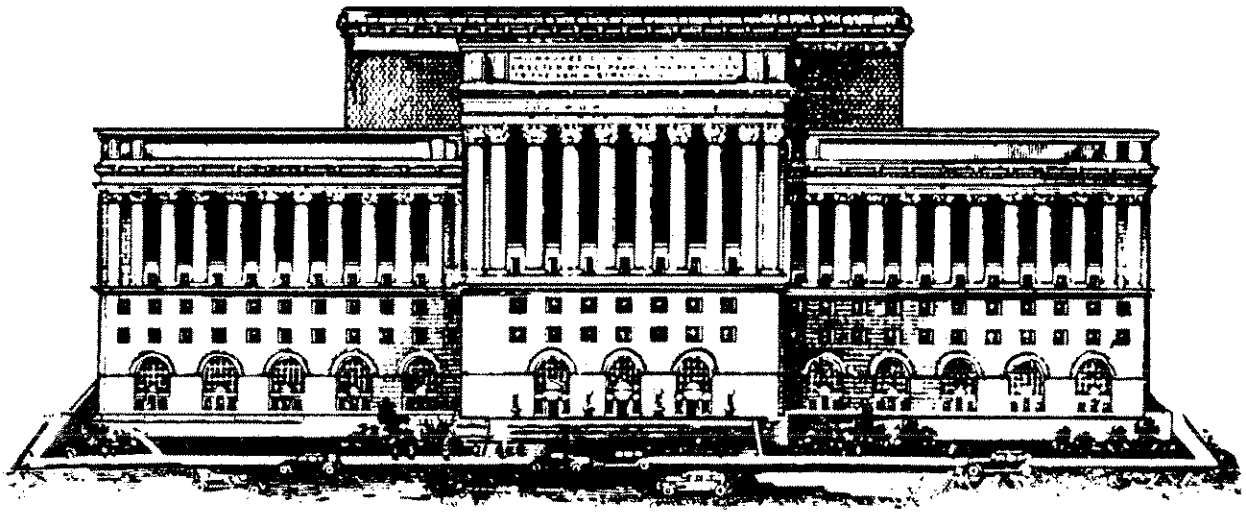
MILWAUKEE COUNTY
2004 ADOPTED BUDGET



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.

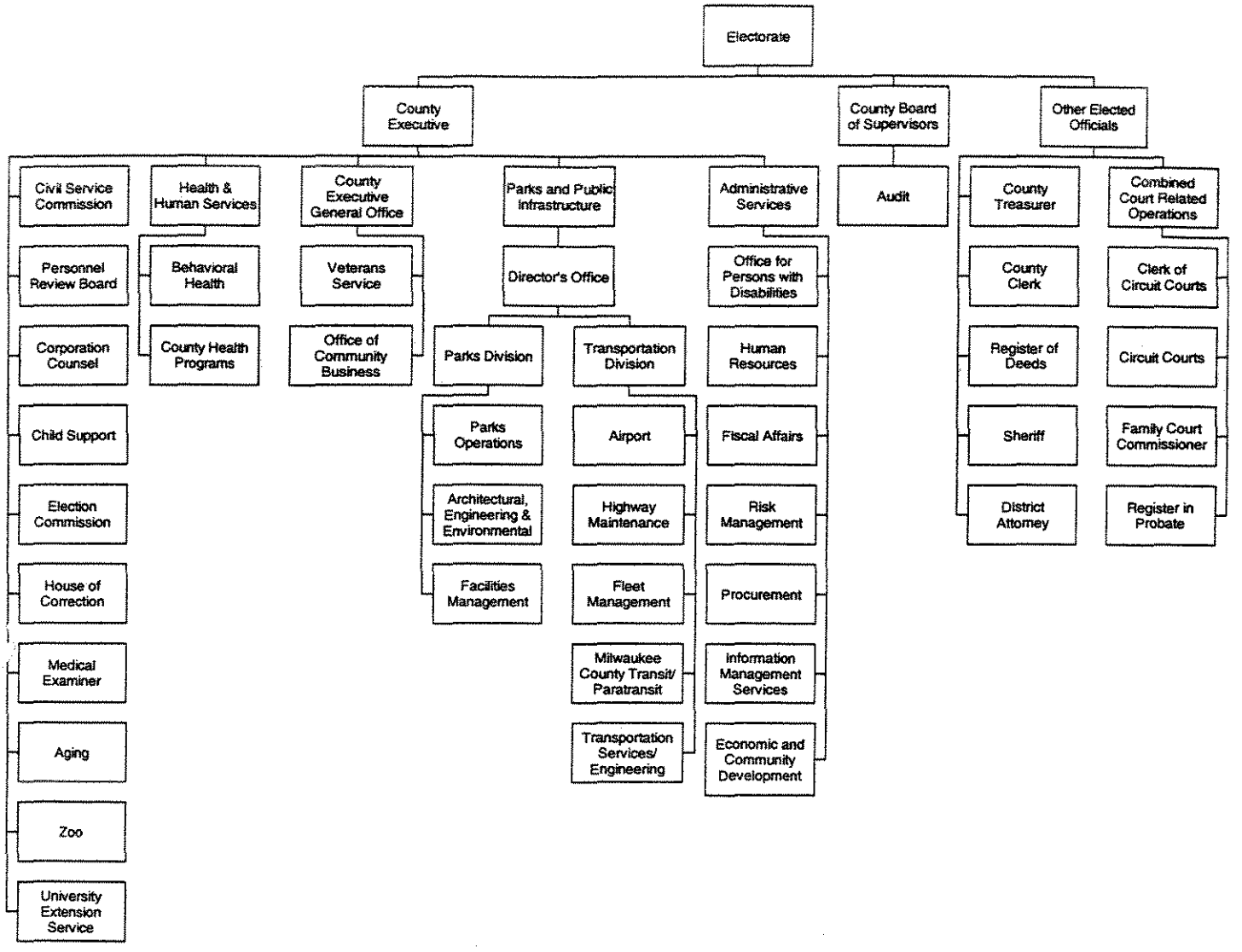
VISION STATEMENT

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
Toni Clark
Elizabeth M. Coggs-Jones
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
2004 BUDGET HIGHLIGHTS	5
CHART OF BUDGET DOLLAR	16
SCHEDULES AND CHARTS	
Comparison of 2003 Adopted Budget and 2004 Adopted Budget	19
Functional Tax Levy Distribution	20
Comparison of Expenditures, Revenues and Tax Levy (1999 to 2004)	21
Summary of Legislative, Executive and Staff Function (Schedule A)	22
Summary of Sundry Appropriations and Grants Function (Schedule B)	24
Summary of Courts and Judiciary Function (Schedule C)	26
Summary of General Governmental Services Function(Schedule D)	27
Summary of Public Safety Function (Schedule E)	28
Summary of Parks and Public Infrastructure Function (Schedule F)	29
Summary of Health and Human Services Function (Schedule G)	30
Summary of Recreation and Culture Function (Schedule H)	31
Summary of Debt Redemption & Interest Function (Schedule I)	32
Summary of Capital Improvements Function (Schedule J)	33
Summary of Expendable Trust Accounts (Schedule K)	34

FUNCTIONAL AREA SUMMARIES

County-wide Non-Departmental Organization Units
Legislative and Executive
Staff
General Governmental Services
Public Safety and Judiciary
Parks and Public Infrastructure
Health and Human Services
Recreation and Culture
Debt Service
Revenue Section

BUDGET NARRATIVES

Legislative and Executive Function

Org.	Department Name
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-Office of Community Business Development Partners

Staff Function

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

Non-Departmental Revenues and Expenditures

Courts and Judiciary Function

Org.	Department Name
2000	Combined Court Related Operations
2430	Department of Child Support

General Governmental Services Function

Org.	Department Name
3010	Election Commission
3090	County Treasurer
3270	County Clerk
3400	Register of Deeds

Public Safety and Judiciary Function

Org.	Department Name
4000	Sheriff
4300	House of Correction
4500	District Attorney
4900	Medical Examiner

Parks and Public Infrastructure Function

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

Health and Human Services Function

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

Recreation and Culture Function

Org.	Department Name
9500	Zoological Department
9700	Milwaukee Public Museum
9910	University Extension Service

Debt Service Function

Org.	Department Name
9960	General County Debt Service

Appendix	**Page**
Budget Message of the County Executive	A-1 - A-8
Glossary	A-9 - A-11
Comparison of Funded Full Time Position Equivalents	A-12 - A-15
Capital Improvements	B - 1

INTRODUCTION

Milwaukee County's 2004 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 2004 Adopted Budget publications are as follows:

- The *2004 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 2003 and 2004. 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 *2004 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 *2004 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 2003 and 2004 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 2004, 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

2004 BUDGET HIGHLIGHTS

The 2004 Adopted Budget for Milwaukee County includes expenditures of $1,138,752,554, revenues of $919,316,136, and a property tax levy of $219,436,418, which is a decrease of .03% below the 2003 adopted property tax levy of $219,494,183.

County Board

Redistricting during 2004 reduces the number of County Board Supervisors by six, from 25 to 19, effective May 1, 2004.

County Board-Intergovernmental Relations

For 2004, the Intergovernmental Relations Division becomes a function within the budget of the County Board to reflect the County Board's overall legislative and policy oversight function.

Corporation Counsel

The positions of Paralegal-Corporation Counsel and Investigator Hourly that were laid off in 2003 are abolished in 2004, and the position of Management Coordinator-Corporation Counsel that was laid off in 2003 is held vacant to meet the departmental lump sum adjustment.

Department of Administrative Services-Office for Persons with Disabilities

Due to fiscal constraints, one position of Administrative Secretary-Transit Services Coordinator that was laid off in 2003 is abolished in 2004.

Department of Administrative Services-Human Resources

Due to fiscal constraints, the positions of Human Resource Specialist (Training) and Clerical Specialist HR (NR) that were laid off in 2003 are abolished in 2004. Lump sum reduction is increased to include one Employment Relations Manager and one Labor Relations Specialist 3 that will be held vacant. Due to the merger of the Departments of Public Works and Parks, the position of Human Resources Manager DPW is abolished. Based on a reconfiguration of duties, the position of Compensation Manager is abolished. The Human Resources Manager Courts position that was transferred to Human Resources as part of the 2003 Department of Administrative Services reorganization is transferred back to Courts at their request.

Department of Administrative Services-Risk Management

Due to fiscal constraints, the Safety Coordinator position that was reduced to half time late in 2003 continues to be funded at half time for 2004.

Department of Administrative Services-Procurement

One position of Buyer 2 that was laid off in 2003 due to fiscal constraints is abolished in 2004. Vacant positions of Office Support Assistant 2 and Clerical Specialist (Procurement) are abolished and one Administrative Specialist (Procurement) is created. The new position will have responsibility for the purchasing card function and will supervise support staff.

An annual fee of $25 is established for vendors who wish to be added to the Milwaukee County list of approved vendors. The fee will offset costs incurred for the installation of an on-line bid system that will be available January 1, 2004, processing of vendor applications, receipt of on-line bids, dissemination of electronic bid results and future bid/proposal opportunities.

Department of Administrative Services-Economic & Community Development

For 2004, the Department of Administrative Services-Economic Development and Department of Administrative Services-Housing & Community Development are merged to become the Department of Administrative Services-Economic & Community Development. Within the new department, the following positions are abolished: one Associate Director-Economic Development, two Office Support Assistant 2, one Housing Program Analyst, one Housing Program Assistant (Rehab), one Secretarial Assistant NR and .7 of the position of Director Housing & Community Development.

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 is expected to be completed by the end of 2004.

Retirement Sick Allowance Payments

Expenditures of $8,000,000 are budgeted for projected retirement sick allowance payments offset with $612,000 in savings for a tax levy impact of $7,388,000. There are approximately 1,100 employees who are eligible to retire in 2004. If all of these employees retired the County would pay out $15.9 million of sick leave benefits. The estimated payout of $8,000,000 for 2004 is based on projections of retirement by categorizing eligible employees. Categories examined included age, earnings, potential pension earnings and employee's department and pension category (pre-1982 versus post-1981). It is estimated that approximately 600 employees will retire in 2004. This is based on an estimate that over half of the approximately 660 pre-1982 hires eligible to retire and over 25% of the approximately 460 post-1981 hires eligible to retire will take retirement in 2004.

County-wide Projected Retirement Savings

This budget includes $3,993,000 of County-wide savings anticipated to be achieved by keeping positions vacant that are the result of retirements that are anticipated to occur in 2004. To allow for review of all vacated positions and for monitoring of this budget to determine if savings are occurring, the Department of Administrative Services will continue to review and approve the filling of all vacant positions.

Combined Court Related Operations

Tax levy for the 2004 Combined Court Related Operations budget increases $1,738,139, from $25,588,122 to $27,326,261, primarily due to increases in salary and wages and fringe benefits. The Domestic Violence Judicial Oversight Initiative continues in 2004 with expenditures of $598,794, which are completely offset with Federal grant revenue. The 2004 Budget also includes $544,589 in expenditures and revenues for the Permanency Review Project, which provides children in an out-of-home situation with a review by the court every six months.

Election Commission

Tax levy increases $649,112, from $467,749 to $1,116,861, due to the number of elections scheduled for 2004.

County Treasurer

Interest on delinquent property taxes is reduced by $450,000, reflecting a more aggressive enforcement method for tax collections. As a result, there is less of a backlog of tax delinquent property owners and a corresponding reduction in revenue from assessed penalties.

For 2004, the professional services appropriation for investment services, budgeted in the department at $85,000 in 2003, is moved to the non-departmental budget Earnings on Investments and budgeted at $160,000.

County Clerk

The marriage license fee is increased from $90 to $100 and the marriage ceremony fee is increased from $75 to $100.

The County Clerk is working with the Department of Administrative Services-Information Management Services to make the County Board Journal of Proceedings available on-line.

Register of Deeds

Departmental revenues are projected to increase $495,150, from $4,728,244 to $5,223,394, due to the continued strength in real estate sales and greater mortgage activity.

General Recording Fee Revenue increases $345,521, from $2,054,063 to $2,399,584, based on experience and changes to standard mortgage forms.

Real Estate Transfer Fee Revenue increases $196,800, from $1,803,200 to $2,000,000, based on experience.

Sheriff

In 2004, the budgets for the House of Correction and the Sheriff continue an inmate population control "cap proposal" for the Milwaukee County detention population. The Youth Services Division consisting of the Drug Abuse Resistance Education (D.A.R.E) program and the Truancy Abatement and Burglary Suppression (T.A.B.S.) program is discontinued in 2004 for a tax levy savings of $355,070. The Gun Reduction Initiative Program is abolished in 2004 resulting in the abolishment of 16 positions of Deputy Sheriff 1 and one position of Deputy Sheriff Sergeant. Patrol of the County Grounds continues until the transfer to the City of Wauwatosa is complete. During 2004, Milwaukee County will request the State either to provide full funding for the Expressway Patrol Unit or allow the State Patrol to take over expressway patrol in Milwaukee County. Total inmate medical service expenditures for inmates at the County Jail and the House of Correction are budgeted at $15,605,088, a decrease of $176,893 from 2003. The Data Processing Unit is eliminated in 2004 resulting in the abolishment of seven positions.

House of Correction

In 2004, 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 $744,065 is provided for the purpose of continuing the Community Justice Center for Day Reporting, partially offset by $500,000 from a Federal grant. Certain printing functions formerly performed by the Information Management Service Division (IMSD) Document Services are transferred to the HOC along with one position of Graphic Services Coordinator. The farm and fish hatchery programs which stock fish in County lagoons and ponds and provides produce for food pantries are continued in 2004 with Federal funding. In 2003, the HOC entered into a contract with Aramark Corporation which is continued for 2004 to provide food service previously provided by the HOC kitchen. Six dorms will be closed for the entire year due to fiscal constraints and the decrease in housing VOPs. A revenue increase of $220,000 results from the provision of laundry services to non-profit entities. A revenue decrease of $365,000 results from the cancellation of a contract with the State of Wisconsin to house 25 inmates per day. A revenue increase of $360,000 results from an anticipated contract with the State of Wisconsin to house State prisoners who are nearing the end of their sentence in the Criminal Justice Facility.

Department of Parks and Public Infrastructure

The 2004 Adopted Budget creates a new Department of Parks and Public Infrastructure by consolidating the services and administration of the previous Parks Department and Department of Public Works. The goal of the new Department of Parks and Public Infrastructure is to allow for greater flexibility in providing services, sharing maintenance and use of equipment, and improving response time. In addition to developing more cost effective ways to provide services, the new Department of Parks and Public Infrastructure eliminates duplication of services and functions and reduces significant layers of management.

This consolidation represents a fundamental change in the provision of services within these departments. The new department consists of two divisions: Parks and Transportation. There are a number of major staffing shifts in the reorganization. Within the Parks Division, golf programming and public services are consolidated, all horticultural services are merged into one section and the number of regions is increased from three to four to more effectively deploy services to individual parks. Landscape Architects are transferred from the Parks Division to the Architecture, Engineering and Environmental Services Section to create greater coordination. Mower and equipment mechanics in the Parks' small engine repair shop are relocated to the Fleet Management Section which results in all engine/mechanic activity centralized in the Fleet Maintenance Section. Assigning the maintenance of major park roads to Highway Maintenance results in the transfer of Park Maintenance Workers to the Highway Maintenance Section. The skilled trades staff is centralized into Facilities Management which will maximize the use of equipment and personnel, consolidate inventories and allow for a combined work order system that will prioritize and schedule skilled trades activities.

The reorganization of the two departments results in a net reduction of 22 management positions, while creating greater accountability and more direct reporting lines. The executive summary narrative for the Department of Parks and Public Infrastructure contains a detailed listing of the position changes.

Additional highlights from individual sections of the Department of Parks and Public Infrastructure are contained below.

Department of Parks and Public Infrastructure – 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 2004 budget totals $6.7 million for Sheriff services, contractual security services for various points on the property and towing of unauthorized vehicles from the property.

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

The Department of Parks and Public Infrastructure – Architectural, Engineering and Environmental Services Section 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 Parks and Public Infrastructure – Highway Maintenance

For 2003, State General Transportation Aids remain at the 2003 actual level of $2.8 million. A Sign and Paint Maintenance group is created, at no County cost, to provide year round repair and replacement of signs on the State Trunk Highway system utilizing specially trained current staff.

Department of Parks and Public Infrastructure – Fleet Management

Funding for fuel purchases decreases $85,258, primarily due to a decrease in budgeted lead free fuel from $1.42 to $1.33 per gallon.

Department of Parks and Public Infrastructure – Milwaukee County Transit/Paratransit System

In 2004, transit passenger revenue increases $2.8 million, primarily due to 2004 fare increases offset by service cuts. The 2004 bus hours operated are projected to decrease 61,365 or 4.1% due to service cuts. Transit operating expenses are estimated to increase $3.8 million primarily due to increases in health insurance and pension costs. The adult cash fare increases $0.25 for 2004, from $1.50 in 2003 to $1.75 in 2004.

Due to the reconstruction of the Marquette Interchange in late 2004, Milwaukee County will provide free rides on all fixed and Paratransit routes beginning November 1, 2004, only if the Sate of Wisconsin agrees to pay both the fare box revenue and tax levy amount which would be required to meet transit expenditures during the duration of the project.

The use of Federal formula funds for operations (capitalized maintenance) increases $1 million, from $15.4 million to $16.4 million in 2004.

Milwaukee Transport Services, Inc. continues to operate Paratransit Services and manage the van, taxi and agency contracts in 2004. Passenger fares increase $0.25, from $3.00 to $3.25 per one-way trip. Total trips are estimated at 1,131,930, an increase of 83,889 over 2003.

Department of Parks and Public Infrastructure – Facilities Management

In 2004, maintenance and security responsibilities for the facility located at 12th and Vliet Streets will be transferred from the Facilities Management Section to the Department of Health and Human Services.

The use of bottled water will be discontinued in 2004 resulting in a savings of $28,000.

Department of Parks and Public Infrastructure - Parks Division

Four of ten Greenhouses are closed for a savings of $220,627. The allocation for major equipment increases $200,000 due to a major replacement of equipment in 2004. Funds of $600,847 are provided to the Parks Allocated Contingency account for expenses related to the provision of Park services in 2004. Release of the funds is contingent upon the County Board approving a request by the County Executive. Parks management is directed to develop a plan for these funds before April 1, 2004. Hoyt Pool remains closed in 2004, as it was in 2003, due to significant repair costs. Due to fiscal constraints and an overall reduction in play, Dineen Par 3 golf course will be closed in 2004, and fees will be increased by $2.00 at Lake Park and Doyne Park Par 3 golf courses. The 2004 Adopted Budget reduces revenues by $1,281,682. Various Parks fees are adjusted, including marina slip rentals, bandshell rentals and special event permits.

DHHS-Behavioral Health Division

The 2004 budget includes $600,000 in revenue associated with obtaining an agreement with a private hospital to operate an inpatient unit at the Mental Health Complex for Title XIX eligible patients. This would resemble the arrangement the Mental Health Complex had with Froedtert Hospital several years ago.

The 2004 budget includes $500,000 in IMD (Institution for Mental Diseases) relocation funds transferred from the Department on Aging (DOA). These funds will be used to provide services for persons with serious mental illness who are age 60 or older and do not qualify for the DOA Family Care Program

The Intergovernmental Transfer Program (IGT) revenue is reduced by $500,000, based on information from the State that there will be a reduction in IGT funds in 2004 from the Federal government.

Effective January 1, 2004, the HOC/jail will no longer purchase psychiatric service from BHD. This results in the reduction in funding for 1.5 FTE psychiatrist positions for a personal services decrease of $245,650 and a decrease in revenue of $425,000.

Patient service revenue for the acute inpatient program increases $283,750 based on 2002 actual and 2003 projected numbers of inpatient admissions.

The Community Support Program (CSP) will be reduced from three sites in 2003 to two sites in 2004, allowing for the abolishment of two support positions for a savings of $64,606.

Potawatomi Revenue for DHHS-Behavioral Health Division is budgeted at $837,203, the same level as in 2003.

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 2004, AODA program service levels remain the same, with direct tax levy increasing $113,762, from $1,723,614 to $1,837,376.

The 2004 State funding for the AODA TANF grant is anticipated to be $4.6 million. This is the same amount awarded in 2003.

Due to fiscal constraints, tax levy support in the amount of $195,000 as BHD's share of the cost of the Community Information (211) Line has been eliminated in 2004. The total budget for the 211 line is $480,000, with this amount budgeted in the DHHS – Economic Support Division.

A position of Fiscal Asst 2 is transferred to DHHS as part of the development of a new payment unit within the DHHS Accounting section.

The BHD Dietary Food Service kitchen provides meals for the DHHS Delinquency & Court Services Division's 120 bed Juvenile Detention Center. In 2004, BHD will reduce its charge to the Detention Center by $200,000, from $906,215 to $706,215. BHD will make up this revenue loss by increasing revenue from other new customers. In addition, in 2004 BHD is directed to study alternatives to operating its own Dietary Food Service kitchen. Alternatives must consider all the services and quantities currently provided by BHD, such as snacks, trays, transportation, delivery, and billing the State for Federal school breakfast and lunch revenue.

Due to County-wide fiscal constraints, four primarily administrative positions are abolished as of February 1, 2004, in order to reduce overall administrative overhead costs, resulting in a savings of $267,934.

Due to County-wide fiscal constraints, 22 positions that were laid off in 2003 are abolished in 2004 for a salary and social security savings of $984,644.

In prior years within the BHD budget, a variety of positions have been held in Vacancy and Turnover (V & T). The 2004 abolishment of 59 positions for a personal services reduction of $2,685,656 does not affect BHD'S expenditures, but does serve to simplify BHD's position tracking responsibilities.

DHHS – County Health Programs (CHP)

Total medical service expenditures for the General Assistance Medical Program (GAMP) are reduced by $1 million to $45,192,855. This adjustment was made in response to fiscal constraints and reflects a potential reduction in reimbursement to providers.

The 2004 Budget maintains Intergovernmental Transfer Program (ITP) revenue at the 2003 level of $16 million.

The 2004 Budget reduces the amount of revenue anticipated from the $35 administrative fee collected from all applicants who demonstrate an ability to pay; the fee is waived for homeless individuals. This fee was established in the 2003 budget and is reduced by $200,000, from $980,000 to $780,000 in 2004.

Due to fiscal constraints, three FTEs (Health Care Plan Investigator, Program Special Community Provider and Contract Administrator) assigned to GAMP are abolished.

Beginning in 2004, the Emergency Medical Services (EMS) program will be administered under a new reimbursement model. Municipalities will be paid based on net revenue collected and receive a supplemental payment from the County for uniforms, maintenance, education and related costs. Under this arrangement, the County will continue to provide training, staff the Communication Center and pay for billing services as well as provide a general appropriation of $3 million. The entire cost of the EMS program (including revenue) will be included in the County's budget and supplemental payments will be made to the municipalities based on the amount of revenue collected. The proposal includes an increase in paramedic revenue of $1.4 million, which reflects more accurate and complete information being provided to the billing agent in order to collect payment. If this additional revenue is not realized, payment to the municipalities will be reduced to reflect actual revenue collections. The contracts with the municipalities, due to expire at the end of 2003, will reflect this new reimbursement model. This change provides for a total tax levy savings of $1,147,200.

In 2003, an appropriation of $200,000 was provided for the Milwaukee County Sports Authority. This program has been transferred to the Division of Delinquency and Court Services in DHHS and is funded with an appropriation of $150,000 for 2004.

Department on Aging

Full implementation of the State of Wisconsin's Family Care initiative as an entitlement for older people in Milwaukee County has led to a reconsideration of the Department on Aging's role in serving older adults in need of Mental Health Services. Under a new division of responsibility with the Milwaukee County Behavioral Health Division (BHD), the Department on Aging will continue providing mental health services to older adults who are eligible for Family Care. To provide these services, the Department's Care Management Organization (CMO) has established four Care Management units specializing in services to functionally impaired older adults with chronic mental health problems. The Department's Resource Center will continue providing crisis management services to older adults prior to their referral to an appropriate program. The Department will also continue to lead an effort for community collaboration to improve public awareness of the mental health needs of older people and the quality of mental health services they receive. To fund these services and to provide an offset to the cost of services for Department on Aging clients previously transferred to BHD, the Department on Aging is transferring $530,113 in Institute for Mental Diseases (IMD) Regular Relocation Funds to BHD. To reflect the reduction in its ongoing services, the Department on Aging is abolishing five (5) positions of Human Service Worker (HSW) and one position of Program Coordinator in the Resource Center for a savings of $315,948 in salary and social security.

For 2004, the Department on Aging has assumed some responsibilities from the CMO Third Party Administrator (TPA) including member service authorizations and tracking member financial obligations to the Department.

In Milwaukee County, as throughout the United States, families and other informal networks provide approximately 80 percent of the care received by older people. In 2004, 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 provide relief to overstressed caregivers.

Continuing an initiative begun in 2002, during 2003 the Department on Aging and the University of Wisconsin – Milwaukee (UWM) operated senior fitness centers at the Washington, Wilson, Rose, and Grobschmidt Parks Senior Centers. Research has shown that participants have significantly increased endurance, strength, and vigor, and reduced levels of anxiety, depression, tension, and confusion. In 2004, the Department and UWM will seek grant funding to expand fitness and physical activity programming to additional senior center sites, with emphasis on those centers without a history of strong participation in such programs. The Department will also continue efforts to develop an infrastructure for a nationally significant study of the positive effects of physical activity on quality of life over the course of the aging process.

During 2004, the Department anticipates continued expansion of Family Care enrollments, although at a somewhat slower pace than has been experienced in 2002-03. Expenditures increase $12,339,078, from $123,330,621 in 2003 to $135,669,699 in 2004, and revenues increase $11,926,546, from $121,055,264 to $132,981,810, including an increase in Other Direct revenue of $12,197,098, and a reduction of $270,552 in State and Federal revenue. This results in a net tax levy of $2,687,889. CMO capitation revenue reflects an increase of $10,892,846, from $97,696,500 to $108,589,346. CMO client share revenue includes a proportional increase of $1,271,485. Expenditure and revenue increases are primarily due to member enrollment increases in the CMO under full implementation of Family Care entitlement for long term care services. The CMO projects serving 5,800 clients in 2004, an increase of 800 from 5000 during 2003.

Other Charges for client services increase $11,120,730, from $103,271,290 to $114,392,020. This increase includes $12,145,571 in Care Management Organization client services and $400,000 to the Risk Reserve Fund. The increase in CMO member services is partially offset by $1,346,305 in various other Departmental client service reductions. Non-CMO contracted client services reflect elimination of financial management services, homemaker services, Institute for Mental Diseases, community support program, Alzheimer's Demonstration Project, adult daycare, supportive home care, the suburban safety lock program, and the Sun Squad / Winter Watch program. The services that are eliminated are primarily covered benefits under Family Care and can continue to be provided to eligible seniors who decide to enroll in Family Care.

The Department on Aging will continue to provide for a share of the costs of a position (budgeted within the Department of Parks and Public Infrastructure) to conduct preventive maintenance on the five County-owned Senior Centers and the two Wil-O-Way facilities managed by the Office for Persons with Disabilities.

Due to County-wide fiscal constraints, two positions of Human Service Worker (HSW) and one position of Office Support Assistant 1 in the Resource Center that were laid off in 2003 are abolished in 2004 for a salary and social security savings of $134,038.

Due to County-wide fiscal constraints, two positions of Human Service Worker (HSW) and one position of Human Service Worker Bilingual - Spanish in the Care Management Organization that were laid off in 2003 are abolished in 2004 for a salary and social security savings of $146,376. The Department on Aging will contract with an outside vendor in 2004 to perform the function of annual Watts Reviews at an estimated cost of $145,000.

Department of Health and Human Services

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.

The 2004 Budget anticipates the movement of Economic Support Division (ESD) staff who had been temporarily relocated to the Courthouse Annex back to the building at 12th & Vliet early in 2004. It is also possible that other DHHS staff will be relocated to 12th & Vliet once the renovation has been completed. It has been determined that the Management Services Division (MSD) will be responsible for all building operations at 12th & Vliet once staff relocation occurs. Consequently, the MSD budget includes $142,878 for four positions to accommodate building operations at 12th & Vliet. Also included in the 2004 Budget is $276,941 for contracted housekeeping, security, and snow removal services and $264,938 for utilities related to building operations. Based on 25% of 2004 in the Annex with DPPI service and 75% of the year at 12th & Vliet under DHHS, ESD saves $163,623 compared to DPPI's estimated full year charge; annualized estimated savings to ESD are $342,202. This reduction in overhead and support costs eliminates the need to lay off additional staff in ESD due to the reduction in State Income Maintenance Administration funding.

In 2003, DHHS began an initiative to establish a single client information database across the various divisions. DHHS has used the Information Management Services Division (IMSD) approved-vendor list to procure the services of Keane Consulting Services and Buzz Communications for information technology consulting and programming services to implement the McClears information system in other programs in addition to GAMP. The 2004 DHHS budget includes $178,230 to implement McClears in the Disability Services Division's MA Personal Care program and in the Economic Support Division's Child Day Care, Energy Assistance, and Burials programs.

An appropriation of $350,000 in Potawatomi revenue that was provided in 2003 for actions to address lengthy waiting lists for persons with developmental disabilities who are seeking community-based care and services is transferred to the Disability Services Division in the 2004 Budget. These funds will be used to increase the level of service in the Division's Birth-to-Three program in order to avoid a reduction in Federal revenue due to non-compliance with the Maintenance of Effort expenditure requirement.

The 2003 Budget included $2.5 million of Temporary Aid to Needy Families (TANF) revenue that was anticipated under a tentative agreement with the State. The $2.5 million was allocated to TANF eligible programs in the Delinquency and Court Services and Disabilities Services divisions which "freed up" $1.0 million of tax levy allocated to the ESD for rent expenditures anticipated to be incurred in W2 agency offices in 2003. When it was learned early in 2003 that the $2.5 million of TANF revenue would not be forthcoming, the Division received authorization from the County Board and County Executive to relocate approximately 165 employees who had been stationed at W2 agencies to less expensive space at Schlitz Park and 10th & Mitchell. Rent payments for these workers at those two sites total $1,087,062 in 2004, which is an increase of $87,062 from the $1.0 million contained in the 2003 Budget. (Rent charges from the W2 agencies would have totaled $1.9 million in 2004 if ESD staff had not moved).

Cuts contained in the 2003-2005 State Budget have produced a projected reduction in the County's Income Maintenance (IM) contract with the State of $3,148,570. In response to this loss of revenue, the 2004 ESD Budget abolishes a total of 87 positions, including 62 Economic Support Specialists and seven Economic Support Supervisors, for a savings of $3,005,099. Elimination of these positions will shift greater workload to remaining staff and increase the supervisor-to-support worker ratio from approximately 10-to-1 to roughly 13-to-1.

An appropriation of $200,000 is included in the Economic Support Division's 2004 budget for consulting, staff training, and related activities associated with an initiative to re-engineer the Division's existing business processes. This initiative is critical to efforts to maintain appropriate levels of service and meet State/Federal performance standards in the face of required staff reductions described above. The appropriation for this initiative consists of $100,000 in Income Maintenance revenue and $100,000 in Day Care Administration revenue; no tax levy dollars are utilized to support this initiative.

The 2004 Budget provides for continuation of ESD participation in activities funded under a Federal Welfare to Work grant from the Private Industry Council that is provided to Milwaukee County's House of Correction (HOC). 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.

DHHS has submitted a plan to update the staffing composition of the Child Day Care program within the Economic Support Division. With the implementation of W2 in 1997, the responsibilities of the Child Day Care unit have increased dramatically; this restructuring will permit the Child Care section staff to more efficiently and effectively meet the responsibilities of County child care programs. The restructuring consists of the abolishment of 21 positions and the creation of 33 positions (17 funded, 16 unfunded), resulting in a net savings of $116,324 in Day Care Administration revenue. The Department of Administrative Services (DAS) Division of Human Resources (DHR) is studying additional position reclassifications and re-titling of some existing positions.

Costs for the Child Day Care Certification and Enforcement Unit total $1,626,465 and are primarily funded with Day Care Administration revenue. Tax levy of $122,692 supports the increase in fringe benefits, which brought the total costs for this unit to a level beyond available State revenue.

Child Day Care Other Expenditures total $2,004,000 for the following services: Technical Assistance to providers for certification, $125,000; Mentor/Teacher to aid providers in maintaining their certification in good standing, $90,000; Childcare Certification Intake for new childcare provider applicants, $80,000; Bi-County Childcare (with Waukesha County), $25,000; Rate Setting/Staffing of Early Childhood Council and Childcare Advisory Committee, $125,000; Community Information (211) Phone Line, $80,000; 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, $375,000; W-2 Child Day Care Coordination, $104,000; 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. Due to fiscal constraints, the additional $195,000 in tax levy support previously budgeted in the DHHS Behavioral Health Division AODA Branch has been eliminated. 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.

Indigent burials are projected at $574,176, a decrease in tax levy support of $44,283 compared to the $618,459 included in the 2003 budget. After averaging 312 burials/year from 1997-2000, the total cases increased to 388 in 2001 and 399 for 2002. The caseload for 2004 is projected to be 354. 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.

The 2004 Budget abolishes 28 positions originally created in 2001 for the W2 "Front Door" initiative that was ultimately not funded by the State. In 2002 and 2003, the positions were held in Vacancy and Turnover (V & T) as no State revenue was available. The State, in the summer of 2003, once again rejected the DHHS proposal to perform a Front Door function for the State's economic support and employment assistance programs, and the decision was made to abolish these vacant positions, rather than hold them in V &T for a third successive year.

DHHS receives Youth Aids to fund State Juvenile Correctional Charges and community-based services. Total Youth Aids revenue for 2004 is budgeted at $32,780,569, which is the same amount as the 2003 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 at $26,524,068, a decrease of $3,653,780 compared to the amount budgeted in 2003. Based on the TREND projection for State Juvenile Correctional Institutional placements for the last 48 months of actual experience, the institutional costs are projected to decrease by $981,798, from $20,941,441 to $19,959,643, based on an average daily census of 296 placements, a decrease of 35 from 331 budgeted in 2003. Child Caring Institution (CCI) placements are decreased from 73 average daily placements budgeted in 2003 to a daily average of 46 in 2004. DOC-CCI placement costs are projected to decrease by $2,182,683, from $6,079,319 to $3,896,636. State charges for Aftercare programs are projected to decrease $489,299, from $1,942,917 to $1,453,618, and the Corrective Sanction Program will remain the same at $1,214,171.

Prior year State contract reconciliation revenue is budgeted at $350,000, the same amount as in 2003 in the Delinquency & Court Services Division (DCSD). An additional $150,000 is budgeted in the Disabilities Services Division, for a DHHS total of $500,000 in prior year reconciliation revenue, an increase of $150,000 over the total amount budgeted in 2003.

Due to fiscal constraints, expenditures for purchased services in the First Time Juvenile Offender Program decrease $200,000, from $1,378,273 to $1,178,273 in 2004.

Due to fiscal constraints, the $150,000 appropriation included in the 2003 Budget to establish Safe Homes (a pilot program to provide fundamental community-based services to at-risk youth) is eliminated.

Due to fiscal constraints, the 2003 allocation of $10,000 to fund the Milwaukee County Commission on Youth is eliminated in 2004.

An appropriation of $150,000 is provided for the Milwaukee County Sports Authority, which is transferred from the County Health Programs Division to the Delinquency & Court Services Division in 2004 to better reflect its mission of providing sports and recreational activities to at-risk youth. The Sports Authority is governed by a Board that consists of seven members, which reviews and recommends to the County Board funding for grant proposals from community organizations. The Planning Council serves as the fiscal agent. Grant awards are targeted toward organizations seeking to provide sports activities to at-risk youth between the ages of 6 and 15 who lack opportunities to participate in organized sports activities. The 2003 Budget provided $200,000 for the Sports Authority in the County Health Programs budget.

The 2004 Budget includes $200,000 for a new post disposition program for girls. Female delinquent youth present several unique issues, including health and sexuality. At present, the only program offered by the Division that is tailored to young females is Group Homes, a costly offering as well. Placing girls into Group Homes separates them from their own children, which causes friction with their parents and sets up another generation for involvement with Children's Court. The division will attempt to leverage this tax levy funding to obtain increased foundation or other grant funding to address the unique programming needs of delinquent girls. This program is funded with savings from Juvenile Correctional Placements.

The DHHS Behavioral Health Division's (BHD) Dietary Food Service kitchen provides meals for the 120-bed Juvenile Detention Center. In 2004, BHD will reduce its charge to the Detention Center by $200,000, from

$906,215 to $706,215. BHD will make up this revenue loss by increasing revenue from other new customers. In addition, in 2004 BHD is directed to study alternatives to operating its own Dietary Food Service kitchen. Alternatives must consider all the services and quantities currently provided by BHD, such as snacks, trays, transportation, delivery and billing the State for federal school breakfast and lunch revenue.

The 2004 budget includes the abolishment of ten Human Service Workers on April 1, 2004 and 15 Human Service Workers on August 1, 2004. In addition, one Registered Nurse 2 is abolished on April 1, 2004; a Case Management Supervisor is also abolished on April 1, 2004. DSD will contract for Case Management and Level of Care determination for 500 clients as of April 1, 2004 and another 750 clients as of August 1, 2004 at a cost of $886,875. The budget also includes $20,000 for professional services to make technology system improvements.

The Disabilities Services Division (DSD) budget includes the creation of four unfunded positions, providing position authority should the Division earn increased case management and administrative revenue from the Long Term Support (LTS) waiver programs. The Division continuously attempts to convert individual cases from contract services to the waiver programs in order to earn approximately 60% Federal matching revenue for case management, administration and client service. Unanticipated nursing home closures also increase the number of LTS waiver clients and associated revenues.

DSD will undertake an initiative in 2004 to convert individuals who are currently receiving services from Supportive Living Options contracts to the Community Integration Program (CIP) 1B program. This conversion will result in these services becoming eligible for a drawdown of a 60% State match. It is anticipated that 171 such cases can be converted, producing a savings to Milwaukee County of $463,123. $51,300 of this amount has been allocated for a professional services contract to assist with the conversion process, resulting in a net savings of $411,823.

One full time Accounting Supervisor-MCHCP is transferred from the County Health Programs Division to the Contract Administration section, to more appropriately reflect the duties and responsibilities currently assigned to this position. Fifty percent of the cost of this position is charged to BHD.

A new organizational unit has been created in the Management Services Division in recognition of the MSD's role in obtaining space and administering the Behavioral Health Division's thrift shop operation. The thrift shop provides inexpensive clothing and related items to individuals with mental illness and/or other co-occurring disabilities who are living in the community and who have a relationship with a case manager. All costs related to this operation are crosscharged to BHD.

A new Reimbursement Unit is included in the 2004 MSD Budget to reflect the establishment of the Tax Refund Intercept Program (TRIP) in February 2003 and the expansion of this program beyond the pilot phase. Expenditures of $279,180 are offset by anticipated revenues of $527,991, for a net property tax levy savings of $248,811.

The MSD budget creates a new payment unit within the DHHS Accounting section. This will allow DHHS to centralize the documentation, data entry and check processing for DHHS clients in a consistent and efficient manner. This unit will assume responsibility for the payment function presently performed by Human Service Workers in the Disabilities Services Division, reducing the HSW's administrative workload and freeing up more time for direct client services. These positions are funded with increased revenue from Title 19 Case management billings budgeted in DSD.

Due to fiscal constraints, the 2004 Budget abolishes a total of 16 positions for a savings of $472,243.

Due to County-wide fiscal constraints, 22 positions that were laid off in 2003 are abolished in 2004 for a salary and social security savings of $1,066,675.

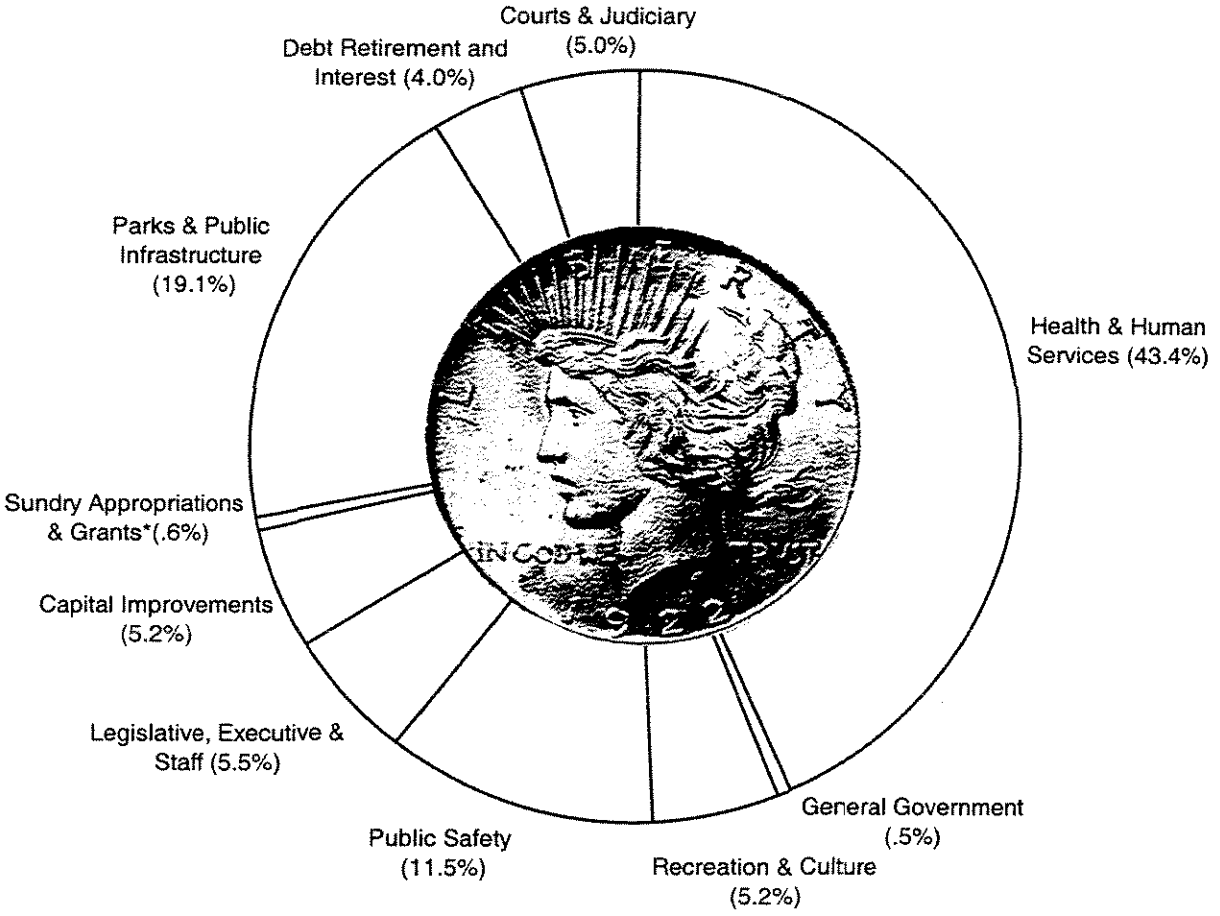
Zoological Department

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 final year of the five-year plan for the operating budget begins in 2004. In the Capital Budget, $6,133,690 is budgeted for the fifth year of the nine-year capital campaign, which includes $1,742,690 in infrastructure improvements. The 2004 operating budget includes $4,939,663 in tax levy.

Capital

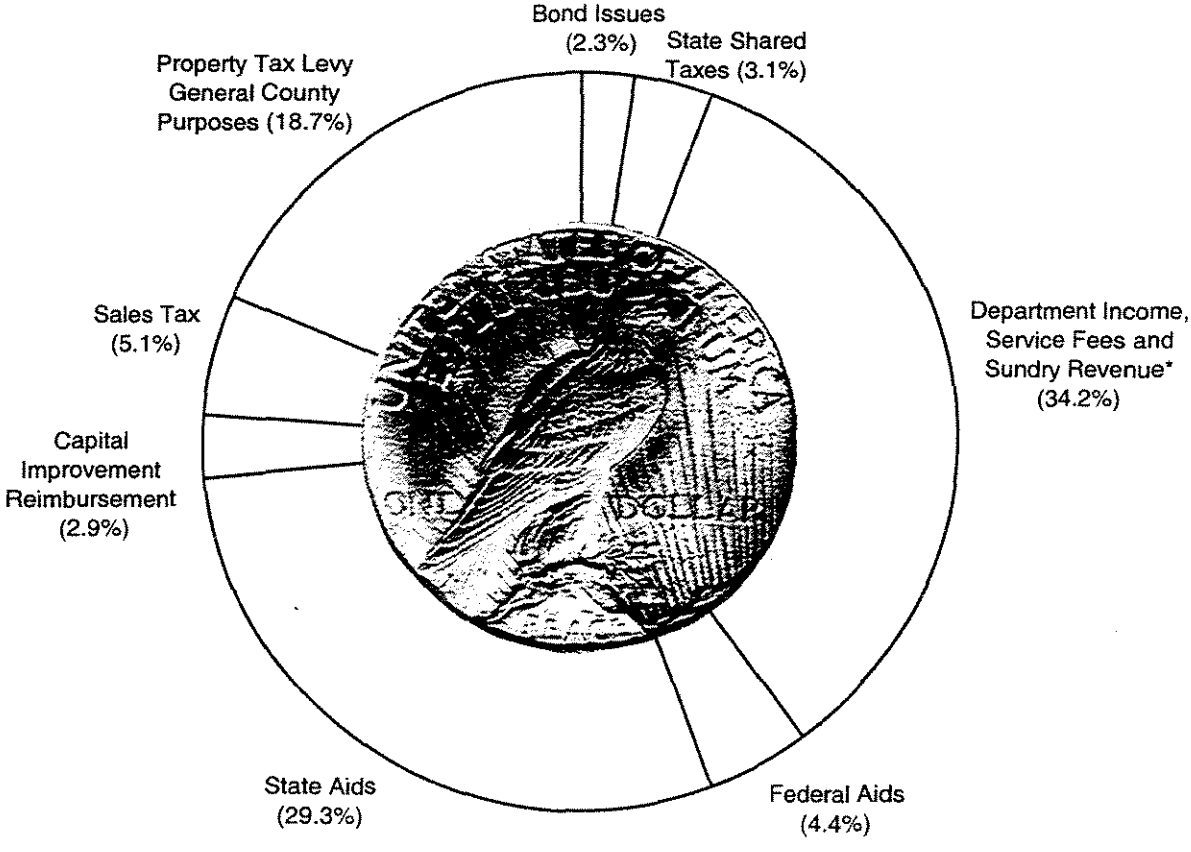
The 2004 Adopted Capital Improvements Budget includes 58 separate projects for a total expenditure appropriation of $61,187,341. Anticipated reimbursement revenue (Federal, State and local grants) totals $27,292,906 resulting in net County financing of $33,894,435.

MILWAUKEE COUNTY 2004 BUDGET DOLLAR
Expenditure Dollar



*Excludes the following "Credit" Expenditure ($34,510,720) Offset to Internal Abatements.

MILWAUKEE COUNTY 2004 BUDGET DOLLAR
Revenue Dollar



*Excludes the following "Credit" Revenue ($34,510,720)
Offset to Internal Abatements.

MILWAUKEE COUNTY
2003 ADOPTED AND 2004 ADOPTED BUDGETS

	2003 Adopted Budget	2004 Adopted Budget
EXPENDITURES		
Legislative, Executive & Staff	$ 62,925,680	$ 64,091,660
Capital Improvements	58,431,557	61,187,341
Debt Retirement & Interest	69,092,915 *	46,192,427 *
Sundry Appropriations & Grants	7,671,360	7,164,196
Internal Abatements - Expenditure	(33,800,046) **	(34,510,720) **
Courts & Judiciary	51,476,663	58,446,044
General Governmental Services	4,676,693	6,071,528
Public Safety	122,625,989	134,710,043
Parks and Public Infrastructure	260,721,001	260,841,882
Health and Human Services	482,512,258	509,695,154
Recreation and Culture	23,505,045	23,911,136
Expendable Trust Accounts	1,025,363	951,863
Total Gross Expenditures	$ 1,110,864,478	$ 1,138,752,554
REVENUES		
Property Tax Levy:		
For General County Purposes	$ 219,494,183	$ 219,436,418
Sales Tax	$ 56,949,530	$ 59,312,254
Recommended Bond Issues:		
For General County Purposes	$ 29,952,547	$ 27,088,065
State Aids	$ 333,472,971	$ 343,456,543
Federal Aids	49,313,987	51,524,759
Combined State and Federal Aids	$ 382,786,958	$ 394,981,302
Capital Improvement Revenue:		
State Revenue	$ 625,000	$ 1,834,623
Federal Revenue	19,656,760	25,022,206
Other Revenue	8,197,250	7,242,447
Combined Capital Improvement Revenue	$ 28,479,010	$ 34,099,276
Departmental Income, Service Fees and Sundry Revenue	$ 385,086,595	$ 397,206,321
Internal Abatements - Revenue	(33,800,046) **	(34,510,720) **
State Shared Taxes	41,207,056	37,129,675
Prior Year Surplus (Deficit)	708,645	4,009,963
Total Gross Revenue	$ 1,110,864,478	$ 1,138,752,554

* Includes interest allocation credit of $6,098,691 in 2003 and $5,345,981 in 2004 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 2004 BUDGET
FUNCTIONAL TAX LEVY DISTRIBUTION

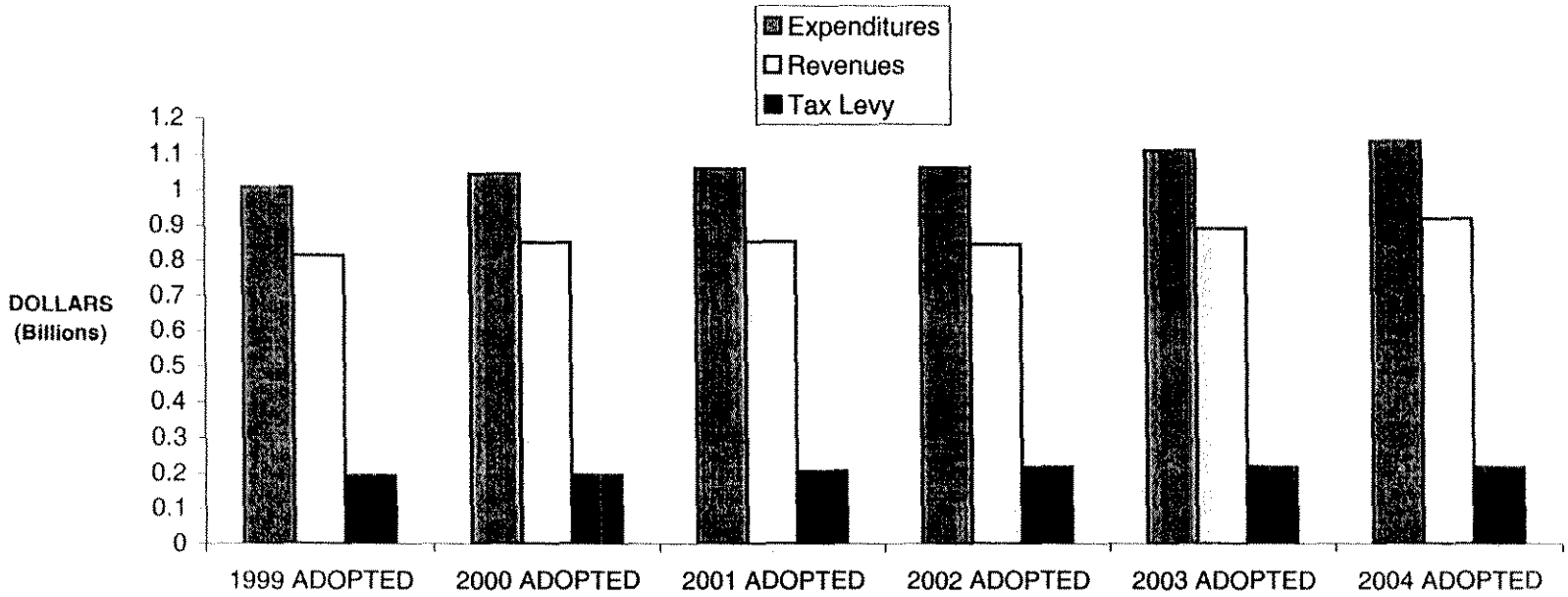
FUNCTION	Operating Expenditures	Operating, Bond & Sundry Revenue	State and Federal Aids	Net Tax Levy Funds Required	% of Tax Levy Funds
General County					
Legislative, Executive & Staff	$ 64,091,660	$ 11,778,323	$ 17,207,832	$ 35,105,505	16.00%
Courts & Judiciary	58,446,044	4,970,235	26,149,742	27,326,067	12.45%
General Governmental	6,076,528	7,318,766	0	(1,242,238)	(0.57%)
Public Safety	134,710,043	12,878,174	17,734,623	104,097,246	47.44%
Parks & Public Infrastructure	260,841,882	111,333,681	92,871,037	56,637,164	25.81%
Health & Human Services	509,730,254	189,950,358	237,618,605	82,161,291	37.44%
Recreation & Culture	24,822,899	15,761,299	32,763	9,028,837	4.11%
Sundry Appropriations & Grants	7,164,196	94,216,759	40,496,375	(127,548,938)	(58.13%)
Internal Abatements*	(34,510,720)	(34,510,720)	0	0	0.00%
Debt Redemption & Interest	46,192,427	12,320,943	0	33,871,484	15.44%
Capital Improvements**	61,187,341	34,330,512	26,856,829	0	0.00%
Total General County	$ 1,138,752,554	$ 460,348,330	$ 458,967,806	$ 219,436,418	100.00%

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

** Revenues include $26,603,065 in general obligation bonding, $27,292,906 in reimbursement revenue, $17,350 in construction fund investment earnings, $2,305,746 in sales tax revenues, $3,280,750 in Passenger Facility Charge cash financing, $663,000 in private contributions, $539,524 in revenue from the State Trust Fund Loan Program and $485,000 in Airport revenue bonds.

ADOPTED 2004 BUDGET FOR GENERAL COUNTY PURPOSES

	2003 ADOPTED	2004 ADOPTED	CHANGE	PERCENT
EXPENDITURE	$ 1,110,864,478	$ 1,138,752,554	$ 27,888,076	2.51%
REVENUE	891,370,295	919,316,136	27,945,841	3.14%
TAX LEVY	$ 219,494,183	$ 219,436,418	$ (57,765)	-0.03%



COUNTY OF MILWAUKEE

ADOPTED 2004 BUDGET
SUMMARY OF EXPENDITURES AND REVENUES
LEGISLATIVE, EXECUTIVE AND STAFF FUNCTIONS

	2003 Adopted Budget	2004 Adopted Budget	Increase (Decrease) Amount
EXPENDITURES			
Legislative & Executive			
County Board	$ 4,491,715	$ 4,833,888	$ 342,173
Department of Audit	2,103,851	2,231,621	127,770
Intergovernmental Relations	457,315	0	(457,315)
County Executive			
General Office	935,436	1,013,229	77,793
Veterans Service	245,600	276,165	30,565
Office of Community Business Development Partners***	608,301	576,279	(32,022)
Sub-Total	$ 8,842,218	$ 8,931,182	$ 88,964
Staff			
Civil Service Commission	$ 65,657	$ 66,969	$ 1,312
Personnel Review Board	144,917	158,711	13,794
Corporation Counsel	1,810,658	1,803,847	(6,811)
Dept. of Administrative Services (DAS) -			
Office for Persons w/Disabilities	619,058	605,717	(13,341)
Human Resources*	4,627,556	4,432,149	(195,407)
Risk Management	5,725,545	6,127,471	401,926
Fiscal Affairs	3,924,003	3,677,998	(246,005)
Procurement	882,620	870,227	(12,393)
Information Management Services	18,257,360	18,687,530	430,170
Economic & Community Dev **	18,026,088	18,729,859	703,771
Subtotal	$ 54,083,462	$ 55,160,478	$ 1,077,016
TOTAL	$ 62,925,680	$ 64,091,660	$ 1,165,980

* Labor Relations became a part of Human Resources in 2003.

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

*** Disadvantaged Business Development has been changed to Office of Community Business Development Partners.

	2003 Adopted Budget	2004 Adopted Budget	Increase (Decrease) Amount
REVENUES			
County Executive			
Veterans Service	$ 4,525	$ 0	$ (4,525)
Office of Community Business Development Partners***	565,308	366,325	(198,983)
Corporation Counsel	320,500	185,000	(135,500)
Dept. of Administrative Services (DAS) -			
Office for Persons w/Disabilities	49,000	63,500	14,500
Human Resources*	1,130,853	1,348,379	217,526
Risk Management	6,057,653	6,425,356	367,703
Fiscal Affairs	486,000	36,000	(450,000)
Procurement	0	50,000	50,000
Information Management Services	400,900	262,279	(138,621)
Economic & Community Dev **	7,418,584	3,041,484	(4,377,100)
TOTAL	$ 16,433,323	$ 11,778,323	$ (4,655,000)
STATE & FEDERAL AIDS			
County Board	$ 18,000	$ 18,000	$ 0
County Executive			
General Office	15,000	15,000	0
Veterans Service	13,000	13,000	0
Department of Administrative Services -			
Economic & Community Dev**	15,416,832	17,161,832	1,745,000
TOTAL	$ 15,462,832	$ 17,207,832	$ 1,745,000
NET FUNDS REQUIRED	$ 31,029,525	$ 35,105,505	$ 4,075,980

COUNTY OF MILWAUKEE

ADOPTED 2004 BUDGET
SUMMARY OF EXPENDITURES AND REVENUES
SUNDRY APPROPRIATIONS AND GRANTS FUNCTION

	2003 Adopted Budget	2004 Adopted Budget	Increase (Decrease) Amount
EXPENDITURES			
Non-Departmental Expenditures			
1901-1999			
Ethics Board	$ 42,032	$ 45,173	$ 3,141
County Historical Society	276,733	242,550	(34,183)
Greater Milwaukee Convention & Visitors Bureau	22,500	16,875	(5,625)
Civil Air Patrol	8,000	8,000	0
War Memorial Center	1,575,515	1,311,636	(263,879)
Villa Terrace/Charles Allis Art Museums	278,208	243,656	(34,552)
Marcus Center for the Performing Arts	1,600,000	880,000	(720,000)
Automated Land Information System	1,000,000	750,000	(250,000)
Internal Service Abatement	(33,800,046)	(34,510,720)	(710,674)
County-wide Travel Reduction	0	(100,000)	(100,000)
Potawatomi Revenue	1,388,523	1,388,523	0
Retirement Sick Allowance Payments	0	7,388,000	7,388,000
County-wide Projected Retirement Svgs	0	(3,933,000)	(3,933,000)
Appropriation for Contingencies	6,417,022	4,417,022	(2,000,000)
Employee Fringe Benefits	7,376,764	7,072,826	(303,938)
State Trust Fund Loan Program Payments	0	145,000	145,000
Federated Library System	66,654	66,650	(4)
Milwaukee County Fund for the Arts	495,000	371,250	(123,750)
Capital/Depreciation Contra	(12,875,591)	(13,149,965)	(274,374)
TOTAL NON-DEPARTMENTAL EXPENDITURES	$ (26,128,686)	$ (27,346,524)	$ (1,217,838)

	2003 Adopted Budget	2004 Adopted Budget	Increase (Decrease) Amount
REVENUES			
Department 1900			
Earnings on Investments	$ 6,465,000	$ 4,837,500	$ (1,627,500)
County Sales and Use Tax	56,949,530	59,312,254	2,362,724
Power Plant Revenue	2,790,213	2,745,769	(44,444)
Prior-Year Surplus (Deficit)	708,645	4,009,963	3,301,318
Other Miscellaneous Revenue	671,686	40,000	(631,686)
Subtotal	$ 67,585,074	$ 70,945,486	$ 3,360,412
1901-1999			
Unclaimed Money	$ 0	$ 490,000	$ 490,000
Potawatomi Revenue	3,900,000	4,000,000	100,000
Automated Land Information System	850,000	650,000	(200,000)
Internal Service Abatement	(33,800,046)	(34,510,720)	(710,674)
Land Sales	0	5,000,000	5,000,000
Appropriation for Contingencies	2,000,000	0	(2,000,000)
Employee Fringe Benefits	7,526,764	7,072,826	(453,938)
Capital/Depreciation Contra	5,908,785	6,058,447	149,662
Subtotal	$ (13,614,497)	$ (11,239,447)	$ 2,375,050
STATE AND FEDERAL AIDS			
State Shared Revenues	$ 41,207,056	$ 37,129,675	$ (4,077,381)
State Exempt Computer Aid	3,329,435	3,266,700	(62,735)
Automated Land Information System	150,000	100,000	(50,000)
Subtotal	$ 44,686,491	$ 40,496,375	$ (4,190,116)
NET FUNDS REQUIRED	$ (124,785,754)	$ (127,548,938)	$ (2,763,184)

COUNTY OF MILWAUKEE

ADOPTED 2004 BUDGET
SUMMARY OF EXPENDITURES AND REVENUES
COURTS AND JUDICIARY FUNCTION

	2003 Adopted Budget	2004 Adopted Budget	Increase (Decrease) Amount
EXPENDITURES			
Combined Court Related Operations	$ 35,737,722	$ 40,033,153	$ 4,295,431
Department of Child Support	15,738,941	18,412,891	2,673,950
TOTAL	$ 51,476,663	$ 58,446,044	$ 6,969,381
REVENUES			
Combined Court Related Operations	$ 3,964,575	$ 3,987,686	$ 23,111
Department of Child Support	2,057,803	982,549	(1,075,254)
TOTAL	$ 6,022,378	$ 4,970,235	$ (1,052,143)
STATE AND FEDERAL AIDS			
Combined Court Related Operations	$ 6,185,025	$ 8,719,206	$ 2,534,181
Department of Child Support	14,171,468	17,430,536	3,259,068
TOTAL	$ 20,356,493	$ 26,149,742	$ 5,793,249
NET FUNDS REQUIRED	$ 25,097,792	$ 27,326,067	$ 2,228,275

COUNTY OF MILWAUKEE

ADOPTED 2004 BUDGET
SUMMARY OF EXPENDITURES AND REVENUES
GENERAL GOVERNMENTAL FUNCTION

	2003 Adopted Budget	2004 Adopted Budget	Increase (Decrease) Amount
EXPENDITURES			
Election Commission	$ 514,749	$ 1,179,061	$ 664,312
County Treasurer	939,025	993,865	54,840
County Clerk	498,550	582,434	83,884
Register of Deeds	2,724,369	3,316,168	591,799
TOTAL	$ 4,676,693	$ 6,071,528	$ 1,394,835
REVENUES			
Election Commission	$ 47,000	$ 62,200	$ 15,200
County Treasurer	1,932,250	1,475,150	(457,100)
County Clerk	462,947	553,022	90,075
Register of Deeds	4,728,244	5,223,394	495,150
TOTAL	$ 7,170,441	$ 7,313,766	$ 143,325
NET FUNDS REQUIRED	$ (2,493,748)	$ (1,242,238)	$ 1,251,510

COUNTY OF MILWAUKEE

ADOPTED 2004 BUDGET
SUMMARY OF EXPENDITURES AND REVENUES
PUBLIC SAFETY FUNCTION

	2003 Adopted Budget	2004 Adopted Budget	Increase (Decrease) Amount
EXPENDITURES			
Sheriff	$ 64,692,378	$ 73,032,728	$ 8,340,350
House of Correction	40,645,772	42,571,626	1,925,854
District Attorney	13,753,538	14,916,381	1,162,843
Medical Examiner	3,534,301	4,189,308	655,007
TOTAL	$ 122,625,989	$ 134,710,043	$ 12,084,054
REVENUES			
Sheriff	$ 6,850,859	$ 6,685,124	$ (165,735)
House of Correction	4,769,568	4,694,915	(74,653)
District Attorney	62,675	60,585	(2,090)
Medical Examiner	1,038,137	1,437,550	399,413
TOTAL	$ 12,721,239	$ 12,878,174	$ 156,935
STATE AND FEDERAL AIDS			
Sheriff	$ 7,976,419	$ 7,307,161	$ (669,258)
House of Correction	2,930,800	3,308,896	378,096
District Attorney	7,147,141	7,057,816	(89,325)
Medical Examiner	49,500	60,750	11,250
TOTAL	$ 18,103,860	$ 17,734,623	$ (369,237)
NET FUNDS REQUIRED	$ 91,800,890	$ 104,097,246	$ 12,296,356

COUNTY OF MILWAUKEE

ADOPTED 2004 BUDGET
SUMMARY OF EXPENDITURES AND REVENUES
DEPARTMENT OF PARKS & PUBLIC INFRASTRUCTURE FUNCTION

	2003 Adopted Budget	2004 Adopted Budget	Increase (Decrease) Amount
EXPENDITURES			
Department of Parks and Public Infrastructure -*			
Airport Division	$ 50,270,331	$ 52,650,775	$ 2,380,444
Transportation Services	3,207,815	2,753,168	(454,647)
Architect/Engineer/Environment Serv	6,756,728	7,739,505	982,777
Highway Maintenance Division	14,442,227	16,019,701	1,577,474
Fleet Management Division	11,104,408	11,832,520	728,112
Milwaukee Cty Transit/Paratransit Sys	101,716,079	103,099,658	1,383,579
Facilities Management Division	29,682,116	30,028,798	346,682
Director's Office	641,732	367,683	(274,049)
Parks	42,899,565	36,350,074	(6,549,491)
TOTAL	$ 260,721,001	$ 260,841,882	$ 120,881
REVENUES			
Department of Parks and Public Infrastructure -*			
Airport	$ 50,725,181	$ 53,575,664	$ 2,850,483
Transportation Services	3,475,665	3,437,762	(37,903)
Architect/Engineer/Environment Serv	6,696,728	7,395,201	698,473
Highway Maintenance	25,450	25,450	0
Fleet Management	11,476,941	12,032,468	555,527
Milwaukee Cty Transit/Paratransit Sys	3,151,458	4,378,868	1,227,410
Facilities Management	11,843,725	10,855,140	(988,585)
Director's Office	155,834	188,833	32,999
Parks	20,725,977	19,444,295	(1,281,682)
TOTAL	$ 108,276,959	$ 111,333,681	$ 3,056,722
STATE AND FEDERAL AIDS			
Department of Parks and Public Infrastructure -*			
Airport	$ 600,000	$ 164,100	$ (435,900)
Transportation Services	368,808	13,000	(355,808)
Architect/Engineer/Environment Serv	60,000	51,000	(9,000)
Highway Maintenance	14,293,259	15,594,628	1,301,369
Fleet Management	20,000	17,700	(2,300)
Milwaukee Cty Transit/Paratransit Sys	77,358,010	76,957,610	(400,400)
Parks	232,882	72,999	(159,883)
TOTAL	$ 92,932,959	$ 92,871,037	$ (61,922)
NET FUNDS REQUIRED	$ 59,511,083	$ 56,637,164	$ (2,873,919)

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

COUNTY OF MILWAUKEE

ADOPTED 2004 BUDGET
SUMMARY OF EXPENDITURES AND REVENUES
HEALTH AND HUMAN SERVICES FUNCTION

		2003 Adopted Budget		2004 Adopted Budget		Increase (Decrease) Amount
EXPENDITURES						
DHHS-Behavioral Health Division	$	136,925,502	$	144,479,201	$	7,553,699
DHHS-County Health Programs		63,705,267		62,803,680		(901,587)
Department on Aging		123,330,621		135,669,699		12,339,078
Department of Health and Human Services		158,585,968		166,742,574		8,156,606
TOTAL	$	482,547,358	$	509,695,154	$	27,147,796
REVENUES						
DHHS-Behavioral Health Division	$	52,236,985	$	54,713,038	$	2,476,053
DHHS-County Health Programs		7,153,000		8,523,209		1,370,209
Department on Aging		107,595,679		119,792,777		12,197,098
Department of Health and Human Services		6,391,359		6,886,234		494,875
TOTAL	$	173,377,023	$	189,915,258	$	16,538,235
STATE AND FEDERAL AIDS						
DHHS-Behavioral Health Division	$	56,711,940	$	55,150,703	$	(1,561,237)
DHHS-County Health Programs		32,733,694		32,733,694		0
Department on Aging		13,459,585		13,189,033		(270,552)
Department of Health and Human Services		129,513,397		136,545,175		7,031,778
TOTAL	$	232,418,616	$	237,618,605	$	5,199,989
NET FUNDS REQUIRED	$	76,751,719	$	82,161,291	$	5,409,572

COUNTY OF MILWAUKEE

ADOPTED 2004 BUDGET
SUMMARY OF EXPENDITURES AND REVENUES
RECREATION AND CULTURE FUNCTION

	2003 Adopted Budget	2004 Adopted Budget	Increase (Decrease) Amount
EXPENDITURES			
Zoological Department	$ 19,095,632	$ 19,705,973	$ 610,341
Milwaukee Public Museum	4,085,000	3,880,750	(204,250)
University Extension Service	324,413	324,413	0
TOTAL	$ 23,505,045	$ 23,911,136	$ 406,091
REVENUES			
Zoological Department	$ 14,755,910	$ 14,766,310	$ 10,400
University Extension Service	115,989	115,989	0
TOTAL	$ 14,871,899	$ 14,882,299	$ 10,400
STATE AND FEDERAL AIDS			
TOTAL	$ 0	$ 0	$ 0
NET FUNDS REQUIRED	$ 8,633,146	$ 9,028,837	$ 395,691

COUNTY OF MILWAUKEE

ADOPTED 2004 BUDGET
SUMMARY OF EXPENDITURES AND REVENUES
DEBT REDEMPTION & INTEREST FUNCTION

	2003 Adopted Budget	2004 Adopted Budget	Increase (Decrease) Amount
GENERAL COUNTY DEBT SERVICE			
EXPENDITURES			
Debt Service Principal	$ 51,290,000	$ 31,290,000	$ (20,000,000)
Debt Service Interest	23,901,606	20,248,408	(3,653,198)
Interest Allocation	(6,098,691)	(5,345,981)	752,710
TOTAL	$ 69,092,915	$ 46,192,427	$ (22,900,488)
CONTRIBUTIONS			
Reserve for County Bonds	$ 10,842,864	$ 7,714,287	$ (3,128,577)
TOTAL	$ 10,842,864	$ 7,714,287	$ (3,128,577)
REVENUES			
Jail Assessment Surcharge	$ 1,520,000	$ 1,535,200	$ 15,200
Sale of Capital Asset	1,355,000	2,162,035	807,035
Revenue from Project Rents	1,425,521	909,421	(516,100)
TOTAL	$ 4,300,521	$ 4,606,656	$ 306,135
NET FUNDS REQUIRED	$ 53,949,530	$ 33,871,484	$ (20,078,046)

COUNTY OF MILWAUKEE

ADOPTED 2004 BUDGET
SUMMARY OF EXPENDITURES AND REVENUES
CAPITAL IMPROVEMENTS FUNCTION

	2003 Adopted Budget	2004 Adopted Budget	Increase (Decrease) Amount
EXPENDITURES			
Capital Improvements	$ 58,431,557	$ 61,187,341	$ 2,755,784
TOTAL	$ 58,431,557	$ 61,187,341	$ 2,755,784
REVENUES			
Capital Improvements	$ 38,149,797	$ 34,330,512	$ (3,819,285)
TOTAL	$ 38,149,797	$ 34,330,512	$ (3,819,285)
STATE AND FEDERAL AIDS			
Capital Improvements	$ 20,281,760	$ 26,856,829	$ 6,575,069
TOTAL	$ 20,281,760	$ 26,856,829	$ 6,575,069
NET FUNDS REQUIRED	$ 0	$ 0	$ 0

COUNTY OF MILWAUKEE

ADOPTED 2004 BUDGET
SUMMARY OF EXPENDITURES AND REVENUES
EXPENDABLE TRUST ACCOUNTS FUNCTION

	2003 Adopted Budget	2004 Adopted Budget	Increase (Decrease) Amount
EXPENDITURES			
Zoo Trust Funds	$ 982,763	$ 911,763	$ (71,000)
DAS-Persons w/Disabilities Trust Funds	7,500	5,000	(2,500)
DHHS-Behavioral Health Division Trust Funds	35,100	35,100	0
TOTAL	$ 1,025,363	$ 951,863	$ (73,500)
REVENUES			
Zoo Trust Funds	$ 950,000	$ 879,000	$ (71,000)
DAS-Persons w/Disabilities Trust Funds	7,500	5,000	(2,500)
DHHS-Behavioral Health Division Trust Funds	35,100	35,100	0
TOTAL	$ 992,600	$ 919,100	$ (73,500)
STATE AND FEDERAL AIDS			
Zoo Trust Fund	$ 32,763	$ 32,763	$ 0
TOTAL	$ 32,763	$ 32,763	$ 0
NET FUNDS REQUIRED	$ 0	$ 0	$ 0

FUNCTIONAL AREA SUMMARIES

ADOPTED 2004 BUDGET

MAJOR FUNCTION: County-wide Non-Departmental Organization Units

DESCRIPTION

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

OFFSET TO INTERNAL SERVICES CHARGES

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

CHARGES TO OTHER COUNTY ORGANIZATION UNITS

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

POTAWATOMI REVENUE ALLOCATION

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

RETIREMENT SICK ALLOWANCE PAYMENTS

For 2004, a new non-departmental budget was created to centrally budget the cost of the retirement sick allowance payment. During 2004, a fund transfer will be submitted distributing the proper amounts to departments.

LAND SALES

Revenue from the sale of surplus County properties was budgeted in the Economic Development Division budget in the 2003 Adopted Budget. For 2004, this revenue is placed in this new non-departmental account.

COUNTY-WIDE TRAVEL REDUCTION

The total County-wide appropriation of $1,073,462 for travel in 2004 is reduced $100,000 in this non-departmental account. All travel expenditures require the approval of the County Executive. Travel that is required by labor contracts/agreements will receive first priority and will be funded at contractually required levels.

COUNTY-WIDE PROJECTED RETIREMENT SAVINGS

This budget includes $3,993,000 of County-wide savings anticipated to be achieved by keeping positions vacant that are the result of retirements that are anticipated to occur in 2004.

APPROPRIATION FOR CONTINGENCIES

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

EMPLOYEE FRINGE BENEFITS

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

STATE TRUST LOAN PROGRAM

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

CAPITAL OUTLAY/DEPRECIATION CONTRA

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

ADOPTED 2001 BUDGET

MAJOR FUNCTION: County-wide Non-Departmental Organization Units

TAX LEVY SUMMARY				
DEPARTMENT	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Offset to Internal Service Charges (Org. 1930)	$ 0	$ 0	$ 0	$ 0
Land Sales (Org. 1933)	0	0	(5,000,000)	(5,000,000)
Charges to Other County Organizations (Org. 1935)	0	0	0	0
County-wide Travel Reduction (Org. 1936)	0	0	(100,000)	(100,000)
Potawatomi Revenue Allocation (Org. 1937)	59,576	(2,511,477)	(2,611,477)	(100,000)
Retirement Sick Allowance Payments (Org. 1939)	0	0	7,388,000	7,388,000
County-wide Projected Retirement Savings (Org. 1941)	0	0	(3,933,000)	(3,933,000)
Appropriation for Contingencies (Org. 1945)	0	4,417,022	4,417,022	0
Employee Fringe Benefits (Org. 1950)	54,355	(150,000)	0	150,000
State Trust Loan Program (Org. 1960)	0	0	145,000	145,000
Capital Outlay/Depreciation Contra (Org. 1985)	0	(18,784,376)	(19,208,412)	(424,036)
TOTAL	$ 113,931	$ (17,028,831)	$ (18,902,867)	$ (1,874,036)

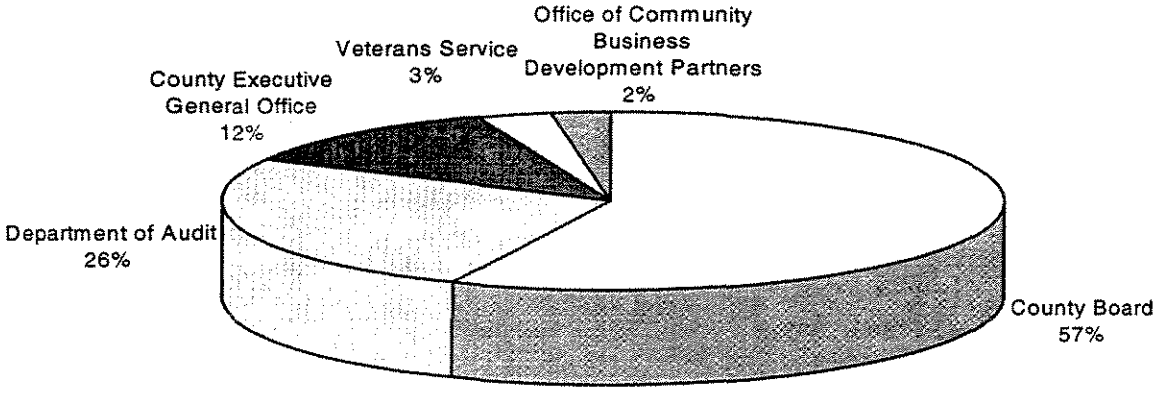
ADOPTED 2004 BUDGET

MAJOR FUNCTION: Legislative and Executive

DESCRIPTION

The County departments contributing to this functional area are the County Board, County Board-Audit, County Executive General Office, Veterans Service and Office of Community Business Development Partners.

2004 TAX LEVY DISTRIBUTION
Within Functional Area



TAX LEVY SUMMARY				
DEPARTMENT	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
County Board (Org. 1000)	$ 4,252,420	$ 4,473,715	$ 4,815,888	$ 342,173
Department of Audit (Org. 1001)	2,096,187	2,103,851	2,231,621	127,770
Intergovernmental Relations (Org. 1020)*	539,916	457,315	0	(457,315)
County Executive				
General Office (Org. 1011)	865,057	920,436	998,229	77,793
Veterans Service (Org. 1021)	235,304	228,075	263,165	35,090
Office of Community Business Development Partners (Org. 1040)	347,885	42,993	209,954	166,961
TOTAL	$ 8,336,769	$ 8,226,385	$ 8,518,857	$ 292,472

* In 2004, the Intergovernmental Relations Division becomes a function within the budget of the County Board.

COUNTY BOARD

The nature, composition, powers, duties and responsibilities of County Boards are delineated in Chapter 59, Wisconsin Statutes, pursuant to Article IV, Sections 22 and 23 of the State Constitution. Each county in the State is a body corporate empowered to sue and be sued; to acquire and hold, lease or rent property; to enter into leases and to make contracts. The power of the County can only be exercised by the County Board or pursuant to a resolution or ordinance adopted by it. The general powers of the Board are set down in Section 59.51 of the Wisconsin Statutes.

For 2004, the Intergovernmental Relations Division function becomes a part of the County Board.

COUNTY BOARD - DEPARTMENT OF AUDIT

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

COUNTY BOARD - INTERGOVERNMENTAL RELATIONS

For 2004, the Intergovernmental Relations Division function becomes a part of the County Board.

COUNTY EXECUTIVE

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

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

COUNTY EXECUTIVE - VETERANS SERVICE

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

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

COUNTY EXECUTIVE – OFFICE OF COMMUNITY BUSINESS DEVELOPMENT PARTNERS

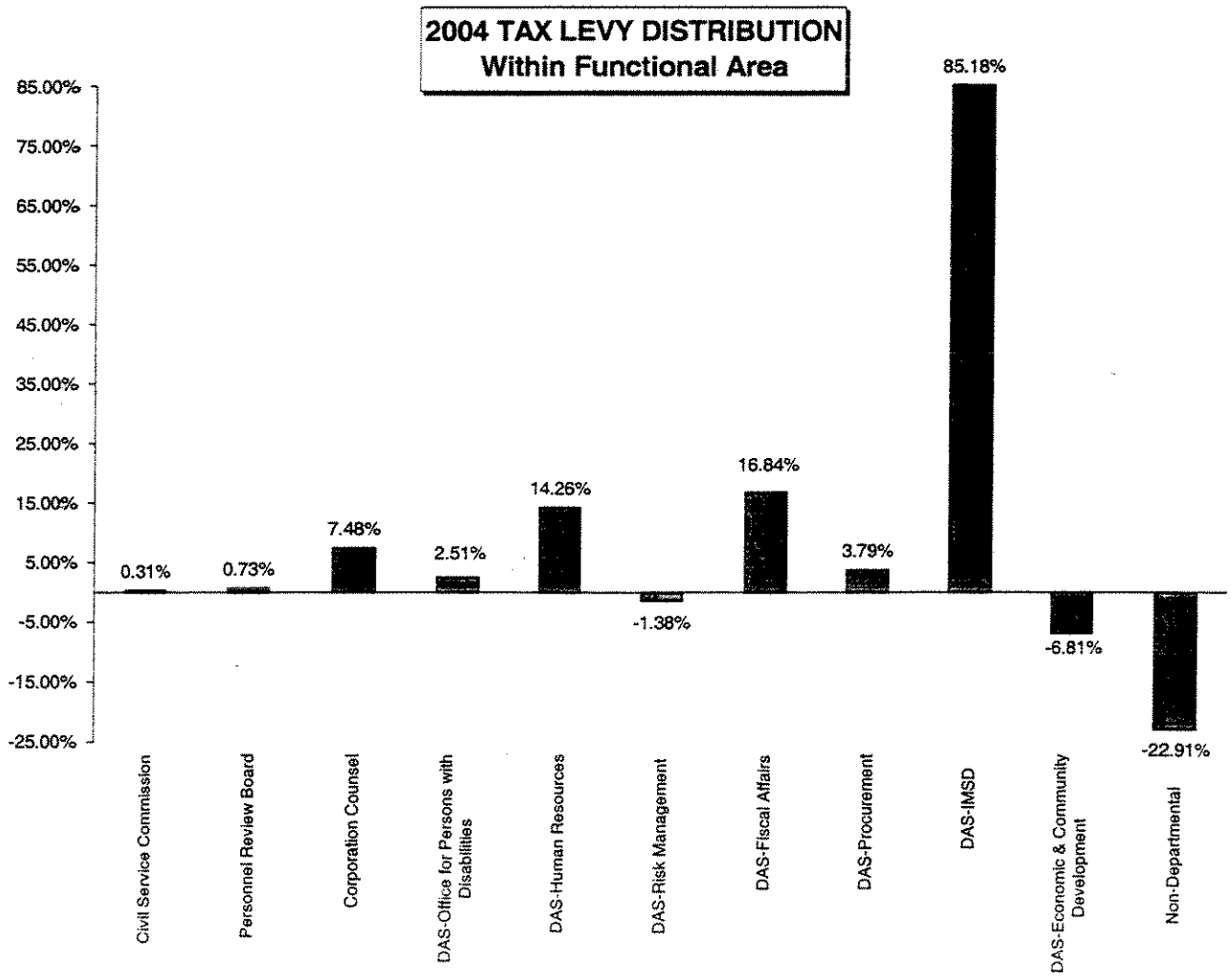
The Office of Community Business Development Partners Division is responsible for administering the County's disadvantaged business enterprise (DBE) program. Chapter 42 of the Milwaukee County Ordinances sets forth the policy and definitions of Milwaukee County's Federal and non-Federal DBE programs.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

ADOPTED 2004 BUDGET

MAJOR FUNCTION: Staff

DESCRIPTION

The County departments contributing to this functional area include the Civil Service Commission, Personnel Review Board, Corporation Counsel and the divisions of the new Department of Administrative Services, including Human Resources, Administration and Fiscal Affairs, Risk Management, Procurement, Information Management Services, Economic and Community Development and Office for Persons with Disabilities. This functional area also includes the non-departmental budgets for the Ethics Board and Land Sales.



ADOPTED 2004 BUDGET

MAJOR FUNCTION: Staff

TAX LEVY SUMMARY				
	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
DEPARTMENT				
Civil Service Commission (Org. 1110)	$ 53,794	$ 65,657	$ 66,969	$ 1,312
Personnel Review Board (Org. 1120)	131,281	144,917	158,711	13,794
Corporation Counsel (Org. 1130)	1,869,682	1,490,158	1,618,847	128,689
Department of Administrative Services (DAS)				
Office for Persons with Disabilities (Org. 1019)	565,533	570,058	542,217	(27,841)
Human Resources (Org. 1140)	3,144,694	3,496,703	3,083,770	(412,933)
Risk Management (Org. 1150)	(233,304)	(332,108)	(297,885)	34,223
Administration & Fiscal Affairs (Org. 1151)	2,898,839	3,438,003	3,641,998	203,995
Procurement (Org. 1152)	939,123	882,620	820,227	(62,393)
Information Management Services (Org. 1160)	16,715,166	17,856,460	18,425,251	568,791
Economic & Community Development (Org. 1192)*	(1,738,129)	(4,809,328)	(1,473,457)	3,335,871
NON-DEPARTMENTAL				
Ethics Board (Org. 1905)	34,923	42,032	45,173	3,141
Land Sales (Org. 1933)**	0	0	(5,000,000)	(5,000,000)
TOTAL	$ 24,381,602	$ 22,845,172	$ 21,631,821	$ (1,213,351)

* Economic Development and Housing & Community Development are merged in the 2004 Budget to become Economic and Community Development.

