution services
 - 692,015 Records services
- (\$34,780) Transfer 1 Reproduction Equipment Technician 2.

In 2004, some document printing functions were transferred to the House of Correction to provide low cost printing for County departments. In order to appropriately staff this service, the Graphics Services Coordinator was transferred from IMSD to the House of Correction. With the expected success of the pilot initiative to increase the number of printing jobs directed to the House of Correction Print Shop, the Reproduction Equipment Tech 2 position and the half-time services of the Management Assistant Document Services will be transferred to the House of Correction along with remaining equipment and \$90,000 of funding for equipment maintenance. IMSD will charge the House of Correction \$33,680 for the half-time services of the Management Assistant Document Services.

Staff will be able to perform and provide cross training in forms control, forms printing and quick copy services at the House of Correction. In addition, appropriations of \$42,814 are transferred from IMSD to departments to cover printing charges from the House of Correction.

- Distribution Services are being augmented to ensure mail delivery as required. In addition to the two full time staff currently performing mailroom duties, IMSD will assign the Management Assistant Document Services to the mailroom on a half-time basis. In addition, during 2004, IMSD is filling the vacant Distribution Assistant on an hourly basis to address the peak mail receipt and delivery times. All four individuals will be cross training on all equipment and all functions. This will

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT OF ADMINISTRATIVE SERVICES -
INFORMATION MANAGEMENT SERVICES DIVISION

UNIT NO. 1160
FUND: Internal Service - 0026

result in two full-time plus two half-time FTE's to cover mail services and provides four individuals trained to cover for each other.

- A commercial records management vendor will provide Records Management Services in 2005 when the lease for the Wirth Street property expires. Staff is funded for the full year and rent is funded for a half year, with the savings in rent covering the vendor's cost. The net savings in the Records Services section is \$35,719.
- The 2005 Budget reflects a zero wage increase for all represented, non-represented and Executive Compensation Plan (ECP) positions. In addition, ECP positions are not provided step increases or performance awards in 2005 as allowed in County Ordinance Section 17.265 (3).
- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred

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

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT OF ADMINISTRATIVE SERVICES -
INFORMATION MANAGEMENT SERVICES DIVISION

UNIT NO. 1160
FUND: Internal Service - 0026

ACTIVITY AND STATISTICAL SUMMARY				
	<u>2003</u> <u>Budget</u>	<u>2003</u> <u>Actual</u>	<u>2004</u> <u>Budget</u>	<u>2005</u> <u>Budget</u>
Applications Services				
Enterprise Services Applications	80	80	70	65
Major Enhancements/Modifications	17	16	15	10
Network Services Applications	100	100	105	105
Internet User Ids*	3,000	3,000	3,000	3,000
Lotus Notes User Ids	3,600	3,600	4,000	4,000
Document Services`				
Xerox Copies	10,500,000	9,188,046	9,000,000	9,500,000
Finishing (Number of Jobs)	4,300	5,000	5,500	5,500
Typesetting/Keyline (Number of Jobs)	500	419	250	500
Specifications (Number of Jobs)	1,300	1,500	500	2,000
Forms Control	1,155	2,393	1,250	2,500
Outside Vendor (Number of Jobs)	1,000	358	300	400
Distribution Services				
Total Pieces Mailed	1,750,000	1,662,065	1,800,000	1,800,000
Pre-Sort Mail @ .269 each	1,291,780	1,099,798	1,330,000	1,500,000
First Class @ .34 each	330,000	479,026	340,000	500,000
Flats (envelopes 8" x 10" and larger)	128,000	83,241	130,000	100,000
Records Center				
Requests	36,597	36,748	35,202	36,299
Returns	36,597	36,748	35,202	36,299
Interfiles	15,575	2,214	10,000	5,404
Received	6,786	7,097	3,000	5,345
Destroyed	3,970	3,255	4,000	4,000
Technical Support & Infrastructure				
Helpdesk Services				
Service Calls	22,500	25,189	27,500	24,000
Enterprise Services				
Pages, Laser Printed Reports	11,000,000	6,321,366	8,000,000	8,000,000
Pages, Impact Printed Reports	2,500	1,834	2,000	2,000
Enterprise Server User Ids	4,000	4,331	3,937	4,000
Network Services				
Computers maintained	4,600	4,364	4,422	4,400
Computers to be replaced	380	500	223	
New Computers to be installed	63	63	46	43
Network Servers maintained	150	140	132	150
Network Servers to be replaced	10	10	21	0
Radio Communications Services				
Radios in Service	2,000	1,894	2,070	2,000
Telecommunications Services				
Cellular and Pager Units in service	1,800	1,646	1,440	1,700
Service Calls	3,252	742	502	750
Telephone Units in service	6,800	6,665	6,277	6,800

* An initiative in the Department on Aging is anticipated to increase email, Internet and network traffic with 9,000 additional users by 2005.

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT OF ADMINISTRATIVE SERVICES –
ECONOMIC AND COMMUNITY DEVELOPMENT

UNIT NO. 1192
FUND: General - 0001

OPERATING AUTHORITY & PURPOSE

The purpose of the Economic and Community Development Division is two-fold. Through economic development activities, it is charged to preserve and enhance the tax base of the County by undertaking programs and activities that stimulate, attract and revitalize commerce, industry and manufacturing. Its goal is to promote area-wide, regional economic development, marketing and cooperation among all involved governments and private-sector groups to provide for a unified development approach for the Milwaukee area.

Secondly, the Division seeks to maximize available public and private resources and provide professional services to promote self-sufficiency; to ensure that County neighborhoods are viable communities and that housing choices are safe and affordable for low and moderate income households.

Pursuant to Section 59.82 of the Wisconsin Statutes, Milwaukee County may participate in the development of a research and technology park through a nonprofit corporation organized specifically for this purpose. The Milwaukee County Research Park Corporation (MCRPC) was incorporated on May 18, 1987, with a mandate from Milwaukee County to develop a research park on approximately 172 acres of County land in the southwest quadrant of the County Grounds adjacent to the Milwaukee Regional Medical Center.

The development objective of the MCRPC is the establishment of a quality research and technology park that will complement, to the greatest extent possible, the Milwaukee Regional Medical Center, the University of Wisconsin-Milwaukee, the Milwaukee School of Engineering, Marquette University and the Medical College of Wisconsin, and enhance the economy of the City of Wauwatosa, Milwaukee County and the State of Wisconsin.

BUDGET SUMMARY				
Account Summary	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Personal Services (w/o EFB)	\$ 1,781,291	\$ 1,823,226	\$ 1,730,577	\$ (92,649)
Employee Fringe Benefits (EFB)	756,279	1,038,807	970,192	(68,615)
Services	1,782,610	1,333,582	781,093	(552,489)
Commodities	21,418	24,870	31,900	7,030
Other Charges	17,452,720	17,668,049	17,683,916	15,867
Capital Outlay	10,847	18,400	16,500	(1,900)
County Service Charges	452,432	704,732	851,379	146,647
Abatements	<u>(2,343,277)</u>	<u>(3,881,807)</u>	<u>(4,051,534)</u>	<u>(169,727)</u>
Total Expenditures	\$ 19,914,320	\$ 18,729,859	\$ 18,014,023	\$ (715,836)
Total Revenues	\$ 24,387,095	\$ 20,203,316	\$ 18,698,416	\$ (1,504,900)
Direct Property Tax Levy	\$ (4,472,775)	\$ (1,473,457)	\$ (684,393)	\$ 789,064

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT OF ADMINISTRATIVE SERVICES –
ECONOMIC AND COMMUNITY DEVELOPMENT

UNIT NO. 1192
FUND: General - 0001

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*				
Account Summary	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Central Service Allocation	\$ 30,004	\$ 225,142	\$ 399,676	\$ 174,534
Courthouse Space Rental	214,373	206,209	194,716	(11,493)
Document Services	16,950	20,968	11,840	(9,128)
Tech Support & Infrastructure	47,606	73,600	81,225	7,625
Distribution Services	4,848	5,369	3,765	(1,604)
Telecommunications	13,614	7,956	5,838	(2,118)
Records Center	7,104	6,824	7,311	487
Radio	0	0	0	0
Personal Computer Charges	37,756	32,906	34,655	1,749
Applications Charges	28,524	80,211	69,289	(10,922)
Other County Services	0	0	0	0
Total Charges	\$ 400,779	\$ 659,185	\$ 808,315	\$ 149,130
Direct Property Tax Levy	\$ (4,472,775)	\$ (1,473,457)	\$ (684,393)	\$ 789,064
Total Property Tax Levy	\$ (4,071,996)	\$ (814,272)	\$ 123,922	\$ 938,194

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

PERSONNEL SUMMARY				
	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Personal Services (w/o EFB)	\$ 1,781,291	\$ 1,823,226	\$ 1,730,577	\$ (92,649)
Employee Fringe Benefits (EFB)	\$ 756,279	\$ 1,038,807	\$ 970,192	\$ (68,615)
Position Equivalent (Funded)*	36.4	38.4	36.0	(2.4)
% of Gross Wages Funded	91.9	99.5	96.1	(3.4)
Overtime (Dollars)**	\$ 10,657	\$ 0	\$ 0	\$ 0
Overtime (Equivalent to Positions)	0.3	0.0	0.0	0.0

** For 2003, the Position Equivalent is the budgeted amount.

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

PERSONNEL CHANGES				
Job Title/Classification	Action	Number of Positions/ Total FTE	Division	Cost of Positions (Excluding Fringe Benefits)
Office Support Assistant 2	Abolish	1/1.0	Voucher Program	\$ (33,376)
			TOTAL	\$ (33,376)

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT OF ADMINISTRATIVE SERVICES –
ECONOMIC AND COMMUNITY DEVELOPMENT

UNIT NO. 1192
FUND: General - 0001

MISSION

The Economic and Community Development Division provides quality services and responds quickly and effectively to meet the needs of other County agencies, citizens and businesses. The Division develops initiatives and operates programs that are designed to preserve and enhance the County's tax base and increase employment opportunities by helping to create an environment that stimulates business growth and development.

DEPARTMENT DESCRIPTION

The Economic and Community Development Division consists of several sections.

The **Community and Business Development Section** develops and administers programs designed to enhance the business climate, allowing existing businesses in Milwaukee County to flourish and expand while attracting new businesses to the community. Specific responsibilities include assisting businesses in accessing Milwaukee County resources and services, identifying and referring businesses to various sources of technical and financial assistance, working with municipalities and economic development agencies to package services to companies and promoting Milwaukee County to outside businesses. The Section seeks to identify catalytic projects that can leverage County resources and expand development efforts and efficiency.

Additionally, the Section manages, monitors and distributes Federal Community Development Block Grant funds throughout 16 participating County municipalities. This Federal funding source provides approximately \$2 million annually for economic development, public works, housing and other services that principally benefit low and moderate income individuals and families in participating communities, as well as County-wide.

The **Real Estate Section** manages, sells and acquires real estate for Milwaukee County. The Section manages and leases improved and unimproved properties, including air space parking lots for the Wisconsin Department of Transportation (WISDOT). The Section sells County surplus real estate and tax deed foreclosure properties in

Milwaukee County. It also manages real estate leasing functions for County departments.

The Section also administers the HOME Investment Partnership Program. This Federal entitlement grant provides funding for the production of affordable housing and the rehabilitation of existing housing, as well as down payment and closing cash assistance for eligible first-time home buyers. This Section manages the Home Repair Loan Programs that provide low or no interest loans to limited income homeowners to repair their homes. Loans are available for structural repairs, furnace problems, siding, sewer connections, plumbing, electrical repairs, exterior painting, energy or heat loss problems and code violations. This Section provides assistance to homeowners in determining the best method of home repair, selecting reputable contractors and proper inspections to ensure that quality work is performed at a reasonable cost.

The **Housing Choice Voucher Section** manages the Housing Choice Voucher (Section 8) Program. This Federally-funded program subsidizes the rent of nearly 2,000 eligible low-income households living in privately-owned housing throughout Milwaukee County. The program participant chooses the type and location of housing, and the rental unit is inspected to ensure it meets certain quality and safety standards. Program participants are annually re-certified to verify continued eligibility.

The **Special Needs Homeless Section** manages the Federally-funded Safe Haven and Shelter Plus Care Programs. The Safe Haven Program provides a home-like environment to seriously mentally ill homeless individuals who might otherwise be institutionalized. The Shelter Plus Care Program links supportive services with rental subsidies for homeless individuals who are seriously mentally ill, AIDS-HIV infected or alcohol/drug dependent.

BUDGET HIGHLIGHTS

- Personal Services expenditures without fringe benefits decrease by \$92,649, from \$1,823,226 to \$1,730,577. Funded positions decrease 3.4, from 99.5 to 96.1.

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT OF ADMINISTRATIVE SERVICES –
ECONOMIC AND COMMUNITY DEVELOPMENT

UNIT NO. 1192
FUND: General - 0001

- (\$31,546) Abolish 1 Office Support Assistant 2

This position is abolished in 2005 due to anticipated reduction in the amount of HUD revenue supporting administrative functions for the Housing Choice Voucher Program.
- Revenue from parking lots decreases \$1,300,000, from \$2,300,000 to \$1,000,000. The decrease is due to the loss of rentable parking lot facilities while the Marquette Interchange is under construction, but is partially offset by an expenditure decrease in the share of the revenue that is paid to the State of Wisconsin of \$650,000. The State is paid one-half of the parking revenue, less a \$50,000 administrative fee.
- The HOME Investment Partnership Program estimated Federal grant is \$1,326,680, an increase of \$1,680 from \$1,325,000 in 2004. The required Federal match for the HOME program will be met through match credit that has been generated by the development of affordable housing projects by the County's Community Development Organization Southeast Affordable Housing Corporation and will require no tax levy in 2005.
- The Federal grant estimate for the 2005 Community Development Block Grant Program decreases \$34,000, from \$1,990,000 to \$1,956,000.
- The estimated Federal grant for the Housing Choice Voucher Program increases \$96,946, from \$11.36 million to \$11.457 million. The increase is based on newly calculated reimbursement rates established by HUD and an anticipated average monthly utilization rate of 100%. The program is able to serve at least 1,942 low-income households.
- The 2005 Budget provides \$50,000 appropriation for the Economic and Community Development Reserve Fund.
- Revenue in the amount of \$215,584 from the Department of Health & Human Services-Behavioral Health Division is budgeted as BHD's match obligation for the Safe Haven Program. This is the same amount that was budgeted in 2004.
- Revenue of \$211,000 from the Department of Health & Human Services-Behavioral Health Section is budgeted to offset administrative expenses incurred by the Housing Division for administration of the Shelter Plus Care Program. This amount represents an average daily housing cost of \$2.06 for 280 formerly homeless, seriously mentally ill consumers who are assisted with securing and maintaining affordable housing.
- The 2005 Budget reflects a zero wage increase for all represented, non-represented and Executive Compensation Plan (ECP) positions. In addition, ECP positions are not provided step increases or performance awards in 2005 as allowed in County Ordinance Section 17.265 (3).
- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT OF ADMINISTRATIVE SERVICES –
ECONOMIC AND COMMUNITY DEVELOPMENT

UNIT NO. 1192
FUND: General - 0001

COMMUNITY DEVELOPMENT BLOCK GRANT ALLOCATION BY MUNICIPALITY				
<u>Municipality</u>	<u>2003 Actual</u>	<u>2004 Actual **</u>	<u>2005 Projected</u>	<u>2004/2005 Change</u>
Bayside	\$ 29,000	\$ 27,975	\$ 29,200	\$ 1,225
Brown Deer	44,690	43,110	46,200	3,090
Cudahy	68,850	66,415	58,900	(7,515)
Fox Point	32,300	31,158	31,800	642
Franklin	66,040	63,705	58,100	(5,605)
Glendale	49,875	48,111	45,200	(2,911)
Greendale	47,170	45,502	43,600	(1,902)
Greenfield	79,830	77,007	72,100	(4,907)
Hales Corners	40,400	39,010	35,900	(3,110)
Milwaukee*	0	0	0	0
Oak Creek	68,160	65,750	60,600	(5,150)
River Hills	25,000	24,116	24,000	(116)
Saint Francis	55,420	53,460	49,400	(4,060)
Shorewood	55,660	53,692	47,700	(5,992)
South Milwaukee	69,210	66,763	59,100	(7,663)
Wauwatosa*	0	0	0	0
West Allis*	0	0	0	0
West Milwaukee	58,610	56,538	48,700	(7,838)
Whitefish Bay	<u>43,980</u>	<u>42,396</u>	<u>39,500</u>	<u>(2,896)</u>
TOTAL	\$ 834,195	\$ 804,708	\$ 750,000	\$ (54,708)

* The cities of Milwaukee, Wauwatosa and West Allis do not participate in the Urban County Agreement with Milwaukee County.

** The 2004 Actual includes \$50,708 of reprogrammed prior year grant funds.

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NON-DEPARTMENTAL - REVENUES (Blue Pages)

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1900-1850	Earnings on Investments
1900-2201	State Shared Taxes
1900-2202	State Exempt Computer Aid
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1900-4904	Power Plant Revenue
1900-4970	Surplus (or Deficit) from Prior Year
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1912	Greater Milwaukee Convention & Visitors Bureau
1913	Civil Air Patrol
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1930	Offset to Internal Service Charges
1933	Land Sales
1935	Charges to Other County Organization Units
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1941	County-wide Projected Retirement Savings
1945	Appropriation for Contingencies
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1966	Federated Library System
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1985	Capital Outlay/Depreciation Contra

ADOPTED 2005 BUDGET

DEPT: PROPERTY TAXES

UNIT NO. 1900-1201

FUND: General - 0001

OPERATING AUTHORITY & PURPOSE

Pursuant to Section 59.60 of the Wisconsin Statutes, property tax requirements are determined by estimating total expenditures and deducting the estimated amount of revenue from non-property tax sources and the amount of any surplus at the close of the prior fiscal year.

Section 59.605, Wisconsin Statutes, imposed a property tax rate limit on Wisconsin counties, effective August 12, 1993. Separate limits were imposed for operating levy rates and debt service

levy rates. Initially, the baseline for the rate limit was the 1992 actual tax rate adopted for 1993 budget purposes. The County may not exceed these operating and debt levy rate limits unless one or more specified conditions apply, as described in the statute. Section 59.605 also establishes specific penalties for failure to meet the limit requirements. Among the penalties for exceeding the limits are reductions in State shared revenues and transportation aids.

BUDGET SUMMARY			
	<u>2003 Budget</u>	<u>2004 Budget</u>	<u>2005 Budget</u>
Property Tax Levy	\$ 219,494,183	\$ 219,436,418	\$ 225,883,651

STATISTICAL SUPPORTING DATA

	<u>2004 Budget</u>	<u>2005 Budget</u>	<u>2004/2005 Change</u>
<u>General County</u>			
Expenditures	\$ 1,138,752,554	\$ 1,187,924,934	\$ 49,172,380
Revenues	892,228,071	929,932,528	37,704,457
Bond Issues	<u>27,088,065</u>	<u>32,108,755</u>	<u>5,020,690</u>
General County Property Tax Levy	\$ 219,436,418	\$ 225,883,651	\$ 6,447,233

ADOPTED 2005 BUDGET

DEPT: PROPERTY TAXES

UNIT NO. 1900-1201

FUND: General - 0001

Summary of 2005 Tax Levy

Dept. No.	Department Description	2005 Budget			Type Fund**
		Expenditures	Revenues	Tax Levy	
<u>Legislative and Executive</u>					
1000	County Board	\$ 4,944,786	\$ 15,000	\$ 4,929,786	GEN
1001	County Board-Department of Audit	2,304,709	0	2,304,709	GEN
1011	County Executive-General Office	935,095	15,000	920,095	GEN
1021	County Exec-Veteran's Services	282,395	13,000	269,395	GEN
1040	County Board-Ofc of Community Business Development Partners	580,998	276,348	304,650	GEN
	Total Legislative and Executive	\$ 9,047,983	\$ 319,348	\$ 8,728,635	
<u>Staff Agencies</u>					
1019	DAS-Office for Persons w/Disabilities	\$ 621,041	\$ 63,500	\$ 557,541	GEN
1110	Civil Service Commission	62,713	0	62,713	GEN
1120	Personnel Review Board	163,091	0	163,091	GEN
1130	Corporation Counsel	1,814,808	185,000	1,629,808	GEN
1140	DAS-Human Resources	4,445,207	1,147,440	3,297,767	GEN
1150	DAS-Risk Management	6,146,471	6,291,800	(145,329)	INTER
1151	DAS-Fiscal Affairs	3,313,471	36,000	3,277,471	GEN
1152	DAS-Procurement	892,771	50,000	842,771	GEN
1160	DAS-Information Mgt Services	18,901,111	210,705	18,690,406	INTER
1190	DAS-Economic & Comm Develop	18,014,023	18,698,416	(684,393)	GEN
	Total Staff Agencies	\$ 54,374,707	\$ 26,682,861	\$ 27,691,846	
<u>Sundry Appropriations and Revenues</u>					
1900-					
1999	Non-Departmentals	\$ (28,170,043)	\$ 96,570,843	\$ (124,740,886)	GEN
	Total Sundry Appropriations and Revenues	\$ (28,170,043)	\$ 96,570,843	\$ (124,740,886)	
<u>Courts and Judiciary</u>					
2000	Combined Court Related Services	\$ 39,490,902	\$ 10,967,007	\$ 28,523,895	GEN
2430	Department of Child Support	18,030,247	18,137,076	(106,829)	GEN
	Total Courts and Judiciary	\$ 57,521,149	\$ 29,104,083	\$ 28,417,066	

ADOPTED 2005 BUDGET

DEPT: PROPERTY TAXES

UNIT NO. 1900-1201

FUND: General - 0001

Summary of 2005 Tax Levy

Dept. No.	Department Description	2005 Budget			Type Fund**
		Expenditures	Revenues	Tax Levy	
<u>General Government</u>					
3010	Election Commission	\$ 566,923	\$ 44,783	\$ 522,140	GEN
3090	County Treasurer	1,087,883	1,475,150	(387,267)	GEN
3270	County Clerk	572,627	529,247	43,380	GEN
3400	Register of Deeds	3,244,060	5,738,033	(2,493,973)	GEN
	Total General Government	\$ 5,471,493	\$ 7,787,213	\$ (2,315,720)	
<u>Public Safety</u>					
4000	Sheriff	\$ 73,523,983	\$ 14,024,073	\$ 59,499,910	GEN
4300	House of Correction	45,286,457	6,944,205	38,342,252	GEN
4500	District Attorney	15,458,535	7,619,942	7,838,593	GEN
4900	Medical Examiner	3,875,186	1,219,207	2,655,979	GEN
	Total Public Safety	\$ 138,144,161	\$ 29,807,427	\$ 108,336,734	
<u>Parks and Public Infrastructure</u>					
5040	DPPI-Airport	\$ 56,182,860	\$ 57,246,205	\$ (1,063,345)	ENTER
5070	DPPI-Transportation Services	2,342,405	2,997,949	(655,544)	INTER
5080	DPPI-Architect., Engineer & Environ	5,977,470	5,540,937	436,533	INTER
5100	DPPI-Highway Maintenance	16,245,294	15,680,242	565,052	GEN
5300	DPPI-Fleet Management	12,258,805	12,853,297	(594,492)	INTER
5600	Milwaukee Cty Transit/Paratransit	104,573,419	83,221,649	21,351,770	ENTER
5700	DPPI-Facilities Management	28,921,803	13,706,272	15,215,531	INTER
5800	DPPI-Director's Office	2,507,055	258,427	2,248,628	GEN
9000	DPPI-Parks	37,069,968	19,190,394	17,879,574	GEN
	Total Parks and Public Infrastructure	\$ 266,079,079	\$ 210,695,372	\$ 55,383,707	
<u>Health and Human Services</u>					
6300	DHHS-Behavioral Health Division	\$ 153,715,689	\$ 118,131,321	\$ 35,584,368	ENTER
7200	DHHS-County Health Programs	62,279,109	41,527,015	20,752,094	GEN
7900	Department on Aging	162,608,549	159,899,078	2,709,471	GEN
8000	Dept of Health & Human Services	178,030,511	157,922,792	20,107,719	GEN
	Total Health & Human Services	\$ 556,633,858	\$ 477,480,206	\$ 79,153,652	

ADOPTED 2005 BUDGET

DEPT: PROPERTY TAXES

UNIT NO. 1900-1201

FUND: General - 0001

Summary of 2005 Tax Levy

Dept. No.	Department Description	2005 Budget			Type Fund**
		Expenditures	Revenues	Tax Levy	
<u>Recreation and Culture</u>					
9500	Zoological Department	\$ 19,791,567	\$ 14,384,000	\$ 5,407,567	GEN
9700	Museum	3,380,750	0	3,380,750	GEN
9910	University Extension	329,800	119,954	209,846	GEN
	Total Recreation and Culture	\$ 23,502,117	\$ 14,503,954	\$ 8,998,163	
<u>Debt Service</u>					
9960	General County Debt Service	\$ 50,871,374	\$ 14,640,920	\$ 36,230,454	DEBT
	Total Debt Service	\$ 50,871,374	\$ 14,640,920	\$ 36,230,454	
<u>Capital Projects</u>					
1200-					
1876	Capital Improvements*	\$ 53,417,881	\$ 53,417,881	\$ 0	CAP
	Total Capital Projects	\$ 53,417,881	\$ 53,417,881	\$ 0	
<u>Expendable Trust Accounts</u>					
0601	Office for Disabilities Trust Fund	\$ 7,500	\$ 7,500	\$ 0	TF
0701-					
0702	DHS-MHD Trust Funds	35,100	35,100	0	TF
0319-					
0329	Zoo Trust Funds	988,575	988,575	0	TF
	Total Expendable Trust Funds	\$ 1,031,175	\$ 1,031,175	\$ 0	
	Total County	\$ 1,187,924,934	\$ 962,041,283	\$ 225,883,651	

* Revenues include \$24,750,830 in general obligation bonding, \$14,802,770 in reimbursement revenue, \$28,575 in construction fund investment earnings, \$1,022,070 in sales tax revenues, \$5,405,711 in Passenger Facility Charge cash financing, \$50,000 in private contributions and \$7,357,925 in Airport revenue bonds.

** Type of fund, according to generally accepted accounting principles (GAAP), includes the following:

<u>Designation</u>	<u>Type of Fund</u>
GEN	General Fund
INTER	Internal Service Fund
ENTER	Enterprise Fund
DEBT	Debt Service Fund
CAP	Capital Projects Fund
TF	Trust Fund

ADOPTED 2005 BUDGET

DEPT: EARNINGS ON INVESTMENTS

UNIT NO. 1900-1850

FUND: General - 0001

OPERATING AUTHORITY & PURPOSE

Pursuant to Sections 66.0603(2) and 219.05 of the Wisconsin Statutes, a county has the authority to invest any of its funds not immediately needed in time deposits of a bank, credit union, trust company or savings and loan association, or in bonds or

securities issued or guaranteed as to principal and interest of the U.S. Government, Federal agency and instrumentality securities, highly rated corporate securities or repurchase agreements.

BUDGET SUMMARY			
	<u>2003 Actual</u>	<u>2004 Budget</u>	<u>2005 Budget</u>
Earnings on Investments	\$ 3,701,746	\$ 4,837,500	\$ 5,508,158

STATISTICAL SUPPORTING DATA

Earnings on All Funds	\$	4,459,252	\$	5,912,500	\$	6,503,158
Earnings on Trust Funds, Reserves and Other						
Deferred Interest Liabilities		(710,001)		(765,000)		(765,000)
Earnings on Proprietary Fund Bonds Allocated to the Capital Fund and Debt Service Fund		(47,505)		(150,000)		(60,000)
Investment Expense				<u>(160,000)</u>		<u>(170,000)</u>
General Fund Earnings	\$	3,701,746	\$	4,837,500	\$	5,508,158

For the 2005 Budget, an average investment balance of approximately \$247 million is expected to be available for investment at an average interest rate of 2.62 percent. This will result in \$5,508,158 of net investment earnings available to the General Fund. The interest rate for the 2005 Budget is projected to be lower than the 2004 budgeted rate of 2.75 percent, however, the average balance available for investment is expected to increase to \$247 million.

Construction fund earnings on unspent bond proceeds for proprietary fund departments are recorded directly in the capital projects fund. These investment earnings are used to offset capitalized interest expense for projects that are under construction. Investment earnings on bonds that have lapsed to the sinking fund are recorded in the debt service fund.

Projected earnings of \$60,000 on unexpended bond proceeds for proprietary fund departments or restricted general fund projects are anticipated for 2005. These earnings are reflected as revenues recorded directly in the capital projects fund.

Earnings on trust funds, reserves and other deferred interest liabilities include trust funds for the Airport, Zoo, Office for Persons with Disabilities, Federated Library System, Art Museum, Charles Allis Art Museum, Friends of Boerner, Law Enforcement Block Grant, Wolcott Memorial and HUD-Rent Assistance. Those earnings are estimated at \$765,000 for 2005.

In 2001, the Treasurer's Office entered into a three-year service contract, with two automatic renewals, with Dana Investment Advisors, Inc. and a one-year service contract in 2002, with three automatic renewals, with Marshall & Ilsley Trust Company for investment management services. The decision not to renew the contract is at the discretion of the Treasurer. A 1997 internal audit recommended a Request for Proposal (RFP) or bid process to make decisions about which investments best meet the County's needs and fit the County's investment policy.

The 2005 Budget for investment advisors is \$170,000.

ADOPTED 2005 BUDGET

DEPT: EARNINGS ON INVESTMENTS

UNIT NO. 1900-1850

FUND: General - 0001

The Treasurer also maintains cash in money market funds, on which the return in 2004 is expected to be approximately 0.8% to 1%. These are funds that are needed in the short term for County operating expenses.

The Treasurer may adjust the allocated portfolio balances based on analysis of the market returns provided by the contracted investment advisors and the independent Citizen Advisory Committee. For example, in 2004, the amount allocated to DANA Investment Advisors was increased to \$45 million in the second quarter due to the greater net return on investments achieved by these investment advisors.

ADOPTED 2005 BUDGET

DEPT: STATE SHARED TAXES

UNIT NO. 1900-2201

FUND: General - 0001

OPERATING AUTHORITY & PURPOSE

Pursuant to Chapter 79 of the Wisconsin Statutes, the State apportions Shared Revenues to counties on the basis of population, equalized property values, the relative ranking of local purpose

revenues, and the value of utility property (at 3 mils times the equalized value for incorporated areas within the county).

BUDGET SUMMARY			
	2003 <u>Actual</u>	2004 <u>Budget</u>	2005 <u>Budget</u>
State Shared Taxes	\$ 40,573,223	\$ 37,129,675	\$ 37,130,288

<u>STATISTICAL SUPPORTING DATA</u>	2003 <u>Actual</u>	2004 <u>Budget</u>	2005 <u>Budget</u>
Base Payment	\$ 0	\$ 0	\$ 56,341,505
Aidable Revenues	62,361,761	59,770,205	0
Utility Payment	911,738	889,917	890,083
County Mandate Relief	3,654,881	(3,429,147)	
Maximum - Minimum Adjustment (\$79.06)	<u>(6,253,857)</u>		
Subtotal State Shared Taxes	\$ 60,674,523	\$ 57,230,975	\$ 57,231,588
State Child Welfare Reallocation	<u>(20,101,300)</u>	<u>(20,101,300)</u>	<u>(20,101,300)</u>
Emergency Medical Services	(1,334,707)	(1,334,707)	(1,334,707)
Emergency Medical Services	1,334,707	1,334,707	1,334,707
Total State Shared Taxes	\$ 40,573,223	\$ 37,129,675	\$ 37,130,288

The State has modified the State Shared Revenue (State Shared Taxes) formula so that the previous year's base, plus the utility payment, determines the budgeted amount. The base amount is net of the per capita amount (explained later in this narrative). The budgeted amount for 2005 is \$37,130,288.

while payments to towns are computed at a rate of three mils. Payments to counties are computed at three mils if the property is located in a city or village or at six mils if the property is located in a town. The utility payment component for 2004 is \$889,917, which is \$21,820 less than the 2003 actual.

The 2003 budgeted amount of \$41,207,056 has been reduced by the State to \$40,573,223. Therefore, the budgeted amount for 2004 reflects a reduction of \$626,413 resulting from the reduction in the 2003 base amount.

Per Capita Reduction

In addition to the modification to the formula, the State Budget Adjustment Bill, in compliance with 2001 Wisconsin Act 109 for the 2001-2002 State Biennial Budget, reduced State Shared Revenue by \$40 million on a per capita basis and allocated \$20 million each to municipalities and counties, which results in an estimated decrease of \$3,429,147 for Milwaukee County. The 2005 base for State Shared Revenue has been reduced from \$59,770,205 to \$56,341,505 to reflect the modified formula. In 2004, the reduction appears as a line item in the table above.

Utility Payment Component

The utility payment component compensates local governments for costs they incur in providing services to public utilities. These costs cannot be directly recouped through property taxation since utilities are exempt from local taxation and, instead, are taxed by the State.

Payments to cities and villages are computed at a rate of six mils (\$6 per \$1,000 of net book value),

ADOPTED 2005 BUDGET

DEPT: STATE SHARED TAXES

UNIT NO. 1900-2201

FUND: General - 0001

Supplemental Payment

It is anticipated that State Shared Revenue payments will be reduced by an amount equal to a new supplemental payment begun in November 2003 to governments that provide emergency transportation service. The State Department of Health and Family Services has been directed to try and capture additional Federal Medical Assistance funding based on actual claims submitted by service providers in the previous fiscal year. A preliminary estimate, based on past experience, indicates that Milwaukee County's State Shared Revenue payment would be reduced by \$1,334,707 beginning in 2003, completely offset with a supplemental payment of \$1,334,707, for no net change in state aid.

State Child Welfare Reallocation

Beginning in 1999, in accordance with Wisconsin State Statute 48.561(3), the Wisconsin Department of Administration reallocated \$20,101,300 in State Shared Revenue to the State's Child Welfare Program. These funds are to be used to defray State administrative costs for the program. Previously, this allocation was taken from Community Aids revenue in the Department of Human Services and DHS-Mental Health Division budgets.

Description of Previously Used Components

The following components are no longer used to calculate State Shared Revenue: Aidable Revenues, County Mandate Relief and Minimum/Maximum Adjustment.

Aidable Revenues Component

Aidable revenues is the dominant component of the shared revenue program. The aidable revenues formula is based on the principle of tax base equalization and allocates State aid to counties and municipalities to offset variances in taxable property

wealth. Entitlements are calculated using two factors: 1) per capita property wealth; and 2) net local revenue effort. The lower a local government's per capita property wealth and the higher its net revenue effort, the greater is the local government's aidable revenues entitlement. Per capita property wealth equals the local government's adjusted property value divided by its population. A local government's adjusted property value is comprised of the equalized value of all taxable property plus the value of tax-exempt computers. Also, the value of manufacturing real estate is excluded for municipalities, but not for counties. This component is longer used to calculate the State Share Revenue allocation.

County Mandate Relief Component

County Mandate Relief revenues are allocated to individual counties on a per capita basis. The per capita distribution has been increased by one percent starting in 2002, which has resulted in a per capita rate of \$3.88 for 2003.

Minimum Guarantee/Maximum Growth Component

Minimum Guarantee/Maximum Growth Components serve to prevent large decreases or increases in payments from occurring in a short period of time. The minimum guarantee ensures that a local government receives a shared revenue payment that is equal to at least 95 percent of the prior year's payment. The maximum growth limit is set at a level that generates the exact amount needed for minimum guarantee payments. Prior to 2002, there were growth limits set for municipalities and counties. As a part of the 2002-2003 State of Wisconsin Biennial Budget, the growth limit was removed for municipalities. The growth limit for counties is 2.7 percent.

ADOPTED 2005 BUDGET

DEPT: STATE EXEMPT COMPUTER AID

UNIT NO. 1900-2202

FUND: General - 0001

OPERATING AUTHORITY & PURPOSE

Pursuant to 1997 Wisconsin Act 237 (The Act), business computers are exempt from being subject to property taxes, beginning with the 1999 property

tax levy collected in 2000. The Act also provided for a State aid payment to offset the loss of taxable property from the exemption.

BUDGET SUMMARY			
	2003 <u>Actual</u>	2004 <u>Budget</u>	2005 <u>Budget</u>
State Exempt Computer Aid	\$ 3,342,175	\$ 3,266,700	\$ 3,033,203

Based on the current formula provided by the Wisconsin Department of Revenue, Milwaukee County will receive \$3,033,203 in revenue in 2005 to compensate for the exemption of business computers from the property tax rolls. The annual payment is based on the equalized value of the exempt computers, the Milwaukee County equalized

value (excluding tax incremental districts) and the property tax levy. Presented in the table below are the equalized values for tax-exempt computers and a comparison of budgeted and actual revenues, beginning with the first budget year of the program.

<u>Budget Year</u>	<u>Equalized Value For Exempted Computers</u>	<u>Budget</u>	<u>Actual</u>	<u>Surplus/(Deficit)</u>
2000	\$647,748,000	\$3,558,715	\$3,558,715	\$ 0
2001	\$707,457,900	\$3,902,952	\$3,916,789	\$13,837
2002	\$732,885,100	\$3,928,507	\$3,942,995	\$14,488
2003	\$657,056,200	\$3,329,435	\$3,342,175	\$12,740
2004	\$686,396,400	\$3,266,700	\$3,279,053	\$12,353

ADOPTED 2005 BUDGET

DEPT: COUNTY SALES TAX REVENUE

UNIT NO. 1900-2903

FUND: General - 0001

OPERATING AUTHORITY & PURPOSE

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

State's 5.0 percent sales tax. Section 22.04 of the Milwaukee County Ordinances addresses uses of sales tax revenue.

BUDGET SUMMARY						
	<u>2002 Actual</u>	<u>2003 Actual</u>	<u>2003 Budget</u>	<u>2004 Budget</u>	<u>2005 Budget</u>	<u>2004/2005 Change</u>
County Sales Tax Collections	\$ 55,699,737	\$ 57,115,433	\$ 53,949,530	\$ 59,312,254	\$ 62,430,840	\$ 3,118,586

Beginning with the 2000 Adopted Budget, the table above was added to present sales tax revenues net of the administrative charge, but including sales tax revenues allocated to the capital improvements budget (capital) or not allocated for a specific purpose. (In 2002, \$3,000,000 in sales tax revenue was used for general fund purposes.) Therefore, the sales tax amount budgeted in this non-departmental did not match the amount in the budgeting system because sales tax revenue allocated to capital is presented in the various capital projects. The sales tax revenue in the table above has been modified to reflect sales tax revenues net of the administrative charges and the allocation to the capital.

STATISTICAL SUPPORTING DATA	<u>2003 Actual</u>	<u>2004 Budget</u>	<u>2005 Budget</u>
Estimated County Sales Tax Collections, Excluding Retailer's Discount	\$ 60,852,420	\$ 62,715,500	\$ 64,583,092
State Administrative Fee	<u>(1,064,917)</u>	<u>(1,097,500)</u>	<u>(1,130,182)</u>
Milwaukee County Sales Tax Collections	\$ 59,787,503	\$ 61,618,000	\$ 63,452,910
County Sales Tax Allocated to Capital Improvements	(2,672,072)	(2,305,746)	(1,022,070)
Contribution to General Fund	\$ <u>(3,983,800)</u>	\$ <u>(25,440,770)</u>	\$ <u>(26,200,387)</u>
Net County Sales Tax Revenue Available for Debt Service Expenses	\$ 53,131,631	\$ 33,871,484	\$ 36,230,453

On April 1, 1991, Milwaukee County retailers began collecting a 0.5 percent county sales and use tax. Generally, items, which are currently subject to the State's 5.0 percent sales tax, are subject to the county sales and use tax in counties that have enacted the tax. Milwaukee County is currently one of 55 counties in the State of Wisconsin that relies on the sales tax to fund services formerly financed by local property taxes. The county sales and use tax is administered and collected by the Wisconsin Department of Revenue. The 2005 budgeted amount reflects the 1.75 percent state administrative fee.

to pay tax-supported debt service costs. Surplus revenues not needed for debt service payments were required to be used to directly finance capital improvements.

On June 18, 2003, the County Board of Supervisors approved Resolution File No. 03-263(a)(a), which modified Section 22.04 of the General Ordinances so that surplus sales and use tax revenues can be used to pre-fund employee benefit costs or fund anticipated or extraordinary annual increases in such costs or supplement the Appropriation for Contingencies. Sales tax revenues are allowed to be used for the above general fund purposes through calendar year 2007.

Section 22.04, Milwaukee County Ordinances, previously required that sales tax revenue be used

ADOPTED 2005 BUDGET

DEPT: COUNTY SALES TAX REVENUE

UNIT NO. 1900-2903

FUND: General - 0001

The 2005 Budget projects growth of approximately 2.97 percent in budgeted sales tax receipts, which represents an increase of approximately 6.13 percent over the 2003 balance of \$59,787,503. Projected revenues for 2005 total \$63,452,910.

For the 2005 Budget, projected sales tax collections exceed debt service costs by \$26,200,387. Therefore, \$36,230,453 in net sales tax revenues is earmarked for debt service costs and \$1,022,070 is dedicated to direct financing of 2005 capital improvements.

Based on the assumptions above, there would be an estimated uncommitted balance of \$26,200,387 budgeted for general county purposes.

Pursuant to Resolution File No. 03-263(a)(a), which modified County Ordinances so that surplus sales and use tax revenues can be used to pre-fund employee benefit costs or fund anticipated or extraordinary annual increases in such costs, these excess sales tax revenues are available to partially offset the following increased employee benefit costs:

	2004 Budget	2005 Budget	Increase (Decrease)
Sick Leave	\$ 7,388,000	\$ 1,836,000	\$ (5,552,000)
Pension Contribution	\$ 35,858,000	\$ 35,735,000	\$ (123,000)
Employee/Retire Medical Costs	\$ 101,269,028	\$ 112,081,227	\$ 10,812,199

Increased sales tax revenues have not been directly allocated within the above budgets but are presented here to show conformance with the sales tax ordinance change.

ADOPTED 2005 BUDGET

DEPT: POWER PLANT REVENUE

UNIT NO. 1900-4904

FUND: General - 0001

OPERATING AUTHORITY & PURPOSE

Pursuant to the provisions of Section 59.51(2) of the Wisconsin Statutes, the County Board may represent the County and have the management of

the business and concerns of the County in all cases where no other provision is made.

BUDGET SUMMARY			
	<u>2003 Actual</u>	<u>2004 Budget</u>	<u>2005 Budget</u>
Power Plant Revenue	\$ 2,790,213	\$ 2,745,769	\$ 2,701,324

In 1995, the County negotiated the sale of its co-generation power plant, located at the Milwaukee Regional Medical Center, to the Wisconsin Electric Power Company. Phase I of the sale related to power plant electrical generation and distribution and was finalized on December 29, 1995. Phase II of the sale, related to all remaining portions of the power plant, including steam and chilled water generation, occurred on December 2, 1996. Sales revenues totaling \$58 million are anticipated to be realized over several years. Phase I sales revenues totaled \$7 million. Phase II revenues include \$20 million at closing plus an added \$31 million over 16 years. Revenue anticipated for 2005 totals \$2,701,324.

In accordance with the conditions of the sale of the power plant, the County will receive proceeds until 2011. The table below lists the annual payments.

<u>Year</u>	<u>Amount</u>
2005	\$2,701,324
2006	\$2,656,880
2007	\$356,880
2008	\$356,880
2009	\$356,880
2010	\$356,880
2011	\$356,880

ADOPTED 2005 BUDGET

DEPT: SURPLUS (OR DEFICIT) FROM PRIOR YEAR

UNIT NO. 1900-4970

FUND: General - 0001

OPERATING AUTHORITY & PURPOSE

Pursuant to Section 59.60(3m) of the Wisconsin Statutes, every accounting and budgeting procedure applied under this section shall comply with

generally accepted accounting principles for government, as promulgated by the Governmental Accounting Standards Board.

BUDGET SUMMARY				
	<u>2003</u> <u>Budget</u>	<u>2004</u> <u>Budget</u>	<u>2005</u> <u>Budget</u>	<u>2004/2005</u> <u>Change</u>
Surplus (Deficit) From Two Years Prior to Year Budgeted	\$ 708,645	\$ 4,009,963	\$ (3,553,990)	\$ (7,563,953)

2003 Expenditures and Encumbrances

Expenditure Appropriation	\$ 1,310,639,797
Less: Actual Expenditures and Encumbrances	(70,571,143)
Appropriation Carryover to 2004	<u>(1,214,121,764)</u>
Available Appropriation, December 31, 2003	\$ 25,946,890

2003 Revenues

Revenue Appropriation	\$ (1,267,072,560)
Less: Actual Revenues	88,083,407
Appropriation Carryover to 2004	<u>1,154,722,114</u>
Appropriation Shortfall, December 31, 2003	\$ (24,267,039)

Adjustments to Surplus

Eliminate Expendable Trusts	\$ (1,632,777)
Transfer to Debt Service Reserve	(3,665,022)
Other Reserve Adjustments	<u>63,958</u>
NET ADJUSTMENTS	\$ (5,233,841)

2003 DEFICIT FOR 2005 BUDGET \$ (3,553,990)

ADOPTED 2005 BUDGET

DEPT: OTHER MISCELLANEOUS REVENUE

UNIT NO. 1900-4999

FUND: General - 0001

OPERATING AUTHORITY & PURPOSE

Pursuant to Section 59.60 of the Wisconsin Statutes regarding submission of annual budget estimates,

an estimate of revenue from all other sources is included in the budget.

BUDGET SUMMARY			
	<u>2003 Actual</u>	<u>2004 Budget</u>	<u>2005 Budget</u>
Other Miscellaneous Revenue	\$ 957,278	\$ 40,000	\$ 40,000

Miscellaneous revenue for the last five years is summarized in the following table.

<u>Year</u>	<u>Revenue</u>
1997	\$570,181
1998	751,969
1999	61,079
2000	18,546
2001	1,753,959
2002	1,012,098
2003	957,278

Typically, the Miscellaneous Revenue account is used to record extraordinary County revenues which are not attributable to County departmental operations or major non-departmental revenue accounts. For 2004, this account included revenues from the cancellation of uncashed County checks.

The 2003 Budget of \$671,686 included revenues from the cancellation of uncashed County checks (\$300,000), a tax incremental financing district (TID) closure from the City of Milwaukee (\$246,686) and lease revenue to the County (Lessor) to be paid by the Milwaukee Yacht Club (Lessee) for major maintenance and improvements to the McKinley Marina (\$125,000).

For 2005, no TID revenue is expected from the City of Milwaukee. Suburban TID revenue will not be determined until after adoption of the County's 2005 Budget. Revenue from the cancellation of uncashed checks is currently estimated at \$40,000.

ADOPTED 2005 BUDGET

DEPT: UNCLAIMED MONEY

UNIT NO. 1901-4980
FUND: General - 0001

OPERATING AUTHORITY & PURPOSE

Pursuant to Section 59.66 of the Wisconsin Statutes, the County Treasurer is to publish a notice of the fact that the Treasurer's Office possesses unclaimed money. If no legal claim is made within the time

specified in such notice, all funds and interest earned are to be turned over to the General Fund of the County treasury.

BUDGET SUMMARY			
	<u>2003 Actual</u>	<u>2004 Budget</u>	<u>2005 Budget</u>
Unclaimed Money	\$ 0	\$ 490,000	\$ 1,008,332

Under 59.66(2) unclaimed funds become revenue only after following statutory requirements.

In 2003, the Department of Child Support was required to recognize unclaimed payment revenue of \$1,008,332. However, the formal process dictated by State Statute for recognition of unclaimed payments was not completed on a timely basis in 2003, therefore the County had to write-off this revenue in 2003 in a non-departmental account.

The funds will be turned over to the Treasurer in 2004, along with a list of unclaimed payments. The County will be able to recognize the revenue in 2005, when the next unclaimed payments report is due to be published. This is a timing difference that caused the County to reverse its revenue recognition in 2003 and recognize the revenue in 2005.

ADOPTED 2005 BUDGET

DEPT: DEBT ISSUE EXPENSE

UNIT NO. 1900-8026

FUND: General - 0001

OPERATING AUTHORITY & PURPOSE

Appropriations are for expenses incurred for issuing bonds by Milwaukee County. The bonds are issued as provided under 67.04 Of the Wisconsin Statutes

which authorizes issuing bonds for specific purposes, subject to stated limitations.

BUDGET SUMMARY			
	<u>2003 Actual</u>	<u>2004 Budget</u>	<u>2005 Budget</u>
Debt Issue Expense	\$ 0	\$ 0	\$ 11,500

<u>STATISTICAL SUPPORTING DATA</u>	<u>2003 Actual</u>	<u>2004 Budget</u>	<u>2005 Budget</u>
Total Debt Issue Expense	\$ 0	\$ 0	\$ 61,500
Airport Issue Expense*	<u>0</u>	<u>0</u>	<u>50,000</u>
Net Debt Issue	\$ 0	\$ 0	\$ 11,500

* According to the Airport Master Lease Agreement, the Airport is required to pay all direct costs associated with the issuance of airport debt. Airport debt issuance costs, totaling \$50,000, have been included in the Airport's 2005 operating budget.

This non-departmental budget is re-established to pay bond counsel, financial advisor fees and other costs associated with issuing debt, including credit rating agency fees, financial auditor fees, printing and distribution costs for the official statement, and fiscal agent and trustee fees. Currently, a significant portion of debt issue expenses are paid from the proceeds of each financing. Under current Federal law, up to two percent of each financing may be

used to cover expenses related to the issue. Expenses not eligible to be paid from financing proceeds are reflected in this budgetary appropriation. Expenditure authority for expenses paid from bond proceeds will be added through a Department of Administrative Services-only transfer once actual financing amounts are determined.

ADOPTED 2005 BUDGET

DEPT: ETHICS BOARD

UNIT NO. 1905
FUND: General - 0001

OPERATING AUTHORITY & PURPOSE

On February 11, 1975, the County Board of Supervisors created Chapter 9 of the Milwaukee County Ordinances. This chapter establishes a Code of Ethics (Section 9.05) and an Ethics Board (Section 9.07) which shall adopt guidelines and procedures necessary to carry out the provisions of the ordinance. The Board consists of six residents of Milwaukee County appointed by the County

Executive and confirmed by the County Board. The County Executive appoints, subject to confirmation by the County Board, an Executive Director who shall perform such duties as the Board assigns to him/her. The County Board shall provide such additional personnel as may be required in the administration of this chapter.

BUDGET SUMMARY			
	<u>2003 Actual</u>	<u>2004 Budget</u>	<u>2005 Budget</u>
Ethics Board	\$ 38,723	\$ 45,173	\$ 57,817

MISSION

The Milwaukee County Ethics Board assures compliance with the requirements of the Ethics Code pursuant to Chapter 9, Milwaukee County Ordinances, and reviews, investigates and hears, as needed, all verbal and written complaints of ethics code violations.

BUDGET HIGHLIGHTS

- The \$57,817 appropriation represents an increase of \$12,644 over 2004. This increase is primarily attributed to \$5,000 for legal fees in the event that the Ethics Board would need to seek outside legal services for any potential ethics violations. The remaining \$7,644 of the increase is for two mailings to County employees. The purpose of the mailings is to inform County employees of the Ethics Code.
- Approximately \$42,000 of the \$57,817 budget represents 25% of the salary, social security and fringe benefit costs of the Executive Secretary of the Personnel Review Board, who also functions as Executive Director of the Ethics Board, and the Administrative Assistant.

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

ADOPTED 2005 BUDGET

DEPT: MILWAUKEE COUNTY HISTORICAL SOCIETY

UNIT NO. 1908
FUND: General - 0001

OPERATING AUTHORITY & PURPOSE

Pursuant to Section 59.56(5) of the Wisconsin Statutes, the County Board may appropriate money to any historical society located in the County and incorporated under Section 44.03 for the purpose of collecting and preserving the records and salient historical features of the County. This unit maintains the historical exhibits of the Milwaukee County Historical Society and assists with other phases of the program. Funds provided to subsidize the

operation of the Society are used to employ a director and associate staff. The Society acts as custodian for non-current County records. The County appropriates funds for use by the Society pursuant to an agreement approved by the County Board of Supervisors on December 14, 1965 and renewed on May 16, 1988.

BUDGET SUMMARY			
	<u>2003 Actual</u>	<u>2004 Budget</u>	<u>2005 Budget</u>
Property Tax Levy Contribution to Milwaukee County Historical Society	\$ 276,733	\$ 242,550	\$ 242,550

OVERVIEW OF OPERATION

The Historical Society's total operating budget for 2005 amounts to \$688,733, with \$446,183 to come from private, non-County funds. Sources include membership fees (individual and corporate), bequests, gifts, grants, income from invested funds, and sales and receipts from public programs.

Following are examples of some of the Historical Society's program activities.

1. Outcomes: The Historical Society experienced substantial increases in several areas of operation. Most notably, visits to the Historical Society's website increased by 440%, rising from 15,403 in 2002 to 67,795 in 2003 as a result of the addition of a Milwaukee history timeline to the site. Overall participation in all public programming offered by the Historical Society also increased from 26,467 in 2002 to 31,425 in 2003 – a rise of 18%. This included a small increase in attendance at the Historical Center and an impressive 48% increase in general visitation to the Society's historic homes. Conversely, while tour group attendance at the historic homes declined, group tours of the Historical Center increased by 208% from 1,748 to 3,623. Small declines in attendance at special events and off-site programs were more than offset by 1,120 new visitors attending rental

events and nearly 1,000 additional guests visiting the Society during Wednesday evening River Rhythm concerts throughout the summer. Only inquiries to the Research Library declined substantially, falling from 5,057 to 4,510. This decrease in library inquiries was, however, more than offset by an increase in use of the Historical Society's website described above.

2. Diversity: The Historical Society was especially successful in bringing exhibitions and programs highlighting cultural diversity to Milwaukee County during 2003. In February, the Society was one of only 50 institutions nationwide selected to premiere the HBO Documentary *Unchained Memories: Readings from the Slave Narratives*, produced in cooperation with the Library of Congress. In March, the Society opened the nationally touring version of the exhibition *Freedom: A History of US*, sponsored by GE Medical and in September, the Historical Society hosted the exhibition *Every Picture Tells A Story: The Photographs of Ernest Withers*. Organized and sponsored by Northern Trust Bank, the exhibition featured the images of the Memphis-based photographer who documented the music of Beale Street, the Negro Baseball League and the Civil Rights Movement.
3. Collections: The Historical Society acquired several significant new collections during 2003.

ADOPTED 2005 BUDGET

DEPT: MILWAUKEE COUNTY HISTORICAL SOCIETY

UNIT NO. 1908
FUND: General - 0001

These included the papers of the Boys and Girls Clubs of Milwaukee, a wide range of documents, images and artifacts from Allen-Bradley / Rockwell Automation, archival materials from Bank One; and the collection of 75,000 historic photographs of Milwaukee County assembled by John Angelos and Marilyn Johnson. A major grant of \$45,000 from the Lynde and Harry Bradley Foundation enabled the Society to purchase the Angelos / Johnson Collection.

4. Publications. During 2003, the Historical Society published its fifth new book. In February, the Society released Mary Kellogg Rice's *Useful Work for Unskilled Women: A Unique Milwaukee WPA Project* which documented the highly successful Depression-era program to employ women who had never been part of the workforce. One of the earliest programs to be fully integrated, the Milwaukee WPA Project became a national model and drew a visit from First Lady Eleanor Roosevelt. *Useful Work* was recently awarded the Wisconsin Historical Society's Award of Merit.
 5. Changing Exhibitions: During 2003, several changing exhibitions were presented at the Historical Center recognizing Milwaukee County corporations and institutions that celebrated significant anniversaries. These included *Workshores of Commerce: Harley Davidson Delivery Vehicles; The Milwaukee Mile: A Centennial Celebration; A New School in a New Century; Milwaukee School of Engineering; Making A Difference: The Boys and Girls Clubs of Greater Milwaukee, 1887 – 2003; and the Milwaukee Turners: 150 Years of Service.* In addition, the Society mounted an exhibition on the WPA Handicraft Project at the time Mary Kellogg Rice's book *Useful Work for the Unskilled Women* was released. Another exhibition, *Quilts and Community*, showcased bed covers from the permanent collection in conjunction with the *Quilts of Gee's Bend* exhibit presented by the Milwaukee Art Museum.
 6. Public Programming: The Society and its Friends organization continue to sponsor public programs on a variety of topics. During 2003, the Society hosted its 50th Anniversary Recognition Banquet at the Wisconsin Club, drawing record attendance of 340 people and presenting awards to a record 17 individuals and organizations.
- The Friends of the Milwaukee County Historical Society continued their expanded programming schedule during 2003, presenting a special event almost every month. Among these were tours of the Public Service Building, the Schlitz Audubon Nature Center, and the Wisconsin Lake Schooner, as well as the Third Annual Historic House Tour. For the second consecutive year, the Friends made a donation of \$10,000 to the Society based upon the proceeds of their programs.
7. County Landmarks: Since 1976, the Historical Society has operated, under County ordinance, a landmark recognition program for areas of Milwaukee County outside the City of Milwaukee. Nearly 90 sites have been designated as landmarks throughout the history of the program. During 2003, the Landmark Committee added three properties to its list of County Landmarks including the Oak Creek Dam in South Milwaukee, the Thomas Benjamin Hart House in Wauwatosa and the Highway 100 Bypass surrounding Milwaukee County.
 8. Museum Houses: During 2003, all three of the period homes operated by the Historical Society were open to the public. The Historical Society completed restoration of the deteriorating foundation and sagging north wall of the Lowell Damon House in Wauwatosa during 2003 with financial support approaching \$30,000 from the Bruhnke Fund of the Greater Milwaukee Foundation. In addition, Janean Mollet, a graduate student from the University of Wisconsin-Milwaukee utilized archeological materials from the excavations at the Jeremiah Curtin House in Greendale as the basis for her Master's thesis on 19th century children's toys. New shutters were also fabricated by volunteers to replace those at the Kilbourntown House in Estabrook Park.

ADOPTED 2005 BUDGET

DEPT: MILWAUKEE COUNTY HISTORICAL SOCIETY

UNIT NO. 1908
FUND: General - 0001

MISSION

The Milwaukee County Historical Society was founded in 1935 to collect, preserve and make available materials relating to the history of Milwaukee County. Through a broad program, the Society seeks to promote a greater appreciation of the community's rich heritage and a better understanding of present-day challenges and advantages. The Society's library and museum collections, exhibitions and activities serve a variety of constituencies including scholars, students, genealogists, local businesses and organizations and Milwaukee County residents and visitors.

BUDGET HIGHLIGHTS

- The Department of Administrative Services (DAS)-Fiscal Affairs will evaluate professional service contracts (e.g., janitorial services, printing, etc.) and facilitate collaboration between the Historical Society and other County supported entities to negotiate shared contracts. DAS-Fiscal Affairs will require the agency to monitor and report any savings. Anticipated savings will be realized in future budgets.

The County Historical Society spends the County's contribution as follows:

	2003 Actual	2004 Budget	2005 Budget
<u>Expenditures</u>			
Personal Services	\$ 206,933	\$ 179,260	\$ 183,250
Space and Utilities	67,265	67,265	59,300
Office and Administrative Supplies	2,535	2,535	2,535
Undistributed Reduction	0	(6,510)	0
Total Expenditures	\$ 276,733	\$ 242,550	\$ 245,085

ACTIVITY AND STATISTICAL SUMMARY

	2002 Actual	2003 Actual	2004 Budget	2005 Budget
Meetings/Public Programs	10	10	25	15
Organizational Members	1,208	1,157	1,400	1,500
Research Requests:	5,057	4,510	6,250	5,500
Library - In Person	1,950	1,452	2,500	2,500
Telephone	1,893	1,743	2,250	2,000
Mail/E-mail	1,214	1,316	1,500	1,750
Public Attendance	26,467	31,425	40,000	40,000
Guided Tours:				
Historical Center	87	96	120	120
Period Homes	26	22	50	60
Accessions:				
Library	110	93	135	125
Museum	44	33	100	50
Pages of Publication	324	224	192	150
Staff Program Presentations	31	34	35	40
Slide Shows/Media Appearances	8	14	20	15
Website Visits	15,403	67,795	60,000	100,000

ADOPTED 2005 BUDGET

DEPT: GREATER MILWAUKEE CONVENTION & VISITORS BUREAU

UNIT NO. 1912
FUND: General - 0001

OPERATING AUTHORITY & PURPOSE

Pursuant to the provisions of Section 59.56(10) of the Wisconsin Statutes, the County Board may appropriate funds to advertise the advantages, attractions and resources of the County and to

conserve, develop and improve the same. Any county may cooperate with any private agency or group in this work.

BUDGET SUMMARY			
	<u>2003 Actual</u>	<u>2004 Budget</u>	<u>2005 Budget</u>
Property Tax Levy Contribution to Greater Milwaukee Convention & Visitors Bureau	\$ 22,500	\$ 16,875	\$ 25,000

This appropriation represents Milwaukee County's support of the Greater Milwaukee Convention and Visitors Bureau, Inc. (GMCVB). The major function of the Bureau is the promotion of the County as a major tourist and convention destination.

The GMCVB assists the County in marketing its facilities and attractions. All County tourism-related institutions are represented by the GMCVB. Individual fees customarily charged to similar institutions are waived by the County's umbrella investment in the Bureau.

The GMCVB is a non-profit, 501(c)6 equal opportunity organization. It is governed by a 40 member board of directors on which Milwaukee County maintains two seats plus one on the Executive Committee.

Total Economic Impact of Tourism on Milwaukee County: *

- Total travel expenditures - \$1.6 billion.
- Number of full-time jobs supported by the tourism industry - 43,661.
- Total resident income - \$968 million.
- State tax - \$184 million.
- Local tax - \$100 million.

* Information from the Davidson-Peterson Study

Greater Milwaukee Convention and Visitors Bureau services include:

- Membership of all County facilities and attractions. All receive full Bureau benefits.
- A listing of all County facilities and attractions in 350,000 Official Visitor Guides, 10,000 Destination Guides and 25,000 Multicultural Visitor Guides.
- A listing of all County sponsored events in the bi-monthly Calendar of Events - 420,000 produced and distributed annually.
- Participation in all Bureau sponsored events, i.e., membership exchanges, education seminars, National Tourism Week events and Visitor Services Award Program.
- Travel writer support and sponsored programs.
- Two full-time representatives in Washington, D.C. actively selling Milwaukee County to association executives and one representative developing and selling the multicultural market.
- The development of targeted direct mail programs to reach and sell these markets on Milwaukee County.
- Production and placement of press releases, feature articles and stories in local, regional and national media to increase exposure of, and interest in, Milwaukee County.
- Operation of a Visitor Information Center and a Call Center providing the traveling public with information on Milwaukee County.

ADOPTED 2005 BUDGET

DEPT: GREATER MILWAUKEE CONVENTION & VISITORS BUREAU

UNIT NO. 1912
FUND: General - 0001

- A web site listing general community information as well as membership information, including County history and Milwaukee County facts and attractions.

MISSION

The Greater Milwaukee Convention and Visitors Bureau will take a leadership and visionary role to market Milwaukee as a national destination by building internal organizational excellence and external strategic partners.

BUDGET HIGHLIGHTS

- Contribution to the Greater Milwaukee Convention and Visitor's Bureau increased \$8,125, from \$16,875 to \$25,000. The Department of Administrative Services-Fiscal Affairs will work with the GMCVB to ensure the funding will directly assist in marketing Milwaukee County facilities.

ADOPTED 2005 BUDGET

DEPT: CIVIL AIR PATROL

UNIT NO. 1913
FUND: General - 0001

OPERATING AUTHORITY & PURPOSE

Pursuant to the provisions of Section 59.54(18) of the Wisconsin Statutes, the County Board may appropriate funds or donate property and equipment to Civil Air Patrol units in the County for the purpose

of enabling such Civil Air Patrol units to perform their assigned missions and duties as prescribed by U.S. Air Force regulations.

BUDGET SUMMARY			
	2003 <u>Actual</u>	2004 <u>Budget</u>	2005 <u>Budget</u>
Civil Air Patrol	\$ 8,000	\$ 8,000	\$ 9,500

BUDGET HIGHLIGHTS

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

- Since 1995 areas of the exterior paint have been peeling off the hangar walls. The interior of the building has not been painted for 40 years. An appropriation of \$1,500 is approved for the 2005 Budget to cover the cost of paint and other materials to make this repair. Volunteers will supply the labor.

In addition, funds will be used to purchase energy saving light fixtures, a programmable thermostat and a new fire extinguisher.

ACTIVITY AND STATISTICAL SUMMARY				
	2002 <u>Budget</u>	2003 <u>Budget</u>	2004 <u>Budget</u>	2005 <u>Budget</u>
Number of Meetings	365	365	340	340
Number of Organization Members	790	790	675	675

Civil Air Patrol mission activities include:

1. A national program of aerospace education for adults and youths.
2. Participation in disaster emergency services and Homeland Defense exercises, nationally and locally.
3. Cooperation with, and support of, Civil Defense and American Red Cross disaster and relief programs.
4. Participation in all search and rescue missions authorized by the U.S. Air Force and Coast Guard.
5. Flying shore patrol for the boating public as authorized by the U.S. Coast Guard.
6. Assisting the U.S. Customs Service and Drug Enforcement Administration by patrolling in aircraft to detect illegal drug activity and marijuana fields and reporting such activity to the U.S. Customs Service.

ADOPTED 2005 BUDGET

DEPT: WAR MEMORIAL CENTER

UNIT NO. 1914
FUND: General - 0001

OPERATING AUTHORITY & PURPOSE

Pursuant to Section 45.058 of the Wisconsin Statutes and in accordance with agreements between Milwaukee County War Memorial Center, Inc., and the County of Milwaukee, Milwaukee County War Memorial Center, Inc., presently operates the War Memorial Center. The Milwaukee County War Memorial Center is situated at the south end of Lincoln Memorial Drive overlooking Lake Michigan and is directly adjacent to County park land. The facility is home to the Milwaukee Art Museum which boasts major cultural exhibits, including the Peg Bradley Collection. In addition,

cultural agencies and major service groups such as the Florentine Opera, Rotary Club, Kiwanis, and national and State headquarters of veterans' organizations, including the War Memorial Center itself, maintain their administrative offices in the Center. To maximize utilization of the facility, it is available for general use by the public, use by veterans' groups, art groups and civic groups. "Honoring the Dead by Serving the Living" is the motto of the Corporation.

BUDGET SUMMARY			
	2003 Actual	2004 Budget	2005 Budget
Property Tax Levy Contribution to War Memorial Center	\$ 1,575,515	\$ 1,311,636	\$ 1,311,636

MISSION

To provide to all people of the community a state of the art facility with attractive meeting space and to recognize and educate especially the young of the sacrifice and service made by the veterans of our armed services.

Administrative Services-Fiscal Affairs (DAS) will be reduced to a quarterly reporting.

BUDGET HIGHLIGHTS

- The Milwaukee County contribution to the War Memorial Center remains at the 2004 level of \$1,311,636.
- Monthly financial reporting from the War Memorial, Inc. to the Department of

- DAS-Fiscal Affairs will evaluate professional service contracts (e.g. janitorial services, printing, etc.) and facilitate collaboration between the War Memorial Center and other county supported entities to negotiate shared contracts. DAS - Fiscal Affairs will require the agency to monitor and report any savings. Anticipated savings will be realized in the future budgets.

ADOPTED 2005 BUDGET

DEPT: WAR MEMORIAL CENTER

UNIT NO. 1914
FUND: General - 0001

ACTIVITY AND STATISTICAL SUMMARY			
	2003	2004	2005
	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>
<u>Attendance</u>			
Memorial Hall	30,395	30,000	25,000
Fitch Plaza	11,662	6,000	70,000
Veterans Memorial Gallery	1,310	2,000	600
4 th Floor Meeting Rooms	10,933	5,500	5,000
Milwaukee Art Museum	425,197	N/A	N/A
Special Events			
Lakefront Festival of Arts (moved to Art Museum grounds)	0	0	0
Fireworks July 3	450,000	450,000	450,000
Circus Parade (cancelled in 2004)	150,000	150,000	0
Harley (2003 event)	103,000	0	0
TOTAL	1,182,497	643,500	550,600
<u>Number of Events</u>			
Memorial Hall	214	250	185
Fitch Plaza	60	20	20
Veterans Memorial Gallery	6	20	20
Meetings - 4 th Floor Rooms	630	400	400
Special Events	7	2	1
TOTAL	917	692	626

ADOPTED 2005 BUDGET

DEPT: WAR MEMORIAL CENTER

UNIT NO. 1914
FUND: General - 0001

The War Memorial Center budget consists of the following:

WAR MEMORIAL CENTER BUDGET SUMMARY			
	2003 <u>Actual</u>	2004 <u>Budget</u>	2005 <u>Budget</u>
<u>Expenditures</u>			
Personal Services	\$ 638,931	\$ 657,085	\$ 675,868
Professional Fees	92,738	103,067	103,284
Advertising and Promotion	31,820	26,000	32,000
Meetings, Travel and Auto Allowance	4,287	4,250	4,250
Space and Utilities	796,732	690,000	750,000
Office and Administrative Supplies	20,757	21,500	21,500
Major Maintenance & New Equipment	49,121	0	0
Restricted Building Account	25,000	0	0
Milwaukee Art Museum Funding	564,592	369,734	294,734
Unallocated Reduction	0	0	(25,000)
<i>Total War Memorial Center Expenditures</i>	<u>\$ 2,223,978</u>	<u>\$ 1,871,636</u>	<u>\$ 1,856,636</u>
<u>Revenues</u>			
Parking	\$ 280,291	\$ 250,000	\$ 230,000
Miscellaneous	64,710	44,000	48,000
China Rental/Catering Commission	31,861	25,000	26,000
Office Rental and Cellular One	93,359	105,000	105,000
Hall, Plaza and Grounds Rental	137,288	110,000	115,000
Meeting Room Rental - Fourth Floor	26,222	11,000	31,000
Liquor Commission	14,732	15,000	15,000
Milwaukee County Contribution	<u>1,575,515</u>	<u>1,311,636</u>	<u>1,286,636</u>
<i>Total War Memorial Center Revenues</i>	<u>\$ 2,223,978</u>	<u>\$ 1,871,636</u>	<u>\$ 1,856,636</u>

ADOPTED 2005 BUDGET

DEPT: VILLA TERRACE/CHARLES ALLIS ART MUSEUMS

UNIT NO. 1915
FUND: General - 0001

OPERATING AUTHORITY & PURPOSE

Pursuant to Section 45.058 of the Wisconsin Statutes and in accordance with agreements between Milwaukee County War Memorial Center, Inc., and the County of Milwaukee, Villa Terrace Decorative Arts Museum, 2220 North Terrace Avenue and Charles Allis Art Museum, 1801 North Prospect Avenue function as a combined operation under the auspices of the Milwaukee County War Memorial Corporation. The museum partnership "Honors the War Dead by Serving the Living," by offering cultural enrichment to the community. Public programming includes monthly changing art, regularly scheduled concerts, films, workshops, an annual youth concert series and special events. The facilities are available for rent by civic, cultural, veteran, educational, business and private groups. Both museums are on the National Registry of Historic Places.

The Villa Terrace Art Museum is an Italian Renaissance-style home richly decorated with

antiques and retains almost all of its original fixtures dating back to the 1920s. The permanent collection features decorative arts from the 15th to the 20th centuries, including wrought-iron artistry. The rear terrace area, which overlooks Lake Michigan, extends down a bank to the Renaissance Garden fronting on Lincoln Memorial Drive.

The Charles Allis Art Museum was the home of a wealthy Milwaukeean who collected a vast quantity of museum-quality artifacts. The building and its contents were originally donated to the City of Milwaukee in 1946 and operated under the auspices of the Milwaukee Public Library System. In 1979, this priceless community asset was transferred to the War Memorial Corporation, again to be held in the public trust. Temporary exhibitions feature primarily Wisconsin art. In 1998, the Margaret Rahill Great Hall was completed.

BUDGET SUMMARY			
	<u>2003 Actual</u>	<u>2004 Budget</u>	<u>2005 Budget</u>
Property Tax Levy Contribution to Villa Terrace/ Charles Allis Art Museums	\$ 278,208	\$ 243,656	\$ 243,656

MISSION

The mission of the Charles Allis Art Museum and Villa Terrace Decorative Arts Museum of Milwaukee County is to fully utilize both museums, gardens and their art collections for community education and cultural enrichment. As a part of the Milwaukee County War Memorial Corporation, the museums honor the war dead by serving as "living memorials."

BUDGET HIGHLIGHTS

- The Department of Administrative Services (DAS)-Fiscal Affairs Division will evaluate professional service contracts (e.g., janitorial services, printing, etc) and facilitate collaboration between the Charles Allis and Villa Terrace Museums, as well as other County supported entities to negotiate shared contracts. DAS-Fiscal Affairs will require the agencies to monitor and report any savings. Anticipated savings will be realized in future budgets.

ADOPTED 2005 BUDGET

DEPT: VILLA TERRACE/CHARLES ALLIS ART MUSEUMS

UNIT NO. 1915
FUND: General - 0001

MUSEUM BUDGET SUMMARY			
	2003 <u>Actual</u>	2004 <u>Budget</u>	2005 <u>Budget</u>
Expenditures			
Personal Services	\$ 289,966	\$ 273,966	\$ 284,573
Professional Fees CA	14,030	11,530	21,693
Professional Fees VT	19,366	16,866	29,806
Advertising and Promotion	30,746	30,746	35,000
Space and Utilities CA	57,045	57,045	47,358
Space and Utilities VT	45,463	45,463	40,583
Office and Administrative Supplies	13,281	13,281	13,281
Mileage Reimbursement	612	612	612
Major Maintenance CA	5,000	5,000	2,000
Major Maintenance VT	5,000	5,000	1,250
Unallocated Reduction	0	(6,731)	0
Total Expenditures	\$ 480,509	\$ 452,778	\$ 476,156
Revenues			
Charles Allis Friends Direct Support	\$ 6,626	\$ 3,600	\$ 5,000
Villa Friends Direct Support	10,864	15,000	10,000
Garden Support	16,831	0	17,000
Private Support CA & VT	0	0	36,000
Admissions CA	13,853	23,750	15,000
Admissions VT	21,628	25,500	25,500
General Revenue CA	26,250	47,927	28,000
General Revenue VT	95,414	81,204	90,000
Interest Trust Account	6,601	12,141	6,000
Milwaukee County Tax Levy Contribution	278,208	243,656	243,656
Total Revenues	\$ 476,275	\$ 452,778	\$ 476,156

ACTIVITY AND STATISTICAL SUMMARY				
	2003 <u>Actual</u>	2003 <u>Budget</u>	2004 <u>Budget</u>	2005 <u>Budget</u>
Attendance				
General Museum Attendance	32,993	26,145	40,260	33,000
Concerts, Student Recitals	2,875	3,070	2,400	2,400
Private Rentals	13,429	19,400	17,000	15,500
Art Group Activity	1,509	2,650	2,200	1,500
Volunteer Activity	3,920	4,175	4,200	4,000
Community Outreach	12,750	8,000	15,000	15,000
Meetings/Appointments	<u>2,481</u>	<u>4,700</u>	<u>3,000</u>	<u>2,500</u>
Total Attendance	69,957	68,140	84,060	73,900

ADOPTED 2005 BUDGET

DEPT: MARCUS CENTER FOR THE PERFORMING ARTS

UNIT NO. 1916
FUND: General - 0001

OPERATING AUTHORITY & PURPOSE

Pursuant to Section 45.058 of the Wisconsin Statutes and in accordance with agreements between Milwaukee County War Memorial Center, Inc., and the County of Milwaukee, Milwaukee County War Memorial Center, Inc., presently operates the Milwaukee County Ben and Ceil Marcus Center for the Performing Arts (MCPA), formerly known in the community as the Performing Arts Center. The center was built with private money in 1969 and deeded to Milwaukee County as a public trust for the preservation and enrichment of the performing arts, including drama, music and dance. The facility is home to the Broadway Series, Milwaukee Symphony Orchestra, Milwaukee Ballet,

Florentine Opera, Milwaukee Youth Symphony Orchestra, First Stage Milwaukee, City Ballet Theatre, Hansberry-Sands Theatre Company and other performing arts groups. The MCPA is located at 929 North Water Street. In addition to the MCPA providing a first class facility for the performing arts, the Center supports a number of free community events and activities year-round, including ethnic and cultural festivals such as Martin Luther King Day Celebration, Cantos de Los Americas, 9week Live at the Center Festival at Peck Pavilion and KidZ Stage Children's programming.

BUDGET SUMMARY			
	<u>2003 Actual</u>	<u>2004 Budget</u>	<u>2005 Budget</u>
Property Tax Levy Contribution to Marcus Center for the Performing Arts	\$ 1,600,000	\$ 880,000	\$ 1,280,000

MISSION

To serve the community, the Marcus Center for the Performing Arts offers facilities and services of the highest quality, makes available a wide range of the performing arts, and acts as an energizing force for effective collaboration and advocacy in the arts community.

from \$880,000 to \$1,280,000. This represents a \$100,000 reduction of total County contributions from 2004 of \$1,380,000 that included \$880,000 in levy funding, a \$400,000 one-year debt forgiveness, and a \$100,000 major maintenance contribution.

OPERATING HISTORY

On May 20, 1993, the County Board of Supervisors adopted a resolution [File No. 93-283(a)(a)] that approved a memorandum of understanding between the County and the Marcus Center for the Performing Arts (MCPA), which provided a fixed level of operating support of \$1.5 million for the years 1994 through 1998.

The memorandum of understanding was renewed in 1999 and provided an increase of \$100,000 for a total funding level of \$1,600,000 for the years 1999 through 2003.

- The MCPA will continue to provide quarterly reports and an annual budget request in accordance with past practice.
- The Department of Administrative Services (DAS) - Fiscal Affairs will evaluate professional service contracts (e.g. janitorial services, printing, etc.) and facilitate collaboration between the Marcus Center for the Performing Arts and other county supported entities to negotiate shared contracts. DAS - Fiscal Affairs will require the agency to monitor and report any savings. Anticipated savings will be realized in the future budgets.

BUDGET HIGHLIGHTS

- Property tax levy funding for the Marcus Center for the Performing Arts increased \$400,000,

ADOPTED 2005 BUDGET

DEPT: MARCUS CENTER FOR THE PERFORMING ARTS

UNIT NO. 1916
FUND: General - 0001

ACTIVITY AND STATISTICAL SUMMARY						
	2003 Actual		2004 Budget		2005 Budget	
	<u>Events</u>	<u>Attend</u>	<u>Events</u>	<u>Attend</u>	<u>Events</u>	<u>Attend</u>
All Events Public & Private	3,223	753,702	3,300	850,000	3,225	775,000

ADOPTED 2005 BUDGET

DEPT: MILWAUKEE COUNTY AUTOMATED LAND INFORMATION SYSTEM

UNIT NO. 1923
FUND: General - 0001

OPERATING AUTHORITY & PURPOSE

Pursuant to Sections 15.105(16), 16.971, 20.505(4)(im) and 59.72 of the Wisconsin Statutes and County Board Resolution File 90-707(a), approved on November 8, 1990, the Milwaukee County Automated Land Information System (MCAMLIS) may design, develop and implement a land information system integrating property and ownership records with U.S. Public Land Survey referenced parcel-identified boundary information; prepare boundary-referenced parcel property maps suitable for producing accurate land title or survey boundary line information; and prepare maps of documented accuracy suitable for local planning.

Pursuant to Section 59.43, funding for a land information office, modernization of land records and the State of Wisconsin Land Information Program and Board is collected via a \$7 surcharge on the County's existing four dollar Recording Fee. Four dollars of the additional \$7 surcharge are retained locally and specifically designated for expenditures associated with the creation, maintenance, and enhancement of the Milwaukee County Automated Land Information System within guidelines

established by the Wisconsin Land Information Board (WLIB). One dollar of the additional \$7 surcharge is also retained locally and specifically designated for expenditures associated with initiatives to develop and maintain a computerized indexing of the County's land information records relating to housing, including the housing element of the County's land use plan under Section 66.001(2)(b) (Smart Growth law) also within guidelines established by the WLIB. (No portions of the \$4 and \$1 surcharges are available for general County purposes.) Two dollars of the additional \$7 surcharge are forwarded to the WLIB. The County continues to retain its \$4 share of the Recording Fee.

