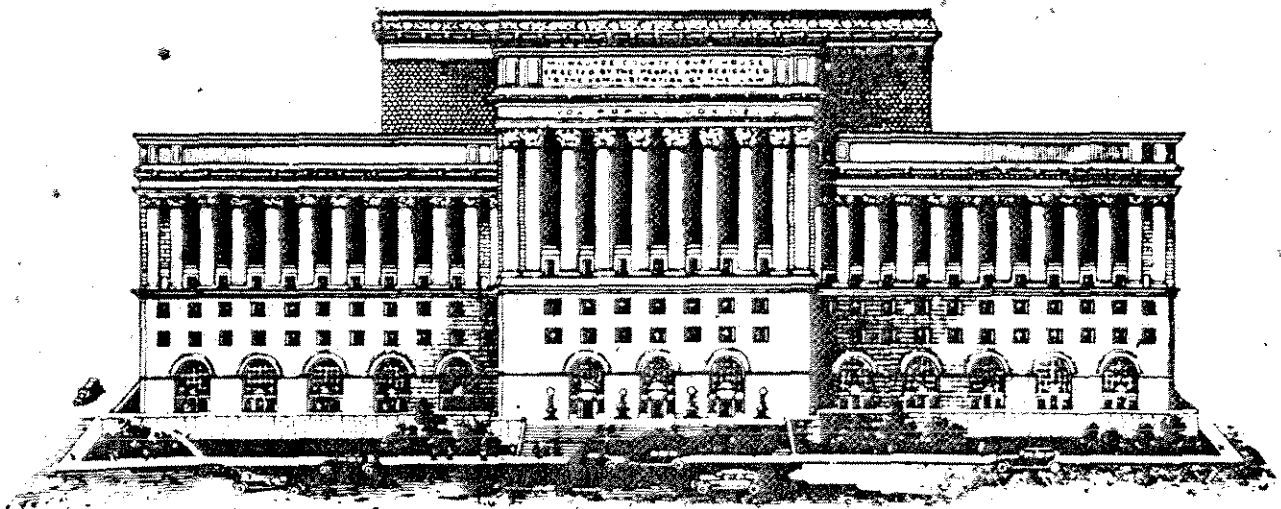


MILWAUKEE COUNTY 2003 ADOPTED BUDGET



Scott Walker
Milwaukee County Executive

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.

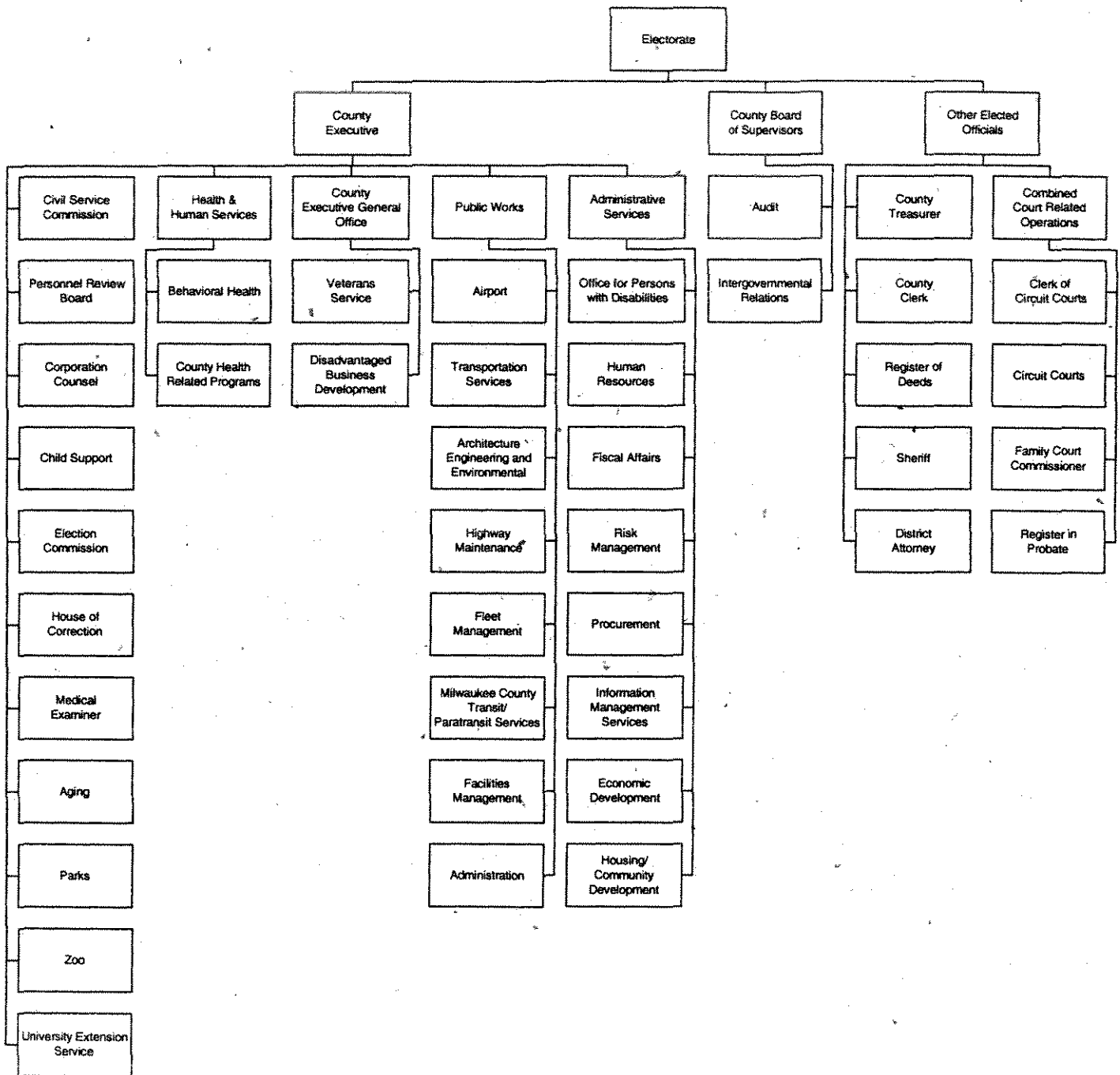
VISION STATEMENT

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

Daniel J. Diliberti

First Vice-Chairman

James G. White

Second Vice-Chairman

Peter G. Agnos

Sheila A. Aldrich

Thomas A. Bailey

Mark A. Borkowski

Gerry P. Broderick

Paul M. Cesarz

Elizabeth M. Coggs-Jones

Joseph L. Davis, Sr.

Lynne D. De Bruin

Alvin J. Endries

Timothy J. Johnson

Willie Johnson, Jr.

Robert R. Krug

Lori A. Lutzka

Michael Mayo, Sr.

Ryan P. McCue

Robert M. McDonald

Richard D. Nyklewicz, Jr.

Roger H. Quindel

James J. Schmitt

John F. Weishan, Jr.

T. Anthony Zielinski

TABLE OF CONTENTS

	Page
INTRODUCTION	
Budget Process	1
Budgetary Basis of Accounting	2
Expenditure Controls	3
Budget Documents	3
 2003 BUDGET HIGHLIGHTS	 5
 CHART OF BUDGET DOLLAR	 15
 SCHEDULES AND CHARTS	
Comparison of 2002 Adopted Budget and 2003 Adopted Budget	17
Functional Tax Levy Distribution	18
Comparison of Expenditures, Revenues and Tax Levy (1998 to 2002)	19
Summary of Legislative, Executive and Staff Function (Schedule A)	20
Summary of Sundry Appropriations and Grants Function (Schedule B)	22
Summary of Courts and Judiciary Function (Schedule C)	24
Summary of General Governmental Services Function(Schedule D)	25
Summary of Public Safety Function (Schedule E)	26
Summary of Public Works and Development Function (Schedule F)	27
Summary of Health and Human Services Function (Schedule G)	28
Summary of Parks, Recreation and Culture Function (Schedule H)	29
Summary of Debt Redemption & Interest Function (Schedule I)	30
Summary of Capital Improvements Function (Schedule J)	31
Summary of Expendable Trust Accounts (Schedule K)	32
 FUNCTIONAL AREA SUMMARIES	
County-wide Non-Departmental Organization Units	
Legislative and Executive	
Staff	
General Governmental Services	
Public Safety and Judiciary	
Public Works and Transportation	
Health and Human Services	
Parks, Recreation and Culture	
Debt Service	
Revenue Section	

BUDGET NARRATIVES

Legislative and Executive Function

<u>Org.</u>	<u>Department Name</u>
1000	- County Board
1001	- County Board-Department of Audit
1020	- County Board-Intergovernmental Relations
1011	- County Executive-General Office
1021	- County Executive-Veterans Service
1040	- County Executive-Disadvantaged Business Development

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
1180	- Department of Administrative Services-Economic Development
1190	- Department of Administrative Services-Housing 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	- Sheriff
4300	- House of Correction
4500	- District Attorney
4900	- Medical Examiner

Public Works and Transportation Function

<u>Org.</u>	<u>Department Name</u>
5040	- Department of Public Works-Airport Division
5070	- Department of Public Works-Transportation Services Division
5080	- Department of Public Works-Architectural, Engineering and Environmental Services Division
5100	- Department of Public Works-Highway Maintenance Division
5300	- Department of Public Works-Fleet Management Division
5600	- Milwaukee County Transit/Paratransit System
5700	- Department of Public Works-Facilities Management Division
5800	- Department of Public Works-Administration Division

Health and Human Services Function

<u>Org.</u>	<u>Department Name</u>
6300	- Department of Health and Human Services-Behavioral Health Division
7200	- Department of Health and Human Services-County Health Related Programs
7900	- Department on Aging
8000	- Department of Health and Human Services

Parks, Recreation and Culture Function

<u>Org.</u>	<u>Department Name</u>
9000	- Department of Parks
9500	- Zoological Department
9700	- Milwaukee Public Museum
9910	- University Extension Service

Debt Service Function

<u>Org.</u>	<u>Department Name</u>
9960	- General County Debt Service

Appendix

Budget Message of the County Executive
Glossary
Comparison of Funded Full Time Position Equivalents

Capital Improvements

Page

A-1 - A-7
A-8 - A-10
A-11 - A-14

B - 1

INTRODUCTION

Milwaukee County's 2003 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 Public Works.
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 2003 Adopted Budget publications are as follows:

- The *2003 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 2002 and 2003. 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 *2003 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 *2003 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 2002 and 2003 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 2003, 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.

Terry D. Kocourek
Fiscal and Budget Administrator

2003 BUDGET HIGHLIGHTS

The 2003 Adopted Budget for Milwaukee County includes expenditures of \$1,110,864,478, revenues of \$891,370,295, and a property tax levy of \$219,494,183, which is an increase of .3% over the 2002 adopted property tax levy of \$218,734,713.

Managing for Results

As part of the County's overall strategic planning process, the 2003 County Budget includes missions, outcomes, indicators and targets for all County departments and budgets. Each department is directed to revise their Outcomes Measures, if needed, to reflect their 2003 budgeted resources, consistent with the Milwaukee County Mission and Vision statements, for County Board review by March 1, 2003.

Intergovernmental Relations

The Intergovernmental Relations Division is transferred from the County Executive's Office to the County Board to reflect the Division's County-wide focus and the County Board's overall legislative and policy oversight function.

Disadvantaged Business Development

Disadvantaged Business Development is transferred from the Department of Administration and is created as a division of the County Executive's office, reporting directly to the County Executive.

Department of Administrative Services

A Department of Administrative Services (DAS) is created consisting of the following divisions: Fiscal Affairs, Human Resources, Procurement and Information Management Services. Also reporting to the Director of the DAS are the Office of Persons with Disabilities, Housing and Community Development and Economic Development. Implementation changes include the transfer of the Department of Human Resources to DAS, the transfer of Labor Relations to the Human Resources Division of DAS, the transfer of Disadvantaged Business Development to the County Executive and the transfer of the Office for Persons with Disabilities from the County Executive to the DAS.

This new Department of Administrative Services centralizes human resource and fiscal and information management services staff County-wide to facilitate a County-wide, cooperative, customer service approach to these administrative services to improve planning, budgeting, fiscal monitoring, human resource and information management services while reducing the County's overall cost of these services and functions by approximately one million dollars. It includes an effort to streamline many administrative processes, rules and procedures.

Office for Persons with Disabilities

The Office for Persons with Disabilities moves from being an office of the County Executive to the Department of Administrative Services (DAS), reporting to the Director of DAS.

Corporation Counsel

A position is created in the office of Corporation Counsel to assist in an effort to increase outstanding collectible costs and fees through tax intercepts. The cost of the position is offset with projected revenue to be generated by outstanding collectibles.

Labor Relations

Labor Relations is moved to the Department of Administrative Services-Division of Human Resources and is created as a section of DHR to better coordinate the activities of each of these areas with the Fiscal Affairs Division. By housing all three entities under the new Department of Administrative Services, the County will achieve better coordination and inject greater fiscal foresight into the formulation of labor negotiating strategies.

Human Resources

Human Resources is created as a division of the Department of Administrative Services to reflect a centralized administrative services model. Human resource personnel County-wide are consolidated within DHR and teams of human resource professionals will be deployed into departments to serve major functional areas.

Due to fiscal constraints, funding for the Youth Employment Program, budgeted for 2002 at \$322,704, is eliminated in 2003.

Likewise, funding for a tuition assistance program for County employees created in the 2002 budget at a cost of \$100,000 is eliminated in 2003.

Fringe Benefits

Funding within the fringe benefits budget for employee and retiree health care costs has been reduced by \$10 million from the requested \$12.4 million increase over 2002. This reduction is based on a new model for providing health care for employees and retirees and agreements with health care providers within this model. Cooperative efforts between management, employees and unions are necessary to achieve this reduction and assure that reasonable increases in health care costs will be achieved in future years.

Appropriation for Contingencies

An amount of \$2,000,000 is included in this budget, funded with land sales revenue, and specifically earmarked to offset the cost of retiree sick leave payments in 2003. If this land sales revenue is not realized, in addition to the \$4,000,000 of land sales revenue budgeted in the Economic Development Division, departments will absorb the cost of retiree sick leave payments for 2003.

Procurement

Due to staff reductions, open market purchase limits are increased from in excess of \$5,000 and less than \$25,000 to in excess of \$10,000 and less than \$25,000. Formal and informal dollar limits are increased from \$5,000 to \$10,000 and purchasing card limits per transaction are increased from \$1,000 to \$2,000. The method of notice to bidders is changed from certified mail to fax.

Automated Land Information System

The automated mapping base will continue to be enhanced by the creation of additional layers of information useful to County and local government.

During 2000, a major multi-year project to integrate the existing City of Milwaukee digital cadastral mapping into the County-wide system was initiated. This effort, which will continue during 2003, will require two to three additional years to complete.

Combined Court Related Operations

Tax levy for the 2003 Combined Court Related Operations budget increases \$1,766,229, from \$23,821,893 to \$25,588,122, due in part to increases of \$816,009 in fringe benefits and \$627,632 for court-ordered services to better reflect actual experience. The Domestic Violence Judicial Oversight Initiative continues in 2003 at a reduction of \$634,575, from \$1,163,204 to \$528,629, which is completely offset with Federal grant revenue. The

2003 Budget also includes \$494,770 in expenditures and revenues for the Permanency Review Project, which provides children in an out-of-home situation with a review every six months by the court.

Register of Deeds

Departmental revenues are projected to increase \$821,484, from \$3,906,760 to \$4,728,244, due to the continued strength in real estate sales and greater mortgage activity.

General Recording Fee Revenue increases \$455,784, from \$1,598,279 to \$2,054,063, based on experience and changes to standard mortgage forms which result in lengthier documents than those utilized prior to 2002.

Real Estate Transfer Fee Revenue increases \$353,200, from \$1,450,000 to \$1,803,200, based on experience.

Sheriff

In 2003, the budgets for the House of Correction and the Sheriff continue an inmate population control "cap proposal" for the Milwaukee County detention population. A lump sum reduction of \$3,291,786 was included and the Sheriff has the discretion to determine how the reduction will be implemented. Twelve fiscal department positions are transferred back from the Sheriff's Office to the House of Correction (HOC) for no tax levy impact. Funding of \$139,930 is included to purchase 178 bullet resistant vests and holsters. Funding for the County Grounds patrols is discontinued in 2003. Staffing of the Froedtert Hospital trauma center is continued. Eight Deputy Sheriff 1s are abolished to reflect a reduction in the number of expressway patrol sectors from seven to six. The Water Safety Patrol Unit and the Airwing Unit are abolished in 2003. The Training Academy will be fully operational in 2003.

Overtime appropriations are increased \$1,013,046 to \$2,011,016 in the Detention Bureau. Funding of \$112,665, offset with Federal revenue is included for the purchase of 259 bullet resistant vests for deputies assigned to the Jail. Revenue of \$365,000 is included, due to a new contract with the State of Wisconsin, to house 25 inmates per day in 2003. Twenty-nine positions are created in the Medical Unit. Total funding for medical services is increased \$4,634,715, from \$11,147,266 to \$15,781,981.

House of Correction

In 2003, 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 \$804,065 is provided for the purpose of continuing the Community Justice Center for Day Reporting, partially offset by \$560,000 from a Federal grant. The HOC management staff has released an RFP for Food Service. Due to restructuring of management and posts, ten positions of Correctional Officer 1 and one Correction Manager are abolished. Twelve fiscal department positions are transferred back from the Sheriff's Office to the House of Correction for no tax levy impact. Three management positions are abolished and two management positions will be held vacant due to fiscal constraints. Five dorms will be closed for the entire year and a sixth dorm will be closed for five months due to fiscal constraints and the decrease in housing VOPs. Revenue of \$365,000 is included due to a new contract with the State of Wisconsin to house 25 inmates per day in 2003.

Department of Public Works – Airport

Due to the September 11, 2001 terrorist attacks in the United States, major security enhancements will continue at General Mitchell International Airport for the foreseeable future. The cost of security in the 2003 budget totals \$6.6 million for Sheriff services, contractual security services for various points on the property and towing of unauthorized vehicles from the property.

Beginning in 2003, debt service of \$8.0 million is budgeted, resulting from financing the construction of an additional parking structure at General Mitchell International Airport.

Department of Public Works – Transportation Division

In 2003, the Transportation Division budget includes \$220,000 for the development and implementation of an integrated asset management system to unify pavement management, bridge management, signs and signals, as well as pavement markings and culverts.

Department of Public Works – Architectural, Engineering and Environmental Services Division

The Department of Public Works – Architectural, Engineering and Environmental Services Division will continue to acquire geographical data which will provide topographical and cadastral base mapping, upon which “layers” showing the location of utility lines, sewer configuration and other infrastructure can be added.

Department of Public Works – Highway Maintenance Division

For 2003, State General Transportation Aids remain at the 2002 level of \$2.4 million.

Department of Public Works – Fleet Management Division

Funding for fuel purchases decreases \$241,070, primarily due to a decrease in budgeted lead free fuel from \$1.65 to \$1.42 per gallon.

Department of Public Works – Milwaukee County Transit/Paratransit System

In 2003, Transit passenger revenue decreases \$3.9 million, primarily due to 2002 actual ridership and revenue decreases, and service reductions planned for 2003. Passenger cash fares, tickets and passes remain at the 2002 level.

The use of Federal formula funds for operations (capitalized maintenance) increases \$3.6 million, from \$11.8 million to \$15.4 million in 2003.

Milwaukee Transport Services, Inc. continues to operate Paratransit Services and manage the van, taxi and agency contracts in 2003. Passenger fares remain at the rate of \$3.00 per one-way trip.

Department of Public Works – Facilities Management Division

In 2003, maintenance and landlord responsibilities for the Child & Adolescent Treatment Center will be transferred from the Department of Health and Human Services – Behavioral Health Division to the Department of Public Works - Facilities Management Division.

For 2003, the Facilities Management Division will continue to provide perimeter screening in the Courthouse through redeployment of existing security personnel and other programmatic and structural changes.

Major Maintenance decreases \$529,074 in 2003, resulting in projects being scaled back or delayed.

DHHS-County Health Related Programs

Beginning in 2003, the Division of County Health Related Programs (CHRP) will be a division of the Department of Health and Human Services (DHHS), formerly Department of Human Services (DHS). CHRP was previously budgeted in the Department of Administration.

The Administration budget includes \$80,000 in the Professional Service Fees-Recurring Operations account for the contract for provision of Employee Health Services.

The CHRP director position is unfunded for the first six months of the year for a savings of \$43,380.

The Pilot EMS Project between the County and Oak Creek increases expenditures by \$220,000 for 2003. This project transfers actual patient revenue collected by the County to the municipality.

An appropriation of \$243,260 is included for continuation of the contract with the Medical College of Wisconsin for the provision of on-line medical control and direction of the EMS Program, Emergency Management and the Airport Fire Service. These services include the staffing of the communication base on a 24-hour, seven-day-a-week basis with a Medical Director, physicians and residents, as well as clerical and administrative support.

An appropriation of \$575,000 is included for anticipated costs associated with billing services performed by Claims Processing and Receivables (CPR). CPR's rate of reimbursement for 2003 will be 8.75 percent of net collections, plus an administrative fee. CPR also provides billing and collection services under the umbrella contracts with the municipalities.

Paramedic cost recovery revenue remains stable at \$5,600,000 to reflect 2002 Medicare rates. A rate increase of three percent to the base bill has been included, which is equal to \$15 for a paramedic transport and reflects an increased charge from \$509 to \$524 per transport, plus any billable, expendable supplies or equipment. The EMS Program will continue to adjust the costs for expendable supplies and equipment based on purchase price and regional average charges.

Previously adjusted in 1999, income eligibility for GAMP increases by \$20 to keep pace with inflation. In addition, the sliding scale for family size is capped at six family members.

An administrative fee of \$35 will be collected from all individuals who apply to GAMP at the time of application submission. This fee will be utilized to offset some of the administrative costs for processing the application and subsequent claims. The fee is waived for homeless individuals. The administrative fee increases revenue by \$980,000.

Expenditures and revenues for GAMP have been adjusted to reflect the anticipated expansion of the Intergovernmental Transfer Program (ITP) and a reduction in tax levy support to GAMP of \$3 million. GAMP expenditures for ITP increase \$2,131,275 over 2002 to \$6,791,275 to reflect the anticipated increased payment to the State Department of Health and Family Services for the County's share of the program. This ITP payment would be matched with Federal funds of approximately \$3 million. The payment and matching funds, totaling approximately \$5,131,275, would be returned to the County as refunds from area hospitals and medical providers as established in the GAMP contracts. The net effect of these adjustments over 2002 is a \$3 million tax levy reduction.

As a result of this change, GAMP medical expenditures for 2003 increase \$2,131,275, from \$44,061,580 to \$46,192,855.

GAMP is specifically prohibited from expending \$5,131,275 in medical service fees to area hospitals until such time as the expanded ITP has been approved by the State of Wisconsin in its 2003-2005 biennium budget. These funds are to be allocated to the GAMP Allocated Contingency Fund and shall be administratively released by GAMP upon adoption of the expanded ITP. If the expanded ITP is not approved, \$5,131,275 in payments would not be issued to area hospitals and medical providers by the County.

Contractual services appropriations include \$1,525,000 for the continuation of the contract with Wisconsin Physician Services Inc. (WPS) for claims processing and other administrative fiscal services provided by WPS as approved by County Board Resolution (File No. 01-305). The contract increases \$370,000 over 2002 to reflect actual experience.

Funding for the AIDS Resource Center of Wisconsin is eliminated resulting in a \$230,000 reduction in expenditures. The 2002 budget included Potawatomi revenue of \$100,000, resulting in a tax levy savings of \$130,000.

\$200,000 is included for the Sports Authority for 2003. The Sports Authority will make an effort to target youth who have been involved in the juvenile justice system. The Division is directed to initiate a competitive bidding process to secure an outside entity to administer the Sports Authority in 2003.

The Sports Authority, composed of seven members, reviews and recommends to the County Board funding for grant proposals from community organizations seeking to provide sports activities targeted toward at-risk youths, with an emphasis on ages 6 to 15, and females who may not have the opportunity to participate in, and benefit from, organized aerobic sports (e.g., basketball, swimming, volleyball, etc.). This appropriation for the Sports Authority is unchanged from 2002.

A \$50,000 tax levy appropriation to support the privatized Milwaukee International Health Training Consortium (MIHTC) is discontinued in 2003. Instead, CHRP will provide in-kind services and support to insure the continuation of MIHTC. These in-kind services and support will include the use of vacant office space in the building occupied by CHRP. To adjust MIHTC's budget for operating expenses, other community support programs will be expected to provide donations.

Department on Aging

The Department on Aging's 2003 budget reflects the first full year of implementation of the State of Wisconsin's Family Care Pilot initiative as entitlement for older people in Milwaukee County. Under Family Care, the Department's Care Management Organization (CMO) 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. The 2003 budget reflects a significant expansion of the Family Care program, first initiated as a pilot in 2000. This expansion is wholly dependent upon anticipated increases in client enrollment in the Family Care program and reflects the Department's current enrollment levels and projections based on demographic data provided by the State.

The Department's Long Term Support Division completed operations in 2002 as clients and funding were shifted from the State's Long Term Support Programs including the Community Options Program and waivers to Family Care. Changes in departmental staffing, client services and overall funding reflect full implementation of the Family Care initiative. The Department's 2003 budget thus fully implements initiatives originally authorized by the County Board in 1997 and 1998.

Primarily due to full implementation of the Family Care initiative, expenditures reflect an increase of \$42,683,580, from \$80,647,041 in 2002 to \$123,330,621 in 2003, resulting in a net tax levy of \$2,275,357. The 2003 tax levy reflects an increase of \$47,880 from the 2002 adopted budget.

Other Charges for client services increase \$39,536,242, from \$63,735,048 to \$103,271,290. This increase includes \$43,197,769 in the Care Management Organization client services under the capitated rate system and \$84,498 in Supportive Home Care services. Increase in Other Charges reflect a partial offset due to elimination of already reduced Long Term Support client service funding of \$806,875 due to full implementation of Family Care, including reductions of \$15,111 in CIP 1A, \$181,661 in CIP 1B, \$304,848 in COP-Waiver, \$58,476 in CIP II and \$246,779 in COP. Increase in Other Charges is also partially offset by a reduction of \$2,125,848 in the contribution to the "risk reserve" to meet minimum requirements as stated under the Department's CMO contract with the Wisconsin Department of Health and Family Services.

Revenues increase \$42,635,700, from \$78,419,564 to \$121,055,264, including \$45,626,320 in Other Direct revenue and a reduction of \$2,990,620 in State and Federal revenue. CMO capitation revenue reflects an increase of \$40,072,500, from \$57,624,000 to \$97,696,500. CMO client share revenue includes a proportional increase of \$5,786,057. CMO revenue reflects a partial offset due to a reduction in risk sharing revenue of \$232,237.

In 2003, Personal Services decreases \$459,356 as a result of implementing the Department of Administrative Services (DAS) reorganization plan due to the transfer of these positions to DAS.

In Milwaukee County, as throughout the United States, approximately 80 percent of the care received by older people is provided by their families and other informal networks. In 2003, the Department will continue its Family Caregiver Support Initiative, begun in 2001 with funding provided under Title III-E of the Older Americans Act. This program supports a broad array of services targeted to persons providing care to older family members. Services include a Caregiver Helpline, educational presentations in the community and informational materials. The program also pays for a range of respite care services to prevent burnout among overstressed caregivers.

Expenditures and offsetting revenue of \$443,625 reflect a \$52,139 increase to provide a networked system of supports for the valuable resources in Family Caregivers.

The Department on Aging manages five Milwaukee County owned senior centers and partially and/or fully funds nine additional senior centers. In 2002, management of three Senior Centers historically operated by the Department of Parks, Recreation and Culture was transferred to the Department on Aging. The transferred centers were the Clinton & Bernice Rose, Kelly and Wilson Park Senior Centers. Continuity of programming and services to center participants resulted in a successful transition. The Department continues to work with the Advisory Councils of these centers and center participants to identify needed improvements in programming and facility upgrades. With the management of the senior centers consolidated into one contract, there will be increased opportunities for resource sharing and coordination of activities. Additionally, the Department conducted a study of senior centers to determine strategies to increase attendance and quality programs, which continues to be a priority in 2003. A Senior Center Roundtable was re-established and includes senior center directors from all senior centers in Milwaukee County, whether they are County, municipal or senior center clubs. This roundtable will further expand opportunities to share resources and market to seniors throughout all of Milwaukee County.

In collaboration with the University of Wisconsin - Milwaukee, in 2002, fitness programs were added to two senior centers. Efforts will continue in 2003 to expand this type of programming to other centers.

Expenditures increase \$47,858 to provide for a share of the costs of a position (located within the Department of Public Works - DPW) whose function will be to perform maintenance on the five County-owned Senior Centers and the two Wil-O-Way facilities managed by the Office for Persons with Disabilities.

Expenditures increase \$1,721,581 reflecting the shift of \$1,622,499 of remaining related client service expenditures from the Long Term Support Division due to full implementation of Family Care. Personal Services increase \$230,755, including abolishment of five vacant Service Support Specialist and one vacant Mental Health Assistant positions. The resulting decrease of \$191,274 due to these position abolishments is offset by position transfers from the Long Term Support Division.

Department of Health and Human Services

The Division of County Health Related Programs (CHRP) is transferred from the Department of Administration to DHHS to create a new Department of Health and Human Services (DHHS). CHRP will continue to appear as a separate organizational unit in the County budget (Org. 7200).

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, Personal Services decrease \$559,572 as a result of implementing the Department of Administrative Services (DAS) reorganization plan.

An appropriation of \$350,000 in Potawatomi revenue is provided for actions to address lengthy waiting lists for persons with developmental disabilities who are seeking community-based care and services. This appropriation will enable the Division to draw down an additional \$525,000 in Federal matching funds for a total of \$875,000.

The budget abolishes four positions in the DHHS Director's Office to reduce costs which are charged to the Disabilities Services, Delinquency and Economic Support divisions. This reduces tax levy in the program divisions. The Director's Office now consists of the Director and one position of Executive Assistant (DHS).

A tentative agreement has been reached with the State to provide Milwaukee County with \$4.0 million in revenue related to the private W-2 agencies. This revenue is to be used in programs that support individuals eligible under Temporary Aid to Needy Families (TANF) guidelines.

\$1.5 million of this State revenue is intended to be used during 2002 to cover unbudgeted expenditures for County rent costs at the six W-2 sites where the DHHS Economic Support Division has staff members deployed.

The remaining \$2.5 million is budgeted in 2003, with \$1.0 million allocated to offset ESD rent expenditures anticipated to be incurred in 2003, and \$1.5 million allocated to TANF eligible programs in the Delinquency and Court Services and Disabilities Services divisions.

Milwaukee County's House of Correction (HOC) is the recipient of a two-year \$1,000,000 Federal Welfare to Work grant from the Private Industry Council for 2002 and 2003. The HOC is sub-contracting with the Milwaukee County Department of Child Support and DHHS. Milwaukee County has developed a plan to create a comprehensive program of intervention that creates access to employment services for Due In To Report (DITR) persons in community release status, as well as those at the HOC for their first 30 days and upon 30 days from their release to the community. The program is 100% Federally funded and thus requires no County tax levy support. The ESD positions perform application and eligibility determination for Food Stamps, Medical Assistance, Day Care and Employment Systems Access.

Eight positions at a cost of \$329,656 are funded with Child Day Care Administration revenue at no tax levy cost. The positions are created to improve monitoring of child day care providers, improve staff training on State/Federal regulations and to improve the accurate and timely processing of payments to providers.

Costs for the Child Day Care Certification and Enforcement Unit total \$735,926, and are 100% funded with Day Care Administration revenue and include ten positions.

Child Day Care Other Expenditures total \$3,126,008 for the following services: Technical Assistance to providers for certification, \$236,900; Mentor/Teacher to aid providers in maintaining their certification in good standing, \$90,000; Childcare Certification Intake for new childcare provider applicants, \$88,516; Bi-County Childcare (with Waukesha County), \$25,000; Rate Setting/Staffing of Early Childhood Council and Childcare Advisory Committee, \$300,000; Community Information (211) Phone Line, \$80,000; Childcare Training and Professional Development to educate providers in the business of Child Care (record keeping, invoicing, payments, etc.), \$250,000; Early Childhood Development to provide the knowledge base to be used to help establish mutual expectations for how parents, providers and schools can work together to address critical building blocks for learning, \$743,592; W-2 Child Day Care Coordination, \$312,000; and Special Needs Childcare to increase the capacity of Milwaukee County Child Care providers to serve families and children with special needs, \$1,000,000. (Children with special needs have a wide variety and range of acute and long term, chronic physical, developmental, behavioral, emotional or other long term conditions; this initiative will allow children with special needs to receive care in an inclusive child care environment.)

The Community Information (211) Phone Line is budgeted in the Economic Support Division at \$480,000. (This is in addition to \$195,000 budgeted in the DHHS Behavioral Health Division AODA Branch for a total 211 Phone Line budget of \$675,000). Funding includes \$40,000 of Home Energy Assistance revenue, \$80,000 of Day Care Administration revenue and \$360,000 of Income Maintenance and Hospital revenue. The use of Income Maintenance revenue frees up \$200,000 of tax levy which supported this program in the 2002 budget.

The 1996 Adopted County Budget eliminated the General Assistance grant program for low income individuals, and in its place established the Interim Disability Assistance Program (IDAP). IDAP provides transitional monetary help for disabled individuals in need of temporary financial assistance while an application for Federal Supplemental Security Income (SSI) is pending.

For 2003, IDAP grants are funded at \$594,360 based on experience. It is anticipated that the average monthly caseload will be 195 cases. Recoveries from persons who subsequently receive SSI are budgeted at \$453,464 for a net tax levy cost of \$140,896. This is a decrease of \$24,834 from the 2002 Adopted Budget.

Indigent burials are projected at \$618,524, an increase in tax levy support of \$158,702 over the 2002 budget of \$459,822. After averaging 312 burials/year from 1997-2000, the total cases increased to 388 in 2001 and are projected at 408 for 2002 and 2003. To contain costs the Department of Health and Human Services has established the maximum allowable reimbursement for burials and cremations at \$1,500. The current maximum cost per burial or cremation is \$2,500 although the average cost per incident is approximately \$1,800. DHHS will also request cremation for individuals with no known or identified family members and will counsel with families to consider cremation as an option unless religious or cultural issues prohibit cremation.

Since 2001, the appropriation to support the Community Relations-Social Development Commission (SDC) has been included in the Department of Human Services budget. Due to fiscal constraints, the \$121,157 appropriation is eliminated in 2003.

DHHS receives Youth Aids to fund State Juvenile Correctional Charges and community based services. Total Youth Aids revenue for 2002 is budgeted at \$32,780,569, which is an increase of \$809,830 from the 2002 Adopted Budget. This revenue amount equals the 2003 actual State contract.

Total State Department of Corrections (DOC) charges for juveniles placed into State custody by the Children's Court Judges are projected to cost \$30,177,848, a decrease of \$3,619,428 to the amount budgeted in 2002. Based on the TREND projection for State Juvenile Correctional Institutional placements for the last 48 months of actual experience and an additional reduction for the Wraparound Program expansion, the institutional costs are projected to decrease by \$3,282,422, from \$24,223,863 to \$20,941,441, based on an average daily census of 331 placements, a decrease of 58 from 389 budgeted in 2002. Child Caring Institution (CCI) placements are decreased from 86 average daily placements budgeted in 2002 to a daily average of 73 in 2003. DOC-CCI placement costs are projected to decrease by \$802,667, from \$6,881,986 to \$6,079,319. State charges for Aftercare programs are projected to increase \$465,661, from \$1,477,256 to \$1,942,917, and the Corrective Sanction Program will remain the same at \$1,214,171.

The 2003 budget includes \$1,000,000 of one-time W-2 Community Reinvestment revenue, a reduction of \$3,508,500 from the amount budgeted in 2002.

Expenditures in the First Time Juvenile Offender Program increase \$225,029, from \$1,994,481 to \$2,219,510. Funding for this program includes \$191,320 in Potawatomi Revenue and \$1,505,140 in State and Federal revenue. In 2002, \$516,502 in W-2 Community Reinvestment revenue was used to provide additional funding for this program. Due to the reduction of W-2 Community Reinvestment revenue for 2003, tax levy of \$523,050 is allocated.

A \$150,000 appropriation is included as seed-money to establish Safe Homes, a pilot program to provide fundamental community-based services to at-risk youth. Safe Homes would operate in five neighborhoods with high populations of at-risk youth, including three neighborhoods on the north side and two neighborhoods on the south side. This prevention program will target youth with emotional, developmental, social or other barriers that may place them at risk in their community.

The 2003 Budget directs the Division to establish site-based probation services at the contracted Day Treatment sites, and to maintain caseloads at various schools, pending the establishment of agreements with respective school districts.

An allocation of \$10,000 in Potawatomi Revenue is provided to fund the activities of the Milwaukee County Commission on Youth for 2003.

Due to fiscal constraints, the Delinquency and Court Services Division 2003 Budget abolishes 25 positions in Administration, Detention, Pre and Post Disposition Services, Probation Supervision, Court Clerical Support and Custody Intake resulting in a net tax levy savings of \$899,600.

The Budget includes an expansion of services purchased from BHD's Wraparound Program. This initiative expands Wraparound for Delinquent youth by 36 slots (from 278 budgeted in 2002 to 314 in 2003) which are phased in over the year at the rate of three per month at a cost of \$409,500. The initiative further assumes that these slots will be filled with youth who are diverted from State placement for a Juvenile Correctional placement cost savings of \$627,057. The total net tax levy savings is \$217,557.

The Adult Services Division is renamed the Disabilities Services Division as recommended by the Division's needs assessment report.

The 2003 budget removes \$1,193,730 of Potawatomi revenue that supported services to persons with disabilities in the 2002 budget.

The 2003 budget includes \$500,000 of one-time W-2 Community Reinvestment revenue, a reduction of \$391,500 from the \$891,500 budgeted in 2002.

Seven unfunded positions are created in order to have positions available as the State allocates funding to relocate persons from the Jackson Center and Hearthside nursing homes.

The administrative and operational structure of the Disabilities Services Division program is realigned to create a Resource Center model, which will generate cost savings, enhance services and position the program for potential interfacing with the State of Wisconsin's Family Care pilot, presently in operation in the Department on Aging. As part of this realignment, case management of consumers in Adult Family Home placements will be purchased at a cost of \$148,500.

\$125,000 is transferred in 2003 from the balance of the Division of Housing and Community Development's Housing Organization Loan Fund (HOLF) to the DHHS Budget to support programs related to the needs of individuals and families that are homeless.

Due to fiscal constraints, funding is reduced approximately 50% for Lao access and housing options resulting in funding of \$34,800.

9.5 positions are abolished to reduce the costs of the Management Services Division which are charged to the three program divisions. These reductions result in a tax levy reduction in those divisions.

Parks Department

Nine positions are abolished due to fiscal constraints. Ten management positions are abolished due to reorganization and restructuring of personnel and responsibilities. In 2003, State Sales Tax will be included in the price of items rather than as a payment made by Milwaukee County to the State. In 2003, the Parks Department will implement a departmental purchasing freeze. Lifeguards will no longer be provided at Bradford Beach. The Boerner Botanical Gardens and Visitor Center will open in 2003.

Various Parks fees are increased, including golf permits and marina slip rentals, to provide additional revenue for increased operating expenses.

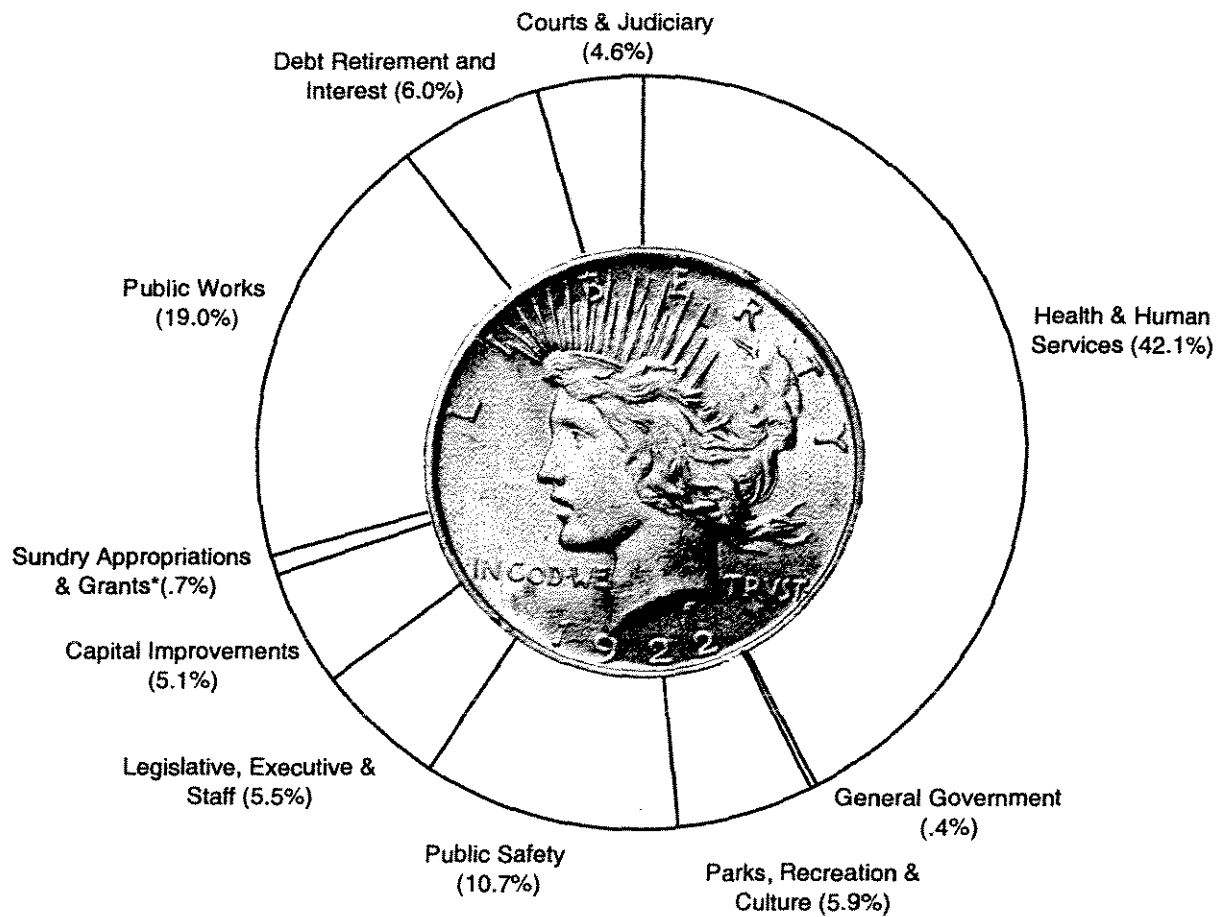
Zoological Department

The County Board, on July 22, 1999, approved a five-year fiscal plan for the Zoo. This plan maintains the Zoo's existing identity and contains numerous initiatives designed to enhance the Zoo's ability to improve its physical plant and its marketing, as well as an ambitious capital improvement plan that would add several exciting new attractions to the Zoo that will enable the Zoo to maintain its status as one of the top ten zoos in the country in terms of attendance and quality. The cost for the nine-year, \$29.6 million capital improvement campaign will be split equally between the County and the Zoological Society. The fourth year of the five-year plan for both the capital and operating budgets begins in 2003. In the Capital Budget, \$5,158,700 is budgeted for the third year of the nine-year capital campaign, which includes \$1,506,000 in infrastructure improvements. The 2003 operating budget includes \$4,339,722 in tax levy.

Capital Improvements

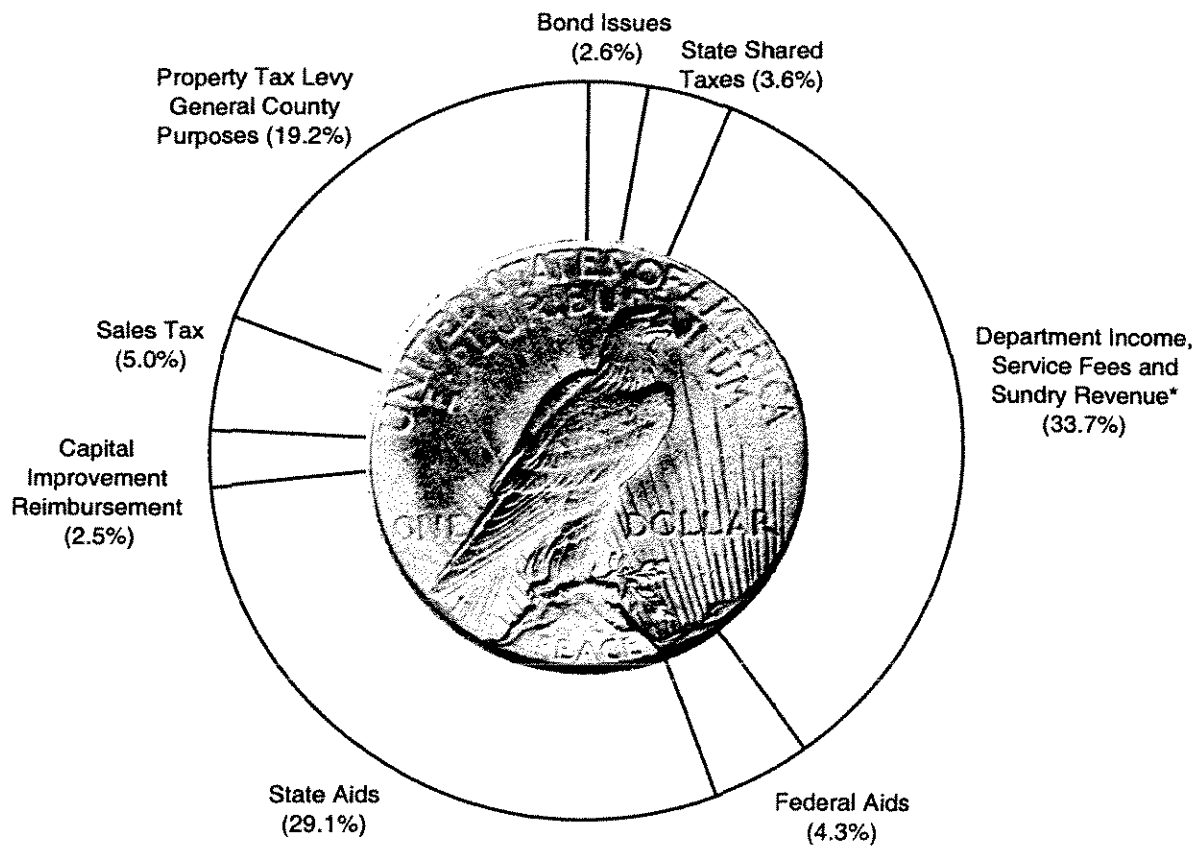
The 2003 Adopted Capital Improvements Budget includes 59 separate projects for a total expenditure appropriation of \$58,431,557. Anticipated reimbursement revenue (Federal, State and local grants) totals \$20,795,640, resulting in net County financing of \$37,635,917.

MILWAUKEE COUNTY 2003 BUDGET DOLLAR
Expenditure Dollar



*Excludes the following "Credit" Expenditure \$(33,800,046)
 Expenditure Offset to Internal Abatements.

MILWAUKEE COUNTY 2003 BUDGET DOLLAR
Revenue Dollar



*Excludes the following "Credit" Revenue \$(33,800,046)
 Revenue Offset to Internal Abatements.

MILWAUKEE COUNTY
2002 ADOPTED AND 2003 ADOPTED BUDGETS

	<u>2002 Adopted Budget</u>	<u>2003 Adopted Budget</u>
<u>EXPENDITURES</u>		
Legislative, Executive & Staff	\$ 63,014,411	\$ 62,925,680
Capital Improvements	104,279,395	58,431,557
Debt Retirement & Interest	60,078,139 *	69,092,915 *
Sundry Appropriations & Grants	6,888,825	7,671,360
Internal Abatements - Expenditure	(33,859,514) **	(33,800,046) **
Courts & Judiciary	49,957,668	51,476,663
General Governmental Services	4,650,571	4,676,693
Public Safety	117,358,238	122,625,989
Public Works	198,912,548	217,821,436
Health and Human Services	424,921,827	482,512,258
Parks, Recreation and Culture	67,014,348	66,404,610
Expendable Trust Accounts	<u>973,863</u>	<u>1,025,363</u>
Total Gross Expenditures	\$ <u>1,064,190,319</u>	\$ <u>1,110,864,478</u>
<u>REVENUES</u>		
Property Tax Levy:		
For General County Purposes	\$ <u>218,734,713</u>	\$ <u>219,494,183</u>
Sales Tax	\$ <u>55,949,530</u>	\$ <u>56,949,530</u>
Recommended Bond Issues:		
For General County Purposes	\$ <u>40,783,083</u>	\$ <u>29,952,547</u>
State Aids	\$ 316,595,834	\$ 333,472,971
Federal Aids	<u>46,363,247</u>	<u>49,313,987</u>
Combined State and Federal Aids	\$ 362,959,081	\$ 382,786,958
Capital Improvement Revenue:		
State Revenue	\$ 3,229,930	\$ 625,000
Federal Revenue	28,433,671	19,656,760
Other Revenue	<u>31,832,711</u>	<u>8,197,250</u>
Combined Capital Improvement Revenue	\$ <u>63,496,312</u>	\$ <u>28,479,010</u>
Departmental Income, Service Fees and Sundry Revenue	\$ 313,259,633	\$ 385,086,595
Internal Abatements - Revenue	(33,492,980) **	(33,800,046) **
State Shared Taxes	39,195,537	41,207,056
Prior Year Surplus (Deficit)	<u>3,305,410</u>	<u>708,645</u>
Total Gross Revenue	\$ <u>1,064,190,319</u>	\$ <u>1,110,864,478</u>

* Includes interest allocation credit of \$6,425,065 in 2002 and \$6,098,691 in 2003 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 2003 BUDGET
FUNCTIONAL TAX LEVY DISTRIBUTION

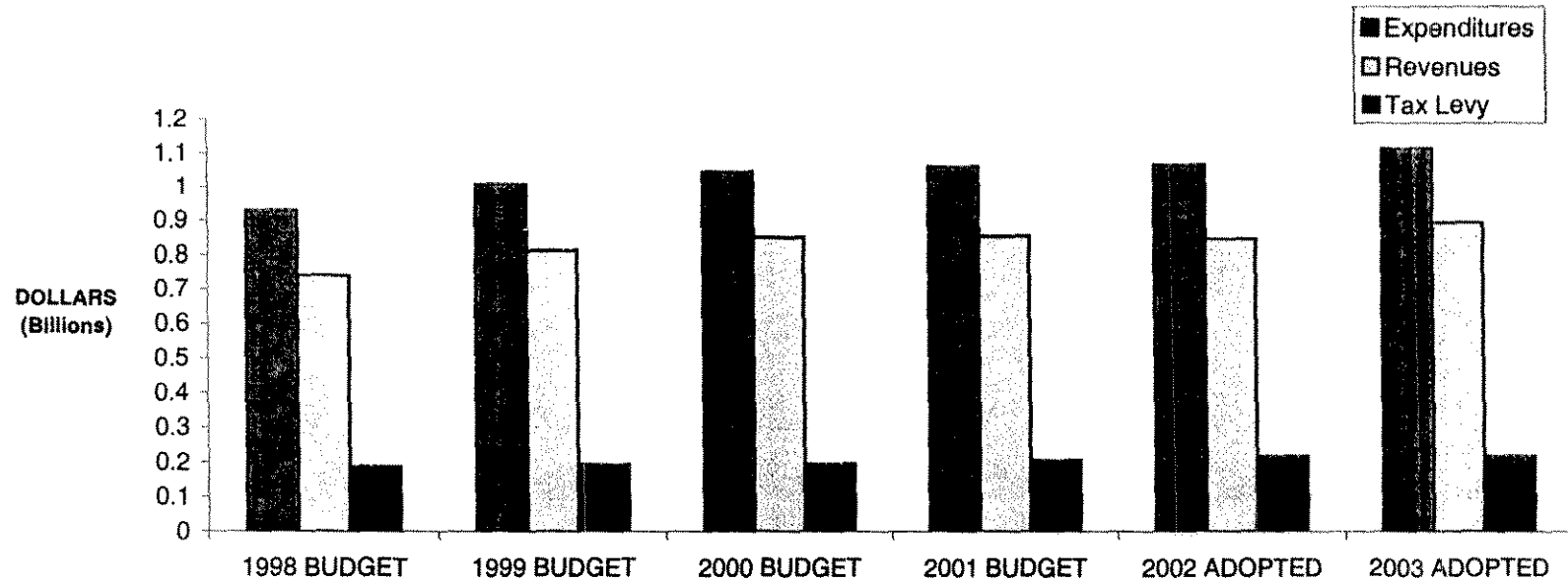
FUNCTION	Operating Expenditures	Operating, Bond & Sundry Revenue	State and Federal Aids	Net Tax Levy Funds Required	% of Tax Levy Funds
<u>General County</u>					
Legislative, Executive & Staff	\$ 62,925,680	\$ 16,433,323	\$ 15,462,832	\$ 31,029,525	14.14%
Courts & Judiciary	51,476,663	6,022,378	20,356,493	25,097,792	11.43%
General Governmental	4,684,193	7,177,941	0	(2,493,748)	(1.14%)
Public Safety	122,625,989	12,721,239	18,103,860	91,800,890	41.82%
Public Works	217,821,436	87,550,982	92,700,077	37,570,377	17.12%
Health & Human Services	482,547,358	173,377,023	232,418,616	76,751,719	34.97%
Parks, Recreation & Culture	67,387,373	36,547,876	265,645	30,573,852	13.93%
Sundry Appropriations & Grants	7,671,360	87,770,623	44,686,491	(124,785,754)	(56.85%)
Internal Abatements*	(33,800,046)	(33,800,046)	0	0	0.00%
Debt Redemption & Interest	69,092,915	15,143,385	0	53,949,530	24.58%
Capital Improvements**	<u>58,431,557</u>	<u>38,149,797</u>	<u>20,281,760</u>	<u>0</u>	<u>0.00%</u>
Total General County	\$ <u>1,110,864,478</u>	\$ <u>447,094,521</u>	\$ <u>444,275,774</u>	\$ <u>219,494,183</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 \$25,623,397 in general obligation bonding, \$20,795,640 in reimbursement revenue, \$27,300 in construction fund investment earnings, \$2,672,070 in sales tax revenues, \$4,984,000 in Passenger Facility Charge cash financing and \$4,329,150 in Airport revenue bonds.

ADOPTED 2003 BUDGET FOR GENERAL COUNTY PURPOSES

	2002 ADOPTED	2003 ADOPTED	CHANGE	PERCENT
EXPENDITURE	\$ 1,064,190,319	\$ 1,110,864,478	\$ 46,674,159	4.4%
REVENUE	<u>845,455,606</u>	<u>891,370,295</u>	<u>45,914,689</u>	<u>5.4%</u>
TAX LEVY	\$ 218,734,713	\$ 219,494,183	\$ 759,470	0.3%



COUNTY OF MILWAUKEE
ADOPTED 2003 BUDGET
SUMMARY OF EXPENDITURES AND REVENUES
LEGISLATIVE, EXECUTIVE AND STAFF FUNCTIONS

	<u>2002 Adopted Budget</u>		<u>2003 Adopted Budget</u>		<u>Increase (Decrease) Amount</u>
<u>EXPENDITURES</u>					
<u>Legislative & Executive</u>					
County Board	\$ 4,645,195	\$	4,491,715	\$	(153,480)
Department of Audit	2,182,535		2,103,851		(78,684)
Intergovernmental Relations	547,453		457,315		(90,138)
County Executive					
General Office	1,217,539		935,436		(282,103)
Veterans Service	254,329		245,600		(8,729)
Disadvantaged Business Develop	<u>680,454</u>		<u>608,301</u>		<u>(72,153)</u>
Sub-Total	\$ 9,527,505	\$	8,842,218	\$	(685,287)
<u>Staff</u>					
Civil Service Commission	\$ 64,793	\$	65,657	\$	864
Personnel Review Board	138,086		144,917		6,831
Corporation Counsel	1,905,638		1,810,658		(94,980)
Dept. of Administrative Services (DAS) -					
Office for Persons w/Disabilities	557,197		619,058		61,861
Human Resources	5,061,231		4,627,556		(433,675)
Risk Management	5,167,960		5,725,545		557,585
Fiscal Affairs	3,333,289		3,924,003		590,714
Procurement	942,431		882,620		(59,811)
Information Management Services	18,582,801		18,257,360		(325,441)
Economic Development	2,901,610		2,555,502		(346,108)
Housing/Community Development	<u>14,831,870</u>		<u>15,470,586</u>		<u>638,716</u>
Subtotal	\$ <u>53,486,906</u>	\$	<u>54,083,462</u>	\$	<u>596,556</u>
TOTAL	\$ <u>63,014,411</u>	\$	<u>62,925,680</u>	\$	<u>(88,731)</u>

* Labor Relations is part of Human Resources in 2003.

	2002 Adopted Budget	2003 Adopted Budget	Increase (Decrease) Amount
<u>REVENUES</u>			
County Executive			
Veterans Service	\$ 0	\$ 4,525	\$ 4,525
Disadvantaged Business Develop	585,308	565,308	(20,000)
Corporation Counsel	125,000	320,500	195,500
Dept. of Administrative Services (DAS) -			
Office for Persons w/Disabilities	25,000	49,000	24,000
Human Resources	1,355,257	1,130,853	(224,404)
Risk Management	6,200,068	6,057,653	(142,415)
Fiscal Affairs	306,000	486,000	180,000
Information Management Services	512,360	400,900	(111,460)
Economic Development	5,008,849	7,023,000	2,014,151
Housing/Community Development	<u>334,930</u>	<u>395,584</u>	<u>60,654</u>
TOTAL	\$ <u>14,452,772</u>	\$ <u>16,433,323</u>	\$ <u>1,980,551</u>
<u>STATE & FEDERAL AIDS</u>			
County Board	\$ 16,500	\$ 18,000	\$ 1,500
County Executive			
General Office	15,000	15,000	0
Veterans Service	13,000	13,000	0
Department of Administrative Services -			
Housing/Community Development	<u>14,838,770</u>	<u>15,416,832</u>	<u>578,062</u>
TOTAL	\$ <u>14,883,270</u>	\$ <u>15,462,832</u>	\$ <u>579,562</u>
NET FUNDS REQUIRED	\$ <u>33,678,369</u>	\$ <u>31,029,525</u>	\$ <u>(2,648,844)</u>

COUNTY OF MILWAUKEE

ADOPTED 2003 BUDGET
SUMMARY OF EXPENDITURES AND REVENUES
SUNDRY APPROPRIATIONS AND GRANTS FUNCTION

	2002 Adopted Budget	2003 Adopted Budget	Increase (Decrease) Amount
<u>EXPENDITURES</u>			
Non-Departmental Expenditures			
<u>1901-1999</u>			
Ethics Board	\$ 38,198	\$ 42,032	\$ 3,834
County Historical Society	307,481	276,733	(30,748)
Greater Milwaukee Convention & Visitors Bureau	25,000	22,500	(2,500)
Civil Air Patrol	8,000	8,000	0
War Memorial Center	1,750,572	1,575,515	(175,057)
Villa Terrace/Charles Allis Art Museums	309,120	278,208	(30,912)
Marcus Center for the Performing Arts	1,600,000	1,600,000	0
Automated Land Information System	1,000,000	1,000,000	0
Internal Service Abatement	(33,859,514)	(33,800,046)	59,468
Personal Serv Lump-sum Reduction	(234,000)	0	234,000
Potawatomi Revenue	0	1,388,523	1,388,523
Appropriation for Contingencies	5,417,022	6,417,022	1,000,000
Employee Fringe Benefits	7,872,977	7,376,764	(496,213)
Federated Library System	66,641	66,654	13
Milwaukee County Fund for the Arts	550,000	495,000	(55,000)
Capital/Depreciation Contra	<u>(11,822,186)</u>	<u>(12,875,591)</u>	<u>(1,053,405)</u>
 TOTAL NON-DEPARTMENTAL EXPENDITURES	 \$ <u>(26,970,689)</u>	 \$ <u>(26,128,686)</u>	 \$ <u>842,003</u>

	2002 Adopted Budget	2003 Adopted Budget	Increase (Decrease) Amount
<u>REVENUES</u>			
<u>Department 1900</u>			
Earnings on Investments	\$ 7,275,000	\$ 6,465,000	\$ (810,000)
County Sales and Use Tax	55,949,530	56,949,530	1,000,000
Power Plant Revenue	2,834,658	2,790,213	(44,445)
Prior-Year Surplus (Deficit)	3,305,410	708,645	(2,596,765)
Other Miscellaneous Revenue	<u>508,574</u>	<u>671,686</u>	<u>163,112</u>
Subtotal	\$ <u>69,873,172</u>	\$ <u>67,585,074</u>	\$ <u>(2,288,098)</u>
<u>1901-1999</u>			
Unclaimed Money	\$ 550,000	\$ 0	\$ (550,000)
Potawatomi Revenue	0	3,900,000	3,900,000
Automated Land Information System	750,000	850,000	100,000
Internal Service Abatement	(33,492,980)	(33,800,046)	(307,066)
Appropriation for Contingencies	0	2,000,000	2,000,000
Employee Fringe Benefits	7,872,977	7,526,764	(346,213)
Capital/Depreciation Contra	<u>5,937,617</u>	<u>5,908,785</u>	<u>(28,832)</u>
Subtotal	\$ <u>(18,382,386)</u>	\$ <u>(13,614,497)</u>	\$ <u>4,767,889</u>
<u>STATE AND FEDERAL AIDS</u>			
State Shared Revenues	\$ 39,195,537	\$ 41,207,056	\$ 2,011,519
State Exempt Computer Aid	3,928,507	3,329,435	(599,072)
Automated Land Information System	<u>250,000</u>	<u>150,000</u>	<u>(100,000)</u>
Subtotal	\$ <u>43,374,044</u>	\$ <u>44,686,491</u>	\$ <u>1,312,447</u>
NET FUNDS REQUIRED	\$ <u>(121,835,519)</u>	\$ <u>(124,785,754)</u>	\$ <u>(2,950,235)</u>

COUNTY OF MILWAUKEE
ADOPTED 2003 BUDGET
SUMMARY OF EXPENDITURES AND REVENUES
COURTS AND JUDICIARY FUNCTION

	<u>2002 Adopted Budget</u>	<u>2003 Adopted Budget</u>	<u>Increase (Decrease) Amount</u>
<u>EXPENDITURES</u>			
Combined Court Related Operations	\$ 34,495,179	\$ 35,737,722	\$ 1,242,543
Department of Child Support	<u>15,462,489</u>	<u>15,738,941</u>	<u>276,452</u>
TOTAL	<u>49,957,668</u>	<u>51,476,663</u>	<u>1,518,995</u>
	\$		
<u>REVENUES</u>			
Combined Court Related Operations	\$ 3,883,351	\$ 3,964,575	\$ 81,224
Department of Child Support	<u>1,215,133</u>	<u>2,057,803</u>	<u>842,670</u>
TOTAL	<u>5,098,484</u>	<u>6,022,378</u>	<u>923,894</u>
	\$		
<u>STATE AND FEDERAL AIDS</u>			
Combined Court Related Operations	\$ 6,789,935	\$ 6,185,025	\$ (604,910)
Department of Child Support	<u>14,429,746</u>	<u>14,171,468</u>	<u>(258,278)</u>
TOTAL	<u>21,219,681</u>	<u>20,356,493</u>	<u>(863,188)</u>
	\$		
NET FUNDS REQUIRED	<u>23,639,503</u>	<u>25,097,792</u>	<u>1,458,289</u>
	\$		

COUNTY OF MILWAUKEE
ADOPTED 2003 BUDGET
SUMMARY OF EXPENDITURES AND REVENUES
GENERAL GOVERNMENTAL FUNCTION

	2002 Adopted Budget	2003 Adopted Budget	Increase (Decrease) Amount
<u>EXPENDITURES</u>			
Election Commission	\$ 752,763	\$ 514,749	\$ (238,014)
County Treasurer	952,737	939,025	(13,712)
County Clerk	536,027	498,550	(37,477)
Register of Deeds	<u>2,409,044</u>	<u>2,724,369</u>	<u>315,325</u>
TOTAL	\$ <u>4,650,571</u>	\$ <u>4,676,693</u>	\$ <u>26,122</u>
<u>REVENUES</u>			
Election Commission	\$ 60,250	\$ 47,000	\$ (13,250)
County Treasurer	1,930,200	1,932,250	2,050
County Clerk	462,947	462,947	0
Register of Deeds	<u>3,906,760</u>	<u>4,728,244</u>	<u>821,484</u>
TOTAL	\$ <u>6,360,157</u>	\$ <u>7,170,441</u>	\$ <u>810,284</u>
NET FUNDS REQUIRED	\$ <u>(1,709,586)</u>	\$ <u>(2,493,748)</u>	\$ <u>(784,162)</u>

COUNTY OF MILWAUKEE
ADOPTED 2003 BUDGET
SUMMARY OF EXPENDITURES AND REVENUES
PUBLIC SAFETY FUNCTION

	2002 Adopted Budget	2003 Adopted Budget	Increase (Decrease) Amount
<u>EXPENDITURES</u>			
Sheriff	\$ 61,715,795	\$ 64,692,378	\$ 2,976,583
House of Correction	39,231,770	40,645,772	1,414,002
District Attorney	13,135,916	13,753,538	617,622
Medical Examiner	<u>3,274,757</u>	<u>3,534,301</u>	<u>259,544</u>
TOTAL	\$ <u>117,358,238</u>	\$ <u>122,625,989</u>	\$ <u>5,267,751</u>
<u>REVENUES</u>			
Sheriff	\$ 7,697,445	\$ 6,850,859	\$ (846,586)
House of Correction	5,819,051	4,769,568	(1,049,483)
District Attorney	39,075	62,675	23,600
Medical Examiner	<u>953,340</u>	<u>1,038,137</u>	<u>84,797</u>
TOTAL	\$ <u>14,508,911</u>	\$ <u>12,721,239</u>	\$ <u>(1,787,672)</u>
<u>STATE AND FEDERAL AIDS</u>			
Sheriff	\$ 9,721,967	\$ 7,976,419	\$ (1,745,548)
House of Correction	4,337,550	2,930,800	(1,406,750)
District Attorney	7,374,456	7,147,141	(227,315)
Medical Examiner	<u>0</u>	<u>49,500</u>	<u>49,500</u>
TOTAL	\$ <u>21,433,973</u>	\$ <u>18,103,860</u>	\$ <u>(3,330,113)</u>
NET FUNDS REQUIRED	\$ <u>81,415,354</u>	\$ <u>91,800,890</u>	\$ <u>10,385,536</u>

COUNTY OF MILWAUKEE
ADOPTED 2003 BUDGET
SUMMARY OF EXPENDITURES AND REVENUES
PUBLIC WORKS FUNCTION

	2002 Adopted Budget	2003 Adopted Budget	Increase (Decrease) Amount
<u>EXPENDITURES</u>			
Department of Public Works -			
Airport Division	\$ 36,776,715	\$ 50,270,331	\$ 13,493,616
Transportation Services Division	2,544,035	3,207,815	663,780
Architect/Engineer/Environment Serv	7,339,513	6,756,728	(582,785)
Highway Maintenance	14,153,567	14,442,227	288,660
Fleet Management	11,166,886	11,104,408	(62,478)
Milwaukee Cty Transit/Paratransit Sys	96,811,514	101,716,079	4,904,565
Facilities Management	29,377,643	29,682,116	304,473
Administration	<u>742,675</u>	<u>641,732</u>	<u>(100,943)</u>
TOTAL	\$ <u>198,912,548</u>	\$ <u>217,821,436</u>	\$ <u>18,908,888</u>

REVENUES

Department of Public Works -			
Airport Division	\$ 36,800,669	\$ 50,725,181	\$ 13,924,512
Transportation Services Division	2,917,351	3,475,665	558,314
Architect/Engineer/Environment Serv	7,264,513	6,696,728	(567,785)
Highway Maintenance	27,450	25,450	(2,000)
Fleet Management	11,570,516	11,476,941	(93,575)
Milwaukee Cty Transit/Paratransit Sys	3,035,350	3,151,458	116,108
Facilities Management	10,711,073	11,843,725	1,132,652
Administration	<u>131,468</u>	<u>155,834</u>	<u>24,366</u>
TOTAL	\$ <u>72,458,390</u>	\$ <u>87,550,982</u>	\$ <u>15,092,592</u>

STATE AND FEDERAL AIDS

Department of Public Works -			
Airport Division	\$ 1,000,000	\$ 600,000	\$ (400,000)
Transportation Services Division	138,643	368,808	230,165
Architect/Engineer/Environment Serv	75,000	60,000	(15,000)
Highway Maintenance	14,043,583	14,293,259	249,676
Fleet Management	34,000	20,000	(14,000)
Milwaukee Cty Transit/Paratransit Sys	<u>73,169,984</u>	<u>77,358,010</u>	<u>4,188,026</u>
TOTAL	\$ <u>88,461,210</u>	\$ <u>92,700,077</u>	\$ <u>4,238,867</u>
NET FUNDS REQUIRED	\$ <u>37,992,948</u>	\$ <u>37,570,377</u>	\$ <u>(422,571)</u>

COUNTY OF MILWAUKEE
ADOPTED 2003 BUDGET
SUMMARY OF EXPENDITURES AND REVENUES
HEALTH AND HUMAN SERVICES FUNCTION

	<u>2002 Adopted Budget</u>	<u>2003 Adopted Budget</u>	<u>Increase (Decrease) Amount</u>
<u>EXPENDITURES</u>			
DHHS-Behavioral Health Division	\$ 136,850,224	\$ 136,890,402	\$ 40,178
DHHS-County Health Related Programs	60,868,894	63,705,267	2,836,373
Department on Aging	80,647,041	123,330,621	42,683,580
Department of Health and Human Services	<u>146,555,668</u>	<u>158,585,968</u>	<u>12,030,300</u>
TOTAL	\$ <u>424,921,827</u>	\$ <u>482,512,258</u>	\$ <u>57,590,431</u>
<u>REVENUES</u>			
DHHS-Behavioral Health Division	\$ 54,799,729	\$ 52,201,885	\$ (2,597,844)
DHHS-County Health Related Programs	6,641,290	7,153,000	511,710
Department on Aging	61,969,359	107,595,679	45,626,320
Department of Health and Human Services	<u>12,576,088</u>	<u>6,391,359</u>	<u>(6,184,729)</u>
TOTAL	\$ <u>135,986,466</u>	\$ <u>173,341,923</u>	\$ <u>37,355,457</u>
<u>STATE AND FEDERAL AIDS</u>			
DHHS-Behavioral Health Division	\$ 56,794,946	\$ 56,711,940	\$ (83,006)
DHHS-County Health Related Programs	27,602,419	32,733,694	5,131,275
Department on Aging	16,450,205	13,459,585	(2,990,620)
Department of Health and Human Services	<u>111,738,724</u>	<u>129,513,397</u>	<u>17,774,673</u>
TOTAL	\$ <u>212,586,294</u>	\$ <u>232,418,616</u>	\$ <u>19,832,322</u>
NET FUNDS REQUIRED	\$ <u>76,349,067</u>	\$ <u>76,751,719</u>	\$ <u>402,652</u>

COUNTY OF MILWAUKEE
ADOPTED 2003 BUDGET
SUMMARY OF EXPENDITURES AND REVENUES
PARKS, RECREATION AND CULTURE FUNCTION

	<u>2002 Adopted Budget</u>	<u>2003 Adopted Budget</u>	<u>Increase (Decrease) Amount</u>
<u>EXPENDITURES</u>			
Parks Department	\$ 43,867,975	\$ 42,899,565	\$ (968,410)
Zoological Department	18,467,666	19,095,632	627,966
Milwaukee Public Museum	4,300,000	4,085,000	(215,000)
University Extension Service	<u>378,707</u>	<u>324,413</u>	<u>(54,294)</u>
TOTAL	\$ <u>67,014,348</u>	\$ <u>66,404,610</u>	\$ <u>(609,738)</u>
<u>REVENUES</u>			
Parks Department	\$ 18,688,956	\$ 20,725,977	\$ 2,037,021
Zoological Department	14,769,910	14,755,910	(14,000)
University Extension Service	<u>137,052</u>	<u>115,989</u>	<u>(21,063)</u>
TOTAL	\$ <u>33,595,918</u>	\$ <u>35,597,876</u>	\$ <u>2,001,958</u>
<u>STATE AND FEDERAL AIDS</u>			
Parks Department	\$ <u>163,383</u>	\$ <u>232,882</u>	\$ <u>69,499</u>
TOTAL	\$ <u>163,383</u>	\$ <u>232,882</u>	\$ <u>69,499</u>
NET FUNDS REQUIRED	\$ <u>33,255,047</u>	\$ <u>30,573,852</u>	\$ <u>(2,681,195)</u>

COUNTY OF MILWAUKEE

ADOPTED 2003 BUDGET
SUMMARY OF EXPENDITURES AND REVENUES
DEBT REDEMPTION & INTEREST FUNCTION

	<u>2002 Adopted Budget</u>	<u>2003 Adopted Budget</u>	<u>Increase (Decrease) Amount</u>
GENERAL COUNTY DEBT SERVICE			
<u>EXPENDITURES</u>			
Debt Service Principal	\$ 43,400,000	\$ 51,290,000	\$ 7,890,000
Debt Service Interest	23,103,204	23,901,606	798,402
Interest Allocation	<u>(6,425,065)</u>	<u>(6,098,691)</u>	<u>326,374</u>
TOTAL	\$ <u>60,078,139</u>	\$ <u>69,092,915</u>	\$ <u>9,014,776</u>
<u>CONTRIBUTIONS</u>			
Reserve for County Bonds	\$ <u>2,648,606</u>	\$ <u>10,842,864</u>	\$ <u>8,194,258</u>
TOTAL	\$ <u>2,648,606</u>	\$ <u>10,842,864</u>	\$ <u>8,194,258</u>
<u>REVENUES</u>			
Jail Assessment Surcharge	\$ 1,307,403	\$ 1,520,000	\$ 212,597
Sale of Capital Asset	0	1,355,000	1,355,000
Revenue from Project Rents	<u>172,600</u>	<u>1,425,521</u>	<u>1,252,921</u>
TOTAL	\$ <u>1,480,003</u>	\$ <u>4,300,521</u>	\$ <u>2,820,518</u>
NET FUNDS REQUIRED	\$ <u>55,949,530</u>	\$ <u>53,949,530</u>	\$ <u>(2,000,000)</u>

COUNTY OF MILWAUKEE
ADOPTED 2003 BUDGET
SUMMARY OF EXPENDITURES AND REVENUES
CAPITAL IMPROVEMENTS FUNCTION

	<u>2002 Adopted Budget</u>	<u>2003 Adopted Budget</u>	<u>Increase (Decrease) Amount</u>
<u>EXPENDITURES</u>			
Capital Improvements	\$ <u>104,279,395</u>	\$ <u>58,431,557</u>	\$ <u>(45,847,838)</u>
TOTAL	\$ <u>104,279,395</u>	\$ <u>58,431,557</u>	\$ <u>(45,847,838)</u>
<u>REVENUES</u>			
Capital Improvements	\$ <u>72,615,794</u>	\$ <u>38,149,797</u>	\$ <u>(34,465,997)</u>
TOTAL	\$ <u>72,615,794</u>	\$ <u>38,149,797</u>	\$ <u>(34,465,997)</u>
<u>STATE AND FEDERAL AIDS</u>			
Capital Improvements	\$ <u>31,663,601</u>	\$ <u>20,281,760</u>	\$ <u>(11,381,841)</u>
TOTAL	\$ <u>31,663,601</u>	\$ <u>20,281,760</u>	\$ <u>(11,381,841)</u>
NET FUNDS REQUIRED	\$ <u>0</u>	\$ <u>0</u>	\$ <u>0</u>

COUNTY OF MILWAUKEE
ADOPTED 2003 BUDGET
SUMMARY OF EXPENDITURES AND REVENUES
EXPENDABLE TRUST ACCOUNTS FUNCTION

	2002 Adopted Budget	2003 Adopted Budget	Increase (Decrease) Amount
<u>EXPENDITURES</u>			
Zoo Trust Funds	\$ 936,263	\$ 982,763	\$ 46,500
DAS-Persons w/Disabilities Trust Funds	2,500	7,500	5,000
DHHS-Behavioral Health Division Trust Funds	<u>35,100</u>	<u>35,100</u>	<u>0</u>
TOTAL	\$ <u>973,863</u>	\$ <u>1,025,363</u>	\$ <u>51,500</u>
<u>REVENUES</u>			
Zoo Trust Funds	\$ 903,500	\$ 950,000	\$ 46,500
DAS-Persons w/Disabilities Trust Funds	2,500	7,500	5,000
DHHS-Behavioral Health Division Trust Funds	<u>35,100</u>	<u>35,100</u>	<u>0</u>
TOTAL	\$ <u>941,100</u>	\$ <u>992,600</u>	\$ <u>51,500</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>

FUNCTIONAL AREA SUMMARIES

ADOPTED 2003 BUDGET

MAJOR FUNCTION: County-wide Non-Departmental Organization Units

DESCRIPTION

This function includes six 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 \$3,900,000 in Potawatomi revenues the County is projected to receive in 2003. This budget also includes expenditures of \$1,388,523.

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.

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.

TAX LEVY SUMMARY				
<u>DEPARTMENT</u>	<u>2001 Actual</u>	<u>2002 Budget</u>	<u>2003 Budget</u>	<u>2002/2003 Change</u>
Offset to Internal Service Charges (Org. 1930)	\$ 0	\$ (366,534)	\$ 0	\$ 366,534
Charges to Other County Organizations (Org. 1935)	0	0	0	0
Potawatomi Revenue Allocation (Org. 1937)	0	0	(2,511,477)	(2,511,477)
Appropriation for Contingencies (Org. 1945)	0	5,417,022	4,417,022	(1,000,000)
Employee Fringe Benefits (Org. 1950)	70,069,396	0	(150,000)	(150,000)
Capital Outlay/Depreciation Contra (Org. 1985)	0	(17,759,803)	(18,784,376)	(1,024,573)
TOTAL	\$ 70,069,396	\$ (12,709,315)	\$ (17,028,831)	\$ (4,319,516)

ADOPTED 2003 BUDGET

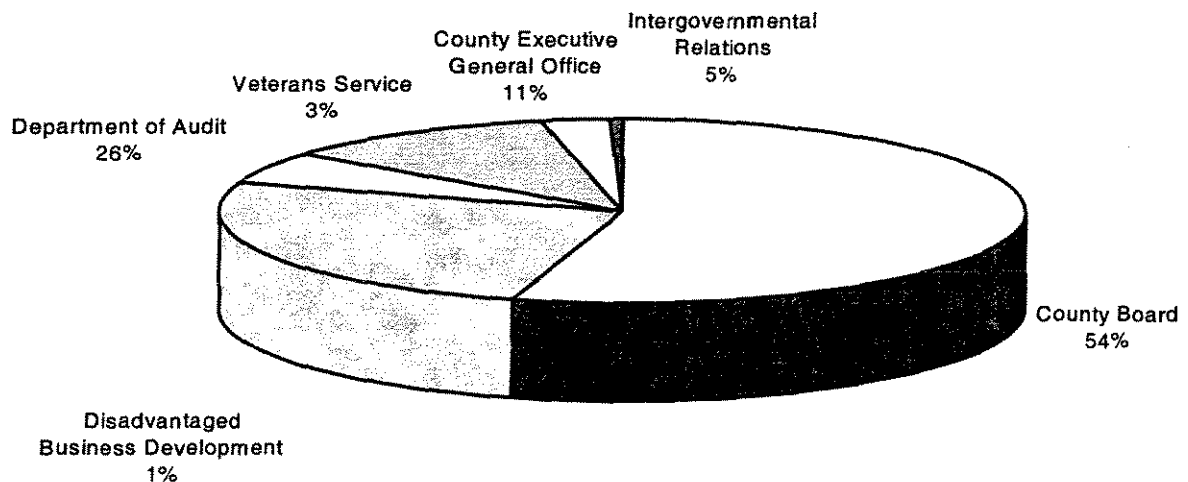
MAJOR FUNCTION: Legislative and Executive

DESCRIPTION

The County departments contributing to this functional area are the County Board, County Board-Audit, Intergovernmental Relations, County

Executive General Office, Veterans Service and Disadvantaged Business Development.

2003 TAX LEVY DISTRIBUTION Within Functional Area



TAX LEVY SUMMARY				
DEPARTMENT	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
County Board (Org. 1000)	\$ 4,315,463	\$ 4,628,695	\$ 4,473,715	\$ (154,980)
Department of Audit (Org. 1001)	2,120,647	2,182,535	2,103,851	(78,684)
Intergovernmental Relations (Org. 1020)	543,510	547,453	457,315	(90,138)
County Executive General Office (Org. 1011)	1,191,094	1,202,539	920,436	(282,103)
Veterans Service (Org. 1021)	205,304	241,329	228,075	(13,254)
Disadvantaged Business Development (Org. 1040)	210,373	95,146	42,993	(52,153)
TOTAL	\$ 8,586,391	\$ 8,897,697	\$ 8,226,385	\$ (671,312)

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, 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

ADOPTED 2003 BUDGET

MAJOR FUNCTION: Legislative and Executive

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 and programmatic 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 Audit 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. Audit 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 - INTERGOVERNMENTAL RELATIONS

This Division was created by County Board action of July 14, 1976 (File No. 76-514), and operates pursuant to Chapter 7, Milwaukee County General Ordinances, to coordinate and develop a program for Milwaukee County which assists in defining areas where modifications to State and Federal legislation should be developed and introduced. For 2003, the Division is transferred from the County Executive's Office to 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.

COUNTY EXECUTIVE - DISADVANTAGED BUSINESS DEVELOPMENT

The Disadvantaged Business Development (DBD) Office 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 the 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. In 2003, Disadvantaged Business Development is transferred from the Department of Administration to the County Executive's Office.

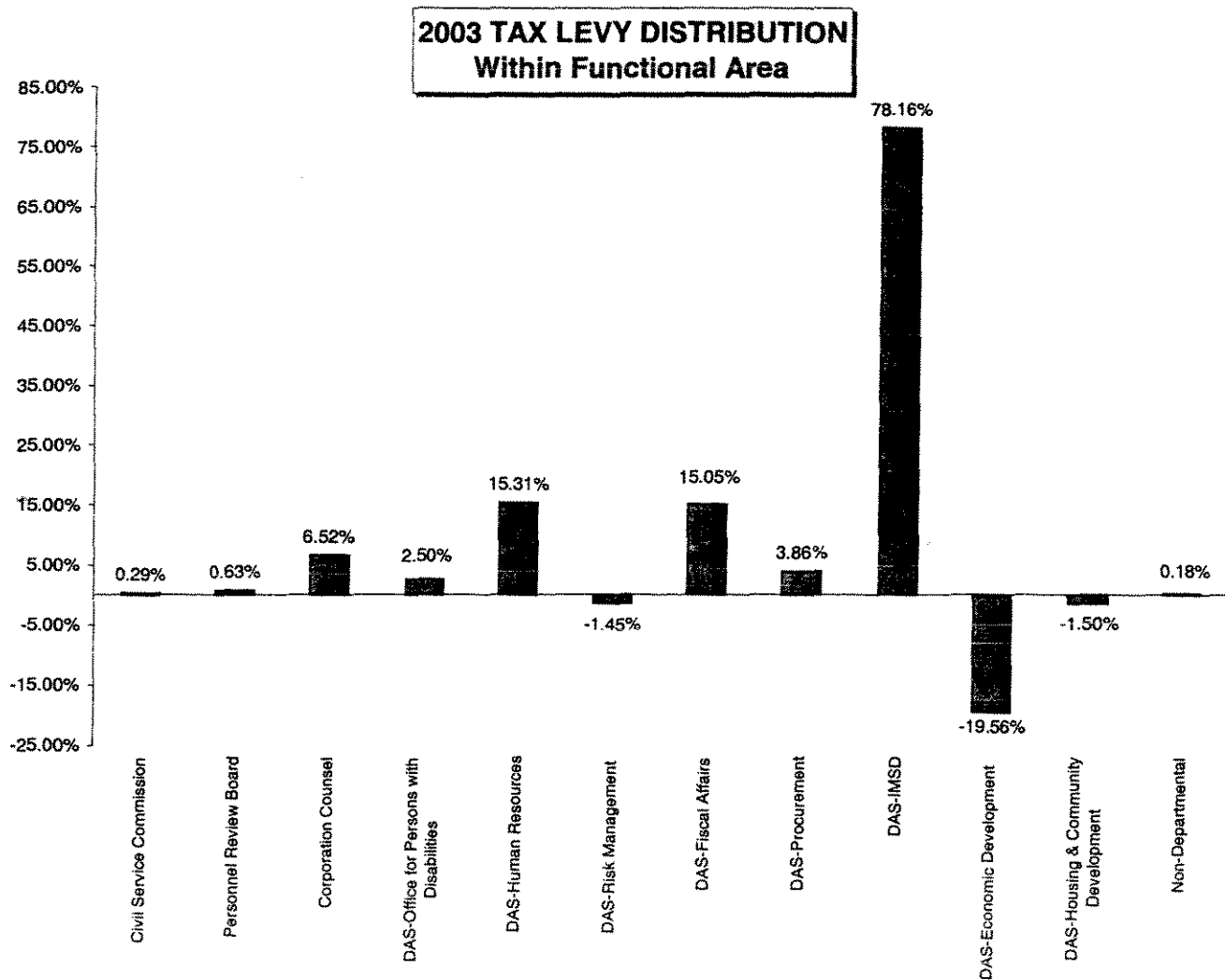
ADOPTED 2003 BUDGET

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

Development, Housing and Community Development and Office for Persons with Disabilities. This functional area also includes the non-departmental budgets for the Ethics Board and Personal Services Lump Sum Reduction.



ADOPTED 2003 BUDGET

MAJOR FUNCTION: Staff

TAX LEVY SUMMARY				
	2001 <u>Actual</u>	2002 <u>Budget</u>	2003 <u>Budget</u>	2002/2003 <u>Change</u>
<u>DEPARTMENT</u>				
Civil Service Commission (Org. 1110)	\$ 53,593	\$ 64,793	\$ 65,657	\$ 864
Personnel Review Board (Org. 1120)	169,861	138,086	144,917	6,831
Corporation Counsel (Org. 1130)	1,797,403	1,780,638	1,490,158	(290,480)
Department of Administrative Services				
Office for Persons				
with Disabilities (Org. 1019)	274,890	532,197	570,058	37,861
Human Resources (Org. 1140)	4,104,931	3,705,974	3,496,703	(209,271)
Administration & Fiscal Affairs (Org. 1151)	3,118,462	3,027,289	3,438,003	410,714
Risk Management (Org. 1150)	(108,006)	(1,032,108)	(332,108)	700,000
Procurement (Org. 1152)	909,735	942,431	882,620	(59,811)
Information Management				
Services (Org. 1160)	16,544,826	18,070,441	17,856,460	(213,981)
Economic Development (Org. 1180)	(1,946,322)	(2,107,239)	(4,467,498)	(2,360,259)
Housing & Community				
Development (Org. 1190)	(532,561)	(341,830)	(341,830)	0
<u>NON-DEPARTMENTAL</u>				
Ethics Board (Org. 1905)	29,925	38,198	42,032	3,834
Personal Services Lump-sum				
Reduction (Org. 1932)	(1,000,000)	(234,000)	0	234,000
TOTAL	\$ 23,416,737	\$ 24,584,870	\$ 22,845,172	\$ (1,739,698)

CIVIL SERVICE COMMISSION

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

PERSONNEL REVIEW BOARD

The Personnel Review Board consists of five members who 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 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.

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 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

ADOPTED 2003 BUDGET

MAJOR FUNCTION: Staff

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 Administration (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, Housing and Community Development and Economic 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 Public Works. The Procurement Division is also authorized to develop standards, prepare specifications, sign and issue contracts and purchase orders, process requests for proposals, and assist the Department of Public Works in the sale of surplus or obsolete supplies, materials, or equipment.

Additionally, the Procurement Division provides Disadvantaged Business Enterprises an opportunity

ADOPTED 2003 BUDGET

MAJOR FUNCTION: Staff

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 Economic Development Division preserves and enhances 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.

HOUSING AND COMMUNITY DEVELOPMENT

The Housing & Community Development Division maximizes available public and private resources and provides professional services to promote self-sufficiency; ensures that County neighborhoods are viable communities; and that housing choices are safe and affordable for lower 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.

PERSONAL SERVICES LUMP-SUM REDUCTION

This non-departmental budget is zeroed out in 2003. In 2002 it included an expenditure and tax levy reduction to reflect a reduction in bonuses for Executive Compensation Plan (ECP) employees from four percent to two percent.

For 2003, no Personal Services lump-sum reduction is included in this non-departmental budget. It should be noted, however, that the 2003 Budget reflects a zero wage increase, plus a salary reduction equal to three percent (3%), for all County managers in the Executive Compensation Plan (ECP). For 2003, all personal service contracts with ECP employees are eliminated, including the provision for 90-day notice upon termination. Salaries of constitutional officers are not affected by this policy. In addition, the 2003 Budget reflects a zero wage increase for all non-represented County employees with salaries of \$50,000 or more.

ADOPTED 2003 BUDGET

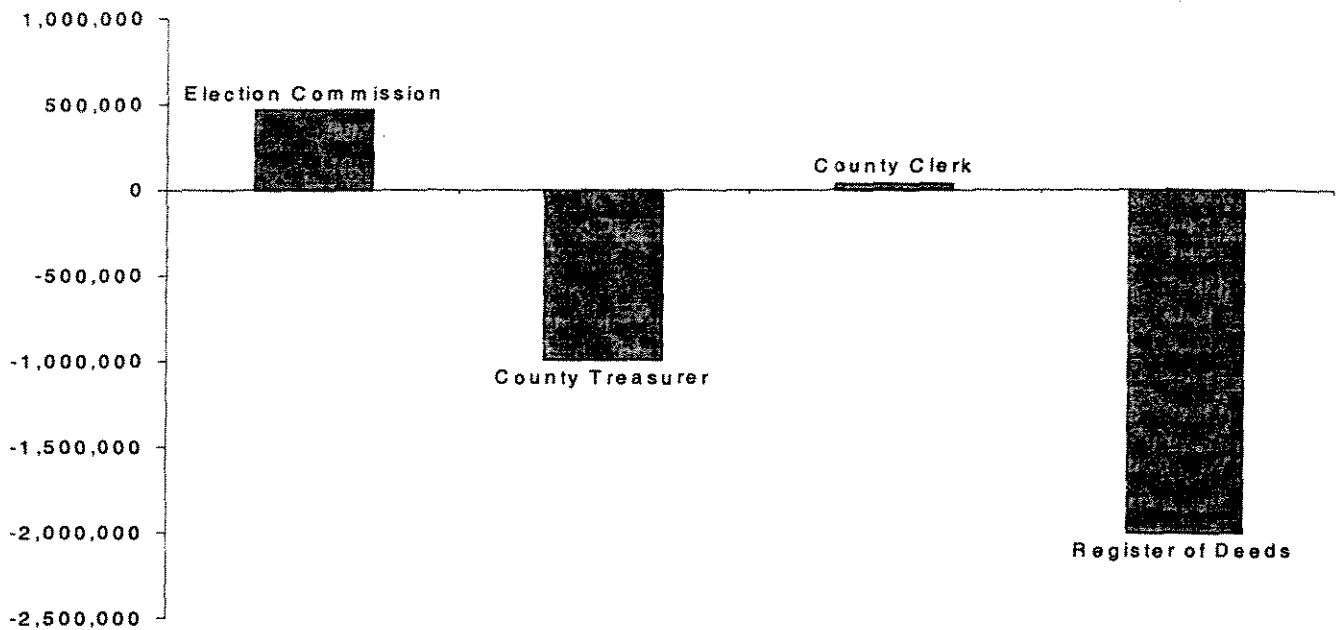
MAJOR FUNCTION: General Governmental Services

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.

2003 TAX LEVY DISTRIBUTION Within Functional Area



TAX LEVY SUMMARY				
	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
DEPARTMENT				
Election Commission (Org. 3010)	\$ 379,821	\$ 692,513	\$ 467,749	\$ (224,764)
County Treasurer (Org. 3090)	(1,545,249)	(977,463)	(993,225)	(15,762)
County Clerk (Org. 3270)	(6,482)	73,080	35,603	(37,477)
Register of Deeds (Org. 3400)	(2,058,387)	(1,497,716)	(2,003,875)	(506,159)
NON-DEPARTMENTAL				
Milwaukee County Automated Land Information System (Org. 1923)	(356,851)	0	0	0
TOTAL	\$ (3,587,148)	\$ (1,709,586)	\$ (2,493,748)	\$ (784,162)

ADOPTED 2003 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; programs prompt; 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; issues certificates of election to County Supervisors, County Executive, five County constitutional officers; provides a statistical election booklet after each fall election; 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; 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; 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 seven-dollar surcharge on the County's existing four dollar Recording Fee. Four dollars of the additional seven-dollar surcharge are retained locally and specifically designated for expenditures associated with the creation, maintenance, and enhancement of the Milwaukee

ADOPTED 2003 BUDGET

MAJOR FUNCTION: General Governmental Services

County Automated Land Information System within guidelines established by the Wisconsin Land Information Board (WLIB). One dollar of the additional seven-dollar surcharge is also retained locally and specifically designated for expenditures associated with land records modernization

initiatives promulgated by the WLIB, also within guidelines established by the WLIB. Two dollars of the additional seven-dollar surcharge are forwarded to the WLIB. (No portion of the four dollar and one dollar surcharges are available for general County purposes.)

ADOPTED 2003 BUDGET

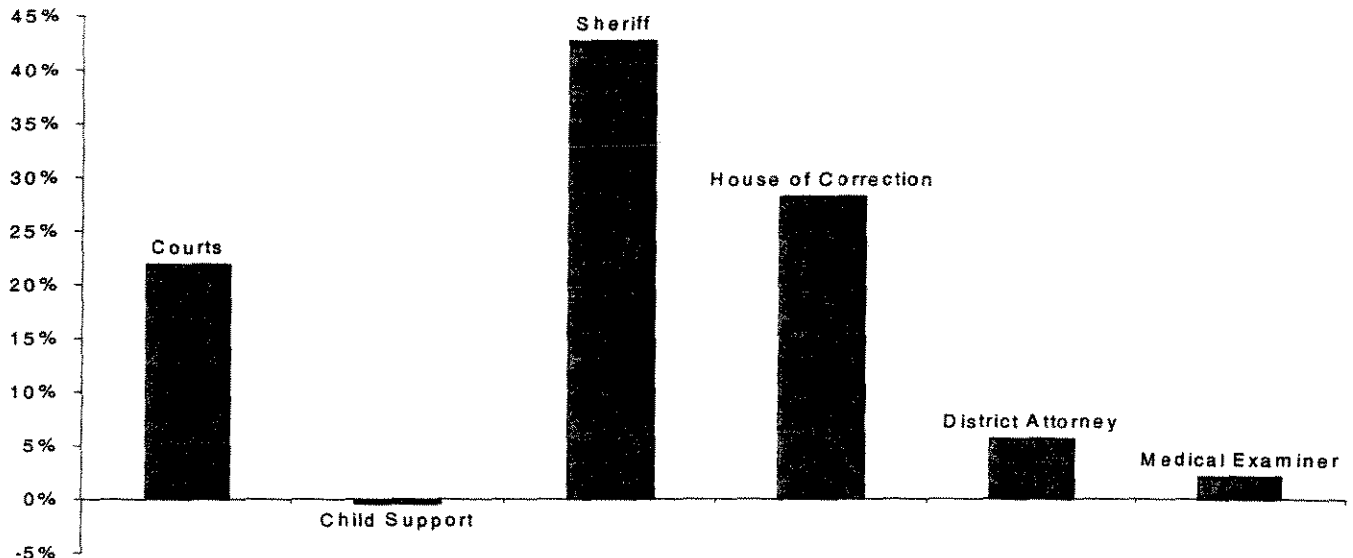
MAJOR FUNCTION: Public Safety and Judiciary

DESCRIPTION

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

Sheriff's Department, the House of Correction, the District Attorney, and the Medical Examiner.

**2002 TAX LEVY DISTRIBUTION
Within Functional Area**



TAX LEVY SUMMARY				
DEPARTMENT	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Combined Court Related Oper. (Org. 2000)	\$ 20,784,033	\$ 23,821,893	\$ 25,588,122	\$ 1,766,229
Department of Child Support (Org. 2430)	(928,907)	(182,390)	(490,330)	(307,940)
Sheriff's Department (Org. 4000)	47,760,670	44,296,383	49,865,100	5,568,717
House of Correction (Org. 4300)	29,688,621	29,075,169	32,945,404	3,870,235
District Attorney (Org. 4500)	5,526,665	5,722,385	6,543,722	821,337
Medical Examiner (Org. 4900)	2,065,291	2,321,417	2,446,664	125,247
TOTAL	\$ 104,896,373	\$ 105,054,857	\$ 116,898,682	\$ 11,843,825

SHERIFF'S DEPARTMENT

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.

ADOPTED 2003 BUDGET

MAJOR FUNCTION: Public Safety and Judiciary

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, victim/witness protection, crowd control, photography, fingerprint and document examination, drug investigations, training, and emergency response.

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.

ADOPTED 2003 BUDGET

MAJOR FUNCTION: Public Safety and Judiciary

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 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 2003 BUDGET

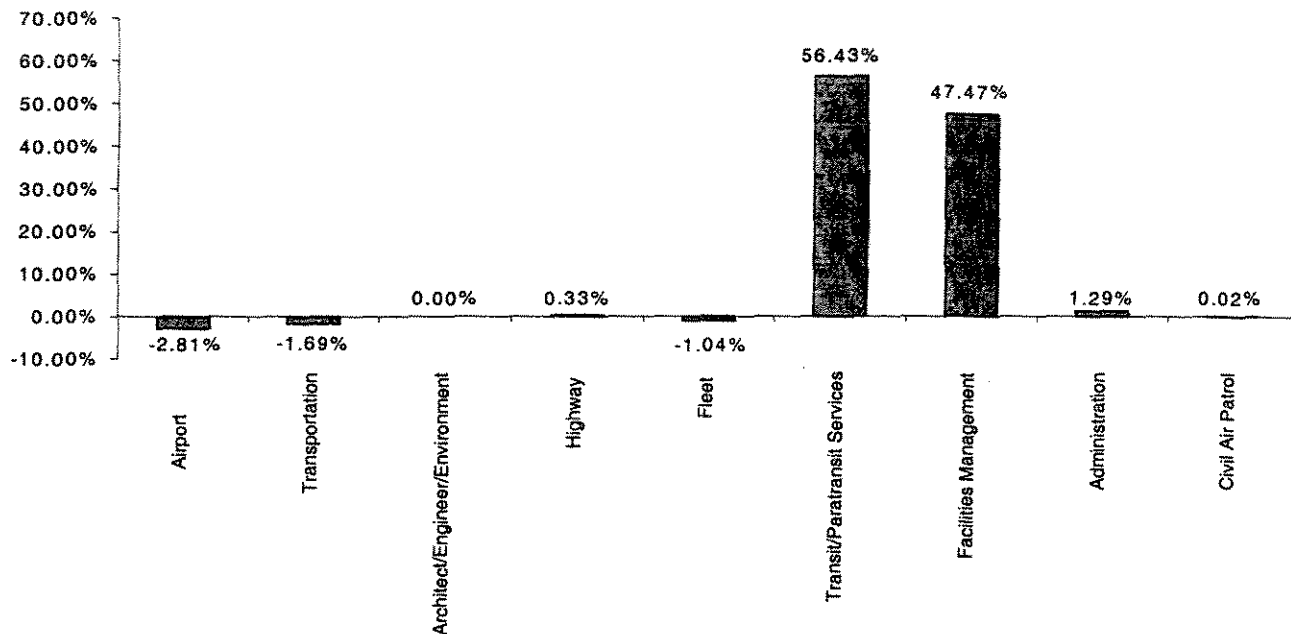
MAJOR FUNCTION: Public Works and Transportation

DESCRIPTION

This function includes the budgets for the eight divisions of the Department of Public Works which are Airport, Transportation Services, Architectural, Engineering and Environmental Services, Highway

Maintenance, Fleet Management, Milwaukee County Transit/Paratransit System, Facilities Management and Administration, as well as the Civil Air Patrol.

2003 TAX LEVY DISTRIBUTION Within Functional Area



TAX LEVY SUMMARY				
	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
DEPARTMENT OF PUBLIC WORKS				
Airport Division (Org. 5040)	\$ (1,759,566)	\$ (1,023,954)	\$ (1,054,850)	\$ (30,896)
Transportation Services Division (Org. 5070)	(421,739)	(511,959)	(636,658)	(124,699)
Architectural/Engineering/Environmental Services Division (Org. 5080)	585,580	0	0	0
Highway Maintenance Division (Org. 5100)	(578,156)	82,534	123,518	40,984
Fleet Management Division (Org. 5300)	(339,750)	(437,630)	(392,533)	45,097
Milwaukee County Transit/Paratransit System (Org. 5600)	18,089,501	20,606,180	21,206,611	600,431
Facilities Management Division (Org. 5700)	16,461,383	18,666,570	17,838,391	(828,179)
Administration Division (Org. 5800)	514,871	611,207	485,898	(125,309)
NON-DEPARTMENTAL				
Civil Air Patrol (Org. 1913)	6,546	8,000	8,000	0
TOTAL	\$ 32,558,670	\$ 38,000,948	\$ 37,578,377	\$ (422,571)

ADOPTED 2003 BUDGET

MAJOR FUNCTION: Public Works and Transportation

Department of Public Works

The mission of the Department of Public Works 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 eight Divisions of the Department provide the following essential services to Milwaukee County:

AIRPORT DIVISION

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 DIVISION

The mission of the Transportation Services Division 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 DIVISION

The Architectural, Engineering and Environmental Services Division provides a core competency of professional and technical services for Milwaukee County. The Division is comprised of six sections: Architectural, Airport Engineering, Construction Management, Site Development 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 DIVISION

The Department of Public Works-Highway Maintenance Division 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 DIVISION

The Department of Public Works-Fleet Management 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, 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, the Department of Public Works-Fleet Management Division controls, manages and maintains all automotive equipment owned by the County. It also centrally maintains materials and parts for the DPW Facilities Management Division, Department of Parks and the DPW Highway Maintenance Division.

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 Public Works-Transportation Services Division provides County oversight, conducts various transit-related studies, and prepares and administers Federal and State transit grants. The DPW-Transportation Services Division also facilitates the acquisition of capital equipment and provides design and construction services for capital facilities.

FACILITIES MANAGEMENT DIVISION

The Facilities Management Division provides quality and cost effective property management, tenant services, and maintenance and skilled trades services to the various private entities and County

ADOPTED 2003 BUDGET

MAJOR FUNCTION: Public Works and Transportation

departments occupying space within the Courthouse Complex, County Grounds buildings, the Children's Court Center, the Child and Adolescent Treatment Center and the buildings at 12th and Vliet and 27th and Wells Streets. The Division also provides maintenance and skilled trades services to other County departments.