** In prior years Land Sales revenue was included in the Economic Development budget.

CIVIL SERVICE COMMISSION

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

PERSONNEL REVIEW BOARD

The Personnel Review Board consists of five members functioning as a quasi-judicial body to review all disciplinary charges filed by appointing authorities or other persons authorized to file charges alleging that an officer or employee in Milwaukee County classified service has acted in such a manner as to show them to be incompetent to perform their duties or to have merited discipline, demotion or discharge pursuant to State Statutes. The Board also hears all appeals by non-represented County employees of rulings made in the final step of the established County grievance procedure; acts as final arbitrator over grievances not appealed to arbitration under Union labor 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 handicapped and disabled persons." As part of this charge, the Commission is empowered, by Section 73.09, to:

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

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

HUMAN RESOURCES

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

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

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

ADMINISTRATION AND FISCAL AFFAIRS

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

RISK MANAGEMENT

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

PROCUREMENT

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

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

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

INFORMATION MANAGEMENT SERVICES

The Information Management Services Division (IMSD) provides central data processing, graphics, records management, voice and radio communication services to Milwaukee County. IMSD develops, modifies and maintains County-wide and multi-department large-scale or complex applications systems, including the Civil/Criminal Justice Information System (C/CJIS) and Financial/Budget System (Advantage/Brass); provides research, purchase, implementation, management and maintenance for departments' hardware and software systems; administers information technology standards and provides County-wide communications, local area network and desktop support; administers the County's voice communications system, including telephones, cellular and pagers programs; provides high volume copying service and artistic design and forms management; administers the central Records Center which provides off-site storage of department records; administers the County's 50-plus Federal Communications frequency licenses, radio equipment and transmission facilities, and the conventional and 800 MHz trunked radio systems; and provides County-wide mail service.

ECONOMIC DEVELOPMENT

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

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

ETHICS BOARD

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

LAND SALES

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

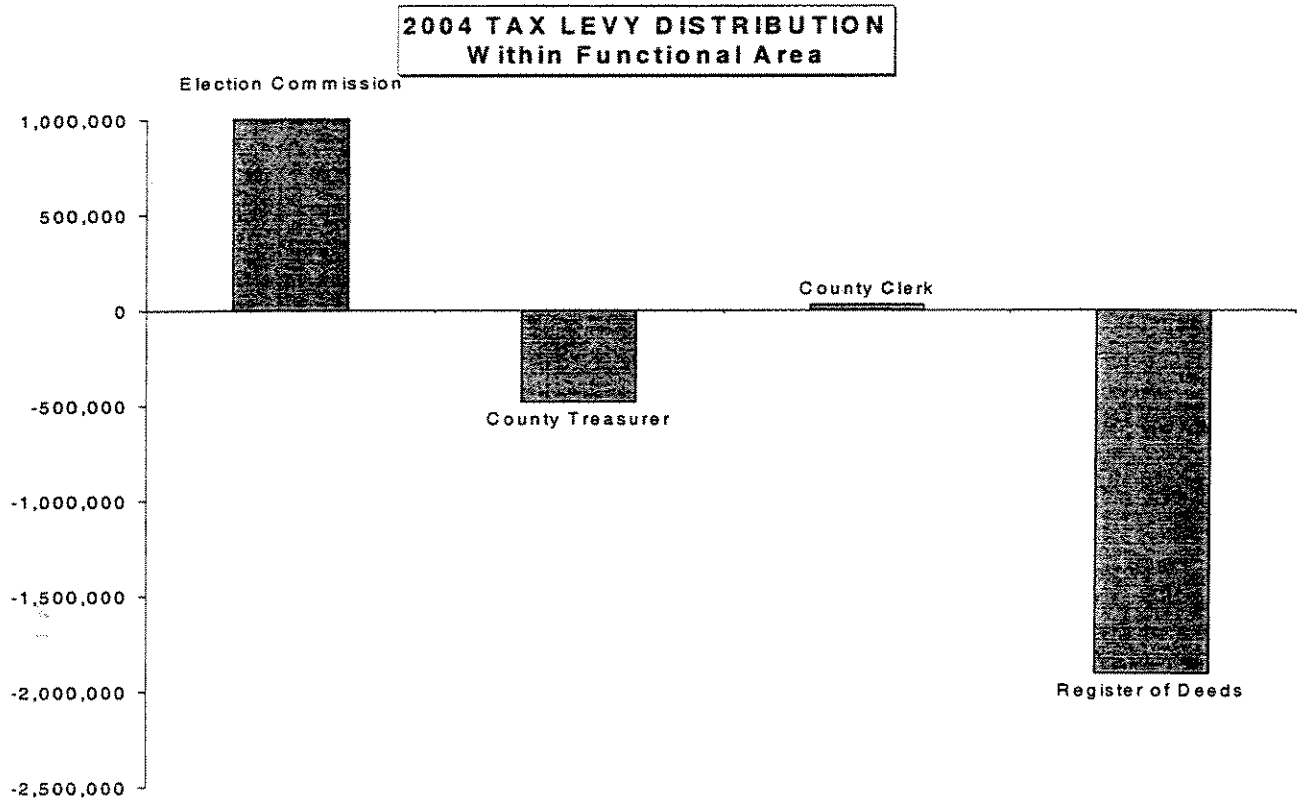
ADOPTED 2004 BUDGET

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.



TAX LEVY SUMMARY	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
DEPARTMENT				
Election Commission (Org. 3010)	$ 1,513,590	$ 467,749	$ 1,116,861	$ 649,112
County Treasurer (Org. 3090)	(874,911)	(993,225)	(481,285)	511,940
County Clerk (Org. 3270)	53,047	35,603	29,412	(6,191)
Register of Deeds (Org. 3400)	(2,840,230)	(2,003,875)	(1,907,226)	96,649
NON-DEPARTMENTAL				
Milwaukee County Automated Land Information System (Org. 1923)	(252,670)	0	0	0
TOTAL	$ (2,401,174)	$ (2,493,748)	$ (1,242,238)	$ 1,251,510

ELECTION COMMISSION

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

COUNTY TREASURER

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

COUNTY CLERK

The County Clerk records the proceedings of the County Board of Supervisors; distributes copies of the printed proceedings; maintains all of the legislative files; produces a continuous index of the ordinances and resolutions presented to the County Board at each meeting; updates existing ordinances and prepares copies of new ordinances for distribution; receives/processes court summons and complaints naming Milwaukee County; maintains the central file of County deeds, contracts, insurance policies, agreements, leases and easements; maintains SARA Title III records for Milwaukee County; administers oaths of office and maintains a file of such oaths as well as public official bonds; maintains a file of qualified public improvement contractors; receives and publicly opens all sealed bids for public improvement projects; distributes copies of the Milwaukee County financial reports and statistical reports of property valuations; issues marriage, equestrian, hayride, horse and stable licenses; processes garnishment actions, tax levies and wage assignments of County employees; processes lien notices against contractors performing County public improvements; maintains the file of certificates of title for all County-owned vehicles; assists the County Treasurer in signing all County checks; acts as agent for the State in furnishing dog licenses to the municipalities in Milwaukee County; furnishes cat licenses to Milwaukee County municipalities and the Wisconsin Humane Society; and registers all lobbyists and reports quarterly to the County Board on the number of registrants.

REGISTER OF DEEDS

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

MILWAUKEE COUNTY AUTOMATED LAND INFORMATION SYSTEM

The Milwaukee County Automated Land Information System consists of designing, developing and implementing a land information system integrating property and ownership records with U.S. Public Land Survey referenced parcel-identified boundary information; preparing boundary-referenced parcel property maps suitable for producing accurate land title or survey boundary line information; and preparing maps of documented accuracy suitable for local planning. Pursuant to Section 59.43, State Statutes, funding of a land information office, modernization of land records and the State of Wisconsin Land Information Program and Board is collected via a 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

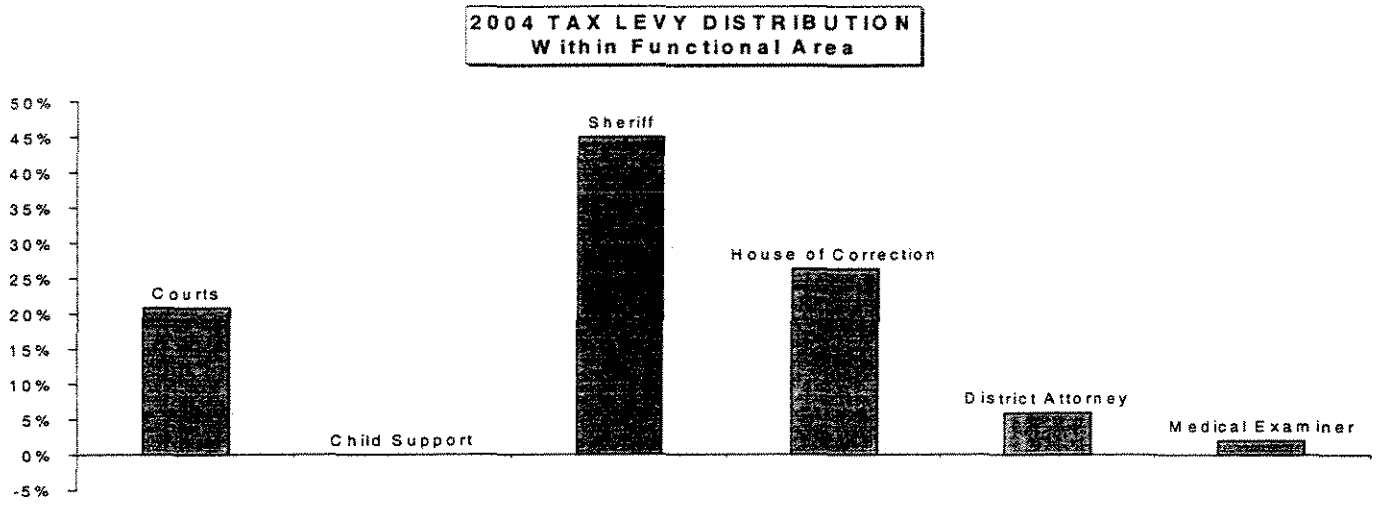
County Automated Land Information System within guidelines established by the Wisconsin Land Information Board (WLIB). One dollar of the additional seven-dollar surcharge is also retained locally and specifically designated for expenditures associated with land records modernization initiatives promulgated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

ADOPTED 2004 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.



TAX LEVY SUMMARY				
	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
DEPARTMENT				
Combined Court Related Oper. (Org. 2000)	$ 23,860,377	$ 25,588,122	$ 27,326,261	$ 1,738,139
Department of Child Support (Org. 2430)	36,955	(490,330)	(194)	490,136
Sheriff's Department (Org. 4000)	51,494,626	49,865,100	59,040,443	9,175,343
House of Correction (Org. 4300)	31,741,091	32,945,404	34,567,815	1,622,411
District Attorney (Org. 4500)	5,371,900	6,543,722	7,797,980	1,254,258
Medical Examiner (Org. 4900)	2,465,371	2,446,664	2,691,008	244,344
TOTAL	$ 114,970,320	$ 116,898,682	$ 131,423,313	$ 14,524,631

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.

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

COMBINED COURT RELATED OPERATIONS

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

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

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

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

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

DEPARTMENT OF CHILD SUPPORT

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

DISTRICT ATTORNEY

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

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

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

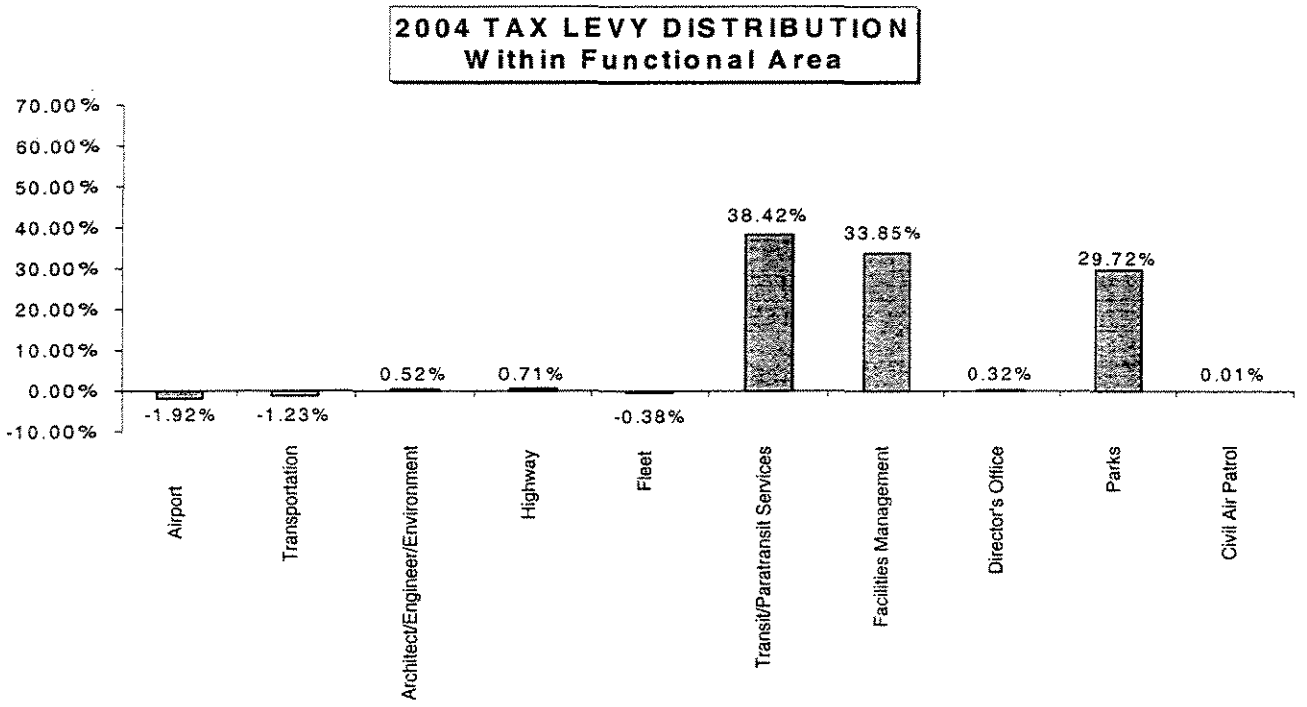
The functions of the House of Correction are defined in Chapters 302, 303, 304 and 973 of the Wisconsin Statutes. This institution receives and maintains custody of all sentenced prisoners in Milwaukee County committed by authorized courts for periods not exceeding one year and from other jurisdictions 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 2004 BUDGET

MAJOR FUNCTION: Parks and Public Infrastructure

DESCRIPTION

This function includes the budgets for the nine divisions of the Department of Parks and Public Infrastructure which are Airport, Transportation Services, Architectural, Engineering and Environmental Services, Highway Maintenance, Fleet Management, Milwaukee County Transit/Paratransit System, Facilities Management, Director's Office and Parks, as well as the Civil Air Patrol.



TAX LEVY SUMMARY				
DEPARTMENT OF PARKS AND PUBLIC	2002	2003	2004	2003/2004
INFRASTRUCTURE	Actual	Budget	Budget	Change
Airport (Org. 5040)	$ (2,490,835)	$ (1,054,850)	$ (1,088,989)	$ (34,139)
Transportation Services (Org. 5070)	(536,829)	(636,658)	(697,594)	(60,936)
Architectural/Engineering/Environmental Services (Org. 5080)	(260,461)	0	293,304	293,304
Highway Maintenance (Org. 5100)	(242,125)	123,518	399,623	276,105
Fleet Management (Org. 5300)	(604,827)	(392,533)	(217,648)	174,885
Milwaukee County Transit/Paratransit System (Org. 5600)	21,170,279	21,206,611	21,763,180	556,569
Facilities Management (Org. 5700)	15,649,656	17,838,391	19,173,658	1,335,267
Director's Office (Org. 5800)	525,063	485,898	178,850	(307,048)
Parks (Org. 9000)	24,660,068	21,940,706	16,832,780	(5,107,926)
NON-DEPARTMENTAL				
Civil Air Patrol (Org. 1913)	5,967	8,000	8,000	0
TOTAL	$ 57,875,956	$ 59,519,083	$ 56,645,164	$ (2,873,919)

Department of Parks and Public Infrastructure

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

The Department provides the following essential services to Milwaukee County:

AIRPORT

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

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

TRANSPORTATION SERVICES

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

ARCHITECTURAL, ENGINEERING AND ENVIRONMENTAL SERVICES

The Architectural, Engineering and Environmental Services provides a core competency of professional and technical services for Milwaukee County. The Section is comprised of the following units: Architectural, Airport Engineering, Site Development and Civil Engineering, Environmental Services and Support Services. Through the Division employees' efforts and extended staff provided by consultants, these sections research, design, administer and implement a diverse combination of programs and projects.

HIGHWAY MAINTENANCE

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

FLEET MANAGEMENT

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

MILWAUKEE COUNTY TRANSIT/PARATRANSIT SYSTEM

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

FACILITIES MANAGEMENT

The Facilities Management provides quality and cost effective property management, tenant services, and maintenance and skilled trades services to the various private entities and County departments occupying space within the Courthouse Complex, County Grounds buildings, the Children's Court Center, the Child and Adolescent Treatment Center

and the building at 27th and Wells Street. The Facilities also provides maintenance and skilled trades services to other County departments.

DIRECTOR'S OFFICE

The Director's Office is responsible for the management of the Department of Parks and Public Infrastructure administrative functions, including establishment and implementation of Department policy and procedures, personnel administration, accounting and general public information services. Human resources and budgeting functions previously provided by this division will be provided for the department through the new Department of Administrative Services.

PARKS DIVISION

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

CIVIL AIR PATROL

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

ADOPTED 2004 BUDGET

MAJOR FUNCTION: Health and Human Services

DESCRIPTION

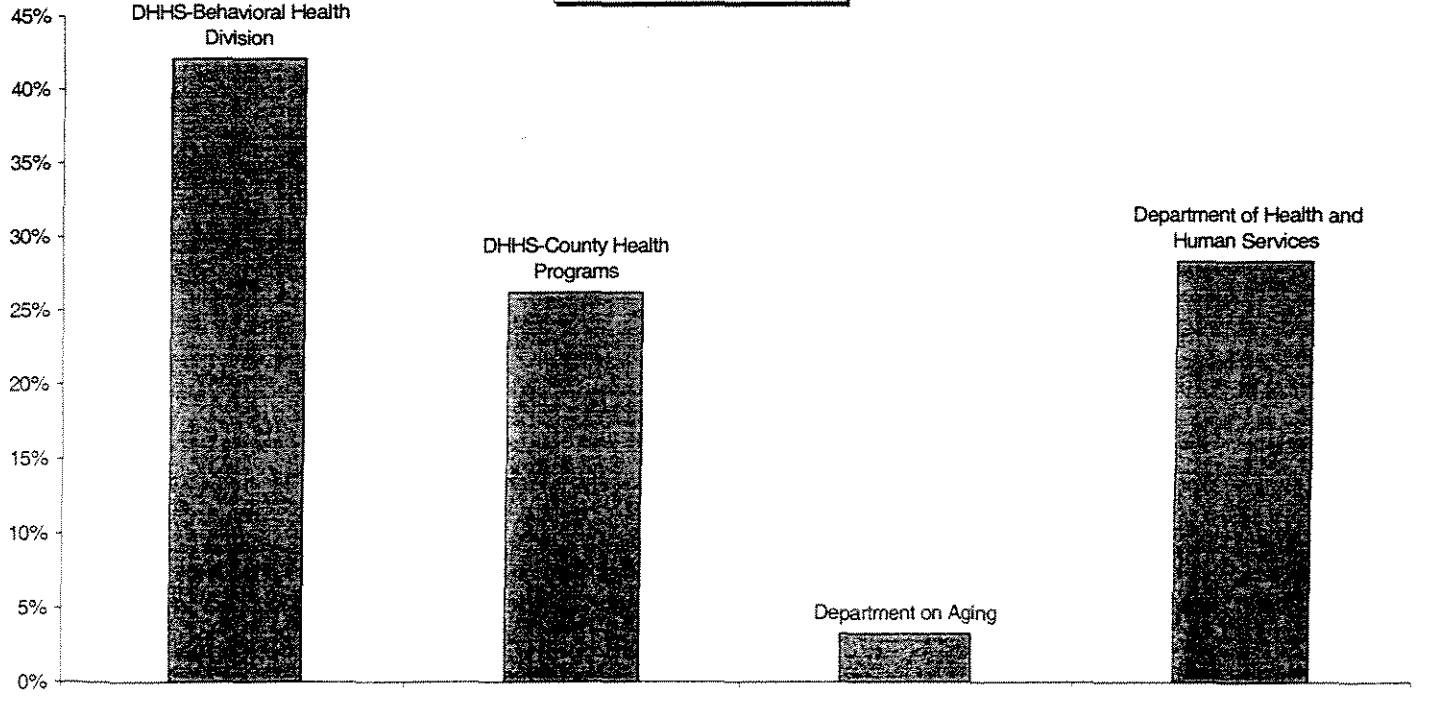
The County Departments contributing to this functional area are the Department of Health and Human Services (DHHS), the DHHS - Behavioral Health Division (BHD), DHHS - County Health Programs (CHP) and the Department on Aging. The 2002 Budget transferred operation of the County's Alcohol and Other Drug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

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

TAX LEVY SUMMARY

DEPARTMENT	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
DHHS-Behavioral Health Division (Org. 6300)	$ 23,644,671	$ 27,976,577	$ 34,615,460	$ 6,638,883
DHHS-County Health Programs (Org. 7200)	26,502,002	23,818,573	21,546,777	(2,271,796)
Department on Aging (Org. 7900)	2,376,581	2,275,357	2,687,889	412,532
Department of Health and Human Services (Org. 8000)	22,061,527	22,681,212	23,311,165	629,953
TOTAL	$ 74,584,781	$ 76,751,719	$ 82,161,291	$ 5,409,572

2004 TAX LEVY Within Functional Area



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 PROGRAMS

The 2003 Budget transferred operation of the Department of Administration-Division of County Health Programs (CHP) to the Department of Health and Human Services. CHP administers 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. Enrollment in Family Care continues to increase, with the Department projecting to serve 5,800 members in 2004, an increase of 800 from 5,000 during 2003.

DEPARTMENT OF HEALTH AND HUMAN SERVICES

The Department of Health and Human Services (DHHS) operates under Chapters 46 (Social Services), 48 (Children's Code), 49 (Public Assistance), 51 (Mental Health), 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.

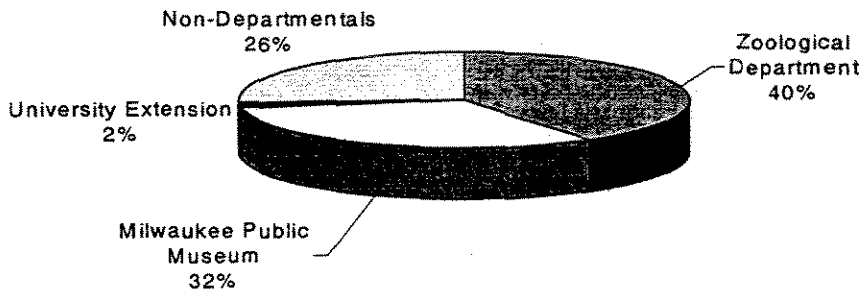
ADOPTED 2004 BUDGET

MAJOR FUNCTION: Recreation and Culture

DESCRIPTION

The County departments contributing to this functional area are, the Zoological Department, the Milwaukee Public Museum and the University Extension. This functional area also includes contributions to various non-departmental activities.

2004 TAX LEVY DISTRIBUTION
Within Functional Area



TAX LEVY SUMMARY	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
DEPARTMENT				
Zoological Department (Org. 9500)	4,212,065	4,339,722	4,939,663	599,941
Milwaukee Public Museum (Org. 9700)	4,300,000	4,085,000	3,880,750	(204,250)
University Extension (Org. 9910)	333,829	208,424	208,424	0
NON-DEPARTMENTAL				
County Historical Society (Org. 1908)	307,481	276,733	242,550	(34,183)
Greater Milwaukee Convention & Visitors Bureau (Org. 1912)	25,000	22,500	16,875	(5,625)
War Memorial Center (Org. 1914)	1,700,572	1,575,515	1,311,636	(263,879)
Villa Terrace/Charles Allis Art Museums (Org. 1915)	309,120	278,208	243,656	(34,552)
Marcus Center for the Performing Arts (Org. 1916)	1,600,000	1,600,000	880,000	(720,000)
Federated Library System (Org. 1966)	66,641	66,654	66,650	(4)
Milwaukee County Fund for the Arts (Org. 1974)	542,500	495,000	371,250	(123,750)
TOTAL	$ 13,397,208	$ 12,947,756	$ 12,161,454	$ (786,302)

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 Pulicher Butterfly Wing and purchase Discovery World's interest in, and assume full operation of the IMAX Theater. The purchase was completed in April, 2000.

MILWAUKEE COUNTY UW EXTENSION

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

NON-DEPARTMENTAL BUDGETS

The Greater Milwaukee Convention and Visitors Bureau provides an appropriation to advertise the advantages, attractions and resources of the County and to conserve, develop and improve the same. The County Historical Society collects and preserves the records and salient historical features of the County. The Society acts as custodian for non-current County records. The War Memorial Center budget provides funding to the War Memorial Center, Inc., to operate the center, which is a permanent memorial to those who have given their lives for, and to those who have served in the

interest of, our country in war, and by providing for art, drama, music, public discussion and social assembly to serve the living in memory of our war dead. 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 2004 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				
	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
General County Debt Service (Org. 9960)	$ 51,436,627	$ 53,949,530	$ 33,871,484	$ (20,078,046)
State Trust Fund Loan Program			$ 145,000	$ 145,000

As of December 31, 2002, the County had general obligation bonds outstanding totaling $489,152,001. Debt outstanding on December 31, 2002, represents 22.1 percent of the County's $2,213,981,190 constitutional debt limit.

In 2004, the County will borrow $539,524 from the State Trust Fund Loan Program to purchase various equipment items. The loan is considered to be a outstanding debt obligation of the County. The first payment is scheduled for 2005, but the County has budgeted an estimated initial payment amount of $145,000 in the newly created non-departmental budget 1960 – State Trust Fund Loan Program for 2004.

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

Policy Goals

1. Tax supported debt service costs shall not exceed actual sales and use tax revenue.

2. Cash financing for capital improvements shall provide for a minimum of 20 percent of County financed project costs. (This goal will be implemented over a ten-year period by increasing minimum cash financing by 2.0 per cent annually beginning with the 1995 budget.)

3. Direct debt shall not exceed 1.5 percent of equalized property value.

4. Financing terms shall not exceed 16 years for corporate purpose projects and 20 years for airport projects.

5. Average principal maturities shall not exceed ten years for corporate purpose projects and 12.5 years for airport projects.

6. Net present value savings for proposed advance refundings should total a minimum of three percent to five percent of refunded principal.

7. Direct debt per capita shall not exceed $500.

8. Bond insurance will be used when it provides a net economic benefit.

9. County corporate purpose bond issue increases will be limited to a principal amount of no more than $1 million over the principal amount of the previous year's corporate purpose bond issue.

10. Corporate purpose bond issues for 2008 and forward are limited to a principal amount of $30 million plus three percent per year for inflation.

ADOPTED 2004 BUDGET

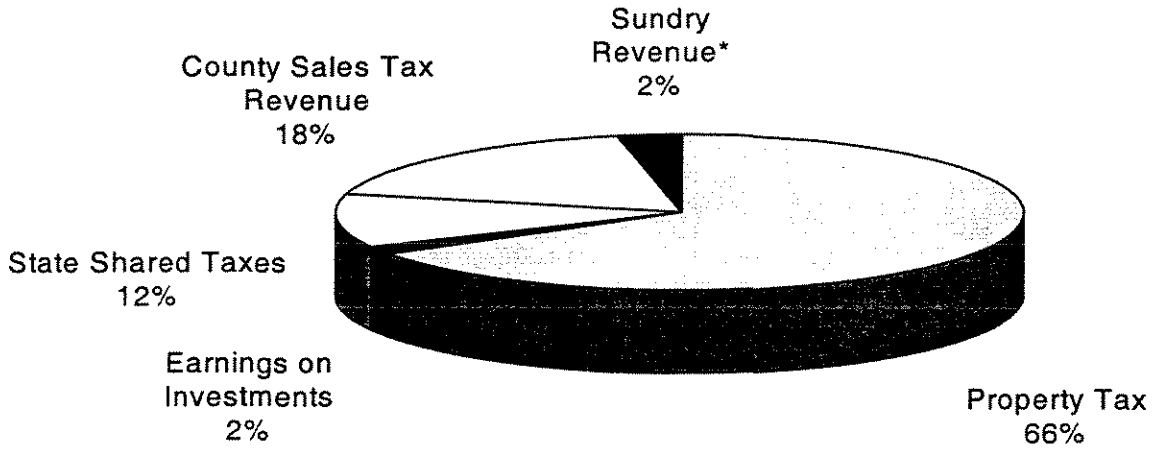
MAJOR FUNCTION: Revenue Section

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 $347,469 decrease in 2004 revenues for this section represents a decrease of .1 percent. The reduction is largely driven by decreased revenues of $4,077,381 in State Shred Taxes, $1,627,500 in Earnings on Investments and $631,686 in Miscellaneous Revenue. A majority of the revenue reductions have been offset with budgeted increases in Surplus (or Deficit) from Prior Year ($3,301,318) and Sales and Use Tax Revenue ($2,362,724). See the table on the following page for details of actual and budgeted amounts for the various revenue sources.

2004 REVENUES



* Sundry Revenue includes State Exempt Computer Aid of $3,266,700, Surplus (Deficit) from Prior Year of $4,009,963, Power Plant Revenue of $2,745,769, Unclaimed Money of $490,000 and Other Miscellaneous Revenue of $40,000.

MAJOR FUNCTION: Revenue Section

TAX LEVY SUMMARY	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
NON-DEPARTMENT				
Property Tax (Org. 1900-1201)	$ 218,612,713	$ 219,494,183	$ 219,436,418	$ (57,765)
Earnings on Investments (Org. 1900-1850)	7,278,185	6,465,000	4,837,500	(1,627,500)
State Shared Taxes (Org. 1900-2201)	38,938,032	41,207,056	37,129,675	(4,077,381)
State Exempt Computer Aid (Org.1900-2202)	3,942,995	3,329,435	3,266,700	(62,735)
County Sales Tax Revenue - Net (Org. 1900-2903)	55,699,737	56,949,530	59,312,254	2,362,724
Power Plant Revenue (Org. 1900-4904)	2,834,658	2,790,213	2,745,769	(44,444)
Surplus (Deficit) from Prior Year (Org. 1900-4970)	3,305,410	708,645	4,009,963	3,301,318
Unclaimed Money (Org. 1901-4980)	505,719	0	490,000	490,000
Other Miscellaneous Revenue (Org. 1900-4999)	1,012,098	671,686	40,000	(631,686)
TOTAL	$ 332,129,547	$ 331,615,748	$ 331,268,279	$ (347,469)

PROPERTY TAXES

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

POWER PLANT REVENUE

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

EARNINGS ON INVESTMENTS

Pursuant to Sections 66.04(2) and 219.05, of the Wisconsin Statutes, a county has the authority to invest any of its funds not immediately needed in time deposits of a bank, credit union, trust company or savings and loan association, or in bonds or securities issued or guaranteed as to principal and interest of the U.S. Government, federal agency and instrumentality securities, highly rated corporate securities or repurchase agreements.

STATE SHARED TAXES

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

STATE EXEMPT COMPUTER AID

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

COUNTY SALES TAX REVENUE

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

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

SURPLUS (DEFICIT) FROM PRIOR YEAR

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

UNCLAIMED MONEY

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

OTHER MISCELLANEOUS REVENUE

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

DEPT: COUNTY BOARD

UNIT NO. 1000
FUND: General - 0001

OPERATING AUTHORITY & PURPOSE

The nature, composition, powers, duties and responsibilities of county boards are delineated in Chapter 59, Wisconsin Statutes, pursuant to Article IV, Sections 22 and 23 of the State Constitution. Each county in the State is a body corporate empowered to sue and be sued; to acquire and hold, lease or rent property; to enter into leases and to make contracts. The power of the County can only be exercised by the County Board pursuant to a resolution or ordinance adopted by it. The general powers of the County Board are set forth in Section 59.51 of the Wisconsin Statutes.

BUDGET SUMMARY

Account Summary	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Personal Services (w/o EFB)	$ 3,091,590	$ 3,063,940	$ 2,885,362	$ (178,578)
Employee Fringe Benefits (EFB)	891,105	1,089,680	1,501,546	411,866
Services	154,398	238,625	367,200	128,575
Commodities	44,335	68,950	48,700	(20,250)
Other Charges	76,443	2,500	2,500	0
Capital Outlay	0	0	0	0
County Service Charges	840,513	883,853	717,102	(166,751)
Abatements	(820,627)	(855,833)	(688,522)	167,311
Total Expenditures	$ 4,277,757	$ 4,491,715	$ 4,833,888	$ 342,173
Other Direct Revenue	5,151	0	0	0
State & Federal Revenue	20,186	18,000	18,000	0
Direct Property Tax Levy	$ 4,252,420	$ 4,473,715	$ 4,815,888	$ 342,173

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*

Account Summary	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Central Service Allocation	$ 61,752	$ 49,255	$ 15,701	$ (33,554)
Courthouse Space Rental	489,024	462,015	447,538	(14,477)
Document Services	19,203	27,638	21,900	(5,738)
Tech Support & Infrastructure	82,072	94,155	69,872	(24,283)
Distribution Services	12,694	10,912	12,198	1,286
Emergency Mgmt Services	0	6,667	0	(6,667)
Telecommunications	48,442	54,208	30,334	(23,874)
Record Center	2,958	3,442	3,355	(87)
Radio	0	0	0	0
Personal Computer Charges	62,930	86,122	26,905	(59,217)
Applications Charges	41,552	61,419	60,719	(700)
Total Charges	$ 820,627	$ 855,833	$ 688,522	$ (167,311)
Direct Property Tax Levy	$ 4,252,420	$ 4,473,715	$ 4,815,888	$ 342,173
Total Property Tax Levy	$ 5,073,047	$ 5,329,548	$ 5,504,410	$ 174,862

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

PERSONNEL SUMMARY				
	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Personal Services (w/o EFB)	$ 3,091,590	$ 3,063,940	$ 2,885,362	$ (178,578)
Employee Fringe Benefits (EFB)	$ 891,105	$ 1,089,680	$ 1,501,546	$ 411,866
Position Equivalent (Funded)*	68.4	62.6	57.5	(5.1)
% of Gross Wages Funded	89.4	85.5	89.7	4.2
Overtime (Dollars)**	$ 3,680	$ 0	$ 0	$ 0
Overtime (Equivalent to Positions)	0.1	0.0	0.0	0.0

* For 2002, 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 Sec 3 (Sys Bdgt Coord)	Abolish	1/1.0	County Board	$ (60,754)
Adm Sec 5-Sen Pol Res Analyst	Abolish	1/1.0	County Board	(66,558)
Adm Sec 3-Pol Res Analyst	Abolish	2/2.0	County Board	(104,884)
			TOTAL	$ (232,196)

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.

DEPARTMENT DESCRIPTION

Legislative Services

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

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 is 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.

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.

Administration / Operations

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

Intergovernmental Relations

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

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

BUDGET HIGHLIGHTS

- The personal services lump sum reduction (excluding fringe benefits) is decreased by $175,896, from $483,960 to $308,064, partly reflecting the following position abolishments:

($ 60,754)	Abolish 1 Admin Sec 3 Systems Budget Coordinator
(66,558)	Abolish 1 Admin Sec 5 Senior Policy Research Analyst
(104,884)	Abolish 2 Admin Sec 3 Policy Research Analyst
($232,196)	

In summary, total salary savings (excluding fringe and social security) from the above four position abolishments and personal services lump sum reduction equals $523,768, which is higher than the 2003 lump sum reduction of $483,960.

- Redistricting reduces the number of County Board Supervisors by six from 25 to 19 and reduces the number of legislative aides by an additional four effective May 1, 2004 reducing personal services excluding benefits $274,605. (Note: One aide reduction is already included in the general lump sum reduction and one is already budgeted as a shared position.)

- Commodities are reduced $20,250, or 29.3%, from $68,950 to $48,700, reflecting reductions in office supplies, DP supplies, books and periodicals, photo/printing, and tools and minor equipment.

- Outcomes are deleted in the 2004 budget narratives. The major changes in funding and operation of County services in the 2004 Budget provide an opportunity for the County Executive in cooperation with the County Board to lead departments in a new strategic planning effort that includes re-visiting and re-focusing outcomes towards measurement and reporting. A new strategic planning effort will be initiated following the adoption of the 2004 Budget.

- The 2004 Budget reflects a zero wage increase for all non-represented and Executive Compensation Plan (ECP) positions. In addition, ECP positions are not provided step increases or performance awards in 2004 as allowed in County Ordinance Section 17.265 (3). Both reductions reduce expenditures $51,062.

- An appropriation of $50,000 is provided to cover expenses associated with hosting the 2004

Wisconsin Counties Association (WCA) convention.

- For 2004, funding for County Board - Intergovernmental Relations (Org. Unit 1020) is eliminated. The Intergovernmental Relations Division becomes a function within the budget of the County Board to reflect the County Board's overall legislative and policy oversight function.

- $ 97,812 Transfer 1 Adm Secy-IGR Director
  76,940 Transfer 1 Adm Secy-Asst Director
  $174,752 IGR

  For 2004, one position of Administrative Secretary-IGR Director is reallocated from ECP Grade 918E to ECP Grade 917E and one position of Administrative Secretary-Assistant Director IGR is reallocated from PR 37M to PR 33M. Both are transferred from Intergovernmental Relations (Org. Unit 1020) to County Board (Org. Unit 1000), for a salary and social security total of $174,752.

- $50,000 is included for Federal lobbying services.

- Membership dues are increased $1,300 (lobby licenses and principal payment), telephones are increased $500 and meetings and authorized travel are increased $2,000.

- 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."

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	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Personal Services (w/o EFB)	$ 1,381,076	$ 1,390,419	$ 1,227,042	$ (163,377)
Employee Fringe Benefits (EFB)	405,190	460,485	661,666	201,181
Services	322,246	351,058	353,838	2,780
Commodities	6,460	19,710	4,305	(15,405)
Other Charges	0	0	2,198	2,198
Capital Outlay	0	0	0	0
County Service Charges	313,140	287,884	273,680	(14,204)
Abatements	(331,925)	(405,705)	(291,108)	114,597
Total Expenditures	$ 2,096,187	$ 2,103,851	$ 2,231,621	$ 127,770
Total Revenues	$ 0	$ 0	$ 0	$ 0
Direct Property Tax Levy	$ 2,096,187	$ 2,103,851	$ 2,231,621	$ 127,770

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*

Account Summary	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change*
Central Service Allocation	$ 0	$ 0	$ 0	$ 0
Courthouse Space Rental	197,448	186,538	180,693	(5,845)
Document Services	199	2,632	227	(2,405)
Tech Support & Infrastructure	50,012	42,482	38,668	(3,814)
Distribution Services	229	75	220	145
Telecommunications	7,378	8,994	4,620	(4,374)
Records Center	0	0	0	0
Radio	0	0	0	0
Personal Computer Charges	29,558	19,685	13,739	(5,946)
Applications Charges	19,701	15,159	20,446	5,287
Total Charges	$ 304,525	$ 275,565	$ 258,613	$ (16,952)
Direct Property Tax Levy	$ 2,096,187	$ 2,103,851	$ 2,231,621	$ 127,770
Total Property Tax Levy	$ 2,400,712	$ 2,379,416	$ 2,490,234	$ 110,818

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

PERSONNEL SUMMARY				
	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Personal Services (w/o EFB) *	$ 1,381,076	$ 1,390,419	$ 1,229,240	$ (161,179)
Employee Fringe Benefits (EFB)	$ 405,190	$ 460,485	$ 661,666	$ 201,181
Position Equivalent (Funded)**	23.0	22.0	20.1	(1.9)
% of Gross Wages Funded	85.3	78.5	71.7	(6.8)
Overtime (Dollars)***	$ 0	$ 0	$ 0	$ 0
Overtime (Equivalent to Positions)	0.0	0.0	0.0	0.0

* Includes funds for 2004 represented employee pay increases that have been placed in an allocated contingency account.

** For 2002 the Position Equivalent is the budgeted amount.

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

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

MISSION

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

BUDGET HIGHLIGHTS

- The lump sum salary reduction is increased by $104,700, from $346,356 to $451,056. This reduces the 2004 staffing level from 21 to 19 positions. Two positions were vacated during 2003. Reduction in staff resources results in internal adjustments to workloads.

- Professional service fees to conduct the County-wide audit increase $10,000, from $325,000 to $335,000.

- The 2004 Budget reflects a zero wage increase for all non-represented and Executive Compensation Plan (ECP) positions. In addition, ECP positions are not provided step increases or performance awards in 2004 as allowed in County Ordinance Section 17.265 (3). These reductions reduce expenditures $57,292.

- Abatements decrease by $114,597, primarily due to loss of one-time revenue for the Audit of the Homeowner Protection Program.

- A total of $2,198 in personal service appropriations is placed into an allocated contingency account within this department. This amount represents the anticipated cost of pay increases, excluding step increases, associated with represented employees. The disposition of these funds will be determined, with County Board approval, after negotiations with represented employee unions are completed.

- 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

	2002 Budget	2002 Actual	2003 Budget	2004 Budget
Person-Hours Available (net of paid time off)	39,706	37,291	38,500	33,250
Allocation of Available Hours				
Financial/Internal Control Reviews	9,124	5,362	8,249	7,641
Economy & Efficiency/Program Results	6,269	12,612	5,938	5,250
EDP Projects	1,700	1,472	1,700	1,430
Special Projects/Hotline	5,400	4,132	5,400	4,522
Bank Reconciliation	3,632	3,418	3,632	3,039
Contract Compliance	1,750	1,829	1,750	1,463
Administration	9,131	7,341	9,131	7,647
Other Indirect Time	2,700	1,125	2,700	2,258
Total	39,706	37,291	38,500	33,250
Contract Compliance Activities				
Desk Audits of Affirmative Action Plans	300	253	216	259
Equal Employment Opportunity Certificates Processed	250	224	250	100
Bank Reconciliation Section Activities				
Accounts Reconciled	780	793	744	690

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	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Personal Services (w/o EFB)	$ 658,475	$ 659,392	$ 627,086	$ (32,306)
Employee Fringe Benefits (EFB)	188,134	224,427	337,299	112,872
Services	5,737	19,304	20,804	1,500
Commodities	8,952	8,300	8,300	0
Other Charges	173	500	500	0
County Service Charges	200,553	194,048	186,150	(7,898)
Abatements	(183,254)	(170,535)	(166,910)	3,625
Total Expenditures	$ 878,770	$ 935,436	$ 1,013,229	$ 77,793
Total Direct Revenues	$ 13,713	$ 15,000	$ 15,000	$ 0
Direct Property Tax Levy	$ 865,057	$ 920,436	$ 998,229	$ 77,793

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*

Account Summary	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Central Service Allocation	$ 16,896	$ 9,648	$ 318	$ (9,330)
Courthouse Space Rental	119,880	113,255	109,706	(3,549)
Document Services	3,951	3,810	4,505	695
Tech Support & Infrastructure	13,366	11,575	18,330	6,755
Distribution Services	355	463	341	(122)
Emergency Mgmt Services	0	6,667	0	(6,667)
Telecommunications	11,211	6,165	7,020	855
Records Center	367	445	416	(29)
Personal Computer Charges	10,488	10,663	10,876	213
Applications Charges	6,740	7,844	15,398	7,554
Total Charges	$ 183,254	$ 170,535	$ 166,910	$ (3,625)
Direct Property Tax Levy	$ 865,057	$ 920,436	$ 998,229	$ 77,793
Total Property Tax Levy	$ 1,048,311	$ 1,090,971	$ 1,165,139	$ 74,168

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

PERSONNEL SUMMARY				
	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Personal Services (w/o EFB)	$ 658,475	$ 659,392	$ 627,086	$ (32,306)
Employee Fringe Benefits (EFB)	$ 188,134	$ 224,427	$ 337,299	$ 112,872
Position Equivalent (Funded)*	12.8	13.3	11.9	(1.4)
% of Gross Wages Funded	92.0	83.1	76.5	(6.6)
Overtime (Dollars)**	$ 666	$ 480	$ 0	$ (480)
Overtime (Equivalent to Positions)	0.0	0.0	0.0	0.0

* For 2002, the Position Equivalent is the budgeted amount.

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

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

MISSION

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

BUDGET HIGHLIGHTS

- Personal services, excluding fringe benefits, decreases $32,306 from $659,392 to $627,086. This includes the following:
  - The County Executive payment of $60,000 for a portion of his 2004 salary.
  - A zero wage increase for all non-represented and Executive Compensation Plan (ECP) positions.
  - No step increases or performance awards for ECP positions in 2004 as allowed in County Ordinance Section 17.265 (3).
  - Reduction in staff compared to 2003.
- An increase in services is due to the budgeting in departments directly the cost of telephones, cell phones and pagers. In prior years, these costs were budgeted in DAS-IMSD.
- Funding for Meetings, Travel and Conferences decreases $4,300, from $9,800 in 2003 to $5,500 in 2004.
- Catering services from the House of Correction kitchen are reduced $1,500, from $2,000 to $500.
- Outcomes are deleted in the 2004 budget narratives. The major changes in funding and operation of County services in the 2004 Budget provide an opportunity for the County Executive in cooperation with the County Board to lead departments in a new strategic planning effort that includes re-visiting and re-focusing outcomes towards measurement and reporting. A new strategic planning effort will be initiated following the adoption of the 2004 Budget.
- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be

authorized or made and no obligation incurred against the county unless the county has 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."

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	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Personal Services (w/o EFB)	$ 361,206	$ 351,123	$ 302,917	$ (48,206)
Employee Fringe Benefits (EFB)	110,122	121,633	161,024	39,391
Services	136,556	367,602	184,887	(182,715)
Commodities	6,085	11,650	12,360	710
Other Charges	43,092	0	215,226	215,226
Capital Outlay	206,728	0	0	0
County Service Charges	82,568	99,941	95,456	(4,485)
Abatements	(306,633)	(332,891)	(366,153)	(33,262)
Total Expenditures	$ 639,724	$ 619,058	$ 605,717	$ (13,341)
Total Revenues	$ 74,371	$ 49,000	$ 63,500	$ 14,500
Direct Property Tax Levy	$ 565,353	$ 570,058	$ 542,217	$ (27,841)

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*

Account Summary	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Central Service Allocation	$ 8,916	$ 9,533	$ 16,988	$ 7,455
Courthouse Space Rental	28,320	26,759	25,921	(838)
Document Services	14,675	13,358	16,736	3,378
Tech Support & Infrastructure	8,376	13,571	6,816	(6,755)
Distribution Services	2,928	3,954	2,813	(1,141)
Telecommunications	3,302	3,473	2,068	(1,405)
Records Center	102	179	116	(63)
Radio	0	0	0	0
Personal Computer Charges	5,721	10,663	2,862	(7,801)
Applications Charges	4,042	7,939	4,367	(3,572)
Total Charges	$ 76,382	$ 89,429	$ 78,687	$ (10,742)
Direct Property Tax Levy	$ 565,353	$ 570,058	$ 542,217	$ (27,841)
Total Property Tax Levy	$ 641,735	$ 659,487	$ 620,904	$ (38,583)

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

PERSONNEL SUMMARY				
	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Personal Services (w/o EFB)	$ 361,206	$ 351,123	$ 302,917	$ (48,206)
Employee Fringe Benefits (EFB)	$ 110,122	$ 121,633	$ 161,024	$ 39,391
Position Equivalent (Funded)*	7.4	6.3	5.3	(1.0)
% of Gross Wages Funded	100.0	99.4	100.0	0.6
Overtime (Dollars)**	$ 3,340	$ 13,752	$ 6,996	$ (6,756)
Overtime (Equivalent to Positions)	0.1	0.3	0.1	(0.2)

* For 2002, 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)
Adm Secy-Transit Serv Coord	Abolish	1/1.0	DAS-OPD	$ (47,456)
			TOTAL	$ (47,456)

MISSION

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

DEPARTMENT DESCRIPTION

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

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

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

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

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

Recreation is responsible for the creation and assured provision of integrated recreational programming in Milwaukee County for citizens with

disabilities in Milwaukee County and other venues, and includes the management and operation of two center-based recreational facilities, Wil-O-Way Grant and Wil-O-Way Underwood.

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

- $(47,456) Abolish 1 Administrative Secretary – Transit Services Coordinator

  Due to County-wide fiscal constraints, one position of Administrative Secretary - Transit Services Coordinator that was laid off in 2003 is abolished in 2004 for a salary and social security savings of $47,456.

- The contractual services appropriation for interpreters increases $33,620, from $48,500 to $82,120, based on experience. The cost of the interpreters is charged to user departments through the Office for Persons with Disabilities crosscharge.

- Housekeeping service fees, waste disposal, electricity and natural gas costs for the Wil-O-Way sites increase $8,548, from $45,352 to $53,900, based on experience.

- An appropriation of $2,500 is established for minor repair issues at the Wil-O-Way sites.

- Rental revenue from the Grant and Underwood Wil-O-Way sites increases $12,000, from $44,000 to $56,000, based on experience.

- Revenue from the Wil-O-Way Key Card increases $2,500, from $5,000 to $7,500, based on experience. The Key Card may be purchased for $20 and permits a cardholder and companion to participate in scheduled open houses at Milwaukee County recreation and cultural sites and to receive ticket discounts to sports events.

- The 2004 Budget reflects a zero wage increase for all non-represented and Executive Compensation Plan (ECP) positions. In addition, ECP positions are not provided step increases or performance awards in 2004 as allowed in County Ordinance Section 17.265 (3). These reductions reduce expenditures $9,878.

- 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				
	2002 Budget	2002 Actual	2003 Budget	2004 Budget
Joint Projects - Other Departments	20	35	40	35
Job Accommodation/Disabled Employee Consultations	120	250	250	250
Specialized Transportation Assessments	200	400	300	300
Interpreter Service - Hours	3,400	3,300	3,200	3,200
Handi-NEWS & NOTES - Circulation	71,000	108,900	80,000	150,000

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.

BUDGET SUMMARY		
Expenditure	Revenue	Tax Levy
$ 5,000	$ 5,000	$ 0

Total 2003 expenditures and revenues for the Disabilities Expendable Trust Fund are $5,000 and include the following:

Expenditure

$5,000 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

$5,000 From grants and advertisements in Handi-News & Notes.

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	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Personal Services (w/o EFB)	$ 328,304	$ 272,266	$ 0	$ (272,266)
Employee Fringe Benefits (EFB)	100,449	85,817	0	(85,817)
Services	103,027	86,720	0	(86,720)
Commodities	3,272	5,107	0	(5,107)
Other Charges	0	0	0	0
Capital Outlays	103	0	0	0
County Service Charges	58,884	61,852	0	(61,852)
Abatements	(54,123)	(54,447)	0	54,447
Total Expenditures	$ 539,916	$ 457,315	$ 0	$ (457,315)
Total Revenues	$ 0	$ 0	$ 0	$ 0
Direct Property Tax Levy	$ 539,916	$ 457,315	$ 0	$ (457,315)

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*

Account Summary	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Central Service Allocation	$ 5,556	$ 6,325	$ 0	$ (6,325)
Courthouse Space Rental	26,520	25,052	0	(25,052)
Document Services	112	1,076	0	(1,076)
Tech Support & Infrastructure	6,631	6,249	0	(6,249)
Distribution Services	14	36	0	(36)
Telecommunications	8,673	9,812	0	(9,812)
Records Center	0	0	0	0
Radio	0	0	0	0
Personal Computer Charges	3,814	3,281	0	(3,281)
Applications Charges	2,803	2,616	0	(2,616)
Total Charges	$ 54,123	$ 54,447	$ 0	$ (54,447)
Direct Property Tax Levy	$ 539,916	$ 457,315	$ 0	$ (457,315)
Total Property Tax Levy	$ 594,039	$ 511,762	$ 0	$ (511,762)

* 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.

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

PERSONNEL SUMMARY				
	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Personal Services (Dollars)	$ 328,304	$ 272,266	$ 0	$ (272,266)
Employee Fringe Benefits (EFB)	$ 100,449	$ 85,817	$ 0	$ (85,817)
Position Equivalent (Funded)*	4.0	3.7	0.0	(3.7)
% of Gross Wages Funded	81.1	82.7	0.0	(82.7)
Overtime (Dollars)**	$ 0	$ 0	$ 0	$ 0
Overtime (Equivalent to Positions)	0.0	0.0	0.0	0.0

* For 2002, 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 Secy IGR Director	Transfer	1/1.0	County Board IGR	$ (97,812)
Admin Secy-Asst Director IGR	Transfer	1/1.0	County Board IGR	(76,940)
Admin Secy 3 IGR Coord	Abolish	1/1.0	County Board IGR	(75,840)
Admin Secy 3 IGR Coord	Abolish	1/1.0	County Board IGR	(63,686)
			TOTAL	$ (314,278)

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.

BUDGET HIGHLIGHTS

- For 2004, funding for County Board - Intergovernmental Relations (Org. Unit 1020) is eliminated. The Intergovernmental Relations Division becomes a function within the budget of the County Board to reflect the County Board's overall legislative and policy oversight function.

- ($ 97,812) Transfer 1 Adm Secy-IGR Director
  (76,940) Transfer 1 Adm Secy-Asst Director
  ($174,752) IGR

  For 2004, one position of Administrative Secretary-IGR Director is reallocated from ECP Grade 918E to ECP Grade 917E and one position of Administrative Secretary-Assistant Director IGR is reallocated from PR 37M to PR 33M. Both are transferred to County Board (Org. Unit 1000), for a salary and social security total of $174,752.

- ($139,526) Abolish 2 Adm Secy 3 IGR Coord

  Due to fiscal constraints, two vacant positions of Administrative Secretary 3 IGR Coordinator are abolished for a salary and social security savings of $139,526.

- The appropriation for services decreases $86,720, to $0. The sum of $50,000 is transferred to the County Board (Org. Unit 1000) for purchase of Federal lobbying services. The following additional amounts are transferred to County Board accounts: $1,300 for lobby licenses and principal payment; $500 for telephones; and $2,000 for meetings and authorized travel.

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	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Personal Services (w/o EFB)	$ 173,298	$ 164,927	$ 162,990	$ (1,937)
Employee Fringe Benefits (EFB)	50,567	56,745	86,913	30,168
Services	9,059	10,063	10,457	394
Commodities	14,676	13,000	13,000	0
Other Charges	156,250	0	1,918	1,918
Capital Outlay	0	0	0	0
County Service Charges	70,664	65,607	62,413	(3,194)
Abatements	(69,960)	(64,742)	(61,526)	3,216
Total Expenditures	$ 404,554	$ 245,600	$ 276,165	$ 30,565
Total Revenues	$ 169,250	$ 17,525	$ 13,000	$ (4,525)
Direct Property Tax Levy	$ 235,304	$ 228,075	$ 263,165	$ 35,090

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*

Account Summary	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Central Service Allocation	$ 10,776	$ 9,759	$ 4,990	$ (4,769)
Courthouse Space Rental	42,636	40,282	39,020	(1,262)
Document Services	172	189	197	8
Tech Support & Infrastructure	6,631	5,251	6,737	1,486
Distribution Services	718	525	690	165
Telecommunications	2,602	2,976	1,630	(1,346)
Records Center	0	0	0	0
Radio	0	0	0	0
Personal Computer Charges	3,814	3,281	3,435	154
Applications Charges	2,611	2,479	4,827	2,348
Total Charges	$ 69,960	$ 64,742	$ 61,526	$ (3,216)
Direct Property Tax Levy	$ 235,304	$ 228,075	$ 263,165	$ 35,090
Total Property Tax Levy	$ 305,264	$ 292,817	$ 324,691	$ 31,874

* 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.

PERSONNEL SUMMARY				
	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Personal Services (w/o EFB)*	$ 173,298	$ 164,927	$ 164,908	$ (19)
Employee Fringe Benefits (EFB)	$ 50,567	$ 56,745	$ 86,913	$ 30,168
Position Equivalent (Funded)**	7.0	6.6	6.6	0.0
% of Gross Wages Funded	100.0	89.7	93.8	4.1
Overtime (Dollars)***	$ 5,615	$ 0	$ 0	$ 0
Overtime (Equivalent to Positions)	0.2	0.0	0.0	0.0

* Includes funds for 2004 represented employee pay increases that have been placed in an allocated contingency account.

** For 2002 the Position Equivalent is the budgeted amount.

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

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

MISSION

The mission of the Milwaukee County Department of Veterans Service is to 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.

BUDGET HIGHLIGHTS

- A lump sum salary adjustment of $10,224 is created to establish a net salary budget that is 93.8% of gross wages. This is equal to approximately one-third of a vacant position.

- The appropriation for flags and grave markers is maintained at the 2003 level of $11,000.

- Revenue is reduced $4,525, from $17,525 to $13,000. The $13,000 represents the grant from the State.

- The 2004 Budget reflects a zero wage increase for all non-represented and Executive Compensation Plan (ECP) positions. In addition, ECP positions are not provided step increases or performance awards in 2004 as allowed in County Ordinance Section 17.265 (3). These reductions reduce expenditures $2,400.

- A total of $1,918 in personal service appropriations is placed into an allocated contingency account within this department. This amount represents the anticipated cost of pay increases, excluding step increases, associated with represented employees. The disposition of these funds will be determined, with County Board approval, after negotiations with represented employee unions are completed.

- 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

	2002 Budget	2002 Actual*	2003 Budget	2004 Budget
Flag Holders Provided	100	41	100	50
Full and Part-Time Education Grants	500	491	550	500
Health Care Aid and Subsistence Grants	170	313	200	300
Personal Loan Program	100	124	85	120
Certificates of Eligibility	400	232	300	200
Vital Records Procured	900	1,106	1,000	1,000
Graves Registration	200	380	300	100
Wisconsin Veterans Home Admissions	12	12	15	15
Home Improvement Loans Program (HILP)	20	13	22	20
Retraining Grants	20	53	20	30
New Files Created	400	594	300	500
First Mortgage Home Loans	100	57	40	40

* 2002 actual figures reflect approved applications.

DEPT: COUNTY EXECUTIVE -
OFFICE OF COMMUNITY BUSINESS DEVELOPMENT PARTNERS

UNIT NO. 1040
FUND: General - 0001

OPERATING AUTHORITY & PURPOSE

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

BUDGET SUMMARY

Account Summary	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Personal Services (w/o EFB)	$ 361,577	$ 357,788	$ 320,671	$ (37,117)
Employee Fringe Benefits (EFB)	113,398	125,411	175,541	50,130
Services	50,097	115,075	55,210	(59,865)
Commodities	7,629	8,957	7,620	(1,337)
Other Charges	0	0	6,425	6,425
Debt & Depreciation	0	0	0	0
Capital Outlay	52,599	0	0	0
County Service Charges	122,031	130,201	133,940	3,739
Abatements	(121,554)	(129,131)	(123,128)	6,003
Total Expenditures	$ 585,777	$ 608,301	$ 576,279	$ (32,022)
Direct Revenue	58,892	10,500	1,000	(9,500)
Indirect Revenue	179,000	554,808	365,325	(189,483)
Total Revenue	$ 237,892	$ 565,308	$ 366,325	$ (198,983)
Direct Property Tax Levy	$ 347,885	$ 42,993	$ 209,954	$ 166,961

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*

Account Summary	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Central Service Allocation	$ 5,412	$ 11,579	$ 10,706	$ (873)
Courthouse Space Rental	92,448	87,343	84,606	(2,737)
Document Services	1,201	711	1,370	659
Tech Support & Infrastructure	8,760	11,684	9,363	(2,321)
Distribution Services	530	1,108	510	(598)
Telecommunications	2,789	3,191	1,746	(1,445)
Records Center	2,705	2,889	3,068	179
Radio	0	0	0	0
Personal Computer Charges	4,768	5,741	4,007	(1,734)
Applications Charges	2,941	4,885	7,752	2,867
Total Charges	$ 121,554	$ 129,131	$ 123,128	$ (6,003)
Direct Property Tax Levy	$ 347,885	$ 42,993	$ 209,954	$ 166,961
Total Property Tax Levy	$ 469,439	$ 172,124	$ 333,082	$ 160,958

* 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.

DEPT: COUNTY EXECUTIVE -
OFFICE OF COMMUNITY BUSINESS DEVELOPMENT PARTNERS

UNIT NO. 1040
FUND: General - 0001

PERSONNEL SUMMARY				
	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Personal Services (w/o EFB)*	$ 361,577	$ 357,788	$ 327,096	$ (30,692)
Employee Fringe Benefits (EFB)	$ 113,398	$ 125,411	$ 175,541	$ 50,130
Position Equivalent (Funded)**	8.7	6.7	5.0	(1.7)
% of Gross Wages Funded	85.9	67.5	65.2	(2.3)
Overtime (Dollars)***	$ 16	$ 1,632	$ 0	$ (1,632)
Overtime (Equivalent to Positions)	0.0	0.0	0.0	(0.0)

* Includes funds for 2004 represented employee pay increases that have been placed in an allocated contingency account.

** For 2002, the Position Equivalent is the budgeted amount.

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

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

MISSION

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

DEPARTMENT DESCRIPTION

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

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

BUDGET HIGHLIGHTS

- A lump sum salary reduction of $185,076 is created to establish a net salary budget that is 65.2 % of gross wages. This is equal to five vacant positions and is $25,200 greater than the 2003 reduction of $159,876 which was equal to four positions. During 2003, a vacant position of Secretarial Assistant NR was filled through a temporary help agency. The Department gave up the temp and the balance of the appropriation for the Secretarial Assistant position to help offset the 2003 deficit. This position is continued as part of the lump sum salary adjustment in 2004.

- The appropriation for support for the Champ (statistical collection) database and certification database decreases $13,000, from $22,000 to $9,000, for Champ support alone. Department of Administrative Services – Information Management Services will provide support for the certification database they created for the Department during the last quarter of 2003.

- Postage decreases $1,500, from $5,500 to $4,000, based on experience.

- Due to fiscal constraints, the appropriations for books, periodicals and films and photo, printing and binding decrease $500, from $1,500 to $1,000.

- The appropriation for professional services to assist the office in annual construction and concession goal setting decreases $45,000, to $0. For 2004, the function will be handled by Department members.

- The professional services appropriation for the annual outreach/expo seminar is maintained at the 2003 level of $25,000.

- Direct revenue decreases $9,500, from $10,500 to $1,000, 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 office.

- Indirect revenue that is derived from services provided to capital projects decreases $189,483, from $554,808 to $365,325. This is a step towards moving the Department away from total reliance on capital project revenue to a level that is based on actual services provided. The Department is being permitted a one-time extraordinary tax levy increase to accomplish this transition.

- The 2004 Budget reflects a zero wage increase for all non-represented and Executive Compensation Plan (ECP) positions. In addition, ECP positions are not provided step increases or performance awards in 2004 as allowed in County Ordinance Section 17.265 (3). These reductions reduce expenditures $10,094.

- A total of $6,425 in personal service appropriations is placed into an allocated contingency account within this department. This amount represents the anticipated cost of pay increases, excluding step increases, associated with represented employees. The disposition of these funds will be determined, with County Board approval, after negotiations with represented employee unions are completed.

- 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."

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	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Personal Services (w/o EFB)	$ 47,641	$ 51,554	$ 52,498	$ 944
Employee Fringe Benefits (EFB)	1,745	3,734	5,684	1,950
Services	2,940	8,899	7,319	(1,580)
County Service Charges	1,468	1,470	1,521	51
Abatements	0	0	(53)	(53)
Total Expenditures	$ 53,794	$ 65,657	$ 66,969	$ 1,312
Direct Property Tax Levy	$ 53,794	$ 65,657	$ 66,969	$ 1,312

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*

Account Summary	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Central Service Allocation	$ 0	$ 0	$ 0	$ 0
Courthouse Space Rental	0	0	0	0
Document Services	0	0	0	0
Tech Support & Infrastructure	0	0	0	0
Distribution Services	0	0	0	0
Telecommunications	0	0	0	0
Records Center	0	0	0	0
Radio	0	0	0	0
Personal Computer Charges	0	0	0	0
Applications Charges	0	0	53	53
Total Charges	$ 0	$ 0	$ 53	$ 53
Direct Property Tax Levy	$ 53,794	$ 65,657	$ 66,969	$ 1,312
Total Property Tax Levy	$ 53,794	$ 65,657	$ 67,022	$ 1,365

* 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.

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

PERSONNEL SUMMARY				
	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Personal Services (w/o EFB)	$ 47,641	$ 51,554	$ 52,498	$ 944
Employee Fringe Benefits (EFB)	$ 1,745	$ 3,734	$ 5,684	$ 1,950
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 2002, the Position Equivalent is the budgeted amount.

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

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

MISSION

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

BUDGET HIGHLIGHTS

- Due to fiscal constraints, the appropriation for legal fees decreases $1,580, from $8,899 to $7,319.

- The 2004 Budget reflects a zero wage increase for all non-represented and Executive Compensation Plan (ECP) positions. In addition, ECP positions are not provided step increases or performance awards in 2004 as allowed in County Ordinance Section 17.265 (3). These reductions reduce expenditures $320.

- 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				
	2002 Budget	2002 Actual	2003 Budget	2004 Budget
Number of Meetings	6	8	6	6
Hours Spent in Session	12	20	10	15
A. Quasi-Judicial				
Merit System Violations Filed	2	1	3	2
Employee/Applicant Appeals	30	47	25	20
B. Administrative				
Positions Transferred from Classified to Exempt	2	0	2	2
Rule Changes	2	0	1	1
Rule Waivers	15	1	10	5

DEPT: PERSONNEL REVIEW BOARD

UNIT NO. 1120
FUND: General - 0001

OPERATING AUTHORITY & PURPOSE

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

OBJECTIVES

1. To conduct discipline, grievance, and Ethics Code violation hearings in the highest professional, effective, efficient and equitable manner possible.

2. Board members and the Executive Secretary will continue to provide research pertaining to laws, court rulings, arbitrator decisions and personnel trends.

3. The Board will continue to maintain its reputation of being an open and fair citizen hearing body in all cases as regulated by governing statutes and ordinances and, thereby, minimize the chance that their rulings will be overturned on appeals with consequent exposure to liability for the County.

4. The Board will continue to be responsive to the needs of both management and employees resulting in increased productivity in the County personnel system.

BUDGET SUMMARY

Account Summary	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Personal Services (w/o EFB)	$ 89,640	$ 89,496	$ 87,376	$ (2,120)
Employee Fringe Benefits (EFB)	34,587	42,681	58,744	16,063
Services	5,907	12,099	12,276	177
Commodities	481	750	750	0
County Service Charges	17,549	16,675	20,731	4,056
Abatements	(16,883)	(16,784)	(21,166)	(4,382)
Total Expenditures	$ 131,281	$ 144,917	$ 158,711	$ 13,794
Total Revenues	$ 0	$ 0	$ 0	$ 0
Direct Property Tax Levy	$ 131,281	$ 144,917	$ 158,711	$ 13,794

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

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*				
Account Summary	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Central Service Allocation	$ 0	$ 0	$ 0	$ 0
Courthouse Space Rental	13,980	13,212	12,798	(414)
Document Services	538	240	613	373
Tech Support & Infrastructure	1,256	1,996	3,448	1,452
Distribution Services	134	151	129	(22)
Telecommunications	361	373	226	(147)
Records Center	0	0	0	0
Radio	0	0	0	0
Personal Computer Charges	0	0	1,145	1,145
Applications Charges	614	30	1,658	1,628
Total Charges	$ 16,883	$ 16,002	$ 20,017	$ 4,015
Direct Property Tax Levy	$ 131,281	$ 144,917	$ 158,711	$ 13,794
Total Property Tax Levy	$ 148,164	$ 160,919	$ 178,728	$ 17,809

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

PERSONNEL SUMMARY				
	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Personal Services (w/o EFB)	$ 89,640	$ 89,496	$ 87,376	$ (2,120)
Employee Fringe Benefits (EFB)	$ 34,587	$ 42,681	$ 58,744	$ 16,063
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 2002, the Position Equivalent is the budgeted amount.

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

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

MISSION

The Milwaukee County Personnel Review Board must assure a fair and impartial due process hearing for the discipline or discharge of County employees as provided by law and prescribed under Wisconsin State Statutes 63.10 and 63.12, Chapters 17.207 and 33 of the Milwaukee County Ordinances, and cases referred under Chapter 9, Milwaukee County Ordinances.

BUDGET HIGHLIGHTS

- Appropriations for services and commodities are maintained at the 2003 levels.

- The 2004 Budget reflects a zero wage increase for all non-represented and Executive Compensation Plan (ECP) positions. In addition, ECP positions are not provided step increases or performance awards in 2004 as allowed in County Ordinance Section 17.265 (3). These reductions reduce expenditures $3,964.

- 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

	2002 Budget	2002 Actual	2003 Budget	2004 Budget
Discipline/Grievance Hearings Placed on Docket	130	130	133	130
Number of PRB Meetings with Hearings	27	27	26	27
Hours Met in Session	95	95	83	74

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	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Personal Services (w/o EFB)	$ 1,585,718	$ 1,700,226	$ 1,524,976	$ (175,250)
Employee Fringe Benefits (EFB)	482,508	590,341	849,285	258,944
Services	106,763	110,476	78,495	(31,981)
Commodities	20,016	18,960	18,960	0
Other Charges	425,143	58,978	80,620	21,642
Capital Outlays	0	0	0	0
County Service Charges	270,240	261,421	253,501	(7,920)
Abatements	(871,623)	(929,744)	(1,001,990)	(72,246)
Total Expenditures	$ 2,018,765	$ 1,810,658	$ 1,803,847	$ (6,811)
Total Revenues	$ 149,083	$ 320,500	$ 185,000	$ (135,500)
Direct Property Tax Levy	$ 1,869,682	$ 1,490,158	$ 1,618,847	$ 128,689

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*

Account Summary	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Central Service Allocation	$ 28,320	$ 29,512	$ 25,576	$ (3,936)
Courthouse Space Rental	154,584	146,042	141,465	(4,577)
Document Services	2,422	3,926	2,762	(1,164)
Tech Support & Infrastructure	25,476	23,888	25,146	1,258
Distribution Services	814	744	782	38
Telecommunications	6,436	6,749	4,030	(2,719)
Records Center	4,751	5,032	5,389	357
Radio	0	0	0	0
Personal Computer Charges	20,977	18,045	14,311	(3,734)
Applications Charges	14,370	13,806	20,129	6,323
Total Charges	$ 258,150	$ 247,744	$ 239,590	$ (8,154)
Direct Property Tax Levy	$ 1,869,682	$ 1,490,158	$ 1,618,847	$ 128,689
Total Property Tax Levy	$ 2,127,832	$ 1,737,902	$ 1,858,437	$ 120,535

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

PERSONNEL SUMMARY				
	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Personal Services (w/o EFB)*	$ 1,585,718	$ 1,700,226	$ 1,552,076	$ (148,150)
Employee Fringe Benefits (EFB)	$ 482,508	$ 590,341	$ 849,285	$ 258,944
Position Equivalent (Funded)**	23.7	20.8	16.9	(3.9)
% of Gross Wages Funded	97.2	90.1	85.6	(4.5)
Overtime (Dollars)***	$ 25	$ 0	$ 0	$ 0
Overtime (Equivalent to Positions)	0.0	0.0	0.0	0.0

* Includes funds for 2004 represented employee pay increases that have been placed in an allocated contingency account.

** For 2002, 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-Corp Counsel	Abolish	1/1.0	Corporation Counsel	$ (50,882)
Investigator (Hr)	Abolish	1/.68	Corporation Counsel	(34,804)
			TOTAL	$ (85,686)

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.

BUDGET HIGHLIGHTS

- A lump sum salary reduction of $243,672 is created to establish a net salary budget that is 85.6 % of gross wages and equal to 6.5 vacant positions, including one position of Fiscal and Management Coordinator - Corporation Counsel laid off in 2003. For 2003, the lump sum salary reduction was $175,092, or 90.1% of gross wages and equal to five positions. Four and one half of the positions were vacant.

- ($50,882) Abolish 1 Paralegal – Corp Counsel
  (34,804) Abolish 1 Investigator Hr
  ($85,686)

  Due to County-wide fiscal constraints, one position of Paralegal – Corporation Counsel and one position of Investigator (Hr) that were laid off in 2003 are abolished in 2004 for a salary and social security savings of $85,686.

- The appropriation for witness fees decreases $15,000, from $30,000 to $15,000, based on experience.

- Savings of $8,228 in the cost for access to the Lexis legal database were made possible by changing vendors.

- The appropriation for transcript fees decreases $8,000, from $23,000 to $15,000, based on experience.

- Due to fiscal constraints, general and miscellaneous legal fees decrease $6,458, from $59,578 to $53,120.

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

Department	2003	2004	2003/2004 Change
Pension Board	$ 46,000	$ 104,000	$ 58,000
Child Support	7,000	4,400	(2,600)
General Mitchell International Airport	204,000	204,000	0
DHHS-Behavioral Health Division	425,000	425,000	0
DPW Highway Dept	0	25,000	25,000

This results in a net crosscharge increase of $80,400.

- Revenue derived from cases handled by Corporation Counsel through assignment by the Wisconsin County Mutual insurance program remains at the 2003 amount of $185,000.

- The 2004 Budget reflects a zero wage increase for all non-represented and Executive Compensation Plan (ECP) positions. In addition, ECP positions are not provided step increases or performance awards in 2004 as allowed in County Ordinance Section 17.265 (3). These reductions reduce expenditures $20,416.

- A total of $27,100 in personal service appropriations is placed into an allocated contingency account within this department. This amount represents the anticipated cost of pay increases, excluding step increases, associated with represented employees. The disposition of these funds will be determined, with County Board approval, after negotiations with represented employee unions are completed.

- 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	2002 Budget	2002 Actual	2003 Budget	2004 Budget
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	10	10	10	15
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	5,200	5,200	5,300	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

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	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Personal Services (w/o EFB)	$ 2,551,718	$ 3,133,355	$ 2,778,399	$ (354,956)
Employee Fringe Benefits (EFB)	745,530	1,116,872	1,542,747	425,875
Services	500,066	556,441	286,959	(269,482)
Commodities	51,498	80,767	65,968	(14,799)
Other Charges	362,037	20,500	20,500	0
Capital Outlays	0	0	0	0
County Service Charges	1,053,195	1,148,954	1,419,488	270,534
Abatements	(791,499)	(1,429,333)	(1,681,912)	(252,579)
Total Expenditures	$ 4,472,545	$ 4,627,556	$ 4,432,149	$ (195,407)
Total Revenues	$ 1,327,851	$ 1,130,853	$ 1,348,379	$ 217,526
Direct Property Tax Levy	$ 3,144,694	$ 3,496,703	$ 3,083,770	$ (412,933)

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*				
Account Summary	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Central Service Allocation	$ 0	$ 0	$ 0	$ 0
Courthouse Space Rental	508,032	479,971	434,801	(45,170)
Document Services	65,410	76,096	76,168	72
Tech Support & Infrastructure	71,329	121,695	86,651	(35,044)
Distribution Services	15,476	7,259	12,801	5,542
Telecommunications	14,288	14,275	9,197	(5,078)
Records Center	2,684	2,608	3,044	436
Radio	0	0	0	0
Personal Computer Charges	41,000	13,124	37,781	24,657
Applications Charges	71,514	158,144	327,356	169,212
Total Charges	$ 789,733	$ 873,172	$ 987,799	$ 114,627
Direct Property Tax Levy	$ 3,144,694	$ 3,496,703	$ 3,083,770	$ (412,933)
Total Property Tax Levy	$ 3,934,427	$ 4,369,875	$ 4,071,569	$ (298,306)

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

PERSONNEL SUMMARY				
	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Personal Services (w/o EFB)	$ 2,551,718	$ 3,133,355	$ 2,778,399	$ (354,956)
Employee Fringe Benefits (EFB)	$ 745,530	$ 1,116,872	$ 1,542,747	$ 425,875
Position Equivalent (Funded)*	57.1	57.2	52.8	(4.4)
% of Gross Wages Funded	92.9	86.1	82.0	(4.1)
Overtime (Dollars)**	$ 68,594	$ 24,996	$ 24,996	$ 0
Overtime (Equivalent to Positions)	1.7	0.6	0.5	(0.1)

* For 2002, the Position Equivalent is the budgeted amount.

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

PERSONNEL CHANGES				
Job Title/Classification	Action	Number of Positions/ Total FTE	Division	Cost of Positions (Excluding Fringe Benefits)
Human Res Spec (Training)	Abolish	1/1.0	Training & Emp Rel	$ (55,532)
Clerical Specialist HR (NR)	Abolish	1/1.0	ERS/Beneifts	(37,538)
Human Res Manager DPW	Abolish	1/1.0	Public Works	(89,714)
Compensation Manager	Abolish	1/1.0	Fiscal & Budget	(89,324)
HR Manager Courts	Transfer	1/1.0	Public Safety	(69,336)
			TOTAL	$ (341,444)

ORGANIZATIONAL COST SUMMARY

SECTION		2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Director's Office	Expenditure	$ 1,925,732	$ 1,492,985	$ 1,474,452	$ (18,533)
	Abatement	(571,759)	(660,037)	(804,847)	(144,810)
	Revenue	443,006	128,650	6,500	(122,150)
	Tax Levy	$ 910,967	$ 704,298	$ 663,105	$ (41,193)
Labor Relations	Expenditure	$ 379,221	$ 427,420	$ 510,136	$ 82,716
	Abatement	(54,475)	(55,041)	(17,412)	37,629
	Revenue	93	0	0	0
	Tax Levy	$ 324,653	$ 372,379	$ 492,724	$ 120,345
ERS/Benefits	Expenditure	$ 930,072	$ 1,311,414	$ 1,589,530	$ 278,116
	Abatement	(61,227)	(47,054)	(160,324)	(113,270)
	Revenue	857,346	968,203	1,341,879	373,676
	Tax Levy	$ 11,499	$ 296,157	$ 87,327	$ (208,830)
Departmental Services	Expenditure	$ 2,029,018	$ 2,825,070	$ 2,539,943	$ (285,127)
	Abatement	(104,038)	(667,201)	(699,329)	(32,128)
	Revenue	27,405	34,000	0	(34,000)
	Tax Levy	$ 1,897,575	$ 2,123,869	$ 1,840,614	$ (283,255)

MISSION

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

DEPARTMENT DESCRIPTION

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

The ***Director's Office*** directs human resource programs, assigns projects and coordinates the work of the operating sections; submits the annual departmental budget; presents all Department recommendations to the Civil Service Commission and the Personnel Committee of the County Board; serves as staff to the Personnel Committee; analyzes and reports on legislation affecting the human resource function in Milwaukee County; directs the implementation of the automated personnel system; provides support and assistance in labor contract negotiations; and provides analysis, recommendations and implementation of new 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 Section may, under the direction of the County Board Personnel Committee, carry out those procedural responsibilities delegated to that committee by Chapter 80 of the Milwaukee County General Ordinances, and annually review the wages, hours and conditions of employment of all employees not represented for purposes of collective bargaining, and submit recommendations thereon to the County Board of Supervisors each year for the following year. This Section studies requests for reallocations, changes in compensation policies and

practices and calculates the fiscal impact of these actions; maintains current and classification standardization schedules; maintains salary provisions mandated by labor contracts or County Ordinances; maintains and implements provisions of the Executive Compensation Plan; and prepares changes to County Ordinances reflecting various personnel actions.

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

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

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

Employee Retirement System (ERS)/Benefits provides ongoing analyses of all current employee benefits and new benefit options while administering the Conventional Medical and Dental Plans, Health and Dental Maintenance Organization Plans, Basic and Optional Life Insurance Plans, Short-term Disability Insurance, Medicare and the Dependent Care Voucher Reimbursement Program. The Section maintains enrollment records for active and retired employee members and their dependents; confers and corresponds with County officials, employees, retirees, the public and industry-related agencies regarding benefits programs; monitors Humana on medical and dental claim payments and utilization review services; administers special projects relating to cost-containment and employee wellness; and directs the Employee Assistance Program for personal/behavioral/medical problems affecting job performance.

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

BUDGET HIGHLIGHTS

- A lump sum salary reduction of $566,520 is created to establish a net salary budget that is 82.0% of gross wages. This amount represents 15.5 vacant positions and two filled position that will be laid off in 2004, one Employment Relations Manager and one Labor Relations Specialist 3. The 2003 lump sum salary reduction was $472,092, with 86.1% of gross wages funded.

- ($55,532) Abolish 1 Human Res Spec (Training)
  (37,538) Abolish 1 Clerical Specialist HR (NR)
  ($93,070)

- Due to County-wide fiscal constraints, one position of Human Resource Specialist (Training) and one position of Clerical Specialist HR (NR) that were laid off in 2003 are abolished in 2004 for a salary and social security savings of $93,070.

- ($89,714) Abolish 1 Hum Res Mgr DPW

  As a result of the merger of the Department of Public Works and Parks, one position of Human

Resources Manager DPW located in the Department of Administrative Services – Human Resources is abolished for a personal services reduction of $89,714.

- ($89,324) Abolish 1 Compensation Manager

  The duties of the Compensation Manager were reconfigured during 2003 to focus on budget and fiscal matters for the Human Resources Division of the Department of Administrative Services. To streamline and better integrate the duties of the various divisions within the Department of Administrative Services, the Human Resources Division budget and fiscal monitoring support will be provided by the DAS-Fiscal Division. A portion of the savings from the position abolishment is used to fund a vacant Accountant 5 position in the DAS-Fiscal Division to strengthen the County's overall fiscal analysis, planning and strategic approach related to the current and future costs of its workforce including pension benefits and accelerating employee/retiree medical costs. $20,000 of the difference in the cost of the Compensation Manager and the Accountant 5 will be retained by the DAS-Human Resources Division to support the staff costs of processing and editing a variety of human resource transactions that were also supported by this position. The DAS-Fiscal Affairs Payroll Section will also take on additional duties to facilitate this change.

- ($95,832) Transfer 1 HR Manager Courts

  One position of Human Resources Manager Courts is transferred to Combined Court Related Operations at a cost, including fringe benefits, of $95,832. This transfer was requested by Courts to more accurately reflect to whom this position reports and from which department it takes its direction.

- The costs for the Payroll/Personnel Integration System are transferred in 2004 to the Department of Administrative Services-Information Management Services Division (IMSD). This transfer causes the following appropriations that were part of the 2003 Adopted Human resources budget to be removed for 2004: $104,800 for Professional Services-Data Processing and $89,732 for Repair/Maintenance Computer Equipment.

- Due to fiscal constraints, the following reductions are made:

  Education/seminars and DP education decrease $1,300, from $4,300 to $3,000.

  Conference expenses and meetings/other authorized travel decrease $3,200, from $6,200 to $3,000.

  Advertising decreases $20,000, from $40,000 to $20,000.

  The appropriation for outside training contracts is eliminated, resulting in tax levy savings of $35,000; $10,000 for a classification study is also eliminated.

- Books, periodicals and films decrease $6,000, from $11,000 to $5,000, based on experience.

- Revenue derived through administrative charges for COBRA health insurance processing remains at the 2003 level of $34,000.

- The 2004 Budget reflects a zero wage increase for all non-represented and Executive Compensation Plan (ECP) positions. In addition, ECP positions are not provided step increases or performance awards in 2004 as allowed in County Ordinance Section 17.265 (3). These reductions reduce expenditures $89,042.

- 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	2002 Budget	2002 Actual	2003 Budget	2004 Budget
A. Training and Employee Relations				
ER/AA Complaints/Investigations	142	84	113	90
Employee Training Classes	63	63	75	80
Training Class Participants	3,500	1,800	3,700	2,000
Tuition Loans	165	122	150	130
B. General Government/Countywide				
Payroll/Personnel Transactions Processed	15,000	13,854	15,000	14,000
Personnel File Maintenance	38,000	26,738	38,000	30,000
Unemployment Compensation Forms Processed	2,300	3,748	2,530	3,500
Unemployment Compensation Payments Issued	7,000	10,199	7,350	9,500
Unemployment Compensation New Claimants	500	574	525	550
Data Element Update Transactions	89,000	74,258	85,000	80,000
Total Applications Received	14,000	13,285	18,000	12,000
Exams Announced	50	41	50	50
Exams Administered	1,900	1,724	1,600	1,800
Exam Analysis Review	60	44	50	50
Certification Requests Processed	1,000	622	750	650
Candidates Certified	24,000	17,859	24,000	22,000
New Positions Studied for Proper Classification	125	77	50	50
Current Positions Studied for Proper Classification	150	78	100	200
Layoff/Placements	150	57	300	150
Transfers Processed	250	159	300	200
C. ERS/BENEFITS				
Health, Dental, Life Premiums Collected	$8,033,457	$7,355,070	$7,254,764	$7,013,192
Employee COBRA Payments	$ 132,000	$ 97,918	N/A	$ 98,000
Group Benefits Plans Administered	13	13	14	14
Health Plan Contracts	11,183	10,774	10,861	10,815
Dental Plan Contracts	6,085	5,618	5,710	5,575
HCN PPO Savings Realized	$5,835,750	N/A	$5,948,701	N/A
Lives Insured	10,647	10,549	10,312	10,349
Life Insurance Claims Administered	201	219	N/A	220
Medicare Notifications Issued	252	242	N/A	288
Total Retirement System Assets (in millions) December 31	$ 1,700.0	$ 1,282.9	$ 1,700.0	$ 1,500.0
Active Members 1/1	9,400	7,404	9,360	7,000
New Enrollments	700	350	550	350
Terminations	300	211	200	200
Withdrawals	20	13	20	10
Deaths of Active Members	20	11	20	10
Retirements Granted	300	350	400	600
Active Members 12/31	9,460	7,169	9,270	6,530
Retirement Members 1/1	6,650	6,563	6,650	6,800
Benefits Granted	300	350	400	600
Benefits Terminated	200	235	250	250
Retirement Members 12/31	6,750	6,678	6,800	7,150
Active OBRA Members 1/1	7,750	7,961	8,200	8,600
New OBRA Enrollments	750	575	700	600
5-Year Terminations	500	242	300	250
Active OBRA Members 12/31	8,000	8,294	8,600	8,950

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	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Personal Services (w/o EFB)	$ 374,150	$ 382,358	$ 344,682	$ (37,676)
Employee Fringe Benefits (EFB)	130,717	129,351	181,616	52,265
Services	54,683	68,125	54,821	(13,304)
Commodities	5,950	11,680	8,270	(3,410)
Other Charges	4,827,243	5,244,060	5,647,109	403,049
Debt & Depreciation	17,939	18,919	18,939	20
Capital Outlay	0	0	0	0
Capital Contra	0	0	0	0
County Service Charges	103,316	130,022	120,483	(9,539)
Abatements	(233,303)	(258,970)	(248,449)	10,521
Total Expenditures	$ 5,280,695	$ 5,725,545	$ 6,127,471	$ 401,926
Total Revenues	$ 5,513,999	$ 6,057,653	$ 6,425,356	$ 367,703
Direct Property Tax Levy	$ (233,304)	$ (332,108)	$ (297,885)	$ 34,223

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*				
Account Summary	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Central Service Allocation	$ 33,300	$ 48,028	$ 58,365	$ 10,337
Courthouse Space Rental	34,668	32,751	31,724	(1,027)
Document Services	2,206	7,355	3,771	(3,584)
Tech Support & Infrastructure	14,187	12,682	8,698	(3,984)
Distribution Services	13	1,470	1,029	(441)
Emergency Mgmt Services	0	10,000	0	(10,000)
Telecommunications	1,277	1,750	1,030	(720)
Records Center	1,606	4,475	3,801	(674)
Radio	0	0	0	0
Personal Computer Charges	9,000	5,741	2,290	(3,451)
Applications Charges	6,222	4,718	7,741	3,023
Total Charges	$ 102,479	$ 128,970	$ 118,449	$ (10,521)
Direct Property Tax Levy	$ (233,304)	$ (332,108)	$ (297,885)	$ 34,223
Total Property Tax Levy	$ (130,825)	$ (203,138)	$ (179,436)	$ 23,702

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

PERSONNEL SUMMARY				
	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Personal Services (w/o EFB)*	$ 374,150	$ 382,358	$ 347,316	$ (35,042)
Employee Fringe Benefits (EFB)	$ 130,717	$ 129,351	$ 181,616	$ 52,265
Position Equivalent (Funded)**	7.0	6.1	5.5	(0.6)
% of Gross Wages Funded	99.9	99.3	90.6	(8.7)
Overtime (Dollars)***	$ 0	$ 0	$ 0	$ 0
Overtime (Equivalent to Positions)	0.0	0.0	0.0	0.0

* Includes funds for 2004 represented employee pay increases that have been placed in an allocated contingency account.