Previous Register of Deeds Recording Fees	\$4
Fee for MCAMLIS	4
Fee for Land Records Modernization Initiatives	1
Fee for State Land Information Board	<u>2</u>
	\$11

BUDGET SUMMARY				
	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Services	\$ 866,757	\$ 911,500	\$ 953,000	\$ 41,500
County Service Charges	0	1,000	1,000	0
Abatements	(1,975)	0	0	0
Total Expenditures	\$ 864,782	\$ 912,500	\$ 954,000	\$ 41,500
Encumbrances	0	0	0	0
Total Expenditures & Encumbrances	\$ 864,782	\$ 912,500	\$ 954,000	\$ 41,500
State Grants	\$ 223,055	\$ 100,000	\$ 79,000	\$ (21,000)
Sewer District & Utility Contributions	0	0	0	0
Recording Fee Surcharge	1,474,750	812,500	875,000	62,500
Total Revenue	\$ 1,697,805	\$ 912,500	\$ 954,000	\$ 41,500
Contribution to Reserve Account	\$ 833,023	\$ 0	\$ 0	\$ 0
Property Tax Levy	\$ 0	\$ 0	\$ 0	\$ 0

ADOPTED 2005 BUDGET

DEPT: MILWAUKEE COUNTY AUTOMATED LAND INFORMATION SYSTEM

UNIT NO. 1923

FUND: General - 0001

BUDGET HIGHLIGHTS

- This appropriation provides 2005 expenditure authority of \$954,000 for the Automated Land Information System. Revenue of \$700,000 is projected to be received from the \$4 surcharge collected by the Register of Deeds earmarked for land information modernization by Section 59.72(5) of the Wisconsin Statutes. Revenue of \$175,000 is projected to be collected from the \$1 surcharge which is also collected by the Register of Deeds. An additional \$79,000 is expected to result from grants to be awarded to the County by the Wisconsin Land Information Board (WLIB). Milwaukee County is not required to provide tax levy dollars.
- Expenditure authority of \$954,000 is comprised of \$717,000 to continue the development and maintenance of the automated base map and parcel-based land information system as provided for in the plan approved by the County Board and to undertake selected plan development work; \$175,000 to develop and maintain a computerized indexing of the County's land information records related to housing in a manner consistent with the requirements of Section 66.001(2)(6) Wisconsin Statutes; \$60,000 for surveying services provided by the Southeastern Wisconsin Regional Planning Commission (SEWRPC) in performance of its duties as the Milwaukee County Surveyor under the requirements of Section 59.635, Wisconsin Statutes; \$1,000 to obtain subdivision and map survey prints from the Register of Deeds; and \$1,000 for meeting and travel expenses.
- Beginning in 2005, the Architectural and Engineering (A&E) Division of the Department of Parks and Public Infrastructure will assume the project management function for MCAMLIS from the Southeastern Wisconsin Regional Planning Commission (SEWRPC). A&E will receive \$206,589 in MCAMLIS funds for project management. This includes conceptual development of individual projects, development of project specifications, writing contracts, preparation of invoices to draw down funds as expended, payment of subcontractors, recordkeeping and general maintenance of MCAMLIS data holding. In addition, this effort will merge the County's internal GIS functions with MCAMLIS. The MCAMLIS project will be managed in accordance with Milwaukee County procurement and contracting policies and ordinances. Additionally, Corporation Counsel will review the MCAMLIS Cooperative Agreement, authorized in 1990, to assure that the authority granted to the MCAMLIS Steering Committee is consistent with Milwaukee County interests, policies and ordinances, and will recommend changes to the agreement to the Committee on Judiciary, Safety and General Services by March 1, 2005.
- \$142,000 in MCAMLIS funds have been included in the operating budget for Org 3400 – Register of Deeds to upgrade real estate records software. This software will be financed by the \$1 surcharge dedicated to land records modernization.
- In addition, \$73,695 in MCAMLIS funds have been included in Org. Unit 3400 to support 100 percent of the salary, social security and fringe benefit costs of a Geographic Information Technician.
- In September 2004, the MCAMLIS Steering Committee approved a total appropriation of \$261,787 in existing MCAMLIS funds for a regional water supply system study leading to the development of additional land and infrastructure information as well as plan recommendations. This appropriation is to be divided over three years, 2004 to 2006, in an amount of approximately \$87,262 each year. SEWRPC, working in conjunction with Milwaukee County and the other six counties within the Southeastern Wisconsin Regional Planning area, will complete the water study. In September of 2002, SEWRPC adopted the *Regional Water Supply Planning Program Prospectus*, which calls for the fiscal participation of Milwaukee County in conjunction with the other six counties.

ADOPTED 2005 BUDGET

DEPT: OFFSET TO INTERNAL SERVICE CHARGES

UNIT NO. 1930
FUND: General - 0001

OPERATING AUTHORITY & PURPOSE

Pursuant to the provisions of Sections 59.51(2) of the Wisconsin Statutes, the County Board may represent the County and have the management of

the business and concerns of the County in all cases where no other provision is made.

BUDGET SUMMARY			
	<u>2004 Budget</u>	<u>2005 Budget</u>	<u>2004/2005 Change</u>
<u>Expenditures</u>			
Offset to Service Departments Charges	\$ (34,510,720)	\$ (35,104,786)	\$ (594,066)
<u>Revenues</u>			
Offset to Service Departments Revenue	\$ (34,510,720)	\$ (35,104,786)	\$ (594,066)
Property Tax Levy	\$ 0	\$ 0	\$ 0

The purpose of this non-departmental budget is to reduce total County expenditures and revenues by the amount of charges from internal service fund departments to other County departments. Without this adjustment, total County expenditures and revenues would be overstated.

(\$35,104,786) of expenditure and revenue offsets reflects the charges from the following departments to other County departments:

BUDGET SUMMARY			
<u>Organizational Unit</u>	<u>2004 Budget</u>	<u>2005 Budget</u>	<u>2004/2005 Change</u>
Department of Administrative Services (DAS) -			
DAS-Risk Management	\$ (6,265,356)	\$ (6,076,316)	\$ 189,040
Department of Parks and Public Infrastructure (DPPI) -			
Transportation Services	(3,361,662)	(2,900,094)	461,568
Architectural, Engineering & Environmental Services	(6,995,452)	(5,140,348)	1,855,104
Fleet Management	(11,979,868)	(12,255,451)	(275,583)
Facilities Management	(5,908,382)	(8,732,577)	(2,824,195)
Subtotal	\$ (34,510,720)	\$ (35,104,786)	\$ (594,066)
Allowance for Undistributed Crosscharges	0	0	0
Total	\$ (34,510,720)	\$ (35,104,786)	\$ (594,066)

ADOPTED 2005 BUDGET

DEPT: LAND SALES

UNIT NO. 1933
FUND: General - 0001

OPERATING AUTHORITY & PURPOSE

Pursuant to the provisions of Section 59.51(2) of the Wisconsin Statutes, the County Board may represent the County and have the management of

the business and concerns of the County in all cases where no other provision is made.

BUDGET SUMMARY			
	<u>2003 Actual</u>	<u>2004 Budget</u>	<u>2005 Budget</u>
Revenues	\$ 0	\$ 5,000,000	\$ 5,000,000
Property Tax Levy	\$ 0	\$ (5,000,000)	\$ (5,000,000)

- Revenue from the sale of surplus County properties was budgeted in the Economic Development Division budget in the 2003 Adopted Budget. In 2004, this revenue was placed in a new non-departmental account, 1933 – Land Sales. Per adopted County policy, any land sale revenue received in excess of the amount budgeted in Org. No. 1933 – Land Sales shall be placed in Org. No. 1945 – Appropriation for Contingencies.
- For 2005, Land Sales are budgeted at \$5,000,000, which is equal to the 2004 amount. The potential major County-owned properties that are candidates for sale in 2005 are as follows:
 - MMSD Basin Site, representing 90 acres
 - 48 acres of developable land in the North East Quadrant, bordered by Watertown Plan Road and Highway 45
 - Miscellaneous
- The MMSD Basin site was included in the 2004 Budget; however, the sale was never executed. This sale is now anticipated to occur sometime in 2005.

ADOPTED 2005 BUDGET

DEPT: CHARGES TO OTHER COUNTY ORGANIZATION UNITS

UNIT NO. 1935
FUND: General - 0001

OPERATING AUTHORITY & PURPOSE

Pursuant to the provisions of Section 59.51(2) of the Wisconsin Statutes, the County Board may represent the County and have the management of

the business and concerns of the County in all cases where no other provision is made.

BUDGET SUMMARY			
	2003 <u>Actual</u>	2004 <u>Budget</u>	2005 <u>Budget</u>
Charges to Other County Organization Units	\$ 0	\$ 0	\$ 0

This budget represents the offset to Central Service costs allocated to departments in order to show the full cost of operating a department. Beginning in 1997, the Central Service Allocation was not included as an expenditure in departments' operating budgets. The Central Service Allocation will continue to be developed by Central Accounting and sent to departments. Departments receiving grant revenues, indirect revenues (internal service fund departments) or outside (direct) revenues will include the Central Service Allocation amounts for purposes of obtaining reimbursement revenues.

The Central Service Allocation amounts for the 2005 budget are based upon the 2005 Cost Allocation Plan. The 2005 Plan uses 2003 actual costs as its base and includes a carryover provision for the difference between the 2003 Plan (which was based on 2001 actual costs) and 2003 actual costs. Reflecting the 2003 carryover in the 2005 budget increases charges to those departments that were undercharged in 2003 and reduces charges to those departments that were overcharged in 2003.

The Central Service Allocation for 2005 reflects the prorated cost for the following services:

Organizational Name	Org. Number	2004 Budget	2005 Budget	2004/2005 Change
Carryover		\$ (2,353,745)	\$ (548,495)	\$ 1,805,250
County Treasurer	3090	752,287	940,722	188,435
County-Wide Audit		260,105	271,705	11,600
DAS-Accounting	1158	448,207	348,800	(99,407)
DAS-Accounts Payable	1159	827,151	817,983	(9,168)
DAS-Budget	1157	951,195	1,102,551	151,356
Personnel	1110/1120/1140/1135	3,576,524	3,947,783	371,259
DAS-Payroll	1187	287,220	297,600	10,380
DAS-Procurement	1152	988,307	860,563	(127,744)
Department of Audit	1001	2,018,508	1,909,156	(109,352)
TOTAL		\$ 7,755,759	\$ 9,948,368	\$ 2,192,609

ADOPTED 2005 BUDGET

DEPT: CHARGES TO OTHER COUNTY ORGANIZATION UNITS

UNIT NO. 1935

FUND: General - 0001

	2004	2005	2004/2005
	<u>Budget</u>	<u>Budget</u>	<u>Change</u>
1000 County Board	\$ 15,701	\$ 53,602	\$ 37,901
1011 County Executive - General Office	318	29,782	29,464
1021 County Executive - Veterans Service	4,990	5,107	117
1040 Office of Community Business Development Partners	10,706	12,733	2,027
1130 Corporation Counsel	25,576	28,001	2,425
1018 DAS - Office for Persons w/Disabilities	16,988	17,873	885
1150 DAS - Risk Management	58,365	82,264	23,899
1151 DAS - Administration and Fiscal Affairs Division	9,522	12,537	3,015
1160 DAS - Information Management Services Division	231,755	222,554	(9,201)
1190 DAS - Economic and Community Development	225,142	399,676	174,534
2000 Combined Court Related Operations	778,473	814,583	36,110
2430 Department of Child Support	143,530	170,313	26,783
3010 Election Commission	17,780	14,716	(3,064)
3270 County Clerk	18,772	14,930	(3,842)
3400 Register of Deeds	61,228	72,082	10,854
4000 Sheriff	661,641	984,555	322,914
4300 House of Correction	306,030	376,850	70,820
4500 District Attorney	122,205	175,924	53,719
4900 Medical Examiner	53,136	69,063	15,927
5040 DPPI-Airport Division	411,152	485,012	73,860
5070 DPPI-Transportation Services	130,696	68,688	(62,008)
5080 DPPI-Arch., Eng. & Environ Services Division	14,583	80,575	65,992
5100 DPPI-Highway Maintenance Division	87,810	169,711	81,901
5300 DPPI-Fleet Management Division	100,716	120,086	19,370
5600 Milwaukee County Transit/Paratransit System	294,305	166,773	(127,532)
5700 DPPI-Facilities Management Division	378,166	329,543	(48,623)
5800 DPPI-Director's Office	42,143	37,308	(4,835)
9000 DPPI-Parks Division	817,224	898,555	81,331
6300 DHHS - Behavioral Health Division	984,820	1,220,040	235,220
7200 DHHS - County Health Programs Division	181,960	332,366	150,406
7900 Department on Aging	317,698	425,523	107,825
8000 Department of Health and Human Services	698,738	1,452,837	754,099
9500 Zoo	527,014	604,206	77,192
9910 UW Extension	6,876	0	(6,876)
Total Charges to Other Organizational Units	\$ 7,755,759	\$ 9,948,368	\$ 2,192,609

ADOPTED 2005 BUDGET

DEPT: COUNTY-WIDE TRAVEL REDUCTION

UNIT NO. 1936
FUND: General - 0001

OPERATING AUTHORITY & PURPOSE

Pursuant to the provisions of Section 59.51(2) of the Wisconsin Statutes, the County Board may represent the County and have the management of

the business and concerns of the County in all cases where no other provision is made.

BUDGET SUMMARY			
	<u>2003 Actual</u>	<u>2004 Budget</u>	<u>2005 Budget</u>
County-wide Travel Reduction	\$ 0	\$ (100,000)	\$ 0

This non-departmental budget is discontinued in 2005.

ADOPTED 2005 BUDGET

DEPT: POTAWATOMI REVENUE

UNIT NO. 1937
FUND: General - 0001

OPERATING AUTHORITY & PURPOSE

Pursuant to the provisions of Sections 59.51(2) of the Wisconsin Statutes, the County Board may represent the County and have the management of

the business and concerns of the County in all cases where no other provision is made.

BUDGET SUMMARY			
	2003 Actual	2004 Budget	2005 Budget
<u>Expenditures</u>			
Operating Budget Expenditures	\$ 1,388,523	\$ 1,388,523	\$ 1,388,523
Capital Budget Expenditures	0	0	0
Total Potawatomi Expenditures	\$ 1,388,523	\$ 1,388,523	\$ 1,388,523
<u>Revenues</u>			
Operating Budget Revenues	\$ 3,659,544	\$ 4,000,000	\$ 4,000,000
Capital Budget Revenues	0	0	0
Total Potawatomi Revenues	\$ 3,659,544	\$ 4,000,000	\$ 4,000,000
Property Tax Levy	\$ (2,271,021)	\$ (2,611,477)	\$ (2,611,477)

On February 18, 1999, the County Board adopted a resolution (File No. 99-119) authorizing the execution of an Intergovernmental Cooperation Agreement between the Forest County Potawatomi Community and the City and County of Milwaukee. The Agreement specifies that Milwaukee County will receive an annual payment of 1.5% of the Annual Class III Net Win at the Potawatomi Bingo Casino or \$3.24 million, whichever is greater. This annual payment is based on the Net Win at the Potawatomi Bingo Casino for each 12-month period, beginning July 1, 1999. Payment is made to the County on August 15 of each year for the immediately preceding 12-month period, beginning August 15, 2000.

The purpose of this non-departmental budget is to reflect the receipt of Potawatomi Revenue to the County.

For 2005, Potawatomi Revenue is budgeted at the same level as in 2004, \$4,000,000, which is based

on the monthly Class III Net Win at the Potawatomi Bingo Casino.

In past budgets, Potawatomi Revenue was allocated to specific operating budget programs and capital budget projects. For 2001, operating budget allocations were included in Org. 1937 and administratively transferred to the affected departments during the year. For 2002, these allocations were budgeted directly in departments and shown in Org. 1937 for presentation purposes. From 2003 to 2005, a portion of the appropriation was allocated to operating budget programs and the remainder budgeted in Org. 1937. The allocation of Potawatomi Revenue to programs and projects was intended to address the provision in Resolution File No. 99-119, that "it shall be the policy of Milwaukee County to use the payments received from the Potawatomi tribe for quality of life enhancements and activities that promote economic growth and job opportunities for the benefit of all Milwaukee County residents."

ADOPTED 2005 BUDGET

DEPT: POTAWATOMI REVENUE

UNIT NO. 1937
FUND: General - 0001

Potawatomi Revenue Allocation	
<u>Program/Service</u>	<u>Amount of Offset</u>
DHHS-BHD Adult Community Services Division	\$ 337,203
DHHS-BHD AODA Voucher Treatment Program	500,000
DHHS-Disabilities Services Division	350,000
DHHS-Delinquency and Court Services Division	<u>201,320</u>
TOTAL	\$ 1,388,523

DHHS-Behavioral Health Division (Org. 6300)

\$337,203 – Community Services Section

\$337,203 is allocated to support the Community Services Section programs.

\$500,000 – Alcohol and Other Drug Abuse (AODA)

\$500,000 is allocated to support Alcohol and Other Drug Abuse (AODA) treatment through the Non-Temporary Assistance to Needy Families (TANF) AODA Voucher System.

Department of Health and Human Services (Org. 8000)

\$350,000 – Disabilities Service Division

\$350,000 is allocated to increase the level of revenue in the Division's Birth-to-Three program to avoid a reduction in Federal revenue due to non-compliance with the Maintenance of Effort expenditure requirement.

\$201,320 – Delinquency and Court Services Division

\$201,320 is allocated to support the programs of the Delinquency and Court Services Division.

ADOPTED 2005 BUDGET

DEPT: RETIREMENT SICK ALLOWANCE PAYMENTS

UNIT NO. 1939
FUND: General - 0001

OPERATING AUTHORITY & PURPOSE

Pursuant to the provisions of Section 59.51(2) of the Wisconsin Statutes, the County Board may represent the County and have the management of

the business and concerns of the County in all cases where no other provision is made.

BUDGET SUMMARY			
	2003 <u>Actual</u>	2004 <u>Budget</u>	2005 <u>Budget</u>
Retirement Sick Allowance Payments*	\$ 0	\$ 8,000,000	\$ 1,836,000
Savings	0	(612,000)	0
Property Tax Levy	\$ 0	\$ 7,388,000	\$ 1,836,000

* For 2003, the cost of sick allowance payout at retirement was absorbed in each department's budget. In 2004, the dollar amount associated with this projected liability was budgeted in a non-departmental and was distributed to the departments during the year.

County-wide Cost of Retirement Sick Allowance Payments	
2001 Actual	\$ 1,707,000
2002 Actual	7,000,000
2003 Actual	2,661,582
2004 Projected	9,200,000
2005 Projected	6,000,000

Prior to enactment of the 2001-2004 wage and benefit packages, retiring employees were paid unused sick leave either in the form of a lump sum payment, or bi-weekly until paid-out as 'retirement leave.' Due to the period of time that retirement leave was paid out over, employees still accrued pension service credit, sick, vacation and personal hours. The amount of accumulated sick leave that could be utilized under either the lump sum or retirement leave option was capped for non-represented workers at 400 hours plus 16 hours for each additional 100 hours (or increment thereof) of accrued sick leave. The cap for represented workers varied by individual collective bargaining unit and generally ranged from 240 to 400 hours plus 16 hours for each additional 100 hours. Members of the deputy sheriff union had no lump sum payout option. Instead, they were able to receive additional pension service credit for all accrued sick leave.

The 2001-2004 wage and benefit packages eliminated the retirement leave option for covered employees. Instead, all employees hired before January 1, 1994 (pre-1994 hires) were to receive a lump sum payment, without a cap on hours, reflecting all accrued sick leave. Employees who were hired on or after January 1, 1994 (post-1993

hires) were to also receive the full value of their sick leave, without a cap on hours, in the same manner as for pre-1994 hires. However, instead of receiving the value of accrued sick leave as a lump sum payment, retirees hired after 1993 could utilize the value of the accrued hours only as a credit to purchase County health insurance after retirement. These changes did not impact the Deputy Sheriff union, who continue to earn pension credit for accrued sick leave hours.

As of March 15, 2002, the County Board of Supervisors reduced the sick leave payout for non-represented employees to the formula in effect prior to January 1, 2001. As a result, the sick leave payout hours were capped at 400 hours plus 16 hours for each additional 100 hours or part thereof. The option converting sick leave to retirement leave was not reinstated. Represented employees (with the exception of the deputies) continue to have 100% of their sick leave balance paid upon retirement.

On January 23, 2003, the County Board of Supervisors adopted File No. 02-503(a)(j) which directs the County to create a centralized accumulated sick leave funding method based on a percent of payroll.

ADOPTED 2005 BUDGET

DEPT: RETIREMENT SICK ALLOWANCE PAYMENTS

UNIT NO. 1939
FUND: General - 0001

ACCOUNTING AND BUDGETING FOR SICK ALLOWANCE PAYMENT

The accounting and budgeting issues associated with sick leave payouts for retiring employees are complex and the way in which the liability is addressed depends on the fund individual County departments fall under, whether proprietary (internal service/enterprise) or general fund. Other factors include Government Accounting Standards Board (GASB) rules which determine how expenses accrued in a prior year but paid in a subsequent year are to be booked, and the booking of liabilities for "proprietary funds."

For proprietary fund departments, the County is required under GASB regulations to fund a calculated sick leave and vacation liability. The sick leave is only that sick leave that has a probability of being paid out at retirement. The County has been funding this liability on an annual basis since 1992 with annual amounts going into a reserve. The annual funding amounts are recorded in the County's operating accounts with a final entry recorded each year when the County closes its books. Sick leave payouts for retiring employees are not budgeted in advance. Milwaukee County proprietary fund departments include both Enterprise Fund departments (Airport and DHHS Behavioral Health Division) and Internal Service Fund departments (DAS-Risk Management Section and Information Management Services Division; and the Department of Parks and Public Infrastructure-Architectural, Engineering and Environmental Services Division, Fleet Management Division and Facilities Management Division).

For general fund departments, the County is not required by GASB regulations to book the full cost of vacation and sick leave to be paid as the result of retirement. Instead GASB rules only require the general fund to record a liability for the "... amount left unpaid at the end of the reporting period that normally would be liquidated with expendable available financial resources." The County records a liability for any sick leave costs to be paid as the result of retirement, which are incurred in the first sixty days of the new year. Due to the potential for higher than normal retirements in 2004, the County will be budgeting for the sick leave payout for general fund departments in this non-departmental unit.

The pre-1982 hires receive pension credit of 2.0% for each year of service plus a 25% maximum increase in the average earnings used to calculate pension payments that are fully earned in April 2004. The post-1981 hires receive pension credit of 2% per year of service, with no increase in average wages for pension payment calculation.

The 2004 Budget set aside \$7.3 million for retirement sick allowance payments. As of September 2004, DAS - Fiscal Affairs estimated that General Fund costs for this item were \$9.2 million, almost \$2 million more than budgeted. This item has proven to be difficult to forecast, and consequently, budget in future years.

BUDGET HIGHLIGHTS

The 2005 Budget includes \$1.8 million to fund the retirement sick allowance payments for small departments that do not have the ability to absorb this cost. Large departments, defined for this purpose, as departments with a total salaries and wages budget in excess of \$2 million, will be expected to absorb this cost during the course of 2005 by holding positions vacated by retirements open.

ADOPTED 2005 BUDGET

DEPT: COUNTY-WIDE PROJECTED RETIREMENT SAVINGS

UNIT NO. 1941
FUND: General - 0001

OPERATING AUTHORITY & PURPOSE

Pursuant to the provisions of Section 59.51(2) of the Wisconsin Statutes, the County Board may represent the County and have the management of

the business and concerns of the County in all cases where no other provision is made.

BUDGET SUMMARY			
	<u>2003 Actual</u>	<u>2004 Budget</u>	<u>2005 Budget</u>
County-wide Projected Retirement Savings	\$ 0	\$ (3,933,000)	\$ 0

This non-departmental budget is discontinued in 2005.

ADOPTED 2005 BUDGET

DEPT: APPROPRIATION FOR CONTINGENCIES

UNIT NO. 1945
FUND: General - 0001

OPERATING AUTHORITY & PURPOSE

Pursuant to the provisions of Section 59.60(5)(e) of the Wisconsin Statutes, the Director, Department of

Administrative Services may transmit an estimate of funds required as an appropriation for contingencies.

BUDGET SUMMARY			
	2003 <u>Budget</u>	2004 <u>Budget</u>	2005 <u>Budget</u>
Expenditures	\$ 6,417,022	\$ 4,417,022	\$ 4,417,022
Revenues	<u>2,000,000</u>	<u>0</u>	<u>0</u>
Property Tax Levy	\$ 4,417,022	\$ 4,417,022	\$ 4,417,022

Contingency Appropriation Analysis

		<u>2002</u>	<u>2003</u>
Adopted Appropriations	\$	5,417,022	\$ 4,417,022
Transfers In		5,087,943	8,236
Transfer Out		<u>(5,756,953)</u>	<u>(848,477)</u>
Year-End Balance	\$	4,748,012	\$ 3,576,781

BUDGET COMPARED TO APPROPRIATION TRANSFERS

Year	Adopted Budget	Appropriation Transfers Out
1995	5,500,000	4,553,967
1996	2,897,880	891,795
1997	4,000,000	289,201
1998	4,250,000	2,500,000
1999	4,000,000	3,933,411
2000	4,576,194	3,930,420
2001	5,500,000	3,821,779
2002	5,417,022	5,756,953
2003	4,417,022	848,477
2004	4,417,022	2,743,108 *
2005	4,417,022	
Mean (1995/2004)	\$ 4,497,514	\$ 2,926,911

*Transfers out through December 2004

ADOPTED 2005 BUDGET

DEPT: APPROPRIATION FOR CONTINGENCIES

UNIT NO. 1945
FUND: General - 0001

BUDGET HIGHLIGHTS

- For 2003 and beyond, it shall be the policy of Milwaukee County that any new or unanticipated revenue that is actually received in 2005 which is not identified in the 2005 budget shall be transferred to the Appropriation for Contingencies (Org. 1945). This policy shall apply to both new revenue sources, unanticipated revenues and revenues from existing sources that are in excess of the revenue amounts included in the 2005 budget. The Department of Administrative Services is authorized and directed to process such fund transfer(s) if and when such new revenue sources or excess revenues beyond the budgeted amount are identified. The first priority for use of any unanticipated revenue is to allow the County to achieve a balanced budget in the current year. The second goal will be to achieve a surplus equal to the previous year budget. Finally, if it appears that the first two goals will be achieved, then unanticipated revenue can be used for emergency needs during the current budget year.
- Per adopted County policy, any land sale revenue received in excess of the amount budgeted in Org. No. 1933 – Land Sales shall be placed in Org. No. 1945 – Appropriation for Contingencies.

ADOPTED 2005 BUDGET

DEPT: EMPLOYEE FRINGE BENEFITS

UNIT NO. 1950
FUND: General - 0001

OPERATING AUTHORITY & PURPOSE

Pursuant to the provisions of Section 59.51(2) of the Wisconsin Statutes, the County Board may represent the County and have management of the

business and concerns in all cases where no other provision is made.

BUDGET SUMMARY				
	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Health Benefits-Hospital, Professional, Major Medical & Dental	\$ 84,875,417	\$ 101,269,028	\$ 112,081,227	\$ 10,812,199
Employee Group Life Insurance	1,514,694	1,486,866	1,421,458	(65,408)
Unemployment Compensation	0	0	0	0
Fringe Benefits	0	0	0	0
Annuity - County Mandatory Contribution	349,739	417,000	313,000	(104,000)
Retirement System Contribution-OBRA	279,727	348,000	365,000	17,000
Retirement System Contribution*	15,003,841	35,510,000	35,370,000	(140,000)
Medicare Reimbursement to Retired Employees	3,805,265	4,028,728	4,610,081	581,353
Benefit Abatement	0	0	0	0
Health Benefits - Consultant Fees	100,481	183,833	183,833	0
Local Transportation (Transit Pass Program)	305,893	309,372	325,866	16,494
Other Contributions	2,439,163	2,553,419	1,328,084	(1,225,335)
Total Expenditures	\$ 108,674,220	\$ 146,106,246	\$ 155,998,549	\$ 9,892,303
Abatements	101,519,121	139,033,420	148,691,536	9,658,116
Revenue	7,216,383	7,072,826	7,307,013	234,187
Property Tax Levy	\$ (61,284)	\$ 0	\$ 0	\$ 0

5403 - Health Benefits - Hospital, Professional, Major Medical and Dental Expense

Increase \$11,101,144, from \$101,269,028 to \$112,081,227

This appropriation provides for the costs associated with the following health benefits:

	2004 Budget	2005 Budget	Change
Basic Health Benefits, Including Major Medical	\$ 57,694,430	\$ 61,705,711	\$ 4,011,281
Mental Health/Substance Abuse/EAP Carve-Out	1,131,312	1,159,102	27,790
Employee Assistance Program	83,349	83,349	0
Health Maintenance Organizations (HMO)	36,276,650	43,161,645	6,884,995
County Dental Plan	1,642,000	1,855,454	213,454
Dental Maintenance Organizations (DMO)	1,862,084	1,906,293	44,209
Administrative Expense	2,430,203	2,060,673	(369,530)
Employee Health Plan Waiver	149,000	149,000	0
Total Health Benefit Cost	\$ 101,269,028	\$ 112,081,227	\$ 10,812,199

ADOPTED 2005 BUDGET

DEPT: EMPLOYEE FRINGE BENEFITS

UNIT NO. 1950
FUND: General - 0001

* Contributions (employee, retiree, COBRA, etc.) totaling \$7,307,013, which are now reflected as revenue, will partially offset the increase in this object for 2005.

The 2005 Adopted Budget provides for a 10.7% increase in employee health benefits. Costs for basic health benefits are expected to increase, while costs for the County's health maintenance organizations are expected to increase. For 2005, the mix of health care entities providing health care services to County employees, retirees and their families will change, with no impact on benefits.

The Department of Administrative Services shall provide a quarterly report to the Committee on Finance and Audit as to the status of health care expenditures.

A five-year comparison of budget and actual experience for health insurance is as follows:

<u>Year</u>	<u>Budget</u>	<u>Actual</u>	<u>Actual % Change</u>
1999	\$ 51,716,734	\$ 54,308,366	7.9
2000	\$ 61,023,804	\$ 62,789,308	15.6
2001	\$ 68,626,405	\$ 69,619,600	10.9
2002	\$ 77,163,449	\$ 81,476,337	17.0
2003	\$ 80,601,606	\$ 84,875,417	4.2

5404 - Employee Group Life Insurance

Decrease \$65,408, from \$1,486,866 to \$1,421,458

The group life insurance appropriation is based on the coverage amount, which in turn is based on employees' salaries. For 2005, employee group life insurance costs decrease \$65,408, from \$1,486,866 to \$1,421,458.

A five-year comparison of budget and actual experience for group life insurance is as follows:

<u>Year</u>	<u>Budget</u>	<u>Actual</u>	<u>Actual % Change</u>
1999	\$ 1,634,299	\$ 1,153,650	(13.6)
2000	\$ 1,680,495	\$ 1,976,544	71.3
2001	\$ 1,938,394	\$ 1,758,717	(11.0)
2002	\$ 1,449,666	\$ 1,450,167	(17.5)
2003	\$ 1,500,598	\$ 1,514,694	4.4

5405 - Annuity - County Mandatory Contribution

Decrease \$104,000, from \$417,000 to \$313,000

The budget for the County's mandatory annuity contribution relates to eligible employees who have been members of the pension system prior to January 1, 1971, at the following rates:

- 8% of earnings for Deputy Sheriff
- 8% of earnings for Elected Officials
- 6% of earnings for Other Employees

A five-year comparison of budget-to-actual experience for the annuity contribution is as follows:

ADOPTED 2005 BUDGET

DEPT: EMPLOYEE FRINGE BENEFITS

UNIT NO. 1950
FUND: General - 0001

<u>Year</u>	<u>Budget</u>	<u>Actual</u>	<u>Actual % Change</u>
1999	\$ 650,000	\$ 700,686	(6.0)
2000	\$ 650,000	\$ 629,279	(10.2)
2001	\$ 525,000	\$ 565,861	(10.1)
2002	\$ 525,000	\$ 413,645	(26.9)
2003	\$ 496,375	\$ 349,739	(15.4)

5406 – Retirement System Contribution – OBRA

Increase \$17,000, from \$348,000 to \$365,000

The OBRA pension contribution was established as a separate account in 2002 to differentiate the contribution from the Retirement System Contribution made for full-time County employees. The 2004 OBRA contribution was \$348,000. For 2005, the contribution to the OBRA Retirement System is \$365,000, an increase of \$17,000.

A five-year comparison of budget and actual experience for the Retirement System Contribution - OBRA is as follows:

<u>Year</u>	<u>Budget</u>	<u>Actual</u>	<u>Actual % Change</u>
1999	\$ 209,152	\$ 209,152	(4.1)
2000	\$ 229,359	\$ 229,359	9.7
2001	\$ 250,094	\$ 250,094	9.0
2002	\$ 274,972	\$ 274,972	9.9
2003	\$ 279,727	\$ 279,727	1.7

5409 - Retirement System Contribution

Decrease \$140,000, from \$35,510,000, to \$35,370,000

The 2005 Recommended budget provides \$35,370,000 for the County's contribution to the Milwaukee County Employees Retirement System. This amount is a \$140,000 decrease from the 2004 Adopted Budget

The Department of Administrative Services, County Board staff and other interested parties are directed to explore the possibility of using pension obligation bonds to reduce Milwaukee County's pension costs. Appropriate alternatives and options will be brought to the Committee on Finance and Audit for consideration.

A five-year comparison of budget-to-actual experience for the Retirement System Contribution is as follows:

<u>Year</u>	<u>Budget</u>	<u>Actual</u>	<u>Actual % Change</u>
1999	\$ 2,055,950	\$ 2,055,950	(79.6)
2000	\$ -	\$ -	(100.0)
2001	\$ -	\$ 2,100,000	100.0
2002	\$ -	\$ 2,147,000	2.2
2003	\$ 15,003,841	\$ 15,003,841	85.7

ADOPTED 2005 BUDGET

DEPT: EMPLOYEE FRINGE BENEFITS

UNIT NO. 1950
FUND: General - 0001

5416 - Medicare Reimbursement to Retired Employees

Increase \$581,353, from \$4,028,728 to \$4,610,081

This account provides for County payment of the Medicare Part B premium for retired employees, including their eligible beneficiaries, over age 65, who retired with 15 or more years of pension-credited service or are on Disability Medicare. The actual cost of the premium will not be finalized by Congress until November. It is estimated that the 2005 rate will increase by 17.26% from \$66.60 to \$78.10 per month.

A five-year comparison of budget-to-actual experience for Medicare reimbursement to retired employees is as follows:

<u>Year</u>	<u>Budget</u>	<u>Actual</u>	<u>Actual % Change</u>
1999	\$ 2,551,788	\$ 2,596,030	4.5
2000	\$ 2,765,082	\$ 2,847,228	9.7
2001	\$ 2,752,582	\$ 2,898,726	1.8
2002	\$ 3,320,970	\$ 2,930,049	1.1
2003	\$ 3,714,216	\$ 3,805,265	29.9

6148 - Health Benefits - Consultant Fees

No change from \$183,833

An appropriation of \$183,833 is included to retain outside consultants to assist Human Resources staff in actuarial analysis, ad hoc reporting, requests for proposal and contract/rate negotiations.

6804 - Local Transportation (Transit Pass Program)

Increase \$16,494, from \$309,372 to \$325,866

An appropriation of \$325,866 is included to cover the continuation of the County's corporate transit pass program. In 2004, the County, as the employer, purchases quarterly passes for \$117 each, while the employee reimburses the County \$30 per quarter through payroll deduction. The impact of the Marquette interchange construction project may cause a significant increase in passes sold.

8299 - Other Contributions

Decrease \$1,225,335, from \$2,553,419 to \$1,328,084

Costs associated with the County's obligation to United Regional Medical Services in the amount of \$1,328,084 for pension-related expenses from the closure of John L. Doyne Hospital are included in this budget for 2005. These expenditures are partially offset by \$120,000 in projected revenue.

ADOPTED 2005 BUDGET

DEPT: STATE TRUST FUND LOAN PROGRAM

UNIT NO. 1960
FUND: General - 0001

OPERATING AUTHORITY & PURPOSE

Pursuant to the provisions of Section 59.51(2) of the Wisconsin Statutes, the County Board may represent the County and have the management of

the business and concerns of the County in all cases where no other provision is made.

BUDGET SUMMARY			
	<u>2003 Actual</u>	<u>2004 Budget</u>	<u>2005 Budget</u>
State Trust Fund	\$ 0	\$ 145,000	\$ 0

This non-departmental budget was established to finance the first payment to the State Trust Fund Loan Program. The State Trust Fund Loan Program was utilized to finance \$539,524 in various Countywide capitalized equipment as part of the 2004 Adopted Capital Improvements Budget.

The State Trust Fund Loan Program, overseen by the State of Wisconsin Board of Commissioners of Public Lands, provides loans to towns, villages, cities, counties and school districts for buildings, roads, sewer and water facilities, equipment, recreation facilities, industrial development or other public purposes.

A list of the capitalized equipment being purchased can be found in the 2004 Adopted Capital Improvements Budget under capital project WO040 - State Trust Fund Loan Program.

Interest rates for the loans are established by the Board of Commissioners and once a loan is approved, the interest rate is set for the duration of

the loan. The estimated interest rate is 2.75 percent for a term of five years. The loan represents a current obligation debt of Milwaukee County and is payable annually.

Once a formal loan application is submitted to the Board of Commissioners of Public Lands identifying the capitalized equipment to be purchased, there can be no alterations to the equipment that is ultimately purchased by Milwaukee County.

The County has been approved for the loan and is in the process of purchasing the equipment. The loan payment is considered a debt obligation of the County and the estimated 2005 payment of \$145,000 has been budgeted in Org. 9960 – General Debt Service Fund. Therefore, Org. 1960 – State Trust Fund Loan Program is no longer needed.

ADOPTED 2005 BUDGET

DEPT: FEDERATED LIBRARY SYSTEM

UNIT NO. 1966
FUND: General - 0001

OPERATING AUTHORITY & PURPOSE

Pursuant to the provisions of Sections 59.03(1) and 59.51(2) of the Wisconsin Statutes, the County Board may represent the County and have the

management of the business and concerns of the County in all cases where no other provision is made.

BUDGET SUMMARY			
	2003 <u>Actual</u>	2004 <u>Budget</u>	2005 <u>Budget</u>
Federated Library System	\$ 66,654	\$ 66,650	\$ 66,648

The 2005 budget appropriation of \$66,648 is based upon Section 43.15(2)(b) of the Wisconsin Statutes, which requires County support for library services at a level not lower than the average for the previous three years. The amount is not designated for any specific purpose or special program. It is to be used by the Federated Library System to offset program costs which are determined to be priorities.

member libraries, improving access to and encouraging sharing of resources, promoting the most effective use of local, County, State and Federal funds and assisting member libraries in the utilization of current and evolving technologies to provide the highest possible level of library service to all residents of Milwaukee County.

MISSION

The mission of the Milwaukee County Federated Library System (MCFLS) shall be to assume a leadership role in facilitating cooperation among its

BUDGET HIGHLIGHTS

- None.

ADOPTED 2005 BUDGET

DEPT: MILWAUKEE COUNTY FUND FOR THE ARTS

UNIT NO. 1974
FUND: General - 0001

OPERATING AUTHORITY & PURPOSE

Pursuant to the provisions of Section 59.17 and 59.51(2) of the Wisconsin Statutes, the County Board may represent the County and have the

management of the business and concerns of the County in all cases where no other provision is made.

BUDGET SUMMARY			
	<u>2003 Actual</u>	<u>2004 Budget</u>	<u>2005 Budget</u>
Milwaukee County Fund for the Arts	\$ 495,000	\$ 371,250	\$ 352,688

MISSION

The Milwaukee County Fund for the Arts, through the Milwaukee County Cultural Artistic and Musical Programming Advisory Council (CAMPAC), allocates County property tax dollars to support and encourage cultural and artistic activities which have an important impact on the economic well-being and quality of life of the community.

On October 2, 1986, the County Board adopted resolutions (File Nos. 84-466 and 86-463) which specified that a non-departmental account be established for cultural programming to be administered by the County Board, with certain guidelines and criteria for awarding County arts funds. In addition, the Milwaukee County Cultural, Artistic and Musical Programming Advisory Council (CAMPAC) was created to advise the County Board, through the Committee on Parks, Recreation and Culture, with regard to the cultural, artistic and musical programming and endowment/grant components of County arts funding.

On November 9, 1989, the County Board adopted a resolution (File No. 88-631(a)(a)) which authorized and directed the Director of Parks, Recreation and Culture to have administrative authority and responsibility for all County cultural programs previously administered by the County Board. To effectuate this authority, the Appropriation for County Arts Funding was transferred from the non-departmental account, Milwaukee County Fund for the Arts (Org. Unit 1974), to the Parks Department (Org. Unit 9000) operating budget.

The 1991 adopted budget re-established a non-departmental appropriation for County arts funding (Org. 1974). The administrative authority, appropriation request and responsibility for County

cultural programs, however, remained with the Parks Department.

On January 17, 1991, the County Board adopted a resolution (File No. 91-18(a)(a)) which authorized and awarded matching grants funds, rental subsidies and Artistic Development Program allocations to eligible organizations and individuals. The Board also authorized the Director of Parks, Recreation and Culture to prepare contractual agreements with specific agencies for community cultural events and to enter into an agreement with the Milwaukee Foundation to administer Milwaukee County's performing and visual arts fund. Allocations of the cultural arts funds are recommended by CAMPAC.

I. Cultural, Artistic and Musical Programming

Under this program, Milwaukee County, through its administrative agent, the Milwaukee Foundation, will enter into contractual relationships with community organizations providing, either at a nominal charge or free to the public, specified cultural, artistic and musical performances, with priority given to those groups using County facilities.

(1) Community Cultural Events Program

Under this program category, Milwaukee County will, on an annual basis, determine the number and type of performances it desires to purchase through the solicitation of a Request for Proposals based on approved eligibility criteria and guidelines.

ADOPTED 2005 BUDGET

DEPT: MILWAUKEE COUNTY FUND FOR THE ARTS

UNIT NO. 1974
FUND: General - 0001

Some of the funding has been allocated among the following agencies: City Ballet, Ko-Thi Dance Company, Latino Arts, Inc. (Friends of the Hispanic Community), Milwaukee High School Theater Festival, Milwaukee Inner City Arts Council, Milwaukee Public Theater and Walker's Point Center.

II. Endowments and Grants

Under this program, grants are awarded with the objective of promoting new and existing arts organizations. These grants are designed to help arts groups meet their operational and programming expenses.

(1) Matching Grants Program

This grant program provides a direct subsidy to professional performing arts organizations that meet established criteria.

Some of the matching grants received are from: the African American Children's Theater, Artists Series at the Pabst, Bel Canto Chorus, Boulevard Ensemble, City Ballet, Civic Music Association, Concord Chamber Orchestra, Dance-Sing, Danceworks, First Stage Milwaukee, Florentine Opera Company, Foothold, In Tandem Theater, Ko-Thi Dance Company, Latino Arts (Friends of Hispanic Community), Milwaukee Ballet, Milwaukee Chamber Orchestra, Milwaukee Chamber Theatre, Milwaukee Children's Choir, Milwaukee Children's Theatre, Milwaukee Dance Theatre,

Milwaukee Inner City Arts Council, Milwaukee Public Theater, Milwaukee Repertory Theater, Milwaukee Symphony Orchestra, Milwaukee Youth Symphony, Musical Offering, Ltd, Next Act Theater, Present Music, Renaissance Theaterworks, Skylight Opera Theater, Theater X, Walker's Point Theater for the Arts, Wild Space Dance Company and Woodland Pattern.

(2) Artistic Development Program

Under this program, project grants and technical assistance are provided to individual artists and art organizations that are not served by a major fund drive or a community organization that sponsors arts programs. This program is currently using criteria established by the Milwaukee Arts Foundation in the allocation of funds.

III. Administrative Services

The County Board of Supervisors has entered into an agreement with the Greater Milwaukee Foundation to administer Milwaukee County's performing and visual arts fund under guidelines approved by the County Board of Supervisors.

BUDGET HIGHLIGHTS

- The budget decreases \$18,562, from \$371,250 to \$352,688. The County will not receive state regranting funds of \$14,000 for 2005 because a budget of at least \$475,000 is the threshold required to capture these funds.

ADOPTED 2005 BUDGET

DEPT: CAPITAL OUTLAY/DEPRECIATION CONTRA

UNIT NO. 1985
FUND: General - 0001

OPERATING AUTHORITY & PURPOSE

Pursuant to the provisions of Sections 59.17 and 59.51(2) of the Wisconsin Statutes, the County Board may represent the County and have the

management of the business and concerns of the County in all cases where no other provision is made.

BUDGET SUMMARY			
	2004 Budget	2005 Budget	2004/2005 Change
Total Expenditures	\$ (13,149,965)	\$ (12,568,810)	\$ 581,155
Total Revenues	6,058,447	6,116,461	58,014
Direct Property Tax Levy	\$ (19,208,412)	\$ (18,685,271)	\$ 523,141

Proprietary Fund departments include Enterprise Fund departments (e.g., Behavioral Health Division) and Internal Service Fund departments (e.g., DAS-Information Management Services Division). Budgeting for Proprietary Fund departments in accordance with Generally Accepted Accounting Principles (GAAP) requires that Proprietary Funds expense the cost of fixed assets over the life of the asset through depreciation. Prior to 1997, fixed assets were defined as buildings and equipment with a cost in excess of \$500. In 1997, the definitions regarding fixed assets changed. The per unit cost for non-computer equipment must exceed \$2,500 per unit and have a useful life greater than one year. Computer related equipment must exceed \$1,000 to be considered a fixed asset.

Appropriations for Depreciation are included in Proprietary Fund departmental budgets while appropriations for Capital Outlay - Fixed Assets, the original cost for the fixed asset, are excluded from those budgets. To ensure proper budgeting in accordance with GAAP, yet also ensure that these departments retain control over the purchase of

fixed assets, Proprietary Fund departments reflect an appropriation for Capital Outlay - Fixed Assets and an offsetting credit appropriation.

However, the cost of Capital Outlay - Fixed Assets for Proprietary Fund Departments should be included in the property tax levy. In order to achieve this, all capital outlay costs for Proprietary Fund Departments are included in this non-departmental budget. The costs for depreciation should not be included in the tax levy, therefore, an offsetting contra for all Proprietary Fund Departments' depreciation costs is included in this non-departmental budget. This budgetary procedure has no County-wide tax levy impact.

The following table depicts the capital outlay by department for 2005 compared to 2004, the amount of depreciation in 2005 compared to 2004 and finally, the combination of these two entries that determines the tax levy amount for this non-departmental budget.

ADOPTED 2005 BUDGET

DEPT: CAPITAL OUTLAY/DEPRECIATION CONTRA

UNIT NO. 1985
FUND: General - 0001

Org.	Department Name	2004 Capital Outlay	2005 Capital Outlay	2004/2005 Change
1150	DAS-Risk Management	\$ 0	\$ 0	0
1160	DAS-IMSD	106,260	60,000	(46,260)
5040	Airport	718,650	951,100	232,450
5070	Transportation Services	0	0	
5080	Arch., Eng. & Environ Svcs	5,000	0	(5,000)
5300	Fleet Management	13,980	13,090	(890)
5600	Transit/Paratransit	621,000	615,500	(5,500)
5700	Facilities Management	0	0	0
6300	DHHS-Behavioral Health Division	7,100	235,964	228,864
TOTAL		\$ 1,471,990	\$ 1,875,654	\$ 403,664

Org.	Department Name	2004 Depreciation Contra	2005 Depreciation Contra	2004/2005 Change
1150	DAS-Risk Management	\$ (18,939)	\$ (18,939)	0
1160	DAS-IMSD	(3,501,091)	(3,501,091)	0
5040	Airport	(6,261,200)	(6,162,100)	99,100
5070	Transportation Services	0	(13,258)	(13,258)
5080	Arch., Eng. & Environ Svcs	(87,328)	(66,530)	20,798
5300	Fleet Management	(2,669,125)	(2,648,310)	20,815
5600	Transit/Paratransit	(2,679,000)	(3,000,000)	(321,000)
5700	Facilities Management	(3,089,490)	(2,717,275)	372,215
6300	DHHS-Behavioral Health Division	(913,361)	(815,440)	97,921
TOTAL		\$ (19,219,534)	\$ (18,942,943)	\$ 276,591

ADOPTED 2005 BUDGET

DEPT: CAPITAL OUTLAY/DEPRECIATION CONTRA

UNIT NO. 1985
FUND: General - 0001

Fund Type:	Org. Department Name	Capital Outlay	Depreciation Contra	Net Total Contra
Internal Service	1150-DAS-Risk Management	\$ 0	\$ (18,939)	\$ (18,939)
Internal Service	1160-DAS-IMSD	60,000	(3,501,091)	(3,441,091)
Enterprise	5040-Airport	951,100	(6,162,100)	(5,211,000)
Internal Service	5070-Transportation	0	(13,258)	(13,258)
Internal Service	5080-Arch., Eng. & Environ Svcs	0	(66,530)	(66,530)
Internal Service	5300-Fleet Management	13,090	(2,648,310)	(2,635,220)
Enterprise	5600-Transit/Paratransit	615,500	(3,000,000)	(2,384,500)
Internal Service	5700-Facilities Mgmt.	0	(2,717,275)	(2,717,275)
Enterprise	6300-DHHS-Behavioral Health Division	235,964	(815,440)	(579,476)
SUBTOTAL		\$ 1,875,654	\$ (18,942,943)	\$ (17,067,289)
Airport Capital Reserve Year-End Closing Entry*				<u>(1,617,982)</u>
TOTAL TAX LEVY IMPACT				\$ (18,685,271)

* To accurately budget the effect of the Agreement between General Mitchell International Airport (GMIA) and the carriers serving GMIA, this non-departmental budget reflects the fact that the Airport Capital Reserve will be charged and the general fund balance will be credited for \$1,617,982 as a year-end closing entry for the year 2005. This entry includes \$4,498,479 for non-terminal depreciation offset by contributions from reserves of \$951,100 for capitalized operating items and \$5,165,361 for principal on non-terminal GMIA and Lawrence J. Timmerman Airport debt, resulting in the net credit of \$1,617,982.

EXPENDITURES/REVENUE SUMMARY			
	<u>Expenditure</u>	<u>Revenue</u>	<u>Tax Levy</u>
Capital Outlay-reflects appropriations for Proprietary Fund departments	\$ 1,875,654	\$	\$
Depreciation Contra-offsets depreciation cost in Proprietary Fund departments.	(18,942,943)		
<u>Airport Year-End Closing Entry</u>			
Airport non-terminal depreciation	4,498,479		
Contribution from Capital Improvement Reserves:			
Payment for Airport capitalized operating items		951,100	
Non-Terminal Project Principal		5,165,361	
TOTAL	\$ (12,568,810)	\$ 6,116,461	\$ (18,685,271)

ADOPTED 2005 BUDGET

DEPT: COMBINED COURT RELATED OPERATIONS

UNIT NO. 2000
FUND: General - 0001

OPERATING AUTHORITY & PURPOSE

Family Court Commissioner Division

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

Register in Probate Division

Pursuant to Wisconsin Statutes, the Register in Probate maintains the records and files of all probate proceedings; receives payments of statutory fees; performs administrative services and ministerial duties in connection with mental commitment proceedings (Chapter 51), protective placement proceedings (Chapter 55), will proceedings, contests of claims and other probate proceedings; performs administrative duties directed by the judges designated to hear probate proceedings; reviews documents and makes determinations required for informal administration of estates (Chapter 865); and exercises the powers and duties of a probate court commissioner when designated to do so by a judge assigned probate jurisdiction.

In addition, the 1985 Supreme Court decision in *State ex rel. Watts v. Combined Community Services*, 122 Wis. 2d 65, requires an annual court review of every existing protective placement case to protect the constitutional rights of persons under protective placement. The costs associated with such proceedings and other operating expenses not

expressly assumed by the State are obligations of Milwaukee County [Sections 753.19 and Sections 753.016(4), Wisconsin Statutes. and *Romosco v. Milwaukee*, 108 Wis. 2d 32 (1982)].

County Funded State Court Services Division

Pursuant to Section 8, Article VII, Wisconsin Constitution, and Section 753.03, Wisconsin Statutes, the State Circuit Courts have original jurisdiction in all civil, juvenile and criminal matters. They also conduct administrative reviews. Milwaukee County comprises the First Judicial Administrative District of the State court system and has 47 judges.

Pursuant to Wisconsin Statutes, the Clerk of Circuit Court maintains the records, books and files of the Circuit Courts – Civil, Family, Criminal and Children's Divisions; collects fees and costs prescribed by law; certifies copies of judgments or other papers or records; receives and disburses payment of trust, bail or other funds pursuant to court orders; invests funds and has custody of securities held for the benefit of minors, as ordered by the Court; furnishes attorneys with legal papers; prepares the daily court calendar; processes termination of parental rights proceedings, agency adoptions and documents filed in all adoption proceedings (Chapters 48 and 882) and processes all cases. Pursuant to Chapter 100 of the Milwaukee County Ordinances and the rules of the County Board of Judges, the Clerk of Circuit Court is also Director of Court Services. Eligible jurors for the County funded state court system are summoned by the Clerk of Circuit Court.

ADOPTED 2005 BUDGET

DEPT: COMBINED COURT RELATED OPERATIONS

UNIT NO. 2000
FUND: General - 0001

BUDGET SUMMARY				
Account Summary	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Personal Services (w/o EFB)	\$ 15,024,513	\$ 15,089,123	\$ 14,765,516	\$ (323,607)
Employee Fringe Benefits (EFB)	5,608,161	7,836,100	8,080,497	244,397
Services	9,264,704	9,232,976	8,567,469	(665,507)
Commodities	298,608	313,274	303,864	(9,410)
Other Charges	0	354,409	0	(354,409)
Capital Outlays	22,756	27,362	10,300	(17,062)
County Service Charges	16,703,794	17,025,174	17,266,820	241,646
Abatements	(9,893,176)	(9,845,265)	(9,503,564)	341,701
Total Expenditures	\$ 37,029,360	\$ 40,033,153	\$ 39,490,902	\$ (542,251)
State & Federal Revenue	6,979,614	8,719,206	7,033,786	(1,685,420)
Other Revenue	3,532,281	3,987,686	3,933,221	(54,465)
Total Revenues	\$ 10,511,895	\$ 12,706,892	\$ 10,967,007	\$ (1,739,885)
Direct Property Tax Levy	\$ 26,517,465	\$ 27,326,261	\$ 28,523,895	\$ 1,197,634

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*				
Account Summary	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Central Service Allocation	\$ 585,600	\$ 778,473	\$ 814,583	\$ 36,110
Courthouse Space Rental	5,444,280	5,273,653	4,979,693	(293,960)
Document Services	141,274	131,629	89,588	(42,041)
Tech Support & Infrastructure	290,295	171,876	190,130	18,254
Distribution Services	36,878	26,565	28,639	2,074
Telecommunications	179,780	96,205	93,043	(3,162)
Record Center	263,232	275,056	276,453	1,397
Radio	0	0	0	0
Personal Computer Charges	117,988	16,600	18,348	1,748
Applications Charges	102,419	63,291	75,854	12,563
Total Charges	\$ 7,161,746	\$ 6,833,348	\$ 6,566,331	\$ (267,017)
Direct Property Tax Levy	\$ 26,517,465	\$ 27,326,261	\$ 28,523,895	\$ 1,197,634
Total Property Tax Levy	\$ 33,679,211	\$ 34,159,609	\$ 35,090,226	\$ 930,617

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

ADOPTED 2005 BUDGET

DEPT: COMBINED COURT RELATED OPERATIONS

UNIT NO. 2000

FUND: General - 0001

ORGANIZATIONAL COST SUMMARY					
DIVISION		2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Family Court Commissioner	Expenditure	\$ 3,531,548	\$ 3,632,272	\$ 3,698,061	\$ 65,789
	Abatement	(2,309,796)	(2,318,250)	(2,384,652)	(66,402)
	Revenue	<u>251,278</u>	<u>324,346</u>	<u>319,381</u>	<u>(4,965)</u>
	Tax Levy	\$ <u>970,474</u>	\$ <u>989,676</u>	\$ <u>994,028</u>	\$ <u>4,352</u>
Register in Probate	Expenditure	\$ 2,311,166	\$ 2,399,552	\$ 2,392,770	\$ (6,782)
	Abatement	(301,163)	(289,487)	(268,761)	20,726
	Revenue	<u>479,928</u>	<u>561,910</u>	<u>564,310</u>	<u>2,400</u>
	Tax Levy	\$ <u>1,530,075</u>	\$ <u>1,548,155</u>	\$ <u>1,559,699</u>	\$ <u>11,544</u>
County Funded State Court Services	Expenditure	\$ 41,079,822	\$ 43,846,594	\$ 42,903,635	\$ (942,959)
	Abatement	(7,282,217)	(7,237,528)	(6,850,151)	387,377
	Revenue	<u>9,780,689</u>	<u>11,820,636</u>	<u>10,083,316</u>	<u>(1,737,320)</u>
	Tax Levy	\$ <u>24,016,916</u>	\$ <u>24,788,430</u>	\$ <u>25,970,168</u>	\$ <u>1,181,738</u>

PERSONNEL SUMMARY				
	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Personal Services (w/o EFB)	\$ 15,024,513	\$ 15,089,123	\$ 14,765,516	\$ (323,607)
Employee Fringe Benefits (EFB)	\$ 5,608,161	\$ 7,836,100	\$ 8,080,497	\$ 244,397
Position Equivalent (Funded)*	310.7	311.6	302.9	(8.7)
% of Gross Wages Funded	94.5	94.8	93.5	(1.3)
Overtime (Dollars)**	\$ 155,068	\$ 162,504	\$ 162,504	\$ 0
Overtime (Equivalent to Positions)	3.5	3.8	3.5	(0.3)

* For 2003, the Position Equivalent is the budgeted amount.

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

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UNIT NO. 2000

FUND: General - 0001

PERSONNEL CHANGES				
Job Title/Classification	Action	Number of Positions/ Total FTE	Division	Cost of Positions (Excluding Fringe Benefits)
Accountant 2	Abolish	1/50	Domestic Violence	\$ (21,423)
Deputy Court Clerk Judicial Asst.	Abolish	1/50	Domestic Violence	(18,917)
Clerical Assistant 1	Abolish	1/1.0	Domestic Violence	(28,210)
Secretarial Assistant	Abolish	1/1.0	Domestic Violence	(37,874)
Victim Advocate	Abolish	1/25	Domestic Violence	(9,531)
Program Coordinator	Abolish	1/25	Domestic Violence	(13,614)
Court Commissioner (full time)	Abolish	1/50	Domestic Violence	(55,831)
Victim Advocate*	Abolish	6/6.0	Domestic Violence	0
Program Analyst*	Abolish	1/1.0	Domestic Violence	0
Performance Evaluator (JOI)*	Abolish	1/1.0	Domestic Violence	0
Court Commissioner (full time)	Abolish	1/1.0	Civil Court	(110,682)
Court Reporter State	Abolish	3/3.0	Civil and Intake Court	(166,194)
			TOTAL	\$ (462,276)

* These positions should have been abolished in 2004.

TOTAL COMBINED COURT RELATED OPERATIONS REVENUES				
Account Summary	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Licenses & Permits	\$ 111,880	\$ 121,500	\$ 121,500	\$ 0
Fines and Forfeitures	649,813	634,000	634,000	0
Interest Income	272,743	310,000	300,000	(10,000)
State Grants & Reimbursements				
Reimbursement for Court Reporters	396,030	389,004	260,870	(128,134)
Court Support Grant	3,604,191	3,596,258	3,596,258	0
Guardian ad litem Fees	1,013,662	2,955,325	1,963,662	(991,663)
Permanency Plan Review	501,763	544,828	572,176	27,348
Interpreter Expenses	195,820	228,920	181,600	(47,320)
Other Misc. State Grants & Reimburse.	38,895	26,769	33,920	7,151
Federal Grants & Reimbursement	1,229,253	978,102	425,300	(552,802)
Court Fees and Revenue	2,283,146	2,645,540	2,606,740	(38,800)
Record & Filing Fees	148,896	153,800	154,800	1,000
Other Revenue	65,803	122,846	116,181	(6,665)
Total Revenue	\$ 10,511,895	\$ 12,706,892	\$ 10,967,007	\$ (1,739,885)

MISSION

The mission of Combined Court Related Operations is to provide circuit courts, attorneys, persons proceeding without an attorney and all other persons involved in circuit court proceedings or other functions of the circuit courts with courteous, proficient and professional services which facilitate the operations of the circuit court system.

DEPARTMENT DESCRIPTION

The Department of Combined Court Related Operations includes the following three divisions: Family Court Commissioner, Register of Probate and County Funded State Court Services.

The **Family Court Commissioner Division** has three sections, the General Office Unit, Child

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Support Enforcement Unit and Family Court Mediation Services Unit.

The *General Office Unit* conducts hearings for the family matters of separation, divorce, and domestic abuse cases. This unit also provides clerical support for these activities. A total of 10.5 professional and clerical positions are authorized to provide these services. A portion of these salaries are internally charged to the Child Support Enforcement unit for services provided to that unit.

The *Child Support Enforcement Unit* provides support to Child Support Enforcement in coordination with the County Funded State Court Services and the Family Courts. This unit conducts the paternity hearings and monitors the job search task for those individuals liable for child support. This section has 18.25 authorized full-time positions: 5.25 Assistant Family Court Commissioner and one Deputy Family Court Commissioner positions and 12 professional and clerical positions. It also receives staff support from the General Office Unit.

The *Family Court Mediation Services Unit* was created in 1989 to provide mediation services and custody studies for the Family Courts as mandated by Section 767.11, Wisconsin Statutes. The authorized staff includes the Director of Family Court Counseling Service, a Clerical Specialist (Courts) and an Administrative Assistant (NR) to provide referrals to private providers of custody studies and mediation services and to administer the contracts with these providers. Costs of mediation and custody studies are funded by user fees, filing fees and from a portion of the fee for the sale of marriage licenses.

The **Register in Probate Division** has two sections, the Probate Administration Unit and Probate Court Support Unit.

The *Probate Administration Unit* provides administrative services for the probate system. It maintains all wills deposited for safekeeping or filed for probate, all probate records of estates, trusts, guardianships of persons and estates, conservatorship, protective placements and involuntary commitments; provides information on probate procedures, practices and the status of pending probate proceedings; verifies disbursements and assets in guardianship accounts; collects probate filing fees; issues certified copies of probate records; microfilms probate records and

processes originals for destruction; provides the mechanism and direct public services for informal administration of estates; provides legal services associated with procedural requirements for final settlements of estates and enforcement of time limits for filing estate inventories and guardianship accounts and for closing estates; and certifies appeal records to the Court of Appeals.

The *Probate Court Support Unit* assists the courts assigned probate jurisdiction in adjudicating matters involving probate, trusts, guardianships of persons and estates, conservatorship, protective placements, involuntary commitments, temporary restraining orders and injunctions in harassment cases.

The **County Funded State Court Services Division** consists of nine sections, the Chief Judge, Domestic Violence Judicial Oversight Grant, Court Improvement Grant, Alternatives to Incarceration, Administration Section, Family Section, Criminal Section, Civil Section and Children's Section.

The *Chief Judge* is the Administrative Chief of the First Judicial Administrative District which is solely comprised of Milwaukee County. The Chief Judge is responsible for the oversight of administration of judicial activities in the 47 Circuit Courts within the District.

The *Domestic Violence Judicial Oversight Grant* and *Court Improvement Grant* sections were developed by court administrators to separate major grant programs and initiatives from on-going operations. County Board Resolution 99-268, adopted April 22, 1999, authorized the Chief Judge and Clerk of Circuit Court to seek funding from the National Institute of Justice Violence Against Women Grants Office for the purpose of obtaining a Judicial Oversight Demonstration Initiative award. The purpose of the grant is to develop and implement better procedures for domestic violence cases in Milwaukee County. There are no local matching funds required to receive the Federal grant. Milwaukee County is one of just three jurisdictions in the country to receive five-year demonstration funding from the Violence Against Women Grants Office.

The *Alternatives to Incarceration* section was created in 2001 to recognize the incorporation of the Non-Departmental Alternatives to Incarceration budget (Org. 1940) into the County Funded State Court Services Division of Combined Court Related

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Operations. The programs under this section are designed to reduce pretrial failure to appear and re-arrest rates, enhance public safety, reduce overcrowding at the Criminal Justice Facility and House of Correction and enhance the processing and adjudication of criminal cases. The Chief Judge and the Pretrial Services Coordinator are responsible for managing and monitoring pretrial contracts, programs, and program outcomes. In addition, a Pretrial Services Advisory Board meets regularly to review program activity, outcomes and recommendations regarding program development.

The *Administration Section*, under direction of the Clerk of Circuit Court/Court Services Director, plans, directs and coordinates the operations of the Circuit Court Civil, Criminal, Family and Children's sections. It includes General Administration, Budget and Accounting, Appeals, Jury Management, and Management Information units. This section coordinates budget preparation, accounting controls, cash management and investments, personnel, courts automation, jury management and the purchase and distribution of equipment and supplies, prepares statistical reports for the court system, and prepares cases for appeal to the State Appellate Court.

In the *Family Section*, the Family Courts hear all actions affecting the family as set forth in Chapter 767, Wisconsin Statutes.

The courts in the *Criminal Section* hear, try and determine all matters for pretrial, trial and post-conviction proceedings in felony, misdemeanor and traffic matters. In addition, the Misdemeanor Courts conduct proceedings on matters in which jury demands have been filed in the municipal courts in Milwaukee County. The Clerk of Circuit Court, Criminal Section, consults with litigants and attorneys on procedural matters; processes the records for the court; receives cases from the municipal courts; accounts for and disburses fees and fines to the County Treasurer; prepares judgment rolls and case records; issues warrants and necessary documents for court actions including the issuance of occupational licenses in operating while intoxicated cases, and maintains records for the automated JUSTIS System.

In the *Civil Section*, the Civil Courts adjudicate small-claims, large claims, replevin and eviction actions. The Clerk of Circuit Court consults with litigants and attorneys on procedural matters, calculates costs

and records judgments. This section maintains the central court files for civil and family matters. The Civil Section directs the work of the clerical staff of the court, assigns and calendars all cases in the Civil and Family Sections of the Circuit Court and supervises the processing of civil appeals to the State Court of Appeals.

The Clerk of Circuit Court, *Children's Section* consults with petitioners, court-appointed guardians, probation officers and other officials. The Children's Courts exercise jurisdiction over matters involving persons under the age of 18 years regarding delinquency, dependency, neglect, guardianships, detention and termination of parental rights. This section directs the preparation of legal processes, court orders and vouchers and maintains and files Children's Court records, including disposition of cases. This section also processes termination of parental rights proceedings, agency adoptions and documents filed in all adoption proceedings (Chapters 48 and 882).

BUDGET HIGHLIGHTS

DEPARTMENTAL

- Personal Services expenditures without fringe benefits decrease by \$323,607 from \$15,089,123 to \$14,765,516. Funded positions decrease 8.7 positions, from 311.6 to 302.9.
- Milwaukee County is responsible for certain costs associated with the operation of the State Circuit Court System. Some of these costs are partially reimbursed with revenues from the State of Wisconsin. Fees paid to outside vendors by Combined Court Related Operations are necessary to support court proceedings as determined by a judicial officer. The fee amounts are determined either by State Statute or local judicial directive, as approved by the Chief Judge of the First Judicial District. The table below highlights the major fees paid by all Milwaukee County court divisions in subsidizing the State Circuit Court System.

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Major Expenses	2004 Budget	2005 Budget	2004/2005 Change
Legal Fees-General	\$ 413,200	\$ 390,000	\$ (23,200)
Guardian ad Litem Fees	2,955,325	2,244,611	(710,714)
Adversary Counsel Fees	1,300,000	1,300,000	0
Psychiatrist Fees	522,143	495,000	(27,143)
Transcript Fees Outside Services	152,300	149,300	(3,000)
Interpreter Fees	228,920	228,920	0
Juror Expenses (Meals, Hotel, Fees)	751,300	751,300	0
TOTAL	\$6,323,188	\$5,559,131	\$ (764,057)

- The State of Wisconsin has appropriated \$18.7 million for payments to counties under the Circuit Court Support Grant Program for State fiscal years 2003-2005. A county's circuit court support payment is based on the following: 1) \$42,275 is paid for each county's circuit court branch, with shared branches serving overlapping counties receiving a proportional share of this amount based on judicial weighted caseload; 2) \$10,000 is provided for each county with one or fewer branches; and 3) remaining funds available under the State's appropriation are apportioned to counties having more than one branch, based on population.

For 2005, \$3,596,258 is budgeted for the Circuit Court Support Grant, which is the same as the 2004 Budget.

- The State also reimburses counties to offset costs related to Guardian ad Litem (GAL) services. During State fiscal years 2003-2005, \$4,738,500 is appropriated to be distributed to counties based on each county's proportionate share of: 1) court branches; 2) revenue generated by the circuit court support fee; and 3) the number of cases that would likely involve GAL services (case filings under Chapters 48, 55, 767, and 880, Wisconsin Statutes).
- Revenue for GAL services declines by approximately \$1 million to \$1,963,662 from \$2,955,325 in 2004. Milwaukee County's 2004 Adopted Budget included an increase of approximately \$1.9 million in the GAL and Interpreter Fee reimbursement grants. Although this additional revenue was included in the County's budget, it was never approved by the Wisconsin State Legislature. After the County adopted its 2004 Budget, the County Executive,

Chief Judge and County Board Chairman joined together in petitioning the State Legislature to increase the GAL grant through an increase in filing fees. Unfortunately, the legislative session expired prior to the bill being considered.

Milwaukee County will again pursue increased reimbursement of GAL costs in the 2005-2007 State of Wisconsin Budget. If this additional revenue is approved, this would increase reimbursement of Milwaukee County's GAL costs by approximately \$1,900,000 over the biennium. For 2005, this reflects revenue of approximately \$950,000. If this additional revenue is not included in the State's budget, the Courts will provide a corrective action plan by July 2005.

Expenditures in this area are expected to be \$2,244,611 for 2005, for which \$921,292 in Guardian ad Litem fee revenue is anticipated based on currently budgeted State appropriations. The gap between the expenditures and revenues budgeted reflects reimbursement of only 41 percent from the State with the remaining 59 percent being borne by tax levy. For this reason, it is critical that the additional revenue of \$950,000 be cooperatively pursued.

- GAL fees decline by \$710,714, which reflects a total of \$685,000 in the Children's Division and \$25,000 in the Register in Probate Division, based on experience. In 2005, the budget decreases to \$2,244,611 from \$2,955,325 in 2004.
- The 2005 bailiff staffing plan provides for 101 sworn positions, including 97 Deputy Sheriff 1 positions, three Deputy Sheriff Sergeants, one Deputy Sheriff Captain and one Clerical Assistant and overtime dollars which provide full-time and vacation relief coverage for 88 posts. The crosscharge of \$9,624,190 from the Sheriff's Department is an increase of \$474,511 from the 2004 Budget, primarily due to an increase in fringe benefit costs and Sheriff training costs being allocated for the first time.
- In 2005, the Department of Administrative Services, in cooperation with the Sheriff's Department and Courts, will perform an analysis to identify more effective and efficient methods

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DEPT: COMBINED COURT RELATED OPERATIONS

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of utilizing Deputies by the Combined Court Related Operations and redeploying them elsewhere in the Sheriff's Department during periods of down time. This analysis will include the possibility of incorporating a scheduling system in order to more effectively track the hours and costs associated with the Deputies both in the courtroom and time being redeployed to other locations. The analysis will also consider whether or not such a system would also benefit the scheduling of Deputy Clerk of Court Judicial Assistants.

BAILIFF POSTS	
Felony Judges	24
Misdemeanor Judges	20
Inmate Bullpens	5
Preliminary Hearings	3
Criminal Intake	2
Traffic Intake	1
Out-of-Custody Court	1
Civil Branches and Commissioners	2
Family Branches and Commissioners	8
Children's Court Judges and Commissioners	19
Jury Management	1
Domestic Violence Oversight Grant Initiative	2
Total Posts	88

- The 2005 Budget reflects a zero wage increase for all represented, non-represented and Executive Compensation Plan (ECP) positions. In addition, ECP positions are not provided step increases or performance awards in 2005 as allowed in County Ordinance Section 17.265 (3).
- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is

jointly and severely liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."

FAMILY COURT COMMISSIONER DIVISION

- Personal Services expenditures without fringe benefits increase by \$9,868 from \$1,860,165 to \$1,870,033. Funded positions remain the same at 30.75.
- The Family Court Commissioner-IV-D section provides support to the Department of Child Support Enforcement in coordination with the Sheriff, County Funded State Court Services and the Family Courts. The 2005 crosscharge to the Department of Child Support is \$2,061,633, which is \$56,324 higher than 2004.
- The \$304,231 cost contained in the Family Court Mediation Services section is offset with revenues collected from filing fees in certain family cases and user fees for mediation and custody study services and from a portion of the sale of marriage licenses. If, during 2005, the actual revenue received from these sources exceeds actual expenditures, the State mandates that the excess revenue be set-aside in a reserve account to offset future operating costs in this section. For 2005, a contribution of \$38,731 from the reserve is budgeted for a zero tax levy in this section.

REGISTER IN PROBATE DIVISION

- Personal Services expenditures without fringe benefits increase by \$37,509 from \$934,489 to \$971,998. Funded positions remain the same at 18.3.
- Legal Fees decrease \$23,200 from \$233,200 to \$210,000 due to the following reasons: 1) A decrease in the number of cases the Legal Aid Society is handling for Milwaukee County and 2) The volume of contested WATTS Reviews has remained the same.
- Guardian ad Litem fees decrease by \$25,000 from \$205,000 to \$180,000 as a result of reduced appointments.

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FUND: General - 0001

cost of \$61,020 and offset with \$41,118 in Federal Local Law Enforcement Block Grant (LLEBG) revenue for a total levy commitment of \$19,902. The initiative allows court participants in certain cases to appear via video and telephone link-ups. The goal is to reduce the cost of transporting inmates, especially from remote facilities, and lessen the security risk to the community.

- Juror costs are budgeted at \$751,300 for 2005 which is the same as the 2004 Budget. This includes \$678,600 for Juror Fees, \$62,700 for Juror Meals and \$10,000 for Juror Hotel bills.

- (\$166,194) Abolish 3 Court Reporter

These positions are abolished for no tax levy savings due to an agreement with the State that when Court Reporter positions become vacant, the position is abolished as a County job and recreated as a State position.

- (\$110,682) Abolish 1 Full-Time Court Comm

Due to fiscal constraints, one full-time Court Commissioner is abolished for a tax levy savings of \$110,682.

- Appropriations for books and periodicals for judges increase \$5,900, from \$80,500 to \$86,400.
- State reimbursement decreases \$1,132,618, from \$7,741,104 to \$6,608,486. The table that follows identifies changes to State grant and reimbursement revenue for the County Funded State Court Services Division.

- Reimbursement for Court Reporters is provided from the State to reimburse 100 percent of the cost for these staff. As these staff retire, however, the State reimbursement decreases for no tax levy impact to the County.

STATE GRANTS & REIMBURSEMENT			
County Funded State Court Services	2004 Budget	2005 Budget	2004/2005 Change
Court Support Grant	\$ 3,596,258	\$ 3,596,258	\$ 0
Guardian ad Litem Fees	2,955,325	1,963,662	(991,663)
Permanency Plan Review	544,828	572,176	27,348
Interpreter Expenses	228,920	181,600	(47,320)
Reimbursement for Court Reporters	389,004	260,870	(355,084)
Support Staff for Chief Judge	26,769	33,920	7,151
TOTAL	\$ 7,741,104	\$ 6,608,486	\$ (1,132,618)

- For 2005, the Permanency Plan Review Project has expenditure authority of \$572,176, which is completely offset with State revenue. The project provides children in an out-of-home situation with a review every six months by the court. Revenue from the Bureau of Child Welfare funds six full-time position equivalents, which are asterisked or identified for abolishment if State funding is discontinued.
- Revenues from bail forfeitures remain at \$630,000, the same level as the 2004 Budget.

ADOPTED 2005 BUDGET

DEPT: COMBINED COURT RELATED OPERATIONS

UNIT NO. 2000

FUND: General - 0001

ACTIVITY & STATISTICAL SUMMARY				
	<u>2003 Budget</u>	<u>2003 Actual</u>	<u>2004 Budget</u>	<u>2005 Budget</u>
FAMILY COURT COMMISSIONER DIVISION				
Divorce/Compel Support Motions Scheduled	7,000	9,191	9,950	7,500
Paternity Motions Scheduled	28,000	28,478	30,000	28,500
Domestic Abuse/Child Abuse TRO Hearings	3,100	3,608	3,200	3,600
Child Abuse TRO Hearings	N/A	97	200	120
Domestic Abuse Injunction Hearings	3,500	4,402	5,000	4,500
Default Hearings Heard for Judges	900	1,130	1,050	1,100
"Walk-In" Matters-Divorce/Paternity	3,900	3,141	3,500	3,100
Review of Stipulations/Issuances of Orders	2,400	2,288	2,400	2,400
Case Inquiries-By Phone and Mail	6,000	4,702	5,000	4,500
Referrals from Judges for FCC Hearings	100	62	100	75
Review and Sign Orders Presented to FCC	17,000	16,548	17,000	17,000
REGISTER IN PROBATE DIVISION				
Informal Administration	1,750	1,482	1,725	1,700
Adult Adoptions	5	7	5	5
Trust, Openings	80	57	45	40
Wills for Safekeeping	130	139	130	130
Guardianships/Conservatorship Opened	720	654	720	705
Protective Placement Cases Filed	505	454	520	505
Mental Commitment Cases Filed	3,400	3,863	3,575	4,165
Probate Proceeding in Court	285	188	285	235

ADOPTED 2005 BUDGET

DEPT: COMBINED COURT RELATED OPERATIONS

UNIT NO. 2000

FUND: General - 0001

ACTIVITY & STATISTICAL SUMMARY (continued)				
	<u>2003 Budget</u>	<u>2003 Actual</u>	<u>2004 Budget</u>	<u>2005 Budget</u>
COUNTY FUNDED STATE COURT SERVICES DIVISION				
<u>Family Section</u>				
Total Family Cases Filed	14,700	14,778	16,000	15,600
Divorce Cases Filed (27%)	3,800	3,677	3,900	4,000
Other Family Matters Filed (27%)	4,000	3,970	5,100	4,300
Paternity Cases Filed (46%)	6,900	7,131	7,000	7,300
Cases Disposed	15,400	14,868	16,300	15,600
Cases Pending End-of-Year	6,000	5,463	5,700	5,700
<u>Criminal Section</u>				
Cases Filed	82,500	67,166	77,000	75,000
Cases Disposed	82,000	63,423	75,000	69,000
Cases Pending End of Year	13,000	17,804	15,000	20,000
Traffic Cases Filed	54,900	34,770	46,500	44,000
Criminal Traffic Cases Filed	10,000	14,867	13,000	14,000
Misdemeanor Cases Filed	11,400	10,257	10,500	10,000
Felony Cases Filed	6,200	7,272	7,000	7,000
<u>Civil Section</u>				
Cases Filed	49,500	49,787	49,000	51,500
Cases Disposed	49,500	50,166	49,000	51,500
Cases Pending End of Year	5,500	5,194	5,500	5,500
Small Claims Filed	37,500	36,367	37,000	38,000
Large Claims Filed	12,000	13,420	12,000	13,500
<u>Children's Section</u>				
Cases Filed	9,000	8,109	8,000	7,900
Cases Disposed	9,000	8,001	8,300	8,000
Cases Pending End of Year	3,000	2,663	2,700	2,600
Delinquency Petitions	3,500	2,967	2,700	2,800
CHIPS	2,500	2,123	1,900	2,100
Other Juvenile Matters	3,000	3,019	3,400	3,000

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT OF CHILD SUPPORT

UNIT NO. 2430

FUND: General - 0001

OPERATING AUTHORITY & PURPOSE

The Department of Child Support implements and administers the Child Support Enforcement Act pursuant to Title IV-D of the Federal Social Security Act and Sections 49.22 and 59.53(5) of the Wisconsin Statutes, under contract with the State Department of Workforce Development. Title IV-D of the Federal Social Security Act applies to custodial parents receiving public assistance. Cases are referred by the Department of Human Services, W-2 agencies and the Milwaukee Bureau of Child Welfare when a custodial parent or child is

eligible for any one of a variety of benefits. The Department of Child Support works cooperatively with other County departments to comply with the IV-D program mandates. Title IV-D legislation requires the Department to provide services to locate parents, establish paternity, enforce and establish child support and medical support orders. Non-W-2 custodial parents may also apply to receive the Child Support Services that are provided to IV-D eligible custodial parents.