ADMINISTRATION DIVISION

This Division is responsible for the management of the Department of Public Works administrative functions, including establishment and implementation of Department policy and procedures, personnel administration, accounting and general public information services. Human

resources and budgeting functions previously provided by this division will be provided for the department through the new Department of Administrative Services.

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 2003 BUDGET

MAJOR FUNCTION: Health and Human Services

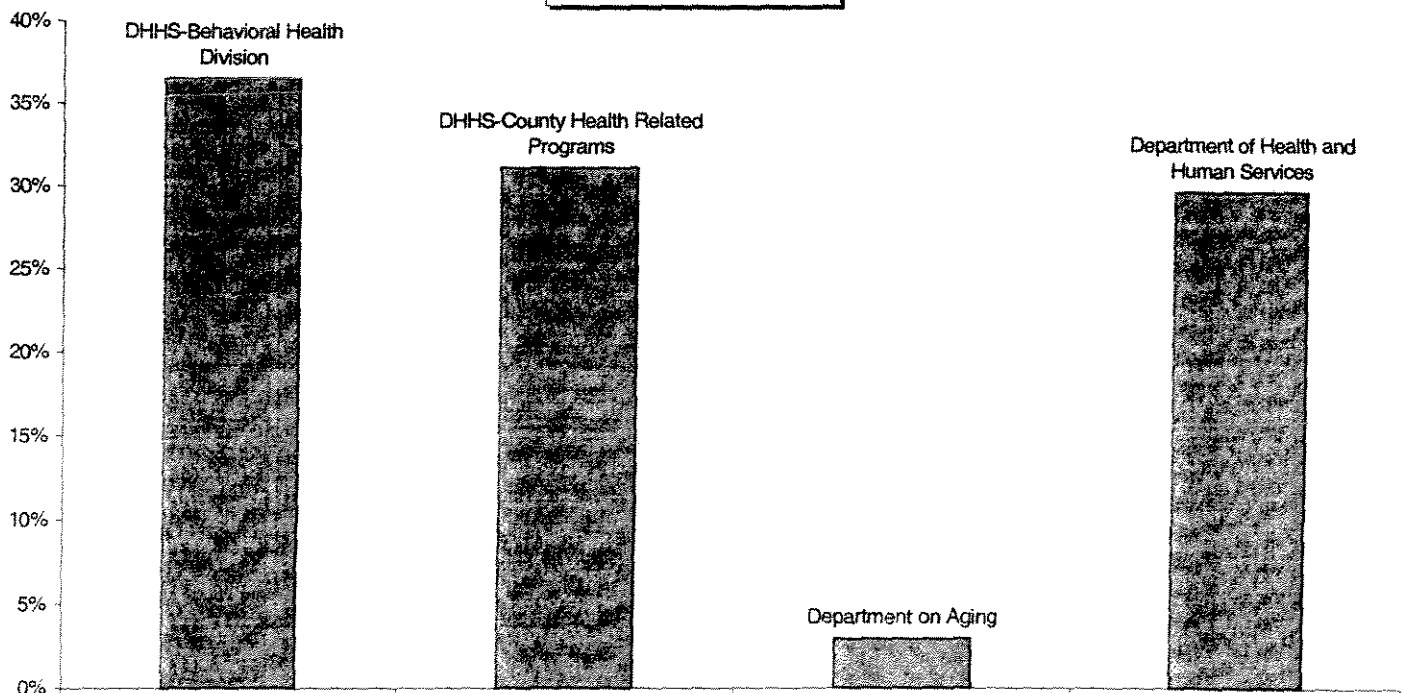
DESCRIPTION

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 Related Programs (CHRP) 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 Related Programs (CHRP) 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				
<u>DEPARTMENT</u>	<u>2001 Actual</u>	<u>2002 Budget</u>	<u>2003 Budget</u>	<u>2002/2003 Change</u>
DHHS-Behavioral Health Division (Org. 6300)	\$ 27,696,491	\$ 25,255,549	\$ 27,976,577	\$ 2,721,028
DHHS-County Health Related Programs (Org. 7200)	24,802,785	26,625,185	23,818,573	(2,806,612)
Department on Aging (Org. 7900)	1,683,562	2,227,477	2,275,357	47,880
Department of Health and Human Services (Org. 8000)	21,923,696	22,240,856	22,681,212	440,356
TOTAL	\$ 76,106,534	\$ 76,349,067	\$ 76,751,719	\$ 402,652

2003 TAX LEVY Within Functional Area



ADOPTED 2003 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 to developmentally, emotionally and mentally ill adults, children and adolescents through outpatient care, day treatment services, inpatient care and contracts with community agencies. 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 state 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 RELATED PROGRAMS

The 2003 Budget transfers operation of the Department of Administration-Division of County Health Related Programs (CHRP) to the Department of Health and Human Services. CHRP will continue to administer various programs which pertain to health related services, some of which were previously performed under the auspices of John L. Doyne Hospital. The Division is comprised of the Emergency Medical Services Program (Paramedics), the General Assistance-Medical Program (GA-MP) and other expenditures related to the provision or support of health related activities. The Division also provides the coordinating function for County employee health services.

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 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 available through 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.

With approval and authorization by the County Board on May 25, 2000, the Department on Aging began to fully implement the State of Wisconsin's Family Care Pilot. As of July 1, 2002, Family Care has become an entitlement for eligible seniors in Milwaukee County. One result of Family Care entitlement is that no eligible senior will be placed on a waiting list for services.

Operation of the Kelly, Rose and Wilson Senior Centers, previously operated by the Department of Parks, Recreation and Culture were transferred to the Department on Aging in the 2002 Adopted Budget. This transfer consolidated senior center services in Milwaukee County under the management of the Department on Aging.

DEPARTMENT OF HEALTH AND HUMAN SERVICES

Based on the recommendations of the report on the reorganization of the Department of Human Services, the department is renamed the Department of Health and Human Services (DHHS) and includes the following six divisions: Economic Support Division (formerly the Financial Assistance Division), Delinquency and Court Services Division, Disabilities Services Division (formerly the Adult Services Division), Management Services Division, Behavioral Health Division, and County Health Related Programs Division. All six divisions report to the Director of the Department of Health and Human Services.

ADOPTED 2003 BUDGET

MAJOR FUNCTION: 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), and 55 (Protective Services) 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, 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.

In 2002, operation of the County's Alcohol and Other Drug Abuse (AODA) programs was transferred from the Department of Human Services Adult Services Division to the Behavioral Health Division. The 2003 Budget transfers operation of the Department of Administration-Division of County Health Related Programs (CHRP) to DHHS.

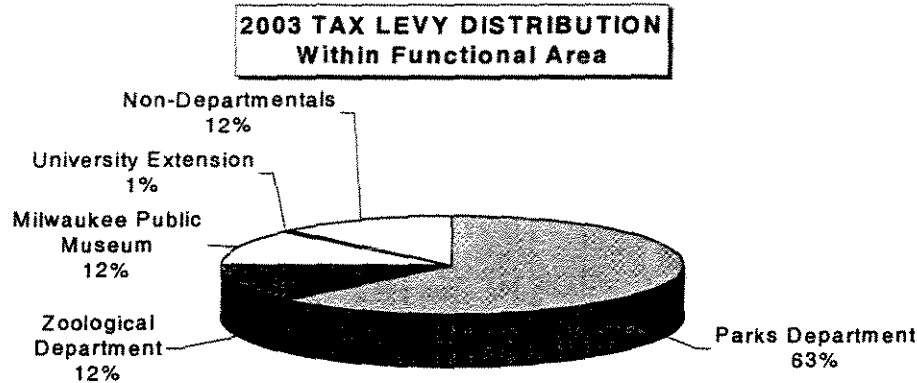
ADOPTED 2003 BUDGET

MAJOR FUNCTION: Parks, Recreation and Culture

DESCRIPTION

The County departments contributing to this functional area are the Parks Department, the Zoological Department, the Milwaukee Public

Museum and the University Extension. This functional area also includes contributions to various non-departmental activities.



TAX LEVY SUMMARY				
DEPARTMENT	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Parks Department (Org. 9000)	\$ 25,161,698	\$ 25,015,636	\$ 21,940,706	\$ (3,074,930)
Zoological Department (Org. 9500)	3,061,920	3,697,756	4,339,722	641,966
Milwaukee Public Museum (Org. 9700)	4,300,000	4,300,000	4,085,000	(215,000)
University Extension (Org. 9910)	326,045	241,655	208,424	(33,231)
NON-DEPARTMENTAL				
County Historical Society (Org. 1908)	307,481	307,481	276,733	(30,748)
Greater Milwaukee Convention & Visitors Bureau (Org. 1912)	37,500	25,000	22,500	(2,500)
War Memorial Center (Org. 1914)	1,800,572	1,750,572	1,575,515	(175,057)
Villa Terrace/Charles Allis Art Museums (Org. 1915)	309,120	309,120	278,208	(30,912)
Marcus Center for the Performing Arts (Org. 1916)	1,600,000	1,600,000	1,600,000	0
Federated Library System (Org. 1966)	66,654	66,641	66,654	13
Milwaukee County Fund for the Arts (Org. 1974)	550,000	550,000	495,000	(55,000)
TOTAL	\$ 37,520,990	\$ 37,863,861	\$ 34,888,462	\$ (2,975,399)

ADOPTED 2003 BUDGET

MAJOR FUNCTION: Parks, Recreation and Culture

PARKS DEPARTMENT

The Parks Department administers and operates the Milwaukee County Park System. Major facilities include two indoor swimming pools, ten outdoor pools, 39 wading pools, three family aquatic centers, 16 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.

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.

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

For 2003, Milwaukee County's contribution to the MPM is reduced \$215,000 to \$4,085,000 as allowed in the Lease and Management Agreement. 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 Pulcher 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

ADOPTED 2003 BUDGET

MAJOR FUNCTION: Parks, Recreation and Culture

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. In previous years, Villa Terrace (Org. 1915) and Charles Allis Art Museum (Org. 1918) were budgeted separately. For 2003, they are included in a single non-departmental budget. 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 2003 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				
	2001 <u>Actual</u>	2002 <u>Budget</u>	2003 <u>Budget</u>	2002/2003 <u>Change</u>
General County Debt Service (Org. 9960)	\$ 57,677,820	\$ 55,949,530	\$ 53,949,530	\$ (2,000,000)

As of December 31, 2001, the County had general obligation bonds outstanding totaling \$490,578,626. Debt outstanding on December 31, 2001, represents 23.4 percent of the County's \$2,088,705,625 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.

ADOPTED 2003 BUDGET

MAJOR FUNCTION: Revenue Section

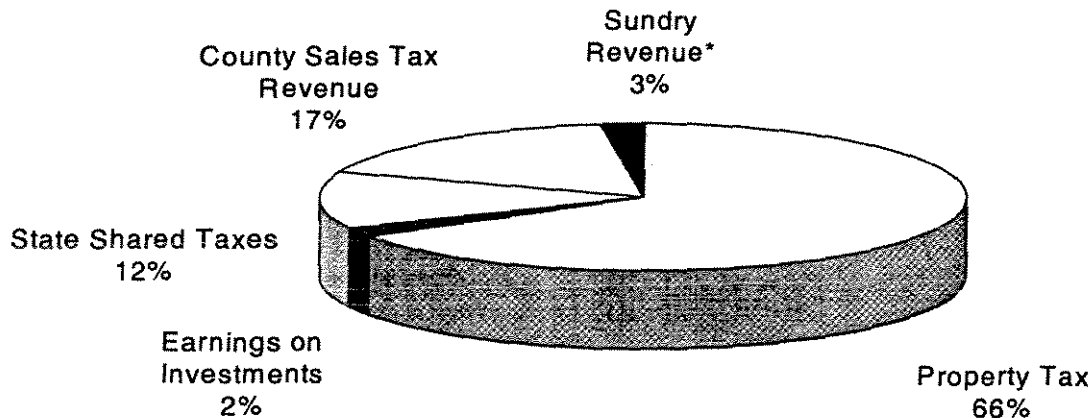
DESCRIPTION

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 \$666,181 decrease in 2003 revenues for this section represents a

decrease of .2 percent. The reduction is largely driven by decreased revenues of \$2,596,765 in Surplus (Deficit) from Prior Year, \$810,000 in Earnings on Investments and \$599,072 in State Computer Exemption Revenue. A majority of the revenue reductions have been offset with budgeted increases in State Shared Revenue (\$2,011,519) and Sales and Use Tax Revenue (\$1,000,000). See the table on the following page for details of actual and budgeted amounts for the various revenue sources.

2003 REVENUES



* Sundry Revenue includes State Exempt Computer Aid of \$3,329,435, Surplus (Deficit) from Prior Year of \$708,645, Power Plant Revenue of \$2,790,213 and Other Miscellaneous Revenue of \$671,686.

ADOPTED 2003 BUDGET

MAJOR FUNCTION: Revenue Section

TAX LEVY SUMMARY				
	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
NON-DEPARTMENT				
Property Tax (Org. 1900-1201)	\$ 206,728,742	\$ 218,734,713	\$ 219,494,183	\$ 759,470
Earnings on Investments (Org. 1900-1850)	10,537,321	7,275,000	6,465,000	(810,000)
State Shared Taxes (Org. 1900-2201)	37,881,400	39,195,537	41,207,056	2,011,519
State Exempt Computer Aid (Org. 1900-2202)	3,916,789	3,928,507	3,329,435	(599,072)
County Sales Tax Revenue - Net (Org. 1900-2903)	57,941,337	55,949,530	56,949,530	1,000,000
Power Plant Revenue (Org. 1900-4904)	1,307,185	2,834,658	2,790,213	(44,445)
Surplus (Deficit) from Prior Year (Org. 1900-4970)	4,193,154	3,305,410	708,645	(2,596,765)
Unclaimed Money (Org. 1901-4980)	0	550,000	0	(550,000)
Other Miscellaneous Revenue (Org. 1900-4999)	1,753,959	508,574	671,686	163,112
TOTAL	\$ 324,259,887	\$ 332,281,929	\$ 331,615,748	\$ (666,181)

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 population, equalized property values, the relative ranking of local purpose revenues, and the value of utility property (at three mills 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.

ADOPTED 2003 BUDGET

MAJOR FUNCTION: Revenue Section

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

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 2003 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 or pursuant to a resolution or ordinance adopted by it. The general powers of the Board are set forth in Section 59.51 of the Wisconsin Statutes.

BUDGET SUMMARY				
Account Summary	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Personal Services (w/o EFB)	\$ 3,135,290	\$ 3,331,250	\$ 3,063,940	\$ (267,310)
Employee Fringe Benefits (EFB)*	773,556	913,059	1,089,680	176,621
Services	192,568	253,700	238,625	(15,075)
Commodities	73,824	78,800	68,950	(9,850)
Other Charges	144,497	44,000	2,500	(41,500)
Capital Outlay	0	0	0	0
County Service Charges	808,277	898,553	883,853	(14,700)
Abatements	(790,875)	(874,167)	(855,833)	18,334
Total Expenditures	\$ 4,337,137	\$ 4,645,195	\$ 4,491,715	\$ (153,480)
Other Direct Revenue	2,552	0	0	0
State & Federal Revenue	19,122	16,500	18,000	1,500
Direct Property Tax Levy	\$ 4,315,463	\$ 4,628,695	\$ 4,473,715	\$ (154,980)

* The 2002 and 2003 budgets include fringe benefits. The 2001 actual has been adjusted for comparison.

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*				
Account Summary	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Central Service Allocation	\$ 48,335	\$ 61,755	\$ 49,255	\$ (12,500)
Courthouse Space Rental	505,944	489,027	462,015	(27,012)
Document Services	19,520	26,526	27,638	1,112
Tech Support & Infrastructure	65,765	95,062	94,155	(907)
Distribution Services	7,855	13,300	10,912	(2,388)
Emergency Mgmt Services	0	6,667	6,667	0
Telecommunications	46,287	71,753	54,208	(17,545)
Record Center	2,757	4,267	3,442	(825)
Radio	0	0	0	0
Personal Computer Charges	68,519	66,000	86,122	20,122
Applications Charges	25,893	39,810	61,419	21,609
Total Charges	\$ 790,875	\$ 874,167	\$ 855,833	\$ (18,334)
Direct Property Tax Levy	\$ 4,315,463	\$ 4,628,695	\$ 4,473,715	\$ (154,980)
Total Property Tax Levy	\$ 5,106,338	\$ 5,502,862	\$ 5,329,548	\$ (173,314)

* 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 2003 BUDGET**DEPT:** COUNTY BOARD**UNIT NO.** 1000**FUND:** General - 0001**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.

OUTCOMES MEASURES			
	Outcomes	Indicators	Targets
1.	County residents enjoy a high level of fiscal stewardship from County Boards' oversight of public funds.	a. County bond ratings. b. Compliance with debt management and financing goals. c. Ratings by a pool of financial experts from the community.	a. Maintain or improve bond ratings from rating agencies. b. Comply with at least six of seven County goals. c. Targets will be established.
2.	County residents benefit from publicly responsive policy development and adoption.	a. Ratings by a pool of community members actively engaged in sustaining and improving the quality of life of Milwaukee County residents.	a. Targets will be established.
3.	County departments receive timely and helpful policy direction from the County Board that promotes the achievement of County-wide goals.	a. Ratings by Department heads and administrators and managers of contract agencies.	a. Targets will be established.

PERSONNEL SUMMARY				
	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Personal Services (w/o EFB)	\$ 3,135,290	\$ 3,331,250	\$ 3,063,940	\$ (267,310)
Employee Fringe Benefits (EFB)	\$ 773,556	\$ 913,059	\$ 1,089,680	\$ 176,621
Position Equivalent (Funded)*	71.3	68.4	62.6	(5.8)
% of Gross Wages Funded	93.1	89.4	85.5	(3.9)
Overtime (Dollars)**	\$ 0	\$ 0	\$ 0	\$ 0
Overtime (Equivalent to Positions)	0.0	0.0	0.0	0.0

* For 2001, 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

DEPARTMENT DESCRIPTIONLegislative Services

The Milwaukee County Board of Supervisors is a body of 25 legislative representatives elected by residents of 25 supervisory districts in the County. Legislative Services includes 25 Board members who elect from their body the Chairperson of the Board and the First and Second Vice Chairpersons. Also included are 25 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.

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 effective means of establishing policy is the adoption of the annual County budget. The Board conducts its business through eight standing committees, various subcommittees and task forces.

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

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 are 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 and by whom, and how each member voted upon each matter considered, together with a final action by the committee.

Systems and Budget Services

Duties include management and maintenance of all computer and networking systems in the department, budget preparation, fiscal monitoring, accounts payable, and ordering of departmental supplies.

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.

ADOPTED 2003 BUDGET

DEPT: COUNTY BOARD

UNIT NO. 1000
FUND: General - 0001

BUDGET HIGHLIGHTS

- Staffing reductions may be required as the County Board's lump sum reduction is increased \$73,308, from \$366,000 to \$483,960.
- Other charges are reduced \$29,000 eliminating funding for planned or unanticipated special projects including merit awards.
- Computer training and software funding of \$10,000 is eliminated.
- Legislative aide hours are reduced from 35 to 30 hours per week reducing costs \$92,650.
- The \$10,000 for Sister Cities membership is eliminated. The \$1,050 appropriation for Town Affiliation Association membership continues.
- County Supervisor travel is reduced \$10,000, from \$30,000 to \$20,000.
- The Chairman's expense account is reduced \$2,500, from \$5,000 to \$2,500.
- For 2003, the Intergovernmental Relations Division is transferred from the County Executive's Office to the County Board to reflect the Division's County-wide focus and the County Board's overall legislative and policy oversight function.
- All departments are directed to revise their Outcomes Measures to reflect their 2003 budgeted resources, if changes are needed, consistent with the Milwaukee County Mission and Vision statements. Each department shall report its Outcomes Measures directly to the County Board by March 1, 2003.
- The 2003 Budget reflects a zero wage increase for all County managers in the Executive Compensation Plan (ECP). For 2003, all personal service contracts with ECP employees are eliminated, including the provision for 90-day notice upon termination. In addition, the 2003 Budget reflects a zero wage increase for all non-represented County employees with salaries of \$50,000 or more.
- In lieu of a 3% salary reduction for County managers in the Executive Compensation Plan, personal services are reduced an additional \$5,088, which is included in the departments' lump sum salary reduction. The Department of Administrative Services is authorized to process transfers between various departmental accounts for those departments that wish to utilize other sources of funding to offset increased Personal Services costs besides the lump sum salary reduction.
- 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 2003 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	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Personal Services (w/o EFB)	\$ 1,414,949	\$ 1,451,946	\$ 1,390,419	\$ (61,527)
Employee Fringe Benefits (EFB)*	342,970	398,612	460,485	61,873
Services	366,688	329,648	351,058	21,410
Commodities	16,965	19,791	19,710	(81)
Capital Outlay	500	0	0	0
County Service Charges	305,899	324,988	287,884	(37,104)
Abatements	(327,324)	(342,450)	(405,705)	(63,255)
Total Expenditures	\$ 2,120,647	\$ 2,182,535	\$ 2,103,851	\$ (78,684)
Total Revenues	\$ 0	\$ 0	\$ 0	\$ 0
Direct Property Tax Levy	\$ 2,120,647	\$ 2,182,535	\$ 2,103,851	\$ (78,684)

* The 2002 and 2003 budgets include fringe benefits. The 2001 actual has been adjusted for comparison.

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*				
Account Summary	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change*
Central Service Allocation	\$ 0	\$ 0	\$ 0	\$ 0
Courthouse Space Rental	204,276	197,444	186,538	(10,906)
Document Services	1,859	3,076	2,632	(444)
Tech Support & Infrastructure	36,324	57,921	42,482	(15,439)
Distribution Services	54	394	75	(319)
Telecommunications	7,680	6,340	8,994	2,654
Records Center	0	0	0	0
Radio	0	0	0	0
Personal Computer Charges	36,336	31,000	19,685	(11,315)
Applications Charges	13,395	18,875	15,159	(3,716)
Total Charges	\$ 299,924	\$ 315,050	\$ 275,565	\$ (39,485)
Direct Property Tax Levy	\$ 2,120,647	\$ 2,182,535	\$ 2,103,851	\$ (78,684)
Total Property Tax Levy	\$ 2,420,571	\$ 2,497,585	\$ 2,379,416	\$ (118,169)

* 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 2003 BUDGET**DEPT:** DEPARTMENT OF AUDIT**UNIT NO.** 1001**FUND:** General - 0001**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.

OUTCOMES MEASURES			
	Outcomes	Indicators	Targets
1.	Improved pool of knowledge concerning Milwaukee County issues and programs among policy and administrative decision-makers.	a. Department heads' satisfaction with Audit services. b. County Board of Supervisors' satisfaction with Audit services.	a. 75% of survey responses have an average score indicating satisfied or better with Audit services. b. 75% of survey responses have an average score indicating satisfied or better with Audit services.
2.	Increased County Board level of confidence in Milwaukee County's management of resources and program administration.	a. County Board of Supervisors' confidence in Departments' management of resources and program administration.	a. 75% of survey responses have an average score indicating confidence in Milwaukee County's management of resources and program administration.
3.	Improved efficiency and effectiveness of Milwaukee County government services.	a. Dollar savings in the form of expenditure reductions, revenue enhancements or increased productivity of existing resources in relation to audit costs incurred. b. Number of recommendations or alternatives accepted by management consistent with County priority outcomes (i.e., improve services, reduce duplication, etc.).	a. Ratio of at least 2:1 dollar savings per dollar audit costs. b. At least 50 recommendations or alternatives for operation or program improvements implemented by management.

ADOPTED 2003 BUDGET
DEPT: DEPARTMENT OF AUDIT

UNIT NO. 1001

FUND: General - 0001

OUTCOMES MEASURES			
	Outcomes	Indicators	Targets
4.	Increased public trust and satisfaction with Milwaukee County government services.	a. Department heads' perceptions of public trust and satisfaction with Milwaukee County government services. b. County Board of Supervisors' perceptions of public trust and satisfaction with Milwaukee County government services. c. Public's perceptions concerning the issue of trust and satisfaction with Milwaukee County government services.	a. 75% of survey responses have an average score indicating the perception of reasonable public/client satisfaction with services provided. b. At least 75% of survey responses have an average score indicating the perception that their constituents have trust in County government and are reasonably satisfied with County government services. c. At least 51% of survey responses (utilizing planned annual or biannual County-wide citizen survey) have an average score indicating trust in County government and reasonable satisfaction with County government services.

PERSONNEL SUMMARY				
	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Personal Services (w/o EFB)	\$ 1,414,949	\$ 1,451,946	\$ 1,390,419	\$ (61,527)
Employee Fringe Benefits (EFB)	\$ 342,970	\$ 398,612	\$ 460,485	\$ 61,873
Position Equivalent (Funded)*	23.9	23.9	22.0	(1.9)
% of Gross Wages Funded	85.7	85.3	78.5	(6.8)
Overtime (Dollars)**	\$ 0	\$ 0	\$ 0	\$ 0
Overtime (Equivalent to Positions)	0.0	0.0	0.0	0.0

* For 2001 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 2003 BUDGET

DEPT: DEPARTMENT OF AUDIT

UNIT NO. 1001
FUND: General - 0001

BUDGET HIGHLIGHTS

- The lump sum salary reduction is increased by \$112,908, from \$233,448 to \$346,356. This will require a staffing reduction equivalent to 2 to 3 positions.
- Professional service fees to conduct the County-wide audit increase \$23,000, from \$302,000 to \$325,000.
- A \$100,000 crosscharge to the Homeowners Protection Program (HOPP) capital project is budgeted for Audit services related to this program.
- The Department of Audit will develop and conduct a customer satisfaction survey that will measure the performance of the Department of Administrative Services (DAS) in meeting its customer's expectations. The survey should be conducted every six months with survey results reported to the County Executive and the Committee on Finance and Audit.
- Staff reductions require ordinance changes to increase open market purchase limits from in excess of five thousand dollars (\$5,000) and less than twenty-five thousand dollars (\$25,000) to in excess of ten thousand dollars (\$10,000) and less than twenty-five thousand dollars (\$25,000), to increase formal and informal dollar limits from five thousand dollars (\$5,000) to ten thousand dollars (\$10,000), and to increase purchasing card limits per transaction from one thousand dollars (\$1,000) to two thousand dollars (\$2,000). The method of notice to bidders is also changed from certified mail to fax transmission. The Department of Audit is to monitor the effects of the increased limits and report bi-annually to the County Board of Supervisors.
- The Department of Audit is directed to provide monthly reports for the first quarter of 2003 and quarterly reports thereafter unless otherwise determined, regarding the projected surplus/deficit in the Employee Health Benefits account.
- All departments are directed to revise their Outcomes Measures to reflect their 2003 budgeted resources, if changes are needed, consistent with the Milwaukee County Mission and Vision statements. Each department shall report its Outcomes Measures directly to the County Board by March 1, 2003.
- The 2003 Budget reflects a zero wage increase for all County managers in the Executive Compensation Plan (ECP). For 2003, all personal service contracts with ECP employees are eliminated, including the provision for 90-day notice upon termination. In addition, the 2003 Budget reflects a zero wage increase for all non-represented County employees with salaries of \$50,000 or more.
- In lieu of a 3% salary reduction for County managers in the Executive Compensation Plan, personal services are reduced an additional \$11,004, which is included in the departments' lump sum salary reduction. The Department of Administrative Services is authorized to process transfers between various departmental accounts for those departments that wish to utilize other sources of funding to offset increased Personal Services costs besides the lump sum salary reduction.
- 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 2003 BUDGET**DEPT:** DEPARTMENT OF AUDIT**UNIT NO.** 1001
FUND: General - 0001

ACTIVITY AND STATISTICAL SUMMARY				
	<u>2001 Budget</u>	<u>2001 Actual</u>	<u>2002 Budget</u>	<u>2003 Budget</u>
Person-Hours Available (net of paid time off)	40,250	39,669	39,706	38,500
<u>Allocation of Available Hours</u>				
Financial/Internal Control Reviews	7,675	11,562	9,124	8,249
Economy & Efficiency/Program Results	13,625	9,805	6,269	5,938
EDP Projects	1,700	1,548	1,700	1,700
Special Projects/Hotline	4,000	2,164	5,400	5,400
Bank Reconciliation	3,500	3,680	3,632	3,632
Contract Compliance	1,750	1,773	1,750	1,750
Administration	6,500	7,973	9,131	9,131
Other Indirect Time	<u>1,500</u>	<u>2,585</u>	<u>2,700</u>	<u>2,700</u>
Total	40,250	41,090	39,706	38,500
<u>Contract Compliance Activities</u>				
Desk Audits of Affirmative Action Plans	300	412	300	216
Pre-Bid/On-Site Construction Reviews	205	173	180	180
Equal Employment Opportunity Certificates Processed	250	250	250	250
<u>Bank Reconciliation Section Activities</u>				
Accounts Reconciled	700	813	780	744

ADOPTED 2003 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	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Personal Services (w/o EFB)	\$ 927,760	\$ 907,447	\$ 659,392	\$ (248,055)
Employee Fringe Benefits (EFB)*	231,363	244,934	224,427	(20,507)
Services	23,227	27,500	19,304	(8,196)
Commodities	10,593	8,800	8,300	(500)
Other Charges	500	500	500	0
County Service Charges	200,688	217,321	194,048	(23,273)
Abatements	(182,186)	(188,963)	(170,535)	18,428
Total Expenditures	\$ 1,211,945	\$ 1,217,539	\$ 935,436	\$ (282,103)
Total Direct Revenues	\$ 20,851	\$ 15,000	\$ 15,000	\$ 0
Direct Property Tax Levy	\$ 1,191,094	\$ 1,202,539	\$ 920,436	\$ (282,103)

* The 2002 and 2003 budgets include fringe benefits. The 2001 actual has been adjusted for comparison.

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*				
Account Summary	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Central Service Allocation	\$ 14,474	\$ 16,900	\$ 9,648	\$ (7,252)
Courthouse Space Rental	124,020	119,876	113,255	(6,621)
Document Services	2,691	5,579	3,810	(1,769)
Tech Support & Infrastructure	10,649	15,480	11,575	(3,905)
Distribution Services	333	632	463	(169)
Emergency Mgmt Services	0	6,667	6,667	0
Telecommunications	5,264	5,827	6,165	338
Records Center	357	545	445	(100)
Personal Computer Charges	19,725	11,000	10,663	(337)
Applications Charges	4,673	6,457	7,844	1,387
Total Charges	\$ 182,186	\$ 188,963	\$ 170,535	\$ (18,428)
Direct Property Tax Levy	\$ 1,191,094	\$ 1,202,539	\$ 920,436	\$ (282,103)
Total Property Tax Levy	\$ 1,373,280	\$ 1,391,502	\$ 1,090,971	\$ (300,531)

* 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 2003 BUDGET**DEPT:** COUNTY EXECUTIVE – GENERAL OFFICE**UNIT NO.** 1011**FUND:** General - 0001**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.

OUTCOMES MEASURES			
	Outcomes	Indicators	Targets
1.	Milwaukee County government provides affordable services for all its people.	a. Percent increase in tax rate. b. Rate of increase of service fees.	a. No increase. b. Increase is within the rate of inflation.
2.	Departments and divisions are well managed and provide Milwaukee County residents with high-quality services.	a. Departments operate within their budgets. b. Programs achieve desired goals.	a. All departments within County Executive control, based on Wisconsin State Statutes, operate within their budgets. b. Programs achieve desired goals.
3.	Milwaukee County adopts meaningful legislation that addresses the needs of its people.	a. County Executive's proposed legislation is adopted.	a. County Board adopts County Executive's proposed legislation.
4.	Constituents are served in a timely and responsive manner.	a. Percent of constituents who receive timely and responsive services.	a. 100% of constituents are served.

PERSONNEL SUMMARY				
	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Personal Services (w/o EFB)	\$ 927,760	\$ 907,447	\$ 659,392	\$ (248,055)
Employee Fringe Benefits (EFB)	\$ 231,363	\$ 244,934	\$ 224,427	\$ (20,507)
Position Equivalent (Funded)*	13.1	12.8	13.3	0.5
% of Gross Wages Funded	92.0	92.0	83.1	(8.9)
Overtime (Dollars)**	\$ 0	\$ 480	\$ 480	\$ 0
Overtime (Equivalent to Positions)	0.0	0.0	0.0	(0.0)

* For 2001, 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 2003 BUDGET

DEPT: COUNTY EXECUTIVE – GENERAL OFFICE

UNIT NO. 1011
FUND: General - 0001

BUDGET HIGHLIGHTS

- In 2003, Disadvantaged Business Development is transferred from the Department of Administration to the County Executive's Office.
- Membership dues are decreased \$10,200, from \$12,200 to \$2,000, to reflect projected 2003 payments.
- Catering services from the House of Correction kitchen are reduced \$3,500, from \$5,500 to \$2,000.
- Salary and wages are reduced \$235,204, from \$850,631 in 2002 to \$615,427 in 2003; \$125,164 of this reduction is due to reclassifications of positions within the office. A reduction of \$60,000 reflects the payment by the County Executive for a portion of his 2003 salary. The lump sum salary adjustment increases \$37,524, from \$74,928 in 2002 to \$112,452.
- All departments are directed to revise their Outcomes Measures to reflect their 2003 budgeted resources, if changes are needed, consistent with the Milwaukee County Mission and Vision statements. Each department shall report its Outcomes Measures directly to the County Board by March 1, 2003.
- The 2003 Budget reflects a zero wage increase for all County managers in the Executive Compensation Plan (ECP). For 2003, all personal service contracts with ECP employees are eliminated, including the provision for 90-day notice upon termination. In addition, the 2003 Budget reflects a zero wage increase for all non-represented County employees with salaries of \$50,000 or more.
- In lieu of a 3% salary reduction for County managers in the Executive Compensation Plan, personal services are reduced an additional \$11,184, which is included in the departments' lump sum salary reduction. The Department of Administrative Services is authorized to process transfers between various departmental accounts for those departments that wish to utilize other sources of funding to offset increased Personal Services costs besides the lump sum salary reduction.
- 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 2003 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:

“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.

BUDGET SUMMARY				
Account Summary	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Personal Services (w/o EFB)	\$ 294,791	\$ 371,058	\$ 351,123	\$ (19,935)
Employee Fringe Benefits (EFB)*	74,119	101,629	121,633	20,004
Services	69,359	111,440	367,602	256,162
Commodities	7,628	9,300	11,650	2,350
Other Charges	0	98,397	0	(98,397)
Capital Outlay	29,217	27,500	0	(27,500)
County Service Charges	67,765	76,138	99,941	23,803
Abatements	(205,691)	(238,265)	(332,891)	(94,626)
Total Expenditures	\$ 337,188	\$ 557,197	\$ 619,058	\$ 61,861
Total Revenues	\$ 62,298	\$ 25,000	\$ 49,000	\$ 24,000
Direct Property Tax Levy	\$ 274,890	\$ 532,197	\$ 570,058	\$ 37,861

* The 2002 and 2003 budgets include fringe benefits. The 2001 actual has been adjusted for comparison.

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*				
Account Summary	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Central Service Allocation	\$ 6,573	\$ 8,911	\$ 9,533	\$ 622
Courthouse Space Rental	29,304	28,324	26,759	(1,565)
Document Services	9,435	11,127	13,358	2,231
Tech Support & Infrastructure	6,888	9,701	13,571	3,870
Distribution Services	2,846	3,475	3,954	479
Telecommunications	2,965	3,134	3,473	339
Records Center	143	155	179	24
Radio	0	0	0	0
Personal Computer Charges	6,229	6,000	10,663	4,663
Applications Charges	2,370	3,872	7,939	4,067
Total Charges	\$ 66,753	\$ 74,699	\$ 89,429	\$ 14,730
Direct Property Tax Levy	\$ 200,771	\$ 532,197	\$ 570,058	\$ 37,861
Total Property Tax Levy	\$ 267,524	\$ 606,896	\$ 659,487	\$ 52,591

* 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 2003 BUDGET

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

UNIT NO. 1019
FUND: General - 0001

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.

OUTCOMES MEASURES			
	Outcomes	Indicators	Targets
1.	Milwaukee County programs and services are accessible to people with disabilities.	a. Percent of sign language interpretation requests filled. b. Percent of complaints of job accommodation resolved through consultation. c. Number of people with disabilities interested in, and/or hired and retained, for Milwaukee County jobs. d. Percent of people who contact office for specialized transportation assistance that have their problems resolved. e. Department recreation programs are welcoming and accessible to people with disabilities. f. Number of people with disabilities who participate in recreational activities sponsored by office or other County programs. g. Percent of department RFP's that include ADA provisions in requests for proposals. h. Number of departments that include universal design concepts in development of web sites and E-commerce site.	a. 100% of department sign language interpreting requests will be filled by office with no consumer violations filed for failure to be accommodated. b. 75% of consultations will result in resolving the complaint. c. 72 DECA applications of interest processed; 18 DECA hires with 75% retaining employment for five months or longer. d. 75% of people with disabilities experiencing barriers to specialized transportation will have problem resolved. e. 80% of surveyed participants found Milwaukee County recreation to be both welcoming and accessible. f. 500 people with disabilities will participate in sporting events sponsored by office or other County programs. g. 75% of reviewed Milwaukee County RFPs will include provisions to be ADA compliant. h. 100% of newly launched web sites and E-commerce sites will be reviewed and conform to accessibility standards.

ADOPTED 2003 BUDGET

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

UNIT NO. 1019
FUND: General - 0001

OUTCOMES MEASURES			
	Outcomes	Indicators	Targets
2.	People with disabilities experience fewer barriers in their use of Milwaukee County facilities.	a. Number of Milwaukee County building plans that comply with accessibility requirements. b. Departments providing recreation will identify barrier removal for inclusion in the capital budget. c. Percent of areas surveyed for modifications that are fixed. d. Number of leases and contracts that have ADA language.	a. 12 buildings and 24 parking areas will be evaluated with renovation plans adopted and completed within one year. b. All major projects will be identified for inclusion in the capital budget within a five-year schedule. c. 75% of areas surveyed will be maintained with readily achievable barriers regulated. d. All standard Milwaukee County leases and contracts will have ADA language.
3.	Milwaukee County departments increasingly use "best practices" in providing services to people with disabilities.	a. Percent of Milwaukee County departments involved in training opportunities sponsored by office. b. Departments providing recreation will include access planning in preparation for their programs, services and activities. c. Number of hours of requested technical assistance or disability-related literature searches. d. Number of departments/ organizations that collaborate on joint access projects with Milwaukee County departments and community partners.	a. 50% of Milwaukee County departments will be involved in disability-related training sponsored by office. b. 12 recreational access plans will be completed for programs, services and activities. c. Departments will request 60 hours. d. Eight departments or organizations will invite or accept office participation on joint projects.
4.	Communication between County departments and people with disabilities improves.	a. Number of Milwaukee County departments that contribute to office newsletter and County web sites to communicate with people with disabilities.	a. Departments will contribute or collaborate on 12 articles to newsletter and an increased number of web site hits will be recorded.

PERSONNEL SUMMARY				
	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Personal Services (w/o EFB)	\$ 294,791	\$ 371,058	\$ 351,123	\$ (19,935)
Employee Fringe Benefits (EFB)	\$ 74,119	\$ 101,629	\$ 121,633	\$ 20,004
Position Equivalent (Funded)*	6.5	7.4	6.3	(1.1)
% of Gross Wages Funded	100.0	100.0	99.4	(0.6)
Overtime (Dollars)**	\$ 4,056	\$ 13,752	\$ 13,752	\$ 0
Overtime (Equivalent to Positions)	0.1	0.3	0.3	0.0

* For 2001, the Position Equivalent is the budgeted amount.

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

ADOPTED 2003 BUDGET

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

UNIT NO. 1019
FUND: General - 0001

PERSONNEL CHANGES				
Job Title/Classification	Action	Number of Positions/ Total FTE	Division	Cost of Positions (Excluding Fringe Benefits)
Secretary (NR)	Abolish	1/1.0	OPD-Administration	\$ (39,234)
			TOTAL	\$ (39,234)

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 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. 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.

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

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

- For 2003, the Office for Persons with Disabilities moves from being an office of the County Executive to the Department of Administrative Services (DAS), reporting to the Director of DAS.

- \$ (39,234) Abolish 1 Secretary (NR)

Due to fiscal constraints, one position of Secretary (NR) is abolished, resulting in salary and social security savings of \$39,234. Support services will be provided through a cooperative arrangement with the Economic Development Division of DAS.

- Three initiatives included in 2003 are designed to support improved recreation access, promote use of fixed route transit, and provide additional vocational alternatives for people with disabilities. The initiative design maximizes use of existing Milwaukee County programs and services and, when necessary, seeks alternative funding sources. The initiatives require no additional tax levy and are to be implemented throughout the year. They include:

Wil-O-Way Fun Pass. For a participant contribution of \$20.00, cardholders and a companion will be invited to participate in scheduled open houses at Milwaukee County recreation and cultural sites and receive ticket discounts to sports events. They would also be

ADOPTED 2003 BUDGET

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

UNIT NO. 1019
FUND: General - 0001

notified of other low or no cost recreation events welcoming to people with disabilities. It is anticipated that revenue generated from the contribution will offset costs of these activities.

Transit Support Services. The Milwaukee County Transit System and Office for Persons with Disabilities will offer services designed to promote use of fixed route transit by people with disabilities, including mobility training, access to digital phone services during training, fare incentives, and a program participant survey to determine which services are most critical.

Vocational Support Program. The Office for Persons with Disabilities is investigating a financial partnership with the Wisconsin Division of Vocational Rehabilitation (DVR) to extend vocational and training opportunities for high school age students with disabilities. Using the Wil-O-Way centers and a Department of Health and Human Services volunteer program as foundations, students would receive support and training in such areas as janitorial services, mailing preparation and hospitality services. Successful trainees would be encouraged to compete for available County seasonal and full-time positions. This initiative would require a match of approximately 25% from program funds from Milwaukee County. Details of the match requirement will be identified once the arrangement with the DVR is finalized. Attempts will be made to utilize existing budgeted funds for any match requirement.

- All departments are directed to revise their Outcomes Measures to reflect their 2003 budgeted resources, if changes are needed, consistent with the Milwaukee County Mission and Vision statements. Each department shall report its Outcomes Measures directly to the County Board by March 1, 2003.

- The 2003 Budget reflects a zero wage increase for all County managers in the Executive Compensation Plan (ECP). For 2003, all personal service contracts with ECP employees are eliminated, including the provision for 90-day notice upon termination. In addition, the 2003 Budget reflects a zero wage increase for all non-represented County employees with salaries of \$50,000 or more.
- In lieu of a 3% salary reduction for County managers in the Executive Compensation Plan, personal services are reduced an additional \$2,208, through the departments' lump sum reduction. The Department of Administrative Services is authorized to process transfers between various departmental accounts for those departments that wish to utilize other sources of funding to offset increased Personal Services costs besides the lump sum reduction.
- 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 2003 BUDGET

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

UNIT NO. 1019
FUND: General - 0001

ACTIVITY AND STATISTICAL SUMMARY				
	<u>2001 Budget</u>	<u>2001 Actual</u>	<u>2002 Budget</u>	<u>2003 Budget</u>
Joint Projects - Other Departments	20	30	20	40
Job Accommodation/Disabled Employee Consultations	120	240	120	250
Specialized Transportation Assessments	200	452	200	300
Interpreter Service - Hours	4,400	3,225	3,400	3,200
Handi-NEWS & NOTES - Circulation	70,000	76,638	71,000	80,000

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.

Total 2003 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.

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

ADOPTED 2003 BUDGET**DEPT:** COUNTY BOARD - INTERGOVERNMENTAL RELATIONS**UNIT NO.** 1020**FUND:** General - 0001**OPERATING AUTHORITY & PURPOSE**

Intergovernmental Relations was created by County Board action of July 14, 1976 (File No. 76-514), and operates pursuant to Chapter 7, Milwaukee County General Ordinances, to coordinate and develop a

program for Milwaukee County which assists in defining areas where modifications to State and Federal legislation should be developed and introduced.

BUDGET SUMMARY				
Account Summary	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Personal Services (w/o EFB)	\$ 326,444	\$ 326,460	\$ 272,266	\$ (54,194)
Employee Fringe Benefits (EFB)*	82,430	89,312	85,817	(3,495)
Services	108,554	118,209	86,720	(31,489)
Commodities	7,130	6,918	5,107	(1,811)
Other Charges	0	0	0	0
Capital Outlays	16,026	800	0	(800)
County Service Charges	55,324	57,794	61,852	4,058
Abatements	(52,398)	(52,040)	(54,447)	(2,407)
Total Expenditures	\$ 543,510	\$ 547,453	\$ 457,315	\$ (90,138)
Total Revenues	\$ 0	\$ 0	\$ 0	\$ 0
Direct Property Tax Levy	\$ 543,510	\$ 547,453	\$ 457,315	\$ (90,138)

* The 2002 and 2003 budgets include fringe benefits. The 2001 actual has been adjusted for comparison.

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*				
Account Summary	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Central Service Allocation	\$ 5,035	\$ 5,552	\$ 6,325	\$ 773
Courthouse Space Rental	27,432	26,517	25,052	(1,465)
Document Services	760	159	1,076	917
Tech Support & Infrastructure	5,009	7,680	6,249	(1,431)
Distribution Services	26	33	36	3
Telecommunications	8,378	5,414	9,812	4,398
Records Center	0	0	0	0
Radio	0	0	0	0
Personal Computer Charges	4,153	4,000	3,281	(719)
Applications Charges	1,605	2,685	2,616	(69)
Total Charges	\$ 52,398	\$ 52,040	\$ 54,447	\$ 2,407
Direct Property Tax Levy	\$ 543,510	\$ 547,453	\$ 457,315	\$ (90,138)
Total Property Tax Levy	\$ 595,908	\$ 599,493	\$ 511,762	\$ (87,731)

* 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 2003 BUDGET**DEPT:** COUNTY BOARD - INTERGOVERNMENTAL RELATIONS**UNIT NO.** 1020**FUND:** General - 0001**MISSION**

The mission of Intergovernmental Relations shall be to vigorously and aggressively pursue, in a dynamic political environment, State and Federal resources, with special concentration in those areas of need as determined by the County Executive and County Board of Supervisors.

OUTCOMES MEASURES			
	Outcomes	Indicators	Targets
1.	County Executive, County Board of Supervisors, County Board Intergovernmental Relations Committee and County Department and Division Directors are well informed of State and Federal budgetary and policy legislation as it relates to County government.	a. County Executive, County Board of Supervisors, County Board Intergovernmental Relations Committee and Department and Division Directors' satisfaction with the timeliness and usefulness of reports and updates.	a. County Executive, County Board of Supervisors and Department and Division Directors are generally satisfied with the reports and updates.
2.	Through an aggressive legislative program, State and Federal resources are pursued for Milwaukee County.	a. Milwaukee County's financial interests are brought to the attention of the Legislature, namely the Legislature's Joint Finance Committee, during the State budget process.	a. Over a period of four years the County maintains State and Federal funding streams.

PERSONNEL SUMMARY				
	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Personal Services (Dollars)	\$ 326,444	\$ 326,460	\$ 272,266	\$ (54,194)
Employee Fringe Benefits (EFB)	\$ 82,430	\$ 89,312	\$ 85,817	\$ (3,495)
Position Equivalent (Funded)*	5.0	4.0	3.7	(0.3)
% of Gross Wages Funded	100.0	81.1	82.7	1.6
Overtime (Dollars)**	\$ 0	\$ 0	\$ 0	\$ 0
Overtime (Equivalent to Positions)	0.0	0.0	0.0	0.0

* For 2001, 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 Secretary-Intergov Rel	Abolish	1/1.0	Co Exec Intergov Rel	\$ (41,194)
			TOTAL	\$ (41,194)

ADOPTED 2003 BUDGET

DEPT: COUNTY BOARD - INTERGOVERNMENTAL RELATIONS

UNIT NO. 1020

FUND: General - 0001

BUDGET HIGHLIGHTS

- For 2003, the Intergovernmental Relations Division is transferred from the County Executive's Office to the County Board to reflect the Division's County-wide focus and the County Board's overall legislative and policy oversight function.
- Reallocation of the pay ranges for the positions of Intergovernmental Relations Director, Assistant Director-Intergovernmental Relations and two positions of Administrative Secretary 3-Intergovernmental Relations results in a salary savings of \$19,902. The Division's lump sum salary reduction of \$52,270 is equal to one vacant position and establishes a net salary budget that is 82.7% of gross wages. In 2002 the lump sum salary reduction was \$70,752, the equivalent of one vacant position prior to the pay range reallocation.
- \$ (41,194) Abolish 1 Administrative Secretary-Intergovernmental Relations

Due to fiscal constraints, one position of Administrative Secretary-Intergovernmental Relations is abolished, resulting in a salary and social security savings of \$41,194.
- The appropriation for Federal lobbying services decreases \$29,309, from \$79,309 to \$50,000.
- The Director of Intergovernmental Relations and the Mental Health Administrator are authorized and directed to pursue a Federal waiver to allow the DHHS Behavioral Health Division the option of directly providing inpatient mental health services to Medicaid (Title 19) – eligible individuals between the ages of 22 and 64, and billing Medicaid for these services. Currently, BHD contracts with St. Michael's Hospital for these services to this population because Federal law requires that only general hospitals can bill Medicaid for inpatient mental health services to Medicaid-eligible persons. Such a Federal waiver would allow BHD the option of providing and billing for such services directly, if it is determined that this is the most cost-effective way to provide the services.
- Pursuant to a recommendation of the Legislative Audit Bureau, the Department of Administrative Services will work with the Sheriff's Department to develop a rate setting policy similar to that of the Wisconsin Department of Transportation which would allow the Sheriff's Department to recover all costs, including administrative overhead, associated with providing security and transportation services especially expressway patrol. Both departments shall also work with the County Board – Office of Intergovernmental Relations on the effort to seek increased State funding of expressway patrol costs.
- All departments are directed to revise their Outcomes Measures to reflect their 2003 budgeted resources, if changes are needed, consistent with the Milwaukee County Mission and Vision statements. Each department shall report its Outcomes Measures directly to the County Board by March 1, 2003.
- The 2003 Budget reflects a zero wage increase for all County managers in the Executive Compensation Plan (ECP). For 2003, all personal service contracts with ECP employees are eliminated, including the provision for 90-day notice upon termination. In addition, the 2003 Budget reflects a zero wage increase for all non-represented County employees with salaries of \$50,000 or more.
- In lieu of a 3% salary reduction for County managers in the Executive Compensation Plan, personal services are reduced an additional \$2,640, for which the Department of Administrative Services is authorized to process transfers between various departmental accounts for those departments that wish to utilize other sources of funding to offset increased Personal Services costs besides the lump sum reduction.
- 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

ADOPTED 2003 BUDGET

DEPT: COUNTY BOARD - INTERGOVERNMENTAL RELATIONS

UNIT NO. 1020

FUND: General - 0001

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 2003 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	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Personal Services (w/o EFB)	\$ 155,340	\$ 176,410	\$ 164,927	\$ (11,483)
Employee Fringe Benefits (EFB)*	36,936	47,516	56,745	9,229
Services	9,944	13,013	10,063	(2,950)
Commodities	15,452	16,582	13,000	(3,582)
Other Charges	439,249	0	0	0
Capital Outlay	0	0	0	0
County Service Charges	66,621	72,408	65,607	(6,801)
Abatements	(65,989)	(71,600)	(64,742)	6,858
Total Expenditures	\$ 657,553	\$ 254,329	\$ 245,600	\$ (8,729)
Total Revenues	\$ 452,249	\$ 13,000	\$ 17,525	\$ 4,525
Direct Property Tax Levy	\$ 205,304	\$ 241,329	\$ 228,075	\$ (13,254)

* The 2002 and 2003 budgets include fringe benefits. The 2001 actual has been adjusted for comparison.

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*				
Account Summary	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Central Service Allocation	\$ 7,407	\$ 10,774	\$ 9,759	\$ (1,015)
Courthouse Space Rental	44,112	42,637	40,282	(2,355)
Document Services	134	58	189	131
Tech Support & Infrastructure	5,633	7,680	5,251	(2,429)
Distribution Services	378	823	525	(298)
Telecommunications	2,541	3,127	2,976	(151)
Records Center	0	0	0	0
Radio	0	0	0	0
Personal Computer Charges	4,153	4,000	3,281	(719)
Applications Charges	1,631	2,501	2,479	(22)
Total Charges	\$ 65,989	\$ 71,600	\$ 64,742	\$ (6,858)
Direct Property Tax Levy	\$ 205,304	\$ 241,329	\$ 228,075	\$ (13,254)
Total Property Tax Levy	\$ 271,293	\$ 312,929	\$ 292,817	\$ (20,112)

* 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 2003 BUDGET**DEPT:** COUNTY EXECUTIVE – VETERANS SERVICE OFFICE**UNIT NO.** 1021**FUND:** General - 0001**MISSION**

The mission of the Milwaukee County Department of Veterans Service is to acknowledge the service and sacrifice of our veterans and their family members by providing separate and special assistance that is to be available to these honored members of our society.

OUTCOMES MEASURES			
	Outcomes	Indicators	Targets
1.	Milwaukee County area veterans improve their financial situations and educational status through Wisconsin Department of Veterans Affairs full and part-time educational grants.	a. Number of full and part-time education grants.	a. 10% increase in number of full and part-time education grants.
2.	Milwaukee County area veterans maintain or improve their housing quality and house values through Wisconsin Department of Veterans Affairs home improvement loans.	a. Number of home improvement loans.	a. 10% increase in number of home improvement loans.
3.	Financially or health troubled Milwaukee County area veterans receive subsistence or health care aid grants from the Wisconsin Department of Veterans Affairs.	a. Number of Health Care Aid grants made. b. Number of Subsistence Aid grants made.	a. 10% increase in number of Health Care Aid grants. b. 10% increase in number of Subsistence Aid grants.
4.	Location of deceased Milwaukee County area veterans buried throughout the County are identified and registered.	a. Number of graves registered.	a. 10% increase in number of graves registered.

PERSONNEL SUMMARY				
	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Personal Services (w/o EFB)	\$ 155,340	\$ 176,410	\$ 164,927	\$ (11,483)
Employee Fringe Benefits (EFB)	\$ 36,936	\$ 47,516	\$ 56,745	\$ 9,229
Position Equivalent (Funded)*	7.0	7.0	6.6	(0.4)
% of Gross Wages Funded	100.0	100.0	89.7	(10.3)
Overtime (Dollars)**	\$ 0	\$ 0	\$ 0	\$ 0
Overtime (Equivalent to Positions)	0.0	0.0	0.0	0.0

* For 2001, 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 2003 BUDGET

DEPT: COUNTY EXECUTIVE – VETERANS SERVICE OFFICE

UNIT NO. 1021

FUND: General - 0001

BUDGET HIGHLIGHTS

- A lump sum salary reduction of \$17,520 is created to establish a net salary budget that is 89.7% of gross wages. This is the equivalent of one-half vacant position. In 2002, wages were fully funded.
- Due to fiscal constraints, adjustments are made to the appropriations for services and commodities resulting in a decrease of \$6,532. Included is a decrease of \$2,582 for flags and grave markers, from \$14,282 to \$11,700.
- Revenue increases \$4,525, from \$13,000 to \$17,525. Receipt of the additional revenue is anticipated through staff fund-raising efforts.
- All departments are directed to revise their Outcomes Measures to reflect their 2003 budgeted resources, if changes are needed, consistent with the Milwaukee County Mission and Vision statements. Each department shall report its Outcomes Measures directly to the County Board by March 1, 2003.
- The 2003 Budget reflects a zero wage increase for all County managers in the Executive Compensation Plan (ECP). For 2003, all personal service contracts with ECP employees are eliminated, including the provision for 90-day notice upon termination. In addition, the 2003 Budget reflects a zero wage increase for all non-represented County employees with salaries of \$50,000 or more.
- In lieu of a 3% salary reduction for County managers in the Executive Compensation Plan, personal services are reduced an additional \$1,812, for which the Department of Administrative Services is authorized to process transfers between various departmental accounts for those departments that wish to utilize other sources of funding to offset increased Personal Services costs besides the lump sum reduction.
- 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

	2001 <u>Budget</u>	2001 <u>Actual</u>	2002 <u>Budget</u>	2003 <u>Budget</u>
Flag Holders Provided	110	61	100	100
Full and Part-Time Education Grants	700	374	500	550
Health Care Aid and Subsistence Grants	70	234	170	200
Personal Loan Program	75	85	100	85
Certificates of Eligibility	400	216	400	300
Vital Records Procured	900	1,269	900	1,000
Graves Registration	500	86	200	300
Wisconsin Veterans Home Admissions	10	11	12	15
Home Improvement Loans Program (HILP)	20	15	20	22
Retraining Grants	20	24	20	20
New Files Created	300	532	400	300
First Mortgage Home Loans	150	29	100	40

ADOPTED 2003 BUDGET

DEPT: COUNTY EXECUTIVE -
DISADVANTAGED BUSINESS DEVELOPMENT

UNIT NO. 1040
FUND: General - 0001

OPERATING AUTHORITY & PURPOSE

The County Executive - Disadvantaged Business Development (DBD) Office is responsible for administering the County's DBE program. Chapter 42 of the Milwaukee County Ordinances sets forth the policy and definitions of Milwaukee County's Federal and non-Federal disadvantaged business enterprise (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 procedure for findings of contractor non-compliance.

BUDGET SUMMARY				
Account Summary	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Personal Services (w/o EFB)	\$ 411,666	\$ 455,038	\$ 357,788	\$ (97,250)
Employee Fringe Benefits (EFB)*	98,503	124,637	125,411	774
Services	205,333	121,080	115,075	(6,005)
Commodities	6,441	9,457	8,957	(500)
Other Charges	0	0	0	0
Debt & Depreciation	0	0	0	0
Capital Outlay	0	0	0	0
County Service Charges	111,967	124,308	130,201	5,893
Abatements	(110,717)	(154,066)	(129,131)	24,935
Total Expenditures	\$ 723,193	\$ 680,454	\$ 608,301	\$ (72,153)
Direct Revenue	242,820	45,500	10,500	(35,000)
Indirect Revenue	270,000	539,808	554,808	15,000
Total Revenue	\$ 512,820	\$ 585,308	\$ 565,308	\$ (20,000)
Direct Property Tax Levy	\$ 210,373	\$ 95,146	\$ 42,993	\$ (52,153)

* The 2002 and 2003 budgets include fringe benefits. The 2001 actual has been adjusted for comparison.

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*				
Account Summary	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Central Service Allocation	\$ 8,725	\$ 5,411	\$ 11,579	\$ 6,168
Courthouse Space Rental	95,652	92,449	87,343	(5,106)
Document Services	502	1,414	711	(703)
Tech Support & Infrastructure	0	10,145	11,684	1,539
Distribution Services	798	699	1,108	409
Telecommunications	2,725	2,955	3,191	236
Records Center	2,315	3,175	2,889	(286)
Radio	0	0	0	0
Personal Computer Charges	0	5,000	5,741	741
Applications Charges	0	2,818	4,885	2,067
Total Charges	\$ 110,717	\$ 124,066	\$ 129,131	\$ 5,065
Direct Property Tax Levy	\$ 210,373	\$ 95,146	\$ 42,993	\$ (52,153)
Total Property Tax Levy	\$ 321,090	\$ 219,212	\$ 172,124	\$ (47,088)

* 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 2003 BUDGET

DEPT: COUNTY EXECUTIVE -
DISADVANTAGED BUSINESS DEVELOPMENT

UNIT NO. 1040
FUND: General - 0001

MISSION

The Disadvantaged Business Development Office 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.

OUTCOMES MEASURES			
	Outcomes	Indicators	Targets
1.	Disadvantaged Business Enterprises (DBEs) have greater participation in Federal and County professional service contracts, capital projects and procurements.	a. Annual amount of participation in professional service contracts, capital projects and procurements.	a. Annual increase in the overall amount of DBE participation for both County and Federal contracting.
2.	Disadvantaged Business Enterprise participation waivers decrease wherever legitimate subcontractable opportunities exist.	a. Annual number of participation waivers in professional service contracts, capital projects and other procurements.	a. Annual decreases in the number of DBE participation waivers granted.
3.	Successful implementation of the required Wisconsin UCP (Unified Certification Program).	a. Successful negotiations with other statewide USDOT recipient certifiers.	a. The pool of Ready, Willing and Able (RWA) certified DBEs increases annually.

PERSONNEL SUMMARY				
	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Personal Services (w/o EFB)	\$ 411,666	\$ 455,038	\$ 357,788	\$ (97,250)
Employee Fringe Benefits (EFB)	\$ 98,503	\$ 124,637	\$ 125,411	\$ 774
Position Equivalent (Funded)*	8.2	8.7	6.7	(2.0)
% of Gross Wages Funded	84.1	85.9	67.5	(18.4)
Overtime (Dollars)**	\$ 3,570	\$ 1,632	\$ 1,632	\$ 0
Overtime (Equivalent to Positions)	0.1	0.0	0.0	0.0

* For 2001, 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

DEPARTMENT DESCRIPTION

The Disadvantaged Business Development (DBD) Office 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

ADOPTED 2003 BUDGET

DEPT: COUNTY EXECUTIVE -
DISADVANTAGED BUSINESS DEVELOPMENT

UNIT NO. 1040
FUND: General - 0001

behalf of Milwaukee County, insures that full compliance is maintained with all Federal and State DBE laws.

Specific responsibilities of the DBD 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.

BUDGET HIGHLIGHTS

- In 2003 Disadvantaged Business Development is transferred from the Department of Administration and is created as a division of the County Executive's office reporting directly to the County Executive.
- A lump sum salary reduction of \$159,876 is created to establish a net salary budget that is 67.5% of gross wages. This is equal to four vacant positions and is \$84,420 greater than the 2002 reduction of \$69,300 which was equal to 1.3 positions.
- Revenue decreases \$35,000, from \$45,500 to \$10,500, due to Milwaukee County's participation in the recently established Unified Certification Process that will consolidate all USDOT-certified DBEs in the State into one directory. The directory will be maintained by the State and published without cost on the WisDOT website. In prior years, Milwaukee County generated revenue through the sale of directories produced via a database maintained by the DBD office.
- The appropriation for professional services to assist the DBD Director in annual construction and concession goal setting is maintained at the 2002 level of \$45,000, and is totally offset by an appropriation for that purpose in the Department of Public Works-Airport budget.
- The professional services appropriation for the annual outreach/expo seminar decreases \$5,000, from \$25,000 to \$20,000, based on experience.
- All departments are directed to revise their Outcomes Measures to reflect their 2003 budgeted resources, if changes are needed, consistent with the Milwaukee County Mission and Vision statements. Each department shall report its Outcomes Measures directly to the County Board by March 1, 2003.
- The 2003 Budget reflects a zero wage increase for all County managers in the Executive Compensation Plan (ECP). For 2003, all personal service contracts with ECP employees are eliminated, including the provision for 90-day notice upon termination. In addition, the 2003 Budget reflects a zero wage increase for all non-represented County employees with salaries of \$50,000 or more.
- In lieu of a 3% salary reduction for County managers in the Executive Compensation Plan, personal services are reduced an additional \$6,624, for which the Department of Administrative Services is authorized to process transfers between various departmental accounts for those departments that wish to utilize other sources of funding to offset increased Personal Services costs besides the lump sum reduction.
- 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

ADOPTED 2003 BUDGET

DEPT: COUNTY EXECUTIVE -
DISADVANTAGED BUSINESS DEVELOPMENT

UNIT NO. 1040
FUND: General - 0001

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 2003 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	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Personal Services (w/o EFB)	\$ 44,506	\$ 50,594	\$ 51,554	\$ 960
Employee Fringe Benefits (EFB)*	1,441	2,720	3,734	1,014
Services	2,590	10,000	8,899	(1,101)
County Service Charges	5,233	1,479	1,470	(9)
Abatements	(177)	0	0	0
Total Expenditures	\$ 53,593	\$ 64,793	\$ 65,657	\$ 864
Direct Property Tax Levy	\$ 53,593	\$ 64,793	\$ 65,657	\$ 864

* The 2002 and 2003 budgets include fringe benefits. The 2001 actual has been adjusted for comparison.

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*				
Account Summary	2001 Actual	2002 Budget	2003 Budget	2002/2003 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	177	0	0	0
Total Charges	\$ 177	\$ 0	\$ 0	\$ 0
Direct Property Tax Levy	\$ 53,593	\$ 64,793	\$ 65,657	\$ 864
Total Property Tax Levy	\$ 53,770	\$ 64,793	\$ 65,657	\$ 864

* 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 2003 BUDGET**DEPT:** CIVIL SERVICE COMMISSION**UNIT NO.** 1110**FUND:** General - 0001**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.

OUTCOMES MEASURES			
	Outcomes	Indicators	Targets
1.	Civil Service rules are properly amended to meet the needs of Milwaukee County and to reflect changes in the area labor market.	a. Number of requests for Civil Service rule waivers. b. Number of Civil Service rule waivers granted.	a. Requests for Civil Service rule waivers are reduced by 50%. b. Civil Service rule waivers granted are reduced by 50%.

PERSONNEL SUMMARY				
	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Personal Services (w/o EFB)	\$ 44,506	\$ 50,594	\$ 51,554	\$ 960
Employee Fringe Benefits (EFB)	\$ 1,441	\$ 2,720	\$ 3,734	\$ 1,014
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 2001, 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

BUDGET HIGHLIGHTS

- The appropriation for legal fees decreases \$1,101, from \$10,000 to \$8,899.
- All departments are directed to revise their Outcomes Measures to reflect their 2003 budgeted resources, if changes are needed, consistent with the Milwaukee County Mission and Vision statements. Each department shall report its Outcomes Measures directly to the County Board by March 1, 2003.
- 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

ADOPTED 2003 BUDGET**DEPT:** CIVIL SERVICE COMMISSION**UNIT NO.** 1110**FUND:** General - 0001

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>2001 Budget</u>	<u>2001 Actual</u>	<u>2002 Budget</u>	<u>2003 Budget</u>
Number of Meetings	6	6	6	6
Hours Spent in Session	12	10	12	10
A. <u>Quasi-Judicial</u>				
Merit System Violations Filed	2	4	2	3
Employee/Applicant Appeals	40	23	30	25
B. <u>Administrative</u>				
Positions Transferred from Classified to Exempt	2	2	2	2
Rule Changes	2	1	2	1
Rule Waivers	10	8	15	10

ADOPTED 2003 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.

BUDGET SUMMARY				
Account Summary	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Personal Services (w/o EFB)	\$ 122,937	\$ 90,954	\$ 89,496	\$ (1,458)
Employee Fringe Benefits (EFB)*	35,746	32,274	42,681	10,407
Services	10,137	13,760	12,099	(1,661)
Commodities	588	950	750	(200)
County Service Charges	17,018	17,086	16,675	(411)
Abatements	(16,565)	(16,938)	(16,784)	154
Total Expenditures	\$ 169,861	\$ 138,086	\$ 144,917	\$ 6,831
Total Revenues	\$ 0	\$ 0	\$ 0	\$ 0
Direct Property Tax Levy	\$ 169,861	\$ 138,086	\$ 144,917	\$ 6,831

* The 2002 and 2003 budgets include fringe benefits. The 2001 actual has been adjusted for comparison.

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*				
Account Summary	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Central Service Allocation	\$ 0	\$ 0	\$ 0	\$ 0
Courthouse Space Rental	14,472	13,985	13,212	(773)
Document Services	170	432	240	(192)
Tech Support & Infrastructure	1,250	1,455	1,996	541
Distribution Services	109	137	151	14
Telecommunications	318	341	373	32
Records Center	0	0	0	0
Radio	0	0	0	0
Personal Computer Charges	0	0	0	0
Applications Charges	246	588	30	(558)
Total Charges	\$ 16,565	\$ 16,938	\$ 16,002	\$ (936)
Direct Property Tax Levy	\$ 169,861	\$ 138,086	\$ 144,917	\$ 6,831
Total Property Tax Levy	\$ 186,426	\$ 155,024	\$ 160,919	\$ 5,895

* 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 2003 BUDGET**DEPT: PERSONNEL REVIEW BOARD****UNIT NO. 1120**
FUND: General - 0001**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.

OUTCOMES MEASURES			
	Outcomes	Indicators	Targets
1.	Employee gets a fair and impartial hearing.	a. Provide biweekly hearings to meet Wisconsin Statutes 21 day requirement.	a. Hold a minimum of 27 meetings annually.
2.	Disciplinary actions will be supported by testimony and evidence.	a. Process cases according to Wisconsin Statutes 63.10 and 63.12 and Chapters 9, 17.207 and 33 of C.G.O.	a. 100% of cases will be processed according to the law.

PERSONNEL SUMMARY				
	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Personal Services (w/o EFB)	\$ 122,937	\$ 90,954	\$ 89,496	\$ (1,458)
Employee Fringe Benefits (EFB)	\$ 35,746	\$ 32,274	\$ 42,681	\$ 10,407
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 2001, 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

BUDGET HIGHLIGHTS

- All departments are directed to revise their Outcomes Measures to reflect their 2003 budgeted resources, if changes are needed, consistent with the Milwaukee County Mission and Vision statements. Each department shall report its Outcomes Measures directly to the County Board by March 1, 2003.
- The 2003 Budget reflects a zero wage increase for all County managers in the Executive Compensation Plan (ECP). For 2003, all personal service contracts with ECP employees are eliminated, including the provision for 90-day notice upon termination. In addition, the 2003 Budget reflects a zero wage increase for all non-

ADOPTED 2003 BUDGET

DEPT: PERSONNEL REVIEW BOARD

UNIT NO. 1120

FUND: General - 0001

represented County employees with salaries of \$50,000 or more.

- 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				
	2001 <u>Budget</u>	2001 <u>Actual</u>	2002 <u>Budget</u>	2003 <u>Budget</u>
Discipline/Grievance Hearings Placed on Docket	120	144	130	133
Number of PRB Meetings with Hearings	27	27	27	26
Hours Met in Session	95	60.5	95	83

ADOPTED 2003 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	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Personal Services (w/o EFB)	\$ 1,765,464	\$ 1,831,262	\$ 1,700,226	\$ (131,036)
Employee Fringe Benefits (EFB)*	443,452	496,856	590,341	93,485
Services	65,887	110,476	110,476	0
Commodities	30,015	18,960	18,960	0
Other Charges	256,062	93,400	58,978	(34,422)
Capital Outlays	11,700	0	0	0
County Service Charges	261,524	278,265	261,421	(16,844)
Abatements	(872,496)	(923,581)	(929,744)	(6,163)
Total Expenditures	\$ 1,961,608	\$ 1,905,638	\$ 1,810,658	\$ (94,980)
Total Revenues	\$ 164,205	\$ 125,000	\$ 320,500	\$ 195,500
Direct Property Tax Levy	\$ 1,797,403	\$ 1,780,638	\$ 1,490,158	\$ (290,480)

* The 2002 and 2003 budgets include fringe benefits. The 2001 actual has been adjusted for comparison.

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*				
Account Summary	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Central Service Allocation	\$ 22,849	\$ 28,325	\$ 29,512	\$ 1,187
Courthouse Space Rental	159,924	154,580	146,042	(8,538)
Document Services	2,773	3,961	3,926	(35)
Tech Support & Infrastructure	20,677	29,504	23,888	(5,616)
Distribution Services	536	1,027	744	(283)
Telecommunications	5,763	6,582	6,749	167
Records Center	4,030	5,835	5,032	(803)
Radio	0	0	0	0
Personal Computer Charges	24,916	22,000	18,045	(3,955)
Applications Charges	9,609	13,767	13,806	39
Total Charges	\$ 251,077	\$ 265,581	\$ 247,744	\$ (17,837)
Direct Property Tax Levy	\$ 1,797,403	\$ 1,780,638	\$ 1,490,158	\$ (290,480)
Total Property Tax Levy	\$ 2,048,480	\$ 2,046,219	\$ 1,737,902	\$ (308,317)

* 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 2003 BUDGET**DEPT:** CORPORATION COUNSEL**UNIT NO.** 1130**FUND:** General - 0001**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.

OUTCOMES MEASURES			
	Outcomes	Indicators	Targets
1.	The legal interests of Milwaukee County are protected.	a. Percent of cases resolved by pretrial evaluation. b. Percent of claims that result in lawsuits.	a. 90%. b. 10%.
2.	County department managers are aware of and comply with employee relations laws.	a. Reduction of inquiries regarding appropriate procedures. b. Reduction of claims of discrimination due to an employee's disability. c. Reduction of claims alleging a violation of FMLA. d. Reduction of claims alleging sexual harassment or retaliation. e. Reduction of appeals of disciplinary action.	a. 20% reduction of inquiries regarding appropriate procedures. b. 20% reduction of claims of discrimination due to an employee's disability. c. 20% reduction in claims alleging a violation of FMLA. d. 20% reduction in claims alleging sexual harassment or retaliation. e. 20% reduction of appeals of disciplinary action.
3.	Workers' Compensation expenditures are effectively controlled.	a. Number of hearings settled or defended for lower payment than reserved.	a. 70% defended within outstanding reserves set by Risk Management.
4.	Milwaukee County's interest in employee discipline and discharge hearings is protected.	a. Percent of cases that are resolved by getting result initially sought or agreed to by the appointing authority. b. Number of cases that have insufficient evidence to sustain the charges brought by the appointing authority.	a. 85%. b. 3%.

PERSONNEL SUMMARY				
	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Personal Services (w/o EFB)	\$ 1,765,464	\$ 1,831,262	\$ 1,700,226	\$ (131,036)
Employee Fringe Benefits (EFB)	\$ 443,452	\$ 496,856	\$ 590,341	\$ 93,485
Position Equivalent (Funded)*	23.7	23.7	20.8	(2.9)
% of Gross Wages Funded	97.6	97.2	90.1	(7.1)
Overtime (Dollars)**	\$ 8,824	\$ 0	\$ 0	\$ 0
Overtime (Equivalent to Positions)	0.1	0.0	0.0	0.0

* For 2001, the Position Equivalent is the budgeted amount.

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

ADOPTED 2003 BUDGET**DEPT: CORPORATION COUNSEL****UNIT NO. 1130****FUND: General - 0001**

PERSONNEL CHANGES				
Job Title/Classification	Action	Number of Positions/ Total FTE	Division	Cost of Positions (Excluding Fringe Benefits)
Paralegal-Corp Counsel	Create	1/1.0	Corporation Counsel	\$ 36,364
Position	Create	1/1.0	Corporation Counsel	26,594
Principal Asst-Corp Counsel (NR)	Abolish	1/1.0	Corporation Counsel	(38,544)
			TOTAL	\$ 24,414

BUDGET HIGHLIGHTS

- Crosscharges for legal services to other County departments are adjusted as follows:

Department	2002	2003	2002/2003 Change
Pension Board	\$ 41,000	\$ 46,000	\$ 5,000
Child Support	6,000	7,000	1,000
General Mitchell	204,000	204,000	0
International Airport			
DHHS-Behavioral	407,000	425,000	18,000
Health Division			

This results in a net crosscharge increase of \$24,000.

- Due to fiscal constraints, a lump sum salary reduction of \$175,092 is created to establish a net salary budget that is 90.1% of gross wages. The reduction is equal to five positions, four and one-half of which are vacant. For 2002, the Department's lump sum adjustment was \$49,260, equal to three-quarters of one position, which established a net salary budget at 97.2% of gross wages.
- \$ 36,364 Create 1 Paralegal-Corporation Counsel
(38,544) Abolish 1 Principal Asst Corporation Counsel (NR)
\$ (2,180)

One position of Paralegal-Corporation Counsel is created at a salary and social security cost of \$36,364, and one vacant position of Principal Assistant Corporation Counsel (NR) is abolished for a salary and social security savings of \$38,544, for a net savings of \$2,180. The changes are in keeping with the proposed reorganization of the legal services area into a

"team" or practice area concept. Using this concept, the provision of legal services will fall into three categories: litigation; labor, employment and employee benefits; and general counsel. A Deputy Corporation Counsel, various Assistant Corporation Counsels and a Paralegal will staff each team, or practice area. Utilizing a Paralegal in lieu of an attorney will save significant dollars and provide a research and legal support asset within each team.

- \$ 35,441 Create 1 Position

One position is created at a personal services cost of \$35,441, including fringe benefits. The position will be responsible for compiling information on persons with outstanding collectibles, initially in the areas of Guardian Ad Litem fees, bail forfeiture bonds and court appointed attorneys. The Corporation Counsel will determine how to proceed with collecting the outstanding amounts, either by means of a contract with a collection agency or by utilizing a firm that specializes in using tax intercept to retrieve outstanding collectibles. Revenue is budgeted at \$135,500, for a net tax levy reduction of \$100,059.

- Revenue derived from cases handled by Corporation Counsel through assignment by the Wisconsin County Mutual insurance program increases \$60,000, from \$125,000 to \$185,000, based on experience.
- All departments are directed to revise their Outcomes Measures to reflect their 2003 budgeted resources, if changes are needed, consistent with the Milwaukee County Mission

ADOPTED 2003 BUDGET**DEPT: CORPORATION COUNSEL****UNIT NO. 1130****FUND: General - 0001**

and Vision statements. Each department shall report its Outcomes Measures directly to the County Board by March 1, 2003.

- The 2003 Budget reflects a zero wage increase for all County managers in the Executive Compensation Plan (ECP). For 2003, all personal service contracts with ECP employees are eliminated, including the provision for 90-day notice upon termination. In addition, the 2003 Budget reflects a zero wage increase for all non-represented County employees with salaries of \$50,000 or more.
- In lieu of a 3% salary reduction for County managers in the Executive Compensation Plan, personal services are reduced an additional \$3,756, for which the Department of Administrative Services is authorized to process transfers between various departmental accounts for those departments that wish to utilize other sources of funding to offset

increased Personal Services costs besides the lump sum reduction.

- 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>2001 Budget</u>	<u>2001 Actual</u>	<u>2002 Budget</u>	<u>2003 Budget</u>
A. Legal				
Legal Opinions & Advisory Memorandums	200	200	200	200
Claims Against County & Subrogation Matters	500	500	500	500
State Actions (wage claims, weatherization claims, pesticide lawsuits)	500	500	500	500
Foreclosures	300	300	300	300
Probate & DBE Matters	250	250	250	250
Major Lease & Contract Negotiations & Review	600	600	600	600
Major Lawsuits-200 Hours or More	20	20	20	20
B. Labor Relations				
Major Contract Negotiations-200 Hours or More	15	15	10	10
Unemployment Compensation Hearings	50	50	50	50
Discrimination Complaints Including ADA	300	300	300	300
Grievance Arbitration, Appeals of Disciplinary Suspension Before Permanent Umpire or WERC	30	30	30	30
C. Mental Health				
Mental Health Commitments-Petition, Protective Placements, Temporary Guardianships	5,000	5,200	5,200	5,300
D. Workers Compensation				
Workers Compensation Claims Hearings and Review of Files	200	200	200	200
E. Personnel Review Board				
Civil Service and Personnel Review Board Hearings	250	250	250	250

ADOPTED 2003 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	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Personal Services (w/o EFB)	\$ 2,895,842	\$ 2,795,530	\$ 3,133,355	\$ 337,825
Employee Fringe Benefits (EFB)*	725,427	778,931	1,116,872	337,941
Services	610,296	681,129	556,441	(124,688)
Commodities	65,740	81,503	80,767	(736)
Other Charges	343,098	468,204	20,500	(447,704)
Capital Outlays	4,360	0	0	0
County Service Charges	1,005,238	1,064,243	1,148,954	84,711
Abatements	(747,963)	(808,309)	(1,429,333)	(621,024)
Total Expenditures	\$ 4,902,038	\$ 5,061,231	\$ 4,627,556	\$ (433,675)
Total Revenues	\$ 797,107	\$ 1,355,257	\$ 1,130,853	\$ (224,404)
Direct Property Tax Levy	\$ 4,104,931	\$ 3,705,974	\$ 3,496,703	\$ (209,271)

* The 2002 and 2003 budgets include fringe benefits. The 2001 actual has been adjusted for comparison. The 2001 actuals and 2002 budget include Labor Relations.

ADOPTED 2003 BUDGET
DEPT: DEPARTMENT OF ADMINISTRATIVE SERVICES - HUMAN RESOURCES

UNIT NO. 1140

FUND: General - 0001

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*				
Account Summary	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Central Service Allocation	\$ 0	\$ 0	\$ 0	\$ 0
Courthouse Space Rental	525,602	508,030	479,971	(28,059)
Document Services	65,203	63,139	76,096	12,957
Tech Support & Infrastructure	61,414	81,687	121,695	40,008
Distribution Services	12,357	24,431	7,259	(17,172)
Telecommunications	13,463	14,376	14,275	(101)
Records Center	2,088	3,004	2,608	(396)
Radio	0	0	0	0
Personal Computer Charges	44,641	43,000	13,124	(29,876)
Applications Charges	18,197	69,237	158,144	88,907
Total Charges	\$ 742,965	\$ 806,904	\$ 873,172	\$ 66,268
Direct Property Tax Levy	\$ 4,104,931	\$ 3,705,974	\$ 3,496,703	\$ (209,271)
Total Property Tax Levy	\$ 4,847,896	\$ 4,512,878	\$ 4,369,875	\$ (143,003)

* 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

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 eligible 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.

OUTCOMES MEASURES			
	Outcomes	Indicators	Targets
1.	County policymakers and administrators make appropriate human resources-related decisions.	a. Number of merit system violations. b. Number of grievances and citizen complaints. c. Number of lawsuits filed against Milwaukee County.	a. 80% of all merit system violations filed against County are dismissed. b. Grievances and complaints filed against County reduced by 25%. c. 80% of all lawsuits filed against County are denied.
2.	Employees and retirees receive their pensions and fringe benefits to which they are entitled in a timely manner.	a. Number of days required to process benefits/pension matters. b. Number of benefits/pension-related complaints.	a. Number of days required to process benefits/pension matters is reduced by 25%. b. Number of benefits/pension-related complaints is reduced by 25%.
3.	Qualified individuals apply for employment with Milwaukee County.	a. Number of qualified individuals who apply for employment with Milwaukee County. b. Number of rejected applications. c. Number of specific recruitment activities.	a. Number of employment applications received by DHR increases by 5%. b. Number of rejected applications decreases by 5%. c. Number of specific recruitment activities performed by DHR increases by 5%.

ADOPTED 2003 BUDGET

DEPT: DEPARTMENT OF ADMINISTRATIVE SERVICES - HUMAN RESOURCES

UNIT NO. 1140

FUND: General - 0001

OUTCOMES MEASURES			
	Outcomes	Indicators	Targets
4.	County operating departments are able to fill vacant positions in a timely manner.	a. Number of days required to certify eligibles to requesting departments. b. Number of vacant positions awaiting certification by DHR. c. User department satisfaction surveys.	a. Certification turnaround time is reduced 25%. b. Number of vacant positions awaiting certification is reduced by 25%. c. DHR approval ratings increase by 25%.
5.	County Affirmative Action Committee members/representatives receive timely information on EEO/AA issues, trends, County policies.	a. Number of AA Committee members/representatives who attend the County-wide quarterly meetings/training.	a. 80% of all AA Committee members/representatives will have attended at least two meetings.
6.	County managers, supervisors and employees have tools/resources to be more successful and productive.	a. Number of managers, supervisors and employees attending training programs.	a. A minimum of 500 employees are trained in at least one of the following areas: Supervision, Workplace Violence, Domestic Preparedness, Diversity, Team Building/Conflict Resolution, Stress Management, Communications Skills Essentials, Ergonomics and Other Safety Related Initiatives, Front Desk Security/Mail Security.
7.	Collective bargaining negotiations are resolved without an interruption of service delivery.	a. Percent of voluntary collective bargaining agreements.	a. 50%.
8.	Labor/Management disputes are resolved in a timely and amicable manner.	a. Number of dispute arbitration hearings before the permanent arbitrator.	a. No more than 36 with DC48.

ADOPTED 2003 BUDGET
DEPT: DEPARTMENT OF ADMINISTRATIVE SERVICES - HUMAN RESOURCES

UNIT NO. 1140

FUND: General - 0001

PERSONNEL SUMMARY				
	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Personal Services (w/o EFB)	\$ 2,895,842	\$ 2,795,530	\$ 3,133,355	\$ 337,825
Employee Fringe Benefits (EFB)	\$ 725,427	\$ 778,931	\$ 1,116,872	\$ 337,941
Position Equivalent (Funded)*	60.8	57.1	57.2	0.1
% of Gross Wages Funded	95.8	92.9	86.1	(6.8)
Overtime (Dollars)**	\$ 25,763	\$ 0	\$ 0	\$ 0
Overtime (Equivalent to Positions)	0.5	0.0	0.0	0.0

* For 2001, 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)
Asst Director - Labor Relations	Abolish	1/1.0	Labor Relations	\$ (112,088)
Clerical Assistant 2 (NR)	Abolish	1/1.0	Labor Relations	(28,390)
Labor Relations Specialist	Create	1/1.0	Labor Relations	52,728
Administrative Coordinator	Abolish	1/1.0	Compensation	(58,118)
Student Intern (Info Tech)	Abolish	15/3.75	Director's Office	(64,530)
Asst Dir-Human Resources/MIS	Transfer	1/1.0	Director's Office	(89,626)
Network Appl Spec-DHR	Transfer	1/1.0	Director's Office	(55,740)
Human Resources Coordinator (MHD)	Transfer	1/1.0	Human Services	67,938
Management Assistant (HR)	Transfer	3/3.0	Human Services	122,064
Human Resources Manager-DSS	Transfer	1/1.0	Human Services	85,314
Human Resources Coordinator-Aging	Transfer	1/1.0	Human Services	65,044
Human Resources Manager-Courts	Transfer	1/1.0	Public Safety	71,234
Human Resources Ind Manager	Transfer	1/1.0	Public Safety	89,626
Human Resources Coordinator-Sheriff	Transfer	1/1.0	Public Safety	65,044
Human Resources Coordinator-CSE	Transfer	1/1.0	Public Safety	69,416
Management Assistant (HR)	Transfer	1/1.0	Public Safety	41,972
Human Resources Manager-DPW	Transfer	1/1.0	Public Works	89,626
Management Assistant (HR)	Transfer	1/1.0	Public Works	41,728
Human Resources Coordinator-Zoo	Transfer	1/1.0	Parks/Zoo	63,624
Human Resources Manager-Parks	Transfer	1/1.0	Parks/Zoo	89,626
Management Assistant (HR)	Transfer	1/1.0	Parks/Zoo	41,972
			TOTAL	\$ 648,464

ADOPTED 2003 BUDGET

DEPT: DEPARTMENT OF ADMINISTRATIVE SERVICES - HUMAN RESOURCES

UNIT NO. 1140

FUND: General - 0001

ORGANIZATIONAL COST SUMMARY					
DIVISION		2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Director's Office	Expenditure	\$ 2,556,087	\$ 2,059,911	\$ 1,492,985	\$ (566,926)
	Abatement	567,993	576,784	660,037	83,253
	Revenue	91,131	449,674	128,650	(321,024)
	Tax Levy	\$ 1,896,963	\$ 1,033,453	\$ 704,298	\$ (329,155)
Labor Relations	Expenditure	\$ 606,988	\$ 531,978	\$ 427,420	\$ (104,558)
	Abatement	64,134	57,256	55,041	(2,215)
	Revenue	215	0	0	0
	Tax Levy	\$ 542,639	\$ 474,722	\$ 372,379	\$ (102,343)
ERS/Benefits	Expenditure	\$ 1,079,275	\$ 1,213,632	\$ 1,311,414	\$ 97,782
	Abatement	48,727	91,114	47,054	(44,060)
	Revenue	705,404	880,583	968,203	87,620
	Tax Levy	\$ 325,144	\$ 241,935	\$ 296,157	\$ 54,222
Departmental Services	Expenditure	\$ 1,407,651	\$ 2,064,019	\$ 2,825,070	\$ 761,051
	Abatement	67,109	83,155	667,201	584,046
	Revenue	357	25,000	34,000	9,000
	Tax Levy	\$ 1,340,185	\$ 1,955,864	\$ 2,123,869	\$ 168,005

DEPARTMENT DESCRIPTION

The Department of Administrative Services-Human Resources includes the following divisions:

The **Director's Office** directs human resource programs, assigns projects and coordinates the work of the operating divisions; submits the annual departmental budget and approves budget expenditures; 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 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.

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 division 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 reviews the wages, hours and conditions of employment of all employees not represented for purposes of collective bargaining, and submits recommendations thereon to the County Board of Supervisors each year for the following year.

Employee Relations plans and coordinates staff development programs and assists other County departments with specialized training applications. Recent offerings include sessions on responsible supervision, stress management, valuing diversity, workplace violence, mail center security, front desk security, customer service, communicating with tact and diplomacy, and creating strong teamwork. 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

ADOPTED 2003 BUDGET

DEPT: DEPARTMENT OF ADMINISTRATIVE SERVICES - HUMAN RESOURCES

UNIT NO. 1140

FUND: General - 0001

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. All human resources personnel County-wide are consolidated within Human Resources. Teams of human resource professionals are re-deployed into departments to serve major functional areas. 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; prepares changes to County Ordinances reflecting various personnel actions; processes and edits a variety of payroll/personnel transactions; maintains position control and payroll records; maintains employee personnel records; and processes employee unemployment compensation claims.

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 Division 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.

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 Division 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 Division 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 Director serves as Secretary of the Pension Board.

BUDGET HIGHLIGHTS

The new Division of Human Resources (DHR) reflects a centralized administrative services model as part of the Department of Administrative Services (DAS) reorganization. All human resources personnel County-wide are consolidated within DHR and teams of human resources professionals are deployed into departments to serve major functional areas.

Currently, departmental human resources personnel who are seeking individuals to fill vacant positions must solicit the assistance of central DHR staff to adhere to proper procedures and complete required paperwork. Under the new approach, centralized DHR staff that are assigned to departments would be well-versed in all aspects of the hiring process and would be empowered to prepare lists, develop tests and perform other functions currently performed by staff in the downtown office. This will streamline the hiring process and result in better service for departments.

The "team" concept is expected to increase efficiency and improve customer service by blending departmental expertise and specialized human resources skills. The teams will be managed by individuals who previously led the human resources function within major departments. Additional team

ADOPTED 2003 BUDGET

DEPT: DEPARTMENT OF ADMINISTRATIVE SERVICES - HUMAN RESOURCES

UNIT NO. 1140

FUND: General - 0001

members consist of a combination of departmental and central DHR staff. This combination of talent ensures that individuals with expertise in specific human resources functions are readily available to assist departments with their unique needs. At the same time, necessary departmental expertise is retained.

The consolidation of County-wide human resources personnel eliminates the need for separate human resources bureaucracies in both the central office and major departments.

In addition, the Department of Labor Relations (DLR) is folded into the Division of Human Resources, where it becomes a section of DHR to better coordinate the activities of each of these divisions with the Fiscal Affairs Division. By housing all three entities under the new Department of Administrative Services, the County will achieve better coordination and inject greater fiscal foresight into the formulation of labor negotiating strategies.

- A lump sum salary reduction of \$472,092 is created to establish a net salary budget that is 86.1% of gross wages. This amount represents four vacant positions plus an amount intended to provide the new Human Resources Director with some flexibility to adjust the staffing direction recommended by the Department of Administrative Services reorganization.
- \$ 67,938 Transfer 1 HR Coord (MHD)
247,736 Transfer 6 Mgmt Asst (HR)
85,314 Transfer 1 HR Manager-DSS
65,044 Transfer 1 HR Coord-Aging
71,234 Transfer 1 HR Manager Courts
89,626 Transfer 1 Hr Ind Manager
65,044 Transfer 1 HR Coord-Sheriff
69,416 Transfer 1 HR Coord-CSE
89,626 Transfer 1 HR Manager-DPW
63,624 Transfer 1 HR Coord-Zoo
89,626 Transfer 1 HR Manager Parks
\$1,004,228

The 2003 Budget implements the DAS reorganization. The above positions are transferred into the Human Resources Division from other County departments. Transfer of these positions increases expenditures \$1,004,228 (excluding fringe benefits) and crosscharges \$554,761, for a net tax levy increase of \$449,467 in this budget, offset by corresponding reductions in other department budgets.

- \$(112,088) Abolish 1 Assistant Director Labor Relations
(28,390) Abolish 1 Clerical Assistant 2 (NR)
52,728 Create 1 Labor Relations Specialist
\$(87,750)

As part of the Department of Administrative Services reorganization, one position of Assistant Director Labor Relations and one position of Clerical Assistant 2 (NR) are abolished and one position of Labor Relations Specialist is created, for a salary and social security savings of \$87,750.

- The Director of Labor Relations position is reallocated from ECP Grade 19 to ECP Grade 17, for a salary and social security savings of \$39,556.
- \$ (58,118) Abolish 1 Administrative Coordinator
(64,530) Abolish 15 Student Intern (Info Tech)
\$(122,648)

One vacant position of Administrative Coordinator in Departmental Services and 15 vacant positions of Student Intern (Info Tech) in the Director's Office are abolished for a salary and social security savings of \$122,648. The Director shall prepare and submit a report to the County Board and County Executive regarding the potential establishment of an unpaid student internship program for Milwaukee County. The duties of the Administrative Coordinator have been combined with those of the Compensation Manager.

- \$ (89,626) Transfer 1 Assistant Director-Human Resources/MIS
(55,740) Transfer 1 Network Applications Specialist-DHR
\$(145,366)

One position of Assistant Director-Human Resources/MIS and one position of Network Applications Specialist – DHR in the Directors' Office are transferred to the Department of Administrative Services – Information Management Services Division. This action is in keeping with the process begun in 1997 of centralizing information technology services and is part of the DAS reorganization.

- The Department of Administrative Services reorganization combines the duties of the

ADOPTED 2003 BUDGET

DEPT: DEPARTMENT OF ADMINISTRATIVE SERVICES - HUMAN RESOURCES

UNIT NO. 1140

FUND: General - 0001

positions of Employee Benefits Services Manager and Retirement System Manager. Both positions are retained in 2003, however, the \$89,626 salary and social security cost of one position of Retirement System Manager in ERS/Benefits is offset with a personal services lump sum reduction of \$71,962 to provide flexibility in the amount of \$17,664 to accomplish this transition.

- An appropriation of \$202,962 is included for the Payroll/Personnel Integration System, offset with revenue of \$121,050, for a net tax levy cost of \$81,912. Proposed updates for 2003 include continued work on the Payroll and Retirement Systems, the implementation of labor contract changes and the installation of new releases of Genesys software.

During the last quarter of 2002, County Board File No. 02-384 initiated a study to examine continued use of the current system or its replacement. If the decision is made to replace the existing system, budgeted funds will be applied to design analysis and the initial steps of implementation. If the existing system is retained, the systems for active employee and retiree payroll will continue to require modifications and upgrades resulting from County Board actions, including adoption of new ordinances, changes to union contracts or pension and benefit options. In addition, the appropriation funds the annual maintenance license fees for Genesys software, conference expenses and the production of benefits statements which will be required in 2003 regardless of the outcome of the study.

- Due to fiscal constraints, the appropriation of \$322,704 included in the 2002 Adopted Budget for the Youth Employment Program, offset with \$322,704 of Potawatomi revenue, is eliminated.
- Funding for a Tuition Assistance Program for County employees created in the 2002 Adopted Budget at a cost of \$100,000 is eliminated due to fiscal constraints.
- An appropriation of \$25,000 was included in 2002 for the Milwaukee County Diversity Advancement, Retention and Recruitment Task Force, offset with \$25,000 of Potawatomi revenue. For 2003, the Milwaukee County Diversity Advancement, Retention and Recruitment Task Force is eliminated due to fiscal constraints.
- Revenue derived through administrative charges for COBRA health insurance processing increases \$30,000, from \$4,000 to \$34,000. This increase is based on a recommendation by the Staff Agencies and General Government Budget Reduction Work Group to charge a fee of \$10 per month per individual, based on an estimated 250 participants.
- All departments are directed to revise their Outcomes Measures to reflect their 2003 budgeted resources, if changes are needed, consistent with the Milwaukee County Mission and Vision statements. Each department shall report its Outcomes Measures directly to the County Board by March 1, 2003.
- The 2003 Budget reflects a zero wage increase for all County managers in the Executive Compensation Plan (ECP). For 2003, all personal service contracts with ECP employees are eliminated, including the provision for 90-day notice upon termination. In addition, the 2003 Budget reflects a zero wage increase for all non-represented County employees with salaries of \$50,000 or more.
- In lieu of a 3% salary reduction for County managers in the Executive Compensation Plan, personal services are reduced an additional \$30,144, which is included in the departments' lump sum salary reduction. The Department of Administrative Services is authorized to process transfers between various departmental accounts for those departments that wish to utilize other sources of funding to offset increased Personal Services costs besides the lump sum salary reduction.
- 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

ADOPTED 2003 BUDGET**DEPT:** DEPARTMENT OF ADMINISTRATIVE SERVICES - HUMAN RESOURCES**UNIT NO.** 1140**FUND:** General - 0001

full amount paid. A county employee who
knowingly violates this subsection may be

removed for cause."

ACTIVITY AND STATISTICAL SUMMARY				
	<u>2001 Budget</u>	<u>2001 Actual</u>	<u>2002 Budget</u>	<u>2003 Budget</u>
A. Employee Relations				
ER/AA Complaints/Investigations	140	106	142	113
Employee Training Classes	172	70	63	75
Training Class Participants	3,900	3,125	3,500	3,700
Tuition Loans	310	122	165	150
B. General Government/Countywide				
Payroll Corrections Processed	6,000	6,240	5,000	6,000
Payroll/Personnel Transactions Processed	15,000	15,589	15,000	15,000
Personnel File Maintenance	44,000	38,860	38,000	38,000
Classifications Surveyed	600	485	500	500
Timesheet Exceptions Monitored	8,500	7,800	8,300	8,000
TAHC Forms Processed	1,000	720	750	750
Unemployment Compensation Forms Processed	2,300	3,478	2,300	2,530
Unemployment Compensation Payments Issued	7,000	8,459	7,000	7,350
Unemployment Compensation New Claimants	500	622	500	525
Data Element Update Transactions	90,000	85,000	89,000	85,000
Total Applications Received	13,000	19,551	14,000	18,000
Exams Announced	75	27	50	50
Exams Administered	1,100	1,534	1,900	1,600
Exam Analysis Review	75	27	60	50
Certification Requests Processed	1,000	866	1,000	750
Candidates Certified	22,000	24,292	24,000	24,000
New Positions Studied for Proper Classification	100	43	125	50
Current Positions Studied for Proper Classification	100	73	150	100
Layoff/Placements	25	257	150	300
Transfers Processed	250	265	250	300
C. ERS/BENEFITS				
Health, Dental, Life Premiums Collected	\$4,826,082	\$7,700,466	\$8,033,457	\$7,254,764
Employee COBRA Payments	\$ 174,199	N/A	\$ 132,000	N/A
Group Benefits Plans Administered	14	14	13	14
Health Plan Contracts	11,249	10,923	11,183	10,861
Dental Plan Contracts	6,075	5,826	6,085	5,710
HCN PPO Savings Realized	\$5,406,998	\$5,948,701	\$5,835,750	\$5,948,701
Lives Insured	10,723	10,709	10,647	10,312
Life Insurance Claims Administered	158	N/A	201	N/A
Medicare Notifications Issued	227	N/A	252	N/A
Total Retirement System Assets (in millions) December 31	\$ 1,900.0	\$1,481.8	\$ 1,700.0	\$1,700.0
Active Members 1/1	9,900	9,339	9,400	9,360
New Enrollments	700	446	700	550
5-Year Terminations	300	230	300	200
Withdrawals	15	14	20	20
Deaths of Active Members	10	21	20	20
Retirements Granted	300	237	300	400
Active Members 12/31	9,975	9,283	9,460	9,270
Retirement Members 1/1	6,600	6,553	6,650	6,650
Benefits Granted	300	237	300	400
Benefits Terminated	200	278	200	250
Retirement Members 12/31	6,700	6,512	6,750	6,800

ADOPTED 2003 BUDGET**DEPT:** DEPARTMENT OF ADMINISTRATIVE SERVICES - HUMAN RESOURCES**UNIT NO.** 1140**FUND:** General - 0001

ACTIVITY AND STATISTICAL SUMMARY				
	<u>2001 Budget</u>	<u>2001 Actual</u>	<u>2002 Budget</u>	<u>2003 Budget</u>
C. ERS/BENEFITS (continued)				
Active OBRA Members 1/1	7,000	7,502	7,750	8,200
New OBRA Enrollments	750	702	750	700
5-Year Terminations	1,000	261	500	300
Active OBRA Members 12/31	6,750	7,943	8,000	8,600
D. Management Information Systems				
System Support Days	330	275	330	275
Ad Hoc Reports	80	115	50	115
Mailing Label Requests	20	19	15	10
Technical Support/Training Requests	25	17	25	20
Systems Maintenance Requests	20	11	15	20
New Application Development/Program Requests	20	9	15	10

ADOPTED 2003 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	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Personal Services (w/o EFB)	\$ 410,634	\$ 411,618	\$ 382,358	\$ (29,260)
Employee Fringe Benefits (EFB)*	126,325	105,779	129,351	23,572
Services	53,390	71,115	68,125	(2,990)
Commodities	7,084	13,680	11,680	(2,000)
Other Charges	5,035,019	4,677,825	5,244,060	566,235
Debt & Depreciation	18,918	17,891	18,919	1,028
Capital Outlay	0	0	0	0
Capital Contra	0	0	0	0
County Service Charges	108,362	122,557	130,022	7,465
Abatements	(108,311)	(252,505)	(258,970)	(6,465)
Total Expenditures	\$ 5,651,421	\$ 5,167,960	\$ 5,725,545	\$ 557,585
Total Revenues	\$ 5,759,427	\$ 6,200,068	\$ 6,057,653	\$ (142,415)
Direct Property Tax Levy	\$ (108,006)	\$ (1,032,108)	\$ (332,108)	\$ 700,000

* The 2002 and 2003 budgets include fringe benefits. The 2001 actual has been adjusted for comparison.

ADOPTED 2003 BUDGET**DEPT:** DEPARTMENT OF ADMINISTRATIVE SERVICES – RISK MANAGEMENT**UNIT NO.** 1150**FUND:** Internal Service - 0040

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*				
Account Summary	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Central Service Allocation	\$ 40,139	\$ 33,298	\$ 48,028	\$ 14,730
Courthouse Space Rental	35,868	34,665	32,751	(1,914)
Document Services	2,202	7,442	7,355	(87)
Tech Support & Infrastructure	10,711	14,187	12,682	(1,505)
Distribution Services	1,045	1,470	1,470	0
Emergency Mgmt Services	0	10,000	10,000	0
Telecommunications	1,250	1,747	1,750	3
Records Center	1,744	4,474	4,475	1
Radio	0	0	0	0
Personal Computer Charges	8,305	9,000	5,741	(3,259)
Applications Charges	7,047	6,222	4,718	(1,504)
Total Charges	\$ 108,311	\$ 122,505	\$ 128,970	\$ 6,465
Direct Property Tax Levy	\$ (108,006)	\$ (1,032,108)	\$ (332,108)	\$ 700,000
Total Property Tax Levy	\$ 305	\$ (909,603)	\$ (203,138)	\$ 706,465

* 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

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.