** For 2002, the Position Equivalent is the budgeted amount.

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

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

MISSION

It is the mission of Risk Management to protect the health and safety of employees, citizens and users of the facilities and services of Milwaukee County, through the use of risk management, claims management and employee safety techniques.

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

- A lump sum salary reduction of $32,268 is created to establish a net salary budget that is 90.6% of gross wages. To meet this reduction, one position of Safety Coordinator is funded at half-time. This position was also reduced to half-time in late 2003 due to 2003 Budget cuts, layoffs and shortfalls.

- Due to fiscal constraints, the following reductions are made:

  Membership dues decrease $675, from $1,875 to $1,200.

  The appropriation for actuarial services decreases $2,000, from $30,000 to $28,000.

  The appropriation for the Workers Comp software support decreases $2,000, from $22,500 to $20,500.

  Office and data processing supplies decrease $1,500, from $5,500 to $4,000.

- Repair and maintenance for computers and other office machines decreases $2,400, from $3,400 to $1,000, due to experience.

- Printing and stationery decreases $2,400, from $3,400 to $1,000, due to experience.

- Books, periodicals and films decrease $2,200, from $3,200 to $1,000, due to experience.

- The 2004 Budget reflects a zero wage increase for all non-represented and Executive Compensation Plan (ECP) positions. In addition, ECP positions are not provided step increases or performance awards in 2004 as allowed in County Ordinance Section 17.265 (3). These reductions reduce expenditures $7,518.

- A total of $2,634 in personal service appropriations is placed into an allocated contingency account within this department. This amount represents the anticipated cost of pay increases, excluding step increases, associated with represented employees. The disposition of these funds will be determined, with County Board approval, after negotiations with represented employee unions are completed.

INSURANCE POLICY AND SERVICES

- Despite deductible modifications, insurance purchases increase $251,249 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 $89,970 for casualty insurance and $153,357 for crime insurance (fiduciary and fidelity). These, along with other minor increases and decreases, result in the total increase of $251,249.

- Direct revenue is budgeted at $160,000, comprised of $90,000 from Milwaukee Public Museum insurance premiums and $70,000 of projected dividends from Wisconsin County Mutual. The appropriation is $493,584 less than the 2003 amount of $653,584 due to a decrease in Contributions from the Reserve from $250,000 to $0 and a decrease of $150,000 to $0 for revenue from excess deductible deposits. In addition, revenue of $98,925 that was budgeted in 2003 to offset the cost of helicopter insurance, assuming it would be sold by May 1, 2003, is not continued in 2004.

CLAIMS MANAGEMENT (WORKERS' COMPENSATION)

- Workers' Compensation self-insurance expenditures are increased $109,166 based on a projected 20% increase in medical costs as well as considerations for re-pricing and statutory benefit increases of 11.5%.

- 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

	2002 Budget	2002 Actual	2003 Budget	2004 Budget
Risk Financing Cost				
Retained Losses (Self-Insured)	$ 837,145	$ 910,688	$ 823,000	$ 863,000
Net Insurance Premiums	$ 1,592,111	$ 1,723,556	$ 1,873,274	$ 2,124,523
Workers' Compensation Claims Processed	1,500	1,056	1,500	1,075
Dollar Amount of Claims Processed	$ 2,118,569	$ 2,062,000	$ 2,417,786	$ 2,526,952

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

UNIT NO. 1151
FUND: General - 0001

OPERATING AUTHORITY & PURPOSE

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

BUDGET SUMMARY

Account Summary	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Personal Services (w/o EFB)	$ 2,148,018	$ 2,801,456	$ 2,721,688	$ (79,768)
Employee Fringe Benefits (EFB)	610,897	961,177	1,481,483	520,306
Services	496,996	550,912	22,956	(527,956)
Commodities	15,214	20,850	17,850	(3,000)
Other Charges	792	1,200	22,713	21,513
Debt & Depreciation	82,712	11,500	11,500	0
Capital Outlay	0	0	0	0
County Service Charges	894,776	608,011	596,761	(11,250)
Abatements	(880,826)	(1,031,103)	(1,196,953)	(165,850)
Total Expenditures	$ 3,368,579	$ 3,924,003	$ 3,677,998	$ (246,005)
Total Revenues	$ 469,740	$ 486,000	$ 36,000	$ (450,000)
Direct Property Tax Levy	$ 2,898,839	$ 3,438,003	$ 3,641,998	$ 203,995

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*

Account Summary	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Central Service Allocation	$ 189,900	$ 12,425	$ 9,522	$ (2,903)
Courthouse Space Rental	270,372	255,443	247,437	(8,006)
Document Services	39,555	24,868	45,112	20,244
Tech Support & Infrastructure	112,392	124,364	142,889	18,525
Distribution Services	1,913	4,082	1,839	(2,243)
Emergency Mgmt Services	0	3,333	0	(3,333)
Telecommunications	12,325	13,424	7,718	(5,706)
Records Center	9,707	11,146	11,010	(136)
Radio	0	0	0	0
Personal Computer Charges	43,860	32,808	42,361	9,553
Applications Charges	200,802	107,121	67,222	(39,899)
Total Charges	$ 880,826	$ 589,014	$ 575,110	$ (13,904)
Direct Property Tax Levy	$ 2,898,839	$ 3,438,003	$ 3,641,998	$ 203,995
Total Property Tax Levy	$ 3,779,665	$ 4,027,017	$ 4,217,108	$ 190,091

* 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.

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

UNIT NO. 1151
FUND: General - 0001

PERSONNEL SUMMARY				
	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Personal Services (w/o EFB)*	$ 2,148,018	$ 2,801,456	$ 2,743,201	$ (58,255)
Employee Fringe Benefits (EFB)	$ 610,897	$ 961,177	$ 1,481,483	$ 520,306
Position Equivalent (Funded)**	44.1	48.1	49.1	1.0
% of Gross Wages Funded	87.8	83.1	87.2	4.1
Overtime (Dollars)***	$ 4,513	$ 11,400	$ 5,688	$ (5,712)
Overtime (Equivalent to Positions)	0.1	0.2	0.1	(0.1)

* Includes funds for 2004 represented employee pay increases that have been placed in an allocated contingency account.

** For 2002, the Position Equivalent is the budgeted amount.

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

PERSONNEL CHANGES				
Job Title/Classification	Action	Number of Positions/ Total FTE	Division	Cost of Positions (Excluding Fringe Benefits)
Clerical Assistant 1 (NR)	Abolish	1/1.0	Fiscal Affairs	$ (27,414)
Fiscal & Management Analyst 3	Abolish	2/2.0	Fiscal Affairs	(116,340)
			TOTAL	$ (143,754)

MISSION

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

DEPARTMENT DESCRIPTION

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

The primary responsibilities of the ***Fiscal and Strategic Services Section*** are budget preparation and control for both operations and capital. All budget requests are analyzed with recommendations submitted to the County Executive. Assistance is provided both to the County Executive in preparing and presenting the Executive Budget, and to the Finance and Audit Committee in its review of the County Executive's recommended budget, including the preparation of budget amendments approved by the Finance and Audit Committee and the County Board. During the year, all appropriation transfer requests are analyzed and a recommendation submitted to the County Executive. In cooperation with the Accounting Section, County departmental accounts are analyzed to determine potential expenditure deficits or revenue shortfalls, with department administrators required to submit a corrective plan of action. Other major duties include (a) the study of all new position requests, with reports and recommendations submitted to County Board committees; (b) fiscal studies for the County Executive and County Board committees, including fiscal impact of legislative bills; and (c) special studies for the County Executive and County Board committees.

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

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

Accounting is responsible for the timely and accurate preparation of County-wide monthly financial reports, publication of the Comprehensive Annual Financial Report, the State of Wisconsin Financial Report Form, and the Single Audit Report and development of the indirect cost allocation plan. In addition, Accounting is responsible for adherence to Generally Accepted Accounting Principles, 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

- ($ 27,414) Abolish 1 Clerical Assistant 1 (NR)
  (116,340) Abolish 2 Fiscal & Mgmt Analysts 3
  ($143,754) Total

  Three vacant positions that were budgeted as a part of the 2003 personal services lump sum reduction are abolished in 2004 with an offsetting reduction to the personal services lump sum reduction for no tax levy change.

- The Department's lump sum salary reduction is decreased $155,808, from $525,624 to $369,816. Of the decrease, $143,754 is attributable to the abolishment of the above three vacant positions that were budgeted as a part of the lump sum salary reduction in 2003.

- Included in the lump sum reduction is the 2003 layoff of one Fiscal Assistant position in Accounts Payable and the 2003 layoff of one Fiscal and Management Analyst position.

- The lump sum reduction is reduced by $64,660 to provide for a vacant Accountant 5 position, to strengthen the County's overall fiscal analysis, planning and strategic approach related to the current and future costs of its workforce, including pension benefits and accelerating employee/retirement medical costs. The cost of this position is offset by the elimination of a Compensation Manager position in the DAS – Human Resources Division that was reconfigured during 2003 to provide fiscal support to the Human Resources Division. To streamline and better integrate the duties of the various divisions with the Department of Administrative Services, the DAS Fiscal Division will provide budget and fiscal monitoring support to the DAS – Human Resources Division. The difference in the cost of the Compensation Manager and the Accountant 5 will be retained by the DAS – Human Resources Division to support the staff costs of processing and editing a variety of human resource transactions that were also supported by this position. The DAS – Fiscal Affairs Payroll Section will also take on additional duties to facilitate this change.

- Unemployment Compensation is reduced from $26,957 to $5,930.

- Revenues and offsetting expenditures related to the Doyne/Froedtert sale parking revenue agreement are decreased $480,000, from $480,000 to $0. This is due to the conversion of the parking lot in the program from a public parking lot to a lot for employees.

- Professional Services for Recurring Operations is reduced $50,000, from $50,000 to $0. In 2003, funds of $50,000 were included in anticipation of the need to retain legal counsel and/or other expertise to address internal and external issues related to the Health Insurance Portability and Accountability Act (HIPAA).

- Revenues increase $30,000 due to anticipated revenue of $5,000 for the issuance of Airport Bonds and $25,000 from the administrative staff time dedicated to the MCAMLIS program.

- The 2004 Budget reflects a zero wage increase for all non-represented and Executive Compensation Plan (ECP) positions. In addition, ECP positions are not provided step increases or performance awards in 2004 as allowed in County Ordinance Section 17.265 (3). These reductions reduce expenditures $72,464.

- A total of $21,513 in personal service appropriations is placed into an allocated contingency account within this department. This amount represents the anticipated cost of pay increases, excluding step increases, associated with represented employees. The disposition of these funds will be determined, with County Board approval, after negotiations with represented employee unions are completed.

- 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."

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

OPERATING AUTHORITY & PURPOSE

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

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

BUDGET SUMMARY

Account Summary	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Personal Services (w/o EFB)	$ 655,486	$ 587,621	$ 490,653	$ (96,968)
Employee Fringe Benefits (EFB)	199,290	205,858	267,501	61,643
Services	59,415	64,042	74,655	10,613
Commodities	4,730	4,310	3,810	(500)
Other Charges	0	0	9,092	9,092
County Service Charges	125,007	106,838	92,646	(14,192)
Abatements	(104,261)	(86,049)	(68,130)	17,919
Total Expenditures	$ 939,667	$ 882,620	$ 870,227	$ (12,393)
Total Revenues	$ 544	$ 0	$ 50,000	$ 50,000
Direct Property Tax Levy	$ 939,123	$ 882,620	$ 820,227	$ (62,393)

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*

Account Summary	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Central Service Allocation	$ 0	$ 0	$ 0	$ 0
Courthouse Space Rental	0	0	0	0
Document Services	6,666	6,091	7,600	1,509
Tech Support & Infrastructure	27,501	28,433	27,344	(1,089)
Distribution Services	2,403	3,181	2,309	(872)
Telecommunications	7,401	8,095	4,635	(3,460)
Records Center	0	0	0	0
Radio	0	0	0	0
Personal Computer Charges	19,070	15,584	10,876	(4,708)
Applications Charges	41,220	24,665	15,366	(9,299)
Total Charges	$ 104,261	$ 86,049	$ 68,130	$ (17,919)
Direct Property Tax Levy	$ 939,123	$ 882,620	$ 820,227	$ (62,393)
Total Property Tax Levy	$ 1,043,384	$ 968,669	$ 888,357	$ (80,312)

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

PERSONNEL SUMMARY				
	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Personal Services (w/o EFB)*	$ 655,486	$ 587,621	$ 499,745	$ (87,876)
Employee Fringe Benefits (EFB)	$ 199,290	$ 205,858	$ 267,501	$ 61,643
Position Equivalent (Funded)**	14.1	13.1	9.7	(3.4)
% of Gross Wages Funded	91.0	89.0	88.2	(0.8)
Overtime (Dollars)***	$ 0	$ 24,360	$ 0	$ (24,360)
Overtime (Equivalent to Positions)	0.0	0.6	0.0	(0.6)

* Includes funds for 2004 represented employee pay increases that have been placed in an allocated contingency account.

** For 2002, the Position Equivalent is the budgeted amount.

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

PERSONNEL CHANGES				
Job Title/Classification	Action	Number of Positions/ Total FTE	Division	Cost of Positions (Excluding Fringe Benefits)
Office Support Asst 2	Abolish	1/1.0	Standards & Specification	$ (25,784)
Clerical Spec (Proc)	Abolish	1/1.0	Purchasing	(31,536)
Buyer 2	Abolish	1/1.0	Purchasing	(49,020)
Adm Spec (Procurement)	Create	1/1.0	Standards & Specification	39,730
			TOTAL	$ (66,610)

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.

BUDGET HIGHLIGHTS

- The Department's lump sum reduction is established at $61,524 and is equal to two positions that will be held vacant plus an amount equal to the reduction anticipated from a planned position reallocation. The 2003 lump sum reduction was also equal to two vacant positions.

- ($49,020) Abolish 1 Buyer 2

  Due to County-wide fiscal constraints, one position of Buyer 2 that was laid off in 2003 is abolished in 2004 for a salary and social security savings of $49,020.

- ($25,784) Abolish 1 Office Supt Asst 2
  (31,536) Abolish 1 Clerical Spec (Proc)
  39,730 Create 1 Adm Spec (Procurement)
  ($17,590)

  One position of Office Support Assistant 2 and one position of Clerical Specialist (Procurement) are abolished, and one position of Administrative Specialist (Procurement) is created, for a net savings of $17,590. The newly created position will have responsibility for the purchasing card function and will supervise support staff.

- Based on a planned realignment of responsibilities, the position of Procurement Coordinator will be studied by Human Resources for reallocation to the correct position

title and pay range. A lump sum salary reduction of $13,596 has been budgeted in anticipation of the reallocation.

- Building and Space Rental for the Wirth Street office location increases $6,974, from $36,987 to $43,961.

- The Division has established an annual fee of $25 for vendors who wish to be added to the Milwaukee County list of approved vendors. The fee will offset costs incurred for the installation of an on-line bid system that will be available January 1, 2004, processing of vendor applications, receipt of on-line bids, dissemination of electronic bid results and future bid/proposal opportunities. The Division has budgeted revenue of $50,000 from this fee, based on estimates that at least two-thirds of its vendors would find the fee a reasonable assessment for services provided by the Division. Such a fee is common practice among purchasing agencies.

- The Procurement Division continues to be proactive in identifying and creating departmental efficiencies. Specifically, the bi-annual auction was transferred to DPPI - Fleet Management Division, resulting in automation of the process. Additionally, delegation of fleet purchasing authority for Milwaukee County was also transferred to DPPI - Fleet Management.

- An agreement has been achieved between the Milwaukee County Procurement Division and the City of Milwaukee Procurement Division to identify duplicate commodities and to collaborate on cost-effective procurement of such commodities.

- The 2004 Budget reflects a zero wage increase for all non-represented and Executive Compensation Plan (ECP) positions. In addition, ECP positions are not provided step increases or performance awards in 2004 as allowed in County Ordinance Section 17.265 (3). These reductions reduce expenditures $10,094.

- A total of $9,092 in personal service appropriations is placed into an allocated contingency account within this department. This amount represents the anticipated cost of pay increases, excluding step increases, associated with represented employees. The disposition of these funds will be determined, with County Board approval, after negotiations with represented employee unions are completed.

- 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	2002 Budget	2002 Actual	2003 Budget	2004 Budget
Purchasing Section				
Blanket Order Releases Processed	28,000	22,740	30,000	25,000
Purchase Orders Issued	5,100	2,328	6,500	4,500
Value of Purchase Orders ($ Million)	$ 65.0	$ 78.6	$ 60.0	$ 85.0
Departmental Purchase Orders	7,000	11,870	5,000	15,000
Formal Bids Issued	160	39	300	45
Requests for Proposal Issued	25	9	25	15
Informal Bids and Quotes Issued	400	168	400	200
General Awards	4,200	2,197	3,500	2,500
Disadvantaged Business Enterprise - GOAL				
Dollar Amount of Procurements Awarded to DBE Vendors	$ 4,000,000	$2,063,081*	$ 3,000,000	$4,000,000

* Does not include confirming orders.

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 maintain baseline functionality and support applications, infrastructure, document, distribution and records services, while strategically positioning the Division for the future.

2004 Objectives are:

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

In order to achieve the 2004 Objective of improving internal processes, IMSD will establish:

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

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

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

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

Initial 2005 Strategic Objectives include a Countywide data warehouse, increased web based citizen access to self-services and information, an infrastructure upgrade to support consolidation of video, voice and data, and new Web Services.

ADOPTED 2004 BUDGET

DEPT: DEPARTMENT OF ADMINISTRATIVE SERVICES - INFORMATION MANAGEMENT SERVICES DIVISION

UNIT NO. 1160
FUND: Internal Service - 0026

BUDGET SUMMARY				
Account Summary	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Personal Services (w/o EFB)	$ 5,793,732	$ 6,441,838	$ 6,287,307	$ (154,531)
Employee Fringe Benefits (EFB)	1,952,820	2,222,116	3,301,259	1,079,143
Services	4,988,519	5,142,279	4,683,624	(458,655)
Commodities	264,286	269,050	282,389	13,339
Other Charges	0	0	167,013	167,013
Debt & Depreciation	3,322,448	3,251,091	3,501,091	250,000
Capital Outlay	212,968	60,000	106,260	46,260
Capital Contra	(237,676)	(60,000)	(106,260)	(46,260)
County Service Charges	3,317,884	3,219,443	3,049,319	(170,124)
Abatements	(2,377,798)	(2,288,457)	(2,584,472)	(296,015)
Total Expenditures	$ 17,237,183	$ 18,257,360	$ 18,687,530	$ 430,170
Direct Revenue	522,016	400,900	262,279	(138,621)
Indirect Revenue	1	0	0	0
Direct Property Tax Levy	$ 16,715,166	$ 17,856,460	$ 18,425,251	$ 568,791

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*				
Account Summary	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Central Service Allocation	$ 181,656	$ 238,976	$ 231,755	$ (7,221)
Courthouse Space Rental	270,912	255,984	247,963	(8,021)
Document Services	8,238	21,441	14,441	(7,000)
Tech Support & Infrastructure	243,326	103,265	89,253	(14,012)
Distribution Services	171	0	0	0
Emergency Management	0	3,333	0	(3,333)
Telecommunications	40,751	84,585	32,871	(51,714)
Records Center	0	0	0	0
Radio	0	0		0
Personal Computer Charges	157,000	128,774	143,110	14,336
Applications Charges	0	0	0	0
Total Charges	$ 902,054	$ 836,358	$ 759,393	$ (76,965)
Direct Property Tax Levy	$ 16,715,166	$ 17,856,460	$ 18,425,251	$ 568,791
Total Property Tax Levy	$ 17,617,220	$ 18,692,818	$ 19,184,644	$ 491,826

* 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 2004 BUDGET

DEPT: DEPARTMENT OF ADMINISTRATIVE SERVICES - INFORMATION MANAGEMENT SERVICES DIVISION

UNIT NO. 1160
FUND: Internal Service - 0026

PERSONNEL SUMMARY				
	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Personal Services (w/o EFB)*	$ 5,793,732	$ 6,441,838	$ 6,454,320	$ 12,482
Employee Fringe Benefits (EFB)	$ 1,952,820	$ 2,222,116	$ 3,301,259	$ 1,079,143
Position Equivalent (Funded)**	117.2	112.1	96.3	(15.8)
% of Gross Wages Funded	87.4	76.9	75.9	(1.0)
Overtime (Dollars)***	$ 79,540	$ 171,384	$ 173,076	$ 1,692
Overtime (Equivalent to Positions)	1.5	3.2	3.3	0.1

* Includes funds for 2004 represented employee pay increases that have been placed in an allocated contingency account.

** For 2002, 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)
Project Analyst (HRIS)*	Create	1/1.0	Applications	$ 66,556
Project Analyst (HRIS Internet)*	Create	1/1.0	Applications	66,556
Project Analyst (Web Development)*	Create	1/1.0	Applications	66,556
Office Support Asst 1	Abolish	1/1.0	Distribution Srvs	(31,414)
Info Sys Support Asst	Abolish	1/1.0	Fiscal & Support	(37,492)
Mgmt Asst Doc Sys	Abolish	1/1.0	Document Srvs	(42,652)
Applications Spec 4	Abolish	1/1.0	Network Support	(66,066)
Radio Comm Spec 3	Abolish	1/1.0	Radio	(65,142)
Comm Spec 3 -	Abolish	2/2.0	Telecommunication	(109,636)
Network Appl Spec Aging	Abolish	2/2.0	Applications	(88,272)
Network Appl Spec 3 Aging	Abolish	1/1.0	Network Support	(61,132)
Network Appl Spec 4	Abolish	1/1.0	Applications	(66,066)
Clerical Asst 1	Abolish	1/1.0	Fiscal & Support	(27,414)
Info Sys Intern	Abolish	1/1.0	Fiscal & Support	(11,480)
Operations Spec	Abolish	1/1.0	Mainframe Supp	(39,730)
Graphics Services Coord	Transfer	1/1.0	Document Srvs	(40,804)
			TOTAL	$ (487,632)

* These three positions are charged to Capital Projects, for a net operating tax levy effect of $0.

DEPT: DEPARTMENT OF ADMINISTRATIVE SERVICES - INFORMATION MANAGEMENT SERVICES DIVISION

UNIT NO. 1160
FUND: Internal Service - 0026

ORGANIZATIONAL COST SUMMARY					
DIVISION		2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Applications	Expenditure	$ 5,565,627	$ 5,582,476	$ 6,396,203	$ 813,727
	Abatement	(449,006)	(508,789)	(558,305)	(49,516)
	Revenue	179,800	250,000	200,000	(50,000)
	Tax Levy	$ 4,936,821	$ 4,823,687	$ 5,637,898	$ 814,211
Technical Support and Infrastructure	Expenditure	$ 10,900,767	$ 11,678,523	$ 11,592,864	$ (85,659)
	Abatement	(39,039)	(45,927)	(184,064)	(138,137)
	Revenue	332,934	141,900	59,299	(82,601)
	Tax Levy	$ 10,528,794	$ 11,490,696	$ 11,349,501	$ (141,195)
Document, Distribution and Records Services	Expenditure	$ 1,698,682	$ 1,856,102	$ 1,850,636	$ (5,466)
	Abatement	(68,651)	(60,333)	(80,079)	(19,746)
	Revenue	9,283	9,000	2,980	(6,020)
	Tax Levy	$ 1,620,748	$ 1,786,769	$ 1,767,577	$ (19,192)
Administration, Fiscal and Support	Expenditure	$ 1,449,905	$ 1,428,716	$ 1,432,299	$ 3,583
	Abatement	(1,821,102)	(1,673,408)	(1,762,024)	(88,616)
	Revenue	0	0	0	0
	Tax Levy	$ (371,197)	$ (244,692)	$ (329,725)	$ (85,033)

MISSION

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

DEPARTMENT DESCRIPTION

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

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

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

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

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

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

- ***Technical Support Services*** focuses on the implementation, management and maintenance of the infrastructure (hardware and operating systems) that supports the County's applications. The group:

  - Provides help desk services for County departments.
  - Conducts short-term and long-range capacity planning.
  - Identifies and effects system performance improvements.
  - Maintains connectivity to other agencies' data centers, mainframes, and servers.
  - Coordinates hardware and software installation and maintenance.
  - Ensures the smooth operation and seven-day-per-week, 24-hour-per-day availability of the County's Website, the wide area network (WAN) and its enterprise server (mainframe), including daily, weekly, biweekly, monthly, quarterly and annual job production, coordination of equipment maintenance and monitoring the data center environment (physical security, generators, heating, cooling, etc.)

- ***Telecommunications Services*** administers the County's voice communications system, including the County's telephones, cellular and pager programs, and the County's telephone communications environment, systems and equipment. This group assists departments in acquiring additional or modifying existing telephone service, coordinates the installation of departmental telephone and data cabling, and administers the telecommunications service contracts. The group also manages the County's wide area transport and its connection points.

- ***Radio Communications Services*** provides administration of the County's 50-plus Federal Communications Commission frequency licenses, the County's installed radio equipment and transmission facilities, and the conventional and 800 MHz trunked radio systems. This group also manages the intergovernmental agreements with several municipalities within Milwaukee County for the shared use of the 800 MHz radio system.

Document, 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. During 2004, certain printing functions formerly performed by IMSD Document Services are being transferred to the House of Correction. The House of Correction is using an Inmate Work Program to provide low cost printing for County departments.

- ***Distribution Services*** provides mail services for departments Countywide.

- ***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.

- ***Administration*** is implementing a Program Management Office (PMO) to instill project management discipline and improve on project delivery in terms of time and budget. The objectives of the PMO will be to:

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

Customer Services are redirected to all employees with oversight by the leadership team.

BUDGET HIGHLIGHTS

- For 2004, IMSD continues to provide centralized management of the County's IT resources. IMSD's baseline functions that keep the County's systems running include:

  Computer Operations
  Help Desk and Problem Resolution
  Network Management
  Virus Containment
  Email, Intranet, Web Pages
  System Testing and Change Control
  Applications Maintenance
  Telephone, Cell Phone and Radios
  Document Printing
  Mail Distribution
  Record Management
  Hardware and Software Maintenance
  Connectivity including Internet Access

- Due to County-wide fiscal constraints, fourteen positions are unfunded in 2003 and 2004, resulting in 11 layoffs of the following positions. The number of funded FTE's is reduced 15.8, from 112.1 in 2003 to 96.3 for 2004 totaling $6,134,358 for salaries and social security costs.

($ 31,414)	Abolish 1	Office Supp Asst 1
(37,492)	Abolish 1	Info Sys Supp Asst
(42,652)	Abolish 1	Mgmt Asst doc Sys
(66,066)	Abolish 1	Applications Spec 4
(65,142)	Abolish 1	Radio Comm Spec 3
(109,636)	Abolish 2	Comm Spec 3
(88,272)	Abolish 2	Network Appl Spec Aging
(61,132)	Abolish 1	Network Tech Spec 3 Aging
(66,066)	Abolish 1	Network Appl Spec 4
($567,872)		

- In 2004 the Sheriff's Data Processing Unit including one Sergeant and six Deputy Sheriff positions will be eliminated and IMSD will take over IT support for the Sheriff's Department. In order to provide this support, IMSD's personal services funding is increased by $300,000. Meetings are ongoing in late 2003 to discuss the transfer of IT functions from the Sheriff's Department to IMSD. The Sheriff's Department's IT needs and service expectations are being discussed and documented, with special attention to security and priorities. Pursuant to these discussions, IMSD will come back to the Personnel Committee in late 2003 to request the creation of the appropriate positions. Funding from salaries and social security of $456,250 for the Data Processing Unit is eliminated in the Sheriff's budget and $300,00 is added to IMSD's budget, for a net savings of $156,250.

- IMSD's personal services funding is increased by $63,048 to provide dedicated technical

expertise for Department of Child Support. Though IMSD's tax levy increases, revenue is budgeted in the Department of Child Support to offset the cost so the net effect for this position is a zero increase to County-wide tax levy.

- Some printing functions formerly performed by IMSD Document Services are being transferred to the House of Correction. The House of Correction is using an Inmate Work Program to provide low cost printing for County departments. In order to appropriately staff this service and facilitate the coordination of printing with all departments, one Graphic Services Coordinator position is transferred from IMSD to the House of Correction. This reduces IMSD's budget by $40,804.

- In order to continue the centralized management of the County's IT resources, costs for the following area is included in the 2004 IMSD operating budget:

  Certain costs of Genesys Human Resources system formerly appeared in the Human Resources' budget. These items impact IMSD's budget by $230,902, and include $96,102 for the annual license of the Genesys application and $134,800 for contractual assistance to implement any changes required by ordinance or contract modifications, implement new interest rates for back drop calculations, correct year-end problems and improve reporting.

  Beginning in 2004, the IMSD budget will no longer include funding for local, long distance and language line telephone system usage, cellular telephone charges or for pager charges which can be traced back to a particular County department. Funding for these costs will be provided in the using department's budget to provide stronger controls over telephone, cellular phone and pager usage and their related costs. 2002 costs of $190,174 for cell phones, $15,000 for pagers, and $483,122 for local, long distance and language lines were provided as estimates for departments' budget requests. IMSD will continue to administer the County telephone system and the cellular phone and pager programs including the review of requests for equipment and consolidation of payments.

- In spite of current fiscal limitations IMSD provided increased support. The Division has responded to 24,459 Helpdesk calls in 2002, and is on pace to respond to 27,500 in 2003, a 12% increase.

- The 2004 Budget reflects a zero wage increase for all non-represented and Executive Compensation Plan (ECP) positions. In addition, ECP positions are not provided step increases or performance awards in 2004 as allowed in County Ordinance Section 17.265 (3). These reductions reduce expenditures $56,274.

- A total of $167,013 in personal service appropriations is placed into an allocated contingency account within this department. This amount represents the anticipated cost of pay increases, excluding step increases, associated with represented employees. The disposition of these funds will be determined, with County Board approval, after negotiations with represented employee unions are completed.

- 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."

Staffing Strategy

This Budget includes an initiative to help address the staffing shortage without impact on the operating budget property tax levy. Since a significant portion

of IMSD staff time is spent supporting capital projects (i.e., deploying equipment, managing the Human Resources Information System project, developing functionality and features for the website), three project positions are created. These would be specific to a capital project, limited to the term of that project and funded by the project. Project time tracking would be used to substantiate the purpose of the positions.

In the past, capital projects have been staffed by consultants at a cost of one and a half to two times the cost of hiring a project employee. This approach will result in significant savings to the County.

Applications

- Three project positions are created to support WO010 - Web Services Project and WO201 – Enterprise Server – Human Resources System – Genesys Project.

$ 66,556	Create 1 Project Analyst (HRIS)
66,556	Create 1 Project Analyst (HRIS Internet)
66,556	Create 1 Project Analyst (Web Development)
$199,668	

  All three positions are charged to capital projects, for a net operating tax levy effect of $0.

  The Project Analyst (HRIS) and Project Analyst (HRIS Internet) positions will focus on defining requirements, following up on requirements to rationalize the business process, translating business requirements to language that can be used by developers to develop code to meet those requirements, and providing insight into how IMSD can best meet the underlying business needs.

  The Project Analyst (Web Development) will focus on web architecture design and template development.

- For 2004, Applications Contractual Services costs increase $218,821, from $846,436 to $1,065,257, due primarily to the transfer of Genesys related costs from the Human Resources Division to IMSD: $96,102 for the annual license of the Genesys application and $134,800 for contractual assistance to implement any changes required by ordinance or contract modifications, implement new interest rates for back drop calculations, correct year-end problems and improve reporting.

- For 2004, IMSD's Applications Services will cost $5,637,898; for the staff ($4,188,807), software ($781,947) and related costs dedicated to maintaining County applications.

  These costs include software license and hardware maintenance fees that are required for baseline services and increased annually by the vendors:

$ 276,150	Advantage and BRASS
87,850	Oracle (database for BRASS and Web Site)
109,400	Lotus Notes
4,500	Crystal Reports
45,700	Antivirus software for interoffice, Internet and Lotus Notes
140,500	Live scan fingerprint and photograph system (Criminal Justice)
96,102	Genesys
21,745	Other

- Applications Services costs are partially offset by $200,000 of revenue from the Social Security Administration for reports of inmates in custody.

Technical Support and Infrastructure

- For 2004, Technical Support and Infrastructure Services tax levy of $11,349,501 includes:

$ 6,940,467	Technical Support
960,866	Voice Communications
1,228,972	Radio Services
2,219,196	Interest & Depreciation of DP Equipment

  Technical support includes:

$ 3,369,741	Mainframe Support
3,570,726	Network Support

- Mainframe Support costs are primarily staff ($1,145,325), services ($1,155,981) and debt and depreciation ($786,509). The services

include $776,306 for support and licensing of the mainframe operating system and utilities.

Large software companies usually offer software for a large initial fee that enables the County to use it for the first year of operation. (This initial cost is budgeted in a Capital Expenditure account.) An annual fee that permits ongoing use, upgrades and support follows the initial fee. The annual fee is typically 15 to 20 percent of the first year fee. The fee often increases as the power of the computer used to run the software increases.

The other large component of services for mainframe support is Equipment Repair and Maintenance. The 2004 Budget includes $240,980 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.

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

- Network Support of $3,570,726 is comprised primarily of staff ($2,319,513) and contractual services ($712,505) for support of the Wide Area Network, primarily including:

$ 354,600	SONET ring and leased data lines
225,345	Network software fees
105,000	Network equipment maintenance

Telecommunications costs of $960,866 are comprised primarily of staff ($529,389) and services ($203,328), primarily including:

$ 3,000	Pager and voice mail maintenance
121,000	Telephone system maintenance
61,000	Countywide local, long distance and cell phone service for one month

Telecommunications costs formerly were partially offset by revenue from inmate pay phone commissions. In 2003 the contractual revenues were transferred to the Sheriff's Department. In 2004, these revenues are reduced by $78,000, reflecting the full transfer of the contract to the Sheriff's department.

- Radio Services cost $1,228,972 for conventional and 800 MHz trunked radio system - 14 County departments and 11 municipalities and agencies use a total of 2,617 radios.

Radio costs primarily include services ($508,605) 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 $44,010 of tower revenue.

Document, Distribution and Records Services

- Document Distribution and Records Services cost $1,767,577, including:

$ 820,692	Document production and forms management
219,151	Distribution services
727,734	Records services

Document, Distribution and Records Services consist primarily of staff ($757,647) and services ($633,410) costs. These services primarily include:

$ 120,000	Printer and copier support and maintenance
21,000	Increased printer maintenance due to a $52,000 capital upgrade to convert forms to PDF format for transfer to Internet, Intranet or Lotus Notes databases
124,000	Outside printing services
272,750	Rent for Records Center

ACTIVITY AND STATISTICAL SUMMARY	2002 Budget	2002 Actual	2003 Budget	2004 Budget
Applications Services				
Enterprise Services Applications	85	80	80	70
Major Enhancements/Modifications	17	15	17	15
Network Services Applications	100	100	100	105
Internet User Ids*	1,424	2,304	3,000	3,000
Lotus Notes User Ids	3,282	3,659	3,600	4,000
Document Services`				
Xerox Copies	10,500,000	8,673,607	10,500,000	9,000,000
Finishing (Number of Jobs)	4,300	6,488	4,300	5,500
Typesetting/Keyline (Number of Jobs)	650	621	500	250
Specifications (Number of Jobs)	1,570	503	1,300	500
Forms Control	1,155	1,462	1,155	1,250
Outside Vendor (Number of Jobs)	1,100	629	1,000	300
Distribution Services				
Total Pieces Mailed	1,400,000	1,605,877	1,750,000	1,800,000
Pre-Sort Mail @ .269 each	1,011,780	1,130,143	1,291,780	1,330,000
First Class @ .34 each	300,000	379,419	330,000	340,000
Flats (envelopes 8" x 10" and larger)	88,220	91,604	128,000	130,000
Records Center				
Requests	29,528	33,602	36,597	35,202
Returns	29,528	33,602	36,597	35,202
Interfiles	7,895	6,860	15,575	10,000
Received	9,530	8,613	6,786	3,000
Destroyed	3,120	3,055	3,970	4,000
Technical Support & Infrastructure				
Helpdesk Services				
Service Calls	22,500	24,459	22,500	27,500
Enterprise Services				
Pages, Laser Printed Reports	12,500,000	7,063,861	11,000,000	8,000,000
Pages, Impact Printed Reports	3,000	2,069	2,500	2,000
Enterprise Server User Ids	6,732	4,632	4,000	3,937
Network Services				
Computers maintained	4,600	4,376	4,600	4,422
Computers to be replaced	72	72	380	223
New Computers to be installed	54	54	63	46
Network Servers maintained	121	111	150	132
Network Servers to be replaced	3	3	10	21
Radio Communications Services				
Radios in Service	2,680	2,300	2,000	2,070
Telecommunications Services				
Cellular and Pager Units in service	1,800	1,600	1,800	1,440
Service Calls	3,252	1,428	3,252	502
Telephone Units in service	6,800	6,974	6,800	6,277

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

DEPT: DEPARTMENT OF ADMINISTRATIVE SERVICES – ECONOMIC AND COMMUNITY DEVELOPMENT

UNIT NO. 1192
FUND: General - 0001

OPERATING AUTHORITY & PURPOSE

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

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

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	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Personal Services (w/o EFB)	$ 1,825,632	$ 2,083,898	$ 1,823,226	$ (260,672)
Employee Fringe Benefits (EFB)	588,028	735,164	1,038,807	303,643
Services	1,732,562	1,683,950	1,333,582	(350,368)
Commodities	45,231	23,750	24,870	1,120
Other Charges	16,482,915	16,016,416	17,668,049	1,651,633
Capital Outlays	72,467	8,800	18,400	9,600
County Service Charges	415,914	463,741	704,732	240,991
Abatements	(2,108,290)	(2,989,631)	(3,881,807)	(892,176)
Total Expenditures	$ 19,054,459	$ 18,026,088	$ 18,729,859	$ 703,771
Direct Revenues	$ 20,792,588	$ 22,835,416	$ 20,203,316	$ (2,632,100)
Direct Property Tax Levy	$ (1,738,129)	$ (4,809,328)	$ (1,473,457)	$ 3,335,871

DEPT: DEPARTMENT OF ADMINISTRATIVE SERVICES – ECONOMIC AND COMMUNITY DEVELOPMENT

UNIT NO. 1192
FUND: General - 0001

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*				
Account Summary	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Central Service Allocation	$ 68,748	$ 30,004	$ 225,142	$ 195,138
Courthouse Space Rental	229,572	216,890	206,209	(10,681)
Document Services	18,385	10,623	20,968	10,345
Tech Support & Infrastructure	21,779	47,332	73,600	26,268
Distribution Services	5,588	5,309	5,369	60
Emergency Mgmt Services	0	3,333	3,333	0
Telecommunications	12,705	11,104	7,956	(3,148)
Records Center	6,016	6,980	6,824	(156)
Radio	0	0	0	0
Personal Computer Charges	11,442	32,808	32,906	98
Applications Charges	13,626	27,449	80,211	52,762
Other County Services	2,751	0	0	0
Total Charges	$ 390,612	$ 391,832	$ 662,518	$ 270,686
Direct Property Tax Levy	$ (1,738,129)	$ (4,809,328)	$ (1,473,457)	$ 3,335,871
Total Property Tax Levy	$ (1,347,517)	$ (4,417,496)	$ (810,939)	$ 3,606,557

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

PERSONNEL SUMMARY				
	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Personal Services (w/o EFB)*	$ 1,825,632	$ 2,083,898	$ 1,862,359	$ (221,539)
Employee Fringe Benefits (EFB)	$ 588,028	$ 735,164	$ 1,038,807	$ 303,643
Position Equivalent (Funded)**	41.5	43.8	38.4	(5.4)
% of Gross Wages Funded	98.2	98.4	99.5	1.1
Overtime (Dollars)***	$ 20,057	$ 0	$ 0	$ 0
Overtime (Equivalent to Positions)	0.4	0.0	0.0	0.0

* Includes funds for 2004 represented employee pay increases that have been placed in an allocated contingency account.

** For 2002, the Position Equivalent is the budgeted amount.

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

PERSONNEL CHANGES				
Job Title/Classification	Action	Number of Positions/ Total FTE	Division	Cost of Positions (Excluding Fringe Benefits)
Clerical Specialist (Econ Dev) NR	Abolish	1/1.0	Econ Development	$ (31,546)
Secretarial Assistant NR	Abolish	1/1.0	Econ Development	(37,538)
Assoc Director of Econ Dev	Abolish	1/1.0	Econ Development	(95,812)
Director Housing & Comm Dev	Abolish	.7/.70	Housing & Comm Dev	(66,143)
Office Support Asst 2	Abolish	2/2.0	Housing & Comm Dev	(66,140)
Housing Program Analyst	Abolish	1/1.0	Housing & Comm Dev	(42,099)
Housing Program Asst (Rehab)	Abolish	1/1.0	Housing & Comm Dev	(33,418)
			TOTAL	$ (372,696)

MISSION

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

DEPARTMENT DESCRIPTION

The Economic and Community Development Division consists of several sections.

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

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

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

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

The ***Housing Choice Voucher Section*** manages the Housing Choice Voucher (Section 8) Program. This Federally-funded program subsidizes the rent of nearly 2,000 eligible low-income households living in privately-owned housing throughout Milwaukee

County. The program participant chooses the type and location of housing, and the rental unit is inspected to ensure it meets certain quality and safety standards. Program participants are annually re-certified to verify continued eligibility.

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

BUDGET HIGHLIGHTS

- For 2004, the Department of Administrative Services – Economic Development and Department of Administrative Services - Housing and Community Development are merged to form the Department of Administrative Services – Economic and Community Development Division.

- ($31,546) Abolish 1 Clerical Specialist (Econ Dev) NR

  One vacant position that was budgeted as a part of the 2003 personal services lump sum reduction is abolished in 2004 with an offsetting reduction to the personal services lump sum reduction for no tax levy change.

- ($ 66,143) Abolish .7 Dir Hsg & Comm Dev
  (95,812) Abolish 1 Assoc Dir-Econ Dev
  (66,140) Abolish 2 Office Supp Asst 2
  (42,099) Abolish 1 Hsg Prog Analyst
  (33,418) Abolish 1 Hsg Prog Asst (Rehab)
  (37,538) Abolish 1 Secretarial Asst NR
  ($341,150)

  As a result of the merger of Department of Administrative Services – Economic Development and Department of Administrative Services – Housing and Community Development, .7 Director – Housing & Community Development, one Associate Director of Economic Development, two Office Support Assistant 2, one Housing Program Analyst, one Housing Program Assistant (Rehab) and one Secretarial Assistant NR are abolished for a personal services decrease of $341,150. The Housing Director position is funded for four months to facilitate the transition of the merged functions.

- Due to the merger of Department of Administrative Services - Economic Development and Department of Administrative Services - Housing and Community Development and the resulting realignment of responsibilities, one position of Economic Development Coordinator will be reviewed by Human Resources to determine correct salary allocation based on realigned responsibilities and uniformity with similar positions. A lump sum salary adjustment of $8,660 has been budgeted to reflect the anticipated reallocation.

- An appropriation of $6,369 is included for a replacement copier and $10,031 for a phone paging system. This latter is intended for use by the rent assistance staff who receive direct calls from clients and is necessitated by the intricate cubicle layout of the area which makes it impossible to see if an individual is at his or her desk.

- Revenue from parking lots decreases $358,000, from $2,658,000 to $2,300,000. This decrease is partially offset by an expenditure decrease in the share of the revenue that is paid to the State of Wisconsin of $149,000. The State is paid one-half of the parking revenue, less a $50,000 administrative fee.

- Savings of $150,000 results from the elimination in 2004 of funding for the NACo conference.

- The contribution to the Economic Development Reserve decreases from $150,000 to $0.

- Revenue from the sale of surplus County properties was budgeted in the Economic Development Division budget in the 2003 Adopted Budget. For 2004, this revenue is placed in a new non-departmental account, 1933 – Land Sales. This results in a reduction in revenue of $4,150,000 in this department in 2004.

- Rental income from dwellings increases $10,000, from $20,000 to $30,000.

- A revenue appropriation of $94,900 is included in 2004 from the Housing Organization Loan Fund (HOLF). This is an inactive revolving loan account administered by the Economic and Community Development Division.

- The HOME Investment Partnership Program estimated Federal grant is $1,325,000, an increase of $145,000, from $1,180,000 in 2003. The required Federal match for the HOME program will be met through match credit that has been generated by the development of affordable housing projects by the County's Community Development Organization, Southeast Affordable Housing Corporation, and will require no tax levy in 2004.

- The Federal grant estimate for the 2004 Community Development Block Grant Program increases $240,000, from $1,750,000 to $1,990,000. The increase is attributed to HUD's use of 2000 census data in calculating the entitlement grants for cities, urban counties and states.

- The estimated Federal grant for the Housing Choice Voucher Program increases $1.36 million, from $10 million to $11.36 million. The increase is based on an anticipated average monthly utilization rate of 100%. Since January 2003, the monthly utilization rate has exceeded 100%. The program is able to serve at least 1,942 low-income households.

- Other charges increase $1,776,000, from $15,812,416 to $17,588,416. This is due to an increase of $31,000 in administrative expenditures in the Shelter Plus Care Program, an anticipated increase of $145,000 in the HOME Program, an anticipated increase of $240,000 in the CDBG Program, and an increase of $1,360,000 in the Housing Choice Voucher Program.

- Revenue in the amount of $215,584 from the Department of Health & Human Services-Behavioral Health Division is budgeted as BHD's match obligation for the Safe Haven Program. This is the same amount that was budgeted in 2003.

- Revenue of $211,000 from the Department of Health & Human Services-Behavioral Health Section is budgeted to offset administrative expenses incurred by the Housing Division for administration of the Shelter Plus Care Program. This amount represents an average daily housing cost of $2.06 for 280 formerly homeless, seriously mentally ill consumers who are assisted with securing and maintaining affordable housing. The amount budgeted increases $31,000 from the 2003 amount of $180,000. Two-thirds of the increase represents increased personnel costs of the staff that administers the program due to rate and step increases. One-third of the increase represents non-personnel cost increases such as increased crosscharges.

- The 2004 Budget reflects a zero wage increase for all non-represented and Executive Compensation Plan (ECP) positions. In addition, ECP positions are not provided step increases or performance awards in 2004 as allowed in County Ordinance Section 17.265 (3). These reductions reduce expenditures $22,594.

- A total of $39,133 in personal service appropriations is placed into an allocated contingency account within this department. This amount represents the anticipated cost of pay increases, excluding step increases, associated with represented employees. The disposition of these funds will be determined, with County Board approval, after negotiations with represented employee unions are completed.

- 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."

COMMUNITY DEVELOPMENT BLOCK GRANT ALLOCATION BY MUNICIPALITY

Municipality	2002 Actual	2003 Actuals **	2004 Projected	2003/2004 Change
Bayside	$ 25,600	$ 29,000	$ 27,975	$ (1,025)
Brown Deer	39,500	44,690	43,110	(1,580)
Cudahy	60,900	68,850	66,415	(2,435)
Fox Point	28,500	32,300	31,158	(1,142)
Franklin	58,400	66,040	63,705	(2,335)
Glendale	44,100	49,875	48,111	(1,764)
Greendale	41,700	47,170	45,502	(1,668)
Greenfield	70,600	79,830	77,007	(2,823)
Hales Corners	35,700	40,400	39,010	(1,390)
Milwaukee*	0	0	0	0
Oak Creek	60,300	68,160	65,750	(2,410)
River Hills	22,100	25,000	24,116	(884)
Saint Francis	49,000	55,420	53,460	(1,960)
Shorewood	49,200	55,420	53,692	(1,728)
South Milwaukee	61,100	55,660	66,763	11,103
Wauwatosa*	0	0	0	0
West Allis*	0	0	0	0
West Milwaukee	51,900	58,610	56,538	(2,072)
Whitefish Bay	38,900	43,950	42,396	(1,554)
TOTAL	$ 737,500	$ 820,375	$ 804,708	$ (15,667)

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

** The 2003 Actual includes $29,467 of reprogrammed prior year grant funds.

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			
	2002 Actual	2003 Budget	2004 Budget
Unclaimed Money	$ 505,719	$ 0	$ 490,000

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. Anticipated unclaimed monies for 2004 total $490,000.

DEPT: ETHICS BOARD

UNIT NO. 1905
FUND: General - 0001

OPERATING AUTHORITY & PURPOSE

On February 11, 1975, the County Board of Supervisors created Chapter 9 of the Milwaukee County Ordinances. This chapter establishes a Code of Ethics (Section 9.05) and an Ethics Board (Section 9.07) which shall adopt guidelines and procedures necessary to carry out the provisions of the ordinance. The Board consists of six residents of Milwaukee County appointed by the County Executive and confirmed by the County Board. The County Executive appoints, subject to confirmation by the County Board, an Executive Director who shall perform such duties as the Board assigns to him/her. The County Board shall provide such additional personnel as may be required in the administration of this chapter.

BUDGET SUMMARY			
	2002 Actual	2003 Budget	2004 Budget
Ethics Board	$ 34,923	$ 42,032	$ 45,173

MISSION

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

BUDGET HIGHLIGHTS

- An appropriation of $45,173 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 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."

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			
	2002 Actual	2003 Budget	2004 Budget
Property Tax Levy Contribution to Milwaukee County Historical Society	$ 307,481	$ 276,733	$ 242,550

OVERVIEW OF OPERATION

The Historical Society's total operating budget for 2004 amounts to $615,550, with $373,000 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 second year of Outcome-Based Management within the larger Milwaukee County system, the Historical Society experienced a slight decrease in several areas of operation. Most notably, inquiries to the Research Library declined by 6%, falling from 5,397 to 5,057. This decrease in library inquiries was, however, more than offset by an increase in use of the Historical Society's website which totaled 15,403 "hits" for the year, some 3,482 above the 2001 mark. Like many other museums, the Historical Center experienced a decline in attendance during 2002, with general attendance falling 3% from 19,072 to 18,431. On the other hand, general attendance at the Society's three historic homes grew by 6% from 1,100 to 1,174. Tour groups attendance at the Historical Center and historic homes declined sharply, falling 26% from 3,531 to 2,595 after an 80% rise the preceding year. Similarly, total participation in all public programs decreased from 28,958 in 2001 to 26,467 in 2002, a drop of 8% following a 63% increase the year before.

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. During 2002, the Landmark Committee added four properties to its list of County Landmarks including the Kelly Senior Citizens Center in Cudahy, the Railroad Depot and the Lawson Aircraft/Continental Title and Faience Building in South Milwaukee, and the historic street signs long utilized in Fox Point.

3. Museum Houses. The Society continues to operate three museum houses in addition to its central facility downtown. These are Kilbourntown 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.

4. Research and Reference Services. Statistics for reference services declined slightly in 2002 compared with the preceding year. Total usage declined by 6%. The variations for individual categories were: in-person service – down 11%; telephone requests – down 14%; mail and email inquires – up 22%.

5. Changing Exhibitions: During 2002, eleven changing exhibitions were presented at the Historical Center museum. Among the major exhibitions organized by the Society were *University School of Milwaukee: A*

Sesquicentennial Celebration; *Behold Golda: The Life of Golda Meir*, developed in cooperation with the Building Wisconsin Women's History Project; and *My History is Milwaukee History: Studying the Lives of Children in Milwaukee*, developed in cooperation with the Children in Urban America Project of Marquette University. The Historical Society also drew upon its own collections in mounting exhibits devoted to the Depression era paintings of Thorsten Lindberg and women's fashions from the late 19th and early 20th centuries. Finally, special arrangements were also made to present the traveling *exhibition Through One City's Eyes: Race Relations in America's Heartland*, organized by the Milwaukee Public Schools and Milwaukee Public Television, during Black History Month.

6. 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.

7. Public Programming: The Society and its Friends organization continue to sponsor public programs on a variety of historical topics. The Friends of the Milwaukee County Historical Society greatly expanded their program offerings during 2002, presenting a special event during each of the twelve months. For the second consecutive year, the Friends made a donation of $10,000 to the Society based upon the proceeds of their programs. The year also featured the second annual Friends Historic House Tour, which drew nearly 300 people to the Machek and Dempsey residences on the near West Side, an increase of almost 200% over the first tour in 2001.

8. Publications. During 2002, the Historical Society published its fourth new book. In late June, the Society released Michael Cudahy's *Joyworks: the Story of Marquette Electronics*. During the first six months of availability, the Society sold over 1,250 copies of the book. In addition, *Joyworks* was recently awarded the Wisconsin Historical Society's Award of Merit in 2002.

9. Off-Site Storage Facility: The single largest undertaking completed by the Historical Society during 2002 was the relocation of its artifact and archival collections from two off-site storage facilities to a single location offering improved security, space and climate control. With thousands of dollars worth of shelving donated by JCP Logistics of Wauwatosa, the Society was able to properly store both its growing collection of documents and its extensive collection of museum objects.

MISSION

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

BUDGET HIGHLIGHTS

- Due to fiscal constraints, the contribution to the County Historical Society decreases $34,183 from $276,733 to $242,550.

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

	2002 Actual	2003 Budget	2004 Budget
Expenditures			
Personal Services	$ 237,681	$ 206,933	$ 179,260
Space and Utilities	67,265	67,265	67,265
Office and Administrative Supplies	2,535	2,535	2,535
Undistributed Reduction	0	0	(6,510)
Total Expenditures	$ 307,481	$ 276,733	$ 242,550

ACTIVITY AND STATISTICAL SUMMARY

	2001 Actual	2002 Actual	2003 Budget	2004 Budget
Meetings/Public Programs	17	10	25	25
Organizational Members	1,273	1,208	1,350	1,400
Research Requests:	5,397	5,057	5,750	6,250
Library - In Person	2,191	1,950	2,500	2,500
Telephone	2,212	1,893	2,750	2,250
Mail/E-mail	994	1,214	1,250	1,500
Public Attendance	28,958	26,467	35,000	40,000
Guided Tours:				
Historical Center	50	44	80	120
Period Homes	38	26	60	50
Accessions:				
Library	139	110	150	135
Museum	92	44	110	100
Pages of Publication	540	324	200	192
Staff Program Presentations	25	31	30	35
Slide Shows/Media Appearances	17	8	30	20
Website Visits	11,921	15,403	20,000	60,000

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

	2002 Actual	2003 Budget	2004 Budget
Property Tax Levy Contribution to Greater Milwaukee Convention & Visitors Bureau	$ 25,000	$ 22,500	$ 16,875

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

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

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

Total Economic Impact of Tourism on Milwaukee County: *

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

* Information from the Davidson-Peterson Study

Greater Milwaukee Convention and Visitors Bureau services include:

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

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

MISSION

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

BUDGET HIGHLIGHTS

- Due to fiscal constraints, the contribution to the Greater Milwaukee Convention & Visitors Bureau decreases $5,625, from $22,500 to $16,875.

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			
	2002 Actual	2003 Budget	2004 Budget
Civil Air Patrol	$ 5,967	$ 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				
	2001 Budget	2002 Budget	2003 Budget	2004 Budget
Number of Meetings	365	365	365	340
Number of Organization Members	790	790	790	675

Civil Air Patrol mission activities include:

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

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			
	2002 Actual	2003 Budget	2004 Budget
Property Tax Levy Contribution to War Memorial Center	$ 1,700,572	$ 1,575,515	$ 1,311,636

MISSION

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

BUDGET HIGHLIGHTS

- Due to fiscal constraints, the Milwaukee County contribution to the War Memorial Center decreases $263,879, from $1,575,515 to $1,311,636.

ACTIVITY AND STATISTICAL SUMMARY				
Attendance	2002 Actual	2002 Budget	2003 Budget	2004 Budget
Memorial Hall	31,329	27,000	30,000	30,000
4th Floor Meeting Rooms	5,227	5,500	5,500	5,500
Fitch Plaza	9,410	6,000	6,000	6,000
Veterans Memorial Gallery	661	2,000	2,000	2,000
Milwaukee Art Museum	525,586	350,000	300,000	N/A
Special Events				
Fireworks July 3	450,000	450,000	450,000	450,000
Circus Parade	150,000	150,000	150,000	150,000
TOTAL	1,172,213	990,500	943,500	643,500
Number of Events				
Memorial Hall	231	240	250	250
Meetings - 4th Floor Rooms	410	400	400	400
Fitch Plaza	40	20	20	20
Veterans Memorial Gallery	5	20	20	20
Special Events	2	2	2	2
TOTAL	688	682	692	692

The War Memorial Center budget consists of the following:

WAR MEMORIAL CENTER BUDGET SUMMARY	2002 Actual	2003 Budget	2004 Budget
Expenditures			
Personal Services	$ 631,788	$ 668,585	$ 669,685
Professional Fees	108,003	111,850	113,850
Advertising and Promotion	41,255	30,000	30,000
Meetings, Travel and Auto Allowance	4,304	6,312	5,796
Space and Utilities	858,103	719,000	709,000
Office and Administrative Supplies	23,535	27,500	21,500
Major Maintenance & New Equipment	20,901	0	0
Milwaukee Art Museum Funding	627,325	564,592	428,133
Unallocated Reduction	0	0	(106,328)
Total War Memorial Center Expenditures	$ 2,315,214	$ 2,127,839	$ 1,871,636
Revenues			
Parking	$ 273,652	$ 250,000	$ 250,000
Miscellaneous	47,934	44,000	44,000
China Rental/Catering Commission	28,880	25,000	25,000
Office Rental and Cellular One	98,719	103,324	105,000
Hall, Plaza and Grounds Rental	134,831	110,000	110,000
Meeting Room Rental - Fourth Floor	11,603	8,000	11,000
Liquor Commission	19,023	12,000	15,000
Milwaukee County Contribution	1,700,572	1,575,515	1,311,636
Total War Memorial Center Revenues	$ 2,315,214	$ 2,127,839	$ 1,871,636

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

	2002 Actual	2003 Budget	2004 Budget
Property Tax Levy Contribution to Villa Terrace/ Charles Allis Art Museums	$ 309,120	$ 278,208	$ 243,656

MISSION

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

BUDGET HIGHLIGHTS

- Due to fiscal constraints, funding for the museums is reduced $34,552, from $278,208 to $243,656.

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

MUSEUM BUDGET SUMMARY			
	2002	2003	2004
Expenditures	Actual	Budget	Budget
Personal Services	$ 240,907	$ 289,966	$ 273,966
Professional Fees CA	20,576	14,030	11,530
Professional Fees VT	62,474	19,366	16,866
Advertising and Promotion	40,874	30,746	30,746
Space and Utilities CA	65,601	57,045	57,045
Space and Utilities VT	51,749	45,463	45,463
Office and Administrative Supplies	17,564	13,281	13,281
Mileage Reimbursement	355	612	612
Major Maintenance CA	18,206	5,000	5,000
Major Maintenance VT	5,000	5,000	5,000
Unallocated Reduction	0	0	(6,731)
Total Expenditures	$ 523,306	$ 480,509	$ 452,778
Revenues			
Charles Allis Friends Direct Support	$ 12,647	$ 3,600	$ 3,600
Villa Friends Direct Support	0	15,000	15,000
Admissions CA	11,899	23,750	23,750
Admissions VT	15,669	25,500	25,500
General Revenue CA	47,135	47,927	47,928
General Revenue VT	114,924	74,383	81,203
Interest Trust Account	11,912	12,141	12,141
Milwaukee County Tax Levy Contribution	309,120	278,208	243,656
Total Revenues	$ 523,306	$ 480,509	$ 452,778

ACTIVITY AND STATISTICAL SUMMARY				
	2002 Actual	2002 Budget	2003 Budget	2004 Budget
Attendance				
General Museum Attendance	33,275	28,860	26,145	40,260
Concerts, Student Recitals	2,322	3,250	3,070	2,400
Private Rentals	14,773	19,205	19,400	17,000
Art Group Activity	2,212	2,400	2,650	2,200
Volunteer Activity	3,256	4,200	4,175	4,200
Community Outreach	11,657	18,500	8,000	15,000
Meetings/Appointments	2,892	4,600	4,700	3,000
Total Attendance	70,387	81,015	68,140	84,060

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	2002 Actual	2003 Budget	2004 Budget
Property Tax Levy Contribution to Marcus Center for the Performing Arts	$ 1,600,000	$ 1,600,000	$ 880,000

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.

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 provided an increase of $100,000 for a total funding level of $1,600,000 for the years 1999 through 2003.
- Funding for the Marcus Center for the Performing Arts is reduced $720,000, from $1,600,000 to $880,000. The reduction reflects a one-year forgiveness of a portion ($400,000) of the Marcus Center's Debt Service Obligation. For this one time, this portion of the obligation will be funded by the Debt Service Reserve. This combined action will provide the Marcus Center with a net County contribution of $1,280,000 in 2004.
- The MCPA will continue to provide quarterly reports and an annual budget request in accordance with past practice.

ACTIVITY AND STATISTICAL SUMMARY	2002 Actual		2003 Budget		2004 Budget	
	Events	Attend.	Events	Attend.	Events	Attend.
All Events Public & Private	3,296	851,048	3,400	850,000	3,300	850,000

DEPT: MILWAUKEE COUNTY AUTOMATED LAND INFORMATION SYSTEM **UNIT NO.** 1923
FUND: General - 0001

OPERATING AUTHORITY & PURPOSE

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

Pursuant to Section 59.43, funding for a land information office, modernization of land records and the State of Wisconsin Land Information Program and Board is collected via a 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 initiatives to develop and maintain a computerized indexing of the County's land information records relating to housing, including the housing element of the County's land use plan under Section 66.001(2)(b) (Smart Growth law) also within guidelines established by the WLIB. (No portion of the four dollar and one dollar surcharges are available for general County purposes.) Two dollars of the additional seven-dollar surcharge are forwarded to the WLIB. The County continues to retain its four dollar share of the Recording Fee.

Pursuant to Section 59.72 of 1997 Wisconsin Act 27, the $1 and $2 components of the $7 surcharge were scheduled to no longer be collected effective September 1, 2003, and the MCAMLIS Budget reflects a commensurate reduction. It was learned in late 2003 that changes made to this existing legislation extend collection of these components of the surcharge into 2005. The Milwaukee County Department of Administrative Services (DAS) will process a fund transfer in 2004 to reflect continued receipt of this revenue and to establish off-setting expenditure authority.

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

BUDGET SUMMARY

	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Services	$ 1,095,708	$ 999,000	$ 749,000	$ (250,000)
County Service Changes	0	1,000	1,000	0
Abatements	(2,232)	0	0	0
Total Expenditures	$ 1,093,476	$ 1,000,000	$ ~~750,000~~	$ (250,000)
Encumbrances	0	0	0	0
Total Expenditures & Encumbrances	$ 1,093,476	$ 1,000,000	$ 750,000	$ (250,000)
State Grants	$ 197,979	$ 150,000	$ 100,000	$ (50,000)
Sewer District & Utility Contributions	0	0	0	0
Recording Fee Surcharge	1,148,609	850,000	650,000	(200,000)
Total Revenue	$ 1,346,588	$ 1,000,000	$ ~~750,000~~	$ (250,000)
Contribution to Reserve Account	$ 253,112	$ 0	$ 0	$ 0
Property Tax Levy	$ 0	$ 0	$ 0	$ 0

BUDGET HIGHLIGHTS

- This appropriation provides 2004 expenditure authority of $750,000 for the Automated Land Information System. Revenue of $650,000 is projected to be collected from the surcharge collected by the Register of Deeds earmarked for land information modernization by Section 59.72(5) of the *Wisconsin Statutes.* An additional $100,000 is expected to result from grants to be awarded to the County by the 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 dollars.

- Expenditure authority of $750,000 is comprised of $588,000, to continue to develop and maintain the automated base map and parcel-based land information system as provided for in the plan approved by the County Board; $100,000 to develop and maintain a computerized indexing of the County's land information records related to housing in a manner consistent with the requirements of Section 66.001(2)(6); $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.

- 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 through 2003.

- 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 2003 and will continue during 2004.

- During 1999 a major multi-year project to integrate the existing City of Milwaukee digital cadastral mapping into the County-wide system was initiated. This effort, expected to be completed by the end of 2004, will have required a total expenditure of about $1.73 million at the time of its completion.

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		2003 Budget		2004 Budget		2003/2004 Change
Expenditures						
Offset to Service Departments Charges	$	(33,800,046)	$	(34,510,720)	$	(710,674)
Revenues						
Offset to Service Departments Revenue	$	(33,800,046)	$	(34,510,720)	$	(710,674)
Property Tax Levy	$	0	$	0	$	0

The purpose of this non-departmental budget is to reduce total County expenditures and revenues by the amount of charges from internal service fund departments to other County departments. Without this adjustment, total County expenditures and revenues would be overstated.

($34,510,720) of expenditure and revenue offsets reflects the charges from the following departments to other County departments:

BUDGET SUMMARY		2003 Budget		2004 Budget		2003/2004 Change
Organizational Unit						
Department of Administrative Services (DAS) -						
DAS-Risk Management	$	(5,404,069)	$	(6,265,356)	$	(861,287)
Department of Parks and Public Infrastructure (DPPI) -						
Architectural, Engineering & Environmental Services		(9,971,393)		(10,357,114)		(385,721)
Fleet Management		(11,424,341)		(11,979,868)		(555,527)
Facilities Management		(7,000,243)		(5,908,382)		1,091,861
Subtotal	$	(33,800,046)	$	(34,510,720)	$	(710,674)
Allowance for Undistributed Crosscharges		0		0		0
Total	$	(33,800,046)	$	(34,510,720)	$	(710,674)

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	2002 Actual	2003 Budget	2004 Budget
Revenues	$ 0	$ 0	$ 5,000,000
Property Tax Levy	$ 0	$ 0	$ (5,000,000)

- Revenue from the sale of surplus County properties was budgeted in the Economic Development Division budget in the 2003 Adopted Budget. For 2004, this revenue is placed in a new non-departmental account, 1933 – Land Sales.

- For 2004, Land Sales are budgeted at $5,000,000, an increase of $850,000 from the 2003 amount included in the Department of Administrative Services – Economic Development's 2003 Adopted Budget. The potential major County-owned properties that are candidates for sale in 2004 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 2004:

  - The parcel located at 6th and State Streets
  - MMSD Basin Site
  - Medical College of Wisconsin – East of 87th Street
  - Miscellaneous

- Land Sales are increased in this budget due to the extreme financial constraints facing Milwaukee County in 2004. Because budgeting of land sales to support ongoing operations is not a recommended financial practice, this budget establishes a goal of reducing land sales annually by $1 million so that over a five year period land sales will be eliminated from the operating budget.

- Any excess land sales over $5 million will go to Org. Unit 1945, the Appropriation for Contingencies.

- Research Park land sales revenue is divided 65% to Milwaukee County and 35% to the Research Park Board per County Board Resolution. There are no anticipated land sales of Research Park land for 2004 at this time. (File No. 98-348).

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	2002 Actual	2003 Budget	2004 Budget
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 2004 budget are based upon the 2004 Cost Allocation Plan. The 2004 Plan uses 2002 actual costs as its basis and includes a carryover provision for the difference between the 2002 Plan (which was based on 2000 actual costs) and 2002 actual costs. Reflecting the 2002 carryover in the 2004 budget increases charges to those departments that were undercharged in 2002 and reduces charges to those departments that were overcharged in 2002.

The Central Service Allocation for 2004 reflects the prorated cost for the following services:

Organizational Name	Org. Number	2003 Budget	2004 Budget	2003/2004 Change
Carryover		$ 611,908	$ (2,235,429)	$ (2,847,337)
County Treasurer	3090	673,035	743,483	70,448
County-Wide Audit		231,546	257,061	25,515
DAS-Accounting	1158	596,284	442,962	(153,322)
DAS-Accounts Payable	1159	750,320	817,471	67,151
DAS-Budget	1157	893,874	940,062	46,188
Personnel	1110/1120/1140	3,802,926	3,179,666	(623,260)
DAS-Payroll	1187	273,610	283,859	10,249
DAS-Procurement	1152	1,049,742	976,740	(73,002)
Department of Audit	1001	1,509,004	1,994,884	485,880
Labor Relations	1135	593,026	355,000	(238,026)
TOTAL		$ 10,985,275	$ 7,755,759	$ (3,229,516)

DEPT: CHARGES TO OTHER COUNTY ORGANIZATION UNITS **UNIT NO.** 1935
FUND: General - 0001

ALLOCATION SUMMARY

		2003 Budget	2004 Budget	2003/2004 Change
1000	County Board	$ 49,255	$ 15,701	$ (33,554)
1011	County Executive - General Office	9,648	318	(9,330)
1018	DAS - Office for Persons w/Disabilities	9,533	16,988	7,455
1020	County Board - Intergovernmental Relations	6,325	0	(6,325)
1021	County Executive - Veterans Service	9,759	4,990	(4,769)
1130	Corporation Counsel	29,512	25,576	(3,936)
1040	Office of Community Business Development Partners	11,579	10,706	(873)
1150	DAS- Risk Management	48,028	58,365	10,337
1151	DAS - Administration and Fiscal Affairs Division	12,425	9,522	(2,903)
1160	DAS - Information Management Services Division	238,976	231,755	(7,221)
1190	DAS - Economic and Community Development	30,004	225,142	195,138
2000	Combined Court Related Operations	585,600	778,473	192,873
2430	Department of Child Support	243,593	143,530	(100,063)
3010	Election Commission	9,597	17,780	8,183
3270	County Clerk	19,148	18,772	(376)
3400	Register of Deeds	46,332	61,228	14,896
4000	Sheriff	1,112,644	661,641	(451,003)
4300	House of Correction	748,144	306,030	(442,114)
4500	District Attorney	228,548	122,205	(106,343)
4900	Medical Examiner	47,843	53,136	5,293
5040	DPPI-Airport Division	374,070	411,152	37,082
5080	DPPI-Arch., Eng. & Environ Services Division	206,229	145,279	(60,950)
5100	DPPI-Highway Maintenance Division	161,403	87,810	(73,593)
5300	DPPI-Fleet Management Division	274,930	100,716	(174,214)
5600	Milwaukee County Transit/Paratransit System	375,359	294,305	(81,054)
5700	DPPI-Facilities Management Division	391,267	378,166	(13,101)
5800	DPPI-Director's Office	29,068	42,143	13,075
9000	DPPI-Parks Division	1,224,303	817,224	(407,079)
6300	DHHS - Behavioral Health Division	1,549,750	984,820	(564,930)
7200	DHHS - County Health Programs Division	190,636	181,960	(8,676)
7900	Department on Aging	484,331	317,698	(166,633)
8000	Department of Health and Human Services	1,707,755	698,738	(1,009,017)
9500	Zoo	519,681	527,014	7,333
9910	UW Extension	0	6,876	6,876
	Total Charges to Other Organizational Units	$ 10,985,275	$ 7,755,759	$ (3,229,516)

DEPT: COUNTY-WIDE TRAVEL REDUCTION

UNIT NO. 1936
FUND: General - 0001

OPERATING AUTHORITY & PURPOSE

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

BUDGET SUMMARY			
	2002 Actual	2003 Budget	2004 Budget
County-wide Travel Reduction	$ 0	$ 0	$ (100,000)

The total County-wide appropriation of $1,073,462 for travel (as delineated in the following table) is reduced via this lump sum reduction of $100,000. All expenditures will continue to require the approval of the County Executive. Those that are required by labor contracts/agreements will receive first priority and will be funded at contractually required levels. All other travel will be reviewed and prioritized in a manner to achieve the savings included in this budgeted account. The Department of Administrative Services will work with the County Executive's office to set up a monitoring system to assure that the budgeted savings will occur.

The 2004 budget includes the following appropriations in individual department budgets:

Account	Description	2004
6803	Auto Allowance	$ 504,193
6809	Conference Expenses	191,498
6812	Meetings & Other Authorized Travel	209,217
6805	Education/Seminar Payments	168,554
	Total	$1,073,462

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		2002 Actual		2003 Budget		2004 Budget
Expenditures						
Operating Budget Expenditures	$	3,357,936	$	1,388,523	$	1,388,523
Capital Budget Expenditures		350,000		0		0
Total Potawatomi Expenditures	$	3,707,936	$	1,388,523	$	1,388,523
Revenues						
Operating Budget Revenues	$	3,298,360	$	3,900,000	$	4,000,000
Capital Budget Revenues		350,000		0		0
Total Potawatomi Revenues	$	3,648,360	$	3,900,000	$	4,000,000
Property Tax Levy	$	59,576	$	(2,511,477)	$	(2,611,477)

On February 18, 1999, the County Board adopted a resolution (File No. 99-119) authorizing the execution of an Intergovernmental Cooperation Agreement between the Forest County Potawatomi Community and the City and County of Milwaukee. The Agreement specifies that Milwaukee County will receive an annual payment of 1.5% of the Annual Class III Net Win at the Potawatomi Bingo Casino or $3.24 million, whichever is greater. This annual payment is based on the Net Win at the Potawatomi Bingo Casino for each 12-month period, beginning July 1, 1999. Payment is made to the County on August 15 of each year for the immediately preceding 12-month period, beginning August 15, 2000.

The purpose of this non-departmental budget is to reflect the receipt of Potawatomi Revenue to the County.

For 2004, Potawatomi Revenue is budgeted at a total of $4,000,000, which is based on the monthly Class III Net Win at the Potawatomi Bingo Casino.

In past budgets, Potawatomi Revenue was allocated to specific operating budget programs and capital budget projects. For 2001, operating budget allocations were included in Org. 1937 and administratively transferred to the affected departments during the year. For 2002, these allocations were budgeted directly in departments and shown in Org. 1937 for presentation purposes. In 2003 and 2004, a portion of the appropriation was allocated to operating budget programs and the remainder budgeted in Org. 1937. The allocation of Potawatomi Revenue to programs and projects was intended to address the provision in Resolution File No. 99-119, that "it shall be the policy of Milwaukee County to use the payments received from the Potawatomi tribe for quality of life enhancements and activities that promote economic growth and job opportunities for the benefit of all Milwaukee County residents."

Potawatomi Revenue Allocation		
Program/Service		Amount of Offset
DHHS-BHD Community Services Section	$	337,203
DHHS-BHD AODA Voucher Treatment Program		500,000
DHHS-Disabilities Services Section		350,000
DHHS-Delinquency and Court Services Division		201,320
TOTAL	**$**	**1,388,523**

DHHS-Behavioral Health Division (Org. 6300)

$337, 203 – Community Services Section

$337,203 is allocated to support the Community Services Section programs.

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

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

Department of Health and Human Services (Org. 8000)

$350,000 – Disabilities Service Division

$350,000 is allocated to increase the level of revenue in the Division's Birth-to-Three program to avoid a reduction in Federal revenue due to non-compliance with the Maintenance of Effort expenditure requirement.

$201,320 – Delinquency and Court Services Division

$201,320 is allocated to support the programs of the Delinquency and Court Services Division.

DEPT: RETIREMENT SICK ALLOWANCE PAYMENTS **UNIT NO.** 1939
FUND: General - 0001

OPERATING AUTHORITY & PURPOSE

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

BUDGET SUMMARY	2002 Actual	2003 Budget	2004 Budget
Retirement Sick Allowance Payments*	$ 0	$ 0	$ 8,000,000
Savings	0	0	(612,000)
Property Tax Levy	$ 0	$ 0	$ 7,388,000

* For 2002 and 2003, the cost of sick allowance payout at retirement is absorbed in each department's budget. For 2004, the dollar amount is budgeted in this non-departmental and will be distributed to the departments during 2004.

County-wide Cost of Retirement Sick Allowance Payments	
2001 Actual	$ 1,707,000
2002 Actual	7,000,000
2003 Projected	2,800,000
2004 Projected	8,000,000

Prior to enactment of the 2001-2004 wage and benefit packages, retiring employees were paid unused sick leave either in the form of a lump sum payment, or bi-weekly until paid-out as 'retirement leave.' Due to the period of time that retirement leave was paid out over, employees still accrued pension service credit, sick, vacation and personal hours. The amount of accumulated sick leave that could be utilized under either the lump sum or retirement leave option was capped for non-represented workers at 400 hours plus 16 hours for each additional 100 hours (or increment thereof) of accrued sick leave. The cap for represented workers varied by individual collective bargaining unit and generally ranged from 240 to 400 hours plus 16 hours for each additional 100 hours. Members of the deputy sheriff union had no lump sum payout option. Instead, they were able to receive additional pension service credit for all accrued sick leave.

The 2001-2004 wage and benefit packages eliminated the retirement leave option for covered employees. Instead, all employees hired before January 1, 1994 (pre-1994 hires) were to receive a lump sum payment, without a cap on hours, reflecting all accrued sick leave. Employees who were hired on or after January 1, 1994 (post-1993 hires) were to also receive the full value of their sick leave, without a cap on hours, in the same manner as for pre-1994 hires. However, instead of receiving the value of accrued sick leave as a lump sum payment, retirees hired after 1993 could utilize the value of the accrued hours only as a credit to purchase County health insurance after retirement. These changes did not impact the Deputy Sheriff union, who continue to earn pension credit for accrued sick leave hours.

As of March 15, 2002, the County Board of Supervisors reduced the sick leave payout for non-represented employees to the formula in effect prior to January 1, 2001. As a result, the sick leave payout hours were capped at 400 hours plus 16 hours for each additional 100 hours or part thereof. The option converting sick leave to retirement leave was not reinstated. Represented employees (with the exception of the deputies) continue to have 100% of their sick leave balance paid upon retirement.

On January 23, 2003, the County Board of Supervisors adopted File No. 02-503(a)(j) which directs the County to create a centralized accumulated sick leave funding method based on a percent of payroll.

ACCOUNTING AND BUDGETING FOR SICK ALLOWANCE PAYMENT

The accounting and budgeting issues associated with sick leave payouts for retiring employees are complex and the way in which the liability is addressed depends on the fund individual County departments fall under, whether proprietary (internal service/enterprise) or general fund. Other factors include Government Accounting Standards Board (GASB) rules which determine how expenses accrued in a prior year but paid in a subsequent year are to be booked, and the booking of liabilities for "proprietary funds."

For proprietary fund departments, the County is required under GASB regulations to fund a calculated sick leave and vacation liability. The sick leave is only that sick leave that has a probability of being paid out at retirement. The County has been funding this liability on an annual basis since 1992 with annual amounts going into a reserve. The annual funding amounts are recorded in the County's operating accounts with a final entry recorded each year when the County closes its books. Sick leave payouts for retiring employees are not budgeted in advance. Milwaukee County proprietary fund departments include both Enterprise Fund departments (Airport and DHHS Behavioral Health Division) and Internal Service Fund departments (DAS-Risk Management Section and Information Management Services Division; and the Department of Parks and Public Infrastructure-Architectural, Engineering and Environmental Services Division, Fleet Management Division and Facilities Management Division).

For general fund departments, the County is not required by GASB regulations to book the full cost of vacation and sick leave to be paid as the result of retirement. Instead GASB rules only require the general fund to record a liability for the ". . . amount left unpaid at the end of the reporting period that normally would be liquidated with expendable available financial resources." The County records a liability for any sick leave costs to be paid as the result of retirement, which are incurred in the first sixty days of the new year. Due to the potential for higher than normal retirements in 2004, the County will be budgeting for the sick leave payout for general fund departments in this non-departmental unit.

There are approximately 1,100 employees who are eligible to retire in 2004. If all of these employees retired the County would pay out $15.9 million of sick leave benefits.

The estimated payout of $8,000,000 for 2004 is based on projections of retirement by categorizing eligible employees. No detailed interviews were performed to identify retirements by employee.

Categories examined included age, earnings, potential pension earnings, employee's department and pension category (pre 1982 versus post 1981).

The pre-1982 hires receive pension credit of 2.0% for each year of service plus a 25% maximum increase in the average earnings used to calculate pension payments that is fully earned in April 2004. The post-1981 hires receive pension credit of 2% per year of service, with no increase in average wages for pension payment calculation.

It is estimated that approximately 600 employees will retire in 2004. This is based on an estimate that over half of the approximately 660 pre-1982 hires eligible to retire and over 25% of the approximately 460 post-1981 hires eligible to retire will take retirement in 2004.

DEPT: COUNTY-WIDE PROJECTED RETIREMENT SAVINGS **UNIT NO.** 1941
FUND: General - 0001

OPERATING AUTHORITY & PURPOSE

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

BUDGET SUMMARY	2002 Actual	2003 Budget	2004 Budget
County-wide Projected Retirement Savings	$ 0	$ 0	$ (3,933,000)

This budget includes ($3,933,000) of County-wide savings anticipated to be achieved by keeping positions vacant that are the result of retirements that are anticipated to occur in 2004. As indicated in Org. Unit 1939 - Retirement Sick Allowance Payments, 1,100 County employees are eligible to retire in 2004. As indicated in that write-up, it is estimated that over half of the pre-1982 hires and over 25% of the post 1981 hires, or approximately 600 employees in total, will take retirement in 2004. If, as expected, a large majority of those occur early in 2004 as a result of employees reaching the maximum 25% retirement bonus, it can be expected that most retirees will remain on the County payroll through mid-year. The savings contained in this budget are anticipated to be achieved by delaying the filling of positions or by keeping a percentage of positions vacated.

(If 600 positions were to become vacant through retirement and, on average, the retired employees remained on the payroll through July, one-half year savings would be available from not filling those positions. At an assumed average salary of $50,000 per employee (higher than the County-wide average of approximately $41,000 for all employees), this would mean that potential salary savings of $15,000,000 could be achieved. Clearly, not all positions vacated can remain so, however, to achieve these budgeted savings, approximately 25% of the positions would need to remain vacant for the balance of 2004, given the assumptions made.)

To provide some hedge to these budgeted savings, the land sales budget (Org. No. 1933) includes language in it that any land sale revenue exceeding the budgeted $5 million amount up to $3,933,000 will be held until it is determined that the budgeted retirement savings have been achieved. Land sale revenue exceeding the $5 million amount would be available to offset any shortfall in the retirement savings account.

If retirement savings are not achieved and land sale revenue is not sufficient to cover any shortfall incurred, it will be necessary to apply any shortfall County-wide either through a vacancy and turnover reduction of budgets, through a corrective action to reduce budgets and/or through personnel/service reductions.

To allow for review of all vacated positions and for monitoring of this budget to determine if savings are occurring, the Department of Administrative Services will continue to review and approve the filling of all vacant positions.

DEPT: APPROPRIATION FOR CONTINGENCIES **UNIT NO.** 1945
FUND: General - 0001

OPERATING AUTHORITY & PURPOSE

Pursuant to the provisions of Section 59.60(5)(e) of the Wisconsin Statutes, the Director, Department of Administrative Services may transmit an estimate of funds required as an appropriation for contingencies.

BUDGET SUMMARY	2002 Budget	2003 Budget	2004 Budget
Expenditures	$ 5,417,022	$ 6,417,022	$ 4,417,022
Revenues	0	2,000,000	0
Property Tax Levy	$ 5,417,022	$ 4,417,022	$ 4,417,022

Contingency Appropriation Analysis

	2001	2002
Adopted Appropriations	$ 5,500,000	$ 5,417,022
Transfers In	19,335	5,087,943
Transfer Out	(3,821,779)	(5,756,953)
Year-End Balance	$ 1,697,556	$ 4,748,012

BUDGET COMPARED TO APPROPRIATION TRANSFERS

Year	Adopted Budget	Appropriation Transfers Out
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	5,756,953
2003	4,417,022	848,477 *
2004	4,417,022	
Mean (1994/2003)	$ 4,455,812	$ 2,764,114

*Transfers out through December, 2003

BUDGET HIGHLIGHTS

- Revenue decreases from $2,000,000 to $0 for 2004. In 2003, this revenue represented land sales specifically earmarked to offset the cost of retiree sick leave payments. For 2004, funding for the sick leave payments is provided in a separate non-departmental budget.

- Any excess land sales over $5 million will go to Org. Unit 1945, the Appropriation for Contingencies.

- 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 2004 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.