BUDGET SUMMARY				
Account Summary	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Personal Services (w/o EFB)	\$ 8,247,069	\$ 8,567,791	\$ 8,330,676	\$ (237,115)
Employee Fringe Benefits (EFB)	3,140,185	4,679,555	4,641,969	(37,586)
Services	1,541,055	1,623,841	1,618,477	(5,364)
Commodities	87,182	152,248	132,248	(20,000)
Other Charges	0	223,226	0	(223,226)
Capital Outlay	34,751	105,370	6,000	(99,370)
County Service Charges	4,501,177	4,602,872	4,613,776	10,904
Abatements	(1,718,441)	(1,542,012)	(1,312,899)	229,113
Total Expenditures	\$ 15,832,978	\$ 18,412,891	\$ 18,030,247	\$ (382,644)
Total Revenues	\$ 16,501,977	\$ 18,413,085	\$ 18,137,076	\$ (276,009)
Direct Property Tax Levy	\$ (668,999)	\$ (194)	\$ (106,829)	\$ (106,635)

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*				
Account Summary	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Central Service Allocation	\$ 243,593	\$ 143,530	\$ 170,313	\$ 26,783
Courthouse Space Rental	433,896	420,291	396,966	(23,325)
Document Services	24,007	34,112	16,769	(17,343)
Tech Support & Infrastructure	457,277	401,069	440,546	39,477
Distribution Services	53,913	54,732	41,866	(12,866)
Telecommunications	73,420	41,250	33,028	(8,222)
Records Center	35,773	35,823	36,812	989
Radio	0	0	0	0
Personal Computer Charges	944	0	680	680
Applications Charges	162,285	294,705	175,919	(118,786)
Total Charges	\$ 1,485,108	\$ 1,425,512	\$ 1,312,899	\$ (112,613)
Direct Property Tax Levy	\$ (668,999)	\$ (194)	\$ (106,829)	\$ (106,635)
Total Property Tax Levy	\$ 816,109	\$ 1,425,318	\$ 1,206,070	\$ (219,248)

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

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT OF CHILD SUPPORT

UNIT NO. 2430

FUND: General - 0001

PERSONNEL SUMMARY				
	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Personal Services (w/o EFB)	\$ 8,247,069	\$ 8,567,791	\$ 8,330,676	\$ (237,115)
Employee Fringe Benefits (EFB)	\$ 3,140,185	\$ 4,679,555	\$ 4,641,969	\$ (37,586)
Position Equivalent (Funded)*	218.4	206.3	191.0	(15.3)
% of Gross Wages Funded	90.1	95.8	93.9	(1.9)
Overtime (Dollars)**	\$ 2,031	\$ 0	\$ 0	\$ 0
Overtime (Equivalent to Positions)	0.1	0.0	0.0	0.0

* For 2003, the Position Equivalent is the budgeted amount.

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

PERSONNEL CHANGES				
Job Title/Classification	Action	Number of Positions/ Total FTE	Division	Cost of Positions (Excluding Fringe Benefits)
Office Supp Asst 1*	Abolish	1/1.0	Child Support	\$ 0
Child Support Supv*	Abolish	1/1.0	Child Support	0
Paralegal CS*	Abolish	1/1.0	Child Support	0
Child Support Asst*	Abolish	1/1.0	Child Support	0
Child Support Specialist*	Abolish	1/1.0	Child Support	0
Office Supp Asst 2*	Abolish	1/1.0	Child Support	0
Legal Counsel Child Support 1	Abolish	1/1.0	Child Support	(93,747)
Child Support Coordinator	Abolish	1/1.0	Child Support	(49,351)
Child Support Program Coord	Abolish	1/1.0	Child Support	(56,426)
Fiscal Asst 1	Abolish	1/1.0	Child Support	(35,469)
Paralegal CS	Abolish	2/2.0	Child Support	(75,676)
Child Support Supv	Abolish	1/1.0	Child Support	(45,646)
Child Support Specialist	Abolish	1/1.0	Child Support	(38,996)
Clerical Asst 2*	Abolish	1/1.0	Child Support	0
			TOTAL	\$ (395,311)

* These positions were unfunded in 2004. They are shown on this table in order to abolish the slots in 2005 and do not provide any tax levy savings since it was already counted in 2004.

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT OF CHILD SUPPORT

UNIT NO. 2430

FUND: General - 0001

ORGANIZATIONAL COST SUMMARY					
DIVISION		2003	2004	2005	2004/2005
		Actual	Budget	Budget*	Change
Administrative Services	Expenditure	\$ 1,593,703	\$ 1,613,379	\$ 15,261,968	\$ 13,648,589
	Abatement	(810,850)	(571,213)	(688,387)	(117,174)
	Revenue	<u>3,139,970</u>	<u>1,053,787</u>	<u>17,652,562</u>	<u>16,598,775</u>
	Tax Levy	\$ (2,357,117)	\$ (11,621)	\$ (3,078,981)	\$ (3,067,360)
Enforcement/ Establishment & Legal	Expenditure	\$ 14,212,336	\$ 16,198,978	\$ 4,036,893	\$ (12,162,085)
	Abatement	(865,515)	(936,320)	(580,801)	355,519
	Revenue	<u>12,214,885</u>	<u>15,504,853</u>	<u>474,514</u>	<u>(15,030,339)</u>
	Tax Levy	\$ 1,131,936	\$ (242,195)	\$ 2,981,578	\$ 3,223,773
Family Support	Expenditure	\$ 1,745,380	\$ 2,142,546	\$ 44,285	\$ (2,098,261)
	Abatement	(42,076)	(34,479)	(43,711)	(9,232)
	Revenue	<u>1,147,122</u>	<u>1,854,445</u>	<u>10,000</u>	<u>(1,844,445)</u>
	Tax Levy	\$ 556,182	\$ 253,622	\$ (9,426)	\$ (263,048)

* Previously, the Personal Services budget for the department was divided among three areas: Administrative Services, Enforcement/Establishment & Legal and Family Support. Beginning in 2005, the department is budgeting for Personal Services costs primarily in the Administrative Services area. For this reason, the expenditures and revenue for Administration has increased with offsetting reductions in the other two areas.

MISSION

The Department of Child Support, through the utilization of community resources, promotes family stability creating a better quality of life for the children of Milwaukee County.

DEPARTMENT DESCRIPTION

The Department has five divisions: Establishment, Enforcement, Financial, Legal, and Operations. The Establishment Division is responsible for establishing paternity, obtaining support orders, and maintaining the Customer Service unit. The Enforcement Division handles income withholding, contempt actions, modification reviews, interstate enforcement, and outstation services. The entry of family court orders on Wisconsin's Kids Information Data System (KIDS) and the proper disbursement of support payments is the focus of the Financial Division. The Legal Division represents the Department in family court hearings. The Operations Division is responsible for maintaining the infrastructure of the Department: its human resources, computers, supplies, and budget.

The **Establishment Division** has four units: Case Initiation, Paternity Establishment, Order Establishment, and Customer Service. Case

Initiation schedules all paternity interview appointments. This area receives referrals from W-2 agencies, individuals applying for services, Foster Care and Kinship Care providers. The Paternity Establishment unit's primary responsibility is to interview mothers and potential fathers to establish paternity for the children of Milwaukee County. The Order Establishment unit prepares pleadings to establish support orders. The Customer Service unit supports all areas of the Department by responding to customers, case management and financial questions.

The **Enforcement Division** monitors cases to ensure timely payment of child support orders. If necessary, the Division takes administrative and/or legal action. Staff also locates parents who are not paying support, and finds income and assets that may be used to satisfy support orders. The Division also monitors automated delinquency reports, performs address and employment searches, and sends enforcement warning letters to delinquent payers. The Income Withholding section sends income withholding notices to employers when employment is reported by the payer, the payee, or through the Federal or State new-hire directories. Applicants for child support services automatically receive tax intercept services. The Internal Revenue Service (IRS) and the State Department of Revenue

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT OF CHILD SUPPORT

UNIT NO. 2430

FUND: General - 0001

(DOR) intercept refunds due to support payers with outstanding support debts. The Division has begun to utilize new enforcement tools to collect child support arrears. Financial Institution Data Match (FIDM) and Lien Docket have been successfully implemented.

This division also conducts reviews of child support orders, upon request, if an order is more than three years old or circumstances in either or both households have changed substantially since the last support order was set. The Enforcement Division also handles medical support orders. The Interstate unit of the Enforcement Division works with other states to establish paternity and support orders, and to enforce existing orders.

The **Financial Division** is responsible for maintaining the Milwaukee County family court orders on KIDS and the statewide support computer system. The Division has two sections, Case Maintenance and Case Operations.

The Case Maintenance section is charged with entering all court orders on KIDS so that support payments properly pay out to the custodian as ordered. The Fiscal Assistants in this section process an average of 3,000 court orders per month.

Employees in the Case Operations section make sure that support payments flow through the case accounts and pay out in an accurate, timely manner. This section is responsible for manually allocating payments to cases which cannot be processed automatically, pulling files and receipts to help co-workers review cases, retrieving files, and printing payment records for the courts, participants, agencies and co-workers. This section also performs financial record reviews for cases that are placed upon the State Support Lien Docket.

The Department of Child Support is involved in more than 600 family court hearings per week in Milwaukee County. The **Legal Division's** 14.5 lawyers represent the Department and the State of Wisconsin before the County's five family court judges and twelve family court commissioners. They also appear, as needed, in probate and bankruptcy proceedings affecting the Department's cases.

The **Operations Division** provides the support that the other divisions require to serve the people of Milwaukee County. Operations' staff is responsible

for managing the Department's human resources, computer resources, supplies and budget.

BUDGET HIGHLIGHTS

- Beginning in the Federal fiscal year 2000, the Federal Government implemented a new method to allocate money to the State for Child Support Enforcement based upon the following measures:
 - Paternity establishment
 - Establishment of support orders
 - Collection of current child support obligations
 - Collection of child support arrears
 - Cost effectiveness
- The 2005 Budget is based on the department meeting certain performance standards in order to achieve a full incentive revenue amount of \$3,877,600, under State and Federal funding guidelines. This reflects an increase of \$170,386 over 2004 and assumes 100% achievement of the performance standards. Incentive revenue is in addition to cost reimbursement of 66% for all expenditures, including expenses such as Courthouse space rental and IMSD crosscharges that are budgeted centrally. To achieve the maximum performance incentive revenue available to Milwaukee County, the department is required by contract to perform at certain levels from a baseline established on 9/30/03 in the following four areas of Federal performance standards:
 - Increase paternity establishment by .05 percentage points.
 - Increase current support collection rate by 2 percentage points.
 - Increase order establishment rate by 1.5 percentage points.
 - Increase collection on arrears by 4 percentage points.
- In addition to the base amount of incentive revenue, the Department has included an additional \$318,600 predicated upon increasing performance in two measured areas from a baseline established on 9/30/03:

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT OF CHILD SUPPORT

UNIT NO. 2430

FUND: General - 0001

- Increase collection on arrears 6 percentage points.
- Increase current support collection by 3 percentage points.
- The reduction of \$106,635 in tax levy is primarily due to a reduction in the Personal Services budget. Personal Services expenditures without fringe benefits decrease by \$237,115 from \$8,567,791 to \$8,330,676. Funded positions decrease 15.0 positions, from 206.3 to 191.0.

Seven of the 15 vacant, full-time positions were unfunded in the 2004 Budget and provide no tax levy savings for 2005. These seven slots are now being abolished in 2005. As a result of fiscal constraints, the remaining eight positions are abolished in 2005 for an expenditure savings of \$395,311, revenue reduction of \$260,905 and net tax levy reduction of \$134,406.

(\$0)	Abolish	1	Clerical Asst 2
(0)	Abolish	1	Office Support Asst 1
(0)	Abolish	1	Child Support Supv
(0)	Abolish	1	Paralegal CS
(0)	Abolish	1	Child Support Asst
(0)	Abolish	1	Child Support Spec
(0)	Abolish	1	Office Supp Asst 2
(93,747)	Abolish	1	Legal Counsel CS 1
(49,351)	Abolish	1	Child Support Coord
(56,426)	Abolish	1	Child Support Prog Coord
(35,469)	Abolish	1	Fiscal Asst 1
(75,676)	Abolish	2	Paralegal CS
(45,646)	Abolish	1	Child Support Supv
<u>(38,996)</u>	Abolish	1	Child Support Spec
(\$395,311)	Total		

- Departmental expenditures total \$18,030,247 plus \$1,312,899 in allocated charges for total expenditures of \$19,343,146 for 2005. This reflects a reduction in expenditures of \$611,757. Revenue is estimated to be \$18,137,076, which reflects a decrease of \$276,009. If, during 2005, the amount of actual incentive revenue exceeds the amount of budgeted revenue, the surplus is to be recorded in a special revenue account, titled Revenue from Other Governmental Units. These funds can only be expended via an appropriation transfer requiring approval of the County Executive and County Board.

- Revenue from the State of Wisconsin decreases \$219,000 due to the phasing out of revenues associated with the Percentage Expressed Order Conversion Project involving the transition of calculating child support based on a percentage of income to a flat dollar amount.

- The cost of one Economic Support Specialist is crosscharged to Child Support by the Department of Health and Human Services in 2005 to reflect the role of a dedicated ESS worker on cases in which Income Maintenance and Child Support issues intersect. Through this initiative, both departments anticipate achieving higher performance standards by improving the accuracy of the data maintained in the Wisconsin Kids Information Data System (KIDS) database. Child Support will pay for an existing Economic Support position budgeted in DHHS to review the information and remove duplicative cases. The cost of this position is \$57,571 and is offset with 66 percent in reimbursement revenue of \$37,997 for a net tax levy increase of \$19,574 to Child Support.

- Abatements are increased by \$229,113 primarily as a result of two changes in the department:

(1) For the past few years, the department participated in a Welfare-to-Work pilot program designed to steer non-custodial incarcerated and formerly incarcerated offenders into employment. This program, involving the House of Correction and Private Industry Council, has been discontinued as a result of the elimination of a grant from the U.S. Department of Labor. The impact to the department's budget is an increased abatement of \$116,500 and resulting tax levy increase of \$116,500. The cost of this program, consisting of personnel costs for two paralegals, a supervisor and clerical assistance, was formerly crosscharged to the House of Correction.

(2) A Network Application Specialist 4 budgeted in Information Management Services Division (IMSD) and assigned to Child Support has been unfunded which results in an increased abatement of \$101,436 and corresponding reduction in crosscharges of the same amount. The unfunded position results in reduced revenue of \$66,948 and a tax levy reduction of \$101,436 in IMSD.

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT OF CHILD SUPPORT

UNIT NO. 2430

FUND: General - 0001

- Revenues associated with Recovery of Medical Support Liability increase \$80,000, from \$657,000 to \$737,000, based on an increase in the court ordered amount for birth expenses. The department recoups 15 percent of the cost associated with the birth of a child.
- Capital Outlay for equipment decreases nearly \$100,000 due to the purchase of additional computer equipment in 2004.
- The crosscharges to the Child Support program from the Family Court Commissioner, District Attorney and Clerk of Circuit Court are reviewed annually. Crosscharges are adjusted to reflect appropriate staffing levels, the percentage of operating expenses related to Child Support Enforcement activities and the projected revenues from Child Support Enforcement operations. The Child Support service charges from the serving departments are as follows:
- The 2005 Budget reflects a zero wage increase for all represented, non-represented and Executive Compensation Plan (ECP) positions. In addition, ECP positions are not provided step increases or performance awards in 2005 as allowed in County Ordinance Section 17.265 (3).
- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severely liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."

CROSSCHARGES FROM OTHER COUNTY AGENCIES			
	2004 Budget	2005 Budget	2004/2005 Change
Family Court Commissioner	\$2,005,309	\$ 2,061,633	\$ 56,324
Clerk of Court	882,177	827,720	(54,457)
District Attorney	<u>118,438</u>	<u>148,266</u>	<u>29,828</u>
TOTAL	\$3,005,924	\$ 3,037,619	\$ 31,695

ADOPTED 2005 BUDGET

DEPT: ELECTION COMMISSION

UNIT NO. 3010

FUND: General - 0001

OPERATING AUTHORITY & PURPOSE

Pursuant to Sections 7.10, 7.21 and 7.60 of the Wisconsin Statutes, this department prepares, prints, distributes and has custody of ballots, including absentee, Braille and sample ballots; canvasses returns and certifies them to the State Elections Board; advertises all elections held on a Federal, State and County-wide basis in community and minority newspapers; distributes, receives and verifies the legality of nomination papers and recall petitions filed; receives Code of Ethics forms; audits campaign finance reports and registration forms of

candidates and committees; maintains election records and files; prorates charges to municipalities and school boards for election services provided; reviews election laws; conducts recall elections; conducts recount proceedings and special elections; issues certificates of election to County Supervisors, the County Executive and five County constitutional officers; provides a statistical election booklet every other year; prints Congressional, Supervisor, State Senate and Assembly maps; and attends meetings relative to the office.

BUDGET SUMMARY				
Account Summary	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Personal Services (w/o EFB)	\$ 147,912	\$ 180,342	\$ 162,319	\$ (18,023)
Employee Fringe Benefits (EFB)	52,628	92,130	86,235	(5,895)
Services	688,741	899,047	313,047	(586,000)
Commodities	2,730	2,075	1,655	(420)
Capital Outlay	999	0	0	0
County Service Charges	112,059	129,997	103,450	(26,547)
Abatements	(106,441)	(124,530)	(99,783)	24,747
Total Expenditures	\$ 898,628	\$ 1,179,061	\$ 566,923	\$ (612,138)
Direct Revenues	\$ 44,930	\$ 62,200	\$ 44,783	\$ (17,417)
Direct Property Tax Levy	\$ 853,698	\$ 1,116,861	\$ 522,140	\$ (594,721)

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*				
Account Summary	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Central Service Allocation	\$ 9,597	\$ 17,780	\$ 14,716	\$ (3,064)
Courthouse Space Rental	56,196	54,431	51,397	(3,034)
Document Services	2,543	10,475	1,776	(8,699)
Tech Support & Infrastructure	3,644	4,270	7,658	3,388
Distribution Services	198	253	154	(99)
Telecommunications	775	429	421	(8)
Records Center	7,504	11,670	7,722	(3,948)
Radio	0	0	0	0
Personal Computer Charges	1,887	1,717	4,077	2,360
Applications Charges	24,097	23,505	11,862	(11,643)
Total Charges	\$ 106,441	\$ 124,530	\$ 99,783	\$ (24,747)
Direct Property Tax Levy	\$ 853,698	\$ 1,116,861	\$ 522,140	\$ (594,721)
Total Property Tax Levy	\$ 960,139	\$ 1,241,391	\$ 621,923	\$ (619,468)

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

ADOPTED 2005 BUDGET

DEPT: ELECTION COMMISSION

UNIT NO. 3010

FUND: General - 0001

PERSONNEL SUMMARY				
	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Personal Services (w/o EFB)	\$ 147,912	\$ 180,342	\$ 162,319	\$ (18,023)
Employee Fringe Benefits	\$ 52,628	\$ 92,130	\$ 86,235	\$ (5,895)
Position Equivalent (Funded)*	4.1	4.6	3.75	(0.85)
% of Gross Wages Funded	100.0	100.0	100.0	0.0
Overtime (Dollars)**	\$ 9,028	\$ 25,284	\$ 12,696	\$ (12,588)
Overtime (Equivalent to Positions)	0.29	1.2	0.58	(0.62)

* For 2003, the Position Equivalent is the budgeted amount and does not include Election Commission members.

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

PERSONNEL CHANGES				
Job Title/Classification	Action	Number of Positions/ Total FTE	Division	Cost of Positions (Excluding Fringe Benefits)
None				
			TOTAL	\$ 0

MISSION

The mission of the Milwaukee County Election Commission is to administer Federal, State, County and Municipal elections in a manner that assures public confidence in the accuracy, efficiency and fairness of the election process and to enforce State election and campaign finance laws.

every two years. Almost all costs of fall elections are not reimbursed to the County and are, therefore, tax levy.

DEPARTMENT DESCRIPTION

The Election Commission budget includes the following two programs:

1. Spring Elections – The primary and general elections held in the spring are Judicial, County, municipal and school board elections. Municipalities reimburse the County for their share of expenses. The County must absorb all costs for Federal, State Judicial and County elections. In presidential election years, there is also a presidential preference election.
2. Fall Elections – The primary and general elections held in the fall are primarily State and national elections, with the exception of elections for County constitutional officers held

BUDGET HIGHLIGHTS

- Personal Services expenditures without fringe benefits decrease by \$18,023 from \$180,342 to \$162,319. Funded positions decrease .85, from 4.6 to 3.75.
- The 2005 Budget decreases \$594,721, from \$1,116,861 to \$522,140.
- The workload of the Election Commission varies significantly from year to year according to the number and type of elections anticipated. Because 2005 is a two-election year as opposed to a four-election year, various appropriations decrease:
 - The appropriation for overtime decreases \$12,588, from \$25,284 to \$12,696. The appropriation for Election Clerks who assist in the Election Commission office during

ADOPTED 2005 BUDGET

DEPT: ELECTION COMMISSION

UNIT NO. 3010

FUND: General - 0001

- peak activity periods decreases \$5,222, from \$8,922 to \$3,700.
- The appropriation for advertising decreases \$56,409, from \$92,564 to \$36,155, and the appropriation for ballots and election supplies decreases \$530,510, from \$792,920 to \$262,410.
- Revenue from other governmental units, which is derived from reimbursement for local referenda, school board and local elections held in the 19 municipalities, decreases \$17,517, from \$61,800 to \$44,283, based on experience.
- Other Miscellaneous Revenue increases \$100, from \$400 to \$500, based on experience.
- The 2005 Budget reflects a zero wage increase for all represented, non-represented and Executive Compensation Plan (ECP) positions. In addition, ECP positions are not provided step increases or performance awards in 2005 as allowed in County Ordinance Section 17.265 (3).
- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severely liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."

ADOPTED 2005 BUDGET

DEPT: ELECTION COMMISSION

UNIT NO. 3010

FUND: General - 0001

ACTIVITY AND STATISTICAL SUMMARY				
	<u>2003 Budget</u>	<u>2003 Actual</u>	<u>2004 Budget</u>	<u>2005 Budget</u>
Spring				
Elections	2	2	2	2
Recall Elections	0	1	0	0
Recall Petitions	0	1	0	0
Recall Hearings	0	6	0	0
Referenda	2	1	10	0
Special Elections	8	6	2	0
Candidate Financial Statement	1	88	212	70
Nomination Papers	0	2	57	0
Ballot Set-up and Proofing	10	9	4	2
Challenge	0	0	1	0
Recounts	0	0	2	0
Statistical Book	0	0	0	1
Elections Programmed	10	9	4	2
Braille Conversions	10	9	2	2
Fall				
Elections	0	0	2	0
Recall Elections	0	3	0	0
Recall Petitions	0	0	0	0
Recall Hearings	0	0	0	0
Referenda	0	0	0	0
Special Elections	0	4	0	0
Candidate Financial Statement	1	82	63	70
Nomination Papers	0	4	8	0
Ballot Set-up and Proofing	0	6	2	0
Challenge	0	0	2	0
Recounts	0	1	1	0
Statistical Book	1	1	0	0
Elections Programmed	0	6	2	0
Braille Conversions	0	6	2	0

FEE SCHEDULE

<u>Service</u>	<u>Fee</u>
Copies	\$.20/sheet
Copies of Statutes	\$ 2.00/copy
Copies of Campaign Finance/Bookkeeping Manuals	\$ 2.00/copy
Copies of Statistical Booklet of prior elections	Varies
Ballots, programming, election supplies for municipalities and school Boards	Varies

ADOPTED 2005 BUDGET

DEPT: COUNTY TREASURER

UNIT NO. 3090
FUND: General - 0001

OPERATING AUTHORITY & PURPOSE

Pursuant to Section 59.25 of the Wisconsin Statutes, this Department receives all monies which belong to, or are deposited in trust with the County of Milwaukee; pays out all monies on order of the County Board, or as otherwise provided by law or ordinances; transmits State taxes, fees and revenues from other charges to the State Treasurer;

collects and enforces the collection of delinquent property taxes; acts as custodian of the Employees' Retirement System; provides for the daily cash requirements of Milwaukee County; and invests County appropriations not needed immediately in low risk short-term and mid-term investments.

BUDGET SUMMARY				
Account Summary	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Personal Services (w/o EFB)	\$ 383,513	\$ 401,402	\$ 407,416	\$ 6,014
Employee Fringe Benefits (EFB)	146,857	219,075	228,396	9,321
Services	262,124	173,320	186,220	12,900
Commodities	14,118	14,000	15,000	1,000
Other Charges	405,464	173,988	237,500	63,512
Capital Outlay	0	0	0	0
County Service Charges	158,105	157,788	181,592	23,804
Abatements	(144,441)	(145,708)	(168,241)	(22,533)
Total Expenditures	\$ 1,225,740	\$ 993,865	\$ 1,087,883	\$ 94,018
Total Revenues	\$ 1,922,570	\$ 1,475,150	\$ 1,475,150	\$ 0
Direct Property Tax Levy	\$ (696,830)	\$ (481,285)	\$ (387,267)	\$ 94,018

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*				
Account Summary	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Central Service Allocation	\$ 0	\$ 0	\$ 0	\$ 0
Courthouse Space Rental	76,824	74,421	70,274	(4,147)
Document Services	9,692	16,780	6,770	(10,010)
Tech Support & Infrastructure	18,222	22,173	34,269	12,096
Distribution Services	6,990	6,248	5,428	(820)
Telecommunications	3,709	1,951	2,134	183
Records Center	1,791	1,868	1,843	(25)
Radio	0	0	0	0
Personal Computer Charges	9,439	9,159	19,026	9,867
Applications Charges	17,774	13,108	28,497	15,389
Total Charges	\$ 144,441	\$ 145,708	\$ 168,241	\$ 22,533
Direct Property Tax Levy	\$ (696,830)	\$ (481,285)	\$ (387,267)	\$ 94,018
Total Property Tax Levy	\$ (552,389)	\$ (335,577)	\$ (219,026)	\$ 116,551

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

ADOPTED 2005 BUDGET

DEPT: COUNTY TREASURER

UNIT NO. 3090

FUND: General - 0001

PERSONNEL SUMMARY				
	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Personal Services (w/o EFB)	\$ 383,513	\$ 401,402	\$ 407,416	\$ 6,014
Employee Fringe Benefits (EFB)	\$ 146,857	\$ 219,075	\$ 228,396	\$ 9,321
Position Equivalent (Funded)*	9.0	9.0	9.0	0.0
% of Gross Wages Funded	100.0	100.0	100.0	0.0
Overtime (Dollars)**	\$ 0	\$ 0	\$ 0	\$ 0
Overtime (Equivalent to Positions)	0.0	0.0	0.0	0.0

* For 2003, the Position Equivalent is the budgeted amount.

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

PERSONNEL CHANGES				
Job Title/Classification	Action	Number of Positions/ Total FTE	Division	Cost of Positions (Excluding Fringe Benefits)
None				
			TOTAL	\$ 0

MISSION

In its functions of cash receipt and disbursement, property tax services and investment program, the Milwaukee County Treasurer's Office will provide prompt, high-quality services to sustain the overall operation of County government for the benefit of its citizens.

BUDGET HIGHLIGHTS

- Personal Services expenditures without fringe benefits increase by \$6,014, from \$401,402 to 407,416. Funded positions remained the same at 9.
- Tax levy increases by \$94,018 primarily due to the department's statutory responsibility to pay unpaid personal property tax charge backs. The 2005 Budget for tax charge backs increases \$70,000, from \$130,000 to \$200,000, to better reflect actual experience.
- Interest collected on delinquent property taxes is unchanged at \$1,450,000. For 2005, the number of notices processed is anticipated at 6,000, the same as 2004.
- The 2005 Budget raises fees for administrative costs associated with foreclosures and tax delinquent property listings. The administrative costs would increase from \$200 to \$250 per foreclosure and delinquent property listings would increase from \$75 to \$150. These fees are budgeted under other service fee charges at \$10,000, which reflects a \$0 increase over 2004 despite the proposed 2005 increase. Based on 2004 actual experience, the total revenue has not been adjusted to reflect the increase in the fees. As of the end of August 2004, the department had collected less than 10% of its revenue as a result of staff shortages.
- Bank Service fees increase \$5,000, from \$80,000 to \$85,000, based on contractual agreements. In addition, advertising increases by \$6,000, from \$6,000 to \$12,000. This advertising is required by State Statute for unclaimed funds in odd-numbered years and for foreclosures.
- An appropriation of \$170,000 for investment services is included in the non-departmental budget 1900-1850 - Earnings on Investments

ADOPTED 2005 BUDGET

DEPT: COUNTY TREASURER

UNIT NO. 3090

FUND: General - 0001

rather than in the Org. 3090. In 2004, \$160,000 was budgeted in Earnings on Investments.

- The 2005 Budget reflects a zero wage increase for all non-represented and Executive Compensation Plan (ECP) positions. In addition, ECP positions are not provided step increases or performance awards in 2004 as allowed in County Ordinance Section 17.265 (3).
- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has

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

ACTIVITY AND STATISTICAL SUMMARY				
	<u>2003 Budget</u>	<u>2003 Actual</u>	<u>2004 Budget</u>	<u>2005 Budget</u>
Checks Issued	210,000	210,000	180,000	170,000
Receipts Issued: Property Taxes	5,000	5,000	5,000	5,000
Lost Checks and Forgeries Processed	450	450	200	200
Tax Delinquent Notices Processed	9,000	9,000	6,000	6,000
Unpaid Property Taxes Submitted to Treasurer (000's)	8,000	8,000	9,000	9,000
Number of Parcels with Bankruptcy Claims, Petitions for Foreclosure	300	300	150	175
Forms Furnished to Municipalities	160,000	160,000	160,000	160,000

ADOPTED 2005 BUDGET

DEPT: COUNTY CLERK

UNIT NO. 3270

FUND: General - 0001

OPERATING AUTHORITY & PURPOSE

Pursuant to Section 59.20 of the Wisconsin Statutes, and Section 56.09 of the Milwaukee County Ordinances, the County Clerk records the proceedings of the County Board of Supervisors; distributes copies of the printed proceedings; maintains all of the legislative files; produces a continuous index of the ordinances and resolutions presented to the County Board at each meeting; updates existing ordinances and prepares copies of new ordinances for distribution; receives/processes court summons and complaints naming Milwaukee County; maintains the central file of County deeds, contracts, insurance policies, agreements, leases and easements; maintains SARA Title III records for Milwaukee County; administers oaths of office and maintains a file of such oaths as well as public official bonds; maintains a file of qualified public improvement contractors; receives and publicly opens all sealed bids for public improvement projects; receives all bids for services and

commodities; distributes copies of the Milwaukee County financial reports and statistical reports of property valuations; issues marriage, equestrian, hayride, horse and stable licenses; processes garnishment actions, tax levies and wage assignments of County employees; processes lien notices against contractors performing County public improvements; maintains the file of certificates of title for all County-owned vehicles; assists the County Treasurer in signing all County checks; acts as agent for the State in furnishing dog licenses to the municipalities in Milwaukee County; furnishes cat licenses to Milwaukee County municipalities and the Wisconsin Humane Society (as governed by Milwaukee County Ordinances, Chapter 26); and registers all lobbyists and reports quarterly to the County Board on the number of registrants. Finally, the department serves as an informational clearinghouse for corporate Milwaukee County.

BUDGET SUMMARY				
Account Summary	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Personal Services (w/o EFB)	\$ 329,342	\$ 319,165	\$ 325,625	\$ 6,460
Employee Fringe Benefits (EFB)	126,489	181,568	182,545	977
Services	34,530	70,631	54,395	(16,236)
Commodities	2,959	4,354	5,650	1,296
Other Charges	0	4,297	1,500	(2,797)
Capital Outlay	0	0	0	0
County Service Charges	124,551	128,595	120,355	(8,240)
Abatements	(121,675)	(126,176)	(117,443)	8,733
Total Expenditures	\$ 496,196	\$ 582,434	\$ 572,627	\$ (9,807)
Total Revenues	\$ 420,155	\$ 553,022	\$ 529,247	\$ (23,775)
Direct Property Tax Levy	\$ 76,041	\$ 29,412	\$ 43,380	\$ 13,968

ADOPTED 2005 BUDGET

DEPT: COUNTY CLERK

UNIT NO. 3270

FUND: General - 0001

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*				
Account Summary	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Central Service Allocation	\$ 19,148	\$ 18,772	\$ 14,930	\$ (3,842)
Courthouse Space Rental	78,948	76,479	72,216	(4,263)
Document Services	2,161	2,846	1,510	(1,336)
Tech Support & Infrastructure	8,107	11,007	11,678	671
Distribution Services	2,246	2,703	1,744	(959)
Telecommunications	2,507	1,418	1,003	(415)
Records Center	223	232	229	(3)
Radio	0	0	0	0
Personal Computer Charges	4,719	5,152	5,436	284
Applications Charges	3,616	7,567	8,697	1,130
Total Charges	\$ 121,675	\$ 126,176	\$ 117,443	\$ (8,733)
Direct Property Tax Levy	\$ 76,041	\$ 29,412	\$ 43,380	\$ 13,968
Total Property Tax Levy	\$ 197,716	\$ 155,588	\$ 160,823	\$ 5,235

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

PERSONNEL SUMMARY				
	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Personal Services (w/o EFBs)	\$ 329,342	\$ 319,165	\$ 325,625	\$ 6,460
Employee Fringe Benefits (EFB)	\$ 126,489	\$ 181,568	\$ 182,545	\$ 977
Position Equivalent (Funded)*	7.0	7.0	7.0	0.0
% of Gross Wages Funded	80.3	80.2	80.6	0.4
Overtime (Dollars)**	\$ 15,157	\$ 0	\$ 0	\$ 0
Overtime (Equivalent to Positions)	0.4	0.0	0.0	0.0

* For 2003, the Position Equivalent is the budgeted amount.

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

PERSONNEL CHANGES				
Job Title/Classification	Action	Number of Positions/ Total FTE	Division	Cost of Positions (Excluding Fringe Benefits)
None				
			TOTAL	\$ 0

ADOPTED 2005 BUDGET

DEPT: COUNTY CLERK

UNIT NO. 3270

FUND: General - 0001

MISSION

The County Clerk's responsibility is to serve the needs of corporate Milwaukee County as required by State Statutes and County Ordinances. Information and public service are provided to the citizens and employees of the corporation in a responsible and responsive fashion. "The customer always comes first."

BUDGET HIGHLIGHTS

- Personal Services expenditures without fringe benefits increase by \$6,460 from \$319,165 to \$325,625. Funded positions remain at 7.0.
- An appropriation for conference expenses of \$850 is budgeted to enable the County Clerk to attend the Wisconsin County Constitutional Officers conference and the Wisconsin County Clerk's conference.
- The appropriation for microfilm services increases \$3,000, from \$2,000 to \$5,000, due to a backlog of work that has accumulated.
- The appropriation for photo, printing, reproduction and binding increases \$1,000, from \$500 to \$1,500, based on anticipated demand.
- Funds in the amount of \$1,500 are requested for the purchase of two typewriters to accommodate the level of non-computer typing required by the office functions.
- Marriage license fee revenue declines by \$20,000 to better reflect actual experience. Between 2000 to 2003, the department has deficiated in this revenue account by \$25,000 to \$30,000. The department has addressed this deficit by reducing other line accounts.
- IMSD has been working with the County Clerk to make the County Board's proceedings and

legislative tracking available via the County's website. This new initiative is expected to be launched by the end of September 2004. The printing budget is reduced by \$15,000, from \$50,000 to \$35,000, to reflect actual experience and the implementation of this new initiative.

- Postage decreases \$5,000, from \$10,000 to \$5,000 based on experience.
- The 2005 Budget reflects a zero wage increase for all represented, non-represented and Executive Compensation Plan (ECP) positions. In addition, ECP positions are not provided step increases or performance awards in 2005 as allowed in County Ordinance Section 17.265 (3).
- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."

ADOPTED 2005 BUDGET

DEPT: COUNTY CLERK

UNIT NO. 3270

FUND: General - 0001

ACTIVITY AND STATISTICAL SUMMARY				
	<u>2003</u> <u>Budget</u>	<u>2003</u> <u>Actual</u>	<u>2004</u> <u>Budget</u>	<u>2005</u> <u>Budget</u>
Marriage Licenses	6,400	5,594	6,400	6,400
Marriage License Waivers	200	243	200	340
Marriage Civil Ceremonies	1,043	1,134	1,043	1,043
Dog/Cat Licenses	36,000	26,104	36,000	36,000
County Board Files	1,000	934	1,000	1,000
County Board Citations	400	582	400	550
County Ordinances	30	34	30	30
County Board Proceedings Pages	2,600	2,364	2,600	2,600
County Board Digests, Actions Summarized/ Routed	480	820	480	850
Employee Garnishments	5,500	6,722	5,500	6,400
Employee Wage Assignments	27,500	28,607	27,500	27,500
Employee Tax Levies	1,200	1,746	1,200	1,500
Contractor Lien Notices/Vendor Tax Levies	60	56	60	60
Contractor Qualification Statements	350	482	350	450
Claims Processed	950	1,472	950	1,400
Summons and Complaints Processed	1,400	1,852	1,400	1,600
Construction Bid Notices	150	275	150	260
Procurement Bid Notices Processed	4,800	2,420	4,800	0
Legal Documents Assigned to Central Files	1,300	4,820	1,300	5,000
County Checks Signature Processed	595,000	596,602	595,000	595,000
Lobbyist Registration	25	8	25	25

SERVICE

Marriage Licenses
 Other License/Permits
 Dog/Cat License Admin.
 Marriage Waiver Fees
 Copy Fees
 Notary Fees
 Marriage Ceremonies

FEE

\$100
 Varies
 Varies by municipality
 \$10.00
 20¢ per page
 50¢
 \$100

ADOPTED 2005 BUDGET

DEPT: REGISTER OF DEEDS

UNIT NO. 3400
FUND: General - 0001

OPERATING AUTHORITY & PURPOSE

Pursuant to Sections 59.43, 69.22 and other pertinent sections of the Wisconsin Statutes, the Register of Deeds records, indexes and optically scans real estate documents, corporation papers and military discharges; records informal probate instruments; files and indexes financing statements;

maintains a motor vehicle lien index; files and indexes birth, marriage and death certificates; sells copies of the above described documents; collects the real estate transfer tax; and performs such other functions as provided by law.

BUDGET SUMMARY				
Account Summary	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Personal Services (w/o EFB)	\$ 2,096,392	\$ 1,853,334	\$ 1,773,735	\$ (79,599)
Employee Fringe Benefits (EFB)	783,898	997,224	987,609	(9,615)
Services	290,923	251,043	233,579	(17,464)
Commodities	105,018	115,664	84,613	(31,051)
Other Charges	0	46,407	0	(46,407)
Capital Outlay	0	40,000	142,000	102,000
County Service Charges	489,517	941,102	655,711	(285,391)
Abatements	(475,824)	(928,606)	(633,187)	295,419
Total Expenditures	\$ 3,289,924	\$ 3,316,168	\$ 3,244,060	\$ (72,108)
Total Revenues	\$ 6,647,905	\$ 5,223,394	\$ 5,738,033	\$ 514,639
Direct Property Tax Levy	\$ (3,357,981)	\$ (1,907,226)	\$ (2,493,973)	\$ (586,747)

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*				
Account Summary	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Central Service Allocation	\$ 46,332	\$ 61,228	\$ 72,082	\$ 10,854
Courthouse Space Rental	343,332	332,576	314,039	(18,537)
Document Services	2,942	1,313	2,055	742
Tech Support & Infrastructure	9,929	50,640	73,712	23,072
Distribution Services	23,492	12,491	18,243	5,752
Telecommunications	10,056	3,400	3,617	217
Records Center	15,902	32,808	16,364	(16,444)
Radio	0	0	0	0
Personal Computer Charges	16,047	12,593	32,618	20,025
Applications Charges	4,999	49,681	77,319	27,638
Total Charges	\$ 473,031	\$ 556,730	\$ 610,049	\$ 53,319
Direct Property Tax Levy	\$ (3,357,981)	\$ (1,907,226)	\$ (2,493,973)	\$ (586,747)
Total Property Tax Levy	\$ (2,884,950)	\$ (1,350,496)	\$ (1,883,924)	\$ (533,428)

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

ADOPTED 2005 BUDGET

DEPT: REGISTER OF DEEDS

UNIT NO. 3400

FUND: General - 0001

PERSONNEL SUMMARY				
	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Personal Services (w/o EFB)	\$ 2,096,392	\$ 1,853,334	\$ 1,773,735	\$ (79,599)
Employee Fringe Benefits (EFB)	\$ 783,898	\$ 997,224	\$ 987,609	\$ (9,615)
Position Equivalent (Funded)*	47.5	51.0	48.0	(3.0)
% of Gross Wages Funded	98.1	100.0	94.9	(5.1)
Overtime (Dollars)**	\$ 372,389	\$ 102,924	\$ 84,396	\$ (18,528)
Overtime (Equivalent to Positions)	11.2	3.0	2.4	(0.6)

* For 2003, the Position Equivalent is the budgeted amount.

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

PERSONNEL CHANGES				
Job Title/Classification	Action	Number of Positions/ Total FTE	Division	Cost of Positions (Excluding Fringe Benefits)
None				
			TOTAL	\$ 0

ORGANIZATIONAL COST SUMMARY					
DIVISION		2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Administration	Expenditure	\$ 610,998	\$ 770,236	\$ 763,356	\$ (6,880)
	Abatement	(169,335)	(301,489)	(291,991)	9,498
	Revenue	(298)	0	0	0
	Tax Levy	\$ 441,961	\$ 468,747	\$ 471,365	\$ 2,618
Cashier Services	Expenditure	\$ 522,861	\$ 594,119	\$ 562,263	\$ (31,856)
	Abatement	(28,578)	(57,215)	(26,108)	31,107
	Revenue	(4,340)	0	0	0
	Tax Levy	\$ 498,623	\$ 536,904	\$ 536,155	\$ (749)
Real Estate Services	Expenditure	\$ 1,614,008	\$ 1,759,282	\$ 1,670,970	\$ (88,312)
	Abatement	(181,118)	(359,897)	(202,239)	157,658
	Revenue	6,119,726	4,697,294	5,188,933	491,639
	Tax Levy	\$ (4,686,836)	\$ (3,297,909)	\$ (3,720,202)	\$ (422,293)
Vital Statistics/ Identification	Expenditure	\$ 553,726	\$ 617,165	\$ 532,521	\$ (84,644)
	Abatement	(65,265)	(137,754)	(68,771)	68,983
	Revenue	449,307	451,100	451,100	0
	Tax Levy	\$ 39,154	\$ 28,311	\$ 12,650	\$ (15,661)
Tax Listing Services	Expenditure	\$ 464,155	\$ 503,972	\$ 348,137	\$ (155,835)
	Abatement	(31,528)	(72,251)	(44,078)	28,173
	Revenue	83,510	75,000	98,000	23,000
	Tax Levy	\$ 349,117	\$ 356,721	\$ 206,059	\$ (150,662)

ADOPTED 2005 BUDGET

DEPT: REGISTER OF DEEDS

UNIT NO. 3400
FUND: General - 0001

MISSION

The Milwaukee County Register of Deeds Office provides timely, secure, accurate, archival, accessible and cost-effective record systems and services that are delivered in a prompt and courteous manner.

DEPARTMENT DESCRIPTION

The **Administration** Division directs the activities of the Department in its recording, filing and sale of official documents, deeds and certificates; prepares the departmental budget and maintains budgetary controls; presents departmental recommendations to the Judiciary, Safety and General Services Committee of the County Board; analyzes and reports on legislation affecting the Register of Deeds function in Milwaukee County; performs all departmental business functions such as reconciliation of all revenue and statistical reports, all personnel functions, preparation and processing of requisitions, work authorizations, expenditure/revenue transaction forms, receipt and dispersal of office supplies and inventory control; and maintains and controls escrow funds. This division includes the Register of Deeds, Deputy Register of Deeds, one Administrative Specialist and one Fiscal Assistant 2.

The **Cashier Services** Division receives all monies required by the Department, determines the recordability and records all documents according to State Statutes. This Division includes one Clerical Assistant 2, one Clerical Specialist (Register of Deeds), five Fiscal Assistant 1 and one Fiscal Assistant 2 positions.

The primary responsibility of the **Real Estate Services** Division is to comply with State Statutes regarding the indexing and optical scanning of all public real estate indices. The duties include optical imaging all documents, maintaining the automated real estate tract index, maintaining indices for motor vehicle liens, financing instruments, and military discharges; and validating Department of Commerce weatherization stipulations and waivers. This division includes two Administrative Assistants, one Clerical Specialist (Register of Deeds) and 19 clerical support positions.

The **Vital Statistics** Division (formerly the Vital Statistics/Identification Services Division) maintains files on birth, death and marriage records and change of name orders according to State Statute. Records are updated and changed due to legitimization and adoption. Certified copies of

these documents are sold to the general public. This division also conducts genealogical research. Issuance of County and senior citizen identification cards was discontinued as of July 1, 2003 in response to an analysis by the Milwaukee County Department of Audit. This Division includes one Administrative Assistant, one Clerical Assistant 2 and six Clerical Assistant 1 positions.

The **Tax Listing Services** Division reviews tax descriptions, assigns new tax key numbers due to real estate boundary changes, maintains plat books and property records, assists in preparation of petitions for foreclosure action and provides copies of real estate document recordings to local assessors. This division includes one Administrative Specialist (Register of Deeds), one Drafting Technician 3 and three Clerical Specialist (Register of Deeds) positions. One position of Geographic Information Technician (funded by MCAMLIS – Org. Unit 1923) is also located in this division.

BUDGET HIGHLIGHTS

- Personal Services expenditures without fringe benefits decrease by \$79,599 from \$1,853,334 to \$1,773,735. Funded positions decrease 3.0 from 51.0 to 48.0. The reduction in positions is the result of increasing the lump sum adjustment by 2.56 and reducing overtime by .46.
- Departmental revenues are projected to experience a net increase of \$514,639, from \$5,223,394 to \$5,738,033.
- General Recording Fee Revenue increases \$141,639, from \$2,399,584 to \$2,541,223, based on experience. Recordings of official documents in 2005 are anticipated to remain the same as 2004 at 200,000. Recording fees are charged on a per page basis at \$11 for the first page and \$2 per page thereafter.
- Other Governmental Revenue from the Milwaukee County Automated Land Information System (MCAMLIS) increases by \$165,000, from \$55,000 to \$220,000, as a result of the following:
 - An increase of \$23,000 in salary, social security and fringe benefit costs for the Geographic Information Technician for which MCAMLIS provides 100 percent reimbursement for a total of \$73,695.

ADOPTED 2005 BUDGET

DEPT: REGISTER OF DEEDS

UNIT NO. 3400
FUND: General - 0001

- \$142,000 has been included to upgrade the department's real estate records software which is 100 percent reimbursed by MCAMLIS.
- Real Estate Transfer Fee Revenue increases by \$220,000, from \$2,000,000 to \$2,220,000.
- In 2005, the Real Estate Search fee increases, from \$5 to \$10. This will increase revenues by \$6,000 and requires a change in County Ordinance.
- The budget eliminates temporary help for a tax levy savings of \$30,000.
- The 2005 Budget reflects a zero wage increase for all represented, non-represented and Executive Compensation Plan (ECP) positions. In addition, ECP positions are not provided step increases or performance awards in 2005 as allowed in County Ordinance Section 17.265 (3).
- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."

ADOPTED 2005 BUDGET

DEPT: REGISTER OF DEEDS

UNIT NO. 3400
FUND: General - 0001

REGISTER OF DEEDS FEE SCHEDULE		
<u>Description</u>	<u>Statutory Authority or Ordinance</u>	<u>Fee</u>
Real Estate Search	Ordinance 56.28	\$10.00
Certification Sheriff Sale	State Statute 59.43(2)	11.00*
BUCK Documents	State Statute 59.43(2)	11.00****
Corporate Name	State Statute 59.43(2)	11.00*
Execution	State Statute 59.43(2)	11.00*
Guardianship	State Statute 59.43(2)	11.00*
Rents/Westernization	State Statute 101.122	10.00
Listeners	State Statute 59.43(2)	11.00*
General Recording Fees	State Statute 59.43(2)	11.00*
Digital Images (fee per image)	State Statute 59.43(2c)	.04
Vital Statistics Court Order	State Statute 59.43(2)	11.00*
Vacation & Plats	State Statute 59.43(2)	11.00*
Birth/Vital Statistics	State Statute 69.22	12.00**
Vital Statistics – Duplicate Copies	State Statute 69.22	3.00
Certification Filings/Recording Fees	State Statute 59.43(2)	1.00
Other Fees (Vital Check)	State Statute 69.22	9.00
Death/Marriages/Vital Statistics	State Statute 69.22	7.00
Copy Fees	State Statute 59.43(2)	2.00
Real Estate Transfer (Per \$100)	State Statute 77.22	0.30***
Tax Listing Fees (Per Document)	Ordinance 88.473	1.20
Other Service Fees (Vital Statistics)	State Statute 69.22	7.00
Subdivision Plats	State Statute 59.43(2)	50.00
Termination of Joint Tenancy	State Statute 59.43(2)	25.00

- * Of the \$11.00 Fee, Milwaukee County realizes \$4.00 of revenue.
- ** Of the \$12.00 Birth Record Fee, Milwaukee County realizes \$5.00 of revenue.
- *** Of this fee, Milwaukee County retains 20% or \$0.06 per \$100.
- **** Of the \$11.00 Universal Commercial Code Fee, Milwaukee County realizes \$10.00 of revenue.

RECORDINGS HISTORICAL		
<u>Year</u>	<u>Total Recordings</u>	<u>Recordings per Day</u>
1998	191,481	766
1999	193,783	775
2000	151,693	597
2001	186,710	746
2002	226,057	887
2003	291,021	1,141

NUMBER OF RECORDINGS PER DAY			
<u>Month</u>	<u>2002</u>	<u>2003</u>	<u>2004</u>
January	1,031	1,025	663
February	953	1,126	743
March	889	1,004	655
April	864	1,307	854
May	754	1,159	1,021

ADOPTED 2005 BUDGET**DEPT:** REGISTER OF DEEDS**UNIT NO.** 3400**FUND:** General - 0001

ACTIVITY AND STATISTICAL SUMMARY				
	2003 Budget	2003 Actual	2004 Budget	2005 Budget
Recording	186,750	291,021	200,000	200,000
Chattels/General Filings	1,600	1,585	1,300*	130
Vital Statistics Placed on File	35,000	33,001	35,000	35,000
Certified Copies - Birth, Death, Marriage	95,000	91,806	95,000	95,000
ID Cards - County	8,500	1,637	0	0
ID Cards - Senior Citizen	700	247	0	0
Transfer Tax	18,000	21,034	19,000	19,000
Vital Statistics Corrections - No Fee	16,000	14,464	16,000	16,000
Vital Statistics Certifications - No Fee (VA)	400	294	400	400
Termination of Joint Tenancy	2,000	2,040	2,000	2,000
Genealogy Services	6,000	4,638	6,000	5,000
Real Estate Searches	1,400	1,067	1,400	1,200
Marriage Registrations	6,000	5,231	6,000	6,000
DILHR Validation	1,500	1,799	1,500	1,500

* Due to Change in State Law requiring that Commercial filings be filed directly with the State instead of the County Register of Deeds.

ADOPTED 2005 BUDGET

DEPT: REGISTER OF DEEDS

UNIT NO. 3400
FUND: General - 0001

OPERATING AUTHORITY & PURPOSE

Pursuant to Sections 59.43, 69.22 and other pertinent sections of the Wisconsin Statutes, the Register of Deeds records, indexes and optically scans real estate documents, corporation papers and military discharges; records informal probate instruments; files and indexes financing statements;

maintains a motor vehicle lien index; files and indexes birth, marriage and death certificates; sells copies of the above described documents; collects the real estate transfer tax; and performs such other functions as provided by law.

BUDGET SUMMARY				
Account Summary	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Personal Services (w/o EFB)	\$ 2,096,392	\$ 1,853,334	\$ 1,773,735	\$ (79,599)
Employee Fringe Benefits (EFB)	783,898	997,224	987,609	(9,615)
Services	290,923	251,043	233,579	(17,464)
Commodities	105,018	115,664	84,613	(31,051)
Other Charges	0	46,407	0	(46,407)
Capital Outlay	0	40,000	142,000	102,000
County Service Charges	489,517	941,102	655,711	(285,391)
Abatements	(475,824)	(928,606)	(633,187)	295,419
Total Expenditures	\$ 3,289,924	\$ 3,316,168	\$ 3,244,060	\$ (72,108)
Total Revenues	\$ 6,647,905	\$ 5,223,394	\$ 5,738,033	\$ 514,639
Direct Property Tax Levy	\$ (3,357,981)	\$ (1,907,226)	\$ (2,493,973)	\$ (586,747)

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*				
Account Summary	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Central Service Allocation	\$ 46,332	\$ 61,228	\$ 72,082	\$ 10,854
Courthouse Space Rental	343,332	332,576	314,039	(18,537)
Document Services	2,942	1,313	2,055	742
Tech Support & Infrastructure	9,929	50,640	73,712	23,072
Distribution Services	23,492	12,491	18,243	5,752
Telecommunications	10,056	3,400	3,617	217
Records Center	15,902	32,808	16,364	(16,444)
Radio	0	0	0	0
Personal Computer Charges	16,047	12,593	32,618	20,025
Applications Charges	4,999	49,681	77,319	27,638
Total Charges	\$ 473,031	\$ 556,730	\$ 610,049	\$ 53,319
Direct Property Tax Levy	\$ (3,357,981)	\$ (1,907,226)	\$ (2,493,973)	\$ (586,747)
Total Property Tax Levy	\$ (2,884,950)	\$ (1,350,496)	\$ (1,883,924)	\$ (533,428)

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

ADOPTED 2005 BUDGET

DEPT: REGISTER OF DEEDS

UNIT NO. 3400

FUND: General - 0001

PERSONNEL SUMMARY				
	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Personal Services (w/o EFB)	\$ 2,096,392	\$ 1,853,334	\$ 1,773,735	\$ (79,599)
Employee Fringe Benefits (EFB)	\$ 783,898	\$ 997,224	\$ 987,609	\$ (9,615)
Position Equivalent (Funded)*	47.5	51.0	48.0	(3.0)
% of Gross Wages Funded	98.1	100.0	94.9	(5.1)
Overtime (Dollars)**	\$ 372,389	\$ 102,924	\$ 84,396	\$ (18,528)
Overtime (Equivalent to Positions)	11.2	3.0	2.4	(0.6)

* For 2003, the Position Equivalent is the budgeted amount.

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

PERSONNEL CHANGES				
Job Title/Classification	Action	Number of Positions/ Total FTE	Division	Cost of Positions (Excluding Fringe Benefits)
None				
			TOTAL	\$ 0

ORGANIZATIONAL COST SUMMARY					
DIVISION		2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Administration	Expenditure	\$ 610,998	\$ 770,236	\$ 763,356	\$ (6,880)
	Abatement	(169,335)	(301,489)	(291,991)	9,498
	Revenue	(298)	0	0	0
	Tax Levy	\$ 441,961	\$ 468,747	\$ 471,365	\$ 2,618
Cashier Services	Expenditure	\$ 522,861	\$ 594,119	\$ 562,263	\$ (31,856)
	Abatement	(28,578)	(57,215)	(26,108)	31,107
	Revenue	(4,340)	0	0	0
	Tax Levy	\$ 498,623	\$ 536,904	\$ 536,155	\$ (749)
Real Estate Services	Expenditure	\$ 1,614,008	\$ 1,759,282	\$ 1,670,970	\$ (88,312)
	Abatement	(181,118)	(359,897)	(202,239)	157,658
	Revenue	6,119,726	4,697,294	5,188,933	491,639
	Tax Levy	\$ (4,686,836)	\$ (3,297,909)	\$ (3,720,202)	\$ (422,293)
Vital Statistics/ Identification	Expenditure	\$ 553,726	\$ 617,165	\$ 532,521	\$ (84,644)
	Abatement	(65,265)	(137,754)	(68,771)	68,983
	Revenue	449,307	451,100	451,100	0
	Tax Levy	\$ 39,154	\$ 28,311	\$ 12,650	\$ (15,661)
Tax Listing Services	Expenditure	\$ 464,155	\$ 503,972	\$ 348,137	\$ (155,835)
	Abatement	(31,528)	(72,251)	(44,078)	28,173
	Revenue	83,510	75,000	98,000	23,000
	Tax Levy	\$ 349,117	\$ 356,721	\$ 206,059	\$ (150,662)

ADOPTED 2005 BUDGET

DEPT: REGISTER OF DEEDS

UNIT NO. 3400
FUND: General - 0001

MISSION

The Milwaukee County Register of Deeds Office provides timely, secure, accurate, archival, accessible and cost-effective record systems and services that are delivered in a prompt and courteous manner.

DEPARTMENT DESCRIPTION

The **Administration** Division directs the activities of the Department in its recording, filing and sale of official documents, deeds and certificates; prepares the departmental budget and maintains budgetary controls; presents departmental recommendations to the Judiciary, Safety and General Services Committee of the County Board; analyzes and reports on legislation affecting the Register of Deeds function in Milwaukee County; performs all departmental business functions such as reconciliation of all revenue and statistical reports, all personnel functions, preparation and processing of requisitions, work authorizations, expenditure/revenue transaction forms, receipt and dispersal of office supplies and inventory control; and maintains and controls escrow funds. This division includes the Register of Deeds, Deputy Register of Deeds, one Administrative Specialist and one Fiscal Assistant 2.

The **Cashier Services** Division receives all monies required by the Department, determines the recordability and records all documents according to State Statutes. This Division includes one Clerical Assistant 2, one Clerical Specialist (Register of Deeds), five Fiscal Assistant 1 and one Fiscal Assistant 2 positions.

The primary responsibility of the **Real Estate Services** Division is to comply with State Statutes regarding the indexing and optical scanning of all public real estate indices. The duties include optical imaging all documents, maintaining the automated real estate tract index, maintaining indices for motor vehicle liens, financing instruments, and military discharges; and validating Department of Commerce weatherization stipulations and waivers. This division includes two Administrative Assistants, one Clerical Specialist (Register of Deeds) and 19 clerical support positions.

The **Vital Statistics** Division (formerly the Vital Statistics/Identification Services Division) maintains files on birth, death and marriage records and change of name orders according to State Statute. Records are updated and changed due to legitimization and adoption. Certified copies of

these documents are sold to the general public. This division also conducts genealogical research. Issuance of County and senior citizen identification cards was discontinued as of July 1, 2003 in response to an analysis by the Milwaukee County Department of Audit. This Division includes one Administrative Assistant, one Clerical Assistant 2 and six Clerical Assistant 1 positions.

The **Tax Listing Services** Division reviews tax descriptions, assigns new tax key numbers due to real estate boundary changes, maintains plat books and property records, assists in preparation of petitions for foreclosure action and provides copies of real estate document recordings to local assessors. This division includes one Administrative Specialist (Register of Deeds), one Drafting Technician 3 and three Clerical Specialist (Register of Deeds) positions. One position of Geographic Information Technician (funded by MCAMLIS – Org. Unit 1923) is also located in this division.

BUDGET HIGHLIGHTS

- Personal Services expenditures without fringe benefits decrease by \$79,599 from \$1,853,334 to \$1,773,735. Funded positions decrease 3.0 from 51.0 to 48.0. The reduction in positions is the result of increasing the lump sum adjustment by 2.56 and reducing overtime by .46.
- Departmental revenues are projected to experience a net increase of \$514,639, from \$5,223,394 to \$5,738,033.
- General Recording Fee Revenue increases \$141,639, from \$2,399,584 to \$2,541,223, based on experience. Recordings of official documents in 2005 are anticipated to remain the same as 2004 at 200,000. Recording fees are charged on a per page basis at \$11 for the first page and \$2 per page thereafter.
- Other Governmental Revenue from the Milwaukee County Automated Land Information System (MCAMLIS) increases by \$165,000, from \$55,000 to \$220,000, as a result of the following:
 - An increase of \$23,000 in salary, social security and fringe benefit costs for the Geographic Information Technician for which MCAMLIS provides 100 percent reimbursement for a total of \$73,695.

ADOPTED 2005 BUDGET

DEPT: REGISTER OF DEEDS

UNIT NO. 3400
FUND: General - 0001

- \$142,000 has been included to upgrade the department's real estate records software which is 100 percent reimbursed by MCAMLIS.
- Real Estate Transfer Fee Revenue increases by \$220,000, from \$2,000,000 to \$2,220,000.
- In 2005, the Real Estate Search fee increases, from \$5 to \$10. This will increase revenues by \$6,000 and requires a change in County Ordinance.
- The budget eliminates temporary help for a tax levy savings of \$30,000.
- The 2005 Budget reflects a zero wage increase for all represented, non-represented and Executive Compensation Plan (ECP) positions. In addition, ECP positions are not provided step increases or performance awards in 2005 as allowed in County Ordinance Section 17.265 (3).
- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."

ADOPTED 2005 BUDGET

DEPT: REGISTER OF DEEDS

UNIT NO. 3400
FUND: General - 0001

REGISTER OF DEEDS FEE SCHEDULE		
<u>Description</u>	<u>Statutory Authority or Ordinance</u>	<u>Fee</u>
Real Estate Search	Ordinance 56.28	\$10.00
Certification Sheriff Sale	State Statute 59.43(2)	11.00*
BUCK Documents	State Statute 59.43(2)	11.00****
Corporate Name	State Statute 59.43(2)	11.00*
Execution	State Statute 59.43(2)	11.00*
Guardianship	State Statute 59.43(2)	11.00*
Rents/Westernization	State Statute 101.122	10.00
Listeners	State Statute 59.43(2)	11.00*
General Recording Fees	State Statute 59.43(2)	11.00*
Digital Images (fee per image)	State Statute 59.43(2c)	.04
Vital Statistics Court Order	State Statute 59.43(2)	11.00*
Vacation & Plats	State Statute 59.43(2)	11.00*
Birth/Vital Statistics	State Statute 69.22	12.00**
Vital Statistics – Duplicate Copies	State Statute 69.22	3.00
Certification Filings/Recording Fees	State Statute 59.43(2)	1.00
Other Fees (Vital Check)	State Statute 69.22	9.00
Death/Marriages/Vital Statistics	State Statute 69.22	7.00
Copy Fees	State Statute 59.43(2)	2.00
Real Estate Transfer (Per \$100)	State Statute 77.22	0.30***
Tax Listing Fees (Per Document)	Ordinance 88.473	1.20
Other Service Fees (Vital Statistics)	State Statute 69.22	7.00
Subdivision Plats	State Statute 59.43(2)	50.00
Termination of Joint Tenancy	State Statute 59.43(2)	25.00

- * Of the \$11.00 Fee, Milwaukee County realizes \$4.00 of revenue.
- ** Of the \$12.00 Birth Record Fee, Milwaukee County realizes \$5.00 of revenue.
- *** Of this fee, Milwaukee County retains 20% or \$0.06 per \$100.
- **** Of the \$11.00 Universal Commercial Code Fee, Milwaukee County realizes \$10.00 of revenue.

RECORDINGS HISTORICAL		
<u>Year</u>	<u>Total Recordings</u>	<u>Recordings per Day</u>
1998	191,481	766
1999	193,783	775
2000	151,693	597
2001	186,710	746
2002	226,057	887
2003	291,021	1,141

NUMBER OF RECORDINGS PER DAY			
<u>Month</u>	<u>2002</u>	<u>2003</u>	<u>2004</u>
January	1,031	1,025	663
February	953	1,126	743
March	889	1,004	655
April	864	1,307	854
May	754	1,159	1,021

ADOPTED 2005 BUDGET**DEPT:** REGISTER OF DEEDS**UNIT NO.** 3400**FUND:** General - 0001

ACTIVITY AND STATISTICAL SUMMARY				
	2003 Budget	2003 Actual	2004 Budget	2005 Budget
Recording	186,750	291,021	200,000	200,000
Chattels/General Filings	1,600	1,585	1,300*	130
Vital Statistics Placed on File	35,000	33,001	35,000	35,000
Certified Copies - Birth, Death, Marriage	95,000	91,806	95,000	95,000
ID Cards - County	8,500	1,637	0	0
ID Cards - Senior Citizen	700	247	0	0
Transfer Tax	18,000	21,034	19,000	19,000
Vital Statistics Corrections - No Fee	16,000	14,464	16,000	16,000
Vital Statistics Certifications - No Fee (VA)	400	294	400	400
Termination of Joint Tenancy	2,000	2,040	2,000	2,000
Genealogy Services	6,000	4,638	6,000	5,000
Real Estate Searches	1,400	1,067	1,400	1,200
Marriage Registrations	6,000	5,231	6,000	6,000
DILHR Validation	1,500	1,799	1,500	1,500

* Due to Change in State Law requiring that Commercial filings be filed directly with the State instead of the County Register of Deeds.

ADOPTED 2005 BUDGET

DEPT: OFFICE OF THE SHERIFF

UNIT NO. 4000
FUND: General - 0001

OPERATING AUTHORITY & PURPOSE

The Sheriff of Milwaukee County is a State constitutional officer and, under Section 59.26 and 59.27 of the Wisconsin Statutes, is responsible for law enforcement, the safety and security of citizens and protection of property throughout the County. Chapter 166, Wisconsin Statutes, provides the authority of counties in matters pertaining to emergency government services.

The Sheriff acts as an arm of the criminal justice system, carrying out criminal investigations, effecting arrests and warrants, detaining prisoners, providing court security, serving process papers, transporting prisoners and patients and extraditing criminals. Security is provided at General Mitchell International

Airport, Miller Park and the County Parks. Protection is rendered to County officials and domestic and international visiting dignitaries.

Expressway patrol provides the capability of immediate 24-hour response to emergency situations involving protection, safety and law enforcement throughout Milwaukee County.

The Sheriff provides specialized services to the community, County government and municipal police agencies by means of investigative expertise, photography, fingerprint and document examination, drug investigations, training and emergency response.

BUDGET SUMMARY				
Account Summary	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Personal Services (w/o EFB)	\$ 51,446,999	\$ 50,128,504	\$ 51,281,767	\$ 1,153,263
Employee Fringe Benefits (EFB)	19,397,919	26,634,257	28,127,069	1,492,812
Services	4,806,218	4,251,387	3,451,883	(799,504)
Commodities	2,966,144	2,638,026	2,225,147	(412,879)
Other Charges	54,125	364,236	25,000	(339,236)
Capital Outlays	121,339	38,189	79,440	41,251
County Service Charges	18,670,452	15,800,511	17,553,595	1,753,084
Abatements	(28,971,551)	(26,822,382)	(29,219,918)	(2,397,536)
Total Expenditures	\$ 68,491,645	\$ 73,032,728	\$ 73,523,983	\$ 491,255
Total Revenues	\$ 14,118,481	\$ 13,992,285	\$ 14,024,073	\$ 31,788
Direct Property Tax Levy	\$ 54,373,164	\$ 59,040,443	\$ 59,499,910	\$ 459,467

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*				
Account Summary	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Central Service Allocation	\$ 1,112,644	\$ 661,641	\$ 976,844	\$ 315,203
Courthouse Space Rental	5,756,352	5,575,979	5,265,170	(310,809)
Document Services	64,667	58,523	11,217	(47,306)
Tech Support & Infrastructure	1,548,079	1,662,142	1,711,783	49,641
Distribution Services	5,614	7,800	7,324	(476)
Emergency Mgmt Services	0	0	0	0
Telecommunications	148,049	77,273	33,844	(43,429)
Records Center	85,705	92,040	91,520	(520)
Radio	703,374	571,689	620,024	48,335
Personal Computer Charges	782,491	354,997	363,128	8,131
Applications Charges	2,285,437	1,496,238	1,862,909	366,671
Total Charges	\$ 12,492,412	\$ 10,558,322	\$ 10,943,763	\$ 385,441
Direct Property Tax Levy	\$ 54,373,164	\$ 59,040,443	\$ 59,499,910	\$ 459,467
Total Property Tax Levy	\$ 66,865,576	\$ 69,598,765	\$ 70,443,673	\$ 844,908

ADOPTED 2005 BUDGET

DEPT: OFFICE OF THE SHERIFF

UNIT NO. 4000
FUND: General - 0001

PERSONNEL SUMMARY				
	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Personal Services (w/o EFB)	\$ 51,446,999	\$ 50,128,504	\$ 51,281,767	\$ 1,153,263
Employee Fringe Benefits (EFB)	\$ 19,397,919	\$ 26,634,257	\$ 28,127,069	\$ 1,492,812
Position Equivalent (Funded)*	1,119.1	1,042.5	1,009.8	(32.7)
% of Gross Wages Funded	94.5	90.6	93.8	3.2
Overtime (Dollars)**	\$ 4,765,563	\$ 4,998,948	\$ 3,699,900	\$ (1,299,048)
Overtime (Equivalent to Positions)	103.7	106.7	83.1	(23.6)

* For 2003, the Position Equivalent is the budgeted amount.

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

PERSONNEL CHANGES				
Job Title/Classification	Action	Number of Positions/ Total FTE	Division	Cost of Positions (Excluding Fringe Benefits)
Deputy Sheriff Lieutenant	Create	3/3.0	CJF	\$ 205,062
Deputy Sheriff Captain	Abolish	1/1.0	CJF	(75,352)
Deputy Sheriff Sergeant	Abolish	3/3.0	CJF	(183,930)
Administrative Specialist (SH)	Abolish	1/1.0	CJF	(36,882)
Stores Clerk I (Sheriff)	Create	1/1.0	CJF	35,844
Law Enforcement Assistant	Abolish	2/2.0	CJF	(71,848)
Unit Clerk	Abolish	4/4.0	Medical Unit	(120,160)
Deputy Sheriff I (upon vacancy)	Abolish	200/37.5	CJF	(1,386,160)
Jailer	Create	200/37.5	CJF	1,304,250
Community Relations Manager	Create	1/1.0	Administration	64,540
Administrative Specialist (SH)	Abolish	1/1.0	Administration	(48,352)
CAD Administrator	Create	1/1.0	Communications	43,064
Deputy Sheriff I	Abolish	5/5.0	Investigative Services	(250,555)
Deputy Sheriff Sergeant	Abolish	1/1.0	Investigative Services	(61,306)
			TOTAL	\$ (581,785)

ADOPTED 2005 BUDGET

DEPT: OFFICE OF THE SHERIFF

UNIT NO. 4000

FUND: General - 0001

ORGANIZATIONAL COST SUMMARY					
DIVISION		2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Administration	Expenditure	\$ 6,343,610	\$ 6,121,960	\$ 6,690,430	\$ 568,470
	Abatement	(3,431,180)	(2,888,375)	(3,142,939)	(254,564)
	Revenue	428,317	423,100	358,100	(65,000)
	Tax Levy	\$ 2,484,113	\$ 2,810,485	\$ 3,189,391	\$ 378,906
Emergency Management	Expenditure	\$ 1,266,881	\$ 876,337	\$ 905,174	\$ 28,837
	Abatement	(192,244)	(171,235)	(163,649)	7,586
	Revenue	652,518	258,500	316,000	57,500
	Tax Levy	\$ 422,119	\$ 446,602	\$ 425,525	\$ (21,077)
Police Services	Expenditure	\$ 22,172,301	\$ 22,962,963	\$ 24,414,529	\$ 1,451,566
	Abatement	(6,135,042)	(6,702,075)	(7,060,985)	(358,910)
	Revenue	9,678,226	9,741,065	9,605,453	(135,612)
	Tax Levy	\$ 6,359,033	\$ 6,519,823	\$ 7,748,091	\$ 1,228,268
Detention	Expenditure	\$ 52,201,343	\$ 55,007,833	\$ 55,460,845	\$ 453,012
	Abatement	(7,800,525)	(6,728,274)	(6,912,361)	(184,087)
	Revenue	2,439,883	2,683,955	2,993,855	309,900
	Tax Levy	\$ 41,960,935	\$ 45,595,604	\$ 45,554,629	\$ (40,975)
Special Operations	Expenditure	\$ 15,435,427	\$ 14,886,017	\$ 15,272,923	\$ 386,906
	Abatement	(11,412,560)	(10,332,423)	(11,939,984)	(1,607,561)
	Revenue	882,581	885,665	750,665	(135,000)
	Tax Levy	\$ 3,140,286	\$ 3,667,929	\$ 2,582,274	\$ (1,085,655)
Sheriff's Forfeiture	Expenditure	\$ 43,634	\$ 0	\$ 0	\$ 0
	Abatement	0	0	0	0
	Revenue	36,956	0	0	0
	Tax Levy	\$ 6,678	\$ 0	\$ 0	\$ 0

MISSION

The Milwaukee County Sheriff's Office will partner with the community, forming a circle of trust, dependability, respect and justice. The Sheriff's Office will reach its greatest potential by empowering employees with a supportive and professional environment that encourages innovative leadership guided by uncompromising integrity and values that enhance the quality of life in Milwaukee County.

Office of Professional Standards which investigates all incidents involving Sheriff's Office personnel.

The **Emergency Management Bureau** was created in 1998 by merging the County Executive-Emergency Government Division into the Sheriff's Office. The Emergency Management Division administers a unified, County-wide emergency plan to mitigate all hazards, maintains communications and enhances public awareness campaigns to assure the community has knowledge of typical hazards and outlines preventive measures which can be taken. The Bureau provides direction and guidance to all County and municipal agencies, as well as the private sector, in the development of individual emergency plans.

DEPARTMENT DESCRIPTION

The following is a departmental summary of functions.

The **Administrative Bureau** performs management and support functions for the Sheriff and House of Correction as well as community relations activities and public information. Included in these duties are leadership, personnel management, preparation of the annual budget, fiscal monitoring, accounting and payroll functions. Also included in this bureau is the

The **Detention Services Bureau** includes the County Jail, Medical and Psychiatric Services for the Sheriff's Office and the House of Correction. The jail is a secure detention facility with a design capacity of 990 beds for holding accused felons,

ADOPTED 2005 BUDGET

DEPT: OFFICE OF THE SHERIFF

UNIT NO. 4000

FUND: General - 0001

misdemeanants and municipal violators until they are released on a pretrial basis or are adjudicated, and a small number of sentenced offenders awaiting transfers or hearings on new charges. The rated capacity of the County Jail has increased from 798 to 990 due to double bunking. The Sheriff and the Superintendent of the House of Correction have the authority to transfer inmates between the County Jail and the House of Correction in order to maximize the use of available beds.

The **Special Operations Bureau** includes Training, Civil Process Service, Central Records, Bailiff Services, Communications and Highway Safety liaison.

BUDGET HIGHLIGHTS

DEPARTMENTAL

- Personal Services expenditures without fringe benefits increased by \$1,153,263 from \$50,128,504 to \$51,281,767. Funded positions decreased 32.7, from 1,042.5 to 1,009.8.
- In 2005, a total personal services lump sum reduction of \$3,113,700 is included in the Sheriff's Office resulting in a net salary budget that is 94% of gross wages. The Sheriff has the discretion to determine how these reductions will be implemented.
- The 2005 Budget reflects a zero wage increase for all represented, non-represented and Executive Compensation Plan (ECP) positions. In addition, ECP positions are not provided step increases or performance awards in 2005 as allowed in County Ordinance Section 17.265 (3).
- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county

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

ADMINISTRATION

- Personal Services costs within the Administration Bureau have been reduced by \$279,960 resulting in a net salary budget that is 86.8% of gross wages.
- Eight Fiscal Assistant 1 positions that were previously budgeted in the Detention Bureau are transferred into the Administration Bureau. These positions serve as Cashiers and are now part of the trust accounting section of the Fiscal Affairs Unit.
- \$64,548 Create 1 Community Relations Manager
(48,352) Abolish 1 Administrative Specialist
\$16,196 Total

A Community Relations Manager position was originally created in 2003 and was filled in August 2003. However, this position was abolished in the 2004 Budget. Currently, the duties of the former Community Relations Manager are being performed by an Administrative Specialist (Sheriff). The 2005 Budget abolishes the Administrative Specialist (Sheriff) position and creates the Community Relations Manager position at a net cost of \$16,196 to properly reflect the duties and responsibilities of the position.

EMERGENCY MANAGEMENT

- Personal Service costs within Emergency Management have been reduced by \$62,184, resulting in a net salary budget that is 86.8% of gross wages.
- Total revenue is increased \$57,500, from \$258,500 to \$316,000 primarily due to an increase in Federal Emergency Management and Civil Defense grants.

ADOPTED 2005 BUDGET

DEPT: OFFICE OF THE SHERIFF

UNIT NO. 4000
FUND: General - 0001

POLICE SERVICES

- Personal Services within the Police Services Bureau has been reduced \$670,212, resulting in a net salary budget that is 95% of gross wages.
- In 2005, the Sheriff's Office will provide security at General Mitchell International Airport with 50 Deputy Sheriff 1 positions, four Deputy Sheriff 1 dog handlers, six Deputy Sheriff Sergeants, one Deputy Sheriff Captain and two clerical positions. The operating cost of this program, less citation and grant revenue of \$260,500, is charged to the Airport in the amount of \$6,334,461.
- The 2005 Budget continues sector and parking patrol on the County Grounds offset by revenue of \$35,000 from parking citations and \$873,134 from private geographic members located on the County Grounds and the City of Wauwatosa and continues the security post at the Froedtert Hospital trauma center at a tax levy cost of \$200,574. These services are provided by ten Deputy Sheriff 1, two Deputy Sheriff Sergeant and one Clerical Assistant 1 positions.
- The Criminal Investigations Unit conducts investigations on County property, serves criminal warrants, processes extradition papers, performs background checks; serves writs, three party petitions and temporary restraining orders. This unit consists of 50 Deputy Sheriff 1, three Deputy Sheriff Sergeant, two Deputy Sheriff Captain, one Administrative Specialist (Sheriff) and one Clerical Assistant 1 positions. Program expenditures of \$5,458,965 are partially offset by revenue of \$411,500 resulting in a tax levy of \$5,047,465.

	2003 <u>Actual</u>	2004 <u>Budget</u>	2005 <u>Budget</u>
Background Checks	416	425	425
Criminal Complaints Issued	340	360	360
Writs of Restitution Temporary Restraining Orders Received	2952	3,100	3100
	560	560	560

- (\$250,555) Abolish 5 Deputy Sheriff 1
(61,306) Abolish 1 Deputy Sheriff Sergeant
 (\$311,861) Total

In 2001, five positions of Deputy Sheriff 1 and one Deputy Sheriff Sergeant were created under a three-year grant from the U.S. Department of Justice "COPS FAST" program. Under the terms of the grant award, these positions were to continue for a minimum of one year after the three-year grant period. The positions continued in 2004 financed by tax levy support and are abolished in 2005 at a savings of \$311,861.

- Overtime appropriations for Park Patrol are continued at the 2004 level of \$172,140. These costs are partially offset by Local Law Enforcement Block Grant (LLEBG) funds of \$38,003.
- For 2005, the Expressway Patrol unit will consist of 51 Deputy Sheriff 1, six Deputy Sheriff Sergeant and two Deputy Sheriff Captain (one position is in personal services lump sum adjustment) and one Administrative Assistant positions. Expenditure appropriations of \$6,985,526 are partially offset by citation revenue of \$2,380,000 and County Trunk Maintenance revenue of \$2,085,286 and \$1,040,800 in revenue from the State of Wisconsin for patrolling of the expressway. The Department of Transportation is providing \$185,569 for assisting disabled motorists and to help maintain traffic flow, especially during rush hours and in construction zones in 2005.