OUTCOMES MEASURES			
	Outcomes	Indicators	Targets
1.	Milwaukee County employees receive appropriate benefits related to work injuries and illness.	a. Claims promptly and properly reported to Risk Management by all departments. b. Claims are approved or denied within 30 days. Claims are appropriately reserved, lost time is reduced and bills are paid in a timely fashion. c. Reduction in the number of pending claims, reduction in time loss and reduction in average cost per claim.	a. 95% reported in timely manner. b. 100% approved or denied in 30 days. c. 5% reduction in pending claims. 1% reduction in average cost per claim.

ADOPTED 2003 BUDGET

DEPT: DEPARTMENT OF ADMINISTRATIVE SERVICES – RISK MANAGEMENT

UNIT NO. 1150

FUND: Internal Service - 0040

OUTCOMES MEASURES			
	Outcomes	Indicators	Targets
2.	Milwaukee County work environment is safe.	a. All departments have safety goals and objectives established. b. Compliance of departmental commitment to program. c. Office safety and ergonomics program implemented. d. Safety co-efficient reduced, reduction in number of claims, County-wide training programs in place.	a. 100% departments have safety goals and objectives established. b. 100% departments committed to safety programs. c. Program implemented County-wide. d. 3% reduction in County safety co-efficient.
3.	County assets are effectively protected through risk management risk financing programs.	a. Avoid risk where possible. Transfer risk contractually or by indemnification clauses. Analyze risk data and self-insure those risks when self-insurance is warranted. Combine self-insurance programs with excess insurance when economically feasible. Purchase commercial insurance when required by statutes. Purchase commercial insurance when loss potential is catastrophic.	a. Cost of risk for Milwaukee County will be below the average cost of risk for other public entities.

PERSONNEL SUMMARY				
	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Personal Services (w/o EFB)	\$ 410,634	\$ 411,618	\$ 382,358	\$ (29,260)
Employee Fringe Benefits (EFB)	\$ 126,325	\$ 105,779	\$ 129,351	\$ 23,572
Position Equivalent (Funded)*	7.0	7.0	6.1	(0.9)
% of Gross Wages Funded	99.7	99.9	99.3	(0.6)
Overtime (Dollars)**	\$ 0	\$ 0	\$ 0	\$ 0
Overtime (Equivalent to Positions)	0.0	0.0	0.0	0.0

* For 2001, 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 Assistant (NR)	Abolish	1/1.0	Administration	\$ (42,558)
			TOTAL	\$ (42,558)

ADOPTED 2003 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

- \$(42,558) Abolish 1 Administrative Assistant (NR)

One position of Administrative Assistant (NR) is abolished due to fiscal constraints for a personal services savings of \$42,558 excluding fringe benefits. Support services will be provided by other staff within the section and by the Economic Development Division of the Department of Administrative Services.

- Despite deductible modifications, insurance purchases increase \$281,163 from the previous year due to a hardening (sellers') market

resulting from the September 11, 2001 disaster, as well as a decline in the stock market and economic conditions. Major increases include \$55,354 for property insurance, \$176,874 for Airport liability and \$62,291 for crime insurance (fiduciary and fidelity). These, along with other minor increases and decreases, result in the total increase of \$281,163.

- Revenue increases \$213,152. Of this amount, \$63,152 is based on projected dividends from Wisconsin County Mutual, and the balance of \$150,000 is from the return of excess deductible deposits, also from Wisconsin County Mutual.
- An appropriation of \$148,385 is included for annual liability insurance for the Sheriff's Department helicopter for 2003, offset by \$98,925, the amount that is anticipated to be refunded if the helicopter is sold by May 1, 2003, for a net cost of \$49,460.
- In lieu of a 3% salary reduction for County managers in the Executive Compensation Plan, personal services are reduced an additional \$2,532, through the departments' lump sum reduction. The Department of Administrative Services is authorized to process transfers between various departmental accounts for those departments that wish to utilize other sources of funding to offset increased Personal Services costs besides the lump sum reduction.

CLAIMS MANAGEMENT (WORKERS' COMPENSATION)

- Workers' Compensation self-insurance expenditures are increased \$299,217 based on a projected 20% increase in medical costs as well as considerations for re-pricing and statutory benefit increases of 11.5%.
- Contributions from the reserve are decreased \$500,000, from \$750,000 in 2002 to \$250,000 in 2003.
- All departments are directed to revise their Outcomes Measures to reflect their 2003 budgeted resources, if changes are needed, consistent with the Milwaukee County Mission and Vision statements. Each department shall report its Outcomes Measures directly to the County Board by March 1, 2003.

ADOPTED 2003 BUDGET

DEPT: DEPARTMENT OF ADMINISTRATIVE SERVICES – RISK MANAGEMENT

UNIT NO. 1150

FUND: Internal Service - 0040

- The 2003 Budget reflects a zero wage increase for all County managers in the Executive Compensation Plan (ECP). For 2003, all personal service contracts with ECP employees are eliminated, including the provision for 90-day notice upon termination. In addition, the 2003 Budget reflects a zero wage increase for all non-represented County employees with salaries of \$50,000 or more.
- 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				
	2001 <u>Budget</u>	2001 <u>Actual</u>	2002 <u>Budget</u>	2003 <u>Budget</u>
Risk Financing Cost				
Retained Losses (Self-Insured)	\$ 888,000	\$ 1,012,203	\$ 837,145	\$ 823,000
Net Insurance Premiums	\$ 1,487,197	\$ 1,685,449	\$ 1,592,111	\$ 1,873,274
Workers' Compensation Claims Processed	1,500	1,203	1,500	1,500
Dollar Amount of Claims Processed	\$ 1,986,427	\$ 2,338,878	\$ 2,118,569	\$ 2,417,786

ADOPTED 2003 BUDGET

DEPT: DEPARTMENT OF ADMINISTRATIVE SERVICES –
ADMINISTRATION AND FISCAL AFFAIRS

UNIT NO. 1151
FUND: General - 0001

OPERATING AUTHORITY & PURPOSE

The Department of Administration (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, Housing and Community Development and Economic 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	2001* Actual	2002 Budget	2003 Budget	2002/2003 Change
Personal Services (w/o EFB)	\$ 2,271,513	\$ 2,293,673	\$ 2,801,456	\$ 507,783
Employee Fringe Benefits (EFB)*	524,748	620,319	961,177	340,858
Services	562,197	348,132	550,912	202,780
Commodities	22,234	32,388	20,850	(11,538)
Other Charges	8,715	11,200	1,200	(10,000)
Debt & Depreciation	319,443	11,500	11,500	0
Capital Outlay	11,700	0	0	0
County Service Charges	763,369	899,714	608,011	(291,703)
Abatements	(752,590)	(883,637)	(1,031,103)	(147,466)
Total Expenditures	\$ 3,731,329	\$ 3,333,289	\$ 3,924,003	\$ 590,714
Total Revenues	\$ 612,867	\$ 306,000	\$ 486,000	\$ 180,000
Direct Property Tax Levy	\$ 3,118,462	\$ 3,027,289	\$ 3,438,003	\$ 410,714

* The 2002 and 2003 budgets include fringe benefits. The 2001 actual has been adjusted for comparison.

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*				
Account Summary	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Central Service Allocation	\$ 259,643	\$ 189,904	\$ 12,425	\$ (177,479)
Courthouse Space Rental	279,720	270,376	255,443	(14,933)
Document Services	17,563	25,003	24,868	(135)
Tech Support & Infrastructure	76,343	130,165	124,364	(5,801)
Distribution Services	2,938	3,326	4,082	756
Emergency Mgmt Services	0	3,333	3,333	0
Telecommunications	11,463	12,387	13,424	1,037
Records Center	8,929	10,761	11,146	385
Radio	0	0	0	0
Personal Computer Charges	77,863	46,000	32,808	(13,192)
Applications Charges	18,128	192,382	107,121	(85,261)
Total Charges	\$ 752,590	\$ 883,637	\$ 589,014	\$ (294,623)
Direct Property Tax Levy	\$ 3,118,462	\$ 3,027,289	\$ 3,438,003	\$ 410,714
Total Property Tax Levy	\$ 3,871,052	\$ 3,910,926	\$ 4,027,017	\$ 116,091

* 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 2003 BUDGET

DEPT: DEPARTMENT OF ADMINISTRATIVE SERVICES –
ADMINISTRATION AND FISCAL AFFAIRS

UNIT NO. 1151
FUND: General - 0001

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.

OUTCOMES MEASURES			
	Outcomes	Indicators	Targets
1.	Policymakers are confident in the management of County fiscal resources.	a. County Executive and County Board level of confidence in the management of County fiscal resources.	a. County Executive and 75% of County Board members surveyed have an average or above level of confidence in the management of County fiscal resources.
2.	The County budget sets policy, assures the appropriate use of resources and facilitates the efficient provision of services to Milwaukee County citizens.	a. County Executive, County Board and department satisfaction with accurate, timely and readable budget document. b. Number of improvements to budget format.	a. County Executive and 80% of County Board members and departments are satisfied with budget document. b. Two new improvements to budget format each year.
3.	Policymakers receive timely, thorough and useful financial and programmatic information that facilitates pro-active, prudent policy decision-making.	a. County Executive and County Board satisfaction with fund transfer analyses, position studies, carryover analyses, surplus/deficit and other reports.	a. County Executive and all Finance and Audit Committee members substantially satisfied with timeliness and quality of reports.
4.	The provision of County services is enhanced by timely and accurate payments to vendors.	a. Percentage of bills paid within 60 days of invoice date.	a. 75% of bills paid within 60 days of invoice date.

ADOPTED 2003 BUDGET

DEPT: DEPARTMENT OF ADMINISTRATIVE SERVICES –
ADMINISTRATION AND FISCAL AFFAIRS

UNIT NO. 1151

FUND: General - 0001

PERSONNEL SUMMARY				
	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Personal Services (w/o EFB)	\$ 2,271,513	\$ 2,293,673	\$ 2,801,456	\$ 507,783
Employee Fringe Benefits (EFB)	\$ 524,748	\$ 620,319	\$ 961,177	\$ 340,858
Position Equivalent (Funded)*	47.0	44.1	48.1	4.0
% of Gross Wages Funded	92.7	87.8	83.1	(4.7)
Overtime (Dollars)**	\$ 17,006	\$ 0	\$ 0	\$ 0
Overtime (Equivalent to Positions)	0.3	0.0	0.0	0.0

* For 2001, 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)
Parks Operations Analyst 2	Transfer	1/1.0	Budget	\$ 49,350
Fiscal & Budget Manager (Hwy)	Transfer	1/1.0	Budget	67,362
Accountant 4 (Hospital)	Transfer	1/1.0	Budget	55,478
Budget Analyst 3	Transfer	1/1.0	Budget	58,118
Budget Analyst 2	Transfer	1/1.0	Budget	49,350
Budget Manager (Aging)	Transfer	1/1.0	Budget	79,608
Budget Manager (DHS)	Transfer	1/1.0	Budget	79,608
Fiscal Adm (DPW)	Transfer	1/1.0	Accounting	85,312
Accounting Manager (DSS)	Transfer	1/1.0	Accounting	75,778
Accounting Manager (Aging)	Transfer	1/1.0	Accounting	78,066
			TOTAL	\$ 678,030

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 Office for Persons with Disabilities, Housing and Community Development and Economic Development.

The primary responsibilities of the **Budget 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 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.

ADOPTED 2003 BUDGET

DEPT: DEPARTMENT OF ADMINISTRATIVE SERVICES –
ADMINISTRATION AND FISCAL AFFAIRS

UNIT NO. 1151
FUND: General - 0001

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, 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

- Other operating accounts are reduced \$48,758 eliminating strategic planning, meetings, travel and conferences and contractual personal services short-term for Accounts Payable. These and other reductions reduce the department's flexibility in meeting operating expenditure needs.
- The Department's lump sum salary reduction is increased \$229,164 from \$296,460 to \$525,624. This includes \$364,599 related to vacant positions, not utilizing any Accounts Payable hourly and an adjustment to the Director's salary. An additional \$161,025 will require other personnel reductions equivalent to 2-3 positions.
- Revenues and offsetting expenditures related to the Doyme/Froedtert sale parking revenue agreement are increased \$180,000, from \$306,000 to \$486,000 based on experience.
- The Health Insurance Portability and Accountability Act (HIPAA) establishes Federal requirements to assure the confidentiality of personal medical information and patient rights regarding such information. HIPAA is a requirement for all public and private entities, including Milwaukee County, which provide medical care, operate employee health programs or have access to medical information through contractual relationships.

HIPAA raises a number of administrative and policy concerns. An appropriation of \$50,000 is budgeted to retain legal counsel and/or other expertise to address internal and external issues related to HIPAA. Because HIPAA has County-wide implications which may involve several County departments and programs, this appropriation is included in the DAS – Fiscal Affairs Division budget.
- \$ 49,350 Transfer 1 Park Operations Analyst 2
67,362 Transfer 1 Fiscal & Budget Mgr. (Hwy)
55,478 Transfer 1 Accountant 4 (Hospital)
58,118 Transfer 1 Budget Analyst 3
49,350 Transfer 1 Budget Analyst 2
79,608 Transfer 1 Budget Manager
79,608 Transfer 1 Budget Manager (DHS)
85,312 Transfer 1 Fiscal Adm (DPW)

ADOPTED 2003 BUDGET

DEPT: DEPARTMENT OF ADMINISTRATIVE SERVICES –
ADMINISTRATION AND FISCAL AFFAIRS

UNIT NO. 1151
FUND: General - 0001

75,778 Transfer 1 Accounting Manager (DSS)
78,066 Transfer 1 Accounting Mgr. (Aging)
\$678,030 Total

The 2003 budget implements the Department of Administrative Services (DAS) reorganization. The above positions are transferred into the Fiscal Affairs Division from other County departments. Transfer of these positions, increases expenditures \$678,030 (excluding fringe benefits) and crosscharges \$442,089 for a net tax levy increase of \$235,941 in this budget offset by corresponding reductions in other department budgets.

- In 2003, Disadvantaged Business Development moves from the Department of Administration to the County Executive's Office.
- As recommended in the DAS report relating to policies and procedures, the requirement for an annual report on positions vacant for more than one year is eliminated. Review of vacant positions shall occur during the budget review process.
- The Department of Audit is assigned the responsibility of developing and conducting a customer satisfaction survey that will measure the performance of DAS in meeting its customers' expectations. The survey should be conducted every six months with survey results reported to the County Executive and the Committee on Finance and Audit.
- The 2003 Budget includes funds in various departmental budgets for payment of unemployment compensation due to possible layoffs. Upon adoption of the budget, these funds will be placed in a central account for dispersion and will be administered by the Department of Administrative Services in order to allow for monitoring and reporting.
- All departments are directed to revise their Outcomes Measures to reflect their 2003 budgeted resources, if changes are needed, consistent with the Milwaukee County Mission and Vision statements. Each department shall

report its Outcomes Measures directly to the County Board by March 1, 2003.

- The 2003 Budget reflects a zero wage increase for all County managers in the Executive Compensation Plan (ECP). For 2003, all personal service contracts with ECP employees are eliminated, including the provision for 90-day notice upon termination. In addition, the 2003 Budget reflects a zero wage increase for all non-represented County employees with salaries of \$50,000 or more.
- In lieu of a 3% salary reduction for County managers in the Executive Compensation Plan, personal services are reduced an additional \$34,140, which is included in the departments' lump sum salary reduction. The Department of Administrative Services is authorized to process transfers between various departmental accounts for those departments that wish to utilize other sources of funding to offset increased Personal Services costs besides the lump sum salary reduction.
- 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 2003 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 Public Works. The Procurement Division is also authorized to develop standards,

prepare specifications, sign and issue contracts and purchase orders, process requests for proposals, and assist the Department of Public Works in the sale of surplus or obsolete supplies, materials, or equipment.

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	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Personal Services (w/o EFB)	\$ 658,101	\$ 662,970	\$ 587,621	\$ (75,349)
Employee Fringe Benefits (EFB)*	163,323	181,465	205,858	24,393
Services	60,117	68,550	64,042	(4,508)
Commodities	12,782	10,461	4,310	(6,151)
County Service Charges	79,105	127,003	106,838	(20,165)
Abatements	(63,021)	(108,018)	(86,049)	21,969
Total Expenditures	\$ 910,407	\$ 942,431	\$ 882,620	\$ (59,811)
Total Revenues	\$ 672	\$ 0	\$ 0	\$ 0
Direct Property Tax Levy	\$ 909,735	\$ 942,431	\$ 882,620	\$ (59,811)

* The 2002 and 2003 budgets include fringe benefits. The 2001 actual has been adjusted for comparison.

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*				
Account Summary	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Central Service Allocation	\$ 0	\$ 0	\$ 0	\$ 0
Courthouse Space Rental	0	0	0	0
Document Services	4,302	5,124	6,091	967
Tech Support & Infrastructure	22,540	31,850	28,433	(3,417)
Distribution Services	2,290	4,445	3,181	(1,264)
Telecommunications	6,912	7,107	8,095	988
Records Center	0	0	0	0
Radio	0	0	0	0
Personal Computer Charges	19,725	20,000	15,584	(4,416)
Applications Charges	7,252	39,492	24,665	(14,827)
Total Charges	\$ 63,021	\$ 108,018	\$ 86,049	\$ (21,969)
Direct Property Tax Levy	\$ 746,412	\$ 942,431	\$ 882,620	\$ (59,811)
Total Property Tax Levy	\$ 809,433	\$ 1,050,449	\$ 968,669	\$ (81,780)

* 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 2003 BUDGET**DEPT:** DEPARTMENT OF ADMINISTRATIVE SERVICES - PROCUREMENT**UNIT NO.** 1152**FUND:** General - 0001**MISSION**

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

OUTCOMES MEASURES			
	Outcomes	Indicators	Targets
1.	Procure needed commodities and services for County Departments in an efficient and timely manner.	a. Number of requisitions under \$5,000 processed in seven days or less. b. Number of requisitions under \$15,000 processed in 10 days or less. c. Number of requisitions \$25,000 and over processed in less than 60 days. d. Number of requisitions and requests for proposal (RFP) \$25,000 and over processed in less than 60 days.	a. 70%. b. 70%. c. 70%. d. 70%.
2.	Equal opportunity for all vendors and suppliers who wish to participate in County contracts.	a. Number of DBE vendors that are active participants in the procurement process. b. Number of contracts awarded to DBE vendors.	a. Increase DBE bid responses by 10%. b. Increase the number of DBE contracts and dollars awarded by 5%.
3.	Educate internal customers on the County purchasing process to reduce confirming orders, stockouts and emergency purchases.	a. Number of confirming orders, stockouts and emergency purchases created by poor planning and lack of training.	a. Reduce confirming orders, stockouts and emergency purchases by 20%.

PERSONNEL SUMMARY				
	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Personal Services (w/o EFB)	\$ 658,101	\$ 662,970	\$ 587,621	\$ (75,349)
Employee Fringe Benefits (EFB)	\$ 163,323	\$ 181,465	\$ 205,858	\$ 24,393
Position Equivalent (Funded)*	15.1	14.1	13.1	(1.0)
% of Gross Wages Funded	96.8	91.0	89.0	(2.0)
Overtime (Dollars)**	\$ 0	\$ 24,360	\$ 24,360	\$ 0
Overtime (Equivalent to Positions)	0.0	0.6	0.6	0.0

* For 2001, the Position Equivalent is the budgeted amount.

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

ADOPTED 2003 BUDGET**DEPT:** DEPARTMENT OF ADMINISTRATIVE SERVICES - PROCUREMENT**UNIT NO.** 1152**FUND:** General - 0001

PERSONNEL CHANGES				
Job Title/Classification	Action	Number of Positions/ Total FTE	Division	Cost of Positions (Excluding Fringe Benefits)
Standards Coordinator	Abolish	1/1.0	Standards & Specifications	\$ (73,482)
			TOTAL	\$ (73,482)

BUDGET HIGHLIGHTS

- The Department's lump sum reduction is established at \$67,668 and is equal to two positions that will be held vacant. The 2002 lump sum reduction was also equal to two positions.

- \$ (73,482) Abolish 1 Standards Coordinator

One position of Standards Coordinator is abolished for a salary and social security savings of \$73,482. This action is part of the Department of Administrative Services reorganization.

- Staff reductions require ordinance changes to increase open market purchase limits from in excess of five thousand dollars (\$5,000) and less than twenty-five thousand dollars (\$25,000) to in excess of ten thousand dollars (10,000) and less than twenty-five thousand dollars (\$25,000), to increase formal and informal dollar limits from five thousand dollars (\$5,000) to ten thousand dollars (\$10,000), and to increase purchasing card limits per transaction from one thousand dollars (\$1,000) to two thousand dollars (\$2,000). The method of notice to bidders is also changed from certified mail to Fax transmission. The Department of Audit is to monitor the effects of the increased limits and report bi-annually to the County Board of Supervisors.
- The Procurement Division shall conduct a comprehensive study of all purchasing limits, including purchasing card, "buyer discretion" and other limits, and report its findings and recommendations to the County Executive and County Board Finance and Audit Committee in time for consideration in May, 2003.
- The DAS Procurement Division is authorized and directed to explore the feasibility of entering into a joint purchasing agreement with one or more other county or municipal governments in the region to achieve operating efficiencies and/or cost-effective purchasing outcomes. This feasibility study shall be presented to the County Board Finance and Audit Committee in time for consideration at its May, 2003 meeting.
- All departments are directed to revise their Outcomes Measures to reflect their 2003 budgeted resources, if changes are needed, consistent with the Milwaukee County Mission and Vision statements. Each department shall report its Outcomes Measures directly to the County Board by March 1, 2003.
- The 2003 Budget reflects a zero wage increase for all County managers in the Executive Compensation Plan (ECP). For 2003, all personal service contracts with ECP employees are eliminated, including the provision for 90-day notice upon termination. In addition, the 2003 Budget reflects a zero wage increase for all non-represented County employees with salaries of \$50,000 or more.
- In lieu of a 3% salary reduction for County managers in the Executive Compensation Plan, personal services are reduced an additional \$4,488, for which the Department of Administrative Services is authorized to process transfers between various departmental accounts for those departments that wish to utilize other sources of funding to offset increased Personal Services costs besides the lump sum reduction.
- 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

ADOPTED 2003 BUDGET**DEPT:** DEPARTMENT OF ADMINISTRATIVE SERVICES - PROCUREMENT**UNIT NO.** 1152**FUND:** General - 0001

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>2001 Budget</u>	<u>2001 Actual</u>	<u>2002 Budget</u>	<u>2003 Budget</u>
<u>Purchasing Section</u>				
Blanket Order Releases Processed	18,000	65,362	28,000	30,000
Purchase Orders Issued	5,500	5,881	5,100	6,500
Value of Purchase Orders (\$ Million)	\$ 65.0	\$ 57.0	\$ 65.0	\$ 60.0
Departmental Purchase Orders	7,000	22,500	7,000	5,000
Formal Bids Issued	160	287	160	300
Requests for Proposal Issued	25	14	25	25
Informal Bids and Quotes Issued	400	364	400	400
General Awards	4,500	1,768	4,200	3,500
<u>Disadvantaged Business Enterprise - GOAL</u>				
Dollar Amount of Procurements Awarded to DBE Vendors	\$ 9,350,000	\$ 2,304,190	\$ 4,000,000	\$ 3,000,000

ADOPTED 2003 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 37.62 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 continue to develop and manage the implementation and evolution of Milwaukee County's Information Technology (IT) Strategic Plan. The plan identifies seven strategic IT objectives for Milwaukee County:

1. Create and implement a County-wide IT equipment replacement plan.
2. Centralize management of IT resources.
3. Increase and promote public/public and public/private partnerships.
4. Implement web enabled applications for 24-hours-per-day, 7 days-per-week citizen access to Milwaukee County services.
5. Expand remote computing capabilities.
6. Conduct research and development of advanced IT technologies.
7. Perform annual review of IMSD's IT strategic plan.

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 group. Prompt, quality response is vital. Components of the IMSD customer service offering include the help desk (including the CCAP help desk), vendor support (including contract management), remote support, on-site support and disaster recovery support.

To accomplish this part of IMSD's mission, the following objectives are established:

- 1) Continue to establish and manage the evolution of County-wide standards that govern the county-wide web site, telecommunications, system development, equipment, backup and recovery, and departmental information systems. Prepare for upgrades which consolidate or enhance voice and data, wireless technology and Internet standards for communication.
- 2) Establish sound asset management and change control procedures to conservatively manage and preserve the County's IT infrastructure.
- 3) Provide effective, formal, skill-based technical training to information technology staff to prepare for new development, improve flexibility and cross-functioning.
- 4) Migrate from paper to electronic means of report distribution and document storage.
- 5) Continue to facilitate information sharing by promoting the use of the county-wide web site, creating and using electronic media – including electronic forms, and by updating the County's wide area telecommunications network.
- 6) Continue the implementation of a cohesive mail, document and report delivery services approach by streamlining the processes and eliminating duplication of effort.
- 7) Provide effective voice communications services to County departments.
- 8) Continue the efforts in Document Services to facilitate electronic transmission of documents to the Docutech system for mass production of documents.
- 9) Prepare for electronic access and imaging in Records Management Services to expedite departmental access stored documents.
- 10) Support the County's applications and participate in analysis leading to upgrades or replacement of existing systems.

ADOPTED 2003 BUDGET

DEPT: DEPARTMENT OF ADMINISTRATIVE SERVICES -
INFORMATION MANAGEMENT SERVICES DIVISION

UNIT NO. 1160

FUND: Internal Service - 0026

BUDGET SUMMARY				
Account Summary	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Personal Services (w/o EFB)	\$ 6,346,366	\$ 6,894,292	\$ 6,441,838	\$ (452,454)
Employee Fringe Benefits (EFB)*	1,682,164	1,785,206	2,222,116	436,910
Services	4,876,524	5,500,823	5,142,279	(358,544)
Commodities	278,415	316,600	269,050	(47,550)
Debt & Depreciation	2,735,648	3,386,851	3,251,091	(135,760)
Capital Outlay	180,493	45,000	60,000	15,000
Capital Contra	(138,439)	(45,000)	(60,000)	(15,000)
County Service Charges	3,480,656	3,698,828	3,219,443	(479,385)
Abatements	(2,364,210)	(2,999,799)	(2,288,457)	711,342
Total Expenditures	\$ 17,077,617	\$ 18,582,801	\$ 18,257,360	\$ (325,441)
Direct Revenue	532,786	512,360	400,900	(111,460)
Indirect Revenue	5	0	0	0
Direct Property Tax Levy	\$ 16,544,826	\$ 18,070,441	\$ 17,856,460	\$ (213,981)

* The 2002 and 2003 budgets include fringe benefits. The 2001 actual has been adjusted for comparison.

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*				
Account Summary	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Central Service Allocation	\$ 156,816	\$ 181,661	\$ 238,976	\$ 57,315
Courthouse Space Rental	111,432	270,905	255,984	(14,921)
Document Services	14,511	14,981	21,441	6,460
Tech Support & Infrastructure	179,296	243,326	103,265	(140,061)
Distribution Services	207	0	0	0
Emergency Management	0	3,333	3,333	0
Telecommunications	59,575	17,821	84,585	66,764
Records Center	0	0	0	0
Radio	0	0	0	0
Personal Computer Charges	168,182	157,000	128,774	(28,226)
Applications Charges	1,709	0	0	0
Total Charges	\$ 691,728	\$ 889,027	\$ 836,358	\$ (52,669)
Direct Property Tax Levy	\$ 16,544,826	\$ 18,070,441	\$ 17,856,460	\$ (213,981)
Total Property Tax Levy	\$ 17,236,554	\$ 18,959,468	\$ 18,692,818	\$ (266,650)

* 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 2003 BUDGET

DEPT: DEPARTMENT OF ADMINISTRATIVE SERVICES -
INFORMATION MANAGEMENT SERVICES DIVISION

UNIT NO. 1160
FUND: Internal Service - 0026

MISSION

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

OUTCOMES MEASURES			
	Outcomes	Indicators	Targets
1.	Customers have documented expectations of the availability, quality, cost and levels of IMSD's services.	a. Number of mutually agreed upon Department of Administrative Services reciprocal service agreements.	a. 20% of all County departments by December 31, 2003.
2.	Customer expectations are met.	a. Number of County departments with Department of Administrative Services reciprocal service agreements who agree that IMSD has met the IT related provisions.	a. Establish baseline target from customer satisfaction survey results, as completed by IMSD, by the Department of Audit, or others.
3.	County departments benefit from the identification and implementation of new uses of technology.	a. Number of new uses of technology implemented.	a. 25, including 3 new internet or e-government uses.

PERSONNEL SUMMARY				
	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Personal Services (w/o EFB)	\$ 6,346,366	\$ 6,894,292	\$ 6,441,838	\$ (452,454)
Employee Fringe Benefits (EFB)	\$ 1,682,164	\$ 1,785,206	\$ 2,222,116	\$ 436,910
Position Equivalent (Funded)*	112.2	117.2	112.1	(5.1)
% of Gross Wages Funded	85.3	87.4	76.9	(10.5)
Overtime (Dollars)**	\$ 169,191	\$ 124,020	\$ 171,384	\$ 47,364
Overtime (Equivalent to Positions)	3.7	2.5	3.2	0.7

* For 2001, the Position Equivalent is the budgeted amount.

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

ADOPTED 2003 BUDGET

DEPT: DEPARTMENT OF ADMINISTRATIVE SERVICES -
INFORMATION MANAGEMENT SERVICES DIVISION

UNIT NO. 1160

FUND: Internal Service - 0026

PERSONNEL CHANGES				
Job Title/Classification	Action	Number of Positions/ Total FTE	Division	Cost of Positions (Excluding Fringe Benefits)
Network Applications Specialist DHR	Transfer	1/1.0	Network Support	\$ 55,740
Network Service Analyst	Transfer	1/1.0	Network Support	46,038
Network Technical Specialist 3 Aging	Transfer	1/1.0	Network Support	56,986
Network Applications Specialist 3 Aging	Transfer	1/1.0	Network Support	52,494
Network Services Specialist	Transfer	1/1.0	Network Support	63,934
Hospital Information Systems Director-MHC	Transfer	1/1.0	Applications	78,066
Asst Director-Human Resources/MIS	Transfer	1/1.0	Applications	89,626
Management Information Systems Coordinator	Transfer	1/1.0	Applications	44,584
Network Applications Specialist Aging	Transfer	2/2.0	Applications	82,574
Network Applications Specialist ME	Transfer	1/1.0	Applications	42,832
			TOTAL	\$ 612,874

ORGANIZATIONAL COST SUMMARY					
DIVISION		2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Applications	Expenditure	\$ 4,993,187	\$ 5,775,825	\$ 5,582,476	\$ (193,349)
	Abatement	233,455	538,814	508,789	(30,025)
	Revenue	228,900	220,000	250,000	30,000
	Tax Levy	\$ 4,530,832	\$ 5,017,011	\$ 4,823,687	\$ (193,324)
Technical Support and Infrastructure	Expenditure	\$ 11,227,641	\$ 12,149,303	\$ 11,678,523	\$ (470,780)
	Abatement	44,298	180,694	45,927	(134,767)
	Revenue	297,659	283,360	141,900	(141,460)
	Tax Levy	\$ 10,885,684	\$ 11,685,249	\$ 11,490,696	\$ (194,553)
Document, Distribution and Records Services	Expenditure	\$ 1,425,923	\$ 1,794,558	\$ 1,856,102	\$ 61,544
	Abatement	80,326	65,565	60,333	(5,232)
	Revenue	6,171	9,000	9,000	0
	Tax Levy	\$ 1,339,426	\$ 1,719,993	\$ 1,786,769	\$ 66,776
Administration, Fiscal and Support	Expenditure	\$ 1,795,076	\$ 1,862,914	\$ 1,428,716	\$ (434,198)
	Abatement	2,006,131	2,214,726	1,673,408	(541,318)
	Revenue	61	0	0	0
	Tax Levy	\$ (211,116)	\$ (351,812)	\$ (244,692)	\$ 107,120

ADOPTED 2003 BUDGET

DEPT: DEPARTMENT OF ADMINISTRATIVE SERVICES -
INFORMATION MANAGEMENT SERVICES DIVISION

UNIT NO. 1160

FUND: Internal Service - 0026

DEPARTMENT DESCRIPTION

The Information Management Services Division (IMSD) of the Department of Administrative Services consists of three areas of customer service: Applications; 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 (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 Civil/Criminal Justice Information System (C/CJIS), the Advantage (financial and budgeting) System, GENESYS (payroll/personnel system), the Juvenile Information Management System (JIMS), Photo-Fingerprint System, Paramedics database, and human services client and payment tracking systems (SCRIPTS, SIMPLE). The Applications Services Section includes a Customer Service Unit to focus on strategic planning, day-to-day and long-term customer support needs, planning and responsiveness.

Technical Support and Infrastructure Services provides services to IMSD's internal and external customers in the form of research, acquisition, installation, maintenance, support and training of County-wide, 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 County-wide. The group consists of three functional subgroups: Technical

Support, Telecommunications (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 disaster recovery, data security, and software and hardware 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

ADOPTED 2003 BUDGET

DEPT: DEPARTMENT OF ADMINISTRATIVE SERVICES -
INFORMATION MANAGEMENT SERVICES DIVISION

UNIT NO. 1160

FUND: Internal Service - 0026

Milwaukee County for the shared use of the 800 MHz radio system.

Document, Distribution and Records Services consists of three subgroups: Document Services, Distribution Services and Records Management Services.

- **Document Services** provides high volume copying services, artistic design and forms management. Document Services facilitates and manages contracts for printing services to meet County department requirements for forms, brochures, newsletters and other materials. Document 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.
 - **Distribution Services** provides mail services for departments County-wide.
 - **Records Management Services** provides consultation to County departments relative to effective records management (records retention policies, procedures and operations), and administers the central County-wide Records Center which provides off-site storage of departmental records which must be retained due to legal or programmatic requirements, but do not need to be immediately available to departmental staff.
- Support Services** consists of two subgroups: Fiscal and Policy Compliance Services and Administrative Support and Intern Services.
- **Fiscal and Policy Compliance Services** 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 and Intern Services** provides overall support of IMSD's operating requirements, e.g., recruitment, payroll

processing, purchasing management and clerical support. Intern Services provides entry-level information systems support to the Division's other functional groups.

BUDGET HIGHLIGHTS

For 2003, IMSD continues to provide centralized management of the County's IT resources. In order to further this objective, several items are included in the IMSD budget that would formerly have appeared in departments' budgets. These items impact IMSD's budget by an amount of \$34,000.

- \$19,000 for standard virus protection for the Department on Aging.
- \$15,000 for three processor licenses for SQL Server so the Department on Aging can maintain databases for its family care initiative.

Applications

- In 2003, Personal Services costs in the Applications Section are reduced \$125,810 due to holding vacant seven full-time and one part-time Applications staff positions of 2002 retirees, partially offset by transferring in the following six positions as a result of implementing the Department of Administrative Services plan:

\$ 78,066 Transfer 1 Hospital Information
Systems Director-MHC
89,626 Transfer 1 Asst Director-Human
Resources/MIS
44,584 Transfer 1 Management Information
Systems Coordinator
82,574 Transfer 2 Network Applications
Specialist Aging
42,832 Transfer 1 Network Applications
Specialist ME
\$337,682

To implement the Department of Administrative Services plan, one Hospital Information Systems Director-MHC is transferred from the Department of Health and Human Services-Behavioral Health Division, one Assistant Director-Human Resources/MIS is transferred from the Department of Human Resources, one Management Information Systems Coordinator and two Network Applications Specialist Aging

ADOPTED 2003 BUDGET

DEPT: DEPARTMENT OF ADMINISTRATIVE SERVICES -
INFORMATION MANAGEMENT SERVICES DIVISION

UNIT NO. 1160

FUND: Internal Service - 0026

are transferred from the Department on Aging, and one Network Applications Specialist (ME) is transferred from the Medical Examiner.

- For 2003, Applications Contractual Services costs decrease \$10,705, due primarily to elimination of Consulting Services appropriations (\$100,000), partially offset by increased software costs (\$70,513) and increased DP Education (\$18,782). The most significant increase is in the annual license cost of the Advantage and BRASS software (\$63,000).
- For 2003, IMSD's Applications Services will cost \$4,823,687; for the staff (\$3,490,176), software (\$660,252) and related costs dedicated to maintaining County applications. This includes support costs for the following applications:

\$2,187,622 Internet and Network Applications
(e.g., BRASS for budgeting and
Lotus Notes for communication and
information sharing)
347,274 Advantage (financial system)
80,251 Genesys (payroll/personnel system)
2,278,029 CJIS (criminal justice)
91,693 JIMS (juvenile justice)
256,469 SIMPLE (human services)
91,137 Other

These costs include software license and hardware maintenance fees as follows:

\$ 263,000 Advantage and BRASS
75,000 Oracle (database for BRASS and
Web Site)
98,000 Lotus Notes
4,500 Crystal Reports
33,300 Command AntiVirus Interoffice and
Internet Lotus Notes
112,000 Livescan fingerprint and photograph
system (Criminal Justice)
Tools for the DB2 database for
Advantage, CJIS, JIMS and
SIMPLE

- Applications services costs are partially offset by \$250,000 of revenue from the Social Security Administration for reports of inmates in custody.

Technical Support and Infrastructure

- For 2003, Technical Support and Infrastructure Services will cost \$11,490,696, including:

\$6,417,244 Technical Support
1,679,032 Voice Communications
1,365,249 Radio Services
2,029,171 Interest & Depreciation of DP
Equipment

Technical support includes:

\$3,381,882 Mainframe Support
3,035,362 Network Support

Mainframe Support costs are primarily staff (\$1,189,716), services (\$1,092,048) and debt and depreciation (\$786,509). The services include \$986,267 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.)

The initial fee for each software product is followed by an annual fee which permits ongoing use, product upgrades and technical support. The annual fee is typically 15 to 20 percent of the first year fee. The fee often increases as the computing power of the computer used to run the software increases. These costs increased \$61,235 (approximately 10%) over 2002, despite IMSD's successful efforts to consolidate software to control costs. IMSD's mainframe operating system and utilities include:

\$ 397,848 IBM operating systems and
database software
128,539 Computer Associates' tools
80,724 SAS mainframe reporting tool

The other large component of services for mainframe support is Equipment Repair and Maintenance. The 2003 Budget includes \$257,392 for maintenance of the mainframe processor and storage units, the air conditioning, fire suppression, generator and uninterruptable power sources for round-the-clock (365x24x7) operation.

ADOPTED 2003 BUDGET

DEPT: DEPARTMENT OF ADMINISTRATIVE SERVICES -
INFORMATION MANAGEMENT SERVICES DIVISION

UNIT NO. 1160

FUND: Internal Service - 0026

In addition, \$786,509 in debt service and depreciation costs are attributable to mainframe support due to prior capital acquisitions.

Network Support of \$3,035,362 is comprised primarily of staff (\$1,907,217) and services (\$712,000) for support of the Wide Area Network.

In 2003, Personal Services costs in the Network Support Section increases \$275,192 for the following five positions transferred in as a result of implementing the Department of Administrative Services plan:

\$ 55,740 Transfer 1 Network Applications
Specialist DHR
46,038 Transfer 1 Network Service Analyst
56,986 Transfer 1 Network Technical
Specialist 3 Aging
52,494 Transfer 1 Network Applications
Specialist 3 Aging
63,934 Transfer 1 Network Services
Specialist
\$275,192

To implement the Department of Administrative Services plan, one Network Applications Specialist DHR is transferred from the Department of Human Resources, one Network Services Analyst is transferred from Child Support, two Network Technical Specialist 3 are transferred from the Department on Aging and one Network Services Specialist is transferred from the Parks Department.

The cost of services primarily includes:

\$ 392,800 SONET ring and leased data lines
193,160 Network software fees
100,000 Maintenance of network
connectivity equipment

Telecommunications costs of \$1,679,032 are comprised primarily of staff (\$549,396) and services (\$988,625). These services primarily include:

\$ 539,000 Ameritech local service
60,000 AT&T long distance
17,580 Language Line
202,000 US Cellular mobile phones

20,000 Pager rentals and maintenance
2,000 Voice mail maintenance
138,300 Telephone switch maintenance

Telecommunications costs formerly were partially offset by revenue from inmate pay phone commissions. In 2003 IMSD's revenue is reduced by \$142,000, reflecting the midyear transfer of these contractual revenues to the Sheriff's department. In 2004, these revenues will be further reduced by \$78,000, reflecting the full transfer of the contract to the Sheriff's department.

Radio Services cost \$1,365,249 for conventional and 800 MHz trunked radio system - 14 County departments and 12 municipalities and agencies use a total of 3,132 radios.

Radio costs primarily include staff (\$78,738), services (\$507,505) and debt and depreciation (\$423,733). The services primarily include:

\$ 46,700 Data lines
91,220 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.

Radio costs are partially offset by \$48,900 of tower revenue.

Document, Distribution and Records Services

- Document Distribution and Records Services costs \$1,786,769, including:

\$ 849,694 Document production, Internet/Web
site presentation and forms
management
276,161 Distribution services
660,914 Records services

Document, Distribution and Records Services consist primarily of staff (\$806,461) and services (\$628,220) costs. These services primarily include:

ADOPTED 2003 BUDGET

DEPT: DEPARTMENT OF ADMINISTRATIVE SERVICES -
INFORMATION MANAGEMENT SERVICES DIVISION

UNIT NO. 1160
FUND: Internal Service - 0026

\$ 120,000 Printer and copier support and maintenance
144,000 Outside printing services
272,750 Rent for Records Center

- Due to fiscal constraints, IMSD has deferred appropriations with the following significant programmatic impact:

\$250,000 is eliminated for professional service data processing (\$100,000) and software (\$150,000) to purge duplicate ID's from the Criminal Justice Information System (CJIS). The duplicate ID's cause the potential for inaccurate criminal history reporting. Currently, manual intervention has been necessary to obtain accurate information.

\$304,968 is eliminated in Personal Services equivalent to seven vacant positions. As a result, departments will receive slower service, equipment purchase and installation, as well as less system development and enhancement. In addition, the ability to cross-train staff in critical systems and functions will be decreased.

\$96,000 is eliminated for data processing education. As a result, service, skills and the ability to keep current with technology will diminish. Training makes staff aware of how to achieve efficiencies; reduce problem resolution time; as well as prevent problems, such as security breaches, by turning to the best practices and standards learned in classes.

\$80,759 is eliminated in various accounts relating to anticipated County-wide staff reductions of 10%. The cost reductions are primarily in the areas of services, software and supplies.

\$60,000 is eliminated reflecting funding for use of new technology such as personal digital assistants (PDAs).

- All departments are directed to revise their Outcomes Measures to reflect their 2003 budgeted resources, if changes are needed,

consistent with the Milwaukee County Mission and Vision statements. Each department shall report its Outcomes Measures directly to the County Board by March 1, 2003.

- The 2003 Budget reflects a zero wage increase for all County managers in the Executive Compensation Plan (ECP). For 2003, all personal service contracts with ECP employees are eliminated, including the provision for 90-day notice upon termination. In addition, the 2003 Budget reflects a zero wage increase for all non-represented County employees with salaries of \$50,000 or more.
- In lieu of a 3% salary reduction for County managers in the Executive Compensation Plan, personal services are reduced an additional \$20,376, which is included in the departments' lump sum salary reduction. The Department of Administrative Services is authorized to process transfers between various departmental accounts for those departments that wish to utilize other sources of funding to offset increased Personal Services costs besides the lump sum salary reduction.
- 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 2003 BUDGET

DEPT: DEPARTMENT OF ADMINISTRATIVE SERVICES -
INFORMATION MANAGEMENT SERVICES DIVISION

UNIT NO. 1160

FUND: Internal Service - 0026

ACTIVITY AND STATISTICAL SUMMARY				
	<u>2001 Budget</u>	<u>2001 Actual</u>	<u>2002 Budget</u>	<u>2003 Budget</u>
Applications Services				
Enterprise Services Applications	85	85	85	80
Major Enhancements/Modifications	40	32	17	17
Network Services Applications	N/A	100	100	100
Internet User Ids	N/A	2,026	1,424	3,000
Lotus Notes User Ids	N/A	3,480	3,282	3,600
Document Services				
Xerox Copies	12,500,000	11,396,638	10,500,000	10,500,000
Finishing (Number of Jobs)	4,500	4,256	4,300	4,300
Typesetting/Keyline (Number of Jobs)	850	426	650	500
Specifications (Number of Jobs)	2,200	1,291	1,570	1,300
Forms Control	1,500	1,207	1,155	1,155
Outside Vendor (Number of Jobs)	1,750	977	1,100	1,000
Distribution Services				
Total Pieces Mailed	N/A	N/A	1,400,000	1,750,000
Pre-Sort Mail @ .269 each	N/A	N/A	1,011,780	1,291,780
First Class @ .34 each	N/A	N/A	300,000	330,000
Flats (envelopes 8" x 10" and larger)	N/A	N/A	88,220	128,000
Records Center				
Requests	32,791	29,528	29,528	36,597
Returns	32,791	29,258	29,528	36,597
Interfiles	9,676	6,535	7,895	15,575
Received	7,743	9,530	9,530	6,786
Destroyed	2,200	3,120	3,120	3,970
Technical Support & Infrastructure				
Helpdesk Services				
Service Calls	N/A	21,780	22,500	22,500
Enterprise Services				
Pages, Laser Printed Reports	12,300,000	7,421,556	12,500,000	11,000,000
Pages, Impact Printed Reports	225,000	2,243	3,000	2,500
Enterprise Server User Ids	5,618	3,587	6,732	4,000
Network Services				
Desktop Computers maintained	4,600	4,647	4,600	4,600
Desktop Computers to be Replaced	500	50	450	514
Network Servers maintained	106	146	121	150
Network Servers to be Replaced	19	1	8	10
Radio Communications Services				
Radios in Service	1,200	1,811	2,680	2,000
Telecommunications Services				
Adds, Moves & Changes	7,500	7,500	5,416	5,416
Cellular and Pager Units in service	N/A	1,838	1,800	1,800
Service Calls	1,200	1,200	3,252	3,252
Telephone Units in service	N/A	6,873	6,800	6,800

ADOPTED 2003 BUDGET

DEPT: DEPARTMENT OF ADMINISTRATIVE SERVICES –
ECONOMIC DEVELOPMENT

UNIT NO. 1180
FUND: General - 0001

OPERATING AUTHORITY & PURPOSE

The purpose of the Economic Development Division is 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.

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	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Personal Services (w/o EFB)	\$ 441,023	\$ 488,012	\$ 480,663	\$ (7,349)
Employee Fringe Benefits (EFB)*	111,142	124,778	173,127	48,349
Commodities	359	6,300	3,300	(3,000)
Services	1,436,012	2,018,975	1,641,800	(377,175)
Other Charges	220,349	211,000	204,000	(7,000)
Capital Outlays	0	0	0	0
County Service Charges	73,900	127,531	120,902	(6,629)
Abatements	(67,507)	(74,986)	(68,290)	6,696
Total Expenditures	\$ 2,215,278	\$ 2,901,610	\$ 2,555,502	\$ (346,108)
Total Revenues	\$ 4,161,600	\$ 5,008,849	\$ 7,023,000	\$ 2,014,151
Direct Property Tax Levy	\$ (1,946,322)	\$ (2,107,239)	\$ (4,467,498)	\$ (2,360,259)

* The 2002 and 2003 budgets include fringe benefits. The 2001 actual has been adjusted for comparison.

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*				
Account Summary	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Central Service Allocation	\$ 10,933	\$ 15,081	\$ 12,728	\$ (2,353)
Courthouse Space Rental	31,824	30,762	29,063	(1,699)
Document Services	1,332	824	1,885	1,061
Tech Support & Infrastructure	8,764	12,166	10,686	(1,480)
Distribution Services	62	566	86	(480)
Telecommunications	1,954	2,280	2,288	8
Records Center	1,067	1,642	1,333	(309)
Radio	0	0	0	0
Personal Computer Charges	7,267	7,000	5,741	(1,259)
Applications Charges	4,304	4,665	4,480	(185)
Total Charges	\$ 67,507	\$ 74,986	\$ 68,290	\$ (6,696)
Direct Property Tax Levy	\$ (1,946,322)	\$ (2,107,239)	\$ (4,467,498)	\$ (2,360,259)
Total Property Tax Levy	\$ (1,878,815)	\$ (2,032,253)	\$ (4,399,208)	\$ (2,366,955)

* 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 2003 BUDGET**DEPT:** DEPARTMENT OF ADMINISTRATIVE SERVICES –
ECONOMIC DEVELOPMENT**UNIT NO.** 1180
FUND: General - 0001**MISSION**

The Milwaukee County Economic 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.

OUTCOMES MEASURES			
	Outcomes	Indicators	Targets
1.	Limit property tax expenditures by maintaining or increasing revenue from leases and sale of excess property.	a. Revenue from sale of excess land and buildings.	a. Achieve gross sales revenue of at least \$500,000.
2.	Increase local tax base and generate tax revenue from sale and redevelopment of County property.	a. Gross amount of acreage sold or leased. b. Assessed value of land and improvements. c. Property taxes generated by new development.	a. Sale or lease of at least 10 acres of land. b. Total assessed value in excess of \$12 million. c. Property tax revenue in excess of \$500,000.
3.	Remediate and redevelop contaminated properties.	a. Amount of brownfield redevelopment grants awarded. b. Amount of Federal, State or local funding for brownfield development. c. Amount of private investment in brownfield site development.	a. Award minimum of \$250,000 in brownfield grants. b. Attract minimum of \$1 million in Federal, State or local funding for brownfield redevelopment. c. Generate \$4 million of private investment in brownfield site redevelopment.
4.	Preserve and enhance County's existing base of jobs and businesses.	a. Number of business expansions and new business startups provided assistance.	a. Provide assistance to a minimum of 10 business relocations, expansions or start-ups.

PERSONNEL SUMMARY				
	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Personal Services (w/o EFB)	\$ 441,023	\$ 488,012	\$ 480,663	\$ (7,349)
Employee Fringe Benefits (EFB)	\$ 111,142	\$ 124,778	\$ 173,127	\$ 48,349
Position Equivalent (Funded)*	7.4	7.5	6.9	(0.6)
% of Gross Wages Funded	89.1	93.5	92.0	(1.5)
Overtime (Dollars)**	\$ 0	\$ 0	\$ 0	\$ 0
Overtime (Equivalent to Positions)	0.0	0.0	0.0	0.0

* For 2001, the Position Equivalent is the budgeted amount.

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

ADOPTED 2003 BUDGET

DEPT: DEPARTMENT OF ADMINISTRATIVE SERVICES –
ECONOMIC DEVELOPMENT

UNIT NO. 1180
FUND: General - 0001

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

DEPARTMENT DESCRIPTION

The Economic Development Division includes the Economic Development and Real Estate Sections.

The **Economic Development Section** develops and administers programs designed to enhance the business climate, allowing existing businesses in Milwaukee County to flourish and expand, and 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 **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.

BUDGET HIGHLIGHTS

- Economic Development remains a division within the Department of Administrative Services for 2003, pending review by the Economic Development Task Force created by the County Executive.
- Revenue from the sale of surplus County properties is budgeted in the Economic Development Division budget at \$4,150,000 which is an increase of \$2,900,000 from the 2002 Adopted Budget. Of this amount, \$250,000 is budgeted to be received by the County from land sales by the Research Park and \$3,900,000 is budgeted to be received from

land sales by the Economic Development Division. The potential major County-owned properties that are candidates for sale in 2003 are listed below. It is assumed that at least two of the following parcels, which have a total estimated value of \$8 to \$9 million, will be sold in 2003:

- The water and sewer utility located on the County Grounds
- The parcel located at 6th and State Streets
- Two properties on Puetz Road
- Northeast corridor (State Forest)
- Miscellaneous
- The 2003 Budget includes a policy statement that any new or unanticipated revenue that is actually received in 2003 which is not identified in the budget shall be transferred to the Appropriation for Contingencies. This policy is to apply to both new revenue sources, unanticipated revenues and revenues from existing sources that are in excess of the revenue amounts included in the 2003 Budget. The Department of Administrative Services would be authorized and directed to process such fund transfer(s) to the Appropriation for Contingencies if and when such new revenue sources or excess revenues beyond the budgeted amount are identified.
- Research Park land sales revenue is divided 65% to Milwaukee County and 35% to the Research Park Board per County Board Resolution (File No. 98-348).
- Gross parking rental revenues are anticipated to decrease \$264,349, from \$2,922,349 to

ADOPTED 2003 BUDGET

DEPT: DEPARTMENT OF ADMINISTRATIVE SERVICES –
ECONOMIC DEVELOPMENT

UNIT NO. 1180
FUND: General - 0001

\$2,658,000. This decrease is partially offset with an \$162,175 decrease in expenditures, from \$1,436,175 to \$1,274,000, to pay the State of Wisconsin their contractual share of parking proceeds. The Economic Development Division retains \$50,000 for administrative costs.

- An appropriation of \$150,000 is included to continue preparation for the 2003 National Association of Counties (NACo) conference to be held in and hosted by Milwaukee County.
- An expenditure of \$150,000 is the contribution to the Economic Development Reserve for 2003.
- Services decrease \$65,000, including the following reductions of \$31,000 in professional services, \$15,800 in Appraisal Fees, \$10,000 in Advertising and \$4,700 in travel and conference related items.
- Revenue from 42 non-airport wire tower sites is decreased \$166,800, from \$316,800 to \$150,000.
- Rental income from Dwellings is decreased \$19,700, from \$39,700 in 2002 to \$20,000.
- All departments are directed to revise their Outcomes Measures to reflect their 2003 budgeted resources, if changes are needed, consistent with the Milwaukee County Mission and Vision statements. Each department shall report its Outcomes Measures directly to the County Board by March 1, 2003.
- The 2003 Budget reflects a zero wage increase for all County managers in the Executive Compensation Plan (ECP). For 2003, all personal service contracts with ECP employees are eliminated, including the provision for 90-day

notice upon termination. In addition, the 2003 Budget reflects a zero wage increase for all non-represented County employees with salaries of \$50,000 or more.

- In lieu of a 3% salary reduction for County managers in the Executive Compensation Plan, personal services are reduced an additional \$7,836 which is included in the departments' lump sum salary reduction. The Department of Administrative Services is authorized to process transfers between various departmental accounts for those departments that wish to utilize other sources of funding to offset increased Personal Services costs besides the lump sum salary reduction.
- 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 2003 BUDGET

DEPT: DEPARTMENT OF ADMINISTRATIVE SERVICES –
HOUSING AND COMMUNITY DEVELOPMENT

UNIT NO. 1190
FUND: General - 0001

OPERATING AUTHORITY & PURPOSE

The Department of Administrative Services - Housing and Community Development Division's purpose is 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 lower income households.

BUDGET SUMMARY				
Account Summary	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Personal Services (w/o EFB)	\$ 1,303,634	\$ 1,417,735	\$ 1,603,235	\$ 185,500
Employee Fringe Benefits (EFB)*	321,184	388,361	562,037	173,676
Services	48,013	65,260	42,150	(23,110)
Commodities	35,643	41,222	20,450	(20,772)
Other Charges	12,272,663	15,173,700	15,812,416	638,716
Capital Outlays	3,856	36,066	8,800	(27,266)
County Service Charges	464,644	333,094	342,839	9,745
Abatements	(1,782,033)	(2,623,568)	(2,921,341)	(297,773)
Total Expenditures	\$ 12,667,604	\$ 14,831,870	\$ 15,470,586	\$ 638,716
Direct Revenues	\$ 13,200,165	\$ 15,173,700	\$ 15,812,416	\$ 638,716
Direct Property Tax Levy	\$ (532,561)	\$ (341,830)	\$ (341,830)	\$ 0

* The 2002 and 2003 budgets include fringe benefits. The 2001 actual has been adjusted for comparison.

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*				
Account Summary	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Central Service Allocation	\$ 156,819	\$ 53,666	\$ 17,276	\$ (36,390)
Courthouse Space Rental	205,679	198,808	187,827	(10,981)
Document Services	6,172	12,027	8,738	(3,289)
Tech Support & Infrastructure	31,339	13,057	36,646	23,589
Distribution Services	3,759	5,349	5,223	(126)
Emergency Mgmt Services	0	3,333	3,333	0
Telecommunications	7,529	7,703	8,816	1,113
Records Center	4,523	6,257	5,647	(610)
Radio	0	0	0	0
Personal Computer Charges	4,153	5,000	27,067	22,067
Applications Charges	25,291	8,390	22,969	14,579
Other County Services	2,674	0	0	0
Total Charges	\$ 447,938	\$ 313,590	\$ 323,542	\$ 9,952
Direct Property Tax Levy	\$ (532,561)	\$ (341,830)	\$ (341,830)	\$ 0
Total Property Tax Levy	\$ (84,623)	\$ (28,240)	\$ (18,288)	\$ 9,952

* 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 2003 BUDGET

DEPT: DEPARTMENT OF ADMINISTRATIVE SERVICES –
HOUSING AND COMMUNITY DEVELOPMENT

UNIT NO. 1190
FUND: General - 0001

MISSION

The Housing and Community Development Division will maximize available public and private resources and provide professional services to promote self-sufficiency, ensure that County neighborhoods are viable communities and ensure that housing choices are safe and affordable for lower income households.

OUTCOMES MEASURES			
	Outcomes	Indicators	Targets
1.	Improve residential living environments for lower income households.	a. Number of affordable housing units produced. b. Number of applications approved for Home Repair loans and handicapped accessibility grants. c. Number of households relocated from medium/high poverty to low poverty neighborhoods.	a. Provide 150 affordable housing units. b. Assist 100 homeowners with rehab loans and/or handicapped accessibility grants. c. Relocate 25 households from medium/high poverty neighborhoods to low poverty neighborhoods.
2.	Enhance the quality of life of disadvantaged or lower income households.	a. Number of participants entering the workforce. b. Number of participants obtaining higher or living wages. c. Number of homeless persons obtaining and remaining in housing.	a. 75% of participants will find jobs. b. 25% of program participants will obtain higher/living wages. c. 70% of formerly homeless persons will remain in housing during the program year (12 months).
3.	Preserve and enhance the tax base contributing to healthy livable communities.	a. Number of loans/grants contributing to the improvement of a community's tax base. b. Number of blighted properties demolished. c. Number of public facilities serving elderly or youth which have been rehabbed/improved.	a. The tax base is maintained or increases in value. b. Two blighted properties will be demolished. c. One senior center and two facilities serving elderly or youth will be rehabbed or improved.

PERSONNEL SUMMARY				
	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Personal Services (w/o EFB)	\$ 1,303,634	\$ 1,417,735	\$ 1,603,235	\$ 185,500
Employee Fringe Benefits (EFB)	\$ 321,184	\$ 388,361	\$ 562,037	\$ 173,676
Position Equivalent (Funded)*	34.0	34.0	36.9	2.9
% of Gross Wages Funded	100.0	100.0	99.8	(0.2)
Overtime (Dollars)**	\$ 26,680	\$ 0	\$ 0	\$ 0
Overtime (Equivalent to Positions)	0.7	0.0	0.0	0.0

* For 2001, the Position Equivalent is the budgeted amount.

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

ADOPTED 2003 BUDGET

DEPT: DEPARTMENT OF ADMINISTRATIVE SERVICES –
HOUSING AND COMMUNITY DEVELOPMENT

UNIT NO. 1190
FUND: General - 0001

PERSONNEL CHANGES				
Job Title/Classification	Action	Number of Positions/ Total FTE	Division	Cost of Positions (Excluding Fringe Benefits)
Housing Prog Asst Rehab	Create	1/1.0	Housing & Comm Div	\$ 32,414
Asst Housing Prog Cord SN	Create	1/1.0	Housing & Comm Div	47,378
			TOTAL	\$ 79,792

BUDGET HIGHLIGHTS

- Housing & Community Development remains a division within the Department of Administrative Services for 2003, pending review by the Economic Development Task Force created by the County Executive.

- \$32,414 Create 1 Housing Program Assistant-Rehab
47,378 Create 1 Assistant Housing Program Coordinator-Special Needs
\$79,792

One position of Housing Program Assistant-Rehab is created to ensure compliance with the regulatory timeframe for the commitment of Federal grant funds to low income homeowners for home repair loans. Failure to meet the timeframe will result in the deobligation of Federal grant funds. The cost of this position is grant funded.

One position of Assistant Housing Program Coordinator-Special Needs is created to provide administrative oversight and provide case processing during staff shortages for the Federally funded Shelter Plus Care grant program. The record keeping activities currently performed by existing staff will be reassigned to this position, enabling staff to increase their caseloads. The cost of this position is offset by a revenue appropriation from the DHHS - Behavioral Health Division for Housing and Community Development expenses incurred in the administration of the Shelter Plus Care Program.

- The estimated Federal grant for the HOME Investment Partnership Program remains at the 2002 level of \$1,180,000. The match requirement will be met through match credit generated by the development of affordable housing projects by Milwaukee County's

Community Housing Development Organization, Southeast Affordable Housing Corporation.

- The estimated Federal grant for the Community Development Block Grant Program for 2003 is \$1,750,000, a decrease of \$50,000 from the 2002 level of \$1,800,000.
- The estimated Federal grant for the Housing Choice Voucher Program is \$10,000,000, the same as 2002. The Department anticipates that the program will achieve a lease-up percentage of at least 95% by the end of 2002 and will sustain a minimum lease-up of 95% throughout 2003, serving at least 1,942 low-income households.
- Other Charges increase \$638,716, due in part to an increase of \$683,098 in expenditures for the Shelter Plus Care and Safe Haven Programs, based on the anticipated one-year renewal of both Federal grants, and a decrease of \$50,000 in the Community Development Block Grant Program grant.
- Revenue in the amount of \$215,584 from the DHHS-Behavioral Health Division is included, representing BHD's obligation of matching funds for the Safe Haven Program. This is a decrease of \$316 from the 2002 level of \$215,900, and is based on a one-year grant renewal.
- A revenue appropriation of \$180,000 from the DHHS-Behavioral Health Division is included to offset administrative expenses incurred by DAS-Housing & Community Development for the administration of the Shelter Plus Care Program. Included in this amount is the cost of an Assistant Housing Program Coordinator-Special Needs.
- The budget includes \$8,800 for the purchase of computer equipment. This equipment is

ADOPTED 2003 BUDGET

DEPT: DEPARTMENT OF ADMINISTRATIVE SERVICES –
HOUSING AND COMMUNITY DEVELOPMENT

UNIT NO. 1190

FUND: General - 0001

budgeted in the department's operating budget rather than capital project WO301 - IMSD Technical Infrastructure because the purchase is offset with operating revenue. This computer equipment should be purchased in consultation with IMSD in order to achieve economies of scale.

- All departments are directed to revise their Outcomes Measures to reflect their 2003 budgeted resources, if changes are needed, consistent with the Milwaukee County Mission and Vision statements. Each department shall report its Outcomes Measures directly to the County Board by March 1, 2003.
- The 2003 Budget reflects a zero wage increase for all County managers in the Executive Compensation Plan (ECP). For 2003, all personal service contracts with ECP employees are eliminated, including the provision for 90-day notice upon termination. In addition, the 2003 Budget reflects a zero wage increase for all non-represented County employees with salaries of \$50,000 or more.
- In lieu of a 3% salary reduction for County managers in the Executive Compensation Plan, personal services are reduced an additional \$2,484, through the departments' lump sum reduction. The Department of Administrative

Services is authorized to process transfers between various departmental accounts for those departments that wish to utilize other sources of funding to offset increased Personal Services costs besides the lump sum reduction.

- 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 2003 BUDGET

DEPT: DEPARTMENT OF ADMINISTRATIVE SERVICES –
HOUSING AND COMMUNITY DEVELOPMENT

UNIT NO. 1190

FUND: General - 0001

COMMUNITY DEVELOPMENT BLOCK GRANT ALLOCATION BY MUNICIPALITY				
<u>Municipality</u>	<u>2001 Actual</u>	<u>2002 Projected</u>	<u>2003 Projected</u>	<u>2002/2003 Change</u>
Bayside	\$ 25,100	\$ 26,200	\$ 24,700	\$ (1,500)
Brown Deer	38,800	40,400	38,200	(2,200)
Cudahy	59,900	62,400	58,800	(3,600)
Fox Point	28,000	29,200	27,500	(1,700)
Franklin	49,900	52,000	56,400	4,400
Glendale	44,000	45,800	42,600	(3,200)
Greendale	41,800	43,600	40,300	(3,300)
Greenfield	68,000	70,800	68,200	(2,600)
Hales Corners	34,600	36,000	34,500	(1,500)
Milwaukee*	0	0	0	0
Oak Creek	50,200	52,300	58,300	6,000
River Hills	21,400	22,300	21,400	(900)
Saint Francis	48,200	50,200	47,300	(2,900)
Shorewood	48,600	50,600	47,500	(3,100)
South Milwaukee	59,800	62,300	59,000	(3,300)
Wauwatosa*	0	0	0	0
West Allis*	0	0	0	0
West Milwaukee	50,800	52,900	50,200	(2,700)
Whitefish Bay	<u>38,400</u>	<u>40,000</u>	<u>37,600</u>	<u>(2,400)</u>
TOTAL	\$ 707,500	\$ 737,000	\$ 712,500	\$ (24,500)

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

ADOPTED 2003 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			
	2001 <u>Actual</u>	2002 <u>Budget</u>	2003 <u>Budget</u>
Unclaimed Money	\$ 0	\$ 550,000	\$ 0

Under current law, court-related funds become revenue only in even-numbered years. In 1994, State law was changed to reduce the holding period for non-court-related funds from ten years to one

year, making these funds available only in even-numbered years. Therefore, no unclaimed monies revenue is budgeted for 2003.

ADOPTED 2003 BUDGET

DEPT: ETHICS BOARD

UNIT NO. 1905
FUND: General - 0001

PERATING 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			
	2001 <u>Actual</u>	2002 <u>Budget</u>	2003 <u>Budget</u>
Ethics Board	\$ 29,925	\$ 38,198	\$ 42,032

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.

OUTCOMES MEASURES			
	Outcomes	Indicators	Targets
1.	The public has confidence in the integrity of County government.	a. The Ethics Code is followed by County employees.	a. Annual review of Statement of Economic Interests.
2.	County employees are confident that they are complying with the Ethics Code.	a. Requests for information about the Ethics Code are satisfied.	a. Respond to verbal and written inquiries.

BUDGET HIGHLIGHTS

- An appropriation of \$42,032 is allocated to maintain the same level of service as provided in prior years.

This amount is comprised primarily of 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 directed to revise their Outcomes Measures to reflect their 2003 budgeted resources, if changes are needed, consistent with the Milwaukee County Mission and Vision statements. Each department shall report its Outcomes Measures directly to the County Board by March 1, 2003.

- 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 2003 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			
	2001 <u>Actual</u>	2002 <u>Budget</u>	2003 <u>Budget</u>
Property Tax Levy Contribution to Milwaukee County Historical Society	\$ 307,481	\$ 307,481	\$ 276,733

OVERVIEW OF OPERATION

The Historical Society's total operating budget for 2003 amounts to \$611,733, with \$335,000 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. During its first full year of Outcome-Based Management within the larger Milwaukee County system, the Historical Society enjoyed substantial increases in many areas of operation. Most notably, inquiries to the Research Library increased by more than 10%, rising from 4,876 to 5,397, while general attendance at the Historical Center increased over 44% from 13,209 to 19,072 and attendance at the Society's three historic homes grew 21% from 910 to 1,100. Tour groups attendance at the Historical Center and historic homes also increased by 81% from 1,955 to 3,531 as a result of a new collaborative program involving the Jeremiah Curtin House in Greendale and neighboring Trimborn Farm. Finally, total participation in all public programs increased from 17,720 in 2000 to 28,958 in 2001, a rise of 63%.
2. County Landmarks Program. Since 1976, the Society has operated, under County ordinance, a landmark recognition program for areas of Milwaukee County outside of the City of

Milwaukee. Nearly 90 sites have been designed as landmarks throughout the history of the program.

3. Museum Houses. The Society continues to operate three museum houses in addition to its central facility downtown. These are Kilbourn House in Estabrook Park (Shorewood), Lowell Damon House (Wauwatosa), and the Jeremiah Curtin House (Greendale). All are open to the public, either year-round or on special summer schedules.
3. Research and Reference Services. Statistics for reference services increased markedly in 2001 over the preceding year. Total usage grew by 10%.
4. Changing Exhibits. During 2001, 10 changing exhibitions were presented at the Historical Center museum. For Black History Month, the Society developed an exhibition entitled St. Benedict the Moor School: An African-American Educational Institution. Two other exhibitions also focused on Milwaukee's ethnic heritage: Wycinanki: The Art of Polish Paper Cut-Outs and the German-American Farm: A Wisconsin Chronicle. An exhibit on Milwaukee's Republican House Hotel was presented in conjunction with the dedication of an historic marker proclaiming it the "Birthplace of the American League." A traveling exhibition on the history of the St. Francis community was also prepared for the suburb's fiftieth anniversary celebration. Finally, the Society collaborated with the Sons of Union Veterans to produce its

ADOPTED 2003 BUDGET

DEPT: MILWAUKEE COUNTY HISTORICAL SOCIETY

UNIT NO. 1908
FUND: General - 0001

most ambitious exhibition in the last several years, Johnny Has Gone For A Soldier: Milwaukee and the Civil War.

5. Outreach Programs. In order to better serve the schools, libraries, businesses and senior citizens of Milwaukee County, the Historical Society has begun to expand its offerings for off-site presentation. In addition to a number of traveling exhibitions, the Society is also making slide-tape programs and videotapes on Milwaukee history available for rental or purchase. The Society will extend the seasons of two historic houses to encourage school tours during the academic year.
6. Public Programming. The Society and its Friends organization continue to sponsor public programs on a variety of historical topics. The Friends group has created a new series, "Partners in History," in which presentations are made at sites of historical interest under the sponsorship of local businesses or organizations. Programs in 2001 were sponsored by Northwestern Mutual Life Insurance Company and Allen Bradley.
7. Building Restoration. During the course of 2001, the Historical Society continued its efforts at restoring the interior of its National Register building. With grant support of \$20,000 from the Holtz Fund of the Greater Milwaukee

Foundation, the Society stripped the remaining paint from first and second story windows on the South Façade and replaced aging blinds with new woven vinyl shades and UV filtering film.

8. Publications. During 2001, the Historical Society published two new books exploring two very different aspects of local history. In September, the Society released Byron Kilbourn and the Development of Milwaukee by Goodwin Berquist and Paul Bowers, Jr. In November, the Society published Greater Milwaukee's Growing Pains, 1950-2000: An Insider's View by Richard Cutler. The former represents the first full-length biography of any of the community's three founding fathers, while the latter offers a balanced examination of factors contributing to urban sprawl. Both books have recently been named recipients of the Wisconsin Historical Society's Award of Merit for 2001.
9. Restoration of the Klopf Sidewalk Clock. In early December 2001, the Historical Society completed the restoration of the historic Klopf Jewelers Sidewalk Clock which once stood on Kinnickinnic Avenue in Bay View. With the cooperation of the Milwaukee County Department of Parks, Recreation and Culture, the Society installed the clock in Pere Marquette Park adjacent to its headquarters.

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.

OUTCOMES MEASURES			
	Outcomes	Indicators	Targets
1.	Public use of Milwaukee County Historical Society as a resource for naturalization records, photos and archival materials.	a. Number of library users/patrons.	a. 10% annual increase in usage/processing of materials.
2.	Public use of Milwaukee County Historical Society as a resource for understanding the community's rich heritage.	a. Attendance at exhibitions, programs, special events, and tours.	a. 5% increase over previous year.

ADOPTED 2003 BUDGET**DEPT: MILWAUKEE COUNTY HISTORICAL SOCIETY****UNIT NO. 1908**
FUND: General - 0001**BUDGET HIGHLIGHTS**

- Due to fiscal constraints the contribution to the County Historical Society decreases \$30,748, from \$307,481 to \$276,733.
- All departments are directed to revise their Outcomes Measures to reflect their 2003 budgeted resources, if changes are needed,

consistent with the Milwaukee County Mission and Vision statements. Each department shall report its Outcomes Measures directly to the County Board by March 1, 2003.

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

	2001 Actual	2002 Budget	2003 Budget
Expenditures			
Personal Services	\$ 237,681	\$ 237,681	\$ 206,933
Space and Utilities	67,265	67,265	67,265
Office and Administrative Supplies	2,535	2,535	2,535
Total Expenditures	\$ 307,481	\$ 307,481	\$ 276,733

ACTIVITY AND STATISTICAL SUMMARY

	2000 <u>Actual</u>	2001 <u>Actual</u>	2002 <u>Budget</u>	2003 <u>Budget</u>
Meetings/Public Programs	24	17	30	25
Organizational Members	1,178	1,273	1,350	1,350
Research Requests:	4,878	5,397	6,250	5,750
Library - In Person	1,878	2,191	2,500	2,500
Telephone	2,191	2,212	2,750	2,750
Mail/E-mail	809	994	1,000	1,250
Public Attendance	21,364	28,958	32,500	35,000
Guided Tours:				
Historical Center	62	50	110	80
Period Homes	21	38	55	60
Accessions:				
Library	199	139	140	150
Museum	68	92	100	110
Pages of Publication	591	540	300	200
Staff Program Presentations	10	25	30	30
Slide Shows/Media Appearances	10	17	30	30

ADOPTED 2003 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			
	2001 <u>Actual</u>	2002 <u>Budget</u>	2003 <u>Budget</u>
Property Tax Levy Contribution to Greater Milwaukee Convention & Visitors Bureau	\$ 25,000	\$ 25,000	\$ 22,500

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 community.

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.

Total Economic Impact of Tourism on Milwaukee County: *

- Total travel expenditures - \$1.5 billion.
- Number of full-time jobs supported by the tourism industry - 42,048.
- Total resident income - \$905 million.
- State tax - \$177 million.
- Local tax - \$96 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 Meeting Planners Guides and 5,000 Group Tour Manuals.
- 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, Visitor Choice 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 two Visitor Information Centers and one Call Center providing the traveling public with information on Milwaukee County.

ADOPTED 2003 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.

OUTCOMES MEASURES			
	Outcomes	Indicators	Targets
1.	Milwaukee County is branded as Genuine American. Awareness to both individual and group leisure travelers is heightened. There are significant increases in incremental day trips and room nights, especially during non-peak season.	a. Number of visitor inquiries. b. Number of room nights.	a. Increase visitor inquiries to 470,000, a 10% increase over prior year. b. Increase "Passkey" individual room nights to 378 and group room nights to 11,000.
2.	Milwaukee County is positioned as an international destination by the group tour market.	a. Number of international leads. b. Number of receptive operators in database.	a. 5% increase in leads. b. 10% increase in number of receptive operators.
3.	Conventions are attracted to and use Milwaukee County as a convention site.	a. Number of convention room nights.	a. 280,000 total room nights booked in Milwaukee County hotels.

BUDGET HIGHLIGHTS

- Due to fiscal constraints, the contribution to the Greater Milwaukee Convention & Visitors Bureau decreases \$2,500, from \$25,000 to \$22,500.
- All departments are directed to revise their Outcomes Measures to reflect their 2003 budgeted resources, if changes are needed, consistent with the Milwaukee County Mission and Vision statements. Each department shall report its Outcomes Measures directly to the County Board by March 1, 2003.

ADOPTED 2003 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			
	<u>2001 Actual</u>	<u>2002 Budget</u>	<u>2003 Budget</u>
Civil Air Patrol	\$ 6,546	\$ 8,000	\$ 8,000

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.

ACTIVITY AND STATISTICAL SUMMARY				
	<u>2000 Budget</u>	<u>2001 Budget</u>	<u>2002 Budget</u>	<u>2003 Budget</u>
Number of Meetings	365	365	365	365
Number of Organization Members	790	790	790	790

Civil Air Patrol mission activities include:

1. A national program of aerospace education for adults and youths.
2. Participation in disaster emergency services, 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 2003 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			
	<u>2001 Actual</u>	<u>2002 Budget</u>	<u>2003 Budget</u>
Property Tax Levy Contribution to War Memorial Center	\$ 1,800,572	\$ 1,750,572	\$ 1,575,515

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.

OUTCOMES MEASURES			
	Outcomes	Indicators	Targets
1.	The War Memorial Center honors the dead by serving the living through visitation and usage by residents throughout the community.	a. Number of non-profit organizations that use the facility. b. Number of events. c. Number of months of usage. d. Level of satisfaction with the facility. e. Amount of active veteran use of the facility. f. Diversity of groups that use the facility.	a. Increase the number of nonprofit organizations that use the facility. b. Increase the number of events by 10. c. The Center will maintain usage through 12 months of the year. d. There will be 90% customer satisfaction. e. Increase active veteran group use at the facility. f. Increase diversity in groups that use the facility.
2.	The War Memorial Centers' physical plant management provides the Milwaukee Art Museum with a suitable environment for preservation of the Milwaukee Art Museum collection.	a. Temperature and humidity control. b. Amount of HVAC system down time.	a. Maintain desired temperature and humidity. b. Decrease system down time by 20%.
3.	The War Memorial Center will memorialize the contributions made by veterans and recognize the contributions and efforts for local civilians.	a. Number of programs held to honor those who have served our Country. b. Amount of programming that educates the community on contributions of veterans, local industry and civilians during times of war.	a. Increase the number of veteran programs. b. Increase the number of displays, lectures and events.

ADOPTED 2003 BUDGET**DEPT: WAR MEMORIAL CENTER****UNIT NO. 1914**
FUND: General - 0001**BUDGET HIGHLIGHTS**

- Due to fiscal constraints, the Milwaukee County contribution to the War Memorial Center decreases \$175,057, from \$1,750,572 to \$1,575,515.
- On March 21, 1996, the County Board of Supervisors adopted Resolution File No. 95-689 approving a memorandum of understanding between the County and War Memorial Center, Inc., (WMC) on behalf of the Milwaukee Art Museum (MAM) which provides for a fixed level of operating support of \$627,325 for security, custodial services, fine arts insurance and educational programming support for the years 1996 through 2002. This guaranteed funding of \$627,325 was provided to the WMC on behalf of the MAM to assist the MAM in raising private support for facility expansion and additional

endowment funds to support expanded programming.

For 2003, the WMC is responsible for negotiating a new memorandum of understanding with the MAM.

- All departments are directed to revise their Outcomes Measures to reflect their 2003 budgeted resources, if changes are needed, consistent with the Milwaukee County Mission and Vision statements. Each department shall report its Outcomes Measures directly to the County Board by March 1, 2003.

ACTIVITY AND STATISTICAL SUMMARY

	2001 <u>Actual</u>	2001 <u>Budget</u>	2002 <u>Budget</u>	2003 <u>Budget</u>
Attendance				
Memorial Hall	42,761	29,500	27,000	30,000
4 th Floor Meeting Rooms	8,295	9,000	5,500	5,500
Fitch Plaza	5,010	6,600	6,000	6,000
Veterans Memorial Gallery	895	2,200	2,000	2,000
Milwaukee Art Museum	328,677	300,000	350,000	300,000
Special Events				
Fireworks July 3	450,000	450,000	450,000	450,000
Circus Parade	150,000	150,000	150,000	150,000
TOTAL	985,638	947,300	990,500	943,500
<u>Number of Events</u>				
Memorial Hall	252	240	240	250
Meetings - 4 th Floor Rooms	551	775	400	400
Fitch Plaza	19	20	20	20
Veterans Memorial Gallery	8	20	20	20
Special Events	2	0	2	2
TOTAL	832	1,055	682	692

ADOPTED 2003 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			
	<u>2001 Actual</u>	<u>2002 Budget</u>	<u>2003 Budget</u>
<u>Expenditures</u>			
<u>War Memorial Center</u>			
Personal Services	\$ 597,152	\$ 636,838	\$ 668,585
Professional Fees	137,397	104,850	111,850
Advertising and Promotion	34,405	20,000	30,000
Meetings, Travel and Auto Allowance	6,797	6,300	6,312
Space and Utilities	911,491	670,259	719,000
Office and Administrative Supplies	33,295	25,000	27,500
Major Maintenance & New Equipment	32,200	0	0
Milwaukee Art Museum Funding	627,325	627,325	627,325
Unallocated Reduction	0	0	(175,057)
Total War Memorial Center Expenditures	\$ 2,380,062	\$ 2,090,572	\$ 2,015,515
<u>Revenues</u>			
Parking	\$ 279,307	\$ 125,000	\$ 180,000
Miscellaneous	10,162	3,000	3,000
China Rental/Catering Commission	25,419	18,000	25,000
Office Rental and Cellular One	122,277	85,000	112,000
Hall, Plaza and Grounds Rental	115,320	95,000	100,000
Meeting Room Rental - Fourth Floor	11,899	5,000	8,000
Liquor Commission	15,106	9,000	12,000
Milwaukee County Contribution	1,800,572	1,750,572	1,575,515
Total War Memorial Center Revenues	\$ 2,380,062	\$ 2,090,572	\$ 2,015,515

ADOPTED 2003 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

	2001 <u>Actual</u>	2002 <u>Budget</u>	2003 <u>Budget</u>
Property Tax Levy Contribution to Villa Terrace/ Charles Allis Art Museums	\$ 309,120	\$ 309,120	\$ 278,208

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."

OUTCOMES MEASURES

	Outcomes	Indicators	Targets
1.	Milwaukee County residents' and visitors' quality of life is improved through museum attractions and programs.	a. Number of visitors, community participation and volunteers for both museums.	a. 67,000.
2.	Milwaukee County youth have an enhanced opportunity to appreciate art/architecture and history.	a. Number of youth participating in Museum programs. b. Number of youth who show an increased interest in art, history and gardens.	a. 1,080 youth through school partnerships and 114 central city youth with Farm City Link. b. Establish baseline.

ADOPTED 2003 BUDGET**DEPT:** VILLA TERRACE/CHARLES ALLIS ART MUSEUMS**UNIT NO.** 1915**FUND:** General - 0001**BUDGET HIGHLIGHTS**

- In previous years, Villa Terrace (Org. 1915) and Charles Allis Art Museum (Org. 1918) were budgeted separately. For 2003, they are included in a single non-departmental budget.
- Due to fiscal constraints, funding for the museums is reduced \$30,912, from \$309,120 to \$278,208.
- All departments are directed to revise their Outcomes Measures to reflect their 2003 budgeted resources, if changes are needed, consistent with the Milwaukee County Mission and Vision statements. Each department shall report its Outcomes Measures directly to the County Board by March 1, 2003.

The Villa Terrace and Charles Allis Museums budget consists of the following:

MUSEUM BUDGET SUMMARY			
VILLA TERRACE	2001	2002	2003
<u>Expenditures</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>
Personal Services	\$ 119,567	\$ 167,148	\$ 136,354
Professional Fees	51,845	18,836	19,366
Advertising and Promotion	7,291	9,190	24,190
Space and Utilities	66,659	45,463	51,316
Office and Administrative Supplies	6,828	5,835	5,835
Major Maintenance	5,000	5,000	5,000
Unallocated Reduction	0	0	(15,456)
Total Villa Terrace Expenditures	\$ 257,190	\$ 251,472	\$ 226,605
<u>Revenues</u>			
Admissions	\$ 20,947	\$ 25,500	\$ 25,500
Rentals	75,538	68,000	74,383
Villa Friends Direct Support	25,181	30,794	15,000
Reserve Account	8,346	0	0
Milwaukee County Contribution	127,178	127,178	111,722
Total Villa Terrace Revenues	\$ 257,190	\$ 251,472	\$ 226,605
CHARLES ALLIS			
<u>Expenditures</u>			
Personal Services	\$ 143,407	\$ 172,978	\$ 172,978
Professional Fees	35,655	13,500	14,030
Advertising and Promotion	10,974	12,249	12,249
Meetings, Travel and Auto Allowance	632	612	612
Space and Utilities	58,373	54,048	57,045
Office and Administrative Supplies	7,898	7,446	7,446
Major Maintenance	5,000	5,000	5,000
Unallocated Reduction	0	0	(15,456)
Total Charles Allis Expenditures	\$ 261,939	\$ 265,833	\$ 253,904
<u>Revenues</u>			
Admissions	\$ 21,312	\$ 21,400	\$ 23,750
Rental	37,987	46,750	47,927
Interest Income from Charles Allis Trust Fund	12,141	12,141	12,141
Friends Group Support (FOCAL)	0	3,600	3,600
Contribution from Reserves Account	8,557	0	0
Milwaukee County Contribution	181,942	181,942	166,486
Total Charles Allis Revenues	\$ 261,939	\$ 265,833	\$ 253,904

ADOPTED 2003 BUDGET**DEPT:** VILLA TERRACE/CHARLES ALLIS ART MUSEUMS**UNIT NO.** 1915**FUND:** General - 0001

ACTIVITY AND STATISTICAL SUMMARY				
<u>Villa Terrace</u>	<u>2001 Actual</u>	<u>2001 Budget</u>	<u>2002 Budget</u>	<u>2003 Budget</u>
<u>Attendance</u>				
General Museum Attendance	6,213	6,079	7,860	7,645
Concerts, Student Recitals	1,156	1,270	1,300	1,320
Private Rentals	13,475	14,190	14,200	14,400
Art Group Activity	1,428	1,404	1,400	1,400
Volunteer Activity	2,497	1,869	2,500	2,525
Community Outreach	399	5,000	5,500	3,000
Meetings/Appointments	<u>2,444</u>	<u>2,353</u>	<u>2,400</u>	<u>2,500</u>
Total Attendance	27,612	32,165	35,160	32,790
 <u>Charles Allis</u>				
<u>Attendance</u>				
General Museum Attendance*	18,989	20,610	21,000	18,500
Concerts, Student Recitals	1,236	1,912	1,950	1,750
Private Rentals	3,026	5,005	5,005	5,000
Art Group Activity	711	1,383	1,000	1,250
Volunteer Activity	1,532	1,531	1,700	1,650
Community Outreach	4,766	15,000	13,000	5,000
Meetings/Appointments	<u>1,902</u>	<u>2,220</u>	<u>2,200</u>	<u>2,200</u>
Total Attendance	32,162	47,661	45,855	35,350

* General attendance reflects potential loss of over 2,500 visitors during the Morning Glory Art Fair. The fair has relocated to the Marcus Center for the Performing Arts.

ADOPTED 2003 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 within 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, 12-week Rainbow Summer Festival at Peck Pavilion and KidZ Stage Children's programming.

BUDGET SUMMARY			
	<u>2001 Actual</u>	<u>2002 Budget</u>	<u>2003 Budget</u>
Property Tax Levy Contribution to Marcus Center for the Performing Arts	\$ 1,600,000	\$ 1,600,000	\$ 1,600,000

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.

OUTCOMES MEASURES			
	Outcomes	Indicators	Targets
1.	The Marcus Center will positively impact Milwaukee County's quality of life through making the performing arts available to Milwaukee County residents.	a. Number of Milwaukee County households, by zip code, who attend Marcus Center events. b. Number and type of organizations that utilize the facility.	a. Increase patronage by Milwaukee County households in low attendance zip code areas. b. Increase the diversity in groups attending and/or using the facility.
2.	The Marcus Center will maintain a successful public/private partnership with Milwaukee County.	a. Annual fiscal performance. b. Level of customer satisfaction with the facility. c. Ability to generate earned, contributed and sponsorship income to meet needs.	a. Maintain a balanced budget. b. 85%+ customer satisfaction. c. Maintain usage throughout 12 months of the year and increase non-performance use of its spaces.

ADOPTED 2003 BUDGET

DEPT: MARCUS CENTER FOR THE PERFORMING ARTS

UNIT NO. 1916

FUND: General - 0001

OUTCOMES MEASURES			
	Outcomes	Indicators	Targets
3.	Milwaukee County's quality of life is enhanced through Marcus Center's diverse offerings of arts and entertainment in a variety of ticket price ranges.	a. Variety of types of performing arts offerings. b. Number of free programming events. c. Number of complimentary tickets. d. Number of participants in rent discount program.	a. Maintain diverse types of programming. b. Provide free programming for children four days per week at summer KidZStage and present the 12-week Rainbow Summer Festival. c. Establish complimentary ticket program and baseline data. d. Maintain a rent discount for 12 small local arts groups.
4.	Milwaukee County's economy is positively impacted by the Marcus Center.	a. Amount of sales tax proceeds generated by the Center. b. Amount of rental income and additional salaries for local employees generated by Center's programming of Broadway touring shows.	a. Generate a minimum of \$500,000 in sales tax proceeds annually. b. Maintain a minimum of \$500,000 in annual salaries for additional employees and the Center will maintain a minimum of \$100,000 annually from Broadway hall rentals.

BUDGET HIGHLIGHTS

- 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 provides 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.
- All departments are directed to revise their Outcomes Measures to reflect their 2003 budgeted resources, if changes are needed, consistent with the Milwaukee County Mission and Vision statements. Each department shall report its Outcomes Measures directly to the County Board by March 1, 2003.

ACTIVITY AND STATISTICAL SUMMARY						
	2001 Actual		2002 Budget		2003 Budget	
	<u>Events</u>	<u>Attend.</u>	<u>Events</u>	<u>Attend.</u>	<u>Events</u>	<u>Attend.</u>
All Events Public & Private	3,403	848,491	3,007	798,500	3,400	850,000

ADOPTED 2003 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, Wisconsin Statutes, funding for a land information office, modernization of land records and the Wisconsin Land Information Program and Board is collected via a seven-dollar surcharge on the County's existing four dollar Recording Fee. Four dollars of the additional seven-dollar 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 seven-dollar surcharge is also retained locally and specifically designated for expenditures associated with land records modernization initiatives promulgated by the WLIB, also within guidelines established by the WLIB. Two dollars of the additional seven-dollar surcharge are forwarded to the WLIB. (No portion of the four dollar and one dollar surcharges are available for general County purposes.) Assuming the State does not make changes to existing legislation, the \$1 and \$2 components of the \$7 surcharge will no longer be collected, effective September 1, 2003, due to changes made to Section 59.72 by 1997 Wisconsin Act 27. The \$4 surcharge is unaffected by these changes. The County continues to retain its four dollar 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				
	2001 <u>Actual</u>	2002 <u>Budget</u>	2003 <u>Budget</u>	2002/2003 <u>Change</u>
Services	\$ 787,620	\$ 999,000	\$ 999,000	\$ 0
County Service Charges	0	1,000	1,000	0
Abatements	(1,529)	0	0	0
Total Expenditures	\$ 786,091	\$ 1,000,000	\$ 1,000,000	\$ 0
Encumbrances	0	0	0	0
Total Expenditures & Encumbrances	786,091	1,000,000	1,000,000	0
State Grants	325,997	250,000	150,000	(100,000)
Sewer District & Utility Contributions	0	0	0	0
Recording Fee Surcharge	816,945	750,000	850,000	100,000
Total Revenue	\$ 1,142,942	\$ 1,000,000	\$ 1,000,000	\$ 0
Contribution to Reserve Account	356,851	0	0	0
Property Tax Levy	\$ 0	\$ 0	\$ 0	\$ 0

BUDGET HIGHLIGHTS

- This appropriation provides 2003 expenditure authority of \$1,000,000 for the Automated Land Information System. Revenue of \$720,000 is projected to be collected from the four-dollar surcharge collected by the Register of Deeds earmarked for land information modernization by

Section 59.72(5) of the Wisconsin Statutes and \$130,000 is projected to be collected from the one-dollar surcharge, also covered under Section 59.72(5) Wisconsin Statutes. An additional \$150,000 is expected to result from grants to be awarded to the County by the

ADOPTED 2003 BUDGET

DEPT: MILWAUKEE COUNTY AUTOMATED LAND INFORMATION SYSTEM

UNIT NO. 1923

FUND: General - 0001

Wisconsin Land Information Board (WLIB). Contributions to this project from the private utilities, Ameritech, Wisconsin Electric and Wisconsin Gas, of \$520,000 each, were completed in 1994. A contribution from the Milwaukee Metropolitan Sewerage District, also in the amount of \$520,000, was completed in 2000. Milwaukee County is not required to provide tax levy support.

- Expenditure authority of \$1,000,000 is comprised of \$938,000 to continue to develop the automated base map and parcel-based land information system as provided for in the plan approved by the County Board; \$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 59.60, Wisconsin Statutes; \$1,000 to obtain subdivision and map survey prints from the Register of Deeds; and \$1,000 for meeting and travel expenses. All of these amounts are unchanged from 2002.
- With the exception of that portion of the County comprised of the City of Milwaukee, work on the initial digital base map was largely completed by the end of 1998. By the end of 1999, work on the creation of a street address and real property parcel database linked to the digital maps was also completed, again for that portion of the County outside the City of Milwaukee. Also during 1999, activities related to an ongoing maintenance effort were initiated to ensure that the automated base map is kept up-to-date for that portion of the County outside the City of

Milwaukee. These activities continued during 2000, 2001, and 2002.

- During 1999, an update and extension of the County Land Records Modernization Plan was prepared and submitted to the Wisconsin Land Information Board (WLIB) in accordance with program requirements. The preparation of the updated Land Records Modernization Plan was needed to maintain County eligibility to retain Register of Deeds filing fees and to continue to receive grants under the provisions of the Wisconsin Land Information Program. The updated and extended plan was approved by the WLIB during 2000.
- The automated mapping base is to be enhanced by the creation of additional layers of information useful to County and local government. For example, during 2000, a digital land use mapping layer was completed. During 2002, an integrated set of administrative, legislative, and statistical area boundary overlay maps was completed. The preparation of a flood plain layer was initiated in 2001. This work continued during 2002 and will continue during 2003 and 2004.
- During 2000, a major multi-year project to integrate the existing City of Milwaukee digital cadastral mapping into the County-wide system was initiated. This effort, which will continue during 2003, will require two to three additional years to complete and will require a total expenditure of between \$1,500,000 and \$2,000,000.

ADOPTED 2003 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>2002 Budget</u>	<u>2003 Budget</u>	<u>2002/2003 Change</u>
<u>Expenditures</u>			
Offset to Service Departments Charges	\$ (33,859,514)	\$ (33,800,046)	\$ 59,468
<u>Revenues</u>			
Offset to Service Departments Revenue	\$ (33,492,980)	\$ (33,800,046)	\$ (307,066)
Property Tax Levy	\$ (366,534)	\$ 0	\$ 366,534

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.

\$ (33,800,046) of expenditure and revenue offsets reflects the charges from the following departments to other County departments:

BUDGET SUMMARY			
<u>Organizational Unit</u>	<u>2002 Budget</u>	<u>2003 Budget</u>	<u>2002/2003 Change</u>
1150 DAS-Risk Management	\$ (5,375,068)	\$ (5,404,069)	\$ (29,001)
5070 DPW-Transportation Services	(2,852,851)	(3,399,665)	(546,814)
5080 DPW-Arch/Eng & Envir Services	(6,753,646)	(6,571,728)	181,918
5300 DPW-Fleet Management	(11,517,916)	(11,424,341)	93,575
5700 DPW-Facilities Management	(6,993,499)	(7,000,243)	(6,744)
Subtotal	\$ (33,492,980)	\$ (33,800,046)	\$ (307,066)
Allowance for Undistributed Crosscharges	(366,534)	0	366,534
Total	\$ (33,859,514)	\$ (33,800,046)	\$ 59,468

ADOPTED 2003 BUDGET

DEPT: PERSONAL SERVICES LUMP-SUM REDUCTION

UNIT NO. 1932
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			
	2001 <u>Actual</u>	2002 <u>Budget</u>	2003 <u>Budget</u>
Personal Services Lump-sum Reduction	\$ (1,000,000)	\$ (234,000)	\$ 0

BUDGET HIGHLIGHTS

The 2001 budget included a County-wide Personal Services lump-sum expenditure and tax levy reduction of \$1,000,000 to be achieved where funded positions became vacant during the year.

The 2002 budget included a Personal Services lump-sum expenditure and tax levy reduction of \$234,000 to reflect a reduction in bonuses for Executive Compensation Plan (ECP) employees from four percent to two percent. ECP employees at the top step of their pay grade were allowed a performance award bonus up to four percent. The Department of Administration was directed to allocate the Personal Services lump-sum reduction during 2002 to those departments with ECP employees eligible for performance award bonuses resulting in the savings.

On March 21, 2002, the County Board adopted a resolution (File 02-182) providing for mid-year budget reductions and expenditure freezes, including elimination of any ECP step advancements and ECP performance awards (bonuses).

For 2003, no Personal Services lump-sum reduction is included in this non-departmental budget. It should be noted, however, that the 2003 Budget reflects a zero wage increase, plus a salary reduction equal to three percent (3%), for all County managers in the Executive Compensation Plan (ECP). For 2003, all personal service contracts with ECP employees are eliminated, including the provision for 90-day notice upon termination. Salaries of constitutional officers are not affected by this policy. In addition, the 2003 Budget reflects a zero wage increase for all non-represented County employees with salaries of \$50,000 or more.

ADOPTED 2003 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			
	<u>2001 Actual</u>	<u>2002 Budget</u>	<u>2003 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 2003 budget are based upon the 2003 Cost Allocation Plan. The 2003 Plan uses 2001 actual costs as its basis and includes a carryover provision for the difference between the 2001 Plan (which was based on 1999 actual costs) and 2001 actual costs. Reflecting the 2001 carryover in the 2003 budget increases charges to those departments that were undercharged in 2001 and reduces charges to those departments that were overcharged in 2001.

The Central Service Allocation for 2003 reflects the prorated cost for the following services:

Organizational Name	Org. Number	2002 Budget	2003 Budget	2002/2003 Change
DAS-Human Resources	1140	\$ 3,738,512	\$ 3,802,926	\$ 64,414
Department of Audit	1001	1,406,719	1,509,004	102,285
DAS-Procurement	1152	1,239,317	1,049,742	(189,575)
DAS-Accounts Payable	1159	770,173	750,320	(19,853)
County Treasurer	3090	454,946	673,035	218,089
DAS-Payroll	1187	871,448	273,610	(597,838)
Labor Relations	1135	465,142	593,026	127,884
County-Wide Audit		219,250	231,546	12,296
Carryover		1,775,464	611,908	(1,163,556)
DAS-Accounting	1158	896,530	596,284	(300,246)
DAS-Budget	1157	798,877	893,874	94,997
TOTAL		\$ 12,636,378	\$ 10,985,275	\$ (1,651,103)

ADOPTED 2003 BUDGET

DEPT: CHARGES TO OTHER COUNTY ORGANIZATION UNITS

UNIT NO. 1935

FUND: General - 0001

ALLOCATION SUMMARY				
		2002	2003	2002/2003
		<u>Budget</u>	<u>Budget</u>	<u>Change</u>
1000	County Board	\$ 61,755	\$ 49,255	\$ (12,500)
1011	County Executive - General Office	16,900	9,648	(7,252)
1018	DAS - Office for Persons w/Disabilities	8,911	9,533	622
1020	County Board - Intergovernmental Relations	5,552	6,325	773
1021	County Executive - Veterans Service	10,774	9,759	(1,015)
1130	Corporation Counsel	28,325	29,512	1,187
1040	County Executive - Disadvantaged Business Dev	5,411	11,579	6,168
1150	DAS- Risk Management	33,298	48,028	14,730
1151	DAS - Administration and Fiscal Affairs Division	189,904	12,425	(177,479)
1160	DAS - Information Management Services Division	181,661	238,976	57,315
1180	DAS - Economic Development Division	15,081	12,728	(2,353)
1190	DAS - Housing and Community Development Div	53,666	17,276	(36,390)
2000	Combined Court Related Operations	560,629	585,600	24,971
2430	Department of Child Support	256,918	243,593	(13,325)
3010	Election Commission	11,204	9,597	(1,607)
3270	County Clerk	18,509	19,148	639
3400	Register of Deeds	45,012	46,332	1,320
4000	Sheriff	1,257,970	1,112,644	(145,326)
4300	House of Correction	892,130	748,144	(143,986)
4500	District Attorney	258,771	228,548	(30,223)
4900	Medical Examiner	51,771	47,843	(3,928)
5040	DPW - Airport Division	352,210	374,070	21,860
5070	DPW - Transportation Services Division	70,513	65,196	(5,317)
5080	DPW - Professional Services Division	355,756	141,033	(214,723)
5100	DPW - Highway Maintenance Division	215,114	161,403	(53,711)
5300	DPW - Fleet Management Division	305,294	274,930	(30,364)
5600	Milwaukee County Transit/Paratransit System	257,569	375,359	117,790
5700	DPW - Facilities Management Division	395,619	391,267	(4,352)
5800	DPW - Administration Division	26,400	29,068	2,668
6300	DHHS - Behavioral Health Division	1,692,456	1,549,750	(142,706)
7200	DHHS - County Health Related Programs Division	302,567	190,636	(111,931)
7900	Department on Aging	448,220	484,331	36,111
8000	Department of Health and Human Services	2,281,079	1,707,755	(573,324)
9000	Parks Department	1,417,684	1,224,303	(193,381)
9500	Zoo	546,134	519,681	(26,453)
9910	University Extension Service	5,611	0	(5,611)
	Total Charges to Other Organizational Units	\$ 12,636,378	\$ 10,985,275	\$ (1,651,103)

ADOPTED 2003 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			
	<u>2001 Actual</u>	<u>2002 Budget</u>	<u>2003 Budget</u>
<u>Expenditures</u>			
Operating Budget Expenditures	\$ 2,365,000	\$ 3,357,936	\$ 1,388,523
Capital Budget Expenditures	875,000	350,000	0
Total Potawatomi Expenditures	\$ 3,240,000	\$ 3,707,936	\$ 1,388,523
<u>Revenues</u>			
Operating Budget Revenues	\$ 2,486,342	\$ 3,357,936	\$ 3,900,000
Capital Budget Revenues	875,000	350,000	0
Total Potawatomi Revenues	\$ 3,361,342	\$ 3,707,936	\$ 3,900,000
Property Tax Levy	\$ (121,342)	\$ 0	\$ (2,511,477)

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 2003, Potawatomi Revenue is budgeted at a total of \$3,900,000, 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. The allocation of Potawatomi revenues 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 2003 BUDGET**DEPT: POTAWATOMI REVENUE****UNIT NO. 1937**
FUND: General - 0001

Potawatomi Revenue Allocation	
Program/Service	Amount of Offset
Targeted Case Management	\$ 337,203
AODA Voucher Treatment Program	500,000
DHHS-Disabilities Services Division	350,000
First Time Juvenile Offenders Program	191,320
Milwaukee County Commission on Youth	10,000
TOTAL	\$ 1,388,523

DHHS-Behavioral Health Division (Org. 6300)**\$337,203 – Targeted Case Management**

\$337,203 is allocated to support continued operation of the County-staffed Targeted Case Management program for 2003.

\$500,000 – Alcohol and Other Drug Abuse (AODA)

\$500,000 is allocated to support Alcohol and Other Drug Abuse (AODA) treatment through the Non-TANF AODA Voucher System.