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

	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Health Benefits-Hospital, Professional, Major Medical & Dental	$ 81,476,337	$ 80,601,606	$ 101,269,028	$ 20,667,422
Employee Group Life Insurance	1,450,167	1,500,598	1,486,866	(13,732)
Unemployment Compensation	158,852	0	0	0
Fringe Benefits	393,000	0	0	0
Annuity - County Mandatory Contribution	413,645	496,375	417,000	(79,375)
Retirement System Contribution-OBRA	274,972	279,727	348,000	68,273
Retirement System Contribution	2,147,000	15,003,841	35,510,000	20,506,159
Medicare Reimbursement to Retired Employees	2,930,049	3,714,216	4,028,728	314,512
Benefit Abatement	0	0	0	0
Health Benefits - Consultant Fees	119,591	183,833	183,833	0
Local Transportation (Transit Pass Program)	284,969	302,400	309,372	6,972
Other Contributions	738,854	1,477,000	2,553,419	1,076,419
Total Expenditures	$ 90,387,436	$ 103,559,596	$ 146,106,246	$ 42,546,650
Abatements	82,672,613	96,182,832	139,033,420	42,850,588
Revenue	7,660,468	7,526,764	7,072,826	(453,938)
Property Tax Levy	$ 54,355	$ (150,000)	$ 0	$ 150,000

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

Increase $20,667,422, from $80,601,606 to $101,269,028

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

	2003 Budget	2004 Budget	Change
Basic Health Benefits, Including Major Medical	$ 46,731,193	$ 57,694,430	$ 10,963,237
Mental Health/Substance Abuse/EAP Carve-Out	1,187,831	1,131,312	(56,519)
Employee Assistance Program	0	83,349	83,349
Health Maintenance Organizations (HMO)	26,589,693	36,276,650	9,686,957
County Dental Plan	1,662,310	1,642,000	(20,310)
Dental Maintenance Organizations (DMO)	1,665,951	1,862,084	196,133
Administrative Expense	2,569,628	2,430,203	(139,425)
Employee Health Plan Waiver	195,000	149,000	(46,000)
Contributions * (Active, Retired, COBRA)	0	0	0
Total Health Benefit Cost	$ 80,601,606	$ 101,269,028	$ 20,667,422

* Contributions (employee, retiree, COBRA, etc.) totaling $6,820,392, which are now reflected as revenue, will partially offset the increase in this object for 2004.

The 2004 budget allows for the maximum increase of 27 percent for the HMO, plus an anticipated retro recall for the premium deficit anticipated in 2003 of $1.75 million. Fifteen percent and 7 percent annual trend increases for medical and dental costs, respectively, result in the projected 2004 increase in the self-funded medical and dental plans.

A five-year comparison of budget and actual experience for health insurance is as follows:

Year	Budget	Actual	Actual % Change
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
2002	$ 77,163,449	$ 81,476,337	17.0

Note: The requested budget was submitted with an increase of $22,615,897. The request was reduced by $1 million based on an analysis by the Controller of the projections on which the request was made. It was further reduced by $1.5 million as a result of having fewer employees on the payroll and, thus, less employee medical costs. Anticipated employee contributions were also reduced by $500,000 from the requested amount due to the impact of having fewer employees on the payroll.

5404 - Employee Group Life Insurance

Decrease $13,732, from $1,500,598 to $1,486,866

The group life insurance appropriation is based on the coverage amount, which in turn is based on employees' salaries. For 2004, employee group life insurance costs decrease $13,732, from $1,500,598 to $1,486,866.

A five-year comparison of budget and actual experience for group life insurance is as follows:

Year	Budget	Actual	Actual % Change
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)
2002	$ 1,449,666	$ 1,450,167	(17.5)

5405 - Annuity - County Mandatory Contribution

Decrease $79,375, from $496,375 to $417,000

The budget for the County's mandatory annuity contribution relates to eligible employees who have been members of the pension system prior to January 1, 1971, at the following rates:

8% of earnings for Deputy Sheriff
8% of earnings for Elected Officials
6% of earnings for Other Employees

A five-year comparison of budget-to-actual experience for the annuity contribution is as follows:

Year	Budget	Actual	Actual % Change
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)
2002	$ 525,000	$ 413,645	(26.9)

5406 – Retirement System Contribution – OBRA

Increase $68,273, from $279,727 to $348,000

The OBRA pension contribution was established as a separate account in 2002 to differentiate the contribution from the Retirement System Contribution made for full-time County employees. The 2003 OBRA contribution was $279,727. For 2004, the contribution to the OBRA Retirement System is $348,000, an increase of $68,273.

A five-year comparison of budget and actual experience for the Retirement System Contribution - OBRA is as follows:

Year	Budget	Actual	Actual % Change
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
2002	$ 274,972	$ 274,972	9.9

5409 - Retirement System Contribution

Increase $20,506,159, from $15,003,841, to $35,510,000

For 2004, $35,510,000 is included for the Retirement System Contribution. The 2004 contribution, payable in early 2005, is based on a new amortization time-frame of 30 years rather than 20 years in accordance with the authority contained in Milwaukee County Code of General Ordinance Section 201.24(3.1)(a).

A five-year comparison of budget-to-actual experience for the Retirement System Contribution is as follows:

Year	Budget	Actual	Actual % Change
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
2002	$ -	$ 2,147,000	2.2

5416 - Medicare Reimbursement to Retired Employees

Increase $314,512, from $3,714,216 to $4,028,728

This account provides for County payment of the Medicare Part B premium for retired employees, including their eligible beneficiaries, over age 65, who retired with 15 or more years of pension-credited service or are on Disability Medicare. The actual cost of the premium will not be finalized by Congress until November. It is estimated that the 2004 rate will increase by 12.3% from $58.70 to $65.90 per month.

A five-year comparison of budget-to-actual experience for Medicare reimbursement to retired employees is as follows:

Year	Budget	Actual	Actual % Change
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
2002	$ 3,320,970	$ 2,930,049	1.1

6148 - Health Benefits - Consultant Fees

No change from $183,833

An appropriation of $183,833 is included to retain outside consultants to assist Human Resources staff in actuarial analysis, ad hoc reporting, requests for proposal and contract/rate negotiations.

6804 - Local Transportation (Transit Pass Program)

Increase $6,972, from $302,400 to $309,372

An appropriation of $309,372 is included to cover the continuation of the County's corporate transit pass program. The County, as the employer, purchases quarterly passes for $117 each, while the employee reimburses the County $30 per quarter through payroll deduction. Approximately 626 bus passes were sold to County employees in 2003, resulting in an increase of $6,972 for this purpose in 2004.

8299 – Other Contributions

Increase $1,076,419, from $1,477,000 to $2,553,419

Costs associated with the County's obligation to United Regional Medical Services in the amount of $2,553,419 for pension-related expenses from the closure of John L. Doyne Hospital are included in this budget for 2004. This number is budgeted based on a preliminary actuarial analysis of the anticipated cost for 2004. A final actuarial analysis is expected December 2003. These expenditures are partially offset by $178,000 in projected revenue.

DEPT: STATE TRUST FUND LOAN PROGRAM

UNIT NO. 1960
FUND: General - 0001

OPERATING AUTHORITY & PURPOSE

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

BUDGET SUMMARY			
	2002 Actual	2003 Budget	2004 Budget
State Trust Fund	$ 0	$ 0	$ 145,000

This non-departmental budget has been established to finance the first payment to the State Trust Fund Loan Program. The State Trust Fund Loan Program is being utilized to finance $539,524 in various Countywide capitalized equipment as part of the 2004 Adopted Capital Improvements Budget.

The State Trust Fund Loan Program, overseen by the State of Wisconsin Board of Commissioners of Public Lands, provides loans to towns, villages, cities, counties and school districts for buildings, roads, sewer and water facilities, equipment, recreation facilities, industrial development or other public purposes.

A list of the capitalized equipment being purchased can be found in the 2004 Adopted Capital Improvements Budget under capital project WO040 - State Trust Fund Loan Program.

Interest rates for the loans are established by the Board of Commissioners and once a loan is approved, the interest rate is set for the duration of the loan. The estimated interest rate is 2.75 percent for a term of five years. The loan represents a current obligation debt of Milwaukee County and is payable annually.

Once a formal loan application is submitted to the Board of Commissioners of Public Lands identifying the capitalized equipment to be purchased, there can be no alterations to the equipment that is ultimately purchased by Milwaukee County.

Future estimated payments of $145,000 will need to be budgeted in subsequent fiscal years until the loan is paid. The loan represents a current obligation debt of Milwaukee County. Based on an estimated interest rate of 2.75 percent, the County will pay $579,668 in interest and principle over the five-year term of the loan.

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			
	2002 Budget	2003 Budget	2004 Budget
Federated Library System	$ 66,641	$ 66,654	$ 66,650

The 2004 budget appropriation of $66,650 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.

BUDGET HIGHLIGHTS

- None.

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			
	2002 Actual	2003 Budget	2004 Budget
Milwaukee County Fund for the Arts	$ 542,500	$ 495,000	$ 371,250

MISSION

The Milwaukee County Fund for the Arts, through the Milwaukee County Cultural Artistic and Musical Programming Advisory Council (CAMPAC), allocates County property tax dollars to support and encourage cultural and artistic activities which have an important impact on the economic well-being and quality of life of the community.

On October 2, 1986, the County Board adopted resolutions (File Nos. 84-466 and 86-463) which specified that a non-departmental account be established for cultural programming to be administered by the County Board, with certain guidelines and criteria for awarding County arts funds. In addition, the Milwaukee County Cultural, Artistic and Musical Programming Advisory Council (CAMPAC) was created to advise the County Board, through the Committee on Parks, Recreation and Culture, with regard to the cultural, artistic and musical programming and endowment/grant components of County arts funding.

On November 9, 1989, the County Board adopted a resolution (File No. 88-631(a)(a)) which authorized and directed the Director of Parks, Recreation and Culture to have administrative authority and responsibility for all County cultural programs previously administered by the County Board. To effectuate this authority, the Appropriation for County Arts Funding was transferred from the non-departmental account, Milwaukee County Fund for the Arts (Org. Unit 1974), to the Parks Department (Org. Unit 9000) operating budget.

The 1991 adopted budget re-established a non-departmental appropriation for County arts funding (Org. 1974). The administrative authority, appropriation request and responsibility for County cultural programs, however, remained with the Parks Department.

On January 17, 1991, the County Board adopted a resolution (File No. 91-18(a)(a)) which authorized and awarded matching grants funds, rental subsidies and Artistic Development Program allocations to eligible organizations and individuals. The Board also authorized the Director of Parks, Recreation and Culture to prepare contractual agreements with specific agencies for community cultural events and to enter into an agreement with the Milwaukee Foundation to administer Milwaukee County's performing and visual arts fund. Allocations of the cultural arts funds are recommended by CAMPAC.

I. Cultural, Artistic and Musical Programming

Under this program, Milwaukee County, through its administrative agent, the Milwaukee Foundation, will enter into contractual relationships with community organizations providing, either at a nominal charge or free to the public, specified cultural, artistic and musical performances, with priority given to those groups using County facilities.

(1) Community Cultural Events Program

Under this program category, Milwaukee County will, on an annual basis, determine the number and type of performances it desires to purchase through the solicitation of a Request for Proposals based on approved eligibility criteria and guidelines.

Community Cultural Events Program		
Agency	2002 Allocations	2003 Allocations
City Ballet	$ 5,000	$ 6,000
Ko-Thi Dance Company	7,500	8,000
Latino Arts, Inc. (Friends of the Hispanic Community)	7,500	8,000
Milwaukee High School Theater Festival	5,000	5,000
Milwaukee Inner City Arts Council	7,500	0
Milwaukee Public Theater	5,500	6,000
Walker's Point Center	4,000	4,000
Community Programming*	30,000	25,000
TOTAL	$ 72,000	$ 62,000

* The 2002 and 2003 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		
Expenditures	2002 Grants	2003 Grants
African American Children's Theatre	$ 3,000	$ 6,599
Artist Series at the Pabst	10,289	0
Bel Canto Chorus	7,932	8,537
Boulevard Ensemble	3,000	5,202
City Ballet	7,347	6,091
Civic Music Association	4,277	3,753
Concord Chamber Orchestra	2,027	2,156
Dance-Sing	5,071	4,919
Danceworks	9,608	8,021
First Stage Milwaukee	14,517	17,376
Florentine Opera Company	24,287	21,676
Foothold	2,904	4,072
In Tandem Theatre	0	4,310
Ko-Thi Dance Company	10,547	11,379
Latino Arts (Friends of Hispanic Community)	9,737	7,936
Milwaukee Ballet	35,032	28,639
Milwaukee Chamber Orchestra	6,362	5,911
Milwaukee Chamber Theatre	12,410	12,447
Milwaukee Children's Choir	1,500	1,500
Milwaukee Children's Theatre	3,090	0
Milwaukee Dance Theatre	4,579	4,310
Milwaukee Inner City Arts Council	3,929	0

Matching Grants Program		
Expenditures (continued)	2002 Grants	2003 Grants
Milwaukee Public Theatre	$ 10,337	$ 9,450
Milwaukee Repertory Theater	50,691	46,647
Milwaukee Symphony Orchestra	109,078	96,923
Milwaukee Youth Symphony	12,100	9,758
Modjeska Youth Theatre Company	4,500	7,386
Musical Offering, Ltd.	1,500	1,500
Next Act Theater	7,871	10,325
Present Music	10,788	9,521
Renaissance Theatreworks	5,986	6,841
Skylight Opera Theater	19,260	19,081
Theater X	8,546	7,673
Walker's Point Theater for the Arts	6,132	5,504
Wild Space Dance Company	7,220	6,037
Woodland Pattern	10,001	8,520
TOTAL	$ 445,455	$ 410,000

(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.

Expenditures	2002 Actual	2003 Allocated
Individual Artists	$10,000	$0

III. Administrative Services

The County Board of Supervisors has entered into an agreement with the Milwaukee Foundation to administer Milwaukee County's performing and visual arts fund under guidelines approved by the County Board of Supervisors.

Expenditures	2002 Actual	2003 Allocated
Milwaukee Foundation	$ 38,000	$ 38,000
Total Arts Funding*	$566,555	$510,000

* Includes State regranting funds of $16,555 for 2002 and $15,000 for 2003.

BUDGET HIGHLIGHTS

- Due to fiscal constraints, the budget decreases $123,750, from $495,000 to $371,250. The County will not receive state regranting funds of $14,000 for 2004 because a budget of at least $475,000 is the threshold required to capture these funds.

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			
	2003 Budget	2004 Budget	2003/2004 Change
Expenditures	$ (12,875,591)	$ (13,149,965)	$ (274,374)
Revenues	5,908,785	6,058,447	149,662
Property Tax Levy	$ (18,784,376)	$ (19,208,412)	$ (424,036)

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 2004 compared to 2003, the amount of depreciation in 2004 compared to 2003 and, finally, the combination of these two entries which determines the tax levy amount for this non-departmental budget.

ADOPTED 2004 BUDGET

DEPT: CAPITAL OUTLAY/DEPRECIATION CONTRA

UNIT NO. 1985
FUND: General - 0001

Org.	Department Name	2003 Capital Outlay	2004 Capital Outlay	2003/2004 Change
1150	DAS-Risk Management	$ 0	$ 0	$ 0
1160	DAS-IMSD	60,000	106,260	46,260
5040	Airport	352,000	718,650	366,650
5080	Arch., Eng. & Environ Srvs	84,709	5,000	(79,709)
5300	Fleet Management	27,600	13,980	(13,620)
5600	Transit/Paratransit	456,500	621,000	164,500
5700	Facilities Management	55,000	0	(55,000)
6300	DHHS-Behavioral Health Division	19,095	7,100	(11,995)
TOTAL		$ 1,054,904	$ 1,471,990	$ 417,086

Org.	Department Name	2003 Depreciation Contra	2004 Depreciation Contra	2003/2004 Change
1150	DAS-Risk Management	$ (18,919)	$ (18,939)	$ (20)
1160	DAS-IMSD	(3,251,091)	(3,501,091)	(250,000)
5040	Airport	(6,450,000)	(6,261,200)	188,800
5080	Arch., Eng. & Environ Srvs	(81,382)	(87,328)	(5,946)
5300	Fleet Management	(2,774,588)	(2,669,125)	105,463
5600	Transit/Paratransit	(2,358,000)	(2,679,000)	(321,000)
5700	Facilities Management	(3,189,490)	(3,089,490)	100,000
6300	DHHS-Behavioral Health Division	(913,361)	(913,361)	0
TOTAL		$ (19,036,831)	$ (19,219,534)	$ (182,703)

DEPT: CAPITAL OUTLAY/DEPRECIATION CONTRA **UNIT NO.** 1985
FUND: General - 0001

Fund Type:	Org. Department Name	Capital Outlay	Depreciation Contra	Net Total Contra
Internal Service	1150-DAS-Risk Management	$ 0	$ (18,939)	$ (18,939)
Internal Service	1160-DAS-IMSD	106,260	(3,501,091)	(3,394,831)
Enterprise	5040-Airport	718,650	(6,261,200)	(5,542,550)
Internal Service	5080-Arch., Eng. & Environ Srvs	5,000	(87,328)	(82,328)
Internal Service	5300-Fleet Management	13,980	(2,669,125)	(2,655,145)
Enterprise	5600-Transit/Paratransit	621,000	(2,679,000)	(2,058,000)
Internal Service	5700-Facilities Mgmt.	0	(3,089,490)	(3,089,490)
Enterprise	6300-DHHS-Behavioral Health Division	7,100	(913,361)	(906,261)
SUBTOTAL		$ 1,471,990	$ (19,219,534)	$ (17,747,544)
Airport Capital Reserve Year-End Closing Entry*				(1,460,868)
TOTAL TAX LEVY IMPACT				$ (19,208,412)

* To accurately budget the effect of the Agreement between General Mitchell International Airport (GMIA) and the carriers serving GMIA, this non-departmental budget reflects the fact that the Airport Capital Reserve will be charged and the general fund balance will be credited for $1,460,868 as a year-end closing entry for the year 2004. This entry includes $4,597,579 for non-terminal depreciation offset by contributions from reserves for $718,650 for capitalized operating items and $5,339,797 for principal on non-terminal GMIA and Lawrence J. Timmerman Airport debt, resulting in the net credit of $1,460,868.

EXPENDITURES/REVENUE SUMMARY

	Expenditure	Revenue	Tax Levy
Capital Outlay-reflects appropriations for Proprietary Fund departments	$ 1,471,990	$	$
Depreciation Contra-offsets depreciation cost in Proprietary Fund departments.	(19,219,534)		
Airport Year-End Closing Entry			
Airport non-terminal depreciation	4,597,579		
Contribution from Capital Improvement Reserves:			
Payment for Airport capitalized operating items		718,650	
Non-Terminal Project Principal		5,339,797	
Totals	$ (13,149,965)	$ 6,058,447	$ (19,208,412)

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			
	2002 Budget	2003 Budget	2004 Budget
Property Tax Levy	$ 218,734,713	$ 219,494,183	$ 219,436,418

STATISTICAL SUPPORTING DATA

	2003 Budget	2004 Budget	2003/2004 Change
General County			
Expenditures	$ 1,110,864,478	$ 1,138,752,554	$ 27,888,076
Revenues	861,417,748	892,228,071	30,810,323
Bond Issues	29,952,547	27,088,065	(2,864,482)
General County Property Tax Levy	$ 219,494,183	$ 219,436,418	$ (57,765)

Summary of 2004 Tax Levy

Dept. No.	Department Description	2004 Budget Expenditures	Revenues	Tax Levy	Type Fund**
Legislative and Executive					
1000	County Board	$ 4,833,888	$ 18,000	$ 4,815,888	GEN
1001	Department of Audit	2,231,621	0	2,231,621	GEN
1011	County Executive-General Office	1,013,229	15,000	998,229	GEN
1020	Intergovernmental Relations	0	0	0	GEN
1021	County Exec-Veteran's Services	276,165	13,000	263,165	GEN
1040	County Exec-Ofc of Community Business Development Partners	576,279	366,325	209,954	GEN
	Total Legislative and Executive	$ 8,931,182	$ 412,325	$ 8,518,857	
Staff Agencies					
1019	DAS-Office for Persons w/Disabilities	$ 605,717	$ 63,500	$ 542,217	GEN
1110	Civil Service Commission	66,969	0	66,969	GEN
1120	Personnel Review Board	158,711	0	158,711	GEN
1130	Corporation Counsel	1,803,847	185,000	1,618,847	GEN
1140	DAS-Human Resources	4,432,149	1,348,379	3,083,770	GEN
1150	DAS-Risk Management	6,127,471	6,425,356	(297,885)	INTER
1151	DAS-Fiscal Affairs	3,677,998	36,000	3,641,998	GEN
1152	DAS-Procurement	870,227	50,000	820,227	GEN
1160	DAS-Information Mgt Services	18,687,530	262,279	18,425,251	INTER
1190	DAS-Economic & Comm Develop*	18,729,859	20,203,316	(1,473,457)	GEN
	Total Staff Agencies	$ 55,160,478	$ 28,573,830	$ 26,586,648	
Sundry Appropriations and Revenues					
1900-1999	Non-Departmentals	$ (27,346,524)	$ 100,202,414	$ (127,548,938)	GEN
	Total Sundry Appropriations and Revenues	$ (27,346,524)	$ 100,202,414	$ (127,548,938)	
Courts and Judiciary					
2000	Combined Court Related Services	$ 40,033,153	$ 12,706,892	$ 27,326,261	GEN
2430	Department of Child Support	18,412,891	18,413,085	(194)	GEN
	Total Courts and Judiciary	$ 58,446,044	$ 31,119,977	$ 27,326,067	

* In 2004 the Department of Economic Development and Housing and Community Development have been merged to form the Department of Economic and Community Development.

Summary of 2004 Tax Levy

Dept. No.	Department Description	2004 Budget Expenditures	Revenues	Tax Levy	Type Fund**
General Government					
3010	Election Commission	$ 1,179,061	$ 62,200	$ 1,116,861	GEN
3090	County Treasurer	993,865	1,475,150	(481,285)	GEN
3270	County Clerk	582,434	553,022	29,412	GEN
3400	Register of Deeds	3,316,168	5,223,394	(1,907,226)	GEN
	Total General Government	$ 6,071,528	$ 7,313,766	$ (1,242,238)	
Public Safety					
4000	Sheriff	$ 73,032,728	$ 13,992,285	$ 59,040,443	GEN
4300	House of Correction	42,571,626	8,003,811	34,567,815	GEN
4500	District Attorney	14,916,381	7,118,401	7,797,980	GEN
4900	Medical Examiner	4,189,308	1,498,300	2,691,008	GEN
	Total Public Safety	$ 134,710,043	$ 30,612,797	$ 104,097,246	
Parks and Public Infrastructure**					
5040	DPPI-Airport	$ 52,650,775	$ 53,739,764	$ (1,088,989)	ENTER
5070	DPPI-Transportation Services	2,753,168	3,450,762	(697,594)	INTER
5080	DPPI-Architect., Engineer & Environ	7,739,505	7,446,201	293,304	INTER
5100	DPPI-Highway Maintenance	16,019,701	15,620,078	399,623	GEN
5300	DPPI-Fleet Management	11,832,520	12,050,168	(217,648)	INTER
5600	Milwaukee Cty Transit/Paratransit	103,099,658	81,336,478	21,763,180	ENTER
5700	DPPI-Facilities Management	30,028,798	10,855,140	19,173,658	INTER
5800	DPPI-Director's Office	367,683	188,833	178,850	GEN
9000	DPPI-Parks	36,350,074	19,517,294	16,832,780	GEN
	Total Parks and Public Infrastructure	$ 260,841,882	$ 204,204,718	$ 56,637,164	
Health and Human Services					
6300	DHHS-Behavioral Health Division	$ 144,479,201	$ 109,863,741	$ 34,615,460	ENTER
7200	DHHS-County Health Programs	62,803,680	41,256,903	21,546,777	GEN
7900	Department on Aging	135,669,699	132,981,810	2,687,889	GEN
8000	Dept of Health & Human Services	166,742,574	143,431,409	23,311,165	GEN
	Total Health & Human Services	$ 509,695,154	$ 427,533,863	$ 82,161,291	

** In 2004, the Department of Public Works (DPW) and Parks Department merged into the Department of Parks and Public Infrastructure (DPPI).

Summary of 2004 Tax Levy

Dept. No.	Department Description	2004 Budget Expenditures	Revenues	Tax Levy	Type Fund**
Recreation and Culture					
9500	Zoological Department	$ 19,705,973	$ 14,766,310	$ 4,939,663	GEN
9700	Museum	3,880,750	0	3,880,750	GEN
9910	University Extension	324,413	115,989	208,424	GEN
	Total Recreation and Culture	$ 23,911,136	$ 14,882,299	$ 9,028,837	
Debt Service					
9960	General County Debt Service	$ 46,192,427	$ 12,320,943	$ 33,871,484	DEBT
	Total Debt Service	$ 46,192,427	$ 12,320,943	$ 33,871,484	
Capital Projects					
1200-1876	Capital Improvements*	$ 61,187,341	$ 61,187,341	$ 0	CAP
	Total Capital Projects	$ 61,187,341	$ 61,187,341	$ 0	
Expendable Trust Accounts					
0601	Office for Disabilities Trust Fund	$ 5,000	$ 5,000	$ 0	TF
0701-0702	DHS-MHD Trust Funds	35,100	35,100	0	TF
0319-0329	Zoo Trust Funds	911,763	911,763	0	TF
	Total Expendable Trust Funds	$ 951,863	$ 951,863	$ 0	
	Total County	$ 1,138,752,554	$ 919,316,136	$ 219,436,418	

* Revenues include $26,603,065 in general obligation bonding, $27,292,906 in reimbursement revenue, $17,350 in construction fund investment earnings, $2,305,746 in sales tax revenues, $3,280,750 in Passenger Facility Charge cash financing, $663,000 in private contributions, $539,524 in revenue from the State Trust Fund Loan Program and $485,000 in Airport revenue bonds.

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

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

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	2002 Actual	2003 Budget	2004 Budget
Earnings on Investments	$ 7,278,185	$ 6,465,000	$ 4,837,500

Earnings on All Funds	$ 8,580,147	$ 8,000,000	$ 5,912,500
Earnings on Trust Funds, Reserves and Other Deferred Interest Liabilities	(1,244,700)	(1,260,000)	(765,000)
Earnings on Proprietary Fund Bonds Allocated to the Capital Fund and Debt Service Fund	(57,262)	(275,000)	(150,000)
Investment Expense			(160,000)
General Fund Earnings	$ 7,278,185	$ 6,465,000	$ 4,837,500

For the 2004 budget, an average investment balance of approximately $215 million at an average interest rate of 2.75 percent will result in $4,837,500 of net investment earnings available to the general fund. The interest rate for the 2004 budget is projected to be lower than the 2003 budgeted rate of 4.00 percent. The average balance available for investment is expected to remain constant at $200 million. The year-end 2002 average balance available for investments was approximately $239 million.

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

Projected earnings of $150,000 on unexpended bond proceeds for proprietary fund departments or restricted general fund projects are anticipated for 2004. 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 $765,000 for 2004.

Beginning in 2004, an appropriation for investment management services is budgeted in the Earnings on Investment Budget. In 2001, the Treasurer's Office entered into a three-year service contract with two automatic renewals with Dana Investment Advisors, Inc. and a one-year service contract in 2002 with three automatic renewals with Marshall & Ilsley Trust Company for investment management services. The decision not to renew the contract is at the discretion of the Treasurer.

The 2004 contract amount for Dana Investment Advisor, Inc is $48,000 for investing $27 million of the County's portfolio. Marshall & Ilsley Trust Company will receive $112,000 in 2004 for investing $145 million of the County's portfolio. The budgeted amount for investment management services is $160,000 for 2004.

The remaining balance of the County's portfolio is not under contract and invested by the Treasurer. The Treasurer may adjust the allocated portfolio balances based on performance.

OPERATING AUTHORITY & PURPOSE

Pursuant to Chapter 79 of the Wisconsin Statutes, the State apportions Shared Revenues to counties on the basis of population, equalized property values, the relative ranking of local purpose revenues, and the value of utility property (at 3 mils times the equalized value for incorporated areas within the county).

BUDGET SUMMARY			
	2002 Actual	2003 Budget	2004 Budget
State Shared Taxes	$ $38,938,032	$ 41,207,056	$ 37,129,675

STATISTICAL SUPPORTING DATA	2002 Actual	2003 Budget	2004 Budget
Aidable Revenues	$ 62,612,675	$ 62,750,068	$ 59,770,205
Utility Payment	889,209	904,427	889,917
County Mandate Relief	3,649,959	3,655,180	(3,429,147)
Maximum - Minimum Adjustment (§79.06)	(8,112,511)	(6,001,319)	
Subtotal State Shared Taxes	$ 59,039,332	$ 61,308,356	$ 57,230,975
State Child Welfare Reallocation	(20,101,300)	(20,101,300)	(20,101,300)
Total State Shared Taxes	$ 38,938,032	$ 41,207,056	$ 37,129,675

Increase/(Decrease) over 2003 **$ (4,077,381)**

Adjustment to 2003 Budget

Explanation of Decrease for 2004 Budget	
Adjustment to 2003 Budget	($626,414)
Change in Utility Payment amount	
(2003 Actual/2004 Budget)	(21,820)
Per Capital Reduction	(3,429,147)
Total	($4,077,381)

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

The 2003 budgeted amount of $41,207,056 has been reduced by the State to $40,573,222. Therefore, the budgeted amount for 2004 reflects a reduction of $626,414 resulting from the reduction in the 2003 base amount.

Utility Payment Component

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

Payments to cities and villages are computed at a rate of six mils ($6 per $1,000 of net book value), while payments to towns are computed at a rate of three mils. Payments to counties are computed at three mils if the property is located in a city or village or at six mils if the property is located in a town. The utility payment component for 2004 is $889,917, which is $21,820 less than the 2003 actual.

Per Capita Reduction

In addition to the modification to the formula, the State Budget Adjustment Bill reduced State Shared Revenue by $40 million on a per capita basis and allocated $20 million each to municipalities and

counties, which results in an estimated decrease of $3,429,147 for Milwaukee County.

Supplemental Payment

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

State Child Welfare Reallocation

Beginning in 1999, in accordance with Wisconsin State Statute 48.561(3), the Wisconsin Department of Administration 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.

Description of Previously Used Components

All of the previous components, excluding the utility payment, are no longer used to calculate State Shared Revenue. Descriptions of the previously used components are presented here as an explanation for prior year budgets.

Aidable Revenues Component

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

County Mandate Relief Component

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

Minimum Guarantee/Maximum Growth Component

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

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			
	2002 Actual	2003 Budget	2004 Budget
State Exempt Computer Aid	$ 3,942,995	$ 3,329,435	$ 3,266,700

Based on the current formula provided by the Wisconsin Department of Revenue, Milwaukee County will receive $3,266,700 in revenue in 2004 to compensate for the exemption of business computers from the property tax rolls. The annual payment is based on the equalized value of the exempt computers, the Milwaukee County equalized value (excluding tax incremental districts) and the property tax levy. Presented in the table below are the equalized values for tax-exempt computers and a comparison of budgeted and actual revenues since 2000.

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

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

	2001 Actual	2002 Actual	2002 Budget	2003 Budget	2004 Budget	2003/2004 Change
County Sales Tax Collections	$ 59,051,537	$ 58,368,585	$ 58,621,600	$ 59,621,600	$ 61,618,000	$ 1,996,400

STATISTICAL SUPPORTING DATA	2002 Actual	2003 Budget	2004 Budget
Estimated County Sales Tax Collections, Excluding Retailer's Discount	$ 59,408,228	$ 60,683,562	$ 62,715,500
State Administrative Fee	(1,039,643)	(1,061,962)	(1,097,500)
Milwaukee County Sales Tax Collections	$ 58,368,585	$ 59,621,600	$ 61,618,000
County Sales Tax Allocated to Capital Improvements	(2,672,070)	(2,672,070)	(2,305,746)
Contribution to General Fund	$ 0	$ 0	$ (25,440,770)
Net County Sales Tax Revenue Available for Debt Service Expenses	$ 55,696,515	$ 56,949,530	$ 33,871,484

On April 1, 1991, Milwaukee County retailers began collecting a 0.5 percent county sales and use tax. Generally, items, which are currently subject to the State's 5.0 percent sales tax, are subject to the county sales and use tax in counties that have enacted the tax. Milwaukee County is currently one of 55 counties in the State of Wisconsin that relies on the sales tax to fund services formerly financed by local property taxes. The county sales and use tax is administered and collected by the Wisconsin Department of Revenue. The 2004 budgeted amount reflects the 1.75 percent state administrative fee.

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

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

The 2004 budget projects growth of approximately 3.35 percent in budgeted sales tax receipts, which represents an increase of approximately 5.57 percent over the 2002 balance of $58,368,585. Projected revenues for 2004 total $61,618,000.

For the 2004 budget, projected sales tax collections exceed debt service costs by $27,746,516. Therefore, $33,871,484 in net sales tax revenues is earmarked for debt service costs and $2,305,746 is dedicated to direct financing of 2004 capital improvements.

Based on the assumptions above, there would be an estimated uncommitted balance of $25,440,770 budgeted for general county purposes.

Pursuant to Resolution File No. 03-263(a)(a), which modified County Ordinances so that surplus sales and use tax revenues can be used to pre-fund

and use tax revenues can be used to pre-fund employee benefit costs or fund anticipated or extraordinary annual increases in such costs, these excess sales tax revenues are available to partially offset the following increased employee benefit costs:

	2003 Budget	2004 Budget	Increase
Sick Leave	$ 0	$ 7,388,000	$ 7,388,000
Pension Contribution	$ 15,003,841	$ 35,510,000	$ 20,506,159
Employee/Retire Medical Costs	$ 80,601,606	$ 101,269,028	$ 20,667,422

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

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			
	2002 Actual	2003 Budget	2004 Budget
Power Plant Revenue	$ 2,834,658	$ 2,790,213	$ 2,745,769

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 2004 totals $2,745,769.

The non-departmental budget, Power Plant Revenue, was created for 2001 because budgeted sales tax revenues exceeded debt service costs by $2,417,385. Prior to June of 2003, Section 22.04, Milwaukee County Ordinances required 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.

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

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, $2,790,213 was budgeted in the Power Plant Revenue Budget.

For 2004, power plant revenue is again budgeted in this non-departmental budget. A total of $2,745,769 in power plant proceeds are budgeted in the Power Plant Revenue Budget.

In accordance with the conditions of the sale of the power plant, the County will receive proceeds until 2011.

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				
	2002 Budget	2003 Budget	2004 Budget	2003/2004 Change
Surplus (Deficit) From Two Years Prior to Year Budgeted	$ 3,305,410	$ 708,645	$ 4,009,963	$ 3,301,318

SURPLUS CALCULATION

2002 Expenditures and Encumbrances		
Expenditure Appropriation	$	1,293,950,821
Less: Actual Expenditures and Encumbrances		(1,231,435,081)
Appropriation Carryover to 2003		(76,090,505)
Available Appropriation, December 31, 2002	$	(13,574,765)
2002 Revenues		
Revenue Appropriation	$	(1,243,621,171)
Less: Actual Revenues		1,174,433,459
Appropriation Carryover to 2003		75,254,242
Excess Appropriation, December 31, 2002	$	6,066,530
Adjustments to Surplus		
Transfer to Reserve for Debt Service	$	11,518,198
Other Adjustments		0
NET ADJUSTMENTS	$	11,518,198
2002 SURPLUS FOR 2004 BUDGET	$	4,009,963

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			
	2002 Actual	2003 Budget	2004 Budget
Other Miscellaneous Revenue	$ 1,012,098	$ 671,686	$ 40,000

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

Year	Revenue
1997	$570,181
1998	751,969
1999	61,079
2000	18,546
2001	1,753,959
2002	1,012,098

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

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

For 2004, no TID revenue is expected from the City of Milwaukee. Suburban TID revenue will not be determined until after adoption of the County's 2004 Budget. Revenue from the cancellation of uncashed checks is currently estimated at $40,000.

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.

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

BUDGET SUMMARY				
Account Summary	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Personal Services (w/o EFB)	$ 14,848,568	$ 14,384,542	$ 15,089,123	$ 704,581
Employee Fringe Benefits (EFB)	4,422,543	4,884,101	7,836,100	2,951,999
Services	9,365,218	9,478,199	9,232,976	(245,223)
Commodities	327,142	290,261	313,274	23,013
Other Charges	0	0	354,409	354,409
Capital Outlays	10,020	46,195	27,362	(18,833)
County Service Charges	16,251,144	16,433,000	17,025,174	592,174
Abatements	(10,530,282)	(9,778,576)	(9,845,265)	(66,689)
Total Expenditures	$ 34,694,353	$ 35,737,722	$ 40,033,153	$ 4,295,431
State & Federal Revenue	6,876,891	6,185,025	8,719,206	2,534,181
Other Revenue	3,957,085	3,964,575	3,987,686	23,111
Total Revenues	$ 10,833,976	$ 10,149,600	$ 12,706,892	$ 2,557,292
Direct Property Tax Levy	$ 23,860,377	$ 25,588,122	$ 27,326,261	$ 1,738,139

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*				
Account Summary	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Central Service Allocation	$ 560,640	$ 585,600	$ 778,473	$ 192,873
Courthouse Space Rental	5,762,544	5,444,259	5,273,653	(170,606)
Document Services	151,536	167,343	131,629	(35,714)
Tech Support & Infrastructure	262,383	289,302	171,876	(117,426)
Distribution Services	37,760	55,471	26,565	(28,906)
Telecommunications	173,295	183,471	96,205	(87,266)
Record Center	238,542	257,842	275,056	17,214
Radio	0	0	0	0
Personal Computer Charges	123,954	102,527	16,600	(85,927)
Applications Charges	127,873	98,560	63,291	(35,269)
Total Charges	$ 7,438,527	$ 7,184,375	$ 6,833,348	$ (351,027)
Direct Property Tax Levy	$ 23,860,377	$ 25,588,122	$ 27,326,261	$ 1,738,139
Total Property Tax Levy	$ 31,298,904	$ 32,772,497	$ 34,159,609	$ 1,387,112

* 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.

ORGANIZATIONAL COST SUMMARY					
DIVISION		2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Family Court Commissioner	Expenditure	$ 3,392,131	$ 3,365,240	$ 3,632,272	$ 267,032
	Abatement	(2,643,327)	(2,159,770)	(2,318,250)	(158,480)
	Revenue	261,565	305,412	324,346	18,934
	Tax Levy	$ 487,239	$ 900,058	$ 989,676	$ 89,618
Register in Probate	Expenditure	$ 2,128,087	$ 2,296,089	$ 2,399,552	$ 103,463
	Abatement	(313,413)	(310,092)	(289,487)	20,605
	Revenue	581,299	586,110	561,910	(24,200)
	Tax Levy	$ 1,233,375	$ 1,399,887	$ 1,548,155	$ 148,268
County Funded State Court Services	Expenditure	$ 39,704,417	$ 39,854,969	$ 43,846,594	$ 3,991,625
	Abatement	(7,573,542)	(7,308,714)	(7,237,528)	71,186
	Revenue	9,991,112	9,258,078	11,820,636	2,562,558
	Tax Levy	$ 22,139,763	$ 23,288,177	$ 24,788,430	$ 1,500,253

PERSONNEL SUMMARY				
	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Personal Services (w/o EFB)*	$ 14,848,568	$ 14,384,542	$ 15,443,532	$ 1,058,990
Employee Fringe Benefits (EFB)	$ 4,422,543	$ 4,884,101	$ 7,836,100	$ 2,951,999
Position Equivalent (Funded)**	338.4	310.7	311.6	0.9
% of Gross Wages Funded	96.3	92.2	94.8	2.6
Overtime (Dollars)***	$ 146,307	$ 200,004	$ 162,504	$ (37,500)
Overtime (Equivalent to Positions)	3.5	5.2	3.8	(1.4)

* Includes funds for 2004 represented employee pay increases that have been placed in an allocated contingency account.

** For 2002, 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)
Family Court Commissioner	Abolish	1/.75	Family Court Commissioner	$ (81,706)
Court Reporter	Abolish	1/1.0	Cty Funded State Crt Sys	(2,286)
Human Resources Manager	Transfer	1/1.0	Cty Funded State Crt Sys	69,336
			TOTAL	$ (14,656)

TOTAL COMBINED COURT RELATED OPERATIONS REVENUES				
Account Summary	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Licenses & Permits	$ 113,940	$ 121,500	$ 121,500	$ 0
Fines and Forfeitures	652,122	538,123	634,000	95,877
Interest Income	335,934	315,000	310,000	(5,000)
State Grants & Reimbursements				
Reimbursement for Court Reporters	378,876	367,642	389,004	21,362
Court Support Grant	3,678,825	3,606,126	3,596,258	(9,868)
Guardian ad litem Fees	1,039,606	1,002,370	2,955,325	1,952,955
Permanency Plan Review	459,209	404,829	544,828	139,999
Interpreter Expenses	152,897	120,000	228,920	108,920
Other Misc. State Grants & Reimburse.	49,750	24,038	26,769	2,731
Federal Grants & Reimbursement	1,167,728	660,020	978,102	318,082
Court Fees and Revenue	2,622,874	2,740,353	2,645,540	(94,813)
Record & Filing Fees	156,869	159,800	153,800	(6,000)
Other Revenue	75,346	89,799	122,846	33,047
Total Revenue	$ 10,883,976	$ 10,149,600	$ 12,706,892	$ 2,557,292

MISSION

The mission of Combined Court Related Operations is to provide circuit courts, attorneys, persons proceeding without an attorney and all other persons involved in circuit court proceedings or other functions of the circuit courts with courteous, proficient and professional services which facilitate the operations of the circuit court system.

DEPARTMENT DESCRIPTION

The Department of Combined Court Related Operations includes the following three divisions: Family Court Commissioner, Register of Probate and County Funded State Court Services.

The **Family Court Commissioner Division** has three sections, the General Office Unit, Child 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 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 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

- During 2004, Milwaukee County will continue to 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.

Major Expenses	2003 Budget	2004 Budget	2003/2004 Change
Legal Fees-General	$ 385,000	$ 413,200	$ 28,200
Guardian ad Litem Fees	2,975,325	2,955,325	(20,000)
Adversary Counsel Fees	1,475,000	1,300,000	(175,000)
Psychiatrist Fees	523,747	522,143	(1,604)
Transcript Fees Outside Services	142,500	152,300	9,800
Interpreter Fees	193,000	228,920	35,920
Juror Expenses (Meals, Hotel, Fees)	750,600	751,300	700
TOTAL	$6,445,172	$6,323,188	$ (121,984)

- The State of Wisconsin has appropriated $18.7 million for payments to counties under the Circuit Court Support Grant Program for State fiscal year 2003-2005. A county's circuit court support payment is based on the following: 1) $42,275 is paid for each county's circuit court branch, with shared branches serving overlapping counties receiving a proportional share of this amount based on judicial weighted caseload; 2) $10,000 is provided for each county with one or fewer branches; and 3) remaining funds available under the State's appropriation are apportioned to counties having more than one branch, based on population.

  For 2004, $3,596,258 is budgeted for the Circuit Court Support Grant, which is $9,868 less than the 2003 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 2003-2005, $4,738,500 is appropriated to be distributed to counties based on each county's proportionate share of: 1) court branches; 2) revenue generated by the circuit court support fee; and 3) the number of cases that would likely involve GAL services (case filings under Chapters 48, 55, 767, and 880, Wisconsin Statutes).

- The 2004 bailiff staffing plan provides for 111 sworn positions, including 107 Deputy Sheriff 1 (10 positions are in Personal Services Lump Sum for a total of 97 Deputy Sheriff positions),

three Sergeants, one Captain and one Clerk Typist 3 and overtime dollars which provide full-time and vacation relief coverage for 88 posts. The crosscharge of $9,149,679 from the Sheriff's Department is an increase of $856,844 from the 2003 Budget, primarily due to an increase in fringe benefit costs.

BAILIFF POSTS	
Felony Judges	24
Misdemeanor Judges	20
Inmate Bullpens	5
Preliminary Hearings	3
Criminal Intake	2
Traffic Intake	1
Out-of-Custody Court	1
Civil Branches and Commissioners	2
Family Branches and Commissioners	8
Children's Court Judges and Commissioners	19
Jury Management	1
Domestic Violence Oversight Grant Initiative	2
Total Posts	88

- The 2004 Budget reflects a zero wage increase for all non-represented and Executive Compensation Plan (ECP) positions. In addition, ECP positions are not provided step increases or performance awards in 2004 as allowed in County Ordinance Section 17.265 (3). These reductions reduce expenditures $72,526.

- A total of $354,409 in personal service appropriations is placed into an allocated contingency account within this department. This amount represents the anticipated cost of pay increases, excluding step increases, associated with represented employees. The disposition of these funds will be determined, with County Board approval, after negotiations with represented employee unions are completed.

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

FAMILY COURT COMMISSIONER DIVISION

- 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 2004 crosscharge to the Department of Child Support increases $175,016, from $1,830,293, to $2,005,309, due primarily to an increase in fringe benefits.

- ($81,706) Abolish .75 FTE Family Court Commissioner

  One position of Family Court Commissioner in the 4-D Section was laid off in 2003 and is abolished in 2004 for a savings of $81,706. The savings appear in the Department of Child Support because the 4-D Section of the Family Court Commissioner Division is charged 100% to the Department of Child Support.

- The $390,196 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 2004, the actual revenue received from these sources exceeds actual expenditures, the State mandates that the excess revenue be set aside in a reserve account to offset future operating costs in this section. For 2004, a contribution of $43,696 from the reserve is budgeted for a zero tax levy in this section.

- Personal Services have been reduced $73,248 to establish a net salary budget that is 96% of gross wage. For 2003, the net salary budget was 97% of gross wages.

REGISTER IN PROBATE DIVISION

- Personal Services have been reduced $59,676 to establish a net salary budget that is 94% of gross wages. For 2003, the net salary budget was 96% of gross wages.

- Legal Fees increase $13,200, from $220,000 to $233,200, 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 remains at the 2003 level of $92,370.

COUNTY FUNDED STATE COURT SERVICES DIVISION

- A total of $1,875,521 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 $96,554 (including fringe benefits) for the Pretrial Services Coordinator position. The 2004 Budget includes a reduction of $86,388 to the program to absorb the cost of the Pre-trial Services Coordinator position that was created in 2000. The Chief Judge is responsible for managing and monitoring the pretrial programs developed by the Chief Judge's Work Group for Pretrial Services.

- The 2004 Budget includes the Legal Resource Center in the County Funded State Court Services Division. An appropriation of $179,192 is provided within a contractual account within the Chief Judge's section to provide for these services. The Milwaukee County Legal Resource Center opened May 1, 1996 under the control of the Chief Judge and the Clerk of Circuit/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.

- For 2004, the Domestic Violence Judicial Oversight Initiative includes eight positions with a personal services cost of $598,794. In addition, one Bailiff is funded along with crosscharges for rent, telephone and IMSD services. Total expenditures associated with this grant are budgeted at $861,800 for 2004 completely offset with Federal grant revenue.

- Personal Services for the County Funded State Court Services Division have been reduced $779,964 to establish a net salary budget that is 95% of gross wages. For 2003, the net salary budget was 91% of gross wages.

- One position of Audio Visual Technician created in 1999 is continued at a Personal Service cost of $58,812 including the cost of fringe benefits. The cost of this position is 83% offset with 1999 Local Law Enforcement Block Grant revenue. Continued in 2004, the Local Law Enforcement Block Grant is funding $17,000 in maintenance contracts for the videoconferencing equipment and $24,626 for new equipment. These additional expenses are 90% offset with revenue. Total tax levy commitment for both items is $14,405.

- The budget for other court-ordered services decreases $92,000 to better reflect actual experience. Major changes include a reduction of $175,000 in Adversary Counsel Fees, from $1,475,000 to $1,300,000; $21,000 increase in Psychiatrist Fees, from $367,000 to $388,000; $9,300 increase in Transcript Fees Outside Services, from $142,500 to $151,800; $37,000 increase for Interpreter Fees, from $190,000 to $227,000 and Guardian ad Litem Fees remain at $2,750,325.

- Juror costs are budgeted at $751,300 for 2004 which is an increase of $700 from the 2003 Budget. This includes $678,600 for Juror Fees, $62,700 for Juror Meals and $10,000 for Juror Hotel bills.

- ($95,832) Transfer 1 HR Manager Courts

  One position of Human Resources Manager Courts is transferred to Combined Court Related Operations from the DAS-Human Resources at a cost, including fringe benefits, of $95,832. This transfer was requested by Courts to more

accurately reflect to whom this position reports and from which department it takes its direction.

- ($2,286) Abolish 1 Court Reporter

  This position is abolished due to an agreement with the State that when Court Reporter positions become vacant, the position is abolished as a County job and recreated as a State position.

- Appropriations for books and periodicals for judges decreases $7,860, from $88,360 to $80,500.

- State reimbursement increases $2,178,946, from $5,432,635 to $7,611,581. 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	**2003 Budget**	**2004 Budget**	**2003/2004 Change**
Court Support Grant	$3,606,126	$ 3,596,258	$ (9,868)
Guardian ad Litem Fees	910,000	2,862,955	1,952,955
Permanency Plan Review	404,829	507,675	102,846
Interpreter Expenses	120,000	228,920	108,920
Reimbursement for Court Reporters	367,642	389,004	(340,873)
Support Staff for Chief Judge	24,038	26,769	2,731
TOTAL	$5,432,635	$ 7,611,581	$ 2,178,946

- The Clerk of Circuit Courts is requested to report to the Finance and Audit Committee in July on the status of the GAL and Interpreter Fee revenues.

- For 2004, the Permanency Plan Review Project has expenditure authority of $544,589, 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 $100,000, from $530,000 to $630,000, based on experience.

ACTIVITY & STATISTICAL SUMMARY	2002 Budget	2002 Actual	2003 Budget	2004 Budget
FAMILY COURT COMMISSIONER DIVISION				
Divorce/Compel Support Motions Scheduled	7,000	10,069	7,000	9,950
Paternity Motions Scheduled	28,000	33,148	28,000	30,000
Domestic Abuse/Child Abuse TRO Hearings	3,100	3,229	3,100	3,200
Domestic Abuse Injunction Hearings	3,500	5,502	3,500	5,000
Default Hearings Heard for Judges	900	1,088	900	1,050
"Walk-In" Matters-Divorce/Paternity	4,000	3,349	3,900	3,500
Review of Stipulations/Issuances of Orders	2,400	2,113	2,400	2,400
Case Inquiries-By Phone and Mail	9,000	4,846	6,000	5,000
Referrals from Judges for FCC Hearings	100	76	100	100
Review and Sign Orders Presented to FCC	17,000	16,849	17,000	17,000
REGISTER IN PROBATE DIVISION				
Informal Administration	1,825	1,691	1,750	1,725
Adult Adoptions	5	4	5	5
Trust, Openings	85	82	80	45
Wills for Safekeeping	200	135	130	130
Guardianships/Conservatorship Opened	825	733	720	810
Protective Placement Cases Filed	630	500	505	520
Mental Commitment Cases Filed	2,985	3,485	3,400	3,575
Probate Proceeding in Court	325	272	285	285

ACTIVITY & STATISTICAL SUMMARY (continued)				
	2002 Budget	2002 Actual	2003 Budget	2004 Budget
COUNTY FUNDED STATE COURT SERVICES DIVISION				
Family Section				
Total Family Cases Filed	14,500	16,811	14,700	16,000
Divorce Cases Filed (27%)	3,900	3,900	3,800	3,900
Other Family Matters Filed (27%)	3,800	6,100	4,000	5,100
Paternity Cases Filed (46%)	6,800	6,811	6,900	7,000
Cases Disposed	14,300	17,847	15,400	16,300
Cases Pending End-of-Year	6,700	5,747	6,000	5,700
Criminal Section				
Cases Filed	81,500	76,009	82,500	77,000
Cases Disposed	81,000	72,352	82,000	75,000
Cases Pending End of Year	12,500	14,915	13,000	15,000
Traffic Cases Filed	54,900	47,081	54,900	46,500
Criminal Traffic Cases Filed	9,000	11,800	10,000	13,000
Misdemeanor Cases Filed	11,500	10,472	11,400	10,500
Felony Cases Filed	6,100	6,656	6,200	7,000
Civil Section				
Cases Filed	48,000	48,439	49,500	49,000
Cases Disposed	49,000	50,519	49,500	49,000
Cases Pending End of Year	5,200	5,329	5,500	5,500
Small Claims Filed	37,200	36,214	37,500	37,000
Large Claims Filed	10,800	12,225	12,000	12,000
Children's Section				
Cases Filed	10,000	8,447	9,000	8,000
Cases Disposed	9,000	7,860	9,000	8,300
Cases Pending End of Year	3,000	2,832	3,000	2,700
Delinquency Petitions	4,000	3,100	3,500	2,700
CHIPS	3,000	2,106	2,500	1,900
Other Juvenile Matters	3,000	3,241	3,000	3,400

DEPT: DEPARTMENT OF CHILD SUPPORT

UNIT NO. 2430
FUND: General - 0001

OPERATING AUTHORITY & PURPOSE

The Department of Child Support implements and administers the Child Support Enforcement Act pursuant to Title IV-D of the Federal Social Security Act and Sections 49.22 and 59.53(5) of the Wisconsin Statutes, under contract with the State Department of Workforce Development. Title IV-D of the Federal Social Security Act applies to custodial parents receiving public assistance. Cases are referred by the Department of Human Services, W-2 agencies and the Milwaukee Bureau of Child Welfare when a custodial parent or child is eligible for any one of a variety of benefits. The Department of Child Support works cooperatively with other County departments to comply with the IV-D program mandates. Title IV-D legislation requires the Department to provide services to locate parents, establish paternity, enforce and establish child support and medical support orders. Non-W-2 custodial parents may also apply to receive the Child Support Services that are provided to IV-D eligible custodial parents.

BUDGET SUMMARY

Account Summary	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Personal Services (w/o EFB)	$ 8,402,439	$ 8,428,315	$ 8,567,791	$ 139,476
Employee Fringe Benefits (EFB)	2,520,621	2,954,165	4,679,555	1,725,390
Services	1,976,053	1,548,057	1,623,841	75,784
Commodities	89,451	155,512	152,248	(3,264)
Other Charges	0	0	223,226	223,226
Capital Outlay	116,720	105,370	105,370	0
County Service Charges	4,464,380	4,248,142	4,602,872	354,730
Abatements	(1,375,506)	(1,700,620)	(1,542,012)	158,608
Total Expenditures	$ 16,194,158	$ 15,738,941	$ 18,412,891	$ 2,673,950
Total Revenues	$ 16,157,203	$ 16,229,271	$ 18,413,085	$ 2,183,814
Direct Property Tax Levy	$ 36,955	$ (490,330)	$ (194)	$ 490,136

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*

Account Summary	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Central Service Allocation	$ 256,920	$ 243,593	$ 143,530	$ (100,063)
Courthouse Space Rental	459,252	433,888	420,291	(13,597)
Document Services	29,909	32,283	34,112	1,829
Tech Support & Infrastructure	149,230	454,646	401,069	(53,577)
Distribution Services	56,960	56,489	54,732	(1,757)
Telecommunications	65,874	63,000	41,250	(21,750)
Records Center	31,199	26,400	35,823	9,423
Radio	0	0	0	0
Personal Computer Charges	2,860	820	0	(820)
Applications Charges	104,874	156,168	294,705	138,537
Total Charges	$ 1,157,078	$ 1,467,287	$ 1,425,512	$ (41,775)
Direct Property Tax Levy	$ 36,955	$ (490,330)	$ (194)	$ 490,136
Total Property Tax Levy	$ 1,194,033	$ 976,957	$ 1,425,318	$ 448,361

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

PERSONNEL SUMMARY				
	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Personal Services (w/o EFB)*	$ 8,402,439	$ 8,428,315	$ 8,791,017	$ 362,702
Employee Fringe Benefits (EFB)	$ 2,520,621	$ 2,954,165	$ 4,679,555	$ 1,725,390
Position Equivalent (Funded)**	218.4	203.4	205.3	1.9
% of Gross Wages Funded	92.0	92.1	95.8	3.7
Overtime (Dollars)***	$ 36,486	$ 78,168	$ 0	$ (78,168)
Overtime (Equivalent to Positions)	1.0	2.2	0.0	(2.2)

* Includes funds for 2004 represented employee pay increases that have been placed in an allocated contingency account.

** For 2002, the Position Equivalent is the budgeted amount.

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

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

ORGANIZATIONAL COST SUMMARY					
DIVISION		2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Administrative Services	Expenditure	$ 1,416,740	$ 1,690,359	$ 1,613,379	$ (76,980)
	Abatement	(523,422)	(788,149)	(571,213)	216,936
	Revenue	1,199,465	2,484,159	1,053,787	(1,430,372)
	Tax Levy	$ (306,147)	$ (1,581,949)	$ (11,621)	$ 1,570,328
Enforcement/ Establishment & Legal	Expenditure	$ 14,456,766	$ 13,877,182	$ 16,198,978	$ 2,321,796
	Abatement	(820,696)	(871,388)	(936,320)	(64,932)
	Revenue	13,540,466	12,551,711	15,504,853	2,953,142
	Tax Levy	$ 95,604	$ 454,083	$ (242,195)	$ (696,278)
Family Support	Expenditure	$ 1,696,158	$ 1,872,020	$ 2,142,546	$ 270,526
	Abatement	(31,388)	(41,083)	(34,479)	6,604
	Revenue	1,417,272	1,193,401	1,854,445	661,044
	Tax Levy	$ 247,498	$ 637,536	$ 253,622	$ (383,914)

MISSION

The Department of Child Support, through the utilization of community resources, promotes family stability, creating a better quality of life for the children of Milwaukee County.

DEPARTMENT DESCRIPTION

The Department has five divisions: Establishment, Enforcement, Financial, Legal, and Operations. The Establishment Division is responsible for establishing paternity, obtaining support orders, and

maintaining the Customer Service unit. The Enforcement Division handles income withholding, contempt actions, modification reviews, interstate enforcement, and outstation services. The entry of family court orders on Wisconsin's Kids Information Data System (KIDS) and the proper disbursement of support payments is the focus of the Financial Division. The Legal Division represents the Department in family court hearings. The Operations Division is responsible for maintaining the infrastructure of the Department: its human resources, computers, supplies, and budget.

The **Establishment Division** has four units: Case Initiation, Paternity Establishment, Order Establishment, and Customer Service. Case Initiation schedules all paternity interview appointments. This area receives referrals from W-2 agencies, individuals applying for services, Foster Care and Kinship Care providers. The Paternity Establishment unit's primary responsibility is to interview mothers and potential fathers to establish paternity for the children of Milwaukee County. The Order Establishment unit prepares pleadings to establish support orders. The Customer Service unit supports all areas of the Department by responding to customers, case management and financial questions.

The **Enforcement Division** monitors cases to ensure timely payment of child support orders. If necessary, the Division takes administrative and/or legal action. Staff also locates parents who are not paying support, and finds income and assets that may be used to satisfy support orders. The Division also monitors automated delinquency reports, performs address and employment searches, and sends enforcement warning letters to delinquent payers. The Income Withholding section sends income withholding notices to employers when employment is reported by the payer, the payee, or through the Federal or State new-hire directories. Applicants for child support services automatically receive tax intercept services. The Internal Revenue Service (IRS) and the State Department of Revenue (DOR) intercept refunds due to support payers with outstanding support debts. The Division has begun to utilize new enforcement tools to collect child support arrears. Financial Institution Data Match (FIDM) and Lien Docket have been successfully implemented.

This division also conducts reviews of child support orders, upon request, if an order is more than three years old or circumstances in either or both households have changed substantially since the last support order was set. The Enforcement Division also handles medical support orders. The Interstate unit of the Enforcement Division works with other states to establish paternity and support orders, and to enforce existing orders.

The **Financial Division** is responsible for maintaining the Milwaukee County family court orders on KIDS and the statewide support computer system. The Division has two sections, Case Maintenance and Case Operations.

The Case Maintenance section is charged with entering all court orders on KIDS so that support payments properly pay out to the custodian as ordered. The Fiscal Assistants in this section process an average of 3,000 court orders per month.

Employees in the Case Operations section make sure that support payments flow through the case accounts and pay out in an accurate, timely manner. This section is responsible for manually allocating payments to cases which cannot be processed automatically, pulling files and receipts to help co-workers review cases, retrieving files, and printing payment records for the courts, participants, agencies and co-workers. This section also performs financial record reviews for cases that are placed upon the State Support Lien Docket.

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

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 2004 budget is based on the Department meeting certain performance standards in order to achieve full incentive revenue of $4,025,814, the 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 the following four areas of Federal performance standards:

  - Increase paternity establishment by .1 percentage point from 89.9% to 90.0%.

  - Increase collection rate by .25 percentage point from 52.2% to 52.45%.

  - Increase order establishment rate by 1.5 percentage points 73.2% to 74.7%.

  - Increase collection on arrears by .1 percentage points from 44.5% to 44.6%.

- Departmental expenditures total $18,412,891 plus $1,542,012 in allocated charges for total expenditures of $19,954,903 for 2004. Revenue is estimated to be $18,413,085. If, during 2004, 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.

- Personal services savings due to 2003 layoffs and holding additional positions vacant continues into 2004 and totals $216,717, offset by $143,033 in lost State revenue and $3,346 in unemployment, for a net savings of $70,338.

- Process Services Fees are increased $45,383, from $146,112 to $191,495, due to experience.

- Capital Outlay for equipment remains at the 2003 level of $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.

- The appropriation for DP supplies increases $10,000, from $16,500 to $26,500, due to more expensive supplies for replacement printers.

- Due to fiscal constraints, minor office and DP equipment decrease $32,000, from $54,165 to $22,165.

- An appropriation of $21,736 is budgeted to cover the recycling cost of confidential child support materials.

- Miscellaneous revenue decreases $1,074,001, from $1,084,000 to $10,000. This is due to the inclusion in 2003 of one-time revenue from checks that were issued prior to 1996 and never cashed and so were cancelled. $10,000 remains in the account for repayment of court costs on older cases.

- The State has allocated $201,000 for the sole purpose of reconciling approximately 7,500 child support orders that were formerly expressed as a percentage of income. The funds must be expended only on this project and are subject to reduction if the project is not completed by September 30, 2004.

- The crosscharges to the Child Support program from the Family Court Commissioner, District Attorney and Clerk of Circuit Court are reviewed annually. Crosscharges are adjusted to reflect appropriate staffing levels, the percentage of operating expenses related to Child Support Enforcement activities, and the projected revenues from Child Support Enforcement operations. The Child Support service charges from the serving departments are as follows:

CROSSCHARGES FROM OTHER COUNTY AGENCIES			
	2003 Budget	2004 Budget	2003/2004 Change
Family Court Commissioner	$1,830,293	$ 2,005,309	$ 175,016
Clerk of Court	679,951	882,177	202,226
District Attorney	117,068	118,438	1,370
TOTAL	$2,627,312	$ 3,005,924	$ 378,612

- The 2004 Budget reflects a zero wage increase for all non-represented and Executive Compensation Plan (ECP) positions. In addition, ECP positions are not provided step increases or performance awards in 2004 as allowed in County Ordinance Section 17.265 (3). These reductions reduce expenditures $52,862.

- A total of $223,226 in personal service appropriations is placed into an allocated contingency account within this department. This amount represents the anticipated cost of pay increases, excluding step increases, associated with represented employees. The disposition of these funds will be determined, with County Board approval, after negotiations with represented employee unions are completed.

- 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."

DEPT: ELECTION COMMISSION

UNIT NO. 3010
FUND: General - 0001

OPERATING AUTHORITY & PURPOSE

Pursuant to Sections 7.10, 7.21 and 7.60 of the Wisconsin Statutes, this department prepares, prints, distributes and has custody of ballots, including absentee, Braille and sample ballots; canvasses returns and certifies them to the State Elections Board; advertises all elections held on a Federal, State and County-wide basis in community and minority newspapers; distributes, receives and verifies the legality of nomination papers and recall petitions filed; receives Code of Ethics forms; audits campaign finance reports and registration forms of candidates and committees; maintains election records and files; prorates charges to municipalities and school boards for election services provided; reviews election laws; registers City of Milwaukee electors; conducts recall elections; conducts recount proceedings and special elections; issues certificates of election to County Supervisors, the County Executive and five County constitutional officers; provides a statistical election booklet every other year; prints Congressional, Supervisor, State Senate and Assembly maps; and attends meetings relative to the office.

BUDGET SUMMARY

Account Summary	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Personal Services (w/o EFB)	$ 166,868	$ 163,834	$ 180,342	$ 16,508
Employee Fringe Beneffits (EFB)	40,056	51,942	92,130	40,188
Services	1,345,484	292,530	899,047	606,517
Commodities	971	3,139	2,075	(1,064)
Capital Outlay	0	1,502	0	(1,502)
County Service Charges	120,380	107,273	129,997	22,724
Abatements	(117,322)	(105,471)	(124,530)	(19,059)
Total Expenditures	$ 1,556,437	$ 514,749	$ 1,179,061	$ 664,312
Direct Revenues	$ 42,847	$ 47,000	$ 62,200	$ 15,200
Direct Property Tax Levy	$ 1,513,590	$ 467,749	$ 1,116,861	$ 649,112

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*

Account Summary	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Central Service Allocation	$ 11,208	$ 9,597	$ 17,780	$ 8,183
Courthouse Space Rental	59,472	56,192	54,431	(1,761)
Document Services	9,185	922	10,475	9,553
Tech Support & Infrastructure	3,630	3,623	4,270	647
Distribution Services	263	129	253	124
Telecommunications	686	673	429	(244)
Records Center	10,288	9,506	11,670	2,164
Radio	0	0	0	0
Personal Computer Charges	1,907	1,640	1,717	77
Applications Charges	20,683	23,189	23,505	316
Total Charges	$ 117,322	$ 105,471	$ 124,530	$ 19,059
Direct Property Tax Levy	$ 1,513,590	$ 467,749	$ 1,116,861	$ 649,112
Total Property Tax Levy	$ 1,630,912	$ 573,220	$ 1,241,391	$ 668,171

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

PERSONNEL SUMMARY				
	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Personal Services (w/o EFB)	$ 166,868	$ 163,834	$ 180,342	$ 16,508
Employee Fringe Benefits	$ 40,056	$ 51,942	$ 92,130	$ 40,188
Position Equivalent (Funded)*	3.3	4.1	4.6	0.5
% of Gross Wages Funded	100.0	100.0	100.0	0.0
Overtime (Dollars)**	$ 26,192	$ 15,552	$ 25,284	$ 9,732
Overtime (Equivalent to Positions)	1.2	0.7	1.2	0.5

* For 2002, 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)
None				
			TOTAL	$ 0

MISSION

The mission of the Milwaukee County Election Commission is to administer Federal, State, County and Municipal elections in a manner that assures public confidence in the accuracy, efficiency and fairness of the election process and to enforce State election and campaign finance laws.

DEPARTMENT DESCRIPTION

The Election Commission budget includes the following two programs:

1. Spring Elections – The primary and general elections held in the spring are Judicial, County, municipal and school board elections. Municipalities reimburse the County for their share of expenses. The County must absorb all costs for State Judicial and County elections. In February 2004, there is 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. In November 2004 there is a presidential election.

BUDGET HIGHLIGHTS

- The workload of the Election Commission varies significantly from year to year according to the number and type of elections anticipated. Because 2004 is a four-election year as opposed to a two-election year, various appropriations increase, including the following:

  Personal Services is funded at 100% of gross wages. The appropriation for overtime increases $9,732, from $15,552 to $25,284. The appropriation for Election Clerks who assist in the Election Commission office during peak activity periods increases $9,212, from $6,820 to $16,032.

  The appropriation for Advertising increases $52,564, from $40,000 to $92,564, and the appropriation for Ballots and Election Supplies increases $552,820, from $240,100 to $792,920.

- Revenue from Other Governmental Units, which is derived from reimbursement for local

referenda, school board and local elections held in the 19 municipalities, increases $16,800, from $45,000 to $61,800, based on the additional elections projected in 2004.

- Other Miscellaneous Revenue decreases $1,600, from $2,000 to $400, based on experience.

- An appropriation of $3,244 is budgeted as a non-abated crosscharge for an address verification database prepared jointly for the Election Commission by the Department of Administrative Services - Information Management Services Division and the Department of Parks and Public Infrastructure. The database will facilitate efficiencies in verifying addresses on nomination papers, recall petitions and in answering inquiries from citizens.

- The 2004 Budget reflects a zero wage increase for all non-represented and Executive Compensation Plan (ECP) positions. In addition, ECP positions are not provided step increases or performance awards in 2004 as allowed in County Ordinance Section 17.265 (3). These reductions reduce expenditures $4,988.

- 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."

DEPT: ELECTION COMMISSION

UNIT NO. 3010
FUND: General - 0001

ACTIVITY AND STATISTICAL SUMMARY				
	2002 Budget	2002 Actual	2003 Budget	2004 Budget
Spring				
Elections	2	2	2	2
Recall Elections	0	3	0	0
Recall Petitions	0	3	0	0
Recall Hearings	0	10	0	0
Referenda	1	5	2	10
Special Elections	2	1	8	2
Candidate Financial Statement	0	103	1	212
Nomination Papers	0	25	0	57
Ballot Set-up and Proofing	4	5	10	4
Challenge	0	0	0	1
Recounts	1	0	0	2
Statistical Book	0	0	0	0
Elections Programmed	4	5	10	4
Braille Conversions	4	5	10	4
Fall				
Elections	2	2	0	2
Recall Elections	0	13	0	0
Recall Petitions	0	13	0	0
Recall Hearings	0	5	0	0
Referenda	1	0	0	0
Special Elections	2	0	0	0
Candidate Financial Statement	4	101	1	63
Nomination Papers	10	25	0	8
Ballot Set-up and Proofing	4	15	0	2
Challenge	1	4	0	2
Recounts	1	2	0	1
Statistical Book	0	0	1	0
Elections Programmed	4	15	0	2
Braille Conversions	4	15	0	2

FEE SCHEDULE

Service	Fee
Copies	$ .20/sheet
Copies of Statutes	$2.00/copy
Ballots and supplies for municipalities	Varies

DEPT: COUNTY TREASURER

UNIT NO. 3090
FUND: General - 0001

OPERATING AUTHORITY & PURPOSE

Pursuant to Section 59.25 of the Wisconsin Statutes, this Department receives all monies which belong to, or are deposited in trust with the County of Milwaukee; pays out all monies on order of the County Board, or as otherwise provided by law or ordinances; transmits State taxes, fees and revenues from other charges to the State Treasurer; collects and enforces the collection of delinquent property taxes; acts as custodian of the Employees' Retirement System; provides for the daily cash requirements of Milwaukee County; and invests County appropriations not needed immediately in low risk short-term and mid-term investments.

BUDGET SUMMARY

Account Summary	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Personal Services (w/o EFB)	$ 397,355	$ 389,973	$ 401,402	$ 11,429
Employee Fringe Benefits (EFB)	122,078	136,707	219,075	82,368
Services	218,824	204,895	173,320	(31,575)
Commodities	12,864	14,000	14,000	0
Other Charges	160,195	180,535	173,988	(6,547)
Capital Outlay	0	0	0	0
County Service Charges	172,088	150,959	157,788	6,829
Abatements	(153,851)	(138,044)	(145,708)	(7,664)
Total Expenditures	$ 929,553	$ 939,025	$ 993,865	$ 54,840
Total Revenues	$ 1,804,465	$ 1,932,250	$ 1,475,150	$ (457,100)
Direct Property Tax Levy	$ (874,912)	$ (993,225)	$ (481,285)	$ 511,940

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*

Account Summary	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Central Service Allocation	$ 0	$ 0	$ 0	$ 0
Courthouse Space Rental	81,324	76,828	74,421	(2,407)
Document Services	14,713	7,919	16,780	8,861
Tech Support & Infrastructure	14,135	18,117	22,173	4,056
Distribution Services	6,502	4,418	6,248	1,830
Telecommunications	3,116	3,409	1,951	(1,458)
Records Center	1,647	2,047	1,868	(179)
Radio	0	0	0	0
Personal Computer Charges	8,581	8,202	9,159	957
Applications Charges	23,833	17,104	13,108	(3,996)
Total Charges	$ 153,851	$ 138,044	$ 145,708	$ 7,664
Direct Property Tax Levy	$ (874,912)	$ (993,225)	$ (481,285)	$ 511,940
Total Property Tax Levy	$ (721,061)	$ (855,181)	$ (335,577)	$ 519,604

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

PERSONNEL SUMMARY				
	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Personal Services (w/o EFB)*	$ 397,355	$ 389,973	$ 407,890	$ 17,917
Employee Fringe Benefits (EFB)	$ 122,078	$ 136,707	$ 219,075	$ 82,368
Position Equivalent (Funded)**	8.5	9.0	9.0	0.0
% of Gross Wages Funded	100.0	100.0	100.0	0.0
Overtime (Dollars)***	$ 0	$ 0	$ 0	$ 0
Overtime (Equivalent to Positions)	0.0	0.0	0.0	0.0

* Includes funds for 2004 represented employee pay increases that have been placed in an allocated contingency account.

** For 2002, the Position Equivalent is the budgeted amount.

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

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

MISSION

In its functions of cash receipt and disbursement, property tax services and investment program, the Milwaukee County Treasurer's Office will provide prompt, high-quality services to sustain the overall operation of County government for the benefit of its citizens.

BUDGET HIGHLIGHTS

- Interest collected on delinquent property taxes is reduced by $450,000, which reflects a more aggressive enforcement method for tax collections. As a result, there is less of a backlog of tax delinquent property owners and a corresponding reduction in revenue from assessed penalties. In 2002, there were 7,576 notices processed which resulted in $1,816,582 in revenue. For 2004, the number of notices processed has been reduced to 6,000 with an anticipated revenue of $1,450,000.

- The collected balance rate on Bank Service Fees, which is the credit that the County receives for maintaining a bank balance, has decreased from 1.64 percent on an average daily cash balance of $1.2 million to .74 percent. Therefore, the credit amount decreased by $10,800, from $19,680 to $8,880. In addition, bank service fees have increased by $27,200, from $61,680 to $88,880. Including the reduction in the collected balance rate, bank service fees have experienced a net increase of $38,000, from $42,000 to $80,000.

- The following appropriations change due to experience:

  Advertising decreases $10,000, from $16,000 to $6,000.

  Postage increases $10,000, from $16,500 to $26,500.

  Printing and stationery increases $8,000, from $10,000 to $18,000, due to experience.

Repair and maintenance-computer equipment decreases $2,960, from $8,000 to $5,040.

The appropriation for real estate and personal property taxes decreases $13,035, from $49,035 to $36,000, due to experience.

- For 2004, the professional services appropriation for investment services is included in the non-departmental budget Earnings on Investments rather than in the Department's operating budget. In 2003, $85,000 was budgeted in the Department for this purpose. The 2004 appropriation in the non-departmental budget is $160,000.

- The 2004 Budget reflects a zero wage increase for all non-represented and Executive Compensation Plan (ECP) positions. In addition, ECP positions are not provided step increases or performance awards in 2004 as allowed in County Ordinance Section 17.265 (3). These reductions reduce expenditures $3,052.

- A total of $6,488 in personal service appropriations is placed into an allocated contingency account within this department. This amount represents the anticipated cost of pay increases, excluding step increases, associated with represented employees. The disposition of these funds will be determined, with County Board approval, after negotiations with represented employee unions are completed.

- Beginning in 2004, direct deposit will become the default method of paying Milwaukee County employees. Most large companies mandate direct deposit for their employees. Some of the benefits of using direct deposit include: minimizing security measures, reducing the workload for payroll clerks and realizing cost savings for vendors who receive the same monthly payment from the County.

  Software improvements to the County's payroll system may be needed to handle employees with garnishments, child support or some other court-ordered payment. This issue shall be addressed in Capital Project WO201 – Enterprise Server Replacement, which is included in the 2004 Capital Improvements Budget. The project provides for staff, including consulting services, to continue the implementation of the critical path and short-term recommendations of the July 2003 Human Resources System Management Committee report. One of the recommendations incorporates establishing direct deposit as a "default" for payments so that the exception handling occurs only if a check is required.

- 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				
	2002 Budget	2002 Actual	2003 Budget	2004 Budget
Checks Issued	150,000	190,904	210,000	180,000
Receipts Issued: Property Taxes	5,000	5,032	5,000	5,000
Lost Checks and Forgeries Processed	300	257	450	200
Tax Delinquent Notices Processed	10,000	7,576	9,000	6,000
Unpaid Property Taxes Submitted to Treasurer (000's)	14,000	8,595	8,000	9,000
Number of Parcels with Bankruptcy Claims, Petitions for Foreclosure	300	73	300	150
Forms Furnished to Municipalities	40,000	181,586	160,000	160,000

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	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Personal Services (w/o EFB)	$ 319,591	$ 311,861	$ 319,165	$ 7,304
Employee Fringe Benefits (EFB)	97,734	109,321	181,568	72,247
Services	57,804	70,550	70,631	81
Commodities	1,975	4,354	4,354	0
Other Charges	0	0	4,297	4,297
Capital Outlay	5,850	0	0	0
County Service Charges	127,732	124,408	128,595	4,187
Abatements	(125,789)	(121,944)	(126,176)	(4,232)
Total Expenditures	$ 484,897	$ 498,550	$ 582,434	$ 83,884
Total Revenues	$ 431,850	$ 462,947	$ 553,022	$ 90,075
Direct Property Tax Levy	$ 53,047	$ 35,603	$ 29,412	$ (6,191)

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*				
Account Summary	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Central Service Allocation	$ 18,504	$ 19,148	$ 18,772	$ (376)
Courthouse Space Rental	83,568	78,953	76,479	(2,474)
Document Services	2,495	2,047	2,846	799
Tech Support & Infrastructure	7,504	8,060	11,007	2,947
Distribution Services	2,813	3,493	2,703	(790)
Telecommunications	2,265	2,414	1,418	(996)
Records Center	204	248	232	(16)
Radio	0	0	0	0
Personal Computer Charges	4,768	4,101	5,152	1,051
Applications Charges	3,668	3,480	7,567	4,087
Total Charges	$ 125,789	$ 121,944	$ 126,176	$ 4,232
Direct Property Tax Levy	$ 53,047	$ 35,603	$ 29,412	$ (6,191)
Total Property Tax Levy	$ 178,836	$ 157,547	$ 155,588	$ (1,959)

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

PERSONNEL SUMMARY				
	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Personal Services (w/o EFBs)*	$ 319,591	$ 311,861	$ 323,462	$ 11,601
Employee Fringe Benefits (EFB)	$ 97,734	$ 109,321	$ 181,568	$ 72,247
Position Equivalent (Funded)**	8.7	7.0	7.0	0.0
% of Gross Wages Funded	96.3	80.0	80.2	0.2
Overtime (Dollars)***	$ 14,746	$ 0	$ 0	$ 0
Overtime (Equivalent to Positions)	0.4	0.0	0.0	0.0

* Includes funds for 2004 represented employee pay increases that have been placed in an allocated contingency account.

** For 2002, the Position Equivalent is the budgeted amount.

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

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

MISSION

The County Clerk's responsibility is to serve the needs of corporate Milwaukee County as required by State Statutes and County Ordinances. Information and public service are provided to the

citizens and employees of the corporation in a responsible and responsive fashion. "The customer always comes first."

BUDGET HIGHLIGHTS

- A lump sum salary reduction of $73,380 is created to establish a net salary budget that is 80.2% of gross wages. This reduction is equal to two vacant positions. In 2003, 80.0% of gross wages was funded.

- Due to fiscal constraints, the appropriation for conference expenses is reduced from $2,500 to $0.

- An appropriation of $50,000 is maintained for printing and stationery, the same as 2003. These funds are used for the publication of changes to Milwaukee County General Ordinances and the County Board Journal of Proceedings. The County Clerk is working with the Department of Administrative Services – Information Management Services Division to make the Proceedings available on-line in 2004. This conceivably could reduce the level of this expenditure in future years.

- The marriage license fee increases $10, from $90 to $100, resulting in increased revenue of $64,000, from $284,800 to $348,800.

- The marriage ceremony fee increases $25, from $75 to $100, resulting in increased revenue of $26,075, from $82,000 to $108,075.

- The 2004 Budget reflects a zero wage increase for all non-represented and Executive Compensation Plan (ECP) positions. In addition, ECP positions are not provided step increases or performance awards in 2004 as allowed in County Ordinance Section 17.265 (3). These reductions reduce expenditures $2,834.

- A total of $4,297 in personal service appropriations is placed into an allocated contingency account within this department. This amount represents the anticipated cost of pay increases, excluding step increases, associated with represented employees. The disposition of these funds will be determined, with County Board approval, after negotiations with represented employee unions are completed.

- 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				
	2002 Budget	2002 Actual	2003 Budget	2004 Budget
Marriage Licenses	6,400	5,697	6,400	6,400
Marriage License Waivers	200	211	200	200
Marriage Civil Ceremonies	1,043	1,162	1,043	1,043
Dog/Cat Licenses	36,000	27,170	36,000	36,000
County Board Files	1,000	980	1,000	1,000
County Board Citations	400	504	400	400
County Ordinances	30	27	30	30
County Board Proceedings Pages	2,600	2,492	2,600	2,600
County Board Digests, Actions Summarized/ Routed	480	740	480	480
Employee Garnishments	5,500	6,769	5,500	5,500
Employee Wage Assignments	27,500	27,172	27,500	27,500
Employee Tax Levies	1,200	1,311	1,200	1,200
Contractor Lien Notices/Vendor Tax Levies	60	63	60	60
Contractor Qualification Statements	350	433	350	350
Claims Processed	950	1,175	950	950
Summons and Complaints Processed	1,400	1,682	1,400	1,400
Construction Bid Notices	150	292	150	150
Procurement Bid Notices Processed	4,800	5,623	4,800	4,800
Legal Documents Assigned to Central Files	1,300	3,640	1,300	1,300
County Checks Signature Processed	595,000	594,207	595,000	595,000
Lobbyist Registration	25	11	25	25

SERVICE	FEE
Marriage Licenses	$100
Other License/Permits	Varies
Dog/Cat License Admin.	Varies by municipality
Marriage Waiver Fees	$10.00
Copy Fees	20¢ per page
Notary Fees	50¢
Marriage Ceremonies	$100

DEPT: REGISTER OF DEEDS

UNIT NO. 3400
FUND: General - 0001

OPERATING AUTHORITY & PURPOSE

Pursuant to Sections 59.43, 69.22 and other pertinent sections of the Wisconsin Statutes, the Register of Deeds records, indexes and optically scans real estate documents, corporation papers and military discharges; records informal probate instruments; files and indexes financing statements; maintains a motor vehicle lien index; files and indexes birth, marriage and death certificates; sells copies of the above described documents; collects the real estate transfer tax; and performs such other functions as provided by law.

BUDGET SUMMARY

Account Summary	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Personal Services (w/o EFB)	$ 1,754,511	$ 1,730,978	$ 1,853,334	$ 122,356
Employee Fringe Benefits (EFB)	536,755	592,220	997,224	405,004
Services	222,932	242,940	251,043	8,103
Commodities	64,758	146,728	115,664	(31,064)
Other Charges	0	0	46,407	46,407
Capital Outlay	12,056	0	40,000	40,000
County Service Charges	550,273	484,241	941,102	456,861
Abatements	(544,252)	(472,738)	(928,606)	(455,868)
Total Expenditures	$ 2,597,033	$ 2,724,369	$ 3,316,168	$ 591,799
Total Revenues	$ 5,437,263	$ 4,728,244	$ 5,223,394	$ 495,150
Direct Property Tax Levy	$ (2,840,230)	$ (2,003,875)	$ (1,907,226)	$ 96,649

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*

Account Summary	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Central Service Allocation	$ 45,012	$ 46,332	$ 61,228	$ 14,896
Courthouse Space Rental	363,360	343,333	332,576	(10,757)
Document Services	1,152	1,016	1,313	297
Tech Support & Infrastructure	37,200	9,872	50,640	40,768
Distribution Services	17,956	29,274	12,491	(16,783)
Telecommunications	5,430	7,725	3,400	(4,325)
Records Center	13,937	16,431	32,808	16,377
Radio	0	0	0	0
Personal Computer Charges	32,419	13,944	12,593	(1,351)
Applications Charges	25,038	4,811	49,681	44,870
Total Charges	$ 541,504	$ 472,738	$ 556,730	$ 83,992
Direct Property Tax Levy	$ (2,840,230)	$ (2,003,875)	$ (1,907,226)	$ 96,649
Total Property Tax Levy	$ (2,298,726)	$ (1,531,137)	$ (1,350,496)	$ 180,641

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

PERSONNEL SUMMARY				
	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Personal Services (w/o EFB)*	$ 1,754,511	$ 1,730,978	$ 1,853,334	$ 122,356
Employee Fringe Benefits (EFB)	$ 536,755	$ 592,220	$ 997,224	$ 405,004
Position Equivalent (Funded)**	46.5	47.5	51.0	3.5
% of Gross Wages Funded	94.8	99.9	100.0	0.1
Overtime (Dollars)***	$ 220,312	$ 17,112	$ 102,924	$ 85,812
Overtime (Equivalent to Positions)	7.3	0.6	3.0	2.4

* Includes funds for 2004 represented employee pay increases that have been placed in an allocated contingency account.

** For 2002, the Position Equivalent is the budgeted amount.

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

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

ORGANIZATIONAL COST SUMMARY					
DIVISION		2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Administration	Expenditure	$ 565,323	$ 576,638	$ 770,236	$ 193,598
	Abatement	(221,140)	(169,751)	(301,489)	(131,738)
	Revenue	311	0	0	0
	Tax Levy	$ 343,872	$ 406,887	$ 468,747	$ 61,860
Cashier Services	Expenditure	$ 474,778	$ 443,902	$ 594,119	$ 150,217
	Abatement	(30,084)	(28,418)	(57,215)	(28,797)
	Revenue	(3,944)	0	0	0
	Tax Levy	$ 448,638	$ 415,484	$ 536,904	$ 121,420
Real Estate Services	Expenditure	$ 1,205,455	$ 1,259,439	$ 1,759,282	$ 499,843
	Abatement	(191,132)	(178,990)	(359,897)	(180,907)
	Revenue	4,832,922	4,145,273	4,697,294	552,021
	Tax Levy	$ (3,818,599)	$ (3,064,824)	$ (3,297,909)	$ (233,085)
Vital Statistics/ Identification	Expenditure	$ 495,571	$ 548,290	$ 617,165	$ 68,875
	Abatement	(68,994)	(64,403)	(137,754)	(73,351)
	Revenue	518,189	511,100	451,100	(60,000)
	Tax Levy	$ (91,612)	$ (27,213)	$ 28,311	$ 55,524
Tax Listing Services	Expenditure	$ 400,158	$ 368,838	$ 503,972	$ 135,134
	Abatement	(32,902)	(31,176)	(72,251)	(41,075)
	Revenue	89,785	71,871	75,000	3,129
	Tax Levy	$ 277,471	$ 265,791	$ 356,721	$ 90,930

MISSION

The Milwaukee County Register of Deeds Office provides timely, secure, accurate, archival, accessible and cost-effective record systems and services that are delivered in a prompt and courteous manner.

DEPARTMENT DESCRIPTION

The ***Administration*** Division directs the activities of the Department in its recording, filing and sale of official documents, deeds and certificates; prepares the departmental budget and maintains budgetary controls; presents departmental recommendations to the Judiciary, Safety and General Services Committee of the County Board; analyzes and reports on legislation affecting the Register of Deeds function in Milwaukee County; performs all departmental business functions such as reconciliation of all revenue and statistical reports, all personnel functions, preparation and processing of requisitions, work authorizations, expenditure/revenue transaction forms, receipt and dispersal of office supplies and inventory control; and maintains and controls escrow funds. This Division includes the Register of Deeds, Deputy Register of Deeds, one Administrative Specialist, and one Fiscal Assistant 2.