	2003 <u>Actual</u>	2004 <u>Budget</u>	2005 <u>Budget</u>
Traffic Citations Issued	29,598	30,000	30,000
Auto Accidents Reported and Investigated	5,241	4,700	4,700

- The Sheriff provides security for events held at Miller Park, including all Brewer home baseball games. The 2005 Budget includes \$693,186 in expenditures for this purpose which is 100% offset by reimbursement revenue from the Milwaukee Brewers and Midwest Sportservice.
- Metro Drug Unit program expenditures for 2005 are \$1,405,739. These expenditures are offset by grant revenue of \$1,293,288 resulting in a tax levy of \$112,451.

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- The Sheriff's Office's participation in the Milwaukee High Intensity Drug Trafficking Area (HIDTA) grant program is continued in 2005 with one Deputy Sheriff 1 and one Deputy Sheriff Captain positions. Expenditures for this program are budgeted at \$232,517 partially offset by grant funding of \$124,138 resulting in a tax levy of \$108,379.

DETENTION BUREAU

The 2005 Budget for the House of Correction and Sheriff's Office includes an inmate population control "cap proposal" for the Milwaukee County detention population.

Milwaukee County was a defendant in litigation (Milton Christensen, et al vs. Michael J. Sullivan, et al) wherein plaintiffs allege that overcrowded conditions exist in the County Jail. In recognition of perpetual overcrowded conditions in the County Jail, the Wisconsin Supreme Court has ruled that the State cannot force the County to house State probation and parole violators when, in the opinion of the Milwaukee County Sheriff, overcrowded conditions exist in the County Jail.

The Sheriff and the Superintendent, House of Correction have advanced a safe and reasonable way of accommodating the incarceration needs of Milwaukee County by proposing a cap for the County Jail, which is tied to a system-wide cap which includes the County Jail and House of Correction. The capacity of the current system, which is defined as both the original design capacity and the expanded/modified capacity, is as follows: the County Jail has a design capacity of 744. It has an expanded rated capacity of 936. Its total bed space is 990. The House of Correction has a design capacity of 1,858. It has a rated capacity of 2,010. Its total bed space is 2,340. The entire system has a design capacity of 2,602. It has a rated capacity of 2,946. It has total bed space of 3,330. The cap proposal addresses the system's population in levels or thresholds, meaning that when the system reaches certain population levels, these levels would trigger the following necessary and appropriate actions by the criminal justice system in order for the system to operate safely:

LEVEL I: Criminal Justice Facility (CJF) = 1,000; System Wide (CJF and House of Correction combined) = 3,300

HOC staff would: (1) Increase number of administrative modifications to electronic surveillance/home detention; (2) begin to identify people sentenced to community access with Operating While Intoxicated (OWI) convictions who have served less than fifty percent (50%) of their sentence; (3) add non-violent felons to the pool (it is estimated this action might open approximately 100 beds at the HOC); (4) refer persons who would otherwise qualify for electronic surveillance, but do not meet the telephone requirements to the in-house home detention program; and (5) request bail review and re-evaluations for everyone with bail of \$500 or less, with consideration of the numbers and categories of offenses involved.

LEVEL II: CJF = 1,050; System Wide = 3,300

(1) Review all unemployed sentenced misdemeanors with community access for administrative modification to electronic surveillance; (2) refer anyone identified who cannot meet the telephone requirements to the in-house detention program (approximately 250 people in this category); (3) seek bail review and re-evaluations for persons with bails up to \$750, with consideration of the numbers and categories of offenses involved; (4) give a future date to report and begin serving their sentence to all newly sentenced persons who are not in custody; (5) review persons serving municipal commitments and persons who have served a portion of their sentence for possible release; and (6) review and modify custody agreements as necessary.

LEVEL III: = CJF 1,075; System Wide = 3,400

(1) Review all persons with community access sentences for administrative modification of the sentence to electronic surveillance; (2) refer anyone identified who cannot meet the telephone requirements to the in-house detention program; (3) continue to give a future report date to anyone out-of-custody and newly-sentenced to a community access sentence; (4) seek bail review and re-evaluations for persons with bails up to \$1,000, with consideration of the numbers and categories of offenses involved; (5) release all municipal commitments; (6) seek early release and modification of sentences to time served for persons

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who have served seventy-five percent (75%) of their sentence with good time; (7) seek additional jail space, including utilization of 5 East as well as renting space in other jails; (8) review new admissions, and, where appropriate, cite and release persons from custody; and (9) identify vacant buildings for use as custody space.

LEVEL IV: CJF = 1,075; System Wide = 3,400 (for 5 consecutive days)

(1) Review all straight time misdemeanor sentences for administrative modification to electronic surveillance; (2) refer anyone identified who cannot meet the telephone requirements to the in-house detention program; (3) identify persons serving community access sentences to have sentences interrupted, to return later to resume serving their sentence; (4) seek bail review and re-evaluations for persons with bails up to \$2,500, with consideration of the numbers and categories of offenses involved; and (5) include in requests for sentence modification all persons who have served up to fifty percent (50%) of their original sentence.

- Personal Services within the Detention Bureau have been reduced \$1,948,632 to establish a net salary budget that is 93% of gross wages.
- \$205,062 Create 3 Deputy Sheriff Lieutenant (75,352) Abolish 1 Deputy Sheriff Captain (183,930) Abolish 3 Deputy Sheriff Sergeant (\$54,220) Total

These position actions result in a tax levy reduction of \$54,220. The new Lieutenant positions would serve as shift commanders in the Criminal Justice Facility and would assume the responsibility for staff scheduling that is currently performed by Deputy Sheriff Sergeant positions. It is anticipated that using non-represented Lieutenant positions for scheduling will improve overtime control. In addition, this action provides two additional positions for shift command.

- The 2005 Budget includes two Deputy Sheriff 1 and one Deputy Sheriff Sergeant positions and overtime appropriations totaling \$286,573 which are crosscharged to the House of Correction as part of the Milwaukee County Community Justice Center.
- An appropriation of \$64,500 is provided in 2005 to send four Deputy Sheriff 1 positions to canine

handler training. Each deputy would return from training with a new dog. The dogs would be used for both contraband searches and inmate control. The deputies would not be full time dog handlers but would be assigned to existing sworn officer posts in the CJF.

- \$35,844 Create 1 Stores Clerk 1 Sheriff
(36,882) Abolish 1 Adm Specialist Sheriff
(\$1,038) Total

One position of Stores Clerk 1 Sheriff is created in order to maintain minimum staffing levels with less reliance on overtime. In 2003, the eight Stores Clerk 1 employees in the CJF worked 3,061 overtime hours and two Stores Clerk 2 employees worked 465.5 overtime hours. In addition, the current Administrative Specialist who supervises the Stores Clerks assigned to the Criminal Justice Facility is retiring in 2004. Instead of hiring a replacement Administrative Specialist, it is proposed that this position be abolished to offset the cost of creating the Stores Clerk 1 Sheriff position. The supervision of the Stores Clerks will be assumed by existing Deputy Sheriff Sergeant positions.

- (\$71,848) Abolish 2 Law Enforcement Asst

In 2004, visitation in the CJF occurs three days per week. During these three days, the visiting area is staffed by three Law Enforcement Assistant positions and two deputies on two shifts. The video visitation capital project will be completed in 2004. After completion, it is anticipated that visiting will be handled by only one position. Therefore, two Law Enforcement Assistant positions can be abolished and overtime can be reduced by 4,992 hours resulting in a tax levy savings of \$244,887.

- An appropriation of \$115,798 is provided to continue the inmate education and jail literacy programs through the Wisconsin Technical College and MATC. Grant revenue is budgeted at \$101,127 resulting in a tax levy contribution of \$14,671 for these programs.
- Commissary revenue increases \$40,000, from \$110,000 to \$140,000 based on experience.
- Inmate Medical Service co-payment revenue remains at the 2004 level of \$60,000. Inmates

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are charged through their inmate trust account and charges are collected if funds are available. No inmate is denied necessary medical services due to an inability to pay. This practice has significantly reduced the number of frivolous requests for services from inmates.

- Funding for the contract for library services of \$31,000 is included in 2005.
- Revenue from the Federal illegal alien assistance program increases \$30,000, from \$150,000 to \$180,000.
- The 2005 Budget increases Federal revenue for housing inmates for the U.S. Marshal's Service from \$766,500 to \$990,000 based on experience. The 2005 Budget is based on housing an average of 45 inmates per day.
- \$ 1,304,250 Create 200 Jailer
 (1,386,160) Abolish 200 Deputy Sheriff 1 (upon vacancy)
 (1,171,754) Reduce Overtime
 (132,000) Reduce Uniform & Supplies
99,000 Reduce Training Revenue
 (\$1,286,664) Total

The action reflected above provides Jailer positions instead of Deputy Sheriff 1 to staff the CJF. As Deputy Sheriff 1 positions become vacant, the position of Jailer will be hired in the CJF until the desired staffing level for Jailers is reached. Some Deputy Sheriff 1 positions will be retained for the transport of inmates and other duties. It is anticipated that 50 Deputy Sheriff 1 positions will become vacant at some time before the end of 2005. Based on hiring 25 jailer positions for 12 months and 25 Jailer positions for six months, this initiative will reduce 2005 tax levy by \$1,286,664. This tax levy reduction is primarily due to the elimination of 32,000 hours of overtime staffing while deputies are in recruit training. A new deputy recruit receives 20 weeks of training before he or she is available to staff a post. A jailer would require only four weeks of training before he or she is available to staff a post.

	2003 Actual	2004 Budget	2005 Budget
Bookings	51,910	51,600	52,000
Daily Average Pop.	1,066	990	960

- (\$120,160) Abolish 4 Unit Clerks
 In fall 2003, the Sheriff's Office obtained approval for an electronic medical records system for the CJF at a cost of \$680,000. This system will result in the elimination of contractual medical records services, will improve Registered Nurse efficiency and will reduce the number of Unit Clerks needed in the CJF. The 2004 Budget reduced the appropriation for contract medical records services from \$650,000 to \$430,000 in anticipation of this projects completion in the fall of 2004. For 2005, the following costs can be eliminated: outside temporary help nursing services can be reduced from \$450,000 to \$250,000 and the number of Unit Clerks can be reduced from nine to five positions. However, a Network Applications Specialist 1 position is needed to maintain the system, annual software maintenance expenditures of \$25,000 is anticipated and a medical records consultant will be needed. The Department of Administrative Services-IMSD will provide the needed IT Support. The implementation of the electronic medical records system results in a tax levy reduction of \$617,096 in 2005.
- Medical service expenditures for inmates at the County Jail and the House of Correction increased from \$6,793,407 in 1999 to \$9,110,058 in 2000, to \$12,470,832 in 2001, to \$13,471,944 in 2002 and to \$14,421,245 in 2003. This increase was primarily due to increased staffing levels and temporary help expenditures in order to meet the requirements of the Milton Christensen, et al vs. Michael J. Sullivan, et al lawsuit and an increase in prescription drugs, lab testing fees, medical records expenditures and outside medical service fees at clinics and hospitals. The 2004 Budget provided tax levy of \$15,605,088 for inmate medical services. For 2005, outside inmate medical service fees are decreased \$150,000, from \$1,350,000, to \$1,200,000 and prescription drug appropriations are decreased \$200,000, from \$1,400,000 to \$1,200,000. Total inmate medical service tax levy for inmates at the County Jail and the House of Correction is budgeted at \$14,458,371, a decrease of \$1,146,717 from 2004.
- The Sheriff's Office has entered into a contract with the State of Wisconsin to house State

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DEPT: OFFICE OF THE SHERIFF

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prisoners who are nearing the end of their sentence in the Criminal Justice Facility. This results in the transfer of additional pretrial inmates to the House of Correction. Revenue of \$1,080,000 is anticipated from this program in 2005 and is split with the House of Correction.

- Telephone Commission revenue for local calls placed by inmates in the CJF continues at the 2004 level of \$818,928.

SPECIAL OPERATIONS

- Personal Services within the Special Operations Bureau have been reduced \$152,712 resulting in a net salary budget that is 98.0% of gross wages.
- The 2005 Budget includes \$177,669 for various maintenance agreements. This includes \$155,989 for the computer aided dispatch system, \$7,849 for the communication voice logger and \$13,831 for the mobile radio system.
- \$43,064 Create 1 CAD Administrator
(32,329) Reduce Overtime
 \$10,736 Total

Currently, two dispatcher positions are working part time to maintain the Computer Aided Dispatch (CAD) system and the Geofile mapping sub system of CAD. This reduces the time available to staff dispatcher posts and results in additional overtime. In 2003, dispatchers worked 3,894 overtime hours. Creation of the CAD Administrator at a cost of \$43,064 is partially offset by a 1,000 hour overtime reduction resulting in a net tax levy cost of \$10,736.

	2003 <u>Actual</u>	2004 <u>Budget</u>	2005 <u>Budget</u>
Radio Message Transmissions	2,871,609	3,000,000	3,000,000
911 Cellular Phone Calls	356,704	365,000	365,000
911 Enhanced Phone Calls	15,000	15,000	16,000

The 2005 Budget request provides for bailiff services at a cost of \$9,624,190 which is an increase of \$474,511 from 2004 due primarily to an increase in fringe benefits. The Bailiff Services Unit is authorized 97 Deputy Sheriff 1 positions, three Deputy Sheriff Sergeants, one Deputy Sheriff Captain, and one Clerical

Assistant 1. These positions provide full-time and vacation relief coverage for the following 88 posts:

BAILIFF POSTS	
Felony Judges	24
Misdemeanor Judges	20
Inmate Bullpens	5
Preliminary Hearings	3
Criminal Intake	2
Traffic Intake	1
Out-of-Custody Court	1
Civil Branches & Commissioners	2
Family Branches & Commissioners	8
Children's Court Judges & Commissioners	19
Jury Management	1
Domestic Violence Oversight Grant Initiative	2

- In 2005, the Department of Administrative Services, in cooperation with the Sheriff's Department and Combined Court Related Operations, will perform an analysis to identify more effective and efficient methods of utilizing more effective and efficient methods of utilizing Deputies by the Courts and redeploying them elsewhere in the Sheriff's Department during periods of down time. This analysis will include the possibility of incorporating a scheduling system in order to more effectively track the hours and costs associated with the Deputies both in the courtroom and time being redeployed to other locations.
- Training academy tax levy costs of \$1,230,935 are allocated to other cost centers in the Sheriff's Office based on the number of sworn officers assigned to each low organizational unit.
- Training academy expenditures are reduced \$120,000 for uniform purchases, \$12,000 for ammunition and \$94,343 in reduced overtime due to the hiring of Jailer positions instead of deputies in 2005. These expenditure reductions are partially offset by a \$99,000 reduction in training reimbursement from the State of Wisconsin.

	2003 <u>Actual</u>	2004 <u>Budget</u>	2005 <u>Budget</u>
Recruits Trained County	49	0	0
Individuals Receiving In-service Training	694	700	700
Jailers Trained	173	300	300

ADOPTED 2005 BUDGET

DEPT: OFFICE OF THE SHERIFF

UNIT NO. 4000
FUND: General - 0001

ADOPTED 2005 BUDGET

DEPT: HOUSE OF CORRECTION

UNIT NO. 4300

FUND: General - 0001

OPERATING AUTHORITY & PURPOSE

The functions of the House of Correction (HOC) are defined in Chapters 302, 303, 304 and 973 of the Wisconsin Statutes. This institution receives and maintains custody of all sentenced prisoners in Milwaukee County committed by authorized courts for periods not exceeding one year and from other jurisdictions as authorized by County ordinance; provides programs of work release, rehabilitation, education, work, recreation and training; provides medical, dental and other necessary services in conjunction with the Detention Bureau of the

Sheriff's Department; processes and considers applications for parole; and releases prisoners upon expiration of sentence, parole, or upon orders of the courts or other recognized authorities. Section 302.315 of the Wisconsin Statutes permits this institution to receive and maintain custody of unsentenced prisoners from the Milwaukee County Sheriff. The department also operates a program of home detention using electronic surveillance equipment and other systems of control.

BUDGET SUMMARY				
Account Summary	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Personal Services (w/o EFB)	\$ 23,321,548	\$ 20,878,776	\$ 23,114,502	\$ 2,235,726
Employee Fringe Benefits (EFB)*	8,633,522	11,299,895	12,768,422	1,468,527
Services	4,226,759	6,685,844	6,340,620	(345,224)
Commodities	3,263,763	1,612,313	1,542,604	(69,709)
Other Charges	1,089,393	1,517,749	956,559	(561,190)
Capital Outlay	0	13,500	20,172	6,672
County Service Charges	3,955,196	3,158,375	3,953,807	795,432
Abatements	(3,194,894)	(2,594,826)	(3,410,229)	(815,403)
Total Expenditures	\$ 41,295,287	\$ 42,571,626	\$ 45,286,457	\$ 2,714,831
Total Revenues	\$ 6,469,297	\$ 8,003,811	\$ 6,944,205	\$ (1,059,606)
Direct Property Tax Levy	\$ 34,825,990	\$ 34,567,815	\$ 38,342,252	\$ 3,774,437

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*				
Account Summary	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Central Service Allocation	\$ 748,144	\$ 306,030	\$ 376,850	\$ 70,820
Courthouse Space Rental	832,440	806,350	761,403	(44,947)
Document Services	1,279	1,623	894	(729)
Tech Support & Infrastructure	516,690	509,623	632,762	123,139
Distribution Services	13,335	13,052	10,355	(2,697)
Emergency Mgmt Services	0	0	0	0
Telecommunications	121,860	49,550	47,271	(2,279)
Records Center	0	0	0	0
Radio	205,936	168,891	187,486	18,595
Personal Computer Charges	124,594	74,990	96,491	21,501
Applications Charges	420,198	390,167	1,024,767	634,600
Total Charges	\$ 2,984,476	\$ 2,320,276	\$ 3,138,279	\$ 818,003
Direct Property Tax Levy	\$ 34,825,990	\$ 34,567,815	\$ 38,342,252	\$ 3,774,437
Total Property Tax Levy	\$ 37,810,466	\$ 36,888,091	\$ 41,480,531	\$ 4,592,440

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

ADOPTED 2005 BUDGET

DEPT: HOUSE OF CORRECTION

UNIT NO. 4300

FUND: General - 0001

PERSONNEL SUMMARY				
	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Personal Services (w/o EFB)	\$ 23,321,548	\$ 20,878,776	\$ 23,114,502	\$ 2,235,726
Employee Fringe Benefits (EFB)	\$ 8,633,522	\$ 11,299,895	\$ 12,768,422	\$ 1,468,527
Position Equivalent (Funded)*	587.0	517.5	557.4	39.9
% of Gross Wages Funded	76.6	84.0	95.2	11.2
Overtime (Dollars)**	\$ 1,665,728	\$ 1,486,092	\$ 1,486,116	\$ 24
Overtime (Equivalent to Positions)	49.6	40.5	38.5	(2.0)

* For 2003, the Position Equivalent is the budgeted amount.

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

PERSONNEL CHANGES				
Job Title/Classification	Action	Number of Positions/ Total FTE	Division	Cost of Positions (Excluding Fringe Benefits)
Office Support Assistant 2	Abolish	1/1.0	Business Office	\$ (26,026)
Clerical Assistant 1	Abolish	1/1.0	Business Office	(27,660)
Clerical Assistant 2	Abolish	1/1.0	Business Office	(29,546)
Electrical Mechanic	Abolish	1/1.0	Maintenance	(58,078)
Plumber	Abolish	1/1.0	Maintenance	(62,910)
Facilities Manager HOC	Abolish	1/1.0	Maintenance	(80,312)
Correction Officer 1	Abolish	11/11.0	ACC Dormitories	(444,504)
Correction Officer 2	Abolish	11/11.0	ACC Dormitories	(471,184)
Reproduction Equip Tech 2	Transfer	1/1.0	Graphics Shop	34,780
Network Service Analyst	Transfer	1/1.0	Central Administration	(46,038)
			TOTAL	\$ (1,211,478)

ADOPTED 2005 BUDGET

DEPT: HOUSE OF CORRECTION

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ORGANIZATIONAL COST SUMMARY					
DIVISION		2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Administration	Expenditure	\$ 6,663,401	\$ 6,588,602	\$ 6,765,951	\$ 177,349
	Abatement	(1,220,100)	(752,536)	(857,103)	(104,567)
	Revenue	366,417	393,000	393,000	0
	Tax Levy	\$ 5,076,884	\$ 5,443,066	\$ 5,515,848	\$ 72,782
Food Service	Expenditure	\$ 5,999,381	\$ 4,696,742	\$ 4,354,404	\$ (342,338)
	Abatement	(5,136)	(4,403)	(2,575)	1,828
	Revenue	1,750,315	1,422,800	1,020,000	(402,800)
	Tax Levy	\$ 4,243,930	\$ 3,269,539	\$ 3,331,829	\$ 62,290
Inmate Industries	Expenditure	\$ 1,812,511	\$ 2,095,287	\$ 2,080,407	\$ (14,880)
	Abatement	(210,636)	(271,950)	(271,950)	0
	Revenue	65,075	910,276	400,200	(510,076)
	Tax Levy	\$ 1,536,800	\$ 913,061	\$ 1,408,257	\$ 495,196
Adult Correctional Center	Expenditure	\$ 24,072,255	\$ 25,852,629	\$ 29,082,214	\$ 3,229,585
	Abatement	(891,530)	(728,214)	(971,030)	(242,816)
	Revenue	1,278,766	2,089,010	2,060,510	(28,500)
	Tax Levy	\$ 21,901,959	\$ 23,035,405	\$ 26,050,674	\$ 3,015,269
Community Correctional Center	Expenditure	\$ 5,942,633	\$ 5,933,192	\$ 6,413,710	\$ 480,518
	Abatement	(867,492)	(837,723)	(1,307,571)	(469,848)
	Revenue	3,008,724	3,188,725	3,070,495	(118,230)
	Tax Levy	\$ 2,066,417	\$ 1,906,744	\$ 2,035,644	\$ 128,900

MISSION

The Milwaukee County House of Correction is dedicated to providing a safe and secure environment for staff, community and inmates. To this end, all under its employ will display professional conduct, which exemplifies honesty, integrity and personal responsibility. We will meet daily challenges, assuring that all persons are treated fairly with dignity and respect, while afforded the opportunity and encouragement to reach their full potential.

Facility Kitchen. It prepares meals for the inmates at the House of Correction, the County Jail, the State VOP Facility on 10th and State Streets and for special events held on County property. Aramark Correctional Services, Inc., assumed operation of the inmate food service program on July 1, 2003.

DEPARTMENT DESCRIPTION

The **Administration Division** consists of the Central Administration, Inmate Canteen, Maintenance and Power Plant Sections. In 2003, the Commodity Warehouse, which was previously part of this division, was closed due to the outsourcing of inmate food service.

The **Inmate Industries Division** employs approximately 200 inmates and consists of a graphics print shop, laundry and recycling center. It provides basic training in vocational jobs and meaningful work experience in business/industrial operations, offsetting expenses with revenues produced by providing useful products and services to public and private agencies.

The **Food Service Division** consists of the Adult Correctional Center Kitchen and Bakery, the Franklin Lotter Building Kitchen, the Community Correctional Center Kitchen and the Criminal Justice

The expanded **Adult Correctional Center**, has a design capacity of 1,650 inmates: 400 beds in the main facility, 250 beds in the Franklin Lotter Building and 1,000 beds in the new addition. The 24-bed infirmary and the 58-bed disciplinary/protective custody unit are not counted in the facility capacity. The housing capacity has been increased by placing additional beds in each of the dormitories. The 2005

ADOPTED 2005 BUDGET

DEPT: HOUSE OF CORRECTION

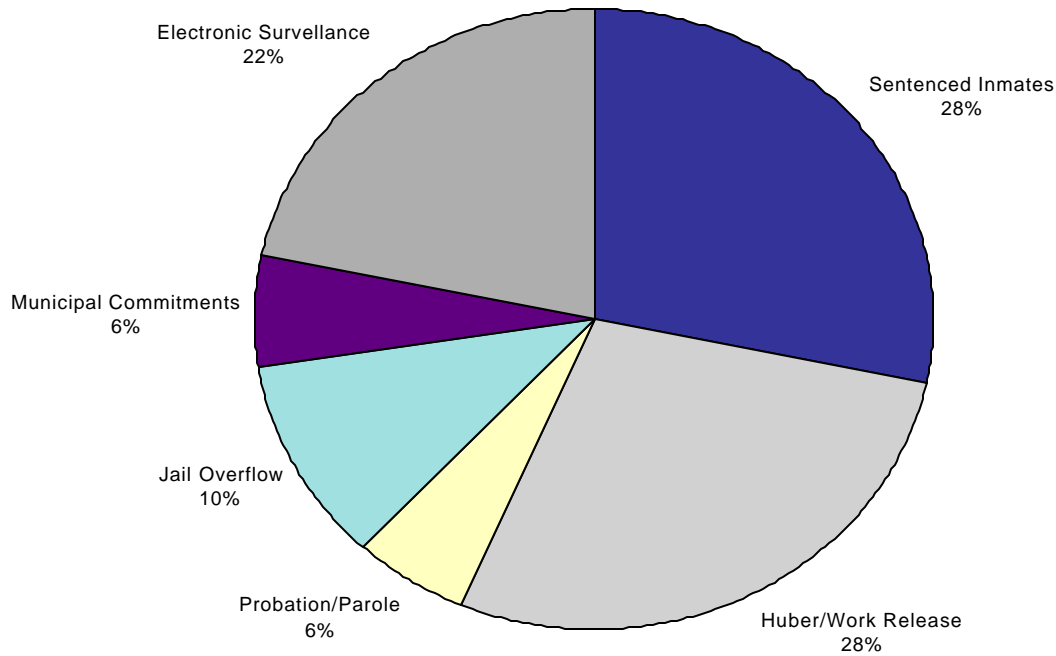
UNIT NO. 4300
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budget is based on housing 1,370 inmates at the Adult Correctional Center.

The **Community Correctional Center**, located at 1004 N. 10th Street, has a design capacity of 200 inmates. The housing capacity has been increased to 360 by adding a fifth floor for inmate housing and placing additional beds on each of the other four

floors. The majority of inmates at this facility have community access, under court order, to work, attend school, provide childcare or to receive medical attention. The staff at this facility also manage a program of home detention for up to 480 inmates.

**HOUSE OF CORRECTION - TOTAL POPULATION
2005 BUDGET**



The 2005 budget for the House of Correction and Sheriff's Department includes an inmate population control "cap proposal" for the Milwaukee County detention population.

Milwaukee County was a defendant in litigation (Milton Christensen, et al vs. Michael J. Sullivan, et al) wherein plaintiffs alleged that overcrowded conditions exist in the County Jail. In recognition of

perpetual overcrowded conditions in the County Jail, the Wisconsin Supreme Court has ruled that the State cannot force the County to house State Probation and Parole violators when, in the opinion of the Milwaukee County Sheriff, overcrowded conditions exist in the County Jail.

The Sheriff and the House of Correction Superintendent have advanced a safe and

ADOPTED 2005 BUDGET

DEPT: HOUSE OF CORRECTION

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reasonable way of accommodating the incarceration needs of Milwaukee County by proposing a cap for the County Jail, which is tied to a system-wide cap which includes the County Jail and House of Correction. The capacity of the current system which is defined as both the original design capacity and the expanded/modified capacity is as follows: The County Jail has a design capacity of 744. It has an expanded rated capacity of 936. Its total bed space is 990. The House of Correction has a design capacity of 1,858. It has a rated capacity of 2,010. Its total bed space is 2,340. The entire system has a design capacity of 2,602. It has a rated capacity of 2,946. It has total bed space of 3,330. The cap proposal addresses the system's population in levels or thresholds, meaning that when the system reaches certain population levels, these levels would trigger the following necessary and appropriate actions by the criminal justice system in order for the system to operate safely:

LEVEL I: Criminal Justice Facility (CJF) = 1,000; System wide (CJF and House of Correction combined) = 3,300

House of Correction staff would: **(1)** Increase number of administrative modifications to electronic surveillance/home detention; **(2)** begin to identify people sentenced to community access with Operating While Intoxicated (OWI) convictions who have served less than fifty percent (50%) of their sentence; **(3)** add non-violent felons to the pool (it is estimated this action might open approximately 100 beds at the HOC); **(4)** refer persons who would otherwise qualify for electronic surveillance, but do not meet the telephone requirements, to the In-House home detention program; and **(5)** request bail review and re-evaluations for everyone with bail of \$500 or less, with consideration of the numbers and categories of offenses involved.

LEVEL II: CJF = 1,050; System wide = 3,300

(1) Review all unemployed sentenced misdemeanants with community access for administrative modification to electronic surveillance; **(2)** refer anyone identified who cannot meet the telephone requirements to the In-House detention program (approximately 250 people in this category); **(3)** include in-bail review and re-evaluations of persons with bails up to \$750, with consideration of the numbers and categories of offenses involved; **(4)** provide all newly sentenced persons who are not in custody a future date to report and begin serving their sentence; **(5)** review persons serving municipal commitments and

persons who have served a portion of their sentence for possible release; and **(6)** review and modify custody agreements as necessary.

LEVEL III: CJF = 1,075; System wide = 3,400

(1) Review all persons with community access sentences for administrative modification of the sentence to electronic surveillance; **(2)** refer anyone identified who cannot meet the telephone requirements to the In-House detention program; **(3)** continue to give a future report date for anyone out-of-custody and newly-sentenced to a community access sentence; **(4)** include in-bail review and re-evaluations of persons with bails up to \$1,000, with consideration of the numbers and categories of offenses involved; **(5)** release all municipal commitments; **(6)** seek early release and modification of sentences to time served for persons who have served seventy-five percent (75%) of their sentence with good time; **(7)** seek additional jail space, including utilization of 5 East as well as renting space in other jails; **(8)** review new admissions and, where appropriate, individuals would be cited and released from custody; and **(9)** identify vacant buildings for use as custody space.

LEVEL IV: CJF = 1,075; System wide = 3,400 (for 5 consecutive days)

(1) Review all straight time misdemeanor sentences for administrative modification to electronic surveillance; **(2)** refer anyone identified who cannot meet the telephone requirements to the In-House detention program; **(3)** identify persons serving community access sentences to have sentences interrupted, to return later to resume serving their sentence; **(4)** include in-bail review and re-evaluations of persons with bails up to \$2,500, with consideration of the numbers and categories of offenses involved; and **(5)** include in requests for sentence modification all persons who have served up to fifty percent (50%) of their original sentence.

BUDGET HIGHLIGHTS

- Personal Services expenditures without fringe benefits increased by \$2,235,726 from \$20,878,776 to \$23,114,502. Funded positions increased 39.9, from 517.5 to 557.4.
- Funding for the Community Justice Center for Day Reporting increases by \$131,770, from \$744,065 in 2004 to \$875,835. The Day Reporting Center serves as an alternative to incarceration by providing programming services

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at a community-based location operated by a private vendor with management oversight provided by House of Correction administrators. Judges or Court Commissioners determine eligibility for inclusion in the Day Reporting Program. The total appropriation includes a crosscharge from the Sheriff's Department of \$286,573 for the cost of two deputies and one sergeant to provide sworn oversight to the participants. The HOC has applied for a Federal grant of \$631,770 for 2005. The tax levy contribution for this program remains at \$244,065.

- Other inmate services include: \$42,000 for AODA treatment services, \$196,630 for job development/assessment programs, \$35,000 for a library contract with the Benedict Center and \$67,000 for an Office of Justice Assistance Literacy Program, partially offset by grant revenue of \$60,298. In addition, \$26,667 is provided as the 25% local match for the Adult Education and Family Literacy Act (AEFL) funds which are used to provide basic skills/GED programming at the House of Correction.
- (\$26,026) Abolish 1 Office Support Assist 2
(27,660) Abolish 1 Clerical Assistant 1
(29,546) Abolish 1 Clerical Assistant 2
(58,078) Abolish 1 Electrical Mechanic
(62,910) Abolish 1 Plumber
(80,312) Abolish 1 Facilities Manager HOC
(444,504) Abolish 11 Correction Officer 1
(471,184) Abolish 11 Correction Officer 2
(\$1,200,220) Total

Due to County-wide fiscal constraints, the closing of four dorms and reducing personal services lumpsum to 5% of total salaries, the above positions are abolished.

- \$34,780 Transfer 1 Reproduction Equipment Technician 2
33,680 Increase IMSD crosscharge
\$68,460 Total

In 2004, portions of the document printing functions were transferred to the HOC to provide low cost printing for County departments along with the Graphics Services Coordinator position. The 2005 Budget continues this initiative by transferring the position of Reproduction Equipment Technician 2 to the HOC from DAS-IMSD, increasing the DAS-IMSD crosscharge by \$33,680 to reflect the half-time services of the Management Analyst Document Services

position and transfers the remaining equipment from IMSD to the HOC. The transferred positions will perform and provide cross training in forms control, forms printing and quick copy services at the HOC. Appropriations of \$42,814 are transferred from IMSD to departments to cover printing charges from the HOC.

- \$(46,038) Transfer 1 Network Service Analyst

One position of Network Service Analyst is transferred to the DAS-IMSD to continue the centralization of IT positions in DAS-IMSD. This position will continue to provide support services to the HOC.
- The contract with the State Probation and Parole facility, located on 10th and State Streets, for the provision of food service is continued for breakfast only in 2005. The State will pay \$2.00 per meal resulting in revenue of \$800,000. In addition, revenue of \$220,000 is received for a variety of bakery items and bread. This total revenue of \$1,020,000 represents a decrease of \$400,800 from the 2004 level of \$1,420,800.
- Any inmate released from the HOC shall receive generic prescriptions whenever possible and a maximum three-day prescription supply.
- The House of Correction will continue to provide laundry services to the Behavioral Health Division and the Children's Court Center. The total crosscharge for these services remains at \$271,950.
- A revenue decrease of \$220,000 results from the elimination of revenue budgeted in 2004 for contracting out laundry services to non-profit entities. The HOC has not identified customers for this service.
- The 2005 Budget includes \$72,000 in expenditure and tax levy support for the Farm and Fish Hatchery operations. The appropriation supplements other funding and anticipated donations, resulting in full funding for the Farm and Fish Hatchery in 2005.
- The Sheriff's Department has entered into a contract with the State of Wisconsin to house State prisoners who are nearing the end of their sentence in the Criminal Justice Facility. This results in increased expenditures of \$400,000. The revenue of \$1,080,000 will be shared

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equally between the HOC and Sheriff after the costs of \$400,000 are accounted for. This initiative results at the HOC in an increase in expenditures of \$400,000, revenue of \$740,000 and a net tax levy savings of \$340,000.

- Huber Board revenue remains at the 2004 level of \$1,122,375. This amount is based on 150 inmates paying \$20.50 per day.
- Municipal Board revenue remains at the 2004 level of \$603,710.
- Telephone commission revenue remains at the 2004 level of \$660,000.
- Commissary revenue remains at the 2004 level of \$362,000.
- Revenue from reimbursement of inmate incarceration expenses, based on an agreement with a collection agency to collect these costs, is reduced to \$1,500 in 2005 based on experience. This results in a revenue loss of \$28,500.
- Electronic Surveillance revenue remains at the 2004 level of \$1,149,750, based on 175 employed inmate participants paying \$18.00 per day.

- The 2005 Budget reflects a zero wage increase for all represented, non-represented and Executive Compensation Plan (ECP) positions. In addition, ECP positions are not provided step increases or performance awards in 2005 as allowed in County Ordinance Section 17.265 (3).
- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."

ACTIVITY AND STATISTICAL SUMMARY				
	<u>2003 Budget</u>	<u>2003 Actual</u>	<u>2004 Budget</u>	<u>2005 Budget</u>
Average Daily Population:				
Milwaukee County Jail Overflow	370	519	370	230
Huber/Work Release	750	720	750	620
Probation and Parole	125	188	125	125
Municipal Commitments	130	119	130	130
Sentenced Inmates	<u>625</u>	<u>530</u>	<u>625</u>	<u>625</u>
Total Population Daily Average	2,000	2,076	2,000	1,730
Electronic Surveillance	350	249	350	480

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OPERATING AUTHORITY & PURPOSE

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

A. In the Circuit Courts of Milwaukee County having jurisdiction for ADULT MATTERS – Prosecutes all criminal actions; prosecutes all State forfeiture actions, County traffic actions and actions concerning violations of County ordinances which are in conformity with State criminal laws; participates in John Doe or other investigative proceedings; issues subpoenas and other processes to compel the attendance of witnesses; upon the request and under the supervision and direction of the Attorney General, briefs and argues all criminal cases brought by appeal or writ of error to the Court of Appeals or Supreme Court; handles all appeals

or proceedings if the case is decided by a single Court of Appeals judge; institutes, commences, or appears in certain civil actions or special proceedings as set forth in Wisconsin Statutes Section 978.05(6).

B. In the Circuit Courts of Milwaukee County having jurisdiction for JUVENILE MATTERS – Represents the public’s interest at the Children’s Court Center for matters including children alleged to be delinquent, to have violated civil laws or ordinances, to be in need of protection or services or who are developmentally disabled, mentally ill, alcoholic or drug dependent; and initiates and defends appeals and prosecutes termination of parental rights actions.

BUDGET SUMMARY				
Account Summary	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Personal Services (w/o EFB)	\$ 7,932,540	\$ 8,046,927	\$ 8,341,950	\$ 295,023
Employee Fringe Benefits (EFB)	3,068,750	4,482,324	4,766,733	284,409
Services	2,597,336	2,593,623	2,678,397	84,774
Commodities	97,432	112,384	113,880	1,496
Other Charges	0	160,313	0	(160,313)
Capital Outlay	19,064	0	18,654	18,654
County Service Charges	2,865,123	2,955,600	2,578,922	(376,678)
Abatements	(3,320,577)	(3,434,790)	(3,040,001)	394,789
Total Expenditures	\$ 13,259,668	\$ 14,916,381	\$ 15,458,535	\$ 542,154
Total Revenues	\$ 7,219,532	\$ 7,118,401	\$ 7,619,942	\$ 501,541
Direct Property Tax Levy	\$ 6,040,136	\$ 7,797,980	\$ 7,838,593	\$ 40,613

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*				
Account Summary	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Central Service Allocation	\$ 228,548	\$ 122,205	\$ 175,924	\$ 53,719
Courthouse Space Rental	1,060,656	1,027,420	970,151	(57,269)
Document Services	63,272	90,650	7,747	(82,903)
Tech Support & Infrastructure	352,658	566,085	581,609	15,524
Distribution Services	10,784	9,738	8,375	(1,363)
Telecommunications	98,920	51,712	44,400	(7,312)
Records Center	74,814	66,520	76,987	10,467
Radio	8,390	7,342	7,638	296
Personal Computer Charges	192,556	115,061	164,160	49,099
Applications Charges	337,831	424,658	10,813	(413,845)
Total Charges	\$ 2,428,429	\$ 2,481,391	\$ 2,047,804	\$ (433,587)
Direct Property Tax Levy	\$ 6,040,136	\$ 7,797,980	\$ 7,838,593	\$ 40,613
Total Property Tax Levy	\$ 8,468,565	\$ 10,279,371	\$ 9,886,397	\$ (392,974)

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

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PERSONNEL SUMMARY				
	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Personal Services (w/o EFB)	\$ 7,932,540	\$ 8,046,927	\$ 8,341,950	\$ 295,023
Employee Fringe Benefits (EFB)	\$ 3,068,750	\$ 4,482,324	\$ 4,766,733	\$ 284,409
Position Equivalent (Funded)*	161.2	161.0	161.6	0.6
% of Gross Wages Funded	92.5	95.2	95.0	(0.2)
Overtime (Dollars)**	\$ 132,148	\$ 170,208	\$ 170,208	\$ 0
Overtime (Equivalent to Positions)	2.8	4.6	3.9	(0.7)

* For 2003, the Position Equivalent is the budgeted amount.

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

PERSONNEL CHANGES				
Job Title/Classification	Action	Number of Positions/ Total FTE	Division	Cost of Positions (Excluding Fringe Benefits)
Clerical Assistant 1	Abolish	1/1.0	Victim/Witness Unit	\$ (27,662)
Paralegal (Exempt)	Abolish	1/1.0	HIDTA Unit	(37,834)
Comm Supp Coord CES FIRE	Abolish	1/1.0	Operation Ceasefire	(44,584)
Investigator DA	Create	1/1.0	White Collar Crime	48,550
			TOTAL	\$ (61,530)

MISSION

The mission of the Milwaukee County District Attorney's Office is to promote public peace and safety by just and vigorous prosecution; to seek and do impartial justice by ensuring that the guilty are punished and the innocent go free; to protect the health and welfare of children who are victims of child abuse and neglect; and to safeguard the rule of law and promote citizens' participation in law enforcement by treating all persons who come in contact with the criminal justice system with fairness, dignity and respect.

DEPARTMENT DESCRIPTION

District Attorney Functions. Plans and organizes for the prosecution of all criminal, juvenile and applicable ordinance violations in Milwaukee County. Recruits and staffs all professional positions and makes major assignments of personnel and cases. Coordinates and supervises all department activities and approves and maintains control over all departmental policies, procedures and activities. Directs the Organized Crime and White Collar Crime Unit, and supervises the Firearms Unit and Community Prosecution program.

Program Statistics	
District Attorney	1
Chief Deputy District Attorney	1
County Staff	8
Assistant District Attorneys	10

Chief Deputy District Attorney Functions. Supervises all division functions; oversees the implementation of all departmental policies and procedures. Supervises liaison with other County officials and departments; city, State and Federal officials and law enforcement agencies and community groups. Oversees the office legal intern program and coordinates legal training and education for office prosecutors. Serves as office liaison to the Legislature, and initiates and reviews proposals for criminal and juvenile law legislation.

Misdemeanor Division. Staffs all misdemeanor courts, presents evidence and argues motions and plans and conducts jury and court trials for all misdemeanor and applicable ordinance violations in Milwaukee County. Conducts pretrial hearings and insures application of uniform negotiation policies in

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misdemeanor cases. Directs and supervises the misdemeanor team and the Domestic Violence Unit. Develops and maintains systems to insure the highest quality of prosecution and speedy disposition of misdemeanor cases. Initiates and defends appeals before one judge in the Court of Appeals; acts as liaison with the Attorney General on appeals before three judge panels in the Court of Appeals and the Supreme Court. Supervises the extradition of defendants from other states on Milwaukee County felony charges and handles all proceedings in Milwaukee County Circuit Court relating to the extradition of defendants or witnesses.

Misdemeanor Program Statistics	
Cases in 2003	25,124
Deputy District Attorneys	1
County Staff	37.5
Assistant District Attorneys	35

Administrative Division. Administers the Department's State and County budgets and fiscal systems; develops and coordinates grants and revenues; controls the expenditure of funds; supervises internal management, including facilities, inventory, purchasing, systems and procedures, record management and statistics; organizes staff; directs and coordinates all clerical functions; supervises the Affirmative Action program; conducts long-range planning; maintains liaison with the administrative and fiscal personnel of the State, Milwaukee County, law enforcement agencies and other governmental organizations and directs the Family and Public Welfare Unit and the Victim/Witness Services Unit.

Administrative Program Statistics	
Deputy District Attorneys	1
County Staff	56
Assistant District Attorneys	3

Felony Division. Staffs all criminal courts; presents evidence, argues motions, plans and conducts jury and court trials for all felony violations in Milwaukee County; conducts pretrial hearings and insures the application of uniform negotiation policies on felony cases; contains the Homicide, Drug, Sensitive Crimes, Sensitive Crimes Victim Witness Services and Felony Team Units; works to insure the highest quality of prosecution and speedy disposition of felony cases; approves consolidation of cases with other counties and disposes of cases where persons

wanted in Milwaukee County are detained in penal institutions outside of Milwaukee County.

Felony Program Statistics	
Cases in 2003	7,272
Deputy District Attorneys	1
County Staff	38.5
Assistant District Attorneys	44

Juvenile Division. Reviews all referrals for possible delinquency prosecution and orders additional investigations if required; provides legal advice to Children's Court staff; drafts and files petitions to declare juveniles delinquent or in need of protection and services (CHIPS) under Chapters 48 and 938, Wisconsin Statutes; prepares and argues waivers of jurisdiction from Children's Court to Adult Court; prosecutes all delinquency and CHIPS actions in the Children's Court of Milwaukee County; reviews and prosecutes all matters involving termination of parental rights in the Children's Court of Milwaukee County; conducts a continuing education and information program for law enforcement personnel, social services agencies, child protection social workers and citizens on latest developments and practices in juvenile law; and directs the Victim/Witness Services Unit of the Children's Court Center, including the witness notification and subpoena functions.

Juvenile Program Statistics	
Cases in 2003	5,083
Deputy District Attorneys	1
County Staff	38
Assistant District Attorneys	31.5

State Prosecutors and the County Payroll and Benefit System. The District Attorney's budget reflects the 20 Assistant District Attorneys who elected to remain in the Milwaukee County Employee Retirement System and retained County fringe benefits when District Attorneys became State employees on January 1, 1990. In addition, there are 14 Assistant District Attorneys on the State payroll who retained County fringe benefits. The budget reflects County payments to prosecutors on the County payroll and State reimbursement for these payments as well as the actual County cost of fringe benefits provided to the 34 prosecutors with County fringe benefits.

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CHARGES FROM THE STATE

Charges from the State for prosecutors increase \$72,814, from \$2,212,580 to \$2,285,394, for the salaries and fringe benefits of 31.5 full-time equivalent Assistant District Attorneys whose positions are offset with Federal and State grant

revenue. The District Attorney receives the revenue for these positions and passes the revenue to the State. Of the \$4,736,810 received by the District Attorney for State and Federal grants, \$2,285,394 is passed to the State for prosecutor costs.

CHARGES FROM THE STATE				
Charges from the State	Number of ADAs	2004 Budget	2005 Budget	2004/2005 Change
MMDEG Grant	5.0	\$ 370,750	\$ 397,150	\$ 26,400
Prosecution of Drug Crimes Grant	3.0	291,300	294,800	3,500
Child Support Prosecutor	1.0	61,977	70,134	8,157
State CHIPS TPR Grant	9.5	616,800	646,150	29,350
Federal Block Grant	1.0	117,756	72,200	(45,556)
State Violence Against Women Act Grant	1.0	61,818	61,880	62
Federal Violence Against Women Act Grant	5.0	298,570	320,240	21,670
High Intensity Drug Trafficking Area Grant	5.0	341,859	368,936	27,077
Juvenile Accountability Incentive Block Grant	1.0	51,750	53,904	2,154
TOTAL	31.5	\$ 2,212,580	\$ 2,285,394	\$ 72,814

Revenue from State grants for 2005 is comprised of six programs that are detailed in the following table.

STATE GRANTS			
State Revenue Programs	2004 Budget	2005 Budget	2004/2005 Variance
Victim/Witness	\$ 1,134,346	\$ 1,203,100	\$ 68,754
Victim of Crimes Act (VOCA)	303,100	324,000	20,900
Special Prosecution Courts' Clerks	191,900	192,900	1,000
CHIPS-Termination of Parental Rights State Contract	977,785	1,069,800	92,015
State Violence Against Women Act	201,600	220,780	19,180
Operation Ceasefire	82,300	83,500	1,200
TOTAL	\$ 2,891,031	\$ 3,094,080	\$ 203,049

The Victim/Witness program, which provides services to victims and witnesses of crimes pursuant to Chapter 950 of the Wisconsin Statutes, will consist of 34.5 full-time equivalent positions in 2005: 3.5 Victim/Witness Coordinators, 25 Victim/Witness Advocates, one Sexual Assault Victim Advocate and four clerical personnel. Wisconsin Statutes, Section 950.06 provides that the State can reimburse counties for up to 90 percent of costs of their victim/witness programs. Historically, the reimbursement rate has ranged from 64 to 90 percent. For 2005, a reimbursement rate of 58 percent is included. This is a decrease of two percent from 2004.

Victim Of Crime Act (VOCA) will provide funding for seven positions in 2005: four Victim/Witness Advocates assigned to the Crisis Response Unit and three Assistant Sensitive Crimes Victim Advocates in the Sensitive Crimes Victim Services Unit. The Wisconsin Department of Justice, Office of Crimes Victims Services, provides 80 percent reimbursement for these positions and operating expenses through VOCA.

The Special Prosecution Courts' Clerks statutory grant provides funding for the salaries and fringe benefits of 4.5 clerical personnel who work on homicide, sexual assault and felony drug cases. Grant revenue is collected by the Clerk of Circuit

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Court from a \$3.50 fee levied on civil case filings pursuant to Wisconsin Statutes Section 814.635(1m).

The Termination of Parental Rights grant will provide continued funding for 9.5 Assistant District Attorneys, four Paralegals, two Secretarial Assistants and one Clerical Assistant 2 under a State contract with the Department of Health and Family Services, Division of Children and Family Services.

The State Violence Against Women Act (VAWA) formula grant for domestic violence and sexual

assault prosecutions will provide funding for one Assistant District Attorney, one Victim/Witness Advocate, one Assistant Sensitive Crimes Victim Advocate and two hourly Process Servers.

Operation Ceasefire provides funding under Wisconsin Statutes, Section 978.139(1) (d) for two Secretarial Assistants in the District Attorney's Firearms Unit. Effective July 1, 2003, funding for these two positions will be provided by the \$3.50 fee levied on civil case filings pursuant to Wisconsin Statutes Section 814.635(1m).

Revenue from Federal grants for 2005 is comprised of five programs that are detailed in the following table.

FEDERAL GRANTS			
Federal Revenue Programs	2004 Budget	2005 Budget	2004/2005 Variance
Prosecution of Drug Crimes Grants	\$ 291,300	\$ 294,800	\$ 3,500
Local Law Enforcement Block Grant	102,804	64,980	(37,824)
HIDTA	813,896	794,600	(19,296)
VAWA Judicial Oversight Grant	438,000	488,350	50,350
U.S. Attorney Ceasefire Coordinator	66,726	0	(66,726)
TOTAL	\$ 1,712,726	\$ 1,642,730	\$ (69,996)

The Prosecution of Drug Crimes grant provides 100 percent funding with Federal Byrne anti-drug abuse funds for three Assistant District Attorneys assigned to the Metropolitan Drug Enforcement Group.

The Local Law Enforcement Block Grant provides 90 percent funding for the salary and fringe benefits of one Assistant District Attorney assigned to expediting the handling of felony cases.

The Milwaukee High Intensity Drug Trafficking Area (HIDTA) grant provides 100 percent funding from the Office of National Drug Control Policy (ONDCP) for five Assistant District Attorneys, one Clerical Assistant 1, one Clerical Specialist, an Intelligence Analyst, the HIDTA Director, a Coordinator that serves as the HIDTA Deputy Director and an Administrative Assistant 2.

The VAWA Judicial Oversight grant, which is administered by the Clerk of Circuit Court, will provide funding for five Assistant District Attorneys and three Victim/Witness Advocates. Two of the assistants will staff a commissioner's court, and the other two assistants will vertically prosecute selected

felony domestic violence cases. This grant includes payments to Sojourner Truth House and Asha to provide counseling services to victims of domestic violence on weekends in the District Attorney's charging unit in Room 110 of the Criminal Justice Facility and funding an account for travel to approved conferences.

The U.S. Attorney's Office – Operation Ceasefire - Funding for the position of Program Coordinator ended in January of 2004. The position is abolished in 2005.

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CHARGES TO OTHER COUNTY AGENCIES				
Department	Program	2004 Budget	2005 Budget	2004/2005 Change
Child Support	Prosecution for Failure to Provide Support to a Child	\$ 118,438	\$ 148,266	\$ 29,828
Health & Human Serv	First Offenders Program	54,972	58,977	4,005
Health & Human Serv	Juvenile Accountability and Incentive Grant (JAIBG)	51,750	53,904	2,154
Sheriff's Department	Metro Drug Grant	728,239	731,050	2,811
TOTAL		\$ 953,399	\$ 992,197	\$ 38,798

Child Support

Pursuant to Section 948.22 of the Wisconsin State Statutes, individuals may be prosecuted for failure to provide support to a child. The Department of Child Support refers the most egregious cases to the District Attorney for criminal prosecution. The District Attorney crosscharges the Department of Child Support for the services of an Assistant District Attorney on the state payroll that prosecutes criminal child support cases and for the costs of a full time paralegal. The Department of Child Support receives federal reimbursement of 66% for the cost of the positions. The State charges the District Attorney for the costs of the Assistant District Attorney dedicated to child support cases.

- \$48,550 Create 1 Investigator DA

One position of Investigator DA is created in the District Attorney's organized crime and white-collar crime unit due to a significant increase in investigations of public corruption and complex economic frauds.

- (\$27,662) Abolish 1 Clerical Assistant 1

Due to discontinuation of grant funding, one vacant position of Clerical Assistant 1 for the Victim/Witness program is abolished.

- (\$37,834) Abolish 1 Paralegal (Exempt)

Due to a decrease in grant funding for the HIDTA program, one position of Paralegal is abolished.

- (\$44,584) Abolish 1 Community Support Coordinator CES FIRE

Funding for this position ended in January of 2004. The 2005 budget abolishes this position.

- The lump sum adjustment for the District Attorney is \$319,776 which is 96 percent of wages and represents a decrease of \$82,116 over 2004.

- The 2005 Budget reflects a zero wage increase for all represented, non-represented and Executive Compensation Plan (ECP) positions. In addition, ECP positions are not provided step increases or performance awards in 2005 as allowed in County Ordinance Section 17.265 (3).

- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be

Department of Health and Human Services

The costs for the paralegal assigned to the Children's Court Center grant program, the First Offenders Program, is crosscharged to the Department of Health and Human Services to recover grant funding. In addition, the costs for one Assistant District Attorney is charged to the Department of Health and Human Services to recoup grant funding from the Juvenile Accountability and Incentive Grant. DHHS receives this grant funding in its budget.

Sheriff's Department

The Sheriff's Department acts as the lead agency for the Milwaukee Metropolitan Drug Enforcement Group (MMDEG). The District Attorney crosscharges the Sheriff for the costs of five Assistant District Attorneys, five County employees assigned to the MMDEG and operating expenses.

BUDGET HIGHLIGHTS

- Personal Services expenditures without fringe benefits increased by \$295,023 from \$8,046,927 to \$8,341,950. Funded positions increase .6, from 161.0 to 161.6.

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

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

ACTIVITY AND STATISTICAL SUMMARY				
<u>Description</u>	<u>2003 Budget</u>	<u>2003 Actual</u>	<u>2004 Budget</u>	<u>2005 Budget</u>
<u>Major Offenses Reported to Police</u>				
Violent Crimes	6,200	5,933	6,400	6,000
Property Crimes	<u>53,500</u>	<u>53,320</u>	<u>53,500</u>	<u>53,500</u>
Total Major Offenses	59,700	59,253	59,900	59,500
<u>Milwaukee County Arrests</u>				
Juvenile Arrests	27,500	30,593	29,500	30,000
Adult Arrests	<u>76,000</u>	<u>87,785</u>	<u>80,000</u>	<u>85,000</u>
Total Arrests	103,500	118,378	109,500	115,000

MILWAUKEE COUNTY DISTRICT ATTORNEY'S OFFICE CASELOAD STATISTICS			
	<u>2001</u>	<u>2002</u>	<u>2003</u>
Felony	6,299	6,656	7,272
Misdemeanor	11,380	10,472	10,257
Criminal Traffic	10,177	11,800	14,867
Children in Need of Protective Services (CHIPS)	2,125	2,106	1,179
Juvenile Delinquency	3,264	3,100	3,030
TPR (Termination of Parental Rights)	478	701	874

ADOPTED 2005 BUDGET

DEPT: MEDICAL EXAMINER

UNIT NO. 4900
FUND: General - 0001

OPERATING AUTHORITY & PURPOSE

Pursuant to Sections 59.34, 59.36, 59.38, 69.18, 157.02, and Chapter 979, Wisconsin Statutes, this department investigates all deaths in which there are unexplained, unusual or suspicious circumstances, all homicides, all suicides, all deaths following criminal abortion, poisoning, and accident (whether the injury is or is not the primary cause of death), and all deaths in which there is no physician in attendance, or the attending physician refuses to sign the death certificate; investigates all deaths when the body is to be cremated; reports all deaths immediately to the District Attorney pursuant to

Section 979.04(2) Statutes; performs autopsies, histologic studies and toxicological analyses, and testifies in court in regard to all investigative findings; issues death certificates, cremation permits and disinterment permits; takes possession of, stores and disposes of bodies when investigation is required or bodies are unclaimed; locates relatives of deceased persons; safeguards and legally disposes of money and property of deceased persons; and renders scientific aid to various law enforcement agencies in the examination of evidence.

BUDGET SUMMARY				
Account Summary	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Personal Services (w/o EFB)	\$ 2,025,425	\$ 2,092,624	\$ 2,009,715	\$ (82,909)
Employee Fringe Benefits (EFB)	769,953	1,167,923	1,108,390	(59,533)
Services	610,042	592,144	518,217	(73,927)
Commodities	201,471	189,406	176,027	(13,379)
Other Charges	0	27,399	0	(27,399)
Debt & Depreciation	0	0	0	0
Capital Outlay	49,859	55,000	0	(55,000)
County Service Charges	547,877	475,077	484,233	9,156
Abatements	(494,378)	(410,265)	(421,396)	(11,131)
Total Expenditures	\$ 3,710,249	\$ 4,189,308	\$ 3,875,186	\$ (314,122)
Direct Revenues	\$ 1,281,110	\$ 1,498,300	\$ 1,219,207	\$ (279,093)
Direct Property Tax Levy	\$ 2,429,139	\$ 2,691,008	\$ 2,655,979	\$ (35,029)

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*				
Account Summary	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Central Service Allocation	\$ 47,843	\$ 53,136	\$ 69,063	\$ 15,927
Courthouse Space Rental	304,908	295,351	280,275	(15,076)
Document Services	5,121	4,590	3,577	(1,013)
Tech Support & Infrastructure	25,849	20,291	24,984	4,693
Distribution Services	777	687	603	(84)
Telecommunications	11,920	6,713	4,706	(2,007)
Radio	3,814	3,337	3,472	135
Personal Computer Charges	21,710	9,731	12,231	2,500
Applications Charges	72,436	16,429	22,485	6,056
Total Charges	\$ 494,378	\$ 410,265	\$ 421,396	\$ 11,131
Direct Property Tax Levy	\$ 2,429,139	\$ 2,691,008	\$ 2,655,979	\$ (35,029)
Total Property Tax Levy	\$ 2,923,517	\$ 3,101,273	\$ 3,077,375	\$ (23,898)

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

ADOPTED 2005 BUDGET

DEPT: MEDICAL EXAMINER

UNIT NO. 4900

FUND: General - 0001

PERSONNEL SUMMARY				
	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Personal Services (w/o EFB)	\$ 2,025,425	\$ 2,092,624	\$ 2,009,715	\$ (82,909)
Employee Fringe Benefits (EFB)	\$ 769,953	\$ 1,167,823	\$ 1,108,390	\$ (59,433)
Position Equivalent (Funded)*	29.8	30.9	29.8	(1.1)
% of Gross Wages Funded	93.6	93.3	92.8	(0.5)
Overtime (Dollars)**	\$ 78,666	\$ 66,420	\$ 66,420	\$ 0
Overtime (Equivalent to Positions)	1.3	1.1	1.2	0.1

* For 2003, the Position Equivalent is the budgeted amount.

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

PERSONNEL CHANGES				
Job Title/Classification	Action	Number of Positions/ Total FTE	Division	Cost of Positions (Excluding Fringe Benefits)
Forensic Lab Technician	Abolish	1/1.0	Medical Examiner	\$ (37,834)
Asst Medical Examiner	Unfund	1/1.0	Medical Examiner	(152,554)
			TOTAL	\$ (190,388)

MISSION

The mission of the Milwaukee County Medical Examiner's Office is to promote and maintain the highest professional standards in the field of death investigation; to provide timely, accurate and legally defensible determination of the cause and manner of death; to enhance public health and safety through reducing the incidence of preventable deaths; to foster public awareness and support the advancement of professional, medical and legal education; and to protect the interests of deceased individuals, their loved ones, and the communities it serves.

were filled. Consequently, the referral autopsy volume for that region has decreased. The reduction in anticipated Fox Valley autopsy volume, coupled with the loss of Racine County referral volume performed by the same pathologist, has reduced anticipated referral autopsies by 188, yielding a revenue reduction of over \$200,000 in 2005. Therefore, the vacant Asst. Medical Examiner position is unfunded in the 2005 Budget to reflect this new level of activity and the funding needs associated with it.

- (\$37,834) Abolish 1 Forensic Lab Technician

Based on experience and staffing needs, the Forensic Lab Technician position is abolished.

BUDGET HIGHLIGHTS

- Personal Services expenditures without fringe benefits decreased by \$82,909 from \$2,092,624 to \$2,009,715. Funded positions decreased 1.1 from 30.9 to 29.8.

- (\$152,554) Unfund 1 Asst Medical Examiner

In mid-2003, the Medical Examiner saw an increase in the referral caseload from Fox Valley due to pathologist vacancies in the region. In subsequent months in 2004 these vacancies

- Contractual services funding for two pathology fellowship positions from the Medical College of Wisconsin decreases by \$79,000. The decrease is due to the anticipated filling of only one of the two fellowship positions available for 2005. The fellowship rate increased in July 2004 from \$38,000 to \$60,000 per fellow per year. The academic calendar for the fellowship program is July 1 thru June 30.

ADOPTED 2005 BUDGET

DEPT: MEDICAL EXAMINER

UNIT NO. 4900

FUND: General - 0001

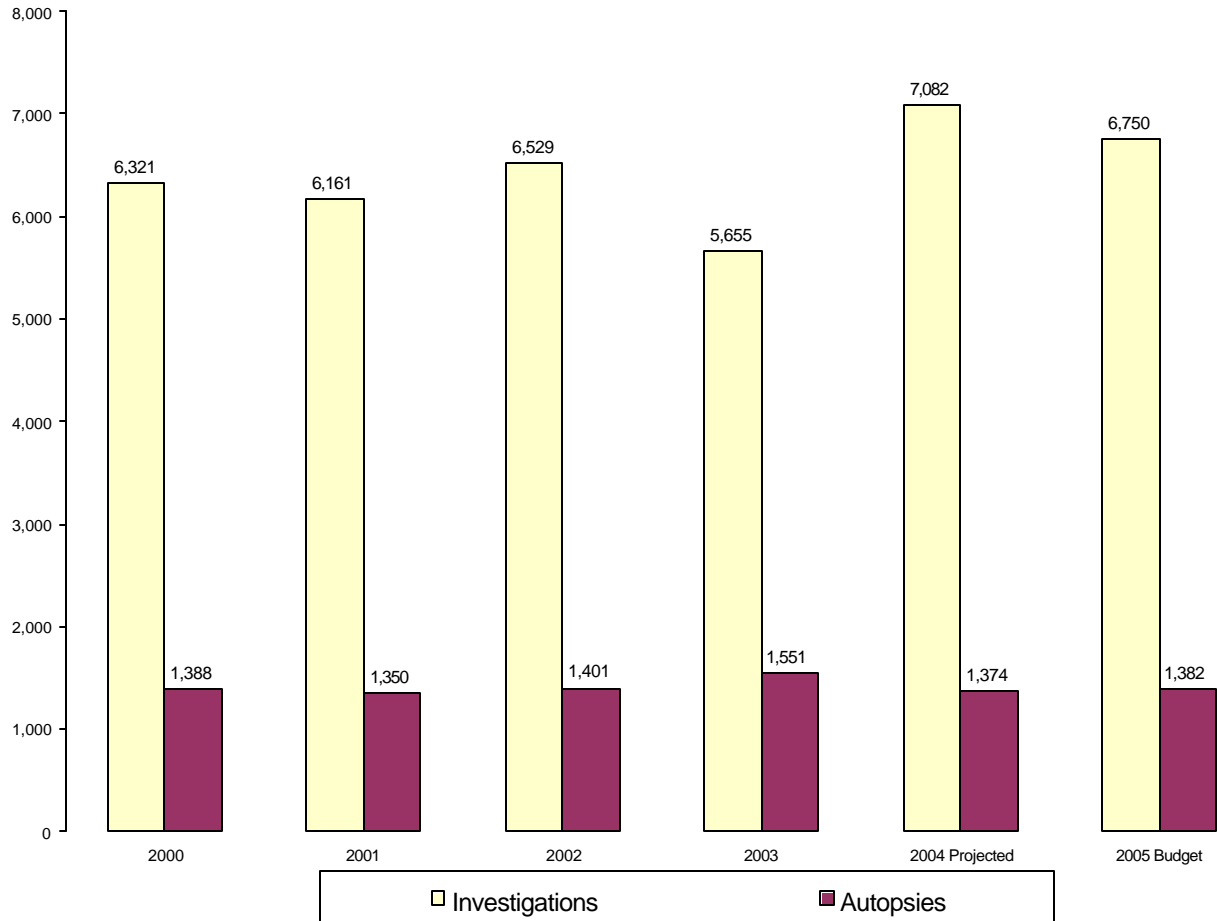
- Direct Revenue decreases \$279,093, from \$1,498,300 to \$1,219,207. The decrease reflects a combination of: reductions in referral autopsy volume, partially offset by a price increase for referral autopsy agreements with other counties; the 2005 contractual arrangements with Fond du Lac County; as well as modest increases in fees for cremation permits, death certificates, duplicate slides and x-rays, body storage, professional testimony hourly fee and registration for the Forensic Science Seminar.
- Revenue of \$18,875 is budgeted for a Paul Coverdell National Forensic Science Improvement Act grant. These funds will be used to maintain laboratory accreditation and purchase upgrades to existing equipment in the toxicology laboratory.
- The 2005 Budget reflects a zero wage increase for all represented, non-represented and Executive Compensation Plan (ECP) positions. In addition, ECP positions are not provided step increases or performance awards in 2005 as allowed in County Ordinance Section 17.265 (3).
- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."

ADOPTED 2005 BUDGET

DEPT: MEDICAL EXAMINER

UNIT NO. 4900
FUND: General - 0001

**Medical Examiner Death
Investigations Compared to Autopsies**

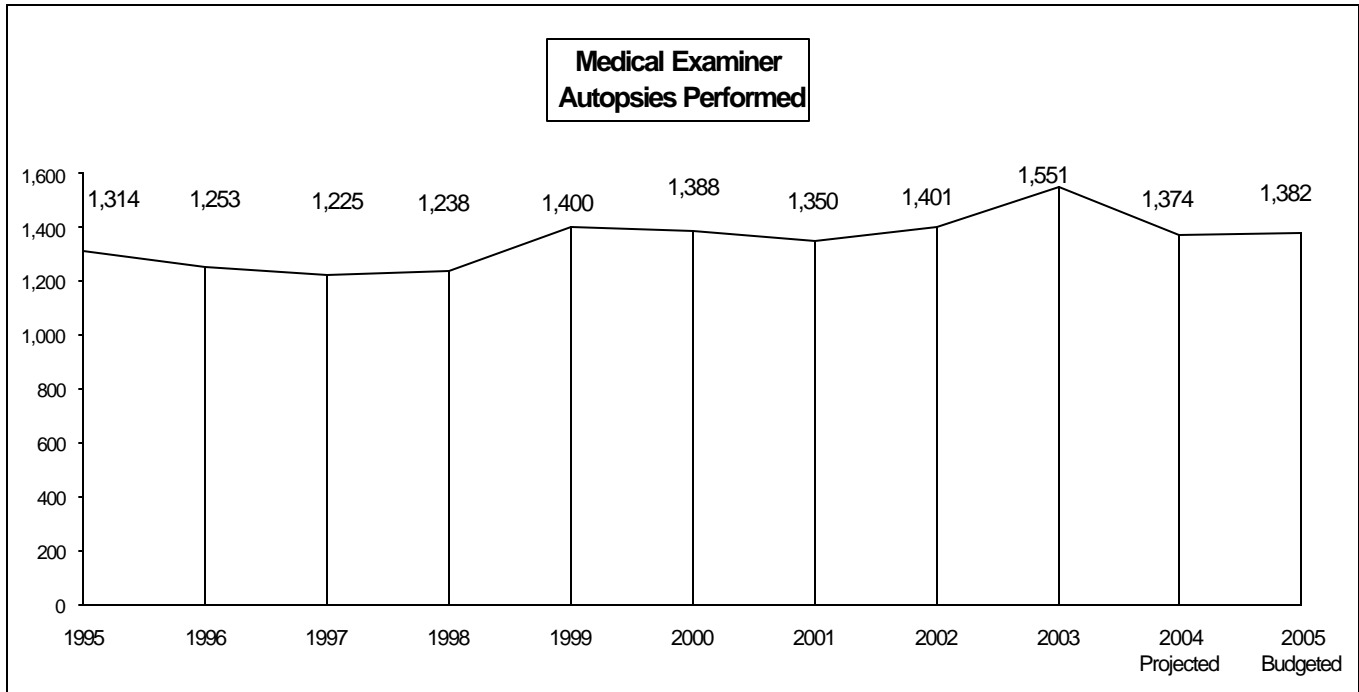


ACTIVITY AND STATISTICAL SUMMARY				
	2003 <u>Actual</u>	2004 <u>Budget</u>	2004 <u>Projected</u>	2005 <u>Budget</u>
Autopsies	1,046	1,050	1,014	1,050
Referral Autopsies (revenue attached)	505	520	360	332
Death Certificates	1,805	1,900	2,064	1,950
Cremation Permits	2,793	2,800	3,084	2,900
Deaths Investigated	5,655	6,500	7,082	6,750
Comprehensive Toxicology Screens	1,241	1,250	1,250	1,200

ADOPTED 2005 BUDGET

DEPT: MEDICAL EXAMINER

UNIT NO. 4900
FUND: General - 0001



MEDICAL EXAMINER FEES			
	<u>2004 Fee</u>	<u>2005 Fee</u>	<u>Change</u>
Cremation permits	\$ 145.00	\$ 155.00	\$ 10.00
Death certificates	\$ 55.00	\$ 65.00	\$ 10.00
Disinterment permits	\$ 50.00	\$ 50.00	\$ 0.00
Certified copies, per page charges:			
Autopsy protocol	\$ 0.50	\$ 0.50	\$ 0.00
Toxicology report	\$ 0.50	\$ 0.50	\$ 0.00
Death report	\$ 0.50	\$ 0.50	\$ 0.00
Duplicate photos	\$ 3.50	\$ 3.50	\$ 0.00
Duplicate 35 mm slide	\$ 3.50	\$ 3.50	\$ 0.00
Duplicate microscopic slide	\$ 10.00	\$ 12.50	\$ 2.50
Duplicate x-ray film	\$ 20.00	\$ 25.00	\$ 5.00
Postage and handling	\$ 5.00	\$ 5.00	\$ 0.00
Body storage - per day, after 1 day	\$ 30.00	\$ 35.00	\$ 5.00
Referral autopsies (range of \$1,400-\$1,850)	Varied	\$ 1,550.00	Varied
Professional testimony hourly fee	\$ 300.00	\$ 350.00	\$ 50.00
Seminar registration	\$ 195.00	\$ 215.00	\$ 20.00
Tissue room rental	\$ 1,000.00	\$ 1,000.00	\$ 0.00

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT OF PARKS AND PUBLIC INFRASTRUCTURE - AIRPORT

UNIT NO. 5040
FUND: Enterprise - 0076

OPERATING AUTHORITY & PURPOSE

Milwaukee County operates and maintains General Mitchell International and Lawrence J. Timmerman Field Airports by authority granted under Chapters 59 and 114 of the Wisconsin Statutes. General Mitchell International Airport provides commercial, military and general aviation services. Timmerman Airport is primarily for general aviation. Under the

terms of the negotiated agreement between Milwaukee County and the signatory airlines, all operating expenses and debt service costs are recovered through rates and charges assessed to users (terminal and land rentals, concession fees and landing fees).

BUDGET SUMMARY				
Account Summary	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Personal Services (w/o EFB)	\$ 8,426,373	\$ 9,005,462	\$ 9,406,644	\$ 401,182
Employee Fringe Benefits (EFB)	2,952,385	4,700,348	4,992,581	292,233
Services	10,295,639	11,284,235	12,715,402	1,431,167
Commodities	1,408,531	1,714,760	1,830,810	116,050
Other Charges	327,642	246,240	311,100	64,860
Debt & Depreciation	14,657,074	14,748,263	15,059,214	310,951
Capital Outlay	460,008	1,186,650	1,686,100	499,450
Capital Contra	(207,823)	(718,650)	(951,100)	(232,450)
County Service Charges	10,519,199	11,156,969	11,779,966	622,997
Abatements	(117,025)	(673,502)	(647,857)	25,645
Total Expenditures	\$ 48,722,003	\$ 52,650,775	\$ 56,182,860	\$ 3,532,085
State & Federal Revenue	561,893	164,100	106,714	(57,386)
Other Direct Revenue	49,062,844	53,287,704	56,821,132	3,533,428
Total Direct Revenue	\$ 49,624,737	\$ 53,451,804	\$ 56,927,846	\$ 3,476,042
Indirect Revenue	283,199	287,960	318,359	30,399
Total Revenue	\$ 49,907,936	\$ 53,739,764	\$ 57,246,205	\$ 3,506,441
Direct Property Tax Levy	\$ (1,185,933)	\$ (1,088,989)	\$ (1,063,345)	\$ 25,644

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*				
Account Summary	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Central Service Allocation	\$ 374,070	\$ 411,152	\$ 485,012	\$ 73,860
Document Services	5,889	14,783	4,114	(10,669)
Tech Support & Infrastructure	63,710	52,772	43,602	(9,170)
Distribution Services	0	2,864	0	(2,864)
Telecommunications	10,483	8,244	0	(8,244)
Radio	9,916	8,677	9,027	350
Administrative Services (DPPI)	117,026	92,652	32,123	(60,529)
Personal Computer Charges	0	572	2,719	2,147
Applications Charges	40,702	81,786	71,261	(10,525)
Total Charges	\$ 621,796	\$ 673,502	\$ 647,858	\$ (25,644)
Direct Property Tax Levy	\$ (1,185,933)	\$ (1,088,989)	\$ (1,063,345)	\$ 25,644
Final Closing Entry	\$ 148,650	\$ 0	\$ 0	\$ 0
Total Property Tax Levy	\$ (415,487)	\$ (415,487)	\$ (415,487)	\$ 0

* These costs are included in other departmental and non-departmental budgets. They are reflected here to show the "total" amount of tax levy support for this Department. In this case, a surplus returned to the County.

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT OF PARKS AND PUBLIC INFRASTRUCTURE - AIRPORT

UNIT NO. 5040
FUND: Enterprise - 0076

PERSONNEL SUMMARY				
	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Personal Services (w/o EFB)	\$ 8,426,373	\$ 9,005,462	\$ 9,406,644	\$ 401,182
Employee Fringe Benefits (EFB)	\$ 2,952,385	\$ 4,700,348	\$ 4,992,581	\$ 292,233
Position Equivalent (Funded)*	319,024.0	212.7	213.9	1.2
% of Gross Wages Funded	95.0	94.8	96.3	1.5
Overtime (Dollars)**	\$ 319,024	\$ 344,712	\$ 344,712	\$ 0
Overtime (Equivalent to Positions)	9.4	9.0	9.8	0.8

* For 2003, the Position Equivalent is the budgeted amount.

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

PERSONNEL CHANGES				
Job Title/Classification	Action	Number of Positions/ Total FTE	Division	Cost of Positions (Excluding Fringe Benefits)
Network Tech Specialist (Airport)	Create	1/1.0	Airport Operations	\$ 42,596
			TOTAL	\$ 42,596

ORGANIZATIONAL COST SUMMARY					
DIVISION		2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
General Mitchell	Expenditure	\$ 48,426,868	\$ 52,859,402	\$ 56,355,057	\$ 3,495,655
International Airport	Abatement	(117,025)	(673,502)	(647,857)	25,645
	Revenue	<u>49,642,264</u>	<u>53,463,664</u>	<u>56,983,588</u>	<u>3,519,924</u>
	Tax Levy	\$ (1,332,421)	\$ (1,277,764)	\$ (1,276,388)	\$ 1,376
Timmerman Field	Expenditure	\$ 412,160	\$ 464,875	\$ 475,660	\$ 10,785
Airport	Abatement	0	0	0	0
	Revenue	<u>265,312</u>	<u>276,100</u>	<u>262,600</u>	<u>(13,500)</u>
	Tax Levy	\$ 146,848	\$ 188,775	\$ 213,060	\$ 24,285

MISSION

The Airport's mission is to plan, provide, operate, maintain and enhance efficient, cost-effective air transportation facilities that meet the present and future socio-economic needs of the region, airlines and tenants, while maintaining sensitivity to the residents in the environs of the Airports.

DEPARTMENT DESCRIPTION

The Airport has essentially one program: Air Transportation. This program includes all activities necessary for the efficient, day-to-day operation of General Mitchell International Airport (GMIA) and Lawrence J. Timmerman Field (LJT). In support of this program, operations are further divided into the following areas of responsibility:

Administration is responsible for marketing and public relations, accounting, payroll, budget,

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT OF PARKS AND PUBLIC INFRASTRUCTURE - AIRPORT

UNIT NO. 5040
FUND: Enterprise - 0076

procurement, airside and landside business operations, including noise monitoring and abatement activities.

Safety and Environmental is responsible for capturing the costs and activities related to workplace safety, compliance with governmental safety requirements, glycol recovery programs, and wastewater treatment programs.

Maintenance is responsible for keeping the physical plants of the Airports in good condition, including custodial care of the entire GMIA terminal, generating the heating/cooling system needs and maintaining the electrical power supply to the terminal and airfields. Snow plowing and grass cutting are also handled by the maintenance staff.

Operations is responsible for safety and security functions within the airfield perimeters, working closely with other agencies and taking actions necessary to keep the Airports in compliance with Transportation Security Administration (TSA) standards and regulations. Operations also includes the GMIA fire department, which provides emergency response to aircraft incidents and medical emergencies involving the public, tenants and Airport staff.

Parking Operations records the various expenses of operating the parking structure, debt service and associated interest expense on the parking structure addition. In addition, this group oversees all GMIA ground transportation activities including taxi, shuttle, limousine and bus operators. Parking revenue fees are collected and accounted for by this section.

BUDGET HIGHLIGHTS

- Personal Services without fringe benefits increased \$401,182 from \$9,005,462 to \$9,406,644. Funded positions increased by 1.2 from 212.7 to 213.9.
- Following the September 11, 2001 terrorist attacks in the United States, the Airport undertook a major security initiative that was included in the 2002 Adopted Budget. These measures included, but were not limited to:

- An increased level of security/law enforcement patrols for surveillance, deterrence and response functions in both terminals and adjacent areas.
- Increased security inspections in terminals.
- Increased number and frequency of random identification checks.
- Having response available on request for explosive ordnance disposal and tactical teams, as well as K-9 or electronic explosive detectors.
- Restrictions on curbside check-in and authorized vehicles parked within 300 feet of a terminal building where passengers load and unload.
- Increased perimeter patrols.

To implement this initiative, additional Deputy Sheriff positions were added to the Airport complement and crosscharged to the Airport.

These security measures will continue for the foreseeable future, and the cost will be included in the rates charged to airlines using the Airport. The cost of security included in this budget consists of Sheriff Services at \$6,212,882 contract service security at various points on the property at \$795,600 and a contract to tow unauthorized vehicles for \$20,000, totaling \$7,028,482. Limited federal or state reimbursement for security costs is anticipated in this budget (\$100,000).

In comparison, Sheriff charges for 2000, the last full year not impacted by the terrorist attacks, were \$1,295,908. Non-reimbursed costs are paid by the Airlines in compliance with the long-term lease agreement resulting in no tax levy impact on Milwaukee County.

- \$42,596 Create 1 Network Tech Spec

One new position of Network Technical specialist is created to support Airport-Exclusive Systems and applications.

- Construction of a parking structure addition of 2,951 parking spaces began in 1999 with relocation and construction of infrastructure. This \$81 million project was financed with General Airport Revenue Bonds (GARBS)

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT OF PARKS AND PUBLIC INFRASTRUCTURE - AIRPORT

UNIT NO. 5040
FUND: Enterprise - 0076

issued in mid 2000. Beginning in 2003, debt service of \$8,031,000 became part of the Operating Budget. An additional bond for \$7.125 million was issued in early 2003 to complete this project. Debt service costs in 2005 of \$8,833,614 are comprised of principal (\$4,050,000) and interest (\$4,783,614) covering both bond issues.