Department of Health and Human Services (Org. 8000)**\$350,000 – Disabilities Service Division**

\$350,000 is allocated for actions to address lengthy waiting lists for persons with developmental disabilities who are seeking community-based care and services. This appropriation will enable the Division to draw down an additional \$525,000 in Federal Matching funds for a total of \$875,000. The

Division shall analyze the waiting list situation and develop a proposal for utilizing the \$350,000 to help address this problem. Options to be considered include rate increases for providers in order to ensure that existing adult family homes and community-based residential facilities remain fiscally solvent and/or actions that will result in an increased number of slots and providers in the community. The Division shall consult with Milwaukee disability advocates and organizers in formulating this proposal and shall present its proposal to the County Board for approval during the March 2003 committee cycle.

\$191,320 – First Time Juvenile Offenders Program

\$191,320 is allocated to support the programming of the Delinquency and Court Services Division's First Time Juvenile Offenders Program.

\$10,000 – Commission on Youth

\$10,000 is allocated to fund the activities of the Milwaukee County Commission on Youth for 2003.

ADOPTED 2003 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

Administration may transmit an estimate of funds required as an appropriation for contingencies.

BUDGET SUMMARY			
	2001 <u>Budget</u>	2002 <u>Budget</u>	2003 <u>Budget</u>
Expenditures	\$ 5,500,000	\$ 5,417,022	\$ 6,417,022
Revenues	0	0	2,000,000
Property Tax Levy	\$ 5,500,000	\$ 5,417,022	\$ 4,417,022

Contingency Appropriation Analysis

	<u>2000</u>	<u>2001</u>
Adopted Appropriations	\$ 4,576,194	\$ 5,500,000
Transfers In	47,381	19,335
Transfer Out	(3,930,420)	(3,821,779)
Year-End Balance	\$ 693,155	\$ 1,697,556

BUDGET COMPARED TO APPROPRIATION TRANSFERS

<u>Year</u>	<u>Adopted Budget</u>	<u>Appropriation Transfers Out</u>
1992	\$ 3,000,000	\$ 2,048,829
1993	2,762,252	2,616,635
1994	4,000,000	1,115,141
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	4,650,035 *
Mean (1992/2002)	\$ 4,173,032	\$ 2,759,201

*Transfers out through December of 2002

ADOPTED 2003 BUDGET

DEPT: APPROPRIATION FOR CONTINGENCIES

UNIT NO. 1945
FUND: General - 0001

BUDGET HIGHLIGHTS

- Appropriation for Contingencies expenditures for 2003 total \$6,417,022, an increase of \$1,000,000 over 2002. Included in this amount is \$2,000,000 funded with land sales revenue and specifically earmarked to offset the cost of retiree sick leave payments in 2003. If this amount of land sales revenue is not realized, in addition to the \$4,000,000 of land sales revenue budgeted in the Economic Development Division (Org. 1180), departments will absorb the cost of retiree sick leave payments for 2003.
- For 2003 and beyond, it shall be the policy of Milwaukee County that any new or unanticipated revenue that is actually received in 2003 which is not identified in the 2003 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 2003 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.

ADOPTED 2003 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				
	2001 Actual*	2002 Budget	2003 Budget	2002/2003 Change
Health Benefits-Hospital, Professional, Major Medical & Dental	\$ 69,619,600	\$ 77,163,449	\$ 80,601,606	\$ 3,438,157
Employee Group Life Insurance	1,758,717	1,449,666	1,500,598	50,932
Unemployment Compensation	(140,090)	0	0	0
Annuity - County Mandatory Contribution	565,861	525,000	496,375	(28,625)
Retirement System Contribution-OBRA	0	274,972	279,727	4,755
Retirement System Contribution	2,350,094	0	15,003,841	15,003,841
Medicare Reimbursement to Retired Employees	2,898,726	3,320,970	3,714,216	393,246
Benefit Abatement	72,852,762	0	0	0
Health Benefits - Consultant Fees	445,458	183,833	183,833	0
Local Transportation (Transit Pass Program)	271,496	316,800	302,400	(14,400)
Other Contributions	0	350,000	1,477,000	1,127,000
Total Expenditures	\$ 150,622,624	\$ 83,584,690	\$ 103,559,596	\$ 19,974,906
Abatements	72,852,762	75,711,713	96,182,832	20,471,119
Revenue	7,700,466	7,872,977	7,526,764	(346,213)
Property Tax Levy	\$ 70,069,396	\$ 0	\$ (150,000)	\$ (150,000)

* The 2001 actuals in departments were adjusted to reflect the cost of fringe benefits. However, fringe benefit costs were housed in the 1950 budget and therefore found here.

OUTCOMES MEASURES			
	Outcomes	Indicators	Targets
1.	Milwaukee County's fringe benefits package is attractive to potential new recruits, and sufficient to retain existing employees.	a. Milwaukee County's benefits package as compared to those offered by other major public employers.	a. Milwaukee County's benefits package is at a level equal to those offered by other major public employers.
2.	The cost of the fringe benefits package provided by Milwaukee County is reasonable.	a. Milwaukee County's benefit plan cost increase in relationship to regional public employer average.	a. Limit benefit plan's annual fiscal increase to regional public employer average.

The Department of Audit is directed to provide monthly reports for the first quarter of 2003 and quarterly reports thereafter unless otherwise determined, regarding the projected surplus/deficit in the Employee Health Benefits account.

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

ADOPTED 2003 BUDGET**DEPT: EMPLOYEE FRINGE BENEFITS****UNIT NO. 1950****FUND: General - 0001**

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."

All departments are directed to revise their Outcomes Measures to reflect their 2003 budgeted resources, if changes are needed, consistent with the Milwaukee County Mission and Vision statements. Each department shall report its Outcomes Measures directly to the County Board by March 1, 2003.

5403 - Health Benefits - Hospital, Professional, Major Medical and Dental Expense

Increase \$3,438,157, from \$77,163,449 to \$80,601,606

This appropriation provides for the cost of the following health benefits:

	2002	2003	
	<u>Budget</u>	<u>Budget</u>	<u>Change</u>
Basic Health Benefits, Including Major Medical	\$ 46,749,761	\$ 46,731,193	\$ (18,568)
Mental Health/Substance Abuse/EAP Carve-Out	1,218,382	1,187,831	(30,551)
Health Maintenance Organizations (HMO)	23,315,967	26,589,693	3,273,726
County Dental Plan	1,727,889	1,662,310	(65,579)
Dental Maintenance Organizations (DMO)	1,581,313	1,665,951	84,638
Administrative Expense	2,380,637	2,569,628	188,991
Employee Health Plan Waiver	189,500	195,000	5,500
Contributions * (Active, Retired, COBRA)	0	0	0
Total Health Benefit Cost	\$ 77,163,449	\$ 80,601,606	\$ 3,438,157

*** Contributions (employee, retiree, COBRA, etc.) totaling \$7,254,764, which are now reflected as revenue, will partially offset the increase in this object for 2003.**

- Funding within the fringe benefits budget for employee and retiree health care costs has been reduced by \$10 million from the requested \$12.4 million increase over 2002. This reduction is based on a new model for providing health care for employees and retirees and agreements with health care providers within this model. Cooperative efforts between management, employees and unions are necessary to achieve this reduction and assure that reasonable increases in health care costs will be achieved in future years. The Department of Audit is directed to provide monthly reports for the first quarter of 2003 and quarterly reports thereafter, unless otherwise determined, regarding the projected surplus/deficit in the Employee Health Benefits account.
- A revenue appropriation of \$150,000 is made to take into account discounted medical services to be provided by St. Luke's Medical Center in accordance with a Memorandum of Understanding (MOU) approved by the County Board in July 2002, resulting in a tax levy decrease of \$150,000 in the Employee Fringe Benefits budget. This decrease is totally offset by an expenditure increase in the Department of Parks, as follows: \$50,000 for the development of a Golf Course Master Plan and \$100,000 for assessing water quality in all Milwaukee County lagoons, State and Federal matching grants for water quality improvement, development of a lagoon management plan, and implementing water quality projects with any remaining funds. Funds will be expended for either the Master Plan or water quality assessment as reimbursements for discounted medical services accrue.

ADOPTED 2003 BUDGET**DEPT: EMPLOYEE FRINGE BENEFITS****UNIT NO. 1950**
FUND: General - 0001

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>
1997	\$ 49,588,142	\$ 49,916,064	5.6
1998	\$ 47,549,358	\$ 50,339,991	0.8
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

5404 - Employee Group Life Insurance

Increase \$50,932, from \$1,449,666 to \$1,500,598

The group life insurance appropriation is based on the coverage amount, which in turn is based on employees' salaries. For 2003, employee group life insurance costs increase \$50,932, from \$1,449,666 to \$1,500,598.

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>
1997	\$ 1,538,082	\$ 1,467,621	(5.4)
1998	\$ 1,597,324	\$ 1,334,750	(9.1)
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)

5405 - Annuity - County Mandatory Contribution

Decrease \$28,625, from \$525,000 to \$496,375

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:

<u>Year</u>	<u>Budget</u>	<u>Actual</u>	<u>Actual % Change</u>
1997	\$ 800,000	\$ 778,647	(7.2)
1998	\$ 781,875	\$ 745,087	(4.3)
1999	\$ 650,000	\$ 700,686	(6.0)
2000	\$ 650,000	\$ 629,279	(10.2)
2001	\$ 525,000	\$ 565,861	(10.1)

ADOPTED 2003 BUDGET**DEPT: EMPLOYEE FRINGE BENEFITS****UNIT NO. 1950****FUND: General - 0001****5406 – Retirement System Contribution – OBRA**

Increase \$4,755, from \$274,972 to \$279,727

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 2002 OBRA contribution was \$274,972. For 2003, the contribution to the OBRA Retirement System is \$279,727, an increase of \$4,755.

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>
1997	\$ 167,688	\$ 167,688	35.2
1998	\$ 218,196	\$ 218,196	30.1
1999	\$ 209,152	\$ 209,152	(4.1)
2000	\$ 229,359	\$ 229,359	9.7
2001	\$ 250,094	\$ 250,094	9.0

5409 - Retirement System Contribution

Increase \$15,003,841, from \$0, to \$15,003,841

The 2002 adopted budget did not include a lump sum for the Retirement System Contribution. For 2003, an appropriation of \$15,003,841 is included for the Retirement System Contribution. Assumption changes recommended by the actuary for 2003 include changing the assumed backdrop usage from 25% to 50%, with the average backdrop period changed from three to four years, and adjusting census to recognize the unanticipated large number of retirements during the first three months of 2002. In addition, effective January 1, 2003, the final average salary for members (excluding Deputy Sheriffs) hired on or after January 1, 1982, is redefined as the average annual compensation for the highest three consecutive calendar years.

- The 2003 pension contribution of \$15 million is less than the amount recommended by the Pension Board and its actuary. It represents, however, a \$15 million increase over the 2002 budgeted amount. The \$15 million contribution is included with the understanding that this will be the base amount contributed by the County for the next five years. This level of commitment will allow the County to better evaluate the funding commitment needed for the pension system and assess the impact of market forces over a longer and, hopefully, more stable time period. While it is committed that this will be the base amount of funding provided, additional funding will be provided in future years if the County has the means to provide such increased funding and it is shown that increased funding will be needed over the long term, i.e., five or more years in the future.

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>
1997	\$ 12,163,437	\$ 12,163,437	(31.4)
1998	\$ 10,071,720	\$ 10,071,720	(17.2)
1999	\$ 2,055,950	\$ 2,055,950	(79.6)
2000	\$ -	\$ -	(100.0)
2001	\$ -	\$ 2,100,000	100.0

ADOPTED 2003 BUDGET

DEPT: EMPLOYEE FRINGE BENEFITS

UNIT NO. 1950
FUND: General - 0001

5416 - Medicare Reimbursement to Retired Employees

Increase \$393,246, from \$3,320,970 to \$3,714,216

This account provides for County payment of the Medicare Part B premium for 5,116 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 2003 rate will increase by 12% to \$60.50 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>
1997	\$ 3,061,152	\$ 2,499,614	3.3
1998	\$ 2,693,275	\$ 2,484,181	(0.6)
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

6148 - Health Benefits - Consultant Fees

No change from \$183,833

An appropriation of \$183,833 is included to retain outside consultants to assist DAS-DHR staff in actuarial analysis, ad hoc reporting, requests for proposal, contract/rate negotiations, and implementation of major revisions to the Benefits Plan.

6804 - Local Transportation (Transit Pass Program)

Decrease \$14,400, from \$316,800 to \$302,400

An appropriation of \$302,400 is included to cover the continuation of the County's corporate transit pass program. The County, as the employer, purchases quarterly passes for \$120 each, while the employee reimburses the County \$30 per quarter through payroll deduction. Approximately 600 bus passes were sold to County employees in 2002, resulting in a reduction of \$14,400 for this purpose in 2003.

8299 - Other Contributions

Increase \$1,127,000, from \$350,000 to \$1,477,000

Costs associated with the County's obligation to United Regional Medical Services in the amount of \$1,477,000 for pension-related expenses from the closure of John L. Doyme Hospital are again included in this budget for 2003. These expenditures are partially offset by \$50,000 in anticipated revenue.

ADOPTED 2003 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			
	<u>2001 Actual</u>	<u>2002 Budget</u>	<u>2003 Budget</u>
Federated Library System	\$ 66,654	\$ 66,641	\$ 66,654

The 2003 budget appropriation of \$66,654 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.

MISSION

The mission of the Milwaukee County Federated Library System (MCFLS) shall be to assume a leadership role in facilitating cooperation among its 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.

OUTCOMES MEASURES			
	Outcomes	Indicators	Targets
1.	Milwaukee County residents enjoy high level of library services.	a. Number of items accessible. b. Number of libraries accessible. c. Number of registered borrowers. d. Number of items circulated.	a. 4.5 million b. 27 c. 575,000 d. 7,800,000
2.	Milwaukee County library citizens utilize computer technology in order to access enhanced library services.	a. Number of electronic searches conducted by users in library buildings. b. Number of electronic searches conducted by users from remote (non-library) locations (home, office, school, etc.). c. Number of remote user-placed requests. d. Number of user self-renewed items.	a. 4,800,000 b. 1,200,000 c. 200,000 d. 100,000

BUDGET HIGHLIGHTS

All departments are directed to revise their Outcomes Measures to reflect their 2003 budgeted resources, if changes are needed, consistent with the Milwaukee County Mission and Vision

statements. Each department shall report its Outcomes Measures directly to the County Board by March 1, 2003.

ADOPTED 2003 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			
	2001 <u>Actual</u>	2002 <u>Budget</u>	2003 <u>Budget</u>
Milwaukee County Fund for the Arts	\$ 550,000	\$ 550,000	\$ 495,000

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.

OUTCOMES MEASURES			
	Outcomes	Indicators	Targets
1.	The community has greater access to a full range of arts and cultural experiences through County funding that enhances management capacity and/or sustains artistic growth of art organizations and artists.	a. Number of people attending performances and events of Milwaukee County Fund for the Arts funded agencies. b. Percent of agencies offering education and free programs.	a. Establish baseline. b. 100%.

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.

ADOPTED 2003 BUDGET**DEPT:** MILWAUKEE COUNTY FUND FOR THE ARTS**UNIT NO.** 1974**FUND:** General - 0001**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.

Community Cultural Events Program		
<u>Agency</u>	2001 <u>Allocations</u>	2002 <u>Allocations</u>
City Ballet	\$ 5,500	\$ 5,000
Ko-Thi Dance Company	7,500	7,500
Latino Arts, Inc. (Friends of the Hispanic Community)	7,000	7,500
Milwaukee High School Theater Festival	4,500	5,000
Milwaukee Inner City Arts Council	8,000	7,500
Milwaukee Public Theater	5,000	5,500
Walker's Point Center	4,000	4,000
Community Programming*	<u>33,000</u>	<u>30,000</u>
TOTAL	\$ 74,500	\$ 72,000

* The 2001 and 2002 allocations were for programming at Washington and Humboldt Parks.

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.

Matching Grants Program		
<u>Expenditures</u>	2001 <u>Grants</u>	2002 <u>Grants</u>
African American Children's Theatre	\$ 0	\$ 3,000
Artist Series at the Pabst	10,554	10,289
Bel Canto Chorus	10,349	7,932
Boulevard Ensemble	2,000	3,000
City Ballet	6,786	7,347
Civic Music Association	4,238	4,277
Concord Chamber Orchestra	1,563	2,027
Dance-Sing	5,277	5,071
Danceworks	7,195	9,608
First Stage Milwaukee	14,114	14,517
Florentine Opera Company	28,952	24,287
Foothold	1,936	2,904

ADOPTED 2003 BUDGET

DEPT: MILWAUKEE COUNTY FUND FOR THE ARTS

UNIT NO. 1974

FUND: General - 0001

Matching Grants Program		
Expenditures (continued)	2001 Grants	2002 Grants
Ko-Thi Dance Company	\$ 11,011	\$ 10,547
Latino Arts (Friends of Hispanic Community)	10,126	9,737
Milwaukee Ballet	34,873	35,032
Milwaukee Chamber Orchestra	9,426	6,362
Milwaukee Chamber Theatre	13,504	12,410
Milwaukee Children's Choir	0	1,500
Milwaukee Children's Theatre	4,427	3,090
Milwaukee Dance Theatre	3,988	4,579
Milwaukee Inner City Arts Council	4,832	3,929
Milwaukee Public Theatre	8,584	10,337
Milwaukee Repertory Theater	45,364	50,691
Milwaukee Symphony Orchestra	108,582	109,078
Milwaukee Youth Symphony	11,173	12,100
Modjeska Youth Theatre Company	1,500	4,500
Music in the Park	4,000	0
Musical Offering, Ltd.	1,500	2,600
Next Act Theater	10,839	7,871
Present Music	8,284	10,788
Renaissance Theatreworks	5,324	5,986
Skylight Opera Theater	18,988	19,260
Theater X	7,879	8,546
Walker's Point Theater for the Arts	6,077	6,132
Wild Space Dance Company	6,631	7,220
Woodland Pattern	9,294	10,001
TOTAL	\$ 439,170	\$ 446,555

(2) Artistic Development Program

Under this program, project grants and technical assistance are provided to individual artists and art organizations which are not served by a major fund drive or a community organization which sponsors arts programs and is currently using criteria established by the Milwaukee Arts Foundation.

Foundation to administer Milwaukee County's performing and visual arts fund under guidelines approved by the County Board of Supervisors.

Expenditures	2001 Actual	2002 Allocated
Milwaukee Foundation	\$38,000	\$38,000
Total Arts Funding*	\$566,670	\$566,555

* Includes State regranting funds of \$16,670 for 2001 and \$16,555 for 2002.

BUDGET HIGHLIGHTS

- Due to fiscal constraints, the budget decreases \$55,000, from \$550,000 to \$495,000.

Expenditures	2001 Actual	2002 Allocated
Individual Artists	\$15,000	\$10,000

III. Administrative Services

The County Board of Supervisors has entered into an agreement with the Milwaukee

ADOPTED 2003 BUDGET

DEPT: MILWAUKEE COUNTY FUND FOR THE ARTS

UNIT NO. 1974
FUND: General - 0001

- All departments are directed to revise their Outcomes Measures to reflect their 2003 budgeted resources, if changes are needed, consistent with the Milwaukee County

Mission and Vision statements. Each department shall report its Outcomes Measures directly to the County Board by March 1, 2003.

ADOPTED 2003 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			
	<u>2002 Budget</u>	<u>2003 Budget</u>	<u>2002/2003 Change</u>
Expenditures	\$ (11,822,186)	\$ (12,875,591)	\$ (1,053,405)
Revenues	5,937,617	5,908,785	(28,832)
Property Tax Levy	\$ (17,759,803)	\$ (18,784,376)	\$ (1,024,573)

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 \$500 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 for 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 and, 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 2003 compared to 2002, the amount of depreciation in 2003 compared to 2002 and, finally, the combination of these two entries which determines the tax levy amount for this non-departmental budget.

ADOPTED 2003 BUDGET

DEPT: CAPITAL OUTLAY/DEPRECIATION CONTRA

UNIT NO. 1985

FUND: General - 0001

Org.	Department Name	2002 Capital Outlay	2003 Capital Outlay	2002/2003 Change
1150	DAS-Risk Management	\$ 0	\$ 0	0
1160	DAS-IMSD	45,000	60,000	15,000
5040	DPW-Airport	295,200	352,000	56,800
5070	DPW-Transportation Services	52,054	78,340	26,286
5080	DPW-Arch. Eng. Environ. Services	6,000	6,369	369
5300	DPW-Fleet Management	44,000	27,600	(16,400)
5600	DPW-Transit/Paratransit	768,000	456,500	(311,500)
5700	DPW-Facilities Management	150,000	55,000	(95,000)
6300	DHHS-Behavioral Health Division	127,858	19,095	(108,763)
TOTAL		\$ 1,488,112	\$ 1,054,904	\$ (433,208)

Org.	Department Name	2002 Depreciation Contra	2003 Depreciation Contra	2002/2003 Change
1150	DAS-Risk Management	\$ (17,891)	\$ (18,919)	(1,028)
1160	DAS-IMSD	(3,386,851)	(3,251,091)	135,760
5040	DPW-Airport	(6,019,617)	(6,450,000)	(430,383)
5070	DPW-Transportation Services	(24,310)	(14,326)	9,984
5080	DPW-Arch. Eng. Environ. Services	(52,461)	(67,146)	(14,685)
5300	DPW-Fleet Management	(2,977,608)	(2,774,588)	203,020
5600	DPW-Transit/Paratransit	(1,823,000)	(2,358,000)	(535,000)
5700	DPW-Facilities Management	(2,829,215)	(3,189,490)	(360,275)
6300	DHHS-Behavioral Health Division	(1,029,163)	(913,361)	115,802
TOTAL		\$ (18,160,116)	\$ (19,036,921)	\$ (876,805)

ADOPTED 2003 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	\$ (18,919)	\$ (18,919)
Internal Service	1160-DAS-IMSD	60,000	(3,251,091)	(3,191,091)
Enterprise	5040-DPW-Airport	352,000	(6,450,000)	(6,098,000)
Internal Service	5070-DPW-Transportation Services	78,340	(14,326)	64,014
Internal Service	5080-DPW-Arch.Eng. Environ. Svs.	6,369	(67,146)	(60,777)
Internal Service	5300-DPW-Fleet Management	27,600	(2,774,588)	(2,746,988)
Enterprise	5600-DPW-Transit/Paratransit	456,500	(2,358,000)	(1,901,500)
Internal Service	5700-DPW-Facilities Mgmt.	55,000	(3,189,490)	(3,134,490)
Enterprise	6300-DHHS-Behavioral Health Division	19,095	(913,361)	(894,266)
SUBTOTAL		\$ 1,054,904	\$ (19,036,921)	\$ (17,982,017)
Airport Capital Reserve Year-End Closing Entry*				(802,359)
TOTAL TAX LEVY IMPACT				\$ (18,784,376)

- * 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 \$802,359 as a year-end closing entry for the year 2003. This entry includes \$4,786,379 for non-terminal depreciation and \$320,047 as a repayment to the Capital Improvement Reserve. These two entries are offset by contributions from reserves for \$352,000 for capitalized operating items and \$5,556,785 for principal on non-terminal GMIA and Lawrence J. Timmerman Airport debt, resulting in the net credit of \$802,359.

EXPENDITURES/REVENUE SUMMARY			
	Expenditure	Revenue	Tax Levy
Capital Outlay-reflects appropriations for Proprietary Fund departments	\$ 1,054,904	\$	\$
Depreciation Contra-offsets depreciation cost in Proprietary Fund departments.	(19,036,921)		
<u>Airport Year-End Closing Entry</u>			
Airport non-terminal depreciation	4,786,379		
Repayment to Capital Improvement Reserve for Reserve's funding of the terminal project in 1982, per the lease agreement	320,047		
Contribution from Capital Improvement Reserves:			
Payment for Airport capitalized operating items		352,000	
Non-Terminal Project Principal		5,556,785	
Totals	\$ (12,875,591)	\$ 5,908,785	\$ (18,784,376)

ADOPTED 2003 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>2001 Budget</u>	<u>2002 Budget</u>	<u>2003 Budget</u>
Property Tax Levy	\$ 206,728,742	\$ 218,734,713	\$ 219,494,183

STATISTICAL SUPPORTING DATA

	<u>2002 Budget</u>	<u>2003 Budget</u>	<u>2002/2003 Change</u>
<u>General County</u>			
Expenditures	\$ 1,064,190,319	\$ 1,110,864,478	\$ 46,674,159
Revenues	804,672,523	861,417,748	56,745,225
Bond Issues	40,783,083	29,952,547	(10,830,536)
General County Property Tax Levy	\$ 218,734,713	\$ 219,494,183	\$ 759,470

ADOPTED 2003 BUDGET**DEPT: PROPERTY TAXES****UNIT NO. 1900-1201****FUND: General - 0001****Summary of 2003 Adopted Tax Levy**

Dept. No.	Department Description	2003 Budget			Type Fund**
		Expenditures	Revenues	Tax Levy	
<u>Legislative and Executive</u>					
1000	County Board	\$ 4,491,715	\$ 18,000	\$ 4,473,715	GEN
1001	Department of Audit	2,103,851	0	2,103,851	GEN
1011	County Executive-General Office	935,436	15,000	920,436	GEN
1020	Intergovernmental Relations	457,315	0	457,315	GEN
1021	County Exec-Veteran's Services	245,600	17,525	228,075	GEN
1040	County Exec-Disadvantaged Bus Dev	608,301	565,308	42,993	GEN
	Total Legislative and Executive	\$ 8,842,218	\$ 615,833	\$ 8,226,385	
<u>Staff Agencies</u>					
1019	DAS-Office for Persons w/Disabilities	\$ 619,058	\$ 49,000	\$ 570,058	GEN
1110	Civil Service Commission	65,657	0	65,657	GEN
1120	Personnel Review Board	144,917	0	144,917	GEN
1130	Corporation Counsel	1,810,658	320,500	1,490,158	GEN
1140	DAS-Human Resources	4,627,556	1,130,853	3,496,703	GEN
1150	DAS-Risk Management	5,725,545	6,057,653	(332,108)	INTER
1151	DAS-Fiscal Affairs	3,924,003	486,000	3,438,003	GEN
1152	DAS-Procurement	882,620	0	882,620	GEN
1160	DAS-Information Mgt Services	18,257,360	400,900	17,856,460	INTER
1180	DAS-Economic Development	2,555,502	7,023,000	(4,467,498)	GEN
1190	DAS-Housing & Community Dev	15,470,586	15,812,416	(341,830)	GEN
	Total Staff Agencies	\$ 54,083,462	\$ 31,280,322	\$ 22,803,140	
<u>Sundry Appropriations and Revenues</u>					
1900-					
1999	Non-Departmentals	\$ (26,128,686)	\$ 98,657,068	\$ (124,785,754)	GEN
	Total Sundry Appropriations and Revenues	\$ (26,128,686)	\$ 98,657,068	\$ (124,785,754)	
<u>Courts and Judiciary</u>					
2000	Combined Court Related Services	\$ 35,737,722	\$ 10,149,600	\$ 25,588,122	GEN
2430	Department of Child Support	15,738,941	16,229,271	(490,330)	GEN
	Total Courts and Judiciary	\$ 51,476,663	\$ 26,378,871	\$ 25,097,792	

ADOPTED 2003 BUDGET**DEPT: PROPERTY TAXES****UNIT NO. 1900-1201****FUND: General - 0001****Summary of 2003 Adopted Tax Levy****2003 Budget**

Dept. No.	Department Description	Expenditures	Revenues	Tax Levy	Type Fund**
General Government					
3010	Election Commission	\$ 514,749	\$ 47,000	\$ 467,749	GEN
3090	County Treasurer	939,025	1,932,250	(993,225)	GEN
3270	County Clerk	498,550	462,947	35,603	GEN
3400	Register of Deeds	2,724,369	4,728,244	(2,003,875)	GEN
	Total General Government	\$ 4,676,693	\$ 7,170,441	\$ (2,493,748)	
Public Safety					
4000	Sheriff	\$ 64,692,378	\$ 14,827,278	\$ 49,865,100	GEN
4300	House of Correction	40,645,772	7,700,368	32,945,404	GEN
4500	District Attorney	13,753,538	7,209,816	6,543,722	GEN
4900	Medical Examiner	3,534,301	1,087,637	2,446,664	GEN
	Total Public Safety	\$ 122,625,989	\$ 30,825,099	\$ 91,800,890	
Public Works					
5040	Airport Division	\$ 50,270,331	\$ 51,325,181	\$ (1,054,850)	ENTER
5070	Transportation Division	3,207,815	3,844,473	(636,658)	INTER
5080	Architect., Engineer. & Environ. Div.	6,756,728	6,756,728	0	INTER
5100	Highway Maintenance Division	14,442,227	14,318,709	123,518	GEN
5300	Fleet Management Division	11,104,408	11,496,941	(392,533)	INTER
5600	Milwaukee Cty Transit/Paratransit	101,716,079	80,509,468	21,206,611	ENTER
5700	Facilities Management Division	29,682,116	11,843,725	17,838,391	INTER
5800	Administration Division	641,732	155,834	485,898	GEN
	Total Public Works	\$ 217,821,436	\$ 180,251,059	\$ 37,570,377	
Health and Human Services					
6300	DHHS-Behavioral Health Division	\$ 136,890,402	\$ 108,913,825	\$ 27,976,577	ENTER
7200	DHHS-County Health Related Programs	63,705,267	39,886,694	23,818,573	GEN
7900	Department on Aging	123,330,621	121,055,264	2,275,357	GEN
8000	Department of Health & Human Services	158,585,968	135,904,756	22,681,212	GEN
	Total Health & Human Services	\$ 482,512,258	\$ 405,760,539	\$ 76,751,719	

ADOPTED 2003 BUDGET**DEPT: PROPERTY TAXES****UNIT NO. 1900-1201****FUND: General - 0001****Summary of 2003 Adopted Tax Levy****2003 Budget**

<u>Dept. No.</u>	<u>Department Description</u>	<u>Expenditures</u>	<u>Revenues</u>	<u>Tax Levy</u>	<u>Type Fund**</u>
<u>Parks, Recreation and Culture</u>					
9000	Parks Department	\$ 42,899,565	\$ 20,958,859	\$ 21,940,706	GEN
9500	Zoological Department	19,095,632	14,755,910	4,339,722	GEN
9700	Museum	4,085,000	0	4,085,000	GEN
9910	University Extension	324,413	115,989	208,424	GEN
	Total Parks, Recreation and Culture	\$ 66,404,610	\$ 35,830,758	\$ 30,573,852	
<u>Debt Service</u>					
9960	General County Debt Service	\$ 69,092,915	\$ 15,143,385	\$ 53,949,530	DEBT
	Total Debt Service	\$ 69,092,915	\$ 15,143,385	\$ 53,949,530	
<u>Capital Projects</u>					
1200-					
1876	Capital Improvements*	\$ 58,431,557	\$ 58,431,557	\$ 0	CAP
	Total Capital Projects	\$ 58,431,557	\$ 58,431,557	\$ 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	982,763	982,763	0	TF
	Total Expendable Trust Funds	\$ 1,025,363	\$ 1,025,363	\$ 0	
	Total County	\$ 1,110,864,478	\$ 891,370,295	\$ 219,494,183	

* Revenues include \$25,623,397 in general obligation bonding, \$20,795,640 in reimbursement revenue, \$27,300 in construction fund investment earnings, \$2,672,070 in sales tax revenues, \$4,984,000 in Passenger Facility Charge cash financing and \$4,329,150 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 2003 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>2001 Actual</u>	<u>2002 Budget</u>	<u>2003 Budget</u>
Earnings on Investments	\$ 10,537,321	\$ 7,275,000	\$ 6,465,000

STATISTICAL SUPPORTING DATA

Earnings on All Funds	\$ 12,971,149	\$ 9,175,000	\$ 8,000,000
Earnings on Trust Funds, Reserves and Other Deferred Interest Liabilities	(2,398,504)	(1,625,000)	(1,260,000)
Earnings on Proprietary Fund Bonds Allocated to the Capital Fund and Debt Service Fund	<u>(35,324)</u>	<u>(275,000)</u>	<u>(275,000)</u>
General Fund Earnings	\$ 10,537,321	\$ 7,275,000	\$ 6,465,000

For the 2003 budget, an average investment balance of approximately \$200.0 million at an average interest rate of 4.00 percent will result in \$6,465,000 of net investment earnings available to the general fund. The interest rate for the 2003 budget is projected to be lower than the 2002 budgeted rate of 4.88 percent. The average balance available for investment is expected to increase from the 2002 budgeted amount of \$188.0 to \$200.0 million. The year-end 2001 average balance available for investments was approximately \$132.8 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 which are under

construction. Investment earnings on bonds which have lapsed to the sinking fund are recorded in the debt service fund.

Projected earnings of \$275,000 on unexpended bond proceeds for proprietary fund departments or restricted general fund projects are anticipated for 2003. 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, Friends of Boerner, Law Enforcement Block Grant, Wolcott Memorial and HUD-Rent Assistance. Those earnings are estimated at \$1,260,000 for 2003.

ADOPTED 2003 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 mills times the equalized value for incorporated areas within the county).

BUDGET SUMMARY			
	<u>2001 Actual</u>	<u>2002 Budget</u>	<u>2003 Budget</u>
State Shared Taxes	\$ 37,881,400	\$ 39,195,537	\$ 41,207,056

STATISTICAL SUPPORTING DATA

	<u>2001 Actual</u>	<u>2002 Budget</u>	<u>2003 Budget</u>
Aidable Revenues	\$ 67,414,078	\$ 62,682,742	\$ 62,750,068
Utility Payment	860,757	843,075	904,427
County Mandate Relief	3,733,690	3,650,259	3,655,180
Maximum - Minimum Adjustment (\$79.06)	(14,025,825)	(7,879,239)	(6,001,319)
Subtotal State Shared Taxes	\$ 57,982,700	\$ 59,296,837	\$ 61,308,356
State Child Welfare Reallocation	(20,101,300)	(20,101,300)	(20,101,300)
Total State Shared Taxes	\$ 37,881,400	\$ 39,195,537	\$ 41,207,056

Increase over 2002**\$ 2,011,519****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.

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 mills (\$6 per \$1,000 of net book value), while payments to towns are computed at a rate of three mills. Payments to counties are computed at three mills if the property is located in a city or village or at six mills if the property is located in a town.

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.

ADOPTED 2003 BUDGET

DEPT: STATE SHARED TAXES

UNIT NO. 1900-2201

FUND: General - 0001

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.

The projected State Shared Revenue (State Shared Taxes) amount for Milwaukee County for 2003 is \$41,207,056.

State Child Welfare Reallocation

Beginning in 1999, in accordance with Wisconsin State Statute 48.561(3), the Wisconsin Department of Administration reallocates \$20,101,300 in State Shared Revenue to the State's Child Welfare Program 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.

ADOPTED 2003 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			
	<u>2001 Actual</u>	<u>2002 Budget</u>	<u>2003 Budget</u>
State Exempt Computer Aid	\$ 3,916,789	\$ 3,928,507	\$ 3,329,435

Based on the current formula provided by the Wisconsin Department of Revenue, Milwaukee County will receive \$3,329,435 in revenue in 2003 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.

The primary reason for the reduction in State exempt computer aid revenue from the 2002 amount is a decrease in the equalized value of computers, compared to an increase in the equalized value of property.

ADOPTED 2003 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>2000 Actual</u>	<u>2001 Actual</u>	<u>2001 Budget</u>	<u>2002 Budget</u>	<u>2003 Budget</u>	<u>2002/2003 Change</u>
County Sales Tax Collections	\$ 56,040,885	\$ 59,051,537	\$ 57,233,900	\$ 58,621,600	\$ 59,621,600	\$ 1,000,000

STATISTICAL SUPPORTING DATA

Estimated County Sales Tax Collections,

Excluding Retailer's Discount

	2001		2002		2003
	<u>Actual</u>		<u>Budget</u>		<u>Budget</u>
\$	60,103,346	\$	59,665,750	\$	60,683,562
	(1,051,809)		(1,044,150)		(1,061,962)
\$	<u>59,051,537</u>	\$	<u>58,621,600</u>	\$	<u>59,621,600</u>
	(1,110,200)		(2,672,070)		(2,672,070)
\$	<u>57,941,337</u>	\$	<u>55,949,530</u>	\$	<u>56,949,530</u>

State Administrative Fee

Milwaukee County Sales Tax Collections

County Sales Tax Allocated to

Capital Improvements

Net County Sales Tax Revenue

Available for Debt Service Expenses

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 which 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 2002 budgeted amount reflects the 1.75 percent state administrative fee.

Section 22.04, Milwaukee County Ordinances, currently requires that sales tax revenue be used to pay tax-supported debt service costs. Surplus revenues not needed for debt service payments are required to be used to directly finance capital improvements.

The 2003 budget projects growth of approximately 1.7 percent in budgeted sales tax receipts, which

represents an increase of approximately .96 percent over the 2001 actual of \$59,051,537. Projected revenues for 2003 total \$59,621,600. For the 2003 budget, projected sales tax collections exceed debt service costs by \$5,672,070. Therefore, \$53,949,530 in net sales tax revenues are earmarked for debt service costs and \$2,672,070 is dedicated to direct financing of 2003 capital improvements. The uncommitted balance of \$3.0 million has been budgeted for general county purposes.

To effectuate this allocation of sales tax in 2003, section 22.04 of the Milwaukee County Ordinances relating to the use of sales tax proceeds exclusively for debt service costs and cash financing of capital projects is waived for the year 2003 only. It is anticipated that net debt service costs and capital cash financing needs in 2004 will offset all budgeted sales tax revenues for that year.

ADOPTED 2003 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>2001 Actual</u>	<u>2002 Budget</u>	<u>2003 Budget</u>
Power Plant Revenue	\$ 1,307,185	\$ 2,834,658	\$ 2,790,213

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 2003 totals \$2,790,213.

The non-departmental budget, Power Plant Revenue, was created for 2001 because budgeted sales tax revenues exceeded debt service costs by \$2,417,385. Section 22.04, Milwaukee County Ordinances, currently requires that sales tax revenue be used to pay tax-supported debt service costs. Surplus revenues not needed for debt service payments are required to be used to directly finance capital improvements.

The 2001 Budget allocated \$1,110,200 in sales tax revenues for cash financing of 2001 capital improvements. It further allocated \$1,307,185 in power plant revenues to the Power Plant Revenue

budget to align the County Sales and Use Tax and General County Debt Service budgets. With these actions, budgeted amounts in 2001 for sales tax revenue and debt service costs each totaled \$56,123,700.

Power plant proceeds for 2001 totaled \$2,879,000. The balance of the Power Plant revenue (\$1,571,815) was used to offset debt service costs (\$692,815) and finance 2001 capital improvements (\$879,000).

For 2002, budgeted sales tax revenue exceeded debt service costs by \$2,672,070. Therefore, \$2,834,658 in power plant proceeds were budgeted in the Power Plant Revenue Budget and \$2,672,070 in sales tax revenues were allocated to the 2002 capital improvement budget so that sales tax revenues budgeted in the non-departmental County Sales and Use Tax Revenues equaled the 2002 General Debt Service Fund Budget amount of \$55,949,530.

For 2003, power plant revenue is again budgeted in this non-departmental budget. A total of \$2,790,213 in power plant proceeds are budgeted in the Power Plant Revenue Budget.

ADOPTED 2003 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>2001 Budget</u>	<u>2002 Budget</u>	<u>2003 Budget</u>	<u>2002/2003 Change</u>
Surplus (Deficit) From Two Years Prior to Year Budgeted	\$ 4,193,154	\$ 3,305,410	\$ 708,645	\$ (2,596,765)

SURPLUS CALCULATION2001 Expenditures and Encumbrances

Expenditure Appropriation	\$ 1,275,853,069
Less: Actual Expenditures and Encumbrances	(1,184,835,038)
Appropriation Carryover to 2002	(89,460,995)
Available Appropriation, December 31, 2001	\$ 1,557,036

2001 Revenues

Revenue Appropriation	\$ (1,221,000,332)
Less: Actual Revenues	1,125,589,708
Appropriation Carryover to 2002	106,769,191
Excess Appropriation, December 31, 2001	\$ 11,358,567

Adjustments to Surplus

Transfer to Reserve for Debt Service	\$ (10,189,918)
Other Adjustments	(2,017,040)
NET ADJUSTMENTS	\$ (12,206,958)

2001 SURPLUS FOR 2003 BUDGET\$ 708,645

ADOPTED 2003 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>2001 Actual</u>	<u>2002 Budget</u>	<u>2003 Budget</u>
Other Miscellaneous Revenue	\$ 1,753,959	\$ 508,574	\$ 671,686

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

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 2003, this account includes revenues from the cancellation of uncashed County checks, tax incremental financing district (TID) closures and an extraordinary payment from the Milwaukee Yacht Club.

The 2002 budget of \$508,574 included \$65,000 from the cancellation of uncashed County checks and \$443,574 from the lease of billboards on the Zoological grounds.

The 2003 budget amount of \$671,686 reflects \$300,000 of revenue from the cancellation of uncashed County checks.

Included in this account for 2003 is revenue of \$246,686 from tax incremental financing district (TID) closures by the City of Milwaukee.

Also included is lease revenue to the County (Lessor) to be paid by the Milwaukee Yacht Club (Lessee) for major maintenance and improvements to the McKinley Marina. An agreement between the County and the Milwaukee Yacht Club states that the Yacht Club will pay the County an annual amount that increases two percent per year. In addition, the County will receive a lump sum (extraordinary) payment every five years. These lump sum payments are budgeted in the Miscellaneous Revenue account. The last lump sum payment was received in 1998 for \$100,000. The next scheduled lump sum payment due is January 2003, for \$125,000. These extraordinary payments are scheduled as follows:

<u>Year</u>	<u>Payment</u>
2003	\$125,000
2008	150,000
2013	175,000

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 2003 BUDGET**DEPT:** COMBINED COURT RELATED OPERATIONS**UNIT NO.** 2000**FUND:** General - 0001

BUDGET SUMMARY				
Account Summary	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Personal Services (w/o EFB)	\$ 13,773,063	\$ 15,198,129	\$ 14,384,542	\$ (813,587)
Employee Fringe Benefits (EFB)*	3,366,856	4,068,092	4,884,101	816,009
Services	10,051,311	8,850,567	9,478,199	627,632
Commodities	381,947	300,195	290,261	(9,934)
Other Charges	0	0	0	0
Capital Outlays	125,850	7,816	46,195	38,379
County Service Charges	14,195,914	16,058,714	16,433,000	374,286
Abatements	(10,026,617)	(9,988,334)	(9,778,576)	209,758
Total Expenditures	\$ 31,868,324	\$ 34,495,179	\$ 35,737,722	\$ 1,242,543
State & Federal Revenue	7,148,260	6,789,935	6,185,025	(604,910)
Other Revenue	3,936,031	3,883,351	3,964,575	81,224
Total Revenues	\$ 11,084,291	\$ 10,673,286	\$ 10,149,600	\$ (523,686)
Direct Property Tax Levy	\$ 20,784,033	\$ 23,821,893	\$ 25,588,122	\$ 1,766,229

* The 2002 and 2003 budgets include fringe benefits. The 2001 actual has been adjusted for comparison.

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*				
Account Summary	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Central Service Allocation	\$ 610,702	\$ 560,629	\$ 585,600	\$ 24,971
Courthouse Space Rental	5,953,920	5,762,544	5,444,259	(318,285)
Document Services	118,196	148,920	167,343	18,423
Tech Support & Infrastructure	452,841	303,889	289,302	(14,587)
Distribution Services	32,630	48,668	55,471	6,803
Telecommunications	156,663	142,624	183,471	40,847
Record Center	179,891	311,522	257,842	(53,680)
Radio	0	0	0	0
Personal Computer Charges	135,999	130,000	102,527	(27,473)
Applications Charges	147,434	122,512	98,560	(23,952)
Total Charges	\$ 7,788,276	\$ 7,531,308	\$ 7,184,375	\$ (346,933)
Direct Property Tax Levy	\$ 20,784,033	\$ 23,821,893	\$ 25,588,122	\$ 1,766,229
Total Property Tax Levy	\$ 28,572,309	\$ 31,353,201	\$ 32,772,497	\$ 1,419,296

* 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 2003 BUDGET**DEPT: COMBINED COURT RELATED OPERATIONS****UNIT NO. 2000****FUND: General - 0001****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.

OUTCOMES MEASURES			
	Outcomes	Indicators	Targets
1.	Persons involved in functions of the Milwaukee County circuit courts receive proficient and timely services.	a. Percent of court generated orders and documents processed within statutory guidelines. b. Percent of cases processed within adopted policy guidelines.	a. 95%. b. 95%.
2.	Court users receive courteous services.	a. Percent of customers satisfied	a. Establish baselines.

ORGANIZATIONAL COST SUMMARY					
DIVISION		2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Family Court Commissioner	Expenditure	\$ 2,747,289	\$ 3,376,934	\$ 3,365,240	\$ (11,694)
	Abatement	2,084,700	2,145,793	2,159,770	13,977
	Revenue	267,165	339,161	305,412	(33,749)
	Tax Levy	\$ 395,424	\$ 891,980	\$ 900,058	\$ 8,078
Register in Probate	Expenditure	\$ 2,071,957	\$ 2,134,730	\$ 2,296,089	\$ 161,359
	Abatement	309,723	311,347	310,092	(1,255)
	Revenue	495,132	516,110	586,110	70,000
	Tax Levy	\$ 1,267,102	\$ 1,307,273	\$ 1,399,887	\$ 92,614
County Funded State Court Services	Expenditure	\$ 37,075,695	\$ 38,971,849	\$ 39,854,969	\$ 883,120
	Abatement	7,632,194	7,531,194	7,308,714	(222,480)
	Revenue	10,321,994	9,818,015	9,258,078	(559,937)
	Tax Levy	\$ 19,121,507	\$ 21,622,640	\$ 23,288,177	\$ 1,665,537

PERSONNEL SUMMARY				
	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Personal Services (w/o EFB)	\$ 13,773,063	\$ 15,198,129	\$ 14,384,542	\$ (813,587)
Employee Fringe Benefits (EFB)	\$ 3,366,856	\$ 4,068,092	\$ 4,884,101	\$ 816,009
Position Equivalent (Funded)*	324.4	338.4	310.7	(27.7)
% of Gross Wages Funded	97.3	96.3	92.2	(4.1)
Overtime (Dollars)**	\$ 134,351	\$ 200,004	\$ 200,004	\$ 0
Overtime (Equivalent to Positions)	3.5	5.2	5.2	0.0

* For 2001, the Position Equivalent is the budgeted amount.

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

ADOPTED 2003 BUDGET

DEPT: COMBINED COURT RELATED OPERATIONS

UNIT NO. 2000
FUND: General - 0001

PERSONNEL CHANGES				
Job Title/Classification	Action	Number of Positions/ Total FTE	Division	Cost of Positions (Excluding Fringe Benefits)
Pro Se Coordinator	Transfer	1/1.0	Cty Funded State Crt Svcs	\$ (60,702)
Human Resources Mgr Courts	Transfer	1/1.0	Cty Funded State Crt Svcs	(71,234)
Clerical Assistant 1	Create	1/1.0	Cty Funded State Crt Svcs	26,594
Victim Advocate (DV)	Unfund	6/6.0	Cty Funded State Crt Svcs	(232,564)
Domestic Violence Prog-Analyst	Unfund	1/1.0	Cty Funded State Crt Svcs	(37,480)
Performance Evaluator (JOI)	Unfund	1/1.0	Cty Funded State Crt Svcs	(47,378)
Program Coordinator (JOI)	Unfund	1/1.0	Cty Funded State Crt Svcs	(50,624)
			TOTAL	\$ (473,388)

TOTAL COMBINED COURT RELATED OPERATIONS REVENUES				
Account Summary	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Licenses & Permits	\$ 115,720	\$ 121,500	\$ 121,500	\$ 0
Fines and Forfeitures	559,273	502,250	538,123	35,873
Interest Income	399,033	315,000	315,000	0
State Grants & Reimbursements				
Reimbursement for Court Reporters	385,264	453,000	367,642	(85,358)
Court Support Grant	3,707,157	3,660,289	3,606,126	(54,163)
Guardian ad litem Fees	1,026,148	1,026,070	1,002,370	(23,700)
Permanency Plan Review	286,474	269,045	404,829	135,784
Interpreter Expenses	115,628	96,000	120,000	24,000
Pro Se & Interpreter Grant	164,689	0	0	0
Other Misc. State Grants & Reimburse.	35,620	21,394	24,038	2,644
Federal Grants & Reimbursement	1,427,280	1,264,137	660,020	(604,117)
Court Fees and Revenue	2,628,924	2,645,713	2,740,353	94,640
Record & Filing Fees	154,948	165,200	159,800	(5,400)
Other Revenue	78,133	133,688	89,799	(43,889)
Total Revenue	\$ 11,084,291	\$ 10,673,286	\$ 10,149,600	\$ (523,686)

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 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 11.5

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 authorized full-time positions: seven Assistant Family Court Commissioner

ADOPTED 2003 BUDGET

DEPT: COMBINED COURT RELATED OPERATIONS

UNIT NO. 2000
FUND: General - 0001

positions and eleven clerical positions. It also receives staff support from the General Office.

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 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

ADOPTED 2003 BUDGET

DEPT: COMBINED COURT RELATED OPERATIONS

UNIT NO. 2000
FUND: General - 0001

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

- For 2003, the Combined Court Related Operations has a fixed budget appropriation and tax levy. Expenditure appropriations will be set at \$35,737,722 which is an increase of \$1,242,543 and tax levy at \$25,588,122, which is a \$1,766,229 or 7.4%, tax levy increase over 2002 (\$950,220 increase excluding fringe benefits). Included in the fixed budget appropriation is an additional lump sum reduction to Personal Services of \$545,568, which is equivalent to seven positions. Lump sum reductions to the Services, Commodities and Capital Outlay account series total \$58,286. Combined Court Related Operations has the authority and flexibility to transfer between accounts within this dollar amount.
- During 2003, Milwaukee County will pursue full State funding of all County costs of the State Court System. Options to consider achieving full State funding of the Court system should include receiving such funding in lieu of Shared revenue payments of an equal amount, as well as other possible alternatives.
- 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.

ADOPTED 2003 BUDGET

DEPT: COMBINED COURT RELATED OPERATIONS

UNIT NO. 2000
FUND: General - 0001

Major Expenses	2002 Budget	2003 Budget	2002/2003 Change
Legal Fees-General	\$ 358,800	\$ 385,000	\$ 26,200
Guardian ad Litem Fees	2,848,000	2,975,325	127,325
Adversary Counsel Fees	1,100,000	1,475,000	375,000
Psychiatrist Fees	412,605	523,747	111,142
Transcript Fees Outside Services	131,000	142,500	11,500
Interpreter Fees	136,820	193,000	56,180
Juror Expenses (Meals, Hotel, Fees)	822,422	750,600	(71,822)
TOTAL	\$5,809,647	\$6,445,172	\$ 635,525

- The State of Wisconsin has appropriated \$18.7 million for payments to counties under the Circuit Court Support Grant Program for State fiscal year 2002-2003. 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 2003, \$3,606,126 is budgeted for the Circuit Court Support Grant, which is \$54,163 less than the 2002 budget due to the population drop in the last census.

- The State also reimburses counties to offset costs related to Guardian ad Litem services. During State fiscal year 2002-2003, \$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).
- Reimbursement from the State for 2003 Guardian ad Litem expenses decreases \$23,700 to \$1,002,370. For 2003, County expenditures for Guardian ad Litem and Adversary Counsel Fees are anticipated to increase \$502,325 to a total of \$4,450,325.
- The 2003 bailiff staffing plan provides for 111 sworn positions, including 107 Deputy Sheriff 1,

three Sergeants and one Captain and one Clerk Typist 3 and overtime dollars which provides full-time and vacation relief coverage for 88 posts. The crosscharge of \$8,292,835 from the Sheriff's Department is an increase of \$610,511 from the 2002 Budget, primarily due to an increase in fringe benefit costs and salary and wages.

BAILIFF POSTS	
Felony Judges	24
Misdemeanor Judges	23
Inmate Bullpens	5
Preliminary Hearings	3
Criminal Intake	2
Traffic Intake	2
Out-of-Custody Court	1
Civil Branches and Commissioners	0
Family Branches and Commissioners	8
Children's Court Judges and Commissioners	15
Children's Court Center Detention Control	4
Domestic Violence Oversight Grant Initiative	1
Total Posts	88

- All departments are directed to revise their Outcomes Measures to reflect their 2003 budgeted resources, if changes are needed, consistent with the Milwaukee County Mission and Vision statements. Each department shall report its Outcomes Measures directly to the County Board by March 1, 2003.
- The 2003 Budget reflects a zero wage increase for all County managers in the Executive Compensation Plan (ECP). For 2003, all personal service contracts with ECP employees are eliminated, including the provision for 90-day notice upon termination. In addition, the 2003 Budget reflects a zero wage increase for all non-represented County employees with salaries of \$50,000 or more.
- In lieu of a 3% salary reduction for County managers in the Executive Compensation Plan, personal services are reduced an additional \$19,608, which is included in the departments' lump sum salary reduction. The Department of Administrative Services is authorized to process transfers between various departmental accounts for those departments that wish to

ADOPTED 2003 BUDGET

DEPT: COMBINED COURT RELATED OPERATIONS

UNIT NO. 2000

FUND: General - 0001

utilize other sources of funding to offset increased Personal Services costs besides the lump sum salary reduction.

- 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."

FAMILY COURT COMMISSIONER DIVISION

- 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 2003 crosscharge to the Department of Child Support increases \$35,958, from \$1,794,335, to \$1,830,293, due to an increase in fringe benefits.
- The \$290,262 cost of expenditures 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 2003, the actual revenue received from these sources exceed 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 2003, a contribution of \$9,149 from the reserve is budgeted for a zero tax levy in this section.
- Personal Services have been reduced \$62,652 to establish a net salary budget that is 97% of gross wages which is the same percent as 2002.

REGISTER IN PROBATE DIVISION

- Personal Services have been reduced \$39,996 to establish a net salary budget that is 96% of gross wages which is the same percent as 2002.
- Legal Fees increase \$26,200, from \$193,800 to \$220,000, due to the following reasons: 1) the increasing number of Civil commitment cases that are assigned to the Legal Aid Society; 2) the number of WATTS Review cases being contested; and 3) per the Chief Judge's order, a new price agreement was established in 2001 between the Private Bar, the Legal Aid Society and the Court system for all WATTS Review cases.
- Revenue from the State to offset court costs for the Register in Probate Division remain at the 2002 level of \$92,370.
- Psychiatrist Fees increase \$41,142, from \$115,605 to \$156,747, due to the following: 1) increased volume of Chapter 51 cases; 2) increased number of Chapter 51 cases scheduled for final hearings which require two psychological evaluations and 3) increased volume of contested annual reviews for protective placement cases which require one psychological evaluation.

COUNTY FUNDED STATE COURT SERVICES DIVISION

- A total of \$1,961,909 is budgeted within the Alternatives to Incarceration section to provide funding for programs developed by the Chief Judge's Work Group on Pretrial Services including \$86,220 for the Pretrial Services Coordinator position. The Chief Judge is responsible for managing and monitoring the pretrial programs developed by the Chief Judge's Work Group for Pretrial Services.
- The 2003 Budget includes the Legal Resource Center in the County Funded State Court Services Division. An appropriation of \$207,525 is provided within a contractual account within the Chief Judge's section to provide for these services. Funding for the service remains at the 2002 level. The Milwaukee County Legal Resource Center opened May 1, 1996 under the control of the Chief Judge and the Clerk of

ADOPTED 2003 BUDGET

DEPT: COMBINED COURT RELATED OPERATIONS

UNIT NO. 2000
FUND: General - 0001

Circuit Court/Director of Court Services. Milwaukee County contracts with the State Law Library to provide legal information, materials and online computer services to County departments, judges and the general public.

- \$(232,564) Unfund 6 Victim Advocate (DV)
(37,480) Unfund 1 Domestic Violence Program Analyst
(47,378) Unfund 1 Performance Evaluator (JOI)
(50,624) Unfund 1 Program Coordinator (JOI)
\$(368,046) Total

During 2002, six of the 22 authorized positions for the Domestic Violence Judicial Oversight Initiative grant were abolished. For 2003, the following nine positions are unfunded due to cuts by the Federal government: six Victim Advocate (DV) positions, one Domestic Violence Program Analyst, one Performance Evaluator (JOI) and one Program Coordinator (JOI). For 2003, the Domestic Violence Judicial Oversight Initiative includes seven positions at a Personal Services cost of \$460,729, which includes \$114,185 in fringe benefits expenses. Total expenditures associated with this grant for 2003 are budgeted at \$528,629 completely offset with Federal grant revenue.

- Personal Services for the County Funded State Court Services Division have been reduced \$1,036,200 to establish a net salary budget that is 91% of gross wages. For 2002, the net salary budget was 96% of gross wages.
- \$60,702 Transfer 1 Pro Se Coordinator

One position of Pro Se Coordinator is transferred from the Clerk of Circuit Court to the Department of Child Support to enhance service provision to Pro Se Litigants in Milwaukee County. Expenditures are reduced by \$60,702 in the Combined Courts Related Operations budget and the Department of Child Support expenses increase \$60,702 offset by an increase in revenue of \$40,063.

- One position of Audio Visual Technician created in 1999 is continued at a Personal Service cost of \$50,056 including the cost of fringe benefits. The cost of this position is 86% offset with 1999 Local Law Enforcement Block Grant revenue.

New for 2003, the Local Law enforcement Block Grant is funding \$16,750 in maintenance contracts for the videoconferencing equipment and \$16,081 for new equipment. These additional expenses are 90% offset with revenue. Total tax levy commitment for both items is \$8,547.

- \$35,441 Create 1 Clerical Assistant 1

One position is created at a personal services cost of \$35,441, including fringe benefits. This position is created for the Fine and Cost Commitment Project to enhance the collection of outstanding fines. The Fine and Cost Commitment Project was initiated in 2002 with the creation of one position of Clerical Assistant 1 whose job is dedicated solely to processing fine and cost commitments. The creation of one additional position of Clerical Assistant 1 to augment this project is estimated to double the number of fine and cost commitments issued by the Courts and thus double the amount of revenue received from this project. This position is projected to increase County revenue by \$69,620 and is allocated as follows: 50% to the Sheriff's Department, 29% to the Debt Service Budget (jail assessment), 14% to the DHHS-Behavioral Health Division and 7% to the Combined Court Related Operations Budget.

- \$(71,234) Transfer 1 Human Resources Manager Courts

Due to the creation of the Department of Administrative Services, one position of Human Resources Manager Courts is transferred to the Department of Administrative Services-Human Resources Division.

- The budget for other court-ordered services increases \$661,825 to better reflect actual experience. Major increases include \$375,000 in Adversary Counsel Fees, from \$1,100,000 to \$1,475,000; \$70,000 in Psychiatrist Fees, from \$297,000 to \$367,000; \$11,500 increase in Transcript Fees Outside Services, from \$131,000 to \$142,500; \$55,000 for Interpreter Fees, from \$135,000 to \$190,000 and Guardian ad Litem Fees increase \$150,325 to \$2,750,325.
- Juror costs are budgeted at \$750,600 for 2003 which is a decrease of \$71,400 from the 2002

ADOPTED 2003 BUDGET

DEPT: COMBINED COURT RELATED OPERATIONS

UNIT NO. 2000
FUND: General - 0001

Budget. This includes \$678,600 for Juror Fees, \$62,000 for Juror Meals and \$10,000 for Juror Hotel bills. Juror Fees decreased by \$71,400, from \$750,000 to \$678,600, to reflect a \$3 per day transportation allowance for jurors rather than a \$5 allowance. The savings from Juror Fees are used in the DPW-Transit/Paratransit Budget to fund Route 83, Courthouse Shuttle.

- Appropriations for books and periodicals for Judges increase \$8,360, from \$80,000 to \$88,360. A contract with the Legal Resource Center to order and maintain written materials in Judges' chambers and to provide assistance to court staff in the use of Lexis and Westlaw remains at \$35,000 for 2003.
- State reimbursement decreases \$793, from \$5,433,428 to \$5,432,635. The table that follows identifies changes to State grant and reimbursement revenue for the County Funded State Court Services Division.

STATE GRANTS & REIMBURSEMENT			
County Funded State Court Services	2002 Budget	2003 Budget	2002/2003 Change
Court Support Grant	\$3,660,289	\$3,606,126	\$ (54,163)
Guardian ad Litem Fees	933,700	910,000	(23,700)
Permanency Plan Review	269,045	404,829	135,784
Interpreter Expenses	96,000	120,000	24,000
Reimbursement for Court Reporters	453,000	367,642	(85,358)
Support Staff for Chief Judge	21,394	24,038	2,644
TOTAL	\$5,433,428	\$5,432,635	\$ (793)

- For 2003, the Permanency Plan Review Project has expenditure authority of \$404,770, 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 for abolishment if State funding is discontinued.
- Revenues from bail forfeitures increases \$30,000, from \$500,000 to \$530,000, due to experience.

ACTIVITY & STATISTICAL SUMMARY				
	2001 Budget	2001 Actual	2002 Budget	2003 Budget
FAMILY COURT COMMISSIONER DIVISION				
Divorce/Compel Support Motions Scheduled	7,500	8,357	7,000	7,000
Paternity Motions Scheduled	23,750	32,103	28,000	28,000
Domestic Abuse/Child Abuse TRO Hearings	2,850	3,025	3,100	3,100
Domestic Abuse Injunction Hearings	N/A	4,181	3,500	3,500
Default Hearings Heard for Judges	800	1,049	900	900
"Walk-In" Matters-Divorce/Paternity	5,500	3,011	4,000	3,900
Review of Stipulations/Issuances of Orders	4,000	2,419	2,400	2,400
Case Inquiries-By Phone and Mail	12,000	5,072	9,000	6,000
Referrals from Judges for FCC Hearings	100	25	100	100
Review and Sign Orders Presented to FCC	N/A	16,796	17,000	17,000
REGISTER IN PROBATE DIVISION				
Informal Administration	1,905	1,711	1,825	1,750
Adult Adoptions	5	7	5	5
Trust, Openings	65	78	85	80
Wills for Safekeeping	200	127	200	130
Guardianships/Conservatorship Opened	825	811	825	720
Protective Placement Cases Filed	615	587	630	505
Mental Commitment Cases Filed	2,630	3,111	2,985	3,400
Probate Proceeding in Court	285	308	325	285

ADOPTED 2003 BUDGET**DEPT:** COMBINED COURT RELATED OPERATIONS**UNIT NO.** 2000**FUND:** General - 0001

ACTIVITY & STATISTICAL SUMMARY (continued)				
	<u>2001 Budget</u>	<u>2001 Actual</u>	<u>2002 Budget</u>	<u>2003 Budget</u>
COUNTY FUNDED STATE COURT SERVICES DIVISION				
<u>Family Section</u>				
Total Family Cases Filed	14,200	14,749	14,500	14,700
Divorce Cases Filed (27%)	3,900	3,690	3,900	3,800
Other Family Matters Filed (27%)	3,800	4,255	3,800	4,000
Paternity Cases Filed (46%)	6,500	6,804	6,800	6,900
Cases Disposed	13,700	16,413	14,300	15,400
Cases Pending End-of-Year	5,700	5,916	6,700	6,000
<u>Criminal Section</u>				
Cases Filed	79,900	83,743	81,500	82,500
Cases Disposed	80,600	80,813	81,000	82,000
Cases Pending End of Year	13,300	12,755	12,500	13,000
Traffic Cases Filed	54,300	55,887	54,900	54,900
Criminal Traffic Cases Filed	8,000	10,177	9,000	10,000
Misdemeanor Cases Filed	11,500	11,380	11,500	11,400
Felony Cases Filed	6,100	6,299	6,100	6,200
<u>Civil Section</u>				
Cases Filed	48,000	49,975	48,000	49,500
Cases Disposed	48,500	51,924	49,000	49,500
Cases Pending End of Year	4,800	5,450	5,200	5,500
Small Claims Filed	37,600	37,790	37,200	37,500
Large Claims Filed	10,400	12,185	10,800	12,000
<u>Children's Section</u>				
Cases Filed	10,200	8,384	10,000	9,000
Cases Disposed	9,300	8,062	9,000	9,000
Cases Pending End of Year	2,900	2,876	3,000	3,000
Delinquency Petitions	4,650	3,264	4,000	3,500
CHIPS	3,050	2,125	3,000	2,500
Other Juvenile Matters	2,500	2,995	3,000	3,000

ADOPTED 2003 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 or W-2 agencies when a custodial parent applies 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	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Personal Services (w/o EFB)	\$ 7,306,318	\$ 8,522,183	\$ 8,428,315	\$ (93,868)
Employee Fringe Benefits (EFB)*	1,793,223	2,331,600	2,954,165	622,565
Services	1,255,427	1,617,585	1,548,057	(69,528)
Commodities	144,318	233,157	155,512	(77,645)
Other Charges	0	0	0	0
Capital Outlay	131,431	102,370	105,370	3,000
County Service Charges	3,673,069	3,809,810	4,248,142	438,332
Abatements	(1,259,030)	(1,154,216)	(1,700,620)	(546,404)
Total Expenditures	\$ 13,044,756	\$ 15,462,489	\$ 15,738,941	\$ 276,452
Total Revenues	\$ 13,973,663	\$ 15,644,879	\$ 16,229,271	\$ 584,392
Direct Property Tax Levy	\$ (928,907)	\$ (182,390)	\$ (490,330)	\$ (307,940)

* The 2002 and 2003 budgets include fringe benefits. The 2001 actual has been adjusted for comparison.

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*				
Account Summary	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Central Service Allocation	\$ 217,144	\$ 256,918	\$ 243,593	\$ (13,325)
Courthouse Space Rental	481,140	459,254	433,888	(25,366)
Document Services	22,802	28,135	32,283	4,148
Tech Support & Infrastructure	294,274	172,827	454,646	281,819
Distribution Services	41,721	55,439	56,489	1,050
Telecommunications	55,288	49,729	63,000	13,271
Records Center	24,731	28,438	26,400	(2,038)
Radio	0	0	0	0
Personal Computer Charges	3,114	3,000	820	(2,180)
Applications Charges	111,184	100,476	156,168	55,692
Total Charges	\$ 1,251,398	\$ 1,154,216	\$ 1,467,287	\$ 313,071
Direct Property Tax Levy	\$ (928,907)	\$ (182,390)	\$ (490,330)	\$ (307,940)
Total Property Tax Levy	\$ 322,491	\$ 971,826	\$ 976,957	\$ 5,131

* 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 2003 BUDGET**DEPT:** DEPARTMENT OF CHILD SUPPORT**UNIT NO.** 2430**FUND:** General - 0001**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.

OUTCOMES MEASURES			
	Outcomes	Indicators	Targets
1.	Milwaukee County children receive financial and emotional support from both parents.	a. Number of paternity adjudications. b. Number of court orders established. c. Collection rate.	a. 78% of cases. b. 64.2%. c. 45%.
2.	Milwaukee County families have responsive source of information about Child Support services.	a. Number of telephone inquiries answered within two minutes. b. Number of customer contacts in person.	a. 95%. b. 1,500 per month.

PERSONNEL SUMMARY				
	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Personal Services (w/o EFB)	\$ 7,306,318	\$ 8,522,183	\$ 8,428,315	\$ (93,868)
Employee Fringe Benefits (EFB)	\$ 1,793,223	\$ 2,331,600	\$ 2,954,165	\$ 622,565
Position Equivalent (Funded)*	204.3	218.4	203.4	(15.0)
% of Gross Wages Funded	89.0	92.0	92.1	0.1
Overtime (Dollars)**	\$ 76,864	\$ 78,168	\$ 78,168	\$ 0
Overtime (Equivalent to Positions)	2.2	2.2	2.2	0.0

* For 2001, the Position Equivalent is the budgeted amount.

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

ADOPTED 2003 BUDGET

DEPT: DEPARTMENT OF CHILD SUPPORT

UNIT NO. 2430

FUND: General - 0001

PERSONNEL CHANGES				
Job Title/Classification	Action	Number of Positions/ Total FTE	Division	Cost of Positions (Excluding Fringe Benefits)
Secretarial Assistant NR	Abolish	1/1.0	Administration	\$ (28,390)
Clerk 3 Data Entry	Abolish	2/2.0	Administration	(58,156)
Pro Se Coordinator	Transfer	1/1.0	Administration	60,702
Human Resources Coord CSE	Transfer	1/1.0	Administration	(69,416)
Network Service Analyst	Transfer	1/1.0	Data Processing	(46,038)
Paralegal - Child Support	Abolish	1/1.0	Case Establishment	(49,350)
Dpty Dir Child Supp Enf Leg	Abolish	1/1.0	Case Establishment	(89,626)
Clerical Assistant 1	Abolish	1/1.0	Enforcement	(26,594)
Paralegal - Child Support	Abolish	1/1.0	Enforcement	(36,364)
Legal Counsel Child Support 1	Abolish	1/.50	Legal Services	(38,544)
Child Support Supervisor	Abolish	1/1.0	Special Projects	(45,638)
Fiscal Assistant 1	Abolish	1/1.0	CSE Financial Division	(28,468)
KIDS Project Coord. CFSCS	Abolish	1/1.0	CSE Financial Division	(51,156)
			TOTAL	\$ (507,038)

ORGANIZATIONAL COST SUMMARY					
DIVISION		2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Administrative Services	Expenditure	\$ 1,496,945	\$ 1,479,410	\$ 1,690,359	\$ 210,949
	Abatement	631,915	509,372	788,149	278,777
	Revenue	4,671,187	3,303,022	2,484,159	(818,863)
	Tax Levy	\$ (3,806,157)	\$ (2,332,984)	\$ (1,581,949)	\$ 751,035
Enforcement/ Establishment & Legal	Expenditure	\$ 11,348,244	\$ 13,372,667	\$ 13,877,182	\$ 504,515
	Abatement	605,186	610,156	871,388	261,232
	Revenue	8,328,973	11,202,091	12,551,711	1,349,620
	Tax Levy	\$ 2,414,085	\$ 1,560,420	\$ 454,083	\$ (1,106,337)
Family Support	Expenditure	\$ 1,458,597	\$ 1,764,628	\$ 1,872,020	\$ 107,392
	Abatement	21,929	34,688	41,083	6,395
	Revenue	973,503	1,139,766	1,193,401	53,635
	Tax Levy	\$ 463,165	\$ 590,174	\$ 637,536	\$ 47,362

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 of the Department. The Enforcement Division handles income withholding, contempt actions, modification reviews, interstate enforcement, and tax refund interception. 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

ADOPTED 2003 BUDGET

DEPT: DEPARTMENT OF CHILD SUPPORT

UNIT NO. 2430

FUND: General - 0001

Establishment unit's primary responsibility is to interview mothers and potential fathers to establish paternity for the children of Milwaukee County. Paralegals are also stationed at each of Milwaukee County's Job Centers for this purpose. In order to enforce a parent's duty to support a child, a court order must be established. The Order Establishment unit establishes orders for cases. The Customer Service unit was created in 1997 to better provide child support information to the people of Milwaukee County. The unit's customers include both custodial and non-custodial mothers and fathers along with many other officials, agencies, employers, organizations and individuals involved in the child support process.

The **Enforcement Division** monitors cases to ensure timely payment of child support orders. If necessary, the Division takes administrative and/or legal action to enforce support orders. Staff also finds parents who are not paying support and locates income and assets that may be used to satisfy support orders. This division has a number of services and programs. The Enforcement Division monitors automated delinquency reports, performs address and employment searches, and sends enforcement warning letters to delinquent payers. The Income Withholding section establishes support orders through income withholding and withholding from unemployment insurance, workers' compensation, and social security retirement and disability benefits. The Enforcement Division transfers income withholding notices to new employers when new 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 (DOR) intercept refunds due to support payers with outstanding support debts. The intercepted money is sent to KIDS to be applied against the outstanding debts.

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 has 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. In addition, this section is continually updating the financial records by working on numerous reports generated by KIDS. An example is the emancipation report that lists cases where the youngest child has reached 19 years of age. These cases are reviewed to confirm that the current support obligation has been closed and that the case has been assigned arrears only status. The Account Clerks in this section process an average of 2,300 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 from the courts, 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. In the twelve-month period from March 2000 through February 2001, more than \$157 million in payments were made on Milwaukee County cases.

The Department of Child Support is involved in more than 600 family court hearings per week in Milwaukee County. The **Legal Division's** sixteen 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.

ADOPTED 2003 BUDGET

DEPT: DEPARTMENT OF CHILD SUPPORT

UNIT NO. 2430

FUND: General - 0001

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 due
 - Collection of child support arrears
 - Cost effectiveness
- The 2003 budget is based on the Department meeting certain performance standards in order to achieve incentive revenue of \$3,541,814, the maximum possible amount under State and Federal funding guidelines. 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 in three of the following areas of the Federal performance standards:
 - Increase paternity establishment by 1% from 85.37% to 86.37%.
 - Increase collection rate by 2% from 71.54% to 73.54%.
 - Increase order establishment rate by 2% from 44.10% to 46.10%.
- Departmental expenditures total \$15,738,941 plus \$1,467,287 in allocated charges for total expenditures of \$17,206,228 for 2003. Revenue is estimated to be \$16,229,271. If, during 2003, 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.
- \$ (28,390) Abolish 1 Secretarial Assistant
(58,156) Abolish 2 Clerk 3 Data Entry
(49,350) Abolish 1 Paralegal – Child Support

(89,626) Abolish 1 Deputy Director Child Support Enforcement
(26,594) Abolish 1 Clerical Assistant 1
(36,364) Abolish 1 Paralegal-Child Support
(38,544) Abolish one half Legal Counsel Child Support 1
(45,638) Abolish 1 Child Support Supervisor
(28,468) Abolish 1 Fiscal Assistant 1
(51,156) Abolish 1 KIDS Project Coordinator
\$(452,286) Total

Due to fiscal constraints, the positions listed above are abolished in 2003 for an expenditure reduction of \$452,286 offset by a revenue reduction of \$298,508 for tax levy savings of \$153,778.

- \$ 60,702 Transfer Pro Se Coordinator

One position of Pro Se Coordinator is transferred from the Clerk of Circuit Courts to the Department of Child Support to enhance service provision to Pro Se Litigants in Milwaukee County. The increased expenditure of \$60,702 is offset by increased revenue of \$40,063. There is a corresponding decrease in expenditures of \$60,702 in the Clerk of Circuit Court's 2003 Budget.

- \$ (69,416) Transfer 1 Human Resources Coordinator CSE

Due to the creation of a Department of Administrative Services (DAS), one position of Human Resources Coordinator CSE is transferred to DAS - Human Resources with the costs being charged to the Department of Child Support.

- \$ (46,038) Transfer 1 Network Service Analyst

Due to the creation of DAS, one position of Network Services Analyst is transferred to DAS - IMSD with the costs being charged to the Department of Child Support.

- Record and filing fees increase \$10,000, from \$55,000 to \$65,000 due to experience.
- Process Services Fees are increased \$25,000, from \$121,112 to \$146,112 due to experience.

ADOPTED 2003 BUDGET

DEPT: DEPARTMENT OF CHILD SUPPORT

UNIT NO. 2430

FUND: General - 0001

- Postage is decreased \$20,000, from \$223,181 to \$203,181 due to experience.
- Temporary help is decreased \$25,000, from \$75,000 to \$50,000 due to fiscal constraints.
- Printing and Stationery is decreased \$15,472, from \$30,472 to \$15,000 due to experience.
- Office, Data Processing and Printing Supplies are decreased \$71,004, from \$153,351 to \$82,347 due to experience.
- Capital Outlay for equipment increases \$3,000, from \$102,370 to \$105,370 due to experience and budgeting of computer equipment in the operating budget for the Department of Child Support in order to receive reimbursement revenue from the State of Wisconsin. Most general fund departments' computer equipment is budgeted in the capital budget.
- Revenue from other governmental entities decreases \$238,331 due to the budgeting of the Welfare to Work program in the House of Correction budget and the Department of Child Support abating its costs to the House of Correction in order to recoup the revenue.
- Miscellaneous revenue increases \$1,034,001 due to a one-time collection of unclaimed funds. Checks that were issued prior to 1996 and never cashed will be cancelled and the Department will net \$1,000,000 for one year only.
- Federal incentive revenue increases \$220,847, from \$3,320,967 to \$3,541,814.
- Revenue from the State of Wisconsin decreases \$189,571 due to the completion of the Percentage Expressed Order Conversion Project in 2002.
- 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:

CROSSCHARGES FROM OTHER COUNTY AGENCIES			
	2002 Budget	2003 Budget	2002/2003 Change
Family Court			
Commissioner	\$ 1,862,983	\$ 1,830,293	\$ (32,690)
Clerk of Court	594,043	679,951	85,908
District Attorney	103,473	117,068	13,595
TOTAL	\$ 2,560,499	\$ 2,627,312	\$ 66,813

- All departments are directed to revise their Outcomes Measures to reflect their 2003 budgeted resources, if changes are needed, consistent with the Milwaukee County Mission and Vision statements. Each department shall report its Outcomes Measures directly to the County Board by March 1, 2003.
- The 2003 Budget reflects a zero wage increase for all County managers in the Executive Compensation Plan (ECP). For 2003, all personal service contracts with ECP employees are eliminated, including the provision for 90-day notice upon termination. In addition, the 2003 Budget reflects a zero wage increase for all non-represented County employees with salaries of \$50,000 or more.
- In lieu of a 3% salary reduction for County managers in the Executive Compensation Plan, personal services are reduced an additional \$10,344, which is included in the departments' lump sum salary reduction. The Department of Administrative Services is authorized to process transfers between various departmental accounts for those departments that wish to utilize other sources of funding to offset increased Personal Services costs besides the lump sum salary reduction.
- 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

ADOPTED 2003 BUDGET

DEPT: DEPARTMENT OF CHILD SUPPORT

UNIT NO. 2430
FUND: General - 0001

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			
	2001 <u>Actual</u>	2002 <u>Budget</u>	2003 <u>Budget</u>
IV-D Cases	150,973	161,000	150,000
Paternity Establishment Ratio	74.4%	80.0%	79.0%
Ratio of Cases with Orders	66.7%	65.0%	69.9%

ADOPTED 2003 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; programs prompacs; 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; issues certificates of election to County Supervisors, County Executive, 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	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Personal Services (w/o EFB)	\$ 163,732	\$ 142,050	\$ 163,834	\$ 21,784
Employee Fringe Benefits (EFB)*	37,821	33,171	51,942	18,771
Services	230,200	569,375	292,530	(276,845)
Commodities	1,382	2,073	3,139	1,066
Capital Outlay	0	4,200	1,502	(2,698)
County Service Charges	84,639	108,376	107,273	(1,103)
Abatements	(83,194)	(106,482)	(105,471)	1,011
Total Expenditures	\$ 434,580	\$ 752,763	\$ 514,749	\$ (238,014)
Direct Revenues	\$ 54,759	\$ 60,250	\$ 47,000	\$ (13,250)
Direct Property Tax Levy	\$ 379,821	\$ 692,513	\$ 467,749	\$ (224,764)

* The 2002 and 2003 budgets include fringe benefits. The 2001 actual has been adjusted for comparison.

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*				
Account Summary	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Central Service Allocation	\$ 6,610	\$ 11,204	\$ 9,597	\$ (1,607)
Courthouse Space Rental	61,536	59,477	56,192	(3,285)
Document Services	651	817	922	105
Tech Support & Infrastructure	2,504	4,204	3,623	(581)
Distribution Services	93	414	129	(285)
Telecommunications	575	637	673	36
Records Center	7,614	7,913	9,506	1,593
Radio	0	0	0	0
Personal Computer Charges	2,076	2,000	1,640	(360)
Applications Charges	1,535	19,816	23,189	3,373
Total Charges	\$ 83,194	\$ 106,482	\$ 105,471	\$ (1,011)
Direct Property Tax Levy	\$ 379,821	\$ 692,513	\$ 467,749	\$ (224,764)
Total Property Tax Levy	\$ 463,015	\$ 798,995	\$ 573,220	\$ (225,775)

* 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.

ADOPTED 2003 BUDGET**DEPT:** ELECTION COMMISSION**UNIT NO.** 3010**FUND:** General - 0001**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.

OUTCOMES MEASURES			
	Outcomes	Indicators	Targets
1.	Public is confident in the accuracy, efficiency and fairness of the election process relating to services provided by this office.	a. Number of complaints about this office.	a. Nearly perfect satisfaction.
2.	Braille ballots are available to Braille readers of voting age.	a. Number of Braille readers who use converted ballots.	a. 10% of the Braille readers will use the converted ballots.
3.	Municipalities equipped with Eagle scanners incur lower election cost by using Election Commission programming service.	a. Number of municipalities who use the Election Commission programming service.	a. All municipalities using the Election Commission programming service incur a lower cost than competitors.
4.	Department will provide information regarding elected officials using automated address database.	a. Speed and efficiency in answering inquiries. b. Ability of other County departments to access information. c. Citizens have direct access to information using internet.	a. IMSD to complete project. > Finish data entry. > Update and keep information current. > Provide access to other County departments. > Web site posting.

PERSONNEL SUMMARY				
	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Personal Services (w/o EFB)	\$ 163,732	\$ 142,050	\$ 163,834	\$ 21,784
Employee Fringe Benefits	\$ 37,821	\$ 33,171	\$ 51,942	\$ 18,771
Position Equivalent (Funded)*	3.2	3.3	4.1	0.8
% of Gross Wages Funded	100.0	100.0	100.0	0.0
Overtime (Dollars)**	\$ 7,506	\$ 13,728	\$ 15,552	\$ 1,824
Overtime (Equivalent to Positions)	0.4	0.6	0.7	0.1

* For 2001, the Position Equivalent is the budgeted amount. 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)
Office Support Asst 2 NR	Create	1/1.0	Election Commission	\$ 25,014
			TOTAL	\$ 25,014

ADOPTED 2003 BUDGET

DEPT: ELECTION COMMISSION

UNIT NO. 3010
FUND: General - 0001

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 and municipal elections. Municipalities reimburse the County for their share of expenses. The County must absorb all costs for 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 every two years. Almost all costs of fall elections are not reimbursed to the County and are, therefore, tax levy.

BUDGET HIGHLIGHTS

- \$25,014 Create 1 Office Support Assistant 2 NR
(5,820) Reduce Election Clerk Hours
\$19,194

One position of Office Support Assistant 2 NR is created to provide the Department with the staffing level and constancy needed to manage an efficient operation consistent with the electorate's renewed interest in the voting process that is not available utilizing hourly Election Clerks. The \$25,014 salary and social security cost of the new position is partially offset by a decrease of \$5,820 in the appropriation for Election Clerks, for a net increase of \$19,194.

- Because 2003 is a two-election year as opposed to a four-election year, the appropriation for services decreases \$276,845, from \$569,375 to \$292,530. The largest reductions are in advertising and ballots/election supplies.
- Revenue from Other Governmental Units derived from local referenda, school board and local elections held in the 19 municipalities

decreases \$15,000, from \$60,250 to \$45,250, based on experience.

- Other Miscellaneous Revenue increases \$1,750, from \$250, to \$2,000, based on staff projections.
- All departments are directed to revise their Outcomes Measures to reflect their 2003 budgeted resources, if changes are needed, consistent with the Milwaukee County Mission and Vision statements. Each department shall report its Outcomes Measures directly to the County Board by March 1, 2003.
- The 2003 Budget reflects a zero wage increase for all County managers in the Executive Compensation Plan (ECP). For 2003, all personal service contracts with ECP employees are eliminated, including the provision for 90-day notice upon termination. In addition, the 2003 Budget reflects a zero wage increase for all non-represented County employees with salaries of \$50,000 or more. This does not affect the members of the Election Commission.
- 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 2003 BUDGET**DEPT:** ELECTION COMMISSION**UNIT NO.** 3010**FUND:** General - 0001

ACTIVITY AND STATISTICAL SUMMARY				
	<u>2001 Budget</u>	<u>2001 Actual</u>	<u>2002 Budget</u>	<u>2003 Budget</u>
Spring				
Elections	2	2	2	2
Recall Elections	0	0	0	0
Recall Petitions	0	0	0	0
Recall Hearings	0	0	0	0
Referenda	0	1	1	2
Special Elections	0	5	2	8
Candidate Financial Statement	4	2	0	1
Nomination Papers	0	0	0	0
Ballot Set-up and Proofing	2	7	4	10
Challenge	0	0	0	0
Recounts	0	0	1	0
Statistical Book	1	1	0	0
Elections Programmed	5	7	4	10
Braille Conversions	3	7	4	10
Fall				
Elections	0	0	2	0
Recall Elections	0	0	0	0
Recall Petitions	0	0	0	0
Recall Hearings	0	0	0	0
Referenda	0	0	1	0
Special Elections	0	1	2	0
Candidate Financial Statement	0	0	4	1
Nomination Papers	0	0	10	0
Ballot Set-up and Proofing	0	1	4	0
Challenge	0	0	1	0
Recounts	0	0	1	0
Statistical Book	0	0	0	1
Elections Programmed	5	1	4	0
Braille Conversions	3	1	4	0

FEE SCHEDULEService

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ADOPTED 2003 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 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.

BUDGET SUMMARY				
Account Summary	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Personal Services (w/o EFB)	\$ 417,335	\$ 400,874	\$ 389,973	\$ (10,901)
Employee Fringe Benefits (EFB)*	104,909	109,773	136,707	26,934
Services	138,406	160,199	204,895	44,696
Commodities	15,453	81,700	14,000	(67,700)
Other Charges	176,141	180,535	180,535	0
Debt & Depreciation	0	0	0	0
Capital Outlay	0	0	0	0
County Service Charges	149,620	167,615	150,959	(16,656)
Abatements	(125,038)	(147,959)	(138,044)	9,915
Total Expenditures	\$ 876,826	\$ 952,737	\$ 939,025	\$ (13,712)
Total Revenues	\$ 2,422,075	\$ 1,930,200	\$ 1,932,250	\$ 2,050
Direct Property Tax Levy	\$ (1,545,249)	\$ (977,463)	\$ (993,225)	\$ (15,762)

* The 2002 and 2003 budgets include fringe benefits. The 2001 actual has been adjusted for comparison.

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*				
Account Summary	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Central Service Allocation	\$ 0	\$ 0	\$ 0	\$ 0
Courthouse Space Rental	84,132	81,320	76,828	(4,492)
Document Services	5,593	5,553	7,919	2,366
Tech Support & Infrastructure	13,146	16,370	18,117	1,747
Distribution Services	3,180	7,199	4,418	(2,781)
Telecommunications	2,910	3,166	3,409	243
Records Center	1,640	2,517	2,047	(470)
Radio	0	0	0	0
Personal Computer Charges	10,382	9,000	8,202	(798)
Applications Charges	4,055	22,834	17,104	(5,730)
Total Charges	\$ 125,038	\$ 147,959	\$ 138,044	\$ (9,915)
Direct Property Tax Levy	\$ (1,650,158)	\$ (977,463)	\$ (993,225)	\$ (15,762)
Total Property Tax Levy	\$ (1,525,120)	\$ (829,504)	\$ (855,181)	\$ (25,677)

* 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 2003 BUDGET**DEPT:** COUNTY TREASURER**UNIT NO.** 3090**FUND:** General - 0001**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 Milwaukee County government for the benefit of its citizens.

OUTCOMES MEASURES			
	Outcomes	Indicators	Targets
1.	Milwaukee County residents and businesses owe less delinquent property taxes.	a. Amount of monthly and annual collections.	a. Increase in total dollar amount of delinquent tax collected amounts to 52 cents on the dollar.
2.	County vendor and employee payment systems are improved through the use of new bank programs.	a. Number of employees using direct deposit and number of vendors using direct deposit or debit cards.	a. Five percent increase in use of direct deposit and/or new debit cards by County employees and selected vendors.
3.	Forty tax-delinquent seniors will avoid foreclosure and develop financial plans for future payments.	a. Number of seniors referred from Treasurer's Office to Department on Aging and Family Service.	a. At least 60 percent of seniors in program are able to remain in home.
4.	Begin to curb predatory lending practices in Milwaukee County.	a. More people would become informed about what predatory lending is and lender foreclosures would begin to drop.	a. An average of 35 people per month would call the predatory lending hotline.

PERSONNEL SUMMARY				
	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Personal Services (w/o EFB)	\$ 417,335	\$ 400,874	\$ 389,973	\$ (10,901)
Employee Fringe Benefits (EFB)	\$ 104,909	\$ 109,773	\$ 136,707	\$ 26,934
Position Equivalent (Funded)*	8.6	9.3	9.0	(0.3)
% of Gross Wages Funded	100.0	100.0	100.0	0.0
Overtime (Dollars)**	\$ 308	\$ 0	\$ 0	\$ 0
Overtime (Equivalent to Positions)	0.0	0.0	0.0	0.0

* For 2001, 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 2003 BUDGET

DEPT: COUNTY TREASURER

UNIT NO. 3090

FUND: General - 0001

BUDGET HIGHLIGHTS

- An appropriation of \$42,000 is budgeted for service fees charged by banks. The decrease is due to a change in the fee contract structure. The budgeted amount for 2002 was \$57,810.
- An appropriation of \$70,000 is budgeted for outsourcing of money management services previously provided by Treasurer Department staff. The budgeted amount for 2002 was \$23,049.
- Computer software is reduced from \$76,500, to \$9,000. A new system was installed in 2002.
- All departments are directed to revise their Outcomes Measures to reflect their 2003 budgeted resources, if changes are needed, consistent with the Milwaukee County Mission and Vision statements. Each department shall report its Outcomes Measures directly to the County Board by March 1, 2003.
- The 2003 Budget reflects a zero wage increase for all County managers in the Executive Compensation Plan (ECP). For 2003, all personal service contracts with ECP employees are eliminated, including the provision for 90-day notice upon termination. Salaries of constitutional officers are not affected by this policy. In addition, the 2003 Budget reflects a zero wage increase for all non-represented County employees with salaries of \$50,000 or more.
- 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

	2001 <u>Budget</u>	2001 <u>Actual</u>	2002 <u>Budget</u>	2003 <u>Budget</u>
Checks Issued	290,000	205,528	150,000	210,000
Receipts Issued: Property Taxes	5,000	6,457	5,000	5,000
Lost Checks and Forgeries Processed	750	476	300	450
Tax Delinquent Notices Processed	10,000	8,334	10,000	9,000
Unpaid Property Taxes	5,600	7,661	14,000	8,000
Submitted to Treasurer (000's)				
Number of Parcels with Bankruptcy Claims,	450	211	300	300
Petitions for Foreclosure				
Forms Furnished to Municipalities	40,000	191,190	40,000	160,000

ADOPTED 2003 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.

BUDGET SUMMARY				
Account Summary	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Personal Services (w/o EFB)	\$ 295,916	\$ 353,622	\$ 311,861	\$ (41,761)
Employee Fringe Benefits (EFB)*	74,463	96,844	109,321	12,477
Services	51,975	69,450	70,550	1,100
Commodities	6,295	7,743	4,354	(3,389)
Other Charges	0	0	0	0
Capital Outlay	0	6,066	0	(6,066)
County Service Charges	126,120	128,549	124,408	(4,141)
Abatements	(123,840)	(126,247)	(121,944)	4,303
Total Expenditures	\$ 430,929	\$ 536,027	\$ 498,550	\$ (37,477)
Total Revenues	\$ 437,411	\$ 462,947	\$ 462,947	\$ 0
Direct Property Tax Levy	\$ (6,482)	\$ 73,080	\$ 35,603	\$ (37,477)

* The 2002 and 2003 budgets include fringe benefits. The 2001 actual has been adjusted for comparison.

ADOPTED 2003 BUDGET**DEPT: COUNTY CLERK****UNIT NO. 3270****FUND: General - 0001**

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*				
Account Summary	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Central Service Allocation	\$ 16,463	\$ 18,509	\$ 19,148	\$ 639
Courthouse Space Rental	86,460	83,568	78,953	(4,615)
Document Services	1,446	1,704	2,047	343
Tech Support & Infrastructure	6,261	8,690	8,060	(630)
Distribution Services	2,514	2,733	3,493	760
Telecommunications	2,061	2,225	2,414	189
Records Center	199	304	248	(56)
Radio	0	0	0	0
Personal Computer Charges	6,229	5,000	4,101	(899)
Applications Charges	2,207	3,514	3,480	(34)
Total Charges	\$ 123,840	\$ 126,247	\$ 121,944	\$ (4,303)
Direct Property Tax Levy	\$ (6,482)	\$ 73,080	\$ 35,603	\$ (37,477)
Total Property Tax Levy	\$ 117,358	\$ 199,327	\$ 157,547	\$ (41,780)

* 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 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."

OUTCOMES MEASURES			
	Outcomes	Indicators	Targets
1.	Milwaukee County citizens, employees, government officials and other interested parties have access to timely and accurate official records of the County, including County Board Proceedings, County Ordinances, and other administrative documents.	a. Percent of documents accessible within three days.	a. 90%.
2.	Milwaukee County residents obtain various licenses in an efficient and timely manner.	a. Customer satisfaction.	a. 98%.

ADOPTED 2003 BUDGET**DEPT: COUNTY CLERK****UNIT NO. 3270****FUND: General - 0001**

PERSONNEL SUMMARY				
	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Personal Services (w/o EFBs)	\$ 295,916	\$ 353,622	\$ 311,861	\$ (41,761)
Employee Fringe Benefits (EFB)	\$ 74,463	\$ 96,844	\$ 109,321	\$ 12,477
Position Equivalent (Funded)*	9.0	8.7	7.0	(1.7)
% of Gross Wages Funded	100.0	96.3	80.0	(16.3)
Overtime (Dollars)**	\$ 10,543	\$ 0	\$ 0	\$ 0
Overtime (Equivalent to Positions)	0.3	0.0	0.0	0.0

* For 2001, 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

BUDGET HIGHLIGHTS

- A lump sum reduction of \$72,828 is created to establish a net salary budget that is 80.0% of gross wages. This reduction is equal to two vacant positions. In 2002, 96.3% of gross wages was funded.
- The appropriation for postage increases \$7,700, from \$2,300 to \$10,000, to more accurately reflect history.
- Conference Expenses decrease \$1,500, from \$2,500 to \$1,000. A portion of this will be used for the County Clerk to attend the NACo conference being held in Milwaukee in 2003.
- All departments are directed to revise their Outcomes Measures to reflect their 2003 budgeted resources, if changes are needed, consistent with the Milwaukee County Mission and Vision statements. Each department shall report its Outcomes Measures directly to the County Board by March 1, 2003.
- The 2003 Budget reflects a zero wage increase for all County managers in the Executive Compensation Plan (ECP). For 2003, all personal service contracts with ECP employees are eliminated, including the provision for 90-day notice upon termination. In addition, the 2003 Budget reflects a zero wage increase for all non-represented County employees with salaries of \$50,000 or more.
- In lieu of a 3% salary reduction for County managers in the Executive Compensation Plan, personal services are reduced an additional \$1,788, for which the Department of Administrative Services is authorized to process transfers between various departmental accounts for those departments that wish to utilize other sources of funding to offset increased Personal Services costs besides the lump sum reduction.
- 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

ADOPTED 2003 BUDGET**DEPT:** COUNTY CLERK**UNIT NO.** 3270
FUND: General - 0001

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>2001 Budget</u>	<u>2001 Actual</u>	<u>2002 Budget</u>	<u>2003 Budget</u>
Marriage Licenses	6,400	5,786	6,400	6,400
Marriage License Waivers	200	210	200	200
Marriage Civil Ceremonies	1,043	1,216	1,043	1,043
Dog/Cat Licenses	36,000	27,552	36,000	36,000
County Board Files	1,000	975	1,000	1,000
County Board Citations	400	463	400	400
County Ordinances	30	32	30	30
County Board Proceedings Pages	2,600	2,500	2,600	2,600
County Board Digests, Actions Summarized/ Routed	480	652	480	480
Employee Garnishments	5,500	5,824	5,500	5,500
Employee Wage Assignments	27,500	29,719	27,500	27,500
Employee Tax Levies	1,200	871	1,200	1,200
Contractor Lien Notices/Vendor Tax Levies	60	53	60	60
Contractor Qualification Statements	350	376	350	350
Claims Processed	950	973	950	950
Summons and Complaints Processed	1,400	1,583	1,400	1,400
Construction Bid Notices	150	212	150	150
Procurement Bid Notices Processed	4,800	5,418	4,800	4,800
Legal Documents Assigned to Central Files	1,300	2,812	1,300	1,300
County Checks Signature Processed	595,000	598,216	595,000	595,000
Lobbyist Registration	25	7	25	25

SERVICE

Marriage Licenses
Other License/Permits
Dog/Cat License Admin.
Marriage Waiver Fees
Copy Fees
Notary Fees
Marriage Ceremonies

FEE

\$90.00
Varies
Varies by municipality
\$10.00
20¢ per page
50¢
\$75.00

ADOPTED 2003 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; issues County and senior citizen identification cards; and performs such other functions as provided by law.

BUDGET SUMMARY				
Account Summary	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Personal Services (w/o EFB)	\$ 1,645,715	\$ 1,605,913	\$ 1,730,978	\$ 125,065
Employee Fringe Benefits (EFB)*	407,732	428,959	592,220	163,261
Services	184,191	207,780	242,940	35,160
Commodities	86,813	156,905	146,728	(10,177)
Other Charges	0	0	0	0
Capital Outlay	39,193	0	0	0
County Service Charges	529,715	557,940	484,241	(73,699)
Abatements	(530,183)	(548,453)	(472,738)	75,715
Total Expenditures	\$ 2,363,176	\$ 2,409,044	\$ 2,724,369	\$ 315,325
Total Revenues	\$ 4,421,563	\$ 3,906,760	\$ 4,728,244	\$ 821,484
Direct Property Tax Levy	\$ (2,058,387)	\$ (1,497,716)	\$ (2,003,875)	\$ (506,159)

* The 2002 and 2003 budgets include fringe benefits. The 2001 actual has been adjusted for comparison.

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*				
Account Summary	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Central Service Allocation	\$ 35,895	\$ 45,012	\$ 46,332	\$ 1,320
Courthouse Space Rental	375,984	363,410	343,333	(20,077)
Document Services	718	1,069	1,016	(53)
Tech Support & Infrastructure	27,573	43,083	9,872	(33,211)
Distribution Services	14,261	13,687	29,274	15,587
Telecommunications	6,596	3,834	7,725	3,891
Records Center	13,161	20,370	16,431	(3,939)
Radio	0	0	0	0
Personal Computer Charges	35,297	34,000	13,944	(20,056)
Applications Charges	13,436	23,988	4,811	(19,177)
Total Charges	\$ 522,921	\$ 548,453	\$ 472,738	\$ (75,715)
Direct Property Tax Levy	\$ (2,058,387)	\$ (1,497,716)	\$ (2,003,875)	\$ (506,159)
Total Property Tax Levy	\$ (1,535,466)	\$ (949,263)	\$ (1,531,137)	\$ (581,874)

* 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 2003 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.

OUTCOMES MEASURES			
	Outcomes	Indicators	Targets
1.	Real Estate documents are promptly recorded.	a. Number of days lapsed between delivery of documents by customer and assignment of document numbers thereto.	a. Documents recorded within 3 days of delivery 90% of the time.
2.	Public has access to timely real estate indexes.	a. Number of days lapsed between receipt of real estate document and availability of index information for that document.	a. Index data available within four days of receipt of document 90% of the time.
3.	Improved productivity in real estate document recording process.	a. Number of days lapsed between receipt of document and completion of processing.	a. Recording process is complete in 1 month or less 90% of the time.
4.	Customers are satisfied with real estate services.	a. Grade on survey of primary real estate customers.	a. Average performance grades of good or better.
5.	Genealogical Data Base.	a. On line Access.	a. At least 15 years of marriage and death indices available.
6.	Efficient Vital Records Sales.	a. Number of days lapsed between receipt of request and mailing of document copy to customer.	a. Requests for certified copies are fulfilled within 2 days 90% of the time.

PERSONNEL SUMMARY				
	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Personal Services (w/o EFB)	\$ 1,645,715	\$ 1,605,913	\$ 1,730,978	\$ 125,065
Employee Fringe Benefits (EFB)	\$ 407,732	\$ 428,959	\$ 592,220	\$ 163,261
Position Equivalent (Funded)*	45.5	46.5	47.5	1.0
% of Gross Wages Funded	103.3	100.0	99.9	(0.1)
Overtime (Dollars)**	\$ 110,708	\$ 17,112	\$ 17,112	\$ 0
Overtime (Equivalent to Positions)	3.7	0.6	0.6	0.0

* For 2001, 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 2003 BUDGET

DEPT: REGISTER OF DEEDS

UNIT NO. 3400

FUND: General - 0001

ORGANIZATIONAL COST SUMMARY					
DIVISION		2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Administration	Expenditure	\$ 539,533	\$ 582,212	\$ 576,638	\$ (5,574)
	Abatement	(191,230)	(227,579)	(169,751)	57,828
	Revenue	41	0	0	0
	Tax Levy	\$ 348,262	\$ 354,633	\$ 406,887	\$ 52,254
Cashier Services	Expenditure	\$ 403,985	\$ 404,298	\$ 443,902	\$ 39,604
	Abatement	(31,116)	(30,199)	(28,418)	1,781
	Revenue	627	0	0	0
	Tax Levy	\$ 372,242	\$ 374,099	\$ 415,484	\$ 41,385
Real Estate Services	Expenditure	\$ 1,104,853	\$ 1,121,033	\$ 1,259,439	\$ 138,406
	Abatement	(197,746)	(189,210)	(178,990)	10,220
	Revenue	3,808,916	3,322,289	4,145,273	822,984
	Tax Levy	\$ (2,901,809)	\$ (2,390,466)	\$ (3,064,824)	\$ (674,358)
Vital Statistics/ Identification	Expenditure	\$ 445,518	\$ 501,157	\$ 548,290	\$ 47,133
	Abatement	(75,961)	(68,505)	(64,403)	4,102
	Revenue	504,495	504,100	511,100	7,000
	Tax Levy	\$ (134,938)	\$ (71,448)	\$ (27,213)	\$ 44,235
Tax Listing Services	Expenditure	\$ 399,470	\$ 348,797	\$ 368,838	\$ 20,041
	Abatement	(34,130)	(32,960)	(31,176)	1,784
	Revenue	107,484	80,371	71,871	(8,500)
	Tax Levy	\$ 257,856	\$ 235,466	\$ 265,791	\$ 30,325

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 Fiscal Assistant 1, one Fiscal Assistant 2, one Cashier 2, and four Cashier 1 positions.

The **Real Estate Services** Division's primary responsibility 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 Assistant, one Clerical Specialist, and 17 clerical support positions.

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 and issues County and senior citizen identification cards. This Division includes one Administrative Assistant, one Clerical Assistant 2, and seven Clerical Assistant 1 positions.

ADOPTED 2003 BUDGET

DEPT: REGISTER OF DEEDS

UNIT NO. 3400

FUND: General - 0001

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, one Drafting Technician 3, and three Clerical Specialist positions. One position of Geographic Information Technician (funded by MCAMLIS – Org. Unit 1923) is also located in this Division.