The ***Cashier Services*** Division receives all monies required by the Department, determines the recordability and records all documents according to State Statutes. This Division includes one Clerical Assistant 2, one Clerical Specialist (Register of Deeds), five Fiscal Assistant 1, and one Fiscal Assistant 2 positions.

The ***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 (Register of Deeds), and 19 clerical support positions.

The ***Vital Statistics*** Division (formerly the Vital Statistics/Identification Services Division) maintains files on birth, death and marriage records and change of name orders according to State statute. Records are updated and changed due to legitimization and adoption. Certified copies of these documents are sold to the general public. This Division also conducts genealogical research. Issuance of County and senior citizen identification cards was discontinued as of July 1, 2003 in response to an analysis by the Milwaukee County Department of Audit. This Division includes one Administrative Assistant, one Clerical Assistant 2, and six Clerical Assistant 1 positions.

The ***Tax Listing Services*** Division reviews tax descriptions, assigns new tax key numbers due to real estate boundary changes, maintains plat books and property records, assists in preparation of petitions for foreclosure action and provides copies of real estate document recordings to local assessors. This Division includes one Administrative Specialist (Register of Deeds), one Drafting Technician 3, and three Clerical Specialist (Register of Deeds) positions. One position of Geographic Information Technician (funded by MCAMLIS – Org. Unit 1923) is also located in this Division.

BUDGET HIGHLIGHTS

- Departmental revenues are projected to increase $495,150, from $4,728,244 to $5,223,394, due to the continued strength in real estate sales and greater mortgage activity.
- General Recording Fee Revenue increases $345,521, from $2,054,063 to $2,399,584, 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 $196,800 from $1,803,200 to $2,000,000, based on experience.
- Major expenditures for 2004 include: $12,500 for additional storage cabinets for backup microfilm and microfiche and $40,000 to replace an outdated microfilm reader/printer. Funding of $18,400 for two additional Fujitsu optical scanners and $40,000 for a new image server to replace the existing disc "juke box" is included in the County-Wide Technical Infrastructure Capital Project Budget (WO301).
- The 2004 Budget reflects a zero wage increase for all non-represented and Executive Compensation Plan (ECP) positions. In addition, ECP positions are not provided step

increases or performance awards in 2004 as allowed in County Ordinance Section 17.265 (3). These reductions reduce expenditures $2,090.

- A total of $46,407 in personal service appropriations is placed into an allocated contingency account within this department. This amount represents the anticipated cost of pay increases, excluding step increases, associated with represented employees. The disposition of these funds will be determined, with County Board approval, after negotiations with represented employee unions are completed.

- 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."

REGISTER OF DEEDS FEE SCHEDULE

Description	Statutory Authority or Ordinance	Fee
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
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 this fee, Milwaukee County retains 20% or $0.06 per $100.
**** Of the $11.00 Universal Commercial Code Fee, Milwaukee County realizes $10.00 of revenue.

RECORDINGS HISTORICAL		
Year	Total Recordings	Recordings per Day
1997	159,948	640
1998	191,481	766
1999	193,783	775
2000	151,693	597
2001	186,710	746
2002	226,057	887

NUMBER OF RECORDINGS PER DAY			
Month	2001	2002	2003
January	582	1,031	1,025
February	572	953	1,126
March	677	889	1,004
April	613	864	1,307
May	800	754	1,159

ACTIVITY AND STATISTICAL SUMMARY				
	2002 Budget	2002 Actual	2003 Budget	2004 Budget
Recording	170,000	226,057	186,750	200,000
Chattels/General Filings	8,000	1,367	1,600	1,300*
Vital Statistics Placed on File	35,000	32,647	35,000	35,000
Certified Copies - Birth, Death, Marriage	95,000	95,093	95,000	95,000
ID Cards - County	9,000	7,455	8,500	0
ID Cards - Senior Citizen	700	565	700	0
Transfer Tax	17,000	19,125	18,000	18,000
Vital Statistics Corrections - No Fee	16,000	14,929	16,000	16,000
Vital Statistics Certifications - No Fee (VA)	400	210	400	400
Termination of Joint Tenancy	2,000	2,115	2,000	2,000
Genealogy Services	6,000	5,667	6,000	6,000
Real Estate Searches	1,300	1,361	1,400	1,400
Marriage Registrations	6,000	5,165	6,000	6,000
DILHR Validation	1,500	1,614	1,500	1,500

*Due to Change in State Law requiring that Commercial filings be filed directly with the State instead of the County Register of Deeds.

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, photography, fingerprint and document examination, drug investigations, training and emergency response.

BUDGET SUMMARY

Account Summary	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Personal Services (w/o EFB)	$ 51,206,748	$ 52,840,951	$ 50,128,504	$ (2,712,447)
Employee Fringe Benefits (EFB)	15,203,777	17,070,253	26,634,257	9,564,004
Services	5,500,751	4,761,448	4,251,387	(510,061)
Commodities	3,493,523	3,443,050	2,638,026	(805,024)
Other Charges	35,276	(3,438,276)	364,236	3,802,512
Capital Outlays	35,052	51,415	38,189	(13,226)
County Service Charges	17,317,263	17,439,537	15,800,511	(1,639,026)
Abatements	(26,670,402)	(27,476,000)	(26,822,382)	653,618
Total Expenditures	$ 66,121,988	$ 64,692,378	$ 73,032,728	$ 8,340,350
Total Revenues	$ 14,627,362	$ 14,827,278	$ 13,992,285	$ (834,993)
Direct Property Tax Levy	$ 51,494,626	$ 49,865,100	$ 59,040,443	$ 9,175,343

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*

Account Summary	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Central Service Allocation	$ 1,257,972	$ 1,112,644	$ 661,641	$ (451,003)
Courthouse Space Rental	6,090,156	5,756,355	5,575,979	(180,376)
Document Services	71,591	97,253	58,523	(38,730)
Tech Support & Infrastructure	1,514,685	1,539,013	1,662,142	123,129
Distribution Services	8,116	7,074	7,800	726
Emergency Mgmt Services	0	10,000	0	(10,000)
Telecommunications	123,401	126,143	77,273	(48,870)
Records Center	79,325	77,711	92,040	14,329
Radio	468,282	708,359	571,689	(136,670)
Personal Computer Charges	399,513	679,956	354,997	(324,959)
Applications Charges	2,232,440	2,199,295	1,496,238	(703,057)
Total Charges	$ 12,245,481	$ 12,313,803	$ 10,558,322	$ (1,755,481)
Direct Property Tax Levy	$ 51,494,626	$ 49,865,100	$ 59,040,443	$ 9,175,343
Total Property Tax Levy	$ 63,740,107	$ 62,178,903	$ 69,598,765	$ 7,419,862

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

PERSONNEL SUMMARY				
	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Personal Services (w/o EFB)*	$ 51,206,748	$ 52,840,951	$ 50,467,740	$ (2,373,211)
Employee Fringe Benefits (EFB)	$ 15,203,777	$ 17,070,253	$ 26,634,257	$ 9,564,004
Position Equivalent (Funded)**	1,125.3	1,119.1	1,042.5	(76.6)
% of Gross Wages Funded	96.3	94.5	90.6	(3.9)
Overtime (Dollars)***	$ 5,774,985	$ 5,185,800	$ 4,998,948	$ (186,852)
Overtime (Equivalent to Positions)	148.5	125.7	106.7	(19.0)

* Includes funds for 2004 represented employee pay increases that have been placed in an allocated contingency account.

** For 2002, 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)
Cashier 1	Abolish	2/2.0	Administration	$ (74,984)
Community Relations Manager	Abolish	1/1.0	Administration	(66,492)
Deputy Sheriff 1	Abolish	9/9.0	Airport	(478,620)
Deputy Sheriff 1	Abolish	2/2.0	Building Security	(116,308)
Process Server (hrly)	Create	6/3.0	Civil Process	91,908
Clerical Assistant 1	Create	1/1.0	County Grounds	27,410
Deputy Sheriff 1	Create	8/8.0	County Grounds	418,272
Deputy Sheriff Sergeant	Create	2/2.0	County Grounds	127,996
Admin Asst (NR)	Abolish	1/1.0	Detention Services	(34,208)
Deputy Sheriff 1	Abolish	6/6.0	Data Proc Support	(327,588)
Deputy Sheriff Sergeant	Abolish	1/1.0	Data Proc Support	(63,990)
Deputy Sheriff 1	Abolish	16/16.0	GRIP	(854,700)
Deputy Sheriff Sergeant	Abolish	1/1.0	GRIP	(63,990)
Investigator (Hrly)	Create	8/1.0	Gen. Investigations	42,608
Deputy Sheriff 1	Abolish	2/2.0	HIDTA	(109,542)
Deputy Sheriff Sergeant	Abolish	1/1.0	HIDTA	(64,038)
Case Management Specialist	Create	1/1.0	Psych. Services	39,738
Mental Health Srcs. Manager	Abolish	1/1.0	Psych. Services	(78,154)
Nurse Practitioner	Create	1/1.0	Psych. Services	78,116
Psych Soc Wrker Supervisor	Create	1/1.0	Psych. Services	59,200
Psych. Social Worker	Abolish	5/5.0	Psych. Services	(264,394)
Staff Psychiatrist	Create	1/1.0	Psych. Services	143,280
Staff Psychiatrist (Hrly)	Create	1/.5	Psych. Services	68,946
Deputy Sheriff Sergeant	Abolish	1/1.0	Support/Admin	(63,990)
Deputy Sheriff Sergeant	Abolish	1/1.0	Training	(63,990)
Deputy Sheriff 1	Abolish	5/5.0	Youth Services	(274,966)
			TOTAL	$ (1,902,480)

ORGANIZATIONAL COST SUMMARY					
DIVISION		2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Administration	Expenditure	$ 6,987,343	$ 3,198,766	$ 6,121,960	$ 2,923,194
	Abatement	(3,587,042)	(3,397,651)	(2,888,375)	509,276
	Revenue	552,722	516,200	423,100	(93,100)
	Tax Levy	$ 2,847,579	$ (715,085)	$ 2,810,485	$ 3,525,570
Emergency Management	Expenditure	$ 821,163	$ 930,356	$ 876,337	$ (54,019)
	Abatement	(223,114)	(201,871)	(171,235)	30,636
	Revenue	449,023	268,600	258,500	(10,100)
	Tax Levy	$ 149,026	$ 459,885	$ 446,602	$ (13,283)
Police Services	Expenditure	$ 22,536,744	$ 21,920,721	$ 22,962,963	$ 1,042,242
	Abatement	(6,017,831)	(6,394,509)	(6,702,075)	(307,566)
	Revenue	9,825,336	9,618,921	9,741,065	122,144
	Tax Levy	$ 6,693,577	$ 5,907,291	$ 6,519,823	$ 612,532
Detention	Expenditure	$ 48,113,630	$ 51,066,529	$ 55,007,833	$ 3,941,304
	Abatement	(7,533,263)	(7,524,123)	(6,728,274)	795,849
	Revenue	2,850,882	3,533,892	2,683,955	(849,937)
	Tax Levy	$ 37,729,485	$ 40,008,514	$ 45,595,604	$ 5,587,090
Special Operations	Expenditure	$ 14,193,156	$ 15,052,006	$ 14,886,017	$ (165,989)
	Abatement	(9,309,152)	(9,957,846)	(10,332,423)	(374,577)
	Revenue	809,045	889,665	885,665	(4,000)
	Tax Levy	$ 22,693,263	$ 4,204,495	$ 3,667,929	$ (536,566)
Sheriff's Forfeiture	Expenditure	$ 140,354	$ 0	$ 0	$ 0
	Abatement	0	0	0	0
	Revenue	140,354	0	0	0
	Tax Levy	$ 0	$ 0	$ 0	$ 0

MISSION

The Milwaukee County Sheriff's Office will partner with the community, forming a circle of trust, dependability, respect and justice. The Sheriff's Office will reach its greatest potential by empowering employees with a supportive and professional environment that encourages innovative leadership guided by uncomprising integrity and values that enhance the quality of life in Milwaukee County.

DEPARTMENT DESCRIPTION

The following is a departmental summary of functions.

The ***Administrative Bureau*** performs management and support functions for the Sheriff and House of Correction as well as community relations activities and public information. Included in these duties are leadership, personnel management, preparation of the annual budget, fiscal monitoring, accounting and payroll functions. Also included in this bureau is the Office of Professional Standards which investigates all incidents involving Sheriff's Office personnel.

The ***Emergency Management Bureau*** was created in 1998 by merging the County Executive-Emergency Government Division into the Sheriff's Office. The Emergency Management Division administers a unified, County-wide emergency plan to mitigate all hazards, maintains communications and enhances public awareness campaigns to assure the community has knowledge of typical hazards and 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 and Expressway Patrol, Airport Security, K-9 Unit, SWAT Unit, GRIP and the Bomb Disposal Unit. The former Criminal Investigations Bureau which is now a part of Police Services has two components: General Investigations 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 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 and Psychiatric Services for the Sheriff's Office and the House of Correction. The jail is a secure detention facility with a design capacity of 990 beds for holding accused felons, misdemeanants and municipal violators until they are released on a pretrial basis or are adjudicated, and a small number of sentenced offenders awaiting transfers or hearings on new charges. The rated capacity of the County Jail has increased from 798 to 990 due to double bunking. The Sheriff and the Superintendent of the House of Correction have the authority to transfer inmates between the County Jail and the House of Correction in order to maximize the use of available beds.

The ***Special Operations Bureau*** includes Training, Civil Process Service, Central Records, Bailiff Services, Communications and Highway Safety liaison.

BUDGET HIGHLIGHTS

DEPARTMENTAL

- Funding is provided throughout the 2004 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.

- In 2004, a total lumpsum reduction of $5,083,511 is included in the Sheriff's Department. The Sheriff has identified a plan for $3,097,615 in salary reductions for 2004. There is an additional $1,985,896 lumpsum reduction budgeted of which $1,807,589 is for salary and wages bringing the total salary and wages lumpsum reduction to $4,905,204. The Sheriff has the discretion to determine how these reductions will be implemented.

- The Division sections of the narrative includes both PS lump sum adjustment numbers.

- The 2004 Budget reflects a zero wage increase for all non-represented and Executive Compensation Plan (ECP) positions. In addition, ECP positions are not provided step increases or performance awards in 2004 as allowed in County Ordinance Section 17.265 (3). These reductions reduce expenditures $146,500.

- A total of $339,236 in personal service appropriations is placed into an allocated contingency account within this department. This amount represents the anticipated cost of pay increases, excluding step increases, associated with represented employees. The disposition of these funds will be determined, with County Board approval, after negotiations with represented employee unions are completed.

- Similar to ECP and non-represented positions, the 2004 Budget reflects a zero wage increase for Deputy Sheriff's Association represented employees.

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

ADMINISTRATION

- Personal Service costs within the Administration Bureau have been reduced by $202,692 resulting in a net salary budget that is 89.1% of gross wages.

- ($274,966) Abolish 5 Deputy Sheriff 1

  The Youth Services Unit consisting of the Drug Abuse Resistance Education (D.A.R.E) program and the Truancy Abatement and Burglary Suppression (T.A.B.S.) program is discontinued in 2004 for a tax levy savings of $355,070. An appropriation of $100,000 in expenditures and revenues is included in the budget to continue the grant under Title V of the Juvenile Justice and Delinquency Prevention Act to assist the Boys and Girls Club of Greater Milwaukee Participation in the Truancy Abatement and Burglary Suppression Program (TABS).

- ($ 74,984) Abolish 2 Cashier 1

  One of the two first shift cashier locations is discontinued in 2004 due to fiscal constraints.

- ($ 66,492) Abolish 1 Community Relations Manager

  Due to fiscal constraints, the position of Community Relations Manager is abolished.

EMERGENCY MANAGEMENT

- Personal Service costs within Emergency Management have been reduced by $72,600, resulting in a net salary budget that is 84.5% of gross wages.

- Total revenue is decreased $10,100, from $268,600 to $258,500 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 discontinued in 2004.

	Actual	Budget	Budget
Severe Weather Alerts	45	45	70
Emergency Situations Responded to	278	350	250
Emergency Phone Calls	600	600	300
Information Phone Calls	3,500	3,500	4,000
Meetings/Seminars Held	60	60	40
EOC Staff Exercises and Briefings	10	10	10
Public Awareness Appearances	50	130	40
Disaster Drills	10	10	10
Reimbursements Processed for Response Agencies	$25,000	$25,000	$25,000
State Training Grants Obtained	$50,000	$22,000	$60,000
Brochures Distributed	30,000	250,000	30,000
Development of Emergency Operations Plan	54	52	60

POLICE SERVICES

- Personal services within the Police Services Bureau has been reduced $681,204, resulting in a net salary budget that is 94.54% of gross wages.

- ($478,620) Abolish 9 Deputy Sheriff 1

  In 2004, the Sheriff's Office will provide security at General Mitchell International Airport with 50 Deputy Sheriff 1 positions, six Deputy Sheriff Sergeants, one Deputy Sheriff Captain and two clerical positions. The operating cost of this program, less citation and grant revenue of $270,500, is charged to the Airport in the amount of $5,958,166.

- ($854,700) Abolish 16 Deputy Sheriff 1
  (63,990) Abolish 1 Deputy Sheriff Sergeant
  ($918,690) Total

  Due to the discontinuation of the Gun Reduction Initiative Program, the above positions are abolished.

- $ 27,410 Create 1 Clerical Assistant 1
  418,272 Create 8 Deputy Sheriff 1
  127,996 Create 2 Deputy Sheriff Sergeant
  $573,678 Total

  The 2004 Budget reinstates sector and parking patrol on the County Grounds offset by revenue of $60,000 from parking citations and $873,134 from Private Geographic members and the City of Wauwatosa and continues the security post at the Froedtert Hospital trauma center at a tax levy of $526,957. The eleven positions recreated in the 2004 budget for County Grounds security will be abolished when the transfer of County Grounds police service to the City of Wauwatosa is completed.

- The base service fee charged for serving civil process papers, writs and for processing bails and commitments is increased from $30 to $35. This results in a revenue increase of $60,000 in 2004.

	2002 Actual	2003 Budget	2004 Budget
Background Checks	354	450	425
Criminal Complaints Issued	340	380	360
Writs of Restitution	3,221	3,400	3,100
Temporary Restraining Orders Received	530	600	560

- Overtime appropriations for Park Patrol are reduced $68,664 to $172,152. These costs are partially offset by Local Law Enforcement Block Grant (LLEBG) funds of $49,500.

- Funding for five hourly Parking Checker positions is continued in 2004 to provide enhanced parking enforcement in County Parks and at the Airport. The $70,236 cost of these positions is completely offset with citation revenue.

- For 2004, the Expressway Patrol unit will consist of 57 Deputy Sheriff 1, six Deputy Sheriff Sergeant and two Deputy Sheriff Captain (one position is in personal services lump sum adjustment) and one Clerical Specialist (Sheriff) positions. Expenditure appropriations of $7,564,984 are offset by citation revenue of $2,380,000. County Trunk Maintenance revenue of $2,127,843 is included. $1,040,800 in revenue from the State 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 2004.

	2002 Actual	2003 Budget	2004 Budget
Traffic Citations Issued	37,018	42,000	30,000
Auto Accidents Reported and Investigated	4,896	5,800	4,700

- During 2004, Milwaukee County will request the State to either provide full State funding of all County costs associated with the Expressway Patrol Unit or, if State funding is not provided, to enact a statutory change to allow the State Patrol to take over expressway patrol in Milwaukee County.

- In 2001, five Deputy Sheriff 1 positions and one Deputy Sheriff Sergeant were created under a three year $450,000 grant from the U.S. Department of Justice "COPS FAST" program. Under terms of the grant award, these positions must continue for a minimum of one year after the three year grant period. These positions are continued in 2004 as required in the grant agreement at a personal service cost of $346,066.

- The Sheriff provides security for events held at Miller Park, including all Brewer home baseball games. The 2004 Budget includes $643,783 in expenditures for this purpose which is 100% offset by reimbursement revenue from the Milwaukee Brewers and Midwest Sportservice.

- Metro Drug Unit program expenditures are increased $87,729 from $1,250,621 to $1,338,350. Program revenues are increased $79,937 from $1,281,486 to $1,361,433.

- ($109,542) Abolish 2 Deputy Sheriff 1
  (64,038) Abolish 1 Deputy Sheriff Sergeant
  ($173,580) Total

  The Sheriff's Office's participation in the Milwaukee High Intensity Drug Trafficking Area (HIDTA) grant program is reduced from five positions to two positions in 2004. This results in an expenditure reduction of $260,948 and a revenue reduction of $150,766 for a tax levy reduction of $110,182. The 2004 Budget provides expenditures of $244,007, revenue of $124,138 and tax levy support of $119,869 for HIDTA.

DETENTION BUREAU

The 2004 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 $3,025,464 to establish a net salary budget that is 89.5% 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 (CJF) before filling other posts.

- The 2004 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 2004 at a personal services cost of $89,720. 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.

- Commissary revenue increases by 10% to $110,000.

- 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 2004.

- Revenue of $365,000 was included for housing an average of 25 female felony inmates at a rate of $40 per day in 2003. This revenue is discontinued in 2004 due to cancellation of the agreement by the State of Wisconsin.

- ($34,208) Abolish 1 Admin Asst (NR)

  Due to fiscal constraints, one position of Administrative Assistant (NR) is abolished.

- Revenue from the Federal illegal alien assistance program is reduced from $300,000 to $150,000 in 2004 due to a decrease in grant funding.

- The 2004 budget continues Federal revenue of $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 2004 budget is based on housing an average of 35 inmates per day.

- The HOC is negotiating a contract with the State of Wisconsin to house State prisoners that are nearing the end of their sentence in the Criminal Justice Facility. The revenue will be shared equally between the HOC and Sheriff. This initiative anticipates an increase in expenditures of $360,000, revenue of $703,800 and a net tax levy savings of $343,800 for the HOC and $343,800 in revenue and tax levy savings for the Sheriff's Department.

- Telephone Commission revenue for local calls placed by inmates in the CJF decreases $679,072 from $1,498,000 to $818,928.

-

($ 78,154)	Abolish 1 Mental Health Srvs. Mngr
(264,392)	Abolish 5 Psych. Soc. Workers
39,738	Create 1 Case Mngement Specialist
78,116	Create 1 Nurse Practitioner
59,200	Create 1 Psych. Soc. Wrkr Suprv
143,280	Create 1 Staff Psychiatrist
68,946	Create 1 Staff Psychiatrist (Hrly)
$ 46,734	Total

The above position actions are included as a reflection of the ongoing review of the provision of inmate medical services.

- 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, $12,470,832 in 2001 and $13,471,944 in 2002. This increase was primarily due to increased staffing levels and temporary help expenditures in order to meet the requirements of the Milton Christensen, et at 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 2003 Adopted Budget provided tax levy of $15,781,981 for inmate medical services. For 2004, outside inmate medical service fees are decreased $650,000, from $2,000,000, to $1,350,000 and prescription drug appropriations are decreased $600,000, from $2,000,000 to $1,400,000. Total inmate medical service expenditures for inmates at the County Jail and the House of Correction are budgeted at $15,605,088, a decrease of $176,893 from 2003.

	2002 Actual	2003 Budget	2004 Budget
Bookings	50,730	53,000	51,600
Daily Average Pop.	982	990	990
Req. for Med. Services – Nurse Assessments	41,497	50,000	42,000
Prescriptions Filled	75,280	80,000	65,000

SPECIAL OPERATIONS

- Personal services within the Special Operations Bureau have been reduced $923,244 resulting in a net salary budget that is 89.31% of gross wages.

- In 1999, the Sheriff's Office Mobile Data Transmission system (MDT) became operational. This system is available to other law enforcement agencies which pay $22 per month per terminal to access the information. The 2004 budget includes revenue of $20,000 from this program, the same as in 2003.

- The 2004 budget includes $155,200 for various maintenance agreements. This includes $126,321 for the computer aided dispatch system, $14,379 for the communication voice logger and $14,500 for the mobile radio system.

	2002 Actual	2003 Budget	2004 Budget
Radio Message Transmissions	2,899,273	3,000,000	3,000,000
911 Cellular Phone Calls	365,000	350,000	365,000
911 Enhanced Phone Calls	15,000	15,000	15,000
Courthouse Safety Building Alarms Fire/Panic/ Intrusion	17,500	17,500	17,500

- ($ 63,990) Abolish 1 Deputy Sheriff Sergeant

  Due to fiscal constraints, one position is abolished in the Support/Administration Unit for a savings of $63,990.

- ($327,588) Abolish 6 Deputy Sheriff 1
  (63,990) Abolish 1 Deputy Sheriff Sergeant
  ($391,578) Total

  The Data Processing Unit is eliminated in 2004. This action abolishes six Deputy Sheriff 1 positions and one Deputy Sheriff Sergeant. Data Processing Support for the Sheriff's Office and House of Correction operations will be provided by the Department of Administrative Services – Information Management Services Division. The 2004 budget includes $300,000 in DAS - IMSD's personal services budget to create new positions to provide this support. The Sheriff's Department will continue to monitor inmate telephone services and will receive revenue of $68,928 from Sprint to offset the cost of telephone system monitoring.

- The 2004 budget request provides for bailiff services which is an increase of $705,275 from 2003. The Bailiff Services Unit is authorized 107 Deputy Sheriff 1 positions, three Deputy Sheriff Sergeants, one Deputy Sheriff Captain, and one Clerk Typist 3. Ten positions of Deputy Sheriff 1 are in Personal Services lump sum adjustment for net of 97 Deputy Sheriff 1 positions. These positions provide full-time and vacation relief coverage for the following 88 posts:

BAILIFF POSTS	
Felony Judges	24
Misdemeanor Judges	20
Inmate Bullpens	5
Preliminary Hearings	3
Criminal Intake	2
Traffic Intake	1
Out-of-Custody Court	1
Civil Branches and Commissioners	2
Family Branches and Commissioners	8
Children's Court Judges and Commissioners	19
Jury Management	1
Domestic Violence Oversight Grant Initiative	2
Total Posts	88

- ($116,308) Abolish 2 Deputy Sheriff 1

  The Courthouse Complex Security Program is discontinued in 2004. This unit was crosscharged to the Department of Parks and Public Infrastructure for no tax levy cost to the Sheriff. This action provides savings of $187,169 in the Parks and Public Infrastructure Department.

- ($63,990) Abolish 1 Deputy Sheriff Sergeant

  Due to anticipated reduction is training and fiscal constraints, one position is abolished in the Training Unit.

	2002 Actual	2003 Budget	2004 Budget
Recruits Trained County	73	70	0
Individuals Receiving In-service Training	694	1,190	700
Jailers Trained	249	300	300

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	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Personal Services (w/o EFB)	$ 24,298,347	$ 23,551,620	$ 20,878,776	$ (2,672,844)
Employee Fringe Benefits (EFB)*	7,186,424	8,068,362	11,299,895	3,231,533
Services	1,801,094	4,631,257	6,685,844	2,054,587
Commodities	5,744,775	2,732,606	1,612,313	(1,120,293)
Other Charges	1,019,839	982,560	1,517,749	535,189
Capital Outlay	0	0	13,500	13,500
County Service Charges	3,701,575	3,983,252	3,158,375	(824,877)
Abatements	(3,243,751)	(3,303,885)	(2,594,826)	709,059
Total Expenditures	$ 40,508,303	$ 40,645,772	$ 42,571,626	$ 1,925,854
Total Revenues	$ 8,767,212	$ 7,700,368	$ 8,003,811	$ 303,443
Direct Property Tax Levy	$ 31,741,091	$ 32,945,404	$ 34,567,815	$ 1,622,411

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*

Account Summary	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Central Service Allocation	$ 892,128	$ 748,144	$ 306,030	$ (442,114)
Courthouse Space Rental	881,100	832,434	806,350	(26,084)
Document Services	1,423	1,271	1,623	352
Tech Support & Infrastructure	449,423	513,490	509,623	(3,867)
Distribution Services	13,583	18,778	13,052	(5,726)
Emergency Mgmt Services	0	6,667	0	(6,667)
Telecommunications	79,129	90,207	49,550	(40,657)
Records Center	0	471	0	(471)
Radio	117,228	207,415	168,891	(38,524)
Personal Computer Charges	96,302	108,268	74,990	(33,278)
Applications Charges	416,470	404,360	390,167	(14,193)
Total Charges	$ 2,946,786	$ 2,931,505	$ 2,320,276	$ (611,229)
Direct Property Tax Levy	$ 31,741,091	$ 32,945,404	$ 34,567,815	$ 1,622,411
Total Property Tax Levy	$ 34,687,877	$ 35,876,909	$ 36,888,091	$ 1,011,182

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

PERSONNEL SUMMARY				
	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Personal Services (w/o EFB)*	$ 24,298,347	$ 23,551,620	$ 21,439,966	$ (2,111,654)
Employee Fringe Benefits (EFB)	$ 7,186,424	$ 8,068,362	$ 11,232,981	$ 3,164,619
Position Equivalent (Funded)**	638.1	587.0	517.5	(69.5)
% of Gross Wages Funded	91.1	83.6	84.0	0.4
Overtime (Dollars)***	$ 2,540,284	$ 1,689,252	$ 1,486,092	$ (203,160)
Overtime (Equivalent to Positions)	75.9	47.8	40.5	(7.3)

* Includes funds for 2004 represented employee pay increases that have been placed in an allocated contingency account.

** For 2002, 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)
Stores Clerk 1	Abolish	2/2.0	Canteen	$ (66,832)
Clerical Assistant 1 (NR)	Abolish	2/2.0	Business Office	(62,544)
Clerical Assistant 2	Abolish	6/6.0	Business Office	(253,434)
Fiscal Assistant 2	Abolish	1/1.0	Business Office	(33,402)
Correctional Officer - Lieutenant	Abolish	4/4.0	ACC Dormitories	(234,331)
Correctional Officer 2	Abolish	7/7.0	ACC Dormitories	(302,632)
Safety & Training Specialist	Abolish	1/1.0	Maintenance	(52,740)
Facility Maintenance Worker	Abolish	1/1.0	Maintenance	(40,872)
Laundry & Cloth Prod Asst	Abolish	1/1.0	Laundry	(36,532)
Assistant Superintendent	Abolish	1/1.0	CCC Dormitories	(92,784)
Graphics Services Coordinator	Transfer	1/1.0	Graphics Shop	40,804
			TOTAL	$ (1,135,299)

ORGANIZATIONAL COST SUMMARY					
DIVISION		2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Administration	Expenditure	$ 5,729,027	$ 6,763,982	$ 6,588,602	$ (175,380)
	Abatement	(1,267,268)	(1,180,047)	(752,536)	427,511
	Revenue	366,122	316,294	393,000	76,706
	Tax Levy	$ 4,095,637	$ 5,267,641	$ 5,443,066	$ 175,425
Food Service	Expenditure	$ 6,277,897	$ 5,434,972	$ 4,696,742	$ (738,230)
	Abatement	(11,429)	(18,739)	(4,403)	14,336
	Revenue	1,315,913	1,422,000	1,422,800	800
	Tax Levy	$ 4,950,555	$ 3,994,233	$ 3,269,539	$ (724,694)
Inmate Industries	Expenditure	$ 1,902,884	$ 2,005,274	$ 2,095,287	$ 90,013
	Abatement	(294,525)	(358,680)	(271,950)	86,730
	Revenue	55,716	75,280	910,276	834,996
	Tax Levy	$ 1,552,643	$ 1,571,314	$ 913,061	$ (658,253)
Adult Correctional Center	Expenditure	$ 25,805,367	$ 23,941,546	$ 25,852,629	$ 1,911,083
	Abatement	(730,642)	(879,186)	(728,214)	150,972
	Revenue	3,666,882	2,266,410	2,089,010	(177,400)
	Tax Levy	$ 21,407,843	$ 20,795,950	$ 23,035,405	$ 2,239,455
Community Correctional Center	Expenditure	$ 4,036,879	$ 5,803,883	$ 5,933,192	$ 129,309
	Abatement	(939,887)	(867,233)	(837,723)	29,510
	Revenue	3,362,579	3,620,384	3,188,725	(431,659)
	Tax Levy	$ (265,587)	$ 1,316,266	$ 1,906,744	$ 590,478

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.

DEPARTMENT DESCRIPTION

The ***Administration Division*** consists of the Central Administration, Inmate Canteen, Maintenance and Power Plant Sections. In 2003, the Commodity Warehouse, which was previously part of this division, was closed due to the outsourcing of inmate food service.

The ***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 the House of Correction, the County Jail, the State VOP Facility on 10th and State and for special events held on County property. Aramark Correctional Services, Inc., assumed operation of the inmate food service program on July 1, 2003.

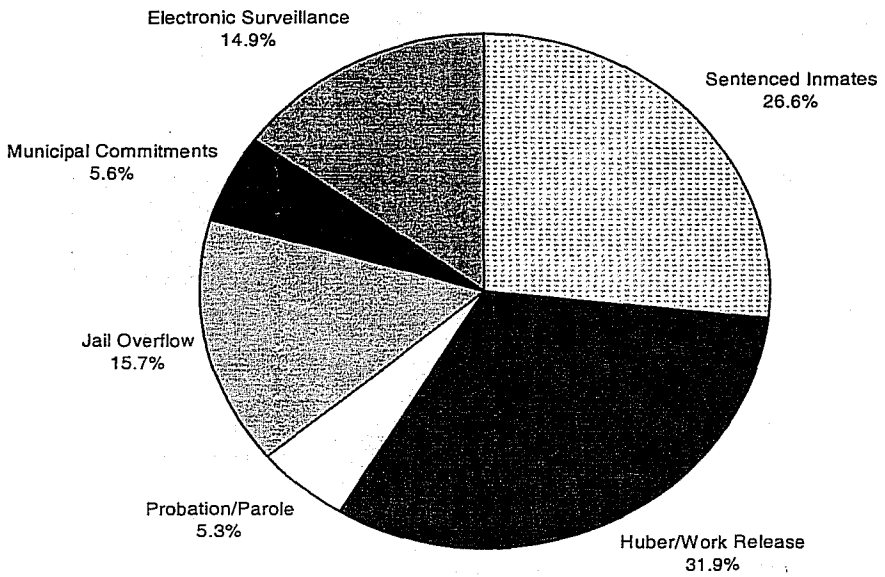
The ***Inmate Industries Division*** employs approximately 200 inmates and consists of a graphics print shop, laundry, farm and fish hatchery and recycling center. It provides basic training in vocational jobs and meaningful work experience in business/industrial operations, offsetting expenses with revenues produced by providing useful products and services to public and private agencies.

The 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 2004

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 childcare or to receive medical attention. The staff at this facility also manages a program of home detention for up to 350 inmates.

HOUSE OF CORRECTION - TOTAL POPULATION
2004 BUDGET



The 2004 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

House of Correction staff would: **(1)** Increase number of administrative modifications to electronic surveillance/home detention; **(2)** begin to identify people sentenced to community access with Operating While Intoxicated (OWI) convictions who have served less than fifty percent (50%) of their sentence; **(3)** add non-violent felons to the pool (it is estimated this action might open approximately 100 beds at the HOC); **(4)** refer persons who would otherwise qualify for electronic surveillance, but do not meet the telephone requirements, to the In-House home detention program; and **(5)** request bail review and re-evaluations for everyone with bail of $500 or less, with consideration of the numbers and categories of offenses involved.

LEVEL II: CJF = 1,050; System wide = 3,300

(1) Review all unemployed sentenced misdemeanants with community access for administrative modification to electronic surveillance; **(2)** refer anyone identified who cannot meet the telephone requirements to the In-House detention program (approximately 250 people in this category); **(3)** include in-bail review and re-evaluations of persons with bails up to $750, with consideration of the numbers and categories of offenses involved; **(4)** provide all newly sentenced persons who are not in custody a future date to report and begin serving their sentence; **(5)** review persons serving municipal commitments and persons who have served a portion of their sentence for possible release; and **(6)** review and modify custody agreements as necessary.

LEVEL III: CJF = 1,075; System wide = 3,400

(1) Review all persons with community access sentences for administrative modification of the sentence to electronic surveillance; **(2)** refer anyone identified who cannot meet the telephone requirements to the In-House detention program; **(3)** continue to give a future report date for anyone out-of-custody and newly-sentenced to a community access sentence; **(4)** include in-bail review and re-evaluations of persons with bails up to $1,000, with consideration of the numbers and categories of offenses involved; **(5)** release all municipal commitments; **(6)** seek early release and modification of sentences to time served for persons who have served seventy-five percent (75%) of their sentence with good time; **(7)** seek additional jail space, including utilization of 5 East as well as renting space in other jails; **(8)** review new admissions and, where appropriate, individuals would be cited and released from custody; and **(9)** identify vacant buildings for use as custody space.

LEVEL IV: CJF = 1,075; System wide = 3,400 (for 5 consecutive days)

(1) Review all straight time misdemeanor sentences for administrative modification to electronic surveillance; **(2)** refer anyone identified who cannot meet the telephone requirements to the In-House detention program; **(3)** identify persons serving community access sentences to have sentences interrupted, to return later to resume serving their sentence; **(4)** include in-bail review and re-evaluations of persons with bails up to $2,500, with consideration of the numbers and categories of offenses involved; and **(5)** include in requests for sentence modification all persons who have served up to fifty percent (50%) of their original sentence.

BUDGET HIGHLIGHTS

- The Community Justice Center for Day Reporting decreases by $60,000, from $804,065 in 2003 to $744,065. 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 leased vehicle to provide sworn oversight to the participants. The HOC has applied for a Federal grant of $500,000 for 2004. The tax levy contribution for this program remains at $244,065.

- Other inmate services include: $42,000 for AODA treatment services, $196,630 for job development/assessment programs, $35,000 for a library contract with the Benedict Center and $67,000 for an Office of Justice Assistance Literacy Program, partially offset by grant revenue of $60,298. In addition, $26,667 is provided as the 25% local match for the Adult Education and Family Literacy Act (AEFL) funds which are used to provide basic skills/GED programming at the House of Correction.

- ($ 62,544) Abolish 2 Clerical Assistant 1
  (253,434) Abolish 6 Clerical Assistant 2
  (33,402) Abolish 1 Fiscal Assistant 2
  ($349,380) Total

  Due to County-wide fiscal constraints, six positions of Clerical Assistant 2 that were laid off in 2003 are abolished in 2004. In addition, two Clerical Assistant 1 and 1 Fiscal Assistant 2 positions are abolished in 2004.

- $40,804 Transfer 1 Graphics Services Coordinator

  Certain printing functions formerly performed by the Information Management Service Division (IMSD) Document Services are being transferred to the HOC. The HOC is using an Inmate Work Program to provide low cost printing for County departments. In order to appropriately staff this service and facilitate the coordination of printing with all departments, one Graphic Services Coordinator position is transferred from IMSD to the HOC. This results in a tax levy savings in IMSD's budget of $40,804 and increases expenditures to HOC's budget by $115,804 reflecting the transferred position and printing supplies with an offsetting revenue of $310,000 for a net tax levy savings of $194,196.

- ($234,331) Abolish 4 Correctional Officer – Lieutenant

  Due to County-wide fiscal constraints and a reassessment of staffing needs related to the HOC expansion, four positions of Correctional Officer – Lieutenant are abolished in 2004.

- The farm and fish hatchery programs which stock fish in County lagoons and ponds and provide produce for food pantries are continued in 2004. In 2004, these programs are funded with $303,996 in Federal funds.

- ($52,740) Abolish 1 Safety and Training Specialist

  Due to County-wide fiscal constraints, one position of Safety and Training Specialist is abolished.

- ($92,784) Abolish 1 Assistant Superintendent

  Due to County-wide fiscal constraints, one position of Assistant Superintendent is abolished.

- ($302,632) Abolish 7 Correctional Officer 2

  Seven positions of Correctional Officer 2 that were laid off in 2003 have been abolished in 2004 out of a total of 56 full time equivalents. Another 13 positions are included in the lump sum adjustment. The remaining 36 CO 2 positions will be filled. Staffing will be addressed by filling less costly Correctional Officer 1 positions allowing for a more cost effective alternative for staffing the HOC.

- $(66,832) Abolish 2 Stores Clerk 1

  Due to County-wide fiscal constraints, two positions of Stores Clerk 1 that were laid off in 2003 are abolished in 2004.

- $(40,872) Abolish 1 Facility Maintenance Worker

  Due to County-wide fiscal constraints, one position of Facility Maintenance Worker is abolished in 2004.

- $(36,532) Abolish 1 Laundry & Cloth Production Assistant

  Due to County-wide fiscal constraints, one position of Laundry & Cloth Production Assistant that was laid off in 2003 is abolished in 2004.

- The contract with the State Probation and Parole facility, located on 10th and State Street, for the provision of food service is continued in 2004. The State will pay $1.85 per meal resulting in revenue of $1,420,800.

- The HOC entered into a contract with Aramark Corporation to provide food service previously provided by the HOC kitchen. This results in an annual savings of $2,004,765. A Contract Administrator was also created in mid-year 2003 to monitor the contract.

- Due partially to a decrease in housing Violators of Parole and fiscal constraints, the HOC is anticipating closing an average of six dorms for the entire year. This action results in decreased costs of $2,302,311 in personal services expenses, $93,700 in utilities, $430,000 in food and provisions offset with a decrease of $150,000 in telephone revenue and $75,000 in commissary revenue for a net savings $2,601,011. In the 2003 Budget, five dorms were budgeted to be closed for the entire year and a sixth dorm for five months.

- Any inmate released from the HOC shall receive generic prescriptions whenever possible and a maximum three-day prescription supply.

- The House of Correction will continue to provide laundry services to the Behavioral Health Division and the Children's Court Center. The total crosscharge for these services remains at $271,950.

- A revenue increase of $220,000 is budgeted for contracting out laundry services to non-profit entities. The HOC can absorb this service increase because it has excess capacity to handle additional work.

- In 2003, revenue of $365,000 was included for housing an average of 25 female felony inmates at a rate of $40 per day. The State of Wisconsin cancelled the contract with the County for this program which results in a tax levy increase of $365,000.

- The Sheriff's Department is negotiating a contract with the State of Wisconsin to house State prisoners who are nearing the end of their sentence in the Criminal Justice Facility. The revenue will be shared equally between the HOC and Sheriff. This initiative anticipates an increase in expenditures of $360,000, revenue of $703,800 and a net tax levy savings of $343,800.

- Huber Board revenue remains at the 2003 level of $1,122,375. This amount is based on 150 inmates paying $20.50 per day.

- Municipal Board revenue remains at the 2003 level of $603,710.

- Telephone commission revenue decreases $532,000, from $1,192,000, to $660,000, based on actual experience in 2003.

- Commissary revenue increases $71,206, from $290,794 in 2003 to $362,000. This increase represents a 10 percent price increase and an adjustment based on actual experience.

- Revenue from reimbursement of inmate incarceration expenses, based on an agreement with a collection agency to collect these costs, remains at the 2003 level of $30,000, based on experience. Total collections of $50,000 are projected with Milwaukee County remitting 40 percent, or $20,000, to the collection agency.

- Electronic Surveillance revenue from inmates decreases $164,250, from $1,314,000 to $1,149,750, based on 175 employed inmate participants paying $18.00 per day. The 2003 budget was based on 200 inmates paying $18.00 per day.

- Due to fiscal constraints, inmate postage is reduced by $20,000 and the daily newspaper subscription is discontinued for a savings of $6,500.

- The 2004 Budget reflects a zero wage increase for all non-represented and Executive Compensation Plan (ECP) positions. In addition, ECP positions are not provided step increases or performance awards in 2004 as allowed in County Ordinance Section 17.265 (3). These reductions reduce expenditures $91,666.

- A total of $561,190 in personal service appropriations is placed into an allocated contingency account within this department. This amount represents the anticipated cost of pay increases, excluding step increases, associated with represented employees. The disposition of these funds will be determined, with County Board approval, after negotiations with represented employee unions are completed.

- 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

	2002 Budget	2002 Actual	2003 Budget	2004 Budget
Average Daily Population:				
Milwaukee County Jail Overflow	675	743	370	370
Huber/Work Release	790	665	750	750
Probation and Parole	75	164	125	125
Municipal Commitments	120	120	130	130
Sentenced Inmates	650	617	625	625
Total Population Daily Average	2,310	2,309	2,000	2,000
Electronic Surveillance	350	271	350	350

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	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Personal Services (w/o EFB)	$ 7,704,626	$ 8,586,803	$ 8,046,927	$ (539,876)
Employee Fringe Benefits (EFB)	2,326,278	2,854,993	4,482,324	1,627,331
Services	2,435,476	2,618,951	2,593,623	(25,328)
Commodities	97,565	121,220	112,384	(8,836)
Other Charges	0	0	160,313	160,313
Capital Outlay	13,672	18,654	0	(18,654)
County Service Charges	2,910,603	2,799,699	2,955,600	155,901
Abatements	(3,385,750)	(3,246,782)	(3,434,790)	(188,008)
Total Expenditures	$ 12,102,470	$ 13,753,538	$ 14,916,381	$ 1,162,843
Total Revenues	$ 6,730,570	$ 7,209,816	$ 7,118,401	$ (91,415)
Direct Property Tax Levy	$ 5,371,900	$ 6,543,722	$ 7,797,980	$ 1,254,258

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*

Account Summary	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Central Service Allocation	$ 258,768	$ 228,548	$ 122,205	$ (106,343)
Courthouse Space Rental	1,122,660	1,060,651	1,027,420	(33,231)
Document Services	101,605	43,642	90,650	47,008
Tech Support & Infrastructure	489,030	350,579	566,085	215,506
Distribution Services	10,135	14,782	9,738	(5,044)
Telecommunications	82,581	93,663	51,712	(41,951)
Records Center	58,646	57,720	66,520	8,800
Radio	4,412	8,450	7,342	(1,108)
Personal Computer Charges	150,652	167,324	115,061	(52,263)
Applications Charges	240,187	325,098	424,658	99,560
Total Charges	$ 2,518,676	$ 2,350,457	$ 2,481,391	$ 130,934
Direct Property Tax Levy	$ 5,371,900	$ 6,543,722	$ 7,797,980	$ 1,254,258
Total Property Tax Levy	$ 7,890,576	$ 8,894,179	$ 10,279,371	$ 1,385,192

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

PERSONNEL SUMMARY				
	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Personal Services (w/o EFB)*	$ 7,704,626	$ 8,586,803	$ 8,207,240	$ (379,563)
Employee Fringe Benefits (EFB)	$ 2,326,278	$ 2,854,993	$ 4,482,324	$ 1,627,331
Position Equivalent (Funded)**	168.1	161.2	161.0	(0.2)
% of Gross Wages Funded	97.0	95.3	95.2	(0.1)
Overtime (Dollars)***	$ 142,060	$ 170,208	$ 170,208	$ 0
Overtime (Equivalent to Positions)	3.1	4.9	4.6	(0.3)

* Includes funds for 2004 represented employee pay increases that have been placed in an allocated contingency account.

** For 2002, 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)
Accountant 3	Abolish	1/1.0	HIDTA	$ (42,462)
Community Support Program Coordinator	Abolish	1/1.0	Metro Drug Unit	(45,968)
			TOTAL	$ (88,430)

MISSION

The mission of the Milwaukee County District Attorney's Office is to promote public peace and safety by just and vigorous prosecution; to seek and do impartial justice by ensuring that the guilty are punished and the innocent go free; to protect the health and welfare of children who are victims of child abuse and neglect; and to safeguard the rule of law and promote citizens' participation in law enforcement by treating all persons who come in contact with the criminal justice system with fairness, dignity and respect.

DEPARTMENT DESCRIPTION

District Attorney Functions. Plans and organizes for the prosecution of all criminal, juvenile and applicable ordinance violations in Milwaukee County. Recruits and staffs all professional positions and makes major assignments of personnel and cases. Coordinates and supervises all department activities and approves and maintains control over all departmental policies, procedures and activities. Directs the Organized Crime and White Collar Crime Unit and supervises the Firearms Unit.

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.

Misdemeanor Program Statistics	
Cases in 2002	22,272
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 2002	6,656
Deputy District Attorneys	1
County Staff	39.5
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 2002	5,907
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 34 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 amoritized 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 reimburse it for the costs of the salaries and fringe benefits of State prosecutors on the County payroll. The 2004 payment of $80,000 is the last payment required by the County.

CHARGES FROM THE STATE

Charges from the State for prosecutors decrease $60,895, from $2,273,475 to $2,212,580, for the salaries and fringe benefits of 32.5 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 $4,603,757 received by the District Attorney for State and Federal grants, $2,212,580 is passed to the State for prosecutor costs.

Charges from the State	Number of ADAs	2003 Budget	2004 Budget	2003/2004 Change
MMDEG Grant	5.0	$ 364,075	$ 370,750	$ 6,675
Prosecution of Drug Crimes Grant	3.0	277,900	291,300	13,400
Child Support Prosecutor	1.0	94,985	61,977	(33,008)
State TPR Grant	9.5	453,787	616,800	163,013
Federal Block Grant	2.0	155,697	117,756	(37,941)
State Violence Against Women Act Grant	1.0	75,925	61,818	(14,107)
Federal Violence Against Women Act Grant	5.0	304,058	298,570	(5,488)
High Intensity Drug Trafficking Area Grant	5.0	344,538	341,859	(2,679)
Community Prosecution Grant	0.0	150,000	0	(150,000)
Juvenile Accountability Incentive Block Grant	1.0	52,510	51,750	(760)
TOTAL	32.5	$ 2,273,475	$ 2,212,580	$ (60,895)

STATE GRANTS

Revenue from State grants for 2004 is comprised of seven programs that are detailed in the following table.

State Revenue Programs	2003 Budget	2004 Budget	2003/2004 Variance
Victim/Witness	$ 1,177,640	$ 1,134,346	$ (43,294)
Victim of Crimes Act (VOCA)	287,450	303,100	15,650
Special Prosecution Courts' Clerks	174,700	191,900	17,200
Termination of Parental Rights	808,940	977,785	168,845
State Violence Against Women Act	194,675	201,600	6,925
JAIBG (Juvenile Accountability & Incentive Grant)	52,510	0	(52,510)
Operation Ceasefire	78,300	82,300	4,000
TOTAL	$ 2,774,215	$ 2,891,031	$ 116,816

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 2004: 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 2004, a reimbursement rate of 60 percent is included, a decrease of two percent from 2003.

Victim Of Crime Act (VOCA) will provide funding for seven positions in 2004: four Victim/Witness Advocates assigned to the Crisis Response Unit and three Assistant Sensitive Crimes Victim Advocates in the Sensitive Crimes Victim Services Unit. The Wisconsin Department of Justice, Office of Crimes Victims Services, provides 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).

The Termination of Parental Rights grant will provide continued funding for 9.5 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.

Operation Ceasefire provides funding under Wisconsin Statutes, Section 978.139(1) (d) for two Secretarial Assistants in the District Attorney's Firearms Unit. Effective July 1, 2003, funding for these two positions will be provided by the $2 fee levied on civil case filings pursuant to Wisconsin Statutes Section 814.635(1m) in addition to the fee providing for the Special Prosecution Courts' Clerks.

FEDERAL GRANTS

Revenue from Federal grants for 2004 is comprised of six programs that are detailed in the following table.

Federal Revenue Programs	2003 Budget	2004 Budget	2003/2004 Variance
Prosecution of Drug Crimes Grants	$ 277,900	$ 291,300	$ 13,400
Local Law Enforcement Block Grant	140,745	102,804	(37,941)
HIDTA	839,585	813,896	(25,689)
Community Prosecution Grant	150,000	0	(150,000)
VAWA Judicial Oversight Grant	436,075	438,000	1,925
U.S. Attorney Ceasefire Coordinator	58,446	66,726	8,280
TOTAL	$ 1,902,751	$ 1,712,726	$ (190,025)

The Prosecution of Drug Crimes grant provides 100 percent funding with Federal Byrne anti-drug abuse funds for three Assistant District Attorneys assigned to the Metropolitan Drug Enforcement Group.

The Local Law Enforcement Block Grant provides 90 percent funding for the salary and fringe benefits of one Assistant District Attorney assigned to expediting the handling of felony cases and one Assistant District Attorney dedicated to gang crimes prosecution. Funding is estimated to be received for all of 2004 for the felony expeditor and approximately half the year for the gangs crimes prosecutor.

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 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.

The VAWA Judicial Oversight grant, which is administered by the Clerk of Circuit Court, will provide funding for five Assistant District Attorneys and three Victim/Witness Advocates. Two of the assistants will staff a commissioner's court, and the other two assistants will vertically prosecute selected felony domestic violence cases. This grant includes payments to Sojourner Truth House and Asha to provide counseling services to victims of domestic violence on weekends in the District Attorney's charging unit in Room 110 of the Criminal Justice Facility and funding an account for travel to approved conferences.

The U.S. Attorney's Office – Operation Ceasefire – 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.

CHARGES TO OTHER COUNTY AGENCIES

Department	Program	2003 Budget	2004 Budget	2003/2004 Change
Child Support	Prosecution for Failure to Provide Support to a Child	$ 117,068	$ 118,438	$ 1,370
Health & Human Services	First Offenders Program	50,031	54,972	4,941
Health & Human Services	Juvenile Accountability and Inventive Grant (JAIBG)	0	51,750	51,750
Sheriff's Department	Metro Drug Grant	729,226	728,239	(987)
TOTAL		$ 896,325	$ 953,399	$ 57,074

Child Support
Pursuant to Section 948.22 of the Wisconsin State Statutes, individuals may be prosecuted for failure to provide support to a child. The Department of Child Support refers the most egregious cases to the District Attorney for criminal prosecution. The District Attorney crosscharges the Department of Child Support for the services of an Assistant District Attorney on the state payroll that prosecutes criminal child support cases and for the costs of a full time paralegal. The Department of Child Support receives federal reimbursement of 66% for the cost of the positions. The State charges the District Attorney for the costs of the Assistant District Attorney dedicated to child support cases.

Department of Health and Human Services
The costs for the paralegal assigned to the Children's Court Center grant program, the First Offenders Program, is crosscharged to the Department of Health and Human Services to recover grant funding. In addition, the costs for one Assistant District Attorney is charged to the Department of Health and Human Services to recoup grant funding from the Juvenile Accountability and Incentive Grant. DHHS receives this grant funding in its budget.

Sheriff's Department
The Sheriff's Department acts as the lead agency for the Milwaukee Metropolitan Drug Enforcement Group (MMDEG). The District Attorney crosscharges the Sheriff for the costs of five Assistant District Attorneys, five County employees assigned to the MMDEG and operating expenses.

BUDGET HIGHLIGHTS

- $(42,462) Abolish 1 Accountant 3

  Due to discontinuation of grant funding, one vacant position of Accountant 3 for the Milwaukee HIDTA program is abolished.

- $(45,968) Abolish 1 Community Support Program Coordinator

  Due to a decrease in grant funding for the Milwaukee Metropolitan Drug Enforcement

Group (MMDEG), one position of Community Support Program Coordinator is abolished.

- The lump sum adjustment for the District Attorney is $401,892 which is 95.2 percent of wages and represents an increase of $11,712 over 2003.

- A decrease of $379,563 occurs in the line for personal services excluding fringe benefits. This is due to a portion of fringe benefits being abated out in 2003 to make the budgeted costs for fringe benefits for the State prosecutors retaining County benefits equal to the actual costs that would be incurred by the County in 2003. The State reimburses the County for the actual cost of fringe benefits received. In 2004, this abatement was moved into a separate account that is included in the summary line for personal services excluding fringe benefits rather than in the employee fringe benefits summary line as in 2003.

- Repair and Maintenance of Office Equipment is increased $7,500 from $39,000 to $46,500.

- Sundry services are decreased $4,000 from $21,000 to $17,000.

- Expenditures for books, periodicals and films are decreased $3,000 from $23,750 to $20,750 due to the purchase of State Statute books in 2003 since the publication of the books occurs in odd years.

- Law enforcement supplies decrease $3,200, from $4,600 to $1,400, due to the replacement in 2003 of bulletproof vests for the investigative staff.

- The 2004 Budget reflects a zero wage increase for all non-represented and Executive Compensation Plan (ECP) positions. In addition, ECP positions are not provided step increases or performance awards in 2004 as allowed in County Ordinance Section 17.265 (3). These reductions reduce expenditures $35,018.

- A total of $160,313 in personal service appropriations is placed into an allocated contingency account within this department. This amount represents the anticipated cost of pay increases, excluding step increases, associated with represented employees. The disposition of these funds will be determined, with County Board approval, after negotiations with represented employee unions are completed.

- 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				
Description	2002 Budget	2002 Actual	2003 Budget	2004 Budget
Major Offenses Reported to Police				
Violent Crimes	6,000	6,340	6,200	6,400
Property Crimes	50,000	53,320	53,500	53,500
Total Major Offenses	56,000	59,660	59,700	59,900
Milwaukee County Arrests				
Juvenile Arrests	27,000	29,334	27,500	29,500
Adult Arrests	75,000	80,032	76,000	80,000
Total Arrests	102,000	109,366	103,500	109,500

MILWAUKEE COUNTY DISTRICT ATTORNEY'S OFFICE CASELOAD STATISTICS			
	2000	2001	2002
Felony	5,830	6,299	6,656
Misdemeanor	11,107	11,380	10,472
Criminal Traffic	8,017	10,177	11,800
Children in Need of Protective Services (CHIPS)	2,142	2,125	2,106
Juvenile Delinquency	3,215	3,264	3,100
TPR (Termination of Parental Rights)	366	478	701

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	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Personal Services (w/o EFB)	$ 1,970,998	$ 1,974,180	$ 2,092,624	$ 118,444
Employee Fringe Benefits (EFB)	599,503	702,744	1,167,923	465,179
Services	591,477	550,234	592,144	41,910
Commodities	189,289	190,753	189,406	(1,347)
Other Charges	0	0	27,399	27,399
Debt & Depreciation	0	0	0	0
Capital Outlay	0	55,000	55,000	0
County Service Charges	505,855	550,675	475,077	(75,598)
Abatements	(457,951)	(489,285)	(410,265)	79,020
Total Expenditures	$ 3,399,171	$ 3,534,301	$ 4,189,308	$ 655,007
Direct Revenues	$ 933,800	$ 1,087,637	$ 1,498,300	$ 410,663
Direct Property Tax Levy	$ 2,465,371	$ 2,446,664	$ 2,691,008	$ 244,344

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*

Account Summary	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Central Service Allocation	$ 51,768	$ 47,843	$ 53,136	$ 5,293
Courthouse Space Rental	322,680	304,905	295,351	(9,554)
Document Services	4,025	2,533	4,590	2,057
Tech Support & Infrastructure	26,976	25,700	20,291	(5,409)
Distribution Services	715	591	687	96
Emergency Mgmt Services	0	3,333	0	(3,333)
Telecommunications	10,720	11,865	6,713	(5,152)
Records Center	0	0	0	0
Radio	3,151	3,841	3,337	(504)
Personal Computer Charges	21,930	18,865	9,731	(9,134)
Applications Charges	15,986	69,706	16,429	(53,277)
Total Charges	$ 457,951	$ 489,182	$ 410,265	$ (78,917)
Direct Property Tax Levy	$ 2,465,371	$ 2,446,664	$ 2,691,008	$ 244,344
Total Property Tax Levy	$ 2,923,322	$ 2,935,846	$ 3,101,273	$ 165,427

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

PERSONNEL SUMMARY				
	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Personal Services (w/o EFB)*	$ 1,970,998	$ 1,974,180	$ 2,120,023	$ 145,843
Employee Fringe Benefits (EFB)	$ 599,503	$ 702,744	$ 1,167,923	$ 465,179
Position Equivalent (Funded)**	31.1	29.8	30.9	1.1
% of Gross Wages Funded	92.3	94.2	93.3	(0.9)
Overtime (Dollars)***	$ 87,112	$ 66,420	$ 66,420	$ 0
Overtime (Equivalent to Positions)	1.4	1.1	1.1	0.0

* Includes funds for 2004 represented employee pay increases that have been placed in an allocated contingency account.

** For 2002, the Position Equivalent is the budgeted amount.

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

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

MISSION

The mission of the Milwaukee County 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.

BUDGET HIGHLIGHTS

- A lump sum salary reduction of $142,788 is created to establish a net salary budget that is 93.3% of gross wages. The 2003 lump sum salary reduction was $112,152, with 94.2% of gross wages funded.
- In mid-2003, the Medical Examiner began increasing the referral caseload from the Fox Valley due to pathologist vacancies in the region. One position of Assistant Medical Examiner and one position of Forensic Laboratory Technician were created to accommodate the additional cases. Filling both positions was delayed until the beginning of 2004, with as many additional cases as possible taken on by existing staff.
- Due to the larger caseload anticipated at the Fond du Lac location, the appropriation for the pathology assistant staff provided by Fond du Lac office staff increases $5,750, from $11,250 to $17,000.
- Contractual services funding for two pathology fellowship positions from the Medical College of Wisconsin increases $41,000, from $38,000 to $79,000. The increase is due in part to rate increases by the Medical College and in part to the fact that in 2003 only one candidate was

available. In 2004, the Medical Examiner anticipates sufficient candidates to fill both fellow positions that have been utilized in past years.

- 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. This project was authorized in the 2003 Budget but not completed by the Department, and so it is being continued in 2004.

- Direct Revenue increases $399,413, from $1,038,137 to $1,437,550. The increase reflects a combination of the 2004 contractual arrangement with Fond du Lac County and agreements with other counties for referral autopsies, as well as small increases in fees for cremation permits, death certificates, duplicate slides and x-rays and body storage.

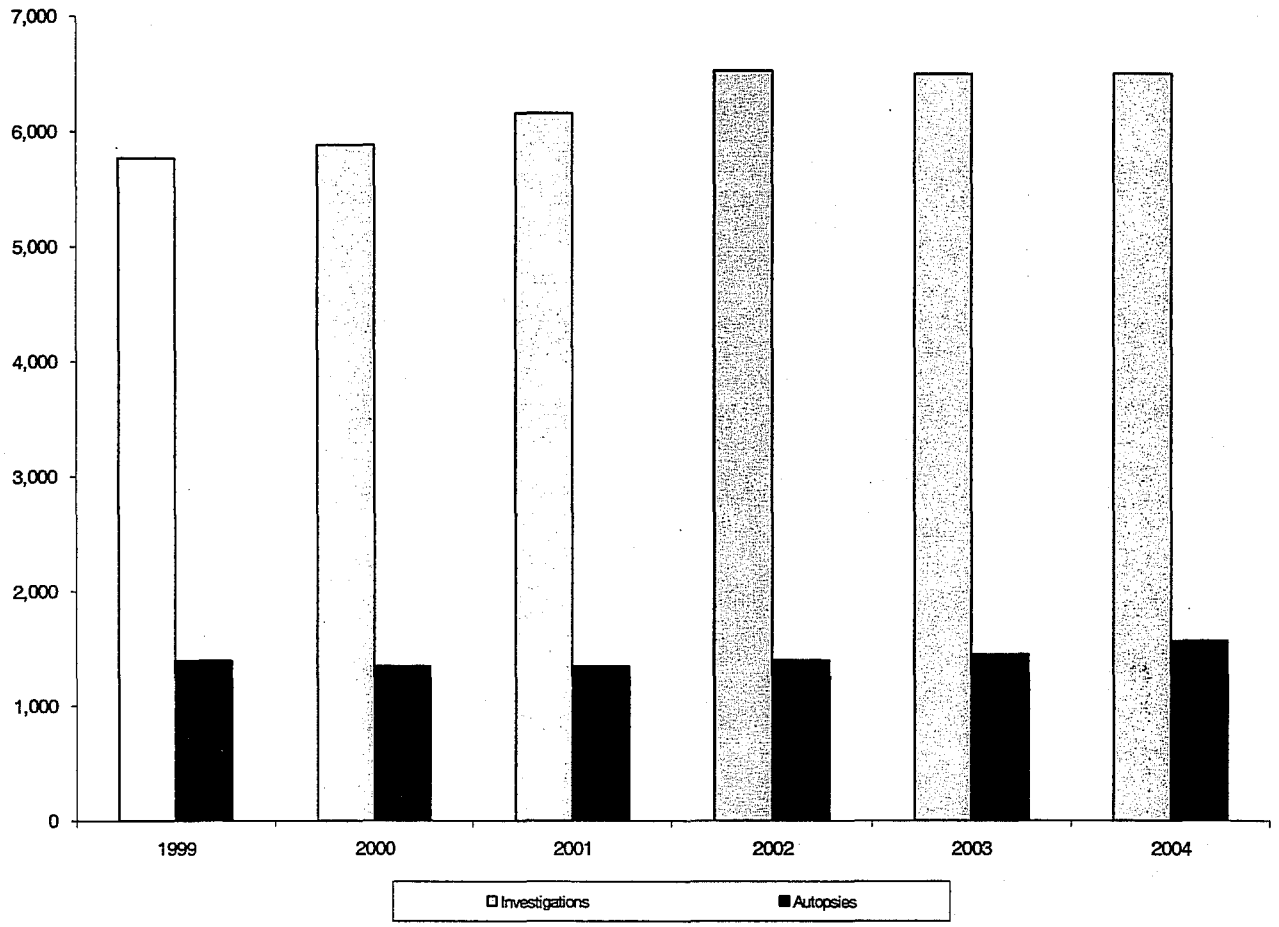
- Revenue of $11,250 is budgeted from a grant from the Paul Coverdell National Forensic Science Improvement Act and is targeted for maintaining laboratory accreditation and to purchase upgrades to existing equipment in the toxicology laboratory.

- The 2004 Budget reflects a zero wage increase for all non-represented and Executive Compensation Plan (ECP) positions. In addition, ECP positions are not provided step increases or performance awards in 2004 as allowed in County Ordinance Section 17.265 (3). These reductions reduce expenditures $50,268.

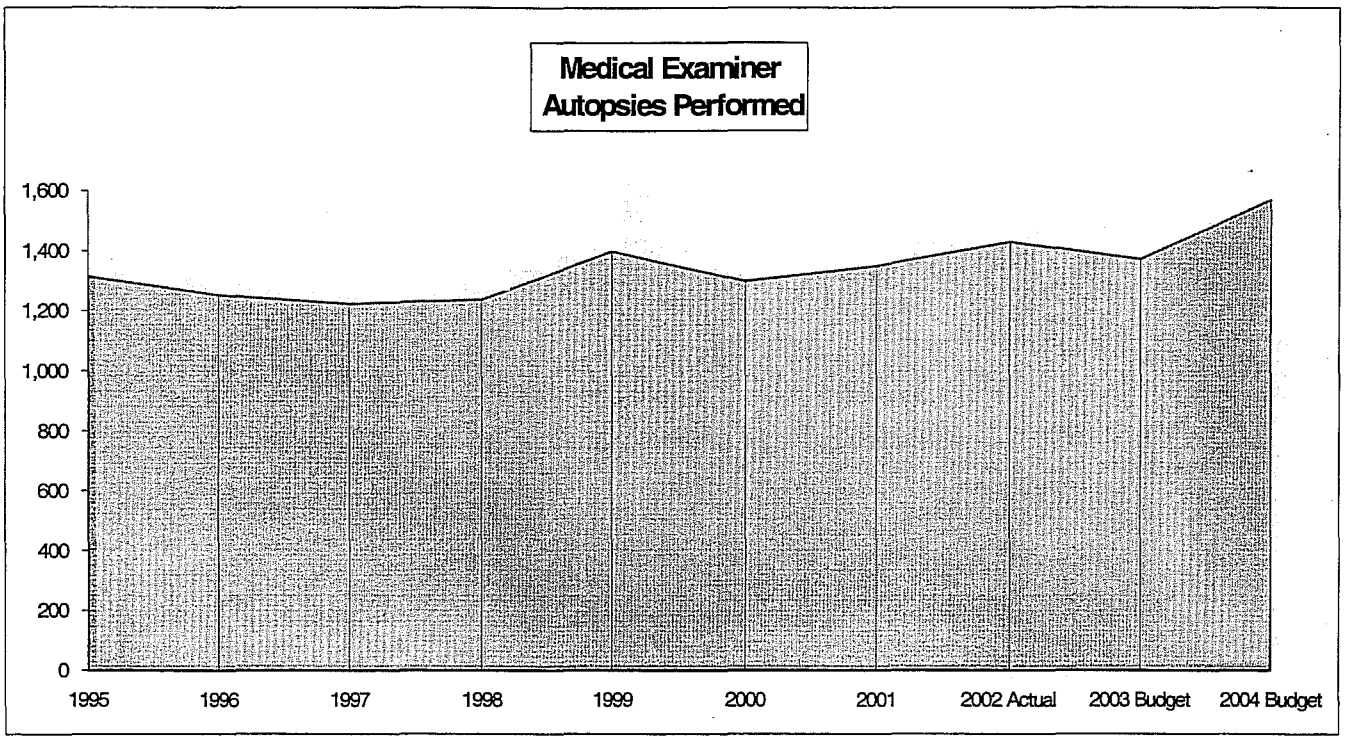
- A total of $27,399 in personal service appropriations are placed into an allocated contingency account within this department. This amount represents the anticipated cost of pay increases, excluding step increases, associated with represented employees. The disposition of these funds will be determined, with County Board approval, after negotiations with represented employee unions are completed.

- 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."

Medical Examiner Death Investigations Compared to Autopsies



ACTIVITY AND STATISTICAL SUMMARY				
	2002 Budget	2002 Actual	2003 Budget	2004 Budget
Autopsies	1,125	1,053	1,100	1,050
Referral Autopsies (revenue attached)	310	348	350	520
Death Certificates	1,750	1,721	1,850	1,900
Cremation Permits	2,850	2,703	2,800	2,800
Deaths Investigated	6,500	6,529	6,500	6,500
Comprehensive Toxicology Screens	1,175	1,175	1,175	1,250


Medical Examiner
Autopsies Performed
1,600
1,400
1,200
1,000
800
600
400
200
0
1995
1996
1997
1998
1999
2000
2001
2002 Actual
2003 Budget
2004 Budget

ADOPTED 2004 BUDGET

DEPT: DEPARTMENT OF PARKS AND PUBLIC INFRASTRUCTURE - AIRPORT

UNIT NO. 5040
FUND: Enterprise - 0076

OPERATING AUTHORITY & PURPOSE

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

BUDGET SUMMARY

Account Summary	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Personal Services (w/o EFB)	$ 7,992,561	$ 9,017,137	$ 9,005,462	$ (11,675)
Employee Fringe Benefits (EFB)	2,351,407	3,074,789	4,700,348	1,625,559
Services	10,040,498	11,057,010	11,284,235	227,225
Commodities	1,263,892	1,519,000	1,714,760	195,760
Other Charges	9,646,413	10,200,415	14,994,503	4,794,088
Capital Outlay	915,267	250,000	468,000	218,000
County Service Charges	9,961,828	15,791,343	11,156,969	(4,634,374)
Abatements	(101,575)	(639,363)	(673,502)	(34,139)
Total Expenditures	$ 42,070,291	$ 50,270,331	$ 52,650,775	$ 2,380,444
State & Federal Revenue	2,420,686	600,000	164,100	(435,900)
Other Direct Revenue	39,545,492	50,445,548	53,287,704	2,842,156
Total Direct Revenue	$ 41,966,178	$ 51,045,548	$ 53,451,804	$ 2,406,256
Indirect Revenue	277,203	279,633	287,960	8,327
Total Revenue	$ 42,243,381	$ 51,325,181	$ 53,739,764	$ 2,414,583
Direct Property Tax Levy	$ (173,090)	$ (1,054,850)	$ (1,088,989)	$ (34,139)

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*

Account Summary	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Central Service Allocation	$ 352,212	$ 374,070	$ 411,152	$ 37,082
Document Services	12,962	8,695	14,783	6,088
Tech Support & Infrastructure	67,074	63,344	52,772	(10,572)
Distribution Services	2,980	2,940	2,864	(76)
Emergency Mgmt Services	0	3,333	0	(3,333)
Telecommunications	13,165	20,800	8,244	(12,556)
Records Center	0	0	0	0
Radio	7,563	9,987	8,677	(1,310)
DPW Administrative Services	101,576	117,026	92,652	(24,374)
Personal Computer Charges	0	0	572	572
Applications Charges	45,069	39,168	81,786	42,618
Total Charges	$ 602,601	$ 639,363	$ 673,502	$ 34,139
Direct Property Tax Levy	$ (173,090)	$ (1,054,850)	$ (1,088,989)	$ (34,139)
Final Close Entry	(836,247)	0	0	0
Total Property Tax Levy	$ (406,736)	$ (415,487)	$ (415,487)	$ 0

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

DEPT: DEPARTMENT OF PARKS AND PUBLIC INFRASTRUCTURE - AIRPORT

UNIT NO. 5040
FUND: Enterprise - 0076

PERSONNEL SUMMARY				
	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Personal Services (w/o EFB)*	$ 7,992,561	$ 9,017,137	$ 9,195,602	$ 178,465
Employee Fringe Benefits (EFB)	$ 2,351,407	$ 3,074,789	$ 4,700,348	$ 1,625,559
Position Equivalent (Funded)**	195.1	212.7	212.7	0.0
% of Gross Wages Funded	87.9	95.0	94.8	(0.2)
Overtime (Dollars)***	$ 345,508	$ 344,712	$ 344,712	$ 0
Overtime (Equivalent to Positions)	9.7	9.2	9.0	(0.2)

* Includes funds for 2004 represented employee pay increases that have been placed in an allocated contingency account.

** For 2002, the Position Equivalent is the budgeted amount.

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

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

ORGANIZATIONAL COST SUMMARY					
DIVISION		2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
General Mitchell International Airport	Expenditure	$ 41,753,863	$ 50,525,741	$ 52,859,402	$ 2,333,661
	Abatement	(101,575)	(639,363)	(673,502)	(34,139)
	Revenue	41,979,242	51,053,081	53,463,664	2,410,583
	Tax Levy	$ (326,954)	$ (1,166,703)	$ (1,277,764)	$ (111,061)
Timmerman Field Airport	Expenditure	$ 418,003	$ 383,953	$ 464,875	$ 80,922
	Abatement	0	0	0	0
	Revenue	264,139	272,100	276,100	4,000
	Tax Levy	$ 153,864	$ 111,853	$ 188,775	$ 76,922

MISSION

The Airport's mission is to plan, provide, operate, maintain and enhance efficient, cost-effective air transportation facilities that meet the present and future socio-economic needs of the region, airlines and tenants, while maintaining sensitivity to the residents in the environs of the Airports.

DEPARTMENT DESCRIPTION

The Airport has essentially one program: Air Transportation. This program includes all activities necessary for the efficient, day-to-day operation of General Mitchell International Airport (GMIA) and Lawrence J. Timmerman Field (LJT). In support of this program, operations are further divided into the following areas of responsibility:

Administration is responsible for marketing and public relations, accounting, payroll, budget,

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:

  - An increased level of security/law enforcement patrols for surveillance, deterrence and response functions in both terminals and adjacent areas.
  - Increased security inspections in terminals.
  - Increased number and frequency of random identification checks.
  - Having response available on request for explosive ordnance disposal and tactical teams, as well as K-9 or electronic explosive detectors.
  - Restrictions on curbside check-in and authorized vehicles parked within 300 feet of a terminal building where passengers load and unload.
  - Increased perimeter patrols.

  To implement this initiative, additional Deputy Sheriff positions were added to the Airport complement and crosscharged to the Airport.

  These security measures will continue for the foreseeable future, and the cost will be included in the rates charged to airlines using the Airport. The cost of security included in this budget consists of Sheriff Services at $5,958,166, contract service security at various points on the property at $758,000 and a contract to tow unauthorized vehicles for $25,000, totaling $6,741,166. No federal or state reimbursement for security costs is anticipated in this budget.

  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 a parking structure addition of 2,951 parking spaces began in 1999 with relocation and construction of infrastructure. This $81 million project was financed with General Airport Revenue Bonds (GARBS) issued in mid 2000. Beginning in 2003, debt service of $8,031,000 became part of the Operating Budget. An additional bond for $7.125 million was issued in early 2003 to complete this project's costs. 2004 debt service costs of $8,428,563 are comprised of principal ($3,585,000) and interest ($4,843,563) covering both bond issues.

- Personal Services costs increase $1,613,884, from $12,091,926 to $13,705,810, primarily due to increases in fringe benefit costs. There are no new positions for 2004.

- Appropriations for Contract Services increase $227,225, from $11,057,010 to $11,284,235. The operation and administration of public parking and a computerized parking revenue system results in a $300,000 increase, from $4,000,000 to $4,300,000. This includes operating remote and temporary lots as needed, replacement of operating equipment, and general cost increases. Use of contracted security services for inspections at specific access points is budgeted at $758,000, which is a continued response to the September 11, 2001 terrorist attacks; this is a decrease of $144,250 from the $902,250 budgeted in 2003. Utilities increase $156,000, from $2,195,500 to $2,351,500.

- Commodities increase $195,760, from $1,519,000 to $1,714,760, in response to anticipated price increases and the increased use of specific non-toxic chemicals for runway snow removal.

- Depreciation and debt service increases $5,054,763, from $9,693,500 to $14,748,263 primarily due to the inclusion of the interest expense, which was budgeted in County Service Charges in the current year. Depreciation is budgeted to be $6,261,200 compared to $6,450,000 in 2003. Debt service includes payment on principle of $3,585,000 and interest of $4,843,563.

- Capital items including both new and replacement equipment total $718,650. Equipment within the data processing category totals $66,300 and includes the replacement of a number of normal PC workstations and high end GIS equipment, software and equipment oriented to noise abatement, and the addition of fiber test equipment. New equipment in the maintenance area includes a forklift ($20,000), a catwalk in the power plant ($20,000); a conduit threader and hydraulic pipebender ($15,000); and wal-behind concrete saw ($4,000). Automatic External Defibrillators for the C Concourse are budgeted at $12,050. A badging system enhancement in the operations area is budgeted at $5,000, totaling $76,050. Replacement equipment in the various operating areas amounts to $80,300 and include breathing apparatus units, a compressor and generator in the firehouse, as well as the routine replacement of broken equipment in maintenance. The significant capitalized projects in this budget include $130,000 to replace the floor in a portion of the Combined Maintenance Facility and $222,000 to replace the chiller and $144,000 to replace the boiler in the International Arrival Building.

- The Airport budget has a total tax levy surplus of $415,487 in conformance with the terms of the 25-year agreement with the airlines with regard to operations.

- The 2004 Budget reflects a zero wage increase for all non-represented and Executive Compensation Plan (ECP) positions. In addition, ECP positions are not provided step increases or performance awards in 2004 as allowed in County Ordinance Section 17.265 (3). These reductions reduce expenditures $67,264.

- A total of $190,140 in personal service appropriations is placed into an allocated contingency account within this department. This amount represents the anticipated cost of pay increases, excluding step increases, associated with represented employees. The disposition of these funds will be determined, with County Board approval, after negotiations with represented employee unions are completed.

- 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 Actual	2002 Actual	2003 Budget	2004 Budget
Passengers:				
Enplaned	2,811,954	2,815,984	2,960,000	3,000,000
Deplaned	2,788,106	2,797,840	2,900,000	3,000,000
Total	5,600,060	5,613,824	5,860,000	6,000,000
Revenue Landing Weight (1,000 lbs)	5,772,518	5,619,586	6,100,000	6,100,000
Air Freight (1,000 lbs)	173,519	190,544	199,000	199,000
Aircraft Operations (Takeoffs and Landings)				
Commercial	172,107	179,260	180,000	180,000
Military	4,885	4,814	5,100	5,100
General	34,520	32,105	44,000	35,000
Timmerman	76,867	77,817	77,000	77,000
Total	288,379	293,996	306,100	297,100

DEPT: DEPARTMENT OF PARKS AND PUBLIC INFRASTRUCTURE – TRANSPORTATION SERVICES

UNIT NO. 5070

FUND: Internal Service - 0028

OPERATING AUTHORITY & PURPOSE

The Transportation Services section of the Department of Parks and Public Infrastructure – Transportation Division is comprised of Transportation Planning and Transportation Engineering services.

The Transportation Engineering Section implements projects defined under County policy in accordance with the guidelines provided by grantor agencies and/or as prescribed by law. The projects are funded through State and/or Federal grants, with local funds provided by the County, cities or villages and private developers.

The Transportation Planning Section represents Milwaukee County interests in pertinent safety and multimodal transportation planning, prepares related transportation plans, and aggressively seeks out, applies for and professionally manages State and Federal grant funds which reduce tax levy support for County transportation projects while maintaining and applying its technical capacity for competent project management. The Transportation Planning Section provides technical and professional expertise for multimodal and transit planning and coordination, grant preparation and development, as well as transit system development and oversight.

BUDGET SUMMARY

Account Summary	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Personal Services (w/o EFB)	$ 1,510,477	$ 1,831,377	$ 1,568,808	$ (262,569)
Employee Fringe Benefits (EFB)	493,949	608,211	755,677	147,466
Services	26,232	84,810	65,230	(19,580)
Commodities	25,743	209,100	26,600	(182,500)
Other Charges	9,621	15,326	47,508	32,182
Capital Outlay	99,670	353,000	70,000	(283,000)
County Service Charges	1,270,494	874,610	1,667,508	792,898
Abatements	(1,233,721)	(768,619)	(1,448,163)	(679,544)
Total Expenditures	$ 2,202,465	$ 3,207,815	$ 2,753,168	$ (454,647)
State & Federal Revenue	121,975	368,808	13,000	(355,808)
Other Direct Revenue	42,768	76,000	76,100	100
Total Direct Revenue	$ 164,743	$ 444,808	$ 89,100	$ (355,708)
Indirect Revenue	2,574,551	3,399,665	3,361,662	(38,003)
Direct Property Tax Levy	$ (536,829)	$ (636,658)	$ (697,594)	$ (60,936)

DEPT: DEPARTMENT OF PARKS AND PUBLIC INFRASTRUCTURE – TRANSPORTATION SERVICES

UNIT NO. 5070
FUND: Internal Service - 0028

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*				
Account Summary	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Central Service Allocation	$ 70,512	$ 65,196	$ 130,696	$ 65,500
Courthouse Space Rental	173,784	164,183	159,039	(5,144)
Document Services	196	616	224	(392)
Tech Support & Infrastructure	28,233	26,514	30,982	4,468
Distribution Services	385	336	370	34
Telecommunications	9,540	8,810	5,974	(2,836)
Records Center	2,618	3,263	2,970	(293)
Radio	0	0	0	0
Personal Computer Charges	21,930	18,865	19,810	945
Applications Charges	16,348	16,142	27,385	11,243
Total Charges	$ 323,546	$ 303,925	$ 377,450	$ 73,525
Direct Property Tax Levy	$ (536,829)	$ (636,658)	$ (697,594)	$ (60,936)
Total Property Tax Levy	$ (213,283)	$ (332,733)	$ (320,144)	$ 12,589

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

PERSONNEL SUMMARY				
	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Personal Services (w/o EFB)*	$ 1,510,477	$ 1,831,377	$ 1,854,628	$ 23,251
Employee Fringe Benefits (EFB)	$ 493,949	$ 608,211	$ 647,737	$ 39,526
Position Equivalent (Funded)**	26.5	27.4	23.1	(4.3)
% of Gross Wages Funded	96.9	99.0	89.9	(9.1)
Overtime (Dollars)***	$ 19,400	$ 43,572	$ 43,572	$ 0
Overtime (Equivalent to Positions)	0.4	0.8	0.7	(0.1)

* Includes funds for 2004 represented employee pay increases that have been placed in an allocated contingency account.

** For 2002, 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)
Refer to the Department of Parks and Public Infrastructure merger overview.				$
			TOTAL	$ 0

MISSION

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

DEPARTMENT DESCRIPTION

The Transportation Services section consists of Transportation Planning and Transportation Engineering.

Transportation Planning Section

Transportation Planning provides multimodal transportation planning, development, grant administration and project and asset management and performs the required duties as owner's representative in the County's Mass Transit development and coordination. The duties include providing transit management oversight as required by the Federal and State governments, providing transit grant application and administration, as well as transit planning and transit facility development.

Transportation Engineering is divided into the following functional areas:

Highway Engineering provides planning and design activities for Highway Capital Improvement projects, County Highway Action Program projects and coordination of the Local Road Improvement Program projects as required by State law and County policy.

Construction Management is responsible for field inspection, construction engineering, construction management, and contract administration of Highway and Transportation projects. Projects include, but are not limited to, intersection improvements and road and bridge rehabilitation or reconstruction.

Bridge Engineering provides planning, design and implementation of new bridges and for the rehabilitation of existing County-owned bridges. This group, as mandated by State law, conducts biannual bridge inspections of all County-owned bridges and administers the Local Bridge Program for all municipalities' local bridges in Milwaukee County.

Traffic Engineering provides planning, design and implementation of projects needed to maintain and improve the safety, operational efficiency and functional integrity of the County's Highway network, including projects in the Congestion Mitigation and Air Quality Program and Hazard Elimination Program.

BUDGET HIGHLIGHTS

- Personal Services decreases $115,103, from $2,439,588 to $2,324,485, primarily due to the reduction of staff from the organization of the new Department of Parks and Public Infrastructure.

- Major Maintenance projects include $50,000 for unspecified minor projects, offset with $25,000 in revenue from municipalities. Project costs are shared on a 50/50 basis with local municipalities. Also, $20,000 is included for Milwaukee County's portion of a traffic signal installation at West Mill Road and North Fond du Lac that will be constructed by the City of Milwaukee. Funds were not requested for freeway detours in 2004.

- Local Road Improvement Program (LRIP) Administration revenue in the amount of $13,000 is included from the State of Wisconsin. This revenue is received bi-annually (even years only).

- In 2004, Transportation Professional Service revenue is established at $3,361,662, 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 2003, Transportation Division Professional Service revenue was budgeted at $3,399,665, reflecting a 105.5% recovery ratio.

- The 2004 Budget reflects a zero wage increase for all non-represented and Executive Compensation Plan (ECP) positions. In addition, ECP positions are not provided step increases or performance awards in 2004 as

allowed in County Ordinance Section 17.265 (3). These reductions reduce expenditures $29,578.

- A total of $30,978 in personal service appropriations is placed into an allocated contingency account within this department. This amount represents the anticipated cost of pay increases, excluding step increases, associated with represented employees. The disposition of these funds will be determined, with County Board approval, after negotiations with represented employee unions are completed.

- 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 2004 BUDGET

DEPT: DEPARTMENT OF PARKS AND PUBLIC INFRASTRUCTURE – ARCHITECTURAL, ENGINEERING AND ENVIRONMENTAL SERVICES **UNIT NO.** 5080

FUND: Internal Service - 0028

OPERATING AUTHORITY & PURPOSE

In 2004, the former Department of Public Works – Architectural, Engineering and Environmental Services Division, and the Parks Department – Landscape Architects are combined to form the Architectural, Engineering and Environmental Services section of the Department of Parks and Public Infrastructure (DPPI) – Parks Division.