- Appropriations for Contract Services increase \$1,431,167 from \$11,284,235 to \$12,715,402. This increase is primarily the result of increases in the operation and administration of public parking (a computerized parking revenue system and shuttle costs), utilities expenses and credit-card processing fees. Public parking administration and operation increased \$461,000, from \$4,300,000 to \$4,761,000. Utilities increase \$466,192, from \$2,351,500 to \$2,817,692. Credit card processing fees increased \$215,000 from the 2004 Budget amount of \$35,000 to \$250,000 in the 2005 Budget.
- Commodities increase \$116,050, from \$1,714,760 to \$1,830,810. Of this amount \$52,000 is due to the need to purchase updated operational software to replace obsolete DOS based systems or upgrade aging systems to retain operational efficiency. The balance of the increase reflects general price increases being experienced this year.
- Other Charges, which includes depreciation and debt service increases \$375,811, from \$14,994,503 to \$15,370,314 primarily due to the inclusion of increases to required debt reserves that need to be funded from operations. Depreciation is budgeted to be \$6,162,100 compared to \$6,261,200 in 2003. Debt service includes payment on principal of \$4,050,000 and interest of \$4,783,614.
- The appropriation for capital items included in operations is \$735,000. This amount includes the major maintenance projects of \$200,000 to resurface one-third of the main employee parking lot; \$250,000 for an ongoing project to do crack filling on the asphalt shoulders of runways and taxiways; \$100,000 to refurbish and repaint the steel canopies over exterior sidewalks; \$80,000 to repair membranes and surfaces in the older section of the parking structure; \$80,000 to replace the 4" sewer line on the East side of the terminal; and \$25,000 for the removal of underground storage tanks and installation of above ground waste oil tanks on the South end of the property.
- The appropriation for items to be acquired and capitalized totals \$951,100. Some of the items that make up this total are a Flight Information Display System (FIDS) for \$240,000, a replacement of an old "DOS" based weather system for \$40,000 a replacement of a compressor and generator for \$56,000, a replacement of high-speed broom core for \$48,000, and the purchase of several large mower units for \$34,000.
- The Airport budget has a total tax levy surplus of \$415,487 in conformance with the terms of the 25-year agreement with the airlines with regard to operations.
- The 2005 Budget reflects a zero wage increase for all represented, non-represented and Executive Compensation Plan (ECP) positions. In addition, ECP positions are not provided step increases or performance awards in 2005 as allowed in County Ordinance Section 17.265 (3).
- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT OF PARKS AND PUBLIC INFRASTRUCTURE - AIRPORT

UNIT NO. 5040
FUND: Enterprise - 0076

ACTIVITY AND STATISTICAL SUMMARY				
	<u>2002</u>	<u>2003</u>	<u>2004</u>	<u>2005</u>
	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>
Passengers:				
Enplaned	2,815,984	3,074,422	3,000,000	3,250,000
Deplaned	<u>2,797,840</u>	<u>3,067,702</u>	<u>3,000,000</u>	<u>3,250,000</u>
Total	5,613,824	6,142,124	6,000,000	6,500,000
Revenue Landing Weight (1,000 lbs)	5,619,586	5,603,977	6,100,000	5,800,000
Air Freight (1,000 lbs)	190,544	184,605	199,000	195,000
Aircraft Operations (Takeoffs and Landings)				
Commercial	179,260	177,756	180,000	190,000
Military	4,814	4,318	5,100	4,500
General	32,105	29,344	35,000	32,000
Timmerman	<u>77,817</u>	<u>72,514</u>	<u>77,000</u>	<u>75,000</u>
Total	293,996	283,932	297,100	301,500

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT OF PARKS AND PUBLIC INFRASTRUCTURE –
TRANSPORTATION SERVICES

UNIT NO. 5070

FUND: Internal Service - 0028

OPERATING AUTHORITY & PURPOSE

The Transportation Services section of the Department of Parks and Public Infrastructure – Transportation Division is comprised of Transportation Planning and Transportation Engineering services.

The Transportation Engineering Section implements projects defined under County policy in accordance with the guidelines provided by grantor agencies and/or as prescribed by law. The projects are funded through State and/or Federal grants, with local funds provided by the County, cities or villages and private developers.

The Transportation Planning Section represents Milwaukee County interests in pertinent safety and multimodal transportation planning, prepares related transportation plans, and aggressively seeks out, applies for and professionally manages State and Federal grant funds which reduce tax levy support for County transportation projects while maintaining and applying its technical capacity for competent project management. The Transportation Planning Section provides technical and professional expertise for multimodal and transit planning and coordination, grant preparation and development, as well as transit system development and oversight.

BUDGET SUMMARY				
Account Summary	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Personal Services (w/o EFB)	\$ 1,546,820	\$ 1,568,808	\$ 1,295,658	\$ (273,150)
Employee Fringe Benefits (EFB)	514,221	755,677	731,773	(23,904)
Services	17,299	65,230	53,343	(11,887)
Commodities	20,233	26,600	26,600	0
Other Charges	7,814	47,508	14,258	(33,250)
Capital Outlay	225,690	70,000	25,000	(45,000)
County Service Charges	1,098,157	1,667,508	1,077,595	(589,913)
Abatements	(1,001,438)	(1,448,163)	(881,822)	566,341
Total Expenditures	\$ 2,428,796	\$ 2,753,168	\$ 2,342,405	\$ (410,763)
State & Federal Revenue	214,770	13,000	0	(13,000)
Other Direct Revenue	63,768	76,100	63,800	(12,300)
Total Direct Revenue	\$ 278,538	\$ 89,100	\$ 63,800	\$ (25,300)
Indirect Revenue	2,793,263	3,361,662	2,934,149	(427,513)
Direct Property Tax Levy	\$ (643,005)	\$ (697,594)	\$ (655,544)	\$ 42,050

Note: The 2004 Adopted Budget created a new Department of Parks and Public Infrastructure (DPPI) by consolidating the services and administration of the previous Parks Department and the Department of Public Works. In March of 2004, a fund transfer was processed modifying the 2004 Adopted Budget that finalized the merger details by allocating funds between departments within the merger. DPPI departments were given direction to adjust 2005 expenditure, revenue, and tax levy targets based on the fund transfer modifications.

The Transportation Services modified 2004 Budget is as follows: expenditures increased \$86,188 to \$2,839,356; revenues increased \$86,155 to \$3,536,917; and tax levy increased by \$33 to -\$697,561.

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT OF PARKS AND PUBLIC INFRASTRUCTURE –
TRANSPORTATION SERVICES

UNIT NO. 5070
FUND: Internal Service - 0028

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*				
Account Summary	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Central Service Allocation	\$ 65,196	\$ 130,696	\$ 68,688	\$ (62,008)
Courthouse Space Rental	164,184	159,039	150,174	(8,865)
Document Services	267	224	187	(37)
Tech Support & Infrastructure	26,667	30,982	32,978	1,996
Distribution Services	466	370	362	(8)
Telecommunications	12,248	5,974	3,490	(2,484)
Records Center	3,059	2,970	3,148	178
Radio	0	0	0	0
Personal Computer Charges	21,710	19,810	19,706	(104)
Applications Charges	16,774	27,385	30,750	3,365
Total Charges	\$ 310,571	\$ 377,450	\$ 309,483	\$ (67,967)
Direct Property Tax Levy	\$ (643,005)	\$ (697,594)	\$ (655,544)	\$ 42,050
Total Property Tax Levy	\$ (332,434)	\$ (320,144)	\$ (346,061)	\$ (25,917)

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

PERSONNEL SUMMARY				
	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Personal Services (w/o EFB)	\$ 1,546,820	\$ 1,568,808	\$ 1,295,658	\$ (273,150)
Employee Fringe Benefits (EFB)	\$ 514,221	\$ 755,677	\$ 731,773	\$ (23,904)
Position Equivalent (Funded)*	27.4	26.7	22.0	(4.7)
% of Gross Wages Funded	85.9	89.9	87.9	(2.0)
Overtime (Dollars)**	\$ 14,416	\$ 43,572	\$ 43,572	\$ 0
Overtime (Equivalent to Positions)	0.3	0.7	0.8	0.1

* For 2003, the Position Equivalent is the budgeted amount.

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

PERSONNEL CHANGES				
Job Title/Classification	Action	Number of Positions/ Total FTE	Division	Cost of Positions (Excluding Fringe Benefits)
Engineering Tech	Abolish	4/4.0	Transportation Services	\$ (208,048)
Engineer	Abolish	2/2.0	Transportation Services	(137,772)
			TOTAL	\$ (345,820)

MISSION

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

DEPARTMENT DESCRIPTION

The Transportation Services section consists of Transportation Planning and Transportation Engineering.

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT OF PARKS AND PUBLIC INFRASTRUCTURE –
TRANSPORTATION SERVICES

UNIT NO. 5070
FUND: Internal Service - 0028

Transportation Planning Section

Transportation Planning provides multimodal transportation planning, development, grant administration and project and asset management and performs the required duties as owner's representative in the County's Mass Transit development and coordination. The duties include providing transit management oversight as required by the Federal and State governments, providing transit grant application and administration, as well as transit planning and transit facility development.

Transportation Engineering is divided into the following functional areas:

Highway Engineering provides planning and design activities for Highway Capital Improvement projects, County Highway Action Program projects and coordination of the Local Road Improvement Program projects as required by State law and County policy.

Construction Management is responsible for field inspection, construction engineering, construction management, and contract administration of Highway and Transportation projects. Projects include, but are not limited to, intersection improvements and road and bridge rehabilitation or reconstruction.

Bridge Engineering provides planning, design and implementation of new bridges and for the rehabilitation of existing County-owned bridges. This group, as mandated by State law, conducts biannual bridge inspections of all County-owned bridges and administers the Local Bridge Program for all municipalities' local bridges in Milwaukee County.

Traffic Engineering provides planning, design and implementation of projects needed to maintain and improve the safety, operational efficiency and functional integrity of the County's Highway network, including projects in the Congestion Mitigation and Air Quality Program and Hazard Elimination Program.

\$1,568,808 to \$1,295,658. Funded positions equivalents decreased from 26.7 to 22.0.

- (\$208,048) Abolish 4 Engineering Tech (137,772) Abolish 2 Engineering
104,024 Lump-Sum Adjustment
(\$241,796) Total

For 2005, two vacant Engineering Technician positions are abolished with an offsetting adjustment to the Personal Services lump-sum adjustment for a zero tax levy impact. An additional two vacant Engineering Tech positions and two vacant Engineer positions are abolished, decreasing personal services expenditures by \$241,796. Revenues have been decreased proportionately to reflect the reduced amount. Transportation Services would have charged to capital projects had these positions remained. The abolishment of these positions is a response to a smaller number of projects in the capital program.

- The allotment for travel expenses has been reduced by \$8,000 from \$21,000 to \$13,000.
- Major Maintenance projects include \$25,000 for unspecified minor projects, offset with \$12,500 in revenue from municipalities. Project costs are shared on a 50/50 basis with local municipalities. No specific projects have been identified and no freeway detour funds are requested.
- The 2005 Budget reflects a zero wage increase for all represented, non-represented and Executive Compensation Plan (ECP) positions. In addition, ECP positions are not provided step increases or performance awards in 2005 as allowed in County Ordinance Section 17.265 (3).
- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to

BUDGET HIGHLIGHTS

- Personal Services expenditures without fringe benefits decreased by \$273,150 from

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT OF PARKS AND PUBLIC INFRASTRUCTURE –
TRANSPORTATION SERVICES

UNIT NO. 5070

FUND: Internal Service - 0028

make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is

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

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT OF PARKS AND PUBLIC INFRASTRUCTURE –
ARCHITECTURAL, ENGINEERING AND ENVIRONMENTAL SERVICES

UNIT NO. 5080

FUND: Internal Service - 0028

OPERATING AUTHORITY & PURPOSE

In 2004, the former Department of Public Works – Architectural, Engineering and Environmental Services Division, and the Parks Department – Landscape Architects were combined to form the

Architectural, Engineering and Environmental Services section of the Department of Parks and Public Infrastructure (DPPI) – Parks Division.

BUDGET SUMMARY				
Account Summary	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Personal Services (w/o EFB)	\$ 3,814,651	\$ 4,162,505	\$ 3,414,921	\$ (747,584)
Employee Fringe Benefits (EFB)	1,221,834	2,249,940	1,861,587	(388,353)
Services	404,255	590,020	245,076	(344,944)
Commodities	68,752	70,900	59,650	(11,250)
Other Charges	53,486	129,308	50,000	(79,308)
Debt & Depreciations	35,930	71,798	66,530	(5,268)
Capital Outlay	241,962	410,000	605,000	195,000
Capital Contra	(16,290)	0	0	0
County Service Charges	2,821,206	2,478,515	2,152,038	(326,477)
Abatements	(2,423,516)	(2,423,481)	(2,477,332)	(53,851)
Total Expenditures	\$ 6,222,270	\$ 7,739,505	\$ 5,977,470	\$ (1,762,035)
State & Federal Revenue	102,117	51,000	257,589	206,589
Other Direct Revenue	438,357	143,000	143,000	0
Total Direct Revenue	\$ 540,474	\$ 194,000	\$ 400,589	\$ 206,589
Indirect Revenue	5,384,479	7,252,201	5,140,348	(2,111,853)
Direct Property Tax Levy	\$ 297,317	\$ 293,304	\$ 436,533	\$ 143,229

Note: The 2004 Adopted Budget created a new Department of Parks and Public Infrastructure (DPPI) by consolidating the services and administration of the previous Parks Department and the Department of Public Works. In March of 2004, a fund transfer was processed modifying the 2004 Adopted Budget that finalized the merger details by allocating funds between departments within the merger. DPPI departments were given direction to adjust 2005 expenditure, revenue, and tax levy targets based on the fund transfer modifications.

Architectural, Engineering and Environmental Services modified 2004 budget is as follows: expenditures decreased \$89,248 to \$7,650,257; revenues decreased \$86,188 to \$7,360,013; and tax levy decreased by \$3,060 to \$290,244.

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT OF PARKS AND PUBLIC INFRASTRUCTURE –
ARCHITECTURAL, ENGINEERING AND ENVIRONMENTAL SERVICES

UNIT NO. 5080

FUND: Internal Service - 0028

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*				
Account Summary	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Central Service Allocation	\$ 141,033	\$ 14,583	\$ 80,575	\$ 65,992
Courthouse Space Rental	361,812	350,473	330,936	(19,537)
Document Services	2,267	5,192	1,583	(3,609)
Tech Support & Infrastructure	48,839	58,627	69,882	11,255
Distribution Services	849	962	659	(303)
Telecommunications	31,091	18,879	7,858	(11,021)
Records Center	18,337	18,563	18,870	307
Radio	0	0	0	0
Personal Computer Charges	52,858	45,419	46,207	788
Applications Charges	36,712	63,562	77,236	13,674
Total Charges	\$ 693,798	\$ 576,260	\$ 633,806	\$ 57,546
Direct Property Tax Levy	\$ 297,317	\$ 293,304	\$ 436,533	\$ 143,229
Total Property Tax Levy	\$ 991,115	\$ 869,564	\$ 1,070,339	\$ 200,775

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

PERSONNEL SUMMARY				
	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Personal Services (w/o EFB)	\$ 3,814,651	\$ 4,162,505	\$ 3,414,921	\$ (747,584)
Employee Fringe Benefits (EFB)	\$ 1,221,834	\$ 2,249,940	\$ 1,861,587	\$ (388,353)
Position Equivalent (Funded)*	66.5	70.4	51.0	(19.4)
% of Gross Wages Funded	85.2	98.0	100.0	2.0
Overtime (Dollars)**	\$ 56,368	\$ 75,000	\$ 0	\$ (75,000)
Overtime (Equivalent to Positions)	1.1	1.8	0.0	(1.8)

* For 2003, the Position Equivalent is the budgeted amount.

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

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT OF PARKS AND PUBLIC INFRASTRUCTURE –
ARCHITECTURAL, ENGINEERING AND ENVIRONMENTAL SERVICES

UNIT NO. 5080

FUND: Internal Service - 0028

PERSONNEL CHANGES				
Job Title/Classification	Action	Number of Positions/ Total FTE	Division	Cost of Positions (Excluding Fringe Benefits)
Administrative Assistant	Unfund	1/1.0	Architect/Eng Svcs	\$ (41,832)
Rec Ctr Tech DPW	Unfund	1/1.0	Architect/Eng Svcs	(36,206)
Construction Project Coord	Unfund	1/1.0	Architect/Eng Svcs	(53,868)
Engineer*	Unfund	2/2.0	Environment & Energy	(90,128)
Engineering Tech Surveyor	Unfund	2/2.0	Architect/Eng Svcs	(77,200)
Infrastructure Coordinator	Unfund	1/1.0	Architect/Eng Svcs	(42,846)
Engineering Technician	Unfund	2/2.0	Architect/Eng Svcs	(70,482)
Managing Engineer (Design)	Unfund	1/1.0	Architect/Eng Svcs	(59,454)
Architectural Designer	Unfund	1/1.0	Architect/Eng Svcs	(42,140)
Construction Coord	Unfund	4/4.0	Architect/Eng Svcs	(192,522)
Engineering Intern Student**	Unfund	7/2.12	Environment & Energy	(48,502)
			TOTAL	\$ (755,180)

* One position of Engineer is unfunded in the Architectural/Engineering Services Division and one Engineer position is unfunded in the Environment & Energy Division.

** Six positions of Engineering Intern Student are unfunded in Architectural/Engineering Services Division and one position is unfunded in the Environment & Energy Division.

ORGANIZATIONAL COST SUMMARY					
DIVISION		2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Architectural/Engineering Services	Expenditure	\$ 6,896,644	\$ 8,220,710	\$ 6,677,384	\$ (1,543,326)
	Abatement	(1,631,551)	(1,412,465)	(1,409,884)	2,581
	Revenue	<u>5,569,627</u>	<u>7,145,731</u>	<u>5,338,937</u>	<u>(1,806,794)</u>
	Tax Levy	\$ (304,534)	\$ (337,486)	\$ (71,437)	\$ 266,049
Environmental/Energy	Expenditure	\$ 1,765,432	\$ 1,942,276	\$ 1,777,418	\$ (164,858)
	Abatement	(808,255)	(1,011,016)	(1,067,448)	(56,432)
	Revenue	<u>355,326</u>	<u>300,470</u>	<u>202,000</u>	<u>(98,470)</u>
	Tax Levy	\$ 601,851	\$ 630,790	\$ 507,970	\$ (122,820)

MISSION STATEMENT

The mission of the Architectural, Engineering and Environmental Services Division is to provide essential services to plan, design, construct, manage, operate and preserve Milwaukee County's natural resources and public facilities in a cost-effective manner, while maintaining and enhancing the economic, social and cultural vitality of all citizens of the County in accordance with the policies of Milwaukee County government.

DEPARTMENT DESCRIPTION

Architectural, Engineering and Environmental Services provides a core competency of professional and technical services for Milwaukee County. The Architectural, Engineering and Environmental Services Section is comprised of the Architectural Services Unit, Civil Engineering/Site Development Unit, Airport Engineering Unit, Environmental Services Unit, and Support Services. Through the employees' efforts and extended staff provided by consultants, these groups research,

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT OF PARKS AND PUBLIC INFRASTRUCTURE –
ARCHITECTURAL, ENGINEERING AND ENVIRONMENTAL SERVICES

UNIT NO. 5080
FUND: Internal Service - 0028

design, administer and implement a diverse combination of programs and projects.

Architectural, Engineering and Environmental Services is comprised of the following units:

1. The **Architectural Services Unit** provides technical services in building maintenance, remodeling, additions and new construction for various County departments currently occupying over 650 structures. Specific tasks performed include project, program and budget development, cost estimating, formation of the design team; including consultants, design development, development of bid documents, procurement and evaluation of competitive bids; contract award, project management, verification of installation quality and final acceptance of completed construction.
2. The **Airport Engineering Unit** provides program and cost estimates for capital improvement, major maintenance and passenger facilities charge projects for General Mitchell International and Lawrence J. Timmerman Airports; prepares, designs and provides construction management services for all airfield site projects; and coordinates planning and administration of projects with State and Federal agencies. This section also reviews and coordinates Airport construction projects which are sponsored by the airlines and other Airport tenants.
3. The **Civil Engineering and Site Development Unit** provides civil engineering and land surveying technical services on public works projects for various County departments. Typical projects include parking lots, roadways, grading, earthwork, water resources and underground utilities. Specific services include project management utilizing the DPW cost and scheduling system, in-house design staff and professional services consultants, design, drawings, technical specifications, bidding documents, administration of the competitive bidding process, engineering feasibility studies, needs assessment and programming for existing and proposed facilities, certified survey maps, site surveys and construction staging.

4. The **Environmental Services Unit** provides technical and managerial services concerning environmental issues of all County departments. Environmental issues include stormwater management, hazardous substance control (asbestos, lead, PCBs, mercury, etc.), underground storage tanks, landfills, air quality, recycling, solid wastes, water quality, brownfields, pesticides/herbicides and environmental due diligence for property acquisition/disposal. This unit also serves as the Land Conservation Department regarding agricultural issues.
5. The **Support Services Unit** provides County facilities records management, County facilities assessment, administration of the DPW cost and scheduling system used for project management and administration of a Geographic Information System (GIS) which overlays the Milwaukee County Automated Mapping and Land Information System (MCAMLIS). Services include development and maintenance of an inventory of County property assets, including land, utilities, roads, bridges, buildings and facilities; management of asset historical record data; development of architectural record drawings and system/equipment inventory of County buildings; condition assessment of facilities to be used by the owner department for development of a five-year major maintenance and capital improvement plan.

Staff in these units also provides oversight of construction of facilities and systems in compliance with construction documents on the prescribed schedule and for the contracted amount for a cost-effective fee. Construction management services include deployment of staff assets, construction team partnering with the owner-client departments and quality assurance and quality control over the construction process and the attendant contracts.

BUDGET HIGHLIGHTS

- Personal Services expenditures without fringe benefits decreased by \$747,584 from \$4,162,505 to \$3,414,921. Funded positions decreased by 19.4 from 70.4 to 51.0.

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT OF PARKS AND PUBLIC INFRASTRUCTURE –
ARCHITECTURAL, ENGINEERING AND ENVIRONMENTAL SERVICES

UNIT NO. 5080

FUND: Internal Service - 0028

- In 2005, Architectural and Engineering Professional Services revenue decreased \$2,137,331 from \$7,039,113 to \$4,901,782 based on recovery of eligible operating costs from capital projects and capitalized major maintenance and improvements projects. This revenue is recovered based on billable staff time devoted to these projects. The decrease in budgeted revenue reflects the reduction of capital projects and, therefore, an overall decrease in billable staff time assigned to capital.
- (\$ 41,832) Unfund 1 Admin Asst
(36,206) Unfund 1 Rec Ctr DPW
(53,868) Unfund 1 Construction Project Coord
(90,128) Unfund 2 Engineer
(77,200) Unfund 2 Engineering Tech Surveyor
(42,846) Unfund 1 Infrastructure Coordinator
(70,482) Unfund 2 Engineering Technician
(59,454) Unfund 1 Managing Engineer
(Design)
(42,140) Unfund 1 Architectural Designer
(192,522) Unfund 4 Construction Coordinator
(48,502) Unfund 7 Engineering Intern Student
(\$755,180)

Due to the smaller Capital Budget and associated reduction in workload, 18.12 FTEs are unfunded in 2005.

- Major Maintenance-Land Improvements for Environmental Services increased \$45,000 from \$410,000 to \$455,000. The increase represents the addition of \$85,000 for the Land Conservation Committee less a reduction of \$40,000 from monitoring the Franklin Doyne Landfills.
- State revenues remain at \$85,000 in Environmental Services for a State Department of Natural Resources/Department of Agriculture, Trade and Consumer Protection-Land Conservation Program grant. This grant is used to offset the cost of salaries in the Environmental Services Unit.
- For 2005 GIS support, software updates and maintenance costs increased \$145,276 from \$52,900 to \$198,176. The increase primarily reflects the inclusion of GIS staff salaries in the crosscharge rate. Throughout 2005 DPPI – A &

E will continue to maintain the GIS database, with the Department of Administrative Services – Information Management Services Division supporting the infrastructure.

- Beginning in 2005, A & E GIS staff will take over the project management function of the Milwaukee County Automated Mapping and Land Information Program (MCAMLIS) from SEWRPC. A & E will receive \$206,589 for MCAMLIS project management. This includes conceptual development of individual projects, development of project specifications, writing contracts, preparation of invoices to draw down funds as expended, payment of subcontractors, recordkeeping, and general maintenance of MCAMLIS data holding. In addition, this effort will merge the County's Internal GIS functions with MCAMLIS. The MCAMLIS project will be managed in accordance with Milwaukee County procurement and contracting policies and ordinances. Additionally, Corporation Counsel will review the MCAMLIS Cooperative Agreement, authorized in 1990, to assure that the authority granted to the MCAMLIS Steering Committee is consistent with Milwaukee County interest, policies and ordinances and will recommend changes to the agreement to the Committee on Judiciary, Safety and General Services by March 1, 2005.
- 2005 will mark the tenth year of the building inventory and assessment program. The program has two phases: phase I is the digitization of the building plans and building systems inventory; phase II is the assessment of each building and the equipment discovered during phase I investigation or shown on the digitized plan. In 2005, funding for phase I work decreased \$35,000 from \$185,000 to \$150,000. Phase I work includes the South Region Parks buildings and the War Memorial; phase II work will concentrate on completing the East and West Parks Regions and beginning the North Region Parks. Once this initial inventory and assessment is completed, it will be necessary to review, update, and recommend building assessments and improvements on an ongoing basis. The goal is to revisit each building every five years.

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT OF PARKS AND PUBLIC INFRASTRUCTURE –
ARCHITECTURAL, ENGINEERING AND ENVIRONMENTAL SERVICES

UNIT NO. 5080

FUND: Internal Service - 0028

- Environmental assessments of requested capital projects decreased \$55,000 from \$85,000 to \$30,000 in 2005. The decrease reflects the reduction to the Capital Budget seen in recent years.
- The 2005 Budget reflects a zero wage increase for all represented, non-represented and Executive Compensation Plan (ECP) positions. In addition, ECP positions are not provided step increases or performance awards in 2005 as allowed in County Ordinance Section 17.265 (3).
- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be

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

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT OF PARKS AND PUBLIC INFRASTRUCTURE –
HIGHWAY MAINTENANCE

UNIT NO. 5100
FUND: General - 0001

OPERATING AUTHORITY & PURPOSE

The Highway Maintenance section of the Department of Parks and Public Infrastructure - Transportation Division maintains all County trunk highways, public Park roads, State trunk highways

and expressways. It is responsible for maintaining vacant freeway lands and the North Shore right-of-way.

BUDGET SUMMARY				
Account Summary	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Personal Services (w/o EFB)	\$ 5,573,073	\$ 6,063,094	\$ 6,156,152	\$ 93,058
Employee Fringe Benefits (EFB)	2,061,812	3,298,193	3,414,579	116,386
Services	410,699	503,940	496,684	(7,256)
Commodities	595,974	856,725	890,520	33,795
Other Charges	0	173,196	0	(173,196)
Capital Outlay	165,175	193,400	189,300	(4,100)
County Service Charges	6,432,100	5,522,673	5,745,632	222,959
Abatements	(2,191,280)	(591,520)	(647,573)	(56,053)
Total Expenditures	\$ 13,047,553	\$ 16,019,701	\$ 16,245,294	\$ 225,593
State & Federal Revenue	13,570,972	15,594,628	15,654,792	60,164
Other Direct Revenue	15,722	25,450	25,450	0
Total Direct Revenue	\$ 13,586,694	\$ 15,620,078	\$ 15,680,242	\$ 60,164
Direct Property Tax Levy	\$ (539,141)	\$ 399,623	\$ 565,052	\$ 165,429

Note: The 2004 Adopted Budget created a new Department of Parks and Public Infrastructure (DPPI) by consolidating the services and administration of the previous Parks Department and the Department of Public Works. In March of 2004, a fund transfer was processed modifying the 2004 Adopted Budget that finalized the merger details by allocating funds between departments within the merger. DPPI departments were given direction to adjust 2005 expenditure, revenue, and tax levy targets based on the fund transfer modifications.

The Highway modified 2004 Budget is as follows: expenditures decreased \$172,073 to \$15,847,628; revenues decreased \$264,763 to \$15,355,315; and tax levy increased \$92,690 to \$492,313.

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT OF PARKS AND PUBLIC INFRASTRUCTURE –
HIGHWAY MAINTENANCE

UNIT NO. 5100
FUND: General - 0001

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*				
Account Summary	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Central Service Allocation	\$ 161,403	\$ 87,810	\$ 169,711	\$ 81,901
Courthouse Space Rental	0	0	0	0
Document Services	622	1,802	434	(1,368)
Tech Support & Infrastructure	27,037	24,482	27,903	3,421
Distribution Services	6	5	5	0
Telecommunications	13,829	7,448	1,936	(5,512)
Records Center	0	0	0	0
Radio	127,375	110,804	115,964	5,160
Personal Computer Charges	20,766	14,031	14,270	239
Applications Charges	16,298	30,953	33,217	2,264
Total Charges	\$ 367,336	\$ 277,335	\$ 363,440	\$ 86,105
Direct Property Tax Levy	\$ (539,141)	\$ 399,623	\$ 565,052	\$ 165,429
Total Property Tax Levy	\$ (171,805)	\$ 676,958	\$ 928,492	\$ 251,534

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

PERSONNEL SUMMARY				
	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Personal Services (w/o EFB)	\$ 5,573,073	\$ 6,063,094	\$ 6,156,152	\$ 93,058
Employee Fringe Benefits (EFB)	\$ 2,061,812	\$ 3,298,193	\$ 3,414,579	\$ 116,386
Position Equivalent (Funded)*	126.1	131.9	130.0	(1.9)
% of Gross Wages Funded	89.5	85.5	87.1	1.6
Overtime (Dollars)**	\$ 275,453	\$ 337,644	\$ 337,620	\$ (24)
Overtime (Equivalent to Positions)	6.6	7.8	7.7	(0.1)

* For 2003, the Position Equivalent is the budgeted amount.

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

PERSONNEL CHANGES				
Job Title/Classification	Action	Number of Positions/ Total FTE	Division	Cost of Positions (Excluding Fringe Benefits)
Dir Highway Eng & Oper	Abolish	1/1.0	Highway Maintenance	\$ (114,910)
Electrical Mechanic DOT	Create	1/1.0	Highway Maintenance	58,078
			TOTAL	\$ (56,832)

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT OF PARKS AND PUBLIC INFRASTRUCTURE –
HIGHWAY MAINTENANCE

UNIT NO. 5100
FUND: General - 0001

ORGANIZATIONAL COST SUMMARY					
DIVISION		2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
State Highway Maintenance	Expenditure	\$ 10,412,118	\$ 12,323,860	\$ 12,406,037	\$ 82,177
	Abatement	0	0	0	0
	Revenue	<u>10,942,721</u>	<u>12,792,344</u>	<u>12,908,554</u>	<u>116,210</u>
	Tax Levy	\$ (530,603)	\$ (468,484)	\$ (502,517)	\$ (34,033)
County Highway Maintenance	Expenditure	\$ 2,788,599	\$ 3,818,877	\$ 3,984,313	\$ 165,436
	Abatement	(153,164)	(123,036)	(145,056)	(22,020)
	Revenue	<u>2,643,973</u>	<u>2,827,734</u>	<u>2,771,688</u>	<u>(56,046)</u>
	Tax Levy	\$ (8,538)	\$ 868,107	\$ 1,067,569	\$ 199,462

MISSION

Highway Maintenance will maintain County trunk highways and public park roads in a manner that will provide citizens of the County with a safe, usable roadway system at a level of service acceptable to a majority of its citizens and at the lowest possible cost.

DEPARTMENT DESCRIPTION

The **State Highway Maintenance Unit** provides general and winter maintenance on the expressways and State trunk highways within Milwaukee County. The State reimbursement for this program is based on actual labor, including incidental labor costs, machinery allowances as specified in the current State Highway Maintenance Manual's actual cost provision, and material purchases authorized by the State Department of Transportation. State Highway Maintenance program costs are 100% offset by State reimbursement revenue.

The **County Highway Maintenance Unit** provides general and winter maintenance on the Milwaukee County Highway system and public park roads. This includes pavement repair and resurfacing, shoulder maintenance, vegetation control, safety appurtenances, road drainage, litter pickup, bridge maintenance, ice and snow control, traffic signal maintenance, highway signing and pavement marking.

BUDGET HIGHLIGHTS

- Personal Services expenditures without fringe benefits increased by \$93,058 from \$6,063,094 to \$6,156,152. Funded full time equivalent positions decreased 1.9 from 131.9 to 130.0.

STATE HIGHWAY MAINTENANCE

- The State reimburses the Highway Division for 100% of eligible costs associated with the State Trunk Highways (STH) and the freeway system. For 2005, it is estimated that \$12,260,636 of the Department's cost for Personal Services, Contractual Services and Commodities will be dedicated to the freeway system and the STH. In addition, \$502,517 is budgeted for reimbursement revenue from the State to cover 77.6 percent of the Central Services Allocation and other overhead costs which are related to these services provided for the State, but which are budgeted in other departments. Costs, although abated out, will be recouped from the State of Wisconsin.

These amounts reflect a \$171,252 increase from 2004 in the amount of crosscharges and services.

- (\$114,910) Abolish 1 Dir Highway Eng & Oper.
One position of Director of Highway Engineering and Operations is abolished. Revenues and expenditures are reduced proportionately.
- \$58,078 Create 1 Electrical Mechanic DOT
One position of Electrical Mechanic (DOT) is being created. This position will be fully funded by the Wisconsin Department of Transportation and will be responsible for electrical maintenance on Highway 41/45 and Interstate 94.

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT OF PARKS AND PUBLIC INFRASTRUCTURE –
HIGHWAY MAINTENANCE

UNIT NO. 5100
FUND: General - 0001

COUNTY HIGHWAY MAINTENANCE

- General Transportation Aids for 2005 are budgeted at \$2,746,238.
 - The following County trunk highway major maintenance project will be scheduled: Overlay 13th street from the Racine County line north to Ryan Road. Highway Maintenance, in conjunction with the Transportation Division, will use the Pavement Condition Index (PCI) to determine the eligibility of additional roadways in need of resurfacing.
 - Funding of \$25,900 is provided for four arrow board trailers (\$14,400), two arrow board kits (\$6,400), and (\$5,100) for salt conveyor maintenance equipment.
 - The 2005 Budget reflects a zero wage increase for all represented, non-represented and Executive Compensation Plan (ECP) positions. In addition, ECP positions are not provided step increases or performance awards in 2005 as allowed in County Ordinance Section 17.265 (3).
- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severely liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."

ACTIVITY AND STATISTICAL SUMMARY				
	<u>2003 Budget</u>	<u>2003 Actual</u>	<u>2004 Budget</u>	<u>2005 Budget</u>
HIGHWAY MAINTENANCE PROGRAM				
Lane Miles (Maintenance)				
County Trunk Highways	342.96	342.96	342.96	342.96
State Trunk Highways	438.00	438.00	439.00	439.00
Expressways	<u>674.00</u>	<u>674.00</u>	<u>688.96</u>	<u>688.96</u>
Total	1,454.96	1,454.96	1,470.92	1,470.92
Acres (Grass Mowing)				
County Trunk Highways	665.41	665.41	665.41	665.41
State Trunk Highways	781.51	781.51	781.51	781.51
Expressways	1,875.87	1,875.87	1,875.87	1,875.87
Total	3,322.79	3,322.79	3,322.79	3,322.79

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT OF PARKS AND PUBLIC INFRASTRUCTURE -
FLEET MANAGEMENT

UNIT NO. 5300

FUND: Internal Service - 0030

OPERATING AUTHORITY & PURPOSE

The Fleet Management section of the Department of Parks and Public Infrastructure (DPPI)-Transportation Division provides a broad array of services to the County and its customers, including developing vehicle replacement programs; developing and designing vehicle specifications; managing the County's fuel system; assigning vehicles and equipment to users based on needs and requirements; managing and developing vehicle and equipment disposal through periodic auctions;

managing and maintaining all automotive equipment owned by the County; and authorizing and acquiring all vehicles and equipment in the Fleet Equipment Acquisition Capital Budget. Fleet Management controls, manages and maintains all automotive equipment owned by the County. It also centrally maintains materials and parts for the Department of Parks and Public Infrastructure Parks and Transportation Divisions.

BUDGET SUMMARY				
Account Summary	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Personal Services (w/o EFB)	\$ 2,542,949	\$ 3,021,254	\$ 3,184,508	\$ 163,254
Employee Fringe Benefits (EFB)	784,979	1,628,952	1,737,575	108,623
Services	610,633	795,037	1,008,963	213,926
Commodities	2,097,021	2,184,665	2,390,029	205,364
Other Charges	0	73,766	0	(73,766)
Debt & Depreciation	2,271,931	2,694,125	2,673,310	(20,815)
Capital Outlay	11,308	7,000	7,000	0
County Service Charges	1,872,502	1,800,016	1,648,116	(151,900)
Abatements	(562,403)	(372,295)	(390,696)	(18,401)
Total Expenditures	\$ 9,628,920	\$ 11,832,520	\$ 12,258,805	\$ 426,285
State & Federal Revenue	17,832	17,700	17,700	0
Other Direct Revenue	188,129	52,600	441,040	388,440
Total Direct Revenue	\$ 205,961	\$ 70,300	\$ 458,740	\$ 388,440
Indirect Revenue	9,985,362	11,979,868	12,394,557	414,689
Direct Property Tax Levy	\$ (562,403)	\$ (217,648)	\$ (594,492)	\$ (376,844)

Note: The 2004 Adopted Budget created a new Department of Parks and Public Infrastructure (DPPI) by consolidating the services and administration of the previous Parks Department and the Department of Public Works. In March of 2004, a fund transfer was processed modifying the 2004 Adopted Budget that finalized the merger details by allocating funds between departments within the merger. DPPI departments were given direction to adjust 2005 expenditure, revenue, and tax levy targets based on the fund transfer modifications.

The Fleet Management modified 2004 Budget is as follows: expenditures decreased \$69,403 to \$11,763,117; revenues decreased \$9,987 to 12,040,181; and tax levy decreased \$59,416 to -\$277,064.

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT OF PARKS AND PUBLIC INFRASTRUCTURE -
FLEET MANAGEMENT

UNIT NO. 5300

FUND: Internal Service - 0030

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*				
Account Summary	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Central Service Allocation	\$ 274,930	\$ 100,716	\$ 120,086	\$ 19,370
Courthouse Space Rental	0	0	0	0
Document Services	1,061	4,129	741	(3,388)
Tech Support & Infrastructure	43,709	43,713	52,505	8,792
Distribution Services	0	0	0	0
Telecommunications	4,385	5,995	3,235	(2,760)
Records Center	0	0	0	0
Radio	0	0	0	0
Personal Computer Charges	31,988	22,898	28,540	5,642
Applications Charges	32,361	40,197	51,181	10,984
Total Charges	\$ 388,434	\$ 217,648	\$ 256,288	\$ 38,640
Direct Property Tax Levy	\$ (562,403)	\$ (217,648)	\$ (594,492)	\$ (376,844)
Total Property Tax Levy	\$ (173,969)	\$ 0	\$ (338,204)	\$ (338,204)

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

PERSONNEL SUMMARY				
	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Personal Services (w/o EFB)	\$ 2,542,949	\$ 3,021,254	\$ 3,184,508	\$ 163,254
Employee Fringe Benefits (EFB)	\$ 784,979	\$ 1,628,952	\$ 1,737,575	\$ 108,623
Position Equivalent (Funded)*	63.2	70.6	71.0	0.4
% of Gross Wages Funded	91.4	93.3	95.0	1.7
Overtime (Dollars)**	\$ 71,680	\$ 237,504	\$ 237,504	\$ 0
Overtime (Equivalent to Positions)	2.1	6.5	5.9	(0.6)

* For 2003, the Position Equivalent is the budgeted amount.

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

PERSONNEL CHANGES				
Job Title/Classification	Action	Number of Positions/ Total FTE	Division	Cost of Positions (Excluding Fringe Benefits)
None				
			TOTAL	\$ 0

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT OF PARKS AND PUBLIC INFRASTRUCTURE -
FLEET MANAGEMENT

UNIT NO. 5300
FUND: Internal Service - 0030

MISSION

Fleet Management will strive to provide prompt, competitive, quality services to its customers and to effectively manage all County vehicles and equipment through a diversified workforce of skilled, experienced and professional employees.

BUDGET HIGHLIGHTS

- Personal Services without fringe benefits increases by \$163,254 from \$3,021,254 to \$3,184,508. Funded positions increases .4 from 70.6 to 71.0.
- In 2005, Fleet Management will assist the Department of Administrative Services-Fiscal Affairs Division (DAS) in carrying out a countywide fleet reduction. This initiative will reduce Fleet-owned pieces of equipment by 12% or approximately 219 pieces. This initiative follows an analysis conducted by Fleet and DAS that indicated that approximately 375 pieces (21%) of equipment and/or vehicles appear to be under-utilized. The benchmark of less than 6,000 miles per year (Administrative Manual Chapter 5, section 5.15) or less than 500 hours (50% utilization) for seasonal pieces was used to identify equipment for potential reduction.

Utilization of these units has been closely evaluated with input and justification provided by the department utilizing the affected equipment. The final decision on which pieces are actually eliminated will be made by the Director of Fleet Management in collaboration with department and DAS staff.

After pieces have been eliminated, Fleet Management will analyze the impact of this sale upon its operating budget. This analysis will enable Fleet Management to correctly make changes to its own budget in 2006, which will adjust the amount that other departments are charged for Fleet Management Services.

It is anticipated that the sale of units identified as surplus will net the County approximately \$350,000 in revenue in 2005.

- In 2005, new and replacement Fleet equipment is budgeted in the Capital Improvements Budget (Project WO112, Fleet Equipment Acquisition). The Sheriff's Department and DPPI-Highway Maintenance, Facilities Management and Airport Divisions will primarily utilize the replacement equipment. All departments receiving replacement equipment will be required to turn in their used equipment unless, as required, the department has obtained County Board approval to retain the old vehicles, so that the Fleet Management Division's total equipment count does not exceed approved totals. Any costs associated with the repair and maintenance of vehicles retained will be the sole responsibility of the using department.
- Fleet will lower the direct charge to Parks by \$100,000 from \$523,015 to \$423,015 in order to reflect the agreed upon service level between Parks and Fleet for this equipment.
- For 2005, Park's owned equipment will be sold to provide the Parks Division with \$300,000 in sales revenue.
- For 2005, funding for motor vehicle parts, fuel and supplies increases \$205,364, from \$2,057,247 to \$2,262,611. As shown in the Fuel Pricing and Purchases chart, \$1,506,685 of this funding is earmarked for fuel purchases, an increase of \$368,895 from 2004. Costs for fuel are based on an average winter.
- 2005 budget projections of fuel and mileage statistics are based on the average of 47 inches of snowfall in the Milwaukee area. The snowfall during the last winter season was 39.2 inches of snow.
- Flexibility to expand, modify and reallocate major maintenance projects and equipment purchases while remaining within the total appropriation, is continued in 2005.
- Depreciation for Fleet equipment increases \$64,529, from \$2,162,302 to \$2,226,831.
- Bond interest decreases \$72,151, from \$647,895 to \$720,046, resulting from the re-

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT OF PARKS AND PUBLIC INFRASTRUCTURE -
FLEET MANAGEMENT

UNIT NO. 5300
FUND: Internal Service - 0030

financing of bond funding used for vehicle acquisitions.

- The 2005 Budget reflects a zero wage increase for all represented, non-represented and Executive Compensation Plan (ECP) positions. In addition, ECP positions are not provided step increases or performance awards in 2005 as allowed in County Ordinance Section 17.265 (3).
- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has

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

FUEL PRICING AND PURCHASES						
Fuel Purchases make up a major portion of the Fleet Maintenance Budget for Commodities						
		2001	2002	2003	2004	2005
		Actual	Actual	Actual	Budget	Budget
Lead Free -	Gallons	562,632	501,078	487,666	502,000	495,590
	Average Price	\$1.30	\$1.21	\$1.40	\$1.33	\$1.95
	Purchase	\$733,227	\$605,901	\$681,380	\$667,660	\$966,401
Diesel #2 -	Gallons	304,389	306,877	300,363	315,000	306,379
	Average Price	\$1.17	\$1.08	\$1.22	\$1.24	\$1.45
	Purchase	\$356,680	\$330,565	\$367,902	\$390,600	\$444,250
Diesel #1 -	Gallons	49,400	56,023	50,450	65,000	65,000
	Average Price	\$1.23	\$1.08	\$1.39	\$1.20	\$1.45
	Purchase	\$60,520	\$60,405	\$69,897	\$78,000	\$94,250
Natural Gas -	Gallons	2,034	1,557	1,902	1,700	1,700
	Average Price	\$0.99	\$0.99	\$1.05	\$0.90	\$1.05
	Purchase	\$2,004	\$1,537	\$1,997	\$1,530	\$1,785
Total Gallons Used Per Year		918,455	865,535	840,381	883,700	868,669
Total Fuel Purchased Per Year		\$1,152,431	\$998,408	\$1,121,176	\$1,137,790	\$1,506,685

The fuel prices in the table above are inclusive of Federal and State Taxes, which is included in the purchase price of fuel. Fleet subsequently is reimbursed by the State for fuel used in off road equipment.

ACTIVITY AND STATISTICAL SUMMARY				
	<u>2003</u>	<u>2003</u>	<u>2004</u>	<u>2005</u>
	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>
Highway Patrol (Miles)	2,436,000	2,309,303	2,491,000	2,350,000
Other Cars (Miles)	1,098,000	947,626	1,200,000	1,100,000
Trucks (Miles)	3,242,000	2,868,521	3,237,000	3,000,000
Motorcycles (Miles)	19,000	18,582	25,900	25,900
Fire Trucks (Miles)	6,900	6,965	7,000	7,000
Other Equipment (Miles)	<u>75,700</u>	<u>67,304</u>	<u>76,300</u>	<u>76,300</u>
Total (Miles)	6,877,600	6,218,301	7,037,200	6,559,200

ADOPTED 2005 BUDGET

DEPT: MILWAUKEE COUNTY TRANSIT/PARATRANSIT SYSTEM

UNIT NO. 5600
FUND: Enterprise - 0083

OPERATING AUTHORITY & PURPOSE

The Department of Parks and Public Infrastructure – Transportation Division provides public transit services through the Milwaukee County Transit System (MCTS). Direct management and operation of the transit system, including Paratransit Services, is provided by Milwaukee Transport Services, Inc., a private, non-profit corporation under contract to the County. The corporation uses Transit facilities and equipment owned and provided by Milwaukee County.

Paratransit operations include the provision of demand responsive transportation and orientation to transportation services. These services provide a complement to the fixed-route services of MCTS and are available to those who are under the Americans with Disabilities Act (ADA) eligible.

The Transportation Services Section of the Department of Parks and Public Infrastructure - Transportation Division provides County oversight, conducts various transit related studies, and prepares and administers Federal and State transit

grants. The Transportation Services Section of the Department of Parks and Public Infrastructure - Transportation Division also facilitates the acquisition of capital equipment and provides design and construction services for capital facilities, as well as major maintenance projects.

GENERAL SUMMARY

This is a programmatic representation of the Transit Services budget. Each unit presentation includes a fiscal summary, program description and budgetary highlights. The Transit operations description indicates the number of authorized positions assigned to the unit and a departmental summary of changes. The Transit Policy and Capital Acquisition program has no authorized positions but is crosscharged for services provided by the Transportation Services Section of the Department of Parks and Public Infrastructure - Transportation Division.

BUDGET SUMMARY				
Account Summary	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Personal Services (w/o EFB)	\$ 0	\$ 0	\$ 0	\$ 0
Employee Fringe Benefits (EFB)	0	0	0	0
Services	395,700	431,206	360,600	(70,606)
Commodities	365,079	460,000	440,000	(20,000)
Transit Operations	114,720,905	119,770,984	120,401,049	630,065
Other Charges	20,400,704	21,206,294	21,921,741	715,447
Capital Outlay	710,479	872,500	838,500	(34,000)
County Service Charges	2,107,258	2,314,325	2,437,639	123,314
Abatements	(425,455)	(339,543)	(212,331)	127,212
Total Expenditures	\$ 138,274,670	\$ 144,715,766	\$ 146,187,198	\$ 1,471,432
State & Federal Revenue	76,608,816	76,957,610	78,796,651	1,839,041
Other Direct Revenue	1,058,960	937,500	1,199,600	262,100
Transit Revenue	40,530,966	45,057,476	44,839,177	(218,299)
Total Revenues	\$ 118,198,742	\$ 122,952,586	\$ 124,835,428	\$ 1,882,842
Direct Property Tax Levy	\$ 20,075,928	\$ 21,763,180	\$ 21,351,770	\$ (411,410)

ADOPTED 2005 BUDGET

DEPT: MILWAUKEE COUNTY TRANSIT/PARATRANSIT SYSTEM

UNIT NO. 5600

FUND: Enterprise - 0083

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*				
Account Summary	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Central Service Allocation	\$ 375,359	\$ 294,305	\$ 166,773	\$ (127,532)
Courthouse Space Rental	0	0	0	0
Document Services	0	0	0	0
Tech Support & Infrastructure	0	0	0	0
Distribution Services	0	0	1	1
Telecommunications	0	0	0	0
Records Center	0	0	0	0
Radio	38,899	34,042	35,414	1,372
Personal Computer Charges	0	0	0	0
Applications Charges	0	0	0	0
Total Charges	\$ 414,258	\$ 328,347	\$ 202,188	\$ (126,159)
Direct Property Tax Levy	\$ 20,075,928	\$ 21,763,180	\$ 21,351,770	\$ (411,410)
Total Property Tax Levy	\$ 20,490,186	\$ 22,091,527	\$ 21,553,958	\$ (537,569)

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

ORGANIZATIONAL COST SUMMARY					
DIVISION		2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Transit Operations	Expenditure	\$ 131,897,330	\$ 137,498,278	\$ 138,522,790	\$ 1,024,512
	Revenue	40,530,966	45,057,476	44,839,177	(218,299)
	Tax Levy	\$ 91,366,364	\$ 92,440,802	\$ 93,683,613	\$ 1,242,811
Transit Policy and Capital Acquisition	Expenditure	\$ 6,653,130	\$ 7,217,488	\$ 7,664,408	\$ 446,920
	Revenue	77,667,776	77,895,110	79,996,251	2,101,141
	Tax Levy	\$ (71,014,646)	\$ (70,677,622)	\$ (72,331,843)	\$ (1,654,221)

MISSION

The Milwaukee County Transit/Paratransit System exists to provide reliable, convenient and safe public transportation services that efficiently and effectively meet the varied travel needs of the community and contribute to its quality of life.

DEPARTMENT DESCRIPTION

The *Transit Operations Program* includes all activities necessary for the efficient, day-to-day management and operation of the Milwaukee County Transit System, including the Paratransit System, by Milwaukee Transport Services, Inc., a private nonprofit corporation under contract with Milwaukee County. The corporation employs a work force totaling approximately 1,400 employees who are assigned to four major functional classifications: Administration, Finance, Operations and Marketing.

The *Transit Policy and Capital Acquisition* program is performed by the Transportation Services Section of the Department of Parks and Public Infrastructure - Transportation Division and is responsible for all studies related to transit planning, the replacement and acquisition of transit capital assets, and providing design and construction services for capital facilities. In addition, this division develops and submits grant applications and administers approved State and Federal grants valued at \$79 million per year.

BUDGET HIGHLIGHTS

Fixed-Route Transit Operations

- The 2005 budget was developed with no increase in passenger fares.

ADOPTED 2005 BUDGET

DEPT: MILWAUKEE COUNTY TRANSIT/PARATRANSIT SYSTEM

UNIT NO. 5600

FUND: Enterprise - 0083

- Transit passenger revenue is projected to be \$38,600,000, a decrease of \$256,108 (0.7%) compared to the 2004 budget. The projected decrease in passenger revenue is based on actual passenger revenue experience during the first quarter of 2004 and a slight reduction in service miles provided.
- Bus miles and hours operated are projected to decrease 1.1% and 1.0%, respectively, compared to the 2004 budget. The reductions in 2005 are the result of budgeting a full year of service cuts for service cuts that occurred in mid-2004, and reductions in Job Access and Waukesha County service.
- Operating expenses for fixed route service are estimated to be \$118,356,231, an increase of 592,878 (0.5%) compared to the 2004 budget.
- In 2005 Transit is undergoing an examination of administrative functions. Owing to this initiative, total administrative expenses decline by \$436,000.
- Eliminate self-insurance reserve for a savings of \$637,500. In 1985, MCTS dropped its insurance coverage for catastrophic public liability and property damage claims due to exorbitant rate increases and the fact that only one claim in the amount of \$37,000 had ever been made against the insurance. At the direction of Milwaukee County, MCTS created a \$1,000,000 fund as an excess self-insurance reserve over a two-year period, 1985 and 1986. This reserve fund is dissolved in 2005.
- In 2005 radio maintenance work will be performed in-house using trained maintenance department employees. This results in a savings of \$100,000.
- Expenditures for bus repair materials are reduced \$62,500 to reflect a surplus of bus repair materials that Transit projects at year-end 2004.

Paratransit Operations

- The passenger fares will be \$3.25 per one-way trip, the same as 2004.
- Transportation expense is \$18,921,741, an increase of \$394,447 (2.1%) from the 2004 budget. The increase in expenses is the result of van service cost increases partially offset by the transfer of Curative Rehabilitation trips to the Department of Health and Human Services-Disabilities Service Division (DSD).
- Total trips are estimated at 1,074,104, a decrease of 57,826 (5.1%) from the 2004 budget and an increase of 13,579 (1.2%) from 2003 actual ridership. The reduction in trips is primarily the result of Curative trips being transferred to the Department of Health and Human Services-Disabilities Services Division.
- Overall productivity for the van service is projected to be 1.89 rides per hour in 2005 compared to 1.99 in 2004 and 1.90 in 2003.

Transit Policy and Capital Acquisition

- State operating assistance is expected to remain at the 2004 budget amount of \$56,811,781.
- State Specialized Transportation assistance is projected to increase \$21,441 to \$906,070.
- Federal formula funds used for operations (capitalized maintenance) will increase \$2,000,000, from \$16,400,000 to \$18,400,000.
- Other State and Federal funding to support CMAQ and Job Access programs decreases \$230,000, from \$600,000 to \$370,000, due to the elimination of Waukesha County Job Access service operated by MCTS.

ADOPTED 2005 BUDGET

DEPT: MILWAUKEE COUNTY TRANSIT/PARATRANSIT SYSTEM

UNIT NO. 5600

FUND: Enterprise - 0083

ACTIVITY AND STATISTICAL SUMMARY			
	<u>2003</u> <u>Actual</u>	<u>2004</u> <u>Budget</u>	<u>2005</u> <u>Budget</u>
Buses Assigned	505	518	478
Buses Operated	412	391	391
Bus Miles	19,745,234	19,287,049	19,069,591
Bus Hours	1,468,383	1,433,713	1,419,703
Revenue Passengers	47,952,308	47,632,340	48,000,000
Cost Per Mile	\$ 5.74	\$ 6.11	\$ 6.21
Cost Per Revenue Passenger	\$ 2.36	\$ 2.47	\$ 2.47
Revenue Per Revenue Passenger	\$ 0.74	\$ 0.82	\$ 0.80
Farebox Recovery Ratio	31.12%	33.00%	32.16%
Transit Plus Enrollment	16,000	18,000	18,000
Transit Plus Ridership	1,060,525	1,131,930	1,074,104
Transit Plus Cost/Ride	\$ 17.56	\$ 17.43	\$ 18.78
Van Service - Trips Per Hour	1.90	1.99	1.89

BUS FARES					
	2001	2002	2003	2004	2005
Adult Cash	\$ 1.50	\$ 1.50	\$ 1.50	\$ 1.75	\$ 1.75
Adult Weekly Pass	\$ 11.00	\$ 12.00	\$ 12.00	\$ 13.00	\$ 13.00
Adult Ticket (10)	\$ 11.00	\$ 12.00	\$ 12.00	\$ 13.00	\$ 13.00
Children Ages 6 to 11 (Half Fare)	\$ 0.75	\$ 0.75	\$ 0.75	\$ 0.85	\$ 0.85
Children's Ticket (10) (Half Fare)	\$ 7.50	\$ 7.50	\$ 7.50	\$ 8.50	\$ 8.50
Senior Citizens and Handicapped (Half Fare)	\$ 0.75	\$ 0.75	\$ 0.75	\$ 0.85	\$ 0.85
Senior/Handicapped Ticket (10) (Half Fare)	\$ 7.50	\$ 7.50	\$ 7.50	\$ 8.50	\$ 8.50
Students with Permit	\$ 1.00	\$ 1.10	\$ 1.10	\$ 1.30	\$ 1.30
Student Ticket (10)	\$ 9.00	\$ 10.00	\$ 10.00	\$ 11.00	\$ 11.00
Student Regular Weekly Pass	\$ 9.50	\$ 10.00	\$ 10.00	\$ 11.00	\$ 11.00
Student Special Weekly Pass	\$ 9.50	\$ 10.50	\$ 10.50	\$ 11.50	\$ 11.50
U-Pass	\$ 33.00	\$ 35.00	\$ 35.00	\$ 38.00	\$ 38.00
Commuter Value Pass	\$ 111.00	\$ 117.00	\$ 117.00	\$ 126.00	\$ 126.00
Freeway Flyers	Applicable Fare Plus \$.30	Applicable Fare Plus \$.30	Applicable Fare Plus \$.30	Applicable Fare Plus \$.30	Applicable Fare Plus \$.30
Flyers Ticket (10)	\$ 14.00	\$ 15.00	\$ 15.00	\$ 16.00	\$ 16.00

ADOPTED 2005 BUDGET

DEPT: MILWAUKEE COUNTY TRANSIT/PARATRANSIT SYSTEM

UNIT NO. 5600

FUND: Enterprise - 0083

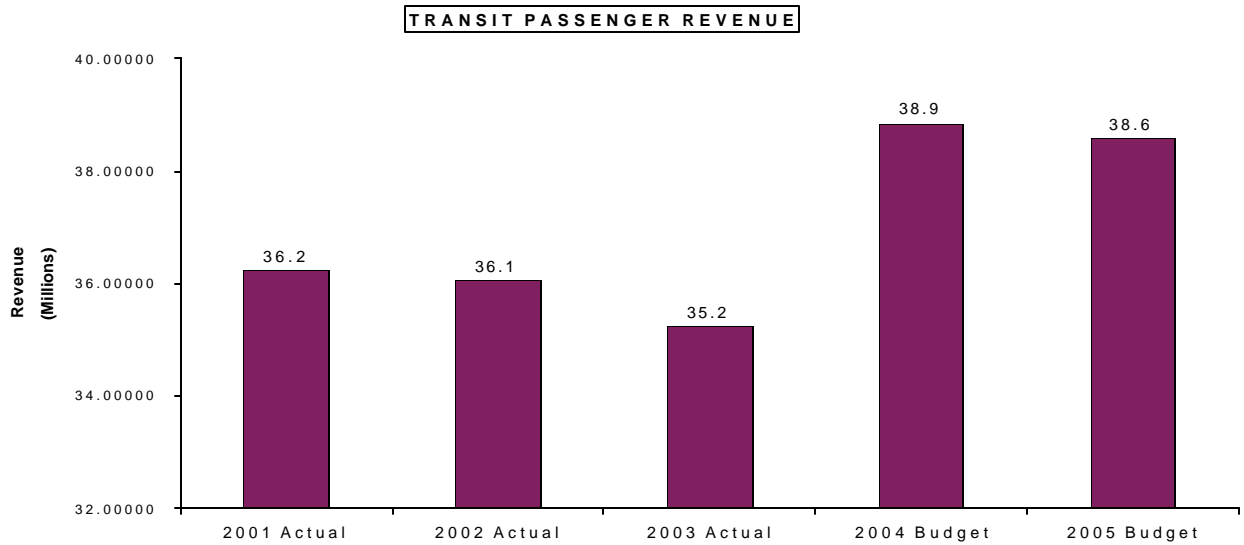
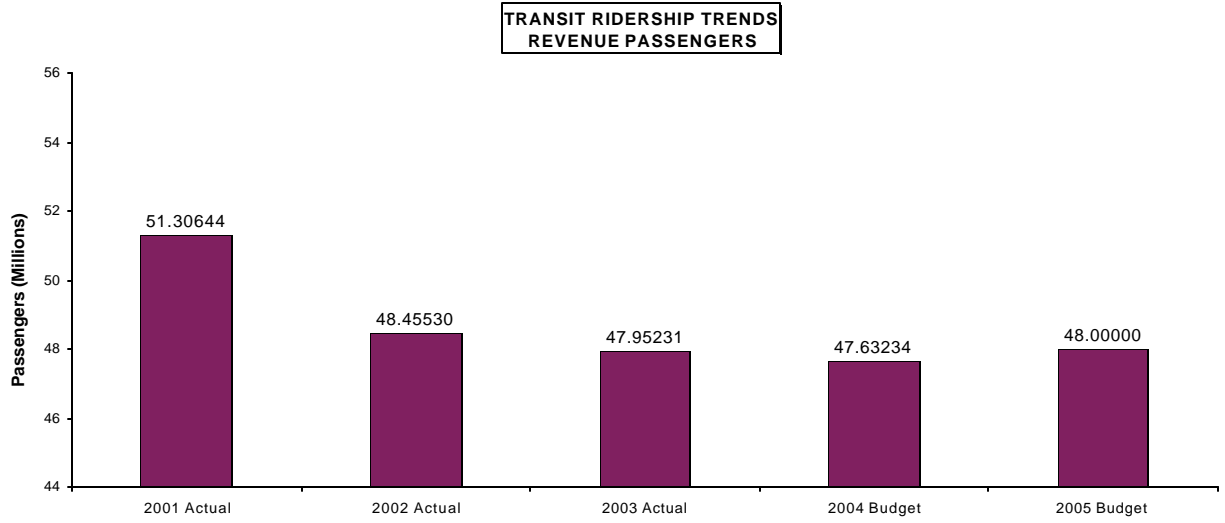
PARATRANSIT ENROLLMENT/TRIPS

<u>Year/Type</u>	<u>Enrollment</u>	<u>Taxi Trips</u>	<u>Van Trips</u>	<u>Agency Trips</u>	<u>All Trips</u>
1992 Actual	8,678	71,975	334,320		406,295
1993 Actual	10,066	81,591	341,899		423,490
1994 Actual	12,250	91,794	388,591		480,385
1995 Actual	15,178	113,497	416,656		530,153
1996 Actual	16,864	125,613	408,218		533,831
1997 Actual	17,634	135,660	589,970		725,630
1998 Actual	15,229	150,832	412,958	216,000	779,790
1999 Actual	16,355	154,717	492,595	241,590	888,902
2000 Actual	15,000	192,170	525,843	266,348	984,361
2001 Actual	15,900	204,779	557,005	265,407	1,027,191
2002 Actual	16,750	193,345	594,303	260,393	1,048,041
2003 Actual	16,000	171,837	636,865	251,823	1,060,525
2004 Budget	18,000	187,200	660,450	284,280	1,131,930
2005 Budget	18,000	162,000	695,104	217,000	1,074,104

ADOPTED 2005 BUDGET

DEPT: MILWAUKEE COUNTY TRANSIT/PARATRANSIT SYSTEM

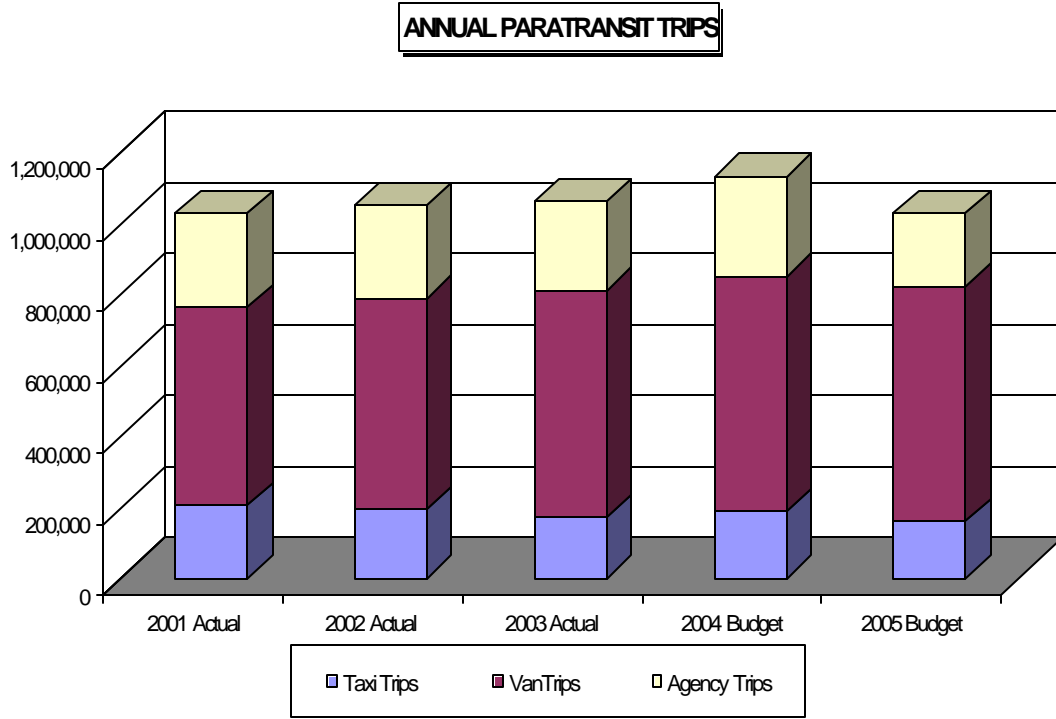
UNIT NO. 5600
FUND: Enterprise - 0083



ADOPTED 2005 BUDGET

DEPT: MILWAUKEE COUNTY TRANSIT/PARATRANSIT SYSTEM

UNIT NO. 5600
FUND: Enterprise - 0083



ADOPTED 2005 BUDGET

DEPT: DEPARTMENT OF PARKS AND PUBLIC INFRASTRUCTURE –
FACILITIES MANAGEMENT

UNIT NO. 5700

FUND: Internal Service - 0031

OPERATING AUTHORITY & PURPOSE

The Facilities Management section of the Department of Parks and Public Infrastructure (DPPI) - Parks Division provides quality and cost effective property management, tenant services and maintenance and skilled trades services to the various private entities and County departments occupying space within the Courthouse, County

Grounds buildings, the Children's Court Center, the Child and Adolescent Treatment Center (CATC), and the building at 27th and Wells Streets (City Campus). Facilities Management also provides maintenance and skilled trade services to the DPPI – Parks Division and other County departments.

BUDGET SUMMARY				
Account Summary	2003 Actual	2004* Budget	2005 Budget	2004/2005 Change
Personal Services (w/o EFB)	\$ 10,336,476	\$ 10,104,353	\$ 8,898,444	\$ (1,205,909)
Employee Fringe Benefits (EFB)	3,495,771	5,459,520	4,689,560	(769,960)
Services	6,449,048	6,165,508	6,437,026	271,518
Commodities	635,597	983,902	1,391,044	407,142
Other Charges	1,018,033	1,570,094	1,240,077	(330,017)
Debt & Depreciation	2,426,899	3,089,490	2,717,275	(372,215)
Capital Outlay	732,631	637,373	637,373	0
Capital Contra	(177,780)	0	0	0
County Service Charges	18,909,800	18,134,116	18,866,813	732,697
Abatements	(16,897,370)	(16,115,558)	(15,955,809)	159,749
Total Expenditures	\$ 26,929,105	\$ 30,028,798	\$ 28,921,803	\$ (1,106,995)
Other Direct Revenue	4,939,906	4,946,758	4,973,695	26,937
Indirect Revenue	7,299,226	5,908,382	8,732,577	2,824,195
Direct Property Tax Levy	\$ 14,689,973	\$ 19,173,658	\$ 15,215,531	\$ (3,958,127)

Note: The 2004 Adopted Budget created a new Department of Parks and Public Infrastructure (DPPI) by consolidating the services and administration of the previous Parks Department and the Department of Public Works. In March of 2004, a fund transfer was processed modifying the 2004 Adopted Budget that finalized the merger details by allocating funds between departments within the merger. DPPI departments were given direction to adjust 2005 expenditure, revenue, and tax levy targets based on the fund transfer modifications.

The Facilities Management modified 2004 Budget is as follows: expenditure increased \$838,571 to \$30,867,369; revenues increased \$3,318,761 to \$14,173,901; and tax levy decreased by \$2,480,180 to \$16,693,468.

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT OF PARKS AND PUBLIC INFRASTRUCTURE –
FACILITIES MANAGEMENT

UNIT NO. 5700

FUND: Internal Service - 0031

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*				
Account Summary	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Central Service Allocation	\$ 391,267	\$ 378,166	\$ 329,543	\$ (48,623)
Document Services	2,810	5,032	1,963	(3,069)
Tech Support & Infrastructure	37,196	30,792	57,290	26,498
Distribution Services	355	71	306	235
Emergency Mgtmt Services	0	0	0	0
Telecommunications	45,625	23,329	27,306	3,977
Records Center	0	0	0	0
Radio	172,376	203,715	197,902	(5,813)
Personal Computer Charges	25,486	12,021	27,181	15,160
Applications Charges	23,175	40,628	64,916	24,288
Total Charges	\$ 698,290	\$ 693,754	\$ 706,407	\$ 12,653
Direct Property Tax Levy	\$ 14,689,973	\$ 19,173,658	\$ 15,215,531	\$ (3,958,127)
Total Property Tax Levy	\$ 15,388,263	\$ 19,867,412	\$ 15,921,938	\$ (3,945,474)

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

PERSONNEL SUMMARY				
	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Personal Services (w/o EFB)	\$ 10,336,476	\$ 10,104,353	\$ 8,898,444	\$ (1,205,909)
Employee Fringe Benefits (EFB)	\$ 3,495,771	\$ 5,459,520	\$ 4,689,560	\$ (769,960)
Position Equivalent (Funded)*	251.4	230.1	164.5	(65.6)
% of Gross Wages Funded	75.0	67.0	93.4	26.4
Overtime (Dollars)**	\$ 98,376	\$ 98,328	\$ 67,056	\$ (31,272)
Overtime (Equivalent to Positions)	2.7	3.0	1.7	(1.3)

* For 2003, the Position Equivalent is the budgeted amount.

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

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT OF PARKS AND PUBLIC INFRASTRUCTURE –
FACILITIES MANAGEMENT

UNIT NO. 5700

FUND: Internal Service - 0031

PERSONNEL CHANGES				
Job Title/Classification	Action	Number of Positions / Total FTE	Division	Cost of Positions (Excluding Fringe Benefits)
Office Support Asst	Abolish	1/1.0	Maintenance	\$ (31,700)
Admin Asst	Abolish	1/1.0	Maintenance	(44,274)
Clerical Asst 1	Abolish	1/1.0	Maintenance	(27,660)
Admin Spec (DPW) NR	Abolish	1/1.0	Maintenance	(36,244)
Payroll Asst	Abolish	1/1.0	Maintenance	(34,872)
Facilities Maint Sup	Abolish	1/1.0	Maintenance	(35,430)
Facility Wkr Hrly	Abolish	25/12.14	Maintenance	(241,850)
Facility Wkr 4 ¹	Abolish	58/58.0	Maintenance	(2,150,640)
Facilities/Grounds Supv	Abolish	1/1.0	Maintenance	(44,584)
Bldg Supv Courthouse Complex	Unfund	1/1.0	Maintenance	(39,662)
Building System Spec	Unfund	1/1.0	Maintenance	(46,388)
Carpenter ²	Abolish	6/6.0	Parks Maintenance	(333,192)
Painter Buildings	Abolish	6/6.0	Maintenance	(313,320)
Electrical Mech ³	Abolish	4/4.0	Maintenance	(232,312)
Electronic Mech	Abolish	1/1.0	Maintenance	(55,154)
Plumber ⁴	Abolish	6/6.0	Maintenance	(377,460)
Elevator Constructor	Abolish	1/1.0	Maintenance	(70,102)
Ironworker	Abolish	1/1.0	Parks Maintenance	(55,180)
Machinist	Abolish	2/2.0	Maintenance	(113,272)
Steamfitter Welder	Abolish	2/2.0	Maintenance	(127,588)
Heating/Equip Mech 1	Abolish	1/1.0	Parks Maintenance	(63,794)
Park Worker 3 (Seas)	Abolish	6/3.0	Parks Maintenance	(62,868)
Parks Maint Superintendent	Abolish	1/1.0	Parks Maintenance	(58,934)
Intern Painter Appren	Abolish	1/1.0	Parks Maintenance	(27,026)
			TOTAL	\$ (4,623,506)

¹ Thirty-five Facility Worker 4 positions are abolished in the Maintenance Operations Division. The remaining are abolished from City Campus (6), CATC Complex (4) and Cost Sharing Ordinance (13).

² Four Carpenter positions are abolished from the Parks Maintenance Division and two positions are abolished from the Maintenance Operations Division.

³ Three Electrical Mech positions are abolished from Maintenance Operations, and one position is abolished from Parks Maintenance.

⁴ Four Plumber positions are abolished from Maintenance Operations and two positions are abolished from Parks Maintenance.

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT OF PARKS AND PUBLIC INFRASTRUCTURE –
FACILITIES MANAGEMENT

UNIT NO. 5700
FUND: Internal Service - 0031

MISSION

The mission of DPPI Facilities Management is to provide a state-of-the-art, clean, safe, user-friendly environment, sensitive to the needs of all tenants, employees and the public through quality management.

DEPARTMENT DESCRIPTION

DPPI Facilities Management provides services and performs functions in two principal areas: maintenance operations and property management.

The **Maintenance Operations Unit** is responsible for buildings, grounds and mechanical systems for all facilities under the stewardship of Facilities Management. Functions include daily custodial and repair services, grounds care and snow removal, provision of centralized electrical, mechanical and engineering services, as well as maintenance of the utilities distribution systems.

Facilities Management is structured to operate in a manner similar to private contractors as it relates to bidding and competing for time and material construction projects. The budget reflects those costs directly related to daily operations. Building costs and other indirect costs such as crosscharges and depreciation are included in Building/Facilities to more accurately reflect the "true" cost of maintenance services.

The **Management Services Unit** is responsible for property management and limited lease administration functions for all land and buildings under the stewardship of Facilities Management. Functions include management of land and building leases for all Courthouse, Annex, Criminal Justice Facility, Safety Building, HOC Community Correctional Center (CCC), City Campus, Children's Court Center, Child & Adolescent Treatment Center and other Grounds facilities tenants. This Unit also acts as a liaison between the County and major tenants such as the Milwaukee Regional Medical Center, Research Park and We Energies and manages the County operated electrical utility, as well as the cost distribution for water and sanitary and storm sewers. This Unit reflects only those costs directly related to property management and tenant services.

The unit is structured to operate in a manner similar to a property management firm inasmuch as it acts as custodian and landlord. The budget reflects those costs directly related to property management and tenant services for all Courthouse and County grounds buildings and facilities, as well as for utilities.

BUDGET HIGHLIGHTS

- Personal Services expenditures without fringe benefits decreased by \$1,205,909 from \$10,104,353 to \$8,898,444. Funded positions decreased by 65.6 from 230.1 to 164.5.
- Included in the 2004 fund transfer, forty positions of Facility Worker Security, eight Facility Worker Security - Hourly and one Administrative Assistant 4 were transferred from Facilities Management to DPPI – Administration. In addition, four positions of Facility Worker 4 and one Electrical Mechanic were transferred to Facilities Management. Corresponding personnel services, commodities, services, etc. were transferred between Parks, Facilities, Highway, and Fleet.
- (\$31,700) Abolish 1 Office Support Asst
(44,274) Abolish 1 Admin Asst
(27,660) Abolish 1 Clerical Asst 1
(36,244) Abolish 1 Admin Spec (DPW) NR
(34,872) Abolish 1 Payroll Asst
(35,430) Abolish 1 Facilities Maint Sup
(241,850) Abolish 25 Facility Worker Hrly
(2,150,640) Abolish 58 Facility Worker 4
(44,584) Abolish 1 Facilities/Grounds Supv
(333,192) Abolish 6 Carpenter
(313,320) Abolish 6 Painter Buildings
(232,312) Abolish 4 Electrical Mechanic
(55,154) Abolish 1 Electronic Mechanic
(377,460) Abolish 6 Plumber
(70,102) Abolish 1 Elevator Constructor
(55,180) Abolish 1 Ironworker
(113,272) Abolish 2 Machinist
(127,588) Abolish 2 Steamfitter Welder
(63,794) Abolish 1 Heating/Equip Mech 1
(62,868) Abolish 6 Parker Worker 3 (Seas)
(58,934) Abolish 1 Parks Maintenance Superintendent

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT OF PARKS AND PUBLIC INFRASTRUCTURE –
FACILITIES MANAGEMENT

UNIT NO. 5700

FUND: Internal Service - 0031

(27,026) Abolish 1 Intern Painter
Apprentice
(39,662) Unfund 1 Bldg Supv Courthouse
Complex
(46,388) Unfund 1 Building System Spec
(\$4,623,506) Total

In order to reduce the vacancy and turnover rate, Facilities Management abolished 112.14 vacant FTEs and unfunded 2.0 FTEs. In 2004, Facilities Management vacancy and turnover rate was 32%. The abolishments and two unfunded positions correspond to a \$3,865,778 reduction in the Personal Service Lump Sum from \$4,419,398 in 2004 to \$553,620.

- In 2005, as part of a comprehensive effort to examine County services, Facilities Management and the Department of Administrative Services – Fiscal Affairs will undertake a comprehensive analysis of housekeeping services provided by Facilities Management. This will include a cost-benefit analysis of current services including staffing, costs and customer satisfaction. This review will be used as the basis for examining alternative methods for providing housekeeping services for all buildings managed by Facilities.
- Services increased \$271,518, from \$6,165,508 to \$6,437,026. This increase primarily represents an anticipated increase in utility expenses of \$257,113.
- Contribution to the Reserve decreased \$11,070, from \$118,199 to \$107,129. Contributions reflect a 5% fee on electric, water, sewer and storm water charges to County and non-County users of the County Grounds utilities to establish a reserve for future capital outlays. The reduction is a result of the discontinuation of the west-end service on the obsolete 4160 line. Electricity System customers who were on this system are now contracting directly with WE Energies for their electricity needs.
- The cost of fire protection on the County grounds increased \$68,085, from \$1,064,863 to \$1,132,948, based on the contract with the City of Wauwatosa. The cost of fire protection is allocated to Facilities (\$919,054), other County

entities, (\$200,844) and non-County entities (\$13,047).

- Depreciation decreased \$372,215, from \$3,089,490 to \$2,717,275 based on current estimates, which increased by \$194,795 due to the inclusion of a previously missed CATC component.
- Revenues increased by \$2,851,132, from \$10,855,140 to \$13,706,272. This increase was primarily due to the merger fund transfer.
- HOPP revenues decreased by \$126,844, from \$341,844 to \$215,000. The revenue will offset the cost of two full-time Carpenters at \$84,488 each and one part-time Electrician at \$44,183. The remaining \$1,811 is for management staff, other trades, mileage and overhead costs.
- Project revenue decreased \$337,230, from \$366,911 to \$29,681.
- Parking revenue increased a net of \$272,494, from \$428,295 to \$700,789. In 2005, the employee automobile parking rate at the Annex is budgeted at \$80 per month and motorcycle parking is budgeted at \$20 per month. This represents a monthly increase of \$20 and \$5 respectively, which in turn generates increased revenue of \$80,000 net of taxes. Overall, \$328,892 in net parking revenue is budgeted at the Annex. Net revenue generated from the parking lot located at 6th and State increased \$192,492. This lot was slated for sale in both 2002 and 2003. The increase represents anticipated full year use of this lot and increased parking rates for special event parking. In 2004, Facilities budgeted for partial year usage of this lot in anticipation that it would be sold, however, the sale did not materialize. Overall, \$371,897 in net parking revenue is budgeted at the 6th and State lot.
- Building and Office Space Rental revenue increased \$144,022, from \$1,855,217 to \$1,999,239. The increase is primarily due to the increase in building space receipts of \$19,315 from non-County tenants occupying space in the Courthouse and from increased budgeted lease receipts on the County Grounds from non-

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT OF PARKS AND PUBLIC INFRASTRUCTURE –
FACILITIES MANAGEMENT

UNIT NO. 5700

FUND: Internal Service - 0031

County entities of \$132,400. Other Building and Office Space Rental revenue decreased \$7,293.

