

19-598



July Board Cycle

Milwaukee County Parks
9480 Watertown Plank Rd.
Wauwatosa, WI 53226
(414) 257-PARK

Date: June 20, 2019
To: Theodore Lipscomb, Sr., Chairman, County Board of Supervisors
From: Guy Smith, CPRP, Parks Executive Director
Subject: **Requesting authorization to execute a Friends Agreement between Milwaukee County Parks and the Friends of the Domes - ACTION**

Issue

The Executive Director of Milwaukee County Parks requests authorization to execute a new Friends Agreement between Milwaukee County Parks and the Friends of the Domes, Inc. (Friends).

Background

The Friends is a private non-profit corporation organized under Wisconsin Statutes Chapter 181 with a tax exempt status under the Internal Revenue Code § 501(c)(3), and was formed and has functioned for the purpose of soliciting, holding, managing, investing and expending funds and other gifts, grants, and bequests for the benefit and support of the horticultural conservatory located in Mitchell Park, maintained by the County, and such of its educational, scientific and cultural programming as the Friends' Board of Directors from time to time deems to be suitable and appropriate. The County and Friends have had a mutually-beneficial partnership for many years and the Friends have a significant positive impact on the domes and surrounding community.

This updated Friends Agreement is the result of a December 2018 Audit Report of the Domes, which recommends that the role of the Friends and County should be clarified and changes to the agreement should be formally approved. The recommendations of the Audit Report were adopted by the Milwaukee County Board of Supervisors on February 7, 2019 (File No. 19-57.) The prior Friends Agreement was made effective on February 4, 2010, and Friends and County agreed that developing a new agreement to reflect the current practices and incorporate Audit's recommendations was appropriate. The new Friends Agreement better defines the roles and responsibilities of the parties and provides guidance and parameters to Milwaukee County Parks and Friends in their respective work for the Domes.

The term of the agreement is for the calendar year in which it is signed. After the initial term the Friends Agreement remains in effect unless and until terminated upon one (1) year written notice by either party or by mutual consent. The Friends Agreement incorporates the requirements of Chapter 13 of the Milwaukee County Code of General Ordinances. Other key provisions:

- Twenty-five percent (25%) of funds generated by Friends' special events will be deposited into a Friends' segregated bank account designated for the County. Parties will agree to how the funds will be spent.
- Friends will continue to operate and manage the Gift Shop and will provide daily cleaning. Profits from the Gift Shop will be used to support the Domes and offset a portion of the educational programming.
- Friends will operate and manage an education program. Friends will put \$4.00 of each admission fee into a Friends' segregated bank account designated for the County. Parties will agree to how the funds will be spent.
- Friends will provide all necessary reports to the Milwaukee County Office of the Comptroller and Milwaukee County Parks as outlined in the Friends Agreement.
- Audit and insurance requirements.

Recommendation

Milwaukee County Parks respectfully recommends that it be authorized to execute the attached Friends Agreement between Milwaukee County Parks and the Friends of the Domes, Inc.

Prepared By: Erica Hayden, Contracts Manager, Milwaukee County Parks

Approved By: Guy Smith, CPRP, Parks Executive Director



Attachments

- Attachment 1 – Resolution
- Attachment 2 – Fiscal Note
- Attachment 3 – Friends Agreement

Copy

- Chris Abele, County Executive
- Raisa Koltun, Chief of Staff, County Executive's Office
- Jason Haas, Parks, Energy & Environment Chair, Supervisor District 14
- Sheldon Wasserman, Parks, Energy & Environment Vice-Chair, Supervisor District 3
- Marcella Nicholson, Parks, Energy & Environment Committee Member, Supervisor District 5



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- Felesia Martin, Parks, Energy & Environment Committee Member, Supervisor District 7
- Steven Shea, Parks, Energy & Environment Committee Member, Supervisor District 8
- Sylvia Ortiz-Velez, Supervisor District 12
- Kelly Bablitch, Chief of Staff, County Board of Supervisors
- Kelsey Evans, Committee Coordinator, Office of the County Clerk
- Emily Peterson, Research & Policy Analyst, Office of the Comptroller
- Fiscal Mgt. Analyst, Admin & Fiscal Affairs/DAS



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