BUDGET SUMMARY

Account Summary	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Personal Services (w/o EFB)	$ 3,566,528	$ 3,961,171	$ 4,162,505	$ 201,334
Employee Fringe Benefits (EFB)	1,272,638	1,340,674	2,249,940	909,266
Services	424,411	811,950	590,020	(221,930)
Commodities	100,004	86,198	70,900	(15,298)
Other Charges	80,714	117,146	201,106	83,960
Capital Outlay	262,846	405,000	410,000	5,000
County Service Charges	2,597,696	2,154,268	2,478,515	324,247
Abatements	(2,703,814)	(2,119,679)	(2,423,481)	(303,802)
Total Expenditures	$ 5,601,023	$ 6,756,728	$ 7,739,505	$ 982,777
State & Federal Revenue	222,526	60,000	51,000	(9,000)
Other Direct Revenue	39,730	125,000	143,000	18,000
Total Direct Revenue	$ 262,256	$ 185,000	$ 194,000	$ 9,000
Indirect Revenue	5,599,228	6,571,728	7,252,201	680,473
Direct Property Tax Levy	$ (260,461)	$ 0	$ 293,304	$ 293,304

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*

Account Summary	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Central Service Allocation	$ 355,752	$ 141,033	$ 14,583	$ (126,450)
Courthouse Space Rental	382,968	361,810	350,473	(11,337)
Document Services	4,553	5,848	5,192	(656)
Tech Support & Infrastructure	72,589	48,558	58,627	10,069
Distribution Services	1,002	1,178	962	(216)
Telecommunications	30,149	29,832	18,879	(10,953)
Records Center	16,365	19,507	18,563	(944)
Radio	0	0	0	0
Personal Computer Charges	5,721	45,932	45,419	(513)
Applications Charges	7,193	35,328	63,562	28,234
Total Charges	$ 876,292	$ 689,026	$ 576,260	$ (112,766)
Direct Property Tax Levy	$ (260,461)	$ 0	$ 293,304	$ 293,304
Total Property Tax Levy	$ 615,831	$ 689,026	$ 869,564	$ 180,538

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

DEPT: DEPARTMENT OF PARKS AND PUBLIC INFRASTRUCTURE – ARCHITECTURAL, ENGINEERING AND ENVIRONMENTAL SERVICES **UNIT NO.** 5080

FUND: Internal Service - 0028

PERSONNEL SUMMARY				
	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Personal Services (w/o EFB)*	$ 3,566,528	$ 3,961,171	$ 4,241,813	$ 280,642
Employee Fringe Benefits (EFB)	$ 1,272,638	$ 1,340,674	$ 2,249,940	$ 909,266
Position Equivalent (Funded)**	70.4	66.5	70.4	3.9
% of Gross Wages Funded	100.0	93.9	98.0	4.1
Overtime (Dollars)***	$ 80,031	$ 101,964	$ 75,000	$ (26,964)
Overtime (Equivalent to Positions)	2.5	1.8	1.7	(0.1)

* Includes funds for 2004 represented employee pay increases that have been placed in an allocated contingency account.

** For 2002, 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)
Refer to the Department of Parks and Public Infrastructure merger overview.				$
			TOTAL	$ 0

ORGANIZATIONAL COST SUMMARY					
DIVISION		2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Architectural/Engineering Services	Expenditure	$ 6,604,435	$ 7,159,196	$ 8,220,710	$ 1,061,514
	Abatement	(1,809,639)	(1,213,217)	(1,412,465)	(199,248)
	Revenue	5,530,333	6,324,663	7,145,731	821,068
	Tax Levy	$ (735,537)	$ (378,684)	$ (337,486)	$ 41,198
Environmental/Energy	Expenditure	$ 1,700,402	$ 1,717,211	$ 1,942,276	$ 225,065
	Abatement	(894,175)	(906,462)	(1,011,016)	(104,554)
	Revenue	331,151	432,065	300,470	(131,595)
	Tax Levy	$ 475,076	$ 378,684	$ 630,790	$ 252,106

DEPARTMENT DESCRIPTION

Architectural, Engineering and Environmental Services provides a core competency of professional and technical services for Milwaukee County. The Architectural, Engineering and Environmental Services Section is comprised of the Architectural Services Unit, Civil Engineering/Site Development Unit, Airport Engineering Unit, Environmental Services Unit, and Support Services. Through the employees' efforts and extended staff provided by consultants, these groups research, design, administer and implement a diverse combination of programs and projects.

Architectural, Engineering and Environmental Services is comprised of the following units:

1. The ***Architectural Services Unit*** provides technical services in building maintenance, remodeling, additions and new construction for various County departments currently occupying over 650 structures. Specific tasks performed include project program and budget development, cost estimating, formation of the design team, including consultants, design development, development of bid documents, procurement and evaluation of competitive bids, contract award, project management, verification of installation quality and final acceptance of completed construction.

2. The ***Airport Engineering Unit*** provides program and cost estimates for capital improvement, major maintenance and passenger facilities charge projects for General Mitchell International and Lawrence J. Timmerman Airports; prepares designs and provides construction management services for all airfield site projects; and coordinates planning and administration of projects with State and Federal agencies. This section also reviews and coordinates Airport construction projects which are sponsored by the airlines and other Airport tenants.

3. The ***Civil Engineering and Site Development Unit*** provides civil engineering and land surveying technical services on public works projects for various County departments. Typical projects include parking lots, roadways, grading, earthwork, water resources and underground utilities. Specific services include project management utilizing the DPW cost and scheduling system, in-house design staff and professional services consultants, design, drawings, technical specifications, bidding documents, administration of the competitive bidding process, engineering feasibility studies, needs assessment and programming for existing and proposed facilities, certified survey maps, site surveys and construction staging.

4. The ***Environmental Services Unit*** provides technical and managerial services concerning environmental issues of all County departments. Environmental issues include stormwater management, hazardous substance control (asbestos, lead, PCBs, mercury, etc.), underground storage tanks, landfills, air quality, recycling, solid wastes, water quality, brownfields, pesticides/herbicides and environmental due diligence for property acquisition/disposal. It also serves as the Land Conservation Department regarding agricultural issues.

5. The ***Support Services Unit*** provides County facilities records management, County facilities assessment, administration of the DPW cost and scheduling system used for project management and administration of a Geographic Information System (GIS) which overlays the Milwaukee County Automated Mapping and Land Information System (MCAMLIS). Services include development and maintenance of an inventory of County property assets, including land, utilities, roads, bridges, buildings and facilities; management of asset historical record data; development of architectural record drawings and system/equipment inventory of County buildings; condition assessment of facilities to be used by the owner department for development of a five-year major maintenance and capital improvement plan.

BUDGET HIGHLIGHTS

- Personal Services increases $1,110,600, from $5,301,845 to $6,412,445, primarily due to increases in fringe benefits and the inclusion of Landscape Architects, offset with positions abolished in the merger of the Department of Public Works and Parks Department into the Department of Parks and Public Infrastructure.

- Major Maintenance-Land Improvements for Environmental Services is funded at $410,000 for the Underground Storage Tanks Remediation Program ($85,000); the Countywide Stormwater Management Program ($75,000); investigation of new environmental problems that arise during the year ($5,000); compost program ($5,000); and to maintain the Franklin and Doyne Landfill sites ($240,000).

- State revenue remains at $85,000 in Environmental Services for a State Department of Natural Resources/Department of Agriculture, Trade and Consumer Protection-Land Conservation Program grant. This grant is used

to offset the cost of salaries in Environmental Services.

- In 2001, the Geographical Information System (GIS) was established in DPW. In mid 2002, a GIS committee was established to coordinate GIS systems from various County departments and divisions. In order to provide Countywide efficiencies, all hardware and software as it relates to the GIS data base will be managed by DPPI - A & E with the appropriate cross charges to the end users. For 2004, GIS support, software updates and maintenance cost is funded at $52,900. In 2004, the program will be expanded to include Emergency Government, District Attorney's Office, Sheriff's Department, and Economic and Community Development. Throughout 2004, DPPI - A & E will continue to maintain the GIS database, with Department of Administrative Services – Information Management Services Division supporting the infrastructure.

- The building inventory and assessment program will have been in existence for nine years in 2004. The program has two phases: Phase 1 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 2004, $185,000 is provided for Phase 1 work at the Milwaukee Public Museum, Timmerman Airport and Marcus Center for the Performing Arts Center; Phase II work will concentrate on the Central and South Region park buildings. 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 2004, $85,000 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.

- In 2004, Architectural and Engineering Professional Services revenue is budgeted at $7,039,113, reflecting 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.

- 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. The Internet access to building assessment data will continue to be budgeted in 2004 at $41,000.

- $50,000 is included in Environmental Services for the Non-Point Source Pollution Program ($40,000) and watershed studies ($10,000).

- The 2004 Budget reflects a zero wage increase for all non-represented and Executive Compensation Plan (ECP) positions. In addition, ECP positions are not provided step increases or performance awards in 2004 as allowed in County Ordinance Section 17.265 (3). These reductions reduce expenditures $56,412.

- A total of $79,308 in personal service appropriations is placed into an allocated contingency account within this department. This amount represents the anticipated cost of pay increases, excluding step increases, associated with represented employees. The disposition of these funds will be determined, with County Board approval, after negotiations with represented employee unions are completed.

- 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."

DEPT: DEPARTMENT OF PARKS AND PUBLIC INFRASTRUCTURE – HIGHWAY MAINTENANCE

UNIT NO. 5100
FUND: General - 0001

OPERATING AUTHORITY & PURPOSE

The Highway Maintenance section of the Department of Parks and Public Infrastructure - Transportation Division maintains all County trunk highways, public Park roads, State trunk highways and expressways. It is responsible for maintaining vacant freeway lands and the North Shore right-of-way.

BUDGET SUMMARY

Account Summary	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Personal Services (w/o EFB)	$ 5,336,992	$ 5,866,113	$ 6,063,094	$ 196,981
Employee Fringe Benefits (EFB)	1,586,786	2,068,217	3,298,193	1,229,976
Services	326,522	568,063	503,940	(64,123)
Commodities	754,498	805,101	856,725	51,624
Other Charges	0	0	173,196	173,196
Capital Outlay	302,937	196,762	193,400	(3,362)
County Service Charges	6,319,563	5,610,696	5,522,673	(88,023)
Abatements	(2,295,907)	(672,725)	(591,520)	81,205
Total Expenditures	$ 12,331,391	$ 14,442,227	$ 16,019,701	$ 1,577,474
State & Federal Revenue	12,544,236	14,293,259	15,594,628	1,301,369
Other Direct Revenue	29,280	25,450	25,450	0
Total Direct Revenue	$ 12,573,516	$ 14,318,709	$ 15,620,078	$ 1,301,369
Direct Property Tax Levy	$ (242,125)	$ 123,518	$ 399,623	$ 276,105

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*

Account Summary	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Central Service Allocation	$ 215,112	$ 161,403	$ 87,810	$ (73,593)
Courthouse Space Rental	0	0	0	0
Document Services	1,579	1,180	1,802	622
Tech Support & Infrastructure	24,219	26,882	24,482	(2,400)
Distribution Services	5	1	5	4
Telecommunications	11,894	12,546	7,448	(5,098)
Records Center	0	0	0	0
Radio	100,211	128,290	110,804	(17,486)
Personal Computer Charges	20,977	18,045	14,031	(4,014)
Applications Charges	17,232	15,684	30,953	15,269
Total Charges	$ 391,229	$ 364,031	$ 277,335	$ (86,696)
Direct Property Tax Levy	$ (242,125)	$ 123,518	$ 399,623	$ 276,105
Total Property Tax Levy	$ 149,104	$ 487,549	$ 676,958	$ 189,409

* 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.

DEPT: DEPARTMENT OF PARKS AND PUBLIC INFRASTRUCTURE – HIGHWAY MAINTENANCE

UNIT NO. 5100
FUND: General - 0001

PERSONNEL SUMMARY	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Personal Services (w/o EFB)*	$ 5,336,992	$ 5,866,113	$ 6,236,290	$ 370,177
Employee Fringe Benefits (EFB)	$ 1,586,786	$ 2,068,217	$ 3,298,193	$ 1,229,976
Position Equivalent (Funded)**	128.0	126.1	131.9	5.8
% of Gross Wages Funded	90.0	89.5	85.5	(4.0)
Overtime (Dollars)***	$ 246,904	$ 337,644	$ 337,644	$ 0
Overtime (Equivalent to Positions)	6.2	8.0	7.8	(0.2)

* Includes funds for 2004 represented employee pay increases that have been placed in an allocated contingency account.

** For 2002, 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)
Refer to the Department of Parks and Public Infrastructure merger overview.				$
			TOTAL	$ 0

ORGANIZATIONAL COST SUMMARY		2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
DIVISION					
State Highway Maintenance	Expenditure	$ 9,588,692	$ 11,342,316	$ 12,323,860	$ 981,544
	Abatement	0	0	0	0
	Revenue	10,127,589	11,875,112	12,792,344	917,232
	Tax Levy	$ (538,897)	$ (532,796)	$ (468,484)	$ 64,312
County Highway Maintenance	Expenditure	$ 2,884,227	$ 3,239,838	$ 3,818,877	$ 579,039
	Abatement	(141,528)	(139,927)	(123,036)	16,891
	Revenue	2,445,927	2,443,597	2,827,734	384,137
	Tax Levy	$ 296,772	$ 656,314	$ 868,107	$ 211,793

MISSION

Highway Maintenance will maintain County trunk highways and public Park roads in a manner that will provide citizens of the County with a safe, usable roadway system at a level of service acceptable to a majority of its citizens and at the lowest possible cost.

DEPARTMENT DESCRIPTION

The ***State Highway Maintenance Unit*** provides general and winter maintenance on the expressways and State trunk highways within Milwaukee County. The State reimbursement for this program is based on actual labor, including incidental labor costs, machinery allowances as specified in the current State Highway Maintenance Manual's actual cost

provision, and material purchases authorized by the State Department of Transportation. State Highway Maintenance program costs are 100% offset by State reimbursement revenue.

The ***County Highway Maintenance Unit*** provides general and winter maintenance on the Milwaukee County Highway system and public Park roads. This includes pavement repair and resurfacing, shoulder maintenance, vegetation control, safety appurtenances, road drainage, litter pickup, bridge maintenance, ice and snow control, traffic signal maintenance and highway signing and pavement marking.

BUDGET HIGHLIGHTS

STATE HIGHWAY MAINTENANCE

- Personal Services increase $1,426,957, from $7,934,330 to $9,361,287 primarily due to benefit increases.

- As a result of the organization of the new Department of Parks and Public Infrastructure, in 2004, eight Park Maintenance Worker 2 positions are transferred to Highway Maintenance to perform duties in that area in addition to the responsibility for maintaining the public Park roads.

- The State reimburses the Highway Division for 100% of eligible costs associated with the State Trunk Highways (STH) and the freeway system. For 2004, it is estimated that $12,323,860 of the Department's cost for personal services, contractual services and commodities will be dedicated to the freeway system and the STH. In addition, $468,484 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 $86,696 decrease from 2003 in the amount of crosscharges and services.

- In 2004, the Wisconsin Department of Transportation (WISDOT) will pay Milwaukee County $75,000 to replace asphalt and concrete under the railroad bridge on Ryan Road. Concrete has lifted due to multiple flooding.

- Fleet Management services decrease $44,747, from $3,890,812 to $3,846,065. Fleet costs have been reduced due to lower prices for fuel, supplies and vehicle parts.

- A Sign and Paint Maintenance group, Organization Unit 5155, has been formed to accommodate a newly formed Sign program at the request of the State, without additional County cost. Milwaukee County will provide year round repair and replacement of signs on the State Trunk Highway system utilizing specially trained current staff. The combining of the Sign and the existing Paint Maintenance employees will better allocate specific projects in a cohesive unit.

- Commodities increase $51,624, from $805,101 to $856,725, as a combined result of increased electrical materials to comply with ADA guidelines, upgrades and repairs to aging traffic signals, and reduction of road salt.

COUNTY HIGHWAY MAINTENANCE

- General Transportation Aids are budgeted at $2,802,284, reflecting the actual 2003 allocation from the Wisconsin Department of Transportation. The actual State General Transportation Aids from WISDOT to Milwaukee County for 2004 will not be known until November 2003.

- Major Maintenance - Land Improvements increases $11,088, from $138,912 to $150,000, for County Trunk Highway resurfacing, and median improvements.. The following projects will be scheduled: resurfacing the box culvert installation, overlay of 107th Street (CTH F) from Brown Deer Road north to the Ozaukee County line. Overlay 13th Street (CTH V) from Oakwood south to the Racine County line. Widening strips of two feet, Mill Road (CTH S) from 107th to 115th Streets ($150,000). 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 $33,900 is provided for arrow board trailers, arrow board kits, one brine making system for anti-icing, and maintenance equipment for the salt conveyors.

- $8,000 is budgeted to facilitate North Shop maintenance. This is a decrease in Building Major Maintenance from $15,000 to $7,000.

- A new weather computer, monitor and printer at a cost of $1,500 will provide needed technology to monitor road conditions for storm related conditions.

- The 2004 Budget reflects a zero wage increase for all non-represented and Executive Compensation Plan (ECP) positions. In addition, ECP positions are not provided step increases or performance awards in 2004 as allowed in County Ordinance Section 17.265 (3). These reductions reduce expenditures $24,906.

- A total of $173,196 in personal service appropriations is placed into an allocated contingency account within this department. This amount represents the anticipated cost of pay increases, excluding step increases, associated with represented employees. The disposition of these funds will be determined, with County Board approval, after negotiations with represented employee unions are completed.

- 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

	2002 Budget	2002 Actual	2003 Budget	2004 Budget
HIGHWAY MAINTENANCE PROGRAM				
Lane Miles (Maintenance)				
County Trunk Highways	342.96	342.96	342.96	342.96
State Trunk Highways	438.00	438.00	438.00	439.00
Expressways	674.00	674.00	674.00	688.96
Total	1,454.96	1,454.96	1,454.96	1,470.92
Acres (Grass Mowing)				
County Trunk Highways	665.41	665.41	665.41	665.41
State Trunk Highways	781.51	781.51	781.51	781.51
Expressways	1,875.87	1,875.87	1,875.87	1,875.87
Total	3,322.79	3,322.79	3,322.79	3,322.79

DEPT: DEPARTMENT OF PARKS AND PUBLIC INFRASTRUCTURE-
FLEET MANAGEMENT

UNIT NO. 5300
FUND: Internal Service - 0030

OPERATING AUTHORITY & PURPOSE

The Fleet Management section of the Department of Parks and Public Infrastructure (DPPI)-Transportation Division provides a broad array of services to the County and its customers, including developing vehicle replacement programs; developing and designing vehicle specifications; managing the County's fuel system; assigning vehicles and equipment to users based on needs and requirements; managing and developing vehicle and equipment disposal through periodic auctions; managing and maintaining all automotive equipment owned by the County; and authorizing and acquiring all vehicles and equipment in the Fleet Equipment Acquisition Capital Budget. The Fleet Management controls, manages and maintains all automotive equipment owned by the County. It also centrally maintains materials and parts for the Department of Parks and Public Infrastructure Parks and Transportation Divisions.

BUDGET SUMMARY

Account Summary	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Personal Services (w/o EFB)	$ 2,320,887	$ 2,674,462	$ 3,021,254	$ 346,792
Employee Fringe Benefits (EFB)	743,953	917,104	1,628,952	711,848
Services	597,945	753,434	795,037	41,603
Commodities	1,714,930	2,363,041	2,184,665	(178,376)
Other Charges	0	0	73,766	73,766
Debt & Depreciation	2,281,481	2,799,588	2,694,125	(105,463)
Capital Outlay	1,096	25,000	7,000	(18,000)
County Service Charges	2,146,917	2,128,786	1,800,016	(328,770)
Abatements	(602,358)	(557,007)	(372,295)	184,712
Total Expenditures	$ 9,204,851	$ 11,104,408	$ 11,832,520	$ 728,112
State & Federal Revenue	17,663	20,000	17,700	(2,300)
Other Direct Revenue	144,932	52,600	52,600	0
Total Direct Revenue	$ 162,595	$ 72,600	$ 70,300	$ (2,300)
Indirect Revenue	9,647,083	11,424,341	11,979,868	555,527
Direct Property Tax Levy	$ (604,827)	$ (392,533)	$ (217,648)	$ 174,885

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*

Account Summary	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Central Service Allocation	$ 305,292	$ 274,930	$ 100,716	$ (174,214)
Courthouse Space Rental	0	0	0	0
Document Services	2,416	3,022	4,129	1,107
Tech Support & Infrastructure	50,318	43,709	43,713	4
Distribution Services	0	75	0	(75)
Telecommunications	9,574	6,448	5,995	(453)
Records Center	0	0	0	0
Radio	0	0	0	0
Personal Computer Charges	37,186	31,988	22,898	(9,090)
Applications Charges	37,994	32,361	40,197	7,836
Total Charges	$ 442,780	$ 392,533	$ 217,648	$ (174,885)
Direct Property Tax Levy	$ (604,827)	$ (392,533)	$ (217,648)	$ 174,885
Total Property Tax Levy	$ (162,047)	$ 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.

DEPT: DEPARTMENT OF PARKS AND PUBLIC INFRASTRUCTURE-
FLEET MANAGEMENT

UNIT NO. 5300
FUND: Internal Service - 0030

PERSONNEL SUMMARY				
	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Personal Services (w/o EFB)*	$ 2,320,887	$ 2,674,462	$ 3,095,020	$ 420,558
Employee Fringe Benefits (EFB)	$ 743,953	$ 917,104	$ 1,628,952	$ 711,848
Position Equivalent (Funded)**	64.1	63.2	70.6	7.4
% of Gross Wages Funded	92.2	91.4	93.3	1.9
Overtime (Dollars)***	$ 120,061	$ 237,504	$ 237,504	$ 0
Overtime (Equivalent to Positions)	3.3	6.5	6.5	0.0

* Includes funds for 2004 represented employee pay increases that have been placed in an allocated contingency account.

** For 2002, 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)
Refer to the Department of Parks and Public Infrastructure merger overview.				$
			TOTAL	$ 0

MISSION

Fleet Management will strive to provide prompt, competitive, quality services to its customers and to effectively manage all County vehicles and equipment through a diversified workforce of skilled, experienced and professional employees.

BUDGET HIGHLIGHTS

- In 2004, new and replacement Fleet equipment is budgeted in the Capital Improvements Budget (Project WO112, Fleet Equipment Acquisition formerly Project WO858). The Sheriff's Department and DPPI-Highway Maintenance, Facilities Management and Airport Divisions will primarily utilize the replacement equipment. All departments receiving replacement equipment will be required to turn in their used equipment unless, as required, the department has obtained County Board approval to retain the old vehicles, so that the Fleet Management Division total equipment count does not exceed approved totals. Any costs associated with the repair and maintenance of vehicles retained will be the sole responsibility of the using department.

- Personal Services including fringe benefits increases $1,058,640, from $3,591,566 to $4,650,206, primarily due to increases in salaries, wages and fringe benefits, as well as transfers into Fleet Management for mower and equipment maintenance resulting from the organization of the new Department of Parks and Public Infrastructure.

- For 2004, funding for motor vehicle parts, fuel and supplies decreases $85,258, from $2,142,505 to $2,057,247. As shown in the Fuel Pricing and Purchases chart, $1,137,790 of this funding is earmarked for fuel purchases, a decrease of $118,190 from 2003. Costs for fuel are based on an average winter.

- 2004 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 34.7 inches of snow.

- Flexibility to expand, modify and reallocate major maintenance projects and equipment purchases while remaining within the total appropriation is continued in 2004.

- Depreciation for Fleet equipment decreases $210,206, from $2,372,508 to $2,162,302.

- Bond interest decreases $223,025, from $870,920 to $647,895, resulting from the re-financing of bond funding used for vehicle acquisitions.

- The 2004 Budget reflects a zero wage increase for all non-represented and Executive Compensation Plan (ECP) positions. In addition, ECP positions are not provided step increases or performance awards in 2004 as allowed in County Ordinance Section 17.265 (3). These reductions reduce expenditures $8,974.

- A total of $73,766 in personal service appropriations is placed into an allocated contingency account within this department. This amount represents the anticipated cost of pay increases, excluding step increases, associated with represented employees. The disposition of these funds will be determined, with County Board approval, after negotiations with represented employee unions are completed.

- 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."

DEPT: DEPARTMENT OF PARKS AND PUBLIC INFRASTRUCTURE-
FLEET MANAGEMENT

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

		2000 Actual	2001 Actual	2002 Actual	2003 Budget	2004 Budget
Lead Free -	Gallons	534,774	562,632	501,078	535,000	502,000
	Average Price	$1.33	$1.30	$1.21	$1.42	$1.33
	Purchase	$711,249	$733,227	$605,901	$759,700	$667,660
Diesel #2 -	Gallons	341,586	304,389	306,877	315,000	315,000
	Average Price	$1.21	$1.17	$1.08	$1.29	$1.24
	Purchase	$411,662	$356,680	$330,565	$406,350	$390,600
Diesel #1 -	Gallons	65,153	49,400	56,023	65,000	65,000
	Average Price	$1.29	$1.23	$1.08	$1.36	$1.20
	Purchase	$83,899	$60,520	$60,405	$88,400	$78,000
Natural Gas -	Gallons	2,683	2,034	1,557	1,700	1,700
	Average Price	$0.82	$0.99	$0.99	$0.90	$0.90
	Purchase	$2,201	$2,004	$1,537	$1,530	$1,530
Total Gallons Used Per Year		944,196	918,455	865,535	916,700	883,700
Total Fuel Purchased Per Year		$1,209,011	$1,152,431	$998,408	$1,255,980	$1,137,790

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

	2002 Budget	2002 Actual	2003 Budget	2004 Budget
Highway Patrol (Miles)	2,400,000	2,491,832	2,436,000	2,491,000
Other Cars (Miles)	1,050,000	1,281,753	1,098,000	1,200,000
Trucks (Miles)	3,150,000	3,236,844	3,242,000	3,237,000
Motorcycles (Miles)	25,000	25,908	19,000	25,900
Fire Trucks (Miles)	5,900	7,019	6,900	7,000
Other Equipment (Miles)	190,000	76,261	75,700	76,300
Total (Miles)	6,820,900	7,119,617	6,877,600	7,037,200

DEPT: MILWAUKEE COUNTY TRANSIT/PARATRANSIT SYSTEM **UNIT NO.** 5600
FUND: Enterprise - 0083

OPERATING AUTHORITY & PURPOSE

The Department of Parks and Public Infrastructure – Transportation Division provides public transit services through the Milwaukee County Transit System (MCTS). Direct management and operation of the transit system, including Paratransit Services, is provided by Milwaukee Transport Services, Inc., a private non-profit corporation under contract to the County. The corporation uses Transit facilities and equipment owned and provided by Milwaukee County.

Paratransit operations include the provision of demand responsive transportation and orientation to transportation services. These services provide a complement to the fixed-route services of MCTS and are available to those who are Americans with Disabilities Act (ADA) Paratransit eligible.

The Transportation Services Section of the Department of Parks and Public Infrastructure - Transportation Division provides County oversight, conducts various transit related studies, and prepares and administers Federal and State transit grants. The Transportation Services Section of the Department of Parks and Public Infrastructure - Transportation Division also facilitates the acquisition of capital equipment and provides design and construction services for capital facilities as well as major maintenance projects.

GENERAL SUMMARY

This is a programmatic 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 Transportation Services Section of the Department of Parks and Public Infrastructure - Transportation Division.

BUDGET SUMMARY

Account Summary	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Personal Services (w/o EFB)	$ 0	$ 0	$ 0	$ 0
Employee Fringe Benefits (EFB)	0	0	0	0
Services	370,631	419,250	431,206	11,956
Commodities	406,869	440,000	460,000	20,000
Transit Operations	112,957,074	115,609,486	119,770,984	4,161,498
Other Charges	19,228,459	20,695,555	21,206,294	510,739
Capital Outlay	1,050,590	1,059,500	872,500	(187,000)
County Service Charges	2,806,186	2,518,871	2,314,325	(204,546)
Abatements	(781,769)	(425,733)	(339,543)	86,190
Total Expenditures	$ 136,038,040	$ 140,316,929	$ 144,715,766	$ 4,398,837
State & Federal Revenue	72,856,074	77,358,010	76,957,610	(400,400)
Other Direct Revenue	901,349	721,500	937,500	216,000
Transit Revenue	41,110,338	41,030,808	45,057,476	4,026,668
Total Revenues	$ 114,867,761	$ 119,110,318	$ 122,952,586	$ 3,842,268
Direct Property Tax Levy	$ 21,170,279	$ 21,206,611	$ 21,763,180	$ 556,569

DEPT: MILWAUKEE COUNTY TRANSIT/PARATRANSIT SYSTEM **UNIT NO.** 5600
FUND: Enterprise - 0083

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*				
Account Summary	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Central Service Allocation	$ 257,568	$ 375,359	$ 294,305	$ (81,054)
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	391,390	39,178	34,042	(5,136)
Personal Computer Charges	27,651	0	0	0
Applications Charges	0	0	0	0
Total Charges	$ 676,609	$ 414,537	$ 328,347	$ (86,190)
Direct Property Tax Levy	$ 21,170,279	$ 21,206,611	$ 21,763,180	$ 556,569
Total Property Tax Levy	$ 21,846,888	$ 21,621,148	$ 22,091,527	$ 470,379

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

ORGANIZATIONAL COST SUMMARY					
DIVISION		2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Transit Operations	Expenditure	$ 129,088,888	$ 132,722,622	$ 137,498,278	$ 4,775,656
	Revenue	41,110,338	41,030,808	45,057,476	4,026,668
	Tax Levy	$ 87,978,550	$ 91,691,814	$ 92,440,802	$ 748,988
Transit Policy and Capital Acquisition	Expenditure	$ 6,949,152	$ 7,594,307	$ 7,217,488	$ (376,819)
	Revenue	73,757,423	78,079,510	77,895,110	(184,400)
	Tax Levy	$ (66,808,271)	$ (70,485,203)	$ (70,677,622)	$ (192,419)

MISSION

The Milwaukee County Transit/Paratransit System exists to provide reliable, convenient and safe public transportation services that efficiently and effectively meet the varied travel needs of the community and contribute to its quality of life.

DEPARTMENT DESCRIPTION

The ***Transit Operations Program*** includes all activities necessary for the efficient, day-to-day management and operation of the Milwaukee County Transit System, including the Paratransit System, by Milwaukee Transport Services, Inc., a private nonprofit corporation under contract with Milwaukee County. The corporation employs a work force totaling approximately 1,400 employees who are assigned to four major functional classifications: Administration, Finance, Operations and Marketing.

The ***Transit Policy and Capital Acquisition*** program is performed by the Transportation Services Section of the Department of Parks and Public Infrastructure - Transportation Division and is responsible for all studies related to transit planning, the replacement and acquisition of transit capital assets, and providing design and construction services for capital facilities. In addition, this division develops and submits grant applications and administers approved State and Federal grants valued at $77 million per year.

BUDGET HIGHLIGHTS

Fixed-Route Transit Operations

- The 2004 budget increases all fares, passes, and tickets as described in the attached schedule.

- Transit passenger revenue is projected to increase $2,885,258, from $35,970,850 to $38,856,108. For comparison, the 2004 revenue projection of $38,856,108, reflects an increase of $2,842,753 from the 2002 actual of $36,013,355. The projected increase in passenger revenue is based upon the effects of the proposed fare increases and tempered by the proposed service cuts.

- The 2004 bus hours operated are projected to decrease 61,365, from 1,495,078 to 1,433,713 (4.1%) compared to the 2003 budget. This decrease in bus hours is the result of the discontinuation of Route 13 (St Paul-Wisconsin), Route 84 (Frank Lloyd Wright), Route 86 (Nathan Hale - West), Route 227 (Franklin Shuttle), the Congestion Mitigation Air Quality (CMAQ) funded trolley service, the restructuring of Route 15 (Oakland-Kinnickinnic), Route 50 (Morgan Avenue), Route 57 (Walnut-Lisbon), and the UBUS service to the University of Wisconsin - Milwaukee campus. Route 101 (Silver Mill-Park Place Shuttle) and Route 102 (West Loop Shuttle) will be discontinued and Route 23 will be restructured to extend service to Park Place and the Tower Avenue Industrial Park. In addition, late night service will be modified on Routes 10, 15, 18 and 20, and discontinued on Routes 14, 21, 31, 35, 54 and 67.

- Transit operating expenses are estimated to increase $3,873,611 from $113,889,742 to $117,763,353 (3.4%) compared to the 2003 budget. This increase in operating expenses is primarily the result of increases in health insurance and pension costs.

Paratransit Operations

- The passenger fares will increase $0.25, from $3.00 to $3.25 per one-way trip.

- The budget anticipates charging Paratransit clients transported by Goodwill $3.25 per trip. The current contract expires in October 2003.

- Total trips are estimated at 1,131,930, an increase of 83,889 (8.0%) over 2002 actual trips and 4,122 (0.4%) over budgeted trips for 2003.

- Overall productivity for the van service is projected to be 1.99 rides per hour in 2004 compared to 1.94 in 2003 and 1.89 in 2002.

- Transportation expense increases $189,739 from $18,337,555 to $18,527,294. Transportation expense is paid on a per hour basis for van service and on a per trip basis for taxi and agency service. Cost per ride for the program is projected to increase 3.1% from 2003 to 2004, compared to a 0.8% decrease from 2002 to 2003.

Transit Policy and Capital Acquisition

- In an attempt to mitigate traffic congestion which will result during the reconstruction of the Marquette Interchange from late 2004 through 2008, Milwaukee County will provide free rides on all fixed and Paratransit routes beginning November 1, 2004, only if the State of Wisconsin agrees to pay both the farebox revenue and tax levy amount which would be required to meet transit expenditures during the duration of the Marquette Interchange project. For the two-month period in 2004 when this "social experiment" is to take place, state funds of $10,538,366 would be required. This figure includes $7,000,000 to cover anticipated farebox revenue ($6,350,000 for fixed route fares and $650,000 for Paratransit fares) and $3,538,366 to cover tax levy.

- State operating assistance is expected to remain at the 2003 budget amount of $56,811,781.

- State Specialized Transportation assistance is projected to remain at the 2003 budget amount of $884,629.

- Federal formula funds used for operations (capitalized maintenance) will increase $1,000,000, from $15,400,000 to $16,400,000.

- Other State and Federal funding to support CMAQ and Job Access programs decreases $1,360,000, from $1,960,000 to $600,000, due to the completion or reduction of CMAQ funded trolley service and Job Access programs in 2004.

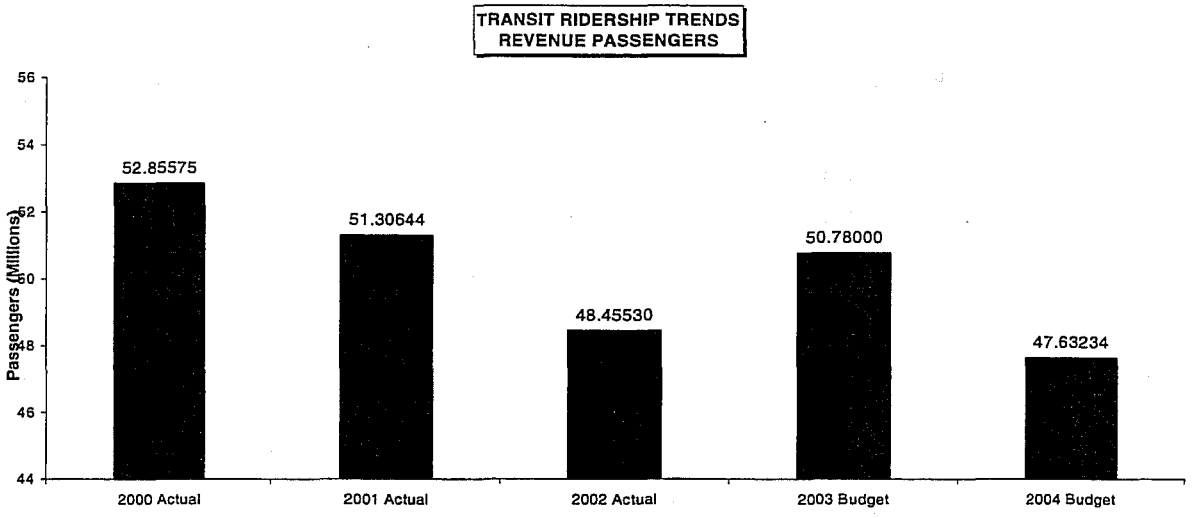
ACTIVITY AND STATISTICAL SUMMARY	2002 Actual	2003 Budget	2004 Budget
Buses Assigned	520	518	518
Buses Operated	433	410	391
Bus Miles	20,756,207	19,884,544	19,287,049
Bus Hours	1,541,903	1,495,078	1,433,713
Revenue Passengers	48,455,302	50,779,700	47,632,340
Cost Per Mile	$ 5.36	$ 5.72	$ 6.11
Cost Per Revenue Passenger	$ 2.30	$ 2.24	$ 2.47
Revenue Per Revenue Passenger	$ 0.74	$ 0.70	$ 0.82
Farebox Recovery Ratio	32.42%	31.58%	33.00%
Transit Plus Enrollment	16,750	16,000	18,000
Transit Plus Ridership	1,048,041	1,127,808	1,131,930
Transit Plus Cost/Ride	$ 17.04	$ 16.90	$ 17.43
Van Service - Trips Per Hour	1.89	1.94	1.99

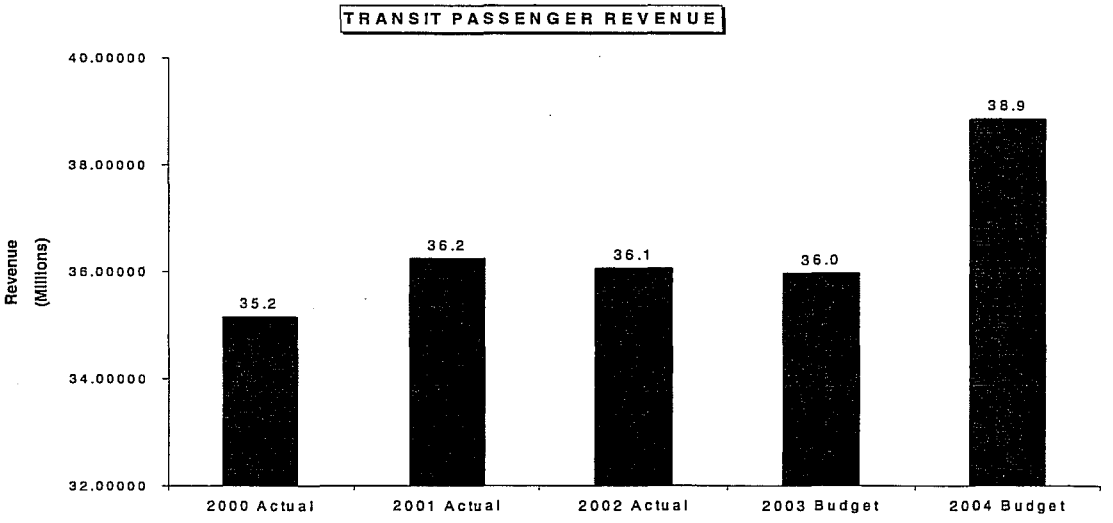
	1996 to 2000	2001	2002	2003	2004
Adult Cash	$ 1.35	$ 1.50	$ 1.50	$ 1.50	$ 1.75
Adult Weekly Pass	$ 10.50	$ 11.00	$ 12.00	$ 12.00	$ 13.00
Adult Ticket (10)	$ 10.50	$ 11.00	$ 12.00	$ 12.00	$ 13.00
Children Ages 6 to 11 (Half Fare)	$ 0.65	$ 0.75	$ 0.75	$ 0.75	$ 0.85
Children's Ticket (10) (Half Fare)	$ 6.50	$ 7.50	$ 7.50	$ 7.50	$ 8.50
Senior Citizens and Handicapped (Half Fare)	$ 0.65	$ 0.75	$ 0.75	$ 0.75	$ 0.85
Senior/Handicapped Ticket (10) (Half Fare)	$ 6.50	$ 7.50	$ 7.50	$ 7.50	$ 8.50
Students with Permit	$ 1.00	$ 1.00	$ 1.10	$ 1.10	$ 1.30
Student Ticket (10)	$ 9.00	$ 9.00	$ 10.00	$ 10.00	$ 11.00
Student Regular Weekly Pass	$ 9.00	$ 9.50	$ 10.00	$ 10.00	$ 11.00
Student Special Weekly Pass	$ 9.00	$ 9.50	$ 10.50	$ 10.50	$ 11.50
U-Pass	$ 31.00	$ 33.00	$ 35.00	$ 35.00	$ 38.00
Commuter Value Pass*	$ 105.00	$ 111.00	$ 117.00	$ 117.00	$ 126.00
Freeway Flyers	Applicable Fare Plus $.25	Applicable Fare Plus $.30	Applicable Fare Plus $.30	Applicable Fare Plus $.30	Applicable Fare Plus $.30
Flyers Ticket (10)	$ 13.00	$ 14.00	$ 15.00	$ 15.00	$ 16.00

* The Commuter Value Pass program began in 1997.

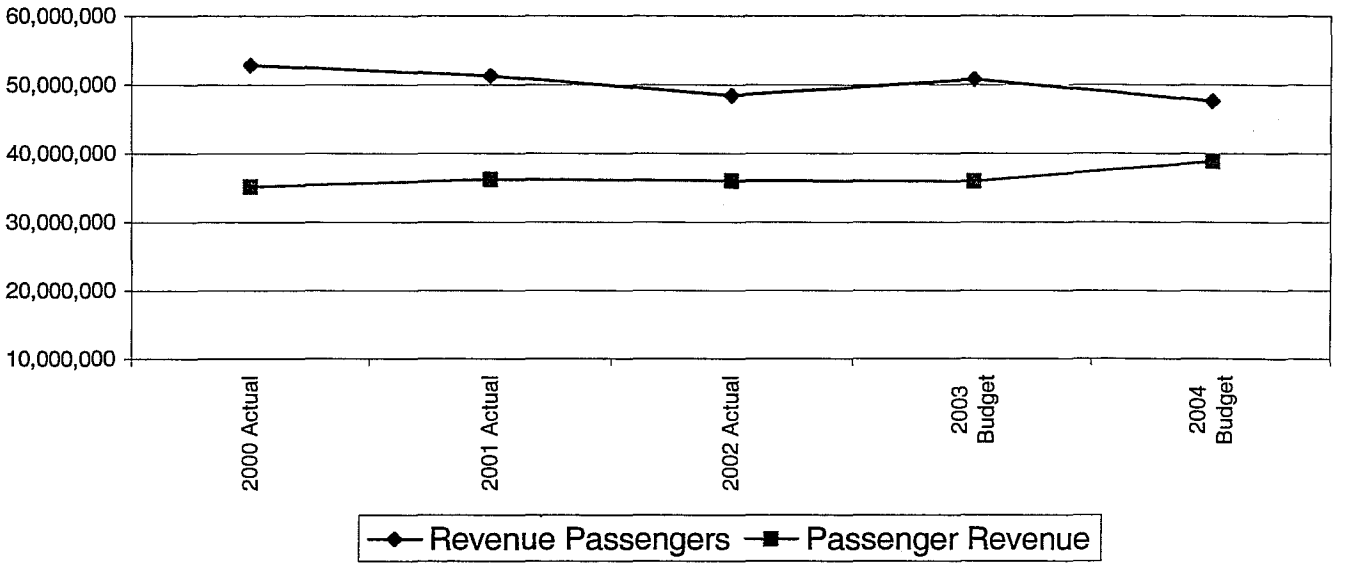
PARATRANSIT ENROLLMENT/TRIPS

Year/Type	Enrollment	Taxi Trips	Van Trips	Agency Trips	All Trips
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 Actual	16,750	193,345	594,303	260,393	1,048,041
2003 Budget	16,000	203,700	631,548	292,560	1,127,808
2004 Budget	18,000	187,200	660,450	284,280	1,131,930

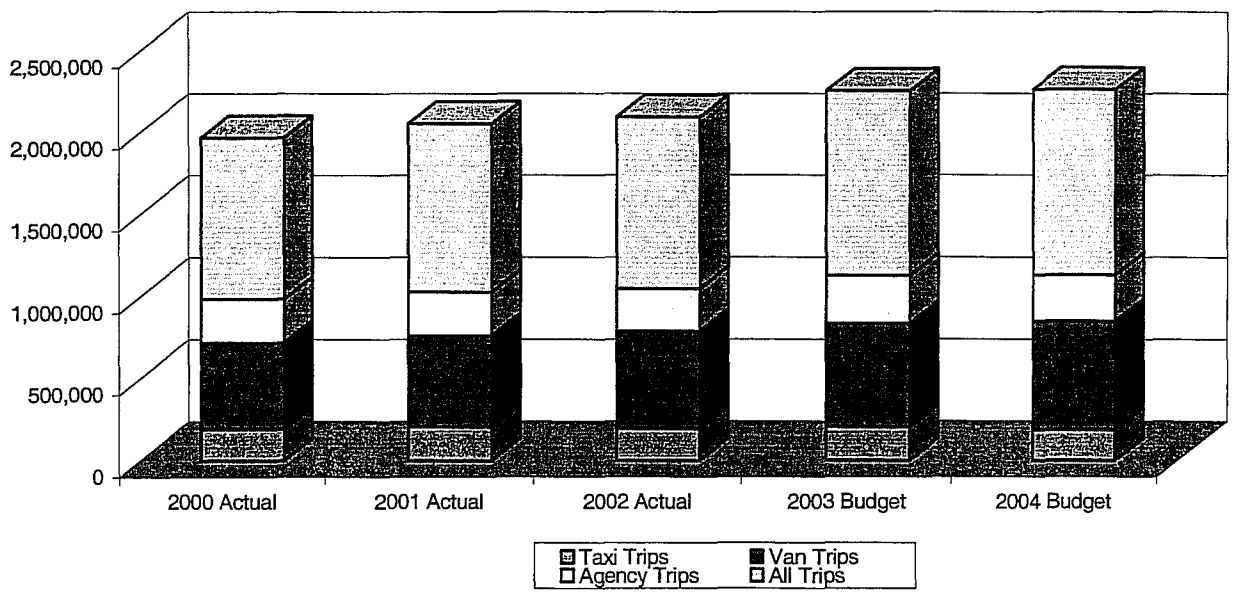

TRANSIT RIDERSHIP TRENDS
REVENUE PASSENGERS
Passengers (Millions)
56
54
52
50
48
46
44
52.85575
51.30644
48.45530
50.78000
47.63234
2000 Actual
2001 Actual
2002 Actual
2003 Budget
2004 Budget


TRANSIT PASSENGER REVENUE
Revenue (Millions)
40.00000
38.00000
36.00000
34.00000
32.00000
35.2
36.2
36.1
36.0
38.9
2000 Actual
2001 Actual
2002 Actual
2003 Budget
2004 Budget

REVENUE PASSENGERS vs PASSENGER REVENUE



ANNUAL PARATRANSIT TRIPS



DEPT: DEPARTMENT OF PARKS AND PUBLIC INFRASTRUCTURE – FACILITIES MANAGEMENT

UNIT NO. 5700
FUND: Internal Service - 0031

OPERATING AUTHORITY & PURPOSE

The Facilities Management section of the Department of Parks and Public Infrastructure (DPPI) - Parks Division provides quality and cost effective property management, tenant services and maintenance and skilled trades services to the various private entities and County departments occupying space within the Courthouse, County Grounds buildings, the Children's Court Center, the Child and Adolescent Treatment Center (CATC), and the building at 27th and Wells Streets (City Campus). Facilities Management also provides maintenance and skilled trade services to the DPPI – Parks Division and other County departments.

BUDGET SUMMARY

Account Summary	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Personal Services (w/o EFB)	$ 10,729,432	$ 10,817,847	$ 10,104,353	$ (713,494)
Employee Fringe Benefits (EFB)	2,980,357	3,562,946	5,459,520	1,896,574
Services	5,923,966	6,923,295	6,165,508	(757,787)
Commodities	976,915	1,157,975	983,902	(174,073)
Other Charges	3,438,875	4,354,168	4,659,584	305,416
Capital Outlay	574,768	672,140	637,373	(34,767)
County Service Charges	16,778,464	19,286,988	18,134,116	(1,152,872)
Abatements	(14,522,832)	(17,093,243)	(16,115,558)	977,685
Total Expenditures	$ 26,879,945	$ 29,682,116	$ 30,028,798	$ 346,682
Other Direct Revenue	3,658,406	4,843,482	4,946,758	103,276
Indirect Revenue	7,571,883	7,000,243	5,908,382	(1,091,861)
Direct Property Tax Levy	$ 15,649,656	$ 17,838,391	$ 19,173,658	$ 1,335,267

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*

Account Summary	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Central Service Allocation	$ 390,408	$ 391,267	$ 378,166	$ (13,101)
Document Services	4,412	8,363	5,032	(3,331)
Tech Support & Infrastructure	37,097	37,123	30,792	(6,331)
Distribution Services	74	83	71	(12)
Emergency Mgtmt Services	0	20,000	0	(20,000)
Telecommunications	37,255	37,729	23,329	(14,400)
Records Center	0	0	0	0
Radio	156,304	173,614	203,715	30,101
Personal Computer Charges	29,558	22,146	12,021	(10,125)
Applications Charges	30,461	22,301	40,628	18,327
Total Charges	$ 685,569	$ 712,626	$ 693,754	$ (18,872)
Direct Property Tax Levy	$ 15,649,656	$ 17,838,391	$ 19,173,658	$ 1,335,267
Total Property Tax Levy	$ 16,335,225	$ 18,551,017	$ 19,867,412	$ 1,316,395

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

PERSONNEL SUMMARY				
	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Personal Services (w/o EFB)*	$ 10,729,432	$ 10,817,847	$ 10,491,385	$ (326,462)
Employee Fringe Benefits (EFB)	$ 2,980,357	$ 3,562,946	$ 5,459,520	$ 1,896,574
Position Equivalent (Funded)**	280.1	251.4	230.1	(21.3)
% of Gross Wages Funded	90.6	80.2	67.0	(13.2)
Overtime (Dollars)***	$ 199,939	$ 86,532	$ 98,328	$ 11,796
Overtime (Equivalent to Positions)	5.2	2.3	3.0	0.7

* Includes funds for 2004 represented employee pay increases that have been placed in an allocated contingency account.

** For 2002, 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)
Facility Worker 4	Transfer	3/3.0	Maintenance	$ (110,262)
Facility Worker 4	Abolish	7/7.0	Maintenance	(257,278)
Facility Worker Security	Abolish	4/4.0	Security	(116,900)
Refer to the Department of Parks and Public Infrastructure Merger Overview				
			TOTAL	$ (484,440)

MISSION

The mission of DPPI Facilities Management is to provide a state-of-the-art, clean, safe, user-friendly environment, sensitive to the needs of all tenants, employees and the public through quality management.

DEPARTMENT DESCRIPTION

DPPI Facilities Management provides services and performs functions in two principal areas: maintenance operations and property management.

The ***Maintenance Operations Unit*** is responsible for buildings, grounds and mechanical systems for all facilities under the stewardship of Facilities Management. Functions include daily custodial and repair services, security, grounds care and snow removal, provision of centralized electrical, mechanical and engineering services, as well as maintenance of the utilities distribution systems.

Facilities Management is structured to operate in a manner similar to private contractors as it relates to bidding and competing for time and material construction projects. The budget reflects those costs directly related to daily operations. Building costs and other indirect costs such as crosscharges and depreciation are included in Building/Facilities to more accurately reflect the "true" cost of maintenance services.

The ***Management Services Unit*** is responsible for property management and limited lease administration functions for all land and buildings under the stewardship of Facilities Management. Functions include management of land and building leases for all Courthouse, Annex, Jail, Safety

Building, HOC Community Correctional Center (CCC), City Campus, Children's Court Center, Child & Adolescent Treatment Center and other Grounds facilities tenants. This Unit also acts as a liaison between the County and major tenants such as the Milwaukee Regional Medical Center, Research Park and We Energies and manages the County operated electrical utility, as well as the cost distribution for water and sanitary and storm sewers. This Unit reflects only those costs directly related to property management and tenant services.

The unit is structured to operate in a manner similar to a property management firm inasmuch as it acts as custodian and landlord. The budget reflects those costs directly related to property management and tenant services for all Courthouse and County grounds buildings and facilities, as well as for utilities.

BUDGET HIGHLIGHTS

- In 2004, the responsibility for the maintenance and security of the facility located at 12th & Vliet Streets will be returned to the Department of Health and Human Services (DHHS). Estimated savings in Facilities Management include Contractual Services ($292,138), Commodities ($24,063) and Personal Services ($750,577). These expenditure savings in Facilities Management will be offset with a corresponding reduction in crosscharge revenue of $1,066,779 from DHHS, resulting in zero tax levy impact in Facilities Management.

($110,262)	Transfer	3 Facility Worker 4
(257,278)	Abolish	7 Facility Worker 4
(116,900)	Abolish	4 Facility Worker Security
($484,440)		

  The above position actions result from the transfer of the building at 12th and Vliet Streets to the Department of Health and Human Services.

- Sheriff crosscharges decrease $156,572, from $167,529 to $10,957, primarily due to the discontinuation of the Sheriff provided courthouse complex security program.

- In 2004, Security Operations is budgeted at $1,866,066 to provide security at the Courthouse Complex, Children's Court Center, and the building at 27th & Wells Streets. This includes personal services ($1,818,185), contractual services ($2,000), commodities ($35,000) and depreciation ($10,821).

- In 2004, Personal Services increase $1,183,080, from $14,380,793 to $15,563,873, primarily due to benefit increases of $1,896,574 and net increases of $1,864,932 for position transfers resulting from the organization of the new Department of Parks and Public Infrastructure, offset with lump sum reductions of $4,419,396 due to fiscal constraints.

- The Department of Public Works/Parks merger results in the consolidation of all skilled trades staff into one division.

- 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.

- Services decrease $757,787, from $6,923,295 to $6,165,508, primarily due to the following: Utility expenses decrease $708,409, from $6,199,352 to $5,490,943. 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 ($1,496,295) and crosscharges to other County departments ($529,361).

- The use of bottled water will be discontinued in 2004 resulting in a savings of $28,000. This amount covers Facilities purchases for the Courthouse and City Campus.

- Repairs and Maintenance of Buildings and Structures decreases $41,477, from $281,490 to $240,013, due to fiscal constraints. This will reduce Facilities ability to repair and maintain its buildings on a routine and normal basis.

- Contribution to Reserve increases $9,787, from $108,412 to $118,199, reflecting a 5% fee on electric, water and sewer and storm water charges to County and non-County users of

County Grounds utilities to establish a reserve for future capital outlays.

- The cost of fire protection on the County Grounds increases $8,597, from $1,056,266 to $1,064,863, based on the contract with the City of Wauwatosa. The cost of fire protection is allocated to Facilities ($841,993), other County entities ($210,342) and non-County entities ($12,528).

- Depreciation decreases $100,000 from $3,189,490 to $3,089,490, based on current estimates.

- Major Maintenance decreases $34,767, from $672,140 to $637,373, due primarily to fiscal constraints. This appropriation provides for no non-emergency projects for any of the buildings under Facilities purview for 2004. In the short-term this continued reduction of major repair and maintenance can occur, however, in the long-term this policy will lead to more extensive repairs and replacement and at a greater cost.

- Capital Outlay decreases $55,000, from $55,000 to $0. No new or replacement equipment is anticipated to be purchased for 2004, due to fiscal constraints.

- Revenues decrease by $988,585, from $11,843,726 to $10,855,140, primarily due to the reduction of 12th and Vliet Street space rental of $1,187,744, from $1,422,320 to $355,592 for 2004, resulting from transferring this building back to DHHS. Other major items are indicated below.

- Building and Office Space Rental revenue from outside sources increases $32,987, from $1,822,230 to $1,855,217. The 2004 revenue of $1,855,217 is comprised of the following revenue sources: CATC tenants ($1,174,943); Courthouse tenants ($147,505); outside agencies at Children's Court Center ($23,407); the Wisconsin Athletic Club on the County Grounds ($17,158); the restaurant and retail store in City Campus ($36,720) and Gammex, Research Park, Land Information Services and the Medical Technology Management Institute on the County Grounds ($455,484).

- Utility revenue on the Grounds increases by $180,416, related to electric water, sanitary sewer and storm water services provided.

- Parking revenue decreases a net of $75,725 as a result of the anticipated sale of the 6th & State lot effective for the last half of 2004 for a reduction of $125,725, offset with an estimated increase for revenue generated from the County Grounds lots that reverted to the County from Froedtert.

- The 2004 Budget reflects a zero wage increase for all non-represented and Executive Compensation Plan (ECP) positions. In addition, ECP positions are not provided step increases or performance awards in 2004 as allowed in County Ordinance Section 17.265 (3). These reductions reduce expenditures $33,134.

- A total of $387,032 in personal service appropriations is placed into an allocated contingency account within this department. This amount represents the anticipated cost of pay increases, excluding step increases, associated with represented employees. The disposition of these funds will be determined, with County Board approval, after negotiations with represented employee unions are completed.

- 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**	2002 Actual	2003 Budget	2004 Budget
Work Orders Logged on System*	21,500	21,500	21,500
Time and Materials Orders - Facilities Related	103	110	60
Time and Materials Orders - Non-Facilities Related	83	260	70
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	1,105	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

**Activity changes/additions related to the DPW/Parks merger will be determined and developed during the implementation of the merger during 2004.

ADOPTED 2004 BUDGET

DEPT: DEPARTMENT OF PARKS AND PUBLIC INFRASTRUCTURE – DIRECTOR'S OFFICE

UNIT NO. 5800
FUND: General - 0001

OPERATING AUTHORITY & PURPOSE

The Director's Office is charged with the general management of the Department of Parks and Public Infrastructure (DPPI).

The DPPI - Director's Office provides supportive services to the DPPI divisions through oversight, coordination and technical assistance.

The Department of Administrative Services (DAS) – Fiscal Affairs Division will continue to assign the services of one Fiscal Administrator (DPW) and one Fiscal and Budget Manager (Highway) to the DPPI. The DAS – Human Resources Division will continue to assign the services of one Human Resources Manager to the DPPI. In addition, the DAS – Human Resources Division will provide the assistance of one Labor Relations Specialist and one Human Resource Analyst.

BUDGET SUMMARY

Account Summary	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Personal Services (w/o EFB)	$ 887,303	$ 626,052	$ 453,946	$ (172,106)
Employee Fringe Benefits (EFB)	275,467	228,718	224,336	(4,382)
Services	20,618	47,734	31,700	(16,034)
Commodities	14,436	13,101	12,000	(1,101)
Other Charges	30,485	3,500	6,685	3,185
Capital Outlay	0	0	0	0
County Service Charges	231,053	534,988	579,056	44,068
Abatements	(783,182)	(812,361)	(940,040)	(127,679)
Total Expenditures	$ 676,180	$ 641,732	$ 367,683	$ (274,049)
State & Federal Revenue	0	0	0	0
Other Direct Revenue	35,705	39,300	39,300	0
Total Direct Revenue	$ 35,705	$ 39,300	$ 39,300	$ 0
Indirect Revenue	$ 115,412	$ 116,534	$ 149,533	$ 32,999
Direct Property Tax Levy	$ 525,063	$ 485,898	$ 178,850	$ (307,048)

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*

Account Summary	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Central Service Allocation	$ 26,400	$ 29,068	$ 42,143	$ 13,075
Courthouse Space Rental	152,892	144,442	139,916	(4,526)
Document Services	3,537	2,189	4,033	1,844
Tech Support & Infrastructure	13,788	34,021	35,252	1,231
Distribution Services	70	87	67	(20)
Telecommunications	0	0	0	0
Records Center	913	1,340	1,036	(304)
Radio	0	0	0	0
Personal Computer Charges	14,301	27,067	18,891	(8,176)
Applications Charges	13,979	21,605	26,180	4,575
Total Charges	$ 225,880	$ 259,819	$ 267,518	$ 7,699
Direct Property Tax Levy	$ 525,063	$ 485,898	$ 178,850	$ (307,048)
Total Property Tax Levy	$ 750,943	$ 745,717	$ 446,368	$ (299,349)

* 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.

DEPT: DEPARTMENT OF PARKS AND PUBLIC INFRASTRUCTURE – DIRECTOR'S OFFICE

UNIT NO. 5800
FUND: General - 0001

PERSONNEL SUMMARY				
	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Personal Services (w/o EFBs)*	$ 887,303	$ 626,052	$ 457,131	$ (168,921)
Employee Fringe Benefits (EFB)	$ 275,467	$ 228,718	$ 224,336	$ (4,382)
Position Equivalent (Funded)**	15.1	8.9	7.1	(1.8)
% of Gross Wages Funded	100.0	94.4	100.0	5.6
Overtime (Dollars)***	$ 2,508	$ 2,508	$ 2,508	$ 0
Overtime (Equivalent to Positions)	0.0	0.0	0.0	0.0

* Includes funds for 2004 represented employee pay increases that have been placed in an allocated contingency account.

** For 2002, 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)
Refer to the Department of Parks and Public Infrastructure Merger Overview				$
			TOTAL	$

MISSION

The mission of the DPPI's Director's Office is to provide essential supportive services to DPPI Divisions through oversight, coordination and technical assistance.

DEPARTMENT DESCRIPTION

The DPPI – Director's Office is responsible for the management of the Department of Parks and Public Infrastructure administrative functions, including establishment and implementation of Department policies and procedures, personnel administration, accounting, safety and training, and general public information services. Human resources and budgeting functions will continue to be provided for the department through the Department of Administrative Services – Fiscal Affairs and Human Resources Divisions.

BUDGET HIGHLIGHTS

- Personal Services decreases $176,488, from $854,770 to $678,282, primarily due to reduction of management staff resulting from the organization of the new Department of Parks and Public Infrastructure.
- $5,000 is included for pre-employment testing of candidates primarily to determine ability to physically perform work.
- $39,000 is provided for towing revenue, offset by $2,500 for printing and stationary to print the tickets.
- $1,500 is included as a membership fee in the Milwaukee County Engineering and Planning Careers Partnership (MCEPCP). This program is designed to bring talented minority students into meaningful contact with technical career tracks in the public and private sectors. Students will be recruited from area high schools to participate in paid summer internships during their high school years. Upon graduation from

high school, they will be offered limited annual college scholarships if they agree to continue as summer interns during their college years, and to serve as a full-time employee with an MCEPCP partner after graduation.

- Indirect Revenue of $149,533 is budgeted primarily from the Home Owner's Protection Plan (HOPP) in 2004. 2004 is the final year HOPP revenue will be available.

- The 2004 Budget reflects a zero wage increase for all non-represented and Executive Compensation Plan (ECP) positions. In addition, ECP positions are not provided step increases or performance awards in 2004 as allowed in County Ordinance Section 17.265 (3). These reductions reduce expenditures $6,218.

- A total of $3,185 in personal service appropriations is placed into an allocated contingency account within this department. This amount represents the anticipated cost of pay increases, excluding step increases, associated with represented employees. The disposition of these funds will be determined, with County Board approval, after negotiations with represented employee unions are completed.

- 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."

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	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Personal Services (w/o EFB)	$ 44,722,159	$ 44,686,738	$ 43,537,629	$ (1,149,109)
Employee Fringe Benefits (EFB)*	12,721,284	14,702,907	22,454,269	7,751,362
Services	7,626,629	7,990,138	8,083,126	92,988
Commodities	5,713,896	5,835,673	6,142,745	307,072
Other Charges	57,723,197	58,548,810	59,019,550	470,740
Debt & Depreciation	1,544,045	913,361	913,361	0
Capital Outlay	79,343	40,000	65,700	25,700
County Service Charges	7,602,674	7,465,441	7,370,710	(94,731)
Abatements	(2,777,033)	(3,292,666)	(3,107,889)	184,777
Total Expenditures	$ 134,956,194	$ 136,890,402	$ 144,479,201	$ 7,588,799
State & Federal Revenue	56,340,312	56,711,940	55,150,703	(1,561,237)
Other Direct Revenue	54,971,211	52,201,885	54,713,038	2,511,153
Total Revenues	$ 111,311,523	$ 108,913,825	$ 109,863,741	$ 949,916
Direct Property Tax Levy	$ 23,644,671	$ 27,976,577	$ 34,615,460	$ 6,638,883

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*				
Account Summary	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Central Service Allocation	$ 1,692,456	$ 1,549,750	$ 984,820	$ (564,930)
Courthouse Space Rental	61,392	58,006	56,188	(1,818)
Document Services	33,069	22,010	47,944	25,934
Tech Support & Infrastructure	155,725	586,977	894,502	307,525
Distribution Services	4,089	1,330	3,933	2,603
Telecommunications	251,752	290,357	139,444	(150,913)
Record Center	26,360	29,178	29,900	722
Radio	13,235	13,828	12,015	(1,813)
Personal Computer Charges	267,931	240,322	359,577	119,255
Applications Charges	271,024	452,826	579,566	126,740
Total Charges	$ 2,777,033	$ 3,244,584	$ 3,107,889	$ (136,695)
Direct Property Tax Levy	$ 23,644,671	$ 27,976,577	$ 34,615,460	$ 6,638,883
Total Property Tax Levy	$ 26,421,704	$ 31,221,161	$ 37,723,349	$ 6,502,188

* 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-based, individualized and integrated services that promote health and recovery.

- Our vision is for a behavioral health system where cultural, ethnic and socioeconomic diversity is valued by providers and consumers.

- Our vision is for a behavioral health system where strategies to eradicate stigma, including

education of consumers, family members, providers and the Milwaukee County community, are implemented and effective.

- Our vision is for behavioral health services and supports to be community based and not institution based; when residential treatment or hospitalization is accessed, those services will be used as resources and not as placements.

- Our vision is for a behavioral health system that can measure its success in the care of children and adults by establishing and producing clear, quantifiable outcomes.

PERSONNEL SUMMARY

	2002 Budget	2003 Budget	2004 Budget	2003/2004 Change
Personal Services (w/o EFB)*	$ 44,722,159	$ 44,686,738	$ 43,537,629	$ (1,149,109)
Employee Fringe Benefits (EFB)	$ 12,721,284	$ 14,702,907	$ 22,454,269	$ 7,751,362
Position Equivalent (Funded)**	993.9	906.8	916.4	9.6
% of Gross Wages Funded	78.2	80.1	82.2	2.1
Overtime (Dollars)***	$ 3,113,624	$ 2,069,724	$ 2,001,660	$ (68,064.0)
Overtime (Equivalent to Positions)	81.9	50.2	45.7	(4.5)

* Includes funds for 2004 represented employee pay increases that have been placed in an allocated contingency account.

** For 2002, the Position Equivalent is the budgeted amount.

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

ADOPTED 2004 BUDGET

DEPT: DEPARTMENT OF HEALTH AND HUMAN SERVICES - BEHAVIORAL HEALTH DIVISION

UNIT NO. 6300
FUND: Enterprise - 0077

PERSONNEL CHANGES

Job Title/Classification		Action	Number of Positions/ Total FTE	Division	Cost of Positions (Excluding Fringe Benefits)
Clerical Specialist (BH)	*	Abolish	1/1.0	Administration	$ (31,536)
Mental Health Administrative Coord	>	Abolish	1/1.0	Administration	(63,934)
Psychiatric Social Services Director	>	Abolish	1/1.0	Administration	(87,400)
Nursing Administrator-Psychiatry		Abolish	1/1.0	Administration	(61,290)
Payroll Assistant		Abolish	1/1.0	Administration	(29,262)
Staff Development Coordinator		Abolish	1/1.0	Administration	(50,632)
RN2 - MH	>	Abolish	1/1.0	Administration	(63,860)
RN2 - MH	*	Abolish	2/2.0	Rehabilitation Ctrs	(101,264)
Psychiatric LPN (MHC)	*	Abolish	8/8.0	Rehabilitation Ctrs	(290,880)
Occupational Therapist 2		Abolish	1/1.0	Rehabilitation Ctrs	(50,882)
Human Service Worker	*	Abolish	1/1.0	Rehabilitation Ctrs	(32,922)
RN 1	*	Abolish	4/4.0	Rehabilitation Ctrs	(180,720)
Clinical Psychologist 3	*	Abolish	4/1.0	Rehabilitation Ctrs	(60,764)
Recreational Therapist 2		Abolish	1/1.0	Rehabilitation Ctrs	(38,638)
RN 1	*	Abolish	5/5.0	Acute Inpatient	(225,900)
RN 2 - MH	*	Abolish	5/5.0	Acute Inpatient	(253,160)
Nurse Practitioner	*	Abolish	1/1.0	Acute Inpatient	(65,600)
Clinical Psychologist 3	*	Abolish	1/1.0	Acute Inpatient	(60,764)
Nursing Administrator-Psychiatry	*	Abolish	1/1.0	Acute Inpatient	(61,290)
Medical Program Director - Adult		Abolish	1/1.0	Acute Inpatient	(150,182)
Psychometry Technician		Abolish	1/1.0	Acute Inpatient	(47,476)
RN 2 - MH	*	Abolish	2/2.0	Crisis	(101,264)
Psychiatric Social Worker	*	Abolish	3/3.0	Child & Adolescent	(141,156)
Clinical Psychologist 3	*	Abolish	3/3.0	Child & Adolescent	(182,292)
Mental Health Assistant-SED Grant	*	Abolish	1/1.0	Child & Adolescent	(25,140)
Human Service Worker		Abolish	1/1.0	Support	(52,752)
Clerical Assistant I		Abolish	1/1.0	Support	(32,248)
Clerical Assistant I		Abolish	1/1.0	Support	(27,026)
Pharmacy Technician		Abolish	1/1.0	Support	(32,662)
Clinical Pharmacy Supervisor		Abolish	1/1.0	Support	(79,324)
Hospital Maintenance Worker MHC		Abolish	1/1.0	Support	(32,414)
Custodial Worker I		Abolish	1/1.0	Support	(24,252)
Office Support Assistant I		Abolish	1/1.0	Fiscal	(24,492)
Rate Review & Reimbursement		Abolish	1/1.0	Fiscal	(59,922)
Fiscal Assistant 2		Abolish	1/1.0	Fiscal	(29,262)
Office Support Assistant 2		Abolish	1/1.0	Fiscal	(33,338)
Admissions & Collections Sup	>	Abolish	1/1.0	Fiscal	(52,740)
Office Support Assistant I		Abolish	1/1.0	Fiscal	(31,414)
Office Support Assistant I	*	Abolish	1/1.0	Fiscal	(24,492)
Clerical Assistant I	*	Abolish	1/1.0	Fiscal	(25,960)
Administrative Assistant (NR)	*	Abolish	1/1.0	Fiscal	(34,208)
Fiscal Assistant 2		Transfer	1/1.0	Fiscal	(29,268)
Food Service Worker I	*	Abolish	1/1.0	Support	(18,360)
				SUB TOTAL	$ (3,102,342)

PERSONNEL CHANGES (Continued)

Job Title/Classification		Action	Number of Positions/ Total FTE	Division	Cost of Positions (Excluding Fringe Benefits)
Clerical Assistant 2	*	Abolish	1/1.0	Community Serv	$ (29,268)
Dictating Machine Transcriptionist	*	Abolish	1/1.0	Community Serv	(11,648)
MH Assistant	*	Abolish	1/1.0	Community Serv	(25,140)
RN 2 - MH	*	Abolish	1/1.0	Community Serv	(50,632)
Community Service Nurse	*	Abolish	3/3.0	Community Serv	(138,186)
Clinical Nurse Specialist	*	Abolish	1/1.0	Community Serv	(59,448)
Psychiatric Social Worker	*	Abolish	3/3.0	Community Serv	(141,156)
Clinical Psychologist 3	*	Abolish	4/4.0	Community Serv	(243,056)
Clinical Program Dir - Psychology	*	Abolish	1/1.0	Community Serv	(69,480)
Office Support Assistant 2		Abolish	1/1.0	Community Serv	(33,070)
Fiscal Specialist		Abolish	1/1.0	Community Serv	(31,536)
RN 2 - MH		Abolish	1/1.0	Community Serv	(63,860)
Office Support Assistant 2		Abolish	1/1.0	Community Serv	(31,258)
Psychiatric Social Worker		Abolish	1/1.0	Community Serv	(54,810)
				GRAND TOTAL	$ (4,084,890)

* These actions do not affect BHD's bottom line for 2004. These actions are to abolish positions that have been reduced through a vacancy and turnover in previous year, but had not been abolished.

> These actions are effective February 1, 2004.

ORGANIZATIONAL COST SUMMARY

DIVISION		2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Management/ Support Services	Expenditure	$ 29,907,876	$ 29,445,928	$ 30,469,223	$ 1,023,295
	Cost Allocation	(26,784,922)	(26,507,928)	(27,531,223)	(1,023,295)
	Revenue	3,122,954	2,938,000	2,938,000	0
	Tax Levy	$ 0	$ 0	$ 0	$ 0
Rehabilitation Centers/Nursing Facility Services	Expenditure	$ 13,041,062	$ 12,758,403	$ 14,893,911	$ 2,135,508
	Cost Allocation	8,411,965	8,349,685	8,972,100	622,415
	Revenue	12,008,736	11,003,222	10,846,918	(156,304)
	Tax Levy	$ 9,444,291	$ 10,104,866	$ 13,019,093	$ 2,914,227
Acute Adult Inpatient Services	Expenditure	$ 14,426,430	$ 15,638,512	$ 18,757,111	$ 3,118,599
	Cost Allocation	9,204,351	9,905,493	10,095,164	189,671
	Revenue	17,543,600	14,752,000	15,635,750	883,750
	Tax Levy	$ 6,087,181	$ 10,792,005	$ 13,216,525	$ 2,424,520
Adult Community Services	Expenditure	$ 25,695,677	$ 26,579,571	$ 27,178,133	$ 598,562
	Cost Allocation	3,470,165	3,704,250	3,014,952	(689,298)
	Revenue	25,303,949	29,011,884	28,246,696	(765,188)
	Tax Levy	$ 3,861,893	$ 1,271,937	$ 1,946,389	$ 674,452
Child and Adolescent Services	Expenditure	$ 30,693,818	$ 31,924,249	$ 32,047,070	$ 122,821
	Cost Allocation	1,030,067	769,672	618,119	(151,553)
	Revenue	33,555,410	32,494,814	32,428,767	(66,047)
	Tax Levy	$ (1,831,525)	$ 199,107	$ 236,422	$ 37,315
Adult Crisis Services	Expenditure	$ 7,119,831	$ 6,895,192	$ 7,623,148	$ 727,956
	Cost Allocation	4,266,421	3,577,736	4,474,270	896,534
	Revenue	7,162,234	6,587,880	7,709,140	1,121,260
	Tax Levy	$ 4,224,018	$ 3,885,048	$ 4,388,278	$ 503,230
AODA Services	Expenditure	$ 14,071,500	$ 13,648,547	$ 13,510,605	$ (137,942)
	Cost Allocation	401,953	201,092	356,618	155,526
	Revenue	12,614,640	12,126,025	12,058,470	(67,555)
	Tax Levy	$ 1,858,813	$ 1,723,614	$ 1,808,753	$ 85,139

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.

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 2004 Budget:

- The 2004 budget includes $600,000 in revenue associated with obtaining an agreement with a private hospital to operate an inpatient unit at the Mental Health Complex for Title XIX eligible patients. This would resemble the arrangement the Mental Health Complex had with Froedtert Hospital several years ago.

- The 2004 budget includes $500,000 in IMD (Institution for Mental Diseases) relocation funds transferred from the Department on Aging (DOA). These funds will be used to provide services for persons with serious mental illness who are age 60 or older and do not qualify for the DOA Family Care Program.

- The Intergovernmental Transfer Program (IGT) revenue is reduced by $500,000, based on information from the State that there will be a reduction in IGT funds in 2004 from the Federal government.

- BHD's Community Aids (BCA) allocation has been reduced by $88,784 for 2004.

- Effective January 1, 2004, the HOC/jail will no longer purchase psychiatric service from BHD. This results in the reduction in funding for 1.5 FTE psychiatrist positions for personal services decrease of $245,650 and a decrease in revenue of $425,000.

- Patient service revenue for the acute inpatient program increases $283,750 based on 2002 actual and 2003 projected numbers of inpatient admissions.

- The 2004 Budget reflects a zero wage increase for all non-represented and Executive Compensation Plan (ECP) positions. In addition, ECP positions are not provided step increases or performance awards in 2004 as allowed in County Ordinance Section 17.265 (3). These reductions reduce expenditures $353,472.

- A total of $991,961 in personal service appropriations is placed into an allocated contingency account within this department. This amount represents the anticipated cost of pay increases, excluding step increases, associated with represented employees. The disposition of these funds will be determined, with County Board approval, after negotiations with represented employee unions are completed.

- 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

- The Intergovernmental Transfer Program (IGT) revenue has been reduced by $500,000, based on information from the State that there will be a reduction in IGT funds in 2004 from the Federal government.

- ($50,882) Abolish 1 Occupational Therapist 2
  (38,638) Abolish 1 Recreational Therapist 2
  ($89,520) Total

  Due to County-wide fiscal constraints, two positions that were laid off in 2003 are abolished in 2004 for a salary and social security savings of $89,520.

- ($101,264) Abolish 2 Registered Nurse 2 – MH
  (290,880) Abolish 8 Psychiatric LPN (MHC)
  (32,922) Abolish 1 Human Service Worker
  (180,720) Abolish 4 Registered Nurse 1
  (60,764) Abolish 1 Clinical Psychologist 3
  ($666,550) Total

  In prior years, these positions have been held in Vacancy and Turnover (V & T). Their abolishment in 2004 does not affect BHD's expenditures. In order to simplify BHD's position tracking responsibilities, these positions are abolished.

INPATIENT SERVICES
ACUTE ADULT / CHILD SERVICES

Program Description

Hospital inpatient services consists of six 24-bed units. Four units include specialized programs in Geropsychiatry and Acute Adult. Two units include specialized programs for Children & Adolescents.

The Geropsychiatry Unit, staffed with multi-disciplinary specialists, provides a comprehensive system of diagnosis and treatment to Milwaukee's elderly who have mental disorders. Linking a range of personal, family, community and institutional resources that integrate medical, mental health and social services, this multi-faceted team of geropsychiatrists, geropsychiatric nurses and social workers coordinates community and institutional resources to maintain the individual in the community wherever possible.

The Acute Adult units provide inpatient care to individuals over age 18 who require secure short-term or occasionally extended hospitalization. Psychiatry, psychology, nursing, social service and rehabilitation therapy provide assessment and treatment designed to return the patient to his or her own community as rapidly as possible.

The Child and Adolescent units provide inpatient care to individuals age 18 and under who require secure short term or occasionally extended hospitalization. While utilization of inpatient services has declined with the emphasis on community-based care through the Wraparound Program, there is still a significant need for short-term assessment and treatment provided by the inpatient services. Child and Adolescent units continue to provide all emergency detention services for Milwaukee County as well as inpatient screening for Children's Court.

BUDGET HIGHLIGHTS

- The 2004 budget includes $600,000 in revenue associated with obtaining an agreement with a private hospital to operate an inpatient unit at the Mental Health Complex for Title XIX eligible patients. This would resemble the arrangement the Mental Health Complex had with Froedtert Hospital several years ago.

- Patient service revenue for the acute inpatient program increases $283,750 based on 2002 actual and 2003 projected numbers of inpatient admissions.

- ($150,182) Abolish 1 Medical Prog Dir- Adult
  (47,476) Abolish 1 Psychometry Technician
  ($197,658) Total

  Due to County-wide fiscal constraints, two positions that were laid off in 2003 are abolished in 2004 for a salary and social security savings of $197,658.

- ($225,900) Abolish 5 RN 1
  (253,160) Abolish 5 RN 2 - MH
  (65,600) Abolish 1 Nurse Practitioner
  (60,764) Abolish 1 Clinical Psychologist 3
  (61,290) Abolish 1 Nursing Admin-Psychiatry
  ($666,714) Total

  In prior years, these positions have been held in Vacancy and Turnover (V & T). Their abolishment in 2004 does not affect BHD'S expenditures. In order to simplify BHD's position tracking responsibilities, these positions are abolished.

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 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

- The 2004 budget includes $500,000 in IMD (Institution for Mental Diseases) relocation funds transferred from the Department of Aging (DOA). These funds will be used to provide services for persons with serious mental illness

who are age 60 or older and do not qualify for the DOA Family Care Program.

- ($ 63,860) Abolish 1 RN 2 - MH
  (31,258) Abolish 1 Office Support Assistant 2
  (54,810) Abolish 1 Psychiatric Social Worker
  ($149,928) Total

  Due to County-wide fiscal constraints, three positions that were laid off in 2003 are abolished in 2004 for a salary and social security savings of $149,928.

- ($33,070) Abolish 1 Office Support Assistant 2
  (31,536) Abolish 1 Fiscal Specialist
  ($64,606) Total

  The Community Support Program (CSP) will be reduced from three sites in 2003 to two sites in 2004, allowing for the abolishment of these support positions.

- ($ 29,268) Abolish 1 Clerical Assistant 2
  (11,648) Abolish 1 Dict Mach Transcriptionist
  (25,140) Abolish 1 MH Assistant
  (50,632) Abolish 1 RN 2 - MH
  (138,186) Abolish 3 Community Service Nurse
  (59,448) Abolish 1 Clinical Nurse Specialist
  (141,156) Abolish 3 Psychiatric Social Worker
  (243,056) Abolish 4 Clinical Psychologist 3
  (69,480) Abolish 1 Clin Prog Dir Psychology
  ($768,014) Total

  In prior years, these positions have been held in Vacancy and Turnover (V & T). Their abolishment in 2004 does not affect BHD'S expenditures. In order to simplify BHD's position tracking responsibilities, these positions are abolished.

- BHD's Community Aids (BCA) allocations have been reduced by $88,784 for 2004.

- Potawatomi Revenue for 2004 is budgeted at $337,203, the same level as in 2003.

- Effective January 1, 2004, the HOC/jail will no longer purchase psychiatric service from BHD. This results in the reduced funding for 1.5 FTE psychiatrist positions for personal services decrease of $245,650 and a decrease in revenue of $425,000.

ADULT CRISIS SERVICES

Program Description

The Adult Crisis Services Branch is composed of two programs which assist individuals in need of immediate intervention to assess problems and develop mechanisms for resolution. The two programs are the Crisis Response/Stabilization Services and Psychiatric Crisis Services. Crisis Response and Stabilization Services are provided as short-term intervention designed to divert the need for more intensive care and treatment. The Psychiatric Crisis Services (PCS) program is a direct service resource for anyone in Milwaukee County who may be experiencing a psychiatric crisis. Services are also available to persons involved with emotionally upset individuals. PCS offers walk-in services and a walk-in clinic. These services are provided by a multi-disciplinary team of mental health professionals.

BUDGET HIGHLIGHTS

- ($101,264) Abolish 2 RN 2 – MH

  In prior years, these positions have been held in Vacancy and Turnover (V & T). Their abolishment in 2004 does not affect BHD'S expenditures. In order to simplify BHD's position tracking responsibilities, these positions are abolished.

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 Disabilities Services Division (DHHS-DSD) to the newly created AODA Services Branch of the Behavioral Health Division. 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 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 2004, AODA program service levels remain the same, with direct tax levy increasing $113,762, from $1,723,614 to $1,837,376.

- The 2004 State funding for the AODA TANF grant is anticipated to be $4.6 million. This is the same amount awarded in 2003.

- Potawatomi Revenue for 2004 is budgeted at $500,000, the same level as in 2003.

- 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.

- Due to fiscal constraints, tax levy support in the amount of $195,000 as BHD's share of the cost of the Community Information (211) Line has been eliminated in 2004. The total budget for the 211 line is $480,000, with this amount budgeted in the DHHS – Economic Support Division.

- In May, 2002, Milwaukee 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 (SAMHSA) under the Targeted Capacity Expansion (TCE) Grant Program. $485,725 of the funds are used to contract 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 managed care system 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. A combination of case rate, capitation, fixed funds and fee-for-service methods and strategies blend funding from the Bureau of Milwaukee Child Welfare, DHS-Delinquency and Court Services Division, Medicaid and Mental Health to operate this public managed care system. Projected Year 2004 enrollments will be an average of 548 children/families.

Service Components in Wraparound Milwaukee include:

The Mobile Urgent Treatment Team Provided directly by BHD-Wraparound staff, this unit provides crisis intervention services to children and their families and diverts unnecessary hospital admissions.

Provider Network Consists of 250 Providers offering an array of 80 different services and supports to families such as in-home treatment, day treatment, transportation, individual and family therapy, mentors, job placements, etc.

The Care Coordination Component The care coordination component consists of 9 lead agencies comprising roughly 72 case managers who coordinate and manage the care provided to enrolled children and their families.

In 2004, the Wraparound Milwaukee Program and Delinquency and Court Services will continue to collaborate on the FOCUS program for up to 20 youth who would otherwise be committed to Juvenile Correctional facilities.

The Children's Community Services Branch will continue to operate the Safety Service Program for the Wisconsin Bureau of Milwaukee Child Welfare families in Site 5 and provide safety services to families referred by the Family Intervention and Support Services (FISS) unit at Children's Court. These are youth with histories of runaway behavior or uncontrollability who can be diverted from formal court processing.

Safety services are intended to keep families intact and children safe, and to build the in-home supports and community linkages to help strengthen families so they will not be referred back into the protective services systems.

Funding for the Safety Service and FISS Programs operated by the County is based on a case rate paid by Bureau of Milwaukee Child Welfare (BMCW) plus reimbursement from Medicaid for targeted case management and crisis services.

BUDGET HIGHLIGHTS

- Revenue for the Wraparound Program is projected to be $30,260,665, 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 caption, crisis and case management payments from Medicaid.

- ($141,156) Abolish 3 Psychiatric Social Worker
  (182,292) Abolish 3 Clinical Psychologist 3
  (25,140) Abolish 1 MH Assistant (SED Grant)
  ($348,588) Total

  In prior years, these positions have been held in Vacancy and Turnover (V & T). Their abolishment in 2004 does not affect BHD'S expenditures. In order to simplify BHD's position tracking responsibilities, these positions are abolished.

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.

BUDGET HIGHLIGHTS

- ($29,268) Transfer 1 Fiscal Asst 2 to DHHS

  This position is transferred to DHHS as part of the development of a new payment unit within the DHHS Accounting section.