- Service Provided by Parks Maintenance increased \$3,050,263, from \$0 to \$3,050,263. Revenues from Parks Maintenance was a part of the March 2004 DPPI fund transfer.
- Revenue for Food Service delivery provided to DHHS-Behavioral Health Division (BHD) increased \$196,804, from \$86,788 to \$283,592. In the 2004 Budget, this service was not included in Facilities budget with the understanding that BHD would look for another delivery-service provider. BHD, however, was unable to identify anyone to take over the food delivery function and DPPI-Facilities will continue to provide this service in 2005.
- The 2005 Budget reflects a zero wage increase for all represented, non-represented and Executive Compensation Plan (ECP) positions. In addition, ECP positions are not provided step increases or performance awards in 2005 as allowed in County Ordinance Section 17.265 (3).

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

ACTIVITY AND STATISTICAL SUMMARY

	2003 Actual	2004 Budget	2005 Budget
Work Orders Logged on System*	21,500	21,500	21,500
Time and Materials Orders - Facilities Related	63	60	65
Time and Materials Orders - Non-Facilities Related	62	70	65
Roadways-Maintenance-Snowplow and Salt (miles)	49	49	49
Parking Lots-Maintenance-Snowplow (5,048 spaces)	65	65	65
Sidewalks-Maintenance and Snowplow (miles)	39	39	39
Turf Mowed (acres)	600	600	600
Equipment Transfers (hours)*	10,000	10,000	10,000
Special Jobs Performed*	310	310	310
Annual permits for free parking at Interchange Lot	1,100	1,100	1,100
Annual permits for paid parking in Annex, Safety Building Lots and Medical Examiner area	326	326	326
Keys and Security Cards (in force)*	6,000	6,000	6,000
*Items which are estimated			

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT OF PARKS AND PUBLIC INFRASTRUCTURE –
DIRECTOR’S OFFICE

UNIT NO. 5800
FUND: General - 0001

OPERATING AUTHORITY & PURPOSE

The Director’s Office is charged with the general management of the Department of Parks and Public Infrastructure (DPPI).

The DPPI - Director’s Office provides supportive services to the DPPI divisions through oversight, coordination and technical assistance.

The Department of Administrative Services (DAS) – Fiscal Affairs Division will continue to assign the services of one Fiscal Administrator (DPW) and one

Fiscal and Budget Manager (Highway) to DPPI. The DAS – Human Resources Division will continue to assign the services of one Human Resources Manager to DPPI. In addition, the DAS – Human Resources Division will provide the assistance of one Labor Relations Specialist and one Human Resource Analyst.

In 2004, Security Operations were transferred from DPPI - Facilities Management to DPPI - Director’s Office.

BUDGET SUMMARY				
Account Summary	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Personal Services (w/o EFB)	\$ 505,357	\$ 453,946	\$ 1,945,951	\$ 1,492,005
Employee Fringe Benefits (EFB)	196,744	224,336	1,013,944	789,608
Services	10,983	31,700	33,659	1,959
Commodities	12,655	12,000	47,000	35,000
Other Charges	14	6,685	3,500	(3,185)
Capital Outlay	0	0	0	0
County Service Charges	530,411	579,056	468,193	(110,863)
Abatements	(815,131)	(940,040)	(1,005,192)	(65,152)
Total Expenditures	\$ 441,033	\$ 367,683	\$ 2,507,055	\$ 2,139,372
State & Federal Revenue	0	0	0	0
Other Direct Revenue	34,243	39,300	33,330	(5,970)
Total Direct Revenue	\$ 34,243	\$ 39,300	\$ 33,330	\$ (5,970)
Indirect Revenue	\$ 116,625	\$ 149,533	\$ 225,097	\$ 75,564
Direct Property Tax Levy	\$ 290,165	\$ 178,850	\$ 2,248,628	\$ 2,069,778

Note: The 2004 Adopted Budget created a new Department of Parks and Public Infrastructure (DPPI) by consolidating the services and administration of the previous Parks Department and the Department of Public Works. In March of 2004, a fund transfer was processed modifying the 2004 Adopted Budget that finalized the merger details by allocating funds between departments within the merger. DPPI departments were given direction to adjust 2005 expenditure, revenue, and tax levy targets based on the fund transfer modifications.

The Director’s Office modified 2004 Budget is as follows: expenditures increased \$2,072,736 to \$2,440,419; revenues decreased \$60,000 to \$128,833; and tax levy increased \$2,132,736 to \$2,188,902.

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT OF PARKS AND PUBLIC INFRASTRUCTURE –
DIRECTOR'S OFFICE

UNIT NO. 5800
FUND: General - 0001

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*				
Account Summary	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Central Service Allocation	\$ 29,068	\$ 42,143	\$ 37,308	\$ (4,835)
Courthouse Space Rental	1,444,444	139,916	132,118	(7,798)
Document Services	176	4,033	123	(3,910)
Tech Support & Infrastructure	34,218	35,252	39,390	4,138
Distribution Services	109	67	85	18
Telecommunications	0	0	0	0
Records Center	974	1,036	1,002	(34)
Radio	0	0	11,110	11,110
Personal Computer Charges	31,149	18,891	16,988	(1,903)
Applications Charges	22,451	26,180	30,079	3,899
Total Charges	\$ 1,562,589	\$ 267,518	\$ 268,203	\$ 685
Direct Property Tax Levy	\$ 290,165	\$ 178,850	\$ 2,248,628	\$ 2,069,778
Total Property Tax Levy	\$ 1,852,754	\$ 446,368	\$ 2,516,831	\$ 2,070,463

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

PERSONNEL SUMMARY				
	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Personal Services (w/o EFBs)	\$ 505,357	\$ 453,946	\$ 1,945,951	\$ 1,492,005
Employee Fringe Benefits (EFB)	\$ 196,744	\$ 224,336	\$ 1,013,944	\$ 789,608
Position Equivalent (Funded)*	8.9	7.1	54.5	47.4
% of Gross Wages Funded	100.0	100.0	95.9	(4.1)
Overtime (Dollars)**	\$ 2,508	\$ 2,508	\$ 2,508	\$ 0
Overtime (Equivalent to Positions)	0.0	0.0	0.0	0.0

* For 2003, the Position Equivalent is the budgeted amount.

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

PERSONNEL CHANGES				
Job Title/Classification	Action	Number of Positions/ Total FTE	Division	Cost of Positions (Excluding Fringe Benefits)
Assoc Dir DPW/T Adm	Create	1/1.0	Administration	\$ 106,098
Asst Dir Public Works/Dev	Create	1/1.0	Administration	82,832
			TOTAL	\$ 188,930

MISSION

The mission of the DPPI's Director's Office is to provide essential supportive services to DPPI Divisions through oversight, coordination and technical assistance.

DEPARTMENT DESCRIPTION

The DPPI – Director's Office is responsible for the management of the Department of Parks and Public Infrastructure administrative functions, including establishment and implementation of Department policies and procedures, personnel administration,

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT OF PARKS AND PUBLIC INFRASTRUCTURE –
DIRECTOR'S OFFICE

UNIT NO. 5800
FUND: General - 0001

accounting, safety and training, and general public information services. Human resources and budgeting functions will continue to be provided for the department through the Department of Administrative Services – Fiscal Affairs and Human Resources Divisions. The function of security operations is now the responsibility of this Division.

BUDGET HIGHLIGHTS

- Personal Services without fringe benefits increases \$1,492,005 from \$453,946 to \$1,945,951. Funded positions have increased 47.4 from 7.1 to 54.5. These increases are primarily due to security responsibilities being moved into the Director's Office from Facilities Management following the Department of Parks and Public Infrastructure merger.

- \$106,098 Create 1 Assoc Dir DPW/T Adm
82,832 Create 1 Asst Dir Public Works/Dev
\$188,930 Total

The positions of Associate Director DPW/T Administration and Assistant Director of Public Works/Dev are funded in the 2005 Budget effectively rescinding the abolishment of these positions in the 2004 Budget. DPPI continues to determine staffing levels as a result of the 2004 merger. Therefore, these positions have been recreated to provide flexibility for the department.

- Towing revenue is decreased from \$39,000 to \$33,330 to more accurately reflect actual revenue projections. This is offset by \$2,500 for printing and stationary for tickets.
- \$1,500 is included as a membership fee in the Milwaukee County Engineering and Planning Careers Partnership (MCEPCP). This program is designed to bring talented minority students into meaningful contact with technical career tracks in the public and private sectors. Students will be recruited from area high schools to participate in paid summer internships during their high school years. Upon graduation from

high school, they will be offered limited annual college scholarships if they agree to continue as summer interns during their college years, and to serve as a full-time employee with an MCEPCP partner after graduation.

- Indirect Revenue decreases by \$149,533 due to the discontinuation of the Director's Office involvement in the Home Owner's Protection Plan (HOPP). An amount of \$225,097 is included in revenue for security services at Children's Court. The net effect of these changes is an increase of \$75,564 of indirect revenue.
- The 2005 Budget reflects a zero wage increase for all represented, non-represented and Executive Compensation Plan (ECP) positions. In addition, ECP positions are not provided step increases or performance awards in 2005 as allowed in County Ordinance Section 17.265 (3).
- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severely liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT OF PARKS AND PUBLIC INFRASTRUCTURE –
PARKS DIVISION

UNIT NO. 9000
FUND: General - 0001

OPERATING AUTHORITY & PURPOSE

The Parks Division of the Department of Parks and Public Infrastructure administers and operates the Milwaukee County Park System. Major facilities include two indoor swimming pools, nine outdoor pools, two splash pads, one water playground, 37 wading pools and two family aquatic centers, 15 golf courses (including the home of the US Bank Championship), 117 tennis courts, four recreation

centers, 23 major pavilions, 200 athletic fields, 106 mile Oak Leaf Trail, boat launching sites, McKinley Marina, Mitchell Park Horticultural Conservatory, Wehr Nature Center and Boerner Botanical Gardens. The Park System spans 15,000 acres and encompasses 144 parks and parkways, five beaches, extensive roadways, and 183 picnic areas.

BUDGET SUMMARY				
Account Summary	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Personal Services (w/o EFB)	\$ 22,643,412	\$ 18,604,753	\$ 17,664,690	\$ (940,063)
Employee Fringe Benefits (EFB)	5,997,460	3,445,130	6,234,741	2,789,611
Services	5,258,960	4,730,365	4,216,011	(514,354)
Commodities	2,630,981	3,366,119	2,027,498	(1,338,621)
Other Charges	36,912	1,255,697	19,650	(1,236,047)
Capital Outlay	231,682	557,516	0	(557,516)
County Service Charges	12,413,068	12,574,906	8,627,102	(3,947,804)
Abatements	(9,256,997)	(8,184,412)	(1,719,724)	6,464,688
Total Expenditures	\$ 39,955,478	\$ 36,350,074	\$ 37,069,968	\$ 719,894
Total Revenue	16,220,646	19,517,294	19,190,394	(326,900)
Direct Property Tax Levy	\$ 23,734,832	\$ 16,832,780	\$ 17,879,574	\$ 1,046,794

Note: The 2004 Budget created a new Department of Parks and Public Infrastructure (DPPI) by consolidating the services and administration of the previous Parks Department and the Department of Public Works. In March of 2004, a fund transfer was processed modifying the 2004 Budget that finalized the merger details by allocating funds between departments within the merger. DPPI departments were given direction to adjust 2005 expenditure, revenue, and tax levy targets based on the fund transfer modifications.

The Parks Department modified 2004 Budget is as follows: expenditures increased \$439,931 to \$36,790,005; revenues decreased \$20,000 to \$19,497,294; and tax levy increased by \$459,931 to \$17,292,711.

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT OF PARKS AND PUBLIC INFRASTRUCTURE –
PARKS DIVISION

UNIT NO. 9000
FUND: General - 0001

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*				
Account Summary	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Central Service Allocation	\$ 1,224,303	\$ 817,224	\$ 898,555	\$ 81,331
Courthouse Space Rental	0	0	0	0
Document Services	53,492	67,482	1,286	(66,196)
Tech Support & Infrastructure	185,867	222,882	225,144	2,262
Distribution Services	6,461	7,010	4,988	(2,022)
Emergency Mgmt Services	0	0	0	0
Telecommunications	126,216	75,385	16,579	(58,806)
Records Center	4,367	3,551	4,493	942
Radio	12,966	11,347	11,805	458
Personal Computer Charges	41,532	106,474	119,595	13,121
Applications Charges	65,665	185,898	212,489	26,591
Total Charges	\$ 1,720,869	\$ 1,497,253	\$ 1,494,934	\$ (2,319)
Direct Property Tax Levy	\$ 23,734,832	\$ 16,832,780	\$ 17,879,574	\$ 1,046,794
Total Property Tax Levy	\$ 25,455,701	\$ 18,330,033	\$ 19,374,508	\$ 1,044,475

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

PERSONNEL SUMMARY				
	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Personal Services (w/o EFB)	\$ 22,643,412	\$ 18,604,753	\$ 17,664,690	\$ (940,063)
Employee Fringe Benefits (EFB)	\$ 5,997,460	\$ 3,445,130	\$ 6,234,741	\$ 2,789,611
Position Equivalent (Funded)*	759.0	617.7	534.8	(82.9)
% of Gross Wages Funded	70.0	69.7	97.0	27.3
Overtime (Dollars)**	\$ 254,622	\$ 130,970	\$ 130,932	\$ (38)
Overtime (Equivalent to Positions)	9.8	4.3	4.3	0.0

* For 2003, the Position Equivalent is the budgeted amount.

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

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT OF PARKS AND PUBLIC INFRASTRUCTURE –
PARKS DIVISION

UNIT NO. 9000
FUND: General - 0001

PERSONNEL CHANGES				
Job Title/Classification	Action	Number of Positions/ Total FTE	Division	Cost of Positions (Excluding Fringe Benefits)
Office Assistant 3	Abolish*	1/1.18	Administration	\$ (39,352)
Contract Services Coord (Real Est	Abolish	1/1.00	Administration	(63,146)
Marketing and Contracts Coord	Create	1/1.00	Administration	86,676
Park Worker 1 Seas	Abolish*	1/.13	Administration	(1,832)
Park Worker 2 Seas	Abolish*	1/.34	Administration	(5,890)
Parks Golf Mgr Turf	Abolish	1/1.00	Administration	(56,428)
Golf Manager	Create	1/1.00	Administration	67,388
Accounting Manager	Abolish	1/1.00	Administration	(77,286)
Budget Manager	Create	1/1.00	Administration	77,286
Director of Parks	Abolish*	1/1.00	Administration	0
Office Assistant 3 Seas	Abolish*	2/.27	Operations	(8,146)
Office Asst 1 NR Seas	Abolish*	2/.97	Operations	(23,080)
Office Assistant 3	Abolish	1/1.00	Operations	(33,584)
Park Unit Coord. 2 (Golf) Seas	Abolish*	4/3.35	Operations	(144,094)
Park Unit Coord. 2 Seas	Abolish*	14/12.85	Operations	(552,736)
Park Unit Coord 2	Abolish*	1/1.00	Operations	(45,638)
Maintenance Supervisor	Abolish*	1/1.00	Operations	(39,662)
Park Maintenance Worker 2 - IC	Abolish*	7/7.00	Operations	(313,096)
Park Maintenance Worker 2	Abolish*	65/64.58	Operations	(2,580,048)
Horticulturist 1 (Seas)	Abolish*	2/.63	Operations	(19,418)
Horticulturist 1	Abolish*	3/3.00	Operations	(112,944)
Horticulturist - Classifier	Abolish*	1/1.00	Operations	(37,834)
Park Worker 1 Seas	Abolish*	58/57.10	Operations	(845,105)
Park Worker 2 Seas	Abolish*	45/44.53	Operations	(777,919)
Park Worker 3 Seas	Abolish*	30/29.42	Operations	(623,471)
Forestry Maint Worker Seas	Abolish*	1/1.00	Operations	(29,222)
Forestry Maint Worker - DOT	Abolish*	4/4.00	Operations	(124,048)
Nature Center Director	Abolish*	1/1.00	Operations	(42,832)
Librarian 1 Nr (Hrly)	Abolish*	1/.50	Operations	(17,712)
			SUB TOTAL	\$ (6,383,173)

* These positions were abolished from the lumpsum adjustment and have no effect on the number of funded positions. A total of 295.7 vacant positions were abolished under this adjustment. One Office Assistant 3 in Recreations Services, one Horticulturist 1 and one Park Worker 3 Seasonal in Operations are related to lumpsum adjustments.

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT OF PARKS AND PUBLIC INFRASTRUCTURE –
PARKS DIVISION

UNIT NO. 9000
FUND: General - 0001

PERSONNEL CHANGES (Continued)				
Job Title/Classification	Action	Number of Positions/ Total FTE	Division	Cost of Positions (Excluding Fringe Benefits)
Office Assistant 3	Abolish	3/3.00	Recreation Services	\$ (106,408)
Park Unit Coord. 2 - Concessions	Abolish*	1/1.00	Recreation Services	(45,638)
Park Unit Coord. 2 Seas	Abolish*	2/.73	Recreation Services	(31,390)
Food Services Operators Seas	Abolish*	4/4.00	Recreation Services	(114,032)
Park Maintenance Worker 2	Abolish*	7/7.00	Recreation Services	(327,178)
Golf Starter 1 Seas	Abolish*	10/8.95	Recreation Services	(165,768)
Golf Starter 2 Seas	Abolish*	25/22.60	Recreation Services	(461,884)
Park Worker 1 Seas	Abolish*	12/11.69	Recreation Services	(163,350)
Park Worker 2 Seas	Abolish*	15/14.58	Recreation Services	(254,706)
Park Worker 3 Seas	Abolish*	1/.50	Recreation Services	(10,430)
Head Lifeguard	Abolish*	2/2.11	Recreation Services	(65,324)
Program Coord. Mkg	Abolish*	1/1.00	Recreation Services	(53,222)
Community Center Supervisor	Abolish*	1/1.00	Recreation Services	(35,844)
Recreation Leader 1	Abolish*	3/2.23	Recreation Services	(36,638)
Recreation Leader 2	Abolish*	6/5.07	Recreation Services	(92,252)
Woodworking Inst	Abolish*	1/.86	Recreation Services	(16,756)
Park Intern - Ath. Official Seas	Abolish*	7/7.00	Recreation Services	(111,356)
Restaurant Concessions Manager	Abolish	1/1.00	Recreation Services	(85,338)
Restaurant Concessions Manager	Create	1/1.00	Recreation Services	66,939
Landscape Services Manager	Abolish	1/1.00	Recreation Services	(75,804)
Regional Manager	Create	1/1.00	Recreation Services	77,286
Recreation Director	Abolish	1/1.00	Recreation Services	(77,286)
Chief of Recreation Services	Create	1/1.00	Recreation Services	88,172
			SUB TOTAL	\$ (2,098,207)
			GRAND TOTAL	\$ (8,481,380)

* These positions were abolished from the lumpsum adjustment and have no effect on the number of funded positions. A total of 295.7 vacant positions were abolished under this adjustment. One Office Assistant 3 in Recreations Services, one Horticulturist 1 and one Park Worker 3 Seasonal in Operations are related to lumpsum adjustments.

MISSION

Within budget and policy guidelines established by the Milwaukee County Board of Supervisors, the Parks System services the needs of Milwaukee County citizens in the following ways:

- Preserves and protects the natural environment paying special attention to critical and sensitive natural resources.
- Provides open space for the enjoyment and recreation needs of the public while responding to ever changing urban development patterns and recreational demands.

- Provides a variety of safe, active and passive recreation opportunities, offered at reasonable costs, which are responsive to the needs of the public.

GENERAL DESCRIPTION

To achieve more effective and efficient services, the Park System has consolidated various services and functions into three Sections: Operations, Architecture, Engineering, & Environmental Services (AE&ES) and Recreation Services.

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT OF PARKS AND PUBLIC INFRASTRUCTURE –
PARKS DIVISION

UNIT NO. 9000
FUND: General - 0001

PROGRAM DESCRIPTIONS

The **Operations Section** oversees the daily operation of Facilities Management, Landscape Services and the individual parks throughout Milwaukee County. As a result of the merger between the Department of Public Works and the Department of Parks, Recreation & Culture, the Divisions of Facilities Management and Architecture, Engineering & Environmental Services were transferred to the Parks Division during the 2004 fiscal year. The Facilities Management Division, Regional Management Unit and the Landscape Services Unit were consolidated into the Operations Section to more effectively share finite resources and take advantage of organizational efficiencies.

The 144 parks are organized into 18 park units that provide the daily maintenance for the individual properties. Each park unit is part of one of the two regions (North and South) that provide leadership and centralized office support to individual parks.

The Operations Section also provides forestry, landscaping and miscellaneous park construction services. All horticultural services were consolidated in the 2004 Budget to maximize landscape management expertise. The horticulture operation includes the Mitchell Conservatory, Boerner Botanical Gardens and Wehr Nature Center.

Facilities Management, although consolidated within the Operations Section, is budgeted in Org. Unit No. 5700. Both DPW Divisions (Facilities Management and AE&ES) that were transferred to the Parks Division are budgeted separately from the rest of the Parks System. Refer to Org. Unit No. 5700 for Facilities Management budget information.

The **Architecture, Engineering & Environmental Services Section (AE&ES)** provides a core competency of professional and technical services for Milwaukee County. The AE&ES Section includes the following five units: Architecture, Airport Engineering, Civil Engineering and Site Development, Environmental Services and Support Services. AE&ES received six planning/landscape architecture staff from the Park System as a result of the merger. Although organizationally AE&ES falls under the leadership and direction of the Parks Division; it is budgeted under Org. Unit No. 5080.

The **Recreation Services Section** is responsible for the programmatic development, implementation and management of the aquatics, golf, concessions and public services operations. Golf programming is consolidated with public services to provide a one-stop for all golf services. In addition, King and Kosciuszko Community Centers, Wilson Ice Center and the Milwaukee County Sports Complex are consolidated under this section to allow for greater coordination and better service. Also, Marketing Services are under this section to provide better collaboration and communication between recreational and revenue generating operations and the marketing services that will promote those operations.

BUDGET HIGHLIGHTS

- Personal Services expenditures without fringe benefits decreased by \$940,063 from \$18,604,753 to \$17,664,690. Funded positions decreased 82.9 from 617.7 to 534.8.
- The Personal Services for vacancy and turnover was reduced from \$7,308,008 to approximately \$500,000. As a result of this action, the Park Department abolished 295.7 vacant positions. On average, these positions have been vacant for five years. This reduction has no effect on the number of funded positions that were abolished, therefore increasing the percent of gross wages funded from 69.7 percent to 97 percent.
- Fringe Benefits increase in 2005 by \$2,789,611. This is due in part to an under-funding in the Parks Department of fringe benefits in 2004 of approximately \$1,900,000. The remaining increase is due to an increased reliance in 2005 on full-time staff that receive fringe benefits as opposed to seasonal staff that do not receive fringe benefits.
- The Superintendent of the Parks Department will have the authority to set fees for buildings and room rentals, picnic permits, Wilson Park Ice Rink, traditional (reoccurring) special event permits, aquatic admissions and other miscellaneous revenues based on the 2004 Adopted Budget fee schedule for the Parks Division. The Parks Superintendent will have the flexibility to set fees lower, or up to 10%

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT OF PARKS AND PUBLIC INFRASTRUCTURE –
PARKS DIVISION

UNIT NO. 9000
FUND: General - 0001

higher than the 2004 Adopted Budget in order to respond in a timely manner to changing market competition, weather conditions, seasonal needs and special events in an overall effort to maximize the revenue generated by the Milwaukee County Park System. The Parks Superintendent shall obtain prior approval from the County Board to charge any fee that is greater than 110% of the 2004 adopted fee amount. The Parks Superintendent will present a report to the Committee on Finance and Audit at its June 2005 meeting on the status of program revenues generated. In addition, the Parks Superintendent will study the Park System fee structure for each of programs and present the findings to the Committees on Finance and Audit and Parks, Energy and Environment in July 2005.

- Total revenue budgeted for the Parks Division in 2005 is \$19,190,394, a decrease of \$326,900 from the \$19,517,294 anticipated in 2004. This reduction is made to better reflect actual experience.
- The Parks Superintendent will reorganize the Operations Section of Parks in 2005. As part of this reorganization, two regions, North and South, will be created geographically divided by I-94. Existing staff will be spread between these two regions. Additionally, the Landscape Services area will be eliminated and staff will be assigned to either the North or South Regions. One new position of Regional Manager will be created and one position of Landscape Services Manager (currently vacant) will be abolished. This reorganization will enable flexibility in management of field staff with additional efficiencies realized upon implementation.

Staffing changes include: abolishing the vacant position of Recreation Director to fund the Chief of Recreation position; abolishing three vacant Office Assistant III positions and two Horticulturalist I positions to realize efficiencies with the region consolidation; abolishing the Contract Services Coordinator and creating a Marketing and Contract Coordinator position responsible for all aspects of the Parks marketing, group sales and contracts; abolishing the Parks Golf Turf Manager position and creating a Parks Golf Manager position

responsible for the overall management of the day-to-day operations of nearly all of the Parks Department's golf courses; and abolishing the Accounting Manager position and transferring the position to Budget Manager.

Funding in the Special Premiums in the Administration Division is reduced by \$23,537 to \$99,816. This budget historically is under spent given that all the positions within the Administration Division are non-represented.

Below is a summary of these position changes:

- \$ 77,286 Create 1 Regional Manager
(75,802) Abolish 1 Landscape Manager
(110,544) Abolish 3 Office Assistant 3
(80,208) Abolish 2 Horticulturists 1
88,172 Create 1 Chief of Recreation
(77,286) Abolish 1 Recreation Director
86,676 Create 1 Marketing/Contracts
Coordinator
(63,146) Abolish 1 Contract Services
Coordinator
67,388 Create 1 Parks Golf Manager
(56,428) Abolish 1 Parks Golf Turf Manager
(77,286) Abolish 1 Accounting Manager
77,286 Create 1 Budget Manager
\$(139,756)
- Funding for Park Worker 3 Seasonal decrease by \$599,856, or 28.5 full-time equivalent positions. Actual 2004 expenses for seasonal positions park-wide are projected at \$6,500,000. In 2005, seasonal positions are budgeted at \$6,600,000 based on 2004 actuals.
- The Parks Superintendent will establish a fee structure to utilize revenues obtained from off-leash dog park permits to offset maintenance of the dog park. This fee structure and revenue are contingent on the 2005 capital budget commitment for construction of the off-leash dog parks. No additional positions are requested with this proposal, as existing staff that currently process other park fees will administer the program.

The proposed off-leash fee structure is as follows:

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT OF PARKS AND PUBLIC INFRASTRUCTURE –
PARKS DIVISION

UNIT NO. 9000
FUND: General - 0001

Annual Permit	\$20.00
Daily Permit	\$ 5.00
Senior permit	\$10.00
Disable Permit	\$10.00
Additional Dog	\$ 5.00
Replacement Tag	\$10.00

If the capital allocation is eliminated from the 2005 budget, dog park permit fees will be postponed until such time that an off-leash dog park is constructed.

- The Parks Marketing area will work collaboratively with the Milwaukee County Zoo Division of Public Affairs to share resources for marketing and advertisement. This collaboration will be facilitated and monitored by the Department of Administrative Services (DAS) – Fiscal Affairs. Anticipated savings will be realized in the future budgets.
- Due to significant repair costs, Hoyt Pool will remain closed for the 2005 swimming season.
- The Parks Superintendent negotiated an agreement with the Southwest YMCA to operate Hales Corners pool in 2004. This agreement included a provision that Milwaukee County will provide up to \$25,000 in support for the pool in 2005.
- Funding of \$12,750 for Keep Greater Milwaukee Beautiful is continued in 2005.
- The budget for unemployment compensation is reduced by \$379,435, from \$797,743 to \$418,308. This still provides a level of funding above historical spending. The Parks Budget Manager will monitor unemployment compensation spending through 2005.
- The Parks Division's budget increases by \$50,000 for continuation of the geese control program. The program includes egg adding, flight control applications and use of dogs to reduce the resident goose population in Milwaukee County parks.
- Approximately \$300,000 in revenue will be realized from selling excess Park-owned equipment, which is currently at 850 pieces. This reduction is a direct result of efficiency

savings generated by the regional merger and increased use of multifunctional equipment. However, usable equipment which will contribute to the Parks efficiency will not be sold even if the \$300,000 in budgeted sales revenue is not achieved. The Parks Superintendent will reduce expenditures or increase revenues in other areas of the Parks Division to offset any revenues not generated by the sale of Park-owned equipment.

- The Parks Division will reduce the appropriation for major maintenance by \$220,000. (An appropriation transfer was approved at the 10/28/04 Committee on Finance and Audit that provided the Parks Division with an additional \$220,000 for major maintenance expenditures in 2004. These funds were provided from the Parks Allocated Contingency Account. These funds are eligible for carryover into 2005.)
- The benefits of the DPPI merger are continuing to be realized and implemented within the department. Some examples of this integration include:
 - The Highways and Parks programs are currently joining forces to manage and maintain the interstate highway medians and approaches as well as park roads and parkway.
 - Facilities Management and Parks Regional Operations Crews have joined forces to assist each other in grassland maintenance on the County Grounds, Mental Health Facility and Children's Court.
 - The Accounting and Budgeting Units within the Parks and Facilities Management have been consolidated in one functional unit to improve the day-to-day financial operations of the programs. This consolidation will provide for greater accountability for the programs.
 - All regional operations are now being operated under one management point of view. This style lends itself to consistent safety and training programs, work rule enforcement and revenue and expenditure control.

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT OF PARKS AND PUBLIC INFRASTRUCTURE –
PARKS DIVISION

UNIT NO. 9000
FUND: General - 0001

- The Park System and the Transportation Division are discussing and reviewing several opportunities associated with the continuing development and maintenance of the Oak Leaf Trail as well as other trails within the system.
- The merger has also created new opportunities for joint marketing campaigns for the Parks, Zoo and the Airport. These opportunities will allow the programs to effectively and efficiently promote our programs to an expanded population.
- The 2005 Budget reflects a zero wage increase for all non-represented and Executive Compensation Plan (ECP) positions. In addition, ECP positions are not provided step increases or performance awards in 2005 as allowed in County Ordinance Section 17.265 (3).
- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT OF HEALTH AND HUMAN SERVICES -
BEHAVIORAL HEALTH DIVISION

UNIT NO. 6300
FUND: Enterprise - 0077

OPERATING AUTHORITY & PURPOSE

Pursuant to Sections 46.03(1), 46.21, 51.08, 51.35, 51.42 and 51.437 of the Wisconsin Statutes, the Milwaukee County Department of Health and Human Services-Behavioral Health Division provides care and treatment of persons with disorders related to alcohol and substance abuse and developmentally, emotionally and mentally ill adults, children and adolescents through contracts with community agencies, outpatient care, day treatment services and inpatient care. Services include intensive short-term treatment, as well as extended care of persons with serious mental illness. Acute hospital admissions are initiated by voluntary application or through legal detention methods such as court commitment. The Adult and Child Inpatient Services require Title-XIX certification and appropriate State licensing to capture Title-XIX and other third-party reimbursement. The extended care

portions of this agency require Federal certification as a Skilled Nursing Facility and Facility for the Developmentally Disabled, allowing for State reimbursement. Day treatment is offered to patients who have progressed to the stage where inpatient hospitalization is no longer indicated, but who require more intensive treatment than is available in an outpatient facility. The Community Services Branch provides both mental health and AODA services through contract with community service providers or at community clinics. Programs are managed by the Behavioral Health Division Administrator under the jurisdiction of the Director of the Department of Health and Human Services, the Combined Community Services Board, the County Executive and the Milwaukee County Board of Supervisors.

BUDGET SUMMARY				
Account Summary	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Personal Services (w/o EFB)	\$ 45,827,425	\$ 43,537,629	\$ 43,677,065	\$ 139,436
Employee Fringe Benefits (EFB)*	15,818,086	22,454,269	23,181,731	727,462
Services	7,521,508	8,083,126	8,500,288	417,162
Commodities	6,411,850	6,142,745	6,782,198	639,453
Other Charges	57,978,077	59,019,550	65,040,709	6,021,159
Debt & Depreciation	763,559	913,361	815,440	(97,921)
Capital Outlay	55,743	65,700	73,000	7,300
County Service Charges	7,506,719	7,370,710	8,563,242	1,192,532
Abatements	(4,002,677)	(3,107,889)	(2,917,984)	189,905
Total Expenditures	\$ 137,880,290	\$ 144,479,201	\$ 153,715,689	\$ 9,236,488
State & Federal Revenue	56,631,523	55,150,703	60,709,128	5,558,425
Other Direct Revenue	52,269,745	54,713,038	57,422,193	2,709,155
Total Revenues	\$ 108,901,268	\$ 109,863,741	\$ 118,131,321	\$ 8,267,580
Direct Property Tax Levy	\$ 28,979,022	\$ 34,615,460	\$ 35,584,368	\$ 968,908

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT OF HEALTH AND HUMAN SERVICES -
BEHAVIORAL HEALTH DIVISION

UNIT NO. 6300
FUND: Enterprise - 0077

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*				
Account Summary	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Central Service Allocation	\$ 1,549,750	\$ 984,820	\$ 1,220,040	\$ 235,220
Courthouse Space Rental	58,008	56,188	0	(56,188)
Document Services	31,452	47,944	16,651	(31,293)
Tech Support & Infrastructure	590,373	894,502	578,701	(315,801)
Distribution Services	4,431	3,933	3,441	(492)
Telecommunications	257,104	139,444	101,067	(38,377)
Record Center	32,144	29,900	33,078	3,178
Radio	13,729	12,015	13,888	1,873
Personal Computer Charges	276,556	359,577	316,657	(42,920)
Applications Charges	471,560	579,566	634,461	54,895
Total Charges	\$ 3,285,107	\$ 3,107,889	\$ 2,917,984	\$ (189,905)
Direct Property Tax Levy	\$ 28,979,022	\$ 34,615,460	\$ 35,584,368	\$ 968,908
Total Property Tax Levy	\$ 32,264,129	\$ 37,723,349	\$ 38,502,352	\$ 779,003

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

MISSION

The mission of the Milwaukee County Behavioral Health Division is for the empowerment and recovery of all with behavioral health needs in our community.

families, and supports a full spectrum of services including primary prevention and early intervention.

VISION

The Milwaukee County Behavioral Health Division will be a premier system of mental health and AODA services in the State of Wisconsin. It will ensure that individuals and families who have mental health needs or alcohol or substance abuse disorders strive to function at optimal levels of physical and behavioral health and that they are full and equal members of the community. As such, the Division shall provide individuals who have behavioral health needs the support and means to pursue success in the ways they choose to live, learn, love, work and play because:

- Our vision is for a behavioral health system that attracts, retains and supports employees/other service providers who are competent and provide excellent quality, culturally and linguistically relevant behavioral health treatment and support services.
- Our vision is for a behavioral health system that acknowledges the abundance and limitations of our human and financial resources and commits to responsible stewardship of its resources.
- Our vision is for consumers and families to be equal stakeholders in service system governance, planning and delivery.
- Our vision is for a behavioral health system where every consumer has access to strengths-based, individualized and integrated services that promote health and recovery.
- Our vision is for a behavioral health system where cultural, ethnic and socioeconomic diversity is valued by providers and consumers.

- Our vision is for a behavioral health system that recognizes the partnership with consumers, providers and the community and the accountability to stakeholders for the effective development and efficient use of resources.
- Our vision is for a recovery oriented behavioral health system that focuses on the rebuilding of full productive lives for children, adults and their

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- Our vision is for a behavioral health system where strategies to eradicate stigma, including education of consumers, family members, providers and the Milwaukee County community, are implemented and effective.
- Our vision is for behavioral health services and supports to be community based and not institution based; when residential treatment or hospitalization is accessed, those services will be used as resources and not as placements.
- Our vision is for a behavioral health system that can measure its success in the care of children and adults by establishing and producing clear, quantifiable outcomes.

PERSONNEL SUMMARY				
	2003 Budget	2004 Budget	2005 Budget	2004/2005 Change
Personal Services (w/o EFB)	\$ 45,827,425	\$ 43,537,629	\$ 43,677,065	\$ 139,436
Employee Fringe Benefits (EFB)	\$ 15,818,086	\$ 22,454,269	\$ 23,181,731	\$ 727,462
Position Equivalent (Funded)*	906.8	916.4	903.2	(13.2)
% of Gross Wages Funded	74.3	82.2	85.7	3.5
Overtime (Dollars)**	\$ 3,290,277	\$ 2,001,660	\$ 366,516	\$ (1,635,144)
Overtime (Equivalent to Positions)	78.8	45.7	8.7	(37.0)

* For 2003, the Position Equivalent is the budgeted amount.

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

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PERSONNEL CHANGES				
Job Title/Classification	Action	Number of Positions/ Total FTE	Division	Cost of Positions (Including Fringe Benefits)
Applications Specialist	Create	1/1.0	AODA	\$ 38,506
Administrative Coordinator BH	Create	2/2.0	AODA	105,868
Office Support Assistant 2	Create	1/1.0	AODA	26,024
Contract Services Coordinator	Create	1/1.0	AODA	50,880
Quality Assurance Specialist (AODA)	Create	1/1.0	AODA	33,222
Clinical Nurse Specialist	Abolish	1/1.0	AODA	(59,988)
Community Service Nurse	Abolish	1/1.0	AODA	(46,482)
Human Service Worker MH	Abolish	1/1.0	AODA	(33,222)
Housing & Community Development Spec.	Abolish	1/1.0	AODA	(53,168)
Clinical Psychologist 3	Create	1/1.0	Crisis	58,934
MH Emer Serv Clinic RN	Create	2/2.0	Crisis	92,964
MH Emer Serv Clinician	Create	1/1.0	Crisis	47,484
Dir Consumer Affairs	Abolish	1/1.0	Support	(53,194)
Fiscal Asst 1	Abolish	1/1.0	Support	(35,468)
Clerical Asst 2	Transfer	1/1.0	Support	(35,832)
Payroll Asst	Transfer	2/2.0	Support	(73,782)
Employee Health Analyst	Transfer	1/1.0	Support	(49,350)
Fiscal Asst 2	Transfer	4/4.0	Support	(151,488)
Fiscal Spec	Transfer	1/1.0	Support	(40,806)
Accountant 2	Transfer	1/1.0	Support	(42,846)
Accountant 3	Transfer	1/1.0	Support	(49,470)
Accountant 4 (NR)	Transfer	1/1.0	Support	(53,868)
Accountant 4 - Hospital	Transfer	1/1.0	Support	(53,868)
Accountant 4 - Fiscal	Transfer	1/1.0	Support	(68,364)
MH Complex Pharmacy Director	Abolish	1/1.0	Support	(71,310)
Assistant Director - Pharmacy	Abolish	1/1.0	Support	(67,388)
Pharmacist 1	Abolish	4/4.0	Support	(222,232)
Overtime	Abolish		Support	(28,812)
Shift Differential	Abolish		Support	(2,100)
			TOTAL	\$ (839,156)

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ORGANIZATIONAL COST SUMMARY					
DIVISION		2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Management/ Support Services	Expenditure	\$ 27,927,957	\$ 30,469,223	\$ 29,385,309	\$ (1,083,914)
	Cost Allocation	(25,755,590)	(27,531,223)	(27,161,853)	369,370
	Revenue	<u>2,172,367</u>	<u>2,938,000</u>	<u>2,223,456</u>	(714,544)
	Tax Levy	\$ 0	\$ 0	\$ 0	\$ 0
Inpatient Services/ Nursing Facility Services	Expenditure	\$ 14,498,409	\$ 14,893,911	\$ 14,901,278	\$ 7,367
	Cost Allocation	8,071,204	8,972,100	8,763,389	(208,711)
	Revenue	<u>11,440,173</u>	<u>10,846,918</u>	<u>11,046,918</u>	200,000
	Tax Levy	\$ 11,129,440	\$ 13,019,093	\$ 12,617,749	\$ (401,344)
Inpatient Services/ Acute Adult/ Child Services	Expenditure	\$ 16,757,729	\$ 18,757,111	\$ 20,238,549	\$ 1,481,438
	Cost Allocation	9,334,727	10,095,164	10,187,983	92,819
	Revenue	<u>15,820,774</u>	<u>15,635,750</u>	<u>15,852,548</u>	216,798
	Tax Levy	\$ 10,271,682	\$ 13,216,525	\$ 14,573,984	\$ 1,357,459
Adult Community Services	Expenditure	\$ 26,702,537	\$ 27,178,133	\$ 26,882,465	\$ (295,668)
	Cost Allocation	3,329,121	3,014,952	3,301,580	286,628
	Revenue	<u>26,813,534</u>	<u>28,246,696</u>	<u>29,960,664</u>	1,713,968
	Tax Levy	\$ 3,218,124	\$ 1,946,389	\$ 223,381	\$ (1,723,008)
Child and Adolescent Community Services	Expenditure	\$ 31,708,854	\$ 32,047,070	\$ 32,738,420	\$ 691,350
	Cost Allocation	1,077,159	618,119	582,335	(35,784)
	Revenue	<u>33,216,198</u>	<u>32,428,767</u>	<u>33,517,971</u>	1,089,204
	Tax Levy	\$ (430,185)	\$ 236,422	\$ (197,216)	\$ (433,638)
Adult Crisis Services	Expenditure	\$ 7,385,955	\$ 7,623,148	\$ 8,511,103	\$ 887,955
	Cost Allocation	3,534,834	4,474,270	3,788,438	(685,832)
	Revenue	<u>7,362,620</u>	<u>7,709,140</u>	<u>5,921,930</u>	(1,787,210)
	Tax Levy	\$ 3,558,169	\$ 4,388,278	\$ 6,377,611	\$ 1,989,333
AODA Services	Expenditure	\$ 13,434,093	\$ 13,510,605	\$ 21,058,565	\$ 7,547,960
	Cost Allocation	408,545	356,618	538,128	181,510
	Revenue	<u>12,033,369</u>	<u>12,058,470</u>	<u>19,607,834</u>	7,549,364
	Tax Levy	\$ 1,809,269	\$ 1,808,753	\$ 1,988,859	\$ 180,106

GENERAL SUMMARY

The Department of Health and Human Services – Behavioral Health Division (BHD) budget is presented in a programmatic format based on seven major programs or service areas:

- Management/Support Services
- Inpatient Services
 - Nursing Facility Services
 - Acute Adult /Child Services
- Adult Community Services
- Child and Adolescent Community Services
- Adult Crisis Services
- AODA Services

Under this format, program costs consist of both direct expenditures and allocated costs which are attributable to the operation of the program. All costs not directly offset by revenue in the Management/Support Sections are distributed to the other six program areas. The allocated or indirect costs are distributed to the program areas using a step-down methodology that operates under Medicare Cost Reporting principles. Those principles involve the use of statistical parameters that represent measures to allocate costs based on resources consumed by a program. For example, the number of patients served, space, number of staff, etc., are parameters.

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Revenues for each program consist of both charges directly associated with the provision of services to patients and other operating revenues that are not directly related to patient services.

BUDGET OVERVIEW

The following initiatives are included in BHD's 2005 Budget:

- Personal Services expenditures without fringe benefits decreased by \$139,436 from \$43,537,629 to \$43,677,065. Funded positions decreased 13.2 from 916.4 to 903.2. This is mainly due to the reorganization of the Accounting and Payroll Divisions within DHHS (Org. 8000), CHP and BHD.
- The 2005 total expenditures increased by \$9,236,488 and the revenues increased by \$8,267,580. This is primarily due to the receipt of the Access to Recovery Grant in the AODA Services division.
- The 2005 Budget reflects a zero wage increase for all represented, non-represented and Executive Compensation Plan (ECP) positions. In addition, ECP positions are not provided step increases or performance awards in 2005 as allowed in County Ordinance Section 17.265 (3).
- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."

INPATIENT SERVICES/ NURSING FACILITY SERVICES

Program Description

The Nursing Home Facilities are licensed Rehabilitation Centers that provide long-term, non-acute care to patients who have a serious mental illness.

The Rehabilitation Center-Central is a 72-bed, Title XIX certified, skilled-care licensed nursing home. The facility consists of three units, which serve geriatric, as well as young, physically aggressive persons with serious mental illness. The primary source of admission to the program is the Behavioral Health Division Acute Adult Hospital. The facility is one of the few long-term care settings in Southeastern Wisconsin which provides locked-unit settings for extremely aggressive persons with serious mental illness.

The Rehabilitation Center-Hilltop is a 93-bed Title XIX certified facility licensed as a Facility for the Developmentally Disabled (FDD). The facility provides programs and an environment specially designed for residents with a primary diagnosis of developmental disability and secondary psychiatric diagnoses. The majority of the facility's residents are referred from the DHHS-Behavioral Health Division Acute Adult Hospital.

BUDGET HIGHLIGHTS

- In 2004 an independent evaluation was conducted to assess eligibility for certain BHD patients in the Rehabilitation Center – Central facility. As a result of the report, Rehab Central was converted from an Institute for Mentally Disease (IMD) status to a Skilled Nursing Facility (SNF), and approximately 50 residents are now eligible for Medicaid coverage. This change in status results in an increase of \$200,000 in program revenue. It also reduces expenditures by \$300,000 because the residents now have Medicaid coverage for the cost of their medications.

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INPATIENT SERVICES ACUTE ADULT / CHILD SERVICES

Program Description

Hospital inpatient services consists of six 24-bed units. Four units include specialized programs in Geropsychiatry and Acute Adult. Two units include specialized programs for Children & Adolescents.

The Geropsychiatry Unit, staffed with multi-disciplinary specialists, provides a comprehensive system of diagnosis and treatment to Milwaukee's elderly who have mental disorders. Linking a range of personal, family, community and institutional resources that integrate medical, mental health and social services, this multi-faceted team of geropsychiatrists, geropsychiatric nurses and social workers coordinates community and institutional resources to maintain the individual in the community wherever possible.

The Acute Adult units provide inpatient care to individuals over age 18 who require secure short-term or occasionally extended hospitalization. Psychiatry, psychology, nursing, social service and rehabilitation therapy provide assessment and treatment designed to return the patient to his or her own community as rapidly as possible.

The Child and Adolescent units provide inpatient care to individuals age 18 and under who require secure short term or occasionally extended hospitalization. While utilization of inpatient services has declined with the emphasis on community-based care through the Wraparound Program, there is still a significant need for short-term assessment and treatment provided by the inpatient services. Child and Adolescent units continue to provide all emergency detention services for Milwaukee County as well as inpatient screening for Children's Court.

BUDGET HIGHLIGHTS

- The 2005 Budget anticipates no major changes in the Acute Inpatient Services programs.
- The significant increase in direct expenditures results from the 2004 initiative to contract for pharmacy services. In 2004, only the cost of the drugs was directly charged to the Acute Inpatient Services program. All other

expenditures (mostly labor) were charged to a Pharmacy Org. and, consequently, became part of the indirect cost allocation.

- The Medical College of Wisconsin contract for provision of medical services increased by \$330,000 in 2005. The services will be provided to one-24 bed adult inpatient unit. The increase is off-set by increased vacancy and turnover and additional patient revenues.

ADULT COMMUNITY SERVICES

Program Description

Adult Community Services is composed of community-based services for persons having a serious and persistent mental illness and for persons having substance abuse problems or a substance dependency. The majority of services in the mental health program area are provided through contracts with community agencies. However, the Behavioral Health Division (BHD) also directly operates several community-based mental health programs. Access to all long-term community-based mental health services is managed centrally by the Service Access to Independent Living unit (SAIL). Access to all community-based substance abuse treatment services is managed by several independently contracted central intake units.

The mental health program area is composed of three programs for the medical and non-medical care of consumers in the community. These program areas are Risk Reduction Services, Wellness Rehabilitation Services and Pre-Crisis Services. The services provided in these program areas include both those directly provided by Milwaukee County and those purchased from community agencies. Services are designed to provide for a single mental health delivery system that reduces institutional admission, utilization and capacity through enhanced community service options. The Community Services Branch is dedicated to providing all services in the least restrictive and most therapeutically appropriate cost-effective setting.

Risk Reduction services include activities targeted to promoting mental health and preventing problems within the community at large, rather than providing treatment or services to individuals already

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experiencing a defined disability or illness. These programs are primarily related to wellness education and public mental health education, information and referral.

The Wellness/Rehabilitation Services Section provides a wide array of community services which are intended to meet the treatment needs of individuals with mental illness who are living in a community setting. Some of the long-term community programs include Community Residential, Targeted Case Management and State-certified Community Support Programs. In addition, other services include medical day treatment, community employment, outpatient treatment and representative payeeship programs. Other supportive services include subsidized permanent housing for homeless mentally ill, Safe Haven housing for homeless persons and benefit advocacy services. The Behavioral Health Division also provides psychosocial rehabilitation services through drop-in centers and clubhouse programs.

Pre-Crisis Services provides intensive interventions to address mental illness issues before they become more serious, requiring more costly care and treatment. Services include crisis intervention, assessment, consultation, referral, temporary housing and assistance in meeting basic needs. These services are provided to the community and, more specifically, to homeless persons with mental illness.

Funding for programs within the Adult Community Services Branch consists primarily of State Community Aids, Mental Health Block Grants and Community Option Program funds.

BUDGET HIGHLIGHTS

- Due to the expiration of the Federal "Alternative to Incarceration in Milwaukee" (AIM) grant, both grant revenue and Purchase of Service expenditures are reduced by \$402,238.
- \$2,115,897 of State Community Aids funding is transferred from the Adult Crisis Services Division to the Adult Community Services Division.
- In 2005 BHD transfers \$104,377 of tax levy to the Milwaukee County Circuit Court-Pretrial

Services for the provision of release planning and supervision services to incarcerated individuals having a serious mental illness. This will result in the more effective and efficient provision of services to individuals in the Milwaukee County Criminal Justice Facility and House of Corrections. (An additional \$41,279 of tax levy transfer is included in the AODA Division for a total transfer of \$145,656.)

- The thrift shop operation has been transferred from DHHS-Management Services Division's budget back to the BHD budget in 2005 in light of a relationship established by BHD in 2004 with a private vendor to operate the shop. The thrift shop provides inexpensive clothing and related items to individuals with mental illness and/or other co-occurring disabilities who are living in the community and who have a relationship with a case manager.

ADULT CRISIS SERVICES

Program Description

The Adult Crisis Services Branch is composed of two programs which assist individuals in need of immediate intervention to assess problems and develop mechanisms for resolution. The two programs are the Crisis Response/Stabilization Services and Psychiatric Crisis Services. Crisis Response and Stabilization Services are provided as short-term intervention designed to divert the need for more intensive care and treatment. The Psychiatric Crisis Services (PCS) program is a direct service resource for anyone in Milwaukee County who may be experiencing a psychiatric crisis. Services are also available to persons involved with emotionally upset individuals. PCS offers walk-in services and a walk-in clinic. These services are provided by a multi-disciplinary team of mental health professionals.

BUDGET HIGHLIGHTS

- \$47,484 Create 1 MH Emer Serv Clinician
92,964 Create 2 MH Emer Serv Clinic RN
\$140,448 Total

The County and the four major local hospital systems have jointly agreed to fund the acquisition and staffing of two new eight-bed

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Crisis Respite facilities. These facilities offer an alternative to inpatient hospitalization for individuals at risk of experiencing major psychiatric crisis. As such, they are expected to significantly reduce pressure on BHD's Psychiatric Crisis Service and inpatient units and provide another important option to serve Milwaukee County residents who are in need of psychiatric crisis services. The four Milwaukee County based private health systems will extend grant funding to BHD, and BHD has opted to use the dollars to pay for the costs associated with purchasing the respite beds from local owner-providers of community-based residential facilities. These 16 beds are estimated to cost \$500,000 annually. BHD, for its part, will create and pay for three positions to support persons referred to the facilities, and will have complete decision-making authority over those referrals. The cost for the new positions will be funded with the additional revenue anticipated from increased Medicaid reimbursement for services provided to certain residents at BHD nursing home facilities.

- \$58,934 Create 1 Clinical Psychologist 3

This position will be added to the Mobile Crisis Team for the primary purpose of engaging persons with developmental disabilities. This action results in an expenditure increase of \$58,934 in salary and social security.

In addition, the 2005 Budget funds an additional 1.5 RN-I and .5 Psychiatrist for the Psychiatric Crisis Service (PCS). These positions will provide additional staff in order to increase observation bed capacity in the Psychiatric Crisis Emergency room as a diversion to acute inpatient care.

Increased patient service revenues of \$328,687 will offset the cost of these positions.

- \$2,115,897 of State Community Aids funding is transferred from the Adult Crisis Services Division to the Adult Community Services Division.

ALCOHOL AND OTHER DRUG ABUSE (AODA) SERVICES

Program Description

The Alcohol and Other Drug Abuse Services area is composed of a variety of community-based treatment programs for care of consumers in the community. Included as program areas are residential treatment to single adult males and females, residential treatment for women and children, day treatment services and outpatient treatment services. Also included are services to specific target populations, e.g., Intravenous Drug Abusers, eligible Temporary Assistance to Needy Families (TANF) and intoxicated drivers (IDP).

Although a significant percentage of available substance abuse treatment funds are allocated to community agencies through purchase of service contracts, a lesser amount is provided through fee-for-service (voucher) agreements with a wide variety of community agencies.

Included in both the contracted and fee-for-service areas are specialized "wraparound" services to TANF-eligible families. Through the wraparound concept, primary clinical treatment is provided, as well as a variety of recovery support services needed by the families to recover from the effects of substance abuse or dependency.

In 2002, Alcohol and Other Drug Abuse contracts and service management staff were co-located with mental health contract and service management staff. This was the first step towards development of an integrated Behavioral Health contract and service management unit. In addition, through 2003 and continuing into 2004, the initiation and development of a "blueprint" for the redesign of the Alcohol and Other Drug Abuse service access, service array, evaluation and information system occurred. Through adoption and implementation of the AODA Redesign Plan it is intended that there will be a more effective and efficient utilization of system resources and enhanced outcomes for clients.

BUDGET HIGHLIGHTS

- BHD's 2005 Budget contains grant revenues and expenditures associated with the Access to Recovery (ATR) program. In August 2004, the

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Governor's office notified Milwaukee County that it would be awarded a three-year grant totaling approximately \$22.8 million (approximately \$7.5 million per year). The 2005 budget recognizes receipt of these funds. Included in the \$7,479,364 that is budgeted in 2005 is \$646,813 for the County's operational management of the program.

The ATR grant expands alcohol and other drug abuse treatment services to two priority populations: 1) the general population, with an emphasis on families with children; and 2) the criminal justice population, specifically inmates re-entering the Milwaukee community from prison, and offenders on probation or parole supervision who are facing revocation proceedings and imprisonment who can benefit from AODA treatment and recovery support services. More than 1,500 individuals per year are expected to receive service through ATR.

The grant funding will be used to develop and enhance substance abuse treatment and recovery support services using a voucher system and emphasizing, among other things, best treatment practices, use of faith-based organizations, coordination of various other AODA funding streams, development of a multi-faceted providers' network (e.g. treatment, housing, employment, transportation, mentoring, etc.), measurable outcomes, and a comprehensive continuum of low/no-cost natural supports to individuals in treatment.

- \$38,506 Create 1 Applications Specialist
- 105,868 Create 2 Administrative Coordinator BH
- 26,024 Create 1 Office Support Assistant 2
- 50,880 Create 1 Contract Services Coordinator
- 33,222 Create 1 Quality Assurance Specialist (AODA)
- (53,168) Abolish 1 Housing and Community Development Specialist
- (59,988) Abolish 1 Clinical Nurse Specialist
- (33,222) Abolish 1 Human Service Worker MH
- (46,482) Abolish 1 Community Service Nurse
- \$61,640 Total

In 2005, as part of the continuing AODA Redesign Plan, six positions are created and four are abolished. These position actions result in a tax levy increase of \$61,640 in salary and social

security. This increase will be funded by decreasing AODA Purchase of Service funding. Through the adoption and implementation of the AODA Redesign Plan, there will be a more effective and efficient utilization of system resources.

- The 2005 Budget transfers \$41,279 to the Milwaukee County Circuit Court-Pretrial Services for the provision of release planning and supervision services to incarcerated individuals having substance abuse problems or substance dependency. This will result in the more effective and efficient provision of services to individuals in the Milwaukee County Criminal Justice Facility and House of Correction. (An additional \$104,377 of tax levy transfer is included in the Adult Community Services Division for a total transfer of \$145,656.)

CHILD AND ADOLESCENT COMMUNITY SERVICES

Program Description

The Child and Adolescent Community Services Branch functions as a purchaser and manager of the system of care for children through the Wraparound Milwaukee and Safety Services Programs.

The Wraparound Milwaukee Program is a unique public health initiative, designed to provide an array of community-based services to children with severe emotional and behavioral problems who are at immediate risk of residential treatment placement or psychiatric hospitalization. Wraparound Milwaukee blends funds from the State of Wisconsin Bureau of Milwaukee Child Welfare, the DHHS - Delinquency & Court Services Division Probation section, a Medicaid capitation rate and Medicaid Crisis and Case Management billings to operate this public managed care system. Projected enrollment in 2005 is 610 children. In 2005, the Wraparound Milwaukee Program and Delinquency and Court Services will continue to collaborate on the FOCUS program for youth who would otherwise be committed to Juvenile Correctional facilities.

Services in the Wraparound Milwaukee Program include:

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The Mobile Urgent Treatment Team: Provided directly by BHD-Wraparound staff, this unit provides crisis intervention services to children and their families and diverts unnecessary hospital admissions.

Provider Network: Consists of 250 providers offering an array of 80 different services and supports to families such as in-home treatment, day treatment, transportation, individual and family therapy, mentors, job placements, etc.

The Care Coordination Component: The care coordination component consists of nine lead agencies comprising roughly 72 care managers who coordinate and manage the care provided to enrolled children and their families.

The Child and Adolescent Community Services Branch will continue to operate the Safety Service Program for the Wisconsin Bureau of Milwaukee Child Welfare (BMCW) families in Site 5 and provide safety services to families referred by the Family Intervention Support and Services (FISS) Program for the BMCW.

Safety services are intended to keep families intact and children safe, and to build the in-home supports and community linkages to help strengthen families so they will not be referred back into the protective services systems.

The FISS program provides case management and an array of social and support services to families with an adolescent who has a history of truancy, parent/child conflicts, runaway behaviors and other issues. The FISS program is designed to be an alternative to formal court intervention to these children and their families.

It is anticipated that the Safety Service Program will serve an average of 96 families with an average length of service of four months while FISS will serve an average enrollment of 42 families with an average length of service of three months. Funding is based on a monthly case rate paid by the BMCW to the Behavioral Health Division, some mental health block grant funds and Medicaid Targeted Case Management monies.

BUDGET HIGHLIGHTS

- Revenue for the Wraparound Program is projected to be \$31,822,845 an increase of \$1,562,180 over 2004, which includes funding from the State Bureau of Milwaukee Child Welfare for Children In Need of Protection and Services (CHIPS), Children’s Court for delinquent youths at risk of residential treatment placement and monthly capitation and crisis and case management payments from Medicaid.

MANAGEMENT/SUPPORT SERVICES

Program Description

The Management/Support/Evaluation Section includes costs associated with the overall operation of the Behavioral Health Division. These include General & Administrative, Fiscal, Patient Accounts & Admissions, Management Information Systems, Personnel, Maintenance, Security, Medical Records, Library, Pharmacy, Quality Assurance and Utilization Review, Dietary, Housekeeping, Linen, Stores, Clinical Administration, Medical Officer of the Day, and Professional Education. Expenditures are allocated to the Inpatient Services/Nursing Facility, Inpatient Services/Acute Adult/Child, Adult Community, Adult Crisis and Child and Adolescent programs, according to Medicare and Medicaid cost allocation methodologies reflective of services consumed by the programs.

BUDGET HIGHLIGHTS

- (\$71,310) Abolish 1 MH Complex Pharmacy Director
- (67,388) Abolish 1 Assistant Director – Pharmacy
- (222,232) Abolish 4 Pharmacist 1
- (28,812) Abolish Overtime
- (2,100) Abolish Shift Differential
- (\$391,842) Total

In May 2004, the County Board approved the outsourcing of pharmacy services. The 2005 BHD budget includes the annual cost of these services and the abolishment of the six pharmacy positions. They result in a tax levy decrease of \$391,842 in salary and social security. Elimination of other pharmacy-related revenue and expenditures comprises a majority of the

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change over 2004 in the Management and Support Services budget. The expenditures associated with pharmacy services are now entirely budgeted in the direct program areas. In the 2004 budget, only the actual cost of the drugs was budgeted in the program areas.

- The 2005 Budget eliminates funding for the Director of Admissions and Patient Accounts position effective July 1, 2005, resulting in reduced salary and social security expenditures of \$36,780. These savings will be offset by increasing BHD's contract with Accenture to provide information services. Accenture will assume day-to-day operational support for Accounts Receivable billing. Accenture will also use its knowledge of BHD's business processes to assist in activity management, workflow management, system support, issue management and business transformation. BHD's Associate Administrator-Fiscal Officer will assume the managerial responsibilities of the Director of Admissions and Patient Accounts position.

It should be noted that the elimination of this administrative position is in addition to the four senior managerial positions eliminated in BHD's 2004 Budget.

- (\$35,468) Abolish 1 Fiscal Asst 1
(151,488) Transfer 4 Fiscal Asst 2
(40,806) Transfer 1 Fiscal Spec
(42,846) Transfer 1 Accountant 2
(49,470) Transfer 1 Accountant 3
(53,868) Transfer 1 Accountant 4 (NR)
(53,868) Transfer 1 Accountant 4 – Hospital
(68,364) Transfer 1 Accountant 4 – Fiscal
(\$496,178) Total

The 2005 Budget includes a new initiative that centralizes all Department of Health and Human Services (DHHS), Behavioral Health Division and County Health Programs Division accounting functions in a new Fiscal Services Section in the DHHS Management Services Division. This initiative is designed to enhance existing accounting capacity across the five DHHS program divisions and provide back-up for critical functions where none currently exists. Operational effectiveness will be improved by organizing job responsibilities along functional

lines and by instituting a team approach to revenue maximization and related efforts. One position will be abolished in BHD and ten positions will be transferred from BHD to DHHS, which is off-set by cross-charges for services rendered. Total budgetary savings in DHHS, CHP and BHD of \$123,475 will be recognized from the above position actions and increased vacancy and turnover.

- (\$35,832) Transfer 1 Clerical Asst 2
(73,782) Transfer 2 Payroll Asst
(49,350) Transfer 1 Employee Health Analyst
(\$158,964) Total

All payroll functions across the five DHHS program divisions will be consolidated in the DHHS-Management Services Division under a new initiative in 2005. Five payroll clerks will be centralized in one location to handle payroll responsibilities, while other Human Resources functions will continue to be provided by DAS-HR staff out-stationed at DHHS, who also will manage payroll staff. Four positions in BHD will be transferred as a result of this initiative. All payroll positions will be located within Management Services, with the cost of services cross-charged to the DHHS divisions. Enhanced operational efficiencies allow for the above position actions, which result in a net savings of \$37,207.

- (\$53,194) Abolish 1.0 Dir Consumer Affairs

Due to County-wide fiscal constraints, the Director of Consumer Affairs position is abolished. The consumer stipends are maintained and existing staff will assume responsibilities for these duties.

- Tax Refund Intercept Program (TRIP) - net revenue of \$107,456 is included in the BHD budget for the first time in 2005. Revenue recoveries anticipated for 2005 represent the collection of revenue from 2003 and prior year dates of service. TRIP is housed in the DHHS (Org. 8000) budget and was initiated in 2003. BHD also will be cross-charged for TRIP-related expenditures in the amount of \$60,115 for the first time in 2005.

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT OF HEALTH AND HUMAN SERVICES -
BEHAVIORAL HEALTH DIVISION

UNIT NO. 6300
FUND: Enterprise - 0077

• **EXPENDABLE TRUST ACCOUNTS**

The following, for informational purposes, are expendable trust accounts which may be utilized only for purposes which are legally mandated or where a formal trust relationship exists. The expenditures from these organizational units are limited to the purpose specifically designated by the donor. These trusts are not included as part of the BHD operating budget.

<u>Org. Unit</u>	<u>Description of Expendable Trust</u>	<u>Projected Balances as of 12/31/04</u>
0701	BHD – Research Fund	\$360,000
	Referred to as the Frieda Brunn Mental Health Research Fund, this fund was created in 1970 for the purpose of supporting mental health research. Expenditure recommendations from this fund are made by the Research Committee at BHD.	
	<u>Expenditure</u> \$25,000	<u>Revenue</u> \$25,000
0702	BHD – Patient Activities and Special Events	\$157,000
	This fund is comprised of various trusts which stipulate the expenditures should be made to provide for patient activities and special events.	
	<u>Expenditure</u> \$10,100	<u>Revenue</u> \$10,100

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT OF HEALTH AND HUMAN SERVICES –
COUNTY HEALTH PROGRAMS

UNIT NO. 7200
FUND: General - 0001

OPERATING AUTHORITY & PURPOSE

Pursuant to the provisions of Section 59.51(2) of the Wisconsin Statutes, the County Board shall represent the County and have management of the business and concerns in all cases where no other provision is made.

The Emergency Medical Services (Paramedics) Program operates under Chapter 97 of the Milwaukee County Ordinances pertaining to comprehensive emergency medical care services.

The EMS (Paramedics) Program is responsible for managing all EMS related functions. The General Assistance Medical Program (GAMP) is the County's health care financing/delivery system for medically indigent persons residing within Milwaukee County. GAMP operates under the guidelines established by Chapter 49 of the Wisconsin Statutes and Section 32.90 of the Milwaukee County Ordinances. Other County health programs are reviewed and approved by the County Executive and County Board of Supervisors.

BUDGET SUMMARY				
Account Summary	2003 Actual	2004 Budget	2005 Request	2004/2005 Change
Personal Services (w/o EFB)	\$ 2,590,657	\$ 2,704,436	\$ 2,575,679	\$ (128,757)
Employee Fringe Benefits (EFB)	979,742	1,402,768	1,363,780	(38,988)
Services	12,264,232	12,756,276	12,468,797	(287,479)
Commodities	427,216	625,760	616,419	(9,341)
Other Charges	50,739,090	45,249,035	44,891,687	(357,348)
Debt & Depreciation	0	200	0	(200)
Capital Outlay	(1,753)	33,000	18,000	(15,000)
County Service Charges	982,425	1,028,877	1,353,028	324,151
Abatements	(585,463)	(996,672)	(1,008,281)	(11,609)
Total Expenditures	\$ 67,396,146	\$ 62,803,680	\$ 62,279,109	\$ (524,571)
State & Federal Revenue	37,631,339	32,733,694	32,733,694	0
Other Revenue	6,726,749	8,523,209	8,793,321	270,112
Total Revenues	\$ 44,358,088	\$ 41,256,903	\$ 41,527,015	\$ 270,112
Direct Property Tax Levy	\$ 23,038,058	\$ 21,546,777	\$ 20,752,094	\$ (794,683)

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT OF HEALTH AND HUMAN SERVICES –
COUNTY HEALTH PROGRAMS

UNIT NO. 7200
FUND: General - 0001

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*				
Account Summary	2003 Actual	2004 Budget	2005 Request	2004/2005 Change
Central Service Allocation	\$ 190,636	\$ 181,960	\$ 332,366	\$ 150,406
Document Services	24,122	15,129	8,114	(7,015)
Tech Support & Infrastructure	71,926	81,242	96,969	15,727
Distribution Services	5,081	4,276	3,928	(348)
Emergency Mgmt Services	0	0	0	0
Telecommunications	35,182	23,503	14,719	(8,784)
Records Center	28,921	29,064	29,761	697
Radio Communications	54,917	50,062	52,080	2,018
Personal Computer Charges	49,083	38,354	54,361	16,007
Applications Charges	39,646	104,854	116,722	11,868
Total Charges	\$ 499,514	\$ 528,444	\$ 709,020	\$ 180,576
Direct Property Tax Levy	\$ 23,038,058	\$ 21,546,777	\$ 20,752,094	\$ (794,683)
Total Property Tax Levy	\$ 23,537,572	\$ 22,075,221	\$ 21,461,114	\$ (614,107)

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

PERSONNEL SUMMARY				
	2003 Actual	2004 Budget	2005 Request	2004/2005 Change
Personal Services (w/o EFB)	\$ 2,590,657	\$ 2,704,436	2,575,679	\$ (128,757)
Employee Fringe Benefits (EFB)	\$ 979,742	\$ 1,402,768	1,363,780	\$ (38,988)
Position Equivalent (Funded)*	60.5	56.4	51.8	(4.6)
% of Gross Wages Funded	91.2	100.0	97.4	(2.6)
Overtime (Dollars)**	\$ 9,207	\$ 35,016	\$ 32,520	\$ (2,496)
Overtime (Equivalent to Positions)	0.2	0.8	0.6	(0.2)

* For 2003, the Position Equivalent is the budgeted amount.

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

PERSONNEL CHANGES				
Job Title/Classification	Action	Number of Positions/ Total FTE	Division	Cost of Positions (Excluding Fringe Benefits)
RN 2	Abolish	1/0.5	Administration	\$ (32,222)
Fiscal Coord (CHRP)	Transfer	1/1.0	Administration	(58,934)
Fiscal & Mgmt. Coord (CHP)	Create	1/1.0	Administration	67,388
Acctg Mgr MCMC	Abolish	1/1.0	Administration	(77,286)
Prog & Policy Coord Mgt Off	Abolish	1/1.0	Administration	(53,222)
			TOTAL	\$ (154,276)

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT OF HEALTH AND HUMAN SERVICES –
COUNTY HEALTH PROGRAMS

UNIT NO. 7200
FUND: General - 0001

ORGANIZATIONAL COST SUMMARY					
DIVISION		2003	2004	2005	2004/2005
		Actual	Budget	Request	Change
Administration	Expenditure	\$ 1,042,126	\$ 1,434,208	\$ 1,327,085	\$ (107,123)
	Abatement	(117,600)	(345,122)	(242,221)	102,901
	Revenue	<u>5,100</u>	<u>0</u>	<u>0</u>	<u>0</u>
	Tax Levy	\$ 919,426	\$ 1,089,086	\$ 1,084,864	\$ (4,222)
Emergency Medical Services (Paramedics)	Expenditure	\$ 12,052,839	\$ 13,592,658	\$ 13,560,641	\$ (32,017)
	Abatement	(216,655)	(321,273)	(237,105)	84,168
	Revenue	<u>5,869,947</u>	<u>7,243,209</u>	<u>7,337,295</u>	<u>94,086</u>
	Tax Levy	\$ 5,966,237	\$ 6,028,176	\$ 5,986,241	\$ (41,935)
General Assistance-Medical Program	Expenditure	\$ 54,084,599	\$ 48,771,937	\$ 48,399,664	\$ (372,273)
	Abatement	(250,788)	(329,368)	(528,955)	(199,587)
	Revenue	<u>37,809,262</u>	<u>34,013,694</u>	<u>34,189,720</u>	<u>176,026</u>
	Tax Levy	\$ 16,024,549	\$ 14,428,875	\$ 13,680,989	\$ (747,886)
Healthier Community Programs	Expenditure	\$ 802,045	\$ 0	\$ 0	\$ 0
	Abatement	(420)	0	0	0
	Revenue	<u>673,780</u>	<u>0</u>	<u>0</u>	<u>0</u>
	Tax Levy	\$ 127,845	\$ 0	\$ 0	\$ 0

MISSION

The Division of County Health Programs (formerly County Health Related Programs), through the programs and staff for which it is responsible, provides leadership, coordination, education and operational programs related to the provision of health services for the benefit of Milwaukee County citizens, employees and visitors, especially those most in need in our community.

The Division develops, implements and evaluates programs, opportunities and partnerships related to improving or providing for the health of Milwaukee County citizens and employees. The Division creates and maintains innovative, high-quality, community-based services which serve target populations in a cost-effective/efficient, customer-focused manner through a variety of partnerships and by utilizing a systematic approach for service integration and delivery.

DEPARTMENTAL PROGRAM DESCRIPTION

The Department of Health and Human Services (DHHS) Division of County Health Programs (CHP) is comprised of various programs that pertain to health services for County residents or visitors. The Division is comprised of three areas of service:

Administration, the Emergency Medical Services Program and the General Assistance Medical Program (GAMP).

BUDGET HIGHLIGHTS

- Personal Services expenditures without fringe benefits decreased by \$128,757 from \$2,704,436 to \$2,575,679. Funded positions decreased 4.6 from 56.4 to 51.8.
- The 2005 expenditures decreased by \$524,571 and the revenues increased by \$270,112. This is primarily due to agreements that were reached with area hospitals.
- GAMP medical services are funded at the same level as 2004, with the exception of a \$301,866 reduction resulting from agreements made with local hospitals to assume responsibility for home health care services.
- The 2005 Budget maintains a zero wage increase for all non-represented and Executive Compensation Plan (ECP) positions. Additionally, step increases or performance awards have not been provided for ECP

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT OF HEALTH AND HUMAN SERVICES –
 COUNTY HEALTH PROGRAMS

UNIT NO. 7200
FUND: General - 0001

positions in 2005 as allowed in County Ordinance Section 17.265 (3).

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

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

ADMINISTRATION			
	2004 Budget	2005 Request	2004/2005 Change
Expenditures	\$ 1,434,208	\$ 1,327,085	\$ (107,123)
Abatements	(345,122)	(242,221)	102,901
Revenues	0	0	0
Tax Levy	\$ 1,089,086	\$ 1,084,864	\$ (4,222)

DESCRIPTION

The Division of County Health Programs includes an administration section which contains costs associated with the overall management of the Division and the provision of coordinated employee health services. Administration costs include charges from other County departments and general operating expenses not allocated directly to other sections of the Division.

CHP Fiscal Coordinator (CHRP) position is transferred to DHHS, which is offset by cross-charges to CHP for services rendered. Total budgetary savings in DHHS, CHP and BHD of this initiative are \$123,475.

BUDGET HIGHLIGHTS

- (\$58,934) Transfer 1 Fiscal Coord (CHRP)
- The 2005 Budget includes a new initiative that centralizes all Department of Health and Human Services (DHHS), Behavioral Health Division and County Health Programs Division accounting functions in a new Fiscal Services Section in the DHHS-Management Services Division. This initiative is designed to enhance existing accounting capacity across the five DHHS program divisions and provide back-up for critical functions where none currently exists. Operational effectiveness will be improved by organizing job responsibilities along functional lines and by instituting a team approach to revenue maximization and related efforts. One

- (\$53,222) Abolish 1 Prog & Policy Coord Mgt Off
- All payroll functions across the five DHHS program divisions will be consolidated in the DHHS - Management Services Division under a new initiative in 2005. Five payroll clerks will be centralized in one location to handle payroll responsibilities, while other Human Resources functions will continue to be provided by DAS-HR staff out-stationed at DHHS, who also will manage payroll staff. All payroll positions will be located within Management Services, with the cost of services cross-charged to CHP and BHD. One position in CHP is abolished as a result of this initiative. Enhanced operational efficiencies allow for the above position actions, which result in a net savings of \$37,207.
- \$67,388 Create 1 Fiscal & Mgmt. Coord (CHP)
 - (77,286) Abolish 1 Acctg Mgr MCMC
 - (\$9,898) Total

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT OF HEALTH AND HUMAN SERVICES –
 COUNTY HEALTH PROGRAMS

UNIT NO. 7200
FUND: General - 0001

The position of CHP Accounting Manager is abolished upon becoming vacant, and a new position of Fiscal and Management Coordinator is created to manage fiscal, budget and contract administration responsibilities in CHP. This change is associated with the Accounting Reorganization within DHHS, BHD and CHP and produces a net savings of \$9,898.

- (\$32,222) Abolish 0.5 RN 2

Due to County-wide fiscal constraints, one RN 2 position is reduced to halftime. This position is designated as an occupational health specialist and is responsible for coordinating employee health programs and initiatives for the County.

- An \$80,000 appropriation for professional services related to occupational health and safety for County employees has been eliminated in 2005. Aurora Health Care – which was previously under contract to provide those services – has agreed to donate the services in 2005. This will result in a tax levy savings County-wide but no impact in the CHP budget because all charges were abated out to other County Departments.

EMERGENCY MEDICAL SERVICES (PARAMEDICS)			
	2004 Budget	2005 Request	2004/2005 Change
Expenditures			
Community Support	\$ 10,072,729	\$ 10,072,729	\$ 0
Education/Training	673,711	792,658	118,947
Communications Center	2,524,945	2,458,149	(66,796)
Total Expenditures	\$ 13,271,385	\$ 13,323,536	\$ 52,151
Revenues			
Paramedic Cost Recovery	\$ 7,030,209	\$ 7,119,495	\$ 89,286
Other	213,000	217,800	4,800
Total Revenue	\$ 7,243,209	\$ 7,337,295	\$ 94,086
Tax Levy	\$ 6,028,176	\$ 5,986,241	\$ (41,935)

DESCRIPTION

The Emergency Medical Services (EMS) Program (Paramedics) is a Milwaukee County-managed and sponsored program designed to benefit the entire community. There are seven major components to the area-wide service: the Community Support component which provides reimbursement via grants to municipalities that provide the paramedic transport units serving Milwaukee County; the Education/Training Center for initial and refresher paramedic education and other EMS-related courses; a Quality Assurance program which reviews and monitors service delivery; the Health Information Center which collects, enters and maintains patient care data; the Communication Center which is staffed with emergency medical communicators to coordinate on-line medical control

and hospital notification for local and regional emergency calls and Flight for Life dispatch; the Equipment and Supplies Center which orders and delivers supplies, monitors controlled substances, facilitates equipment repair and maintains compliance with Trans 309; and the AHA Community Training Center (CTC), which provides and coordinates Milwaukee County employee and public education for Cardio-Pulmonary Resuscitation (CPR), Automatic External Defibrillator (AED), Advanced Life Support (ALS) and Pediatric Advanced Life Support (PALS) courses. Medical direction and control for the EMS Division is provided through a professional services contract with the Medical College of Wisconsin (MCW).

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT OF HEALTH AND HUMAN SERVICES –
COUNTY HEALTH PROGRAMS

UNIT NO. 7200
FUND: General - 0001

The Emergency Medical Services Division is a broad-based community partnership system with various municipalities and private providers. These services are funded by property tax levy and are partially offset with revenues from the Paramedic Cost Recovery Program and revenues generated from the delivery of education services as well as paramedic services at the Bradley Center or other activities.