BUDGET HIGHLIGHTS

- Departmental revenues are projected to increase \$821,484, from \$3,906,760 to \$4,728,244, due to the continued strength in real estate sales and greater mortgage activity.
- General Recording Fee Revenue increases \$455,784, from \$1,598,279 to \$2,054,063, based on experience and changes to standard mortgage forms which result in lengthier documents than those utilized prior to 2002.
- Real Estate Transfer Fee Revenue increases \$353,200, from \$1,450,000 to \$1,803,200, based on experience.
- Postage costs increase \$26,000, from \$42,000 to \$68,000, reflecting 2002 postal rate changes and increased mailing volume.
- The 2003 Budget reflects a zero wage increase for all County managers in the Executive Compensation Plan (ECP). For 2003, all personal service contracts with ECP employees are eliminated, including the provision for 90-day notice upon termination. Salaries of constitutional officers are not affected by this policy. In addition, the 2003 Budget reflects a zero wage increase for all non-represented County employees with salaries of \$50,000 or more.
- In lieu of a 3% salary reduction for County managers in the Executive Compensation Plan, personal services are reduced an additional \$2,016, which is included in the departments' lump sum salary reduction. The Department of Administrative Services is authorized to process transfers between various departmental accounts for those departments that wish to utilize other sources of funding to offset

increased Personal Services costs besides the lump sum salary reduction.

- 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 2003 BUDGET**DEPT: REGISTER OF DEEDS****UNIT NO. 3400****FUND: General - 0001**

RECORDINGS HISTORICAL		
<u>Year</u>	<u>Total Recordings</u>	<u>Recordings per Day</u>
1996	141,827	567
1997	159,948	640
1998	191,481	766
1999	193,783	775
2000	151,693	597
2001	186,710	746

NUMBER OF RECORDINGS PER DAY			
<u>Month</u>	<u>2000</u>	<u>2001</u>	<u>2002</u>
January	677	582	1,031
February	563	572	953
March	500	677	889
April	517	613	864
May	704	800	754

REGISTER OF DEEDS FEE SCHEDULE		
<u>Description</u>	<u>Statutory Authority or Ordinance</u>	<u>Fee</u>
Real Estate Search	Ordinance 56.28	\$ 5.00
Certification Sheriff Sale	State Statute 59.43(2)	11.00*
UCC 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/Weatherization	State Statute 101.122	10.00
LisPendens	State Statute 59.43(2)	11.00*
Notice of Tax Lien	State Statute 779.97	10.00
General Recording Fees	State Statute 59.43(2)	11.00*
Release of Tax Lien	State Statute 779.97	10.00
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
Identification Cards	Resolution FN 99-107	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 Fee (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 the \$11.00 Universal Commercial Code Fee, Milwaukee County realizes \$10.00 of revenue.

**** Of this fee, Milwaukee County retains 20% or \$0.06 per \$100.

ADOPTED 2003 BUDGET**DEPT:** REGISTER OF DEEDS**UNIT NO.** 3400**FUND:** General - 0001

ACTIVITY AND STATISTICAL SUMMARY				
	<u>2001 Budget</u>	<u>2001 Actual</u>	<u>2002 Budget</u>	<u>2003 Budget</u>
Recording	170,000	186,710	170,000	186,750
Chattels/General Filings	8,000	7,778	8,000	1,600
Vital Statistics Placed on File	35,000	33,138	35,000	35,000
Certified Copies - Birth, Death, Marriage	90,000	97,927	95,000	95,000
ID Cards - County	9,500	8,213	9,000	8,500
ID Cards - Senior Citizen	700	634	700	700
Transfer Tax	16,000	17,326	17,000	18,000
Vital Statistics Corrections - No Fee	16,000	14,025	16,000	16,000
Vital Statistics Certifications - No Fee (VA)	400	260	400	400
Termination of Joint Tenancy	2,000	1,988	2,000	2,000
Genealogy Services	6,000	5,262	6,000	6,000
Real Estate Searches	1,300	1,418	1,300	1,400
Marriage Registrations	6,000	5,451	6,000	6,000
DILHR Validation	1,650	1,190	1,500	1,500

ADOPTED 2003 BUDGET**DEPT: 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, victim/witness protection, photography, fingerprint and document examination, drug investigations, training and emergency response.

BUDGET SUMMARY				
Account Summary	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Personal Services (w/o EFB)	\$ 47,534,684	\$ 50,394,720	\$ 52,840,951	\$ 2,446,231
Employee Fringe Benefits (EFB)*	11,567,945	13,547,924	17,070,253	3,522,329
Services	5,735,198	3,910,701	4,761,448	850,747
Commodities	3,544,831	1,980,280	3,443,050	1,462,770
Other Charges	80,365	83,000	(3,438,276)	(3,521,276)
Capital Outlays	767,536	0	51,415	51,415
County Service Charges	14,966,010	17,728,312	17,439,537	(288,775)
Abatements	(18,764,213)	(25,929,142)	(27,476,000)	(1,546,858)
Total Expenditures	\$ 65,432,356	\$ 61,715,795	\$ 64,692,378	\$ 2,976,583
Total Revenues	\$ 17,671,686	\$ 17,419,412	\$ 14,827,278	\$ (2,592,134)
Direct Property Tax Levy	\$ 47,760,670	\$ 44,296,383	\$ 49,865,100	\$ 5,568,717

* The 2002 and 2003 budgets include fringe benefits. The 2001 actual has been adjusted for comparison.

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*				
Account Summary	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Central Service Allocation	\$ 961,230	\$ 1,257,970	\$ 1,112,644	\$ (145,326)
Courthouse Space Rental	6,297,480	6,090,149	5,756,355	(333,794)
Document Services	68,690	89,844	97,253	7,409
Tech Support & Infrastructure	955,210	1,754,215	1,539,013	(215,202)
Distribution Services	5,093	10,375	7,074	(3,301)
Emergency Mgmt Services	0	10,000	10,000	0
Telecommunications	109,219	119,184	126,143	6,959
Records Center	62,248	88,501	77,711	(10,790)
Radio	166,045	451,743	708,359	256,616
Personal Computer Charges	434,990	419,000	679,956	260,956
Applications Charges	1,050,960	2,139,018	2,199,295	60,277
Total Charges	\$ 10,111,165	\$ 12,429,999	\$ 12,313,803	\$ (116,196)
Direct Property Tax Levy	\$ 47,760,670	\$ 44,296,383	\$ 49,865,100	\$ 5,568,717
Total Property Tax Levy	\$ 57,871,835	\$ 56,726,382	\$ 62,178,903	\$ 5,452,521

* 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 2003 BUDGET**DEPT: SHERIFF****UNIT NO. 4000**
FUND: General - 0001**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.

OUTCOMES MEASURES			
	Outcomes	Indicators	Targets
1.	Individuals arrested by law enforcement agencies are accepted into a safe and secure facility and held to facilitate trial by the State Circuit Court System.	a. Number of arrestees booked and held at the Criminal Justice Facility for law enforcement agencies. b. Number of inmates held by order of courts. c. Number of professional visitors.	a. Criminal Justice Facility has the capacity to book and hold 53,800 arrestees annually for law enforcement agencies. b. Daily average of less than 1,100 inmates are held in the Criminal Justice Facility for trial by State Circuit Court order. c. Annually 22,000 professional visitors confer with inmates.
2.	The courtroom environment is safe and secure for all courtroom participants.	a. Percent of disruptive courtroom incidents to number of cases filed in all County courts. b. Percent of disruptive courtroom incidents to number of cases filed in County Family courts. c. Percent of disruptive courtroom incidents to number of cases filed in County Felony and Misdemeanor courts.	a. Percent of disruptive courtroom incidents to number of cases filed in all County courts will be kept below .04% (57 out of 150,066 cases). b. Percent of disruptive courtroom incidents to number of cases filed in County Family courts will be kept below .11% (15 out of 13,289 cases). c. Percent of disruptive courtroom incidents to number of cases filed in County Felony and Misdemeanor courts will be kept below .03 (21 out of 77,627 cases).
3.	Motorists are safe as they travel on roadways patrolled by Deputy Sheriffs.	a. Number of accident reports completed by the Police Services Bureau within five working days. b. Number of Operating While Intoxicated citations issued. c. Number of truck stops made for overweight and level one mechanical inspections.	a. 90% of accident reports are completed by the Police Services Bureau within five working days. b. 800 Operating While Intoxicated citations will be issued. c. 400 overweight truck citations will be issued.

ADOPTED 2003 BUDGET
DEPT: SHERIFF
UNIT NO. 4000
FUND: General - 0001

OUTCOMES MEASURES			
	Outcomes	Indicators	Targets
4.	Inmates receive effective treatment for communicable diseases.	a. Number of inmates tested by Sheriff's Office health staff for chlamydia and gonorrhea. b. Number of inmates tested by the Health Department for syphilis and HIV. c. Number of inmates tested for tuberculosis. d. Percent of inmates positive for gonorrhea that will receive treatment. e. Percent of inmates positive for syphilis that will receive treatment. f. Percent of inmates positive for tuberculosis that will accept treatment.	a. Annually 2,200 inmates are tested by Sheriff's Office health staff for chlamydia and gonorrhea. b. Annually, 6,000 inmates are tested by the Health Department for syphilis and HIV. c. Annually, 14,000 inmates are tested for tuberculosis. d. 75% of inmates testing positive for gonorrhea yearly will receive treatment. e. 95% of inmates testing positive for syphilis yearly will receive treatment. f. 50% of inmates testing positive for tuberculosis infection yearly will accept preventative therapy.
5.	Travelers through General Mitchell International Airport enjoy an environment of safety and security for their persons and possession.*	a. Number of security patrols by deputies at Mitchell International. b. Response time to security incidents.	a. Deputy Sheriffs carry out 138,000 law enforcement patrols at Mitchell International. b. Average response time to security incidents is at or below the Federal Aviation Administration maximum response time of five minutes.

* Due to enhanced security needs and additional staff created in 2002, this outcome will require revision for 2003.

PERSONNEL SUMMARY				
	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Personal Services (w/o EFB)***	\$ 47,534,684	\$ 50,394,720	\$ 52,840,951	\$ 2,446,231
Employee Fringe Benefits (EFB)	\$ 11,567,945	\$ 13,547,924	\$ 17,070,253	\$ 3,522,329
Position Equivalent (Funded)*	1,051.2	1,125.3	1,119.1	(6.2)
% of Gross Wages Funded	88.6	96.3	94.5	(1.8)
Overtime (Dollars)**	\$ 4,826,223	\$ 3,344,148	\$ 5,185,800	\$ 1,841,652
Overtime (Equivalent to Positions)	106.7	86.0	125.7	39.7

* For 2001, the Position Equivalent is the budgeted amount.

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

ADOPTED 2003 BUDGET
DEPT: SHERIFF
UNIT NO. 4000
FUND: General - 0001

PERSONNEL CHANGES				
Job Title/Classification	Action	Number of Positions/ Total FTE	Division	Cost of Positions (Excluding Fringe Benefits)
Management Assistant Human Resources	Transfer	1/1.0	Administrative	\$ (41,972)
Administrative Assistant NR	Transfer	2/2.0	Administrative	(81,584)
Clerical Assistant 2	Transfer	2/2.0	Administrative	(64,792)
Payroll Assistant	Transfer	1/1.0	Administrative	(33,480)
Fiscal Assistant 1	Transfer	6/6.0	Administrative	(200,928)
Accountant 3 NR	Transfer	1/1.0	Administrative	(47,548)
Human Resources Coordinator	Transfer	1/1.0	Administrative	(65,044)
Human Resources Ind Mgr	Transfer	1/1.0	Administrative	(89,626)
Bureau Director*	Transfer	3/3.0	Administrative	258,860
Clerical Assistant 1	Create	1/1.0	Airport	32,662
Clerical Assistant 1	Abolish	1/1.0	Grounds	(34,094)
Deputy Sheriff 1	Abolish	8/8.0	Grounds	(404,064)
Deputy Sheriff Sergeant	Abolish	2/2.0	Grounds	(119,924)
Deputy Sheriff 1	Abolish	2/2.0	Park Patrol	(100,972)
Deputy Sheriff 1	Abolish	8/8.0	Traffic	(401,360)
Bureau Director*	Transfer	1/1.0	Traffic	(79,608)
Deputy Sheriff 1	Abolish	2/2.0	Marine Patrol	(86,960)
Bureau Director	Abolish	1/1.0	Communications	(89,626)
Medical Assistant	Create	3/3.0	Medical Unit	90,000
RN2 - Sheriff	Create	1/1.0	Medical Unit	56,692
Administrative Assistant	Create	4/4.0	Medical Unit	159,536
RN1	Create	1/1.0	Medical Unit	52,418
LPN - Sheriff	Create	8/7.5	Medical Unit	279,270
LPN - (Sheriff) (Pool)	Create	20/0	Medical Unit	0
Bureau Director*	Transfer	1/1.0	Gen. Investigation	(89,626)
Deputy Sheriff 1	Abolish	1/1.0	Witness Protection	(54,490)
Deputy Sheriff Captain	Abolish	1/1.0	Metro Drug Unit	(79,608)
Deputy Sheriff 1	Abolish	3/3.0	HIDTA	(159,330)
Deputy Sheriff Sergeant	Abolish	1/1.0	HIDTA	(59,962)
Deputy Sheriff Captain	Abolish	1/1.0	HIDTA	(79,608)
Bureau Director*	Transfer	1/1.0	Support Administration	(89,626)
			TOTAL	\$ (1,624,394)

* These transfers are internal to the Sheriff's Office.

ADOPTED 2003 BUDGET

DEPT: SHERIFF

UNIT NO. 4000
FUND: General - 0001

ORGANIZATIONAL COST SUMMARY					
DIVISION		2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Administration	Expenditure	\$ 6,782,188	\$ 7,130,276	\$ 3,198,766	\$ (3,931,510)
	Abatement	3,081,927	3,657,195	3,397,651	(259,544)
	Revenue	530,954	548,313	516,200	(32,113)
	Tax Levy	\$ 3,169,307	\$ 2,924,768	\$ (715,085)	\$ (3,639,853)
Emergency Management	Expenditure	\$ 1,020,783	\$ 959,325	\$ 930,356	\$ (28,969)
	Abatement	207,849	234,528	201,871	(32,657)
	Revenue	338,270	296,500	268,600	(27,900)
	Tax Levy	\$ 474,664	\$ 428,297	\$ 459,885	\$ 31,588
Police Services	Expenditure	\$ 18,752,668	\$ 20,370,171	\$ 18,555,845	\$ (1,814,326)
	Abatement	837,932	1,447,244	1,463,598	16,354
	Revenue	10,475,923	11,035,352	9,279,921	(1,755,431)
	Tax Levy	\$ 7,438,813	\$ 7,887,575	\$ 7,812,326	\$ (75,249)
Detention	Expenditure	\$ 43,507,399	\$ 43,178,189	\$ 51,066,529	\$ 7,888,340
	Abatement	6,443,352	7,624,324	7,524,123	(100,201)
	Revenue	4,941,683	4,329,354	3,533,892	(795,462)
	Tax Levy	\$ 32,122,364	\$ 31,224,511	\$ 40,008,514	\$ 8,784,003
Special Operations	Expenditure	\$ 13,859,521	\$ 16,006,976	\$ 18,416,882	\$ 2,409,906
	Abatement	8,192,944	12,965,851	14,888,757	1,922,906
	Revenue	1,107,833	1,209,893	1,228,665	18,772
	Tax Levy	\$ 4,558,744	\$ 1,831,232	\$ 2,299,460	\$ 468,228
Sheriff's Forfeiture	Expenditure	\$ 274,010	\$ 0	\$ 0	\$ 0
	Abatement	209	0	0	0
	Revenue	277,023	0	0	0
	Tax Levy	\$ (3,222)	\$ 0	\$ 0	\$ 0

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, public information and youth services. Included in these duties are leadership, personnel management, preparation of the annual budget, fiscal monitoring and accounting and payroll functions. Also included in this bureau is the Office of Professional Standards which investigates all incidents involving Sheriff's Office personnel. Included are command, professional standards, support, cashier and accounting staff.

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 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.

The **Police Services Bureau** includes Stadium Security, Parks Security, Trauma Center Security, Expressway Patrol, Communications, Highway Safety Liaison. The former Criminal Investigations Bureau which is now a part of Police Services has three components: General Investigations, Witness Protection and Drug Enforcement. General Investigations conducts investigations at the General Mitchell International Airport, County Grounds, House of Correction, Criminal Justice Facility, County Stadium, County Parks System, Zoo and the Department of Human Services. It serves criminal warrants, processes extradition papers, and processes all Milwaukee County sexual offender registrations. It performs background checks on all personnel seeking employment by the Sheriff's Office and performs background checks for other County agencies upon request. General Investigations is responsible for serving all writs, three party petitions and temporary restraining orders. The Witness Protection Unit provides protective services and security for threatened and

intimidated victims/witnesses in Milwaukee County. The Drug Enforcement Unit (DEU) works to reduce the supply of illicit drugs in the area and uses property seized from drug dealers to purchase law enforcement equipment for the Sheriff's Office. The DEU participates in Drug Enforcement Administration (DEA) and FBI task force programs, operates a narcotic detection canine unit, participates in the Metropolitan Drug Enforcement Group and the High Intensity Drug Trafficking Area (HIDTA) Task Force to apprehend and prosecute drug dealers.

The **Detention Services Bureau** includes the County Jail, Medical Services for the Sheriff's Office and the House of Correction and Inmate Welfare. The jail is a secure detention facility with a design capacity of 990 beds for holding accused felons, 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, Youth Services, Courthouse Complex Security, Bailiff Services and Airport Security, K-9 Unit, Data Processing, SWAT Unit and Bomb Disposal Unit.

BUDGET HIGHLIGHTS

DEPARTMENTAL

- For 2003, the Sheriff's Office has a fixed budget appropriation and tax levy. Expenditure appropriations will be set at \$64,692,378 and tax levy at \$49,865,100. Excluding fringe benefits, the Sheriff's Office's expenditures are decreased \$545,746 in 2003, or 1% under the 2002 Adopted Budget. The Sheriff's Office's revenues are decreased \$2,592,134 in 2003, or 15% less than the 2002 Adopted Budget. Tax levy, excluding fringe benefits, is increased \$2,046,388, or 6% over the 2002 Adopted Budget. The Sheriff has the authority and flexibility to transfer between accounts within this dollar amount.

ADOPTED 2003 BUDGET

DEPT: SHERIFF

UNIT NO. 4000

FUND: General - 0001

- Changes reflected in this narrative are based on the budget request of the Sheriff. A lump sum reduction of \$3,291,786 was made to the Sheriff's Requested Budget. The Sheriff has the discretion to determine how these reductions will be implemented.
- Funding is provided throughout the 2003 Budget to continue various jail population control programs including the House of Correction's electronic surveillance program, expanded Intake Court hours, District Attorney processing of domestic violence offenders on Sundays, intensive supervision of pretrial defendants, monitoring of pretrial offenders, District Attorney and Clerk of Circuit Court support staff for specialized courts (homicide, violent crimes, drugs, sexual assault, domestic violence and felony spin-off) to speed case processing.
- Personal Service costs in the Sheriff's Office have been reduced by \$2,814,084 resulting in a net salary budget that is 94.52% of gross wages.
- All departments are directed to revise their Outcomes Measures to reflect their 2003 budgeted resources, if changes are needed, consistent with the Milwaukee County Mission and Vision statements. Each department shall report its Outcomes Measures directly to the County Board by March 1, 2003.
- The 2003 Budget reflects a zero wage increase for all County managers in the Executive Compensation Plan (ECP). For 2003, all personal service contracts with ECP employees are eliminated, including the provision for 90-day notice upon termination. In addition, the 2003 Budget reflects a zero wage increase for all non-represented County employees with salaries of \$50,000 or more.
- In lieu of a 3% salary reduction for County managers in the Executive Compensation Plan, personal services are reduced an additional \$64,452, which is included in the departments' lump sum salary reduction. The Department of Administrative Services is authorized to process transfers between various departmental accounts for those departments that wish to utilize other sources of funding to offset increased Personal Services costs besides the lump sum salary reduction.
- 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

- \$ (41,972) Transfer 1 Management Assistant
Human Resources
(65,044) Transfer 1 Human Resource
Coordinator
(89,626) Transfer 1 Human Resources Ind
Mgr
\$(196,642) Total
- Due to the creation of the Department of Administrative Services, the above positions are transferred to the Department of Administrative Services.
- \$ (64,792) Transfer 2 Clerical Assistant 2
(33,480) Transfer 1 Payroll Assistant
(200,928) Transfer 6 Fiscal Assistant 1
(47,548) Transfer 1 Accountant 3
(81,584) Transfer 2 Administrative Assistant
\$(428,332) Total

Twelve fiscal department positions are transferred back from the Sheriff's Office to the House of Correction to properly align staff within the respective departments. Increased costs at the HOC of \$428,332 are offset by a corresponding decrease of \$428,332 in the Sheriff's Office. The Sheriff's Office will continue to provide budget preparation and fiscal monitoring services to the House of Correction.

ADOPTED 2003 BUDGET

DEPT: SHERIFF

UNIT NO. 4000
FUND: General - 0001

- \$ 258,860 Transfer 3 Bureau Director

Three positions of Bureau Director that were previously budgeted in the Expressway Patrol, Criminal Investigations and Support Administration are transferred into the Administration Bureau as part of the reorganization of the Sheriff's Office command structure. A Personal Service lump sum reduction of \$113,770 has been included to offset the cost of one Bureau Director position.

- Unemployment compensation for the department is increased \$151,632 in anticipation of layoffs resulting from 2003 fiscal constraints.
- Telephone fees are decreased \$20,000 from \$38,500 to \$18,500.
- Law Enforcement and Public Safety supplies increase \$139,930, from \$0 to \$139,930, due to the intended purchase of 178 bullet resistant vests for replacement of vests five years and older at a cost of \$77,430 and \$62,500 to replace the holsters used by deputies throughout the department for increased security.
- Insurance costs for the Sheriff's helicopter are included in the Administration Bureau and budgeted for four months at a cost of \$49,460 in anticipation of the selling of the helicopter by the Sheriff's Office in 2003.
- Personal Service costs within the Administration Bureau have been reduced by \$233,064 resulting in a net salary budget that is 88.3% of gross wages.
- The Drug Abuse Resistance Education (D.A.R.E.) program consists of six Deputy Sheriff 1 positions. Total cost of this unit is \$491,525. Tax levy support is budgeted to be \$279,425. Total revenues are \$212,100, including a \$100,000 grant from the Boys and Girls Club to support the Truancy Abatement and Burglary Suppression (TABS) Program. The six Deputy Sheriffs who work during the school year on D.A.R.E. assist in patrolling of parks in the summer months when school is not in session.
- Pursuant to a recommendation of the Legislative Audit Bureau, the Department of Administrative

Services will work with the Sheriff's Office to develop a rate setting policy similar to that of the Wisconsin Department of Transportation which would allow the Sheriff's Office to recover all costs, including administrative overhead, associated with providing security and transportation services especially expressway patrol. Both departments shall also work with the County Executive - Office of Intergovernmental Relations on the effort to seek increased State funding of expressway patrol costs.

EMERGENCY MANAGEMENT

- Total Revenue is decreased \$27,900, from \$296,500 to \$268,600 primarily due to a decrease in State and Federal Emergency Management and Civil Defense grants.
- The 2002 Budget established an Emergency Management crosscharge of \$100,000 charged to other departments for direction and guidance in the development of emergency plans which is continued in 2003.
- Personal Service costs within Emergency Management have been reduced by \$50,196, resulting in a net salary budget that is 90.1% of gross wages.

Emergency Management Crosscharges	
	Amount of Charge
County Board	\$ 6,667
County Executive	6,667
DAS-Fiscal Affairs	3,333
Information Management Division	3,333
Risk Management	10,000
DAS-Housing & Community Develop.	3,333
Sheriff	10,000
House of Correction	6,667
Medical Examiner	3,333
Airport	3,333
DPW-Facilities Management	20,000
County Health Related Programs	6,667
Department of Parks	16,667
TOTAL	\$ 100,000

ADOPTED 2003 BUDGET

DEPT: SHERIFF

UNIT NO. 4000

FUND: General - 0001

Emergency Management Activities			
	2001	2002	2003
	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>
Severe Weather Alerts	68	45	45
Emergency Situations Responded to	357	350	350
Emergency Phone Calls	643	600	600
Information Phone Calls	4,000	3,500	3,500
Meetings/Seminars Held	72	60	60
EOC Staff Exercises and Briefings	11	10	10
Public Awareness Appearances	93	130	130
Disaster Drills	2	10	10
Reimbursements Processed for Response Agencies	92,000	25,000	25,000
State Training Grants Obtained	17,000	22,000	22,000
Brochures Distributed	70,000	250,000	250,000
Development of Emergency Operations Plan	57	52	52

POLICE SERVICES

- Previously, the Police Services Bureau consisted of the Airport and K-9 patrol units, the Park Patrol, County Grounds, Expressway Patrol, Stadium Patrol, Process Service, the Airwing, and the Marine Patrol Units. In 2003, the Sheriff has transferred the Airport and K-9 Patrol Units to the Special Operations Bureau. The Sheriff also combined the Communications and Police Services Bureau. In 2003, the following units are under the jurisdiction of the Police Services Bureau: Expressway Patrol, Communications, Stadium, Park Patrol, Trauma Center Security, General Investigations, Witness Protection, and the Drug Units.
- Personal services within the Police Services Bureau has been reduced \$470,376 resulting in a net salary budget that is 95.4% of gross wages.
- \$ (34,094) Abolish 1 Clerical Assistant 1
 (404,064) Abolish 8 Deputy Sheriff 1
 (119,924) Abolish 2 Deputy Sheriff Sergeants
 \$(558,082) Total

The 2003 Budget discontinues sector and parking patrol on the County Grounds but continues the security post at the Froedtert

Hospital trauma center at a tax levy cost of \$378,399. Termination of sector and parking patrol on the County Grounds results in an expenditure reduction of \$816,020, a revenue reduction of \$75,000 from parking citations and \$500,000 from Private Geographic members. In addition, crosscharges to other County departments located on the County Grounds in the amount of \$236,226 are eliminated.

- Five positions of Deputy Sheriff 1 and one Deputy Sheriff Sergeant that were created in 2001 under a three year grant from the U.S. Department of Justice "COPS FAST" program are continued for 2003 at a personal service cost of \$300,990 offset by revenue of \$150,000. These deputies were assigned to provide patrols within the Milwaukee County Parks Systems in 2001 and 2002. For 2003, these positions are reassigned to the criminal warrants section of the Criminal Investigations Unit.
- Overtime appropriations for Park Patrol are increased \$168,816 from \$72,000 to \$240,816, due to the reassignment of straight-time positions to the Criminal Investigations Unit. This will return the Park Patrol Unit to an overtime program that will allow the Sheriff's Office to schedule deputies as needed based on discussions with the Parks Department.
- Funding for five hourly Parking Checker positions is continued in 2003 to provide enhanced parking enforcement in County Parks and at the Airport. The \$67,380 cost of these positions is completely offset with citation revenue.
- \$(401,360) Abolish 8 Deputy Sheriff 1

Eight positions of Deputy Sheriff 1 are abolished to reflect a reduction in the number of expressway patrol sectors from seven to six effective July 2002. This program change results in a personal service expenditure reduction of \$401,360 and a \$300,000 reduction in citation revenue. For 2003, this unit will consist of 57 Deputy Sheriff 1, six Deputy Sheriff Sergeant and two Deputy Sheriff Captain and one Clerical Specialist (Sheriff) positions. Expenditure appropriations of \$6,667,755 are offset by citation revenue of \$2,664,428. County Trunk Maintenance revenue of \$1,956,755 is included. \$1,040,800 in revenue from the State

ADOPTED 2003 BUDGET

DEPT: SHERIFF

UNIT NO. 4000
FUND: General - 0001

of Wisconsin for patrolling of the expressway is budgeted. The Department of Transportation is providing \$286,355 for assisting disabled motorists and to help maintain traffic flow, especially during rush hours and in construction zones in 2003.

- (\$79,608) Transfer 1 Bureau Director

One position of Bureau Director that was previously budgeted in the Expressway Patrol Unit is transferred into the Administration Bureau as part of the reorganization of the Sheriff's Office command structure.

- The Sheriff provides security for events held at Miller Park, including all Brewer home baseball games. The 2003 Budget includes \$729,717 in expenditures for this purpose which is 100% offset by reimbursement revenue from the Milwaukee Brewers and Midwest Sportservice.

- \$(154,932) Abolish 4 Deputy Sheriff 1

Four positions of Deputy Sheriff that were created in 1998 under a three-year grant from the U.S. Department of Justice "COPS FAST" program are abolished due to fiscal constraints. These positions provided the Sheriff's Water Safety Patrol and supplemented Park Patrol activity during the non-boating season. This action eliminates the Water Safety Patrol and results in an expenditure decrease of \$154,932 and a revenue decrease of \$70,000 for a net tax levy decrease of \$84,932.

- \$ (89,626) Abolish 1 Bureau Director

Revenue from the Wisconsin Department of Transportation for highway liaison services is reduced from \$161,300 to \$40,000 in 2003. Due to the decrease, one position of Bureau Director that was funded by the revenue is abolished. The \$40,000 in continuing revenue will partially offset the cost of one Deputy Sheriff Sergeant position that will serve as DOT liaison on a part-time basis.

- In 1999, the Sheriff's Office Mobile Data Transmission system (MDT) became operational. This system is available to other law enforcement agencies which pay \$20 per month per terminal to access the information.

The 2003 budget includes revenue of \$20,000 from this program, the same as in 2002.

- The 2003 budget includes \$164,567 for various maintenance agreements. This includes \$104,340 for the computer aided dispatch system, \$14,379 for the communication voice logger and \$45,848 for the mobile radio system. This is a decrease of \$72,186 from the 2002 budget due to a decrease in costs for the computer aided dispatch system and the mobile radio system. The maintenance agreement for the message switch is eliminated in 2002 due to the replacement of the system as an item in the capital budget which will not require a new maintenance agreement until 2004.

- \$(89,626) Transfer 1 Bureau Director

The Sheriff's Office Bureau Director position previously assigned to the Criminal Investigations Bureau has been reassigned to Administrative Services offset by a personal services lump sum reduction of \$113,770 as a part of the Sheriff's reorganization plan.

- The base service fee charged for serving civil process papers, writs and for processing bails and commitments was increased from \$20 to \$30 in the 2002 budget. This results in a revenue budget of \$404,114 from commissions on executions and criminal process service fee charges.

- \$(54,490) Abolish 1 Deputy Sheriff 1

One position of Deputy Sheriff 1 assigned to the Witness Protection unit is abolished due to fiscal constraints for a tax levy reduction of \$54,490. Witness Protection reimbursement revenue is reduced \$27,971, from \$380,423 to \$352,452, due to a decrease in the grant reimbursement rate from 64.5% to 62.58%. Personal Services lump sum was increased \$53,820 to partially offset increased costs. Tax levy funding for the Witness Protection unit increases \$28,923 from \$210,075 to \$238,998.

- \$(79,608) Abolish 1 Deputy Sheriff Captain

One position of Deputy Sheriff Captain assigned to the Metropolitan Drug Enforcement Unit is abolished with a corresponding 100% reduction to grant revenue. In 2003, the West Allis Police

ADOPTED 2003 BUDGET

DEPT: SHERIFF

UNIT NO. 4000
FUND: General - 0001

Department will provide the command office for this program. The Sheriff's Office will continue to serve as the lead agency for purposes of grant reporting. The Sheriff's Office will be crosscharged by the District Attorney's Office and will reimburse participating police agencies for their costs associated with this program and will receive reimbursement from the Wisconsin Department of Justice for claimed expenses. Program expenditures are reduced \$126,096 and revenues are decreased \$95,221.

- \$(159,330) Abolish 3 Deputy Sheriff 1
(59,962) Abolish 1 Deputy Sheriff Sergeant
(79,608) Abolish 1 Deputy Sheriff Captain
\$(298,900)

The Sheriff's Office's participation in the Milwaukee High Intensity Drug Trafficking Area (HIDTA) grant program is reduced from ten positions to five positions in 2003. This unit will consist of one Deputy Sheriff 1 and one Deputy Sheriff Captain assigned to the INTEL section of HIDTA and two Deputy Sheriff 1 and one Deputy Sheriff Sergeant assigned to the REACT section of HIDTA. This results in an expenditure reduction of \$445,677 and a revenue reduction of \$271,806 for a tax levy reduction of \$173,871. The 2003 Budget provides expenditures of \$504,955, revenue of \$274,904 and tax levy support of \$230,051 for HIDTA.

- Expenditures are decreased by \$323,330 due to discontinuation of the Sheriff's Office helicopter which was offset by grant revenue and donations. The insurance cost of the helicopter is included in the Sheriff's Risk Management crosscharges in the Administration Bureau. The projected cost for a full year of insurance for the helicopter was \$148,385. The insurance for the helicopter is provided for four months in 2003 at a cost of \$49,460 in anticipation of the sale of the helicopter in 2003.

	2001 Actual	2002 Budget	2003 Budget
Traffic Citations Issued	50,482	46,000	42,000
Auto Accidents Reported and Investigated	5,235	5,800	5,800

	2001 Actual	2002 Budget	2003 Budget
Background Checks	560	365	450
Criminal Complaints Issued	224	380	380
Writs of Restitution	3,384	3,400	3,400
Temporary Restraining Orders Received	560	600	600
Witness Protection Cases	141	140	140

	2001 Actual	2002 Budget	2003 Budget
Radio Message Transmissions	2,899,273	3,000,000	3,000,000
911 Cellular Phone Calls	350,000	300,000	350,000
911 Enhanced Phone Calls	15,000	8,000	15,000
Courthouse Safety Building Alarms Fire/Panic/Intrusion	17,500	17,500	17,500

DETENTION BUREAU

The 2003 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 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 \$1,847,688 to establish a net salary budget that is 93.1% of gross wages. Any Deputy Sheriff displaced in another bureau by actions in this budget should be assigned to fill vacancies in the Criminal Justice Facility before filling other posts.
- Overtime appropriations for Detention Services increase \$1,013,046, from \$997,970 to \$2,011,016, based on experience. Actual overtime expenditures in the Detention Services Division in 2001 were \$2,469,055.

ADOPTED 2003 BUDGET

DEPT: SHERIFF

UNIT NO. 4000
FUND: General - 0001

- The 2003 Budget includes two Deputy Sheriff 1 positions, overtime appropriations and vehicle operating expenses totaling \$154,803 which are crosscharged to the House of Correction as part of the Milwaukee County Community Justice Day Reporting Center.
 - An appropriation of \$122,160 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 \$21,033 for these programs.
 - Funding for the Criminal Justice Programs Manager is continued in 2003 at a personal services cost of \$89,626. This position is responsible for all inmate programming at the County Jail and the House of Correction including the coordination of all inmate educational services and volunteer services.
 - The 2003 budget request includes expenditure authority of \$112,665 offset with revenue of \$112,665 from the Local Law Enforcement Block grant for the purchase of 259 bullet resistant vests for deputies assigned to the jail. 10%, or \$12,518, in match funding is provided in the Training Unit of the Sheriff's Office.
 - Commissary revenue remains at the 2002 level of \$100,000.
 - Inmate Medical Service co-payment revenue is increased \$20,000, from \$40,000 to \$60,000. Inmates 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 2003.
 - Revenue of \$365,000 is included for housing an average of 25 female felony inmates at a rate of \$40 per day. In 2002, the Sheriff entered into an agreement with the State to house up to 125 female felony Violator of Parole or Probation with the revenue split equally between the Office of the Sheriff and the House of Correction. The Sheriff is projecting housing 25 inmates per day for 2003.
 - Revenue from the Federal illegal alien assistance program continues in 2003 with \$300,000 in revenue based on experience. This revenue is partially offset by a contractual service payment to Justice Benefits, Inc. of \$44,722 for claim processing.
 - The 2003 budget reduces Federal revenue by \$1,423,500 from \$2,190,000 to \$766,500 for housing inmates for the U.S. Marshal's Service at a rate of \$60 per day plus outside medical and prescription drug expenses. The 2002 budget was based on housing an average of 100 inmates per day. The 2003 budget is based on housing an average of 35 inmates per day.
 - Telephone Commission revenue for local calls placed by inmates in the CJF remains at the 2002 budgeted amount of \$1,358,000.
 - Revenues from long distance calls placed by inmates at the CJF and the HOC, estimated to be approximately \$250,000 per year, are budgeted at \$140,000 in the CJF for the second half of 2003. The first half of the year the revenue will be received by IMSD.
 - The base service fee charged for serving civil process papers, writs and for processing bails and commitments was increased from \$20 to \$30 in the 2002 budget. This results in budgeted service fee charges and other revenue of \$225,000 in Detention Services.
 - | | | |
|----|----------------|---|
| \$ | 0 | Create 20 Licensed Practical Nurse-(Sheriff) (Pool) |
| | 90,000 | Create 3 Medical Assistants |
| | 56,692 | Create 1 Registered Nurse 2-Sheriff |
| | 159,536 | Create 4 Administrative Assistants |
| | 52,418 | Create 1 Registered Nurse 1 |
| | <u>279,270</u> | <u>Create 7.5 Licensed Practical Nurse-Sheriff</u> |
| | \$637,916 | |
- The above positions were created in accordance with the settlement agreement in the Christensen lawsuit as well as the following positions that were created mid-year 2002 by the County Board in order to provide an increased level of inmate medical services. The positions created mid-year were:

ADOPTED 2003 BUDGET

DEPT: SHERIFF

UNIT NO. 4000
FUND: General - 0001

9 Nurse Practitioners
2 Registered Nurse 1
.5 Licensed Practical Nurses
1 Administrative Assistants

The \$1,493,318 full year cost of these positions is partially offset by a personal service lump sum reduction of \$752,450, resulting in a 2003 tax levy increase of \$740,868.

Twenty hourly positions of Licensed Practical Nurse are created to provide the Sheriff's Office Medical Unit with greater flexibility.

- In 2002, expenditure appropriations of \$450,000 for a Medical Director and a Physician for the HOC were budgeted on a contractual basis. It was determined through the search for viable contracts that creation of County positions rather than contractual services was the proper vehicle to fund these services. The County Board approved the creation of the positions in mid-year 2002. The 2003 costs for these positions is \$340,894 excluding fringe benefits.
- 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 and \$12,470,832 in 2001. 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 2002 Adopted Budget provided tax levy of \$11,147,266 for inmate medical services. For 2003, outside inmate medical service fees are increased \$1,507,067, from \$492,933 to \$2,000,000, and prescription drug appropriations are increased \$1,050,000, from \$950,000 to \$2,000,000. Actual expenditures for outside medical services and prescription drugs in 2001 were \$2,257,639 and \$2,630,223, respectively. Total inmate medical service expenditures for inmates at the County Jail and the House of Correction are budgeted at \$15,781,981, an increase of \$4,634,715. This increase addresses the concerns raised as part of the State Legislative Audit Bureau's review of Milwaukee County.

	2001 Actual	2002 Budget	2003 Budget
Bookings	52,876	60,000	53,000
Daily Average Pop.	1,106	1,100	936
Req. for Med. Services – Nurse Assessments	50,378	50,000	50,000
Prescriptions Filled	80,487	80,000	80,000

SPECIAL OPERATIONS

- Personal services within the Special Operations Bureau have been reduced \$212,766 resulting in a net salary budget that is 98.2% of gross wages.

- (\$89,626) Transfer 1 Bureau Director

One position of Bureau Director that was previously budgeted in the Expressway Patrol, Criminal Investigations and Support Administration are into the Administration Bureau as part of the reorganization of the Sheriff's Office command structure.

- Due to a major security initiative in 2002 at General Mitchell International Airport, security at the Airport was significantly increased, in compliance with a new U.S. Federal Aviation Administration Directive for the immediate implementation of security measures.

In 2002, the Sheriff's Office provided security at General Mitchell International Airport with 62 Deputy Sheriff 1 positions, 6 Deputy Sheriff Sergeants, one Deputy Sheriff Captain and one Clerk Typist 3 position. In 2003, sworn staffing remains at the same level, one clerical position is added. The operating cost of this program, less citation and grant revenue of \$394,000, is charged to the Airport in the amount of \$5,587,275.

- \$32,662 Create 1 Clerical Assistant 1

One position of Clerical Assistant 1 is created at a cost of \$32,662 due to the increased workload related to expansion of the Airport Security Unit and increased reporting requirements.

- The 2003 budget request provides \$8,444,404 an increase of \$902,885, from 2002, for bailiff

ADOPTED 2003 BUDGET**DEPT: SHERIFF****UNIT NO. 4000****FUND: General - 0001**

services. The Bailiff Services Unit consists of 107 Deputy Sheriff 1 positions, three Deputy Sheriff Sergeants, one Deputy Sheriff Captain, and one Clerk Typist 3. These positions provide full-time and vacation relief coverage for the following 88 posts:

BAILIFF POSTS	
Felony Judges	24
Misdemeanor Judges	23
Inmate Bullpens	5
Preliminary Hearings	3
Criminal Intake	2
Traffic Intake	2
Out-of-Custody Court	1
Civil Branches and Commissioners	0
Family Branches and Commissioners	8
Children's Court Judges and Commissioners	15
Children's Court Center Detention Control	4
Domestic Violence Oversight Grant Initiative	1
Total Posts	88

- Six Deputy Sheriff 1 positions and one Deputy Sheriff Sergeant are assigned to the Data Processing Support Unit to support computer network services for the Sheriff's Office and House of Correction operations. This unit also monitors inmate telephone services and receives revenue of \$60,000 from Sprint to offset the cost of telephone system monitoring. The 2003 budget provides tax levy funding of \$526,286 for this unit.
- The base service fee charged for serving civil process papers, writs and for processing bails and commitments was increased from \$20 to

\$30 in the 2002 Budget. This results in budgeted revenue in the Civil Process Unit of \$247,500 in 2003.

- The Courthouse Complex Security Program, consisting of two Deputy Sheriff 1 positions that patrol the Courthouse continues in 2003 with a budget allocation of \$160,963, offset by a crosscharge to the Department of Public Works.
- 2003 is the first full year of operation for the Sheriff's Office Training Academy. Tax levy funding for this unit increases \$430,740, from \$420,865 to \$851,605. Training academy contractual services increase \$166,239, from \$97,013 to \$263,252, primarily to pay utility costs and provide cleaning and maintenance services related to the new training facility. Appropriations for the purchase of commodities increase \$122,669, from \$114,475 to \$237,144, primarily due to \$110,069 for the purchase of ammunition. The cost of training is partially offset by revenue of \$343,665 from the Wisconsin Department of Justice Training and Standards Bureau for mandated law enforcement officer, jailer and in-service training and tuition of \$34,000 from other law enforcement agencies for specialized training.

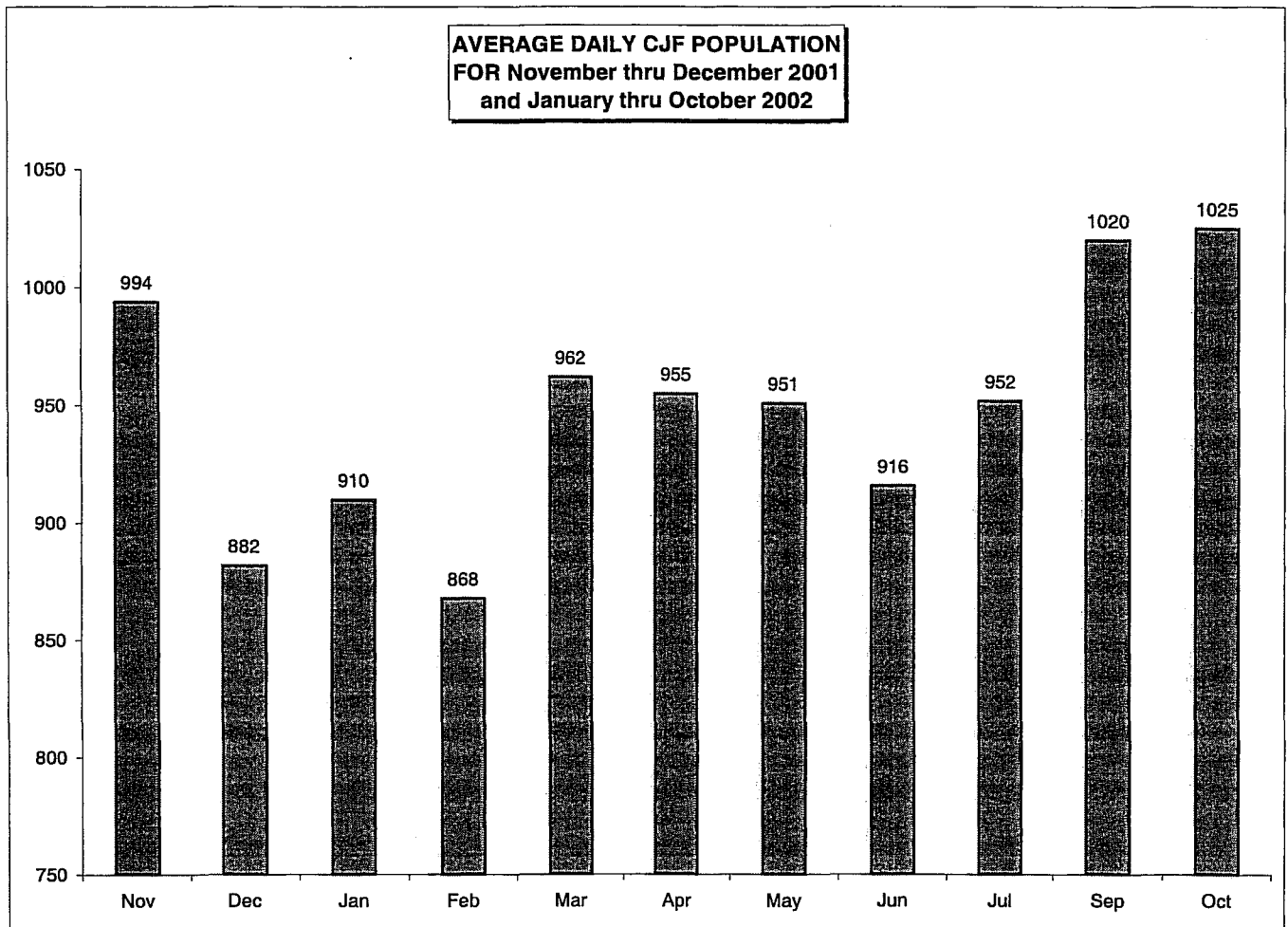
	2001 <u>Actual</u>	2002 <u>Budget</u>	2003 <u>Budget</u>
Recruits Trained	80	70	70
County			
Individuals	1,194	1,190	1,190
Receiving			
In-service Training	208	300	300
Jailers Trained		300	

ADOPTED 2003 BUDGET

DEPT: SHERIFF

UNIT NO. 4000

FUND: General - 0001



ADOPTED 2003 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	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Personal Services (w/o EFB)	\$ 24,600,506	\$ 24,428,337	\$ 23,551,620	\$ (876,717)
Employee Fringe Benefits (EFB)*	6,021,368	6,516,004	8,068,362	1,552,358
Services	2,110,330	2,155,860	4,631,257	2,475,397
Commodities	5,310,396	5,103,624	2,732,606	(2,371,018)
Other Charges	1,084,156	871,117	982,560	111,443
Capital Outlay	48,340	0	0	0
County Service Charges	3,259,015	3,550,911	3,983,252	432,341
Abatements	(3,161,008)	(3,394,083)	(3,303,885)	90,198
Total Expenditures	\$ 39,273,103	\$ 39,231,770	\$ 40,645,772	\$ 1,414,002
Total Revenues	\$ 9,584,482	\$ 10,156,601	\$ 7,700,368	\$ (2,456,233)
Direct Property Tax Levy	\$ 29,688,621	\$ 29,075,169	\$ 32,945,404	\$ 3,870,235

* The 2002 and 2003 budgets include fringe benefits. The 2001 actual has been adjusted for comparison.

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*				
Account Summary	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Central Service Allocation	\$ 644,156	\$ 892,130	\$ 748,144	\$ (143,986)
Courthouse Space Rental	907,464	881,101	832,434	(48,667)
Document Services	898	2,951	1,271	(1,680)
Tech Support & Infrastructure	378,935	520,492	513,490	(7,002)
Distribution Services	9,222	15,293	18,778	3,485
Emergency Mgmt Services	0	6,667	6,667	0
Telecommunications	77,025	70,909	90,207	19,298
Records Center	377	3,565	471	(3,094)
Radio	168,322	113,088	207,415	94,327
Personal Computer Charges	104,854	101,000	108,268	7,268
Applications Charges	496,762	399,007	404,360	5,353
Total Charges	\$ 2,788,015	\$ 3,006,203	\$ 2,931,505	\$ (74,698)
Direct Property Tax Levy	\$ 29,688,621	\$ 29,075,169	\$ 32,945,404	\$ 3,870,235
Total Property Tax Levy	\$ 32,476,636	\$ 32,081,372	\$ 35,876,909	\$ 3,795,537

* 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 2003 BUDGET**DEPT:** HOUSE OF CORRECTION**UNIT NO.** 4300**FUND:** General - 0001**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.

OUTCOMES MEASURES			
	Outcomes	Indicators	Targets
1.	House of Correction staff and inmates are safe.	a. Number of cellblock segregation days. b. Number of less serious violations resulting in step dorm placement. c. Average number of inmate days for young offenders. d. Number of community access placements.	a. Reduce by 20 those due to two specific violations. b. Less than 10% of general population. c. 25% reduction. d. Average 195 per day.
2.	Inmates have the opportunity for growth to improve their lives both during and after their stay with the House of Correction.	a. Number of inmates completing job training. b. Number of inmates completing one testing component of the GED.	a. 465 participants 300 placements per year. b. 400 per year.
3.	Employees are well-trained to be effective on their jobs.	a. Number of employees who fail probation. b. Number of support staff reports of institutional activity violations (HC92) completed satisfactorily.	a. Reduce by 50%. b. Increase by 50%.

PERSONNEL SUMMARY				
	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Personal Services (w/o EFB)	\$ 24,600,506	\$ 24,428,337	\$ 23,551,620	\$ (876,717)
Employee Fringe Benefits (EFB)	\$ 6,021,368	\$ 6,516,004	\$ 8,068,362	\$ 1,552,358
Position Equivalent (Funded)*	636	638.1	587.0	(51.1)
% of Gross Wages Funded	83.6	90.7	83.6	(7.1)
Overtime (Dollars)**	\$ 3,084,793	\$ 1,700,508	\$ 1,548,984	\$ (151,524)
Overtime (Equivalent to Positions)	79.6	50.8	43.9	(6.9)

* For 2001, the Position Equivalent is the budgeted amount.

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

ADOPTED 2003 BUDGET

DEPT: HOUSE OF CORRECTION

UNIT NO. 4300

FUND: General - 0001

PERSONNEL CHANGES				
Job Title/Classification	Action	Number of Positions/ Total FTE	Division	Cost of Positions (Excluding Fringe Benefits)
Correction Officer 1	Abolish	10/10.0	ACC Dormitories	\$ (367,000)
Corrections Manager	Abolish	1/1.0	ACC Dormitories	(75,778)
Clerical Assistant 2	Transfer	2/2.0	Administration	64,792
Payroll Assistant 1	Transfer	1/1.0	Administration	33,480
Fiscal Assistant 1	Transfer	6/6.0	Administration	200,928
Accountant 3 NR	Transfer	1/1.0	Administration	47,548
Administrative Assistant NR	Transfer	2/2.0	Administration	81,584
Correction Officer 2 HOC Programs	Abolish	1/1.0	Industries Administration	(38,544)
Director of Industries	Abolish	1/1.0	Industries Administration	(73,482)
Laundry and Clothing Production Supervisor	Abolish	1/1.0	Laundry	(38,256)
			TOTAL	\$ (164,728)

ORGANIZATIONAL COST SUMMARY					
DIVISION		2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Administration	Expenditure	\$ 6,051,507	\$ 6,163,979	\$ 6,763,982	\$ 600,003
	Abatement	1,412,158	1,294,149	1,180,047	(114,102)
	Revenue	366,620	353,294	316,294	(37,000)
	Tax Levy	\$ 4,272,729	\$ 4,516,536	\$ 5,267,641	\$ 751,105
Food Service	Expenditure	\$ 5,838,915	\$ 6,502,736	\$ 5,434,972	\$ (1,067,764)
	Abatement	10,308	26,566	18,739	(7,827)
	Revenue	143,217	1,422,000	1,422,000	0
	Tax Levy	\$ 5,685,390	\$ 5,054,170	\$ 3,994,233	\$ (1,059,937)
Inmate Industries	Expenditure	\$ 1,747,463	\$ 1,856,535	\$ 2,005,274	\$ 148,739
	Abatement	366,434	370,764	358,680	(12,084)
	Revenue	79,756	75,280	75,280	0
	Tax Levy	\$ 1,301,273	\$ 1,410,491	\$ 1,571,314	\$ 160,823
Adult Correctional Center	Expenditure	\$ 23,783,733	\$ 22,831,019	\$ 23,941,546	\$ 1,110,527
	Abatement	436,682	763,219	879,186	115,967
	Revenue	5,584,108	4,215,168	2,266,410	(1,948,758)
	Tax Levy	\$ 17,762,943	\$ 17,852,632	\$ 20,795,950	\$ 2,943,318
Community Correctional Center	Expenditure	\$ 5,012,493	\$ 5,271,584	\$ 5,803,883	\$ 532,299
	Abatement	935,426	939,385	867,233	(72,152)
	Revenue	3,410,781	4,090,859	3,620,384	(470,475)
	Tax Levy	\$ 666,286	\$ 241,340	\$ 1,316,266	\$ 1,074,926

DEPARTMENT DESCRIPTION

The **Administration Division** consists of the Central Administration, Inmate Canteen, Commodity Warehouse, Maintenance and Power Plant Sections.

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 Facility Kitchen. It prepares meals for the inmates at

ADOPTED 2003 BUDGET

DEPT: HOUSE OF CORRECTION

UNIT NO. 4300

FUND: General - 0001

the House of Correction, the County Jail, the State VOP Facility on 10th and State and for special events held on County property.

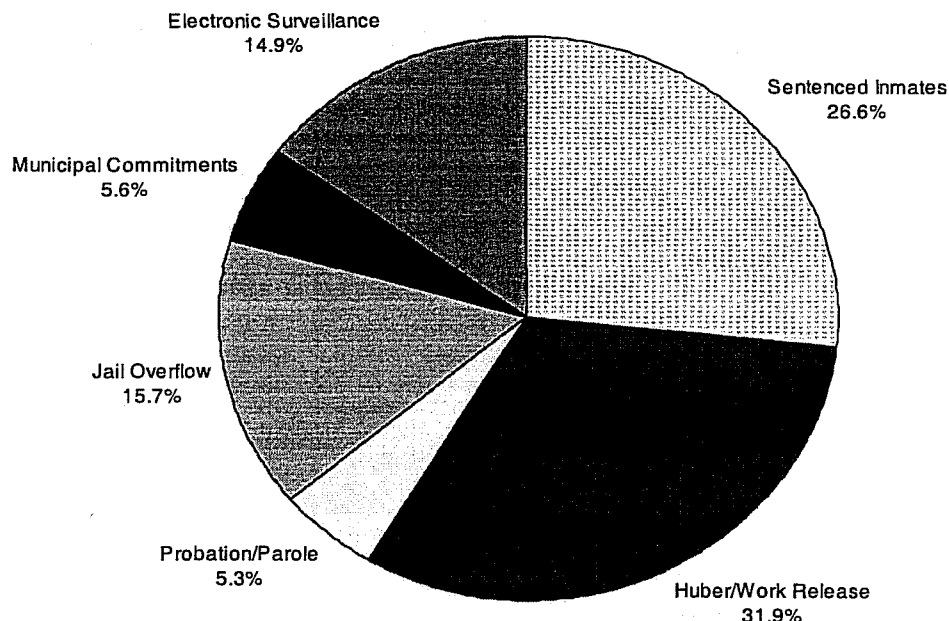
The **Inmate Industries Division** employs approximately 200 inmates and consists of a graphics print shop, laundry and recycling center, fish hatchery, farm and tree nursery program. It provides basic training in vocational jobs and meaningful work experience in business/industrial operations, offsetting expenses with revenues produced by providing useful products and services to public and private agencies.

The 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 2003 budget is based on housing 1,580 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 child care or to receive medical attention. The staff at this facility also manage a program of home detention for up to 350 inmates.

HOUSE OF CORRECTION - TOTAL POPULATION
2003 BUDGET



ADOPTED 2003 BUDGET

DEPT: HOUSE OF CORRECTION

UNIT NO. 4300

FUND: General - 0001

The 2003 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 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 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 of new admissions and, where appropriate, persons 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-

ADOPTED 2003 BUDGET

DEPT: HOUSE OF CORRECTION

UNIT NO. 4300

FUND: General - 0001

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

- In 1998, Resolution File No. 98-195 was adopted approving an agreement with the State of Wisconsin to hold up to 300 State Violators of Probation or Parole (VOP's) at the House of Correction for three years commencing around April 1999. In exchange, the State agreed to pay the County a total of \$19,381,500 over the 36 month period to fully offset the new capital cost of building a 400-bed expansion to the Adult Correctional Center and the operating costs associated with housing 300 State inmates. The total debt service costs of the new 400-bed expansion to the Adult Correctional Center Facility is \$10,392,140. The State payments were as follows: \$529,250 per month for the first twelve months, \$538,375 for the next twelve months and \$547,500 for the final twelve months of the agreement. Due to the opening of the new State VOP facility at 10th and State Streets, the House of Correction is not anticipating housing any VOP inmates in 2003. Therefore, the House of Correction has not budgeted revenue in 2003 which is a decrease of \$1,642,500 from 2002.
- Appropriations totaling \$804,065, a decrease of \$20,000, from \$824,065 in 2002, are provided for the purpose of continuing the Community Justice Center for Day Reporting. The Day Reporting Center serves as an alternative to incarceration by providing programming services 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 \$154,803 for the cost of two deputies and a fleet vehicle to provide sworn oversight to the participants. A Federal grant in the amount of \$560,000 is included for 2003 to provide additional programming services to more participants. The tax levy contribution for this program remains at \$244,065.

- Other inmate services include \$42,000, a decrease of \$8,000 for AODA treatment services, \$196,630, a decrease of \$17,595 for job development/assessment programs, and \$35,000 for a library contract with the Benedict Center. \$33,333 is provided for an Office of Justice Assistance Literacy Program, partially offset by grant revenue of \$25,000. \$26,668 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
- The House of Correction has agreed to provide food service for the State Probation and Parole facility located on 10th and State Street. The State will pay \$1.85 per meal resulting in revenue of \$1,420,800.
- The HOC has released an RFP to explore potential contractual provision of the Food Services Unit in 2003. A lumpsum reduction was made to the Personal Services allocation within the Food Services Unit in anticipation of savings resulting from the contracting out of all or a portion of food service in 2003.
- \$(367,000) Abolish 10 Correctional Officer 1
 (75,778) Abolish 1 Corrections Manager
 \$(442,778) Total

Due to restructuring of management and posts, 10 positions of Correctional Officer 1 and one position of Corrections Manager are abolished with a tax levy savings of \$442,778.

- \$ 64,792 Transfer 2 Clerical Assistant 2
 33,480 Transfer 1 Payroll Assistant
 200,928 Transfer 6 Fiscal Assistant 1
 47,548 Transfer 1 Accountant 3 NR
 81,584 Transfer 2 Administrative Assistant
 NR
\$ 428,332 Total

Twelve fiscal department positions are transferred back from the Sheriff's Department to the House of Correction to properly align staff within the respective departments. Increased costs in the HOC of \$428,332 are offset by a corresponding decrease of \$428,332 in the Sheriff's Department. The Sheriff's Department will continue to provide budget preparation and fiscal monitoring services to the House of Correction.

ADOPTED 2003 BUDGET

DEPT: HOUSE OF CORRECTION

UNIT NO. 4300

FUND: General - 0001

- \$ (38,544) Abolish 1 Correction Officer 2
HOC Programs
(73,482) Abolish 1 Director of Industries
(38,256) Abolish 1 Laundry and Clothing
Production Supervisor
\$(150,282) Total

Due to fiscal constraints, management staff is reduced by abolishing three positions, two filled and one vacant, for a savings of \$150,282. In addition, two vacant management positions will be held vacant in 2003 - Administrator of Support Services and the Facilities Manager.

- Due partially to the decrease in housing VOPs, and due to fiscal constraints, the HOC is anticipating closing 5 dorms for the entire year and a 6th dorm for 5 months. This action results in decreased costs of \$2,934,956 in personal services expenses, \$84,590 in utilities, \$451,148 in Food and Provisions offset with a decrease of \$200,000 in telephone revenue and \$50,000 in commissary revenue. In the 2002 Budget, 5 dorms were budgeted to be closed for 3 months.
- Any inmate released from the HOC shall receive generic prescriptions whenever possible and a maximum 3-day prescription supply.
- The House of Correction will continue to provide laundry services to the Behavioral Health Division, the Children's Court Center, Fleet Services and the Airport. The total crosscharge for these services decreases \$12,000, from \$283,950, in 2002 to \$271,950 in 2003.
- Revenue of \$365,000 is included for housing an average of 25 female felony inmates at a rate of \$40 per day. In 2002, the Sheriff entered into an agreement with the State to house up to 125 female felony Violator of Parole or Probation with the revenue split equally between the Office of the Sheriff and the House of Correction. The HOC is projecting housing 25 inmates per day for 2003.
- Huber Board revenue decreases \$374,125, from \$1,496,500 to \$1,122,375. This amount is based on 150 inmates paying \$20.50 per day, a decrease of 50 inmates per day over 2002. The rate charged remains the same as in 2002.
- Municipal Board revenues increases \$120,632, from \$483,078 to \$603,710. This amount is based on an increase in municipal commitments of 10, from 120 to 130 per day. For 2003, the per diem rate increases from \$14.05 to \$17.02 based on 2001 actual incarceration costs.
- Telephone commission revenue decreases \$150,000, from \$1,342,000 to \$1,192,000, due to the closure of 5 dorms for the entire year and a sixth dorm for 5 months in 2003.
- Commissary revenue decreases \$37,500, from \$328,294 to \$290,794, due to the closure of 5 dorms for the entire year and a sixth dorm for 5 months in 2003.
- Revenue from reimbursement of inmate incarceration expenses, based on an agreement with a collection agency to collect these costs, is decreased \$112,640, from \$142,640 to \$30,000, based on experience. Total reimbursement of \$50,000 is projected with Milwaukee County remitting 40%, or \$20,000, to the collection agency.
- Electronic Surveillance revenue from inmates decreases \$492,749, from \$1,806,749 to \$1,314,000, based on 200 employed inmate participants paying \$18.00 per day. The 2002 budget was based on 275 inmates paying \$18.00 per day.
- All departments are directed to revise their Outcomes Measures to reflect their 2003 budgeted resources, if changes are needed, consistent with the Milwaukee County Mission and Vision statements. Each department shall report its Outcomes Measures directly to the County Board by March 1, 2003.
- The 2003 Budget reflects a zero wage increase for all County managers in the Executive Compensation Plan (ECP). For 2003, all personal service contracts with ECP employees are eliminated, including the provision for 90-day notice upon termination. In addition, the 2003 Budget reflects a zero wage increase for all non-represented County employees with salaries of \$50,000 or more.
- In lieu of a 3% salary reduction for County managers in the Executive Compensation Plan, personal services are reduced an additional \$25,452, which is included in the departments' lump sum salary reduction. The Department of Administrative Services is authorized to process transfers between various departmental

ADOPTED 2003 BUDGET**DEPT:** HOUSE OF CORRECTION**UNIT NO.** 4300**FUND:** General - 0001

accounts for those departments that wish to utilize other sources of funding to offset increased Personal Services costs besides the lump sum salary reduction.

- 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>2001 Budget</u>	<u>2001 Actual</u>	<u>2002 Budget</u>	<u>2003 Budget</u>
Average Daily Population:				
Milwaukee County Jail Overflow	600	441	675	370
Huber/Work Release	850	581	790	750
Probation and Parole	300	601	75	125
Municipal Commitments	150	119	120	130
Sentenced Inmates	<u>500</u>	<u>593</u>	<u>650</u>	<u>625</u>
Total Population Daily Average	2,400	2,335	2,310	2,000
Electronic Surveillance	250	331	350	350

ADOPTED 2003 BUDGET**DEPT: DISTRICT ATTORNEY****UNIT NO. 4500****FUND: General - 0001****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.

BUDGET SUMMARY				
Account Summary	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Personal Services (w/o EFB)	\$ 8,020,108	\$ 8,667,966	\$ 8,586,803	\$ (81,163)
Employee Fringe Benefits (EFB)*	1,942,518	1,902,414	2,854,993	952,579
Services	2,556,493	2,917,353	2,618,951	(298,402)
Commodities	98,247	122,917	121,220	(1,697)
Capital Outlay	53,556	8,066	18,654	10,588
County Service Charges	2,870,407	2,988,794	2,799,699	(189,095)
Abatements	(3,314,882)	(3,471,594)	(3,246,782)	224,812
Total Expenditures	\$ 12,226,447	\$ 13,135,916	\$ 13,753,538	\$ 617,622
Total Revenues	\$ 6,699,782	\$ 7,413,531	\$ 7,209,816	\$ (203,715)
Direct Property Tax Levy	\$ 5,526,665	\$ 5,722,385	\$ 6,543,722	\$ 821,337

* The 2002 and 2003 budget includes fringe benefits. The 2001 actual has been adjusted for comparison.

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*				
Account Summary	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Central Service Allocation	\$ 193,321	\$ 258,771	\$ 228,548	\$ (30,223)
Courthouse Space Rental	1,161,492	1,122,660	1,060,651	(62,009)
Document Services	48,296	65,034	43,642	(21,392)
Tech Support & Infrastructure	280,847	566,361	350,579	(215,782)
Distribution Services	7,201	12,975	14,782	1,807
Telecommunications	81,196	79,760	93,663	13,903
Records Center	49,892	65,897	57,720	(8,177)
Radio	24,038	4,256	8,450	4,194
Personal Computer Charges	117,312	158,000	167,324	9,324
Applications Charges	506,540	230,115	325,098	94,983
Total Charges	\$ 2,470,135	\$ 2,563,829	\$ 2,350,457	\$ (213,372)
Direct Property Tax Levy	\$ 5,526,665	\$ 5,722,385	\$ 6,543,722	\$ 821,337
Total Property Tax Levy	\$ 7,996,800	\$ 8,286,214	\$ 8,894,179	\$ 607,965

* 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 2003 BUDGET**DEPT:** DISTRICT ATTORNEY**UNIT NO.** 4500**FUND:** General - 0001**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.

OUTCOMES MEASURES			
	Outcomes	Indicators	Targets
1.	Milwaukee County is a safer place through timely prosecution and conviction of violent crimes.	a. Average time from initial appearance to disposition in homicide cases. (Pre-project 315 days.) b. Average time from initial appearance to disposition in sexual assault cases. (Pre-project 221 days.) c. Conviction rate in homicide cases. d. Conviction rate in sexual assault cases. e. Percent of victims of sexual assault who cooperate with prosecution.	a. 90 days. b. 90 days. c. 90%. d. 80%. e. 80%.
2.	At-risk children in Milwaukee County are provided with permanent and safe home environments in a timely manner.	a. Average time from referral from the Bureau of Milwaukee Child Welfare to filing the petition for Termination of Parental Rights (TPR). (Pre-project 107.56 days.) b. Number of days from the filing of a Termination of Parental Rights petition until the signing of Termination of Parental Rights order. (Pre-project 171.51 days.) c. Percentage of successful Termination of Parental Rights petitions. (Pre-project 89%.) d. Total number of orders terminating parental rights. (Pre-project average for 3 years 81.3.) e. Number of adoptions. (Pre-project average for 3 years 93.)	a. 60 days or less. b. 120 days or less. c. 95%. d. Over 200. e. Over 200.

ADOPTED 2003 BUDGET**DEPT:** DISTRICT ATTORNEY**UNIT NO.** 4500**FUND:** General - 0001

PERSONNEL SUMMARY				
	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Personal Services (w/o EFB)	\$ 8,020,108	\$ 8,667,966	\$ 8,586,803	\$ (81,163)
Employee Fringe Benefits (EFB)	\$ 1,942,518	\$ 1,902,414	\$ 2,854,993	\$ 952,579
Position Equivalent (Funded)*	153.9	168.1	161.2	(6.9)
% of Gross Wages Funded	95.0	95.9	93.7	(2.2)
Overtime (Dollars)**	\$ 145,582	\$ 165,252	\$ 170,208	\$ 4,956
Overtime (Equivalent to Positions)	4.2	3.9	4.9	1.0

* For 2001, 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)
Paralegal-Exempt	Create	1/.50	Administration	\$ 18,190
Secretarial Assistant	Abolish	1/.50	Administration	(14,196)
Paralegal	Abolish	2/2.0	Misdemeanor	(89,612)
Investigator	Abolish	1/1.0	Felony	(54,408)
Victim Witness Advocate	Abolish	1/1.0	Administration	(40,964)
			TOTAL	\$ (180,990)

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.

Program Statistics	
District Attorney	1
Chief Deputy District Attorney	1
County Staff	10
Assistant District Attorneys	11

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, argues motions, 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 misdemeanor cases. Oversees the Domestic Violence Unit. 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.

ADOPTED 2003 BUDGET**DEPT:** DISTRICT ATTORNEY**UNIT NO.** 4500**FUND:** General - 0001

Misdemeanor Program Statistics	
Cases in 2001	21,557
Deputy District Attorneys	1
County Staff	37.5
Assistant District Attorneys	33

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, directs the Family and Public Welfare Unit and the Victim/Witness Services Unit.

Administrative Program Statistics	
Deputy District Attorneys	1
County Staff	56.5
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 2001	6,299
Deputy District Attorneys	1
County Staff	41.5
Assistant District Attorneys	47.5

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, citizen groups and citizens on latest developments and practices in juvenile law. Directs the Victim/Witness Services Unit of the Children's Court Center, including the witness notification and subpoena functions.

Juvenile Program Statistics	
Cases in 2001	5,867
Deputy District Attorneys	1
County Staff	37
Assistant District Attorneys	28.5

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 and the actual County cost of fringe benefits provided to the 34 prosecutors with County fringe benefits.

State reimbursement for the cost of prosecutors on the County payroll is budgeted \$80,000 less than the cost due to an agreement with the State to provide funding for approximately 36 current Milwaukee County Assistant District Attorneys for the years that these assistants worked as non-vested Milwaukee County prosecutors in the Milwaukee County Employee Retirement System before District Attorneys became State employees on January 1, 1990. The estimated unfunded prior service liability of \$1,063,600 would be amortized over ten years, with the County sharing in retiring the liability by contributing \$400,000 over five years through the deduction of \$80,000 annually in State fiscal years 1999-00 through 2003-04 from the amounts which otherwise would be remitted to the County to

ADOPTED 2003 BUDGET**DEPT:** DISTRICT ATTORNEY**UNIT NO.** 4500**FUND:** General - 0001

reimburse it for the costs of the salaries and fringe benefits of State prosecutors on the County payroll.

CHARGES FROM THE STATE

Charges from the State for prosecutors decrease \$303,591, from \$2,560,985 to \$2,257,394, for the salaries and fringe benefits of 30.5 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 \$4,660,885 received by the District Attorney for State and Federal grants, \$2,257,394 is passed to the State for prosecutor costs.

Charges from the State	Number of ADAs	2002 Budget	2003 Budget	2002/2003 Change
MMDEG Grant	5.0	\$ 413,154	\$ 364,075	\$ (49,079)
Prosecution of Drug Crimes Grant	3.0	284,650	277,900	(6,750)
Child Support Prosecutor	1.0	103,473	94,985	(8,488)
State TPR Grant	6.5	146,214	453,787	307,573
Federal Block Grant	1.0	223,238	139,616	(83,622)
State Violence Against Women Act Grant	1.0	71,707	75,925	4,218
Federal Violence Against Women Act Grant	5.0	416,613	304,058	(112,555)
High Intensity Drug Trafficking Area Grant	5.0	458,210	344,538	(113,672)
Permanency Project	0.0	148,028	0	(148,028)
Community Prosecution Grant	2.0	158,470	150,000	(8,470)
Children's Justice Initiative	0.0	57,715	0	(57,715)
Juvenile Accountability Incentive Block Grant	1.0	79,513	52,510	(27,003)
TOTAL	30.5	\$ 2,560,985	\$ 2,257,394	\$ (303,591)

STATE GRANTS

Revenue from State grants for 2003 is comprised of seven programs that are detailed in the following table.

State Revenue Programs	2002 Budget	2003 Budget	2002/2003 Variance
Victim/Witness	\$ 1,055,028	\$ 1,177,640	\$ 122,612
Victim of Crimes Act (VOCA)	282,750	287,450	4,700
Special Prosecution Courts' Clerks	174,700	174,700	0
Termination of Parental Rights	300,600	808,940	508,340
State Violence Against Women Act	238,393	194,675	(43,718)
Milwaukee Permanency Project	148,028	0	(148,028)
JAIBG	79,513	52,510	(27,003)
Children's Justice Initiative	117,715	0	(117,715)
Operation Ceasefire	77,150	78,300	1,150
TOTAL	\$ 2,473,877	\$ 2,774,215	\$ 300,338

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 2003: three Victim/Witness Coordinators, 25 Victim/Witness Advocates, 1.5 Sexual Assault Victim Advocates, and five 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 65 to 90 percent. For 2003, a reimbursement rate of 62 percent is included.

Victim Of Crime Act (VOCA) will provide funding for seven positions in 2003: four Victim/Witness Advocates assigned to the Crisis Response Unit and three Assistant Sensitive Crimes Victim Advocates in

ADOPTED 2003 BUDGET

DEPT: DISTRICT ATTORNEY

UNIT NO. 4500

FUND: General - 0001

the Sensitive Crimes Victim Services Unit. The Wisconsin Department of Justice, Office of Crimes Victims Services, provides up to 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 Court from a \$2 fee levied on civil case filings pursuant to Wisconsin Statutes Section 814.635(1m). Collections are averaging more than \$14,000 per month, enough to cover the annual costs of the 4.5 positions.

The Termination of Parental Rights grant will provide continued funding for the Assistant District Attorneys, four Paralegals, one Clerk Typist 4 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 VAWA formula grant for domestic violence and sexual assault prosecutions will provide funding for one Assistant District Attorney, one Victim/Witness Advocate, one Paralegal, one Assistant Sensitive Crimes Victim Advocate and two hourly Process Servers.

The Juvenile Accountability Incentive Block grant provides funding for one Assistant District Attorney who prosecutes gun cases at the Children's Court Center.

Operation Ceasefire provides funding under Wisconsin Statutes, Section 978.139(1) (d) for two Secretarial Assistants in the District Attorney's Firearms Unit.

FEDERAL GRANTS

Revenue from Federal grants for 2003 is comprised of six programs that are detailed in the following table.

Federal Revenue Programs	2002 Budget	2003 Budget	2002/2003 Variance
Prosecution of Drug Crimes Grants	\$ 271,300	\$ 277,900	\$ 6,600
VAWA Grant	248,892	0	(248,892)
Local Law Enforcement Block Grant	77,011	140,745	63,734
HIDTA	675,748	839,585	163,837
Community Prosecution Grant	147,112	150,000	2,888
VAWA Judicial Oversight Grant	263,312	436,075	172,763
U.S. Attorney Ceasefire Coordinator	0	58,446	58,446
TOTAL	\$ 1,683,375	\$ 1,902,751	\$ 219,376

The Prosecution of Drug Crimes grant provides 100 percent funding with Federal 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 or gang crimes prosecution or both.

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 – three assigned to

the District Attorney's Drug Unit and three working on Federal task forces in the Federal Building, a Clerical Assistant who serves as the secretary for the prosecutors assigned to Federal task forces, two Clerical Specialists who work for the Drug Unit and the Sheriff Department's Street Drug Task Force, HIDTA Director, an Accountant 3, an Administrative Assistant 2, an Intelligence Analyst and a HIDTA Coordinator, who work for HIDTA's executive director at the Milwaukee office located at 839 North Jefferson Street, and a Community Relations Specialist for Operation Ceasefire based in the Federal Building.

ADOPTED 2003 BUDGET

DEPT: DISTRICT ATTORNEY

UNIT NO. 4500

FUND: General - 0001

The Community Prosecution grant will provide funding for two Assistant District Attorneys who work out of offices at the Milwaukee Fifth District police station and at the Harambee Ombudsman project.

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 new 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 – Program Coordinator was previously funded through the HIDTA grant through August 31, 2002. The United State Attorney's Office for the Eastern Division of Wisconsin has agreed to provide up to \$50,000 in interim funding until anticipated funding from the U.S. Department of Justice Office of Justice Programs under the Project Safe Neighborhoods program is received in fall of 2003.

BUDGET HIGHLIGHTS

- \$ (14,196) Abolish 1 Secretarial Assistant
18,190 Create 1 Paralegal-Exempt
\$ 3,944

To better serve the Assistant District Attorney in prosecuting criminal child support cases, one half-time position of Secretarial Assistant is abolished and one position of Paralegal is created at a cost of \$3,944 which is charged to the Department of Child Support and offset with 66% revenue.

- \$ (89,612) Abolish 2 Paralegals
(54,408) Abolish 1 Investigator
(40,964) Abolish 1 Victim Witness Advocate
\$(184,984)

Due to discontinuation of grant funding, two positions of Paralegal, one position of Investigator and one position of Victim Witness Advocate are abolished.

- To provide the proper staff for the Milwaukee High Intensity Drug Trafficking Area program, one position of Director for the Milwaukee HIDTA was approved by the County Board effective August 1, 2002. The \$91,920 cost of the position is completely offset with federal revenue.
- Meetings and Other Authorized Travel is reduced by \$14,500, from \$17,000 to \$2,500.
- Transportation costs for non-County employees increases \$8,750, from \$83,250 to \$92,000, due to the sharp increase in the cost of extraditing prisoners from other states.
- Data processing minor equipment and supplies is decreased \$9,519, from \$33,999 to \$24,480.
- Law enforcement supplies increase \$3,400, from \$1,200 to \$4,600, due to the replacement of bulletproof vests for the investigative staff.
- Funding is included for two copiers. One high end at a cost of \$12,285 and one mid-level copier at a cost of \$6,369.
- All departments are directed to revise their Outcomes Measures to reflect their 2003 budgeted resources, if changes are needed, consistent with the Milwaukee County Mission and Vision statements. Each department shall report its Outcomes Measures directly to the County Board by March 1, 2003.
- The 2003 Budget reflects a zero wage increase for all County managers in the Executive Compensation Plan (ECP). For 2003, all personal service contracts with ECP employees are eliminated, including the provision for 90-day notice upon termination. In addition, the 2003 Budget reflects a zero wage increase for all non-represented County employees with salaries of \$50,000 or more.
- In lieu of a 3% salary reduction for County managers in the Executive Compensation Plan, personal services are reduced an additional \$2,592, which is included in the departments' lump sum salary reduction. The Department of Administrative Services is authorized to process transfers between various departmental accounts for those departments that wish to

ADOPTED 2003 BUDGET**DEPT:** DISTRICT ATTORNEY**UNIT NO.** 4500**FUND:** General - 0001

utilize other sources of funding to offset increased Personal Services costs besides the lump sum salary reduction.

- 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>Description</u>	<u>2001 Budget</u>	<u>2001 Actual</u>	<u>2002 Budget</u>	<u>2003 Budget</u>
<u>Major Offenses Reported to Police</u>				
Violent Crimes	6,250	6,034	6,000	6,200
Property Crimes	<u>50,000</u>	<u>53,317</u>	<u>50,000</u>	<u>53,500</u>
Total Major Offenses	56,250	59,351	56,000	59,700
<u>Milwaukee County Arrests</u>				
Juvenile Arrests	27,500	27,486	27,000	27,500
Adult Arrests	<u>75,000</u>	<u>75,807</u>	<u>75,000</u>	<u>76,000</u>
Total Arrests	102,500	103,293	102,000	103,500

MILWAUKEE COUNTY DISTRICT ATTORNEY'S OFFICE CASELOAD STATISTICS

	<u>1999</u>	<u>2000</u>	<u>2001</u>
Felony	6,089	5,830	6,299
Misdemeanor	12,416	11,107	11,380
Criminal Traffic	7,857	8,017	10,177

ADOPTED 2003 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	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Personal Services (w/o EFB)	\$ 1,761,203	\$ 1,936,290	\$ 1,974,180	\$ 37,890
Employee Fringe Benefits (EFB)*	433,149	534,644	702,744	168,100
Services	546,208	543,145	550,234	7,089
Commodities	200,570	205,313	190,753	(14,560)
Other Charges	0	0	0	0
Debt & Depreciation	0	0	0	0
Capital Outlay	56,358	0	55,000	55,000
County Service Charges	503,920	520,877	550,675	29,798
Abatements	(462,099)	(465,512)	(489,285)	(23,773)
Total Expenditures	\$ 3,039,309	\$ 3,274,757	\$ 3,534,301	\$ 259,544
Direct Revenues	\$ 974,018	\$ 953,340	\$ 1,087,637	\$ 134,297
Direct Property Tax Levy	\$ 2,065,291	\$ 2,321,417	\$ 2,446,664	\$ 125,247

* The 2002 and 2003 budgets include fringe benefits. The 2001 actual has been adjusted for comparison.

ADOPTED 2003 BUDGET**DEPT: MEDICAL EXAMINER****UNIT NO. 4900****FUND: General - 0001**

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*				
Account Summary	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Central Service Allocation	\$ 50,150	\$ 51,771	\$ 47,843	\$ (3,928)
Courthouse Space Rental	337,956	322,680	304,905	(17,775)
Document Services	1,789	3,722	2,533	(1,189)
Tech Support & Infrastructure	20,674	31,242	25,700	(5,542)
Distribution Services	425	685	591	(94)
Emergency Mgmt Services	0	3,333	3,333	0
Telecommunications	10,131	10,626	11,865	1,239
Records Center	0	0	0	0
Radio	6,677	3,040	3,841	801
Personal Computer Charges	23,878	23,000	18,865	(4,135)
Applications Charges	10,419	15,316	69,706	54,390
Total Charges	\$ 462,099	\$ 465,415	\$ 489,182	\$ 23,767
Direct Property Tax Levy	\$ 2,065,291	\$ 2,321,417	\$ 2,446,664	\$ 125,247
Total Property Tax Levy	\$ 2,527,390	\$ 2,786,832	\$ 2,935,846	\$ 149,014

* 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 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 educations; and to protect the interest of deceased individuals, their loved ones, and the communities we serve.

OUTCOMES MEASURES			
	Outcomes	Indicators	Targets
1.	Interested parties in the community are able to proceed with the legal affairs of the deceased in the case of sudden/unexpected deaths and cremations.	a. Autopsy timeliness. Referring customers. Criminal justice system. Families of deceased. Community physicians. b. Timeliness of death certificate and cremation permit completion.	a. Autopsies turnaround time: 95% completed within national guidelines (30-60 days). b. Funeral director survey will demonstrate 90% satisfaction with certificates/permits. c. Department of Health & Family Services (state agency) reports improved compliance with accuracy and completion performance.

ADOPTED 2003 BUDGET
DEPT: MEDICAL EXAMINER
UNIT NO. 4900
FUND: General - 0001

OUTCOMES MEASURES			
	Outcomes	Indicators	Targets
2.	Public health and safety is enhanced through an effective death investigation process.	a. Reduced incidence of preventable deaths. b. Public health community is aware of emerging epidemiological trends in cause of death.	a. Regularly scheduled releases of information to media, municipal public health departments. b.1 Monthly multidisciplinary Child Death Review meetings. b.2 Serve on local public health agency committees such as Heat Task Force, Emergency Management disaster preparedness exercises, etc.
3.	The office, toxicology laboratory and autopsy areas are safe and functional for employees, visitors and affiliated agency personnel, reflecting the professional image and public service nature of the office.	a. The work areas and public lobby areas within the building demonstrate compliance with ADA and OSHA standards for a safe workplace accessible to employees and members of the public with varying levels of mobility and abilities.	a. Reduction of workplace injuries by 20% per OSHA log report.

PERSONNEL SUMMARY				
	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Personal Services (w/o EFB)	\$ 1,761,203	\$ 1,936,290	\$ 1,974,180	\$ 37,890
Employee Fringe Benefits (EFB)	\$ 433,149	\$ 534,644	\$ 702,744	\$ 168,100
Position Equivalent (Funded)*	33.2	31.1	29.8	(1.3)
% of Gross Wages Funded	95.5	92.3	94.2	1.9
Overtime (Dollars)**	\$ 89,611	\$ 66,420	\$ 66,420	\$ 0
Overtime (Equivalent to Positions)	1.6	1.3	1.1	(0.2)

* For 2001, 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)
Dictating Machine/ Transcriptionist-Medical	Abolish	1/1.0	Medical Examiner	\$ (28,222)
Network Appl. Specialist-(ME)	Transfer	1/1.0	Medical Examiner	(42,832)
			TOTAL	\$ (71,054)

ADOPTED 2003 BUDGET

DEPT: MEDICAL EXAMINER

UNIT NO. 4900

FUND: General - 0001

BUDGET HIGHLIGHTS

- \$(28,222) Abolish 1 Dictating Machine
Transcriptionist-Medical

One position of Dictating Machine Transcriptionist-Medical is abolished for a salary and social security savings of \$28,222.

- A lump sum salary reduction of \$112,152 is created to establish a net salary budget that is 94.2% of gross wages. The reduction is equivalent to 1.9 positions. The 2002 salary reduction was \$151,692, or \$39,540 more than 2003. The 2002 reduction was equal to 2.6 full time equivalents.

- \$(42,832) Transfer 1 Network Applications
Specialist (ME)

One position of Network Applications Specialist (ME) is transferred to the Department of Administrative Services (DAS) - Information Management Services Division. This action, which was included the DAS reorganization, is in keeping with the process begun in 1997 of centralizing information technology services.

- An appropriation of \$55,000 is provided for the purchase of palm top/hand-held computer technology for use by field investigators at scene investigations, partially offset by \$49,500 in Local Law Enforcement Block Grant revenue. The proposed hardware is compatible with current Medical Examiner software, eliminating the need for transcription of paper and pencil notes from scene investigations.
- Due to fiscal constraints, the appropriation for commodities decreases \$14,560, from \$205,313 to \$190,753.
- The overall appropriation for services increases \$7,089, from \$543,145 to \$550,234. Changes include increases of \$15,000 for medical transcription services, \$30,000 for radiology services, \$10,000 for body transportation and \$9,500 for special laboratory testing, based on experience. A reduction of \$38,000 is made for support of one pathology fellow position since the Department was not successful in recruiting a candidate for the position.

- Revenue increases \$134,297, from \$953,340 to \$1,087,637. The increase reflects a combination of the proposed 2003 contractual arrangement with Fond du Lac County, modest increases in the fees for cremation permits, death certificates and referral autopsies as shown in the fee schedule on page 4900-7, and revenue of \$49,500 from the Local Law Enforcement Block Grant.
- All departments are directed to revise their Outcomes Measures to reflect their 2003 budgeted resources, if changes are needed, consistent with the Milwaukee County Mission and Vision statements. Each department shall report its Outcomes Measures directly to the County Board by March 1, 2003.
- The 2003 Budget reflects a zero wage increase for all County managers in the Executive Compensation Plan (ECP). For 2003, all personal service contracts with ECP employees are eliminated, including the provision for 90-day notice upon termination. In addition, the 2003 Budget reflects a zero wage increase for all non-represented County employees with salaries of \$50,000 or more.
- In lieu of a 3% salary reduction for County managers in the Executive Compensation Plan, personal services are reduced an additional \$23,436, for which the Department of Administrative Services is authorized to process transfers between various departmental accounts for those departments that wish to utilize other sources of funding to offset increased Personal Services costs besides the lump sum reduction.
- 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

ADOPTED 2003 BUDGET

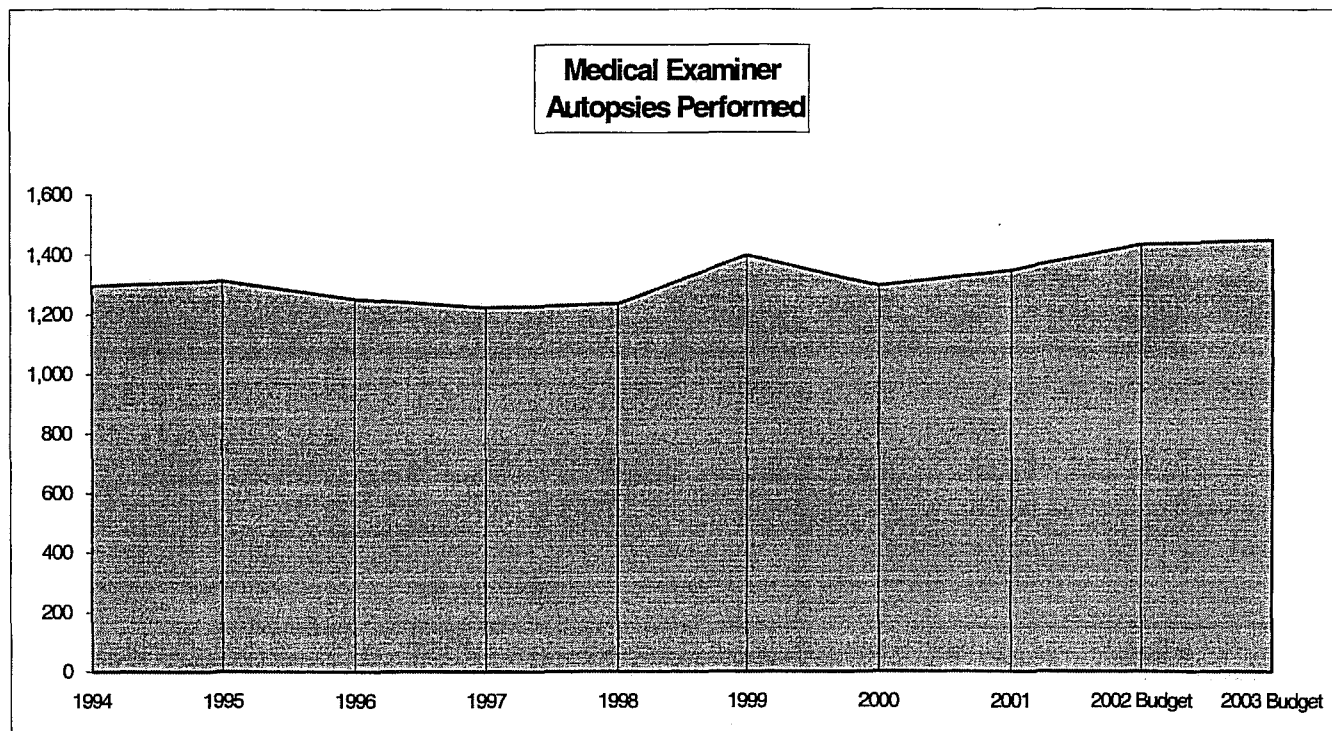
DEPT: MEDICAL EXAMINER

UNIT NO. 4900

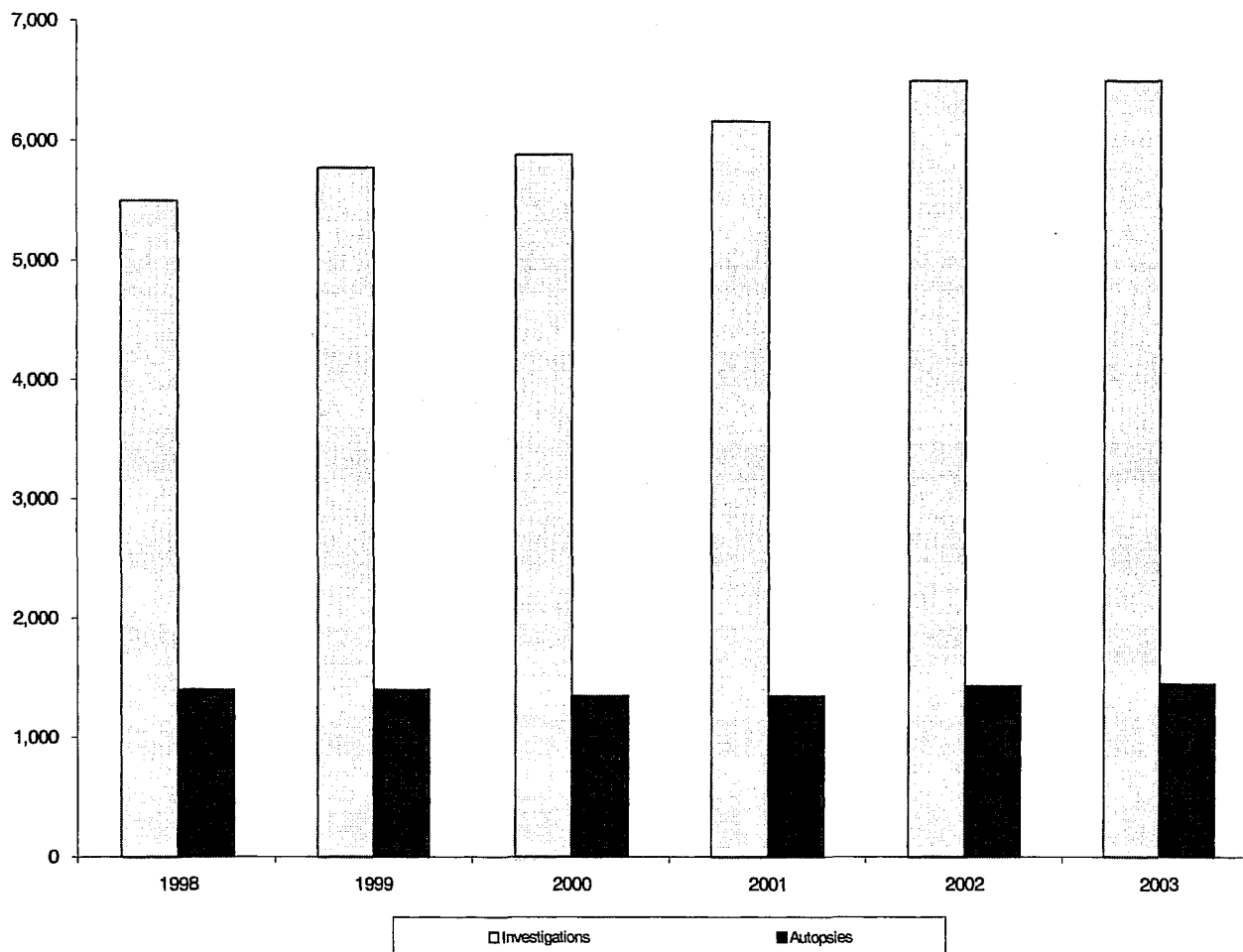
FUND: General - 0001

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."



Medical Examiner Death Investigations Compared to Autopsies



ACTIVITY AND STATISTICAL SUMMARY				
	2001 Budget	2001 Actual	2002 Budget	2003 Budget
Autopsies	1,135	1,020	1,125	1,100
Referral Autopsies (revenue attached)	295	330	310	350
Death Certificates	1,860	1,746	1,750	1,850
Cremation Permits	2,550	2,637	2,850	2,800
Deaths Investigated	6,529	6,161	6,500	6,500
Comprehensive Toxicology Screens	1,200	1,173	1,175	1,175

ADOPTED 2003 BUDGET**DEPT: MEDICAL EXAMINER****UNIT NO. 4900****FUND: General - 0001**

MEDICAL EXAMINER FEES			
	<u>2002 Fee</u>	<u>2003 Fee</u>	<u>Change</u>
Cremation permits	\$ 125.00	\$ 145.00	\$ 20.00
Death certificates	\$ 50.00	\$ 55.00	\$ 5.00
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	\$ 10.00	\$ 0.00
Body storage - per day, after 1 day	\$ 30.00	\$ 30.00	\$ 0.00
Autopsies for other counties under exclusive contract	\$ 1,250.00	\$ 1,350.00	\$ 100.00
Autopsies for other counties, more than 10 cases/year	\$ 1,450.00	\$ 1,450.00	\$ 0.00
Autopsies for other counties, more than 60 cases/year	\$ 1,350.00	\$ 1,400.00	\$ 50.00
Autopsies for other counties, less than 10 cases/year	\$ 1,700.00	\$ 1,750.00	\$ 50.00
Testimony fees per hour	\$ 300.00	\$ 300.00	\$ 0.00
Annual Conference registration fee	\$ 185.00	\$ 195.00	\$ 10.00
Tissue room rental	\$ 1,000.00	\$ 1,000.00	\$ 0.00

ADOPTED 2003 BUDGET**DEPT:** DEPARTMENT OF PUBLIC WORKS – AIRPORT DIVISION**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	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Personal Services (w/o EFB)	\$ 10,655,827	\$ 7,916,308	\$ 9,017,137	\$ 1,100,829
Employee Fringe Benefits (EFB)*	2,366,142	2,383,137	3,074,789	691,652
Services	8,696,904	8,983,000	11,057,010	2,074,010
Commodities	1,571,534	1,470,024	1,519,000	48,976
Other Charges	** 10,712,434	6,559,932	10,200,415	3,640,483
Capital Outlay	465,945	215,000	250,000	35,000
County Service Charges	7,489,259	9,866,532	15,791,343	5,924,811
Abatements	(93,126)	(617,218)	(639,363)	(22,145)
Total Expenditures	\$ 41,864,919	\$ 36,776,715	\$ 50,270,331	\$ 13,493,616
State & Federal Revenue	948,522	1,000,000	600,000	(400,000)
Other Direct Revenue	** 42,360,948	36,520,465	50,445,548	13,925,083
Total Direct Revenue	\$ 43,309,470	\$ 37,520,465	\$ 51,045,548	\$ 13,525,083
Indirect Revenue	315,015	280,204	279,633	(571)
Total Revenue	\$ 43,624,485	\$ 37,800,669	\$ 51,325,181	\$ 13,524,512
Direct Property Tax Levy	\$ (1,759,566)	\$ (1,023,954)	\$ (1,054,850)	\$ (30,896)

* The 2002 and 2003 budgets include fringe benefits. The 2001 actual has been adjusted for comparison.

** The 2001 figures include interest amounts for the parking structure bond issue. These amounts should not have been included in operations but rather only in the capital project.

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*				
Account Summary	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Central Service Allocation	\$ 265,517	\$ 352,210	\$ 374,070	\$ 21,860
Document Services	6,141	9,568	8,695	(873)
Tech Support & Infrastructure	48,229	77,681	63,344	(14,337)
Distribution Services	2,117	1,171	2,940	1,769
Emergency Mgmt Services	0	3,333	3,333	0
Telecommunications	17,760	11,970	20,800	8,830
Records Center	0	0	0	0
Radio	13,508	7,296	9,987	2,691
DPW Administrative Services	93,126	110,810	117,026	6,216
Personal Computer Charges	0	0	0	0
Applications Charges	45,953	43,179	39,168	(4,011)
Total Charges	\$ 492,351	\$ 617,218	\$ 639,363	\$ 22,145
Direct Property Tax Levy	\$ (1,759,566)	\$ (1,023,954)	\$ (1,054,850)	\$ (30,896)
Final Close Entry	760,568	0	0	0
Total Property Tax Levy	\$ (506,647)	\$ (406,736)	\$ (415,487)	\$ (8,751)

* 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 2003 BUDGET**DEPT:** DEPARTMENT OF PUBLIC WORKS – AIRPORT DIVISION**UNIT NO.** 5040**FUND:** Enterprise - 0076**MISSION**

The Airport Division'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.

OUTCOMES MEASURES			
	Outcomes	Indicators	Targets*
1.	Air carriers serving GMIA are assessed fair and reasonable costs.	a. Landing fees. b. Terminal rental rates.	a. Limit landing fee increase to the general rate of inflation. b. Retain terminal rental rates competitive with other airports.
2.	Operating environment meets or exceeds the needs of air carriers and the traveling public.	a. Negative comments on station manager surveys. b. Statistic on percentage of time the airfield is open to air traffic.	a. Reduce negative comments by 25%. b. Reduce airfield closures to 1% of the year.
3.	Quality service is provided to all users and customers at a reasonable price.	a. Total operating costs. b. Airline cost per enplaned passenger. c. Total operating cost per enplaned passenger.	a. Restrict overall increases to the level of inflation. b. Maintain a flat cost per enplaned passenger. c. Restrict increase to the level of inflation.
4.	Increased use of General Mitchell International Airport by all customers.	a. Total passengers served. b. Landed weight. c. Non-airline revenues.	a. Increase by 2% over prior year. b. Increase by 1% over prior year. c. Increase by 3% over prior year.

* The original targets were made prior to the September 11, 2001 terrorist attacks. While these events disrupted normal operations, in the long run they are still appropriate targets.

PERSONNEL SUMMARY				
	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Personal Services (w/o EFB)	\$ 10,655,827	\$ 7,916,308	\$ 9,017,137	\$ 1,100,829
Employee Fringe Benefits (EFB)	\$ 2,366,142	\$ 2,383,137	\$ 3,074,789	\$ 691,652
Position Equivalent (Funded)*	218.1	195.1	212.7	17.6
% of Gross Wages Funded	100.0	87.9	95.0	7.1
Overtime (Dollars)**	\$ 326,444	\$ 344,712	\$ 344,712	\$ 0
Overtime (Equivalent to Positions)	10.3	9.7	9.2	(0.5)

* For 2001, the Position Equivalent is the budgeted amount.

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

ADOPTED 2003 BUDGET**DEPT:** DEPARTMENT OF PUBLIC WORKS – AIRPORT DIVISION**UNIT NO.** 5040**FUND:** Enterprise - 0076

PERSONNEL CHANGES				
Job Title/Classification	Action	Number of Positions/ Total FTE	Division	Cost of Positions (Excluding Fringe Benefits)
Airport Control Center Operator	Create	2/2.0	Operations	\$ 68,904
Computer Operator Assistant	Abolish	1/1.0	Operations	(25,078)
			TOTAL	\$ 43,826

ORGANIZATIONAL COST SUMMARY					
DIVISION		2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
General Mitchell International Airport	Expenditure	\$ 41,339,490	\$ 36,905,881	\$ 50,525,741	\$ 13,619,860
	Abatement	93,126	617,003	639,363	22,360
	Revenue	43,361,688	37,435,469	51,053,081	13,617,612
	Tax Levy	\$ (2,115,324)	\$ (1,146,591)	\$ (1,166,703)	\$ (20,112)
Timmerman Field Airport	Expenditure	\$ 618,555	\$ 488,052	\$ 383,953	\$ (104,099)
	Abatement	0	215	0	(215)
	Revenue	262,797	365,200	272,100	(93,100)
	Tax Levy	\$ 355,758	\$ 122,637	\$ 111,853	\$ (10,784)

DEPARTMENT DESCRIPTION

The Airport Division 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, 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. In addition, this group oversees all GMIA ground transportation activities including taxi, shuttle, limousine and bus operators. 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.

