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2 FROM THE OFFICE OF JOSPEH J. CZARNEZKI
3 MILWAUKEE COUNTY CLERK
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5 County Ordinance No. 16-2
6

7 File No. 15-791
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10 AN ORDINANCE
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13 The County Board of Supervisors of the County of Milwaukee does ordain as
14 follows:
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16 **SECTION 1.** Chapter 36 is hereby amended as follows:
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18 **Chapter 36 - CAPITAL IMPROVEMENTS COMMITTEE**
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20 **36.03. - Duties.**

21 The committee shall:
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- 23 (a) Develop a prioritized five-year capital improvements plan based on
24 anticipated maintenance and facility needs;
25 (b) Establish criteria upon which a determination of the priority of each capital
26 project included in the plan may be based;
27 (c) Establish a priority for each project in the capital improvements plan based
28 upon the established criteria;
29 (d) Obtain from county departments, agencies and offices, Secure supporting
30 data, and justification, cost estimates, and operating impacts for proposed
31 projects, establish cost estimates, and obtain from county departments,
32 agencies and offices a projection of operating costs for each identified
33 capital project.
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35 **36.04. - Reports.**

- 36 (a) The capital improvements committee shall develop a five-year capital
37 improvements plan. ~~In 2014 and 2015, by June 30 and in future years by April 15~~
38 ~~of each year, d~~ Department heads shall submit their five-year capital
39 improvements plan requests to the staff of the capital improvements committee
40 at the same time as the requests are submitted to the department of
41 administrative services. These requests shall be the same. appropriate standing
42 committees of the county board, who shall then submit the plans, including their
43 recommendations, to the capital improvements committee. The requests for the
44 first year must include supporting data, justifications, cost estimates and
45 operating impacts for proposed projects. The requests for the 2nd, 3rd, 4th, and 5th
46 years must include department priority ranking. The staff of the capital

47 improvements committee shall submit an informational report to the capital
48 improvements committee and all standing committees that lists and summarizes
49 the capital requests.~~Based on this review of projects submitted and of critical~~
50 ~~needs, t~~The capital improvements committee shall submit a five-year capital
51 improvements plan to the county board and the county executive based on
52 established criteria. The staff of the capital improvements committee will work
53 with the Department of Administrative Services to establish the due dates for the
54 requested capital improvement projects from departments and recommended
55 five year capital improvement plan from the CIC to the County Board and County
56 Executive. ~~by September 1 in 2014 and 2015 and in future years by May 15 of~~
57 ~~each year for adoption in conjunction with adoption of the annual budget;~~
58 (b) ~~Based on established criteria, by September 1 in 2014 and in 2015 and in future~~
59 ~~years by May 15 of each year, the capital improvements committee shall submit~~
60 ~~to the department of administrative services, on forms prescribed by the~~
61 ~~department, an evaluation of each and every capital budget recommendation~~
62 ~~submitted by county departments, agencies and offices, including ratings,~~
63 ~~prioritized rankings, financing, and how each project serves to implement the~~
64 ~~five-year capital improvements plan; said report shall also be provided to the~~
65 ~~county board of supervisors.~~

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67 **36.05. - Staffing.**

68 ~~Effective July 31, 2014, s~~Staff for the capital improvements committee shall be
69 responsible to perform all work duties and responsibilities related to the capital
70 improvements committee and shall be provided by the Office of the Comptroller,
71 and, in this role, shall operate under the administrative direction of the
72 committee. All county departments, agencies and offices shall cooperate with the
73 committee, and the committee staff, including the department of administrative
74 services-performance, strategy and budget administration and fiscal affairs
75 division and provide assistance whenever the committee so requests.

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77 **SECTION 2.** The provisions of this ordinance shall become effective upon passage and
78 publication.
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83 **Adopted by the Milwaukee County Board of Supervisors**
84 **February 4, 2016**