BUDGET HIGHLIGHTS

- The EMS program implemented a new reimbursement model in 2004. Municipalities were paid based on net revenue collected and received a supplemental payment from the County for uniforms, maintenance, education and related costs. Under this arrangement, the County continues to provide training, staffs the Communication Center and pays for billing services, and it also provides a general supplemental appropriation of \$3 million. The entire cost of the EMS program (including revenue) is included in the County's budget and reimbursement revenue is paid back to municipal partners via a distribution formula developed and approved by the Intergovernmental Coordinating Council (ICC). The 2004-2005 contracts with the municipalities reflect this new reimbursement model.
- Tax Refund Intercept Program (TRIP) - Paramedic Recovery net revenue of \$89,286 is included in the EMS budget for the first time in 2005. Revenue recoveries anticipated for 2005 represent the collection of revenue from 2003 and prior year dates of service. The TRIP is housed in the DHHS (Org. 8000) budget and was initiated in 2003. CHP also will be cross-charged for TRIP-related expenditures for the first time in 2005.
- Flight for Life (FFL) revenue budgeted in the EMS Program from dispatching and tracking the FFL aircraft during flight has been increased by \$4,800, from \$55,000 to 59,800. This increase is an adjustment to reflect actual experience.
- A reduction of cross-charges and a related abatement of \$75,000 has increased expenditures in the EMS Training Program, as charges to other County Departments have been dramatically reduced.
- The Airport Fire Service will be charged \$29,237 for Quality Assurance services provided by the EMS Medical Records Section for the first time in 2005. This charge primarily represents maintenance of Airport data in the state (EMSS) data base, ordering of medical supplies requiring DEA authorization, maintenance of AED's, entry and verification of run report data into the EMS data base, development of reports, evaluation of policies and EMT skills, quality assurance and development of the Airport Fire EMS plan.
- An appropriation of \$677,720 has been maintained in anticipation of costs associated with billing Paramedic recovery revenues. This service is currently provided by Claims Processing and Receivables (CPR). The contract with CPR was approved by County Board Resolution (File No. 01-305) and expires at the end of 2004. Any change in the negotiated rate of reimbursement for billing Paramedic Recovery revenue will not have a fiscal impact for the EMS Program per the existing contracts with municipalities, which extend through 2005.
- EMS IT expenditures increase by \$4,850, from \$98,500 to \$103,350. IT expenditures in 2005 include consulting services to automate the daily data file download to the billing company, developing a tracking system for bill submission, import data for the EMS patient data base and archiving image data from the EMS patient data base to an Image Server. Each of these projects will improve operating efficiencies.
- The EMS Program will continue the training fee structure approved in 2002. The EMS fee schedule was revised in the 2004 budget. Following is the 2005 fee schedule, which is consistent with the 2004 budgeted fees:

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT OF HEALTH AND HUMAN SERVICES –
COUNTY HEALTH PROGRAMS

UNIT NO. 7200
FUND: General - 0001

AHA Courses Offered by the Community Training Center	
Service	Fees
Basic Life Support (CPR) Health Care Provider	\$ 60
Basic Life Support in conjunction with ACLS	\$ 35
Advanced Cardiac Life Support Per Person	\$210
Pediatric Advanced Life Support Per Person	\$250
Advanced Life Support Instructor Per Person	\$150
Pediatric Advanced Life Support Instructor/Person	\$150
Basic Life Support (CPR) Instructor/Person	\$100
Automatic Electronic Defibrillator Per Person	\$ 35
Heartsaver CPR	\$ 35
Heartsaver/First Aid	\$ 55

EMS Courses Offered by the Education Center	
Service	Fees
Paramedic Course per person	\$7,000
Paramedic Refresher Course per person (per day)	\$ 70
Paramedic Continuing Education Units per person (per hour)	\$ 15
National Registry Exam	\$ 250
-Written (only)	\$ 40
-Practical (only)	\$ 210
-Practical Retakes per Station	\$ 25
Observational Ride Along/8 hour day**	\$ 50
Basic IV Tech Course*	TBA
Basic IV Refresher Course*	TBA
First Responder Course	\$ 250
First Responder Refresher Course	\$ 150

* TBA – Fee amount to be assigned

** Activities offered by Emergency Medical Services

GENERAL ASSISTANCE - MEDICAL PROGRAM			
	2004 Budget	2005 Request	2004/2005 Change
Expenditures			
Administration	\$ 3,226,104	\$ 2,979,022	\$ (247,082)
Medical Expenses	45,216,465	44,891,687	(324,778)
Total Expenditures	\$ 48,442,569	\$ 47,870,709	\$ (571,860)
Revenues			
State Reimbursement	\$ 32,733,694	\$ 32,733,694	\$ 0
Refunds and Recoveries	1,280,000	1,456,026	176,026
Total Revenues	\$ 34,013,694	\$ 34,189,720	\$ 176,026
Tax Levy	\$ 14,428,875	\$ 13,680,989	\$ (747,886)

DESCRIPTION

The General Assistance Medical Program (GAMP) is the health care financing system for medically indigent persons currently residing within Milwaukee County. During 1995, the State of Wisconsin developed a medical relief block grant for Milwaukee County, with State reimbursement limited to \$16.6 million. In 1999, the State of Wisconsin established an Intergovernmental Transfer Program (ITP) that captured additional Federal funds and reduced County tax levy support for GAMP. This program was expanded in 2002 and again in 2003 for the

purpose of increasing funds for medical providers. Under the expanded ITP program, the County issues a payment to the State of Wisconsin Bureau of Healthcare Financing that is used as a match for Federal supplemental payments and disproportionate share payments for hospital services.

The 2004 Budget for GAMP anticipated net ITP Program revenue of \$9.3 million. ITP revenue is maintained at the same level in the 2005 Budget.

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT OF HEALTH AND HUMAN SERVICES –
COUNTY HEALTH PROGRAMS

UNIT NO. 7200
FUND: General - 0001

The current level of ITP Program reimbursement revenue was approved in the State of Wisconsin 2003-2005 biennial budget.

BUDGET HIGHLIGHTS

- The GAMP income eligibility criteria remain at the 2003 level and are summarized in the following chart.

Family Size	2003 Monthly Gross Income Limitations
1	\$ 902
2	1,166
3	1,429
4	1,697
5	1,966
6	2,218
7	2,484
8	2,758
9	3,033
10	3,306

- The 2005 Budget reduces T-19 Recoupment Revenue by \$68,054, from \$500,000 to \$431,946, to reflect actual experience.
- The 2005 Budget maintains Intergovernmental Transfer Program (ITP) revenue at the 2004 level. The ITP payment of \$6,791,275 is matched with Federal funds of approximately \$9,342,419. The ITP payment and matching funds totaling \$16,133,694 are returned to the County as refunds from area hospitals and medical providers as established in the GAMP contracts. Under the State and County ITP agreement, and in accordance with County Board Resolution (File No. 01-249), the ITP payments have two purposes: 1) to return the \$6,791,275 payment to the County and 2) to provide funding for medical providers.
- The 2005 GAMP Budget contains \$244,080 in outside revenue to offset the salary and fringe benefit costs associated with four GAMP eligibility workers who are out-stationed at GAMP-affiliated clinics. These out-stationed eligibility workers can process GAMP applications at certain clinics on site, allowing clients to receive immediate service. GAMP-

affiliated hospital systems have agreed to pay for this service in 2005 in light of the positive impact it has on reducing Emergency Room visits.

- The GAMP Medical Service Expenditures budget has been reduced by \$301,866 to reflect an agreement reached with GAMP-affiliated hospital systems regarding home health care services provided to GAMP clients. Home health care services will continue to be provided to homebound GAMP clients who are determined to require such services upon release from the hospital. In 2005, these services will be coordinated and paid for by the discharging hospital. The hospitals will be responsible for safe and appropriate discharge planning for GAMP patients.
- The Nurse Call-Line, that was initiated as part of GAMP in 2003, will be funded by Aurora Health Care in 2005. Funding for these services of \$65,000 previously was provided through a Federal CAP Grant, which expired in 2004. The Nurse Call-Line is a valuable resource for clients in need of immediate medical advice and/or assistance in non-life threatening situations and Nurse Call-Line services can reduce medical expenditures by eliminating the need for costly Emergency Room visits.
- The Wisconsin Physician Services Inc. (WPS) contract has been reduced by \$75,000, from \$1,300,000 to \$1,225,000. This reduction is based on experience and reductions in the number of prescriptions being written. This contract covers claims processing and other administrative fiscal services provided by WPS, as approved by County Board Resolution (File No. 01-305).
- An appropriation of \$10,000 is included for the first time to provide Physical Therapy (PT) consulting services to support the Utilization Review staff in making determinations regarding the level of service to be provided for clients. This appropriation is requested to respond to an increasing demand for (PT) services.
- The appropriation for GAMP Information Technology (IT) consulting services is reduced by \$119,495. The largest portion of this

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT OF HEALTH AND HUMAN SERVICES –
COUNTY HEALTH PROGRAMS

UNIT NO. 7200
FUND: General - 0001

reduction (\$68,855) is in expenditures on IT support services provided to DHHS (Org. 8000).

- GAMP IT expenditures in 2005 include \$89,500 for the maintenance and continued development of McClears, a single client eligibility database system in real time, for various divisions. In 2004, the programming of the McClears system was completed and many efficiencies have been realized as a result of the system completion. Additionally, \$19,875 is included to support the

maintenance of the Medical Assistance Personal Care (MAPC) program in DHHS - Disabilities Services Division (DSD).

- The Central Service Allocation budgeted within the GAMP has been realigned from other sections and increased by \$204,947 in the 2005 Budget.

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT ON AGING

UNIT NO. 7900

FUND: General - 0001

OPERATING AUTHORITY & PURPOSE

Under the Older Americans Act, the Milwaukee County Department on Aging is a Federal/State designated Area Agency on Aging for Milwaukee County. The Department on Aging's responsibilities are outlined in Chapter 53 of the General Ordinances of Milwaukee County and include planning, developing, providing, purchasing and coordinating services for the County's older adult population. The Department reports directly to the County Executive and provides staff support to the Milwaukee County Commission on Aging.

This Department provides a single entry point for older adults and their caregivers who are in need of elderly service information and assistance throughout Milwaukee County. Services provided by the Department on Aging are designed to provide an appropriate mix of community-based care and direct services to prevent the inappropriate and costly institutionalization of older adults. The Department is the designated Resource Center and Care Management Organization for older people in Milwaukee County under the State of Wisconsin's Family Care initiative.

BUDGET SUMMARY				
Account Summary	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Personal Services (w/o EFB)	\$ 8,379,695	\$ 9,144,910	\$ 8,445,103	\$ (699,807)
Employee Fringe Benefits (EFB)	3,177,595	4,911,844	4,582,164	(329,680)
Services	3,668,886	4,178,745	4,127,343	(51,402)
Commodities	1,338,424	2,232,287	2,113,836	(118,451)
Other Charges	104,864,842	114,392,020	141,560,515	27,168,495
Capital Outlay	47,554	119,385	0	(119,385)
County Service Charges	3,342,033	3,430,744	4,624,218	1,193,474
Abatements	(2,077,777)	(2,740,236)	(2,844,630)	(104,394)
Total Expenditures	\$ 122,741,252	\$ 135,669,699	\$ 162,608,549	\$ 26,938,850
State & Federal Revenue	13,743,898	13,189,033	13,981,093	792,060
Other Direct Revenue	106,079,887	119,792,777	145,917,985	26,125,208
Total Direct Revenue	\$ 119,823,785	\$ 132,981,810	\$ 159,899,078	\$ 26,917,268
Direct Property Tax Levy	\$ 2,917,467	\$ 2,687,889	\$ 2,709,471	\$ 21,582

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*				
Account Summary	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Central Service Allocation	\$ 484,331	\$ 317,698	\$ 425,523	\$ 107,825
Courthouse Space Rental	0	0	0	0
Document Services	61,413	70,345	56,996	(13,349)
Tech Support & Infrastructure	314,589	303,663	357,317	53,654
Distribution Services	13,615	13,699	10,574	(3,125)
Telecommunications	77,989	41,114	24,852	(16,262)
Records Center	7,601	5,193	7,822	2,629
Radio	0	0	0	0
Personal Computer Charges	9,439	49,802	64,554	14,752
Applications Charges	258,207	174,448	325,433	150,985
Total Charges	\$ 1,227,184	\$ 975,962	\$ 1,273,071	\$ 297,109
Direct Property Tax Levy	\$ 2,917,467	\$ 2,687,889	\$ 2,709,471	\$ 21,582
Total Property Tax Levy	\$ 4,144,651	\$ 3,663,851	\$ 3,982,542	\$ 318,691

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

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT ON AGING

UNIT NO. 7900
FUND: General - 0001

PERSONNEL SUMMARY				
	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Personal Services (w/o EFB)	\$ 8,379,695	\$ 9,144,910	\$ 8,445,103	\$ (699,807)
Employee Fringe Benefits (EFB)	\$ 3,177,595	\$ 4,911,844	\$ 4,582,164	\$ (329,680)
Position Equivalent (Funded)*	197.6	183.7	158.5	(25.2)
% of Gross Wages Funded	82.3	96.0	98.2	2.2
Overtime (Dollars)**	\$ 232,093	\$ 109,116	\$ 109,116	\$ 0.0
Overtime (Equivalent to Positions)	6.1	2.4	1.9	(0.5)

* For 2003, the Position Equivalent is the budgeted amount.

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

PERSONNEL CHANGES				
Job Title/Classification	Action	Number of Positions/ Total FTE	Division	Cost of Positions (Excluding Fringe Benefits)
Contract Records Specialist - Aging	Abolish	2/2.0	Administration	\$ (65,428)
Secretarial Asst	Abolish	1/1.0	Administration	(29,546)
Fiscal Analyst	Create	1/1.0	Administration	47,296
Service Support Supervisor	Abolish	1/1.0	Resource Center	(44,584)
Human Service Worker (Aging)	Abolish	8/8.0	Resource Center	(392,992)
Office Support Asst 1	Abolish	1/1.0	Resource Center	(33,376)
Unit Supervisor - Long Term Support	Abolish	1/1.0	CMO	(49,128)
Contract Administrator	Abolish	1/1.0	CMO	(61,778)
Registered Nurse 2	Abolish	3/3.0	CMO	(153,300)
Program Coordinator - DD	Abolish	1/1.0	CMO	(53,868)
Human Service Worker (Aging)	Abolish	12/12.0	CMO	(434,924)
			TOTAL	\$ (1,271,628)

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT ON AGING

UNIT NO. 7900

FUND: General - 0001

ORGANIZATIONAL COST SUMMARY					
DIVISION		2003	2004	2005	2004/2005
		Actual	Budget	Budget	Change
Administration	Expenditure	\$ 848,653	\$ 2,368,244	\$ 2,289,697	\$ (78,547)
	Abatement	(859,182)	(2,273,024)	(2,289,673)	(16,649)
	Revenue	188,093	0	0	0
	Tax Levy	\$ (198,622)	\$ 95,220	\$ 24	\$ (95,196)
Elderly Services	Expenditure	\$ 3,880,814	\$ 3,348,890	\$ 3,640,175	\$ 291,285
	Abatement	(100,864)	(11,158)	(8,411)	2,747
	Revenue	2,966,477	2,875,623	3,098,687	223,064
	Tax Levy	\$ 813,473	\$ 462,109	\$ 533,077	\$ 70,968
Elderly Nutrition	Expenditure	\$ 4,548,688	\$ 4,465,562	\$ 4,410,801	\$ (54,761)
	Abatement	(94,959)	(8,123)	(4,121)	4,002
	Revenue	4,475,745	4,167,092	4,220,714	53,622
	Tax Levy	\$ (22,016)	\$ 290,347	\$ 185,966	\$ (104,381)
Senior Centers	Expenditure	\$ 1,124,659	\$ 1,312,182	\$ 1,318,550	\$ 6,368
	Revenue	70,169	0	0	0
	Tax Levy	\$ 1,054,490	\$ 1,312,182	\$ 1,318,550	\$ 6,368
Resources: Community Alternatives/Intervention Services	Expenditure	\$ 8,242,785	\$ 8,177,904	\$ 9,416,006	\$ 1,238,102
	Abatement	(983,572)	(163,445)	(392,324)	(228,879)
	Revenue	7,104,655	6,903,474	7,696,804	793,330
	Tax Levy	\$ 154,558	\$ 1,110,985	\$ 1,326,878	\$ 215,893
Care Management Coordinated Services	Expenditure	\$ 106,173,430	\$ 118,737,153	\$ 144,377,950	\$ 25,640,797
	Abatement	(39,200)	(284,486)	(150,101)	134,385
	Revenue	105,018,646	119,035,621	144,882,873	25,847,252
	Tax Levy	\$ 1,115,584	\$ (582,954)	\$ (655,024)	\$ (72,070)

MISSION

The mission of the Milwaukee County Department on Aging is to affirm the dignity and value of older adults of this county by supporting their choices for living in or giving to our community.

The Department integrates several Federal and State revenue streams including the Older Americans Act, the Senior Community Services Program, the Alzheimer's Family and Caregiver Support Program (AFCSP), Base Community Aids (BCA), and Family Care.

DEPARTMENT DESCRIPTION

The Milwaukee County Department on Aging was created in the 1991 budget to serve as Milwaukee County's designated Area Agency on Aging under the Older Americans Act and as the County's designated unit to administer aging programs. The Department plans for and services the growing needs of Milwaukee County's large and diverse older adult population. It is the one dedicated, specialized agency within Milwaukee County government to represent and serve the needs of the elderly.

The Department is the designated Aging Resource Center and Care Management Organization (CMO) for older people in Milwaukee County under the State of Wisconsin's Family Care initiative. Family Care replaces the state's numerous Long Term Support programs, including the Community Options Program (COP), COP Waiver, and Community Integration Program (CIP) with a single, integrated Long Term Care entitlement program.

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DEPT: DEPARTMENT ON AGING

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FUND: General - 0001

COMMUNITY AIDS FOR THE DEPARTMENT ON AGING			
	2004 Budget	2005 Budget	2004/2005 Change
I. Programs Requiring Match			
Base Allocation	\$ 2,614,290	\$ 2,603,974	\$ (10,316)
Adult Protective Services	179,029	179,029	0
Sub-Total	\$ 2,793,319	\$ 2,783,003	\$ (10,316)
II. Other Programs			
Alzheimer Caregiver	\$ 242,158	\$ 242,195	\$ 37
Sub-Total	\$ 242,158	\$ 242,195	\$ 37
Grand Total	\$ 3,035,477	\$ 3,025,198	\$ (10,279)

Administration consists of the Director's Office and the Fiscal and Support Services Division.

interested in meeting the needs of older adults in the community.

The major functions of the **Fiscal and Support Services** Division include budget development and management, accounting, and personnel administration. The division monitors Departmental expenditures and revenues, reviews audits, reports service utilization and expenditures to County and State agencies, projects revenues and expenditures, and monitors compliance with funding source requirements.

The **Senior Meal Program** is funded under Titles III-C-1 and III-C-2 of the Older Americans Act and other State and Federal funds received from the State of Wisconsin Bureau on Aging and Long Term Care Resources. The program receives reimbursement for eligible elderly meals from the United States Department of Agriculture (USDA).

The purposes of the program are:

This division also develops the Department's fiscal policies and assesses operations for effectiveness and efficiency.

1. To provide older persons, particularly those with low incomes, low-cost, nutritionally sound meals in strategically located congregate sites. Two of the 32 meal sites offer weekend meals to program participants. The program also seeks to reduce the social isolation of participants by providing supportive services including recreation, education and information about other programs and services available to older adults.
2. To provide home-delivered meals five to seven days a week to eligible frail, homebound, older adults. The program assists older adults in remaining independent and living within their own homes and provides limited gap-filling services in addition to meals.

Area Agency Services provide a comprehensive network of support services through community-based agencies that assist older adults to remain independent in their homes as long as possible. These programs are funded through the Older Americans Act and State revenue earmarked for elderly services. The unit is responsible for planning, research and program development. In addition, unit staff solicit, monitor, evaluate and administer contracts for a variety of services in the community. Staff assist with contract development and coordinate the request for proposals process with other County departments.

The **Resource Center** unit acts as the entry point for the Department's Family Care benefits and is responsible for arranging short-term assistance for older adults with immediate or pressing needs. It is the primary source of quality information and services for persons 60 years of age and older.

The Area Agency Services unit provides staff support to the Milwaukee County Commission on Aging, its five standing committees and its Advisory Council. Unit staff assist the Commission in conducting public hearings and needs assessments as required under Federal statute, provide technical assistance and serve as a resource for businesses, access to universities and voluntary organizations

As a major component of the State of Wisconsin Family Care initiative, this unit has four primary

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functions: (1) to provide Milwaukee County's older adults, their caregivers and the general public one central number to call for information about programs and services 24 hours a day; (2) to provide pre-admission counseling to elders seeking residential placements; (3) to determine eligibility for the Family Care benefit; and (4) to provide community education to older adults, their families and caregivers on a broad range of subjects, including wellness and prevention of functional decline. The Resource Center's other major responsibilities include investigating allegations of elder abuse and providing protective services, guardianships and protective placement services to vulnerable older adults.

The **Care Management Organization (CMO)** unit was created in response to the Family Care initiative. In accordance with authorization initially granted by the County Board in 1997 (Resolution File No. 96-630) and 1998 (Resolution File No. 98-893), under Family Care, the Department's Care Management Organization coordinates all long term care services, including home and community based services and institutional services for eligible elders who require publicly funded long term care services. Using inter-disciplinary teams of nurses, human service workers, other professionals, and volunteers, the unit oversees the provision of a comprehensive package of service benefits. These include Adult Day Care, Supportive Home Care, transportation, accessibility equipment and home modifications, residential care services, money management, durable medical equipment, home health care, personal care, skilled nursing services, and skilled nursing home care. In return for coordinating and managing these services, the Department's CMO receives a capitated rate payment per member per month from the State.

BUDGET HIGHLIGHTS

DEPARTMENTAL

- Personal Services expenditures without fringe benefits decreased by \$699,807 from \$9,144,910 to \$8,445,103. Funded positions decreased 25.2 from 183.7 to 158.5.
- The 2005 expenditures increased by \$26,938,850 and the revenues also increased by \$26,917,268. This is primarily due to increased expenditures and revenues in the CMO of \$26,817,716.
- The 2005 Budget reflects a zero wage increase for all represented, non-represented and Executive Compensation Plan (ECP) positions. In addition, ECP positions are not provided step increases or performance awards in 2005 as allowed in County Ordinance Section 17.265 (3).
- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severely liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."

ADMINISTRATION

- (\$65,428) Abolish 2 Contract Records Spec
(29,546) Abolish 1 Secretary Asst
(33,376) Abolish 1 Office Support Assistant 1
47,296 Create 1 Fiscal Analyst
(\$81,054) Total

The Fiscal and Support Services Division is being reorganized to dedicate more technical resources to reporting and fiscal management of the organization. One Secretary Assistant position and two Contract Records Specialists positions are abolished and one Fiscal Analyst is created in this Division. Additionally, one Office Support Assistant 1 is abolished in the Resource Center and one Clerical Assistant 1 position is transferred to the Resource Center as part of this initiative.

- State and Federal revenues increase by \$792,060 to a total of \$13,981,093 in 2005. This

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is primarily due to increased revenue in the following areas: Resource Center Wellness and Prevention Program, Income Maintenance federal match and Title III-C-1 (Congregate Meals).

ELDERLY SERVICES

- In 2004 the Department on Aging received a Robert Wood Johnson Foundation (RWJ) Community Partnerships for Older Adults grant to fund their Connecting Caring Communities initiative. This is a four-year grant. In 2005, the second year of the grant, RWJ will contribute \$187,956, which is slightly over the 2004 funding of \$187,543. Additionally, \$30,000 in funding is budgeted from each Helen Bader, Faye McBeath and the Greater Milwaukee Foundations as matching dollars. The total four-year grant is \$1,110,000.

SENIOR MEAL PROGRAM

	2004	2005	2004/2005
	<u>Budget</u>	<u>Budget</u>	<u>Change</u>
Number of Meal Sites Open	33	32	(1)
Number of Meals Served at Meal Sites	408,658	458,500	49,842
Home-Delivered Meals	206,710	224,784	18,074
Total Meals Served	615,368	683,284	67,916

- The number of meals served increases based on experience.
- In June 2004, a meal site was opened at the Franklin City Hall Community Room. This location became reality after several years of study and assessment of the needs of the elderly in the southwest area of Milwaukee County. The cost of the Franklin City Hall Community Room is offset by prior meal site closings.
- Coordination with the Commodity Supplemental Food Program (administered by the Hunger Task Force) and the Reach Program (administered by Second Harvest) continues to enable participants at various meal sites to

receive food boxes each month at no additional cost to the Senior Meal Program or the seniors.

SENIOR CENTERS

- A principal challenge of operating the five County owned senior centers continues to be maintenance of the facilities. In 2005, DAS Fiscal Affairs and the Department on Aging will work together to develop a long-range capital and operating plan for addressing this need.
- The Department on Aging will continue to seek grant funding and partnerships to sustain and expand fitness and physical activity programming at senior centers. The Department will also continue efforts to develop the infrastructure for a nationally significant study of the positive effects of physical activity on quality of life over the course of the aging process.

RESOURCES: COMMUNITY ALTERNATIVES INTERVENTION SERVICES DIVISIONS (RESOURCE CENTER)

	2004	2005
	<u>Budget</u>	<u>Budget</u>
Pre-admission Consultations	1,200	1,200
Functional Screens	3,500	3,500
Information Calls	65,000	80,000

- Information calls are expected to increase in 2005 based on experience.
 - (\$392,992) Abolish 8 Human Service Worker (Aging)
(44,584) Abolish 1 Service Support Supv
 (\$437,576) Total
- Abolishment of 8 Human Service Worker positions including 6 positions previously offset by the vacancy and turnover factor and one vacant Service Support Supervisor reflects a staffing level appropriate for the workload of the Resource Center.
- In 2005, eight additional positions (six Economic Support Specialists (ESS), one Economic Support Supervisor and one Office Support Assistant 2) in the Economic Support Division

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under the Department of Health and Human Services (DHHS-ESD) will be dedicated to Family Care eligibility determination and related functions. This will provide for two units with 9 ESS's, one Supervisor and one clerical support position, as opposed to one 12-person unit. This initiative yields a total of 22 Family Care related positions in DHHS-ESD. The Department on Aging will be cross-charged a total of \$1,231,420 for all personal services costs, which is offset by supplemental State Family Care IM revenue. One position of Quality Assurance Technician will be paid through regular IM revenue.

**CARE MANAGEMENT COORDINATED SERVICES DIVISION
(CARE MANAGEMENT ORGANIZATION)**

	2004	2005
	Budget	Budget
CMO Enrollments	1,000	557
CMO Clients Served	5,800	6,242

- At the end of 2003, the Care Management Organization (CMO) had a deficit of \$5.6 million. This includes \$3.3 million in Level of Care over payments from the State of Wisconsin and \$2.3 million in 2002 outstanding accounts issues. Since then, the Department on Aging has worked to address the deficit and financial operating concerns in the CMO. The CMO has instituted various safeguards including an aggressive billing campaign to better recover room and board and cost share revenues, monthly reconciliation of member information with the Economic Support staff in the Department of Health and Human Services to maximize capitation revenue, twice weekly meetings between DHHS and CMO staff to streamline communications, and production of monthly reports for the State to confirm overpayments ensuring that these are not booked as revenue and funds will be available when the State requires reimbursement.
- DAS will continue to provide fiscal oversight for the Department and the CMO until it is assured that these issues are resolved and managed effectively.

- In 2000, the CMO was launched as a pilot project in Milwaukee County. As of July 1, 2002, Family Care became an entitlement for all eligible older adults in Milwaukee County, thus reflecting a significant expansion of the program. Prior to January 1, 2004, the State Department of Health and Family Services (DHFS) could not contract with an organization other than the County to operate a care management organization. As of January 2004, DHFS is permitted to contract on the basis of quality with any entity certified to meet CMO requirements. The Department on Aging was awarded the CMO contract by DHFS in November 2004 and they will serve as the sole CMO for Milwaukee County in 2005.
- Effective January 1, 2005 the CMO will be operated as an enterprise fund in accordance with the requirements made by the State of Wisconsin. The establishment of such a fund will result in the consolidation of additional accounting and finance functions that will further improve financial reporting timeliness, financial disclosure and create operating efficiencies.
- Expenditures and revenues in the CMO increased by \$26,817,716. This is based on experience and projected 2004 actuals.
- (\$434,924) Abolish 12 Human Service Worker (Aging)
(49,128) Abolish 1 Unit Supervisor-Long Term Support
(61,778) Abolish 1 Contract Administrator
(53,868) Abolish 1 Program Coord-DD
(153,300) Abolish 3 RN 2 - (Aging)
(\$752,998) Total

Based on experience and the CMO's continued efforts to achieve proper staffing levels the above mentioned 18 vacant positions are abolished.

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT OF HEALTH AND HUMAN SERVICES

UNIT NO. 8000

FUND: General - 0001

OPERATING AUTHORITY & PURPOSE

The Department of Health and Human Services (DHHS) operates under Chapters 46 (Social Services), 48 (Children's Code), 49 (Public Assistance), 51 (Mental Health), 55 (Protective Services) and 938 (Juvenile Delinquency) of the Wisconsin State Statutes.

adults through age 60. Programs focus on providing services for delinquent children, dysfunctional families, developmentally disabled persons, physically disabled persons, mentally ill persons, homeless persons, and those in need of financial assistance. Many of the services provided are mandated by State Statute and/or provided through a State/County contract.

DHHS provides a wide range of life-sustaining, life-saving and life-enhancing services to children and

BUDGET SUMMARY				
Account Summary	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Personal Services (w/o EFB)	\$ 33,714,787	\$ 30,864,139	\$ 33,599,815	\$ 2,735,676
Employee Fringe Benefits (EFB)	12,704,578	16,914,864	18,834,309	1,919,445
Services	12,908,057	10,755,417	15,871,808	5,116,391
Commodities	441,681	401,751	548,315	146,564
Other Charges	97,661,712	105,320,707	109,098,257	3,777,550
Capital Outlay	428,783	59,855	87,925	28,070
County Service Charges	14,903,599	14,686,572	15,889,647	1,203,075
Abatements	(11,350,323)	(12,260,731)	(15,899,565)	(3,638,834)
Sub Total Expenditures	\$ 161,412,874	\$ 166,742,574	\$ 178,030,511	\$ 11,287,937
State Corrections Charges	26,233,625	26,524,068	22,929,540	(3,594,528)
Total Expenditures	\$ 187,646,499	\$ 193,266,642	\$ 200,960,051	\$ 7,693,409
State & Federal Revenue	130,589,435	136,545,175	149,429,786	12,884,611
Indirect Revenue	329,437	200,000	407,791	207,791
Other Direct Revenue	7,520,816	6,686,234	8,085,215	1,398,981
Total Direct Revenue	\$ 138,439,688	\$ 143,431,409	\$ 157,922,792	\$ 14,491,383
Youth Aids to Corrections	26,233,625	26,524,068	22,929,540	(3,594,528)
Total Revenues	\$ 164,673,313	\$ 169,955,477	\$ 180,852,332	\$ 10,896,855
Direct Property Tax Levy	\$ 22,973,186	\$ 23,311,165	\$ 20,107,719	\$ (3,203,446)

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*				
Account Summary	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Central Service Allocation	\$ 1,707,755	\$ 698,738	\$ 1,452,837	\$ 754,099
Document Services	45,409	64,315	31,719	(32,596)
Tech Support & Infrastructure	932,683	1,107,340	1,154,066	46,726
Distribution Services	12,215	10,966	9,487	(1,479)
Telecommunications	318,273	176,513	111,376	(65,137)
Records Center	57,413	63,557	59,081	(4,476)
Radio	49,577	45,390	45,136	(254)
Personal Computer Charges	14,157	525,208	394,122	(131,086)
Applications Charges	730,926	937,430	1,246,053	308,623
Total Charges	\$ 3,868,408	\$ 3,629,457	\$ 4,503,877	\$ 874,420
Direct Property Tax Levy	\$ 22,973,186	\$ 23,311,165	\$ 20,107,719	\$ (3,203,446)
Total Property Tax Levy	\$ 26,841,594	\$ 26,940,622	\$ 24,611,596	\$ (2,329,026)

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

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DEPT: DEPARTMENT OF HEALTH AND HUMAN SERVICES

UNIT NO. 8000

FUND: General - 0001

PERSONNEL SUMMARY				
	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Personal Services (w/o EFB)	\$ 33,714,787	\$ 30,864,139	\$ 33,599,815	\$ 2,735,676
Employee Fringe Benefits (EFB)	\$ 12,704,578	\$ 16,914,864	\$ 18,834,309	\$ 1,919,445
Position Equivalent (Funded)*	846.2	749.3	797.8	48.5
% of Gross Wages Funded	82.6	89.9	96.0	6.1
Overtime (Dollars)**	\$ 1,272,842	\$ 646,536	\$ 631,392	\$ (15,144)
Overtime (Equivalent to Positions)	36.7	18.2	17.5	(0.7)

* For 2003 Actuals, the Position Equivalent is the budgeted amount.

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

PERSONNEL CHANGES				
Job Title/Classification	Action	Number of Positions/ Total FTE	Division	Cost of Positions (Excluding Fringe Benefits)
Admin Coordinator	Abolish	1/1.0	Disabilities Services	\$ (50,880)
Payment & Data Manager	Create	1/1.0	Disabilities Services	50,880
Quality Assurance Spec (AODA)	Abolish	2/2.0	Disabilities Services	(66,444)
Disability Services Specialist	Create	1/1.0	Disabilities Services	46,546
Office Support Asst 1	Create	2/2.0	Disabilities Services	48,452
Planning Analyst (ASD)	Abolish	1/1.0	Disabilities Services	(49,128)
Human Ser Wrkr Sign Lan	Abolish	1/1.0	Disabilities Services	(33,222)
RN 2	Abolish	1/1.0	Disabilities Services	(50,092)
Fiscal Asst 1	Abolish	3/3.0	Economic Support	(96,050)
Fiscal Asst 2	Abolish	1/1.0	Economic Support	(29,546)
Economic Support Supervisor 2	Abolish	1/1.0	Economic Support	(44,584)
Collections Manager DSS	Abolish	1/1.0	Economic Support	(47,908)
Emply Syst Res Analyst	Abolish	1/1.0	Economic Support	(37,834)
Human Serv Wrkr D/C Enfrmnt	Abolish	1/1.0	Economic Support	(33,222)
Administrative Asst (NR)	Abolish	1/1.0	Economic Support	(42,558)
Human Srv Analyst ESSB	Abolish	1/1.0	Economic Support	(55,314)
Sect Mgr Comm Prgms FCMB	Abolish	1/1.0	Economic Support	(53,194)
Sect Mgr Self Supp ESSB	Abolish	1/1.0	Economic Support	(59,454)
Office Supp Asst 2	Abolish	2/2.0	Economic Support	(57,702)
Secretarial Assistant (NR)	Abolish	1/1.0	Economic Support	(36,402)
Econ Supp Spec	Create	6/6.0	Economic Support	196,284
Planning Analyst (DHS)	Abolish	2/2.0	Economic Support	(114,340)
SUB TOTAL				\$ (615,712)

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DEPT: DEPARTMENT OF HEALTH AND HUMAN SERVICES

UNIT NO. 8000

FUND: General - 0001

PERSONNEL CHANGES				
Job Title/Classification	Action	Number of Positions/ Total FTE	Division	Cost of Positions (Excluding Fringe Benefits)
Accountant 4 NR	Abolish	1/1.0	Management Services	\$ (47,378)
Office Support Asst 2	Create	1/1.0	Management Services	25,510
OCC Therapist 3	Abolish*	1/1.0	Management Services	(55,314)
Quality Assurance Supervisor	Create	1/1.0	Management Services	56,428
Admin Asst 2 Placemt Res	Abolish*	1/1.0	Management Services	(51,156)
Quality Assurance Specialist	Create	1/1.0	Management Services	53,168
Contract Services Coordinator	Create	4/4.0	Management Services	225,712
Facilities Planning Analyst	Abolish	1/1.0	Management Services	(39,662)
Facilities & Ops Coordinator	Create	1/1.0	Management Services	64,548
Social Worker	Abolish	1/1.0	Management Services	(55,314)
Stores & Distrib Asst 1	Create	1/1.0	Management Services	27,118
Accountant 1	Abolish	1/1.0	Management Services	(38,988)
Fiscal Asst 1	Abolish	1/1.0	Management Services	(28,328)
Accountant 3	Create	1/1.0	Management Services	42,012
Accounting Coord	Create	1/1.0	Management Services	54,224
Clerical Asst 2	Abolish	1/1.0	Management Services	(37,872)
Clerical Specialist (DHS)	Abolish	1/1.0	Management Services	(38,700)
Payroll Asst	Create	2/2.0	Management Services	59,088
Securities Collection Coordinator	Abolish	1/1.0	Management Services	(64,548)
Fiscal Coord (CHRP)	Transfer	1/1.0	Management Services	58,934
Fiscal Asst 2	Transfer	4/4.0	Management Services	151,488
Fiscal Spec	Transfer	1/1.0	Management Services	40,806
Accountant 2	Transfer	1/1.0	Management Services	42,846
Accountant 3	Transfer	1/1.0	Management Services	49,470
Accountant 4 (NR)	Transfer	1/1.0	Management Services	53,868
Accountant 4 - Hospital	Transfer	1/1.0	Management Services	53,868
Accountant 4 - Fiscal	Transfer	1/1.0	Management Services	68,364
Accounting Mgr - DSS	Transfer	1/1.0	Management Services	73,560
Clerical Asst 2	Transfer	1/1.0	Management Services	35,832
Payroll Asst	Transfer	2/2.0	Management Services	73,782
Employee Health Analyst	Transfer	1/1.0	Management Services	49,350
*Abolish when position becomes vacant			SUB TOTAL	\$ 902,716
			GRAND TOTAL	\$ 287,004

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ORGANIZATIONAL COST SUMMARY					
DIVISION		2003	2004	2005	2004/2005
		Actual	Budget	Budget	Change
Director's Office	Expenditure	\$ 365,926	\$ 439,756	\$ 548,307	\$ 108,551
	Abatement	(374,946)	(450,505)	(733,532)	(283,027)
	Revenue	<u>350,006</u>	<u>0</u>	<u>0</u>	<u>0</u>
	Tax Levy	\$ (359,026)	\$ (10,749)	\$ (185,225)	\$ (174,476)
Economic Support Division	Expenditure	\$ 44,102,968	\$ 42,416,384	\$ 48,115,438	\$ 5,699,054
	Abatement	(1,242,595)	(1,718,506)	(2,875,627)	(1,157,121)
	Revenue	<u>40,994,816</u>	<u>38,233,562</u>	<u>42,946,222</u>	<u>4,712,660</u>
	Tax Levy	\$ 1,865,557	\$ 2,464,316	\$ 2,293,589	\$ (170,727)
Delinquency & Court Services Division	Expenditure	\$ 34,775,552	\$ 38,102,125	\$ 39,325,476	\$ 1,223,351
	Abatement	(594,393)	(670,531)	(814,209)	(143,678)
	Revenue	<u>15,696,584</u>	<u>17,212,584</u>	<u>22,926,084</u>	<u>5,713,500</u>
	Tax Levy	\$ 18,484,575	\$ 20,219,010	\$ 15,585,183	\$ (4,633,827)
Disabilities Services	Expenditure	\$ 86,828,189	\$ 90,531,638	\$ 96,072,526	\$ 5,540,888
	Abatement	(1,915,714)	(1,854,547)	(2,169,015)	(314,468)
	Revenue	<u>80,384,865</u>	<u>86,927,759</u>	<u>91,204,013</u>	<u>4,276,254</u>
	Tax Levy	\$ 4,527,610	\$ 1,749,332	\$ 2,699,498	\$ 950,166
Management Services Division	Expenditure	\$ 6,690,562	\$ 7,513,402	\$ 9,868,329	\$ 2,354,927
	Abatement	(7,222,675)	(7,566,642)	(9,307,182)	(1,740,540)
	Revenue	<u>1,013,417</u>	<u>1,057,504</u>	<u>846,473</u>	<u>(211,031)</u>
	Tax Levy	\$ (1,545,530)	\$ (1,110,744)	\$ (285,326)	\$ 825,418

MISSION

The mission of the Milwaukee County Department of Health and Human Services is to secure human services for individuals and families who need assistance in living a healthy, independent life in our community.

The **Director's Office** provides guidance, support and administrative direction to all DHHS divisions. The DHHS Director reports directly to the County Executive as a cabinet officer.

DEPARTMENT DESCRIPTION

The Department of Health and Human Services (DHHS) includes the following six divisions: Economic Support Division, Delinquency and Court Services Division, Disabilities Services Division, Management Services Division, Behavioral Health Division and County Health Programs Division. All six divisions report to the office of the Director of the Department of Health and Human Services.

The **Economic Support Division**, pursuant to State Statutes, is charged with the responsibility of assisting eligible people to obtain Food Stamps, Medical Assistance (Title 19) and Child Day Care benefits. In addition, the Economic Support Division is responsible for administering the State's BadgerCare health program and specialized financial assistance programs such as Fraud Detection and Benefit Repayment, Wisconsin Home Energy Assistance and Healthy Start.

Since the DHHS Behavioral Health Division financially operates as an enterprise fund, it appears as a separate organizational unit in the County budget (Org. 6300). The County Health Programs Division also operates under a separate budget (Org. 7200).

The **Delinquency and Court Services Division** administers a 120-bed Juvenile Detention Center, juvenile court intake, custody intake and probation services, support staff for the operation of the Children's Court, predispositional secure/non-secure out-of-home placement resources, the First Time Offender program and post-dispositional placement resources for adjudicated delinquents. The Division

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is also charged by the State for the cost of juveniles sentenced to a State Juvenile Correctional facility. Purchased programs that serve alleged and adjudicated delinquent youth - including programs that are designed to divert such youth from State facilities - are administered in this division. The Juvenile Detention Center is staffed and maintained as a 24-hour, secure correctional facility, which primarily houses juveniles being held pending trial who are a threat to the community. Custody Intake staff screen Children's Court intake referrals from police for the Juvenile Detention Center. Court Intake staff prepare case reports and histories for the Children's Court judges, and Probation staff supervise youth adjudicated for delinquent behavior in the community.

The **Disabilities Services Division** provides human services to adults between the ages of 18 and 60. Services are targeted at populations with special needs including persons with physical and developmental disabilities (including children from birth to three). A wide variety of services are provided, including case management for long-term support, residential services, work and day services, community living support services, community living treatment, community support, adult day care, fiscal agent services and service access and prevention. Many of these services enable persons to live in the community and avoid institutional placements. The Division also utilizes a Resource Center, which was designed and implemented as part of the 2003 Budget.

The **Management Services Division** provides contract administration and quality assurance, building operations and procurement services to the Director's Office, Delinquency/Court Services, Economic Support and Disabilities Services Divisions. In addition, it provides accounting, business office/collections and payroll services to the above entities as well as to the Behavioral Health Division and the County Health Programs Division. The division also includes the costs for County-wide services such as Risk Management, Audit, Payroll and other functions. Budgeting and human resources functions previously provided under this Division are now provided in cooperation with the Department of Administrative Services (DAS).

BUDGET HIGHLIGHTS

DEPARTMENTAL

- Personal Services expenditures, without fringe benefits, increased by \$2,735,676 from \$30,864,139 to \$33,599,815. Funded positions increased 48.5 from 749.3 to 797.8.
- The State of Wisconsin Department of Administration continues the practice of intercepting \$20,101,300 from State Shared Revenue and intercepts \$38,792,200 of Community Aids revenue to fund operation of the State Bureau of Milwaukee Child Welfare.
- In 2003, DHHS began an initiative to establish a single client information database across the various divisions. This initiative involves implementation of the McClears information system, which was originally developed for the General Assistance Medical Program. The 2004 DHHS budget included \$178,230 to implement McClears in the Disability Services Division's Medical Assistance Personal Care program and in the Economic Support Division's Child Day Care, Energy Assistance, and Burials programs. The 2005 Budget includes \$109,375 for continued implementation and system maintenance.
- The 2005 Budget reflects a zero wage increase for all represented, non-represented and Executive Compensation Plan (ECP) positions. In addition, ECP positions are not provided step increases or performance awards in 2005 as allowed in County Ordinance Section 17.265 (3).
- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county

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

ECONOMIC SUPPORT DIVISION

- The 2005 Budget reflects the eighth full year of Wisconsin Works, or W-2, implementation in Milwaukee County. The Economic Support Division (ESD) does not administer W-2, but complements it by offering access to Food Stamps, Child Day Care and Title 19. The costs associated with W-2 are funded by revenues from the State of Wisconsin. These revenues come to Milwaukee County directly from the State of Wisconsin or indirectly through the Wisconsin Works agencies. The 2005 Budget includes \$1,156,560 of revenue from W-2 agencies for Child Care eligibility and other functions performed by ESD staff in support of W-2.
- In 2003, subsequent to a Federal and State decision that prohibited host and occupancy costs for ESD staff stationed at W-2 agencies to be paid with Federal TANF funds, the Division received authorization to relocate 165 employees who had been stationed at W-2 agencies to less expensive space at the Schlitz Park Keghouse and 10th & Mitchell Street. Rent payments for these workers at those two sites totaled \$1,091,945 in the 2004 Budget. All Economic Support staff stationed at the Keghouse were re-located to the Marcia P. Coggs Human Services Center in 2004. Consequently, there is a savings of \$821,446 in rent payment in ESD's 2005 budget. In addition, ESD realizes a reduction in space crosscharges for the Coggs Center of \$160,983 for a total space cost savings of \$982,249 in ESD. Because the Keghouse lease does not expire until December 31, 2005, the \$945,054 rental cost appears in the Management Services Division budget, where it is partially offset by \$300,000 in expected revenue from an anticipated sub-lease arrangement.
- ESD's 2005 Budget projects Income Maintenance (IM) revenue of \$15,829,366, which is the same amount that was contained in the 2004 budget. The budget also sets aside

\$150,000 for an anticipated Food Stamp Error Rate penalty that would be assessed in 2005 based on performance for the 2004 Federal fiscal year. While ESD's final 2004 error rate is projected to show vast improvement over 2003, it is unlikely that the Division will achieve the improvement necessary to meet Federal error rate guidelines. Several new initiatives designed to improve payment accuracy were implemented in 2004 and will be continued in 2005. In addition, the new position of Food Stamp Payment Accuracy Manager will continue to be funded with a mixture of Food Stamp Reinvestment and IM revenue.

- \$130,856 Create 4 Econ Supp Specialist

In 2005, ESD will create four new positions and re-deploy four existing positions (two Economic Support Specialists (ESS), one Economic Support Supervisor and one Office Support Assistant II) in the Economic Support Unit that performs eligibility and related functions for the Family Care program. This will provide for two units with nine ESS's, one supervisor and one clerical support position, as opposed to one 12-person unit. This initiative yields a total of 22 Family Care related positions in ESD. The Department on Aging will be cross-charged a total of \$1,231,420 for all personal services costs, which is offset by supplemental State Family Care IM revenue. One position of Quality Assurance Technician will be paid through regular IM revenue.

- (\$42,558) Abolish 1 Administrative Asst (NR)
(36,402) Abolish 1 Secretarial Asst (NR)
(57,702) Abolish 2 Office Support Asst 2
(53,194) Abolish 1 Sect Mgr Comm Prgms
FCMB
(59,454) Abolish 1 Sect Mgr Self Supp ESSB
(55,314) Abolish 1 Human Srv Analyst ESSB
(\$304,624) Total

Due to County-wide fiscal constraints, seven positions are abolished in the Economic Support Division. These positions were funded with 50 percent Federal IM revenue. All positions are vacant.

- The cost of one Economic Support Specialist is cross-charged to the Department of Child Support by the Department of Health and

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Human Services in 2005 to reflect the role of a dedicated ESS worker on cases in which Income Maintenance and Child Support issues intersect. Through this initiative, both departments anticipate improving their performance standards by improving the accuracy of the data maintained in the Wisconsin Kids Information Data System (KIDS) database. Child Support will pay for an existing Economic Support position budgeted in DHHS to review the information and remove duplicative cases.

- An appropriation of \$200,000 that was included in the Division's 2004 Budget for consulting, staff training, and related activities associated with an initiative to re-engineer the Division's existing business processes has been eliminated. That initiative produced a series of new work processes, including new customer service models for both phone inquiries and walk-ins, which will continue to be enhanced and refined in 2005 with existing resources under the direction of the Division's Corrective Action Steering Team.

- The 2005 Budget includes \$7,591,073 of Child Day Care Administration revenue from the State of Wisconsin per the actual 2004 State contract. This is a revenue increase of \$647,704 from the \$6,943,369 budgeted in 2004. This amount is partially offset by a \$165,863 reduction in Safe Child funds, for a net increase of \$481,841 for administering Child Day Care program provider certification and payment authorization.

- \$65,428 Create 2 Econ Supp Specialists

Due to high caseload volumes among Economic Support Specialists, two positions are created in ESD's Child Day Care program. These positions are funded with Day Care Administration revenue.

- (\$114,340) Abolish 2 Planning Analyst (DHS)

In the Child Day Care Division, two positions that are primarily responsible for fiscal support are abolished. One Fiscal & Management Analyst 3 position is created in the Department of Administrative Services to assume responsibility for these duties. This initiative is linked to efforts elsewhere in the DHHS budget

to centralize and enhance fiscal and accounting services. The net savings of this initiative is \$88,104.

- (\$96,050) Abolish 3 Fiscal Assistant 1
(29,546) Abolish 1 Fiscal Assistant 2
(44,584) Abolish 1 Econ Supp Supv 2
(47,908) Abolish 1 Collections Mgr - DSS
(37,834) Abolish 1 Empl Sys Resource Anal
(33,222) Abolish 1 Hum Serv. Wkr 2 D/C Enf
(\$289,144) Total

The 2004 Budget included a plan to update the staffing composition of ESD's Child Day Care program in order to better address the program's responsibilities in the aftermath of W-2 implementation. ESD received County Board approval to create an additional eight positions to further this effort in May 2004. Abolishment of the above positions reflects continued efforts to restructure and streamline Child Day Care staffing in keeping with a new emphasis on assessing and identifying Child Care providers who are in need of enhanced training, and steering augmented technical assistance to those providers. These abolishments result in a savings of \$289,144 in Day Care Administration revenue that can be utilized for other Child Day Care program needs.

- Child Day Care Other Expenditures total \$1,348,737 for the following services: Early Childhood Development with MPS, \$750,000; Operation of the Coggs Human Services Center Child Care Drop-off Center, \$200,000; Mentor/Teacher assistance to aid providers in maintaining their certification in good standing, \$90,000; Childcare Certification Intake for new childcare provider applicants, \$108,737; Community Information (211) Phone Line, \$80,000; and Special Needs Child Care services and evaluation, \$120,000.

- A re-designed Special Needs Child Care program will be administered in-house by DHHS staff in 2005. ESD will coordinate closely with the Disabilities Services Division's Birth-to-Three program to increase the capacity of Milwaukee County Child Care providers to serve children with special needs and their families. This newly formulated program will consist of 2.5 FTE's – two from ESD and .5 FTE from the Birth-to-Three program. In addition, as noted above,

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\$120,000 is budgeted in contractual services for technical assistance, training and evaluation. This initiative will be funded with Child Day Care Administration and Client Specific Child Care benefit funds.

- An appropriation of \$200,000 is budgeted for the Child Care drop-off center at the Marcia P. Coggs Human Services Center. The drop-off center will serve as a training facility for Child Day Care providers and it will also provide child care for Coggs Center clients while they see their caseworker and/or apply for benefits. ESD expects to receive grant funding from the State of Wisconsin to offset the cost of this facility.
- The Community Information (211) Phone Line is again budgeted in the Economic Support Division at \$480,000. Funding includes \$40,000 of Home Energy Assistance revenue, \$80,000 of Day Care Administration revenue and \$360,000 of Income Maintenance Administration revenue.
- A budget of \$375,550 is included for indigent burials, which is a decrease of \$196,174 over the 2004 Budget. 363 indigent burials are projected for 2005 with an average cost of \$1,034. This decrease is based on 2004 year-to-date actual expenditures and is linked to cost containment strategies implemented in 2004. Those strategies include establishment of maximum allowable reimbursement for burials and cremations.

DELINQUENCY & COURT SERVICES DIVISION

- DHHS receives Youth Aids to fund State Juvenile Correctional Charges and community-based services. Total Youth Aids revenue for 2005 is budgeted at \$32,548,040, which is a decrease of \$232,529 from the \$32,780,569 budgeted in 2004.
- Total State Department of Corrections (DOC) charges for juveniles placed into State custody by the Children's Court Judges are projected at \$22,929,540, a decrease of \$3,594,528 compared to 2004. (This decrease absorbs the reduction in State funding of \$232,529 and leaves \$3,361,999 of Youth Aids revenue to be shifted to the DHHS Operating budget for Community-based programs.) Based on a projection for State Juvenile Correctional

Institutional placements, utilizing actual experience during a recent six-month period, the institutional costs are projected to decrease by \$1,429,783, from \$19,959,643 to \$18,529,860. This calculation assumes an average daily census of 265 placements, a decrease of 31 from the 296 budgeted in 2004. Child Caring Institution (CCI) average daily placements are decreased from 46 in 2004 to 23 in 2005, which leads to a projected decrease in DOC-CCI placement costs of \$1,832,156, from \$3,896,636 to \$2,064,480. State charges for Aftercare programs are projected to decrease \$483,960, from \$1,453,618 to \$969,658, and the Corrective Sanctions Program will increase to \$1,365,542 from \$1,214,171 budgeted in 2004, an increase of \$151,371.

- Prior year State contract reconciliation revenue is budgeted at \$2,200,000 in the Delinquency and Court Services Division (DCSD), which is an increase of \$1,850,000 from the \$350,000 budgeted in 2004. There is an additional \$150,000 of prior year revenue budgeted in the Disabilities Services Division for an overall total of \$2,350,000 in the DHHS budget.
- An appropriation of \$201,320 in Potawatomi Revenue is included in DCSD's 2005 Budget. This is identical to the 2004 appropriation.
- DCSD utilizes revenue from the Federal Juvenile Accountability Incentive Block grant (JAIBG) and the Federal Sentry grant to fund the Firearm Offender Supervision program. This program helps divert adjudicated delinquents from placement in State facilities. Expenditures are increased by \$309,643, from \$424,261 to \$733,904. JAIBG revenue increases \$125,387 to a total of \$507,222. Tax levy support is \$226,682, an increase of \$184,436 over 2004. These additional expenditures will allow for an increase in slots in the Firearm program from 30 to 50. The increased tax levy support is offset by the savings from reduced State correctional placements.
- DCSD will purchase community-based treatment and supervision services from BHD's Wraparound Program as an alternative to more costly institutional care. DHHS will pay \$8,432,174 for 278 slots in the basic Wraparound Program. In addition, DCSD will

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pay \$1,324,000 for 32 slots in the intensive wraparound program known as FOCUS. This is an increase of \$484,000 and 12 slots from 2004. The increased costs for this community-based alternative are offset by the savings from reduced State correctional placements.

- The 2005 Budget includes \$296,000 of grant revenue for the Disproportionate Minority Confinement grant program. This revenue funds one Human Service Worker (\$76,156), purchase of service expenditures for Temporary Shelter and Level 2 supervision (\$194,844) and computer software (\$25,000).
- DCSD will receive \$407,791 in revenue from the Wraparound Program to pay for Temporary Shelter, Group Home and Day Treatment slots that Wraparound buys from DCSD. This is an increase of \$207,791 from 2004.
- The 2005 Budget shifts contract spending from several under-utilized areas to programs that have experienced increased usage and that promise to allow for continued diversion of delinquent youth from correctional institutions. A total of \$356,630 is shifted from the In-House pre-disposition placement program (\$21,788), serious chronic offender post-disposition programs (\$53,226) and Day Treatment (\$281,616) to Group Foster Homes (\$50,925), Minority Foster Care Recruitment (\$20,000) and a new post disposition program for girls (\$135,705). The girls program was initiated in 2004 with an appropriation of \$200,000. Female delinquent youth present several unique issues, such as issues related to health and sexuality, and there is a need for unique programming to serve these youth and provide alternatives to Group Homes. A total of \$335,705 is appropriated for this effort in 2005. This net reduction of \$150,000 for these programs is based on utilization and experience.
- First Time Offenders funding decreases by \$125,000 to a 2005 total of \$1,053,273. This change is due to decreased referrals in 2004.
- An appropriation of \$150,000 is provided for the Milwaukee County Youth Sports Authority, which was transferred from the County Health Programs Division to the Delinquency & Court Services Division in 2004. The Sports Authority

is governed by a Board that consists of seven members, which reviews and recommends to the County Board funding for grant proposals from community organizations. The Planning Council serves as the fiscal agent. The County is exploring ways to expand Youth Sports Authority activities by combining efforts with other municipalities and government agencies.

- Building on the success of the Youth Sports Authority, a new policy initiative aimed at 12-17 year old youth in Milwaukee County will focus on juvenile crime prevention through positive activities centered on arts, music, drama, civics and community service. The County will use its expertise to leverage private dollars to support existing community based organizations that are serving youth in these capacities. The focus will be on crime prevention for at-risk teens and the programs supported by this initiative will complement the work of the Youth Sports Authority. The goals for 2005 are to research area resources and community organizations that serve youth and investigate possible funders locally and nationally.

DISABILITIES SERVICES DIVISION

- An appropriation of \$350,000 in Potawatomi Revenue is included in the 2005 Budget for the Disabilities Services Division (DSD). This amount is identical to the 2004 appropriation.
- The appropriation for client services in DSD's Adult Long Term Support (LTS) program is increased by \$2,875,007 to better reflect actual expenditure needs and in recognition of an increase in program participants due to a significant number of relocations from nursing homes that has occurred in recent years.
- DSD's 2005 Budget contains \$606,425 to enable the cost of transportation services to be built into service plans for participants in work and day programming at Goodwill Inc., as it is for other LTS participants. Prior to 2004, the cost of these services was included in the Milwaukee County Transit System budget. DSD can draw down 60% reimbursement to partially offset this cost (\$363,855). The remaining expenditure of \$242,570 is offset with \$102,678 in additional Community Aids revenue that is anticipated in the 2005 Budget based on the

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2004 actual contract amount, a \$53,000 reduction in Supportive Home Care funds and an \$86,892 increase in Medical Assistance-Personal Care (MAPC) revenue.

- An appropriation of \$436,388 is included in the 2005 DSD budget to reflect the transfer of funds from the Milwaukee County Transit System budget to contract for specialized transportation services for DSD clients. This increases the DSD tax levy but is neutral County-wide.
- Supportive Home Care is reduced by \$75,000. This, combined with the \$53,000 reduction to partially fund transportation for Goodwill, Inc. work and day clients, results in a 2005 appropriation of \$405,871.
- \$46,546 Create 1 Disabilities Srvs Specialist

DSD's 2005 Budget reflects implementation of the Children's Autism Waiver program, which DSD took over from the State of Wisconsin in January 2004. The program is targeted at families who have children diagnosed with autism and who are eligible for a one-on-one intensive behavioral treatment program in the family home. DSD's 2005 Budget includes \$3,268,467 in State revenue for this program, which is offset by \$3,268,467 in expenditures for no net tax levy impact. Included in these expenditures is support for a newly created position of Disabilities Services Specialist to enhance program implementation. The cost of this position is fully offset with State revenue.

- \$50,880 Create 1 Payment & Data Mgr
48,452 Create 2 Office Support Asst 1
(33,222) Abolish 1 Qual Assur Spec (AODA)
(50,880) Abolish 1 Admin Coord
\$ 5,230 Total

DSD will undertake a new initiative in 2005 to maximize the generation of MAPC revenue. MAPC revenue is reimbursement from the Federal government for personal care services provided to LTS clients. The initiative will involve transformation from a paper-based, labor-intensive reimbursement process to a more automated, systematic approach. DSD's budget assumes that an additional \$1,162,654 in MAPC revenue will be generated in 2005 from these process and system improvements.

In order to support this initiative, DHHS will transfer the payment unit that was created in 2004 within the DHHS Accounting section to DSD, where it will be combined with an existing data unit to further consolidate DSD payment and billing functions. A position of Payment & Data Manager is created to supervise this unit, the cost of which is offset by the abolishment of an Administrative Coordinator position. In addition, two Office Support Assistant I positions are created in order to enhance DSD's ability to comply with HIPAA records management requirements and to provide increased clerical support for the enhanced MAPC system.

- (\$49,128) Abolish 1 Planning Analyst (ASD)
(50,092) Abolish 1 RN 2
(33,222) Abolish 1 Human Ser Wrkr Sign Lan
(\$132,442) Total

Due to County-wide fiscal constraints, three positions are abolished for a tax levy savings of \$132,442. All positions are vacant.

- DSD's 2005 Budget includes prior year State contract reconciliation revenue of \$150,000, the same amount as budgeted in 2004. There is an additional \$2,200,000 of prior year revenue budgeted in the Delinquency and Court Services Division for an overall total of \$2,350,000 in the DHHS budget.

MANAGEMENT SERVICES DIVISION

- \$225,712 Create 4 Contract Services Coord
56,428 Create 1 Quality Assurance Supv
53,168 Create 1 Qual Assur Spec
25,510 Create 1 Office Support Asst. II
(47,378) Abolish 1 Accountant 4 (NR)
(55,314) Abolish 1 OCC Therapist 3
(33,222) Abolish 1 Qual Assur Spec (AODA)
(51,156) Abolish 1 Admin Asst 2 Plac Res
\$173,748 Total

The Management Services Division's Contract Administration section will be re-organized and expanded in 2005 to enhance department-wide contract monitoring and quality assurance activities. The re-designed section will provide a new emphasis on outcomes and programmatic performance in addition to traditional fiscal monitoring activities. Under this initiative, quality

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assurance teams will be assigned to DSD, DCSD and ESD to work closely with program staff on all contract activities, from the development of RFP's, to the formulation of outcome-based contracts, to the evaluation of fiscal and programmatic performance, to re-development of contract goals and outcomes. This initiative is designed to improve the Department's capacity to strategically manage and evaluate outside contracts and enhance stewardship of contractual services dollars. The Occupational Therapist 3 and Administrative Assistant 2 Placement Resources positions listed above are to be abolished upon becoming vacant. The total cost of this initiative – including anticipated reclassifications – is \$235,992.

- \$54,224 Create 1 Accounting Coordinator
(64,548) Abolish 1 Securities Collections Coord
(37,872) Abolish 1 Clerical Asst 2
58,934 Transfer 1 Fiscal Coord (CHRP)
151,488 Transfer 4 Fiscal Asst 2
40,806 Transfer 1 Fiscal Spec
42,846 Transfer 1 Accountant 2
49,470 Transfer 1 Accountant 3
53,868 Transfer 1 Accountant 4 (NR)
53,868 Transfer 1 Accountant 4 – Hospital
68,364 Transfer 1 Accountant 4 – Fiscal
73,560 Transfer 1 Accounting Mgr – DSS
\$545,008 Total

The 2005 Budget includes a new initiative that centralizes all DHHS, Behavioral Health Division and County Health Programs Division accounting functions in a new Fiscal Services Section in the Management Services Division. This initiative is designed to enhance existing accounting capacity across the five DHHS program divisions and provide back up for critical functions where none currently exists. Operational effectiveness will be improved by organizing job responsibilities along functional lines and by instituting a team approach to revenue maximization and related efforts. All accounting and collection functions in the DHHS divisions – including the Business Office and Reimbursement Unit – will be directed by the DHHS Accounting Manager, who will be transferred back to DHHS from the Department of Administrative Services, and who will report directly to the DHHS Director. Eleven accounting and fiscal assistant positions also will

be transferred from BHD and CHP to DHHS, supported by cross-charges to those divisions for services rendered. Total budgetary savings in DHHS, CHP and BHD of \$123,475 will be recognized from the above position actions and increased vacancy and turnover.

- \$59,088 Create 2 Payroll Asst
(38,700) Abolish 1 Clerical Specialist (DHS)
35,832 Transfer 1 Clerical Asst 2
73,782 Transfer 2 Payroll Asst
49,350 Transfer 1 Employee Health Analyst
\$179,352 Total

All payroll functions across the five DHHS program divisions will be consolidated in the Management Services Division under a new initiative in 2005. Five payroll clerks will be centralized in one location to handle payroll responsibilities, while other Human Resources functions will continue to be provided by DAS-HR staff out stationed at DHHS, who also will manage payroll staff. All payroll positions will be located within Management Services, with the cost of services cross-charged to the DHHS divisions. Enhanced operational efficiencies allow for the above position actions, which result in a net savings of \$37,207.

- The Behavioral Health Division's thrift shop operation has been transferred from MSD's budget back to the BHD budget in 2005 in light of a relationship established by BHD in 2004 with a private vendor to operate the shop. The thrift shop provides inexpensive clothing and related items to individuals with mental illness and/or other co-occurring disabilities who are living in the community and who have a relationship with a case manager. There is no fiscal impact to MSD's budget, as all costs related to this operation had been cross-charged to BHD.
- A new Reimbursement Unit was included in the 2004 MSD Budget to reflect the establishment of the Tax Refund Intercept Program (TRIP) in February 2003. While this unit will continue to be housed in MSD in 2005, TRIP expenditures and revenues will be charged out to appropriate programs based on actual program revenue recovered, which eliminates a tax levy savings of \$248,811 in Org. 8000, but produces tax levy savings in the BHD and CHP budgets. TRIP

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT OF HEALTH AND HUMAN SERVICES

UNIT NO. 8000
FUND: General - 0001

expenditures in 2005 are budgeted at \$192,566; while revenues are budgeted at \$344,213, for a net property tax levy savings of \$151,647. This is a reduction from 2004 budgeted net revenue of \$248,811 because the pool of total recoverable dollars has diminished since the program's inception. MSD will continue to explore ways to expand the TRIP during 2005.

- MSD's budget anticipates that the third floor of the Marcia P. Coggs Human Services Center will remain unoccupied in 2005, as DHHS staff currently stationed at Schlitz Park will remain there until the existing lease expires at the end of 2005. The Budget also anticipates that a portion of the rent charge for the Keghouse at Schlitz Park – which temporarily housed ESD workers who had moved from W-2 sites until their move to the Coggs Center in July 2004 – will be recovered from a sub-leasing arrangement. The total cost of the Keghouse rent for the last year of the County's existing lease in 2005 is \$945,054, and outside revenue from the anticipated sub-lease is budgeted at \$300,000.
- In 2005, the full year cost for DHHS to operate the Coggs Human Services Center is \$1,265,593, which is a reduction of \$160,983 compared to the 2004 Budget.
- | | |
|-----------------|---------------------------------------|
| \$64,548 | Create 1 Facilities & Ops Coord |
| 27,118 | Create 1 Stores & Distr Asst 1 |
| (55,314) | Abolish 1 Social Worker |
| <u>(39,662)</u> | Abolish 1 Facilities Planning Analyst |
| (\$3,310) | Total |

MSD's Operations section is being re-organized in 2005 to accommodate staffing needs created by the move back to the Coggs Center as well as records management demands. The above position actions are designed to enhance coordination functions across all levels of DHHS operations. Operations also is transferring two Office Support Assistant 1 positions to ESD to enhance records management at DHHS' 37th & Michigan Street facility. The above actions result in a net salary savings of \$3,310.

- MSD's 2004 Budget created a new payment unit within the DHHS Accounting section. In 2005, this unit is being transferred to DSD, where it will be combined with an existing data unit to further consolidate DSD payment and billing functions and maximize revenue generation (see DSD write-up for additional information).
- | | | | |
|-----------------|---------|---|---------------|
| \$42,012 | Create | 1 | Accountant 3 |
| (38,988) | Abolish | 1 | Accountant 1 |
| <u>(28,328)</u> | Abolish | 1 | Fiscal Asst 1 |
| (\$25,304) | Total | | |

In order to improve operational efficiency, MSD's Business Office and Accounting sections will be merged in 2005 under the direction of the Accounting Manager. As part of that merger, two positions are being abolished and one created for a net salary savings of \$25,304.

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT OF HEALTH AND HUMAN SERVICES

UNIT NO. 8000

FUND: General - 0001

COMMUNITY AIDS FOR THE DEPARTMENT OF HEALTH AND HUMAN SERVICES			
	2004 Budget	2005 Budget	2004/2005 Change
I. Programs Requiring Match			
<u>Base Community Aids</u>			
Disabilities Services Division	\$ 12,502,347	\$ 12,605,025	\$ 102,678
Delinquency Services Division	7,461,329	7,461,329	0
SUB-TOTAL	\$ 19,963,676	\$ 20,066,354	\$ 102,678
Mental Health Division	24,250,844	24,250,844	0
State Juvenile Corrections	0	0	0
GRAND TOTAL	\$ 44,214,520	\$ 44,317,198	\$ 102,678
II. <u>Other Programs</u>			
Community Options Program	\$ 7,100,808	\$ 7,022,595	\$ (78,213)
COP - Waiver	7,828,607	7,832,738	4,131
Community Integration Program IA	13,695,970	12,205,727	(1,490,243)
Community Integration Program IB	31,273,500	32,906,386	1,632,886
Community Integration Program II	4,242,469	4,039,355	(203,114)
Brain Injury Waiver	2,465,929	2,342,937	(122,992)
Foster Care Continuation	79,224	79,224	0
Birth to Three Year Old	3,034,838	3,034,838	0
DD Family Support	852,668	852,668	0
Community Intervention	1,505,140	1,482,360	(22,780)
Prior Year Reconciliation	500,000	2,350,000	1,850,000
Juvenile Court AODA	453,554	453,554	0
Mental Health Block Grant	50,000	50,000	0
Youth Aids			
State Juvenile Corrections	26,524,068	22,929,540	(3,594,528)
Community Programs	6,238,193	9,600,192	3,361,999
Youth Aids - AODA	18,308	18,308	0
SUB TOTAL YOUTH AIDS	\$ 32,780,569	\$ 32,548,040	\$ (232,529)
TOTAL OTHER PROGRAMS	\$ 105,863,276	\$ 107,200,422	\$ 1,337,146

ECONOMIC SUPPORT REVENUE IN THE DEPARTMENT OF HEALTH AND HUMAN SERVICES			
Program	2004 Budget	2005 Budget	2004/2005 Change
Income Maintenance Administration	\$ 15,829,372	\$ 15,829,366	\$ (6)
Family Care IM Administration	413,266	0	(413,266)
Day Care Administration	6,943,369	7,672,788	729,419
W2 and Other Private Agencies	1,779,633	2,198,973	419,340
Energy Assistance Administration	2,049,897	1,689,338	(360,559)
Program Integrity	335,148	276,041	(59,107)
TOTAL	\$ 27,350,685	\$ 27,666,506	\$ 315,821

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT OF HEALTH AND HUMAN SERVICES

UNIT NO. 8000

FUND: General - 0001

ACTIVITY AND STATISTICAL SUMMARY				
	<u>2003 Budget</u>	<u>2003 Actual</u>	<u>2004 Budget</u>	<u>2005 Budget</u>
ECONOMIC SUPPORT DIVISION				
<u>Average Monthly Cases Served</u>				
Food Stamps	59,219	56,959	63,018	62,569
Medicaid	68,070	68,797	73,650	82,864
Child Day Care Families Per Month	12,519	12,109	13,366	12,727
Interim Disability Assistance Program	195	152	195	174
Maximum Monthly Grant	\$205	\$222	\$205	\$205
DELINQUENCY AND COURT SERVICES DIVISION				
Staffed Capacity of Juvenile Detention	109	109	109	109
Average Monthly Probation/Court Intake Cases	3,281	2,998	3,100	3,100
Average Monthly Delinquency Referrals	400	377	380	380
Juveniles Served in a Year				
Pre-dispositional				
Temporary Shelter	1,036	992	1,040	1,100
Level II	913	960	1,100	1,100
In-House Monitoring	466	292	290	200
Day Center	286	0	0	0
First time Juvenile Offender Program	<u>987</u>	<u>925</u>	<u>800</u>	<u>800</u>
Pre-dispositional Subtotal	3,688	3,169	3,230	3,200
Post-dispositional				
FOCUS	0	0	30	45
Wraparound	400	400	450	450
Group Homes	67	56	60	60
Sex Offender	119	129	130	130
Day Treatment	294	270	300	260
Serious Chronic Offender	45	64	60	55
Prob Network Serices	359	281	250	280
Firearm	<u>49</u>	<u>73</u>	<u>60</u>	<u>90</u>
Post-dispositional Subtotal	<u>1,333</u>	<u>1,273</u>	<u>1,340</u>	<u>1,370</u>
Total Juveniles Served in a Year	5,021	4,442	4,570	4,570
Annual Detention Admissions	3,564	3,848	3,724	3,700
<u>State Division of Corrections</u>				
Average Monthly Cases:				
DOC-Corrections	331	305	296	265
DOC-Child Care Institution	73	48	46	23

ADOPTED 2005 BUDGET

DEPT: DEPARTMENT OF HEALTH AND HUMAN SERVICES

UNIT NO. 8000

FUND: General - 0001

ACTIVITY AND STATISTICAL SUMMARY				
	<u>2003 Budget</u>	<u>2003 Actual</u>	<u>2004 Budget</u>	<u>2005 Budget</u>
DISABILITIES SERVICES DIVISION				
<u>DD Service Bureau - Adults</u>				
Community Residential	57	302	35	99
Community Living Support Services	874	636	874	697
Work and Day Services (Adult)	460	258	360	238
Long Term Support	<u>1,629</u>	<u>1,573</u>	<u>1,895</u>	<u>1,643</u>
TOTAL	3,020	2,769	3,164	2,677
<u>DD Service Bureau - Children</u>				
Work and Day Program	2,793	3,189	3,101	3,200
Family Support	<u>375</u>	<u>325</u>	<u>350</u>	<u>350</u>
TOTAL	3,168	3,514	3,451	3,550
<u>Physical Disabilities</u>				
Long Term Support Services	888	974	888	1,000
<u>Access and Brief Services</u>				
Access and Brief Services	14,250	12,000	12,500	12,150
Referrals Served	1,400	1,450	2,100	1,650
TOTAL	15,650	13,450	14,600	13,800

ADOPTED 2005 BUDGET

DEPT: ZOOLOGICAL DEPARTMENT

UNIT NO. 9500
FUND: General - 0001

OPERATING AUTHORITY & PURPOSE

The Zoological Department is charged with the general management of the Zoo facility. Included are business operations, management of the animal collection, maintenance of buildings and grounds, visitor services, education, planning/oversight of construction related to the capital master plan and marketing of the Zoo.

The Zoo originally opened in the 1890s as an animal and bird display in Washington Park. It was

acquired by the County in 1937 and operated under the Park Commission until 1981 when it became an independent department. The Zoo moved to its present 200-acre site in 1960. The Zoo's animal collection and exhibits are acquired with the assistance of private funding. There are presently 16 animal groupings at the Zoo, including the Reptile and Aquarium group, Australian group, Asiatic group and the Heritage Farm.

BUDGET SUMMARY				
Account Summary	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Personal Services (w/o EFB)	\$ 7,705,357	\$ 7,574,819	\$ 7,691,125	\$ 116,306
Employee Fringe Benefits (EFB)	2,146,970	3,146,535	3,241,311	94,776
Services	4,358,094	4,816,884	4,781,506	(35,378)
Commodities	2,525,820	2,948,877	2,959,878	11,001
Other Charges	0	186,308	0	(186,308)
Debt & Depreciation	0	0	0	0
Capital Outlay	171,857	105,757	221,878	116,121
County Service Charges	1,726,951	1,887,910	1,971,871	83,961
Abatements	(857,880)	(961,117)	(1,076,002)	(114,885)
Total Expenditures	\$ 17,777,169	\$ 19,705,973	\$ 19,791,567	\$ 85,594
Total Direct Revenue	\$ 12,528,688	\$ 14,766,310	\$ 14,384,000	\$ (382,310)
Direct Property Tax Levy	\$ 5,248,481	\$ 4,939,663	\$ 5,407,567	\$ 467,904

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*				
Account Summary	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Central Service Allocation	\$ 519,681	\$ 527,014	\$ 604,206	\$ 77,192
Courthouse Space Rental	0	0	0	0
Document Services	25,192	13,260	17,598	4,338
Tech Support & Infrastructure	125,912	154,388	183,522	29,134
Distribution Services	0	1	0	(1)
Telecommunications	68,024	36,645	24,285	(12,360)
Records Center	26	27	26	(1)
Radio	763	667	694	27
Personal Computer Charges	38,699	53,237	61,836	8,599
Applications Charges	79,583	145,878	183,835	37,957
Total Charges	\$ 857,880	\$ 931,117	\$ 1,076,002	\$ 144,885
Principal and Interest	0	2,527,239	0	(2,527,239)
Direct Property Tax Levy	\$ 5,248,481	\$ 4,939,663	\$ 5,407,567	\$ 467,904
Total Property Tax Levy	\$ 6,106,361	\$ 8,398,019	\$ 6,483,569	\$ (1,914,450)

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

ADOPTED 2005 BUDGET

DEPT: ZOOLOGICAL DEPARTMENT

UNIT NO. 9500

FUND: General - 0001

PERSONNEL SUMMARY				
	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Personal Services (w/o EFB)	\$ 7,705,357	\$ 7,574,819	\$ 7,691,125	\$ 116,306
Employee Fringe Benefits (EFB)	\$ 2,146,970	\$ 3,146,535	\$ 3,241,311	\$ 94,776
Position Equivalent (Funded)*	263.1	257.1	250.4	(6.7)
% of Gross Wages Funded	92.0	97.0	95.9	(1.1)
Overtime (Dollars)**	\$ 338,506	\$ 381,000	\$ 381,000	\$ 0
Overtime (Equivalent to Positions)	12.2	13.4	13.4	0.0

* For 2003, the Position Equivalent is the budgeted amount.

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

PERSONNEL CHANGES				
Job Title/Classification	Action	Number of Positions/ Total FTE	Division	Cost of Positions (Excluding Fringe Benefits)
Clerk Typist 2	Create	1/0.5	Admin & Finance	\$ 15,506
Custodial Worker 2	Abolish	2/2.0	Operations	(58,704)
Zoo Worker 1 - Seasonal	Abolish	7/6.8	Operations	(93,714)
Zoo Worker 4 - Seasonal	Create	8/2.0	Operations	49,612
Zoo Worker 6 - Seasonal	Create	1/1.0	Operations	30,938
			TOTAL	\$ (56,362)

ORGANIZATIONAL COST SUMMARY					
DIVISION		2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Animal Management and Health	Expenditure	\$ 4,914,714	\$ 5,180,195	\$ 5,694,811	\$ 514,616
	Abatement	(7,867)	(30,000)	(586)	29,414
	Revenue	65,388	51,000	51,000	0
	Tax Levy	\$ 4,841,459	\$ 5,099,195	\$ 5,643,225	\$ 544,030
Operations	Expenditure	\$ 7,003,007	\$ 7,527,832	\$ 7,321,518	\$ (206,314)
	Abatement	(174,354)	0	(59)	(59)
	Revenue	9,188,219	9,750,000	10,355,000	605,000
	Tax Levy	\$ (2,359,566)	\$ (2,222,168)	\$ (3,033,541)	\$ (811,373)
Administration and Finance	Expenditure	\$ 4,204,921	\$ 5,218,115	\$ 5,277,847	\$ 59,732
	Abatement	(648,864)	(917,857)	(1,058,743)	(140,886)
	Revenue	590,237	1,745,810	723,810	(1,022,000)
	Tax Levy	\$ 2,965,820	\$ 2,554,448	\$ 3,495,294	\$ 940,846
Public Affairs and Services	Expenditure	\$ 2,512,407	\$ 2,740,948	\$ 2,573,393	\$ (167,555)
	Abatement	(26,795)	(13,260)	(16,614)	(3,354)
	Revenue	2,684,844	3,219,500	3,254,190	34,690
	Tax Levy	\$ (199,232)	\$ (491,812)	\$ (697,411)	\$ (205,599)

ADOPTED 2005 BUDGET

DEPT: ZOOLOGICAL DEPARTMENT

UNIT NO. 9500

FUND: General - 0001

MISSION

The Milwaukee County Zoo will inspire public understanding, support and participation in global conservation of animal species and their environment by creating a unifying bond between visitors and the living earth and provide an environment for personal renewal and enjoyment for guests by:

- Contributing to world-wide animal management, conservation and research efforts;
- Fostering sound physical, psychological and social development for the animal groups in our care;
- Sharing our knowledge with the intent to reinforce the human-animal-earth bond;
- Improving the quality of our professional development, administration and operating environment;
- Striving for the financial self-sufficiency of the organization;
- Continuing the public-private partnership with the Zoological Society of Milwaukee County.

DEPARTMENT DESCRIPTION

The Zoo's organizational structure is designed to maximize efficiency of operations, facilities, animal management and human resources. The Zoo includes four divisions: Animal Management and Health, Operations, Administration and Finance, and Public Affairs and Services. These divisions provide a work force organized to address the seasonal nature of operations, increase attendance and revenue-earning opportunities and provide optimum animal care.

The **Animal Management and Health Division** is responsible for the care and management of the extensive animal collection, which means maintaining fish, amphibians, reptiles, birds, mammals and invertebrates in good health to allow their conservation, propagation and display. This includes providing a well-balanced, nutritious diet, a preventive medicine program and routine physical exam programs for such animals as the great apes and the large cats. Specialized medical health

services such as surgery, immunology, parasite control and drug and physical therapy are also performed. The animal facilities are designed and maintained to provide the proper environment for the animals and to provide an educational and entertaining experience to the visitor.