BUDGET HIGHLIGHTS

- 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:

ADOPTED 2003 BUDGET

DEPT: DEPARTMENT OF PUBLIC WORKS – AIRPORT DIVISION

UNIT NO. 5040

FUND: Enterprise - 0076

- 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 ordinance 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 \$5,587,275, contract service security at various points on the property at \$902,250 and a contract to tow unauthorized vehicles for \$185,000, totaling \$6,674,525. The budget anticipates federal reimbursement of \$600,000 to offset some direct costs, and \$325,000 in reimbursement revenue from rental car companies on the premises.

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.

- Construction of an additional parking structure adding 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) issued in mid 2000. Beginning in 2003, debt service of \$8,031,000 becomes part of the Operating Budget. Components are principal (\$3,210,000) and interest (\$4,821,000).

- Personal Services increase \$1,792,481, from \$10,299,445 to \$12,091,926, which includes step and general increases, the cost of benefits and the following position actions at a net cost of \$43,826 for salaries and social security.

\$ 68,904 Create 2 Airport Control Center Operators
(25,078) Abolish 1 Computer Operator Assistant (Vacant)
\$ 43,826

The new positions will be dedicated primarily to issuing and processing airport identification badges. This task has become more complex and time consuming due to the mandates of the Transportation Security Administration for criminal history checks and fingerprinting. These positions replace the abolished position of Computer Operator Assistant which is vacant. Two positions are required to provide for expanded hours of ID badge issuing and processing.

- Appropriations for Contract Services increase \$2,074,010, from \$8,983,000 to \$11,057,010. The overall growth in Contract Services reflects adjustments made in the aftermath of the September 11, 2001 terrorist attacks and the operation of the expanded parking structure. The growth of administration of the parking structure and computerized revenue system results in a \$820,000 increase, from \$3,180,000 to \$4,000,000, in these services. This includes operating remote and temporary lots as needed, replacement of operating equipment, and general cost increases. Use of contracted security services for vehicle inspections at specific access points is budgeted at \$902,250, which is also in response to the September 11, 2001 terrorist attacks. Utilities increase \$55,800, from \$2,139,700 to \$2,195,500.
- Commodities increase \$48,976, from \$1,470,024 to \$1,519,000, in response to anticipated price increases.
- Major maintenance building and land improvement projects increase \$35,000, from \$215,000 to \$250,000. Due to the September 11, 2001 terrorist attacks, the Airport is continuing to defer many major maintenance projects originally planned for 2002 and

ADOPTED 2003 BUDGET

DEPT: DEPARTMENT OF PUBLIC WORKS – AIRPORT DIVISION

UNIT NO. 5040

FUND: Enterprise - 0076

anticipates only \$150,000 for membrane repair in the current parking structure, \$50,000 to resurface a portion of Remote Lot A and \$50,000 to repair a wall at the International Arrival Building.

- Capital items of both new and replacement equipment total \$352,000. Equipment within the data processing category totals \$38,000 and includes the replacement of a number of PC workstations (\$18,000), a proxy server (\$7,000), two additional PC workstations (\$3,000), and additional wiring routers and hubs (\$10,000). New equipment in the maintenance area includes a lift in the HVAC building (\$40,000), a scooter to ease access to the remote HVAC building (\$8,500), an exhaust venting system in the firehouse (\$75,000), a lighting detection system for safer airfield operations (\$16,000), a copier (\$5,000), message signage over Baggage Claim (\$6,000), and up to ten Automatic External Defibrillators throughout the terminal (\$30,000). This new equipment totals \$180,500. Replacement equipment totals \$133,500 and includes two mowers (\$16,000), three taxiway lighting regulators (\$24,000), various pieces of equipment in the Firehouse (\$28,500), equipment to outfit usable work space in the old post office area (\$25,000) and replacement of the outdated emergency notification system (\$40,000).
- Other Charges are primarily depreciation and debt service (principal) payments on debt. In total this category increases \$3,640,483, from \$6,559,932 to \$10,200,415, of which \$3,210,000 is due to the first payment on the General Airport Revenue Bonds (GARBs) issued in 2000. General depreciation on Airport assets increases \$430,383, from \$6,019,617 to \$6,450,000.
- 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.
- All departments are directed to revise their Outcomes Measures to reflect their 2003 budgeted resources, if changes are needed, consistent with the Milwaukee County Mission and Vision statements. Each department shall

report its Outcomes Measures directly to the County Board by March 1, 2003.

- The 2003 Budget reflects a zero wage increase for all County managers in the Executive Compensation Plan (ECP). For 2003, all personal service contracts with ECP employees are eliminated, including the provision for 90-day notice upon termination. In addition, the 2003 Budget reflects a zero wage increase for all non-represented County employees with salaries of \$50,000 or more.
- In lieu of a 3% salary reduction for County managers in the Executive Compensation Plan, personal services are reduced an additional \$17,904, which is included in the departments' lump sum salary reduction. The Department of Administrative Services is authorized to process transfers between various departmental accounts for those departments that wish to utilize other sources of funding to offset increased Personal Services costs besides the lump sum salary reduction.
- 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 2003 BUDGET**DEPT:** DEPARTMENT OF PUBLIC WORKS – AIRPORT DIVISION**UNIT NO.** 5040**FUND:** Enterprise - 0076

ACTIVITY AND STATISTICAL SUMMARY				
	<u>2000 Actual</u>	<u>2001 Actual</u>	<u>2002 Estimate*</u>	<u>2003 Budget</u>
Passengers:				
Enplaned	3,030,962	2,811,954	2,850,000	2,960,000
Deplaned	<u>3,036,666</u>	<u>2,788,106</u>	<u>2,850,000</u>	<u>2,900,000</u>
Total	6,067,628	5,600,060	5,700,000	5,860,000
Revenue Landing Weight (1,000 lbs)	6,064,822	5,772,518	5,800,000	6,100,000
Air Freight (1,000 lbs)	196,861	173,519	194,000	199,000
Aircraft Operations (Takeoffs and Landings)				
Commercial	177,937	172,107	180,000	180,000
Military	4,223	4,885	5,100	5,100
General	39,695	34,520	42,000	44,000
Timmerman	<u>76,437</u>	<u>76,867</u>	<u>77,000</u>	<u>77,000</u>
Total	298,292	288,379	304,100	306,100

* These estimates were revised from the original projections for 2002, made prior to September 11, 2001 terrorist attacks, and reflect a reasonable expectation of a gradually increasing level of business being observed since the initial downturn seen after the terrorist attacks.

ADOPTED 2003 BUDGET**DEPT:** DEPARTMENT OF PUBLIC WORKS – TRANSPORTATION DIVISION**UNIT NO.** 5070**FUND:** Internal Service - 0028**OPERATING AUTHORITY & PURPOSE**

The Transportation Division consists of two service areas: the Transportation Engineering Section and the Transportation Planning Section.

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	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Personal Services (w/o EFB)	\$ 1,435,814	\$ 1,739,677	\$ 1,831,377	\$ 91,700
Employee Fringe Benefits (EFB)*	345,487	451,783	608,211	156,428
Services	24,011	66,200	84,810	18,610
Commodities	10,446	36,000	209,100	173,100
Other Charges	9,432	25,310	15,326	(9,984)
Capital Outlay	122,933	125,000	353,000	228,000
County Service Charges	977,059	886,295	874,610	(11,685)
Abatements	(951,256)	(786,230)	(768,619)	17,611
Total Expenditures	\$ 1,973,926	\$ 2,544,035	\$ 3,207,815	\$ 663,780
State & Federal Revenue	124,866	138,643	368,808	230,165
Other Direct Revenue	10,685	64,500	76,000	11,500
Total Direct Revenue	\$ 135,551	\$ 203,143	\$ 444,808	\$ 241,665
Indirect Revenue	2,260,114	2,852,851	3,399,665	546,814
Direct Property Tax Levy	\$ (421,739)	\$ (511,959)	\$ (636,658)	\$ (124,699)

* The 2002 and 2003 budgets include fringe benefits. The 2001 actual has been adjusted for comparison.

ADOPTED 2003 BUDGET

DEPT: DEPARTMENT OF PUBLIC WORKS – TRANSPORTATION DIVISION

UNIT NO. 5070

FUND: Internal Service - 0028

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*				
Account Summary	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Central Service Allocation	\$ 18,666	\$ 70,513	\$ 65,196	\$ (5,317)
Courthouse Space Rental	179,796	173,782	164,183	(9,599)
Document Services	435	1,045	616	(429)
Tech Support & Infrastructure	1,250	32,698	26,514	(6,184)
Distribution Services	242	563	336	(227)
Telecommunications	7,522	4,117	8,810	4,693
Records Center	2,613	3,633	3,263	(370)
Radio	0	0	0	0
Personal Computer Charges	0	23,000	18,865	(4,135)
Applications Charges	1,482	15,662	16,142	480
Total Charges	\$ 212,006	\$ 325,013	\$ 303,925	\$ (21,088)
Direct Property Tax Levy	\$ (421,739)	\$ (511,959)	\$ (636,658)	\$ (124,699)
Total Property Tax Levy	\$ (209,733)	\$ (186,946)	\$ (332,733)	\$ (145,787)

* 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 Transportation Division 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.

OUTCOMES MEASURES			
	Outcomes	Indicators	Targets
1.	Federal and State transit funding is maximized to enhance service and reduce reliance on property tax.	a. State and Federal grant dollars received.	a. Optimize receipt of grants consistent with available tax levy matches.
2.	Capital Project change orders are reduced.	a. Percentage change of base cost.	a. Less than 5% change of base projects' cost.
3.	Reduce number of accidents on the County Truck Highway System.	a. Percentage reduction from base data.	a. 5% decrease in accidents preventable by changes in signing, marking, or signalization.

PERSONNEL SUMMARY				
	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Personal Services (w/o EFB)	\$ 1,435,814	\$ 1,739,677	\$ 1,831,377	\$ 91,700
Employee Fringe Benefits (EFB)	\$ 345,487	\$ 451,783	\$ 608,211	\$ 156,428
Position Equivalent (Funded)*	26.5	26.5	27.4	0.9
% of Gross Wages Funded	100.0	96.9	99.0	2.1
Overtime (Dollars)**	\$ 12,709	\$ 43,572	\$ 43,572	\$ 0
Overtime (Equivalent to Positions)	0.3	0.8	0.8	0.0

* For 2001, the Position Equivalent is the budgeted amount.

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

ADOPTED 2003 BUDGET

DEPT: DEPARTMENT OF PUBLIC WORKS – TRANSPORTATION DIVISION

UNIT NO. 5070

FUND: Internal Service - 0028

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

DEPARTMENT DESCRIPTION

Prior to 1999, the Transportation Division was included as part of the Professional Services Division of the Department of Public Works. In 1999, the Division became an independent departmental organizational unit. The Transportation Division consists of the Transportation Planning Section and Transportation Engineering Section.

Transportation Planning Section

The Transportation Planning Section 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 Section 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.

BUDGET HIGHLIGHTS

- Personal Services increases \$248,128, from \$2,191,460 to \$2,439,588, which includes step, wage and benefit increases.
- For 2003, a total of \$220,000 is included for the development and implementation of an integrated asset management system. This includes \$175,000 for a software program which unifies pavement management, bridge management, signs and signals, as well as pavement markings and culverts. Also included is \$45,000 for program design, installation, training and support costs.
- Major Maintenance projects include \$353,000 for freeway detours, offset 100% by State Grants and Reimbursement revenue. Funds are designated for work on I-894 and the Marquette Interchange.

ADOPTED 2003 BUDGET

DEPT: DEPARTMENT OF PUBLIC WORKS – TRANSPORTATION DIVISION

UNIT NO. 5070

FUND: Internal Service - 0028

- The budget includes \$2,000 for the purchase of computer equipment. This equipment is budgeted in the department's operating budget rather than in capital project WO301 – IMSD Technical Infrastructure because the purchase is offset with operating revenue. This computer equipment will be purchased in consultation with IMSD in order to achieve economies of scale.
- In 2003, Transportation Professional Service revenue is established at \$3,399,665, reflecting a 105.5% recovery ratio of eligible costs for services performed in transportation planning; highway, bridge and traffic engineering, and construction management of highway and transportation projects. In 2002, Transportation Division Professional Service revenue was budgeted at \$2,852,851, reflecting a 102% recovery ratio.
- All departments are directed to revise their Outcomes Measures to reflect their 2003 budgeted resources, if changes are needed, consistent with the Milwaukee County Mission and Vision statements. Each department shall report its Outcomes Measures directly to the County Board by March 1, 2003.
- The 2003 Budget reflects a zero wage increase for all County managers in the Executive Compensation Plan (ECP). For 2003, all personal service contracts with ECP employees are eliminated, including the provision for 90-day notice upon termination. In addition, the 2003 Budget reflects a zero wage increase for all non-represented County employees with salaries of \$50,000 or more.
- In lieu of a 3% salary reduction for County managers in the Executive Compensation Plan, personal services are reduced an additional \$19,308, which is included in the departments' lump sum salary reduction. The Department of Administrative Services is authorized to process transfers between various departmental accounts for those departments that wish to utilize other sources of funding to offset increased Personal Services costs besides the lump sum salary reduction.
- 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 2003 BUDGET

DEPT: DEPARTMENT OF PUBLIC WORKS - ARCHITECTURAL, ENGINEERING
AND ENVIRONMENTAL SERVICES DIVISION

UNIT NO. 5080

FUND: Internal Service - 0028

OPERATING AUTHORITY & PURPOSE

The Architectural, Engineering and Environmental Services Division provides a core competency of professional and technical services for Milwaukee County. The Division is comprised of six sections: Architectural, Airport Engineering, Construction Management, Site Development 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.

BUDGET SUMMARY				
Account Summary	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Personal Services (w/o EFB)	\$ 3,607,526	\$ 4,157,207	\$ 3,961,171	\$ (196,036)
Employee Fringe Benefits (EFB)*	962,626	1,092,707	1,340,674	247,967
Services	252,352	922,650	811,950	(110,700)
Commodities	111,515	116,854	86,198	(30,656)
Other Charges	97,157	102,461	117,146	14,685
Capital Outlay	369,976	515,000	405,000	(110,000)
County Service Charges	2,657,852	2,179,762	2,154,268	(25,494)
Abatements	(2,551,425)	(1,747,128)	(2,119,679)	(372,551)
Total Expenditures	\$ 5,507,579	\$ 7,339,513	\$ 6,756,728	\$ (582,785)
State & Federal Revenue	78,604	75,000	60,000	(15,000)
Other Direct Revenue	159,741	49,500	125,000	75,500
Total Direct Revenue	\$ 238,345	\$ 124,500	\$ 185,000	\$ 60,500
Indirect Revenue	\$ 4,683,654	\$ 7,215,013	\$ 6,571,728	\$ (643,285)
Direct Property Tax Levy	\$ 585,580	\$ 0	\$ 0	\$ 0

* The 2002 and 2003 budgets include fringe benefits. The 2001 actual has been adjusted for comparison.

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*				
Account Summary	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Central Service Allocation	\$ 321,946	\$ 355,756	\$ 141,033	\$ (214,723)
Courthouse Space Rental	396,204	382,962	361,810	(21,152)
Document Services	4,131	8,063	5,848	(2,215)
Tech Support & Infrastructure	37,496	84,068	48,558	(35,510)
Distribution Services	848	1,090	1,178	88
Telecommunications	25,474	25,453	29,832	4,379
Records Center	15,625	18,780	19,507	727
Radio	0	0	0	0
Personal Computer Charges	42,565	6,000	45,932	39,932
Applications Charges	4,866	6,891	35,328	28,437
Total Charges	\$ 849,155	\$ 889,063	\$ 689,026	\$ (200,037)
Direct Property Tax Levy	\$ 585,580	\$ 0	\$ 0	\$ 0
Total Property Tax Levy	\$ 1,434,735	\$ 889,063	\$ 689,026	\$ (200,037)

* 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 2003 BUDGET

DEPT: DEPARTMENT OF PUBLIC WORKS - ARCHITECTURAL, ENGINEERING
AND ENVIRONMENTAL SERVICES DIVISION

UNIT NO. 5080

FUND: Internal Service - 0028

MISSION

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.

OUTCOMES MEASURES			
	Outcomes	Indicators	Targets
1.	Environmental: Reduce hazardous waste on County property.	a. Percent of renovation plans reviewed by Environmental Section. b. Frequency of greensweep.	a. Review 70% of capital and major maintenance projects with the objective of reducing hazardous waste in County operations. b. Greensweep every two years, 90% of citizens directed correctly.
2.	Construction: Complete construction contract administration expending minimum construction management fee.	a. Number of construction contract specification violations uncovered during warranty period.	a. Reduce specification violations by 20%.
3.	Architectural: Projects awarded within budget.	a. Number of projects awarded within the originally established budget limits.	a. 80% of projects awarded within the originally established budget limits.
4.	Airport and Site Engineering: Meet schedule for providing planning and design services.	a. Number of project construction contracts awarded that meet the owner department schedule. b. Grade on project evaluation form completed by owner.	a. 80% of project construction contracts awarded meet the owner department schedule. b. Average grade of "B" or better.
5.	Support Services: Cost-effective planning, estimating and design.	a. Number of requests for information and/or analysis of property data from division staff fulfilled.	a. Fulfill 80% of requests.

PERSONNEL SUMMARY				
	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Personal Services (w/o EFB)	\$ 3,607,526	\$ 4,157,207	\$ 3,961,171	\$ (196,036)
Employee Fringe Benefits (EFB)	\$ 962,626	\$ 1,092,707	\$ 1,340,674	\$ 247,967
Position Equivalent (Funded)*	63.8	70.4	66.5	(3.9)
% of Gross Wages Funded	100.0	100.0	93.9	(6.1)
Overtime (Dollars)**	\$ 61,015	\$ 127,500	\$ 101,964	\$ (25,536)
Overtime (Equivalent to Positions)	1.3	2.5	1.8	(0.7)

* For 2001, the Position Equivalent is the budgeted amount.

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

ADOPTED 2003 BUDGET

DEPT: DEPARTMENT OF PUBLIC WORKS - ARCHITECTURAL, ENGINEERING
AND ENVIRONMENTAL SERVICES DIVISION

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)
Contract Payment Analyst	Transfer	1/1.0	Architectural/Engineering	\$ 60,702
Managing Architect	Abolish	1/1.0	Architectural/Engineering	(61,246)
			TOTAL	\$ (544)

ORGANIZATIONAL COST SUMMARY					
DIVISION		2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Architectural and Engineering	Expenditure	\$ 6,493,055	\$ 7,270,939	\$ 7,159,196	\$ (111,743)
	Abatement	1,793,118	1,099,457	1,213,217	113,760
	Revenue	4,525,264	6,396,550	6,324,663	(71,887)
	Tax Levy	\$ 174,673	\$ (225,068)	\$ (378,684)	\$ (153,616)
Environmental Services	Expenditure	\$ 1,565,949	\$ 1,815,702	\$ 1,717,211	\$ (98,491)
	Abatement	758,307	647,671	906,462	258,791
	Revenue	396,735	942,963	432,065	(510,898)
	Tax Levy	\$ 410,907	\$ 225,068	\$ 378,684	\$ 153,616

DEPARTMENT DESCRIPTION

The Division is comprised of the following six sections:

1. The **Architectural Section** 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 Section** 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 **Construction Management Section** provides construction of facilities and systems in compliance with construction documents on the prescribed schedule and for the contracted amount for a cost-effective fee. This service is provided through the use of a matrix management scheme tailored to suit the specific environment of each project. This plan, devised within the Construction Management Section, provides effective deployment of staff assets, construction team partnering with the owner-client departments and maximum control over the construction process and the attendant contracts.
4. The **Civil Engineering and Site Development Section** 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,

ADOPTED 2003 BUDGET

DEPT: DEPARTMENT OF PUBLIC WORKS - ARCHITECTURAL, ENGINEERING
AND ENVIRONMENTAL SERVICES DIVISION

UNIT NO. 5080

FUND: Internal Service - 0028

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.

5. The **Environmental Services Section** 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. It also serves as the Land Conservation Department regarding agricultural issues.
6. The **Support Services Section** 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.

BUDGET HIGHLIGHTS

- Personal Services increase \$51,931, from \$5,249,914 to \$5,301,845, which includes fringe benefits, and wage and step increases, offset \$544 by the following position actions:

\$ 60,702 Transfer 1 Contract Payment Analyst

This position is transferred from the DPW-Administrative Services Division to better align

the position assignment with the duties performed, including capital project grant administration and project contract payment reconciliation.

\$(61,246) Abolish 1 Managing Architect

This vacant position is abolished in lieu of the filled Fiscal and Budget Manager position identified in the Department of Administrative Services plan, due to the varied duties performed by the Fiscal and Budget Manager position for the DPW-Architectural, Engineering and Environmental Services Division.

- Major Maintenance-Land Improvements for Environmental Services is funded at \$405,000 for the Underground Storage Tanks Remediation Program (\$100,000); the Countywide Stormwater Management Program (\$75,000); investigation of new environmental problems that arise during the year (\$20,000) and to maintain the Franklin and Doyne Landfill sites (\$210,000).
- State revenue increases \$35,500, from \$49,500 to \$85,000, 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 Section of this Division.
- Funding is continued at \$97,400 for acquisition and maintenance of geographical data provided by the Southeastern Wisconsin Regional Planning Commission (SEWRPC) through the Milwaukee County Automated Land Information System (MCAMLIS). This data provides topographical and cadastral base mapping upon which "layers" showing location of utility lines, sewers and other infrastructure can be created.
- The Geographical Information System (GIS) needs assessment study for various DPW divisions was completed in 2001. The study identified GIS applications required to access and utilize a centralized GIS property asset information system. Funding for GIS support services, software updates and maintenance increase \$13,300, from \$30,000 to \$43,300. In

ADOPTED 2003 BUDGET

DEPT: DEPARTMENT OF PUBLIC WORKS - ARCHITECTURAL, ENGINEERING
AND ENVIRONMENTAL SERVICES DIVISION

UNIT NO. 5080

FUND: Internal Service - 0028

2003, funding for data acquisition from the cities of West Allis and Milwaukee is deferred.

- The building inventory and assessment program will have been in existence for eight years in 2003. The program has two phases: Phase I is the digitization of building plans and building systems inventory; Phase II is the assessment of each building and its equipment shown on the digitized plan or added to the plan, if discovered during investigation. Deficiencies and remaining life of building systems are logged, costs are estimated and projects prioritized for budget purposes. Prior year budgets contained funding for many but not all County buildings. In 2003, \$250,000 is provided for Phase 1 work at the Mental Health Complex, DPW Facilities Management buildings, War Memorial, Villa Terrace, Charles Allis Museum, Milwaukee Public Museum and Marcus Center for the Performing Arts and various Park buildings and Phase II work at Park buildings, War Memorial, Villa Terrace, Charles Allis Museum and Historical Society. 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.
- In 2003, \$110,000 is provided for environmental assessments of requested capital projects. These assessments will be done to enable anticipation of abatement costs involved in future capital projects. 2002 is the first year these types of assessments were done as part of planning for capital projects.
- In 2003, Architectural and Engineering Professional Services revenue is budgeted at \$6,252,360, reflecting a 92% recovery of eligible operating costs from capital projects and capitalized major maintenance and improvement projects. This revenue is recovered on the basis of billable staff time devoted to these projects. The 2002 budget provided a 91% recovery ratio.
- In 2002, the building and assessment program provided a web-based-inventory database in addition to the hard copy reports for those facility managers whose buildings have been assessed to date. These include Milwaukee County Transit/Paratransit System, Department on Aging and DPW Facilities Management and those who would benefit from access to this data such as the Department of Administrative Services - Fiscal Affairs Division (Accounting Section) and Department of Administrative Services - Economic Development Division (Real Estate Section). The Internet access to building assessment data will continue to be budgeted in 2003 at \$41,000.
- \$50,000 is included in the Environmental Section for the Non-Point Source Pollution Program (\$40,000) and watershed studies (\$10,000).
- A new initiative for 2003 will focus on a Green Buildings Program. This refers to the siting, design, construction, operation and maintenance of buildings that promote public health while minimizing negative impacts on the environment. Staff cost associated with this project will concentrate on modifying Requests for Proposals (RFP's) and master specifications, meeting with owners to discuss the purpose and advantages of the changes and gain their feedback, incorporating finalized versions into an RFP Guide and master specifications, finding opportunities to implement the changes on appropriate projects, and promoting use of the changes through discussions of pros/cons with staff and owners. The department will also track the benefits and negative impacts resulting from the implemented actions, track industry changes and experience, modify the above as appropriate, and prepare a report to the Director on the outcomes of the implemented actions.
- All departments are directed to revise their Outcomes Measures to reflect their 2003 budgeted resources, if changes are needed, consistent with the Milwaukee County Mission and Vision statements. Each department shall report its Outcomes Measures directly to the County Board by March 1, 2003.
- The 2003 Budget reflects a zero wage increase for all County managers in the Executive Compensation Plan (ECP). For 2003, all personal service contracts with ECP employees are eliminated, including the provision for 90-day notice upon termination. In addition, the 2003

ADOPTED 2003 BUDGET

DEPT: DEPARTMENT OF PUBLIC WORKS - ARCHITECTURAL, ENGINEERING
AND ENVIRONMENTAL SERVICES DIVISION

UNIT NO. 5080

FUND: Internal Service - 0028

Budget reflects a zero wage increase for all non-represented County employees with salaries of \$50,000 or more.

- In lieu of a 3% salary reduction for County managers in the Executive Compensation Plan, personal services are reduced an additional \$36,516, which is included in the departments' lump sum salary reduction. The Department of Administrative Services is authorized to process transfers between various departmental accounts for those departments that wish to utilize other sources of funding to offset increased Personal Services costs besides the lump sum salary reduction.
- 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 2003 BUDGET**DEPT:** DEPARTMENT OF PUBLIC WORKS – HIGHWAY MAINTENANCE DIVISION**UNIT NO.** 5100**FUND:** General - 0001**OPERATING AUTHORITY & PURPOSE**

The Department of Public Works-Highway Maintenance Division 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.

BUDGET SUMMARY				
Account Summary	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Personal Services (w/o EFB)	\$ 5,012,058	\$ 5,758,079	\$ 5,866,113	\$ 108,034
Employee Fringe Benefits (EFB)*	1,229,726	1,582,255	2,068,217	485,962
Services	286,491	504,779	568,063	63,284
Commodities	671,425	948,346	805,101	(143,245)
Other Charges	0	0	0	0
Capital Outlay	39,653	175,525	196,762	21,237
County Service Charges	6,316,951	5,849,405	5,610,696	(238,709)
Abatements	(2,327,983)	(664,822)	(672,725)	(7,903)
Total Expenditures	\$ 11,228,321	\$ 14,153,567	\$ 14,442,227	\$ 288,660
State & Federal Revenue	11,726,359	14,043,583	14,293,259	249,676
Other Direct Revenue	80,118	27,450	25,450	(2,000)
Total Direct Revenue	\$ 11,806,477	\$ 14,071,033	\$ 14,318,709	\$ 247,676
Direct Property Tax Levy	\$ (578,156)	\$ 82,534	\$ 123,518	\$ 40,984

* The 2002 and 2003 budgets include fringe benefits. The 2001 actual has been adjusted for comparison.

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*				
Account Summary	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Central Service Allocation	\$ 147,250	\$ 215,114	\$ 161,403	\$ (53,711)
Courthouse Space Rental	0	0	0	0
Document Services	834	1,386	1,180	(206)
Tech Support & Infrastructure	15,034	28,049	26,882	(1,167)
Distribution Services	1	20	1	(19)
Telecommunications	10,712	8,755	12,546	3,791
Records Center	0	0	0	0
Radio	200,326	96,672	128,290	31,618
Personal Computer Charges	16,611	22,000	18,045	(3,955)
Applications Charges	16,413	16,509	15,684	(825)
Total Charges	\$ 407,181	\$ 388,505	\$ 364,031	\$ (24,474)
Direct Property Tax Levy	\$ (578,156)	\$ 82,534	\$ 123,518	\$ 40,984
Total Property Tax Levy	\$ (170,975)	\$ 471,039	\$ 487,549	\$ 16,510

* 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 2003 BUDGET**DEPT:** DEPARTMENT OF PUBLIC WORKS – HIGHWAY MAINTENANCE DIVISION**UNIT NO.** 5100**FUND:** General - 0001**MISSION**

The Department of Public Works-Highway Maintenance Division maintains County trunk highways 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.

OUTCOMES MEASURES			
	Outcomes	Indicators	Targets
1.	Citizens of Milwaukee County have a safe, user friendly and aesthetically pleasing roadway system.	a. Feedback from the motoring public. b. Amount of repaired areas adjacent to highways.	a. Reduce the number of citizen complaints by 5%. b. 200 square yards of newly repaired areas adjacent to highways.

PERSONNEL SUMMARY				
	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Personal Services (w/o EFB)	\$ 5,012,058	\$ 5,758,079	\$ 5,866,113	\$ 108,034
Employee Fringe Benefits (EFB)	\$ 1,229,726	\$ 1,582,255	\$ 2,068,217	\$ 485,962
Position Equivalent (Funded)*	126.1	128.0	126.1	(1.9)
% of Gross Wages Funded	88.9	90.0	89.5	(0.5)
Overtime (Dollars)**	\$ 195,344	\$ 337,644	\$ 337,644	\$ 0
Overtime (Equivalent to Positions)	5.5	8.4	8.0	(0.4)

* For 2001, 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 & Budget Manager (Hwy)	Transfer	1/1.0	Administration Highway	\$ (67,362)
			TOTAL	\$ (67,362)

ORGANIZATIONAL COST SUMMARY					
DIVISION		2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
State Highway Maintenance	Expenditure	\$ 9,137,950	\$ 11,098,897	\$ 11,342,316	\$ 243,419
	Abatement	0	0	0	0
	Revenue	9,623,385	11,625,436	11,875,112	249,676
	Tax Levy	\$ (485,435)	\$ (526,539)	\$ (532,796)	\$ (6,257)
County Highway Maintenance	Expenditure	\$ 2,217,859	\$ 3,192,953	\$ 3,239,838	\$ 46,885
	Abatement	127,488	138,283	139,927	1,644
	Revenue	2,183,092	2,445,597	2,443,597	(2,000)
	Tax Levy	\$ (92,721)	\$ 609,073	\$ 656,314	\$ 47,241

ADOPTED 2003 BUDGET

DEPT: DEPARTMENT OF PUBLIC WORKS – HIGHWAY MAINTENANCE DIVISION

UNIT NO. 5100

FUND: General - 0001

DEPARTMENT DESCRIPTION

The **State Highway Maintenance Section** 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 Section** provides general and winter maintenance on the Milwaukee County Highway system. 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 and highway signing and pavement marking.

BUDGET HIGHLIGHTS

STATE HIGHWAY MAINTENANCE

- Personal Services increase \$593,996, from \$7,340,334 to \$7,934,330, due to wage, step and benefit increases, offset with the following position action:

\$(67,362) Transfer 1 Fiscal & Budget Manager (Highway)

This position is transferred to the Department of Administrative Services – Fiscal Affairs Division as part of the implementation of the Department of Administrative Services reorganization.

- The State reimburses the Highway Division for 100% of eligible costs associated with the State Trunk Highways (STH) and the freeway system. For 2003, it is estimated that \$11,342,316 of the Department's cost for personal services, contractual services and commodities will be dedicated to the freeway system and the STH. In addition, \$532,796 is budgeted for reimbursement revenue from the State to cover 79.2% 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 \$6,257 decrease from 2002 due to reductions in the amount of crosscharges and services.

- In 2003, the Wisconsin Department of Transportation (WISDOT) will pay Milwaukee County \$335,000 for pavement repairs at the following locations: Port Washington Road (W), from the off ramp of I-43 north to the Ozaukee County line (\$250,000), and to repair a crumbling retaining wall on Forest Home Avenue (HWY 24), west of 84th Street (\$85,000).
- In 2003, WISDOT will pay Milwaukee County \$60,000 to maintain weed spraying on State trunk highways and the interstate.
- Fleet Management services decrease \$343,716, from \$4,234,528 to \$3,890,812. Fleet costs have been reduced due to lower prices for fuel, supplies and vehicle parts. Decreases have also been budgeted for depreciation.
- Commodities are reduced \$143,245, from \$948,346 to \$805,101, as a combined result of decreased roadway materials, increased electrical materials to comply with ADA guidelines, upgrades and repairs to aging traffic signals, and reduction of road salt. Adequate 2002 purchases and a mild 2001-2002 winter season eased the burden of additional salt purchases for 2003.

COUNTY HIGHWAY MAINTENANCE

- General Transportation Aids will remain at the 2002 level of \$2,416,647. The actual State General Transportation Aids from WISDOT to Milwaukee County for 2003 will not be known until November 2002.
- Major Maintenance-Land Improvements decreases \$11,088, from \$150,000 to \$138,912, for County Trunk Highway resurfacing. The following projects will be scheduled: overlay Mill Road (CTH S) from 115th to 107th Streets; seal coat North Cape Road (CTH J) from west Forest

ADOPTED 2003 BUDGET

DEPT: DEPARTMENT OF PUBLIC WORKS – HIGHWAY MAINTENANCE DIVISION

UNIT NO. 5100

FUND: General - 0001

Home to west Waukesha County line and widening strip of two feet, Mill Road from 115th to 107th Streets and 107th Street from Brown Deer (CTH F) to north Ozaukee County line. 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 \$42,850 is provided for the following equipment: four battery powered arrowboards to replace existing arrowboards (\$28,000), one retrofit kit (\$3,250), two battery pack systems to be installed on existing arrowboards (\$6,500), and maintenance equipment for the salt conveyors (\$5,100).
- Building major maintenance increases \$11,000, from \$4,000 to \$15,000 to accommodate heating plant repairs for the Highway carpenter shop (\$6,000), North Shop maintenance (\$4,000), and roof repairs on the South Shop salt shed, due to wind damage (\$5,000).
- All departments are directed to revise their Outcomes Measures to reflect their 2003 budgeted resources, if changes are needed, consistent with the Milwaukee County Mission and Vision statements. Each department shall report its Outcomes Measures directly to the County Board by March 1, 2003.
- The 2003 Budget reflects a zero wage increase for all County managers in the Executive Compensation Plan (ECP). For 2003, all personal service contracts with ECP employees are eliminated, including the provision for 90-day notice upon termination. In addition, the 2003 Budget reflects a zero wage increase for all non-represented County employees with salaries of \$50,000 or more.
- In lieu of a 3% salary reduction for County managers in the Executive Compensation Plan, personal services are reduced an additional \$9,972, which is included in the departments' lump sum salary reduction. The Department of Administrative Services is authorized to process transfers between various departmental accounts for those departments that wish to utilize other sources of funding to offset increased Personal Services costs besides the lump sum salary reduction.
- 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 2003 BUDGET**DEPT:** DEPARTMENT OF PUBLIC WORKS – HIGHWAY MAINTENANCE DIVISION**UNIT NO.** 5100**FUND:** General - 0001

ACTIVITY AND STATISTICAL SUMMARY				
	<u>2001 Budget</u>	<u>2001 Actual</u>	<u>2002 Budget</u>	<u>2003 Budget</u>
<u>HIGHWAY MAINTENANCE PROGRAM</u>				
Lane Miles (Maintenance)				
County Trunk Highways	342.96	342.96	342.96	342.96
State Trunk Highways	519.85	438.00	438.00	438.00
Expressways	<u>678.62</u>	<u>674.00</u>	<u>674.00</u>	<u>674.00</u>
Total	1,541.43	1,454.96	1,454.96	1,454.96
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	<u>1,875.87</u>	<u>1,875.87</u>	<u>1,875.87</u>	<u>1,875.87</u>
Total	3,322.79	3,322.79	3,322.79	3,322.79

ADOPTED 2003 BUDGET**DEPT:** DEPARTMENT OF PUBLIC WORKS – FLEET MANAGEMENT DIVISION**UNIT NO.** 5300**FUND:** Internal Service - 0030**OPERATING AUTHORITY & PURPOSE**

The Fleet Management 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. The Department of Public Works-Fleet Management Division controls, manages and maintains all automotive equipment owned by the County. It also centrally maintains materials and parts for the DPW Facilities Management Division, Department of Parks and the DPW Highway Division.

BUDGET SUMMARY				
Account Summary	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Personal Services (w/o EFB)	\$ 2,315,122	\$ 2,602,638	\$ 2,674,462	\$ 71,824
Employee Fringe Benefits (EFB)*	649,356	693,092	917,104	224,012
Services	742,150	717,904	753,434	35,530
Commodities	1,920,309	2,697,370	2,363,041	(334,329)
Other Charges	2,069,619	3,002,608	2,799,588	(203,020)
Capital Outlay	0	0	25,000	25,000
County Service Charges	1,882,756	2,026,535	2,128,786	102,251
Abatements	(340,697)	(573,261)	(557,007)	16,254
Total Expenditures	\$ 9,238,615	\$ 11,166,886	\$ 11,104,408	\$ (62,478)
State & Federal Revenue	20,616	34,000	20,000	(14,000)
Other Direct Revenue	153,807	52,600	52,600	0
Total Direct Revenue	\$ 174,423	\$ 86,600	\$ 72,600	\$ (14,000)
Indirect Revenue	9,403,942	11,517,916	11,424,341	(93,575)
Direct Property Tax Levy	\$ (339,750)	\$ (437,630)	\$ (392,533)	\$ 45,097

* The 2002 and 2003 budgets include fringe benefits. The 2001 actual has been adjusted for comparison.

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*				
Account Summary	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Central Service Allocation	\$ 214,413	\$ 305,294	\$ 274,930	\$ (30,364)
Courthouse Space Rental	0	0	0	0
Document Services	2,045	1,794	3,022	1,228
Tech Support & Infrastructure	27,143	50,318	43,709	(6,609)
Distribution Services	63	25	75	50
Telecommunications	4,541	3,205	6,448	3,243
Records Center	0	0	0	0
Radio	0	0	0	0
Personal Computer Charges	24,000	39,000	31,988	(7,012)
Applications Charges	17,025	37,994	32,361	(5,633)
Total Charges	\$ 289,230	\$ 437,630	\$ 392,533	\$ (45,097)
Direct Property Tax Levy	\$ (339,750)	\$ (437,630)	\$ (392,533)	\$ 45,097
Total Property Tax Levy	\$ (50,520)	\$ 0	\$ 0	\$ 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.

ADOPTED 2003 BUDGET**DEPT:** DEPARTMENT OF PUBLIC WORKS – FLEET MANAGEMENT DIVISION**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.

OUTCOMES MEASURES			
	Outcomes	Indicators	Targets
1.	Ensure Fleet Management customers have safe and reliable vehicles and equipment, delivered and repaired in a timely manner.	a. Number of selected employees attending and completing technical and management training. b. Number of work orders related to accident repairs and abusive use. c. Number of equipment and vehicles repaired as a result of breakdowns. d. Number of scheduled maintenance repairs (PM's) completed within 30 days of notice.	a. 100% attendance and completion of training by all selected clerical (8), technical (6) and managerial, (6) staff. b. Better identify, properly code, and increase the number of work orders associated with accident and abuse damage by 10% over previous year. c. Decrease by 10%. d. Increase by 15%.

PERSONNEL SUMMARY				
	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Personal Services (w/o EFB)	\$ 2,315,122	\$ 2,602,638	\$ 2,674,462	\$ 71,824
Employee Fringe Benefits (EFB)	\$ 649,356	\$ 693,092	\$ 917,104	\$ 224,012
Position Equivalent (Funded)*	65.9	64.1	63.2	(0.9)
% of Gross Wages Funded	96.0	92.2	91.4	(0.8)
Overtime (Dollars)**	\$ 164,471	\$ 237,504	\$ 237,504	\$ 0
Overtime (Equivalent to Positions)	5.8	6.8	6.5	(0.3)

* For 2001, 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 2003 BUDGET

DEPT: DEPARTMENT OF PUBLIC WORKS – FLEET MANAGEMENT DIVISION

UNIT NO. 5300

FUND: Internal Service - 0030

BUDGET HIGHLIGHTS

- In 2003, new and replacement Fleet equipment is budgeted in the Capital Improvements Budget (Project WO858). The Parks, Sheriff's Department and DPW's 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 total equipment stock does not exceed approved totals. Any costs associated with the retention of the old vehicles will be charged directly to the using department.
- Personal Services increases \$295,836, from \$3,295,730 to \$3,591,566, primarily due to increases in salaries, wages and fringe benefits.
- For 2003, funding for motor vehicle parts, fuel and supplies decreases \$259,265, from \$2,401,770 to \$2,142,505. As shown in the Fuel Pricing and Purchases chart, \$1,255,980 of this funding is earmarked for fuel purchases, a decrease of \$241,070 over 2002. Costs for fuel are based on an average winter.
- 2003 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 37.5 inches of snow.
- The flexibility to expand, modify and reallocate major maintenance projects and equipment purchases while remaining within the total appropriation is continued in 2003.
- Depreciation for Fleet equipment decreases \$176,239, from \$2,548,747 to \$2,372,508.
- Bond interest increases \$60,504, from \$810,416 to \$870,920, resulting from the use of bond funding for vehicle acquisitions.
- All departments are directed to revise their Outcomes Measures to reflect their 2003 budgeted resources, if changes are needed, consistent with the Milwaukee County Mission and Vision statements. Each department shall report its Outcomes Measures directly to the County Board by March 1, 2003.
- The 2003 Budget reflects a zero wage increase for all County managers in the Executive Compensation Plan (ECP). For 2003, all personal service contracts with ECP employees are eliminated, including the provision for 90-day notice upon termination. In addition, the 2003 Budget reflects a zero wage increase for all non-represented County employees with salaries of \$50,000 or more.
- In lieu of a 3% salary reduction for County managers in the Executive Compensation Plan, personal services are reduced an additional \$2,532, which is included in the departments' lump sum salary reduction. The Department of Administrative Services is authorized to process transfers between various departmental accounts for those departments that wish to utilize other sources of funding to offset increased Personal Services costs besides the lump sum salary reduction.
- 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 2003 BUDGET

DEPT: DEPARTMENT OF PUBLIC WORKS – FLEET MANAGEMENT DIVISION

UNIT NO. 5300

FUND: Internal Service - 0030

FUEL PRICING AND PURCHASES						
Fuel Purchases make up a major portion of the Fleet Maintenance Budget for Commodities						
		1999 Actual	2000 Actual	2001 Actual	2002 Budget	2003 Budget
Lead Free -	Gallons	582,916	534,774	562,632	550,000	535,000
	Average Price	\$0.94	\$1.33	\$1.30	\$1.65	\$1.42
	Purchase	\$547,941	\$711,646	\$733,227	\$907,500	\$759,700
Diesel #2 -	Gallons	302,451	341,586	304,389	325,000	315,000
	Average Price	\$0.80	\$1.21	\$1.17	\$1.40	\$1.29
	Purchase	\$241,961	\$411,662	\$356,680	\$455,000	\$406,350
Diesel #1 -	Gallons	85,366	65,153	49,400	90,000	65,000
	Average Price	\$0.86	\$1.29	\$1.23	\$1.45	\$1.36
	Purchase	\$73,415	\$83,899	\$60,520	\$130,500	\$88,400
Natural Gas -	Gallons	442	2,683	2,034	3,000	1,700
	Average Price	\$0.73	\$0.82	\$0.99	\$1.35	\$0.90
	Purchase	\$323	\$2,201	\$2,004	\$4,050	\$1,530
Total Gallons Used Per Year		971,175	944,196	918,455	968,000	916,700
Total Fuel Purchased Per Year		\$863,639	\$1,209,408	\$1,152,431	\$1,497,050	\$1,255,980

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				
	2001 Budget	2001 Actual	2002 Budget	2003 Budget
Highway Patrol (Miles)	2,350,000	2,526,095	2,400,000	2,436,000
Other Cars (Miles)	1,145,000	1,098,359	1,050,000	1,098,000
Trucks (Miles)	3,325,000	3,242,147	3,150,000	3,242,000
Motorcycles (Miles)	17,500	18,516	25,000	19,000
Fire Trucks (Miles)	5,900	6,906	5,900	6,900
Other Equipment (Miles)	<u>150,000</u>	<u>75,699</u>	<u>190,000</u>	<u>75,700</u>
Total (Miles)	6,993,400	6,967,722	6,820,900	6,877,600
Repair Orders Written	12,000	9,984	11,000	11,000
Accident Repair Orders	<u>220</u>	<u>82</u>	<u>137</u>	<u>137</u>
Total Repairs	12,220	10,066	11,137	11,137

ADOPTED 2003 BUDGET**DEPT:** MILWAUKEE COUNTY TRANSIT/PARATRANSIT SYSTEM**UNIT NO.** 5600**FUND:** Enterprise - 0083**OPERATING AUTHORITY & PURPOSE**

The Transit Service 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 Americans with Disabilities Act (ADA) Paratransit eligible.

The Transportation Planning Section of the Department of Public Works-Transportation Division provides County oversight, conducts various transit

related studies, and prepares and administers Federal and State transit grants. The DPW-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 presentation 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 Department of Public Works-Transportation Division.

BUDGET SUMMARY				
Account Summary	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Personal Services (w/o EFB)	\$ 0	\$ 0	\$ 0	\$ 0
Employee Fringe Benefits (EFB)*	0	0	0	0
Services	361,271	397,000	419,250	22,250
Commodities	391,408	420,000	440,000	20,000
Transit Operations	113,180,361	116,080,342	115,609,486	(470,856)
Other Charges	17,602,241	19,253,250	20,695,555	1,442,305
Capital Outlay	494,177	891,000	1,059,500	168,500
County Service Charges	3,376,006	2,875,219	2,518,871	(356,348)
Abatements	(1,365,026)	(779,421)	(425,733)	353,688
Total Expenditures	\$ 134,040,438	\$ 139,137,390	\$ 140,316,929	\$ 1,179,539
State & Federal Revenue	74,229,263	73,169,984	77,358,010	4,188,026
Other Direct Revenue	371,752	585,100	721,500	136,400
Transit Revenue	41,349,922	44,776,126	41,030,808	(3,745,318)
Indirect Revenue	0	0	0	0
Total Revenues	\$ 115,950,937	\$ 118,531,210	\$ 119,110,318	\$ 579,108
Direct Property Tax Levy	\$ 18,089,501	\$ 20,606,180	\$ 21,206,611	\$ 600,431

* The 2002 and 2003 budgets include fringe benefits. The 2001 actual has been adjusted for comparison.

ADOPTED 2003 BUDGET
DEPT: MILWAUKEE COUNTY TRANSIT/PARATRANSIT SYSTEM
UNIT NO. 5600
FUND: Enterprise - 0083

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*				
Account Summary	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Central Service Allocation	\$ 331,247	\$ 257,569	\$ 375,359	\$ 117,790
Courthouse Space Rental	0	0	0	0
Document Services	0	0	0	0
Tech Support & Infrastructure	0	0	0	0
Distribution Services	0	565	0	(565)
Telecommunications	0	0	0	0
Records Center	0	0	0	0
Radio	918,828	377,567	39,178	(338,389)
Personal Computer Charges	16,611	29,000	0	(29,000)
Applications Charges	0	0	0	0
Total Charges	\$ 1,266,686	\$ 664,701	\$ 414,537	\$ (250,164)
Direct Property Tax Levy	\$ 18,089,501	\$ 20,606,180	\$ 21,206,611	\$ 600,431
Total Property Tax Levy	\$ 19,356,187	\$ 21,270,881	\$ 21,621,148	\$ 350,267

* 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 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.

OUTCOMES MEASURES			
	Outcomes	Indicators	Targets
1.	MCTS will retain ridership.	a. Revenue ridership. b. Revenue rides/capita.	a. 50,779,700 rides. b. 52 rides per capita.
2.	MCTS will provide reliable scheduled transit services.	a. Percent of trips on time. b. Percent of trips delayed more than 10 minutes due to mechanical failure.	a. 92%. b. 0.2%.
3.	MCTS will provide transit services that meet the travel demands of the population.	a. Percent of Milwaukee County residences within a quarter mile of service. b. Percent of Milwaukee County jobs within quarter mile of service. c. Total scheduled vehicle hours.	a. 90%. b. 92%. c. 1,495,000 hours.
4.	Passengers will enjoy a high level of safety on MCTS buses.	a. Miles between preventable vehicular accidents.	a. 100,000.
5.	MCTS will provide quality service at a reasonable price.	a. Cost per vehicle hour.	a. \$76.17 per hour.
6.	Targeted marketing investments will increase customer awareness and use of MCTS services.	a. Number of households reached annually via electronic, print media and direct mail.	a. 100 million per year.

ADOPTED 2003 BUDGET

DEPT: MILWAUKEE COUNTY TRANSIT/PARATRANSIT SYSTEM

UNIT NO. 5600

FUND: Enterprise - 0083

OUTCOMES MEASURES			
	Outcomes	Indicators	Targets
7.	MCTS will meet customer needs.	a. Percent of passengers surveyed who indicate that their needs are being met by MCTS.	a. 85%.
8.	MCTS will meet needs of Paratransit customers.	a. Percent of trips that will arrive no later than 30 minutes after negotiated pick-up time. b. Maximum percent of reservations denied by either service provider in any month.	a. 90%. b. 3.5%.

ORGANIZATIONAL COST SUMMARY									
DIVISION		2001 Actual		2002 Budget		2003 Budget		2002/2003 Change	
Transit Operations	Expenditure	\$	128,092,696	\$	132,489,597	\$	132,722,622	\$	233,025
	Revenue		41,349,922		45,076,126		41,030,808		(4,045,318)
	Tax Levy	\$	86,742,774	\$	87,413,471	\$	91,691,814	\$	4,278,343
Transit Policy and Capital Acquisition	Expenditure	\$	6,270,742	\$	6,647,793	\$	7,594,307	\$	946,514
	Revenue		74,924,015		73,455,084		78,079,510		4,624,426
	Tax Levy	\$	(68,653,273)	\$	(66,807,291)	\$	(70,485,203)	\$	(3,677,912)

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 Transit Plus, 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 staffed by six positions in the DPW 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 \$77 million per year.

BUDGET HIGHLIGHTS

Transit Operations

- The 2003 budget has all cash fares, tickets and passes remaining at 2002 levels as detailed in the attached table.
- Transit passenger revenue is projected to decrease \$3,955,026 (9.9%), from \$39,925,876 to \$35,970,850. For comparison, the 2003 revenue projection of \$35,970,850 reflects a decrease of \$272,413 (0.8%) from the 2001 actual of \$36,243,263. The projected decline in 2003 passenger revenue is based on the actual ridership and revenue decrease experienced during 2002, the effects of the fare increases and service cuts enacted in 2002 and the impact of the current recession on employment and consumer spending and service reductions planned for 2003.
- Transit operating expenses are estimated to increase \$42,486 from \$113,847,256 to \$113,889,742. The change in operating expenses is the result of the planned reduction in bus service hours and miles, a decrease in the cost of fuel and other operational

ADOPTED 2003 BUDGET

DEPT: MILWAUKEE COUNTY TRANSIT/PARATRANSIT SYSTEM

UNIT NO. 5600

FUND: Enterprise - 0083

efficiencies, despite increases in wages and salaries and health insurance premiums. The 2003 workforce will be reduced by approximately four percent or 58 employees.

- The 2003 bus hours operated are projected to decrease 102,477, from 1,597,555 to 1,495,078. This decrease in bus hours is the result of the following service adjustments and a decrease in CMAQ funded operations. The following routes will be restructured: Routes 1/23 (Metrolink Northwest Express/Fond du Lac Avenue), Route 13 (St. Paul – Michigan), Route 30 (Sherman – Wisconsin), Route 35 (35th Street), Route 39 (Timmerman Flyer), Route 45 (Watertown Plank – Capitol Flyer), Route 47 (S. 27th St. Flyer), Routes 42/49 (Northshore Flyer/Brown Deer – Northridge Flyer) and Route 64 (S. 60th – W. Grange). Route 104 will be discontinued and Route 101 will be restructured by continuing the Granville Loop of Route 104 by serving it with an extension of Route 101.
- The Milwaukee County Transit System is working with Waukesha County on an agreement for the administration of Waukesha County transit services.

Paratransit Operations

- The passenger fare remains at the current rate of \$3.00 per one-way trip.
- Total trips are estimated at 1,127,808, an increase of 100,617 (9.8%) over 2001 actual trips and 23,458 (2.1%) over budgeted trips for 2002.
- The Paratransit transportation costs increase \$947,305, from \$17,390,250 to \$18,337,555, or 5.4% over the 2002 budget. Paratransit providers are paid on a per hour basis for van service and on a per trip basis for taxi and agency service. All service provider contracts will expire in 2003.
- Overall productivity for the van service is projected to be 1.94 rides per hour in 2003 compared to 1.93 in 2002 and 1.90 in 2001.

- The average cost per ride for the program is projected to increase 0.2% from 2002 to 2003, compared to an increase of 4.7% from 2001 to 2002.
- One MTS Paratransit staff position will be eliminated in 2003.

Transit Policy and Capital Acquisition

- State operating assistance increases \$1,113,947, from \$55,697,834 to \$56,811,781, reflecting a 2% increase.
- State Specialized Transportation assistance decreases \$32,071, from \$916,700 to \$884,629, reflecting a 3.5% decrease from the 2002 budget.
- Federal formula funds used for operations (capitalized maintenance) increases \$3,600,000, from \$11,800,000 to \$15,400,000.
- Other State and Federal funding to support Congestion Mitigation Air Quality (CMAQ) and Job Access Programs decrease \$260,000, from \$2,220,250 to \$1,960,250, due to the completion or reduction of these grant programs.
- Depreciation costs increase \$495,000, from \$1,863,000 to \$2,358,000, primarily due to the expected delivery of 51 New Flyer buses in 2003.
- All departments are directed to revise their Outcomes Measures to reflect their 2003 budgeted resources, if changes are needed, consistent with the Milwaukee County Mission and Vision statements. Each department shall report its Outcomes Measures directly to the County Board by March 1, 2003.

ADOPTED 2003 BUDGET

DEPT: MILWAUKEE COUNTY TRANSIT/PARATRANSIT SYSTEM

UNIT NO. 5600

FUND: Enterprise - 0083

ACTIVITY AND STATISTICAL SUMMARY			
	2001 Actual	2002 Budget	2003 Budget
Buses Assigned	557	516	518
Buses Operated	453	428	410
Bus Miles	21,849,130	20,958,566	19,884,544
Bus Hours	1,621,094	1,597,555	1,495,078
Revenue Passengers	51,306,441	52,349,722	50,779,700
Cost Per Mile	\$ 5.11	\$ 5.43	\$ 5.72
Cost Per Revenue Passenger	\$ 2.17	\$ 2.17	\$ 2.24
Revenue Per Revenue Passenger	\$ 0.71	\$ 0.76	\$ 0.70
Farebox Recovery Ratio	32.49%	35.07%	31.58%
Transit Plus Enrollment	15,900	17,000	16,000
Transit Plus Ridership	1,027,191	1,104,350	1,127,808
Transit Plus Cost/Ride	\$ 16.10	\$ 16.86	\$ 16.90
Van Service - Trips Per Hour	1.90	1.93	1.94

BUS FARES					
	July 1 - Dec 31 1995	1996 to 2000	2001	2002	2003
Adult Cash	\$ 1.25	\$ 1.35	\$ 1.50	\$ 1.50	\$ 1.50
Adult Weekly Pass*	\$ 10.00	\$ 10.50	\$ 11.00	\$ 12.00	\$ 12.00
Adult Ticket (10)*	\$ 10.00	\$ 10.50	\$ 11.00	\$ 12.00	\$ 12.00
Children Ages 6 to 11 (Half Fare)	\$ 0.60	\$ 0.65	\$ 0.75	\$ 0.75	\$ 0.75
Children's Ticket (10) (Half Fare)	\$ 6.00	\$ 6.50	\$ 7.50	\$ 7.50	\$ 7.50
Senior Citizens and Handicapped (Half Fare)	\$ 0.60	\$ 0.65	\$ 0.75	\$ 0.75	\$ 0.75
Senior/Handicapped Ticket (10) (Half Fare)	\$ 6.00	\$ 6.50	\$ 7.50	\$ 7.50	\$ 7.50
Students with Permit	\$ 0.90	\$ 1.00	\$ 1.00	\$ 1.10	\$ 1.10
Student Ticket (10)	\$ 8.50	\$ 9.00	\$ 9.00	\$ 10.00	\$ 10.00
Student Regular Weekly Pass	\$ 8.50	\$ 9.00	\$ 9.50	\$ 10.00	\$ 10.00
Student Special Weekly Pass	\$ 8.50	\$ 9.00	\$ 9.50	\$ 10.50	\$ 10.50
U-Pass	\$ 29.00	\$ 31.00	\$ 33.00	\$ 35.00	\$ 35.00
Commuter Value Pass**	N/A	\$ 105.00	\$ 111.00	\$ 117.00	\$ 117.00
Freeway Flyers	Applicable Fare Plus \$.25	Applicable Fare Plus \$.25	Applicable Fare Plus \$.30	Applicable Fare Plus \$.30	Applicable Fare Plus \$.30
Flyers Ticket (10)*	\$ 12.50	\$ 13.00	\$ 14.00	\$ 15.00	\$ 15.00

* In 1995 the Rates for Adult Weekly Pass, Adult Ticket (10) and Flyers Ticket (10) were changed in mid year. The rates for January 1 though June 30 were \$9.25, \$9.25 and \$11.75 respectively

**The Commuter Value Pass program began in 1997.

ADOPTED 2003 BUDGET**DEPT:** MILWAUKEE COUNTY TRANSIT/PARATRANSIT SYSTEM**UNIT NO.** 5600**FUND:** Enterprise - 0083**PARATRANSIT ENROLLMENT/TRIPS**

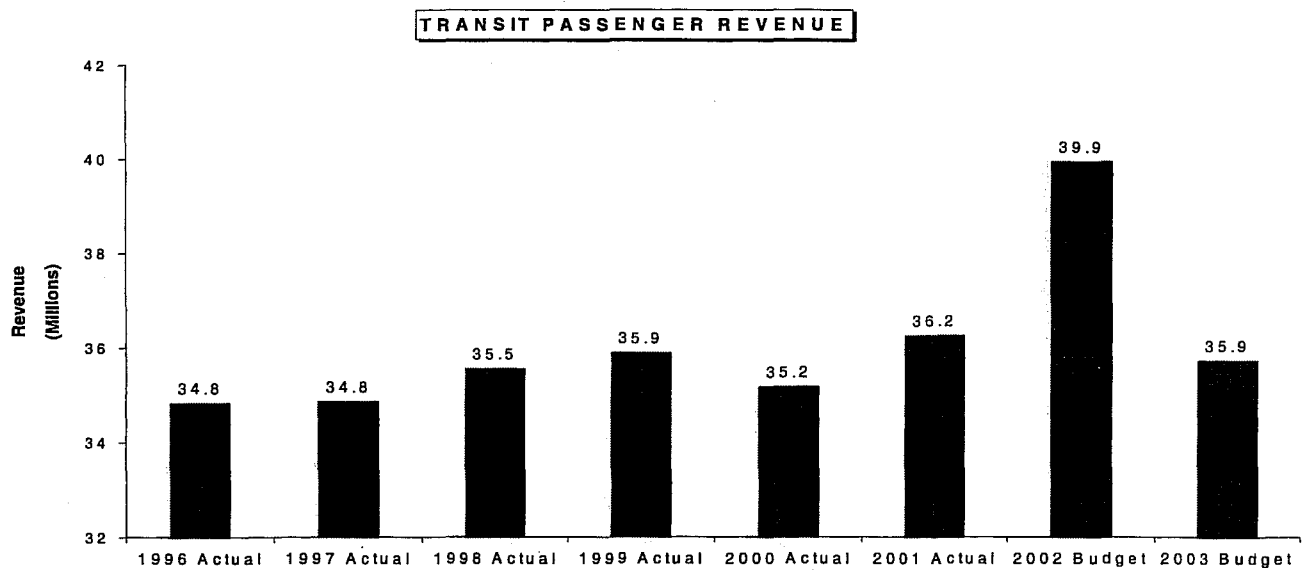
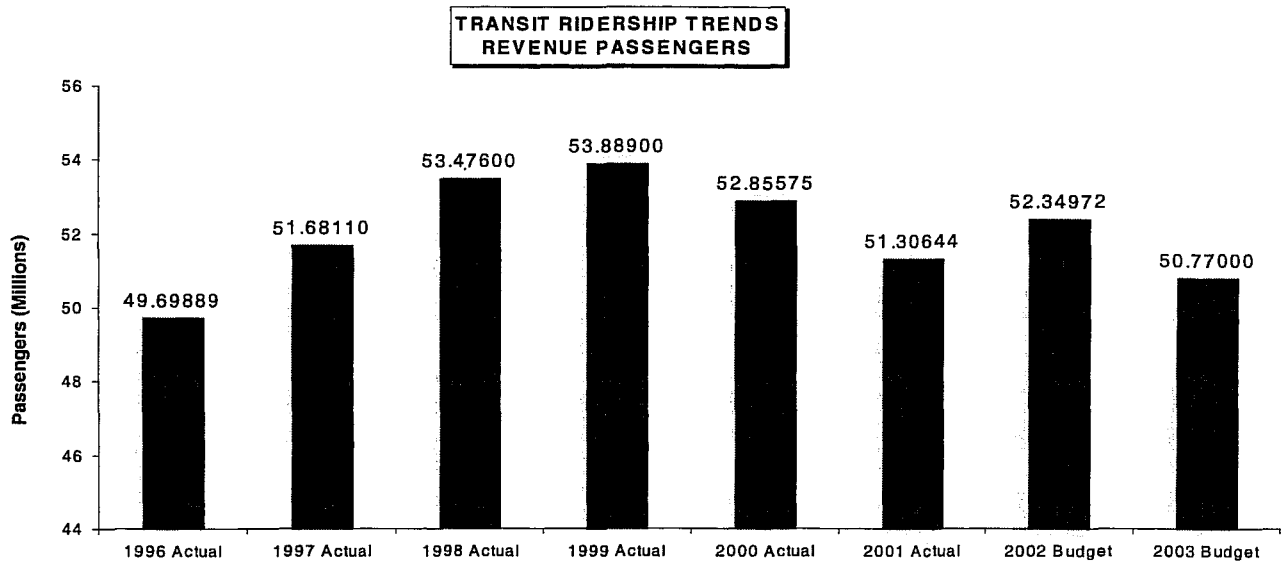
<u>Year/Type</u>	<u>Enrollment</u>	<u>Taxi Trips</u>	<u>Van Trips</u>	<u>Agency Trips</u>	<u>All Trips</u>
1990 Actual	7,819	48,391	330,676		379,067
1991 Actual	8,420	58,473	329,744		388,217
1992 Actual	8,678	71,975	334,320		406,295
1993 Actual	10,066	81,591	341,899		423,490
1994 Actual	12,250	91,794	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 Budget	17,000	228,900	587,850	287,600	1,104,350
2003 Budget	16,000	203,700	631,548	292,560	1,127,808

ADOPTED 2003 BUDGET

DEPT: MILWAUKEE COUNTY TRANSIT/PARATRANSIT SYSTEM

UNIT NO. 5600

FUND: Enterprise - 0083



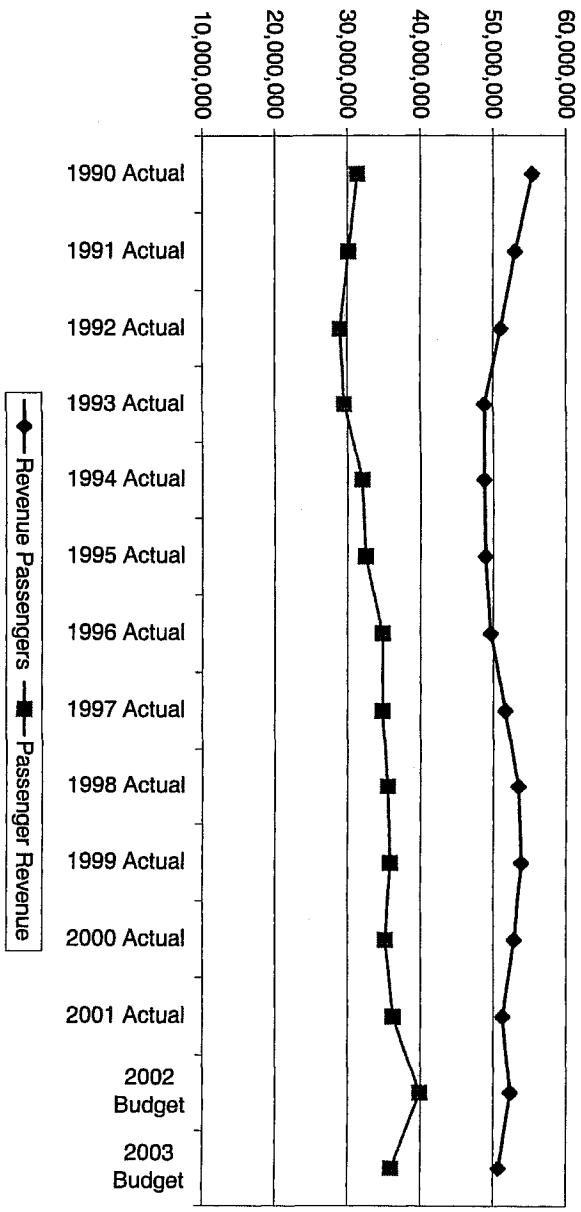
ADOPTED 2003 BUDGET

DEPT: MILWAUKEE COUNTY TRANSIT/PARATRANSIT SYSTEM

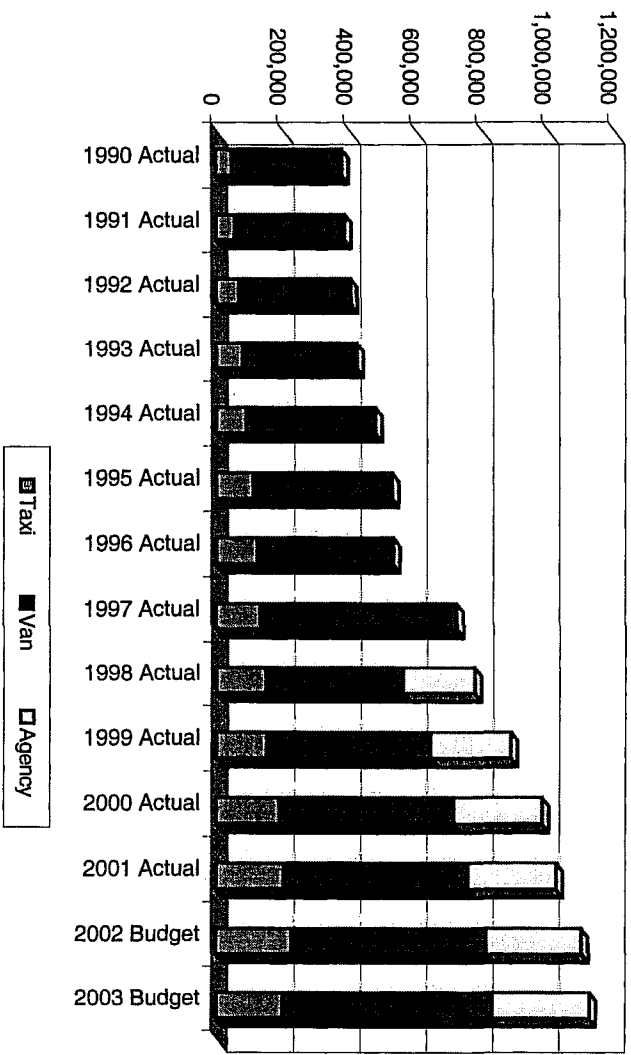
UNIT NO. 5600

FUND: Enterprise - 0083

REVENUE PASSENGERS vs PASSENGER REVENUE



ANNUAL PARATRANSIT TRIPS



ADOPTED 2003 BUDGET**DEPT:** DEPARTMENT OF PUBLIC WORKS – FACILITIES MANAGEMENT**UNIT NO.** 5700**FUND:** Internal Service - 0031**OPERATING AUTHORITY & PURPOSE**

The Department of Public Works - Facilities Management 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 buildings at 12th and Vliet Streets and 27th and Wells Streets (City Campus). The Division also provides maintenance and skilled trade services to other County departments.

BUDGET SUMMARY				
Account Summary	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Personal Services (w/o EFB)	\$ 10,328,327	\$ 11,531,548	\$ 10,817,847	\$ (713,701)
Employee Fringe Benefits (EFB)*	3,075,172	2,556,499	3,562,946	1,006,447
Services	6,095,354	6,546,030	6,923,295	377,265
Commodities	915,506	1,153,106	1,157,975	4,869
Other Charges	3,556,038	3,883,795	4,354,168	470,373
Capital Outlay	773,468	1,201,214	672,140	(529,074)
County Service Charges	16,284,708	17,090,154	19,286,988	2,196,834
Abatements	(14,001,843)	(14,584,703)	(17,093,243)	(2,508,540)
Total Expenditures	\$ 27,026,730	\$ 29,377,643	\$ 29,682,116	\$ 304,473
Other Direct Revenue	2,973,501	3,525,730	4,843,482	1,317,752
Indirect Revenue	7,591,846	7,185,343	7,000,243	(185,100)
Direct Property Tax Levy	\$ 16,461,383	\$ 18,666,570	\$ 17,838,391	\$ (828,179)

* The 2002 and 2003 budgets include fringe benefits. The 2001 actual has been adjusted for comparison.

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*				
Account Summary	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Central Service Allocation	\$ 404,302	\$ 395,619	\$ 391,267	\$ (4,352)
Document Services	5,908	8,335	8,363	28
Tech Support & Infrastructure	30,071	42,963	37,123	(5,840)
Distribution Services	60	65	83	18
Emergency Mgmt Services	0	20,000	20,000	0
Telecommunications	32,215	32,777	37,729	4,952
Records Center	0	133	0	(133)
Radio	233,714	150,784	173,614	22,830
Personal Computer Charges	34,259	31,000	22,146	(8,854)
Applications Charges	10,994	29,184	22,301	(6,883)
Total Charges	\$ 751,523	\$ 710,860	\$ 712,626	\$ 1,766
Direct Property Tax Levy	\$ 16,461,383	\$ 18,666,570	\$ 17,838,391	\$ (828,179)
Total Property Tax Levy	\$ 17,212,906	\$ 19,377,430	\$ 18,551,017	\$ (826,413)

* 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 2003 BUDGET**DEPT:** DEPARTMENT OF PUBLIC WORKS – FACILITIES MANAGEMENT**UNIT NO.** 5700**FUND:** Internal Service - 0031**MISSION**

The mission of DPW 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.

OUTCOMES MEASURES			
	Outcomes	Indicators	Targets
1.	Safe, clean and accessible environment for tenants and the public.	a. Reduction in tenant and public complaints. b. Timely completion of work orders and projects.	a. Decrease the number of complaints by 5%. b. Increase on-time completion of work orders and projects by 5%.

PERSONNEL SUMMARY				
	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Personal Services (w/o EFB)	\$ 10,328,327	\$ 11,531,548	\$ 10,817,847	\$ (713,701)
Employee Fringe Benefits (EFB)	\$ 3,075,172	\$ 2,556,499	\$ 3,562,946	\$ 1,006,447
Position Equivalent (Funded)*	289.5	280.1	251.4	(28.7)
% of Gross Wages Funded	94.8	90.6	80.2	(10.4)
Overtime (Dollars)**	\$ 247,023	\$ 219,024	\$ 86,532	\$ (132,492)
Overtime (Equivalent to Positions)	7.8	6.2	2.3	(3.9)

* For 2001, 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)
Custodial Worker 1	Transfer	3/3.0	CATC	\$ 70,560
Custodial Worker 2	Transfer	2/2.0	CATC	56,444
Hospital Maintenance Worker MHC	Transfer	2/2.0	CATC	73,196
Custodial Worker 1	Abolish	3/3.0	CATC	(70,560)
Custodial Worker 2	Abolish	2/2.0	CATC	(56,444)
Hospital Maintenance Worker MHC	Abolish	2/2.0	CATC	(73,196)
Facilities Worker 4	Create	5/5.0	CATC	178,250
Facilities Buildings Coordinator	Create	1/1.0	CATC	44,584
			TOTAL	\$ 222,834

DEPARTMENT DESCRIPTION

The DPW - Facilities Management Division provides services and performs functions in two principal areas: maintenance operations and property management.

The **Maintenance Operations Section** is responsible for buildings, grounds and mechanical systems for all facilities under the stewardship of the

Facilities Management Division. Functions include daily custodial and repair services, security, grounds care and snow removal, provision of centralized electrical, mechanical and engineering services, as well as maintenance of the utilities distribution systems.

ADOPTED 2003 BUDGET

DEPT: DEPARTMENT OF PUBLIC WORKS – FACILITIES MANAGEMENT

UNIT NO. 5700

FUND: Internal Service - 0031

This Division 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 Section** is responsible for property management and limited lease administration functions for all land and buildings under the stewardship of the Facilities Management Division. Functions include management of land and building leases for all Courthouse, Annex, Jail, Safety Building, HOC Community Correctional Center (CCC), 12th and Vliet, City Campus, Children’s Court Center, Child & Adolescent Treatment Center and other Grounds facilities tenants. This Section 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 Section 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.

In 1999, Facilities Management assumed the facility and maintenance functions at the Children’s Court Center and the building at 12th and Vliet Streets, along with its satellite buildings. In 2000, Facilities Management assumed the facility and maintenance of the building at 27th and Wells Streets. In 2003, Facilities Management will assume the facility and maintenance functions at the Child & Adolescent Treatment Center (CATC) from the Department of Health and Human Services-Behavioral Health Division. Facilities Management also assumed the landlord functions at these facilities.

BUDGET HIGHLIGHTS

- In 2003, Security Operations is budgeted at \$1,809,092 to provide security at the

Courthouse Complex, Children’s Court Center, and the buildings at 27th & Wells Streets and 12th and Vliet Streets. This includes personal services (\$1,757,092), contractual services (\$2,000), commodities (\$35,000) and depreciation (\$15,000). The Department of Public Works will continue to provide perimeter screening in the Courthouse through redeployment of existing personnel and other programmatic and structural changes.

- In 2003, Facilities Management will assume the facility, maintenance and landlord functions at the Child & Adolescent Treatment Center (CATC) from the Department of Health and Human Services – Behavioral Health Division (BHD). The CATC Facility budget includes total expenditures of \$1,846,947 and revenues of \$1,615,842, resulting in a tax levy increase of \$231,105 in Facilities Management. Costs to run the CATC facility include personal services at \$219,721; contractual services at \$734,968, primarily for utilities; commodities at \$43,182; depreciation at \$194,795 and crosscharges at \$654,281, primarily for building maintenance based on experience and skilled trades work orders, fire protection, power plant charges and bond interest. Revenues of \$1,615,842 include non-County agencies (\$1,168,325) and DHHS - County Health Related Programs (\$447,517). Non-County tenants include St. Charles Youth & Family Services, Inc.; Clinicare, Inc.; Cooperative Educational Service Agency and Wauwatosa Schools. This transfer of functions results in a tax levy decrease in BHD of \$231,105, resulting in a net zero County-wide tax levy impact.
- In 2003, Personal Services increase \$292,746, from \$14,088,047 to \$14,380,793, due to the transfer of the Child & Adolescent Treatment Center from the Department of Health and Human Services – Behavioral Health Division, wage and benefit increases and the creation of one Facilities Building Coordinator, offset by decreases in overtime and personal services lump sum reductions due to fiscal constraints.
- \$ 70,560 Transfer 3 Custodial Worker 1
56,444 Transfer 2 Custodial Worker 2
73,196 Transfer 2 Hospital Maintenance Worker MHC
(70,560) Abolish 3 Custodial Worker 1

ADOPTED 2003 BUDGET

DEPT: DEPARTMENT OF PUBLIC WORKS – FACILITIES MANAGEMENT

UNIT NO. 5700

FUND: Internal Service - 0031

(56,444)	Abolish 2 Custodial Worker 2
(73,196)	Abolish 2 Hospital Maintenance Worker MHC
<u>178,250</u>	<u>Create 5 Facilities Worker 4</u>
\$178,250	Total

The above position actions result from the transfer of CATC to Facilities Management and increase personal services \$178,250 for salaries and social security in Facilities Management. The positions transferred from CATC are vacant and will be subsequently abolished and replaced with five Facility Worker 4 positions to be consistent with the existing positions performing similar duties in Facilities Management.

- \$ 44,584 Create 1 Facilities Buildings Coordinator

One position of Facilities Buildings Coordinator is created to assist in providing and scheduling routine maintenance tasks, along with coordinating trades and time and material contractors at the two Wil-O-Way and five Senior Centers. The cost of this position is offset with crosscharge revenue from the Department on Aging and the Department of Administrative Services – Office for Persons with Disabilities.

- Due to fiscal constraints, lump sum reductions for salaries and social security increase \$1,419,747, from \$1,159,865 to \$2,579,612, which includes eliminating funding for vacancies, advances in career ladder positions and \$659,064 for up to 16 filled positions to be determined by the Department based on their operational needs. \$80,871 is provided for unemployment compensation relative to these 16 positions.
- All County departments shall give Facilities Management first opportunity to submit a bid for the provision of custodial, trades and/or building security services prior to contracting out for such services.
- Construction management services provided to other County departments and private agencies increases \$258,000, from \$450,000 to \$708,000, reflecting additional revenue from the Home Owner's Protection Program project for consulting and supervisory staff services.

- Major Maintenance decreases \$529,074, from \$1,201,214 to \$672,140, resulting in projects being scaled back or delayed.
- Capital Outlay decreases \$95,000, from \$150,000 to \$55,000, for one sanding machine (\$25,000), two automatic scrubbers (\$14,000) and one lawn mower (\$16,000).
- Building and Office Space Rental revenue from outside sources increases \$1,272,529, from \$549,700 to \$1,822,229, primarily due to the inclusion of CATC revenue from non-County agencies (\$1,168,325) and rent from the day care center located in the Courthouse Annex (\$40,000). The 2003 revenue of \$1,822,229 is comprised of the following revenue sources: CATC tenants (\$1,168,325), Courthouse tenants (\$146,135); the Annex day care center (\$40,000), outside agencies at Children's Court Center (\$23,407); the Wisconsin Athletic Club on the County Grounds (\$15,000); the restaurant and retail store in City Campus (\$36,720) and Gammex, Research Park and the Medical Technology Management Institute on the County Grounds (\$392,642).
- The cost of fire protection on the County Grounds increases \$123,151, from \$933,115 to \$1,056,266, based on the contract with the City of Wauwatosa. The cost of fire protection is allocated to Facilities (\$835,194), other County entities (\$208,644) and non-County entities (\$12,428).
- Utilities increase \$627,064, from \$5,572,288 to \$6,199,352. \$670,878 of this increase is attributable to the transfer of CATC to Facilities. Utility accounts include electricity, natural gas, sewage charges, outside telephone vendors, steam, water, chilled water, heat and storm water charges. Utilities are partially offset with utility revenue from private entities on the County Grounds (\$1,394,889) and crosscharges to other County departments (\$483,349).
- Contribution to Reserve decreases \$13,053, from \$121,465, to \$108,412, reflecting a 5% fee on electric, water and sewer charges to County and non-County users of County Grounds utilities to establish a reserve for future capital outlays.

ADOPTED 2003 BUDGET

DEPT: DEPARTMENT OF PUBLIC WORKS – FACILITIES MANAGEMENT

UNIT NO. 5700

FUND: Internal Service - 0031

- Repairs and Maintenance of Buildings and Structures decrease \$258,927, from \$540,417 to \$281,490.
- Sheriff services is included at \$167,529 for Sheriff Deputies at the Courthouse Complex.
- Debt & Depreciation increases \$360,275, from \$2,829,215 to \$3,189,490, primarily due to the transfer of the CATC facility and capital improvement.
- Interest allocation decreases \$312,434, from \$1,194,090 to \$881,656, primarily due to debt service costs for City Campus improvements ending in 2002.
- All departments are directed to revise their Outcomes Measures to reflect their 2003 budgeted resources, if changes are needed, consistent with the Milwaukee County Mission and Vision statements. Each department shall report its Outcomes Measures directly to the County Board by March 1, 2003.
- The 2003 Budget reflects a zero wage increase for all County managers in the Executive Compensation Plan (ECP). For 2003, all personal service contracts with ECP employees are eliminated, including the provision for 90-day notice upon termination. In addition, the 2003 Budget reflects a zero wage increase for all non-represented County employees with salaries of \$50,000 or more.
- In lieu of a 3% salary reduction for County managers in the Executive Compensation Plan, personal services are reduced an additional \$12,096, which is included in the departments' lump sum salary reduction. The Department of Administrative Services is authorized to process transfers between various departmental accounts for those departments that wish to utilize other sources of funding to offset increased Personal Services costs besides the lump sum salary reduction.
- 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 2003 BUDGET**DEPT:** DEPARTMENT OF PUBLIC WORKS – FACILITIES MANAGEMENT**UNIT NO.** 5700**FUND:** Internal Service - 0031

ACTIVITY AND STATISTICAL SUMMARY			
	<u>2001 Actual</u>	<u>2002 Budget</u>	<u>2003 Budget</u>
Work Orders Logged on System*	21,500	21,500	21,500
Time and Materials Orders - Facilities Related	89	90	110
Time and Materials Orders - Non-Facilities Related	105	280	260
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 2003 BUDGET**DEPT:** DEPARTMENT OF PUBLIC WORKS - ADMINISTRATION**UNIT NO.** 5800**FUND:** General - 0001**OPERATING AUTHORITY & PURPOSE**

The Department of Public Works (DPW)–Administration Division is an independent Division operating as a General Fund Agency.

The Administration Division is charged with the general management of the Department of Public Works.

BUDGET SUMMARY				
Account Summary	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Personal Services (w/o EFB)	\$ 829,653	\$ 971,367	\$ 626,052	\$ (345,315)
Employee Fringe Benefits (EFB)*	227,499	267,673	228,718	(38,955)
Services	12,441	51,171	47,734	(3,437)
Commodities	8,811	14,550	13,101	(1,449)
Other Charges	867	32,000	3,500	(28,500)
Capital Outlay	0	6,066	0	(6,066)
County Service Charges	463,214	236,146	534,988	298,842
Abatements	(943,899)	(836,298)	(812,361)	23,937
Total Expenditures	\$ 598,586	\$ 742,675	\$ 641,732	\$ (100,943)
State & Federal Revenue	3,118	0	0	0
Other Direct Revenue	33,797	34,300	39,300	5,000
Total Direct Revenue	\$ 36,915	\$ 34,300	\$ 39,300	\$ 5,000
Indirect Revenue	\$ 46,800	\$ 97,168	\$ 116,534	\$ 19,366
Direct Property Tax Levy	\$ 514,871	\$ 611,207	\$ 485,898	\$ (125,309)

* The 2002 and 2003 budgets include fringe benefits. The 2001 actual has been adjusted for comparison.

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*				
Account Summary	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Central Service Allocation	\$ 10,918	\$ 26,400	\$ 29,068	\$ 2,668
Courthouse Space Rental	158,172	152,887	144,442	(8,445)
Document Services	1,546	2,363	2,189	(174)
Tech Support & Infrastructure	95,931	15,968	34,021	18,053
Distribution Services	63	411	87	(324)
Telecommunications	0	0	0	0
Records Center	1,074	1,910	1,340	(570)
Radio	0	0	0	0
Personal Computer Charges	104,854	15,000	27,067	12,067
Applications Charges	75,973	13,393	21,605	8,212
Total Charges	\$ 448,531	\$ 228,332	\$ 259,819	\$ 31,487
Direct Property Tax Levy	\$ 514,870	\$ 611,207	\$ 485,898	\$ (125,309)
Total Property Tax Levy	\$ 963,401	\$ 839,539	\$ 745,717	\$ (93,822)

* 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 2003 BUDGET**DEPT:** DEPARTMENT OF PUBLIC WORKS - ADMINISTRATION**UNIT NO.** 5800**FUND:** General - 0001**MISSION**

The mission of DPW's Administration Division is to provide essential supportive services to DPW Divisions through oversight, coordination and technical assistance.

OUTCOMES MEASURES			
	Outcomes	Indicators	Targets
1.	Effective coordination and oversight of DPW Division's fiscal affairs.	a. Compliance with all DPW and DoA fiscal and accounting deadlines and policies. b. Accuracy of Divisional budgets and financial reports. c. Submission of timely management reports.	a. Produce accurate Divisional budgets and financial reports in a timely manner.
2.	Provide DPW Divisions with timely, effective and valuable human resource services that comply with all applicable rules, regulations and labor contract provisions.	a. The length of time it takes to process personnel transactions. b. Number of employees participating in training. c. Number of disciplinary hearings involving DPW employees. d. Number of grievances filed by DPW employees. e. Number of complaints filed by DPW employees with Equal Employment Opportunity Commission and Equal Rights Division. f. Number of formal complaints from DPW Divisions regarding quality and responsiveness of service.	a. Reduce the number of days it takes DPW Human Resources to internally process transactions. b. Reduce the number of transactions delayed due to non-compliance with administrative procedures. c. Reduce the number of disciplinary hearings, grievances and complaints by 5%.
3.	More effective contract administration through centralization of all contracts and leases where DPW is signatory or required to provide supportive services.	a. Number of contracts inventoried and monitored. b. Number of contract violations identified by DPW. c. Number of instances where no fiscal resources are available to cover required DPW supportive Services expense.	a. Identify and inventory all contracts and leases where DPW is a signatory to or obligated to provide supportive services.
4.	Create and maintain a safe working environment for all Department of Public Works' employees.	a. Number of safety related complaints and workplace injuries. b. Number of citations issued by federal/state regulatory agencies against the DPW.	a. Develop action plans for resolving outstanding employee safety compliance issues.

ADOPTED 2003 BUDGET**DEPT:** DEPARTMENT OF PUBLIC WORKS - ADMINISTRATION**UNIT NO.** 5800**FUND:** General - 0001

PERSONNEL SUMMARY				
	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Personal Services (w/o EFBs)	\$ 829,653	\$ 971,367	\$ 626,052	\$ (345,315)
Employee Fringe Benefits (EFB)	\$ 227,499	\$ 267,673	\$ 228,718	\$ (38,955)
Position Equivalent (Funded)*	14.2	15.1	8.9	(6.2)
% of Gross Wages Funded	100.0	100.0	94.4	(5.6)
Overtime (Dollars)**	\$ 110	\$ 2,508	\$ 2,508	\$ 0
Overtime (Equivalent to Positions)	0.0	0.0	0.0	0.0

* For 2001, 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 Payment Analyst	Transfer	1/1.0	Administration	\$ (60,702)
Fiscal Admin (DPW)	Transfer	1/1.0	Administration	(85,312)
Human Resources Coord DPW	Abolish	1/1.0	Administration	(60,924)
Mgmt Asst (Human Resources)	Transfer	1/1.0	Administration	(41,728)
Human Resources Mgr DPW	Transfer	1/1.0	Administration	(89,626)
			TOTAL	\$ (338,292)

DEPARTMENT DESCRIPTION

The DPW-Administration Division is responsible for the management of the Department of Public Works administrative functions, including establishment and implementation of Department policies and procedures, personnel administration, accounting and general public information services. Human resources and budgeting functions previously provided by this division will be provided for the department through the new Department of Administrative Services.

BUDGET HIGHLIGHTS**DEPARTMENTAL**

- Personal Services decreases \$384,270, from \$1,239,040 to \$854,770, primarily due to the following position actions offset by step, wage and benefit increases.

- \$ (60,702) Transfer 1 Contract Payment Analyst

This position is transferred to the DPW – Architectural, Engineering and Environmental Services Division to better align the position assignment with the duties performed, including capital project grant administration and project contract payment reconciliation.

- \$ (85,312) Transfer 1 Fiscal Admin (DPW)
(60,924) Abolish 1 Human Resources
Coord DPW
(41,728) Transfer 1 Mgmt Asst (Human
Resources)
(89,626) Transfer 1 Human Resources Mgr
DPW
\$ (277,590)

In 2003, Personal Services decreases \$277,590 as a result of implementing the Department of Administrative Services (DAS) reorganization

ADOPTED 2003 BUDGET

DEPT: DEPARTMENT OF PUBLIC WORKS - ADMINISTRATION

UNIT NO. 5800

FUND: General - 0001

plan. One Fiscal Administrator (DPW) position is transferred to the DAS – Fiscal Affairs Division. One filled Human Resources Coordinator DPW position is abolished. One Management Assistant (Human Resources) and one Human Resources Manager DPW are transferred to the DAS – Human Resources Division. \$275,034 is included as a crosscharge from DAS to DPW for the services DAS will provide to DPW, which is equal to the full cost of the transferred positions.

- \$15,534 is included for pre-employment testing of candidates primarily to determine ability to physically perform work. This amount is based on estimates by Risk Management.
- \$5,000 is included in professional service-data processing to accommodate the redesign and upkeep of the Division's web site which will be coordinated and directed by the Department of Administrative Services - Information Management Services Division.
- Crosscharge revenue from the Home Owner's Protection Plan (HOPP) increases \$19,366, from \$97,168 to \$116,534, for administration of the Sound Insulation Program.
- \$39,000 is provided for towing revenue, offset by \$2,500 for printing and stationary to print the tickets.
- An appropriation of \$30,000 was provided for a contribution to the Milwaukee County Engineering and Planning Careers Partnership (MCEPCP) in 2002. In 2003, \$1,500 is included as a membership fee for this partnership. 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.
- Fleet charges decrease \$7,814, due to the division forgoing the use of the Director's vehicle.
- All departments are directed to revise their Outcomes Measures to reflect their 2003 budgeted resources, if changes are needed, consistent with the Milwaukee County Mission and Vision statements. Each department shall report its Outcomes Measures directly to the County Board by March 1, 2003.
- The 2003 Budget reflects a zero wage increase for all County managers in the Executive Compensation Plan (ECP). For 2003, all personal service contracts with ECP employees are eliminated, including the provision for 90-day notice upon termination. In addition, the 2003 Budget reflects a zero wage increase for all non-represented County employees with salaries of \$50,000 or more.
- In lieu of a 3% salary reduction for County managers in the Executive Compensation Plan, personal services are reduced an additional \$12,420, which is included in the departments' lump sum salary reduction. The Department of Administrative Services is authorized to process transfers between various departmental accounts for those departments that wish to utilize other sources of funding to offset increased Personal Services costs besides the lump sum salary reduction.
- 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 2003 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	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Personal Services (w/o EFB)	\$ 46,212,120	\$ 45,307,336	\$ 44,686,738	\$ (620,598)
Employee Fringe Benefits (EFB)*	12,978,469	11,457,770	14,702,907	3,245,137
Services	7,630,024	8,965,113	7,990,138	(974,975)
Commodities	5,677,960	6,029,401	5,835,673	(193,728)
Other Charges	47,663,680	58,950,460	58,548,810	(401,650)
Debt & Depreciation	1,293,147	1,029,897	913,361	(116,536)
Capital Outlay	187,764	92,800	40,000	(52,800)
County Service Charges	7,677,129	7,814,858	7,465,441	(349,417)
Abatements	(2,536,781)	(2,797,411)	(3,292,666)	(495,255)
Total Expenditures	\$ 126,783,512	\$ 136,850,224	\$ 136,890,402	\$ 40,178
State & Federal Revenue	46,096,041	56,794,946	56,711,940	(83,006)
Other Direct Revenue	52,990,980	54,799,729	52,201,885	(2,597,844)
Total Revenues	\$ 99,087,021	\$ 111,594,675	\$ 108,913,825	\$ (2,680,850)
Direct Property Tax Levy	\$ 27,696,491	\$ 25,255,549	\$ 27,976,577	\$ 2,721,028

* The 2002 and 2003 budgets include fringe benefits. The 2001 actual has been adjusted for comparison.

ADOPTED 2003 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	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Central Service Allocation	\$ 1,336,886	\$ 1,692,456	\$ 1,549,750	\$ (142,706)
Courthouse Space Rental	63,516	61,397	58,006	(3,391)
Document Services	23,880	16,221	22,010	5,789
Tech Support & Infrastructure	316,218	180,351	586,977	406,626
Distribution Services	957	4,261	1,330	(2,931)
Telecommunications	250,982	255,799	290,357	34,558
Record Center	23,371	33,499	29,178	(4,321)
Radio	14,690	12,768	13,828	1,060
Personal Computer Charges	291,723	281,000	240,322	(40,678)
Applications Charges	214,481	259,659	452,826	193,167
Total Charges	\$ 2,536,704	\$ 2,797,411	\$ 3,244,584	\$ 447,173
Direct Property Tax Levy	\$ 27,696,491	\$ 25,255,549	\$ 27,976,577	\$ 2,721,028
Total Property Tax Levy	\$ 30,233,195	\$ 28,052,960	\$ 31,221,161	\$ 3,168,201

* 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 Milwaukee County Behavioral Health Division:
For the empowerment and recovery of all with behavioral health needs in our community.

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 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 families, and supports a full spectrum of services including primary prevention and early intervention.
- 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-

ADOPTED 2003 BUDGET

DEPT: DEPARTMENT OF HEALTH AND HUMAN SERVICES -
BEHAVIORAL HEALTH DIVISION

UNIT NO. 6300
FUND: Enterprise - 0077

OUTCOMES MEASURES			
	Outcomes	Indicators	Targets
2.	Consumers spend time in meaningful and productive activities, including employment of all types. (mental health programs)	a) Percent employed (full and part-time) and in planned and other meaningful activity	a) 80%
3.	Consumers effectively manage the symptoms of their mental illnesses. (mental health programs)	a) % of consumers scoring in the mild and moderate categories of clinical symptom severity b) % of responses on consumer survey reporting positive change as a result of services (better able to deal with daily problems and with crisis; better able to control their lives; and have less troublesome symptoms).	a) 50% b) 60%
4.	Consumers function effectively in roles of everyday living (working/ productivity; independent living/self care; immediate and extended social network relationships). (mental health programs)	a) % of consumers who score in the moderate and adequate categories of role functioning (in work, independent living skills, and social relationships)	a) 20%
5.	Children with serious emotional needs will function better at home and in the community. (mental health programs)	a) % of youth with improved role performance (at home, school, and in the community); improved behavior toward others; improved moods; decreased substance use, and less distorted thinking b) % of individuals living in a less restrictive environment (e.g. living independently or with parents compared to living in a hospital rehab center, or correctional facility) c) % of youth with less than two criminal offenses and juvenile justice contacts	a) 85% will have a score of 78 or less on the CAFAS. b) 50% c) 85%
6.	Consumers spend time in meaningful and productive activities, including, but not limited to employment. (AODA programs)	Indicators and targets were not established for these AODA consumer outcomes pending a complete review of the process and system for collecting data in the AODA system. This review was initiated after these programs became a part of the Behavioral Health Division in January 2002. It is expected that it may result in significant changes in the data that is being collected and how it is collected, so the identification of indicators and targets was seen as premature.	
7.	Consumers will demonstrate self-sufficient lifestyles. (AODA programs)		
8.	Consumers will effectively manage the symptoms of their addictions. (AODA programs)		

ADOPTED 2003 BUDGET

DEPT: DEPARTMENT OF HEALTH AND HUMAN SERVICES -
BEHAVIORAL HEALTH DIVISION

UNIT NO. 6300
FUND: Enterprise - 0077

PERSONNEL SUMMARY				
	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Personal Services (w/o EFB)	\$ 46,212,120	\$ 45,307,336	\$ 44,686,738	\$ (620,598)
Employee Fringe Benefits (EFB)	\$ 12,978,469	\$ 11,457,770	\$ 14,702,907	\$ 3,245,137
Position Equivalent (Funded)*	1,053.1	993.9	906.8	(87.1)
% of Gross Wages Funded	81.0	83.2	80.1	(3.1)
Overtime (Dollars)**	\$ 2,807,027	\$ 2,126,724	\$ 2,069,724	\$ (57,000.0)
Overtime (Equivalent to Positions)	77.5	56.0	54.6	(1.4)

* For 2001, 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)
Clothing Supply Clerk 1	Abolish	1/1.0	Administration	\$ (29,260)
Deputy Medical Director	Abolish	1/1.0	Administration	(185,608)
MHC Librarian	Abolish	1/1.0	Administration	(46,038)
Office Support Assistant 1	Abolish	1/1.0	Administration	(23,754)
Pharmacy Technician	Abolish	1/1.5	Administration	(14,539)
Community Service Nurse	Abolish	1/1.0	Community Services	(54,115)
Mental Health Assistant	Abolish	1/1.0	Community Services	(31,442)
Administrative Coordinator MH	Abolish	1/1.0	Community Services	(50,880)
Occupational Therapist 3	Abolish	1/1.0	Community Services	(45,638)
Occupational Therapist 3	Abolish	1/1.0	Inpatient Services	(45,638)
Accounting Manager - DSS	Transfer	1/1.0	Administration	(75,778)
Accountant 4 - Hospital	Transfer	1/1.0	Administration	(55,478)
Hospital Info Systems Dir MHC	Transfer	1/1.0	Administration	(78,066)
Human Resources Coord MHD	Transfer	1/1.0	Administration	(67,938)
Mgmt Asst Human Resources	Transfer	2/2.0	Administration	(80,092)
Custodial Worker 1	Transfer	3/3.0	CATC	(70,560)
Custodial Worker 2	Transfer	2/2.0	CATC	(56,444)
Hospital Maintenance Worker MHC	Transfer	2/2.0	CATC	(73,196)
			TOTAL	\$ (1,084,464)

ADOPTED 2003 BUDGET

DEPT: DEPARTMENT OF HEALTH AND HUMAN SERVICES -
BEHAVIORAL HEALTH DIVISION

UNIT NO. 6300

FUND: Enterprise - 0077

ORGANIZATIONAL COST SUMMARY					
DIVISION		2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Management/ Support Services	Expenditure	\$ 29,978,296	\$ 31,668,657	\$ 29,445,928	\$ (2,222,729)
	Cost Allocation	(25,560,469)	(27,157,244)	(26,507,928)	649,316
	Revenue	4,417,827	4,511,413	2,938,000	(1,573,413)
	Tax Levy	\$ 0	\$ 0	\$ 0	\$ 0
Rehabilitation Centers/Nursing Facility Services	Expenditure	\$ 13,132,915	\$ 12,641,449	\$ 12,758,403	\$ 116,954
	Cost Allocation	8,475,986	9,444,723	8,349,685	(1,095,038)
	Revenue	11,213,940	12,919,129	11,003,222	(1,915,907)
	Tax Levy	\$ 10,394,961	\$ 9,167,043	\$ 10,104,866	\$ 937,823
Acute Adult Inpatient Services	Expenditure	\$ 15,225,407	\$ 14,147,752	\$ 15,638,512	\$ 1,490,760
	Cost Allocation	9,167,395	9,846,558	9,905,493	58,935
	Revenue	17,376,622	15,275,758	14,752,000	(523,758)
	Tax Levy	\$ 7,016,180	\$ 8,718,552	\$ 10,792,005	\$ 2,073,453
Adult Community Services	Expenditure	\$ 27,402,882	\$ 25,955,866	\$ 26,579,571	\$ 623,705
	Cost Allocation	3,654,761	3,649,787	3,704,250	54,463
	Revenue	23,935,260	25,732,091	29,011,884	3,279,793
	Tax Levy	\$ 7,122,383	\$ 3,873,562	\$ 1,271,937	\$ (2,601,625)
Child and Adolescent Services	Expenditure	\$ 35,076,498	\$ 31,971,257	\$ 31,924,249	\$ (47,008)
	Cost Allocation	923,030	1,106,315	769,672	(336,643)
	Revenue	35,501,626	32,364,003	32,494,814	130,811
	Tax Levy	\$ 497,902	\$ 713,569	\$ 199,107	\$ (514,462)
Adult Crisis Services	Expenditure	\$ 5,960,883	\$ 6,666,809	\$ 6,895,192	\$ 228,383
	Cost Allocation	3,339,297	3,030,560	3,577,736	547,176
	Revenue	6,641,746	8,586,003	6,587,880	(1,998,123)
	Tax Levy	\$ 2,658,434	\$ 1,111,366	\$ 3,885,048	\$ 2,773,682
AODA Services	Expenditure	\$ 0	\$ 13,798,434	\$ 13,648,547	\$ (149,887)
	Cost Allocation	0	79,301	201,092	121,791
	Revenue	0	12,206,278	12,126,025	(80,253)
	Tax Levy	\$ 0	\$ 1,671,457	\$ 1,723,614	\$ 52,157

GENERAL SUMMARY

The Department of Health and Human Services – Behavioral Health Division (BHD) budget is presented in a programmatic format based on six major programs or service areas:

- Management/Support Services
- Inpatient Services
 - Nursing Facility Services
 - Acute Inpatient Services (Adult & Child)
- Adult Community Services
- AODA Services
- Child & Adolescent Community Services
- Adult Crisis 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 five 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.

ADOPTED 2003 BUDGET

DEPT: DEPARTMENT OF HEALTH AND HUMAN SERVICES -
BEHAVIORAL HEALTH DIVISION

UNIT NO. 6300
FUND: Enterprise - 0077

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 2003 Budget:

- The 2003 budget reflects the transfer of all revenue and expenditures related to the CATC buildings to DPW. The Wraparound and Safety Services programs have assumed their share of the allocated overhead giving BHD a net tax levy savings of approximately \$200,000.
- \$500,000 in funding from Potawatomi revenue has been removed from the AODA budget. A corresponding amount of expenditures for AODA Services has also been reduced. Total AODA expenditures decrease \$149,887, from \$13,798,434 to \$13,648,547.
- The Intergovernmental Transfer Program (ITP) revenue has been reduced by \$600,000 in the 2003 budget. This reduction is based on information from the State indicating that there will be a reduction in ITP funds in the second half of 2003 from the Federal government.
- It should be noted that costs associated with compliance requirements for American Disability Act (ADA) and Health Insurance Portability and Accountability Act (HIPAA) are not included in the budget. These costs will have to be eventually addressed if Milwaukee County is going to continue to be a provider of facility based programs. An appropriation is included in the Department of Administrative Services-Fiscal Affairs Division Budget (Org. 1151) for outside legal and other expert assistance to begin to address HIPAA issues related to Milwaukee County.
- The 2003 budget for compensated absences, the sick and vacation accrual for proprietary funds, is decreased \$425,000 due to the elimination of the ten-year funding requirement.
- \$ (75,778) Transfer 1 Accounting Manager-DSS
(55,478) Transfer 1 Accountant 4-Hospital
(78,066) Transfer 1 Hospital Info Systems Dir MHC
(67,938) Transfer 1 Human Resources Coord MHD
(80,092) Transfer 2 Mgmt Asst Human Resources
\$(357,352) Total
- In 2003, Personal Services decreases \$357,352 as a result of implementing the Department of Administrative Services (DAS) reorganization plan. One position of Accounting Manager – DSS is transferred to the DAS – Accounting Administration Division. One Accountant 4 - Hospital position is transferred to the DAS – Fiscal Affairs Division. Two positions of Management Assistant Human Resources and one position of Human Resources Coordinator MHD are transferred to the DAS – Human Resources Division. One position of Hospital Information Systems Director MHC is transferred to the DAS – Information Management Services Division (IMSD).
- The 2003 Budget reflects a zero wage increase for all County managers in the Executive Compensation Plan (ECP). For 2003, all personal service contracts with ECP employees are eliminated, including the provision for 90-day notice upon termination. In addition, the 2003 Budget reflects a zero wage increase for all non-represented County employees with salaries of \$50,000 or more.
- In lieu of a 3% salary reduction for County managers in the Executive Compensation Plan, personal services are reduced an additional \$53,508, which is included in the departments' lump sum salary reduction. The Department of Administrative Services is authorized to process transfers between various departmental accounts for those departments that wish to utilize other sources of funding to offset increased Personal Services costs besides the lump sum salary reduction.
- All departments are directed to revise their Outcomes Measures to reflect their 2003 budgeted resources, if changes are needed,

ADOPTED 2003 BUDGET

DEPT: DEPARTMENT OF HEALTH AND HUMAN SERVICES -
BEHAVIORAL HEALTH DIVISION

UNIT NO. 6300
FUND: Enterprise - 0077

consistent with the Milwaukee County Mission and Vision statements. Each department shall report its Outcomes Measures directly to the County Board by March 1, 2003.