- ($ 52,752) Abolish 1 Human Service Worker
  (59,274) Abolish 2 Clerical Assistant 1
  (32,662) Abolish 1 Pharmacy Technician
  (79,324) Abolish 1 Clinical Pharmacy Supv
  (32,414) Abolish 1 Hospital Maint Worker
  (24,252) Abolish 1 Custodial Worker 1
  (55,906) Abolish 2 Office Support Assistant 1
  (59,922) Abolish 1 Rate Review Reimbursement Analyst
  (29,262) Abolish 1 Fiscal Assistant 2
  (33,338) Abolish 1 Office Support Assistant 2
  (61,290) Abolish 1 Nurse Administrator Psych
  (29,262) Abolish 1 Payroll Assistant
  (50,632) Abolish 1 Staff Development Coord
  ($547,538) Total

  Due to County-wide fiscal constraints, 15 positions that were laid off in 2003 are abolished in 2004 for a salary and social security savings of $547,538.

- ($ 63,934) Abolish 1 Mental Hlth Admin Coord
  (87,400) Abolish 1 Psych Social Services Dir
  (63,860) Abolish 1 RN2 MH
  (52,740) Abolish 1 Admissions / Collect Supv
  ($267,934) Total Effective February 1, 2004

  Due to County-wide fiscal constraints, these primarily administrative positions are abolished

as of February 1, 2004, in order to reduce overall administrative overhead costs.

- ($ 18,360) Abolish 1 Food Service Worker 1
  (24,492) Abolish 1 Office Support Assistant 1
  (25,960) Abolish 1 Clerical Assistant 1
  (31,536) Clerical Specialist (BH)
  (34,208) Abolish 1 Administrative Assistant
  ($134,556) Total

  In prior years, these positions have been held in Vacancy and Turnover (V & T). Their abolishment in 2004 does not affect BHD'S expenditures. In order to simplify BHD's position tracking responsibilities, these positions are abolished.

- The BHD Dietary Food Service kitchen provides meals for the DHHS Delinquency & Court Services Division's 120 bed Juvenile Detention Center. In 2004, BHD will reduce its charge to the Detention Center by $200,000, from $906,215 to $706,215. BHD will make up this revenue loss by increasing revenue from other new customers. In addition, in 2004 BHD is directed to study alternatives to operating its own Dietary Food Service kitchen. Alternatives must consider all the services and quantities currently provided by BHD, such as snacks, trays, transportation, delivery, and billing the State for federal school breakfast and lunch revenue.

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.

Org. Unit	Description of Expendable Trust		Projected Balances as of 12/31/03
0701	BHD – Research Fund		$360,000
	Referred to as the Frieda Brunn Mental Health Research Fund, this fund was created in 1970 for the purpose of supporting mental health research. Expenditure recommendations from this fund are made by the Research Committee at BHD.		
	Expenditure $25,000	Revenue $25,000	
0702	BHD – Patient Activities and Special Events		$157,000
	This fund is comprised of various trusts which stipulate the expenditures should be made to provide for patient activities and special events.		
	Expenditure $10,100	Revenue $10,100	

DEPT: DEPARTMENT OF HEALTH AND HUMAN SERVICES – COUNTY HEALTH PROGRAMS

UNIT NO. 7200
FUND: General - 0001

OPERATING AUTHORITY & PURPOSE

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

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

The EMS (Paramedics) Program is responsible for managing all EMS-related functions. The General Assistance Medical Program (GAMP) is the County's health care financing/delivery system for medically indigent persons residing within Milwaukee County. GAMP operates under the guidelines established by Chapter 49 of the Wisconsin Statutes and Section 32.90 of the Milwaukee County Ordinances. Other County health programs are reviewed and approved by the County Executive and County Board of Supervisors.

BUDGET SUMMARY

Account Summary	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Personal Services (w/o EFB)	$ 2,586,348	$ 2,793,796	$ 2,704,436	$ (89,360)
Employee Fringe Benefits (EFB)	763,035	947,015	1,402,768	455,753
Services	12,687,062	12,705,708	12,756,276	50,568
Commodities	617,099	571,609	625,760	54,151
Other Charges	44,493,538	46,392,855	45,249,035	(1,143,820)
Debt & Depreciation	0	200	200	0
Capital Outlay	38,117	3,000	33,000	30,000
County Service Charges	1,135,089	975,299	1,028,877	53,578
Abatements	(704,253)	(684,215)	(996,672)	(312,457)
Total Expenditures	$ 61,616,035	$ 63,705,267	$ 62,803,680	$ (901,587)
State & Federal Revenue	28,691,035	32,733,694	32,733,694	0
Other Revenue	6,422,998	7,153,000	8,523,209	1,370,209
Total Revenues	$ 35,114,033	$ 39,886,694	$ 41,256,903	$ 1,370,209
Direct Property Tax Levy	$ 26,502,002	$ 23,818,573	$ 21,546,777	$ (2,271,796)

DEPT: DEPARTMENT OF HEALTH AND HUMAN SERVICES – COUNTY HEALTH PROGRAMS

UNIT NO. 7200
FUND: General - 0001

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*				
Account Summary	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Central Service Allocation	$ 302,568	$ 190,636	$ 181,960	$ (8,676)
Document Services	13,267	27,740	15,129	(12,611)
Tech Support & Infrastructure	63,933	71,513	81,242	9,729
Distribution Services	4,449	3,026	4,276	1,250
Emergency Mgmt Services	0	6,667	0	(6,667)
Telecommunications	37,534	26,770	23,503	(3,267)
Records Center	25,623	37,241	29,064	(8,177)
Radio	63,026	55,311	50,062	(5,249)
Personal Computer Charges	53,395	42,651	38,354	(4,297)
Applications Charges	40,501	38,152	104,854	66,702
Total Charges	$ 604,296	$ 499,707	$ 528,444	$ 28,737
Direct Property Tax Levy	$ 26,502,002	$ 23,818,573	$ 21,546,777	$ (2,271,796)
Total Property Tax Levy	$ 27,106,298	$ 24,318,280	$ 22,075,221	$ (2,243,059)

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

PERSONNEL SUMMARY				
	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Personal Services (w/o EFB)*	$ 2,586,348	$ 2,793,796	$ 2,704,436	$ (89,360)
Employee Fringe Benefits (EFB)	$ 763,035	$ 947,015	$ 1,402,768	$ 455,753
Position Equivalent (Funded)**	56.9	60.5	56.4	(4.1)
% of Gross Wages Funded	98.6	96.1	100.0	3.9
Overtime (Dollars)***	$ 4,389	$ 35,016	$ 35,016	$ 0
Overtime (Equivalent to Positions)	0.1	0.8	0.8	(0)

* Includes funds for 2004 represented employee pay increases that have been placed in an allocated contingency account.

** For 2002, the Position Equivalent is the budgeted amount.

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

DEPT: DEPARTMENT OF HEALTH AND HUMAN SERVICES – COUNTY HEALTH 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)
Paramedic Trnr/Paramedic Hrly	Abolish	1/.13	EMS	$ (2,929)
EMS Communicator	Abolish	2/.50	EMS Communicator Ctr	(36,434)
EMS Instructor	Abolish	1/.50	EMS Training Program	(31,936)
Health Care Plan Investigator	Abolish	1/1.0	GAMP-Community Prog	(44,162)
Prog Special Community Prov	Abolish	1/1.0	GAMP-General	(44,162)
Contract Administrator	Abolish	1/1.0	GAMP-General	(69,480)
Registered Nurse 1 (pool)	Abolish	1/.25	GAMP Client Services	(15,830)
Accounting Supervisor-MCHCP	Transfer	1/1.0	GAMP-General	(58,174)
			TOTAL	$ (303,107)

ORGANIZATIONAL COST SUMMARY

DIVISION		2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Administration	Expenditure	$ 768,331	$ 1,102,754	$ 1,434,207	$ 331,453
	Abatement	(92,413)	(193,053)	(344,482)	(151,429)
	Revenue	2,073	0	0	0
	Tax Levy	$ 673,845	$ 909,701	$ 1,089,725	$ 180,024
Emergency Medical Services (Paramedics)	Expenditure	$ 11,959,392	$ 13,191,585	$ 13,592,637	$ 401,052
	Abatement	(274,042)	(203,230)	(321,273)	(118,043)
	Revenue	5,976,490	5,813,000	7,243,209	1,430,209
	Tax Levy	$ 5,708,860	$ 7,175,355	$ 6,028,155	$ (1,147,200)
General Assistance-Medical Program	Expenditure	$ 48,280,483	$ 49,893,265	$ 48,771,959	$ (1,121,306)
	Abatement	(336,253)	(286,054)	(329,368)	(43,314)
	Revenue	27,965,146	34,073,694	34,013,694	(60,000)
	Tax Levy	$ 19,979,084	$ 15,533,517	$ 14,428,897	$ (1,104,620)
Healthier Community Programs	Expenditure	$ 1,311,483	$ 201,878	$ 0	$ (201,878)
	Abatement	(946)	(1,878)	0	1,878
	Revenue	1,170,324	0	0	0
	Tax Levy	$ 140,213	$ 200,000	$ 0	$ (200,000)

MISSION

The Division of County Health Programs (formerly County Health Related Programs), through the programs and staff for which it is responsible, provides leadership, coordination, education and operational programs related to the provision of health services for the benefit of Milwaukee County citizens, employees and visitors, especially those most in need in our community.

The Division develops, implements and evaluates programs, opportunities and partnerships related to improving or providing for the health of Milwaukee County citizens and employees. The Division creates and maintains innovative, high-quality, community-based services which serve target populations in a cost-effective/efficient, customer-focused manner through a variety of partnerships and by utilizing a systematic approach for service integration and delivery.

DEPARTMENTAL PROGRAM DESCRIPTION

The Department of Health and Human Services (DHHS)-Division of County Health Programs (CHP) is comprised of various programs that pertain to health services for County residents or visitors. The Division is comprised of four areas of service: Administration, the Emergency Medical Services Program, the General Assistance Medical Program (GAMP) and Healthier Community Programs.

BUDGET HIGHLIGHTS

- The 2004 Budget reflects a zero wage increase for all non-represented and Executive Compensation Plan (ECP) positions. In addition, ECP positions are not provided step increases or performance awards in 2004 as allowed in County Ordinance Section 17.265 (3). Both reductions reduce expenditures $23,264.

- A total of $54,680 in personal service appropriations is placed into an allocated contingency account within this department. This amount represents the anticipated cost of pay increases, excluding step increases, associated with represented employees. The disposition of these funds will be determined, with County Board approval, after negotiations with represented employee unions are completed.

- 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			
	2003 Budget	2004 Budget	2003/2004 Change
Expenditures	$ 1,102,754	$ 1,434,207	$ 331,453
Abatements	193,053	344,482	151,429
Revenues	0	0	0
Tax Levy	$ 909,701	$ 1,089,725	$ 180,024

DESCRIPTION

The Division of County Health Programs includes an administration section which contains costs associated with the overall management of the Division and the provision of coordinated employee health services. Administration costs include charges from other County departments and general operating expenses not allocated directly to other sections of the Division.

BUDGET HIGHLIGHTS

- Personnel service costs increase by $169,807, due primarily to salary increases stipulated by wage and benefit agreements, as well as step increases.

- Abatements are increased by $151,429 which primarily represents an increase of $124,421 in the Central Service Allocation.

EMERGENCY MEDICAL SERVICES (PARAMEDICS)			
	2003 Budget	2004 Budget	2003/2004 Change
Expenditures			
Community Support	$ 9,911,866	$ 10,072,729	$ 160,863
Education/Training	698,557	673,705	(24,852)
Communications Center	2,377,932	2,524,930	146,998
Total Expenditures	$ 12,988,355	$ 13,271,364	$ 283,009
Revenues			
Paramedic Cost Recovery	$ 5,600,000	$ 7,030,209	$ 1,430,209
Other	213,000	213,000	0
Total Revenue	$ 5,813,000	$ 7,243,209	$ 1,430,209
Tax Levy	$ 7,175,355	$ 6,028,155	$ (1,147,200)

DESCRIPTION

The Emergency Medical Services (EMS) Program (Paramedics) is a Milwaukee County-managed and sponsored program designed to benefit the entire community. There are seven major components to the area-wide service: the Community Support component which provides reimbursement via grants to municipalities that provide the paramedic transport units serving Milwaukee County; the Education/Training Center for initial and refresher paramedic education and other EMS-related courses; a Quality Assurance program which reviews and monitors service delivery; the Health Information Center which collects, enters and maintains patient care data; the Communication Center which is staffed with emergency medical communicators to coordinate on-line medical control and hospital notification for local and regional emergency calls and Flight for Life dispatch; the Equipment and Supplies Center which orders and delivers supplies, monitors controlled substances, facilitates equipment repair and maintains compliance with Trans 309; and the AHA Community Training Center (CTC) which provides and coordinates Milwaukee County employee and public education for Cardio-Pulmonary Resuscitation (CPR), Automatic External Defibrillator (AED), Advanced Life Support (ALS) and Pediatric Advanced Life Support (PALS) courses. Medical direction and control for the EMS Division is provided through a separate professional services contract with the Medical College of Wisconsin (MCW).

The Emergency Medical Services Division is a broad-based community partnership system with various municipalities and private providers. These services are funded by property tax levy and are partially offset with revenues from the Paramedic Cost Recovery Program and revenues generated from the delivery of education services as well as paramedic services at the Bradley Center or other activities.

BUDGET HIGHLIGHTS

- Beginning in 2004, the EMS program will be administered under a new reimbursement model. Municipalities will be paid based on net revenue collected and receive a supplemental payment from the County for uniforms, maintenance, education and related costs. Under this arrangement, the County will continue to provide training, staff the Communication Center and pay for billing services as well as provide a general appropriation of $3 million. The entire cost of the EMS program (including revenue) will be included in the County's budget and supplemental payments will be made to the municipalities based on the amount of revenue collected. The proposal includes an increase in paramedic revenue of $1.4 million, which reflects more accurate and complete information being provided to the billing agent in order to collect payment. If this additional revenue is not realized, payment to the municipalities will be reduced to reflect actual revenue collections. The contracts with the municipalities, that expire

at the end of 2003, reflect this new reimbursement model. This change provides for a total tax levy savings of $1,147,200.

- The 2004 Budget provides $252,993, an increase of $9,733, for the 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 for providing the medical control and medical supervision of municipalities operating paramedic programs as required by State Statute.

- An appropriation of $40,000 is included for Medical Director services related to Emergency Management and the Airport Fire Service (for Medical Support Services, licensure and program oversight). Medical Director services are cross-charged to the departments and abated in the EMS budget.

- An appropriation of $677,720, an increase of $102,720 over the 2003 budgeted amount of $575,000, is included for the anticipated costs associated with billing services performed by Claims Processing and Receivables (CPR). CPR's rate of reimbursement for 2003 was 9% of net collections plus an administrative fee. The contractual increase for CPR anticipates a $1.4 million increase in Paramedic recovery revenues for 2004. CPR also provides billing and collection services under the umbrella contracts with the municipalities. The contract with CPR was approved by County Board Resolution (File No. 01-305).

- ($ 2,929) Abolish .13 FTE Paramedic Trainer/Paramedic (Hourly)
  (36,434) Abolish 1 FTE EMS Communicator (two half-times)
  (31,936) Abolish .5 FTE EMS Instructor (Half-time)
  ($71,299) Total

  Due to County-wide fiscal constraints these vacant positions are abolished.

- The Emergency Medical Services Program will continue the training fee structure approved in 2002. The following is the 2004 fee schedule:

AHA Courses Offered by the Community Training Center

Service	Fees
Basic Life Support/(CPR)/Person	$ 55
Basic Life Support Recertification with ACLS	$ 30
Advanced Cardiac Life Support Per Person	$210
Pediatric Advanced Life Support Per Person	$250
Advanced Life Support Instructor Per Person	$150
Pediatric Advanced Life Support Instructor/Person	$150
Basic Life Support (CPR) Instructor/Person	$100
Automatic Electronic Defibrillator Per Person	$ 30
Heartsaver CPR	$ 30
Heartsaver/First Aid	$ 50

EMS Courses Offered by the Education Center

Service	Fees
Paramedic Course per person	$7,000
Paramedic Refresher Course per person per day	$ 60
Paramedic Continuing Education Units per person per hour	$ 15
National Registry Exam	$ 240
-Written	$ 40
-Practical	$ 200
-Practical Retakes per Station	$ 25
Observational Ride Along/8 hour day	$ 50
First Responder Course	$ 200
First Responder Refresher Course	$ 100

GENERAL ASSISTANCE - MEDICAL PROGRAM			
	2003 Budget	2004 Budget	2003/2004 Change
Expenditures			
Administration	$ 3,414,356	$ 3,249,736	$ (164,620)
Medical Expenses	46,192,855	45,192,855	(1,000,000)
Total Expenditures	$ 49,607,211	$ 48,442,591	$ (1,164,620)
Revenues			
State Reimbursement	$ 32,733,694	$ 32,733,694	$ 0
Refunds and Recoveries	1,340,000	1,280,000	(60,000)
Total Revenues	$ 34,073,694	$ 34,013,694	$ (60,000)
Tax Levy	$ 15,533,517	$ 14,428,897	$ (1,104,620)

DESCRIPTION

The General Assistance Medical Program (GAMP) is the health care financing system for medically indigent persons currently residing within Milwaukee County. During 1995, the State of Wisconsin developed a medical relief block grant for Milwaukee County, with State reimbursement limited to $16.6 million. In 1999, the State of Wisconsin established an Intergovernmental Transfer Program (ITP) that captured additional Federal funds and reduced County tax levy support for GAMP. This program was expanded in 2002 and again in 2003 for the purpose of increasing funds for medical providers. Under the expanded ITP program, the County issues a payment to the State of Wisconsin, Bureau of Healthcare Financing that is used as a match for Federal supplemental payments and disproportionate share payments for hospital services.

The 2003 Budget for GAMP anticipated ITP Program revenue of $6.8 million. ITP revenue is maintained at the same level in the 2004 Budget. The current level of ITP Program reimbursement revenue has been approved in the State of Wisconsin 2003-2005 biennial budget.

BUDGET HIGHLIGHTS

- The total medical service expenditures for 2004 are reduced by $1 million to $45,192,855. This adjustment was made in response to fiscal constraints and reflects a potential reduction in reimbursement to providers.
- The GAMP income eligibility criteria remain at the 2003 level and are summarized in the following chart.

Family Size	2003 Monthly Gross Income Limitations
1	$ 902
2	1,166
3	1,429
4	1,697
5	1,966
6	2,218
7	2,484
8	2,758
9	3,033
10	3,306

- The 2003 budget established an administrative fee of $35 that is collected from all individuals who apply to GAMP at the time of the application submission. This fee has been utilized to offset some of the administrative costs associated with processing applications and subsequent claims. The fee is collected from all applicants who demonstrate an ability to pay; failure to submit payment can lead to denial of GAMP services. The fee is waived for homeless individuals.

  The 2004 Budget reduces the amount of revenue anticipated from the $35 administrative fee by $200,000, from $980,000 to $780,000. This reduction is due to the number of

applications projected to be processed in 2004, based on experience.

- The budgeted revenue anticipates a total of approximately 22,300 applicants enrolled in GAMP on an annual basis. This represents approximately 11,150 unduplicated applicants renewing every six months and paying $35 at each renewal.

- The 2004 Budget maintains Intergovernmental Transfer Program (ITP) revenue at the 2003 level. The ITP payment of $6,791,275 is matched with Federal funds of approximately $9,342,419. The ITP payment and matching funds totaling $16,133,694 are returned to the County as refunds from area hospitals and medical providers as established in the GAMP contracts. Under the State and County ITP agreement, and in accordance with County Board Resolution (File No. 01-249), the ITP payments have two purposes: 1) to return the $6,791,275 payment to the County and 2) to provide funding for medical providers.

- The Wisconsin Physician Services Inc., (WPS) contract has been reduced by $225,000, from $1,525,000 to $1,300,000. This contract covers claims processing and other administrative fiscal services provided by WPS, as approved by County Board Resolution (File No. 01-305). The WPS contract reduction results from the re-negotiation and extension of the WPS contract for two years through 2005. The new contract reduces the pharmacy claim-processing rate for electronic claims from $2.90 per claim to .40 per claim and increases paper claims processing from $2.90 to $5.90 per claim.

- An appropriation of $30,000 is included for the continuation of the Latino Health Organization (LHO) contract. This is a $5,000 increase over the 2003 budgeted amount of $25,000. The (LHO) contract provides a full-time staff person for English-Spanish translation services.

- An appropriation of $80,000 has been maintained for GAMP Medical Service. This appropriation funds medical support services through the Medical College of Wisconsin for the Demand Management Program. This consultation contract provides direct physician consultations to the program in cases in which outside medical opinions regarding procedures and treatment are necessary and when denials for specialty services are appealed. This appropriation also supports evaluation activities by the Medical College of Wisconsin (MCW).

- ($58,174) Transfer 1 FTE Accounting Supervisor-MCHCP

  One position of Accounting Supervisor-MCHCP is transferred to DHHS-Contract Administration to more appropriately reflect the duties and responsibilities currently assigned to this position.

- ($44,162) Abolish 1 FTE Health Care Plan Investigator

  Due to County-wide fiscal constraints, one position of Health Care Plan Investigator that was laid off in 2003 is abolished in 2004.

- ($44,162) Abolish 1 FTE Program Special Community Provider

  Due to County-wide fiscal constraints, one position of Program Special Community Provider that was laid off in 2003 is abolished in 2004.

- ($69,480) Abolish 1 FTE Contract Administrator

  One position of Contract Administrator is abolished in response to fiscal constraints.

- ($15,830) Abolish .25 FTE Registered Nurse 1 (pool)

  .25 vacant position of Registered Nurse 1 is abolished in response to fiscal constraints.

- The GAMP program includes $178,230 for data processing consulting services for the creation of a single client eligibility database system in real time for various divisions within the Department of Health and Human Services (DHHS). A similar database system is currently being used to manage applicants enrolled in GAMP. The cost for the new system is budgeted in GAMP and will be charged out to DHHS.

HEALTHIER COMMUNITY PROGRAMS			
	2003 Budget	2004 Budget	2003/2004 Change
Expenditures	$ 200,000	$ 0	$ (200,000)
Revenues	0		0
Tax Levy	$ 200,000	$ 0	$ (200,000)

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

- The 2003 Adopted Budget provided $200,000 of tax levy support for the Milwaukee County Sports Authority to support healthier lifestyles through various sports programs for Milwaukee County youth. The 2004 Budget eliminates CHP funding for this program due to fiscal constraints. An appropriation of $150,000 is included in DHHS' budget in the Division of Delinquency and Court Services.
- CHP continues to provide in-kind services and support to the Center for International Health. This includes the use of vacant office space in the building occupied by CHP.

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	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Personal Services (w/o EFB)	$ 8,793,225	$ 9,763,091	$ 9,144,910	$ (618,181)
Employee Fringe Benefits (EFB)	2,607,075	3,425,837	4,911,844	1,486,007
Services	3,187,989	3,929,465	4,178,745	249,280
Commodities	1,531,850	2,188,881	2,232,287	43,406
Other Charges	78,811,967	103,271,290	114,392,020	11,120,730
Capital Outlay	0	105,837	119,385	13,548
County Service Charges	3,036,281	3,340,646	3,430,744	90,098
Abatements	(1,978,457)	(2,694,426)	(2,740,236)	(45,810)
Total Expenditures	$ 95,989,930	$ 123,330,621	$ 135,669,699	$ 12,339,078
State & Federal Revenue	14,058,636	13,459,585	13,189,033	(270,552)
Other Direct Revenue	79,554,713	107,595,679	119,792,777	12,197,098
Total Direct Revenue	$ 93,613,349	$ 121,055,264	$ 132,981,810	$ 11,926,546
Direct Property Tax Levy	$ 2,376,581	$ 2,275,357	$ 2,687,889	$ 412,532

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*

Account Summary	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Central Service Allocation	$ 448,224	$ 484,331	$ 317,698	$ (166,633)
Courthouse Space Rental	0	0	0	0
Document Services	61,681	58,302	70,345	12,043
Tech Support & Infrastructure	204,849	312,782	303,663	(9,119)
Distribution Services	14,258	13,476	13,699	223
Telecommunications	65,658	75,147	41,114	(34,033)
Records Center	4,578	6,590	5,193	(1,397)
Radio	0	0	0	0
Personal Computer Charges	95,349	8,202	49,802	41,600
Applications Charges	194,981	248,475	174,448	(74,027)
Total Charges	$ 1,089,578	$ 1,207,305	$ 975,962	$ (231,343)
Direct Property Tax Levy	$ 2,376,581	$ 2,275,357	$ 2,687,889	$ 412,532
Total Property Tax Levy	$ 3,466,159	$ 3,482,662	$ 3,663,851	$ 181,189

* 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 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.

PERSONNEL SUMMARY				
	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Personal Services (w/o EFB)*	$ 8,793,225	$ 9,763,091	$ 9,144,910	$ (618,181)
Employee Fringe Benefits (EFB)	$ 2,607,075	$ 3,425,837	$ 4,911,844	$ 1,486,007
Position Equivalent (Funded)**	196.7	197.6	183.7	(13.9)
% of Gross Wages Funded	99.2	99.6	96.0	(3.6)
Overtime (Dollars)***	$ 192,022	$ 109,116	$ 109,116	$ 0.0
Overtime (Equivalent to Positions)	5.2	2.6	2.4	(0.2)

* Includes funds for 2004 represented employee pay increases that have been placed in an allocated contingency account

** For 2002, the Position Equivalent is the budgeted amount.

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

PERSONNEL CHANGES				
Job Title/Classification	Action	Number of Positions/ Total FTE	Division	Cost of Positions (Excluding Fringe Benefits)
Human Service Worker (Aging)	Abolish	5/5.0	Intervention Services	$ (252,268)
Program Coord-Resource Center	Abolish	1/1.0	Community Alternatives	(63,680)
Office Support Asst 1	Abolish	1/1.0	Community Alternatives	(28,816)
Human Service Worker (Aging)	Abolish	2/2.0	Community Alternatives	(105,222)
Human Service Worker (Aging)	Abolish	2/2.0	Care Management Org	(105,504)
HSW (Aging) B/L Spanish	Abolish	1/1.0	Care Management Org	(40,872)
			TOTAL	$ (596,362)

ORGANIZATIONAL COST SUMMARY

DIVISION		2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Administration	Expenditure	$ 965,290	$ 2,082,265	$ 2,368,244	$ 285,979
	Abatement	(925,593)	(2,074,697)	(2,273,024)	(198,327)
	Revenue	137,239	0	0	0
	Tax Levy	$ (97,542)	$ 7,568	$ 95,220	$ 87,652
Elderly Services	Expenditure	$ 3,544,392	$ 3,326,682	$ 3,348,890	$ 22,208
	Abatement	(46,530)	(22,550)	(11,158)	11,392
	Revenue	2,910,532	2,771,739	2,875,623	103,884
	Tax Levy	$ 587,330	$ 532,393	$ 462,109	$ (70,284)
Elderly Nutrition	Expenditure	$ 4,332,801	$ 4,345,707	$ 4,465,562	$ 119,855
	Abatement	(30,197)	(15,283)	(8,123)	7,160
	Revenue	4,202,445	4,232,019	4,167,092	(64,927)
	Tax Levy	$ 100,159	$ 98,405	$ 290,347	$ 191,942
Senior Centers	Expenditure	$ 1,101,657	$ 1,113,515	$ 1,312,182	$ 198,667
	Revenue	0	70,169	0	(70,169)
	Tax Levy	$ 1,101,657	$ 1,043,346	$ 1,312,182	$ 268,836
Long Term Support	Expenditure	$ 1,936,249	$ 0	$ 0	$ 0
	Abatement	(94,026)	0	0	0
	Revenue	946,996	0	0	0
	Tax Levy	$ 895,227	$ 0	$ 0	$ 0
Resources: Community Alternatives/Intervention Services	Expenditure	$ 7,470,034	$ 8,484,313	$ 8,177,904	$ (306,409)
	Abatement	(221,014)	(176,811)	(163,445)	13,366
	Revenue	6,813,652	7,116,929	6,903,474	(213,455)
	Tax Levy	$ 435,368	$ 1,190,573	$ 1,110,985	$ (79,588)
Care Management Coordinated Services	Expenditure	$ 78,604,687	$ 106,672,565	$ 118,737,153	$ 12,064,588
	Abatement	(647,820)	(405,085)	(284,486)	120,599
	Revenue	78,602,485	106,864,408	119,035,621	12,171,213
	Tax Levy	$ (645,618)	$ (596,928)	$ (582,954)	$ 13,974

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 initiative. Family Care replaces the state's numerous Long Term Support programs, including the Community Options Program (COP), COP Waiver, and Community Integration Program (CIP) with a single, integrated Long Term Care entitlement program.

COMMUNITY AIDS FOR THE DEPARTMENT ON AGING			
	2003 Budget	2004 Budget	2003/2004 Change
I. Programs Requiring Match			
Base Allocation	$ 2,627,574	$ 2,614,290	$ (13,284)
Adult Protective Services	148,338	179,029	30,691
Sub-Total	$ 2,775,912	$ 2,793,319	$ 17,407
II. Other Programs			
Alzheimer Caregiver	$ 242,158	$ 242,158	$ 0
Sub-Total	$ 242,158	$ 242,158	$ 0
Grand Total	$ **3,018,070**	$ **3,035,477**	$ **17,407**

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 33 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 (CMO)*** 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

- Full implementation of the State of Wisconsin's Family Care initiative as an entitlement for older people in Milwaukee County has led to a reconsideration of the Department on Aging's role in serving older adults in need of Mental Health Services. Under a new division of responsibility with the Milwaukee County Behavioral Health Division (BHD), the Department on Aging will continue providing mental health services to older adults who are eligible for Family Care. To provide these services, the Department's Care Management Organization (CMO) has established four Care Management units specializing in services to functionally impaired older adults with chronic mental health problems. The Department's Resource Center will continue providing crisis management services to older adults prior to their referral to an appropriate program. The Department will also continue to lead an effort for community collaboration to improve public awareness of the mental health needs of older people and the quality of mental health services they receive.

- ($252,268) Abolish 5 Human Service Worker (Aging)
  (63,680) Abolish 1 Program Coordinator Resource Center
  ($315,948) Total

  Effective January 1, 2004, older adults with mental health problems who are not eligible for Family Care will be referred to BHD. The Department on Aging will transfer the existing caseload of clients with ongoing mental health needs to BHD. To fund these services and to provide an offset to the cost of services for Department on Aging clients previously transferred to BHD, the Department on Aging is transferring $530,113 in Institute for Mental Diseases (IMD) Regular Relocation Funds to BHD. To reflect the reduction in its ongoing services, the Department on Aging is abolishing five (5) positions of Human Service Worker (HSW) and one position of Program Coordinator in the Resource Center for a savings of $315,948 in salary and social security. It is anticipated that the five incumbents within the HSW classification will transfer to vacant positions elsewhere within the Department on Aging.

- ($105,222) Abolish 2 Human Service Worker (Aging)
  (28,816) Abolish 1 Office Support Asst 1 Resource Center
  ($134,038) Total

  Due to County-wide fiscal constraints, two positions of Human Service Worker (HSW) and one position of Office Support Assistant 1 in the Resource Center that were laid off in 2003 are abolished in 2004 for a salary and social security savings of $134,038.

- ($105,504) Abolish 2 Human Service Worker (Aging)
  (40,872) Abolish 1 HSW (Aging) B/L Spanish
  ($146,376) Total

Due to County-wide fiscal constraints, two positions of Human Service Worker (HSW) and one position of Human Service Worker Bilingual - Spanish in the Care Management Organization that were laid off in 2003 are abolished in 2004 for a salary and social security savings of $146,376. The Department on Aging will contract with an outside vendor in 2004 to perform the function of annual Watts Reviews at an estimated cost of $145,000.

- Department expenditures increase $12,339,078, from $123,330,621 in 2003 to $135,669,699 in 2004, and revenues increase $11,926,546, from $121,055,264 to $132,981,810, including an increase in Other Direct revenue of $12,197,098, and a reduction of $270,552 in State and Federal revenue. This results in a net tax levy of $2,687,889. Expenditure and revenue increases are primarily due to member enrollment increases in the CMO under full implementation of Family Care entitlement for long term care services. Various expenditure increases enable the Department to assume responsibilities from the Third Party Administrator (TPA) for additional critical business functions under Family Care. These services include member service authorizations and tracking member financial obligations to the Department, such as timely invoicing of statements and posting of checks.

- Contractual services increase $249,280, from $3,929,465 to $4,178,745. The primary increases include $41,714 in postage, $40,000 in Information Technology consulting, $26,513 in repair and maintenance of office equipment, $20,671 in printing and stationary, $34,334 in Professional Services Non-Recurring and $16,076 in space rental charges. This contractual services increase is partially offset by a reduction of $160,900 for Family Care Third Party Administrator (TPA) services.

- Commodities reflect an increase of $43,406, from $2,188,881 to $2,232,287, including $28,896 in office supplies, $5,003 in other medical supplies, $3,053 in books and periodicals, and $1,515 in minor office equipment.

- Other Charges for client services increase $11,120,730, from $103,271,290 to $114,392,020. This increase includes $12,145,571 in Care Management Organization client services and $400,000 to the Risk Reserve Fund. The increase in CMO member services is partially offset by $1,346,305 in various other Departmental client service reductions. Non-CMO contracted client services reflect elimination of financial management services, homemaker services, Institute for Mental Diseases, community support program, Alzheimer's Demonstration Project, adult daycare, supportive home care, the suburban safety lock program, and the Sun Squad / Winter watch program. The services that are eliminated are primarily covered benefits under Family Care and can continue to be provided to eligible seniors who decide to enroll in Family Care. The Alzheimer's Demonstration Project client services are contracted out through the Wisconsin Department of Health and Family Services (DHFS) effective July, 2003. Through a memorandum of agreement between the Department on Aging and the Milwaukee County Behavioral Health Division, services for the elderly in this community with mental health needs will be provided collaboratively.

- Capital Outlay includes $119,385 for purchase of new and replacement computer and related laptop equipment, as well as a new copier.

- CMO capitation revenue reflects an increase of $10,892,846, from $97,696,500 to $108,589,346. CMO client share revenue includes a proportional increase of $1,271,485.

- State and Federal revenue increases include $26,560 in §85.21 transportation, $425,890 in Resource Center Allocation, $20,191 in Resource Center Information and Assistance (I & A), $190,580 in Resource Center Functional Screen, $30,691 in Adult Protective Service, $27,933 in Income Maintenance, $7,848 in Nursing Home Relocation Worker, $54,127 in HICA, $41,426 in Family Caregiver Support, $21,777 in Nutrition Service Incentive Program (formerly USDA), $13,630 in Title III C 2 (Home Delivered Meals), $3,000 in Area Agency on Aging Legal, $5,745 in Elder Abuse and $2,923 in Preventive Health.

- State and Federal revenue reductions include $13,284 in Base Community Aids, $269,781 in

Alzheimer's Demonstration Project, 237,785 in Wellness and Prevention, $69,957 in Title III B, $4,039 in Title III C-1, $17,915 in MA Choice Training, $530,113 in Institute for Mental Diseases, and $10,000 in MA Case Management.

- The 2004 Budget reflects a zero wage increase for all non-represented and Executive Compensation Plan (ECP) positions. In addition, ECP positions are not provided step increases or performance awards in 2004 as allowed in County Ordinance Section 17.265 (3). These reductions reduce expenditures $37,141.

- A total of $201,464 in personal service appropriations is placed into an allocated contingency account within this department. This amount represents the anticipated cost of pay increases, excluding step increases, associated with represented employees. The disposition of these funds will be determined, with County Board approval, after negotiations with represented employee unions are completed.

- 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 increase $33,600, from $3,304,132 to $3,337,732. Revenue increases $103,884, from $2,771,739 to $2,875,623.

- The Personal services increase of $101,048 reflects increases in salary and wages of $14,187, and a benefit increase of $86,861.

- Contractual services reflect a decrease of $23,607 due primarily to a decrease of $20,000 in information technology services.

- Other charges reflect a decrease of $245,955, from $2,567,432 to $2,321,477, primarily due to a decrease in the Purchase of Service account.

- In Milwaukee County, as throughout the United States, families and other informal networks provide approximately 80 percent of the care received by older people. In 2004, 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 provide relief to overstressed caregivers.

- Revenue increases $103,884, including $168,044 in BCA, $54,127 in HICA Benefit Specialist, and $2,923 in Preventative Health. These increases are offset by revenue decreases including $16,045 in Alzheimer's Demonstration Project administration and $49,853 in Family Caregiver Support administration. The increase in BCA is partially offset by reductions in the Resource Center and Senior Meal Program.

SENIOR MEAL PROGRAM

- In 2003, the Department on Aging's Senior Meal Program provided hot, nutritionally sound meals to groups of eligible older adults in 33 community settings throughout Milwaukee

County, as well as providing Home Delivered Meals to homebound older adults from seven dispatch centers. The intended purpose of these programs is to improve participants' health and nutritional status, and to keep them independent and active within the community and their homes.

- Coordination with the Commodity Supplemental Food Program (administered by the Hunger Task Force) and with the Reach Program (administered by Second Harvest) enabled participants at several meal sites to receive food boxes each month at no expense to the individual or to the Senior Meal Program. Participants also benefited from the Farmer's Market Program administered by Interfaith Older Adult Programs.

- Meals served in both congregate and home delivered meal programs reflect modest reductions based on historical experience.

- The Department on Aging will continue to work with the community to establish a meal site in the Southwest quadrant of Milwaukee County.

- Senior Meal Program expenditures increase $127,015 including $19,115 in Personal Services and $74,652 in Other Charges.

- A net revenue reduction of $64,927 consists of a reduction of $122,180 in BCA, $6,882 in capitation revenue, and $4,039 in Title III C-1, partially offset by increases of $13,630 in Title III C-2, $21,777 in Nutrition Service Incentive Program, and $32,767 in donations.

	2003 Budget	2004 Budget	2003/2004 Change
Number of Meal Sites Open	34	33	(1)
Number of Meals Served at Meal Sites	427,310	408,658	(18,652)
Home-Delivered Meals	231,000	206,710	(24,290)
Total Meals Served	658,310	615,368	(42,942)

SENIOR CENTERS

- In 2002, Clinton & Bernice Rose, Kelly and Wilson Park Senior Centers were transferred from the Department of Parks, Recreation and Culture to the Department on Aging. Previously, Washington Park and McGovern Park Senior Centers were similarly transferred to the Department on Aging. The transfer process exhibited programming continuity and service enhancements. In addition to the Senior Center Advisory Councils, the Commission on Aging's Senior Center Workgroup has scheduled meetings every other month to review prevention and wellness, mental health, and diabetes services available for older adults. The Workgroup is comprised of Commissioners, consumers, agency representatives, and staff from the Department on Aging. In 2003, the Department funded and managed the five Milwaukee County owned senior centers and partially and/or fully funded nine additional senior centers. In 2004, the principal challenge of operating the five County owned centers will be to maintain these buildings in a manner that reflects the standards, expectations, and the safety needs of the older persons who visit these centers each day.

- Continuing an initiative begun in 2002, during 2003 the Department on Aging and the University of Wisconsin – Milwaukee (UWM) operated senior fitness centers at the Washington, Wilson, Rose, and Grobschmidt Parks Senior Centers. Research has shown that participants have significantly increased endurance, strength, and vigor, and reduced levels of anxiety, depression, tension, and confusion. In 2004, the Department and UWM will seek grant funding to expand fitness and physical activity programming to additional senior center sites, with emphasis on those centers without a history of strong participation in such programs. The Department will also continue efforts to develop an infrastructure for a nationally significant study of the positive effects of physical activity on quality of life over the course of the aging process.

- Expenditures increase $198,667 including $193,210 for cost to continue contract program services at the five County owned senior centers and $5,457 for the cost of living increase to

provide for a share of the costs of a position (budgeted within the Department of Parks and Public Infrastructure) to conduct preventative maintenance on the five County-owned Senior Centers and the two Wil-O-Way facilities managed by the Office for Persons with Disabilities. The contract increase is primarily related to the increased cost of utilities.

RESOURCES: COMMUNITY ALTERNATIVES & RESOURCES: INTERVENTION SERVICES DIVISIONS (RESOURCE CENTER)

	2003 Budget	2004 Budget
Pre-admission Consultations	1,200	1,200
Functional Screens	3,500	3,500
Information Calls	60,000	65,000

- 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.

- ($252,268) Abolish 5 Human Service Worker (Aging)
  (63,680) Abolish 1 Program Coordinator Resource Center
  ($315,948) Total

  Transfer of non-CMO eligible elders with mental health concerns to the Behavioral Health Division results in the abolishment of six positions. Mental health services to this population will be provided in a collaborative effort to meet needs as persons are determined eligible programmatically, functionally, and financially. To reflect the reduction in its ongoing services, the Department on Aging is abolishing five (5) positions of Human Service Worker (HSW) and one position of Program Coordinator in the Resource Center for a savings of $315,948 in salary and social security.

  This transfer postures the Resource Center to be better able to provide brief services, conduct short-term crisis intervention, determine eligibility, and make appropriate referrals to community services.

- ($105,222) Abolish 2 Human Service Worker (Aging)
  (28,816) Abolish 1 Office Support Asst 1 Resource Center
  ($134,038) Total

  Due to County-wide fiscal constraints, two positions of Human Service Worker (HSW) and one position of Office Support Assistant 1 in the Resource Center that were laid off in 2003 are abolished in 2004 for a salary and social security savings of $134,038.

- Contractual services increase $21,766 primarily due to an increase in space rental charges resulting from reallocation of staff to the Resource Center.

- Other Charges reflect a decrease in client services of $1,840,372. This reduction is aligned with a focus on the Resource Center as the "front door" for Family care, providing elderly information and referral services, and providing crisis and brief intervention services. Decreases include $77,000 in financial management, $346,000 in homemaking, $114,296 in wellness and prevention, $85,000 in Institute for Mental Diseases, $256,736 in Alzheimer's Demonstration Project, $48,000 in personal care, $240,000 in adult daycare, $125,000 in Community Support Program (CSP), $280,000 in supportive home care, and other reductions in various client services that are now available through Family Care.

CARE MANAGEMENT COORDINATED SERVICES DIVISION (CARE MANAGEMENT ORGANIZATION)

	2003 Budget	2004 Budget
CMO Enrollments	1,500	1,000
CMO Clients Served	5,000	5,800

- 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.

- During 2004, the Department anticipates continued expansion of Family care enrollments, although at a somewhat slower pace than has been experienced in 2002-03.

- ($105,504) Abolish 2 Human Service Worker (Aging)
  (40,872) Abolish 1 HSW (Aging) B/L Spanish
  ($146,376) Total

  Due to County-wide fiscal constraints, two positions of Human Service Worker (HSW) and one position of Human Service Worker Bilingual Spanish in the Care Management Organization that were laid off in 2003 are abolished in 2004 for a salary and social security savings of $146,376. The Department on Aging will contract with an outside vendor in 2004 to perform the function of annual Watts Reviews at an estimated cost of $145,000. There are long-term savings to the County from the reduction in fringe benefit costs related to these positions.

- On January 1, 2004, the CMO will transfer the responsibility for authorizing member services and for collecting member financial obligations from the Third Party Administrator (TPA) to the CMO's Business Information Application. The transfer of these business functions to the CMO will result in a lower monthly administrative fee paid to the TPA.

- Expenditures increase $12,185,187, including increases of $12,747,933 in direct member services, $144,816 in contractual services, $58,669 in commodities, and $13,548 in capital outlay. These expenditure increases are partially offset by a reduction of $225,908 in personal services.

- The personal services decrease of $225,908 consists of decreases of $645,194 in salaries and wages and $50,258 in social security, offset by an increase in fringe benefits of $469,544.

- Contractual services increase $144,816, due primarily to increases of $45,000 in contracted, short-term personal services, $44,000 in postage, $45,000 in non-recurring professional services, $27,400 in printing and stationary, and $9,651 in building space rental. These expenditure increases are partially offset by decreases including $75,000 for information technology systems enhancements and support, and $160,900 in Third Party Administrator (TPA) services for management of the client/provider payment system.

- Direct member services increase $12,831,785, from $95,077,893 to $107,909,678, reflecting the continued growth in long term care services as an entitlement under Family Care, serving 5,800 clients in 2004, an increase of 800 from 5000 during 2003.

- CMO revenue increases $12,171,213, from $106,864,408 to $119,035,621.

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, and those in need of financial assistance. Many of the services provided are mandated by State Statute and/or provided through a State/County contract.

BUDGET SUMMARY

Account Summary	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Personal Services (w/o EFB)	$ 34,563,643	$ 34,477,796	$ 30,864,139	$ (3,613,657)
Employee Fringe Benefits (EFB)	10,417,516	11,980,830	16,914,864	4,934,034
Services	11,378,729	9,572,636	10,755,417	1,182,781
Commodities	284,890	605,011	401,751	(203,260)
Other Charges	92,734,067	98,327,791	105,320,707	6,992,916
Capital Outlay	156,543	58,555	59,855	1,300
County Service Charges	16,707,754	15,081,117	14,686,572	(394,545)
Abatements	(13,119,563)	(11,517,768)	(12,260,731)	(742,963)
Sub Total Expenditures	$ 153,123,579	$ 158,585,968	$ 166,742,574	$ 8,156,606
State Corrections Charges	29,007,491	30,177,848	26,524,068	(3,653,780)
Total Expenditures	$ 182,131,070	$ 188,763,816	$ 193,266,642	$ 4,502,826
State & Federal Revenue	122,540,770	129,513,397	136,545,175	7,031,778
Other Direct Revenue	8,521,282	6,391,359	6,886,234	494,875
Total Direct Revenue	$ 131,062,052	$ 135,904,756	$ 143,431,409	$ 7,526,653
Community Aids to Corrections	0	0	0	0
Youth Aids to Corrections	29,007,491	30,177,848	26,524,068	(3,653,780)
Total Revenues	$ 160,069,543	$ 166,082,604	$ 169,955,477	$ 3,872,873
Direct Property Tax Levy	$ 22,061,527	$ 22,681,212	$ 23,311,165	$ 629,953

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*

Account Summary	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Central Service Allocation	$ 2,281,080	$ 1,707,755	$ 698,738	$ (1,009,017)
Document Services	56,163	83,336	64,315	(19,021)
Tech Support & Infrastructure	1,185,865	927,323	1,107,340	180,017
Distribution Services	11,416	15,890	10,966	(4,924)
Telecommunications	325,288	320,407	176,513	(143,894)
Records Center	56,034	71,408	63,557	(7,851)
Radio	57,984	49,933	45,390	(4,543)
Personal Computer Charges	14,304	12,303	525,208	512,905
Applications Charges	1,158,480	703,376	937,430	234,054
Total Charges	$ 5,146,614	$ 3,891,731	$ 3,629,457	$ (262,274)
Direct Property Tax Levy	$ 22,061,527	$ 22,681,212	$ 23,311,165	$ 629,953
Total Property Tax Levy	$ 27,208,141	$ 26,572,943	$ 26,940,622	$ 367,679

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

PERSONNEL SUMMARY				
	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Personal Services (w/o EFB)*	$ 34,563,643	$ 34,477,796	$ 31,551,800	$ (2,925,996)
Employee Fringe Benefits (EFB)	$ 10,417,516	$ 11,980,830	$ 16,867,891	$ 4,887,061
Position Equivalent (Funded)**	945.2	846.2	747.3	(98.9)
% of Gross Wages Funded	84.0	89.3	92.8	3.5
Overtime (Dollars)***	$ 1,248,997	$ 438,564	$ 646,536	$ 207,972
Overtime (Equivalent to Positions)	35.9	12.2	17.2	5.0

* Includes funds for 2004 represented employee pay increases that have been placed in an allocated contingency account.

** For 2002, the Position Equivalent is the budgeted amount.

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

PERSONNEL CHANGES				
Job Title/Classification	Action	Number of Positions/ Total FTE	Division	Cost of Positions (Excluding Fringe Benefits)
Office Support Asst 2	Abolish	1/1.0	Management Services	$ (33,662)
Accountant 4 NR	Abolish	1/1.0	Management Services	(55,532)
Clerical Asst 1	Abolish	2/2.0	Management Services	(62,558)
Administrative Asst 3-Soc Srvs	Abolish	1/1.0	Management Services	(75,326)
Distribution Asst	Abolish	1/1.0	Management Services	(33,066)
Office Support Asst 1	Abolish	1/1.0	Management Services	(31,414)
Fiscal Asst 2	Create	5/5.0	Management Services	146,340
Fiscal Asst 2	Transfer	1/1.0	BHD to Mgt Services	29,268
Facilities Worker 2	Transfer	3/3.0	DPPI to Mgt Services	90,390
Mechanical Maintenance Supt	Create	1/1.0	Management Services	52,488
Accounting Supv-MCHCP	Transfer	1/1.0	CHP to Mgt Services	58,174
Office Support Asst 1	Abolish	1/1.0	Disability Services	(31,414)
Human Service Worker	Abolish	16/16.0	Disability Services	(813,722)
Human Service Worker (Apr. 1)	Abolish	10/7.5	Disability Services	(396,480)
Human Service Worker (Aug. 1)	Abolish	15/8.75	Disability Services	(330,390)
Clerical Asst 1	Abolish	1/1.0	Disability Services	(27,410)
Registered Nurse 2 ASD (Apr. 1)	Abolish	1/.75	Disability Services	(45,232)
Case Management Supv (Apr. 1)	Abolish	1/.75	Disability Services	(41,104)
Unit Supervisor Access Brf Srvs	Abolish	1/1.0	Disability Services	(58,170)
Human Srvs Worker Bil Span	Create	2/0.0	Disability Services	0
Planning Analyst (ASD)	Create	1/0.0	Disability Services	0
Administrative Asst 3 (DSD)	Create	1/0.0	Disability Services	0
			SUB TOTAL	$ (1,658,820)

PERSONNEL CHANGES (Continued)

Job Title/Classification	Action	Number of Positions/ Total FTE	Division	Cost of Positions (Excluding Fringe Benefits)
Economic Support Specialist	Abolish	54/54.0	Economic Support	$ (1,827,811)
Econ Spt Spec Spanish	Abolish	4/4.0	Economic Support	(134,770)
Econ Spt Spec Viet	Abolish	2/2.0	Economic Support	(64,852)
Econ Spt Spec Hmong	Abolish	1/1.0	Economic Support	(32,426)
Econ Spt Spec Lao	Abolish	1/1.0	Economic Support	(32,426)
Economic Support Supv 1	Abolish	6/6.0	Economic Support	(248,158)
Economic Support Supvr 2	Abolish	1/1.0	Economic Support	(45,972)
Food Stamp Program Supv	Abolish	1/1.0	Economic Support	(49,026)
Record Mgt & Stat Supv	Abolish	1/1.0	Economic Support	(38,638)
Economic Support Training Asst	Abolish	2/2.0	Economic Support	(88,328)
Office Support Assistant 1	Abolish	2/2.0	Economic Support	(49,450)
Office Support Asst 1 Bil-Span	Abolish	1/1.0	Economic Support	(24,492)
Office Support Asst 2	Abolish	11/11.0	Economic Support	(351,016)
Clerical Asst 1	Abolish	1/1.0	Economic Support	(35,144)
Clerical Asst 2 NR	Abolish	1/1.0	Economic Support	(37,534)
Employment Syst Resrce Anal	Abolish	21/21.0	Economic Support	(834,330)
Emplymt Syst Res Anal Bil-Sp	Abolish	3/3.0	Economic Support	(119,570)
Case Management Supv	Abolish	3/3.0	Economic Support	(141,192)
Section Manager (ESAC)	Abolish	1/1.0	Economic Support	(57,596)
Quality Contract Coord GA	Abolish	1/1.0	Economic Support	(39,730)
Case Management Specialist	Abolish	2/2.0	Economic Support	(79,460)
Case Management Spec Bil-Sp	Abolish	1/1.0	Economic Support	(45,972)
Program Analyst DHS	Abolish	6/6.0	Economic Support	(275,832)
Fiscal Specialist	Abolish	1/1.0	Economic Support	(44,168)
Comm Support Coord Learnfare	Abolish	1/1.0	Economic Support	(52,740)
Office Support Asst 2 NR	Abolish	1/1.0	Economic Support	(25,792)
Fiscal Asst 1	Abolish	3/3.0	Economic Support	(106,590)
Clerical Asst 2	Abolish	1/1.0	Economic Support	(37,534)
Clerk Typist 3	Abolish	2/2.0	Economic Support	(59,972)
Economic Spt Training Asst	Create	4/4.0	Economic Support	163,528
Child Care Specialist	Create	20/8.0	Economic Support	327,056
Child Care Specialist Bil-Sp	Create	4/1.0	Economic Support	40,882
Child Care Specialist Bil-Hmong	Create	1/0.0	Economic Support	0
Child Care Supv	Create	2/2.0	Economic Support	97,720
Burial Specialist	Create	1/1.0	Economic Support	37,486
Admin Asst 2 (Spec Supp/CC)	Create	1/1.0	Economic Support	39,738
Detention Home Deputy Supt	Abolish	1/1.0	Delinquency/Court Serv	(58,170)
Juvenile Correctional Officer	Abolish	1/1.0	Delinquency/Court Serv	(40,846)
Community Coord FTJOP	Abolish	1/1.0	Delinquency/Court Serv	(52,740)
Human Service Worker	Abolish	3/3.0	Delinquency/Court Serv	(126,410)
Intake Specialist CCC	Abolish	1/1.0	Delinquency/Court Serv	(38,478)
			GRAND TOTAL	$ (6,309,871)

ORGANIZATIONAL COST SUMMARY

DIVISION		2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Director's Office	Expenditure	$ 456,394	$ 683,451	$ 439,756	$ (243,695)
	Abatement	(498,099)	(368,407)	(450,505)	(82,098)
	Revenue	2,254	350,000	0	(350,000)
	Tax Levy	$ (43,959)	$ (34,956)	$ (10,749)	$ 24,207
Economic Support Division	Expenditure	$ 42,371,189	$ 42,603,999	$ 42,416,384	$ (187,615)
	Abatement	(1,959,664)	(1,428,986)	(1,718,506)	(289,520)
	Revenue	38,301,887	39,399,815	38,233,562	(1,166,253)
	Tax Levy	$ 2,109,638	$ 1,775,198	$ 2,464,316	$ 689,118
Child Welfare	Expenditure	$ 167,588	$ 0	$ 0	$ 0
	Abatement	(23,811)	0	0	0
	Revenue	474,000	0	0	0
	Tax Levy	$ (330,223)	$ 0	$ 0	$ 0
Delinquency & Court Services Division	Expenditure	$ 34,630,498	$ 36,445,746	$ 38,102,125	$ 1,656,379
	Abatement	(410,368)	(691,328)	(670,531)	20,797
	Revenue	13,672,886	15,258,693	17,212,584	1,953,891
	Tax Levy	$ 20,547,244	$ 20,495,725	$ 20,219,010	$ (276,715)
Disabilities Services	Expenditure	$ 80,367,076	$ 83,476,816	$ 90,531,638	$ 7,054,822
	Abatement	(1,487,259)	(1,752,514)	(1,854,547)	(102,033)
	Revenue	77,948,136	80,219,907	86,927,759	6,707,852
	Tax Levy	$ 931,681	$ 1,504,395	$ 1,749,332	$ 244,937
Management Division	Expenditure	$ 8,250,397	$ 6,893,724	$ 7,513,402	$ 619,678
	Abatement	(8,740,362)	(7,276,533)	(7,566,642)	(290,109)
	Revenue	662,889	676,341	1,057,504	381,163
	Tax Levy	$ (1,152,854)	$ (1,059,150)	$ (1,110,744)	$ (51,594)

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.

DEPARTMENT DESCRIPTION

The Department of Health and Human Services (DHHS) includes the following six divisions: Economic Support Division, Delinquency and Court Services Division, Disabilities Services Division, Management Services Division, Behavioral Health Division, and County Health Programs Division. All six divisions report to the office of the Director of the Department of Health and Human Services.

Since the DHHS Behavioral Health Division financially operates as an enterprise fund, it appears as a separate organizational unit in the County budget (Org. 6300). The County Health Programs Division also operates under a separate budget (Org. 7200).

The ***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***, pursuant to State Statutes, is charged with the responsibility of assisting eligible people to obtain Food Stamps, Medical Assistance (Title 19) and Child Day Care benefits. In addition, the Economic Support Division is responsible for administering the State's BadgerCare health program and specialized financial assistance programs such as Fraud Detection and Benefit Repayment, Wisconsin Home Energy Assistance, and Healthy Start.

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 - including programs that are designed to divert such youth from State facilities - are administered in this division. The Juvenile Detention Center is staffed and maintained as a 24-hour, secure correctional facility which primarily houses juveniles being held pending trial who are a threat to the community. Custody Intake staff screen Children's Court intake referrals from police for the Juvenile Detention Center. Court Intake staff prepares case reports and histories for the Children's Court judges, and Probation staff supervise youth adjudicated for delinquent behavior in the community.

The ***Disabilities Services Division*** provides human services to adults between the ages of 18 and 60. Services are targeted at populations with special needs including persons with physical and developmental disabilities (including children from birth to three). A wide variety of services are provided including case management for long-term support, residential services, work and day services, community living support services, community treatment, community support, adult day care, fiscal agent services and service access and prevention. Many of these services enable persons to live in the community and avoid institutional placements. The Division also utilizes a Resource Center, which was designed and implemented as part of the 2003 Budget.

The ***Management Services Division*** provides contract administration and quality assurance, 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 are now provided in cooperation with the Department of Administrative Services (DAS).

BUDGET HIGHLIGHTS

DEPARTMENTAL

- The State of Wisconsin Department of Administration continues the practice of intercepting $20,101,300 from State Shared Revenue and intercepts $38,792,200 of Community Aids revenue to fund operation of the State Bureau of Milwaukee Child Welfare.

- In 2003, DHHS began an initiative to establish a single client information database across the various divisions. DHHS has used the Information Management Services Division (IMSD) approved-vendor list to procure the services of Keane Consulting Services and Buzz Communications for information technology consulting and programming services to implement the McClears information system in other programs in addition to GAMP. The 2004 DHHS budget includes $178,230 to implement McClears in the Disability Services Division's MA Personal Care program and in the Economic Support Division's Child Day Care, Energy Assistance, and Burials programs.

- The 2004 Budget reflects a zero wage increase for all non-represented and Executive Compensation Plan (ECP) positions. In addition, ECP positions are not provided step increases or performance awards in 2004 as allowed in County Ordinance Section 17.265 (3). These reductions reduce expenditures $203,499.

- A total of $785,449 in personal service appropriations is placed into an allocated contingency account within this department. This amount represents the anticipated cost of pay increases, excluding step increases, associated with represented employees. The disposition of these funds will be determined, with County Board approval, after negotiations with represented employee unions are completed.

- 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 that was provided in 2003 for actions to address lengthy waiting lists for persons with developmental disabilities who are seeking community-based care and services is transferred to the Disability Services Division in the 2004 Budget. These funds will be used to increase the level of service in the Division's Birth-to-Three program in order to avoid a reduction in Federal revenue due to non-compliance with the Maintenance of Effort expenditure requirement.

ECONOMIC SUPPORT DIVISION

- The 2004 Budget reflects the seventh full year of Wisconsin Works, or W-2, implementation in Milwaukee County. The Economic Support Division (ESD) does not administer W-2, but complements it by offering access to Food Stamps, Child Day Care and Title 19. The costs associated with W-2 are funded by revenues from the State of Wisconsin. These revenues come to Milwaukee County directly from the State of Wisconsin or indirectly through the Wisconsin Works agencies.

- The 2003 Budget included $2.5 million of Temporary Aid to Needy Families (TANF) revenue that was anticipated under a tentative agreement with the State. The $2.5 million was allocated to TANF eligible programs in the Delinquency and Court Services and Disabilities Services divisions which "freed up" $1.0 million of tax levy allocated to the ESD for rent expenditures anticipated to be incurred in W2 agency offices in 2003. When it was learned early in 2003 that the $2.5 million of TANF revenue would not be forthcoming, the Division received authorization from the County Board and County Executive to relocate approximately 165 employees who had been stationed at W2 agencies to less expensive space at Schlitz Park and 10th & Mitchell. Rent payments for these workers at those two sites total $1,087,062 in 2004, which is an increase of $87,062 from the $1.0 million contained in the 2003 Budget. (Rent charges from the W2 agencies would have totaled $1.9 million in 2004 if ESD staff had not moved).

-

($1,827,811)	Abolish 54 Econ Support Spec
(134,770)	Abolish 4 Econ Spt Spec Bil Spanish
(64,852)	Abolish 2 Econ Spt Spec Viet
(32,426)	Abolish 1 Econ Spt Spec Bil Hmong
(32,426)	Abolish 1 Econ Spt Spec Lao
(248,158)	Abolish 6 Economic Support Supervisor 1
(45,972)	Abolish 1 Economic Support Supervisor 2
(49,026)	Abolish 1 Food Stamp Program Supervisor
(38,638)	Abolish 1 Record Mgt & Stat Supervisor
(88,328)	Abolish 2 Economic Support Training Asst
(24,492)	Abolish 1 Office Support Assistant 1
(24,492)	Abolish 1 Office Support Asst 1 Bil-Span
(321,030)	Abolish 10 Office Support Assistant 2
(35,144)	Abolish 1 Clerical Assistant 1
(37,534)	Abolish 1 Clerical Asst 2 NR
($3,005,099)	Total

Cuts contained in the 2003-2005 State Budget have produced a projected reduction in the County's Income Maintenance (IM) contract with the State of $3,148,570. In response to this loss of revenue, the 2004 ESD Budget abolishes a total of 87 positions, including 62 Economic Support Specialists and seven Economic Support Supervisors. Elimination of these positions will shift greater workload to remaining staff and increase the supervisor-to-support

worker ratio from approximately 10-to-1 to roughly 13-to-1.

- An appropriation of $200,000 is included in the Division's 2004 budget for consulting, staff training, and related activities associated with an initiative to re-engineer the Division's existing business processes. This initiative is critical to efforts to maintain appropriate levels of service and meet State/Federal performance standards in the face of required staff reductions described above. The appropriation for this initiative consists of $100,000 in Income Maintenance revenue and $100,000 in Day Care Administration revenue; no tax levy dollars are utilized to support this initiative.

- The 2004 Budget provides for continuation of ESD participation in activities funded under a Federal Welfare to Work grant from the Private Industry Council that is provided to Milwaukee County's House of Correction (HOC). 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.

- ($24,958) Abolish 1 Office Support Assistant 1
  (29,986) Abolish 1 Office Support Assistant 2
  (39,730) Abolish 1 Qual Contract Coord GA
  (79,460) Abolish 2 Case Mgmt Specialist
  (45,972) Abolish 1 Case Mgmt Spec Bil-Span
  (275,832) Abolish 6 Program Analyst DHS
  (44,168) Abolish 1 Fiscal Specialist
  (52,740) Abolish 1 Comm Supt Coord Learnfare
  (25,792) Abolish 1 Office Support Asst 2 NR
  (106,590) Abolish 3 Fiscal Assistant 1
  (37,534) Abolish 1 Clerical Assistant 2
  (59,972) Abolish 2 Clerk Typist 3
  163,528 Create 4 Econ Spt Training Asst.
  327,056 Create 8 Child Care Specialist
  0 Create 12 Child Care Specialist
  40,882 Create 1 Child Care Spec Bil-Span
  0 Create 3 Child Care Spec Bil-Span
  0 Create 1 Child Care Spec Bil-Hmong
  97,720 Create 2 Child Care Supervisor
  37,486 Create 1 Burial Specialist
  39,738 Create 1 Admin Asst 2 (Spec CC)
  ($116,324) Total

  DHHS has submitted a plan to update the staffing composition of the Child Day Care program within the Economic Support Division. With the implementation of W2 in 1997, the responsibilities of the Child Day Care unit have increased dramatically; this restructuring will permit the Child Care section staff to more efficiently and effectively meet the responsibilities of County child care programs. The restructuring consists of the abolishment of 21 positions and the creation of 33 positions (17 funded, 16 unfunded), resulting in a net savings of $116,324 in Day Care Administration revenue. Additional position reclassifications and re-titling of some existing positions are being studied by the Department of Administrative Services (DAS) Division of Human Resources (DHR).

- Costs for the Child Day Care Certification and Enforcement Unit total $1,626,465 and are primarily funded with Day Care Administration revenue. Tax levy of $122,692 supports the increase in fringe benefits which brought the total costs for this unit to a level beyond available State revenue.

- Child Day Care Other Expenditures total $2,004,000 for the following services: Technical Assistance to providers for certification, $125,000; Mentor/Teacher to aid providers in maintaining their certification in good standing, $90,000; Childcare Certification Intake for new childcare provider applicants, $80,000; Bi-County Childcare (with Waukesha County), $25,000; Rate Setting/Staffing of Early Childhood Council and Childcare Advisory Committee, $125,000; Community Information (211) Phone Line, $80,000; 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, $375,000; W-2 Child Day Care Coordination, $104,000; 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. Due to fiscal constraints, the additional $195,000 in tax levy support previously budgeted in the DHHS Behavioral Health Division AODA Branch has been eliminated. 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.

- Indigent burials are projected at $574,176, a decrease in tax levy support of $44,283 compared to the $618,459 included in the 2003 budget. After averaging 312 burials/year from 1997-2000, the total cases increased to 388 in 2001 and 399 for 2002. The caseload for 2004 is projected to be 354. 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.

- ($ 834,330) Abolish 21 Emp Syst Resrce Anal
  (119,570) Abolish 3 Emp Syst Anal Bil-Span
  (141,192) Abolish 3 Case Mgmt Supervisor
  (57,596) Abolish 1 Section Mgr (ESAC)
  ($1,152,688) Total

  The 2004 Budget abolishes 28 positions originally created in 2001 for the W2 "Front Door" initiative that was ultimately not funded by the State. In 2002 and 2003, the positions were held in Vacancy and Turnover (V & T) as no State revenue was available. The State, in the summer of 2003, once again rejected the DHHS proposal to perform a Front Door function for the State's economic support and employment assistance programs, and the decision was made to abolish these vacant positions, rather than hold them in V &T for a third successive year.

DELINQUENCY & COURT SERVICES DIVISION

- DHHS receives Youth Aids to fund State Juvenile Correctional Charges and community-based services. Total Youth Aids revenue for 2004 is budgeted at $32,780,569, which is the same amount as the 2003 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 at $26,524,068, a decrease of $3,653,780 compared to the amount budgeted in 2003. Based on the TREND projection for State Juvenile Correctional Institutional placements for the last 48 months of actual experience, the institutional costs are projected to decrease by $981,798, from $20,941,441 to $19,959,643, based on an average daily census of 296 placements, a decrease of 35 from 331 budgeted in 2003. Child Caring Institution (CCI) placements are decreased from 73 average daily placements budgeted in 2003 to a daily average of 46 in 2004. DOC-CCI placement costs are projected to decrease by $2,182,683, from $6,079,319 to $3,896,636. State charges for Aftercare programs are projected to decrease $489,299, from $1,942,917 to $1,453,618, and the Corrective Sanction Program will remain the same at $1,214,171.

- Prior year State contract reconciliation revenue is budgeted at $350,000, the same amount as in 2003 in the Delinquency & Court Services Division (DCSD). An additional $150,000 is budgeted in the Disabilities Services Division, for a DHHS total of $500,000 in prior year reconciliation revenue, an increase of $150,000 over the total amount budgeted in 2003.

- An appropriation of $201,320 in Potawatomi Revenue is included in the 2004 Budget for the Delinquency & Court Services Division.

- The 2004 budget removes $2,000,000 of State TANF revenue that was budgeted to support community-based services for TANF-eligible delinquent youth in the 2003 Budget.

- Due to fiscal constraints, expenditures for purchased services in the First Time Juvenile Offender Program decrease $200,000, from $1,378,273 to $1,178,273 in 2004.

- Due to fiscal constraints, the $150,000 appropriation included in the 2003 Budget to establish Safe Homes (a pilot program to provide fundamental community-based services to at-risk youth) is eliminated.

- The Delinquency & Court Services Division utilizes revenue from the Federal Juvenile Accountability Incentive Block grant (JAIBG) and the Federal Sentry grant to fund the Firearm Offender Supervision program. Expenditures are increased $108,940, from $315,321 to $424,261. Revenue from both sources totals $381,835, an increase of $98,046 over the 2003 Budget. Tax levy support, which is required as match for JAIBG, is $42,426, an increase of $10,894 over 2003. This program helps divert adjudicated delinquents from placement in State facilities.

- The Delinquency & Court Services Division will purchase community-based treatment and supervision services from BHD's Wraparound Program as an alternative to more costly institutional care. DHHS will pay $8,432,174 for 278 slots in the basic Wraparound Program. In addition, DHHS will pay $840,000 for 20 slots in the intensive wraparound program known as FOCUS. This community based alternative is partially funded with the State's Disproportionate Minority Confinement (DMC) grant. The cost for FOCUS is increased $430,500 to annualize all 20 slots compared to the phased in program budgeted in 2003. The increased costs are offset by the savings from reduced State correctional placements.

- An appropriation of $150,000 is provided for the Milwaukee County Sports Authority, which is transferred from the County Health Programs Division to the Delinquency & Court Services Division in 2004 to better reflect its mission of providing sports and recreational activities to at-risk youth. The Sports Authority is governed by a Board that consists of seven members, which reviews and recommends to the County Board funding for grant proposals from community organizations. The Planning Council serves as the fiscal agent. Grant awards are targeted toward organizations seeking to provide sports activities to at-risk youth between the ages of 6 and 15 who lack opportunities to participate in organized sports activities. The 2003 Budget provided $200,000 for the Sports Authority in the County Health Programs budget.

- Due to fiscal constraints, the 2003 allocation of $10,000 to fund the Milwaukee County Commission on Youth is eliminated in 2004.

- The budget includes $200,000 for a new post disposition program for girls. Female delinquent youth present several unique issues, including health and sexuality. At present, the only program offered by the Division that is tailored to young females is Group Homes, a costly offering as well. Placing girls into Group Homes separates them from their own children which causes friction with their parents and sets up another generation for involvement with Children's Court. The division will attempt to leverage this tax levy funding to obtain increased foundation or other grant funding to address the unique programming needs of delinquent girls. This program is funded with savings from Juvenile Correctional Placements.

- The DHHS Behavioral Health Division's (BHD) Dietary Food Service kitchen provides meals for the 120-bed Juvenile Detention Center. In 2004, BHD will reduce its charge to the Detention Center by $200,000, from $906,215 to $706,215. BHD will make up this revenue loss by increasing revenue from other new customers. In addition, in 2004 BHD is directed to study alternatives to operating its own Dietary Food Service kitchen. Alternatives must consider all the services and quantities currently provided by BHD, such as snacks, trays, transportation, delivery and billing the State for federal school breakfast and lunch revenue.

- Due to fiscal constraints, funding for the In House pre-dispositional placement program is reduced by $75,000, from $205,729 to $130,729. This program is an alternative to

secure Detention and has been under-utilized during 2003.

- ($ 40,846) Abolish 1 Juvenile Correctional Offic
  (85,538) Abolish 2 Human Service Worker
  ($126,384) Total

  Due to fiscal constraints, these positions are abolished in the 2004 Budget.

- ($ 58,170) Abolish 1 Deten Home Deputy Supt
  (52,740) Abolish 1 Community Coord FTJOP
  (40,872) Abolish 1 Human Service Worker
  (38,478) Abolish 1 Intake Specialist CCC
  ($190,260) Total

  Due to County-wide fiscal constraints, four positions that were laid off in 2003 are abolished in 2004 for a salary and social security savings of $190,260.

DISABILITIES SERVICES DIVISION

- ($ 45,232) Abolish 1 RN-2 (ASD) 4-1-04
  (41,104) Abolish 1 Case Mgmt Supv 4-1-04
  (396,480) Abolish 10 HSW 4-1-04
  (330,390) Abolish 15 HSW 8-1-04
  ($813,206) Total

  The 2004 budget includes the abolishment of ten Human Service Workers on April 1, 2004 and 15 Human Service Workers on August 1, 2004. In addition, one Registered Nurse 2 is abolished on April 1, 2004; a Case Management Supervisor is also abolished on April 1, 2004. DSD will contract for Case Management and Level of Care determination for 500 clients as of April 1, 2004 and another 750 clients as of August 1, 2004 at a cost of $886,875. The budget also includes $20,000 for professional services to make technology system improvements.

- ($ 813,722) Abolish 16 Human Service Worker

  Due to County-wide fiscal constraints, 16 positions that were laid off in 2003 are abolished in 2004 for a salary and social security savings of $813,722. The work of the six Human Service Workers who presently perform the annual Court-required "Watts" review of the appropriateness of placement of individuals in nursing homes will be contracted to an outside vendor at an estimated cost of $87,500.

- $ 0 Create 2 Human Serv Worker Bil Span
  0 Create 1 Planning Analyst (ASD)
  0 Create 1 Administrative Asst 3 (DSD)
  $ 0 Total

  The DSD budget includes the creation of four unfunded positions. This provides position authority should the Division earn increased case management and administrative revenue from the Long Term Support (LTS) waiver programs. The Division continuously attempts to convert individual cases from contract services to the waiver programs in order to earn approximately 60% Federal matching revenue for case management, administration and client service. Unanticipated nursing home closures also increase the number of LTS waiver clients and associated revenues.

- ($ 31,414) Abolish 1 Office Support Assistant 1
  (27,410) Abolish 1 Clerical Assistant 1
  (58,170) Abolish 1 Unit Supv Access Brf Serv
  ($116,994) Total

  Due to fiscal constraints, these positions are abolished in the 2004 Budget.

- An appropriation of $350,000 in Potawatomi Revenue is included in the 2004 Budget for the Disabilities Services Division.

- The Division will undertake an initiative in 2004 to convert individuals who are currently receiving services from Supportive Living Options contracts to the Community Integration Program (CIP) 1B program. This conversion will result in these services becoming eligible for a drawdown of a 60% State match. It is anticipated that 171 such cases can be converted, producing a savings to Milwaukee County of $463,123. $51,300 of this amount has been allocated for a professional services contract to assist with the conversion process, resulting in a net savings of $411,823.

- Prior year State contract reconciliation revenue is increased by $150,000 which is budgeted in DSD. An additional $350,000 is budgeted in the Delinquency & Court Services Division, for a

DHHS total of $500,000 in prior year reconciliation revenue.

MANAGEMENT SERVICES DIVISION

- $58,174 Transfer 1 Accounting Supv-MCHCP

  One full time Accounting Supervisor-MCHCP is transferred from the County Health Programs Division, to the Contract Administration section, to more appropriately reflect the duties and responsibilities currently assigned to this position. 50% of the cost of this position is charged to BHD.

- A new organizational unit has been created in the Management Services Division in recognition of the MSD's role in obtaining space and administering the Behavioral Health Division's thrift shop operation. The thrift shop provides inexpensive clothing and related items to individuals with mental illness and/or other co-occurring disabilities who are living in the community and who have a relationship with a case manager. All costs related to this operation are crosscharged to BHD.

- A new Reimbursement Unit is included in the 2004 MSD Budget to reflect the establishment of the Tax Refund Intercept Program (TRIP) in February 2003 and the expansion of this program beyond the pilot phase. Expenditures of $279,180 are offset by anticipated revenues of $527,991, for a net property tax levy savings of $248,811.

- $ 90,390 Transfer 3 Facilities Worker 2
  52,488 Create 1 Mechanical Maint Supt
  $142,878 Total

  The 2004 Budget anticipates the movement of Economic Support Division staff who had been temporarily relocated to the Courthouse Annex back to the building at 12th & Vliet early in 2004. It is also possible that other DHHS staff will be relocated to 12th & Vliet once the renovation has been completed. It has been determined that the Management Services Division will be responsible for all building operations at 12th & Vliet once staff relocation occurs. Consequently, the MSD budget includes $142,878 for four positions to accommodate building operations at 12th & Vliet. Also included in the 2004 Budget is $276,941 for contracted housekeeping, security, and snow removal services and $264,938 for utilities related to building operations. Based on 25% of 2004 in the Annex with DPPI service and 75% of the year at 12th & Vliet under DHHS, ESD saves $163,623 compared to DPPI's estimated full year charge; annualized estimated savings to ESD are $342,202. This reduction in overhead and support costs eliminates the need to lay off additional staff in ESD due to the reduction in State Income Maintenance Administration funding.

- $146,340 Create 5 Fiscal Assistant 2
  29,268 Transfer 1 Fiscal Assistant 2
  $175,608 Total

  The MSD budget creates a new payment unit within the DHHS Accounting section. This will allow DHHS to centralize the documentation, data entry and check processing for DHHS clients in a consistent and efficient manner. This unit will assume responsibility for the payment function presently performed by Human Service Workers in the Disabilities Services Division, reducing the HSW's administrative workload and freeing up more time for direct client services. These positions are funded with increased revenue from Title 19 Case management billings budgeted in DSD.

- ($ 33,662) Abolish 1 Off Spt Asst 2
  (55,532) Abolish 1 Accountant 4 NR
  (31,279) Abolish 1 Clerical Asst 1
  (33,066) Abolish 1 Distribution Asst
  (75,326) Abolish 1 Admin Asst 3 – Soc Svcs
  ($228,865) Total

  Due to fiscal constraints, these overhead support positions are abolished in the 2004 budget.

- ($31,414) Abolish 1 Office Support Assistant 1
  (31,279) Abolish 1 Clerical Assistant 1
  ($62,693) Total

  Due to County-wide fiscal constraints, two positions that were laid off in 2003 are abolished in 2004 for a salary and social security savings of $62,693.

COMMUNITY AIDS FOR THE DEPARTMENT OF HEALTH AND HUMAN SERVICES			
	2003	2004	2003/2004
I. Programs Requiring Match	Budget	Budget	Change
Base Community Aids			
Disabilities Services Division	$ 12,502,347	$ 12,502,347	$ 0
Delinquency Services Division	7,550,113	7,461,329	(88,784)
SUB-TOTAL	$ 20,052,460	$ 19,963,676	$ (88,784)
Mental Health Division	24,339,628	24,250,844	(88,784)
State Juvenile Corrections	0	0	0
GRAND TOTAL	$ 44,392,088	$ 44,214,520	$ (177,568)
II. Other Programs			
Community Options Program	$ 7,056,538	$ 7,017,026	$ (39,512)
COP - Waiver	7,070,829	7,828,607	757,778
Community Integration Program IA	13,591,413	13,695,970	104,557
Community Integration Program IB	26,123,034	31,273,500	5,150,466
Community Integration Program II	3,686,055	4,242,469	556,414
Brain Injury Waiver	2,551,007	2,465,929	(85,078)
Foster Care Continuation	79,224	79,224	0
Birth to Three Year Old	2,876,372	3,034,838	158,466
DD Family Support	852,668	852,668	0
Community Intervention	1,505,140	1,505,140	0
Prior Year Reconciliation	350,000	500,000	150,000
Juvenile Court AODA	453,554	453,554	0
Mental Health Block Grant	50,000	50,000	0
Youth Aids			
State Juvenile Corrections	30,177,848	26,524,068	(3,653,780)
Community Programs	2,572,559	6,238,193	3,665,634
Youth Aids - AODA	30,162	18,308	(11,854)
SUB TOTAL YOUTH AIDS	$ 32,780,569	$ 32,780,569	$ 0
TOTAL OTHER PROGRAMS	$ 99,026,403	$ 105,779,494	$ 6,753,091

ECONOMIC SUPPORT REVENUE IN THE DEPARTMENT OF HEALTH AND HUMAN SERVICES			
	2003	2004	2003/2004
Program	Budget	Budget	Change
Income Maintenance Administration	$ 19,391,208	$ 16,242,638	$ (3,148,570)
Day Care Administration	6,545,710	6,943,369	397,659
W2 and Other Private Agencies	1,723,341	1,779,633	56,292
W2 Front Door	0	0	0
Welfare to Work	0	0	0
Energy Assistance Administration	1,802,508	2,049,897	247,389
Program Integrity	335,148	335,148	0
TOTAL	$ 29,797,915	$ 27,350,685	$ (2,447,230)

ACTIVITY AND STATISTICAL SUMMARY	2002 Budget	2002 Actual	2003 Budget	2004 Budget
ECONOMIC SUPPORT DIVISION				
Average Monthly Cases Served				
Food Stamps	38,600	52,302	59,219	63,018
Medicaid	52,500	64,139	68,070	73,650
Child Day Care Families Per Month	8,500	11,144	12,519	13,366
Interim Disability Assistance Program	134	206	195	195
Maximum Monthly Grant	$205	$205	$205	$205
DELINQUENCY AND COURT SERVICES DIVISION				
Staffed Capacity of Juvenile Detention	109	109	109	109
Average Monthly Probation/Court Intake Cases	3,729	3,248	3,281	3,100
Average Monthly Delinquency Referrals	474	406	400	380
Juveniles Served in a Year				
Pre-dispositional				
Shelter	1,036	1,040	1,036	1,040
Level II	913	853	913	1,100
In-House	466	396	466	290
Day Center	286	213	286	0
FTJOP	987	831	987	800
Pre-dispositional Subtotal	3,688	3,333	3,688	3,230
Post-dispositional				
Wraparound	400	440	400	450
Group	67	56	67	60
Sex Offender	119	130	119	130
Day Treatment	294	302	294	300
Serious Chronic Offender	45	44	45	60
Prob Network Serices	717	265	359	250
Firearm	49	39	49	60
Post-dispositional Subtotal	1,691	1,276	1,333	1,310
Total Juveniles Served in a Year	5,379	4,609	5,021	4,540
Detention	3,564	3,582	3,564	3,724
State Division of Corrections				
Average Monthly Cases:				
DOC-Corrections	389	350	331	296
DOC-Child Care Institution	86	68	73	46

ACTIVITY AND STATISTICAL SUMMARY				
	2002 Budget	2003 Actual	2003 Budget	2004 Budget
DISABILITIES SERVICES DIVISION				
DD Service Bureau - Adults				
Community Residential	85	64	57	35
Community Living Support Services	1,199	1,055	874	874
Work and Day Services (Adult)	1,250	567	460	360
Long Term Support	886	1,478	1,629	1,895
TOTAL	3,420	3,164	3,020	3,164
DD Service Bureau - Children				
Work and Day Program	2,200	3,101	2,793	3,101
Family Support	350	307	375	350
TOTAL	2,550	3,408	3,168	3,451
Physical Disabilities				
Long Term Support Services	923	852	888	888
Access and Brief Services				
Access and Brief Services	12,500	12,000	14,250	12,500
Referrals Served	2,500	1,992	1,400	2,100
TOTAL	15,000	13,992	15,650	14,600

DEPT: DEPARTMENT OF PARKS AND PUBLIC INFRASTRUCTURE – PARKS DIVISION

UNIT NO. 9000
FUND: General - 0001

OPERATING AUTHORITY & PURPOSE

The Parks Division of the Department of Parks and Public Infrastructure administers and operates the Milwaukee County Park System. Major facilities include two indoor swimming pools, nine outdoor pools, two splash pads, one water playground, 37 wading pools and two family aquatic centers, 15 golf courses (including the home of the 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 almost 15,000 acres and encompasses 139 parks and parkways, five beaches, extensive roadways and bike trails and 170 picnic areas.

BUDGET SUMMARY

Account Summary	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Personal Services (w/o EFB)	$ 24,373,042	$ 24,191,951	$ 18,604,753	$ (5,587,198)
Employee Fringe Benefits (EFB)	5,265,033	5,648,578	3,445,130	(2,203,448)
Services	4,895,308	5,012,824	4,730,365	(282,459)
Commodities	3,222,008	3,623,187	3,366,119	(257,068)
Other Charges	42,916	19,650	1,255,697	1,236,047
Capital Outlay	387,535	476,516	557,516	81,000
County Service Charges	12,393,437	12,396,666	12,574,906	178,240
Abatements	(9,101,467)	(8,469,807)	(8,184,412)	285,395
Total Expenditures	$ 41,477,812	$ 42,899,565	$ 36,350,074	$ (6,549,491)
Total Revenue	17,377,250	20,958,859	19,517,294	(1,441,565)
Direct Property Tax Levy	$ 24,100,562	$ 21,940,706	$ 16,832,780	$ (5,107,926)

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*

Account Summary	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Central Service Allocation	$ 1,417,680	$ 1,224,303	$ 817,224	$ (407,079)
Courthouse Space Rental	0	0	0	0
Document Services	59,169	87,089	67,482	(19,607)
Tech Support & Infrastructure	81,391	184,819	222,882	38,063
Distribution Services	7,296	8,471	7,010	(1,461)
Emergency Mgmt Services	0	16,667	16,667	0
Telecommunications	120,388	114,636	75,385	(39,251)
Records Center	3,132	3,221	3,551	330
Radio	3,151	13,059	11,347	(1,712)
Personal Computer Charges	38,140	36,089	106,474	70,385
Applications Charges	88,645	63,189	185,898	122,709
Total Charges	$ 1,818,992	$ 1,751,543	$ 1,513,920	$ (237,623)
Direct Property Tax Levy	$ 24,100,562	$ 21,940,706	$ 16,832,780	$ (5,107,926)
Total Property Tax Levy	$ 25,919,554	$ 23,692,249	$ 18,346,700	$ (5,345,549)

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

DEPT: DEPARTMENT OF PARKS AND PUBLIC INFRASTRUCTURE – PARKS DIVISION

UNIT NO. 9000
FUND: General - 0001

PERSONNEL SUMMARY				
	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Personal Services (w/o EFB)*	$ 24,373,042	$ 24,191,951	$ 19,239,953	$ (4,951,998)
Employee Fringe Benefits (EFB)	$ 5,265,033	$ 5,648,578	$ 3,445,130	$ (2,203,448)
Position Equivalent (Funded)**	802.0	759.0	617.7	(141.3)
% of Gross Wages Funded	83.8	79.9	69.7	(10.2)
Overtime (Dollars)***	$ 285,495	$ 142,716	$ 130,970	$ (11,746)
Overtime (Equivalent to Positions)	9.6	4.8	4.3	(0.5)

* Includes funds for 2004 represented employee pay increases that have been placed in an allocated contingency account.

** For 2002, 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)
Refer to the Department of Parks and Public Infrastructure merger overview				$
			TOTAL	$ 0

MISSION

Within budget and policy guidelines established by the Milwaukee County Board of Supervisors, the Parks services the needs of Milwaukee County citizens in the following ways:

- Preserves and protects the natural environment paying special attention to critical and sensitive natural resources.
- Provides open space for the enjoyment and recreation needs of the public while responding to ever changing urban development patterns and recreational demands.
- Provides a variety of safe, active and passive recreation opportunities, offered at reasonable costs, which are responsive to the needs of the public.

GENERAL DESCRIPTION

To achieve more effective and efficient services, the Parks has consolidated various services and functions into three units: Regional Management, Landscape Management, and Recreation Management.

PROGRAM DESCRIPTIONS

The ***Regional Management Unit*** manages and maintains the daily operation of the parks throughout Milwaukee County. The number of regions is increased from three to four to more effectively deploy services to individual parks. To assist in maintaining the parks, this budget includes an increase of $700,000 to restore funding for a portion of the 102 Park Maintenance Worker (PMW) positions, which were laid-off in 2003 due to fiscal constraints. The remaining unfilled PMW 1 positions are currently not funded, however the positions are not abolished in the merger, allowing for these

positions to be filled if negotiations with the unions prove productive.