The **Operations Division** includes business and concessions functions related to the Zoo's major revenue sources such as admissions, parking lot, two restaurants with a patio complex, three major food concession facilities and various food stands, gift, novelty and souvenir stores, a miniature train ride, a Zoomobile ride and a carousel ride. In addition, this division also provides for the maintenance, improvement and overall grooming of the grounds, which are critical to visitor satisfaction and return trade. Included in this area are mechanical and preventive maintenance programs for equipment, ventilating, air-conditioning and heating systems, and minor electrical and plumbing repairs. Also included are housekeeping and general cleaning of the entire Zoo.

The **Administration and Finance Division** support functions include cash management, financial and capital project planning and control, accounts payable and receivable, personnel and payroll, reception, switchboard, radio dispatch, other general office services and all clerical support. This division provides the Zoo with planning direction, goals for all divisions, and daily financial and administrative management oversight control.

The **Public Affairs and Services Division** is responsible for public relations, promotional activities, special events and programs, group sales and entertainment program development to increase public use, enjoyment and awareness of the Zoo facility.

This division consolidates efforts and activities of marketing, special programs such as the sea lion and raptor shows and group sales rentals into a single division for improved coordination of promotional efforts. Through news releases, interviews and other promotional activities, the Zoo attempts to attract residents of major Wisconsin and northern Illinois markets. The Zoo engages in cross-promotions with other cultural and tourist attractions to increase attendance and encourage return visitation.

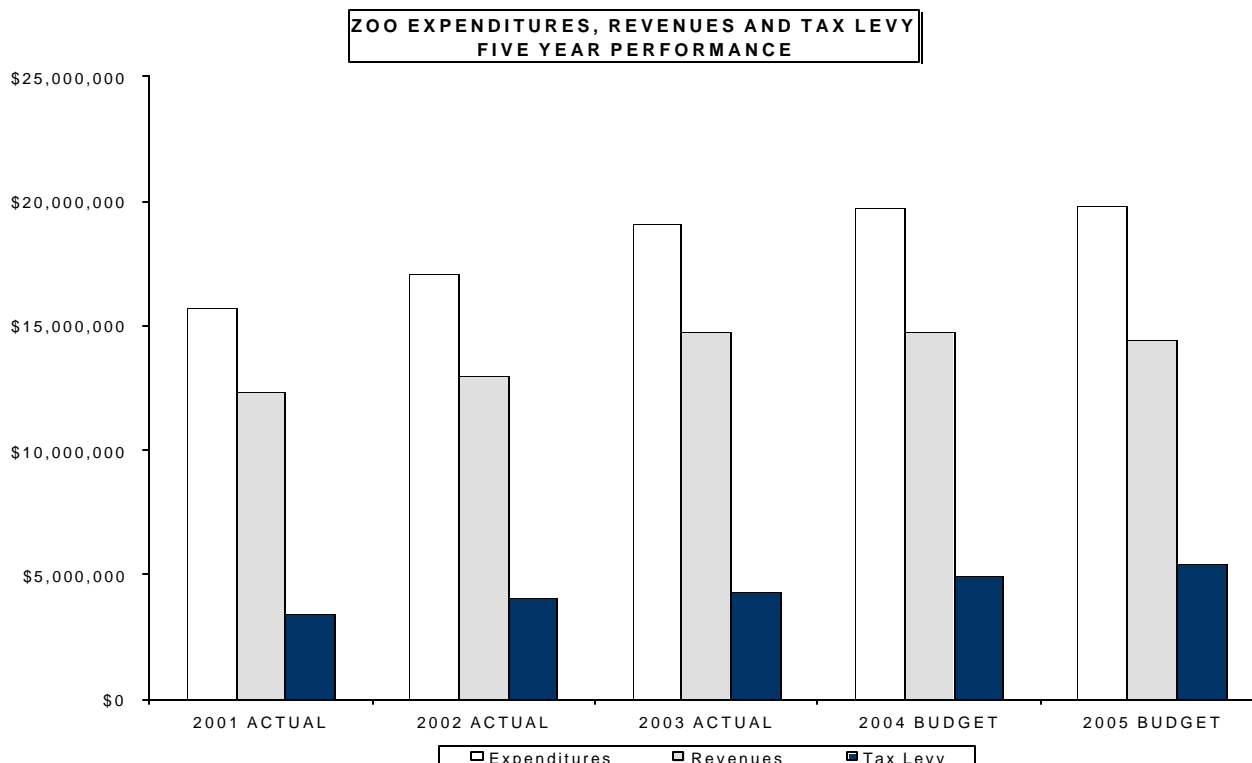
ADOPTED 2005 BUDGET

DEPT: ZOOLOGICAL DEPARTMENT

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Included among annual special events activities held at the Zoo are "Milwaukee a la Carte," Sunset Zoofaris, Halloween Spooktacular, Heritage Farm

Weekend, Egg Days, Holiday Night Lights and the Samson Stomp.



The 2002 - 2005 budgets include fringe benefits. Year 2001 has been adjusted for comparison.

BUDGET HIGHLIGHTS

- Personal Services expenditures without fringe benefits increase by \$116,306, from \$7,574,819 to \$7,691,125. Funded positions decrease 6.7 full-time equivalents, from 257.1 to 250.4.
- A \$998,310 annual contribution from the Zoological Society is part of the 1999-2004 Five-Year Plan. In 2005, \$438,000 has been committed to the Zoo, which is a reduction of \$560,310. Consequently, the Zoo budget reflects a levy increase of that amount.
- The Zoo's Division of Public Affairs will work collaboratively with the Parks Department to share resources for marketing and advertisement. This collaboration will be facilitated and monitored by the Department of Administrative Services (DAS) – Fiscal Affairs.
- Anticipated savings will be realized in the future budgets.
- In 2005, DAS-Fiscal Affairs, with the assistance of Zoo staff, will facilitate evaluation of the zoo governance structure and financial support to assist the Milwaukee County Zoo in securing long-term financial and operational security.
- Zoo attendance is expected to be at the 2004 projected level of 1,350,000 visitors. However, an increase of 14,287 free admission visitors are expected, which is a 1.1 percentage point over 2004.
- Admission fees increase in 2005 generating \$258,004 in revenue. Below is the 2005 fee schedule.

ADOPTED 2005 BUDGET

DEPT: ZOOLOGICAL DEPARTMENT

UNIT NO. 9500
FUND: General - 0001

	2004	2005	
	Rate	Rate	Change
Adult summer-County	\$7.50	\$8.00	\$0.50
Junior summer-County	\$4.50	\$5.00	\$0.50
Adult summer-Non-County	\$9.00	\$9.75	\$0.75
Junior summer-Non-County	\$6.00	\$6.75	\$0.75
Adult winter-County	\$6.00	\$6.50	\$0.50
Junior winter-County	\$3.00	\$3.50	\$0.50
Adult winter-Non-County	\$7.50	\$8.25	\$0.75
Junior winter-Non-County	\$4.50	\$5.25	\$0.75
Adult discount day	\$4.50	\$4.50	\$0.00
Junior discount day	\$2.00	\$2.00	\$0.00
Adult education-County	\$5.50	\$6.00	\$0.50
Junior education-County	\$2.50	\$3.00	\$0.50
Adult education-Non-County	\$7.00	\$7.75	\$0.75
Junior education-Non-County	\$4.00	\$4.75	\$0.75
Adult group-County	\$6.50	\$7.00	\$0.50
Junior group-County	\$3.50	\$4.00	\$0.50
Adult group-Non-County	\$8.00	\$8.75	\$0.75
Junior group-Non-County	\$5.00	\$5.75	\$0.75
Adult private event-County	\$4.20	\$4.50	\$0.30
Junior private event	\$2.30	\$3.75	\$1.45
Adult private event-Non-County	\$5.50	\$5.50	\$0.00
Senior summer-County	\$6.50	\$7.00	\$0.50
Senior winter-County	\$4.50	\$5.00	\$0.50
Senior summer-Non-County	\$8.00	\$8.75	\$0.75
Senior winter-Non-County	\$6.00	\$6.75	\$0.75

Parking Fees			
	2004	2005	2004/2005
	Rate	Rate	Change
Cars	\$ 7.00	\$ 8.00	\$ 1.00
Buses	\$ 12.00	\$ 13.00	\$ 1.00
Zoological Society Pass Plus	\$ 6.00	\$ 7.00	\$ 1.00

- The Milwaukee County Zoo will cease leasing the koalas and return them to their home zoo due to their failure to thrive in Milwaukee's climate. This will generate savings of \$30,000 from reduced need to purchase food for the departing Koalas.
- Parking fees increase \$1.00, from \$7.00 to \$8.00 for cars and from \$12.00 to \$13.00 for buses. This parking fee increase is expected to generate additional revenue of \$235,000, from \$1,650,000 to \$1,885,000. The projected parking revenue includes \$195,000 from the Zoological Society based on use of Zoo Pass Plus. Parking fees for cars have increased approximately \$1.00 every three years with the last increase in 2003. The following table lists the parking fee structure:

- A Sting Ray special exhibit is planned in 2005. Admission for the exhibit is \$1.00 for adults and children. This is a decrease from the \$2.50 fee for the Dinosaur Island special exhibit in 2004.
- \$15,506 Create 0.5 Clerk Typist 2 (58,704) Abolish 2 Custodial Worker 2 (93,714) Abolish 6.8 Zoo Worker I Seasonal 49,612 Create 2 Zoo Worker 4 Seasonal 30,938 Create 1 Zoo Worker 6 Seasonal (\$56,362) Total

A Clerk Typist 2 at .5 full-time equivalent is created to ease existing workload. Abolishment of 6.8 Zoo Worker 1 – Seasonal positions, two Custodial Worker 2 positions, along with the creation of two Zoo Worker 4 – Seasonal positions will allow flexibility in staffing during the busiest season. The Zoo Worker 6 – Seasonal position is created to provide horticultural functions such as installing and maintaining plant material in the newly renovated Feline Building that will open in 2005, and to support the landscaping needs around the new Animal Hospital and Education Center. In addition, this position will provide support for Zoo-wide horticultural activities.

- The following table identifies the net profit budgeted from novelties and concession, catering and beverage sales at \$1,330,000 and \$2,502,000. This is a decrease from 2004 of \$62,650 for novelties and \$123,000 decrease for concession, catering and beverage sales.

ADOPTED 2005 BUDGET

DEPT: ZOOLOGICAL DEPARTMENT

UNIT NO. 9500
FUND: General - 0001

Novelties and Concessions			
	2004	2005	2004/2005 Change
Novelties			
Expenditures	\$ 874,350	\$ 830,000	\$ (44,350)
Revenues	2,267,000	2,160,000	(107,000)
Net Profit	\$ 1,392,650	\$ 1,330,000	\$ (62,650)
Concessions			
Expenditures	\$ 1,036,000	\$ 1,057,000	\$ 21,000
Revenues	3,661,000	3,559,000	(102,000)
Net Profit	\$ 2,625,000	\$ 2,502,000	\$ (123,000)

- The Zoo will continue the following initiatives through 2005:

The flexibility to reallocate major maintenance projects and equipment purchases while remaining within the total appropriation;

Discounted admission fees of \$4.50 for adults and \$2.00 for juniors and school groups for Milwaukee County residents on Wednesdays;

The Zoo Director's authorization to discount or waive admission fees, and to provide one free admission day per month during the months of January through April, and November and December 2005.

- The 2005 Budget reflects a zero wage increase for all represented, non-represented and Executive Compensation Plan (ECP) positions. In addition, ECP positions are not provided step increases or performance awards in 2005 as allowed in County Ordinance Section 17.265 (3).
- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation

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

ZOOLOGICAL SOCIETY SUPPORT

- The relationship between Milwaukee County and the Zoological Society began in 1910 when the Washington Park Zoological Society, now the Zoological Society of Milwaukee County, was organized to help raise funds for animal acquisition. The Society has functioned for many years for the purpose of aiding the County in the operation, maintenance and development of the Zoo and its animal collection. Its mission is to promote conservation, education, exhibition of animals, research and recreation through fundraising and volunteerism.
- In February, 1989, the relationship was formalized with a Memorandum of Understanding, thus forging a strong public/private partnership for the continuing support of the Milwaukee County Zoo. The Memorandum of Understanding was renewed in 1992 and again in 1997. The agreement provides office space for the Society on the Zoo grounds, including utilities, custodial and maintenance services and staff parking. To assure continued support for the Zoo, the County provides free admission for Society members throughout the term of the Memorandum of Understanding.
- The cost of the capital improvement program contained in the 1999-2004 Five-Year Plan is \$29.6 million, which will be split equally between Milwaukee County and the Zoological Society.
- For 2005 the Zoo Society support will decrease by \$560,310.

ADOPTED 2005 BUDGET

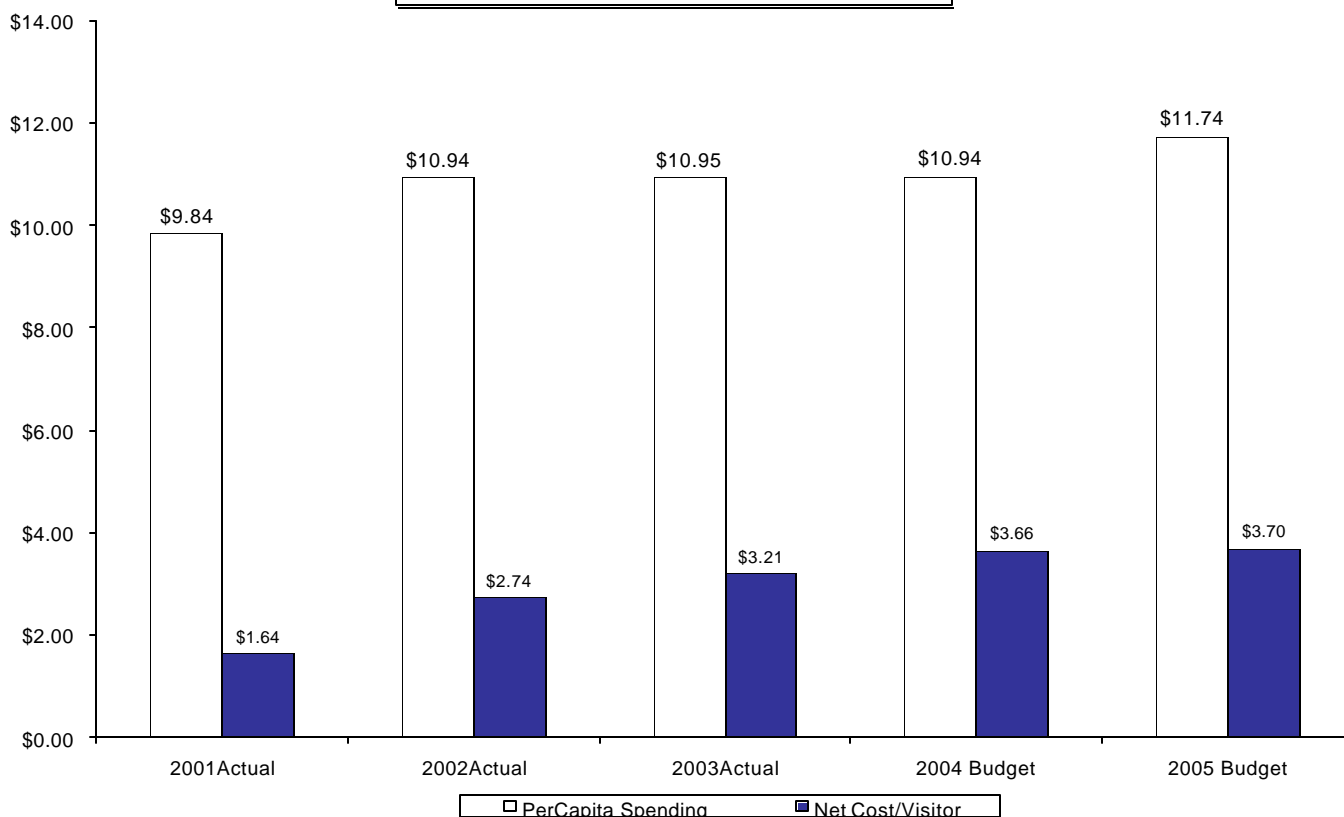
DEPT: ZOOLOGICAL DEPARTMENT

UNIT NO. 9500

FUND: General - 0001

ACTIVITY AND STATISTICAL SUMMARY				
	<u>2003 Budget</u>	<u>2003 Actual</u>	<u>2004 Budget</u>	<u>2005 Budget</u>
Attendance				
Paid Adult	504,987	463,296	474,330	467,809
Paid Junior	265,095	238,909	249,002	241,236
Free	<u>579,918</u>	<u>634,772</u>	<u>626,668</u>	<u>640,955</u>
Total Attendance	1,350,000	1,336,977	1,350,000	1,350,000
Activities - Revenues				
Parking Sales	\$ 1,556,000	\$ 1,616,692	\$ 1,650,000	\$ 1,885,000
Admission Sales	\$ 4,471,000	\$ 3,782,019	\$ 4,620,000	\$ 4,486,000
Food Concession Sales	\$ 3,046,000	\$ 3,314,642	\$ 3,661,000	\$ 3,559,000
Gift Sales	\$ 2,252,000	\$ 1,802,370	\$ 2,267,000	\$ 2,160,000
Sea Lion Show Sales	\$ 137,000	\$ 104,844	\$ 137,000	\$ 205,000
Carousel	\$ 132,000	\$ 137,973	\$ 132,000	\$ 250,000
Train Ride Sales	\$ 525,000	\$ 531,812	\$ 510,000	\$ 610,000
Zoomobile Ride Sales	\$ 130,000	\$ 88,436	\$ 100,000	\$ 75,000

**ZOO VISITOR SPENDING AND COST PATTERNS
FIVE YEAR PERFORMANCE**



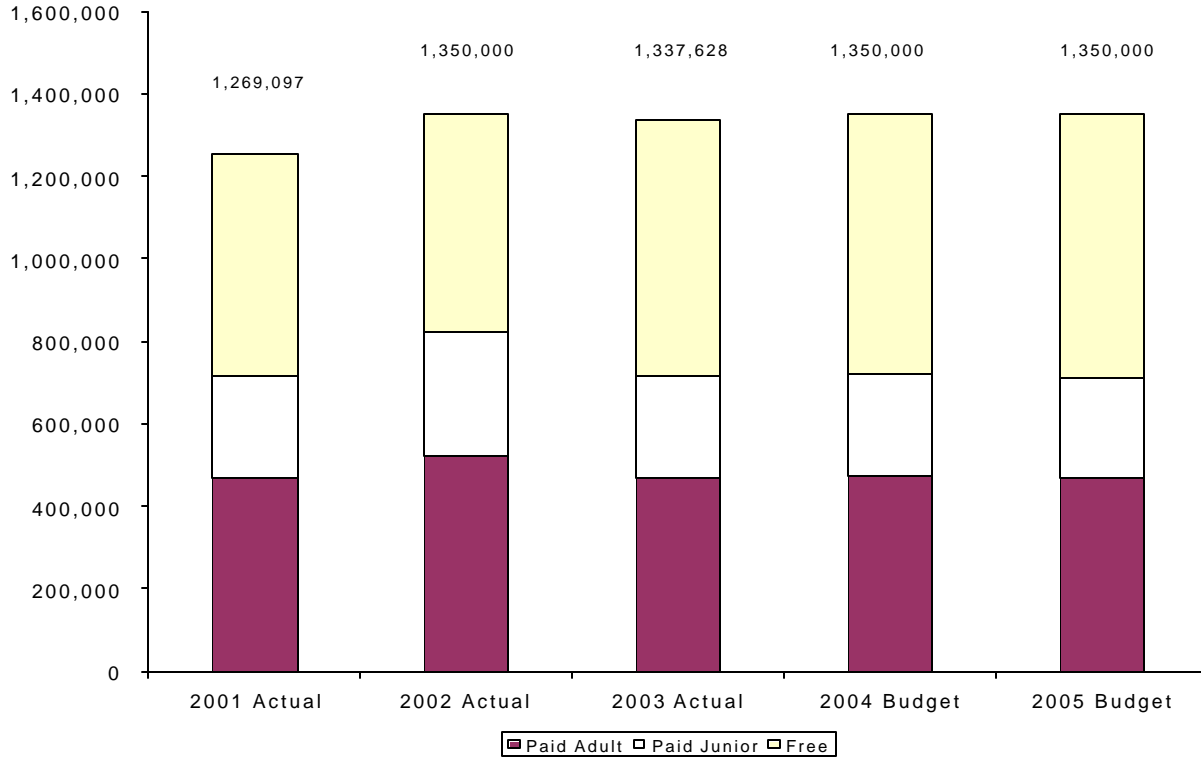
The 2002 - 2005 budgets include fringe benefits. Year 2001 has been adjusted for comparisons.

ADOPTED 2005 BUDGET

DEPT: ZOOLOGICAL DEPARTMENT

UNIT NO. 9500
FUND: General - 0001

**ZOO ATTENDANCE PATTERNS
FIVE YEAR PERFORMANCE**



**RAILROAD EXPENDABLE TRUST ACCOUNT
(Org. 0305)**

The Railroad Fund exists for the purpose of recording the receipt of all revenue derived from the operation of the Zoo's miniature passenger railroad.

Expenditure	Revenue	Tax Levy
\$929,150	\$929,150	\$ 0

Total 2005 expenditures and revenues for the Railroad Fund are \$929,150 and include the following:

Expenditures

\$425,000 Reflects personal service charges from the Zoological Department for services provided by four Locomotive Engineers, eight Trackless Train Operators and various seasonal and other support staff.

\$257,892 Appropriation for the operation and repair of locomotives, track, ties, coaches and Zoomobiles, as well as train or coach purchases and train station improvements.

\$ 28,000 Appropriation for animal purchases.

\$218,258 Other commodities and supplies, expenses for conservation programs and grants, library operators and staff training, travel and conference expenses.

Revenue

\$929,150 Reflects revenue of \$685,000 from operation of the train and Zoomobile \$61,363 from miscellaneous revenue and a \$182,787 contribution from reserves.

ADOPTED 2005 BUDGET

DEPT: ZOOLOGICAL DEPARTMENT

UNIT NO. 9500
FUND: General - 0001

**SPECIMEN EXPENDABLE TRUST ACCOUNT
(Org. 0306)**

The Specimen Fund exists for the purpose of recording receipts from the sale of animals. Disbursements are to be made for the purchase of animals and related expenditures such as freight and express charges on the shipment of animals.

Expenditure	Revenue	Tax Levy
\$ 59,425	\$ 59,425	\$ 0

Total 2005 expenditures and revenues for the Specimen Fund are \$59,425 and include the following:

Expenditures

- \$ 44,425 Freight charges and travel expenses related to animal shipments.
- \$ 15,000 Appropriation for animal replacement and miscellaneous commodity purchases.

Revenue

- \$ 59,425 Revenue from animal sales and miscellaneous investment earnings.

ADOPTED 2005 BUDGET

DEPT: MILWAUKEE PUBLIC MUSEUM

UNIT NO. 9700
FUND: General - 0001

OPERATING AUTHORITY & PURPOSE

Pursuant to Wisconsin Statute 59.56(2), Milwaukee County may acquire, own, operate and maintain a public museum in the County and appropriate money for such purposes. As a museum of human and natural history, it provides a dynamic and stimulating environment for learning. The Museum

interprets the world's cultural and natural heritage through collections, research, education and exhibits. It holds its collections as a public trust and is dedicated to their preservation for the enrichment of present and future generations.

BUDGET SUMMARY			
	2003 Actual	2004 Budget	2005 Budget
Property Tax Levy Contribution to Milwaukee Public Museum	\$ 4,085,000	\$ 3,880,750	\$ 3,380,750

MISSION

The Milwaukee Public Museum is an educational and research institution which focuses on the natural sciences, anthropology and history.

The Museum uniquely and directly addresses the themes of biological and cultural diversity and their relationships, so important to our society and the world today.

The Museum preserves and cares for its collections in the public trust. Through its research and collections, the Museum seeks knowledge and understanding of global change and diversity from geological, biological, cultural and historical perspectives. Through its renowned exhibits, its programs and its publications, the Museum interprets these themes to diverse audiences.

The Museum's mission is best accomplished through the coordinated use of its public exhibits, research capabilities, collections and educational programs.

OPERATING HISTORY

Milwaukee County acquired the Milwaukee Public Museum (MPM) from the City of Milwaukee in 1976. During its more than 100 years as a public institution, the Museum has grown to be one of the leading natural history museums in the nation, providing a valuable educational opportunity to visitors.

Based on the recommendations of a Blue Ribbon Task Force created in 1990 to study alternative

funding of the Museum, County Board Resolution (File No. 91-775), adopted November 12, 1991, created a not-for-profit Museum Corporation with a Board of Directors providing management of the facility, effective March 31, 1992. A fixed base level funding amount of \$4.3 million was established for the Museum during the initial five-year period of the Agreement.

The Lease and Management Agreement was re-negotiated in 1997 to continue the County's annual \$4.3 million payment to the Milwaukee Public Museum for five years, unless the County or MPM request that base support levels be modified after March 31, 1999.

As a result of the re-negotiation, the Museum Endowment Funds were transferred to the MPM in August of 1997.

In 1999, the County extended the current term of the MPM Lease Agreement for an additional 33 months, through December 31, 2004 (File No. 99-28(a)(a)), to facilitate the Museum Corporation's ability to sell long-term revenue bonds and to facilitate a capital campaign to raise charitable donations in support of the Museum Corporation's Butterfly Garden capital improvement project.

For 2005, \$3,380,750 is budgeted to support the MPM.

ADOPTED 2005 BUDGET

DEPT: MILWAUKEE PUBLIC MUSEUM

UNIT NO. 9700

FUND: General - 0001

CAPITAL BUDGET HISTORY

In 1994, Milwaukee County issued \$8.9 million in bonds for the addition of a large screen theater (IMAX) to the Museum Complex. In 1996, MPM and Discovery World Museum jointly opened the theater and shared operating expenses and revenues. In 1999, the County and MPM refunded the remaining outstanding debt for the IMAX Theater of approximately \$8.0 million. In March of 2000, Milwaukee County, acting as a conduit for MPM, issued \$4.2 million in revenue bonds for MPM to fund the Pulicher Butterfly Wing and purchase Discovery World's interest in, and assume full operation of, the IMAX Theater. The purchase was completed in April 2000.

BUDGET HIGHLIGHTS

- Milwaukee County's contribution to the MPM is reduced \$500,000, from \$3,880,750 to \$3,380,750. Milwaukee County will be working with the Milwaukee Public Museum to develop a long-term Lease and Management Agreement to rework the contract that will expire December 2004. The agreement will be brought forward to the County Board for approval.
- The Department of Administrative Services-Fiscal Affairs (DAS) will evaluate professional service contracts (e.g. janitorial services, printing, etc.) and facilitate collaboration between the MPM and other county supported entities to negotiate shared contracts. DAS - Fiscal Affairs will require the agency to monitor and report any savings. Anticipated savings will be realized in the future budgets.

ADOPTED 2005 BUDGET

DEPT: MILWAUKEE COUNTY UNIVERSITY EXTENSION SERVICE

UNIT NO. 9910

FUND: General - 0001

OPERATING AUTHORITY & PURPOSE

Pursuant to Section 59.56(3) of the Wisconsin Statutes, the Milwaukee County UW Extension provides a Cooperative Extension Service by joint agreement between Milwaukee County and the University of Wisconsin. The UW Extension identifies and responds to family and community needs for practical education, research and knowledge. It provides Milwaukee County access to the research and resources of the University of

Wisconsin System. Its educational programs promote community collaborations focused on youth and family development, community and economic development and the environment. It strives to empower individuals, families, and communities by encouraging development of critical skills in leadership, strategic planning, problem solving and decision-making.

BUDGET SUMMARY				
Account Summary	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Personal Services (w/o EFB)	\$ 35,278	\$ 37,538	\$ 36,402	\$ (1,136)
Employee Fringe Benefits (EFB)	13,659	23,487	20,406	(3,081)
Services	298,645	258,973	272,912	13,939
Commodities	4,606	0	0	0
Other Charges	25,067	0	0	0
County Service Charges	12,543	45,728	24,421	(21,307)
Abatements	(12,304)	(41,313)	(24,341)	16,972
Total Expenditures	\$ 377,494	\$ 324,413	\$ 329,800	\$ 5,387
Total Revenues	\$ 183,862	\$ 115,989	\$ 119,954	\$ 3,965
Direct Property Tax Levy	\$ 193,632	\$ 208,424	\$ 209,846	\$ 1,422

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*				
Account Summary	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Central Service Allocation	\$ 0	\$ 6,876	\$ 7,711	\$ 835
Courthouse Space Rental	0	0	0	0
Document Services	6,073	6,747	4,242	(2,505)
Tech Support & Infrastructure	4,834	12,652	7,131	(5,521)
Distribution Services	1	0	1	1
Telecommunications	0	0	0	0
Records Center	0	0	0	0
Radio	0	0	0	0
Personal Computer Charges	944	6,297	2,039	(4,258)
Applications Charges	452	8,741	3,217	(5,524)
Total Charges	\$ 12,304	\$ 41,313	\$ 24,341	\$ (16,972)
Direct Property Tax Levy	\$ 193,632	\$ 208,424	\$ 209,846	\$ 1,422
Total Property Tax Levy	\$ 205,936	\$ 249,737	\$ 234,187	\$ (15,550)

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

ADOPTED 2005 BUDGET

DEPT: MILWAUKEE COUNTY UNIVERSITY EXTENSION SERVICE

UNIT NO. 9910

FUND: General - 0001

MISSION

UW-Extension extends the knowledge and resources of the University of Wisconsin to people where they live and work. Extension is known by the quality of our educational programs. Our programs match university resources to local needs. We use technology to give learners access to quality learning experiences. We provide educational programs for the changing needs of Wisconsin's population and have the skills and resources to evaluate our own work. Extension's continuing success depends on our ability to maintain strong, cooperative relationships with long-term public and private sector stakeholders and to build new partnerships based on shared interests.

The mission of Milwaukee County UW-Extension is to connect people to university knowledge they can use. The department addresses each of the four areas in the County's mission statement: self-sufficiency, personal safety, economic opportunity and quality of life.

Self-sufficiency

- Rent gardens where Milwaukee County youth and families grow food to feed themselves and to donate to food pantries
- Teach W2 clientele financial management, nutrition and parenting skills
- Help neighborhood nonprofit organizations develop leadership skills, conduct organizational assessments and prepare strategic plans
- Teach senior citizens, children and low-income families how to prepare low-cost, nutritious meals

Personal safety

- Teach homeowners how to reduce the use of pesticides and apply chemicals safely
- Educate families about handling and storing food safely
- Train home visitors to teach parenting skills to at-risk families and prevent child abuse
- Help residents at the House of Correction learn the skills they need to care for their children

Economic opportunity

- Help business improvement districts assess and improve business practices
- Teach money management to help residents get checking accounts and avoid predatory lenders
- Teach youth entrepreneurship and leadership skills
- Train lenders and nonprofit agency staff to help people purchase and care for their first home

Quality of life

- Increase property values by teaching County residents how to improve their yards and gardens
- Help middle school youth learn about career and advanced educational opportunities
- Teach accessible gardening to people with disabilities and their care-givers
- Train faith organizations to help improve quality of life in neighborhoods

PERSONNEL SUMMARY				
	2003 Actual	2004 Budget	2005 Budget	2004/2005 Change
Personal Services (w/o EFB)	\$ 35,278	\$ 37,538	\$ 36,402	\$ (1,136)
Employee Fringe Benefits (EFB)	\$ 13,659	\$ 23,487	\$ 20,406	\$ (3,081)
Position Equivalent (Funded)*	1.0	1.0	1.0	0.0
% of Gross Wages Funded	100.0	100.0	100.0	0.0
Overtime (Dollars)**	\$ 0	\$ 0	\$ 0	\$ 0
Overtime (Equivalent to Positions)	0.0	0.0	0.0	0.0

* For 2003, the Position Equivalent is the budgeted amount.

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

ADOPTED 2005 BUDGET

DEPT: MILWAUKEE COUNTY UNIVERSITY EXTENSION SERVICE

UNIT NO. 9910

FUND: General - 0001

PERSONNEL CHANGES				
Job Title/Classification	Action	Number of Positions/ Total FTE	Division	Cost of Positions (Excluding Fringe Benefits)
None				\$ 0
			TOTAL	\$ 0

DEPARTMENT DESCRIPTION

The Milwaukee County University of Wisconsin Extension consists of Administration, Family Living, Urban Agriculture, Youth and Community Natural Resources and Economic Development sections.

Administrative operations include program support and evaluation, professional development, personnel management, accounting and financial planning and technology support.

These resources are provided for Milwaukee County and the State of Wisconsin through contracts with the University of Wisconsin-Extension. The Director of the University Extension serves as the representative of the University of Wisconsin-Extension and works with Extension faculty to ensure strong and effective educational programs.

Family Living provides training in the areas of housing, financial management, parenting, food science and nutrition, leadership development and consumer resource management. This section reaches 35,000 people through food and nutrition

programs, and conducts training for Homeownership Counseling, "Get Checking", Positive Parenting and Home Visitor training.

Urban Agriculture offers instruction on home and community food production, the safe use of pesticides, volunteer training through the Master Gardener Program and telephone assistance to homeowners and small businesses.

Youth promotes the natural sciences to youth between the ages of five and 19, teaches life skills and decision-making, broadens awareness of career opportunities, networks with other youth serving agencies and school teachers.

Community Natural Resources and Economic Development stresses economic revitalization, land use planning, waste management, small business development, local government education, non-profit and neighborhood organizational development and technology education.

FOUR MAJOR PROGRAM AREAS	
<p>Family Living Family Financial Management Wisconsin Nutrition Education Program Parent Education Child Abuse Prevention School Readiness School Success Skills Family Impact Seminars Milwaukee Family Project Homeownership Counseling Home Visitor Training</p> <p>Youth Youth Development 4-H Clubs Youth Environmental Education: Wehr Nature Center/Nature in the Parks Youth Entrepreneurship</p>	<p>Community Natural Resources and Economic Development Community Leadership Development Economic Development Education Neighborhood Development Professional Development for Non-Profit Organizations Watershed Education in Milwaukee and Root River Watersheds Clean Sweep for Hazardous Waste Disposal</p> <p>Horticulture Consumer Horticulture Education Master Gardeners Plant & Insect Identification & Disease Diagnosis InfoSource Community Gardens Program Accessible Gardening Yard & Garden Line Educational Outreach</p>

ADOPTED 2005 BUDGET

DEPT: MILWAUKEE COUNTY UNIVERSITY EXTENSION SERVICE

UNIT NO. 9910

FUND: General - 0001

Milwaukee County University of Wisconsin-Extension programs are funded through County, State, Federal and private sources. UW-Extension is able to leverage large amounts of additional dollars for use with Milwaukee County residents. County property tax dollars are essential as the "local match" for many of these grants.

Extension department matches each dollar in County property tax with about \$8 in grants, contracts, contributions or fees. The following is an 18-month snapshot (January 2003-June 2004) of the additional funds from grants, contracts and contributions that Extension has leveraged to support Milwaukee County programs:

GRANTS, CONTRACTS & CONTRIBUTIONS	AMOUNT
2008 Pre-college Science & Math Training	\$ 16,000
4-H Leaders Association	3,700
Coastal Management	2,195
Community, Youth and Families at Risk	45,000
Fair Housing	22,000
FEEDs Community Gardens Project	33,000
HOME	12,000
Horticulture Diagnostic Services	42,841
Kaufmann MiniSociety	20,860
Master Gardeners	26,800
Maximus Contract	30,000
Milwaukee Family Project	80,000
Milwaukee Saves	25,000
Root-Pike Watershed Initiative Network	15,200
Watershed Education	105,447
Nutrition Education	438,069
VISTA	19,508
University Support for Milwaukee County UWEX	573,752
TOTAL	\$ 1,511,372

BUDGET HIGHLIGHTS

- Funding for the University Extension Service increases \$1,422, from \$208,424 in 2004 to \$209,846 in 2005.

ADOPTED 2005 BUDGET

DEPT: GENERAL COUNTY DEBT SERVICE

UNIT NO. 9960

FUND: Debt Service - 0016

OPERATING AUTHORITY & PURPOSE

Pursuant to the provisions of Section 67.05(10) of the Wisconsin Statutes, the County Board shall levy, by a recorded resolution, a direct annual irrepealable

tax sufficient to pay the interest on bond obligations as they fall due, and to pay the bond principal at maturity.

BUDGET SUMMARY			
	2003 <u>Actual*</u>	2004 <u>Budget</u>	2005 <u>Budget</u>
Expenditures			
Debt Service Principal (8021)	\$ 51,290,000	\$ 31,290,000	\$ 36,476,723
Debt Service Interest (8022)	23,890,407	20,248,408	20,678,110
Total Principal and Interest	\$ 75,180,407	\$ 51,538,408	\$ 57,154,833
Interest Allocation (9880)	(5,600,585)	(5,345,981)	(6,283,459)
Total Expenditures	\$ 69,579,822	\$ 46,192,427	\$ 50,871,374
Contributions			
Reserve for County Bonds (4703)	\$ 10,822,675	\$ 7,714,287	\$ 7,475,859
Total Contributions	\$ 10,822,675	\$ 7,714,287	\$ 7,475,859
Revenues			
Jail Assessment Surcharge (1315)	\$ 1,718,996	\$ 1,535,200	\$ 1,550,551
Other State Grants and Reimbursements (2299)	0	0	0
Sale of Capital Asset (4905)	2,696,000	2,162,035	3,434,000
Revenue from Project Rents (4999)	1,210,520	909,421	1,335,510
Accrued Revenue for State Trust Fund Loan Payment	0	0	845,000
Total Revenues	\$ 5,625,516	\$ 4,606,656	\$ 7,165,061
Direct Property Tax Levy**	\$ 53,131,631	\$ 33,871,484	\$ 36,230,454

* 2003 actual excludes balance sheet entries to record principal retired for proprietary fund departments. This adjustment is intended to allow 2003 information to be reported on a basis comparable to the subsequent year budget summaries.

** County sales and use tax revenues are dedicated primarily to the payment of general obligation debt service costs. For budgetary purposes, the County's pledge to levy ad valorem taxes for the payment of debt service payments treats sales tax revenues and property tax revenues as fungible (interchangeable).

ADOPTED 2005 BUDGET

DEPT: GENERAL COUNTY DEBT SERVICE

UNIT NO. 9960

FUND: Debt Service - 0016

Summary of Bonds and Notes Outstanding

Type of Issue	True Interest Rate	Date of Bonds	Final Maturity Date	Bonds or Notes Outstanding 12/31/04	2005 Budget Requirements	
					Principal	Interest
R	5.04	10/15/93	10/01/11	\$ 14,447,238	\$ -	\$ -
A	5.65	06/15/95	12/01/14	3,250,000	325,000	182,975
A	5.80	06/15/96	12/01/15	4,125,000	375,000	237,656
AR	5.41	07/01/96	10/01/08	6,525,000	1,955,000	358,695
C	5.34	05/01/97	10/01/12	8,925,000	-	468,563
B	4.91	09/01/97	10/01/13	1,645,000	150,000	79,303
AR	4.72	09/01/97	10/01/09	4,385,000	1,340,000	208,808
C	4.77	05/01/98	10/01/13	13,000,000	-	650,000
R	4.23	03/01/99	10/01/12	25,240,000	3,270,000	1,044,163
C	4.48	05/01/99	10/01/14	24,375,000	-	1,218,750
A	4.60	05/01/99	10/01/14	4,550,000	455,000	205,205
R	4.67	05/27/99	10/01/13	1,495,000	140,000	68,550
C	5.46	03/01/00	09/01/15	29,000,000	1,300,000	1,610,725
C	4.40	04/01/01	10/01/16	24,500,000	1,000,000	1,225,000
TB	6.06	06/01/01	12/01/11	1,750,000	250,000	105,250
R	3.87	10/01/01	12/01/11	48,700,000	3,700,000	1,892,375
AR	4.47	10/01/01	12/01/11	1,015,000	145,000	43,174
R	4.08	06/01/02	09/01/11	47,200,000	7,875,000	2,300,938
C	4.20	02/01/02	08/01/17	27,000,000	875,000	1,368,938
C	3.95	02/01/03	08/01/18	24,225,000	1,725,000	1,146,750
R	3.48	07/01/03	08/01/17	100,025,000	-	3,363,805
R	2.22	10/01/03	12/01/08	26,570,000	6,895,000	579,800
C	3.72	02/01/04	08/01/19	26,950,000	1,115,000	1,382,822
Projected Outstanding Balance as of December 31, 2004 and Associated Debt Service				\$ 468,897,238	\$ 32,890,000	\$ 19,742,242
STFLP-Pensio	6.00	03/15/04	03/15/09	18,627,012	3,459,067	918,592
STFLP-Equip	EST	03/15/05	03/15/09	539,524	127,656	17,276
				19,166,536	3,586,723	935,868
				488,063,774	36,476,723	20,678,110
2005 Total Budgeted Debt Service for General Obligation Bonds					\$	52,632,242
2006 Total Budgeted Debt Service for State Trust Fund Loan						4,522,591
					\$	57,154,833

Type of Issue Explanation

- A -Airport Bonds
- B -Building Bonds
- C -Corporate Purpose Bonds
- D -Detention Facility Bonds
- N -General Obligation Note
- R -Refunding Bonds
- AR -Airport Refunding Bonds
- TB -Taxable Bonds

DEBT SERVICE CONTRIBUTIONS

Reserve for County Bonds (4703)

A contribution of \$7,475,859 from the Reserve for County Bonds is anticipated for 2005.

The 2003 General Obligation Corporate Purpose Bonds sold at a premium, which has resulted in

ADOPTED 2005 BUDGET

DEPT: GENERAL COUNTY DEBT SERVICE

UNIT NO. 9960

FUND: Debt Service - 0016

\$1,999,541 in surplus bond proceeds. In accordance with Section 67.11, Wisconsin Statutes, the bond premium was applied towards the interest payment on the bonds in 2004, which was \$1,797,750. The balance of \$201,791 has been applied towards the interest payment in 2005. Accrued interest of \$46,094 will be applied towards the 2005 interest payment on the 2004 Corporate Purpose Bonds.

In addition, the County lapsed \$1,022,264 in bond proceeds at year-end 2003 to be applied towards the interest payment on the 1998-2003 Corporate Purpose Bonds.

Estimated Arbitrage Liability

The County booked \$1,186,309 at year-end 2001 to pay arbitrage penalties for the 1996-2000 bonds.

The estimated arbitrage liability amount for the 1999 bonds has been reduced to \$0. Therefore, the \$448,250 that was booked to pay the penalty will be applied towards the interest payment on the 1999 Corporate Purpose Bonds in 2005 as well as \$7,276 in bond proceeds for the years 1996-1998.

At year-end 2002, the 2001 bond proceeds had not been expended, which resulted in an estimated arbitrage penalty of \$248,678. This amount, along with the estimated amount of \$453,362 for the 2000 bonds, was updated based on current interest rates and resulted in the estimated penalty increase of \$287,955 for the 2000 bonds and \$271,125 for the 2001 bonds. Therefore \$271,125 of the \$1,022,264 that was lapsed at year-end 2003 was lapsed due to the increase in the estimated arbitrage liability for the 2001 bonds from \$248,678 to \$519,803. The lapsed bonds at year-end 2003 for the increase in the estimated arbitrage liability for the 2000 bonds was \$133,645 which reflects the limited amount of bond proceeds that could be lapsed. The balance of \$154,310 will be lapsed at year-end 2004.

Federal arbitrage rules for bond proceeds subject to rebate allow a five-year period from the closing date of the bonds to calculate rebate liability and require that the first payment be made at the end of the five-year period.

The revised total estimated arbitrage liability is \$1,329,133, which consists of a balance of the following:

Year	Total Estimated Liability	Payments To Date	Surplus Proceeds	Remaining Liability
1996	\$ 708		\$ 708	\$ -
1997	\$ 3,605		\$ 3,605	\$ -
1998	\$ 271,992	\$ 123,836	\$ 148,156	\$ -
1999	\$ 448,250		\$ 448,250	\$ -
2000	\$ 741,317			\$ 741,317
2001	\$ 519,803			\$ 519,803
2002	\$ 88,255	\$ 20,242		\$ 68,013
2003	\$ -			\$ -
Total	\$ 2,073,929	\$ 144,078	\$ 600,718	\$ 1,329,133

The total amount budgeted from the debt service reserve is \$7,475,859, which consists of \$201,791 in premium from the sale of the 2003 Corporate Purpose Bonds, \$617,494 in lapsed bond proceeds from 1997-2003 bond issues, \$455,526 in previously lapsed bond proceeds from the 1996-1999 bond issue to pay arbitrage penalties, \$2,404,953 in investment earnings from the recovery of a portion of the \$4.7 million in negative arbitrage from issuing \$100,025,000 General Obligation Refunding Bonds, Series 2003A to restructure the County's outstanding debt by refunding selected maturities from various corporate purpose issues, a premium of \$46,094 in accrued interest from the 2004 Corporate Purpose Bonds, \$250,000 from the lapsing at year-end 2004 of the Project WM003 - Electrical Distribution System to avoid arbitrage penalties since the project is currently on hold and \$3.5 million in cash from the debt service reserve.

The balance in the debt service reserve net of the 2004 Budget allocation will be approximately \$100,000.

Jail Assessment Surcharge (1315)

Jail Assessment Surcharge Revenue of \$1,550,551 is projected to be used to pay 2005 debt service costs for the construction of the Criminal Justice Facility (CJF) as allowed by Wisconsin Statutes Section 302.46(2).

Sale of Capital Asset (4905)

Doyme Hospital Sale Revenues

Based on the sale agreement between Milwaukee County and Froedtert Memorial Lutheran Hospital, the County will receive annual payments over 20 years beginning in 1997 and ending in 2016 based on the net operating cash flow generated by

ADOPTED 2005 BUDGET

DEPT: GENERAL COUNTY DEBT SERVICE

UNIT NO. 9960

FUND: Debt Service - 0016

Froedtert Memorial Lutheran Hospital. Based on 5.25 percent of net operating cash flow, the estimated revenue for 2005 is \$3,434,000. The budgeted amount for 2004 was \$2,162,035. Actual revenues for 2004 totaled \$3,434,000. The surplus of \$1,271,965 was deposited in Org. 1945 – Appropriation for Contingencies in compliance with the budget directive for 2003 and forward regarding unbudgeted revenues. (See Org. 1945 – Appropriation for Contingencies for detailed explanation.)

Power Plant Sale Revenue

In 1995, the County negotiated the sale of its co-generation power plant, located at the Milwaukee Regional Medical Center, to the Wisconsin Electric Power Company. Phase I of the sale related to power plant electrical generation and distribution and was finalized on December 29, 1995. Phase II of the sale, relating to all remaining portions of the power plant, including steam and chilled water generation, occurred on December 2, 1996. Sales revenues totaling \$58 million are anticipated to be realized over several years. Phase I sales revenues totaled \$7 million. Phase II revenues include \$20 million at closing, plus an added \$31 million over 16 years.

The budgeted amount for 2004 was \$2,745,769. This revenue was budgeted in the non-departmental Power Plant Revenue Budget (Org. 1900-4904).

For 2005, power plant revenues of \$2,701,324 have been budgeted in the non-departmental Power Plant Revenue Budget (Org. 1900-4904). The County is scheduled to receive power plant revenues until 2011. Listed below is the schedule for the balance of the proceeds.

<u>Year</u>	<u>Amount</u>
2005	\$2,701,324
2006	\$2,656,880
2007	\$356,880
2008	\$356,880
2009	\$356,880
2010	\$356,880
2011	\$356,880

Revenue from Project Rents (4999)

Milwaukee Kickers Soccer Club

The County issued a total of \$3,750,000 in 1994 and 1995 General Obligation Bonds for the Milwaukee Kickers Soccer Club (MKsc) for the purpose of purchasing land and developing an indoor/outdoor sports complex to be located at the Uihlein Soccer Park at 7101 West Good Hope Road in Milwaukee. The MKsc agreed to repay the County for debt service on these bonds.

On July 23, 1998, the County Board of Supervisors approved Resolution File No. 98-427, which authorized an amendment of the lease agreement between the MKsc and Milwaukee County to restructure the lease payment schedule. The new payment plan reflects the donation to MKsc of the Uihlein Soccer Park land and associated costs by establishing a level payment schedule of \$430,000 annually and extending the schedule from 2010 to 2011, beginning in 1998.

In addition, the payment dates were changed from June and December to August and February, beginning in 1999. On October 18, 2001, Milwaukee County issued \$49,925,000 in Corporate Purpose Refunding Bonds to refund a portion of the 1994, 1995 and 1996 bonds. The bonds sold at a premium, which has been budgeted under the Debt Service Revenues section. A portion of the refund savings and premium have been applied to the outstanding Milwaukee Kickers debt, which has reduced the lease payment from \$430,000 to \$424,000 for 2003 and future years.

The payment amount for 2005 is \$424,000.

Marcus Center Renovation

The County issued a total of \$5,802,000 in General Obligation Bonds during 1994 and 1995 for the purpose of renovating the interior of the Marcus Center for the Performing Arts. The Marcus Center is undertaking a private fund-raising effort to repay the County for bonds issued for this \$12.7 million project. Based on information provided by the Marcus Center, current pledges are sufficient to repay bonds issued by Milwaukee County for this project. Reimbursement for project debt service in 2004 totals \$539,515. The budgeted amount for 2003 totaled \$559,978. For 2004, the County forgave \$400,000 of the \$539,515 debt service

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amount. Therefore, the reimbursement amount for 2004 was \$139,515.

The County will receive the full amount of \$519,412 for 2005.

Intergovernmental Cooperation Council

The County issued \$2,500,000 General Obligation Building Bonds, Series 1997A on July 17, 1997 on behalf of the Intergovernmental Cooperation Council (ICC) for the development of an animal control shelter. The County and ICC have developed a final agreement as required for the release of the bond proceeds to the ICC. The ICC will repay the County for actual debt service costs on this issue. Reimbursement for debt service costs for 2005 totals \$229,303. This compares to \$225,603 in 2004.

Private Geographic Members (PGMs)

In 2003, Milwaukee County issued general obligation bonds to finance Project WG008 – Milwaukee County Grounds Roadway Rehabilitation. Milwaukee County Ordinance 98.01 states that the private geographic members shall share in the cost of improvements at the County Grounds on an equitable basis. The PGMs consist of Milwaukee County (DHHS – Behavioral Health Division), Froedtert Hospital, Children's Hospital, Medical College of Wisconsin, Curative Rehabilitation and Blood Center of Southeastern Wisconsin.

The cost allocations for improvements are based on a cost sharing formula that is determined by the square footage of building area that the geographic members bear to the total gross square feet of the building area of all geographic members combined. The square footage is evaluated annually and is expressed as a percentage. Presently, the allocation for the County is 17.8 percent and the combined percentage for the remaining PGMs is 82.2 percent. Therefore, 82.2 percent of the debt service costs for the roadway improvements will be paid by the remaining PGMs. The budgeted amount for 2005 is \$163,066.

State Trust Fund Loan Program

In 2004, Milwaukee County borrowed \$539,524 from the State Trust Fund Loan Program to finance various equipment items. The County borrowed an

additional \$18,627,012 to finance a portion of its contribution variance. The amortization period is four years for the equipment loan and five years for the pension loan. Principal and interest amounts are \$3,586,723 and \$935,868, respectively, for 2005. These amounts are included in the account 8021 and 8022 for the payment of principal and interest. The total loan payment for 2005 is \$4,522,592. To minimize the impact on the 2005 Budget \$845,000 was accrued for the total initial interest payment for the borrowings.

DEBT SERVICE LEVY LIMITS

Effective August 12, 1993, Section 59.605, Wisconsin Statutes imposed a property tax rate limit for Wisconsin counties. Separate limits were imposed for operating levy rates and debt service levy rates. Initially, the baseline for the rate limit was the 1992 actual tax rate adopted for 1993 budget purposes. The County cannot exceed these operating levy rate and debt levy rate limits unless one or more conditions apply, as described below. The statute establishes specific penalties for failure to meet the tax rate limit requirements. Among the penalties for exceeding the tax rate limits are reductions in State shared revenues and transportation aids.

The County adopted a debt levy rate of approximately \$1.42 per \$1,000 of equalized value as part of the 1993 Budget. The conditions under which the debt service rate may be increased include: (1) a referendum is held that approves the debt issuance; (2) the County Board of Supervisors adopts a resolution that sets forth its reasonable expectation that the issuance of the debt will not cause the County to increase the debt levy rate; (3) the issuance of the debt was authorized by an initial resolution adopted prior to the effective date of 1993 Wisconsin Act 16 (August 12, 1993); (4) the debt is issued for certain specified purposes, including financing regional projects under Section 67.5(7)(f); (5) the debt is issued to fund or refund outstanding municipal obligations; or (6) the County Board of Supervisors adopts an initial resolution authorizing the issuance of the debt by a vote of at least three-fourths of the members-elect of the County Board.

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INTEREST ALLOCATION (9880)

Org. No.	Capitalized and Operating Interest Expense for Proprietary Fund Departments	2005 Amount
1162	DAS-Information Management Services Division	\$ 752,249
5041	DPPI-Airport Divison	1,848,376
5300	DPPI-Fleet Maintenance Division	720,046
5605	Milwaukee County Transit/Paratransit Services	1,483,548
5725	DPPI-Facilities Management Division	1,123,021
6901	DHHS-Behavioral Health Division	356,219
	Subtotal	\$ 6,283,459
1200-1885	Capitalized Interest for Proprietary Fund Departments	0
	Total	\$ 6,283,459



Vision for 2005 and Beyond: Budget Address 2005

Chairman Holloway, members of the Milwaukee County Board of Supervisors, Clerk Ryan, members of my cabinet and co-workers in county government, neighbors from all over Milwaukee County, good morning. It is an honor to appear before you for the third time to present our plans for the next county budget.

This morning, I want to talk about my vision for the future of Milwaukee County government over the next four years and beyond. Even though this is a document for the 2005 budget, what we do with it will have implications for many years to come.

County Government at a Crossroads of Facing Challenges or Ignoring Problems

We are at a crossroads in county government and we need to be clear about the facts and about the consequences of our action or inaction on these important matters. As you recall from my comments before the Committee of the Whole, we face some very serious financial matters.

Heading into the budget process this past summer, we had a gap of \$56.8 million even after each department got no levy increase. Significant increases in employee and retiree benefits continue to drive this structural imbalance.

Just a few days after Halloween of this year, four years will have passed since the infamous pension and sick leave plan was approved and yet we are still haunted by the fallout of that deal today. In 2000, the county budget included no payments to the pension fund from the tax levy. In contrast, we need \$37.8 million in 2005 to cover the pension contribution.

Health care is also a major challenge for us again this year. As you know, we inherited employee contracts that run through the end of 2004. These contracts include health care benefits that - with out significant changes - are projected to increase costs to the county by \$22.8 million for 2005.

Left untreated, the fringe benefit line reaches 70% this year and nearly 100% of the salary line by 2008. No government, business or organization can survive with benefits that generous. It is like a parasite that consumes more and more of our budget.

Raising Taxes Not the Answer

Some suggest that the answer to lifting this financial albatross from the neck of county government is to raise taxes. Two truths need to be kept in mind as we enter this debate.

First, this government cannot legally raise the tax levy high enough to cover the \$56.8 million gap. By our estimates, the most the levy can be raised under the state levy limits is \$20.5 million. That would represent an 11% increase in property taxes and would not even cover half of the shortfall.

The reality is that taxing to the maximum in 2005 through 2008 would still leave a \$29.1 million structural imbalance by 2008. In other words, we have to make some tough decisions now to avoid more frightening choices in the future.

Taxing to the “max” would raise the property tax levy from \$219.4 million in 2004 to \$297.2 million in 2008. For the average homeowner in Milwaukee County that would mean a 43% increase in taxes – from \$728.51 in 2004 to \$1,039.94 in just four years.

Second, raising taxes is clearly the wrong answer if we want to attract more people and more jobs to Milwaukee County, while seeking to retain the people and the employers who call Milwaukee County home. A couple of key statistics stand out.

Out of 72 counties in the state, Milwaukee County is the only one that did not grow during the past decade. During the late 1990s and early 2000s, we lost jobs in Milwaukee County. Over the past 30 years, Milwaukee County has become a diminishing component of Wisconsin’s economy. Once we held nearly 40% of the personal income of the state and now we are only at 20%.

Why is this happening? Last year, *Milwaukee Magazine* ran a story called “Tax Hell.” The story noted that eight of the twenty highest taxed communities in the state are in our county. CNN and *Money Magazine* rank Wisconsin as the 6th highest taxed state and Milwaukee as the 6th highest taxed city in the country. You cannot tell me that this doesn’t have an impact on keeping and attracting jobs.

But, thanks to your help, we are moving in the right direction. **Last year, we lowered the property tax levy in Milwaukee County and I am happy to announce that this budget lowers the tax levy again for 2005.**

In fact, it's also lower than the levy in the adopted 2003 budget and the tax rate is the lowest it's been since 1980. Now that may not seem like a long time ago, but Jimmy Carter was the President and I was just going into 7th grade.

To the owner of a home with an assessed value of \$150,000, that means that the county portion will go down by \$53 on your tax bill this December. Holding the line on taxes isn't easy, but it is vital to keeping working families, seniors and jobs in our county. So how do we do it?

Plan for a Return to Fiscal Stability

The path towards fiscal stability begins by streamlining county government. We started the process early in 2004 by not filling many of the positions left open from retirements. In the 2005 budget, we further streamlined our employee count by reducing the vacancy and turnover rate in departments. Of the 740 positions eliminated in this budget, the overwhelming majority are vacant.

In many cases, retirements allowed us to balance the budget with minimal impact on the lives of our employees. That's the good news about the high volume of retirements.

The bad news is that they drive up pension payments, sick leave payouts and health care costs – particularly because the current agreements require us to provide health care coverage for life at no cost to our retirees. It is also important to remember the heavy impact on our budget over the next several years because of the volume of retirees electing to take the enhanced backdrop payouts.

With this in mind, we include the use of Pension Obligation Bonds in this budget. Pension Obligation Bonds have been used effectively by many state and local governments including the State of Wisconsin and the Milwaukee Public Schools system.

Our budget includes specific language on setting an open and a fair process to select a financial advisor and a banker for the county on this plan. Prudent use of this financial tool is appropriate for Milwaukee County because of the growing costs of our pension contributions, driven largely by the pension enhancements.

Rising health care costs are also a long-term challenge for the county. Originally, we projected a \$22.5 million increase in our employee and retiree health insurance costs. Several of you asked that we go back to the providers and get a better deal – and we did. Thanks to the providers for working with us to reduce our projected increase by \$6 million for next year.

We believe that we can achieve even greater savings in employee and retiree health insurance costs, but we need help. Our unions must help with new employee contracts that include changes to the current level of health care benefits. Future employee wage increases will be tied to fringe benefit savings.

The logic is simple: we got providers to lower part of the cost of health care. If we get further savings in health care costs through the new contracts, we can use those proceeds for wages. In other words, we must have an ability to pay.

Collectively, these actions will help us balance the budget for 2005, but they also put us in a better budget position for the future. Thanks to a superb budget team (led by Linda Seemeyer and Steve Agostini), efficient managers and dedicated employees, we found a way to balance the budget without devastating core county services.

Quality of Life in Milwaukee County Preserved

Providing cost effective health care for those in need is one of those core services. Thanks to the leadership of Chairman Lee Holloway and the work of the members of the Wisconsin Hospital Association in our area – as well as Rob Henken and his excellent staff in the Department of Health and Human Services, the General Assistance Medical Program will continue in 2005.

Providers stepped forward to help cover our costs. This partnership allows us to continue to draw down \$32.7 million in state and federal aid to insure that the needy in our community get health care coverage in the most effective method possible.

After attending the Mental Health Summit, we worked with members of the task force, providers and Chairman Holloway to reach an agreement to redirect more funds from the county and from outside the county to improve care for those in need of mental health services in our community.

In another core service area, we found a way to preserve bus and paratransit routes. Originally, we were given the option of increasing fares and reducing the coverage for paratransit riders. After listening to people at our budget workshops, it became crystal clear that this was not a good idea.

As mentioned yesterday, our budget maintains services for paratransit without a fare increase and without cutting bus routes. Thanks to the good work of the Milwaukee County Transit System, we found a way for them to come in on budget and still protect these key services.

I particularly want to thank Tom Kujawa who is retiring as the head of the transit system. He made Milwaukee County Transit one of the best transit systems in the country. Thanks for your service, Tom.

This budget also reflects a new partnership with those who are independently elected to provide public safety in our county. Special thanks to Sheriff Clarke and District Attorney McCann for coming in under budget. I also want to thank Judge Sullivan and the courts staff for working with us on the budget this year.

In other areas of county government,

- we preserve support for the Milwaukee County Zoo and put in place language to assist the Zoo in securing long-term financial and operating stability;
- we maintain our support for the Parks System and give our superintendent the flexibility needed to adjust revenues and deploy staff to meet priorities, in addition to approving projects like the South Shore breakwater and bike trail;
- we continue to support our older adults through senior centers, fitness classes and meal programs, including a new meal site in southwestern Milwaukee County;
- we provide eight additional Economic Support Specialists in the Department of Health and Human Services dedicated to improving eligibility determination for Family Care;
- we continue to honor our conservative guidelines for funding of capital projects by maintaining our existing infrastructure, while remaining well below our cap; and
- we will reduce the size of the county's fleet by 12%, a savings of \$350,000 in 2005 with ongoing savings in future years.

Creating a Healthy Environment for Job Growth

A strong quality of life system is good for our residents, and it is also good for our employers. To that end, we want to make sure that we have the tools that businesses need to succeed in our county. A quality transportation system is important. As mentioned, this budget maintains bus routes without raising fares.

A great airport is important too. We have that and we are on track to have another record-breaking year – in terms of passengers. The airport is our front door to the business traveler and we take that role very seriously.

When GE Healthcare Technologies was looking at sites for expansion in Milwaukee County, one of the key questions was about our commitment to the progress of the airport. This budget solidifies that commitment to the growth and renewal of our very own General Mitchell International Airport.

Speaking of GE, I was pleased to be at the ground breaking for the spectacular new site on the Milwaukee County Research Park grounds last week. Exciting things are happening on the county grounds. We are moving forward with the storm water basins approved by the sewerage district and with a state forest approved by the DNR.

And now, after two years of working with the City of Wauwatosa, we are ready to move forward with the development of the land along the freeway and north of Watertown Plank Road that includes the old Eshweiler buildings. Our budget includes these land sales because they are part of transforming the abandoned buildings and vacant areas into new economic development – so we can create more jobs and bring more people back to Milwaukee County.

Since the GE event, I had the pleasure of attending a number of ground breaking and ribbon cutting ceremonies throughout the county. These are positive signs. The unemployment rate is down from a year ago. Employers are expanding here. We are headed in the right direction, but we can do even more. Overall, there are three important things that can be done by government to create an environment for job growth.

The first is to lower the tax burden. As mentioned, if we want to attract and retain people and jobs in our county – we must control taxes.

Second, government should create an environment that encourages job growth. I will push an aggressive plan to develop the Park East Corridor properties under the control of the county. Working with Supervisor Mayo's special committee, we will work on a schedule to move this process forward during the fall – outside of the budget.

I want to coordinate our efforts with those of the county board and I want to do it in the best way possible. This means that the efforts to develop this land must not be thwarted by needless restrictions and requirements.

We create benefits for the community by developing the land at the maximum value available and then directing those proceeds into a community development fund that targets the areas of greatest need. The so-called "Community Benefits" plan will only put a stranglehold on this potential economic engine.

Third, government needs to operate in a fiscally sound manner. While we face some enormous fiscal challenges, this budget puts us on the path towards sustainability. I will meet soon with our bond rating agencies to tell of the good news in this budget document. Following this plan will allow us to maintain a level of stability within the community.

Choices in Debate Are Clear and Consequences are Longstanding

If we want to continue to attract more people and more jobs to this county over the next several years, we need to get serious about addressing the issues I raised during this budget speech. We need to have an honest debate about the future of Milwaukee County, not just for the new year, but also for the next four years and beyond.

On one hand, this government choose to ignore the challenges we face and seek a short-term solution to our budget woes through raising taxes. In the end, the facts show that we can never truly tax our way out of this problem. In that scenario, the only people left to pay the taxes in several years may be the very people who need county services.

The better alternative is to take a long-term view and face the challenges of this county head on. We need to streamline county government, reduce the size and level of fringe benefits we provide, use the financial tools at our disposal, provide core services to the people and reduce our tax burden in order to keep our residents and jobs in Milwaukee County.

Meeting these challenges will lead Milwaukee County down the path towards once again becoming the economic engine for the State of Wisconsin. I hope that we can work together to achieve these goals and I look forward to working with you to pave a bright future for all of the people of Milwaukee County. Thank you and may God bless you all.

GLOSSARY

ABACUS	Automated Budget and Accounting Cost Utilization System.
Abatement	Represents a reduction to overall expenditure amounts in a department. Similar to a revenue, it is an account classification used to record the delivery of services from one County department to another County department.
Activity	A subdivision or cost center of a program against which work is reported.
Advantage	An automated accounting and financial management system.
Agency	A code used to define an operating entity within a government that is charged with the responsibility of providing certain services.
Appropriation	An authorization granted by the Board of Supervisors and approved by the County Executive to make expenditures and to incur obligations for specific purposes. (Note: Appropriations are specified as to amount and the time in which they may be expended.)
Appropriation Unit	An accumulation of detail expense budget lines used to control budget expenditures.
Bond	A written promise to pay a specified sum of money, called the face value or principal amount, at a specified date or dates in the future, called the maturity date(s), together with periodic interest at a specified rate.
BRASS	Budgeting, Reporting and Analysis Support System.
Budget	A plan of financial operation embodying an estimate of proposed expenditures for a given period and the proposed means of financing them. Used without any modifier, the term indicates a financial plan for a single year.
Budget Control	The control or management of a governmental unit of enterprise in accordance with an approved budget for the purpose of keeping expenditures within the limitations of available appropriations and available revenues.
Budget Message	A general discussion of the proposed budget which outlines important features and indicates any major change in policy as presented in writing by the budget-making authority to the legislative body.
Budgetary Unit	The basic accounting entity within the operating appropriations. The level at which budget appropriations are made by the County Board and to which, in most instances, appropriations are controlled.
Capital Improvement	A non-recurring expenditure used for the preparation of overall program plans (master plans) or for acquiring a permanent fixed asset such as land (title or easement); improvement of land; construction of roadways, bridges, structures or buildings and/or additions thereto; installation of initial equipment necessary for the operation of the improvement; replacement of existing fixed assets; and substantial reconstruction and/or alteration of existing permanent fixed assets which upgrade the improvement beyond its original conditions.
Capital Outlay	Expenditures which result in the acquisition of or addition to fixed assets.

Crosscharge	An internal charge from one County unit to another County unit for services rendered. It is the offset to an "abatement."
Debt Service Fund	A fund established for administering the annual payments of interest and principal on long-term debts other than special assessment and revenue bonds.
Department	A level one organizational unit within the County. Responsible for developing work plans, overseeing and directing operations of component units (e.g., Department of Parks).
Direct Charges	Those expenses which can be charged directly as a part of the cost of a product or service, or of a department or operating unit as distinguished from overhead and other indirect expenses.
Division	A level two organizational unit normally reporting to the department level (e.g., Marketing Division, Department of Parks).
Enterprise Fund	A fund established to account for the financing of a primarily self-supporting enterprise that renders goods or services to the public at large on a consumer charge basis (e.g., Airport).
Expenditure	The cost of goods delivered or services rendered, whether paid or unpaid.
Fiscal Year	Any twelve-month period of time to which the annual budget applies and at the end of which a governmental unit determines its financial position and the results of its operations. The fiscal year for Milwaukee County extends from January 1 to December 31, as prescribed by State law.
Fringe Benefits or Employee Group Benefits	Benefits provided to Milwaukee County employees, including group health and life insurance, retirement and Social Security.
Function	An authorized group of activities having a related purpose.
Funded Full Time-Equivalent Position	The total budgeted positions including full-time, part-time, temporary and overtime positions, after a lump-sum reduction to establish a net salary budget, converted to the decimal equivalent of a full-time position based on 2,088 hours per year.
General Fund	A fund established to account for all financial transactions not properly accounted for in another fund.
Grant	A contribution from another governmental unit or outside agency. The contribution is usually made to aid in the support of a specified function, but it sometimes is also for general programs or specific projects.
Group	A level four organizational unit in the reporting hierarchy which is a subdivision of section organization units (e.g., McKinley Marina, North Region Section, Operations Division, Department of Parks).
Indirect Charges	Those expenses which by their nature cannot be readily allocated to a specific activity or project on a direct basis. These expenses are prorated to the activity code or project levels.

Internal Service Fund	A fund established for the financing of special activities and services performed by a designated organization unit within a governmental jurisdiction for other organization units within the same governmental jurisdiction (e.g., Facilities Management Division, Department of Parks and Public Infrastructure).
Net Salary Reduction	A reduction to personnel costs based on departmental experience of retaining unoccupied positions and frequency of persons hired to replace those leaving. Net salary reduction is also used to curtail personal service spending, while maintaining vacant funded positions.
Objective	A description of a task or function to be accomplished in specific and measurable terms within a defined period of time.
Other Direct Revenue	A source of income to the County through a user fee, sale of goods, interest earnings and other similar activities. This income is a result of such things as the sale of licenses and permits, fines, forfeitures and penalties and other service fee charges.
Program	Any (or a number of) activities combined in a specific plan to accomplish a service objective within the guidelines of the resource management framework.
Reporting Category	Used to track financial information related to grants.
Revenue	Income received by County Government in support of the government's program of services to the community. It includes such items as property taxes, fees, user charges, grants, fines and State or Federal funds.
SBFS	Salary, Benefit and Forecasting System used to determine total costs of salaries, wages and fringe benefits paid to or for employees of Milwaukee County.
Section	A level three organizational unit which is a subdivision of division organizational units.
Service	A grouping of programs in the resources management hierarchy. Services are delineated as part of predetermined functions aimed at general community goals.
Tax Levy	The total public contribution of general property taxes to be collected by the government to meet public needs.

**COMPARISON OF FUNDED
FULL-TIME POSITION EQUIVALENTS**

<u>Org.</u>	<u>Description</u>	<u>2001</u>	<u>2002</u>	<u>2003</u>	<u>2004</u>	<u>2005</u>	<u>2004/2005 CHANGE</u>
LEGISLATIVE AND EXECUTIVE							
1000	County Board	71.3	68.4	62.6	57.5	57.5	0.0
1001	County Board- Audit Department	23.9	23.9	22.0	20.1	20.0	(0.1)
1020	County Board- Intergovernmental Relations*	5.0	4.0	3.7	0.0	0.0	0.0
1040	County Board- Office of Community Development Partners **	8.2	8.7	6.7	5.0	5.0	0.0
1011	County Executive- General Office	13.1	12.8	13.3	11.9	10.4	(1.5)
1021	County Executive- Veterans Service	7.0	7.0	6.6	6.6	6.5	(0.1)
TOTAL LEGISLATIVE AND EXECUTIVE		128.5	124.8	114.9	101.1	99.4	(1.7)
STAFF							
1110	Civil Service Commission	5.0	5.0	5.0	5.0	5.0	0.0
1120	Personnel Review Board	7.3	7.0	7.0	7.0	7.0	0.0
1130	Corporation Counsel	23.7	23.7	20.8	16.9	18.5	1.6
1019	Dept. of Admin. Services - Office for Persons with Disabilities ***	6.5	7.4	6.3	5.3	5.2	(0.1)
1135	Labor Relations#	5.0	4.7	0.0	0.0	0.0	0.0
1140	Dept. of Admin. Services - Human Resources#	55.8	52.4	57.2	52.8	53.3	0.5

* The 2004 Budget transferred the Intergovernmental Relations Department to the County Board Office.

** The 2001 Budget transferred the Disadvantaged Business Development Section from the Department of Public Works to the Department of Administration. The 2003 Budget transferred the Disadvantaged Business Development Section from the Department of Administrative Services to the County Executive's Office. The 2004 Budget renamed Disadvantaged Business Development to Office of Community Development Partners. The 2005 Budget transferred Disadvantaged Business Development Office of Community Development Partners to the County Board.

*** The 2003 Budget transferred the Office for Persons with Disabilities to the new Department of Administrative Services.

The 2002 budget transferred the Labor Relations Department to the Department of Administrative Services. The 2003 transferred the Labor Relations Department to the Department of Administrative Services-Human Resources Department

**COMPARISON OF FUNDED
FULL-TIME POSITION EQUIVALENTS**

<u>Org.</u>	<u>Description</u>	<u>2001</u>	<u>2002</u>	<u>2003</u>	<u>2004</u>	<u>2005</u>	<u>2004/2005 CHANGE</u>
1150	Dept. of Admin. Services - Risk Management	7.0	7.0	6.1	5.5	5.5	0.0
1151	Dept. of Admin. Services - Fiscal Affairs**	47.0	44.1	48.1	49.1	45.9	(3.2)
1152	Dept. of Admin. Services - Procurement	15.1	14.1	13.1	9.7	10.1	0.4
1160	Dept. of Admin. Services - Information Management Services	112.2	117.2	112.1	96.3	99.3	3.0
1180	Dept. of Admin. Services - Economic Development	7.4	7.5	6.9	0.0	0.0	0.0
1190	Dept. of Admin. Services - Housing & Community Development	34.0	34.0	36.9	0.0	0.0	0.0
1192	Dept. of Admin. Services - Economic & Community Development***	0.0	0.0	0.0	38.4	36.0	(2.4)
TOTAL STAFF		326.0	324.1	319.5	286.0	285.8	(0.1)
COURTS AND JUDICIARY							
2000	Combined Court Related Operations	324.4	338.4	310.7	311.6	302.9	(8.7)
2430	Department of Child Support	204.3	218.4	203.4	205.3	191.0	(14.3)
TOTAL COURTS AND JUDICIARY		528.7	556.8	514.1	516.9	493.9	(23.0)
GENERAL GOVERNMENTAL SERVICES							
3010	Election Commission*	4.3	3.3	4.1	4.6	3.8	(0.9)
3090	County Treasurer	10.0	9.3	9.0	9.0	9.0	0.0
3270	County Clerk	9.0	8.7	7.0	7.0	7.0	0.0
3400	Register of Deeds	45.2	46.5	47.5	51.0	48.0	(3.1)
TOTAL GENERAL GOVERNMENTAL SERVICES		68.5	67.8	67.6	71.6	67.7	(3.9)

* Does not include commissioners.

** The 2003 Department of Administrative Services Reorganization transferred 10 positions from other County departments.

*** The 2004 Budget combined Economic Development and Housing into one department.

**COMPARISON OF FUNDED
FULL-TIME POSITION EQUIVALENTS**

<u>Org.</u>	<u>Description</u>	<u>2001</u>	<u>2002</u>	<u>2003</u>	<u>2004</u>	<u>2005</u>	<u>2004/2005 CHANGE</u>
PUBLIC SAFETY							
4000	Office of the Sheriff	1,060.8	1,125.3	1,119.1	1,042.5	1,009.8	(32.8)
4300	House of Correction	636.3	638.1	587.0	517.5	557.4	39.9
4500	District Attorney	163.6	168.1	161.2	161.1	161.6	0.5
4900	Medical Examiner	33.2	31.1	29.8	30.9	29.8	(1.1)
TOTAL PUBLIC SAFETY		1,893.9	1,962.6	1,897.1	1,752.0	1,758.5	6.5
DEPARTMENT OF PARKS AND PUBLIC INFRASTRUCTURE**							
5040	Airport	218.1	195.1	212.7	212.7	213.9	1.2
5070	Transportation Services	26.5	26.5	27.4	23.1	18.9	(4.2)
5080	Architectural, Engineering and Environmental Services	63.8	70.4	66.5	70.4	51.0	(19.5)
5100	Highway Maintenance	126.1	128.0	126.1	132.0	129.9	(2.1)
5300	Fleet Management	65.9	64.1	63.2	70.6	71.0	0.4
5700	Administration and Facilities Management*	0.0	0.0	0.0	0.0	0.0	0.0
5700	Facilities Management	289.5	280.1	251.4	230.1	164.5	(65.6)
5800	Director's Office **	14.5	15.1	8.9	7.1	54.5	47.4
9000	Parks Division	872.6	794.2	758.9	617.8	534.8	(83.0)
TOTAL PARKS AND PUBLIC INFRASTRUCTURE		1,677.0	1,573.5	1,515.1	1,363.8	1,238.5	(125.3)

* In 2001, the Administration and Facilities Management Division (5700) is reorganized resulting in the Administration Section becoming the Administration Division (5800) and the Disadvantaged Business Section becoming a section of the Department of Administration-Fiscal Affairs Division (1040).

** In 2004, the Parks and Public Works departments merged into the Department of Parks and Public Infrastructure and Org. 5800 was renamed from Administration to Director's Office.

**COMPARISON OF FUNDED
FULL-TIME POSITION EQUIVALENTS**

<u>Org.</u>	<u>Description</u>	<u>2001</u>	<u>2002</u>	<u>2003</u>	<u>2004</u>	<u>2005</u>	<u>2004/2005 CHANGE</u>
HEALTH AND HUMAN SERVICES							
6300	DHHS-Behavioral Health Division	1,053.2	993.9	906.8	916.4	903.2	(13.2)
7200	DHHS-County Health Programs	62.9	63.2	60.5	56.4	51.9	(4.5)
7900	Department on Aging	206.9	196.7	197.6	183.7	158.5	(25.2)
8000	Department of Health and Human Services	1,207.9	945.2	846.2	749.3	797.8	48.5
TOTAL HEALTH AND HUMAN SERVICES		2,530.9	2,199.0	2,011.1	1,905.7	1,911.3	5.6
RECREATION AND CULTURE							
9500	Zoological Department	261.6	265.0	263.1	257.1	250.4	(6.7)
9910	University Extension	1.3	1.3	1.0	1.0	1.0	0.0
TOTAL RECREATION AND CULTURE		262.9	266.3	264.1	258.1	251.4	(6.7)
TOTAL - ALL OPERATING DEPARTMENTS		7,416.4	7,074.9	6,703.5	6,255.2	6,106.6	(148.6)

CAPITAL IMPROVEMENTS

The 2005 Adopted Capital Improvements Budget includes 62 separate projects for a total expenditure appropriation of \$53,417,881. Anticipated reimbursement revenue (Federal, State and local grants) totals \$14,802,770 resulting in net County financing of \$38,615,111.

Appropriations for 55 corporate purpose (non-airport) projects total \$38,050,669 with offsetting reimbursement revenues of \$11,924,195. The resulting net county financing of \$26,126,474 is to be financed by \$24,750,830 in general obligation corporate purpose bonds, \$1,022,070 in sales tax revenues, \$275,000 in Passenger Facility Charges (PFC) revenue, \$50,000 in private contributions and \$28,575 in construction fund investment earnings.

Budgeted expenditure appropriations for 2005 Airport capital improvements total \$15,367,212. Airport reimbursement revenue of \$2,878,575 results in net County financing of \$12,488,637. Net County financing for Airport projects includes \$7,357,925 in General Airport Revenue Bonds (GARBs), \$5,130,712 in PFC revenue bonds and/or pay-as-you-go PFC financing.

Since 1982, all Airport improvement costs not reimbursed by State or Federal agencies have been debt financed using general obligation bonds or financed through pay-as-you-go PFC revenues. Airlines housed in General Mitchell International Airport (GMIA) have agreed to pay all accrued principal and interest payments on debt issued on behalf of the Airport. Debt issued for the Airport from 1982 to 1984 is being repaid by the Airlines in accordance with a 25-year repayment schedule outlined in the Airline lease agreement. Bonds issued after 1984 are repaid by the Airlines over the actual term of the issue. Airport bonds issued after 1985 are classified as private activity bonds. These bonds remain tax-exempt, but income earned from these bonds may be subject to the Alternative Minimum Tax for some taxpayers. The County began issuing GARBs in 2000 to finance the GMIA parking facility. In 2004, the County issued PFC-backed revenue bonds supported by general airport revenue bonds. All debt service payments for the revenue bonds will be the responsibility of the Airlines using GMIA.