- 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 facility operates as an Institute for the Mentally Diseased (IMD).

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

- Intergovernmental Transfer Program (ITP) revenues are included in the Rehabilitation Center-Central and Hilltop budgets. Revenue has been reduced by \$600,000 in the 2003 budget based on information from the State indicating that there will be a reduction in ITP funds in the second half of 2003 from the Federal government.
- Due to a decrease in census, the Behavioral Health Division has reduced its Rehab Center-Hilltop program effective July 1, 2002, by closing one of its five, 24-bed units. This results in a personnel expenditure decrease in 2003 of \$600,000 and 14 full time equivalent positions. Revenue decreases \$950,000.
- Revenue for the Rehab Center-Central inpatient program decreases \$300,000 due to a change in patient mix.

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.

ADOPTED 2003 BUDGET

DEPT: DEPARTMENT OF HEALTH AND HUMAN SERVICES -
BEHAVIORAL HEALTH DIVISION

UNIT NO. 6300

FUND: Enterprise - 0077

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

- BHD is committed to providing consumers who receive their medication from the County with the most appropriate medication. Brand name medications are used in those situations where the lower cost trial proves ineffective and/or when consumers experience burdensome negative side effects that could be avoided through use of the latest generation of medication. Notwithstanding the above, generic drugs will be used where available.

Also, the Behavioral Health Division will evaluate the amount of discharge medications prescribed based on the likelihood of compliance and the ability to access outpatient services. The dispensation of prescriptions to discharged patients will be limited to a three day supply unless a longer period of time can be shown to be cost effective or it is determined to be medically necessary.

ADULT COMMUNITY SERVICES

Program Description

The Adult Community Services Branch 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 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 services and programs include the Service Access to Independent Living Unit (SAIL), which is a centralized intake assessment program for persons who need long-term community support. 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 and non-medical day treatment, sheltered work and 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

ADOPTED 2003 BUDGET

DEPT: DEPARTMENT OF HEALTH AND HUMAN SERVICES -
BEHAVIORAL HEALTH DIVISION

UNIT NO. 6300

FUND: Enterprise - 0077

illness and to mentally ill persons involved in the criminal justice system.

Funding for programs within the Adult Community Services Branch consists primarily of State Community Aids, Behavioral Health Block Grants and Community Option Program funds.

BUDGET HIGHLIGHTS

- \$ (54,115) Abolish 1 Community Service Nurse
 (31,442) Abolish 1 Mental Health Assistant
 \$ (85,557) Total

\$337,203 in Potawatomi Revenue is allocated to support continued operation of the County-staffed Targeted Case Management program for 2003. Two positions are abolished to reduce program operating expenditures, resulting in a savings of \$85,557.

- \$ (91,276) Abolish 2 Occupational Therapist 3
 (50,880) Abolish 1 Administrative Coord MH
 \$(142,156) Total

These positions in the SAIL, IMD, and Day Treatment programs are abolished for a tax levy savings of \$142,156.

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.

ALCOHOL AND OTHER DRUG ABUSE (AODA) SERVICES

Program Description

The 2002 Adopted Budget transferred operation of the County's Alcohol and Other Drug Abuse (AODA) programs from the Department of Health and Human Services Adult Services Division (DHHS-ASD) to the newly created AODA Services Branch of the Behavioral Health Division. This included the transfer to BHD of seven existing positions from DHHS-ASD.

This action consolidated the treatment of persons with the commonly found co-occurring disorders of mental illness and substance abuse, and recognized that treatment is most effective when both issues are addressed simultaneously and in a coordinated manner, rather than in isolation from each other.

The Behavioral Health Division continues to utilize the existing AODA treatment coalition, initially developed by DHHS in full partnership with community providers and advocates in response to the State's decision to provide additional targeted funding for AODA treatment in Milwaukee County through the Temporary Assistance to Needy Families (TANF) program.

BUDGET HIGHLIGHTS

- The 1997 Adopted County Budget established a policy to maintain the 1997 tax levy funding level of \$862,791 "as a minimum base level of County support for AODA services during budget years 1998, 1999 and 2000." Although this policy has expired, this minimum County funding level has been exceeded in each subsequent year. For 2003, tax levy funding for AODA services totals \$1,522,522. This is \$659,731 more than the minimum funding level policy that expired in 2000.
- Due to a change in State funding, the 2002 TANF grant was decreased by \$400,000 to \$4.6 million, with the same amount anticipated to be awarded in 2003. The existing coalition of service providers has made adjustments in the provision of services.

ADOPTED 2003 BUDGET

DEPT: DEPARTMENT OF HEALTH AND HUMAN SERVICES -
BEHAVIORAL HEALTH DIVISION

UNIT NO. 6300
FUND: Enterprise - 0077

- \$500,000 in funding from Potawatomi revenue has been removed from the AODA budget. A corresponding amount of expenditures for AODA Services has also been reduced.
- Total direct AODA expenditures in 2003 (not including allocated or indirect costs that are distributed to the program from the Management/Support Sections) decrease \$149,887, from \$13,798,434 to \$13,648,547. Overall AODA revenues in 2003 decrease \$80,253, from \$12,206,278 to \$12,126,025. Direct tax levy for AODA programs decreases \$63,634, from \$1,592,156 to \$1,522,522.
- Included in the budget is \$5,000 for the Safe Ride of Milwaukee County program, whose other sponsors include the Tavern League of Wisconsin and Business Against Drunk Driving, and \$195,000 as BHD's share of the cost of the Community Information (211) Line. The total budget for the 211 line is \$675,000, with the balance budgeted in the DHHS – Economic Support Division.
- In May, 2002 the County, in conjunction with the United Community Center, accepted a 2-year grant award of \$500,000 per year from the Federal Substance Abuse and Mental Health Services Administration under the Targeted Capacity Expansion (TCE) Grant Program. \$485,725 of the funds are being contracted with the United Community Center to fulfill the grant requirements.

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 type of public health maintenance originally 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 & Children's Court Division Probation section, a Medicaid capitation rate and Medicaid Crisis and Case Management billings to operate this public managed care system. Projected year 2003 enrollment will be 556 children.

Services in the Wraparound Milwaukee Program include:

The Mobile Urgent Treatment Team operating out of the Behavioral Health Facility provides crisis intervention services to children at risk of removal from their home and screens potential inpatient admissions.

The Care Coordination Component, consisting of eight lead agencies comprising roughly 80 case managers who coordinate and manage the care provided to enrolled children and their families.

In 2003, Wraparound Milwaukee will continue to operate the Safety Service Program for the Wisconsin Bureau of Milwaukee Child Welfare in Sites 2 and 5. Safety services are both provided directly by the County and purchased from community agencies. These 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 service system.

The Safety Services Program provides up to five months of safety services to families referred by the initial assessment units of Milwaukee Child Welfare Services System (MCWS). The Safety Services Program services intact families where children have been identified by the MCWS Initial Assessment staff to be unsafe. This service program is part of the overall Child Welfare Services design for children and families in Milwaukee County. During the time of safety services program intervention, the assigned safety services manager and safety service providers work with the family to assist them in controlling for child safety, stabilizing functioning and accessing necessary formal, informal and natural resources and support. Funding for the program is based upon a case rate from the State of Wisconsin plus reimbursement from Medicaid for Case Management.

ADOPTED 2003 BUDGET

DEPT: DEPARTMENT OF HEALTH AND HUMAN SERVICES -
BEHAVIORAL HEALTH DIVISION

UNIT NO. 6300
FUND: Enterprise - 0077

BUDGET HIGHLIGHTS

- Revenue for the Wraparound Program is projected to be \$29,070,166, which includes funding from the State Bureau of Milwaukee Child Welfare for Children In Need of Protection and Services (CHIPS), from Children's Court for delinquent youths at risk of residential treatment placement and monthly capitation, crisis and case management payments from Medicaid.
- Based on a projected enrollment of 226 families (down from 234 families budgeted in 2002), State funding for Safety Services is budgeted at \$3,424,648 in 2003. This amount includes funding from the State of Wisconsin and case management payments from Medicaid.

ACTIVITY AND STATISTICAL SUMMARY				
	2001 <u>Budget</u>	2001 <u>Actual</u>	2002 <u>Budget</u>	2003 <u>Budget</u>
<u>AODA Services Bureau</u>				
Community Treatment	1,144	2,605	1,276	1,100
Inpatient Care (Detox)	2,390	7,091	2,390	5,000
Community Residential	428	617	428	400
Community Living Support Svcs (Incl TANF)	<u>100</u>	<u>1,453</u>	<u>100</u>	<u>1,000</u>
TOTAL	4,062	11,766	4,194	7,500

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 Rehabilitation Centers/Nursing Facility, Adult Inpatient, Adult Community, Adult Crisis, and Child and Adolescent programs, according to Medicare and Medicaid cost allocation methodologies reflective of services consumed by the programs.

The 2003 budget reflects the transfer of all revenue and expenditures related to the CATC buildings to the Department of Public Works (DPW). The Wraparound and Safety Services programs have assumed their share of the allocated overhead giving BHD a net tax levy savings of approximately \$200,000.

- \$(46,038) Abolish 1 MHC Librarian

BHD will discontinue operating the library program January 1, 2003, resulting in the elimination of one librarian position and reducing tax levy expenditures by \$120,000.

- Numerous adjustments have been made in the services and commodities accounts resulting in a net expenditure reduction of approximately \$400,000.

BUDGET HIGHLIGHTS

- \$ (70,560) Transfer 3 Custodial Worker 1
(56,444) Transfer 2 Custodial Worker 2
(73,196) Transfer 2 Hospital Maint Worker
\$(200,200) Total
- \$ (23,754) Abolish 1 Office Support Assistant 1
(29,260) Abolish 1 Clothing Supply Clerk 1
(14,539) Abolish .5 Pharmacy Technician
(185,608) Abolish 1 Deputy Medical Director
\$(253,161) Total

ADOPTED 2003 BUDGET

DEPT: DEPARTMENT OF HEALTH AND HUMAN SERVICES -
BEHAVIORAL HEALTH DIVISION

UNIT NO. 6300

FUND: Enterprise - 0077

These administrative and support positions are
abolished for a net tax levy savings of \$253,161.

The Deputy Medical Director position will be
abolished effective April 1, 2003.

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 12/31/02</u>				
0701	BHD – Research Fund 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. <table><tr><td><u>Expenditure</u></td><td><u>Revenue</u></td></tr><tr><td>\$25,000</td><td>\$25,000</td></tr></table>	<u>Expenditure</u>	<u>Revenue</u>	\$25,000	\$25,000	\$360,000
<u>Expenditure</u>	<u>Revenue</u>					
\$25,000	\$25,000					
0702	BHD – Patient Activities and Special Events This fund is comprised of various trusts which stipulate the expenditures should be made to provide for patient activities and special events. <table><tr><td><u>Expenditure</u></td><td><u>Revenue</u></td></tr><tr><td>\$10,100</td><td>\$10,100</td></tr></table>	<u>Expenditure</u>	<u>Revenue</u>	\$10,100	\$10,100	\$157,000
<u>Expenditure</u>	<u>Revenue</u>					
\$10,100	\$10,100					

ADOPTED 2003 BUDGET

DEPT: DEPARTMENT OF HEALTH AND HUMAN SERVICES –
COUNTY HEALTH RELATED 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.

Beginning in 2003, the Division of County Health Related Programs (CHRP) will be a division of the Department of Health and Human Services (DHHS), formerly Department of Human Services (DHS). CHRP was previously budgeted in the Department of Administration.

The Emergency Medical Service (EMS) (Paramedics) Program operates under Chapter 97 of the Milwaukee County Ordinances pertaining to the comprehensive emergency medical care services. 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-related programs are reviewed and approved by the County Executive and County Board of Supervisors.

BUDGET SUMMARY				
Account Summary	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Personal Services (w/o EFB)	\$ 2,528,252	\$ 2,878,978	\$ 2,793,796	\$ (85,182)
Employee Fringe Benefits (EFB)*	599,561	763,533	947,015	183,482
Services	10,408,713	11,855,684	12,705,708	850,024
Commodities	298,990	598,334	571,609	(26,725)
Other Charges	22,075,108	44,541,580	46,392,855	1,851,275
Debt & Depreciation	0	200	200	0
Capital Outlay	163,133	6,700	3,000	(3,700)
County Service Charges	714,076	927,259	975,299	48,040
Abatements	(499,505)	(703,374)	(684,215)	19,159
Total Expenditures	\$ 36,288,328	\$ 60,868,894	\$ 63,705,267	\$ 2,836,373
State & Federal Revenue	4,664,885	27,602,419	32,733,694	5,131,275
Other Revenue	6,820,658	6,641,290	7,153,000	511,710
Total Revenues	\$ 11,485,543	\$ 34,243,709	\$ 39,886,694	\$ 5,642,985
Direct Property Tax Levy	\$ 24,802,785	\$ 26,625,185	\$ 23,818,573	\$ (2,806,612)

* The 2002 and 2003 budgets include fringe benefits. The 2001 actual has been adjusted for comparison.

ADOPTED 2003 BUDGET

DEPT: DEPARTMENT OF HEALTH AND HUMAN SERVICES –
COUNTY HEALTH RELATED PROGRAMS

UNIT NO. 7200
FUND: General - 0001

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*				
Account Summary	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Central Service Allocation	\$ 202,259	\$ 302,567	\$ 190,636	\$ (111,931)
Courthouse Space Rental	0	0	0	0
Document Services	19,592	20,482	27,740	7,258
Tech Support & Infrastructure	50,743	74,042	71,513	(2,529)
Distribution Services	2,178	3,899	3,026	(873)
Emergency Mgmt Services	0	6,667	6,667	0
Telecommunications	22,860	22,578	26,770	4,192
Records Center	29,830	13,465	37,241	23,776
Radio	6,566	60,800	55,311	(5,489)
Personal Computer Charges	57,099	56,000	42,651	(13,349)
Applications Charges	68,975	38,803	38,152	(651)
Total Charges	\$ 460,102	\$ 599,303	\$ 499,707	\$ (99,596)
Direct Property Tax Levy	\$ 24,802,785	\$ 26,625,185	\$ 23,818,573	\$ (2,806,612)
Total Property Tax Levy	\$ 25,262,887	\$ 27,224,488	\$ 24,318,280	\$ (2,906,208)

* 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 Division of 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.

ADOPTED 2003 BUDGET

DEPT: DEPARTMENT OF HEALTH AND HUMAN SERVICES –
COUNTY HEALTH RELATED PROGRAMS

UNIT NO. 7200
FUND: General - 0001

OUTCOMES MEASURES			
	Outcomes	Indicators	Targets
1.	Critical safety net medical services are available to residents of Milwaukee County.	a. Low or no income County residents have access to high-quality health services through the General Assistance Medical Program (GAMP). b. Level of client satisfaction with care and response to concerns as demonstrated by focus groups and survey question responses. c. Number of clinics and hospitals providing services to GAMP clients. d. Number of days to process applications to the program. e. Percent of claims paid within 30 days. f. Number of days to resolve disputed claims. g. Applicants will represent most Milwaukee County zip codes. h. Providers will have a better understanding of GAMP policies and procedures. i. 90% of the 25 top procedure codes for each clinic will appear on the top 100 procedure codes report for all of GAMP. j. Track terminations and rejections for clients eligible for other programs. k. Urgent medical care for GAMP enrollees is being assessed at urgent care sites instead of at emergency rooms. l. Medical care for GAMP enrollees is being assisted by the use of the GAMP nurse call-line resulting in a decrease in inappropriate emergency department usage. m. Number of days to process appeals of Medical Director. n. Establish internet interface between County EMS database and municipal fire departments. o. Begin collection of BLS Data elements. p. Expand related course offerings.	a. Provider sites will meet or exceed an 80% rating level as established by the National Council of Quality Assurance for medical care and contained in the Comply software program for medical audits. Any site not meeting that criteria will submit corrective action plans. b. 75% of clients reporting will answer "yes". The GAMP staff will address any concerns within 30 days. c. Maintain current levels. d. All applications to the program will be processed within 15 days of receipt. e. 90% of claims will be processed within 30 days of submission. f. Disputed claims will be resolved within 30 days of submission. g. Applicants will represent 95 to 100% of Milwaukee County zip codes. h. Provide updates quarterly for providers through the GAMP operations meeting. Provide in-service training to providers as needed. Participate in all invited community meetings. i. 100% of the 25 top procedure codes for each clinic will appear on the top 100 procedure codes report for all of GAMP. j. In-house quarterly Medicaid procedure staff training sessions will be held and applicants eligible for other programs will be moved to those programs or terminated. k. 50% of surveyed enrollees did not require ER services subsequent to their urgent care visit. l. 10% per quarter increase in usage of GAMP nurse call line with goal for call line referrals to emergency department being 33% or less. m. Appeals to Medical Director will be processed within three days. n. All ALS system providers will have internet access to the EMS database. o. Develop a system for BLS data to be added to the Milwaukee County database and pilot the BLS data entry system. p. Offer three additional EMS related courses. Increase CTC course number by 25%. Add BLS courses to the CTC schedule.

ADOPTED 2003 BUDGET

DEPT: DEPARTMENT OF HEALTH AND HUMAN SERVICES –
COUNTY HEALTH RELATED PROGRAMS

UNIT NO. 7200
FUND: General - 0001

OUTCOMES MEASURES			
	Outcomes	Indicators	Targets
1.	(continued)	q. Seek COAEMSP accreditation for the EMS education center. r. Obtain division wide compliance with HIPAA requirements.	q. Attain COAEMSP membership, apply for accreditation, prepare for accreditation visit and receive accreditation. r. Incorporate HIPAA standards into all aspects of business operations.
2.	Departments and employees have access to occupational health services and information regarding employer mandated health issues. This information will focus on health and wellness, safety and education.	a. Departmental health and/or medical requirements for regulatory agencies are met. b. Number of departments requesting technical assistance or information regarding occupational health, communicable disease, infection control and workplace exposures. c. Number of employees trained and certified in CPR, AED and First Aid. d. Number of employees trained in Blood Borne Pathogens (BBP). e. Number of employees obtaining flu vaccine. f. Number of employees attending the health and wellness fair. g. Educational program opportunities provided for departments.	a. Pre-placement physicals are scheduled within three days for request by department. Respirator medical clearance and fit testing is completed before the use of a respirator. 90% of health care workers at the Mental Health Division receive annual TB test. Increase by two. c. AED training will be included in all CPR classes. 98% of those employees taking CPR will become certified in the use of AED. d. 85% of employees taking BBP's indicate that they are aware of what personal protective equipment (PPE) is available to them and know where it is located. e. Increase participation by 10%. f. Increase participation by 10% in departments with more than 100 employees. g. Receive 800 completed surveys from employees on their identified needs and interests. Provide four health and wellness topics via a newsletter, lunch and learn, in-services, etc.
3.	Citizens benefit from Division's participation in coordinated, community-wide healthier community activities.	a. Number of community-wide activities that include staff representation and participation.	a. Community-wide coalition is developed to focus resources and attention on health and health access issues.

PERSONNEL SUMMARY				
	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Personal Services (w/o EFB)	\$ 2,528,252	\$ 2,878,978	\$ 2,793,796	\$ (85,182)
Employee Fringe Benefits (EFB)	\$ 599,561	\$ 763,533	\$ 947,015	\$ 183,482
Position Equivalent (Funded)*	62.9	63.2	60.5	(2.7)
% of Gross Wages Funded	91.1	98.7	96.1	(2.6)
Overtime (Dollars)**	\$ 8,741	\$ 32,520	\$ 32,520	\$ 0
Overtime (Equivalent to Positions)	0.2	0.8	0.8	0.0

* For 2001, the Position Equivalent is the budgeted amount.

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

ADOPTED 2003 BUDGET

DEPT: DEPARTMENT OF HEALTH AND HUMAN SERVICES –
COUNTY HEALTH RELATED PROGRAMS

UNIT NO. 7200

FUND: General - 0001

PERSONNEL CHANGES				
Job Title/Classification	Action	Number of Positions/ Total FTE	Division	Cost of Positions (Excluding Fringe Benefits)
Student Intern	Abolish	1/.50	Administration	\$ (11,130)
Registered Nurse 1 (Pool)	Abolish	3/.25	GAMP-Utilization Review	(15,354)
Paramedic Trainer/Paramedic	Abolish	1/.50	EMS-Paramedics	(17,712)
EMS Communicator (Hourly)	Abolish	7/.49	EMS-Paramedics	(16,982)
			TOTAL	\$ (61,178)

ORGANIZATIONAL COST SUMMARY					
DIVISION		2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Administration	Expenditure	\$ 746,655	\$ 766,821	\$ 1,102,754	\$ 335,933
	Abatement	(234,379)	(138,509)	(193,053)	(54,544)
	Revenue	36,632	0	0	0
	Tax Levy	\$ 475,644	\$ 628,312	\$ 909,701	\$ 281,389
Emergency Medical Services (Paramedics)	Expenditure	\$ 11,016,387	\$ 12,780,595	\$ 13,191,585	\$ 410,990
	Abatement	(115,736)	(273,045)	(203,230)	69,815
	Revenue	6,502,970	5,841,290	5,813,000	(28,290)
	Tax Levy	\$ 4,397,681	\$ 6,666,260	\$ 7,175,355	\$ 509,095
General Assistance- Medical Program	Expenditure	\$ 24,986,713	\$ 47,544,229	\$ 49,893,265	\$ 2,349,036
	Abatement	(148,064)	(291,197)	(286,054)	5,143
	Revenue	5,430,060	28,102,419	34,073,694	5,971,275
	Tax Levy	\$ 19,408,589	\$ 19,150,613	\$ 15,533,517	\$ (3,617,096)
Healthier Community Programs	Expenditure	\$ 38,078	\$ 480,129	\$ 201,878	\$ (278,251)
	Abatement	(1,326)	(129)	(1,878)	(1,749)
	Revenue	(484,119)	300,000	0	(300,000)
	Tax Levy	\$ 520,871	\$ 180,000	\$ 200,000	\$ 20,000

PROGRAM DESCRIPTION

The Department of Health and Human Services Division of County Health Related Programs (CHRP) is comprised of various programs which pertain to health-related services for County residents or visitors. CHRP is comprised of four areas of services: Administration, the Emergency Medical Services (EMS) Program (Paramedics), the General Assistance Medical Program (GAMP) and Healthier Community Programs which includes the International Health Training Consortium and Milwaukee County Sports Authority, and previously included the AIDS Harm Reduction Program.

BUDGET HIGHLIGHTS

- The 2003 Budget reflects a zero wage increase for all County managers in the Executive Compensation Plan (ECP). For 2003, all personal service contracts with ECP employees are eliminated, including the provision for 90-day notice upon termination. In addition, the 2003 Budget reflects a zero wage increase for all non-represented County employees with salaries of \$50,000 or more.
- In lieu of a 3% salary reduction for County managers in the Executive Compensation Plan, personal services are reduced an additional \$1,752, which is included in the departments' lump sum salary reduction. The Department of

ADOPTED 2003 BUDGET

DEPT: DEPARTMENT OF HEALTH AND HUMAN SERVICES –
COUNTY HEALTH RELATED PROGRAMS

UNIT NO. 7200
FUND: General - 0001

Administrative Services is authorized to process transfers between various departmental accounts for those departments that wish to utilize other sources of funding to offset increased Personal Services costs besides the lump sum salary reduction.

- All departments are directed to revise their Outcomes Measures to reflect their 2003 budgeted resources, if changes are needed, consistent with the Milwaukee County Mission and Vision statements. Each department shall report its Outcomes Measures directly to the County Board by March 1, 2003.
- 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			
	2002 Budget	2003 Budget	2002/2003 Change
Expenditures	\$ 766,821	\$ 1,102,754	\$ 335,933
Abatements	(138,509)	(193,053)	(54,544)
Revenues	0	0	0
Tax Levy	\$ 628,312	\$ 909,701	\$ 281,389

DESCRIPTION

The Division of County Health Related Programs includes an administration section which contains costs associated with the overall management of CHRP 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 CHRP.

BUDGET HIGHLIGHTS

- The Administration budget includes \$80,000 in the Professional Service Fees-Recurring Operations account for the contract for provision of Employee Health Services. This service reflects the costs associated with pre-employment exams, tuberculosis tests and other employment-related medical services which Milwaukee County may require for County employees. Costs are charged to various County departments during the year as County employees are referred for service. The cost of the actual medical services is abated out with other County departments reflecting a charge for medical service fees whenever those services are provided.
- The budget contains \$422,033 in cross charge increases from other County departments for rent and other non-abated charges. Total rent increases for 2003 are \$149,873 over the 2002 level primarily due to CHRP's move during 2002. In previous budgets, the cost for rent was reflected in individual program budgets and for 2003 rent is charged only to CHRP's administrative budget.
- The CHRP director position is unfunded for the first six months of the year for a savings of \$43,380.

ADOPTED 2003 BUDGET

DEPT: DEPARTMENT OF HEALTH AND HUMAN SERVICES –
COUNTY HEALTH RELATED PROGRAMS

UNIT NO. 7200

FUND: General - 0001

- \$(11,130) Abolish 1 Student Intern (Part-time)
One part-time student intern position is abolished for a reduction of \$11,130.
- Personal Services lump-sum reduction totals \$113,448, an increase of \$78,264 over 2002 primarily due to not funding the CHRP director for the first six months of 2003 and various reductions throughout the Division to reflect actual experience.
- The Health Insurance Portability and Accountability Act (HIPAA) establishes Federal requirements to assure the confidentiality of personal medical information and patient rights regarding such information. HIPAA is a

requirement for all public and private entities, including Milwaukee County, which provide medical care, operate employee health programs or have access to medical information through contractual relationships.

HIPAA raises a number of administrative and policy concerns. An appropriation of \$50,000 is budgeted to retain legal counsel and/or other expertise to address internal and external issues related to HIPAA. Because HIPAA has County-wide implications which may involve several County departments and programs, this appropriation is included in the DAS – Fiscal Affairs Division budget.

EMERGENCY MEDICAL SERVICES (PARAMEDICS)			
	2002 Budget	2003 Budget	2002/2003 Change
<u>Expenditures</u>			
Community Support	\$ 9,322,378	\$ 9,911,866	\$ 589,488
Education/Training	703,248	698,557	(4,691)
Communications Center	2,481,924	2,377,932	(103,992)
Total Expenditures	\$ 12,507,550	\$ 12,988,355	\$ 480,805
<u>Revenues</u>			
Paramedic Cost Recovery	\$ 5,600,000	\$ 5,600,000	\$ 0
Other	241,290	213,000	(28,290)
Total Revenue	\$ 5,841,290	\$ 5,813,000	\$ (28,290)
Tax Levy	\$ 6,666,260	\$ 7,175,355	\$ 509,095

DESCRIPTION

The Emergency Medical Services (EMS) Program (Paramedics) is a Milwaukee County-managed and sponsored program designed to benefit the entire community. There are five 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 training; a Quality Assurance program which reviews and monitors service delivery; the Communication Center staffed by emergency medical communicators to handle local and regional emergency calls; and the Community Training Center (CTC) which provides and coordinates public

training service for Cardio-Pulmonary Resuscitation (CPR), Advanced Life Support (ALS) and Pediatric Advanced Life Support (PALS) courses. Professional medical staff support for the program is provided through a separate professional services contract with the Medical College of Wisconsin (MCW).

The EMS Program is a broad-based community partnership program 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 training services as well as paramedic services at the Bradley Center or other activities.

ADOPTED 2003 BUDGET

DEPT: DEPARTMENT OF HEALTH AND HUMAN SERVICES –
COUNTY HEALTH RELATED PROGRAMS

UNIT NO. 7200
FUND: General - 0001

BUDGET HIGHLIGHTS

- The Pilot EMS Project between the County and Oak Creek increases expenditures by \$220,000 for 2003. This project transfers actual patient revenue collected by the County to the municipality. According to the Generally Accepted Accounting Principles (GAAP), these transfers must be reflected as an expenditure, not an adjustment to revenue. Other costs associated with contract increases pertaining to supplies and commodities are absorbed in the CHRP budget.
- An appropriation of \$243,260 is included for continuation of the contract with the Medical College of Wisconsin for the provision of on-line medical control and direction of the EMS Program, Emergency Management and the Airport Fire Service. These services include the staffing of the communication base on a 24-hour, seven-day-a-week basis with a Medical Director, physicians and residents, as well as clerical and administrative support. These services are critical to providing medical control and medical supervision of municipalities operating paramedic programs as required by State Statute.
- An appropriation of \$575,000 is included for anticipated costs associated with billing services performed by Claims Processing and Receivables (CPR). CPR's rate of reimbursement for 2003 will be 8.75 percent of net collections, plus an administrative fee. The contract with CPR was approved by County Board Resolution (File No. 01-305). CPR also provides billing and collection services under the umbrella contracts with the municipalities.
- Paramedic cost recovery revenue remains stable at \$5,600,000 to reflect 2002 Medicare rates. A rate increase of three percent to the base bill has been included, which is equal to \$15 for a paramedic transport and reflects an increased charge from \$509 to \$524 per transport, plus any billable, expendable supplies or equipment. The EMS Program will continue to adjust the costs for expendable supplies and equipment based on purchase price and regional average charges.

- \$(16,982) Abolish 7 Emergency Medical Services Communicator (Hourly)

Seven Emergency Medical Services Communicator Hourly positions are abolished for a savings of \$16,982.

- \$(17,712) Abolish 1 Paramedic Trainer/Paramedic (Part-time)

One part-time Paramedic Trainer/Paramedic position is abolished for a savings of \$17,712.

- The Emergency Medical Services Program will continue the training fee structure approved in 2002. The following is the 2003 fee schedule:

AHA Courses Offered by the Community Training Center	
Service	Fees
Basic Life Support/(CPR)/Person	\$ 25
Advanced Cardiac Life Support Per Person	\$200
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	\$ 25

Paramedic Courses Offered by the Community Training Center	
Service	Fees
County Resident/Program	
Classroom Instruction/Person	\$1,000
Supervised Hospital Experience	
with EMT-P Staff/Hour	\$ 15
with RN Staff/Hour	\$ 29
Supervised Field Experience	
with EMT-P Staff/Hour	\$ 20
with RN Staff/Hour	\$ 38

ADOPTED 2003 BUDGET

DEPT: DEPARTMENT OF HEALTH AND HUMAN SERVICES –
COUNTY HEALTH RELATED PROGRAMS

UNIT NO. 7200
FUND: General - 0001

Paramedic Courses Offered by the Community Training Center	
Service	Fees
Non-County Resident/Program	
Full Training Course/Person	\$7,800
Classroom Instruction/Person	\$1,200
Supervised Hospital Experience	
with EMT-P Staff/Hour	\$ 20
with RN Staff/Hour	\$ 38

Paramedic Courses Offered by the Community Training Center	
Supervised Field Experience	
with EMT-P Staff/Hour	\$ 20
with RN Staff/Hour	\$ 38
Paramedic Refresher Course	
Per Person/Day	\$ 60
Professional Ride Along	
Per Person/Day	\$ 60

GENERAL ASSISTANCE - MEDICAL PROGRAM			
	2002 Budget	2003 Budget	2002/2003 Change
Expenditures			
Administration	\$ 3,191,452	\$ 3,414,356	\$ 222,904
Medical Expenses	44,061,580	46,192,855	2,131,275
Total Expenditures	\$ 47,253,032	\$ 49,607,211	\$ 2,354,179
Revenues			
State Reimbursement	\$ 27,602,419	\$ 32,733,694	\$ 5,131,275
Refunds and Recoveries	500,000	1,340,000	840,000
Total Revenues	\$ 28,102,419	\$ 34,073,694	\$ 5,971,275
Tax Levy	\$ 19,150,613	\$ 15,533,517	\$ (3,617,096)

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) which captured additional Federal funds and reduced County tax levy support for GAMP. This program was expanded in 2002 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 for \$4.66 million which is used as a match for Federal supplemental payments and disproportionate share payments for hospital services.

BUDGET HIGHLIGHTS

- Previously adjusted in 1999, income eligibility for GAMP increases by \$20 to keep pace with

inflation. In addition, the sliding scale for family size is capped at six family members. The following income qualification criteria for GAMP eligibility is effective January 1, 2003:

Family Size	Current Monthly Gross Income Limitations	2003 Monthly Gross Income Limitations
1	\$ 882	\$ 902
2	1,146	1,166
3	1,409	1,429
4	1,677	1,697
5	1,946	1,966
6	2,218	2,238
7	2,484	2,238
8	2,758	2,238
9	3,033	2,238
10	3,306	2,238

- An administrative fee of \$35 will be collected from all individuals who apply to GAMP at the time of application submission. This fee will be utilized to offset some of the administrative costs

ADOPTED 2003 BUDGET

DEPT: DEPARTMENT OF HEALTH AND HUMAN SERVICES –
COUNTY HEALTH RELATED PROGRAMS

UNIT NO. 7200
FUND: General - 0001

for processing the application and subsequent claims. The fee is waived for homeless individuals. The administrative fee increases revenue by \$980,000.

- Expenditures and revenues for GAMP have been adjusted to reflect the anticipated expansion of the Intergovernmental Transfer Program (ITP) and a reduction in tax levy support to GAMP of \$3 million. GAMP expenditures for ITP increase \$2,131,275 over 2002 to \$6,791,275 to reflect the anticipated increased payment to the State Department of Health and Family Services for the County's share of the program. This ITP payment will be matched with Federal funds of approximately \$3 million. The payment and matching funds, totaling approximately \$5,131,275, will be returned to the County as refunds from area hospitals and medical providers as established in the GAMP contracts. The net effect of these adjustments over 2002 is a \$3 million tax levy reduction.

As a result of this change, GAMP medical expenditures for 2003 increase \$2,131,275, from \$44,061,580 to \$46,192,855.

GAMP is specifically prohibited from expending \$5,131,275 in medical service fees to area hospitals until such time as the expanded ITP has been approved by the State of Wisconsin in its 2003-2005 biennium budget. These funds are to be allocated to the GAMP Allocated Contingency Fund and shall be administratively released by GAMP upon adoption of the expanded ITP. If the expanded ITP is not approved, \$5,131,275 in payments would not be

issued to area hospitals and medical providers by the County.

- Contractual services appropriations include \$1,525,000 for the continuation of the contract with Wisconsin Physician Services Inc., (WPS) for claims processing and other administrative fiscal services provided by WPS as approved by County Board Resolution (File No. 01-305). The contract increases \$370,000 over 2002 to reflect actual experience.
- An appropriation of \$25,000 is included for the continuation of the Latino Health Organization contract for the provision of English-Spanish translation services.
- An appropriation of \$80,000 is included for the continuation of the contract with the Medical College of Wisconsin for the Demand Management program. This consultation contract provides direct physician consultation to the program in cases in which outside medical opinions regarding procedures and treatment are necessary and when denials for specialty services are appealed.
- \$(15,354) Abolish 3 Registered Nurse 1 (Pool)

The number of pool nurse slots is reduced by three resulting in a savings of \$15,354 to the Utilization Review section.

- Title 19 recoupments decrease \$140,000, from \$500,000 to \$360,000 based on experience.

ADOPTED 2003 BUDGET**DEPT:** DEPARTMENT OF HEALTH AND HUMAN SERVICES –
COUNTY HEALTH RELATED PROGRAMS**UNIT NO.** 7200
FUND: General - 0001

HEALTHIER COMMUNITY PROGRAMS			
	2002 Budget	2003 Budget	2002/2003 Change
Expenditures	\$ 480,000	\$ 200,000	\$ (280,000)
Revenues	300,000	0	(300,000)
Tax Levy	\$ 180,000	\$ 200,000	\$ 20,000

DESCRIPTION

This section funds programs that aim to improve the general health and well-being of County residents and increase educational awareness of healthier lifestyles. This section also provides support for other services through direct financial contributions.

BUDGET HIGHLIGHTS

- Funding for the AIDS Resource Center of Wisconsin is eliminated resulting in a \$230,000 reduction in expenditures. The 2002 budget included Potawatomi revenue of \$100,000, resulting in a tax levy savings of \$130,000.
- \$200,000 is included for the Sports Authority for 2003. The Sports Authority will make an effort to target youth who have been involved in the juvenile justice system. The Division is directed to initiate a competitive bidding process to secure an outside entity to administer the Sports Authority in 2003.

The Sports Authority, composed of seven members, reviews and recommends to the

County Board funding for grant proposals from community organizations seeking to provide sports activities targeted toward at-risk youths, with an emphasis on ages 6 to 15, and females who may not have the opportunity to participate in, and benefit from, organized aerobic sports (e.g., basketball, swimming, volleyball, etc.). This appropriation for the Sports Authority is unchanged from 2002.

- A \$50,000 tax levy appropriation to support the privatized Milwaukee International Health Training Consortium (MIHTC) is discontinued in 2003. Instead, CHRP will provide in-kind services and support to insure the continuation of MIHTC. These in-kind services and support will include the use of vacant office space in the building occupied by CHRP. To adjust MIHTC's budget for operating expenses, other community support programs will be expected to provide donations.

ADOPTED 2003 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	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Personal Services (w/o EFB)	\$ 8,002,690	\$ 9,017,470	\$ 9,763,091	\$ 745,621
Employee Fringe Benefits (EFB)*	2,036,161	2,470,176	3,425,837	955,661
Services	2,280,266	2,795,451	3,929,465	1,134,014
Commodities	1,462,661	2,107,496	2,188,881	81,385
Other Charges	55,390,901	63,735,048	103,271,290	39,536,242
Capital Outlay	55,285	0	105,837	105,837
County Service Charges	3,241,106	4,106,040	3,340,646	(765,394)
Abatements	(2,327,968)	(3,584,640)	(2,694,426)	890,214
Total Expenditures	\$ 70,141,102	\$ 80,647,041	\$ 123,330,621	\$ 42,683,580
State & Federal Revenue	34,612,577	16,450,205	13,459,585	(2,990,620)
Other Direct Revenue	33,844,963	61,969,359	107,595,679	45,626,320
Total Direct Revenue	\$ 68,457,540	\$ 78,419,564	\$ 121,055,264	\$ 42,635,700
Direct Property Tax Levy	\$ 1,683,562	\$ 2,227,477	\$ 2,275,357	\$ 47,880

* The 2002 and 2003 budgets include fringe benefits. The 2001 actual has been adjusted for comparison.

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*				
Account Summary	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Central Service Allocation	\$ 264,622	\$ 448,220	\$ 484,331	\$ 36,111
Courthouse Space Rental	0	0	0	0
Document Services	52,315	54,089	58,302	4,213
Tech Support & Infrastructure	276,642	237,244	312,782	75,538
Distribution Services	9,701	12,048	13,476	1,428
Telecommunications	64,167	63,311	75,147	11,836
Records Center	5,278	10,253	6,590	(3,663)
Radio	0	0	0	0
Personal Computer Charges	103,817	100,000	8,202	(91,798)
Applications Charges	292,147	186,804	248,475	61,671
Total Charges	\$ 1,068,689	\$ 1,111,969	\$ 1,207,305	\$ 95,336
Direct Property Tax Levy	\$ 1,683,562	\$ 2,227,477	\$ 2,275,357	\$ 47,880
Total Property Tax Levy	\$ 2,752,251	\$ 3,339,446	\$ 3,482,662	\$ 143,216

* 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 2003 BUDGET**DEPT:** DEPARTMENT ON AGING**UNIT NO.** 7900**FUND:** General - 0001**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.

OUTCOMES MEASURES			
	Outcomes	Indicators	Targets
1.	Older adults have an increased opportunity for health care, nutrition and socialization.	a. Annual attendance at the Senior Centers. b. Number of visits per client.	a. 5% annual increase in attendance. b. 10% increase in number of average visits per client.
2.	Older adults and the community have an increased awareness of assistance provided by the Elder Abuse program.	a. Number of Elder Abuse incidents reported annually. b. Disposition of Elder Abuse referrals.	a. 10% annual increase in Elder Abuse incidents reported. b. 5% increase in number of clients that accept service.
3.	Older adults and the community have improved access to information regarding aging services.	a. Number of annual calls to Elder Link. b. Percent of callers who received helpful information. c. Number of hits on Website.	a. 5% annual increase in calls to Elder Link. b. 70% satisfaction rate on callers surveyed.
4.	Eligible older adults have improved access to Long Term Care funding through the Family Care Program	a. Number of eligible older adults enrolling in Family Care	a. Net enrollment in Family Care during 2003 will increase by at least 500 eligible persons
5.	Older adults have an increased opportunity to return to their home or the community.	a. Number of residential relocations.	a. 10% increase in placements from residential settings into the community.

PERSONNEL SUMMARY				
	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Personal Services (w/o EFB)	\$ 8,002,690	\$ 9,017,470	\$ 9,763,091	\$ 745,621
Employee Fringe Benefits (EFB)	\$ 2,036,161	\$ 2,470,176	\$ 3,425,837	\$ 955,661
Position Equivalent (Funded)*	206.9	196.7	197.6	0.9
% of Gross Wages Funded	81.7	94.5	99.6	5.1
Overtime (Dollars)**	\$ 263,760	\$ 109,116	\$ 109,116	\$ 0
Overtime (Equivalent to Positions)	7.2	1.93	1.93	0

* For 2001, the Position Equivalent is the budgeted amount.

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

ADOPTED 2003 BUDGET
DEPT: DEPARTMENT ON AGING

UNIT NO. 7900

FUND: General - 0001

PERSONNEL CHANGES				
Job Title/Classification	Action	Number of Positions/ Total FTE	Division	Cost of Positions (Excluding Fringe Benefits)
Service Support Specialist	Abolish	5/5.0	Resource Center	\$ (166,894)
Mental Health Asst (Aging)	Abolish	1/1.0	Resource Center	(24,380)
Accounting Manager (Aging)	Transfer	1/1.0	Administration	(78,066)
Budget Manager (Aging)	Transfer	1/1.0	Administration	(79,608)
Human Res Coord (Aging)	Transfer	1/1.0	Administration	(65,044)
Mgmt Info Systems Coord	Transfer	1/1.0	Administration	(44,584)
Network Appl Spec (Aging)	Transfer	2/2.0	Administration	(82,574)
Network Appl Spec 3 (Aging)	Transfer	1/1.0	Administration	(52,494)
Network Tech Spec 3 (Aging)	Transfer	1/1.0	Administration	(56,986)
			TOTAL	\$ (650,630)

ORGANIZATIONAL COST SUMMARY					
DIVISION		2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Administration	Expenditure	\$ 1,164,303	\$ 2,876,839	\$ 2,082,265	\$ (794,574)
	Abatement	(1,040,002)	(2,876,839)	(2,074,697)	802,142
	Revenue	(1,254,885)	0	0	0
	Tax Levy	\$ 1,379,186	\$ 0	\$ 7,568	\$ 7,568
Elderly Services	Expenditure	\$ 3,888,939	\$ 3,454,484	\$ 3,326,682	\$ (127,802)
	Abatement	(94,954)	(13,013)	(22,550)	(9,537)
	Revenue	3,561,028	2,803,939	2,771,739	(32,200)
	Tax Levy	\$ 232,957	\$ 637,532	\$ 532,393	\$ (105,139)
Elderly Nutrition	Expenditure	\$ 4,538,147	\$ 4,358,551	\$ 4,345,707	\$ (12,844)
	Abatement	(330,580)	(4,395)	(15,283)	(10,888)
	Revenue	4,132,742	4,268,160	4,232,019	(36,141)
	Tax Levy	\$ 74,825	\$ 85,996	\$ 98,405	\$ 12,409
Senior Centers	Expenditure	\$ 490,605	\$ 1,059,657	\$ 1,113,515	\$ 53,858
	Revenue	55,000	0	70,169	70,169
	Tax Levy	\$ 435,605	\$ 1,059,657	\$ 1,043,346	\$ (16,311)
Long Term Support	Expenditure	\$ 22,888,680	\$ 4,160,749	\$ 0	\$ (4,160,749)
	Abatement	(307,550)	(265,727)	0	265,727
	Revenue	21,572,569	4,081,818	0	(4,081,818)
	Tax Levy	\$ 1,008,561	\$ (186,796)	\$ 0	\$ 186,796
Resources: Community Alternatives/Intervention Services	Expenditure	\$ 4,905,890	\$ 6,946,226	\$ 8,484,313	\$ 1,538,087
	Abatement	(232,482)	(360,305)	(176,811)	183,494
	Revenue	5,112,760	5,752,709	7,116,929	1,364,220
	Tax Levy	\$ (439,352)	\$ 833,212	\$ 1,190,573	\$ 357,361
Care Management Coordinated Services	Expenditure	\$ 34,592,508	\$ 61,375,175	\$ 106,672,565	\$ 45,297,390
	Abatement	(322,402)	(64,361)	(405,085)	(340,724)
	Revenue	35,278,326	61,512,938	106,864,408	45,351,470
	Tax Levy	\$ (1,008,220)	\$ (202,124)	\$ (596,928)	\$ (394,804)

ADOPTED 2003 BUDGET**DEPT:** DEPARTMENT ON AGING**UNIT NO.** 7900**FUND:** General - 0001**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 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.

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 Pilot initiative. During 2003, the Department on Aging will complete its first full year of implementing the Family Care program as an entitlement for older adults in Milwaukee County. Family Care replaces the state's Long Term Support programs, including the Community Options Program (COP), COP Waiver, Community Integration Program (CIP) and several services currently provided through the State's Medical Assistance Program with a single, integrated Long Term Care benefit program.

COMMUNITY AIDS FOR THE DEPARTMENT ON AGING			
	<u>2002 Budget</u>	<u>2003 Budget</u>	<u>2002/2003 Change</u>
I. Programs Requiring Match			
Base Allocation	\$ 4,229,475	\$ 2,627,574	\$ (1,601,901)
II. Other Programs			
Community Options Program-MA Waiver	\$ 1,051,200	\$ 0	\$ (1,051,200)
Community Options Program	415,266	0	(415,266)
Alzheimer Caregiver	589,822	242,158	(347,664)
Community Integration Program II	65,700	0	(65,700)
Community Integration Program IB	229,951	0	(229,951)
Sub-Total	\$ 2,351,939	\$ 242,158	\$ (2,109,781)
Grand Total	\$ 6,581,414	\$ 2,869,732	\$ (3,711,682)

Administration consists of the Director's Office and the Fiscal/Support Services Division.

The major functions of the **Fiscal/Support Services** Division include budget development and management, accounting, information technology, 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.

This division also develops the Department's fiscal policies and oversees data applications development, hardware, software, and minor DP support services.

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 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, universities and voluntary organizations interested in meeting the needs of older adults in the community.

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 purpose of the program is twofold:

1. To provide older persons, particularly those with low incomes, low-cost, nutritionally sound meals in strategically located congregate sites. Two of the 34 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.

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.

As a major component of the State of Wisconsin Family Care initiative, this unit has four primary 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** unit was created in response to the Family Care initiative. The unit provides coordinated, managed care benefits to older adults in need of long term care and found eligible for the Family Care benefit. 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.

BUDGET HIGHLIGHTS

DEPARTMENTAL

- The Department on Aging's 2003 budget reflects the first full year of implementation of the State of Wisconsin's Family Care Pilot initiative as an entitlement for older people in Milwaukee County. Under Family Care, the Department's Care Management Organization (CMO) 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. The 2003 budget reflects a significant expansion of the Family Care program, first initiated as a pilot in 2000. This expansion is wholly dependent upon anticipated increases in client enrollment in the Family Care program and reflects the Department's current enrollment levels and projections based on demographic data provided by the State.
- The Department's Long Term Support Division completed operations in 2002 as clients and funding were shifted from the State's Long Term Support Programs including the Community Options Program and waivers to Family Care. Changes in departmental staffing, client services and overall funding reflect full implementation of the Family Care initiative. The Department's 2003 budget thus fully implements initiatives

ADOPTED 2003 BUDGET

DEPT: DEPARTMENT ON AGING

UNIT NO. 7900

FUND: General - 0001

originally authorized by the County Board in 1997 (Resolution File No. 96-630) and 1998 (Resolution File No. 98-893).

- Primarily due to full implementation of the Family Care initiative, expenditures reflect an increase of \$42,683,580, from \$80,647,041 in 2002 to \$123,330,621 in 2003, resulting in a net tax levy of \$2,275,357. The 2003 tax levy reflects an increase of \$47,880 from the 2002 adopted budget.
- Contractual services increase \$1,134,014, from \$2,795,451 to \$3,929,465. The increase is primarily due to \$782,100 for Family Care Third Party Administrator (TPA) services, \$55,666 in professional service fees primarily for RN consultation and \$295,500 for IT system support and maintenance.
- Commodities reflect an increase of \$81,385, from \$2,107,496 to \$2,188,881, including \$132,820 in increased food expenditures based on experience and an inflationary increase, \$12,813 in computer software and \$13,000 in minor data processing equipment. The increases are partially offset by reductions of \$20,747 in office supplies and \$75,000 in physical training and occupational therapy supplies.
- July 1, 2002 is the effective date of service entitlement in the Department on Aging's Care Management Organization (CMO). Full implementation of a managed care system in the Department on Aging represents the end of a dual system of funding for elderly long term care services in Milwaukee County, and the transition from Long Term Support funding through a "fee-for-service" method of purchase to a capitated rate system.
- Other Charges for client services increase \$39,536,242, from \$63,735,048 to \$103,271,290. This increase includes \$43,197,769 in the Care Management Organization client services under the capitated rate system and \$84,498 in Supportive Home Care services. Increase in Other Charges reflect a partial offset due to elimination of already reduced Long Term Support client service funding of \$806,875 due to full implementation of Family Care, including

reductions of \$15,111 in CIP 1A, \$181,661 in CIP 1B, \$304,848 in COP-Waiver, \$58,476 in CIP II and \$246,779 in COP. Increase in Other Charges is also partially offset by a reduction of \$2,125,848 in the contribution to the "risk reserve" to meet minimum requirements as stated under the Department's CMO contract with the Wisconsin Department of Health and Family Services.

- Capital Outlay increases \$105,837 from zero in 2002 for purchase of computer equipment.
- Revenues increase \$42,635,700, from \$78,419,564 to \$121,055,264, including \$45,626,320 in Other Direct revenue and a reduction of \$2,990,620 in State and Federal revenue.

CMO capitation revenue reflects an increase of \$40,072,500, from \$57,624,000 to \$97,696,500. CMO client share revenue includes a proportional increase of \$5,786,057. CMO revenue reflects a partial offset due to a reduction in risk sharing revenue of \$232,237.

State and Federal revenue increases include \$837,231 in Resource Center Allocation, \$27,357 in Resource Center Information and Assistance, \$55,505 in Resource Center Functional Screen, \$51,147 in Adult Protective Service, \$14,738 in Area Agency on Aging Administration, \$77,576 in Title III B, \$13,029 in Title III C 1, \$74,351 in Title III C 2, \$52,139 in Title III E, \$295,560 in Elder Abuse and \$20,314 in Preventive Health.

State and Federal reductions include \$29,157 in S85.21 transportation revenue, \$16,425 in CIP 1A, \$229,951 in CIP 1B, \$1,051,200 in COP-Waiver, \$65,700 in CIP II, \$415,266 in COP, \$347,664 in Alzheimer Caregiver Support Program, \$152,801 in Resource Center Wellness grant, \$140,000 in MA Case Management, \$200,000 in MA Personal Care, \$237,134 in Economic Support Specialist and Service Support Specialist reimbursement, \$600,001 in BCA and \$29,750 in USDA reimbursements.

- \$(78,066) Transfer 1 Accounting Manager (Aging)
(79,608) Transfer 1 Budget Manager (Aging)

ADOPTED 2003 BUDGET

DEPT: DEPARTMENT ON AGING

UNIT NO. 7900

FUND: General - 0001

(65,044)	Transfer 1 Human Resources Coordinator (Aging)
(44,584)	Transfer 1 Management Information Systems Coordinator
(82,574)	Transfer 2 Network Applications Specialist (Aging)
(52,494)	Transfer 1 Network Applications Specialist 3 (Aging)
<u>(56,986)</u>	<u>Transfer 1 Network Technical Specialist 3 (Aging)</u>
\$ (459,356)	Total

In 2003, Personal Services decreases \$459,356 as a result of implementing the Department of Administrative Services (DAS) reorganization plan due to the transfer of these positions to DAS.

- The 2003 Budget reflects a zero wage increase for all County managers in the Executive Compensation Plan (ECP). For 2003, all personal service contracts with ECP employees are eliminated, including the provision for 90-day notice upon termination. In addition, the 2003 Budget reflects a zero wage increase for all non-represented County employees with salaries of \$50,000 or more.
- In lieu of a 3% salary reduction for County managers in the Executive Compensation Plan, personal services are reduced an additional \$11,952, which is included in the departments' lump sum salary reduction. The Department of Administrative Services is authorized to process transfers between various departmental accounts for those departments that wish to utilize other sources of funding to offset increased Personal Services costs besides the lump sum salary reduction.
- All departments are directed to revise their Outcomes Measures to reflect their 2003 budgeted resources, if changes are needed, consistent with the Milwaukee County Mission and Vision statements. Each department shall report its Outcomes Measures directly to the County Board by March 1, 2003.
- 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."

AREA AGENCY SERVICES DIVISION

ELDERLY SERVICES

- Expenditures decrease \$137,339, from \$3,441,471 to \$3,304,132. Revenue decreases \$32,200.
- Personal services reduction of \$9,460 reflects a wage and benefit increase of \$52,904, offset by a reduction of \$62,364. This reduction is due to the transfer of one Program Coordinator (Aging) position to the CMO to work with members to address specific housing needs including the level of care required, transportation needs, any physical accommodations that may be necessary (such as installation of grab bars in the bathtub) and similar issues not routinely addressed by local housing authorities or other community agencies that serve the general population. This position will work with landlords and other housing providers to educate them on the special housing needs facing many seniors, and will serve as a trusted advocate for seniors dealing with housing issues. The duties of this position more appropriately align with services provided in the managed care system.
- Contractual services reflect an increase of \$44,355 due to allocation of costs more specific to program areas as opposed to centralizing these costs in Administration, including rent of \$19,836 and Information Technology expenses of \$20,000.
- Other charges reflect a decrease of \$66,538, from \$2,633,970 to \$2,567,432, primarily due to

ADOPTED 2003 BUDGET

DEPT: DEPARTMENT ON AGING

UNIT NO. 7900

FUND: General - 0001

transfer of administrative support from an outside vendor for the development and implementation of the Family Caregiver Support Program to Department on Aging administrative maintenance and support.

- In Milwaukee County, as throughout the United States, approximately 80 percent of the care received by older people is provided by their families and other informal networks. In 2003, the Department will continue its Family Caregiver Support Initiative, begun in 2001 with funding provided under Title III-E of the Older Americans Act. This program supports a broad array of services targeted to persons providing care to older family members. Services include a Caregiver Helpline, educational presentations in the community and informational materials. The program also pays for a range of respite care services to prevent burnout among overstressed caregivers.

Expenditures and offsetting revenue of \$443,625 reflect a \$52,139 increase to provide a networked system of supports for the valuable resources in Family Caregivers.

- A revenue decrease of \$32,200 is due to a loss of \$145,575 in State funding for BCA. The decrease in BCA is largely offset with increases in Other Federal Grants and Reimbursements, including \$77,576 in Title III B, \$14,738 in Area Agency on Aging Administration and \$20,314 in Preventive Health.

SENIOR MEAL PROGRAM

- In 2002, the Department on Aging opened two new meal sites in the northern quadrant of Milwaukee County. Meal sites were established in the Village of Brown Deer in response to the growing elderly population and also at a senior housing facility in the northwest to provide nutrition options to the elderly residing there. Also in 2002, as operation of the County Senior Centers was transitioned from the Department of Parks, Recreation and Culture to the Department on Aging, congregate meal oversight was integrated into the management of the senior centers, thereby eliminating duplicative contractual activities. Continuing with this theme of enhanced integration of senior center activities and senior meal programs, the

department increased direct contracting with ethnic and suburban senior centers for management of the meal program from three to five. This strategy maximizes funding and provides more coordinated programming.

In 2001, a Nutrition Study was completed to determine how to make the senior meal program more of a dining experience, improve marketing efforts, and increase social opportunities. Many of those initiatives have been implemented and will continue to be priorities in 2003.

- A net expenditure decrease of \$23,732 consists primarily of an increase in food expenditures of \$140,242 based on experience and increases in Personal Services of \$11,877 and Contractual Services of \$11,765. These expenditure increases are offset by a reduction in Purchase of Service expenditures of \$116,867 and crosscharge reductions totaling \$75,455.
- A net revenue reduction of \$36,141 consists of a decrease in State and Federal revenue of \$238,503 primarily due to a reduction of \$93,771 in BCA and \$29,750 in USDA reimbursements. These revenue reductions are partially offset by an increase in Other Direct Revenue of \$202,362, resulting in a net tax levy increase of \$12,409.

	2002	2003	2002/2003
	<u>Budget</u>	<u>Budget</u>	<u>Change</u>
Number of Meal Sites Open	34	34	0
Number of Meals Served at Meal Sites	492,831	427,310	(65,521)
Home-Delivered Meals	265,000	231,000	(34,000)
Total Meals Served	757,831	658,310	(99,521)

- Meals served in both congregate and home delivered meal programs reflect reductions which more accurately reflect actual experience.

The Department on Aging will continue to work with the community to establish a meal site in the Southwest quadrant of Milwaukee County.

ADOPTED 2003 BUDGET

DEPT: DEPARTMENT ON AGING

UNIT NO. 7900

FUND: General - 0001

SENIOR CENTERS

- The Department on Aging manages five Milwaukee County owned senior centers and partially and/or fully funds nine additional senior centers. In 2002, management of three Senior Centers historically operated by the Department of Parks, Recreation and Culture was transferred to the Department on Aging. The transferred centers were the Clinton & Bernice Rose, Kelly and Wilson Park Senior Centers. Continuity of programming and services to center participants resulted in a successful transition. The Department continues to work with the Advisory Councils of these centers and center participants to identify needed improvements in programming and facility upgrades. With the management of the senior centers consolidated into one contract, there will be increased opportunities for resource sharing and coordination of activities. Additionally, the Department conducted a study of senior centers to determine strategies to increase attendance and quality programs, which continues to be a priority in 2003. A Senior Center Roundtable was re-established and includes senior center directors from all senior centers in Milwaukee County, whether they are County, municipal or senior center clubs. This roundtable will further expand opportunities to share resources and market to seniors throughout all of Milwaukee County.

In collaboration with the University of Wisconsin - Milwaukee, in 2002, fitness programs were added to two senior centers. Efforts will continue in 2003 to expand this type of programming to other centers. The response from the center participants has been very positive and ensures that wellness and mobility can be part of their lives as they age.

- Expenditures increase \$47,858 to provide for a share of the costs of a position (located within the Department of Public Works - DPW) whose function will be to perform maintenance on the five County-owned Senior Centers and the two Wil-O-Way facilities managed by the Office for Persons with Disabilities. An additional \$6,000 is included within the contract for Senior Center management to provide for lease and operation of a maintenance vehicle. Base Community Aids

are reallocated within the Department on Aging to offset these costs.

RESOURCES: COMMUNITY ALTERNATIVES & RESOURCES: INTERVENTION SERVICES DIVISIONS (RESOURCE CENTER)

	2002 <u>Budget</u>	2003 <u>Budget</u>
Pre-admission Consultations	1,200	1,200
Functional Screens	2,200	3,500
Information Calls	50,000	60,000

- The Resources: Community Alternatives and Resources: Intervention Services Divisions, known collectively as the Resource Center, is the primary source of quality information and assistance services on benefits and long term care programs, public and private, for persons over age 60. The Resource Center is the access point for public benefit programs, including Family Care.
- \$(166,894) Abolish 5 Service Support Specialist
(24,380) Abolish 1 Mental Health Assistant
\$(191,274) Total

Expenditures increase \$1,721,581 reflecting the shift of \$1,622,499 of remaining related client service expenditures from the Long Term Support Division due to full implementation of Family Care. Personal Services increase \$230,755, including abolishment of five vacant Service Support Specialist and one vacant Mental Health Assistant positions. The resulting decrease of \$191,274 due to these position abolishments is offset by position transfers from the Long Term Support Division.

CARE MANAGEMENT COORDINATED SERVICES DIVISION (CARE MANAGEMENT ORGANIZATION)

	2002 <u>Budget</u>	2003 <u>Budget</u>
CMO Enrollments	1,200	1,500
CMO Clients Served	3,500	5,000

ADOPTED 2003 BUDGET

DEPT: DEPARTMENT ON AGING

UNIT NO. 7900

FUND: General - 0001

- The Care Management Coordinated Services Division (also referred to as Care Management Organization or CMO) administers client service benefits for eligible seniors by creating comprehensive plans of care, contracting with a wide range of service provider vendors and monitoring the quality of services provided through an interdisciplinary team approach.

April 1, 2002 represented the effective date of full implementation of care management services for Department on Aging long term care elderly services and marks the end of the purchase of client services under the Long Term Support fee-for-service system. On July 1, 2002, Family Care became an entitlement for all eligible older adults in Milwaukee County.

- Expenditures increase \$44,956,666, including \$2,877,302 in personal services, \$1,369,955 in contractual services, \$37,658 in commodities, \$105,837 in capital outlay and \$40,869,559 in client services.
- Personal Services increase \$2,877,302, including \$1,874,370 in salaries and wages,

\$859,531 in fringe benefits and \$143,401 in Social Security.

- Contractual services increase \$1,369,955, due primarily to increases of \$285,000 for Information Technology systems enhancements, support and maintenance of existing systems, \$782,100 in Third Party Administrator (TPA) services which manages the CMO's client/provider payment system and \$287,747 in building and space rental due to decentralization of such costs.
- Client services increase \$40,869,559, reflecting long term care services as an entitlement, serving 5,000 clients in 2003, an increase of 1,500 from 3,500 during 2002.
- CMO revenue increases \$45,351,470, from \$61,512,938 to \$106,864,408. Expenditure and revenue increases result in a net tax levy decrease of \$394,804.

ADOPTED 2003 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.

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, alcohol and drug abusers, and those in need of financial assistance. Many of the services provided are mandated by State Statute.

BUDGET SUMMARY				
Account Summary	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change**
Personal Services (w/o EFB)	\$ 41,774,466	\$ 36,540,046	\$ 34,477,796	\$ (2,062,250)
Employee Fringe Benefits (EFB)*	10,363,958	9,990,791	11,980,830	1,990,039
Services	9,216,650	7,712,458	9,572,636	1,860,178
Commodities	461,290	609,054	605,011	(4,043)
Other Charges	103,156,166	88,261,508	98,327,791	10,066,283
Capital Outlay	8,117	56,700	58,555	1,855
County Service Charges	20,671,195	16,728,040	15,081,117	(1,646,923)
Abatements	(17,637,787)	(13,342,929)	(11,517,768)	1,825,161
Sub Total Expenditures	\$ 168,014,055	\$ 146,555,668	\$ 158,585,968	\$ 12,030,300
State Corrections Charges	31,406,946	33,797,276	30,177,848	(3,619,428)
Total Expenditures	\$ 199,421,001	\$ 180,352,944	\$ 188,763,816	\$ 8,410,872
State & Federal Revenue	129,162,998	111,738,724	129,513,397	17,774,673
Other Direct Revenue	16,927,361	12,576,088	6,391,359	(6,184,729)
Total Direct Revenue	\$ 146,090,359	\$ 124,314,812	\$ 135,904,756	\$ 11,589,944
Community Aids to Corrections	0	1,874,167	0	(1,874,167)
Youth Aids to Corrections	31,406,946	31,923,109	30,177,848	(1,745,261)
Total Revenues	\$ 177,497,305	\$ 158,112,088	\$ 166,082,604	\$ 7,970,516
Direct Property Tax Levy	\$ 21,923,696	\$ 22,240,856	\$ 22,681,212	\$ 440,356

* The 2002 and 2003 budgets include fringe benefits. The 2001 actual has been adjusted for comparison.

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*				
Account Summary	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Central Service Allocation	\$ 1,931,456	\$ 2,281,079	\$ 1,707,755	\$ (573,324)
Document Services	66,702	78,600	83,336	4,736
Tech Support & Infrastructure	1,212,847	1,373,389	927,323	(446,066)
Distribution Services	11,439	18,631	15,890	(2,741)
Telecommunications	303,898	297,900	320,407	22,507
Records Center	57,198	69,670	71,408	1,738
Radio	56,091	55,936	49,933	(6,003)
Personal Computer Charges	15,572	15,000	12,303	(2,697)
Applications Charges	1,293,232	1,109,902	703,376	(406,526)
Total Charges	\$ 4,948,435	\$ 5,300,107	\$ 3,891,731	\$ (1,408,376)
Direct Property Tax Levy	\$ 21,923,696	\$ 22,240,856	\$ 22,681,212	\$ 440,356
Total Property Tax Levy	\$ 26,872,131	\$ 27,540,963	\$ 26,572,943	\$ (968,020)

* 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 2003 BUDGET**DEPT:** DEPARTMENT OF HEALTH AND HUMAN SERVICES**UNIT NO.** 8000**FUND:** General - 0001**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.

OUTCOMES MEASURES			
	Outcomes	Indicators	Targets
1.	a. Individuals eligible for Food Stamps are better able to meet their basic nutritional needs.	a. 13.4% of Milwaukee County population receives food stamps while 16.5% of the Milwaukee County population lives below poverty per U.S. Census Bureau data 2000.	a. Increase percentage of Milwaukee County food stamps recipients by 0.6% of persons living below poverty in Milwaukee County (approximately 2,237 cases)
2.	Community safety is enhanced through a reduction in juvenile crime.	a. Number of youth who comply with court orders/programs during predisposition. b. Number of youth who complete the First Time Juvenile Offender Program (FTJOP). c. Number of youth who do not re-offend.	a. 65% comply with orders/programs. b. 75% complete the FTJOP. c. 60% do not re-offend.
3.	Adults will be employed in the community to enhance their economic status and acknowledge their contribution to the community.	a. Number of adults that were enrolled in community programs. b. Number of adults who retained employment during the year from 2001 and during 2002.	a. 30% increase over the baseline data or 30% over the number of newly employed participants served in the 2000 fiscal year.

PERSONNEL SUMMARY					
	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change	
Personal Services (w/o EFB)	\$ 41,774,466	\$ 36,540,046	\$ 34,477,796	\$	(2,062,250)
Employee Fringe Benefits (EFB)	\$ 10,363,958	\$ 9,990,791	\$ 11,980,830	\$	1,990,039
Position Equivalent (Funded)*	1,207.9	945.2	846.2		(99.0)
% of Gross Wages Funded	93.3	92.1	89.3		(2.8)
Overtime (Dollars)**	\$ 1,779,124	\$ 438,564	\$ 438,564	\$	0
Overtime (Equivalent to Positions)	51.4	12.7	12.7		0.0

* For 2001, the Position Equivalent is the budgeted amount.

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

ADOPTED 2003 BUDGET
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)
Deputy Director - Human Services	Abolish	1/1.0	Administration	\$ (116,102)
Executive Assistant DHS	Abolish	1/1.0	Administration	(85,312)
Senior Executive Asst - DHS (NR)	Abolish	1/1.0	Administration	(44,584)
Public Relations Coord - HHS	Abolish	1/1.0	Administration	(60,702)
Account Clerk 2	Abolish	1/1.0	Management Services	(34,452)
Accountant 2 (NR)	Abolish	1/1.0	Management Services	(36,364)
Admin Specialist DHS	Abolish	1/1.0	Management Services	(36,246)
Clerical Assistant 1	Abolish	1/1.0	Management Services	(34,094)
Clerical Assistant 2 (NR)	Abolish	1/5	Management Services	(14,194)
Clerical Specialist DHS	Abolish	1/1.0	Management Services	(35,986)
Executive Assistant DHS	Abolish	1/1.0	Management Services	(33,170)
Office Support Assistant 1	Abolish	1/1.0	Management Services	(30,468)
Office Support Assistant 2	Abolish	1/1.0	Management Services	(25,014)
Stores Clerk 1	Abolish	1/1.0	Management Services	(33,430)
Asst Hum Res. Mgr (WDSS-MB)	Abolish	1/1.0	Management Services	(78,066)
Budget Analyst 3	Abolish	1/1.0	Management Services	(58,118)
Management Assistant	Abolish	1/1.0	Management Services	(39,622)
Budget Analyst 3	Transfer	1/1.0	Management Services	(58,118)
Budget Manager - DSS	Transfer	1/1.0	Management Services	(79,608)
Human Resource Manager	Transfer	1/1.0	Management Services	(85,314)
Management Assistant	Transfer	1/1.0	Management Services	(41,972)
Admin Coordinator - Adult Services	Abolish	1/1.0	Disabilities Services	(53,350)
Human Service Worker	Abolish	4/4.0	Disabilities Services	(165,842)
Office Support Assistant 1	Abolish	1/1.0	Disabilities Services	(30,468)
Program Coord - Access/Brief Svcs	Abolish	1/1.0	Disabilities Services	(66,492)
Program Coordinator - DD	Abolish	1/1.0	Disabilities Services	(66,492)
Program Coordinator - PD	Abolish	1/1.0	Disabilities Services	(66,492)
Fiscal Analyst ASD	Abolish	1/1.0	Disabilities Services	(48,520)
Budget Analyst 2	Transfer	1/1.0	Disabilities Services	(49,350)
Program Coordinator (ASD)	Create	1/1.0	Disabilities Services	67,624
Planning Analyst (ASD)	Create	1/1.0	Disabilities Services	49,548
Quality Assurance Spec (ASD)	Create	1/1.0	Disabilities Services	51,802
Program Coord (Resource Center)	Create	1/1.0	Disabilities Services	56,622
Human Service Worker	Create	5/5.0	Disabilities Services	0
Unit Supervisor (LTS)	Create	2/2.0	Disabilities Services	0
Fiscal Specialist	Create	1/1.0	Economic Support	42,832
Program Analyst (DHS)	Create	6/6.0	Economic Support	247,164
Economic Support Training Asst	Create	1/1.0	Economic Support	39,660
Custody Placement Spec B/L Span	Abolish	1/1.0	Delinquency	(39,662)
Custody Placement Specialist	Abolish	1/1.0	Delinquency	(39,662)
Human Service Worker	Abolish	12/12.0	Delinquency	(393,560)
Human Service Worker B/L Span	Abolish	1/1.0	Delinquency	(51,168)
Human Services Supervisor	Abolish	2/2.0	Delinquency	(107,246)
Intake Specialist CCC	Abolish	2/2.0	Delinquency	(66,744)
Juvenile Correction Officer	Abolish	4/4.0	Delinquency	(133,712)
Office Support Assistant 2	Abolish	1/1.0	Delinquency	(25,014)
Volunteer Coordinator	Abolish	1/1.0	Delinquency	(42,832)
			TOTAL	\$ (1,952,290)

ADOPTED 2003 BUDGET

DEPT: DEPARTMENT OF HEALTH AND HUMAN SERVICES

UNIT NO. 8000

FUND: General - 0001

ORGANIZATIONAL COST SUMMARY					
DIVISION		2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Director's Office	Expenditure	\$ 926,753	\$ 740,933	\$ 683,451	\$ (57,482)
	Abatement	(1,128,973)	(785,181)	(368,407)	416,774
	Revenue	134	0	350,000	350,000
	Tax Levy	\$ (202,354)	\$ (44,248)	\$ (34,956)	\$ 9,292
Economic Support Division	Expenditure	\$ 37,439,305	\$ 41,326,867	\$ 42,603,999	\$ 1,277,132
	Abatement	(1,572,732)	(2,167,373)	(1,428,986)	738,387
	Revenue	36,053,784	38,171,889	39,399,815	1,227,926
	Tax Levy	\$ (187,211)	\$ 987,605	\$ 1,775,198	\$ 787,593
Child Welfare	Expenditure	\$ 17,341,512	\$ 0	\$ 0	\$ 0
	Abatement	(1,665,965)	0	0	0
	Revenue	15,240,798	0	0	0
	Tax Levy	\$ 434,749	\$ 0	\$ 0	\$ 0
Delinquency & Court Services Division	Expenditure	\$ 34,195,685	\$ 36,069,292	\$ 36,445,746	\$ 376,454
	Abatement	(466,394)	(459,582)	(691,328)	(231,746)
	Revenue	13,684,032	13,733,127	15,258,693	1,525,566
	Tax Levy	\$ 20,045,259	\$ 21,876,583	\$ 20,495,725	\$ (1,380,858)
Disabilities Services	Expenditure	\$ 86,727,972	\$ 73,357,802	\$ 83,476,816	\$ 10,119,014
	Abatement	(2,025,229)	(1,386,538)	(1,752,514)	(365,976)
	Revenue	80,137,926	71,476,264	80,219,907	8,743,643
	Tax Levy	\$ 4,564,817	\$ 495,000	\$ 1,504,395	\$ 1,009,395
Management Division	Expenditure	\$ 9,020,615	\$ 8,403,703	\$ 6,893,724	\$ (1,509,979)
	Abatement	(10,778,494)	(8,544,255)	(7,276,533)	1,267,722
	Revenue	973,685	933,532	676,341	(257,191)
	Tax Levy	\$ (2,731,564)	\$ (1,074,084)	\$ (1,059,150)	\$ 14,934

DEPARTMENT DESCRIPTION

Based on the recommendations of the report on the reorganization of the Department of Human Services, the department is renamed the Department of Health and Human Services (DHHS) and 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 Related Programs Division. All six divisions report to the office of the Director of the Department of Health and Human Services.

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 Related Programs Division also operates under a separate budget (Org. 7200).

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.

The **Economic Support Division** (formerly the Financial Assistance 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, Healthy Start and Interim Disability Assistance.

The **Child Welfare Division** was abolished in the 2002 budget due to the State's decision to terminate contracting with Milwaukee County for child welfare services. The Division was created in 1998 when, under State Statutes, the State Department of

ADOPTED 2003 BUDGET

DEPT: DEPARTMENT OF HEALTH AND HUMAN SERVICES

UNIT NO. 8000

FUND: General - 0001

Health and Family Services became responsible for administering all child welfare services in Milwaukee County.

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 is also charged by the State for the cost of juveniles sentenced to a State Juvenile Correctional facility. Purchased programs which serve alleged and adjudicated delinquent youth are administered in this division. Staff at the Juvenile Detention Center maintain a 24-hour-per-day, 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*** (formerly the Adult 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 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 ***Management Services Division*** provides contract administration and quality assurance, accounting, business office/collections, building operations and procurement services to the Director's Office, Delinquency/Court Services, Economic Support and Disabilities Services Divisions. 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 will now be provided by the newly

created Department of Administrative Services (DAS).

BUDGET HIGHLIGHTS

DEPARTMENTAL

- The Division of County Health Related Programs (CHRP) is transferred from the Department of Administration to DHHS to create a new Department of Health and Human Services (DHHS). CHRP will continue to appear as a separate organizational unit in the County budget (Org. 7200).
- 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, Personal Services decrease \$559,572 as a result of implementing the Department of Administrative Services (DAS) reorganization plan. One position of Budget Manager – DSS, one position of Budget Analyst 2, and one position of Budget Analyst 3 are transferred to the DAS – Fiscal Affairs Division; one position of Budget Analyst 3 and one position of Fiscal Analyst ASD are abolished. One position of Human Resource Manager and one position of Management Assistant are transferred to the DAS – Human Resources Division; one position of Management Assistant and one position of Assistant Human Resources Manager are abolished.
- The 2003 Budget reflects a zero wage increase for all County managers in the Executive Compensation Plan (ECP). For 2003, all personal service contracts with ECP employees are eliminated, including the provision for 90-day notice upon termination. In addition, the 2003 Budget reflects a zero wage increase for all non-represented County employees with salaries of \$50,000 or more.
- In lieu of a 3% salary reduction for County managers in the Executive Compensation Plan, personal services are reduced an additional \$44,736, which is included in the departments' lump sum salary reduction. The Department of

ADOPTED 2003 BUDGET

DEPT: DEPARTMENT OF HEALTH AND HUMAN SERVICES

UNIT NO. 8000

FUND: General - 0001

Administrative Services is authorized to process transfers between various departmental accounts for those departments that wish to utilize other sources of funding to offset increased Personal Services costs besides the lump sum salary reduction.

- All departments are directed to revise their Outcomes Measures to reflect their 2003 budgeted resources, if changes are needed, consistent with the Milwaukee County Mission and Vision statements. Each department shall report its Outcomes Measures directly to the County Board by March 1, 2003.
- 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."

DIRECTOR'S OFFICE

- An appropriation of \$350,000 in Potawatomi revenue is provided for actions to address lengthy waiting lists for persons with developmental disabilities who are seeking community-based care and services. This appropriation will enable the Division to draw down an additional \$525,000 in Federal matching funds for a total of \$875,000. The Division shall analyze the waiting list situation and develop a proposal for utilizing the \$350,000 to help address this problem. Options to be considered include rate increases for providers in order to ensure that existing adult family homes and community-based residential facilities remain fiscally solvent and/or actions

that will result in an increased number of slots and providers in the community. The Division shall consult with Milwaukee disability advocates and organizers in formulating this proposal and shall present its proposal to the County Board for approval during the March 2003 committee cycle.

- \$(116,102) Abolish 1 Deputy Director DHS
(85,312) Abolish 1 Executive Assistant DHS
(60,702) Abolish 1 Public Relations Coord
(44,584) Abolish 1 Sr Exec Asst DHS (NR)
\$(306,700) Total

The budget abolishes four positions in the DHHS Director's Office to reduce costs which are charged to the Disabilities Services, Delinquency and Economic Support divisions. This reduces tax levy in the program divisions. The Director's Office now consists of the Director and one position of Executive Assistant (DHS).

ECONOMIC SUPPORT DIVISION

- The 2003 Budget reflects the sixth 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. Milwaukee County tax levy will not be used to support Milwaukee County's W-2 activities in 2003.
- A tentative agreement has been reached with the State to provide Milwaukee County with \$4.0 million in revenue related to the private W-2 agencies. This revenue is to be used in programs that support individuals eligible under Temporary Aid to Needy Families (TANF) guidelines.

\$1.5 million of this State revenue is intended to be used during 2002 to cover unbudgeted expenditures for County rent costs at the six W-2 sites where the DHHS Economic Support Division has staff members deployed. The remaining \$2.5 million is budgeted in 2003, with

ADOPTED 2003 BUDGET

DEPT: DEPARTMENT OF HEALTH AND HUMAN SERVICES

UNIT NO. 8000

FUND: General - 0001

\$1.0 million allocated to offset ESD rent expenditures anticipated to be incurred in 2003, and \$1.5 million allocated to TANF eligible programs in the Delinquency and Court Services and Disabilities Services divisions.

- Milwaukee County's House of Correction (HOC) is the recipient of a two-year \$1,000,000 Federal Welfare to Work grant from the Private Industry Council for 2002 and 2003. The HOC is subcontracting with the Milwaukee County Department of Child Support and DHHS. Milwaukee County has developed a plan to create a comprehensive program of intervention that creates access to employment services for Due In To Report (DITR) persons in community release status, as well as those at the HOC for their first 30 days and upon 30 days from their release to the community. The program is 100% Federally funded and thus requires no County tax levy support. The ESD positions perform application and eligibility determination for Food Stamps, Medical Assistance, Day Care and Employment Systems Access.

•	\$247,164	Create 6 Case Mgmt Specialists
	42,832	Create 1 Fiscal Specialist
	<u>39,660</u>	<u>Create 1 Economic Support</u>
		<u>Training Assistant (Child Care)</u>
	\$329,656	Total

These positions are funded with Child Day Care Administration revenue at no tax levy cost. The positions are created to improve monitoring of child day care providers, improve staff training on State/Federal regulations and to improve the accurate and timely processing of payments to providers. To provide for improvements in monitoring and training, the Child Care Certification Application Fee is increased from \$50.00 to \$90.00. The application/re-certification fee provides for costs associated with processing the application, training and orientation of applicants to the state requirements for operating a childcare program and an initial home visit. The application/re-certification fee was reduced in 2001 from \$80 per application to \$50 per application to reflect changes in the child care administration contract. Applicants would also need to reimburse the County for costs associated with the required Criminal Background Check performed by the Sheriff's Department. The current processing fee charged by the Sheriff's

Department is \$8.00 per application. This would be added to the application fee for a total application or re-certification fee for childcare licensure certification of \$98.00 per application. The \$98.00 fee provides for the first, initial home visit required under certification procedures. Subsequent visits by the County to an applicant that are required due to the applicant's lack of readiness or situations where approval is denied and the applicant wishes another review will require payment of a \$25.00 Subsequent Visit Fee for each follow-up visit.

- Costs for the Child Day Care Certification and Enforcement Unit total \$735,926, and are 100% funded with Day Care Administration revenue and includes ten positions.
- Child Day Care Other Expenditures total \$3,126,008 for the following services: Technical Assistance to providers for certification, \$236,900; Mentor/Teacher to aid providers in maintaining their certification in good standing, \$90,000; Childcare Certification Intake for new childcare provider applicants, \$88,516; Bi-County Childcare (with Waukesha County), \$25,000; Rate Setting/Staffing of Early Childhood Council and Childcare Advisory Committee, \$300,000; Community Information (211) Phone Line, \$80,000; Childcare Training and Professional Development to educate providers in the business of Child Care (record keeping, invoicing, payments, etc.), \$250,000; Early Childhood Development to provide the knowledge base to be used to help establish mutual expectations for how parents, providers and schools can work together to address critical building blocks for learning, \$743,592; W-2 Child Day Care Coordination, \$312,000; and Special Needs Childcare to increase the capacity of Milwaukee County Child Care providers to serve families and children with special needs, \$1,000,000. (Children with special needs have a wide variety and range of acute and long term, chronic physical, developmental, behavioral, emotional or other long term conditions; this initiative will allow children with special needs to receive care in an inclusive child care environment.)
- The Community Information (211) Phone Line is budgeted in the Economic Support Division at \$480,000. (This is in addition to \$195,000

ADOPTED 2003 BUDGET

DEPT: DEPARTMENT OF HEALTH AND HUMAN SERVICES

UNIT NO. 8000

FUND: General - 0001

budgeted in the DHHS Behavioral Health Division AODA Branch for a total 211 Phone Line budget of \$675,000). Funding includes \$40,000 of Home Energy Assistance revenue, \$80,000 of Day Care Administration revenue and \$360,000 of Income Maintenance and Hospital revenue. The use of Income Maintenance revenue frees up \$200,000 of tax levy which supported this program in the 2002 budget.

- The 1996 Adopted County Budget eliminated the General Assistance grant program for low income individuals, and in its place established the Interim Disability Assistance Program (IDAP). IDAP provides transitional monetary help for disabled individuals in need of temporary financial assistance while an application for Federal Supplemental Security Income (SSI) is pending.

For 2003, IDAP grants are funded at \$594,360 based on experience. It is anticipated that the average monthly caseload will be 195 cases. Recoveries from persons who subsequently receive SSI are budgeted at \$453,464 for a net tax levy cost of \$140,896. This is a decrease of \$24,834 from the 2002 Adopted Budget.

- Indigent burials are projected at \$618,524, an increase in tax levy support of \$158,702 over the 2002 budget of \$459,822. After averaging 312 burials/year from 1997-2000, the total cases increased to 388 in 2001 and are projected at 408 for 2002 and 2003. To contain costs the Department of Health and Human Services has established the maximum allowable reimbursement for burials and cremations at \$1,500. The current maximum cost per burial or cremation is \$2,500 although the average cost per incident is approximately \$1,800. DHHS will also request cremation for individuals with no known or identified family members and will counsel with families to consider cremation as an option unless religious or cultural issues prohibit cremation.
- Since 2001, the appropriation to support the Community Relations-Social Development Commission (SDC) has been included in the Department of Health and Human Services budget. Due to fiscal constraints, the \$121,157 appropriation is eliminated in 2003.

DELINQUENCY & COURT SERVICES DIVISION

- DHHS receives Youth Aids to fund State Juvenile Correctional Charges and community based services. Total Youth Aids revenue for 2003 is budgeted at \$32,780,569, which is an increase of \$809,830 from the 2002 Adopted Budget. This revenue amount equals the 2003 actual State contract.
- Total State Department of Corrections (DOC) charges for juveniles placed into State custody by the Children's Court Judges are projected to cost \$30,177,848 a decrease of \$3,619,428 to the amount budgeted in 2002. Based on the TREND projection for State Juvenile Correctional Institutional placements for the last 48 months of actual experience and an additional reduction for the Wraparound Program expansion, the institutional costs are projected to decrease by \$3,282,422, from \$24,223,863 to \$20,941,441, based on an average daily census of 331 placements, a decrease of 58 from 389 budgeted in 2002. Child Caring Institution (CCI) placements are decreased from 86 average daily placements budgeted in 2002 to a daily average of 73 in 2003. DOC-CCI placement costs are projected to decrease by \$802,667, from \$6,881,986 to \$6,079,319. State charges for Aftercare programs are projected to increase \$465,661, from \$1,477,256 to \$1,942,917, and the Corrective Sanction Program will remain the same at \$1,214,171.
- The 2003 budget includes \$1,000,000 of one-time W-2 Community Reinvestment revenue, a reduction of \$3,508,500 from the amount budgeted in 2002.
- Expenditures in the First Time Juvenile Offender Program increase \$225,029, from \$1,994,481 to \$2,219,510. Funding for this program includes \$191,320 in Potawatomi Revenue and \$1,505,140 in State and Federal revenue. In 2002, \$516,502 in W-2 Community Reinvestment revenue was used to provide additional funding for this program. Due to the reduction of W-2 Community Reinvestment revenue for 2003, tax levy of \$523,050 is allocated.

ADOPTED 2003 BUDGET

DEPT: DEPARTMENT OF HEALTH AND HUMAN SERVICES

UNIT NO. 8000

FUND: General - 0001

- A \$150,000 appropriation is included as seed-money to establish Safe Homes, a pilot program to provide fundamental community-based services to at-risk youth. Safe Homes would operate in five neighborhoods with high populations of at-risk youth, including three neighborhoods on the north side and two neighborhoods on the south side. This prevention program will target youth with emotional, developmental, social or other barriers that may place them at risk in their community.

Safe homes is predicated on the assumption that youth in areas with household incomes well below poverty level are exceptionally at risk of having poor physical and emotional health, being neglected or abused, performing poorly in the school system, exhibiting anti-social behavior and, ultimately, becoming involved in the criminal justice system. These youth have no financial or social resources to engage themselves in activities and environments which would enhance their well-being and allow them to avoid these at-risk situations.

To address this problem, Safe Homes will establish a series of 'homes' which will serve as havens for impoverished at-risk youth. These Safe Homes will serve as receptacles for community-donated food, clothing and other necessities; organized activities facilitated through volunteers with organizations such as the YMCA, YWCA and Boys and Girls Club; and social services through such entities as the Community Relations-Social Development Commission and various religious and social service organizations. It is also anticipated that law enforcement agencies will be involved in providing focused patrols and interaction with neighborhoods where the Safe Homes are located.

The Department of Health and Human Services is authorized and directed to work with other government and community agencies to develop a detailed implementation and operational plan for the Safe Homes pilot project as a public/private partnership project and present a report to the Health and Human Needs Committee for its April 2003 meeting. DHHS also is authorized and directed to pursue grants and/or other public/private contributions, including matching corporate funds and

matching funds from other governments such as the City of Milwaukee, to foster the development and future viability of the program.

- The 2003 Budget directs the Division to establish site-based probation services at the contracted Day Treatment sites, and to maintain caseloads at various schools, pending the establishment of agreements with respective school districts.
- An allocation of \$10,000 in Potawatomi Revenue is provided to fund the activities of the Milwaukee County Commission on Youth for 2003.
- The County has a tentative agreement with the State to provide Milwaukee County with \$4.0 million in revenue related to past agreements with the private W-2 agencies. This revenue is to be used for programs and expenses that support individuals eligible under Temporary Aid to Needy Families (TANF) guidelines. \$1.5 million of this State revenue is intended to be used during 2002 to cover unbudgeted expenditures for County rent costs at the six W-2 sites where the DHHS Economic Support Division has staff members deployed. The remaining \$2.5 million is budgeted in 2003, with \$1.0 million allocated to offset projected ESD rent and/or relocation expenditures for 2003, and \$1.5 million allocated to the Delinquency and Court Services and Disabilities Services divisions for TANF eligible programs.
- \$ (39,662) Abolish 1 Custody Placement Spec
(39,662) Abolish 1 Cust PI Spec B/L Span
(393,560) Abolish 12 Human Service Worker
(51,168) Abolish 1 HSW B/L Span
(107,246) Abolish 2 Human Service Supv
(66,744) Abolish 2 Intake Specialist CCC
(133,712) Abolish 4 Juvenile Correction Officer
(25,014) Abolish 1 Office Support Assistant 2
(42,832) Abolish 1 Volunteer Coordinator
\$(899,600) Total

Due to fiscal constraints, the Delinquency and Court Services Division 2003 Budget abolishes 25 positions in Administration, Detention, Pre and Post Disposition Services, Probation Supervision, Court Clerical Support and Custody Intake resulting in a net tax levy savings of \$899,600.

ADOPTED 2003 BUDGET

DEPT: DEPARTMENT OF HEALTH AND HUMAN SERVICES

UNIT NO. 8000

FUND: General - 0001

- The Budget includes an expansion of services purchased from BHD's Wraparound Program. This initiative expands Wraparound for Delinquent youth by 36 slots (from 278 budgeted in 2002 to 314 in 2003) which are phased in over the year at the rate of three per month at a cost of \$409,500. The initiative further assumes that these slots will be filled with youth who are diverted from State placement for a Juvenile Correctional placement cost savings of \$627,057. The total net tax levy savings is \$217,557.

DISABILITIES SERVICES DIVISION

- The Adult Services Division is renamed the Disabilities Services Division as recommended by the Division's needs assessment report.
- The 2003 budget removes \$1,193,730 of Potawatomi revenue that supported services to persons with disabilities in the 2002 budget.
- The 2003 budget includes \$500,000 of one-time W-2 Community Reinvestment revenue, a reduction of \$391,500 from the \$891,500 budgeted in 2002.
- | | | |
|----|----------|---|
| \$ | 0 | Create 5 of Human Service Worker |
| | <u>0</u> | <u>Create 2 Unit Supervisor -- Long</u> |
| | | <u>Term Support</u> |
| \$ | 0 | Total |

These unfunded positions are created in order to have positions available as the State allocates funding to re-locate persons from the Jackson Center and Hearthside nursing homes.

- | | | |
|----|--------------------|---|
| \$ | (53,350) | Abolish 1 Admin Coord - Adult Svcs |
| | (165,842) | Abolish 4 Human Service Worker |
| | (30,468) | Abolish 1 Office Support Assistant 1 |
| | (66,492) | Abolish 1 Program Coord -- ABS |
| | (66,492) | Abolish 1 Program Coord -- DD |
| | (66,492) | Abolish 1 Program Coord -- PD |
| | 67,624 | Create 1 Program Coord (ASD) |
| | 49,548 | Create 1 Planning Analyst (ASD) |
| | 51,802 | Create 1 Quality Assur Spec (ASD) |
| | <u>56,622</u> | <u>Create 1 Prog Coord (Resource Ctr)</u> |
| | <u>\$(223,540)</u> | <u>Total</u> |

The administrative and operational structure of the Disabilities Services Division program is realigned to create a Resource Center model, which will generate cost savings, enhance services and position the program for potential interfacing with the State of Wisconsin's Family Care pilot, presently in operation in the Department on Aging. As part of this realignment, case management of consumers in Adult Family Home placements will be purchased at a cost of \$148,500.

- \$125,000 is transferred in 2003 from the balance of the Division of Housing and Community Development's Housing Organization Loan Fund (HOLF) to the DHHS Budget to support programs related to the needs of individuals and families that are homeless.
- Due to fiscal constraints, funding is reduced approximately 50% for Lao access and housing options resulting in funding of \$34,800.

MANAGEMENT SERVICES DIVISION

- | | | |
|----|--------------------|-------------------------------------|
| \$ | (33,170) | Abolish 1 Executive Assistant (DHS) |
| | (14,194) | Abolish .5 Clerical Asst 2 (NR) |
| | (36,364) | Abolish 1 Accountant 2 (NR) |
| | (34,094) | Abolish 1 Clerical Assistant 1 |
| | (34,452) | Abolish 1 Account Clerk 2 |
| | (35,986) | Abolish 1 Clerical Specialist |
| | (25,014) | Abolish 1 Office Support Asst 2 |
| | (36,246) | Abolish 1 Admin Specialist DHS |
| | (30,468) | Abolish 1 Office Support Asst 1 |
| | <u>(33,430)</u> | <u>Abolish 1 Stores Clerk 1</u> |
| | <u>\$(313,418)</u> | <u>Total</u> |

9.5 positions are abolished to reduce the costs of the Management Services Division which are charged to the three program divisions. These reductions result in a tax levy reduction in those divisions.

ADOPTED 2003 BUDGET
DEPT: DEPARTMENT OF HEALTH AND HUMAN SERVICES
UNIT NO. 8000
FUND: General - 0001

COMMUNITY AIDS FOR THE DEPARTMENT OF HEALTH AND HUMAN SERVICES			
	2002 Budget	2003 Budget	2002/2003 Change
I. <u>Programs Requiring Match</u>			
<u>Base Community Aids</u>			
Adult Services Division	\$ 12,502,347	\$ 12,502,347	\$ 0
Delinquency Services Division	5,786,194	7,550,113	1,763,919
SUB-TOTAL	\$ 18,288,541	\$ 20,052,460	\$ 1,763,919
Mental Health Division	24,339,628	24,339,628	0
State Juvenile Corrections	1,874,167	0	(1,874,167)
GRAND TOTAL	\$ 44,502,336	\$ 44,392,088	\$ (110,248)
II. <u>Other Programs</u>			
Community Options Program	\$ 6,965,324	\$ 7,056,538	\$ 91,214
COP - Waiver	6,251,234	7,070,829	819,595
Community Integration Program IA	12,296,964	13,591,413	1,294,449
Community Integration Program IB	19,866,548	26,123,034	6,256,486
Community Integration Program II	3,389,209	3,686,055	296,846
Brain Injury Waiver	2,199,969	2,551,007	351,038
Foster Care Continuation	149,592	79,224	(70,368)
Birth to Three Year Old	2,532,430	2,876,372	343,942
DD Family Support	745,328	852,668	107,340
Community Intervention	1,477,979	1,505,140	27,161
Prior Year Reconciliation	350,000	350,000	0
Juvenile Court AODA	453,554	453,554	0
Mental Health Block Grant	50,000	50,000	0
<u>Youth Aids</u>			
State Juvenile Corrections	31,923,109	30,177,848	(1,745,261)
Community Programs	0	2,572,559	2,572,559
Youth Aids - AODA	47,626	30,162	(17,464)
SUB TOTAL YOUTH AIDS	\$ 31,970,735	\$ 32,780,569	\$ 809,834
TOTAL OTHER PROGRAMS	\$ 88,698,866	\$ 99,026,403	\$ 10,327,537

FINANCIAL ASSISTANCE REVENUE IN THE DEPARTMENT OF HEALTH AND HUMAN SERVICES			
<u>Program</u>	2002 Budget	2003 Budget	2002/2003 Change
Income Maintenance Administration	\$ 18,497,795	\$ 19,391,208	\$ 893,413
Day Care Administration	6,150,888	6,545,710	394,822
W2 Agencies	1,515,040	1,723,341	208,301
W2 Front Door	1,993,350	0	(1,993,350)
Welfare to Work	166,667	0	(166,667)
Energy Assistance Administration	1,745,165	1,802,508	57,343
Outstation Service	0	0	0
Program Integrity	335,148	335,148	0
TOTAL	\$ 30,404,053	\$ 29,797,915	\$ (606,138)

ADOPTED 2003 BUDGET
DEPT: DEPARTMENT OF HEALTH AND HUMAN SERVICES

UNIT NO. 8000

FUND: General - 0001

ACTIVITY AND STATISTICAL SUMMARY				
	<u>2001 Budget</u>	<u>2001 Actual</u>	<u>2002 Budget</u>	<u>2003 Budget</u>
ECONOMIC SUPPORT DIVISION				
<u>Average Monthly Cases Served</u>				
Food Stamps	38,103	44,407	38,600	59,219
Medicaid	51,934	57,253	52,500	68,070
Child Day Care Families Per Month	8,895	10,229	8,500	12,519
Interim Disability Assistance Program	95	146	134	195
Maximum Monthly Grant	\$ 205	\$ 205	\$ 205	\$ 205
DELINQUENCY AND COURT SERVICES DIVISION				
Staffed Capacity of Juvenile Detention	120	120	109	109
Average Monthly Probation/Court Intake Cases	3,224	3,255	3,729	3,281
Average Monthly Delinquency Referrals	577	464	474	400
<u>Juveniles Served in a Year</u>				
Pre-dispositional				
Shelter	1,036	1,036	1,036	1,036
Level II	913	913	913	913
In-House	466	466	466	466
Day Center	286	286	286	286
<u>FTJOP</u>	<u>987</u>	<u>987</u>	<u>987</u>	<u>987</u>
Pre-dispositional Subtotal	3,688	3,688	3,688	3,688
Post-dispositional				
Wraparound	400	400	400	400
Group	67	67	67	67
Sex Offender	119	119	119	119
Day Treatment	294	294	294	294
Serious Chronic Offender	45	45	45	45
Prob Network Serices	717	717	717	359
Firearm	<u>49</u>	<u>49</u>	<u>49</u>	<u>49</u>
Post-dispositional Subtotal	<u>1,691</u>	<u>1,691</u>	<u>1,691</u>	<u>1,333</u>
Total Juveniles Served in a Year	5,379	5,379	5,379	5,021
Detention	3,564	3,868	3,564	3,564
<u>State Division of Corrections</u>				
<u>Average Monthly Cases:</u>				
DOC-Corrections	398	388	389	331
DOC-Child Care Institution	107	82	86	73

ADOPTED 2003 BUDGET**DEPT:** DEPARTMENT OF HEALTH AND HUMAN SERVICES**UNIT NO.** 8000**FUND:** General - 0001

ACTIVITY AND STATISTICAL SUMMARY				
	<u>2001 Budget</u>	<u>2001 Actual</u>	<u>2002 Budget</u>	<u>2003 Budget</u>
DISABILITIES SERVICES DIVISION				
<u>DD Service Bureau - Adults</u>				
Community Residential	80	57	85	57
Community Living Support Services	1,199	957	1,199	874
Work and Day Services (Adult)	1,250	820	1,250	460
Long Term Support	<u>886</u>	<u>1,055</u>	<u>886</u>	<u>1,629</u>
TOTAL	3,415	2,889	3,420	3,020
<u>DD Service Bureau - Children</u>				
Work and Day Program	2,200	2,792	2,200	2,793
Family Support	<u>350</u>	<u>324</u>	<u>350</u>	<u>375</u>
TOTAL	2,550	3,116	2,550	3,168
<u>Physical Disabilities</u>				
Long Term Support Services	923	878	923	888
<u>Access and Brief Services</u>				
Access and Brief Services	12,500	13,500	12,500	14,250
Referrals Served	<u>2,500</u>	<u>1,526</u>	<u>2,500</u>	<u>1,400</u>
TOTAL	15,000	15,026	15,000	15,650

ADOPTED 2003 BUDGET**DEPT:** DEPARTMENT OF PARKS**UNIT NO.** 9000**FUND:** General - 0001**OPERATING AUTHORITY & PURPOSE**

The Department of Parks administers and operates the Milwaukee County Park System. Major facilities include two indoor swimming pools, ten outdoor pools, two splash pads, one water playground, 39 wading pools and two family aquatic centers, 16 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 Park System spans over 15,000 acres and encompasses 139 parks and parkways, five beaches, extensive roadways and bike trails and 170 picnic areas.

BUDGET SUMMARY				
Account Summary	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Personal Services (w/o EFB)	\$ 25,218,535	\$ 25,406,927	\$ 24,191,951	\$ (1,214,976)
Employee Fringe Benefits (EFB)*	4,485,916	4,515,377	5,648,578	1,133,201
Services	5,340,029	5,570,036	5,012,824	(557,212)
Commodities	3,440,641	3,960,854	3,623,187	(337,667)
Other Charges	54,550	19,650	19,650	0
Capital Outlay	510,212	615,108	476,516	(138,592)
County Service Charges	12,187,395	12,405,810	12,396,666	(9,144)
Abatements	(9,272,241)	(8,625,787)	(8,469,807)	155,980
Total Expenditures	\$ 41,965,037	\$ 43,867,975	\$ 42,899,565	\$ (968,410)
Total Revenue	16,739,631	18,852,339	20,958,859	2,106,520
Direct Property Tax Levy	\$ 25,225,406	\$ 25,015,636	\$ 21,940,706	\$ (3,074,930)

* The 2002 and 2003 budgets include fringe benefits. The 2001 actual has been adjusted for comparison.

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*				
Account Summary	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Central Service Allocation	\$ 1,192,427	\$ 1,417,684	\$ 1,224,303	\$ (193,381)
Courthouse Space Rental	0	0	0	0
Document Services	61,509	65,570	87,089	21,519
Tech Support & Infrastructure	159,094	94,263	184,819	90,556
Distribution Services	6,099	8,114	8,471	357
Emergency Mgmt Services	0	16,667	16,667	0
Telecommunications	97,881	85,520	114,636	29,116
Records Center	2,581	2,196	3,221	1,025
Radio	4,690	3,040	13,059	10,019
Personal Computer Charges	168,182	40,000	36,089	(3,911)
Applications Charges	98,246	84,930	63,189	(21,741)
Total Charges	\$ 1,790,709	\$ 1,817,984	\$ 1,751,543	\$ (66,441)
Direct Property Tax Levy	\$ 25,225,406	\$ 25,015,636	\$ 21,940,706	\$ (3,074,930)
Total Property Tax Levy	\$ 27,016,115	\$ 26,833,620	\$ 23,692,249	\$ (3,141,371)

* 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 2003 BUDGET**DEPT:** DEPARTMENT OF PARKS**UNIT NO.** 9000**FUND:** General - 0001**MISSION**

Within budget and policy guidelines established by the Milwaukee County Board of Supervisors, the Department 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.