The ***Landscape Management Unit*** provides forestry, landscaping and miscellaneous park construction services. This budget reflects a consolidation of all horticultural services to maximize landscape management expertise. The horticulture operation includes the Mitchell Conservatory, Boerner Botanical Gardens, and Wehr Nature Center. This budget also shifts greenhouse staff to the Mitchell Conservatory to allow staff to both grow and show plants.

The ***Recreation Management Unit*** is responsible for the programmatic development, implementation and management of the aquatics, golf, and concessions operations. Golf programming is consolidated with public services to provide a one-stop for all golf services. In addition, King and Kosciuszko Community Centers, and Wilson Ice Center are consolidated under this section to allow for greater coordination and better service. Also, Marketing Services are moved under this section to provide better collaboration and communication between recreational and revenue generating operations, and the marketing services that will promote those operations.

BUDGET HIGHLIGHTS

- It should be noted that the 2004 Budget for the Parks Division should not be viewed in direct comparison to the 2003 Budget for the Parks Department. Due to the consolidation of many services and functions to achieve more effective and efficient operations, many services are moved out of the Parks Division and into centrally located support divisions. The effect of these changes will maximize staff resources from the former Department of Public Works to maintain parks.

- The Parks Personal Services lump-sum reduction totals $7,393,284 to establish a net salary budget that is 69.7% of gross wages.

- An allocation of $100,000 is established in the operating budget for annual playground maintenance. A $40,000 annual maintenance budget is also established for gypsy moth treatments to prevent tree defoliation within the Parks System.

- Funding of $12,750 for Keep Greater Milwaukee Beautiful is continued in 2004.

- A net savings of $220,627 is recognized by operating six of the ten greenhouses. Exotic plants for Mitchell Park Domes and Boerner Botanical Gardens will continue to be grown by the Landscape Management Section. Annual plants for other parks will be purchased. An allocation of $80,000 is provided for purchase of plants.

- The allocation for the purchase of major equipment increases $200,000, from $110,000 to $310,000, based on a major replacement of equipment in 2004. $300,000 of this equipment appropriation is budgeted under Capital Project WO040 and will be financed by a State Trust Fund Loan Program. The purchase of new equipment will assist the Division in more effectively meeting its goals of maintaining various parkland.

- An appropriation of $600,847 is provided to the Parks Allocated Contingency account for expenses related to the provision of Park services in 2004. Parks management is directed to develop a plan for the use of these funds before April 1, 2004. Approval by the County Board for use of these funds will be based on a request from the County Executive.

- Due to significant repair costs, Hoyt Pool was not opened for the 2003 swimming season. Due to continuing fiscal constraints, the pool will not be repaired and will remain closed for 2004.

- The Superintendent of the Parks Division is directed to negotiate an agreement with the Hales Corners Pool Committee for the operation of the Hales Corners pool in 2004. This agreement will include a provision that Milwaukee County will not provide tax levy support for the pool in 2005.

- In 2002, a review by the Legislative Audit Bureau recommended that Milwaukee County should consider closing some of the Par 3 golf courses that are least used and profitable. The

Legislative Audit Bureau also recognized that the County could increase golf course profitability by closing some courses. Due to fiscal constraints and an overall reduction in play, Dineen Par 3 golf course will be closed in 2004, and fees will be increased by $2.00 at Lake Park and Doyne Park Par 3 golf courses.

- Fleet crosscharges for equipment and vehicle rental and repairs are increased $338,991, from $3,086,177 to $3,425,168, primarily due to transferring the responsibility for mower and equipment maintenance to the Fleet Division.

- Overtime appropriations are decreased $11,796, from $142,716 to $130,920, due to fiscal constraints in 2004.

- The 2004 Budget reflects a zero wage increase for all non-represented and Executive Compensation Plan (ECP) positions. In addition, ECP positions are not provided step increases or performance awards in 2004 as allowed in County Ordinance Section 17.265 (3). These reductions reduce expenditures $111,426

- A total of $635,200 in personal service appropriations is placed into an allocated contingency account within this department. This amount represents the anticipated cost of pay increases, excluding step increases, associated with represented employees. The disposition of these funds will be determined, with County Board approval, after negotiations with represented employee unions are completed.

- 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."

- This budget decreases revenues by $1,281,682 to more accurately reflect actual experience.

- A lump sum revenue budget for golf is established at $7,013,247, a reduction of $741,959 from 2003, to more accurately represent actual experience and to allow the Parks Superintendent the flexibility to set fees at the appropriate rate throughout the course of the season. This flexibility will allow the Division to respond in a timely manner to market competition, weather conditions, seasonal play and special events in an overall effort to maximize golf revenue.

  The budget for golf permit sales is decreased from 588,000 to 572,200 permits to more accurately reflect actual experience. This calculation is based on a five-year average.

- In 2003, the contract with the Professional Golfer's Association was negotiated resulting in $100,000 in increased revenue.

- O'Donnell Park parking revenue is increased $30,000, from $2,070,000 to $2,100,000.

- The fee structure for McKinley Marina slip rental rates is adjusted to address price inequities between slip sizes and provide a more gradual rate of change from one slip size to the next. All slip rates are adjusted for a revenue neutral fiscal effect.

- Fee changes for 2004 include the following:

Category	2003 Fee	2004 Fee	Change
MCKINLEY MARINA SLIP FEES			
Resident			
25 feet	$1,260.00	$1,250.00	-$ 10.00
27 "	1,360.00	1,390.00	30.00
30 "	1,600.00	1,610.00	10.00
32 "	1,715.00	1,770.00	55.00
35 "	2,130.00	2,020.00	-110.00
37 "	2,250.00	2,200.00	-50.00
38 "	2,315.00	2,290.00	-25.00
40 "	2,445.00	2,480.00	35.00
45 "	2,755.00	2,990.00	235.00
50 "	3,745.00	3,550.00	-195.00
55 "	4,210.00	4,160.00	-50.00
60 "	4,675.00	4,820.00	145.00
Non-Resident			
25 feet	1,335.00	1,325.00	-10.00
27 "	1,440.00	1,475.00	3500
30 "	1,685.00	1,705.00	20.00
32 "	1,810.00	1,875.00	65.00
35 "	2,270.00	2,140.00	-130.00
37 "	2,395.00	2,330.00	-65.00
38 "	2,460.00	2,425.00	-35.00
40 "	2,600.00	2,630.00	30.00
45 "	2,905.00	3,170.00	265.00
50 "	3,975.00	3,765.00	-210.00
55 "	4,460.00	4,410.00	-50.00
60 "	4,940.00	5,110.00	170.00
BANDSHELL RENTALS (6 Hours)			
Stage	400.00	425.00	25.00
Backstage and Dressing Rooms	400.00	425.00	25.00
Building/Room South Shore	350.00	500.00	150.00
Building/Room South Shore (Additional Hour)	35.00	50.00	15.00
SPECIAL EVENT PERMITS			
Event	275.00	280.00	5.00
Event Additional Day (25%)	70.00	70.00	0
Lakefront Event	525.00	600.00	75.00
Lakefront Event Additional Day (25%)	130.00	150.00	20.00
Downtown Area Parks	350.00	375.00	25.00
Event Additional Day (25%)	85.00	95.00	10.00
Lincoln Memorial Drive over 5000 (Day)	1,300.00	1,500.00	200.00
Lincoln Memorial Drive Additional Day (25%)	325.00	375.00	50.00
Lincoln Memorial Drive Under 5000 (Day)	800.00	1,000.00	200.00
Lincoln Memorial Drive Additional Day (25%)	200.00	250.00	50.00

ACTIVITY AND STATISTICAL SUMMARY	2002 Actual	2003 Budget	2004 Budget
Conservatory			
Attendance	186,547	207,500	199,800
Rentals	93	145	100
Picnic Permits	2,665	2,900	2,800
Swimming Attendance			
Indoor	74,233	87,000	73,500
Outdoor	314,457	279,900	304,000
Waterslide	14,450	16,800	8,400
Total	403,140	383,700	385,900
Golf Permits	483,215	588,000	572,200
Skating Attendance			
Indoor (Paid)	21,896	21,400	20,700
Special Event Permits	286	303	313
Restaurant/Concessions			
Merchandise Cost	$ 497,541	$ 729,016	$ 540,270
Resale Revenue	$ 1,617,958	$ 1,885,566	$ 1,506,689
% Merchandise Cost/Revenue	30.8%	38.7%	35.9%

SPONSORSHIPS OF PARK OPERATIONS

	2002	2003
Caring Communities		
Boerner Garden Concerts	$5,000	$6,000
Park People		
O'Donnell Park Concerts	$5,000	$0
North Shore Bank		
Jackson Park Concerts	$2,000	$2,000
Ameritech		
Ameritech Summer Splash	$3,250	$0
Potawatomi Nation		
Four Free Days at Pelican Cove	$5,000	$0
South Milwaukee		
Grobschmidt Pool	$15,000	$0
Telemundo TV63		
Summer Splash	$0	$3,250
Radio Disney		
Summer Splash	$0	$2,500
Wausau Chemical		
Summer Splash	$0	$100

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	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Personal Services (w/o EFB)	$ 7,651,427	$ 7,801,892	$ 7,574,819	$ (227,073)
Employee Fringe Benefits (EFB)	1,735,262	2,068,750	3,146,535	1,077,785
Services	3,998,366	4,801,873	4,816,884	15,011
Commodities	2,673,154	3,057,996	2,948,877	(109,119)
Other Charges	2,873	0	186,308	0
Debt & Depreciation	0	0	0	0
Capital Outlay	406,888	484,757	105,757	(379,000)
County Service Charges	1,356,103	1,741,603	1,887,910	146,307
Abatements	(746,701)	(861,239)	(961,117)	(99,878)
Total Expenditures	$ 17,077,372	$ 19,095,632	$ 19,705,973	$ 610,341
Total Direct Revenue	$ 12,989,236	$ 14,755,910	$ 14,766,310	$ 10,400
Direct Property Tax Levy	$ 4,088,136	$ 4,339,722	$ 4,939,663	$ 599,941

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*

Account Summary	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Central Service Allocation	$ 546,132	$ 519,681	$ 527,014	$ 7,333
Courthouse Space Rental	0	0	0	0
Document Services	11,627	36,940	13,260	(23,680)
Tech Support & Infrastructure	18,851	125,322	154,388	29,066
Distribution Services	1	0	1	1
Telecommunications	58,521	48,288	36,645	(11,643)
Records Center	24	29	27	(2)
Radio	3,151	768	667	(101)
Personal Computer Charges	59,117	33,628	53,237	19,609
Applications Charges	49,277	76,583	145,878	69,295
Total Charges	$ 746,701	$ 841,239	$ 931,117	$ 89,878
Principal and Interest	1,756,483	2,527,239	2,527,239	0
Direct Property Tax Levy	$ 4,088,136	$ 4,339,722	$ 4,939,663	$ 599,941
Total Property Tax Levy	$ 6,591,320	$ 7,708,200	$ 8,398,019	$ 689,819

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

PERSONNEL SUMMARY				
	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Personal Services (w/o EFB)*	$ 7,651,427	$ 7,801,892	$ 7,761,127	$ (40,765)
Employee Fringe Benefits (EFB)	$ 1,735,262	$ 2,068,750	$ 3,146,535	$ 1,077,785
Position Equivalent (Funded)**	265.0	263.1	257.1	(6.0)
% of Gross Wages Funded	97.3	97.2	97.0	(0.2)
Overtime (Dollars)***	$ 401,585	$ 381,000	$ 381,000	$ 0
Overtime (Equivalent to Positions)	13.9	13.4	13.4	0.0

* Includes funds for 2004 represented employee pay increases that have been placed in an allocated contingency account.

** For 2002, 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)
Zoo Vehicle Machinery Operator	Abolish	1.0/1.0	Maint & Facilities	$ (39,704)
Horticulturist 1	Abolish	1.0/1.0	Maint & Facilities	(32,426)
Asst Group Sales Coordinator	Abolish	1.0/1.0	Public Affairs & Servs	(45,972)
Stores Clerk	Abolish	1.0/1.0	Operations	(34,310)
Zoo Maintenance Coordinator	Abolish	1.0/1.0	Maint & Facilities	(79,324)
Zoo Operations Coordinator	Abolish	1.0/1.0	Operations	(79,324)
Dep. Dir - Operations	Create	1.0/1.0	Operations	96,442
			TOTAL	$ (214,618)

ORGANIZATIONAL COST SUMMARY					
DIVISION		2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Animal Management and Health	Expenditure	$ 4,518,324	$ 4,935,290	$ 5,180,195	$ 244,905
	Abatement	(150)	(29,656)	(30,000)	(344)
	Revenue	41,170	51,000	51,000	0
	Tax Levy	$ 4,477,004	$ 4,854,634	$ 5,099,195	$ 244,561
Operations	Expenditure	$ 6,991,140	$ 7,603,761	$ 7,527,832	$ (75,929)
	Abatement	(112)	(168,460)	0	168,460
	Revenue	8,632,087	10,343,000	9,750,000	(593,000)
	Tax Levy	$ (1,641,059)	$ (2,907,699)	$ (2,222,168)	$ 685,531
Administration and Finance	Expenditure	$ 3,829,737	$ 4,543,571	$ 5,218,115	$ 674,544
	Abatement	(735,538)	(628,753)	(917,857)	(289,104)
	Revenue	1,055,909	1,051,410	1,745,810	694,400
	Tax Levy	$ 2,038,290	$ 2,863,408	$ 2,554,448	$ (308,960)
Public Affairs and Services	Expenditure	$ 2,484,872	$ 2,874,249	$ 2,740,948	$ (133,301)
	Abatement	(10,901)	(34,370)	(13,260)	21,110
	Revenue	3,260,070	3,310,500	3,219,500	(91,000)
	Tax Levy	$ (786,099)	$ (470,621)	$ (491,812)	$ (21,191)

MISSION

The Milwaukee County Zoo will inspire public understanding, support and participation in global conservation of animal species and their environment by creating a unifying bond between visitors and the living earth and provide an environment for personal renewal and enjoyment for guests by:

- Contributing to world-wide animal management, conservation and research efforts;
- Fostering sound physical, psychological and social development for the animal groups in our care;
- Sharing our knowledge with the intent to reinforce the human-animal-earth bond;
- Improving the quality of our professional development, administration and operating environment;
- Striving for the financial self-sufficiency of the organization;
- Continuing the public-private partnership with the Zoological Society of Milwaukee County.

DEPARTMENT DESCRIPTION

The Zoo's organizational structure is designed to maximize efficiency of operations, facilities, animal management and human resources. The Zoo includes four divisions: Animal Management and Health, Operations, Administration and Finance, and Public Affairs and Services. These divisions provide a work force organized to address the seasonal nature of operations, increase attendance and revenue-earning opportunities and provide optimum animal care.

The ***Animal Management and Health Division*** is responsible for the care and management of the extensive animal collection, which means maintaining fish, amphibians, reptiles, birds, mammals and invertebrates in good health to allow their conservation, propagation and display. This includes providing a well-balanced, nutritious diet, a preventive medicine program, and routine physical exam programs for such animals as the great apes and the large cats. Specialized medical health services such as surgery, immunology, parasite control, and drug and physical therapy are also performed. The animal facilities are designed and maintained to provide the proper environment for the animals and to provide an educational and entertaining experience to the visitor.

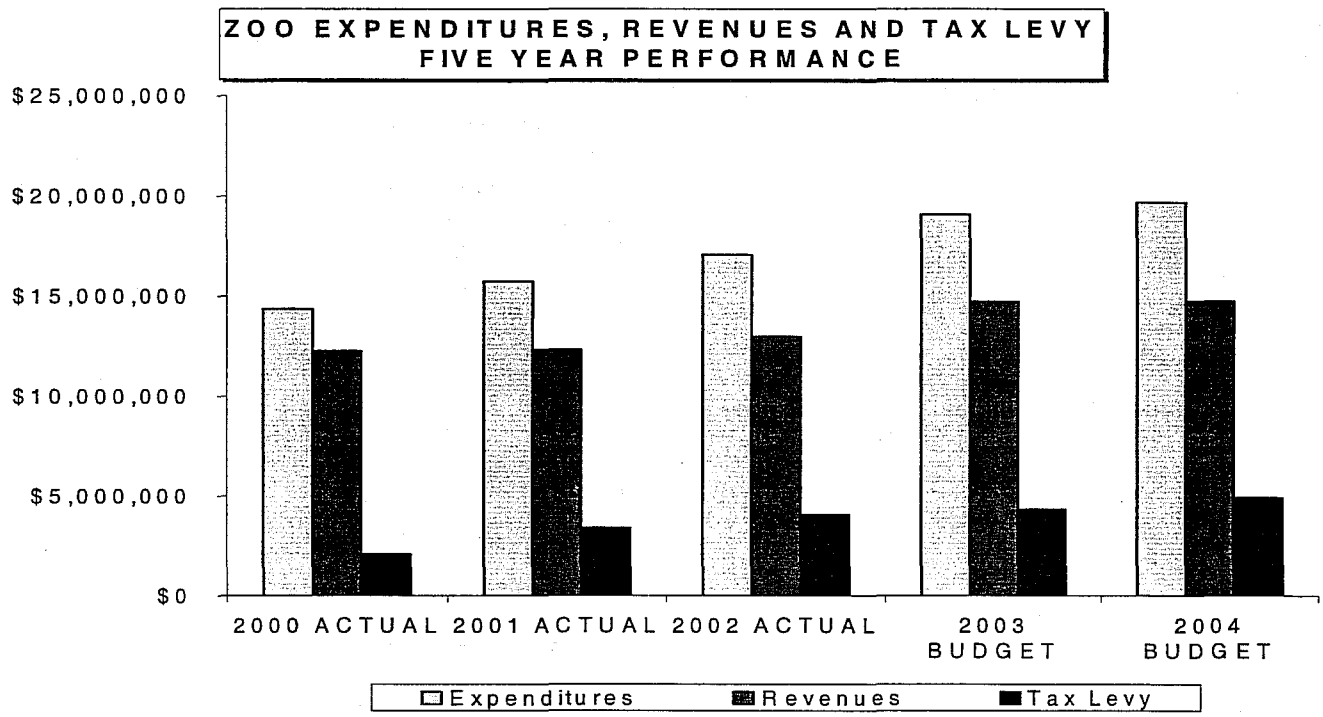
The ***Operations Division*** includes business and concessions functions related to the Zoo's major revenue sources such as admissions, parking lot, two restaurants with a patio complex, three major food concession facilities and various food stands, gift, novelty and souvenir stores, a miniature train ride, a Zoomobile ride and a carousel ride. In addition, this division also provides for the maintenance, improvement and overall grooming of the grounds, which are critical to visitor satisfaction and return trade. Included in this area are mechanical and preventive maintenance programs for equipment, ventilating, air-conditioning and heating systems, and minor electrical and plumbing repairs. Also included are housekeeping and general cleaning of the entire Zoo.

The ***Administration and Finance Division*** support functions include cash management, financial and capital project planning and control, accounts payable and receivable, personnel and payroll, reception, switchboard, radio dispatch, other general office services and all clerical support. This division provides the Zoo with planning direction, goals for all divisions, and daily financial and administrative management oversight control.

The ***Public Affairs and Services Division*** is responsible for public relations, promotional activities, special events and programs, group sales and entertainment program development to increase public use, enjoyment and awareness of the Zoo facility.

This division consolidates efforts and activities of marketing, special programs such as the sea lion and raptor shows and group sales rentals into a single division for improved coordination of promotional efforts. Through news releases, interviews and other promotional activities, the Zoo attempts to attract residents of major Wisconsin and northern Illinois markets. The Zoo engages in cross-promotions with other cultural and tourist attractions to increase attendance and encourage return visitation.

Included among annual special events activities held at the Zoo are "Milwaukee a la Carte," Sunset Zoofaris, Halloween Spooktacular, Heritage Farm Weekend, Egg Days, Holiday Night Lights and the Samson Stomp.



The 2002 - 2004 budgets include fringe benefits. Years 2000 - 2001 have been adjusted for comparisons.

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 2004 is the fifth year of the five-year plan for both the Zoo's operating and capital budgets.

- In the Capital Budget, $6,133,690 is budgeted for the fifth year of the nine-year capital campaign, which includes $1,742,690 in infrastructure improvements.

- The Zoological Society's financial support to the Zoo's operating budget increases $30,000, from $968,310 to $998,310, as identified in the plan for 2004.

- Additional Zoological Society support outside of the Five-Year Plan includes a $280,000 increase, from $350,000 to $630,000, 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 46,750 in free admissions, or 3.5%, from 43% to 46.5%.

- Personal Services have been reduced to establish a net salary budget that is 97.0% of gross wages which is the same percentage as 2003.

- ($ 39,704) Abolish 1 Zoo Vehicle Machinery Operator
  (45,972) Abolish 1 Assistant Group Sales Coordinator
  (34,310) Abolish 1 Stores Clerk
  ($119,986)

  Due to County-wide fiscal constraints, these positions were laid off in 2003 and are abolished in 2004.

- ($32,426) Abolish 1 Horticulturist 1

  This position is abolished due to fiscal constraints.

- ($79,324) Abolish 1 Zoo Maintenance Coordinator
  (79,324) Abolish 1 Zoo Operations Coordinator
  96,442 Create 1 Coordinator (Zoo-Operations & Maintenance
  ($62,206)

  The 2004 budget consolidates the divisions of Maintenance/Facilities and Operations into one division. In addition to the direct labor costs saved, the abolishment of the Zoo Operations Coordinator and Zoo Maintenance Coordinator and creation of a Coordinator (Zoo Operations and Maintenance) will provide consolidation of Zoo functions under one manager, allowing for a cohesive approach to day-to-day Zoo operations. Savings and efficiencies will be achieved through:

  1. Cross training of staff and greater flexibility in the assignment of tasks to the positions of Zoo Worker. Sections experiencing excessive work loads can draw upon the resources of other units under the oversight of a single Coordinator (Zoo Operations and Maintenance); and,

  2. Additional synergies can be achieved as the Coordinator (Zoo Operations and Maintenance) identifies ways to more efficiently utilize staff, creating opportunities to improve service and lower costs; and,

  3. As information is gathered and provided by the new Coordinator (Zoo Operations and Maintenance) upwardly for planning and budget purposes, additional means and methods for reducing costs can be determined and better evaluated.

- The animal food budget increases $46,000, from $390,000 to $436,000.

- An appropriation of $84,100 is budgeted in a new non-departmental account, Org. Unit 1960 - State Trust Fund Loan Program Payment for zoo maintenance equipment.

- Complementing the Zoo and Zoological Society objective to enhance year-round attendance, a special spring exhibit, "Dogs" is scheduled in 2004 which replaces the 2003 exhibit, "When Crocodiles Ruled." Admission to this exhibit is free.

- Dinosaur and Elephant summer exhibits are planned in 2004 to help achieve an attendance level of 1,350,000 visitors while the Feline Building is renovated. This replaces the Dinosaur Island Exhibit. Admission for the Dinosaur exhibit is $2.50 for adults and children. The Elephant exhibit is free.

- 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			
	2003	2004	2003/2004 Change
Spring			
Expenditures	$ 177,100	$ 147,000	$ (30,100)
Revenues	0		0
Society Contribution	177,100	147,000	(30,100)
Net Profit	$ 0	$ 0	$ 0
Summer			
Expenditures	$ 383,779	$ 533,700	$ 149,921
Revenues	388,000	650,000	262,000
Society Contribution	302,900	543,000	240,100
Net Profit	$ 307,121	$ 659,300	$ 352,179

- Expenditures for utilities, including electricity, natural gas, sewer and water, decrease $2,299, from $1,580,000 to $1,577,701, primarily reflecting a $100,000 increase for natural gas due to an anticipated price increase and new construction requirements in 2004. Offsetting this increase is a reduction of $120,000 in sewer costs reflecting a correction in the billing process.

- Revenue from the sale of novelties increase $8,650 for a profit of $1,392,650 in 2004.

- The net profit from concession, catering and beverage sales decrease $76,000 for 2004.

- The following table identifies expenditures, revenues and net profit for novelties and concessions. This presentation shows profitability as a positive number.

Novelties and Concessions			
	2003	2004	2003/2004 Change
Novelties			
Expenditures	$ 868,000	$ 874,350	$ 6,350
Revenues	2,252,000	2,267,000	15,000
Net Profit	$ 1,384,000	$ 1,392,650	$ 8,650
Concessions			
Expenditures	$ 1,036,000	$ 1,036,000	$ 0
Revenues	3,737,000	3,661,000	(76,000)
Net Profit	$ 2,701,000	$ 2,625,000	$ (76,000)

- 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 2004.

- 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 2004. The specific free days selected are at the Zoo Director's discretion.

- The 2004 Budget reflects a zero wage increase for all non-represented and Executive Compensation Plan (ECP) positions. In addition, ECP positions are not provided step increases or performance awards in 2004 as allowed in County Ordinance Section 17.265 (3). These reductions reduce expenditures $56,892.

- A total of $186,308 in personal service appropriations is placed into an allocated contingency account within this department. This amount represents the anticipated cost of pay increases, excluding step increases, associated with represented employees. The disposition of these funds will be determined, with County Board approval, after negotiations with represented employee unions are completed.

- 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 Society's direct revenue support to the Zoo's operating budget for 2004 increases $30,000, from $968,310 to $998,310, which is at the 2004 level of the Five-Year Plan.

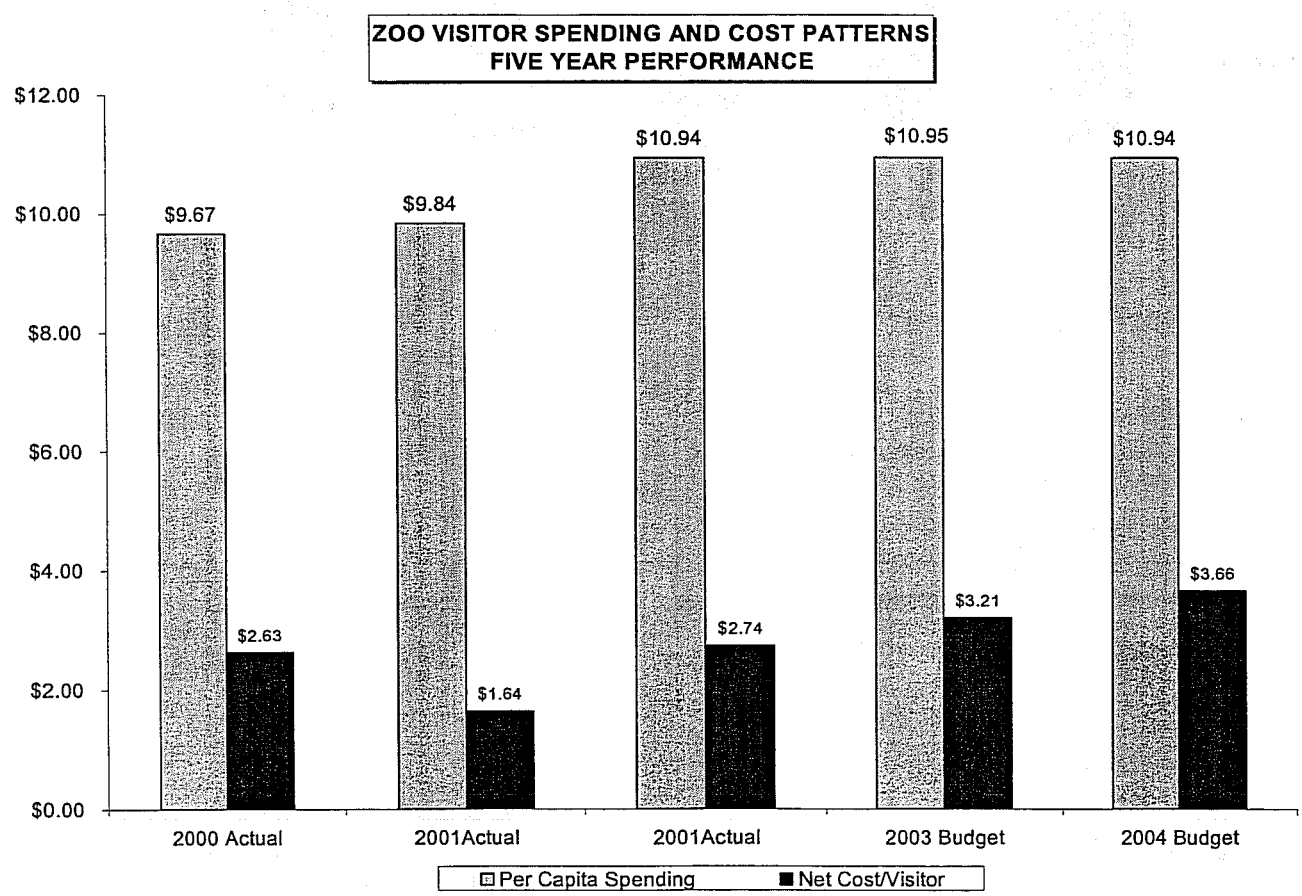
- The cost of the new capital improvement program contained in the Five-Year Plan is $29.6 million, which will be split equally between Milwaukee County and the Zoological Society.

- The following table breaks down Society support to the Zoo.

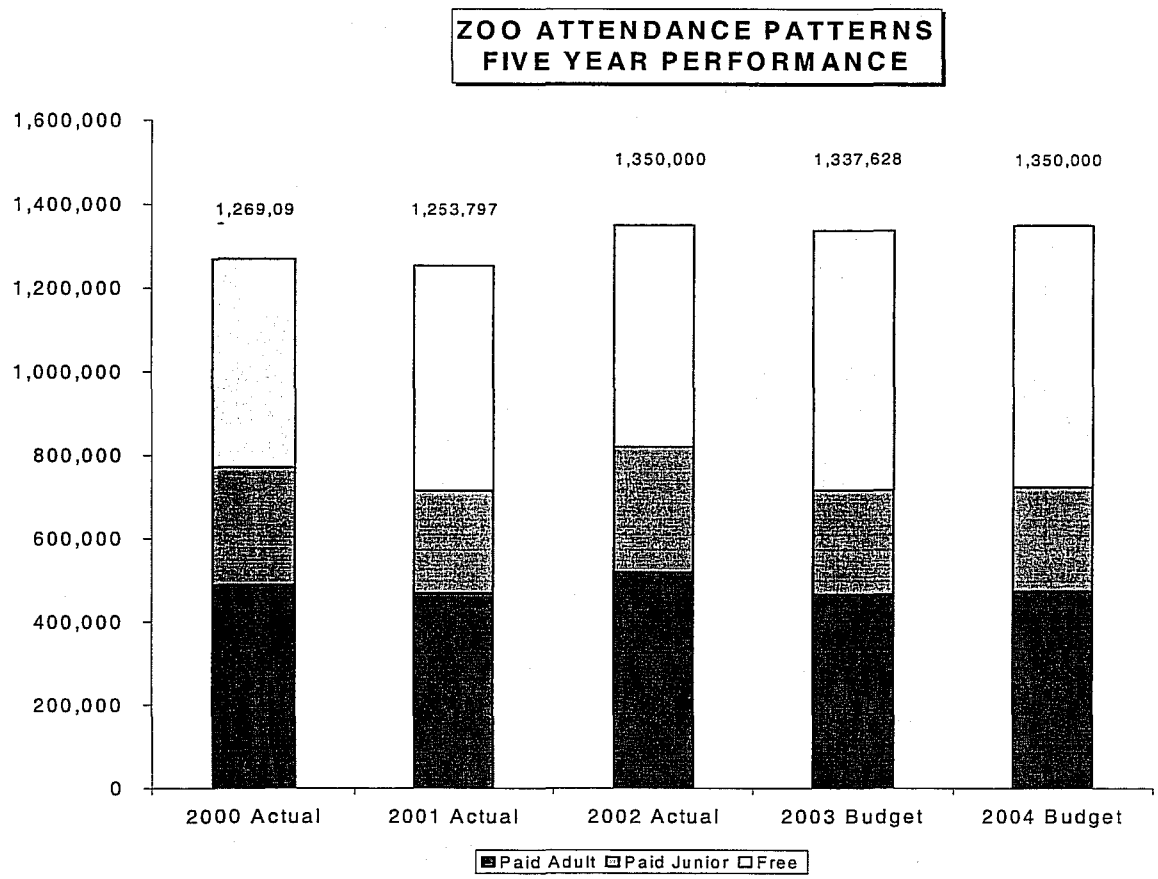
ZOOLOGICAL SOCIETY SUPPORT OF MILWAUKEE COUNTY ZOO	2001/2002 Society Actual	2002/2003 Society Budget	Proposed 2003/2004 Society Budget	Change Society Budget
Operating Budget				
Sponsorships	$ 138,699	$ 200,000	$ 170,000	$ (30,000)
Exhibits (Special Exhibits Bldg.)	201,125	480,000	548,310	68,310
Society Tickets	150,332	220,000	280,000	60,000
Other	-	68,310	-	(68,310)
Five-Year Plan Goal	$ 490,156	$ 968,310	$ 998,310	$ 30,000 *
Society Parking Pass Plus Fees	525,701	350,000	630,000	280,000
SUBTOTAL	$ 1,015,857	$ 1,318,310	$ 1,628,310	$ 310,000
Train Trust Fund/Direct Revenue				
Zoomobile Sponsorship	$ 21,000	$ 21,000	$ 20,000	$ (1,000)
Membership Sales Commission	$ 9,154	$ 12,500	$ 11,000	$ (1,500)
Direct In-Kind Support				
Decking Project	$ -	$ 50,000	$ -	$ (50,000)
Winter Wonderland	20,348	20,000	20,000	-
Veterinary Internships	4,950	6,000	6,000	-
Service Agreements	157,041	217,278	217,278	-
Koala Browse	36,100	35,600	35,600	-
Conservation/Research Projects	12,857	60,000	60,000	-
New Replacement Graphics	2,370	52,000	57,000	5,000
Marketing Campaign	50,000	50,000	50,000	-
SUBTOTAL	$ 283,666	$ 490,878	$ 445,878	$ (45,000)
Capital Campaign Support				
Capital Campaign Study	$ 478,383	$ 84,000	$ -	$ (84,000)
Heritage Farm/Education Bldg	93,496	3,100,000	1,500,000	(1,600,000)
Zoo Entrance	-	85,000	-	(85,000)
Peck Center Theater	-	-	220,000	220,000
SUBTOTAL	$ 571,879	$ 3,269,000	$ 1,720,000	$ (1,549,000)
TOTAL	$ 1,901,556	$ 5,111,688	$ 3,825,188	$ (1,286,500)
Zoological Society Indirect In-Kind	$ 3,069,336	$ 3,101,614	$ 3,702,000	$ 600,386
GRAND TOTAL	$ 4,970,892	$ 8,213,302	$ 7,527,188	$ (686,114)

* The Society fiscal year is from October 1 through September 30.

ACTIVITY AND STATISTICAL SUMMARY	2002 Budget	2002 Actual	2003 Budget	2004 Budget
Attendance				
Paid Adult	519,640	466,589	504,987	474,330
Paid Junior	300,646	250,114	265,095	249,002
Free	529,714	620,925	579,918	626,668
Total Attendance	1,350,000	1,337,628	1,350,000	1,350,000
Activities - Revenues				
Parking Sales	$ 1,191,000	$ 1,388,429	$ 1,556,000	$ 1,650,000
Admission Sales	$ 4,909,000	$ 4,301,844	$ 4,471,000	$ 4,620,000
Food Concession Sales	$ 2,950,000	$ 3,309,097	$ 3,046,000	$ 3,661,000
Gift Sales	$ 2,252,000	$ 1,977,781	$ 2,252,000	$ 2,267,000
Sea Lion Show Sales	$ 137,000	$ 109,849	$ 137,000	$ 137,000
Carousel	$ 131,000	$ 134,880	$ 132,000	$ 132,000
Train Ride Sales	$ 525,000	$ 505,423	$ 525,000	$ 510,000
Zoomobile Ride Sales	$ 130,000	$ 94,892	$ 130,000	$ 100,000



The 2002 - 2004 budgets include fringe benefits. Years 2000 - 2001 have been adjusted for comparisons.



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
$865,763	$865,763	$ 0

Total 2003 expenditures and revenues for the Railroad Fund are $865,763 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.

$170,763 Other commodities and supplies, expenses for conservation programs and grants, library operators and staff training, travel and conference expenses.

Revenue

$865,763 Reflects revenue of $610,000 from operation of the train and Zoomobile and a $216,000 contribution from reserves. A sum of $21,000 is included for sponsorship revenue from the Zoological Society.

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 2004 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.

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			
	2002 Actual	2003 Budget	2004 Budget
Property Tax Levy Contribution to Milwaukee Public Museum	$ 4,300,000	$ 4,085,000	$ 3,880,750

MISSION

The Milwaukee Public Museum is an educational and research institution which focuses on the natural sciences, anthropology and history.

The Museum uniquely and directly addresses the themes of biological and cultural diversity and their relationships, so important to our society and the world today.

The Museum preserves and cares for its collections in the public trust. Through its research and collections, the Museum seeks knowledge and understanding of global change and diversity from geological, biological, cultural and historical perspectives. Through its renowned exhibits, its programs and its publications, the Museum interprets these themes to diverse audiences.

The Museum's mission is best accomplished through the coordinated use of its public exhibits, research capabilities, collections and educational programs.

OPERATING HISTORY

Milwaukee County acquired the Milwaukee Public Museum (MPM) from the City of Milwaukee in 1976. During its more than 100 years as a public institution, the Museum has grown to be one of the leading natural history museums in the nation, providing a valuable educational opportunity to visitors.

Based on the recommendations of a Blue Ribbon Task Force created in 1990 to study alternative funding of the Museum, County Board Resolution (File No. 91-775), adopted November 12, 1991, created a not-for-profit Museum Corporation with a Board of Directors providing management of the facility, effective March 31, 1992. A fixed base level funding amount of $4.3 million was established for the Museum during the initial five-year period of the Agreement.

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

As a result of the re-negotiation, the Museum Endowment Funds were transferred to the MPM in August of 1997.

In 1999, the County extended the current term of the MPM Lease Agreement for an additional 33 months, through December 31, 2004 (File No. 99-28(a)(a)), to facilitate the Museum Corporation's ability to sell long-term revenue bonds and to facilitate a capital campaign to raise charitable donations in support of the Museum Corporation's Butterfly Garden capital improvement project.

For 2004, $3,880,750 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 Pulicher Butterfly Wing and purchase Discovery World's interest in, and assume full operation of, the IMAX Theater. The purchase was completed in April 2000.

BUDGET HIGHLIGHTS

- Milwaukee County's contribution to the MPM is reduced from $4,085,000, to $3,880,750 as allowed in the Lease and Management Agreement.

ADOPTED 2004 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	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Personal Services (w/o EFB)	$ 41,319	$ 35,900	$ 37,538	$ 1,638
Employee Fringe Benefits (EFB)	10,268	11,958	23,487	11,529
Services	379,780	276,151	258,973	(17,178)
Commodities	12,496	0	0	0
Other Charges	12,000	0	0	0
County Service Charges	29,056	404	45,728	45,324
Abatements	(28,714)	0	(41,313)	(41,313)
Total Expenditures	$ 456,205	$ 324,413	$ 324,413	$ 0
Total Revenues	$ 122,376	$ 115,989	$ 115,989	$ 0
Direct Property Tax Levy	$ 333,829	$ 208,424	$ 208,424	$ 0

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*

Account Summary	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Central Service Allocation	$ 5,616	$ 0	$ 6,876	$ 6,876
Courthouse Space Rental	0	0	0	0
Document Services	5,916	0	6,747	6,747
Tech Support & Infrastructure	6,875	0	12,652	12,652
Distribution Services	1	0	0	0
Telecommunications	0	0	0	0
Records Center	0	0	0	0
Radio	0	0	0	0
Personal Computer Charges	6,674	0	6,297	6,297
Applications Charges	3,632	0	8,741	8,741
Total Charges	$ 28,714	$ 0	$ 41,313	$ 41,313
Direct Property Tax Levy	$ 333,829	$ 208,424	$ 208,424	$ 0
Total Property Tax Levy	$ 362,543	$ 208,424	$ 249,737	$ 41,313

* 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

UW-Extension extends the knowledge and resources of the University of Wisconsin to people where they live and work. Extension is known by the quality of our educational programs. Our programs match university resources to local needs. We use technology to give learners access to quality learning experiences. We provide educational programs for the changing needs of Wisconsin's population and have the skills and resources to evaluate our own work. Extension's continuing success depends on our ability to maintain strong, cooperative relationships with long-term public and private sector stakeholders and to build new partnerships based on shared interests.

The mission of Milwaukee County UW-Extension is to connect people to university knowledge they can use. The department addresses each of the four areas in the County's mission statement: self-sufficiency, personal safety, economic opportunity and quality of life.

Self-sufficiency
- Rent gardens where Milwaukee County youth and families grow food to feed themselves and to donate to food pantries
- Teach W2 clientele financial management, nutrition and parenting skills
- Help neighborhood nonprofit organizations develop leadership skills, conduct organizational assessments and prepare strategic plans
- Teach senior citizens, children and low-income families how to prepare low-cost, nutritious meals

Personal safety
- Teach homeowners how to reduce the use of pesticides and apply chemicals safely
- Educate families about handling and storing food safely
- Train home visitors to teach parenting skills to at-risk families and prevent child abuse
- Help residents at the House of Correction learn the skills they need to care for their children

Economic opportunity
- Help business improvement districts assess and improve business practices
- Teach money management to help residents get checking accounts and avoid predatory lenders
- Teach youth entrepreneurship and leadership skills
- Train lenders and nonprofit agency staff to help people purchase and care for their first home

Quality of life
- Increase property values by teaching County residents how to improve their yards and gardens
- Help middle school youth learn about career and advanced educational opportunities
- Teach accessible gardening to people with disabilities and their care-givers
- Train faith organizations to help improve quality of life in neighborhoods

PERSONNEL SUMMARY

	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Personal Services (w/o EFB)	$ 41,319	$ 35,900	$ 37,538	$ 1,638
Employee Fringe Benefits (EFB)	$ 10,268	$ 11,958	$ 23,487	$ 11,529
Position Equivalent (Funded)*	1.3	1.0	1.0	0.0
% of Gross Wages Funded	100.0	82.9	100.0	17.1
Overtime (Dollars)**	$ 0	$ 0	$ 0	$ 0
Overtime (Equivalent to Positions)	0.0	0.0	0.0	0.0

* For 2002, 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)
Horticultural Tele Spec	Abolish	1/.32	UW Extension	$ (7,668)
			TOTAL	$ (7,668)

DEPARTMENT DESCRIPTION

The Milwaukee County University of Wisconsin Extension consists of Administration, Family Living, Urban Agriculture, Youth and Community Natural Resources and Economic Development sections.

Administrative operations include program support and evaluation, professional development, personnel management, accounting and financial planning and technology support.

These resources are provided for Milwaukee County and the State of Wisconsin through contracts with the University of Wisconsin-Extension. The Director of the University Extension serves as the representative of the University of Wisconsin-Extension and works with Extension faculty to ensure strong and effective educational programs.

Family Living provides training in the areas of housing, financial management, parenting, food science and nutrition, leadership development and consumer resource management. This section reaches 35,000 people through food and nutrition programs, and conducts training for Homeownership Counseling, "Get Checking", Positive Parenting and Home Visitor training.

Urban Agriculture offers instruction on home and community food production, the safe use of pesticides, volunteer training through the Master Gardener Program and telephone assistance to homeowners and small businesses.

Youth promotes the natural sciences to youth between the ages of five and 19, teaches life skills and decision-making, broadens awareness of career opportunities, networks with other youth serving agencies and school teachers.

Community Natural Resources and Economic Development stresses economic revitalization, land use planning, waste management, small business development, local government education, non-profit and neighborhood organizational development and technology education.

FOUR MAJOR PROGRAM AREAS	
Family Living	**Community Natural Resources and Economic Development**
Family Financial Management	Community Leadership Development
Wisconsin Nutrition Education Program	Economic Development Education
Parent Education	Neighborhood Development
Child Abuse Prevention	Professional Development for Non-Profit Organizations
School Readiness	Watershed Education in Milwaukee and Root River Watersheds
School Success Skills	Clean Sweep for Hazardous Waste Disposal
Family Impact Seminars	
Milwaukee Family Project	
Homeownership Counseling	**Horticulture**
Home Visitor Training	Consumer Horticulture Education
	Master Gardeners
Youth	Plant & Insect Identification & Disease Diagnosis
Youth Development	InfoSource
4-H Clubs	Community Gardens Program
Youth Environmental Education:	Accessible Gardening
Wehr Nature Center/Nature in the Parks	Yard & Garden Line
Youth Entrepreneurship	Educational Outreach

Milwaukee County University of Wisconsin-Extension programs are funded through County, State, Federal and private sources. UW-Extension is able to leverage large amounts of additional dollars for use with Milwaukee County residents. County property tax dollars are essential as the "local match" for many of these grants.

Extension department matches each dollar in County property tax with about $8 in grants, contracts, contributions or fees. The following is an 18-month snapshot (January 2002-June 2003) of the additional funds from grants, contracts and contributions that Extension has leveraged to support Milwaukee County programs:

GRANTS, CONTRACTS & CONTRIBUTIONS	AMOUNT
2008 Pre-college Science & Math Training	$ 13,000
4-H Leaders Association	3,700
America's Promise	15,000
Coastal Management	14,000
County Block Grant for Urban Gardens	25,000
Community, Youth and Families at Risk	30,000
eFunds	10,000
FEEDs Community Gardens Project	34,000
HOME	12,000
Horticulture Diagnostic Services	213,945
Kaufmann MiniSociety	18,265
Master Gardeners	25,000
Maximus Contract	20,000
Milwaukee Family Project	80,000
Milwaukee Saves	25,000
Watershed Education	106,782
Nutrition Education	427,767
University Support for Milwaukee County UWEX	554,705
TOTAL	$ 1,628,164

BUDGET HIGHLIGHTS

- Funding for the University Extension Service remains at the 2003 Tax Levy of $208,424.

  ($ 7,668) Abolish .32 FTE Horticulture Telephone Specialist

  Due to fiscal constraints, one seasonal position of Horticulture Telephone Specialist is abolished offset with a personal services adjustment for a zero net tax levy impact.

ADOPTED 2004 BUDGET

DEPT: MILWAUKEE COUNTY UNIVERSITY EXTENSION SERVICE **UNIT NO.** 9910
FUND: General - 0001

COUNTY REVENUES				
Revenue Sources	2002 Actual	2003 Budget	2004 Budget	2003/2004 Change
Garden Rental & Urban Horticulture	$ 17,752	$ 21,000	$ 21,000	$ 0
Commercial Horticulture	11,471	0	0	0
Consumer Horticulture	6,729	5,000	5,000	0
Family Development	16,230	8,000	8,000	0
Home Ownership/Financial Management	8,100	12,000	12,000	0
Milwaukee Family Project	5,120	6,000	6,000	0
Nutrition Education Program	21,000	21,000	21,000	0
Youth Development Programs	27,570	7,500	7,500	0
4-H Program	5,873	4,000	4,000	0
Resource Development	1,000	4,000	4,000	0
Water Resource Programs	0	7,000	7,000	0
Bulletin Sales	1,338	2,000	2,000	0
Administrative and Room Rental	208	18,489	18,489	0
Total Revenues	$ 122,391	$ 115,989	$ 115,989	$ 0

ACTIVITY AND STATISTICAL SUMMARY				
	2002 Budget	2002 Acutal	2003 Budget	2004 Budget
Classes, Conferences, Workshops, Events	2,000	8,932	2,000	8,000
4-H and Youth Participation*	63,000	20,800	20,000	25,000
Yard and Garden Information Calls	15,000	2,100	20,000	2,000
InfoSource Calls	27,000	16,300	16,000	17,000
Gardens Rented	1,900	1,034	1,000	1,200
Low-Income Residents Reached with Nutrition Education	70,000	20,610	30,392	22,000
Businesses Receiving Assistance	225	271	50	60
Non-Profit Assistance	150	590	150	300
Shows, Fairs and Festivals	0	0	0	60,000
Mass Media	0	0	0	175,000

* Decreased in 2002 because Zoo Education was turned over to Zoological Society staff.

FEE SCHEDULE		
Service	Cost	Cost of Service
Garden Rental	$15/125	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 Workshop/Class Costs	Fees Cover Costs
Audio-Visual Equipment Rental	Varies	
Education Bulletins	Retail price set in Madison plus handling and postage fee	
Classroom Rental	$10-$50/day	

DEPT: GENERAL COUNTY DEBT SERVICE

UNIT NO. 9960
FUND: Debt Service - 0016

OPERATING AUTHORITY & PURPOSE

Pursuant to the provisions of Section 67.05(10) of the Wisconsin Statutes, the County Board shall levy, by a recorded resolution, a direct annual irrepealable tax sufficient to pay the interest on bond obligations as they fall due, and to pay the bond principal at maturity.

BUDGET SUMMARY

	2002 Actual*	2003 Budget	2004 Budget
Expenditures			
Debt Service Principal (8021)	$ 43,400,000	$ 51,290,000	$ 31,290,000
Debt Service Interest (8022)	23,103,204	23,901,606	20,248,408
Total Principal and Interest	$ 66,503,204	$ 75,191,606	$ 51,538,408
Interest Allocation (9880)	(6,425,065)	(6,098,691)	(5,345,981)
Total Expenditures	$ 60,078,139	$ 69,092,915	$ 46,192,427
Contributions			
Reserve for County Bonds (4703)	$ 2,648,606	$ 10,842,864	$ 7,714,287
Total Contributions	$ 2,648,606	$ 10,842,864	$ 7,714,287
Revenues			
Jail Assessment Surcharge (1315)	$ 1,307,403	$ 1,520,000	$ 1,535,200
Other State Grants and Reimbursements (2299)	0	0	0
Sale of Capital Asset (4905)	3,475,220	1,355,000	2,162,035
Revenue from Project Rents (4999)	1,210,283	1,425,521	909,421
Total Revenues	$ 5,992,906	$ 4,300,521	$ 4,606,656
Direct Property Tax Levy**	$ 51,436,627	$ 53,949,530	$ 33,871,484

* 2002 actual excludes balance sheet entries to record principal retired for proprietary fund departments. This adjustment is intended to allow 2002 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).

Summary of Bonds and Notes Outstanding

Type of Issue	True Interest Rate	Date of Bonds	Final Maturity Date	Bonds or Notes Outstanding 12/31/03	2004 Budget Requirements Principal	2004 Budget Requirements Interest
R	5.04	10/15/93	12/01/11	$ 14,447,238	$ -	$ -
A	5.65	06/15/95	12/01/14	3,575,000	325,000	200,200
C	5.44	06/15/96	12/01/11	2,525,000	2,525,000	128,775
A	5.80	06/15/96	12/01/15	4,500,000	375,000	257,531
AR	5.41	07/01/96	10/01/08	8,530,000	2,005,000	464,960
C	5.34	05/01/97	10/01/12	8,925,000	-	468,563
B	4.91	09/01/97	10/01/13	1,785,000	140,000	85,603
AR	4.72	09/01/97	10/01/09	5,740,000	1,355,000	273,170
C	4.77	05/01/98	10/01/13	13,000,000	-	650,000
R	4.23	03/01/99	10/01/12	28,535,000	3,295,000	1,175,963
C	4.48	05/01/99	10/01/14	24,375,000	-	1,218,750
A	4.60	05/01/99	10/01/14	5,005,000	455,000	223,860
R	4.67	05/27/99	10/01/13	1,630,000	135,000	74,119
C	5.46	03/01/00	09/01/15	30,300,000	1,300,000	1,680,600
C	4.40	04/01/01	10/01/16	25,500,000	1,000,000	1,275,000
TB	6.06	06/01/01	12/01/11	2,005,000	255,000	119,275
R	3.87	10/01/01	12/01/11	49,225,000	525,000	1,908,125
AR	4.47	10/01/01	12/01/11	1,160,000	145,000	49,119
R	4.08	06/01/02	09/01/11	55,075,000	7,875,000	2,300,938
C	4.20	02/01/02	08/01/17	27,875,000	875,000	1,412,688
C	3.95	02/01/03	08/01/18	25,950,000	1,725,000	1,797,750
R	3.48	07/01/03	08/01/17	100,025,000	-	3,644,122
R	2.22	10/01/03	12/01/08	33,550,000	6,980,000	839,300
Projected Outstanding Balance as of December 31, 2003 and Associated Debt Service				$ 473,237,238	$ 31,290,000	$ 20,248,408
2004 Total Budgeted Debt Service						$ 51,538,408

Type of Issue Explanation
- A -Airport Bonds
- B -Building Bonds
- C -Corporate Purpose Bonds
- D -Detention Facility Bonds
- N -General Obligation Note
- R -Refunding Bonds
- AR-Airport Refunding Bonds
- TB-Taxable Bonds

DEBT SERVICE CONTRIBUTIONS

Reserve for County Bonds (4703)

A contribution of $7,714,287 from the Reserve for County Bonds is anticipated for 2004. The 2003 General Obligation Corporate Purpose Bonds sold at a premium, which has resulted in $1,999,541 in surplus bond proceeds. These bond proceeds will be budgeted in accordance with Section 67.11, Wisconsin Statutes, towards the 2004 interest payment of $1,797,750 on the corresponding bond issue. The balance of $201,791 will be applied towards the interest payment in 2005.

In addition, the County lapsed $2,502,026 in bond proceeds at year-end 2002. An appropriation

transfer has been submitted for the September 2003 cycle to use $154,067 of the $2,502,026 lapsed bond proceeds to partially finance Project WO407 - Electronic Medical Records and $2,099,281 is budgeted to pay interest on the 1997-2002 bond issues in 2004.

The $248,678 balance of the $2,502,026 lapsed bond proceeds have been recorded as an estimated arbitrage liability for unspent 2001 bond proceeds. The County booked $1,186,309 at year-end 2001 to pay arbitrage penalties on the year-end 1996-2000 bonds.

Federal arbitrage rules for bond proceeds subject to rebate allow a five-year period from the closing date of the bonds to calculate rebate liability and require that the first payment be made at the end of the five-year period. The first payment was made in 2003 for the 1998 bonds. The estimated amount recorded at year-end 2001 was $269,028, which was included in the $1,186,309 year-end 2001 arbitrage liability amount. The investment rate for the bond proceeds decreased during the allotted time period, which reduced the penalty amount to $123,836. The balance for the arbitrage liability for the 1998 bonds is $145,192.

An appropriation transfer was approved for $100,000 of the $145,192 balance to be used as the County commitment for Project WH201062 – West Beloit Road between South 108-102 St. The remaining $45,192 will be applied towards the 2004 interest payment on the 1998 bonds.

The revised total estimated arbitrage liability is $1,165,959, which consists of a balance of $917,281 for the 1996-2000 estimated arbitrage liability amount and $248,678 for the 2001 bonds.

The total amount budgeted from the debt service reserve is $7,714,287, which consists of $1,797,750 in premium from the sale of the 2003 Corporate Purpose Bonds, $2,099,281 in lapsed bond proceeds from 1997-2002 bond issues, $45,192 in lapsed bond proceeds from the 1998 bond issue, $2.4 million in cash, $930,316 in investment earnings from the recovery of a portion of the $4.7 million in negative arbitrage from issuing $100,025,000 General Obligation Refunding Bonds, Series 2003A to restructure the County's outstanding debt by refunding selected maturities from various corporate purpose issues and a premium of $441,748 from the refunding of the General Obligation Refunding Bonds, Series 1993A (1993 Refunding Bonds). The 1993 Refunding Bonds were sold on September 25, 2003.

The balance in the debt service reserve net of the 2004 budget allocation will be approximately $3.0 million.

Jail Assessment Surcharge (1315)

Jail Assessment Surcharge Revenue of $1,535,200 is projected to be used to pay 2004 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 2004 is $1,409,000. The amount received in 2003 was $2,696,000 based on 5.25 percent of net operating cash flow, which was deposited in the debt service reserve. The 2003 budgeted amount was $1,355,000.

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.

The budgeted amount for 2003 was $2,790,213. This revenue was budgeted in the non-departmental Power Plant Revenue Budget (Org. 1900-4904).

For 2004, power plant revenues of $2,745,769 have been budgeted in the non-departmental Power Plant Revenue Budget (Org. 1900-4904). The County is scheduled to receive power plant revenues until 2011. Listed below is the schedule for the balance of the proceeds.

Year	Amount
2004	$2,745,769
2005	$2,701,324
2006	$2,656,880
2007	$356,880
2008	$356,880
2009	$356,880
2010	$356,880
2011	$356,880

Revenue from Project Rents (4999)

Milwaukee 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 was to 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 was to increase by two percent each year beginning in the sixth year of the lease agreement and continues for the remainder of the initial 10-year term and the first five-year extension. The base rent and additional rents were to 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 was to be undertaken by the Rampage and not the County, the bonds were applied towards debt service. The budgeted amount for 2002 was $173,403. This amount was to be deposited in the debt service reserve. The Rampage organization filed for bankruptcy in 2002. Therefore, the County did not receive $255,483 in revenue that consisted of $40,483 of the 2002 payment and the $215,000 payment for 2003. No revenue is budgeted in the 2004 Budget as the result of the Rampage bankruptcy.

Milwaukee Kickers Soccer Club

The County issued a total of $3,750,000 in 1994 and 1995 General Obligation Bonds for the Milwaukee Kickers Soccer Club (MKsc) for the purpose of purchasing land and developing an indoor/outdoor sports complex to be located at the Uihlein Soccer Park at 7101 West Good Hope Road in Milwaukee. The MKsc agreed to repay the County for debt service on these bonds.

On July 23, 1998, the County Board of Supervisors approved Resolution File No. 98-427, which authorized an amendment of the lease agreement between the MKsc and Milwaukee County to restructure the lease payment schedule. The new payment plan reflects the donation to MKsc of the Uihlein Soccer Park land and associated costs by establishing a level payment schedule of $430,000 annually and extending the schedule from 2010 to 2011, beginning in 1998.

In addition, the payment dates were changed from June and December to August and February, beginning in 1999. On October 18, 2001, Milwaukee County issued $49,925,000 in Corporate Purpose Refunding Bonds to refund a portion of the 1994, 1995 and 1996 bonds. The bonds sold at a premium, which has been budgeted under the Debt Service Revenues section. A portion of the refund savings and premium have been applied to the outstanding Milwaukee Kickers debt, which has reduced the lease payment from $430,000 to $424,000 for 2003 and future years.

The payment amount for 2004 is $424,000.

Marcus Center Renovation

The County issued a total of $5,802,000 in General Obligation Bonds during 1994 and 1995 for the purpose of renovating the interior of the Marcus Center for the Performing Arts. The Marcus Center is undertaking a private fund-raising effort to repay the County for bonds issued for this $12.7 million project. Based on information provided by the Marcus Center, current pledges are sufficient to repay bonds issued by Milwaukee County for this project. Reimbursement for project debt service in 2004 totals $539,515. The budgeted amount for 2003 totaled $559,978. For 2004, the County has

forgiving $400,000 of the $539,515 debt service amount. Therefore, the reimbursement amount for 2004 is $139,515.

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 2004 totals $225,603. This compares to $226,543 in 2003.

Private Geographic Members (PGMs)

In 2003, Milwaukee County issued general obligation bonds to finance Project WG008 – Milwaukee County Grounds Roadway Rehabilitation. Milwaukee County Ordinance 98.01 states that the private geographic members shall share in the cost of improvements at the County Grounds on an equitable basis. The PGMs consist of Milwaukee County (DHHS – Behavioral Health Division), Froedtert Hospital, Children's Hospital, Medical College of Wisconsin, Curative Rehabilitation and Blood Center of Southeastern Wisconsin.

The cost allocations for improvements are based on a cost sharing formula that is determined by the square footage of building area that the geographic members bear to the total gross square feet of the building area of all geographic members combined. The square footage is evaluated annually and is expressed as a percentage. Presently, the allocation for the County is 17.8 percent and the combined percentage for the remaining PGMs is 82.2 percent. Therefore, 82.2 percent of the debt service costs for the roadway improvements will be paid by the remaining PGMs. The budgeted amount for 2004 is $120,304.

DEBT SERVICE LEVY LIMITS

Effective August 12, 1993, Section 59.605, Wisconsin Statutes imposed a property tax rate limit for Wisconsin counties. Separate limits were imposed for operating levy rates and debt service levy rates. Initially, the baseline for the rate limit was the 1992 actual tax rate adopted for 1993 budget purposes. The County cannot exceed these operating levy rate and debt levy rate limits unless one or more conditions apply, as described below. The statute establishes specific penalties for failure to meet the tax rate limit requirements. Among the penalties for exceeding the tax rate limits are reductions in State shared revenues and transportation aids.

The County adopted a debt levy rate of approximately $1.42 per $1,000 of equalized value as part of the 1993 Budget. The conditions under which the debt service rate may be increased include: (1) a referendum is held that approves the debt issuance; (2) the County Board of Supervisors adopts a resolution that sets forth its reasonable expectation that the issuance of the debt will not cause the County to increase the debt levy rate; (3) the issuance of the debt was authorized by an initial resolution adopted prior to the effective date of 1993 Wisconsin Act 16 (August 12, 1993); (4) the debt is issued for certain specified purposes, including financing regional projects under Section 67.5(7)(f); (5) the debt is issued to fund or refund outstanding municipal obligations; or (6) the County Board of Supervisors adopts an initial resolution authorizing the issuance of the debt by a vote of at least three-fourths of the members-elect of the County Board.

INTEREST ALLOCATION (9880)

Org. No.	Capitalized and Operating Interest Expense for Proprietary Fund Departments	2004 Amount
1162	DAS-Information Management Services Division	$ 595,604
5041	DPPI-Airport Divison*	1,747,873
5300	DPPI-Fleet Maintenance Division*	647,895
5605	Milwaukee County Transit/Paratransit Services	1,185,101
5725	DPPI-Facilities Management Division*	818,258
6901	DHHS-Behavioral Health Division	281,651
	Subtotal	$ 5,276,381
1200-1885	Capitalized Interest for Proprietary Fund Departments	69,600
	Total	$ 5,345,981

* Department of Parks and Public Infrastructure (DPPI)
(formerly Department of Public Works (DPW))

APPENDIX

OFFICE OF THE COUNTY EXECUTIVE

Milwaukee County

SCOTT WALKER • COUNTY EXECUTIVE

2004 County Executive Recommended Budget
Presented to the Milwaukee County Board of Supervisors
By Milwaukee County Executive Scott Walker
September 18, 2003

Former baseball great Yogi Berra once said, "It's deja vu all over again."

The challenges we face in putting together our 2004 county budget are a lot like that. Pension payments and sick leave benefits are at the top of the list again this year. Growing costs for wage increases and health care benefits approved by the past administration also add to our problems. Add in the millions cut by Governor Doyle's budget and we have a shortfall that totals $97.3 million.

Financial Legacy Inherited from Ament

Tom Ament's pension enhancements and sick leave payments approved in November of 2000 are such a financial albatross around the neck of county taxpayers, it is no wonder that the Finance and Audit Committee chair at the time and the current chair both voted against the plan. In fact, the pension payment is twice what it was last year and $36 million more than what was requested in the 2002 budget left by the previous administration. Sick leave payments are four times as much as a year ago.

This is important to note since it is the legacy of financial mismanagement left by the Ament administration that leads to the overwhelming majority of reductions in this budget. Under the current state law, less than $3.5 million of the $97.3 million shortfall could be made up with an increase in the property tax levy. Regardless of your view on a property tax freeze, the remainder must come from reductions in county spending.

This is an important point and it merits repeating. Even if the county board chooses to go against my position and raise property taxes to the maximum amount allowed under current state law, you will still have to consider more than $90 million worth of cuts.

This is the financial legacy we inherited from the Ament administration.

Add to these challenges the millions cut by state government and you can see that balancing this 2004 county budget was no easy task. Thankfully the budget passed by the State Legislature reduced the impact of the cuts originally proposed by the Governor or the shortfall could be well over 100 million dollars.

Simply put: the problems inherited from the Ament administration and the problems brought on by the Governor's budget are the cause of the shortfall for 2004. My pledge

ROOM 306, COURTHOUSE • 901 NORTH 9TH STREET • MILWAUKEE, WISCONSIN 53233

PHONE: 414-278-4244 • FAX: 414-223-1375

to freeze property taxes is the not the reason for these cuts, but it is the Ament administration putting the interests of a select few ahead of all of us who live, work and pay taxes in this county.

I will not, however, pay for the sins of the past by raising the property taxes of senior citizens nor of working men and women in this county. They do not support these pension and sick leave benefits and they should not have to pay extra for them.

Property Tax Freeze

Holding the line on property taxes would be much easier if not for the financial albatross of the Ament administration. In fact, if I were looking for political cover to balance the budget, many people would say that the problems are not my fault and give me a pass.

The fact is, however, that I was elected to provide leadership to this county government. True leadership means looking for solutions and not political excuses.

It is clear to me that the economy has taken a toll on our working families and on our senior citizens. At a time when many households have the same or less income than they did a year ago, the last thing we should do in government is talk about raising their taxes.

While some will point to things out of our control - like past pensions, sick leave benefits, negotiated wage increases, health care costs and state aid cuts – and say that government cannot make that many reductions in spending, I know that we must. The grim alternative would be to ask our seniors and our working families to cut further into their own budgets.

People all over the county are affirming this – from senior citizens to young parents just starting out on their own. Last December, I got a Christmas card from Bob Bitters with a copy of his property tax bill inside. Bob is retired and lives on the south side of Milwaukee. He was happy with the bill because his county portion went down enough to make up for the increase in the other areas on the bill. Without this help, he said that many retirees like him would be forced out of their homes. Thanks for the card and support Bob.

Alma Linda Ramirez came to one of our briefings at the United Community Center. She grew up with 11 other brothers and sisters, worked hard, and now – she is the first in her family to own a home. Alma Linda told the crowd and me at the UCC about her dream of a home for her and her three kids and how she is afraid that rising property taxes will force her to sell her house. I was moved by her passion and asked her to join us here today. Thank you for your courage, Alma Linda.
When I have to choose between siding with more faceless government bureaucracy or siding with overburdened property taxpayers like Bob and Alma Linda, I choose to stand with the working men and women and with the retirees in our area who say enough is

enough. For them, this budget provides the lowest equalized county tax rate since 1981.

Lean and Clean

With this in mind, I put together a budget that provides for a Lean and Clean county government.

This budget will freeze the salaries of all non-represented employees at the 2002 level – in addition to me keeping my promise to give $60,000 of my personal salary back each year. This is the second year in a row that most of these folks have gone without a salary increase because of the budget. I want to thank them and let them know that I truly appreciate their work and their sacrifice for the county.

Overall, this budget includes a major reduction in the number of managers while maintaining steady numbers of employees at the front line in key programs. The most dynamic example of that comes in the areas of parks and public works – which I will discuss in a few moments.

During August, I held 10 different Interactive Budget Briefings and got many ideas from the general public – as well as interested employees. Our county workers also shared cost cutting measures on a special web site.

Many of these common sense ideas are in this budget: we end personally assigned vehicles (except for emergency personnel); we reduce travel and membership dues; we cut professional service contracts; county employees will drink the same tap water as everyone else instead of taxpayer funded bottled water; we limit temporary hires and limit retired county employees coming back to work; and we end the buy back and carry over of vacation time.

Parks and Public Infrastructure

After a great deal of work by a number of dedicated employees and groups, I am happy to announce our plans for a new, reformed Department of Parks and Public Infrastructure. This department will consolidate the services and administration of the previous Parks Department and Department of Public Works.

Parks will have a distinctive place in this new department – along with areas for highways, fleet, architecture, building maintenance, the airport and the transit system. Major layers of management are reduced in the plan and jobs are put on the front lines of service. In fact, 56 positions – mainly management – are eliminated and another 10 are moved into lower pay levels. These changes alone save some $2.3 million. While much of the bureaucracy is gone, this plan does not eliminate the Park Maintenance Worker One jobs that are currently on lay off. It is my hope that our

negotiations with the union will be fruitful and we will find alternative ways to balance the 2004 budget so we can bring these people back to work.

To address the long-term issues of funding for the parks system and making management of our parks system more accountable to the public, I propose that a referendum be held this spring to create an independently elected Parks District. This would remove our parks from the decades old struggle for tax levy with mandated and social service programs.

Even though we face a $97.3 million shortfall in this budget, I do include significant funds for the upkeep of our parks system. We replace dangerous playground equipment, begin work on shoreline protection, fix the Mitchell Park Domes, continue the Oak Leaf Trail, repair other countywide trails and provide general maintenance of the parks to make certain that all of our citizens have access to our wonderful system. We also reduce revenue estimates to accurately reflect past experience.

Furthermore, I want to make it clear that I do not look to privatize the entire parks system. I will not sell off our parks. Instead, I want to continue to work with the community to support public access to and support of our wonderful community assets. At times, this may require looking at expanding our partnerships with the private sector to provide specific services within a public parks system.

For example, we begin to phase out the full use of county run green houses. Once done, the county will run operations for the Domes and Boerner Botanical Gardens and will purchase the rest from the private sector. This will save substantial funds that can be used to support the parks system. I will ask our new Parks Superintendent to work on an objective review of other areas – like the operations of our golf courses and our concession stands – to see if we should pursue partnerships there too.

Clearly, we will seek to continue our relationships with parks advocates like the Parks People, Preserve Our Parks, Friends of Lake Park and Friends of Boerner Botanical Gardens. These public/private ventures lead to a better system for everyone.

In another example of a great partnership, we now have an agreement with MPS to use Vincent High School and Pulaski High School to provide for pool hours during the summer for those who currently use Noyes and Pulaski indoor pools. We will provide the lifeguards and they will provide the pools.

Jobs, Jobs, Jobs

Besides Parks and Public Works, we cut the bureaucracy in other areas too. Fighting to reform county government will help keep jobs here and make us more competitive in the fight for new jobs. Our budget includes the merger of Economic Development and Housing into one department. This will reduce one director, plus eliminate and adjust several other positions – all to streamline our efforts to bring more jobs to the county.

We also look to expand opportunities for businesses run by people of color and by women through the new Office of Community Business Development Partners. This will replace the current DBD office and will push to go beyond certification to the active recruitment of minority businesses.

We will also continue our role as a founding partner in the Minority Business Opportunities Committee, which is housed in our space at Schlitz Park. This unique partnership with the private sector and the federal, state and city governments will help us connect minority businesses to real job opportunities within Milwaukee County.

This budget also creates a Community and Economic Development Fund (otherwise known as a CED fund) that is started with revenue generated from the land sales on the old Park East Freeway land. In mid-October, I will host a Jobs Summit with leaders from a variety of areas throughout Milwaukee County. At this summit, I will work to develop specific criteria and guidelines for the use of these funds.

Let me be clear that I will work to use this fund and all the other tools available to attract new jobs to Milwaukee County and to retain and grow the job opportunities already here. Growing our tax base through more jobs is the best way to provide for the future of our county.

Human Services

A healthy economy also helps us care for people in our county. Facing a $97 million shortfall, some suggested that I cut out key programs for those in need here in Milwaukee County. This budget provides for the vital needs of the most vulnerable in our society:

- While it is not a service mandated by the state, we provide $14.5 million for the General Assistance Medical Program to provide medical care for the needy.
- We will maintain programs targeted to keep kids out of our criminal justice system and add a new program targeted at young women.
- While they once showed up on a cut list, my budget still includes funding for the homeless, through shelters and for people with disabilities, through programs like respite care and Birth to 3.
- Through new EMS contracts, we will work with municipalities throughout the county to improve billing to fund our paramedic program.

For people who suffer from mental illness, this budget provides funding for Targeted Case Management and Community Support Programs. Since agencies providing these services in the community score well on reviews, we move all of the programs to community-based providers under this budget.

Seniors and Veterans

I reaffirm my commitment to the senior citizens in Milwaukee County by providing funds: to operate our Senior Centers, to provide meal programs; and to continue the Familycare system. Thanks to Stephanie Sue Stein and her staff for doing a great job of being creative in running programs for seniors in our community.

For our veterans, this budget includes funds for staff and services. We are also excited to partner with the State Department of Veterans Affairs to move our offices to the VA grounds so our vets have a one-stop location for assistance. The state is giving us staff to prepare for the move. I also appreciate the help of Interfaith in providing additional positions for this office. It is only right that we serve those who so bravely served their country.

Public Safety

At the House of Corrections, we listened to employees and cut management and reduced payments for things like newspapers, stamps and aspirin. Programs like the Day Reporting Center – which help reduce the number of inmates in the House - are also included in the budget.

The budget ends the farm and fish hatchery program for inmates, but we hope that area fishing groups and food banks will accept our offer to run the fish hatchery and to use the farm. Per our discussions, we know that there is a real interest. In addition, our reductions in management staff will not reduce the number of front line correctional officers.

For years, the budgets of the Sheriff's Office and the courts have forced cuts in other parts of the county budget. This year, the Sheriff's Office asked for a 18.5% increase (or $9.2 million more) and the courts asked for a 10.3% increase (or a $2.6 million more). In response, I said no.

Public safety is a priority for county government, but this does not mean that we should not ask for more efficient ways to protect our citizens. I want to thank the Sheriff and his staff for working with me on the 2003 budget deficit and for working with me on ways to reduce their increase for 2004 in a manner that still keeps us safe.

This budget includes a reduction in programs, but the deputies are transferred to other parts of the Sheriff's Office where over-time costs are really hurting our bottom-line. In addition, we will seek to have the state fully cover the costs of expressway patrol. If they will not, I will seek to have the Wisconsin State Patrol take over coverage on the freeway system.

As for the courts, this budget includes reductions that reflect the decrease in state funding for the system. Several positions are eliminated - like legal interns who were making $44,000 per year. Ironically, the state increased court fees but gave no additional funding to the counties.

With this in mind, my budget calls for the state to take over all operations of the court system. Specifically, I ask the members of the Milwaukee County delegation to request a Legislative audit to cover the transition from the county picking up part of the costs to the state being fully responsible for the costs of the courts. State government controls the court system yet they rarely compensate county taxpayers.

General Government

I brought this same Lean and Clean philosophy to other areas of county government as well. This budget:

- Eliminates paid lobbyists for state government and – instead – relies on our membership in the Wisconsin Counties Association; as well as on department heads, executive staff and supervisors. It is our job to serve as the advocates for the people of this county.
- Transfers one position to a grants coordinator to seek out new funding and to assist our internal pool of talent on grants – instead of paying for outside consultants.
- Maintains the federal government contract, but requires an open bid in 2004.
- Accounts for a reduction in the size of the County Board from 25 to 19.
- Reduces workplace training to just cover OSHA, affirmative action and other mandated programs.

To continue our efforts to clean up county government, I renew my plan to reform the Pension Board. As you recall, a similar provision was included in my 2003 budget, but was removed by the board. It is time to act on this much needed reform plan.

To end the debate over a part-time versus full-time board, I include language for a referendum question on the matter for this spring. To be fair, I also include language on the question of an elected County Executive versus an appointed County Administrator.

Overall, this budget reflects months and months of working with dedicated county employees, endless hours of reviewing alternatives, ten different Interactive Budget Briefings with the public and countless suggestions from employees. Balancing a $97.3 million shortfall is no easy task. The people who live and work in this county did not make this mess, but I will keep my promise to them to clean it up.

And, we did it without raising property taxes. We did it without an increase in the property tax levy for two important reasons:

- First, the public did not approve the excessive pension payments and sick leave benefits of the past, so they should not be forced to pay for them.
- Second, an increase in property taxes would have a negative impact on jobs – jobs our citizens depend on to pay mortgages and feed themselves and their families.

For people like Bob Bitters and Alma Linda Ramirez that is important so that we build a Milwaukee County that is affordable for them and thousands of other people just like them.

It is also important to remember that this budget includes significant cuts to county programs for two major reasons that are not related to a freeze on property taxes.

- First, the financial legacy of the Ament administration that gave us millions of dollars in pension payouts and sick leave costs – as well as ever increasing wage and benefit costs.
- Second, the budget submitted by the Governor that cut millions from county government in shared revenue and other programs.

Many in this courthouse choose to ignore the reality of our fiscal situation brought on by the pension and sick leave scandals. But isn't ignoring reality really what got this county in trouble in the first place?

Instead, we should work on finding real ways to balance this budget in the best way possible for all of us in the county. You've shown that we can work together to fix the fiscal situation of our county when the board acted to allow the restructuring of our long-term debt in a move that freed up $23 million for the 2004 budget. Thanks to Chairman Holloway and Supervisor Nyklewicz for their leadership on this important issue.

I believe that you will again see that we found real ways to balance this budget by building a county government that is lean and clean.

A week ago today, we marked the second anniversary of the devastating attacks on our country. Clearly, the chaos of the days following September 11th, could have torn this country apart. Instead, Americans – including all of us here in Milwaukee County – opted to stand together with a common purpose of good.

Today, we face another time of great challenge here in Milwaukee County. Instead of choosing to tear each other apart, we must unite to conquer our challenges and make this an opportunity to improve Milwaukee County for years to come.

This is what the public expects from us and this is what we must deliver.

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.

Schedule VII

COMPARISON OF FUNDED
FULL-TIME POSITION EQUIVALENTS

Org.	Description	2000	2001	2002	2003	2004	2003/2004 CHANGE
LEGISLATIVE AND EXECUTIVE							
1000	County Board	71.1	71.3	68.4	62.6	57.5	(5.1)
1001	County Board-Audit Department	23.0	23.9	23.9	22.0	20.1	(1.9)
1020	County Board-Intergovernmental Relations*	4.5	5.0	4.0	3.7	0.0	(3.7)
1011	County Executive-General Office	13.2	13.1	12.8	13.3	11.9	(1.4)
1021	County Executive-Veterans Service	7.0	7.0	7.0	6.6	6.6	(0.0)
1040	County Executive-Office of Community Development Partners **	0.0	8.2	8.7	6.7	5.0	(1.7)
TOTAL LEGISLATIVE AND EXECUTIVE		**118.8**	**128.5**	**124.8**	**114.9**	**101.1**	**(13.8)**
STAFF							
1110	Civil Service Commission	5.0	5.0	5.0	5.0	5.0	0.0
1120	Personnel Review Board	7.0	7.3	7.0	7.0	7.0	0.0
1130	Corporation Counsel	24.2	23.7	23.7	20.8	16.9	(3.9)
1019	Dept. of Admin. Services - Office for Persons with Disabilities ***	6.5	6.5	7.4	6.3	5.3	(1.1)
1135	Labor Relations#	5.0	5.0	4.7	0.0	0.0	0.0
1140	Dept. of Admin. Services - Human Resources#	54.9	55.8	52.4	57.2	52.8	(4.4)

* The 2004 budget transferred the Intergovernmental Relations Department to the County Board Office.

** The 2001 budget transferred the Disadvantaged Business Development Section from the Department of Public Works to the Department of Administration. The 2003 budget transferred the Disadvantaged Business Development Section from the Department of Administrative Services to the County Executive's Office. The 2004 Budget renamed Disadvantaged Business Development to Office of Community Development Partners.

*** The 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.

Schedule VII

COMPARISON OF FUNDED
FULL-TIME POSITION EQUIVALENTS

Org.	Description	2000	2001	2002	2003	2004	2003/2004 CHANGE
1150	Dept. of Admin. Services - Risk Management	7.0	7.0	7.0	6.1	5.5	(0.6)
1151	Dept. of Admin. Services - Fiscal Affairs**	47.3	47.0	44.1	48.1	49.1	1.0
1152	Dept. of Admin. Services - Procurement	15.0	15.1	14.1	13.1	9.7	(3.4)
1160	Dept. of Admin. Services - Information Management Services	101.9	112.2	117.2	112.1	96.3	(15.8)
1180	Dept. of Admin. Services - Economic Development	7.4	7.4	7.5	6.9	0.0	(6.9)
1190	Dept. of Admin. Services - Housing & Community Development	32.0	34.0	34.0	36.9	0.0	(36.9)
1192	Dept. of Admin. Services - Economic & Community Development***	0.0	0.0	0.0	0.0	38.4	38.4
TOTAL STAFF		**313.2**	**326.0**	**324.1**	**319.5**	**286.0**	**(33.5)**
COURTS AND JUDICIARY							
2000	Combined Court Related Operations	306.6	324.4	338.4	310.7	311.6	0.9
2430	Department of Child Support	199.8	204.3	218.4	203.4	205.3	1.9
TOTAL COURTS AND JUDICIARY		**506.4**	**528.7**	**556.8**	**514.1**	**516.9**	**2.8**
GENERAL GOVERNMENTAL SERVICES							
3010	Election Commission*	3.6	4.3	3.3	4.1	4.6	0.5
3090	County Treasurer	10.0	10.0	9.3	9.0	9.0	0.0
3270	County Clerk	9.1	9.0	8.7	7.0	7.0	0.0
3400	Register of Deeds	44.7	45.2	46.5	47.5	51.0	3.5
TOTAL GENERAL GOVERNMENTAL SERVICES		**67.4**	**68.5**	**67.8**	**67.6**	**71.6**	**4.0**

* Does not include commissioners.
** The 2003 Department of Administrative Services Reorganization transferred 10 positions from other County departments.
*** The 2004 Budget combined Economic Development and Housing into one department.

Schedule VII

COMPARISON OF FUNDED
FULL-TIME POSITION EQUIVALENTS

Org.	Description	2000	2001	2002	2003	2004	2003/2004 CHANGE
PUBLIC SAFETY							
4000	Sheriff	1,034.2	1,060.8	1,125.3	1,119.1	1,042.5	(76.6)
4300	House of Correction	638.9	636.3	638.1	587.0	517.5	(69.5)
4500	District Attorney	153.9	163.6	168.1	161.2	161.1	(0.1)
4900	Medical Examiner	30.9	33.2	31.1	29.8	30.9	1.1
TOTAL PUBLIC SAFETY		**1,857.9**	**1,893.9**	**1,962.6**	**1,897.1**	**1,752.0**	**(145.1)**
DEPARTMENT OF PARKS AND PUBLIC INFRASTRUCTURE**							
5040	Airport	208.9	218.1	195.1	212.7	212.7	0.0
5070	Transportation Services	17.1	26.5	26.5	27.4	23.1	(4.3)
5080	Architectural, Engineering and Environmental Services	57.0	63.8	70.4	66.5	70.4	3.9
5100	Highway Maintenance	122.8	126.1	128.0	126.1	132.0	5.9
5300	Fleet Management	64.7	65.9	64.1	63.2	70.6	7.4
5700	Administration and Facilities Management*	307.5	0.0	0.0	0.0	0.0	0.0
5700	Facilities Management	0.0	289.5	280.1	251.4	230.2	(21.2)
5800	Director's Office	0.0	14.5	15.1	8.9	7.1	(1.8)
9000	Parks Division	876.3	872.6	794.2	758.9	617.8	(141.1)
TOTAL PARKS AND PUBLIC INFRASTRUCTURE		**1,654.3**	**1,677.0**	**1,573.5**	**1,515.1**	**1,363.9**	**(151.2)**

* In 2001, the Administration and Facilities Management Division (5700) is reorganized resulting in the Administration Section becoming the Administration Division (5800) and the Disadvantaged Business Section becoming a section of the Department of Administration-Fiscal Affairs Division (1040).

** In 2004, the Parks and Public Works departments merged into the Department of Parks and Public Infrastructure and Org. 5800 was renamed from Administration to Director's Office.

Schedule VII

COMPARISON OF FUNDED
FULL-TIME POSITION EQUIVALENTS

Org.	Description	2000	2001	2002	2003	2004	2003/2004 CHANGE
HEALTH AND HUMAN SERVICES							
6300	DHHS-Behavioral Health Division	1,090.5	1,053.2	993.9	906.8	916.4	9.6
7200	DHHS-County Health Programs	62.9	62.9	63.2	60.5	56.4	(4.2)
7900	Department on Aging	178.8	206.9	196.7	197.6	183.7	(13.9)
8000	Department of Health and Human Services	1,228.3	1,207.9	945.2	846.2	749.3	(96.9)
TOTAL HEALTH AND HUMAN SERVICES		**2,560.5**	**2,530.9**	**2,199.0**	**2,011.1**	**1,905.7**	**(105.4)**
RECREATION AND CULTURE							
9500	Zoological Department	258.1	261.6	265.0	263.1	257.1	(6.0)
9910	University Extension	1.3	1.3	1.3	1.0	1.0	0.0
TOTAL RECREATION AND CULTURE		**259.4**	**262.9**	**266.3**	**264.1**	**258.1**	**(6.0)**
TOTAL - ALL OPERATING DEPARTMENTS		**7,337.9**	**7,416.4**	**7,074.9**	**6,703.5**	**6,255.2**	**(448.3)**

CAPITAL IMPROVEMENTS

CAPITAL IMPROVEMENTS

The 2004 Adopted Capital Improvements Budget includes 58 separate projects for a total expenditure appropriation of $61,187,341. Anticipated reimbursement revenue (Federal, State and local grants) totals $27,292,906 resulting in net County financing of $33,894,435.

Appropriations for 52 corporate purpose (non-airport) projects total $47,661,341 with offsetting reimbursement revenues of $15,647,656. The resulting net county financing of $32,013,685 is to be financed by $26,603,065 in general obligation corporate purpose bonds, $2,305,746 in sales tax revenues, $1,885,000 in Passenger Facility Charges (PFC) revenue, $663,000 in private donations, $539,524 in funds from the State Trust Fund Loan Program and $17,350 in construction fund investment earnings. The State Trust Fund Loan Program is new for 2004 and is explained in greater detail further on as part of the introduction.

Budgeted expenditure appropriations for 2004 Airport capital improvements total $13,526,000. Airport reimbursement revenue of $11,645,250 results in net County financing of $1,880,750. Net County financing for Airport projects includes $485,000 in General Airport Revenue Bonds (GARBs), $1,395,750 in PFC revenue bonds and/or pay-as-you-go PFC financing.

Since 1982, all Airport improvement costs not reimbursed by State or Federal agencies have been debt financed using general obligation bonds or financed through pay-as-you-go PFC revenues. Airlines housed in General Mitchell International Airport (GMIA) have agreed to pay all accrued principal and interest payments on debt issued on behalf of the Airport. Debt issued for the Airport from 1982 to 1984 is being repaid by the Airlines in accordance with a 25-year repayment schedule outlined in the Airline lease agreement. Bonds issued after 1984 are repaid by the Airlines over the actual term of the issue. Airport bonds issued after 1985 are classified as private activity bonds. These bonds remain tax-exempt, but income earned from these bonds may be subject to the Alternative Minimum Tax for some taxpayers. The County began issuing GARBs in 2000 to finance the GMIA parking facility. In 2003, the County will issue PFC-backed revenue bonds supported by general airport revenue bonds. All debt service payments for the revenue bonds will be the responsibility of the Airlines using GMIA.