OUTCOMES MEASURES*			
	Outcomes	Indicators	Targets
1.	Citizens and visitors to Milwaukee County will have a variety of recreational activities to choose from and enjoy.	a. Number of participants at golf courses, aquatic facilities, marinas and community centers. b. Number of participants of the Nature in the Parks Program, Wehr Nature Center, Boerner Gardens and Mitchell Conservatory. c. Number of miles of bike trail maintained, number of free concerts and miles of roads maintained. d. Number of public contacts and web site hits.	a. Attain the goal of three and five year averages. b. Attain the goal of three year averages. c. Maintain the current system of trails and roads and continue to provide passive recreational opportunities. d. Acquaint an ever-increasing number of people with the services and programs offered by the Parks Department.
2.	Park patrons will be able to use and enjoy parks and facilities that are aesthetically pleasing, clean and well maintained.	a. Number of "critical" rated projects needing immediate remedial action for parkway drives and parking lots. b. Consumer satisfaction surveys.	a. Reduce initial DPW list by 20%. b. Continue to respond with a proactive approach to customer issues.
3.	Persons utilizing the Park System will enjoy a safe and secure environment.	a. Number of Park Watch groups, meetings and members. b. Number of vandalism and theft reports. c. Number of Park Watch meetings where law enforcement personnel attend. d. Contacts with law enforcement personnel to address specific public safety issues.	a. Maintain current levels. Start new groups where there is interest or excessive problems. Implement preventive programs in problem areas. c. 100% attendance. d. Weekly phone contacts during peak season.

ADOPTED 2003 BUDGET**DEPT:** DEPARTMENT OF PARKS**UNIT NO.** 9000**FUND:** General - 0001

OUTCOMES MEASURES*			
	Outcomes	Indicators	Targets
4.	The natural beauty of the Park System's native flora and fauna will be fully represented in a thriving and balanced ecosystem. Recreational activities will be provided that are compatible with healthy and natural settings.	a. Number of acres restored or reclaimed from invasive plant species. b. Number of volunteer hours spent in preventive or maintenance efforts. c. Number of children and adults attending environmental programs and classes.	a. Stop the spread of foreign species within the Park System. b. Increase the number of allowable projects to be worked on by volunteers. c. Increase attendance by 5%.

* Outcomes Measures are the same as included in the 2001 Adopted Budget. As a result of budgetary constraints in developing the 2003 budget, outcomes measures will be reviewed and reassessed during 2003.

PERSONNEL SUMMARY				
	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Personal Services (w/o EFB)	\$ 25,218,535	\$ 25,406,927	\$ 24,191,951	\$ (1,214,976)
Employee Fringe Benefits (EFB)	\$ 4,485,916	\$ 4,515,377	\$ 5,648,578	\$ 1,133,201
Position Equivalent (Funded)*	872.6	802.0	759.0	(43.0)
% of Gross Wages Funded	81.4	83.8	79.9	(3.9)
Overtime (Dollars)**	\$ 320,300	\$ 196,872	\$ 142,716	\$ (54,156)
Overtime (Equivalent to Positions)	12.3	7.2	4.8	(2.4)

* For 2001, the Position Equivalent is the budgeted amount.

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

ADOPTED 2003 BUDGET
DEPT: DEPARTMENT OF PARKS
UNIT NO. 9000
FUND: General - 0001

PERSONNEL CHANGES				
Job Title/Classification	Action	Number of Positions/ Total FTE	Division	Cost of Position (Excluding Fringe Benefits)
Regional Manager	Abolish	1/1.0	Administration	\$ (79,608)
Clerical Specialist (Parks) NR	Abolish	1/1.0	Finance	(38,242)
Network Service Specialist	Transfer	1/1.0	Finance	(63,934)
Human Resource Analyst 2 (Parks)	Abolish	1/1.0	Finance	(44,924)
Security Coordinator	Abolish	1/1.0	Finance	(53,168)
Parks Operations Analyst 2	Transfer	1/1.0	Finance	(49,350)
Safety and Training Specialist*	Abolish	1/1.0	Finance	(51,156)
Human Resource Manager Parks	Transfer	1/1.0	Finance	(89,626)
Parks Manager Development	Abolish	1/1.0	Marketing	(64,166)
Park Unit Coordinator 2	Abolish	1/1.0	North Region	(48,520)
Office Assistant 3	Abolish	2/2.0	Central Region	(68,078)
Park Unit Coordinator 2	Abolish	1/1.0	Central Region	(48,520)
Administrative Specialist (Parks) NR	Abolish	1/1.0	Central Region	(37,621)
Administrative Assistant 1 Parks	Abolish	1/1.0	Central Region	(37,480)
Park Unit Coordinator 2	Abolish	1/1.0	South Region	(48,520)
Park Unit Coordinator 2 Concessions	Abolish	1/1.0	Concessions	(48,658)
Office Assistant 3	Abolish	1/1.0	Aquatics	(33,428)
Head Lifeguard	Abolish	1/1.0	Aquatics	(30,596)
Head Lifeguard	Abolish	1/22	Aquatics	(3,624)
Lifeguard (Seas)	Abolish	2/1.88	Aquatics	(30,466)
Asst. Head Lifeguard (seas)	Abolish	1/14	Aquatics	(2,780)
Aquatic Program Assist. Coord.	Abolish	1/1.0	Aquatics	(50,574)
Aquatic Program Supervisor	Abolish	1/36	Aquatics	(11,560)
Community Center Manager	Abolish	1/1.0	Recreation	(48,106)
Physical Fitness Instructor	Abolish	2/2.0	Recreation	(62,932)
Park Maintenance Worker 2	Create	1/1.0	Boerner	38,388
Horticulturist 1	Create	1/1.0	Boerner	38,544
Horticulturist 1 (Seas)	Create	1/51	Boerner	14,780
Park Worker 2 (Seas)	Create	2/2.0	Boerner	33,572
Horticulturist (Classifier)	Create	1/1.0	Boerner	29,080
Maintenance Supervisor	Create	1/1.0	Boerner	41,194
Forestry Worker (Seas)	Create	1/1.0	Boerner	28,090
Horticulture Director	Abolish	1/1.0	Horticultural	(79,608)
Office Assistant 3	Abolish	1/1.0	Planning	(35,430)
Planning Analyst 3 (NR)*	Abolish	1/1.0	Planning	(53,168)
Landscape Architect 2	Abolish	1/1.0	Planning	(60,924)
			TOTAL	\$ (1,151,119)

* Abolish when vacant.

ADOPTED 2003 BUDGET**DEPT:** DEPARTMENT OF PARKS**UNIT NO.** 9000**FUND:** General - 0001

ORGANIZATIONAL COST SUMMARY					
DIVISION		2001	2002	2003	2002/2003
		Actual	Budget	Budget	Change
Finance/Administration	Expenditure	\$ 3,354,989	\$ 3,824,021	\$ 3,332,726	\$ (491,295)
	Abatement	1,616,115	1,602,748	1,499,117	(103,631)
	Revenue	27,974	300	33,451	33,151
	Tax Levy	\$ 1,710,900	\$ 2,220,973	\$ 1,800,158	\$ (420,815)
Operations	Expenditure	\$ 29,562,422	\$ 29,591,246	\$ 27,906,674	\$ (1,684,572)
	Abatement	531,495	428,725	502,429	73,704
	Revenue	12,152,879	14,034,792	15,623,154	1,588,362
	Tax Levy	\$ 16,878,048	\$ 15,127,729	\$ 11,781,091	\$ (3,346,638)
Programs	Expenditure	\$ 8,416,096	\$ 8,244,308	\$ 8,703,068	\$ 458,760
	Abatement	137,732	136,481	79,706	(56,775)
	Revenue	4,166,764	4,426,572	4,872,979	446,407
	Tax Levy	\$ 4,111,600	\$ 3,681,255	\$ 3,750,383	\$ 69,128
Marketing	Expenditure	\$ 702,819	\$ 715,804	\$ 694,975	\$ (20,829)
	Abatement	11,253	14,958	28,346	13,388
	Revenue	282,680	344,975	337,575	(7,400)
	Tax Levy	\$ 408,886	\$ 355,871	\$ 329,054	\$ (26,817)
Facilities	Expenditure	\$ 9,200,952	\$ 10,118,383	\$ 10,731,929	\$ 613,546
	Abatement	6,975,646	6,442,875	6,360,209	(82,666)
	Revenue	109,334	45,700	91,700	46,000
	Tax Levy	\$ 2,115,972	\$ 3,629,808	\$ 4,280,020	\$ 650,212

GENERAL DESCRIPTION

The Parks Department budget is presented in an organizational format that focuses on its five major divisions: Finance/Administration, Operations, Programs, Marketing and Facilities.

PROGRAM DESCRIPTIONS

The **Finance/Administration Division** manages the Department's budgeting, purchasing, accounting, data processing, security, safety, training and human resources functions. For purposes of budget presentation, the Director's office is incorporated within this Division.

The **Operations Division** manages the daily operation of the three Park regions and the horticulture operation. The horticulture operation includes the Mitchell Conservatory, Boerner Botanical Gardens, Wehr Nature Center, the Greenhouse and other horticultural and botanical functions.

The **Programs Division** is responsible for the programmatic development, implementation and management of the aquatics, golf, concessions, public services, and recreation operations.

The **Marketing Division** is responsible for outside vendor contract administration, special events, promotions, publicizing Park facilities and activities, Park development and merchandising.

The **Facilities Division** is responsible for the physical maintenance of the park system, capital planning and landscape services. The Park Maintenance Section provides skilled trades services, a central stores operation and utility shop services to the other Park regions and divisions. The Landscape Services Section provides forestry, landscaping and miscellaneous Park construction services. The Park Planning Section provides landscape architectural services, design, planning and technical support services.

ADOPTED 2003 BUDGET

DEPT: DEPARTMENT OF PARKS

UNIT NO. 9000

FUND: General - 0001

BUDGET HIGHLIGHTS

DEPARTMENTAL

- The Parks Department Personal Services lump-sum reduction totals \$5,702,400 to establish a net salary budget that is 79.9% of gross wages. This equates to a 20.1% reduction in gross wages compared to a 16.2% reduction in gross wages for 2002.
- The allocation for the purchase of major equipment is reduced by \$106,108, from \$216,108 to \$110,000, based on a major replacement of equipment in 2002.
- Crosscharges from Central Automotive Maintenance Division for equipment and vehicle rental are increased \$52,646, from \$3,033,531 to \$3,086,177.
- The 2001 Budget eliminated the non-departmental budget for Keep Greater Milwaukee Beautiful and included an appropriation of \$12,750 in the Parks Department operating budget. For 2003, an appropriation of \$12,750 is also included for this purpose.
- \$ (38,242) Abolish 1 Clerical Specialist (Parks) NR
(44,924) Abolish 1 Human Resource Analyst 2 (Parks)
(64,166) Abolish 1 Parks Manager of Development
(60,924) Abolish 1 Landscape Architect 2
(35,430) Abolish 1 Office Assistant 3
(53,168) Abolish when vacant, 1 Planning Analyst 3 (NR)
(37,621) Abolish 1 Administrative Specialist (Parks) NR
(37,480) Abolish 1 Administrative Assistant 1 Parks
(48,658) Abolish 1 Park Unit Coordinator 2 Concessions
(11,560) Abolish 1 Aquatics Program Supervisor (Seasonal)
\$(432,173)

Due to fiscal constraints, the above positions are abolished.

- \$ (79,608) Abolish 1 Regional Manager
(79,608) Abolish 1 Horticulture Director
(50,574) Abolish 1 Aquatic Program Assistant Coordinator
(30,596) Abolish 1 Head Lifeguard
(51,156) Abolish when vacant, 1 Safety and Training Specialist
(53,168) Abolish 1 Security Coordinator
(48,106) Abolish 1 Community Center Manager
(145,560) Abolish 3 Park Unit Coordinator 2
\$(538,376) Tax Levy Effect

Since January 2002, the Parks Department has been involved in an aggressive reorganization and restructuring of personnel and responsibilities aimed at reducing costs, particularly in the area of overhead, and maintaining or improving services. The result of these efforts is a reform in the provision of direct services and the elimination of ten full-time middle manager positions.

- In 2003, the sales tax that is paid to the State of Wisconsin will be included in the price of items rather than as a payment made by Milwaukee County to the State. This payment had previously been budgeted as a reduction to revenue to reflect the payment by Milwaukee County to the State of its sales tax share of prices of goods sold by the Parks Department. This change in policy results in an increase in revenue of \$878,301 by eliminating the payment to the State.
- Overtime appropriations are decreased \$54,156, from \$196,872 to \$142,716, due to fiscal constraints in 2003.
- In 2003, the Parks Department will institute a departmental purchasing freeze with review of all purchases by Parks Administration. This results in an expenditure reduction of \$215,664 to the Services accounts, which is equivalent to 4% of gross Services, and an expenditure reduction of \$236,368 to the Commodities accounts, which is equivalent to 6.1% of gross Commodities.
- In the 2002 Adopted Budget, the Capital Improvement Project Account for the Parks Enhancement Fund was eliminated and the sale of any parkland was to be used to purchase

ADOPTED 2003 BUDGET

DEPT: DEPARTMENT OF PARKS

UNIT NO. 9000

FUND: General - 0001

major equipment in the operating budget to improve employee efficiency. Since no parkland is projected to be sold at this time, the 2003 operating budget revenue is decreased by \$200,000.

- The primary fee increases included in the 2003 budget are:

\$186,800	Golf Permit Fees
107,600	McKinley Marina Slip Rentals
189,206	Increase of \$3.00 per round of golf for non-residents
52,800	Change in golf discount fee for non-residents

All fee changes in 2003 are detailed in the Fee Schedule beginning on page 9000-9.

- In 2003, the Parks Department intends to use the Metropolitan Milwaukee Sewerage District Tree Fund to supplement budgeted funds for the tree planting.
- All departments are directed to revise their Outcomes Measures to reflect their 2003 budgeted resources, if changes are needed, consistent with the Milwaukee County Mission and Vision statements. Each department shall report its Outcomes Measures directly to the County Board by March 1, 2003.
- The 2003 Budget reflects a zero wage increase for all County managers in the Executive Compensation Plan (ECP). For 2003, all personal service contracts with ECP employees are eliminated, including the provision for 90-day notice upon termination. In addition, the 2003 Budget reflects a zero wage increase for all non-represented County employees with salaries of \$50,000 or more.
- In lieu of a 3% salary reduction for County managers in the Executive Compensation Plan, personal services are reduced an additional \$36,012, which is included in the departments' lump sum salary reduction. The Department of Administrative Services is authorized to process transfers between various departmental accounts for those departments that wish to utilize other sources of funding to offset increased Personal Services costs besides the lump sum salary reduction.

- 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."

PROGRAMS

- \$ (3,624) Abolish .13 FTE Head Lifeguard (Seasonal)
(2,780) Abolish .13 FTE Assistant Head Lifeguard (Seasonal)
(30,466) Abolish 1.6 FTE Lifeguard (Seasonal)
- \$ (36,870) Tax Levy Effect
- Due to fiscal constraints, the Parks Department will no longer provide lifeguard staffing at Bradford Beach. Of the five Milwaukee County Parks beaches, only Bradford was supervised.
- Funding of \$5,382 is provided to allow the gymnasium at Kosciuszko Park to remain open until 9 p.m. for organized, indoor youth soccer league play on Saturday during the months of January and February of 2003.
- Funding of \$34,000 is provided to keep the Martin Luther King Jr. Community Center open until 8:00 p.m. on Saturdays.
- \$ (62,932) Abolish 2 Physical Fitness Instructors

In 2003, the hours for the Community Centers are reduced to being operational from noon to 8 p.m. This results in the abolishment of two

ADOPTED 2003 BUDGET

DEPT: DEPARTMENT OF PARKS

UNIT NO. 9000

FUND: General - 0001

Physical Fitness Instructors for a tax levy savings of \$62,932.

- \$(66,000) Reduction to Personal Services

A reduction to Personal Services of \$66,000 reflects the operation of outdoor pools in 2003 with hours of 1 p.m. to 5 p.m.

- The budget for golf permit sales is decreased from 601,000 permits to 588,000 permits. This calculation is based on a five-year average.
- As reimbursements for discounted medical services are received from St. Lukes Medical Center, the following project funds may be expended. Funds of \$100,000 are provided for assessing water quality in all Milwaukee County lagoons, providing matching funds for State and Federal matching grants for water quality improvement, developing a lagoon management plan and implementing water quality projects. \$50,000 is provided for the development of a golf course master plan.

ADMINISTRATION

- \$ (89,626) Transfer 1 Human Resources Manager Parks
(49,350) Transfer 1 Parks Operations Analyst 2
\$(138,976) Total

Due to the creation of the Department of Administrative Services (DAS), one position of Human Resources Manager Parks and one position of Parks Operations Analyst 2 is transferred to the Human Resources Division of the Department of Administrative Services (DAS).

OPERATIONS

- \$(68,078) Abolish 2 Office Assistant 3

In 2003, the Parks Department will relocate its Central Regional Offices to the Parks Administration Building on Watertown Plank Road. This relocation results in increased ability to share clerical duties and the abolishment of two positions of Office Assistant 3 for a tax levy savings of \$68,078.

- In 2003, the contract with the Professional Golfer's Association is increased resulting in \$100,000 in increased revenue.

- In 2003, weekend golf rates will include Fridays which results in increased revenue of \$175,000. Senior citizens groups that utilized County golf courses for group outings on Fridays in 2002 shall continue to be charged the weekday rate for such Friday outings in 2003.

- The Education and Visitors Center at Boerner Botanical Gardens is being constructed under a partnership between the County and the Friends of Boerner Botanical Gardens. Under this partnership, the Friends have contributed 70% of construction costs and the County 30% of the costs. As presently structured, the Center will be owned, maintained and operated by the County, with the Friends participating in the educational aspects of the Center. This arrangement is consistent with the terms and conditions of the existing Memorandum of Understanding and Development Agreement between the Friends and the County. The 2003 Budget reflects the additional costs to the Parks Department of operating the Center, offset by revenue generated from admissions, a privately-managed restaurant, rental revenue and contributions from the Friends.

- \$ 36,914 Create 1 Horticulturist (Classifier)
33,576 Create 2 FTE Park Worker 2 (Hrly)
52,289 Create 1 Maintenance Supervisor
48,729 Create 1 Parks Maint. Worker 2
48,926 Create 1 Horticulturist 1
14,787 Create .5 FTE Horticulturist 1 (Seasonal)
28,092 Create 1 FTE Forestry Worker (Seasonal)
48,928 Special Events Coordinator (Created in 2002)
23,796 Librarian Hourly (Created in 2001)
146,021 Operating Costs
\$ 482,058 Total Expenditures

\$(135,842) Loss of Parking and Gift Shop Revenue
302,000 Gardens Admission Revenue
189,600 Room Rentals
47,656 Gift Shop Commission
53,244 Commissions and Other Revenue
25,400 Memberships and Class Fees
\$ 482,058 Total Revenues

ADOPTED 2003 BUDGET

DEPT: DEPARTMENT OF PARKS

UNIT NO. 9000

FUND: General - 0001

\$ 0 Tax Levy Effect

The Boerner Botanical Gardens Visitor & Education Center is scheduled to open in 2003. All positions and operating costs, including fringe benefits, associated with the Center are offset with increases in operating revenue.

- O'Donnell Park parking revenue is increased \$170,000, from \$1,900,000 to \$2,070,000.
- Numerous park fees are increased in the 2003 budget as follows:

<u>Category</u>	<u>2002 Fee</u>	<u>2003 Fee</u>	<u>Change</u>
GOLF PERMIT FEES			
<i>Premium Course (Brown Deer)</i>			
18-Hole Weekdays			
Discount	\$ 29.75	\$ 30.50	\$.75
Non-Resident Standard	71.00	76.00	5.00
Standard	71.00	73.00	2.00
18-Hole Tuesday/Thursday			
Junior/Senior/Disabled	20.75	21.25	.50
9-Hole Weekdays			
Discount	18.00	18.50	.50
Non-Resident Standard	40.50	43.25	2.75
Standard	40.50	41.75	1.25
9-Hole Tuesday/Thursday			
Junior/Senior/Disabled	12.50	12.75	.25
18-Hole Weekends and Holidays			
Discount	34.75	35.75	1.00
Non-Resident Standard	77.25	82.50	5.25
Standard	77.25	79.50	2.25
9-Hole Weekends and Holidays			
Discount	22.50	23.25	.75
Non-Resident Standard	44.50	47.25	2.75
Standard	44.50	45.75	1.25
<i>Gold Courses (Dretzka, Oakwood, Whitnall)</i>			
18-Hole Weekdays			
Discount	19.00	19.50	.50
Non-Resident Standard	25.75	29.50	3.75
Standard	25.75	26.50	.75
Junior/Senior/Disabled	13.50	14.00	.50
9-Hole Weekdays			
Discount	12.50	12.75	.25
Non-Resident Standard	16.00	18.00	2.00
Standard	16.00	16.50	.50
Junior/Senior/Disabled	9.00	9.25	.25
18-Hole Weekends and Holidays			
Discount	21.75	22.50	.75
Non-Resident Standard	29.75	33.50	3.75
Standard	29.75	30.50	.75
Junior/Senior/Disabled	21.75	22.50	.75
9-Hole Weekends and Holidays			
Discount	15.00	15.50	.50
Non-Resident Standard	19.50	21.50	3.00
Standard	19.50	20.00	.50
Junior/Senior/Disabled	15.00	15.50	.50

ADOPTED 2003 BUDGET

DEPT: DEPARTMENT OF PARKS

UNIT NO. 9000

FUND: General - 0001

<u>Category</u>	<u>2002 Fee</u>	<u>2003 Fee</u>	<u>Change</u>
<i>Silver Courses</i> [Currie, Greenfield, Grant Lincoln (9)]			
18-Hole Weekdays			
Discount	\$16.50	\$17.00	\$.50
Non-Resident Standard	22.50	26.00	3.50
Standard	22.50	23.00	.50
Junior/Senior/Disabled	11.50	11.75	.25
9-Hole Weekdays			
Discount	11.25	11.50	.25
Non-Resident Standard	14.50	16.50	2.00
Standard	14.50	15.00	.50
Junior/Senior/Disabled	8.00	8.25	.25
18-Hole Weekends and Holidays			
Discount	18.50	19.00	.50
Non-Resident Standard	24.75	28.50	3.75
Standard	24.75	25.50	.75
Junior/Senior/Disabled	18.50	19.00	.50
9-Hole Weekends and Holidays			
Discount	13.75	14.25	.50
Non-Resident Standard	16.50	18.50	2.00
Standard	16.50	17.00	.50
Junior/Senior/Disabled	13.75	14.25	.50
<i>Bronze Courses</i> (Hansen, Warnimont)			
18-Hole Anytime			
Discount	8.75	9.00	.25
Standard	10.75	11.00	.25
Junior/Senior/Disabled	6.25	6.50	.25
9-Hole Anytime			
Discount	6.75	7.00	.25
Standard	8.50	8.75	.25
Junior/Senior/Disabled	4.25	4.50	.25
Golf Discount Card/Resident	15.00	15.00	0.00
One Year/Non-resident	35.00	35.00	0.00
New Discounted Fee/Non-resident-If purchased			
Jan 1 through May 31	0.00	20.00	20.00
Resident Renewal	10.00	10.00	0.00
Non-resident with Brown Deer	110.00	110.00	0.00
Golf Discount Card/Resident	25.00	25.00	0.00
Two year/Non-resident	60.00	60.00	0.00
New Discounted Fee/Non-resident- If purchased			
Jan 1 through May 31	0.00	40.00	40.00
Resident Renewal	20.00	20.00	0.00
Non-Resident with Brown Deer	170.00	170.00	0.00
Golf Discount Card/Resident	30.00	30.00	0.00
Three year/Non-resident	85.00	85.00	0.00
New Discounted Fee/Non-resident- If purchased			
Jan 1 through May 31	0.00	50.00	50.00
Resident Renewal	25.00	25.00	0.00
Non-Resident with Brown Deer	250.00	250.00	0.00
MCKINLEY MARINA SLIP FEES			
South Marina			
Resident			
25 feet	1,095.00	1,260.00	165.00
30 "	1,390.00	1,600.00	210.00

ADOPTED 2003 BUDGET

DEPT: DEPARTMENT OF PARKS

UNIT NO. 9000

FUND: General - 0001

<u>Category</u>	<u>2002 Fee</u>	<u>2003 Fee</u>	<u>Change</u>
35 "	\$1,855.00	\$2,130.00	\$275.00
40 "	2,125.00	2,445.00	320.00
45 "	2,400.00	2,755.00	355.00
60 "	4,075.00	4,675.00	600.00
Transient Day/Min Up To 25 feet	25.00	26.25	1.25
Transient Day/Each Foot Over 25 feet	2.00	2.10	.10
Non-Resident			
25 feet	1,165.00	1,335.00	170.00
30 "	1,470.00	1,685.00	215.00
35 "	1,975.00	2,270.00	295.00
40 "	2,265.00	2,600.00	335.00
45 "	2,525.00	2,905.00	380.00
60 "	4,305.00	4,940.00	635.00
MCKINLEY MARINA SLIP FEES			
Center and North Marinas			
Resident			
25 feet	1,200.00	1,260.00	60.00
27 "	1,295.00	1,360.00	65.00
30 "	1,525.00	1,600.00	75.00
32 "	1,635.00	1,715.00	80.00
35 "	2,030.00	2,130.00	100.00
37 "	2,145.00	2,250.00	105.00
38 "	2,205.00	2,315.00	110.00
40 "	2,330.00	2,445.00	115.00
45 "	2,625.00	2,755.00	130.00
50 "	3,565.00	3,745.00	180.00
55 "	4,010.00	4,210.00	200.00
60 "	4,455.00	4,675.00	220.00
Non-Resident			
25 feet	1,270.00	1,335.00	65.00
27 "	1,370.00	1,440.00	70.00
30 "	1,605.00	1,685.00	80.00
32 "	1,725.00	1,810.00	85.00
35 "	2,160.00	2,270.00	110.00
37 "	2,280.00	2,395.00	115.00
38 "	2,340.00	2,460.00	120.00
40 "	2,475.00	2,600.00	125.00
45 "	2,765.00	2,905.00	140.00
50 "	3,785.00	3,975.00	190.00
55 "	4,245.00	4,460.00	215.00
60 "	4,705.00	4,940.00	235.00
BANDSHELL RENTALS (6 Hours)			
Stage	375.00	400.00	25.00
Backstage and Dressing Rooms	375.00	400.00	25.00
SPECIAL EVENT PERMITS			
Event	250.00	275.00	25.00
Event Additional Day (25%)	62.50	70.00	7.50
Lakefront Event	500.00	525.00	25.00
Lakefront Event Additional Day (25%)	125.00	130.00	5.00
Downtown Area Parks	325.00	350.00	25.00
Event Additional Day (25%)	80.00	85.00	5.00
Lincoln Memorial Drive over 5000 (Day)	1,250.00	1,300.00	50.00

ADOPTED 2003 BUDGET

DEPT: DEPARTMENT OF PARKS

UNIT NO. 9000

FUND: General - 0001

<u>Category</u>	<u>2002 Fee</u>	<u>2003 Fee</u>	<u>Change</u>
Lincoln Memorial Drive Additional Day (25%)	\$312.50	\$325.00	\$12.50
Lincoln Memorial Drive Under 5000 (Day)	750.00	800.00	50.00
Lincoln Memorial Drive Additional Day (25%)	187.50	200.00	12.50

ACTIVITY AND STATISTICAL SUMMARY			
	<u>2001 Actual</u>	<u>2002 Budget</u>	<u>2003 Budget</u>
Conservatory			
Attendance	212,241	194,000	207,500
Rentals	146	109	145
Picnic Permits	2,815	3,000	2,900
Swimming Attendance			
Indoor	90,918	48,100	87,000
Outdoor	360,090	271,200	279,900
Waterslide	18,344	18,400	16,800
Total	469,352	337,700	383,700
Golf Permits	503,762	601,000	588,000
Skating Attendance			
Indoor (Paid)	18,696	23,400	21,400
Special Event Permits	288	345	303
Restaurant/Concessions			
Merchandise Cost	\$ 552,134	\$ 761,560	\$ 729,016
Resale Revenue	\$ 1,643,531	\$ 1,908,175	\$ 1,885,566
% Merchandise Cost/Revenue	33.6%	39.9%	38.7%

SPONSORSHIPS OF PARK OPERATIONS

	<u>2001</u>	<u>2002</u>
Caring Communities		
Boerner Garden Concerts	\$5,000	\$5,000
Park People		
O'Donnell Park Concerts	\$5,000	\$5,000
North Shore Bank		
Jackson Park Concerts	\$2,000	\$2,000
Ameritech		
Ameritech Summer Splash	\$3,250	\$3,250
Potawatomi Nation		
Four Free Days at Pelican Cove	\$5,000	\$5,000
South Milwaukee		
Grobschmidt Pool	\$ 0	\$15,000
St. Francis Sports Medicine		
Free Days at Pulaski Indoor Pool	\$1,000	\$ 0
Wisconsin Energy Corp		
Wilson Park Concerts	\$2,000	\$ 0
Milwaukee Riverwalk District		
Red Arrow Concerts	\$2,000	\$ 0

ADOPTED 2003 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	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Personal Services (w/o EFB)	\$ 7,306,247	\$ 7,624,176	\$ 7,801,892	\$ 177,716
Employee Fringe Benefits (EFB)*	1,350,816	1,591,261	2,068,750	477,489
Services	3,914,503	4,952,178	4,801,873	(150,305)
Commodities	2,450,389	3,072,737	3,057,996	(14,741)
Other Charges	2,221	0	0	0
Debt & Depreciation	0	0	0	0
Capital Outlay	197,515	549,560	484,757	(64,803)
County Service Charges	1,170,557	1,445,638	1,741,603	295,965
Abatements	(643,779)	(767,884)	(861,239)	(93,355)
Total Expenditures	\$ 15,748,469	\$ 18,467,666	\$ 19,095,632	\$ 627,966
Total Direct Revenue	\$ 12,336,519	\$ 14,769,910	\$ 14,755,910	\$ (14,000)
Direct Property Tax Levy	\$ 3,411,950	\$ 3,697,756	\$ 4,339,722	\$ 641,966

* The 2002 and 2003 budgets include fringe benefits. The 2001 actual has been adjusted for comparison.

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*

Account Summary	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Central Service Allocation	\$ 407,580	\$ 546,134	\$ 519,681	\$ (26,453)
Courthouse Space Rental	0	0	0	0
Document Services	26,088	24,548	36,940	12,392
Tech Support & Infrastructure	64,529	21,832	125,322	103,490
Distribution Services	0	0	0	0
Telecommunications	41,232	43,083	48,288	5,205
Records Center	23	36	29	(7)
Radio	4,690	3,040	768	(2,272)
Personal Computer Charges	64,366	62,000	33,628	(28,372)
Applications Charges	40,560	47,211	76,583	29,372
Total Charges	\$ 649,068	\$ 747,884	\$ 841,239	\$ 93,355
Principal and Interest	1,877,337	1,756,483	2,527,239	770,756
Direct Property Tax Levy	\$ 3,411,950	\$ 3,697,756	\$ 4,339,722	\$ 641,966
Total Property Tax Levy	\$ 5,938,355	\$ 6,202,123	\$ 7,708,200	\$ 1,506,077

* 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 2003 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.

OUTCOMES MEASURES			
	Outcomes	Indicators	Targets
1.	Public develops respect and support for nature.	a. Public respect and support. b. Visitor educational participation. c. County tax levy support. d. Zoological Society education. e. Compliance with 5 year plan. f. Staff professional development.	a. 50% of visitors favor increased support based on renewed respect. b. Over 1,000,000 participants. c. \$4,339,722 in operating budget. d. Over 200,000 participants. e. 95% compliance. f. 10% of full-time staff and 100% of seasonal staff trained annually.
2.	Public enjoyment of this recreational experience is enhanced.	a. Public opinion/reputation. b. Return visits. c. Stable or growing attendance. d. County tax levy support. e. Zoological Society support. f. Compliance with 5 year plan. g. Staff professional development. h. Public opinion of Zoo food service. i. Public opinion of Zoo restrooms. j. Public opinion of Zoo appearance.	a. 80% of visitors surveyed agree. b. \$14,755,910 revenue earned. c. 1,350,000 visitors or more. d. \$4,339,722 in operating budget. e. \$968,310 in operating budget. f. 95% compliance. g. 10% of full-time staff and 100% of seasonal staff trained annually. h. 80% of visitors surveyed are pleased. i. 80% of visitors surveyed are pleased. j. 80% of visitors surveyed are pleased.

ADOPTED 2003 BUDGET
DEPT: ZOOLOGICAL DEPARTMENT
UNIT NO. 9500
FUND: General - 0001

OUTCOMES MEASURES			
	Outcomes	Indicators	Targets
3.	The Milwaukee County Zoo makes significant contributions to the improvement of animal care and the global conservation of animal species and their natural habitat.	a. Conservation programs (number of conservation programs for animals in the wild). b. SSP percentage (number of Species Survival Plan species in the Zoo divided by the number of SSP species memberships times 100). c. Conservation collaborations (number of collaborative conservation programs with other conservation institutions and government agencies). d. Conservation planning levels (number of regional, national and international conservation workshops, seminars and conferences participated).	a. Conduct 9 or more conservation programs per year. b. More than 95% SSP percentage. c. More than 5 conservation collaborations annually. d. More than 25 conservation planning events annually.
4.	The Milwaukee County Zoo makes significant contributions to the body of scientific knowledge applied towards animal care and the global conservation of animal species.	a. Research programs (number of research programs within the Zoo). b. Scientific management activity level (number of scientific management positions by Zoo staff in national and international collaborative conservation management programs). c. Scientific presentations (sum of the number of scientific publications, lectures, and other formal presentations).	a. Conduct four or more research programs annually. b. More than 12 scientific management positions. c. More than 15 scientific presentations annually.

PERSONNEL SUMMARY				
	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Personal Services (w/o EFB)	\$ 7,306,247	\$ 7,624,176	\$ 7,801,892	\$ 177,716
Employee Fringe Benefits (EFB)	\$ 1,350,816	\$ 1,591,261	\$ 2,068,750	\$ 477,489
Position Equivalent (Funded)*	261.6	265.0	263.1	(1.9)
% of Gross Wages Funded	97.3	97.3	97.2	(0.1)
Overtime (Dollars)**	\$ 314,514	\$ 369,996	\$ 381,000	\$ 11,004
Overtime (Equivalent to Positions)	11.6	13.6	13.4	(0.2)

* For 2001, the Position Equivalent is the budgeted amount.

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

ADOPTED 2003 BUDGET

DEPT: ZOOLOGICAL DEPARTMENT

UNIT NO. 9500

FUND: General - 0001

PERSONNEL CHANGES				
Job Title/Classification	Action	Number of Positions/ Total FTE	Division	Cost of Positions (Excluding Fringe Benefits)
Human Resource Coord - Zoo	Transfer	1/1.0	Admin & Finance	\$ (63,624)
Management Assistant (HR)	Transfer	1/1.0	Admin & Finance	(41,972)
			TOTAL	\$ (105,596)

ORGANIZATIONAL COST SUMMARY						
DIVISION		2001 Actual	2002 Budget	2003 Budget	2002/2003 Change	
Animal Management and Health	Expenditure	\$ 4,124,951	\$ 4,580,711	\$ 4,935,290	\$	354,579
	Abatement	1,884	20,000	29,656		9,656
	Revenue	44,404	50,000	51,000		1,000
	Tax Levy	\$ 4,078,663	\$ 4,510,711	\$ 4,854,634	\$	343,923
Maintenance and Facilities	Expenditure	\$ 2,924,395	\$ 3,523,021	\$ 3,718,039	\$	195,018
	Abatement	62	0	3,082		3,082
	Revenue	0	0	0		0
	Tax Levy	\$ 2,924,333	\$ 3,523,021	\$ 3,714,957	\$	191,936
Administration and Finance	Expenditure	\$ 3,627,019	\$ 4,573,954	\$ 4,543,571	\$	(30,383)
	Abatement	624,935	747,884	628,753		(119,131)
	Revenue	797,414	1,302,410	1,051,410		(251,000)
	Tax Levy	\$ 2,204,670	\$ 2,523,660	\$ 2,863,408	\$	339,748
Operations	Expenditure	\$ 3,425,198	\$ 3,895,099	\$ 3,885,722	\$	(9,377)
	Abatement	26	0	165,378		165,378
	Revenue	8,827,112	10,047,000	10,343,000		296,000
	Tax Levy	\$ (5,401,940)	\$ (6,151,901)	\$ (6,622,656)	\$	(470,755)
Public Affairs and Services	Expenditure	\$ 2,290,685	\$ 2,662,765	\$ 2,874,249	\$	211,484
	Abatement	16,872	0	34,370		34,370
	Revenue	2,667,589	3,370,500	3,310,500		(60,000)
	Tax Levy	\$ (393,776)	\$ (707,735)	\$ (470,621)	\$	237,114

DEPARTMENT DESCRIPTION

The Zoo's organizational structure is designed to maximize efficiency of operations, facilities, animal management and human resources. The Zoo includes five divisions: Animal Management and Health, Maintenance and Facilities and Administration and Finance, Operations, 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 **Maintenance and Facilities Division** provides for the maintenance, improvement and overall grooming of the grounds, which are critical to visitor

ADOPTED 2003 BUDGET

DEPT: ZOOLOGICAL DEPARTMENT

UNIT NO. 9500

FUND: General - 0001

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.

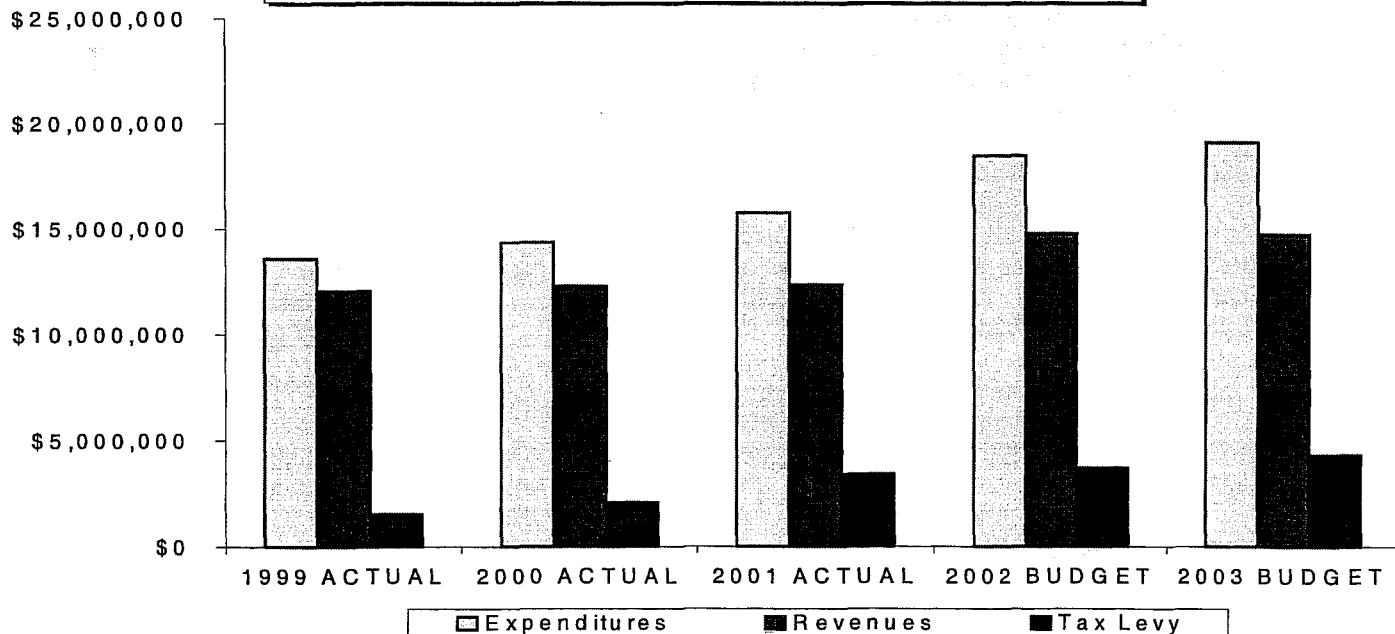
Activities of the **Operations Division** include business and concessions functions related to the Zoo's major revenue sources such as admissions, parking lot, two restaurants with a patio complex, three major food concession facilities and various food stands, gift, novelty and souvenir stores, a miniature train ride, a Zoomobile ride and a carousel ride.

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.

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.

**ZOO EXPENDITURES, REVENUES AND TAX LEVY
FIVE YEAR PERFORMANCE**



The 2002 and 2003 budgets include fringe benefits. Years 1999-2001 have been adjusted for comparisons.

ADOPTED 2003 BUDGET

DEPT: ZOOLOGICAL DEPARTMENT

UNIT NO. 9500

FUND: General - 0001

BUDGET HIGHLIGHTS

- On July 22, 1999, the County Board of Supervisors adopted Resolution File No. 99-451 approving a Five-Year Fiscal Plan for the Zoo. This plan maintains the Zoo's existing identity and contains numerous initiatives designed to enhance the Zoo's ability to improve its physical plant and its marketing, as well as an ambitious capital improvement plan that would add several exciting new attractions to the Zoo which will enable the Zoo to maintain its status as one of the top ten zoos in the country in terms of attendance and quality. The cost for the nine-year, \$29.6 million capital improvement campaign will be split equally between the County and the Zoological Society.

The Five-Year Fiscal Plan Committee will remain in existence and meet on a regular basis to review Five-Year Plan implementation and the overall fiscal condition of the Milwaukee County Zoo and to explore new revenue opportunities that could have a beneficial long-term impact on Zoo finances.

- Year 2003 is the fourth year of the five-year plan for both the Zoo's operating and capital budgets. The \$4,339,722 in tax levy for 2003 in the operating budget includes \$2,270,972 allocated for 2003 in the five-year plan and also includes \$2,068,750 for employee group benefits now part of departmental budgets. Employee group benefit costs were included in the adopted five-year plan as indirect costs.
- In the Capital Budget, \$5,158,700 is budgeted for the fourth year of the nine-year capital campaign, which includes \$1,506,000 in infrastructure improvements.
- The Zoological Society's financial support to the Zoo's operating budget decreases \$4,000, from \$972,310 to \$968,310, as identified in the plan for 2003.
- Additional Zoological Society support outside of the Five-Year Plan includes a \$70,000 increase, from \$280,000 to \$350,000, in revenue from parking fees reflecting anticipated society payment for use by memberships in their Zoo Pass Plus program.
- Zoo attendance remains at the 2002 Adopted Budget level of 1,350,000 projected visitors as prescribed in the Five-Year Plan. However, the mix of free and paid admissions is adjusted to reflect an increase of 50,204 in free admissions, or 4% from 39% to 43%. This change reduces revenue \$187,000.
- The Five-Year Plan highlights the following key funding areas: seasonal workforce, advertising, a la carte entertainment, major maintenance, time and materials and new minor and major equipment. The Plan for 2003 calls for three percent increases in these areas. The 2003 Budget includes \$2,242,957 for seasonal workforce, \$530,500 for advertising, \$164,000 for a la carte entertainment, \$324,857 for major maintenance, \$415,088 for time and materials and \$554,789 for new minor and major equipment. The total in these areas is \$56,451 over the plan.
- The 2003 budget includes a \$1.00 parking fee increase, from \$6.00 to \$7.00 per car, increasing revenue \$225,000 to \$1,566,000 as anticipated in the 2003 plan. Parking fees for cars at the Zoo were previously increased to \$3.00 in 1988, to \$4.00 in 1991, to \$5.00 in 1995 and \$6.00 in 1999.
- Personal Services have been reduced \$221,712 to establish a net salary budget that is 97.2% of gross wages. For 2002, the net salary budget for the Zoo was 97.3% of gross wages.
- \$ (63,624) Transfer 1 Human Resource Coordinator-Zoo
(41,972) Transfer 1 Management Assistant (HR)
\$(105,596)

Due to the creation of the Department of Administrative Services (DAS), one position of Human Resource Coordinator Zoo and one position of Management Assistant HR are transferred to the Department of Administrative Services – Human Resources with the cost being charged back to the Zoo.
- The animal food budget increases \$15,000, from \$375,000 to \$390,000.

ADOPTED 2003 BUDGET

DEPT: ZOOLOGICAL DEPARTMENT

UNIT NO. 9500

FUND: General - 0001

- Complementing the Zoo and Zoological Society objective to enhance year-round attendance, a special spring exhibit, "When Crocodiles Ruled" is scheduled in 2003 which replaces the 2002 exhibit, "Cats! Wild to Mild." Admission to this exhibit is free.
- A butterfly summer exhibit is planned in 2003 to help achieve an attendance level of 1,350,000 visitors. This replaces the Dinosaur Island Exhibit. Admission for this exhibit is \$2.00 for adults and \$1.00 for children.
- The following table identifies exhibit expenditures, revenues, contributions from the Zoological Society and net profit. Net profit is shown as a positive number and reduces the Zoo's tax levy.

Exhibits			
	2002	2003	2002/2003 Change
Spring			
Expenditures	\$ 162,700	\$ 177,100	\$ 14,400
Revenues	0	0	0
Society Contribution	162,700	177,100	14,400
Net Profit	\$ 0	\$ 0	\$ 0
Summer			
Expenditures	\$ 528,504	\$ 383,779	\$ (144,725)
Revenues	639,000	388,000	(251,000)
Society Contribution	317,300	302,900	(14,400)
Net Profit	\$ 427,796	\$ 307,121	\$ (120,675)

- Expenditures for utilities, including electricity, natural gas, sewer and water, increase \$106,800, from \$1,473,200 to \$1,580,000, primarily reflecting a \$90,000 increase for partial use of the new animal health center and education buildings under construction in 2003.
- Revenue from the sale of novelties remains at the 2002 level for a profit of \$1,384,000.
- The net profit from concession, catering and beverage sales increases \$91,000, due to the replacement of Lakeview Place in 2002.
- The following table identifies expenditures, revenues and net profit for novelties and concessions. This presentation shows profitability as a positive number.

Novelties and Concessions			
	2002	2003	2002/2003 Change
Novelties			
Expenditures	\$ 868,000	\$ 868,000	\$ 0
Revenues	2,252,000	2,252,000	0
Net Profit	\$ 1,384,000	\$ 1,384,000	\$ 0
Concessions			
Expenditures	\$ 1,036,000	\$ 1,036,000	\$ 0
Revenues	3,646,000	3,737,000	91,000
Net Profit	\$ 2,610,000	\$ 2,701,000	\$ 91,000

- The flexibility to reallocate major maintenance projects and equipment purchases, while remaining within the total appropriation, is continued.
- Discounted admission fees of \$4.50 for adults and \$2.00 for juniors and school groups will continue to be available to Milwaukee County residents on Wednesdays.
- The Zoo Director's authorization to discount or waive admission fees to Zoo activities to promote and acquaint the public with the many programs and activities offered by the Zoo and to stimulate demand for Zoo activities is continued for 2003.
- Authority is continued for the Zoo Director to provide one free admission day per month during the months of January through April and November and December, 2003. The specific free days selected are at the Zoo Director's discretion.
- All departments are directed to revise their Outcomes Measures to reflect their 2003 budgeted resources, if changes are needed, consistent with the Milwaukee County Mission and Vision statements. Each department shall report its Outcomes Measures directly to the County Board by March 1, 2003.
- The 2003 Budget reflects a zero wage increase for all County managers in the Executive Compensation Plan (ECP). For 2003, all personal service contracts with ECP employees are eliminated, including the provision for 90-day notice upon termination. In addition, the 2003 Budget reflects a zero wage increase for all non-represented County employees with salaries of \$50,000 or more.

ADOPTED 2003 BUDGET

DEPT: ZOOLOGICAL DEPARTMENT

UNIT NO. 9500

FUND: General - 0001

- In lieu of a 3% salary reduction for County managers in the Executive Compensation Plan, personal services are reduced an additional \$13,416, which is included in the departments' lump sum salary reduction. The Department of Administrative Services is authorized to process transfers between various departmental accounts for those departments that wish to utilize other sources of funding to offset increased Personal Services costs besides the lump sum salary reduction.
- 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 agreement has led to the successful completion of approximately \$26 million in capital projects, a \$626,000 cooperative educational program serving over 230,000 students per year, a \$241,200 graphics replacement program and over \$500,000 in sponsorship revenue.

The Society's direct revenue support to the Zoo's operating budget for 2003 decreases \$4,000, from \$972,310, to \$968,310, which is at the 2003 level of the Five-Year Plan.

The cost of the new capital improvement program contained in the Five-Year Plan is \$29.6 million, which will be split equally between Milwaukee County and the Zoological Society.

The following table breaks down Society support to the Zoo.

ADOPTED 2003 BUDGET
DEPT: ZOOLOGICAL DEPARTMENT
UNIT NO. 9500
FUND: General - 0001

ZOOLOGICAL SOCIETY SUPPORT OF MILWAUKEE COUNTY ZOO				
	<u>2000/2001 Society Actual</u>	<u>Proposed 2001/2002 Society Budget</u>	<u>Proposed 2002/2003 Society Budget</u>	<u>Change Society Budget</u>
Operating Budget				
Sponsorships	\$ 176,500	\$ 204,000	\$ 200,000	\$ (4,000)
Exhibits (Special Exhibits Bldg.)	428,776	480,000	480,000	-
Society Tickets	257,452	220,000	220,000	-
Other	-	68,310	68,310	-
Five-Year Plan Goal	\$ 862,728	\$ 972,310	\$ 968,310	\$ (4,000) *
Society Parking Pass Plus Fees	263,052	280,000	350,000	70,000
SUBTOTAL	\$ 1,125,780	\$ 1,252,310	\$ 1,318,310	\$ 66,000
Train Trust Fund/Direct Revenue				
Zoomobile Sponsorship	\$ 21,000	\$ 21,000	\$ 21,000	\$ -
Membership Sales Commission	\$ 11,764	\$ 24,000	\$ 12,500	\$ (11,500)
Direct In-Kind Support				
Decking Project	\$ -	\$ -	\$ 50,000	\$ 50,000
Winter Wonderland	13,201	20,000	20,000	-
Veterinary Internships	6,000	6,000	6,000	-
Service Agreements	153,261	217,278	217,278	-
Koala Browse	35,831	35,600	35,600	-
Conservation/Research Projects	47,022	60,000	60,000	-
New Replacement Graphics	43,580	47,000	52,000	5,000
Marketing Campaign	50,000	50,000	50,000	-
SUBTOTAL	\$ 348,895	\$ 435,878	\$ 490,878	\$ 55,000
Capital Support				
Renovation/Exhibits (Big Cats)	\$ 208,198	\$ -	\$ -	\$ -
SUBTOTAL	\$ 208,198	\$ -	\$ -	\$ -
Capital Campaign Support	\$ 33,000	\$ -	\$ -	\$ -
Capital Campaign Study	54,261	50,000	84,000	34,000
Renovation/Exhibits (Impala Deck)	113,029	-	-	-
Heritage Farm/Education Bldg	-	1,000,000	3,100,000	2,100,000
Zoo Entrance	-	-	85,000	85,000
SUBTOTAL	\$ 200,290	\$ 1,050,000	\$ 3,269,000	\$ 2,219,000
TOTAL	\$ 1,915,927	\$ 2,783,188	\$ 5,111,688	\$ 2,328,500
Zoological Society Indirect In-Kind**	\$ 3,184,456	\$ 3,297,086	\$ 3,101,614	\$ (195,472)
GRAND TOTAL	\$ 5,100,383	\$ 6,080,274	\$ 8,213,302	\$ 2,133,028

* The Society fiscal year is from October 1 through September 30.

** Zoological Society Indirect In-Kind increases at 5% of total Zoo support budget beginning in 2000.

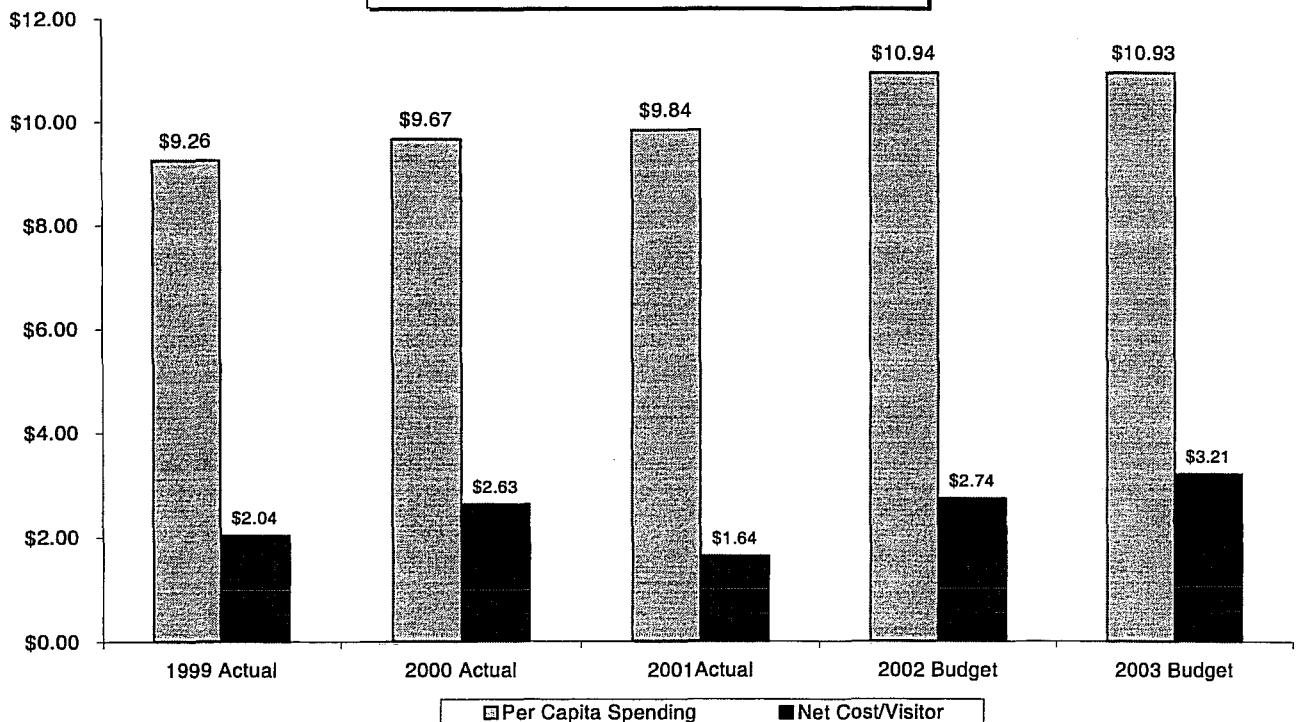
ADOPTED 2003 BUDGET

DEPT: ZOOLOGICAL DEPARTMENT

UNIT NO. 9500
FUND: General - 0001

ACTIVITY AND STATISTICAL SUMMARY				
	2001 Budget	2001 Actual	2002 Budget	2003 Budget
<u>Attendance</u>				
Paid Adult	536,375	469,001	519,640	504,987
Paid Junior	298,385	246,204	300,646	265,095
Free	515,240	538,592	529,714	579,918
Total Attendance	1,350,000	1,253,797	1,350,000	1,350,000
<u>Parking</u>				
Auto	197,667	222,493	193,500	229,761
Buses Paid	1,583	1,481	1,583	1,432
<u>Activities - Revenues</u>				
Parking Sales	\$ 1,279,160	\$ 1,174,396	\$ 1,191,000	\$ 1,556,000
Admission Sales	\$ 4,696,000	\$ 3,937,355	\$ 4,909,000	\$ 4,471,000
Food Concession Sales	\$ 2,600,000	\$ 2,566,144	\$ 2,950,000	\$ 3,046,000
Gift Sales	\$ 1,900,000	\$ 1,824,805	\$ 2,252,000	\$ 2,252,000
Sea Lion Show Sales	\$ 131,000	\$ 114,881	\$ 137,000	\$ 137,000
Carousel	\$ 132,000	\$ 122,598	\$ 131,000	\$ 132,000
Train Ride Sales	\$ 525,000	\$ 498,539	\$ 525,000	\$ 525,000
Zoomobile Ride Sales	\$ 130,000	\$ 93,100	\$ 130,000	\$ 130,000

**ZOO VISITOR SPENDING AND COST PATTERNS
FIVE YEAR PERFORMANCE**



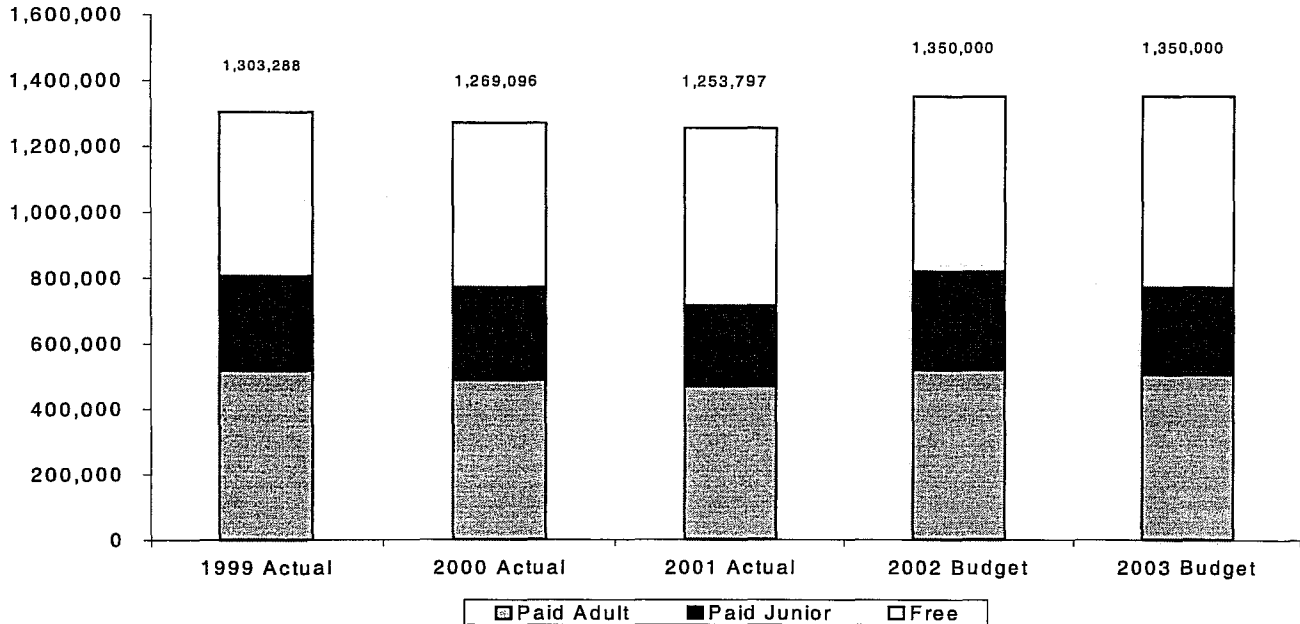
* The 2002 and 2003 budgets include fringe benefits. Years 1999-2001 have been adjusted for comparisons.

ADOPTED 2003 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
\$936,763	\$936,763	\$ 0

Total 2003 expenditures and revenues for the Railroad Fund are \$936,763 and include the following:

Expenditures

\$410,000 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.

\$257,000 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.

\$241,763 Other commodities and supplies, expenses for conservation programs and grants, library operators and staff training, travel and conference expenses.

Revenue

\$936,763 Reflects revenue of \$869,263 from operation of the train and Zoomobile. A sum of \$21,000 is included for sponsorship revenue from the Zoological Society.

ADOPTED 2003 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
\$ 46,000	\$ 46,000	\$ 0

Total 2002 expenditures and revenues for the Specimen Fund are \$46,000 and include the following:

Expenditures

- \$ 31,000 Freight charges and travel expenses related to animal shipments.
- \$ 15,000 Appropriation for animal replacement and miscellaneous commodity purchases.

Revenue

- \$ 46,000 Revenue from animal sales and miscellaneous investment earnings.

ADOPTED 2003 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			
	2001 <u>Actual</u>	2002 <u>Budget</u>	2003 <u>Budget</u>
Property Tax Levy Contribution to Milwaukee Public Museum	\$ 4,300,000	\$ 4,300,000	\$ 4,085,000

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 2003, \$4,085,000 is budgeted to support the MPM.

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 Pulcher 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 \$215,000, from \$4,300,000, to \$4,085,000 as allowed in the Lease and Management Agreement.
- All departments are directed to revise their Outcomes Measures to reflect their 2003 budgeted resources, if changes are needed,

ADOPTED 2003 BUDGET**DEPT: MILWAUKEE PUBLIC MUSEUM****UNIT NO. 9700****FUND: General - 0001**

consistent with the Milwaukee County Mission and Vision statements. Each department shall

report its Outcomes Measures directly to the County Board by March 1, 2003.

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.

OUTCOMES MEASURES			
	Outcomes	Indicators	Targets
1.	Visitors receive an educational experience in the areas of human and natural history.	a. Attendance by school groups. b. Number of cultural celebrations that attract diverse audiences.	a. 33% of Museum visits are by school groups. b. Present five cultural celebrations.
2.	Collections are preserved, protected, studied and acquired.	a. Work of collections managers and conservators.	a. 40% of curatorial and conservation staff time devoted to collections.
3.	Research enriches the local and scientific community.	a. Exhibit content. b. Publications. c. Collaborations with individuals and institutions.	a. 400 hours spent on developing content for three exhibits. b. Publish 20 peer-reviewed articles and books. c. Scholarly collaboration with 15 individuals and/or institutions.
4.	The Museum's buildings and facilities are adequately developed, maintained and secured.	a. Amount of time allocated to preventive maintenance.	a. 50% of maintenance engineer's time allocated to preventive maintenance.
5.	The Museum is managed in accordance with nationally accepted standards.	a. Adherence to standards set by American Association of Museums (AAM).	a. Re-accreditation by AAM.
6.	The Museum successfully obtains financial resources and support that enable it to carry out its mission.	a. Grants. b. Private fund raising. c. Amount of public financial support. d. Amount of earned income (excluding admissions). e. Amount of membership increase. f. Planned giving. g. Sound investment practices for endowment and reserve funds.	a. Apply for 10 grants. b. Contributed revenue provides 25-30% of budgeted revenue. c. \$4,085,000 tax levy support from Milwaukee County. d. Earned income provides 30-35% of budgeted revenue. e. 1,000 additional members. f. Solicit at least 50 people for planned gifts. g. 60% equities, 40% income securities, reserve funds yield 2% above London Inter-Bank Officer Rates.

ADOPTED 2003 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	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Personal Services (w/o EFB)	\$ 38,535	\$ 41,255	\$ 35,900	\$ (5,355)
Employee Fringe Benefits (EFB)*	7,888	9,452	11,958	2,506
Services	411,047	312,903	276,151	(36,752)
Commodities	24,304	14,700	0	(14,700)
Other Charges	0	0	0	0
County Service Charges	27,376	25,278	404	(24,874)
Abatements	(27,043)	(24,881)	0	24,881
Total Expenditures	\$ 482,107	\$ 378,707	\$ 324,413	\$ (54,294)
Total Revenues	\$ 156,062	\$ 137,052	\$ 115,989	\$ (21,063)
Direct Property Tax Levy	\$ 326,045	\$ 241,655	\$ 208,424	\$ (33,231)

* The 2002 and 2003 budgets include fringe benefits. The 2001 actual has been adjusted for comparison.

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*				
Account Summary	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Central Service Allocation	\$ 6,895	\$ 5,611	\$ 0	\$ (5,611)
Courthouse Space Rental	0	0	0	0
Document Services	2,973	828	0	(828)
Tech Support & Infrastructure	7,515	7,962	0	(7,962)
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	7,267	7,000	0	(7,000)
Applications Charges	2,393	3,480	0	(3,480)
Total Charges	\$ 27,043	\$ 24,881	\$ 0	\$ (24,881)
Direct Property Tax Levy	\$ 326,045	\$ 241,655	\$ 208,424	\$ (33,231)
Total Property Tax Levy	\$ 353,088	\$ 266,536	\$ 208,424	\$ (58,112)

* 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 2003 BUDGET

DEPT: MILWAUKEE COUNTY UNIVERSITY EXTENSION SERVICE

UNIT NO. 9910
FUND: General - 0001

MISSION

The mission of the University of Wisconsin-Extension, in collaboration with community organizations, puts knowledge to work in response to emerging issues through innovative, highly focused educational programs. Extension education makes the "Wisconsin Idea" a reality by applying university research, knowledge and resources to the needs of Wisconsin people wherever they live and work.

The mission of Milwaukee County University of Wisconsin-Extension is to build strong families and neighborhoods. 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
- Work with W2 agencies to teach 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

- Help residents learn how to avoid identity theft
- Teach businesses and 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
- Work with residents at the House of Correction to teach anger management, parenting skills and nutrition

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

- Train volunteers to teach residents about gardening
- 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

OUTCOMES MEASURES			
	Outcomes	Indicators	Targets
1.	Leadership and organizational skills and environmental stewardship of community boards and neighborhood associations are improved through technical advice and assistance to business associations.	a. Number of community organizations assisted with assessment, goal setting or strategic planning efforts; this includes needs assessment, community planning and goal setting. b. Number of local businesses within the community that participate in educational activities. c. Number of people who increase their awareness of appropriate environmental actions.	a. 14. b. 12. c. 1,500.

ADOPTED 2003 BUDGET
DEPT: MILWAUKEE COUNTY UNIVERSITY EXTENSION SERVICE
UNIT NO. 9910
FUND: General - 0001

OUTCOMES MEASURES			
	Outcomes	Indicators	Targets
2.	Increased capacity of low-income families to manage their financial resources.	a. Number of participants who enroll and complete the Financial Services Certificate Program. b. Percent of participants who open a checking or savings account through the "Get Checking Program".	a. 350. b. 80%.
3.	Strengthen families through parent education and increase parental/caregiver involvement in their child's developmental health.	a. Number of first time parents assisted. b. Number of trainers reaching limited resource audiences with young children, e.g., agency personnel, child care and other service providers. c. Number of newsletters sent to families in the "First Time Parent Initiative".	a. 5,500. b. 200. c. 66,000.
4.	Improved health of families through better understanding of nutrition and diet.	a. Percent of program participants who increased their adoption of recommended food-handling practices. b. Percent of children from limited resource families that increased fruit and vegetable consumption after their parents and child care givers received instruction. c. Number of participants in the Family Nutrition Program.	a. 35%. b. 65% of 3,000 youth from 14 groups. c. 26,000.
5.	Community support for positive youth development.	a. Number and description of community collaborations and community coalitions related to youth at risk programming. b. Number of adults and youth actively involved in 4-H programs. c. Number of youth reached through the environmental science programs.	a. 11 community collaborations (2,400 youth and 840 adults.) b. 200. c. 20,000.
6.	Promote environmentally safe procedures for home gardeners.	a. Percent of Milwaukee County residents who will receive environmentally responsible gardening advice from UW Extension through the mass media and plant diagnostic services. b. Number of "bugnet" website "hits" to identify pests and learn appropriate control techniques.	a. 90%. b. 5,000.
7.	Increase self-sufficiency through the development of gardening skills and production of food to feed families.	a. Number of families renting garden plots to grow fresh produce. b. Number of disabled persons and their caregivers participating in accessible gardening and gardening education.	a. 400. b. 50.

ADOPTED 2003 BUDGET**DEPT: MILWAUKEE COUNTY UNIVERSITY EXTENSION SERVICE****UNIT NO. 9910****FUND: General - 0001**

PERSONNEL SUMMARY				
	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Personal Services (w/o EFB)	\$ 38,535	\$ 41,255	\$ 35,900	\$ (5,355)
Employee Fringe Benefits (EFB)	\$ 7,888	\$ 9,452	\$ 11,958	\$ 2,506
Position Equivalent (Funded)*	1.3	1.3	1.0	(0.3)
% of Gross Wages Funded	100.0	100.0	82.9	(17.1)
Overtime (Dollars)**	\$ 0	\$ 0	\$ 0	\$ 0
Overtime (Equivalent to Positions)	0.0	0.0	0.0	0.0

* For 2001, 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

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.

ADOPTED 2003 BUDGET**DEPT:** MILWAUKEE COUNTY UNIVERSITY EXTENSION SERVICE**UNIT NO.** 9910**FUND:** General - 0001**FOUR MAJOR PROGRAM AREAS****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

Community Natural Resources and Economic Development

Community Leadership Development
 Economic Development Education
 Neighborhood Development
 Professional Development for Non-Profit Organizations
 Water Resource Education within Milwaukee Watersheds
 Pollution Prevention for Businesses and Government Agencies
 Recycling and Waste Reduction Education

Youth

Youth Development
 4-H Clubs
 Youth Environmental Education:
 Wehr Nature Center/Nature in the Parks
 Youth Entrepreneurship

Urban Agriculture

- Consumer Horticulture Education
- Master Gardeners
- Community Gardens Program
- Accessible Gardening
- Educational Outreach

Milwaukee County University of Wisconsin-Extension programs are funded through County, State, Federal and private sources. U.W. Extension is able to leverage large amounts of additional dollars for use with Milwaukee County residents. The following is an 18-month snapshot (January 2001-June 2002) of the additional dollars that U.W. Extension has secured and used to support Milwaukee County programs:

GRANTS & CONTRACTS	AMOUNT
2008 Pre-college Science & Math Training	\$ 5,000
African Diaspora Program	11,000
America's Promise	30,000
Clean Sweep	12,000
County Block Grant for Urban Gardens	30,000
Community, Youth and Families at Risk	50,000
Homeownership & Financial Management	33,700
Kaufmann MiniSociety	22,000
Maximus Contract	20,000
Mercury Education	25,000
Milwaukee County Youth Employment Program	2,741
Milwaukee Family Program	118,100
Milwaukee Public Schools	3,000
Menomonee River Valley Learning Lab	25,000
Natural Resources Education	157,720
Nutrition Education	638,980
University Support for Milwaukee Co. UWEX	494,851
Youth Leadership	3,000
Coastal Zone Management	24,000
Conservation Foundation	1,700
TOTAL	\$ 1,707,792

ADOPTED 2003 BUDGET**DEPT: MILWAUKEE COUNTY UNIVERSITY EXTENSION SERVICE****UNIT NO. 9910****FUND: General - 0001****BUDGET HIGHLIGHTS**

- Due to fiscal constraints, the contract with the State of Wisconsin for professional staff is reduced \$60,000, from \$200,000 to \$140,000.
- Revenues are reduced \$21,063, from \$137,052 to \$115,989, due primarily to cuts in staffing and the shift to electronic distribution of publications.
- All departments are directed to revise their Outcomes Measures to reflect their 2003 budgeted resources, if changes are needed, consistent with the Milwaukee County Mission and Vision statements. Each department shall report its Outcomes Measures directly to the County Board by March 1, 2003.
- 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."

COUNTY REVENUES				
REVENUE SOURCES	2001 Actual	2002 Budget	2003 Budget	2002/2003 Change
Garden Rental & Urban Horticulture	\$ 18,850	\$ 26,000	\$ 21,000	\$ (5,000)
Commercial Horticulture	16,042	12,000	0	(12,000)
Consumer Horticulture	10,165	10,000	5,000	(5,000)
Family Development	53,148	7,000	8,000	1,000
Home Ownership/Financial Mgmt	12,950	17,500	12,000	(5,500)
Milwaukee Family Project	840	4,000	6,000	2,000
Nutrition Education Program	6,000	21,000	21,000	0
Youth Development Programs	816	10,000	7,500	(2,500)
4-H Program	27,894	2,052	4,000	1,948
Resource Development	2,000	3,500	4,000	500
Water Resource Programs	2,000	3,000	7,000	4,000
Bulletin Sales	2,070	10,000	2,000	(8,000)
Administrative and Room Rental	3,287	11,000	18,489	7,489
Total Revenue	\$ 156,062	\$ 137,052	\$ 115,989	\$ (21,063)

ADOPTED 2003 BUDGET**DEPT:** MILWAUKEE COUNTY UNIVERSITY EXTENSION SERVICE**UNIT NO.** 9910**FUND:** General - 0001

ACTIVITY AND STATISTICAL SUMMARY				
	<u>2001 Budget</u>	<u>2001 Actual</u>	<u>2002 Budget</u>	<u>2003 Budget</u>
Classes, Conferences, Workshops, Events	3,000	1,913	2,000	2,000
4-H and Youth Participation	70,000	20,268 *	63,000	20,000
Yard and Garden Information Calls	17,500	19,000	15,000	20,000
Web Hits for Insect Identification	N/A	5,000	N/A	5,000
InfoSource Calls	25,000	16,300	27,000	16,000
Gardens Rented	2,000	1,002	1,900	1,000
Low-Income Residents Reached with Nutrition Education	70,000	26,184	70,000	30,392
Businesses Receiving Assistance	300	477	225	50
Non-Profit Assistance	325	142	150	150

*Decreased in 2001 because Zoo Education was turned over to Zoological Society staff.

FEE SCHEDULE		
<u>Service</u>	<u>Cost</u>	<u>Cost of Service</u>
Garden Rental	\$15/50	Fees Cover Costs
Plant and Insect Identification	\$4 for Milwaukee Co. Residents/ \$10 for Non-Milwaukee Co. Residents	Fees Cover Costs
Workshops/Classes	Depends on Conference Costs	Fees Cover Costs
Audio-Visual Equipment Rental	Varies	
Education Bulletins	Retail price set in Madison plus handling and postage fee	
Grant Administration	10% of grant amount	Covers Administration Costs of Grants Within Department
Classroom Rental	\$10-\$75/day	

ADOPTED 2003 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 irrevocable

tax sufficient to pay the interest on bond obligations as they fall due, and to pay the bond principal at maturity.

BUDGET SUMMARY			
	<u>2001 Actual*</u>	<u>2002 Budget</u>	<u>2003 Budget</u>
<u>Expenditures</u>			
Debt Service Principal (8021)	\$ 51,970,000	\$ 43,400,000	\$ 51,290,000
Debt Service Interest (8022)	25,907,226	23,103,204	23,901,606
Total Principal and Interest	\$ 77,877,226	\$ 66,503,204	\$ 75,191,606
Interest Allocation (9880)	(6,736,904)	(6,425,065)	(6,098,691)
Total Expenditures	\$ 71,140,322	\$ 60,078,139	\$ 69,092,915
<u>Contributions</u>			
Reserve for County Bonds (4703)	\$ 5,567,101	\$ 2,648,606	\$ 10,842,864
Total Contributions	\$ 5,567,101	\$ 2,648,606	\$ 10,842,864
<u>Revenues</u>			
Jail Assessment Surcharge (1315)	\$ 1,520,105	\$ 1,307,403	\$ 1,520,000
Other State Grants and Reimbursements (2299)	2,593,090	0	0
Sale of Capital Asset (4905)	2,363,917	0	1,355,000
Revenue from Project Rents (4999)	1,418,289	172,600	1,425,521
Total Revenues	\$ 7,895,401	\$ 1,480,003	\$ 4,300,521
Direct Property Tax Levy**	\$ 57,677,820	\$ 55,949,530	\$ 53,949,530

* 2001 actual excludes balance sheet entries to record principal retired for proprietary fund departments. This adjustment is intended to allow 2001 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 2003 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 12/31/02	2003 Budget Requirements	
					Principal	Interest
R	5.04	10/15/93	12/01/11	\$ 53,552,001	\$ 6,590,000	\$ 1,895,475
C	5.49	05/15/94	12/01/09	6,260,000	3,130,000	334,910
C	5.28	05/15/95	12/01/10	11,325,000	3,775,000	580,406
A	5.65	06/15/95	12/01/14	3,900,000	325,000	217,425
C	5.44	06/15/96	12/01/11	10,100,000	2,525,000	520,150
A	5.80	06/15/96	12/01/15	4,875,000	375,000	277,406
AR	5.41	07/01/96	10/01/08	10,580,000	2,050,000	571,560
C	5.34	05/01/97	10/01/12	29,750,000	2,975,000	1,561,875
B	4.91	09/01/97	10/01/13	1,920,000	135,000	91,543
AR	4.72	09/01/97	10/01/09	7,155,000	1,415,000	340,383
C	4.77	05/01/98	10/01/13	28,600,000	2,600,000	1,378,000
R	4.23	03/01/99	10/01/12	31,850,000	3,315,000	1,308,563
C	4.48	05/01/99	10/01/14	43,300,000	2,820,000	2,136,800
A	4.60	05/01/99	10/01/14	5,460,000	455,000	242,515
R	4.67	05/27/99	10/01/13	1,760,000	130,000	79,319
C	5.46	03/01/00	09/01/15	42,300,000	3,150,000	2,325,600
C	4.40	04/01/01	10/01/16	39,000,000	3,500,000	1,932,500
TB	6.06	06/01/01	12/01/11	2,260,000	255,000	132,535
R	3.87	10/01/01	12/01/11	49,725,000	500,000	1,923,125
AR	3.90	10/01/01	12/01/11	1,305,000	145,000	55,064
R	4.08	06/01/02	09/01/11	62,950,000	7,875,000	2,876,172
C	4.20	08/01/03	08/01/17	41,225,000	3,250,000	3,120,280

Projected Outstanding Balance as of December 31, 2002 and Associated Debt Service \$ 489,152,001 \$ 51,290,000 \$ 23,901,606

2003 Total Budgeted Debt Service \$ 75,191,606

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 \$10,842,864 from the Reserve for County Bonds is anticipated for 2003. The 2001 Refunding Bonds and the 2002 General Obligation Corporate Purpose Bonds sold at a premium, which has resulted in \$4,226,888 in surplus bond proceeds. These bond proceeds will be budgeted in accordance with Section 67.11, Wisconsin Statutes, towards the 2003 interest payment on the corresponding bond issue.

In addition, the County lapsed \$8,040,073 in bond proceeds at year-end 2001. Portions of the lapsed proceeds were budgeted in 2002 from capital project

ADOPTED 2003 BUDGET

DEPT: GENERAL COUNTY DEBT SERVICE

UNIT NO. 9960

FUND: Debt Service - 0016

WP016 – Milwaukee Soccer Complex (\$174,340) to be applied towards the interest payment on the 2001 Bonds. The County has an arbitrage liability of \$1,186,309 that was booked at year-end 2001 to pay arbitrage penalties on the year-end 1996-2000 bonds. The balance of \$6,679,424 will be used to pay interest payments on the bonds in 2002 (\$4,026,758) and 2003 (\$2,652,667) in accordance with Section 67.11, Wisconsin Statutes.

Since the 2002 levy amount included interest payments for the 1996-2000 bonds prior to lapsing the bonds at year-end 2001, the \$4,026,758 in bond proceeds will be used to pay the interest on the bonds and the levy will be deposited in the debt service reserve.

To offset debt service costs, \$3,963,309 has been budgeted from the debt service reserve. Including the previously mentioned \$4,226,888 in premium from the sale of the 2001 Refunding Bonds and the 2002 Corporate Purpose Bonds and the year-end 2001 lapsed bond proceeds of \$2,652,667, the total amount budgeted from the debt service reserve to be applied towards debt service in 2003 is \$10,842,864.

The 2003 total budget amount of \$10,842,865 represents an increase of \$8,194,259 from the \$2,648,606 budgeted for 2002. The 2002 budgeted amount of \$2,648,606 was derived from a premium of \$2,474,666 from the 2001 General Obligation Corporate Purpose Bonds and the 2001 Corporate Purpose Refunding. In accordance with Section 67.11, Wisconsin Statutes, these proceeds will be applied toward the interest payment for the specific bond issue. In addition, \$174,340 from capital project WP016 – Milwaukee Soccer Complex, in accordance with Resolution File No. 01-172, was applied towards the interest payment on the 2001 Bonds.

DEBT SERVICE REVENUES

Due to the savings from the 2001 refundings, the following revenues that were available for the 2002 budget to pay debt service costs were budgeted in 2002 to be deposited in the debt service reserve:

Doyne Hospital Sale Revenue (\$1,302,000), Jail Assessment Surcharge (\$517,602), Milwaukee Rampage Lease Revenue (\$173,403), Milwaukee Kicker's Soccer Club Revenue (\$430,000), Marcus

Center Renovation Revenue (\$555,122), Intergovernmental Cooperation Council Revenue (\$227,263) and levy available from the use of lapsed bond proceeds at year-end 2001 to pay debt service on the 1996-2000 bond issues (\$4,026,758). There is approximately \$17.2 million currently in the debt service reserve, including the previously mentioned revenues of \$10,842,864. The balance in the debt service reserve net of the 2003 budget allocation will be approximately \$6.4 million.

Jail Assessment Surcharge (1315)

Jail Assessment Surcharge Revenue of \$1,520,000 is projected to be used to pay 2003 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)

Doyne 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 Froedtert Memorial Lutheran Hospital. Based on five percent of net operating cash flow, the estimated revenue for 2003 is \$1,355,000. The amount received in 2002 was \$3,479,000 based on 9.25 percent of net operating cash flow, which was deposited in the debt service reserve. The 2002 budgeted amount was \$1,302,000.

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.

ADOPTED 2003 BUDGET

DEPT: GENERAL COUNTY DEBT SERVICE

UNIT NO. 9960
FUND: Debt Service - 0016

The budgeted amount for 2002 was \$2,834,658. This revenue was budgeted in the non-departmental Power Plant Revenue Budget (Org. 1900-4904). The projected amount for 2003 of \$2,790,213 is also budgeted in the non-departmental budget.

Revenue from Project Rents (4999)

Milwaukee Rampage Soccer Team Revenue

In accordance with Resolution File No. 01-172, the County agreed to lease the Milwaukee County Sports Complex to the Milwaukee Rampage Soccer Team. Beginning in 2001, the Rampage will pay an annual base rent amount of \$215,000 to the County for a ten-year term and five-year extension. The annual base rent shall be increased by two percent each year beginning in the sixth year of the lease agreement and continuing for the remainder of the initial 10-year term and the first five-year extension. The base rent and additional rents will be applied towards the debt service costs for the complex.

The amount to be paid in 2001 was reduced from \$215,000 to \$115,000 because the Rampage agreed to develop, at its own expense, two new outdoor soccer fields at the Sports Complex. Initially, \$178,760 was included in the 2001 Capital Improvements Budget to develop these two soccer fields. The soccer fields were financed with 2001 general obligation bonds. Since the project is now being undertaken by the Rampage and not the County, the bonds will be applied towards debt service. The budgeted amount for 2002 was \$173,403. This amount will be deposited in the debt service reserve.

The Rampage payment for 2003 is projected to total \$215,000 based on the lease.

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.

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 2003 totals \$559,978. The budgeted amount for 2002 totaled \$555,122.

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 2003 totals \$226,543. This compares to \$227,263 in 2002.

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

ADOPTED 2003 BUDGET

DEPT: GENERAL COUNTY DEBT SERVICE

UNIT NO. 9960

FUND: Debt Service - 0016

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.

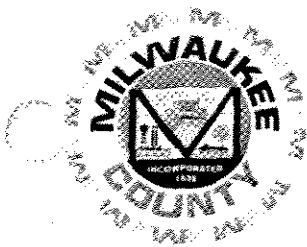
The County adopted a debt levy rate of approximately \$1.42 per \$1,000 of equalized value as part of the 1993 Budget. The conditions under which the debt service rate may be increased

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; and (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.

INTEREST ALLOCATION (9880)

Org. No.	Capitalized and Operating Interest Expense for Proprietary Fund Departments	2003 Amount
1162	DAS-Information Management Services Division	\$ 771,872
5041	DPW-Airport	1,933,931
5300	DPW-Fleet Maintenance	870,920
5605	DPW-Transit System	1,304,757
5725	DPW-Facilities Management	881,656
6901	DHHS-Behavioral Health Division	273,955
	Subtotal	\$ 6,037,091
1200-1885	Capitalized Interest for Proprietary Fund Departments	61,600
	Total	\$ 6,098,691

APPENDIX



OFFICE OF THE COUNTY EXECUTIVE

Milwaukee County

SCOTT WALKER • COUNTY EXECUTIVE

2003 County Executive Recommended Budget
Presented to the Milwaukee County Board of Supervisors
By Milwaukee County Executive Scott K. Walker
September 26, 2002

Chairman Holloway, Honorable members of the County Board of Supervisors, County Clerk Ryan, fellow residents of Milwaukee County. Good morning.

First, I want to thank you for giving me the opportunity to address you today to discuss my proposal for the 2003 Milwaukee County budget. My goal in putting together the budget was to balance the need for county services with the pressure placed on taxpayers to pay for county government.

Soon after taking the oath of office on May 9th, I started working to find that balance. Making matters even more interesting, I inherited a \$51 million shortfall from the previous administration.

When I ran for office, I promised to balance the budget without raising property taxes. I am happy to tell you that I have met that challenge. The budget that I present to you today *is* balanced and includes no increase in the property tax levy.

Achieving a balanced budget with no property tax levy increase is the foundation of my efforts to rebuild Milwaukee County government. In the 2000 census, and again in the 2001 adjusted census, Milwaukee was the only county in the state to lose population.

THE PEOPLES' BUDGET

We need to send a clear message to Milwaukee County residents and businesses that we don't want them to leave. In fact, we want to attract more residents and more job creators back to our county. Holding the line on property taxes sends that strong message.

How important is the issue of property taxes? Just ask Don Savic. He called my office because he wasn't able to make a budget briefing. Don is 73-years-old, and works a part-time job to help pay \$4,100 in property taxes this year for his modest 1,500 square

foot home. Don said he wouldn't be able to afford to live in his home, if we raised property taxes.

I've got good news for Don and other taxpayers in Milwaukee County. My budget holds the tax levy at \$218,708,524. The equalized tax rate is lowered to \$5.05. What does this mean for the average homeowner? On a \$100,000 home, a taxpayer will actually see their county property taxes go down by \$70.

To build a balanced budget without further burdening the property taxpayer, we established priorities. Soon after taking office, I asked our department and division heads to sort programs into one of three categories: the Must, the Might and the Maybe.

It is my belief that county government cannot be all things to all people. Instead, we must focus on the programs and services that support our core mission.

I also asked the public to help in this budget process. We held seven Interactive Budget Briefings across the county and our office distributed surveys to thousands of interested individuals. The goal of these sessions was to establish priorities and to communicate to the public the shared responsibility of balancing the budget.

Out of this process came the building blocks of our budget.

To support Senior Citizens in our county, this budget maintains support for our senior centers and meal programs. We also continued support of the popular and successful Family Care Program. This unique partnership with the state helped us eliminate waiting lists for programs starting on July 1st of this year.

To support individuals with disabilities and the families and friends who care for them, we restored funding for key programs like Birth to 3; Respite Care, Camp Wil-O-Way and in home care.

Hearing from Dennis LaRue and his wife Linda made a huge difference in how we built this budget. Dennis is here in the audience, and he told me at a briefing about their two children, a son with autism and a daughter with Down Syndrome. Dennis and his wife both work two jobs, and without Camp Wil-O-Way, would not be able to provide an outlet for their kids to experience a camp-like setting, or to afford adequate care for their children during the summer months.

Dennis says they don't know what they would do without Camp Wil-O-Way, and told me that he voted for me, but never in a million years thought I would cut programs necessary to fulfill basic-life needs in Milwaukee County. Dennis, you were right. Thank you for being a part of our process and all that you do for your children.

To support efforts to keep youthful offenders out of the costly prison system, we restored cuts for programs that provide an alternative to detention for young people. This was a concern for several young adults who brought this to my attention at the

King Center briefing. I want those young men and women to know – I heard you and restored funding for in home treatment, the Day Center and the Day Treatment Programs. I listened and we took your concerns to heart.

I also heard from advocates concerned about alternatives to detention for adults. I agreed with their concerns, which is why I maintained funding for the Day Reporting Center. In addition, as a result of recent zoning changes, we're pushing forward with moving more participants off the waiting list and into the program.

To support healthcare and childcare needs in our community, I've expanded the funding available for the General Assistance Medical Program. I also provided support for Child Day Care Certification and Enforcement – as well as other programs to improve childcare options.

To support those with mental healthcare needs, we continued operation of the Community Support Program and the acute inpatient program in 2003. We must, however, find more effective ways to run these programs in 2004.

To support our public safety needs, I increased funding for the court system and the Sheriff's Department. While all other areas were asked to reduce their budgets, these two areas received significant increases in funding. In addition, I further relieved pressure from the Sheriff's budget by funding the purchase of bulletproof vests through Local Law Enforcement Grants.

To support the valuable resources in our Parks system, I maintained services and focused much of the capital budget on maintaining our current infrastructure – rather than tackling new projects. In addition, I've proposed no cuts or closings to existing pools and golf courses.

At every budget briefing I held, people made a point to tell me how important Milwaukee County's Transit System is for people to go about their daily lives. To support the needs of those who rely on our bus system to get to school, work, or to help them travel throughout Milwaukee County, I have restored all but two of the bus routes that were originally proposed for elimination.

These are the key functions of county government and this budget was built to address those priorities – as set by our employees and the public. There are some programs we did not continue funding because they do not meet the core functions of county government.

To meet the challenge of balancing a \$51 million shortfall – without seriously reducing key services – I have made some major changes in the operations of county government.

COURAGE

In our proposal, three former departments are combined to create a new Department of Administrative Services, reducing around 20 positions and saving \$1.3 million.

To assist in building our economy, creating more good, family-supporting jobs, the stature of programs for Disadvantaged Business Development and Economic Development is increased in this budget. I want to improve our efforts to not only keep jobs in Milwaukee County, but to recruit new businesses and their jobs here.

Our budget includes significant reductions in management positions within the Department of Human Services. I also called for a plan – due by June of next year – to create a new County Department that will combine the current DHS with Behavior Health and with County Health-related Programs.

In addition, managers throughout county government are asked to take reductions in their pay and employees making more than \$50,000 are asked to forgo their wage increases.

Let me make it perfectly clear, however, I believe the majority of employees in Milwaukee County government are dedicated public servants. The salary changes that I propose in this budget are not a reflection of performance, but a reaction to the reality of our fiscal situation.

The alternative to the salary changes would be to layoff mass numbers of employees. To me, this option was unacceptable, as it would have a direct impact on the services delivered by county front-line workers.

Instead of mass layoffs, these reductions are because of restructuring within county government. In total, 413 county positions are being reduced, with more than half of those positions currently vacant.

VISION

Our budget also assigns many of the recommendations on hiring practices from the Legislative Audit Bureau report released last week to our new head of Human Resources Chuck McDowell. The budget calls for the creation of a Blue Ribbon Commission to examine the role of the civil service process in the county.

A number of the other areas in which I propose change require the assistance of state government. For the following items, I am requesting aid from the State Legislature for:

- The creation of a new parks district, that will include elected commissioners and be funded with authority and support transferred from the county tax levy.
- Full funding of all of the costs of operating the courts in Milwaukee County in exchange for an equal reduction in state shared revenue.
- A constitutional amendment to allow Milwaukee County to consolidate the positions of Clerk, Treasurer and Register of Deeds into a single appointed position.
- Increase in state aid to cover the full costs of expressway patrols provided by the Sheriff's Department.

As a former legislator, I know the state can be a beneficial partner. I am confident we can build a strong County-State partnership in the future.

In preparation for the future, our budget also includes several measures to improve our financial and budget situation. We want to build a county government that is fiscally sound, not just now, but for years to come.

One way I'm planning to do this is through a fixed contribution to the pension fund. Actuary reports show the pension contribution was less than 32% of the amount requested over the past two years. My proposed fixed amount contribution would remain locked-in for the next five years.

The budget changes the model for the delivery of healthcare to county employees and retirees to reduce costs in 2003 and in future years. I want to acknowledge the work of Matt Janes from the Department of Human Resources, who took my request to try and find some creative and innovative alternatives to heart. I also want to thank Rich Abelson, President of Local 48, and others from organized labor for being willing to work together to tackle our healthcare cost problems.

The 2003 capital budget, including the airport, is **\$47,264,838 less** than previous years.

The last year a bond issue was this low was the year I graduated from High School in 1986. Overall, this reduces the amount of unspent bond proceeds and reduces debt service for 2004. Again, my priority is focused on existing infrastructure versus new projects.

The Legislative Audit Bureau raised serious concerns about the lack of funding for sick leave benefits granted in the past. In this budget, a portion of the revenue captured from land sales is targeted for sick leave benefits in the next year and is used to increase Appropriations for Contingencies.

The audit also suggests the possibility of Milwaukee County joining the Wisconsin Retirement System. Our budget proposal includes the creation of a Blue Ribbon Commission to review the implications of such an idea for Milwaukee County.

Beyond that specific issue, our budget proposes major changes to the membership of the Pension Board. These changes will insure the independence and financial competence of each member. We also include changes to insure the full disclosure of all information about any future changes to the pension system.

These changes will lay the foundation for fiscal stability as we prepare budgets in future years.

Thinking ahead to 2004, this budget includes language to change the salary of the county board to a part-time status and to permanently change the salary of the county executive at the start of the next term.

It may not be fair to dramatically change the salary now, in the middle of a term. With this in mind, the only reduction in the salary for members of the Board that I am proposing is the 3% that mirrors the decrease employees in the Executive Compensation Program are facing-- including the members of my staff.

What I have heard from citizens is that they want different units of government to cooperate. Their world doesn't end at 124th Street or any of the other borders of Milwaukee County. In my budget, I am looking at ways to increase regional cooperation amongst the different levels of government. Through these relationships we can spark more economic development, more jobs and bring more business to the Milwaukee area.

One such partnership that I am proposing is with Waukesha County. We have reached an agreement to operate Waukesha County's transit operations. Thanks to County Executive Dan Finley for approaching me with this idea.

I am also working with Milwaukee Mayor John Norquist to combine our nursery operations. I look forward to this and potential options for combined purchasing.

HOPE

Ladies and gentlemen: my 2003 budget proposal is about more than balancing a \$51 million shortfall. It is about more than just avoiding a property tax increase.

Our budget is about the courage of the people in Milwaukee County.

Our budget is about the tens of thousands of ordinary Milwaukee County residents that did an extraordinary thing early this year. Driven by anger and outrage they could have

become more skeptical and cynical, or worse, moved out of the county. Instead, they stood up and demanded control of their government.

And make no mistake about it. The people are still watching. We saw it in the full crowds at our Interactive Budget Briefings, and we've seen and heard about it ever since.

I have a slogan in my office that matches the courage of the residents in our county. The slogan is "Failure is not an option." Our budget meets that challenge by building a firm foundation for the future. Together, we can build an even brighter future for the people of Milwaukee County.

Thank you for this opportunity. I look forward to working with all of you and those that we serve to ensure Milwaukee County is a great place to live, work and raise a family.

God bless you and the good people of Milwaukee County.

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 Group, East 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 program element 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 Public Works).
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.
Program Budget	The estimating of expenditure and/or revenue accounts at the program or program element level.
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 (e.g., Landscape Services Section, Facilities Division, Department of Parks).
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>1999</u>	<u>2000</u>	<u>2001</u>	<u>2002</u>	<u>2003</u>	<u>2002/2003 CHANGE</u>
LEGISLATIVE AND EXECUTIVE							
1000	County Board	70.8	71.1	71.3	68.4	62.6	(5.8)
1001	County Board- Audit Department	24.0	23.0	23.9	23.9	22.0	(1.9)
1020	County Executive- Intergovernmental Relations*	4.0	4.5	5.0	4.0	3.7	(0.3)
1011	County Executive- General Office	12.6	13.2	13.1	12.8	13.3	0.5
1021	County Executive- Veterans Service	7.0	7.0	7.0	7.0	6.6	(0.4)
1040	County Executive- Disadvantaged Business Development **	0.0	0.0	8.2	8.7	6.7	(2.0)
TOTAL LEGISLATIVE AND EXECUTIVE		118.4	118.8	128.5	124.8	114.9	(9.9)
STAFF							
1110	Civil Service Commission	5.0	5.0	5.0	5.0	5.0	0.0
1120	Personnel Review Board	5.0	7.0	7.3	7.0	7.0	0.0
1130	Corporation Counsel	23.2	24.2	23.7	23.7	20.8	(2.9)
1019	Dept. of Admin. Services - Office for Persons with Disabilities ***	6.4	6.5	6.5	7.4	6.3	(1.1)
1135	Labor Relations#	5.0	5.0	5.0	4.7	0.0	(4.7)
1140	Dept. of Admin. Services - Human Resources#	50.4	54.9	55.8	52.4	57.2	4.8

* The 2003 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 Administration to the County Executive's Office.

*** 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 Administration. The 2003 budget 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>1999</u>	<u>2000</u>	<u>2001</u>	<u>2002</u>	<u>2003</u>	<u>2002/2003 CHANGE</u>
1150	Dept. of Admin. Services - Risk Management	7.0	7.0	7.0	7.0	6.1	(0.9)
1151	Dept. of Admin. Services - Fiscal Affairs**	44.9	47.3	47.0	44.1	48.1	4.0
1152	Dept. of Admin. Services - Procurement	15.0	15.0	15.1	14.1	13.1	(1.0)
1160	Dept. of Admin. Services - Information Management Services	115.3	101.9	112.2	117.2	112.1	(5.1)
1180	Dept. of Admin. Services - Economic Development	7.4	7.4	7.4	7.5	6.9	(0.6)
1190	Dept. of Admin. Services - Housing & Community Development	32.0	32.0	34.0	34.0	36.9	2.9
TOTAL STAFF		316.6	313.2	326.0	324.1	319.5	(4.6)
COURTS AND JUDICIARY							
2000	Combined Court Related Operations	290.0	306.6	324.4	338.4	310.7	(27.7)
2430	Department of Child Support	193.2	199.8	204.3	218.4	203.4	(15.0)
TOTAL COURTS AND JUDICIARY		483.2	506.4	528.7	556.8	514.1	(42.7)
GENERAL GOVERNMENTAL SERVICES							
3010	Election Commission*	2.5	3.6	4.3	3.3	4.1	0.8
3090	County Treasurer	10.0	10.0	10.0	9.3	9.0	(0.3)
3270	County Clerk	8.0	9.1	9.0	8.7	7.0	(1.7)
3400	Register of Deeds	44.0	44.7	45.2	46.5	47.5	1.0
TOTAL GENERAL GOVERNMENTAL SERVICES		64.5	67.4	68.5	67.8	67.6	(0.2)

* Does not include commissioners.

** The 2003 Department of Administrative Services Reorganization transferred 10 positions from other County departments.

**COMPARISON OF FUNDED
FULL-TIME POSITION EQUIVALENTS**

<u>Org.</u>	<u>Description</u>	<u>1999</u>	<u>2000</u>	<u>2001</u>	<u>2002</u>	<u>2003</u>	<u>2002/2003 CHANGE</u>
PUBLIC SAFETY							
4000	Sheriff	963.9	1,034.2	1,060.8	1,125.3	1,119.1	(6.2)
4300	House of Correction	576.6	638.9	636.3	638.1	587.0	(51.1)
4500	District Attorney	142.9	153.9	163.6	168.1	161.2	(6.9)
4900	Medical Examiner	31.9	30.9	33.2	31.1	29.8	(1.3)
TOTAL PUBLIC SAFETY		1,715.3	1,857.9	1,893.9	1,962.6	1,897.1	(65.5)
DEPARTMENT OF PUBLIC WORKS							
5040	Airport	204.8	208.9	218.1	195.1	212.7	17.6
5070	Transportation Services	17.4	17.1	26.5	26.5	27.4	0.8
5080	Architectural, Engineering and Environmental Services	56.1	57.0	63.8	70.4	66.5	(3.9)
5100	Highway Maintenance	131.0	122.8	126.1	128.0	126.1	(1.9)
5300	Fleet Management	62.3	64.7	65.9	64.1	63.2	(0.8)
5700	Administration and Facilities Management*	270.9	307.5	0.0	0.0	0.0	0.0
5700	Facilities Management	0.0	0.0	289.5	280.1	251.4	(28.7)
5800	Administration	0.0	0.0	14.5	15.1	8.9	(6.2)
5900	Paratransit Services**	16.6	0.0	0.0	0.0	0.0	0.0
TOTAL PUBLIC WORKS		759.1	778.0	804.4	779.3	756.2	(23.1)

* 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).

**The 2000 budget provides for the operation of the Paratransit Program (Org. 5900) by Milwaukee Transport Services, Inc.

**COMPARISON OF FUNDED
FULL-TIME POSITION EQUIVALENTS**

<u>Org.</u>	<u>Description</u>	<u>1999</u>	<u>2000</u>	<u>2001</u>	<u>2002</u>	<u>2003</u>	<u>2002/2003 CHANGE</u>
HEALTH AND HUMAN SERVICES							
6300	DHHS-Behavioral Health Division	1,193.8	1,090.5	1,053.2	993.9	906.8	(87.1)
7100	John L. Doyne Hospital Transition*	2.0	0.0	0.0	0.0	0.0	0.0
7200	DHHS-County Health Related Programs	55.3	63.0	62.9	63.2	60.5	(2.7)
7900	Department on Aging	177.4	178.8	206.9	196.7	197.6	0.9
8000	Department of Health and Human Services	<u>1,231.4</u>	<u>1,228.3</u>	<u>1,207.9</u>	<u>945.2</u>	<u>846.2</u>	<u>(99.0)</u>
TOTAL HEALTH AND HUMAN SERVICES		2,659.9	2,560.6	2,530.9	2,199.0	2,011.1	(187.9)
*John L. Doyne Hospital was sold and the Department of County Health Related Programs was created in the 1996 budget.							
PARKS, RECREATION AND CULTURE							
9000	Parks Department	870.2	876.3	872.6	794.2	758.9	(35.3)
9500	Zoological Department	245.8	258.1	261.6	265.0	263.1	(1.9)
9910	University Extension	<u>1.8</u>	<u>1.3</u>	<u>1.3</u>	<u>1.3</u>	<u>1.0</u>	<u>(0.3)</u>
TOTAL PARKS, RECREATION AND CULTURE		<u>1,117.8</u>	<u>1,135.7</u>	<u>1,135.5</u>	<u>1,060.5</u>	<u>1,023.0</u>	<u>(37.5)</u>
TOTAL - ALL OPERATING DEPARTMENTS		<u><u>7,234.8</u></u>	<u><u>7,338.0</u></u>	<u><u>7,416.4</u></u>	<u><u>7,074.9</u></u>	<u><u>6,703.5</u></u>	<u><u>(371.4)</u></u>

CAPITAL IMPROVEMENTS

CAPITAL IMPROVEMENTS

The 2003 Adopted Capital Improvements Budget includes 59 separate projects for a total expenditure appropriation of \$58,431,557. Anticipated reimbursement revenue (Federal, State and local grants) totals \$20,795,640 resulting in net County financing of \$37,635,917.

Appropriations for 53 corporate purpose (non-airport) projects total \$44,423,407 with offsetting reimbursement revenues of \$15,170,640. The resulting net county financing of \$29,252,767 is to be financed by \$25,623,397 in general obligation corporate purpose bonds, \$2,672,070 in sales tax revenues, \$930,000 in Passenger Facility Charges (PFC) revenue and \$27,300 in construction fund investment earnings.

Budgeted expenditure appropriations for 2003 Airport capital improvements total \$14,008,150. Airport reimbursement revenue of \$5,625,000 results in net County financing of \$8,383,150. Net County financing for Airport projects includes \$440,000 in General Airport Revenue Bonds (GARBs), \$3,889,150 in PFC revenue bonds and \$4,054,000 in PFC revenue.

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. All debt service payments for the revenue bonds will be the responsibility of the Airlines using GMIA.