

County of Milwaukee  
INTEROFFICE MEMO

DATE: February 15, 2013  
TO: Supervisor Dimitrijevic, County Board Chairwoman  
FROM: Richard Schmidt, Inspector Milwaukee County Sheriff's Office  
SUBJECT: **Capital Improvement Committee Process**

Issue

Milwaukee County Ordinance 36.04 requires all Departments to submit five-year capital improvement program (Program) requests to their respective standing committees. Standing committees shall then submit Programs along with recommendations to the newly created Capital Improvements Committee (CIC).

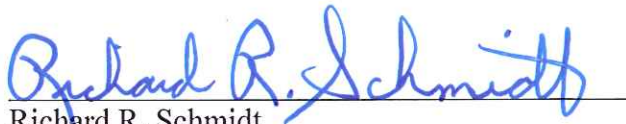
Background

The purpose of the CIC is to develop a Program for the entire County and establish criteria on how each capital project will be evaluated. The ordinance also requires Departments to submit Programs to their respective standing committees, which will then forward their recommendations to the CIC.

Request

The Sheriff's Office has evaluated its anticipated maintenance and facility needs. The attached includes the Department's outstanding capital needs, listed in priority order.

The Sheriff's Office capital needs include technology and software upgrades (software versions are from 1998 and 1997), replacement of physical items that have exceeded their useful life and necessary plant upgrades and repairs.



Richard R. Schmidt  
Inspector  
Milwaukee County Sheriff's Office

Cc: Chris Abele, County Executive  
Amber Moreen, Chief of Staff, County Executive's Office

Kelly Bablitch, Chief of Staff, County Board  
Michael Mayo, Sr., Chair, Transportation, Public Works, and Transit Committee  
Willie Johnson, Jr., Co-Chair, Finance Personnel, and Audit Committee  
David Cullen, Co-Chair, Finance Personnel, and Audit Committee  
TBD, Chair, Capital Improvements Committee  
TBD, CEX Appointee #1, Capital Improvements Committee  
TBD, CEX Appointee #2, Capital Improvements Committee  
Craig Kammholz, Fiscal & Budget Director, DAS  
Brian Dranzik, Interim Director, Department of Transportation  
Scott Manske, Comptroller  
Vince Masterson, Strategic Asset Coordinator, DAS  
Chris Lindberg, CIO, IMSD  
Laurie Panella, Deputy CIO, IMSD  
Pamela Bryant, Capital Finance Manager, Comptroller's Office  
Justin Rodriguez, Capital Finance Analyst, Comptroller's Office  
Gregory High, Director, AE&ES-FM-DAS

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26  
27  
28  
29  
30

(ITEM ) A resolution to authorize the attached Five Year Capital Improvements Program for the Office of the Sheriff to be recommended to the Capital Improvement Committee (CIC), by recommending the following:

**A RESOLUTION**

WHEREAS, the 2013 Adopted Capital Improvements Budget includes the creation of a Capital Improvements Committee (CIC); and

WHEREAS, ordinance 36.04 was also approved in 2013, which codified the creation, composition, duties, reports, and staffing of the CIC; and

WHEREAS, the purpose of the CIC is to develop a Five Year Program for the entire County and establish criteria on how each capital project will be evaluated; and

WHEREAS, the ordinance also requires Departments to submit Five Year Programs to their respective standing committees, which will then forward their recommendations to the CIC; and

WHEREAS, The Office of the Sheriff has evaluated its anticipated maintenance and facility needs; and

WHEREAS, the attached Five Year Program includes the department's outstanding capital needs, listed in priority order; now, therefore,

BE IT RESOLVED, the attached Five Year Program (Exhibit A) is recommended to the CIC.

## Attachment A

Department Name Milwaukee County Sheriff's Office						
2014						
Rank	Project Number	Project Name	Total Cost	Reimbursement Revenue	County Financing	Project Description/Annual Operating Impact
1		Replace Video Visiting System at CCFC	\$1,542,170	\$0	\$1,542,170	The current video visiting system is very fragile. The workstation and server need to be rebooted in between visiting sessions(4 times each day) and the station equipment is unreliable. If the system permanently fails the public will not be able to visits inmates at county correctional facility central. There is no alternative method for the public to visit their loved ones that are incarcerated at CCFC.
2		Replace Positron Life Line System	\$543,720		\$543,720	911 system will be in operable. Citizens life safety issue.
3		HVAC in CCFS North Building including the Johnson Room	\$1,600,000		\$1,600,000	Currently thee is no air conditioning or ventilation system in the north building. This was approved in a previous budget but funds were re-allocated to the CCFC workstation project.
4		Replace Court Bullpen camera system	\$553,808		\$553,808	The camera system is from the 1990's. It is poor quality, black and white and not recorded. Safety and security of inmates, staff, and attorneys is being compromised.
5		In-Squad Camera Replacement	\$401,966		\$401,966	The cameras in the squads nee to be more technologically advance and their useful life has expired. The video footage from these cameras is used in court cases and needs to be of high quality.
6		Iris Scan Enrollment and Reading System	\$117,659		\$117,659	Biometric identification. More reliable than fingerprints and can not be counterfeited.
7		Video Court/Conferencing	\$740,066		\$740,066	A solution that allows for defendants to appear via a video connection. This would significantly reduce transportation costs, Bailiff's time to retrieve and return inmates.
8		Training Academy-Firing Range and Controlled Target System including upgrade to ventilation	\$300,000		\$300,000	MCSO Academy provides firearms training and in-service through out the year. The wear and tear on the system is extreme. Many components of the current range equipment are no longer function and need replacement.
9		CCFS Roof repairs	\$500,000		\$500,000	The roof at CCFS has several severe leaks. Even small amounts of rain generates leaks throughout the facility.
10		Automated License Plate Readers (ALPR)	\$161,460		\$161,460	ALPRs are a valuable technology that significantly improve efficiency of patrol operations and improve the clearance of offenses. It can read upwards of 3000 license plates in an eight hour period.
11		CCFS North Building Glass Block and security windows	\$250,000		\$250,000	The North building windows are energy deficient and a security risk. The State jail inspector for the past several years has cited the issues with the windows.
12		Replace remaining riot doors	\$175,000		\$175,000	The riot door project started in 2011. Approximately half of the doors were replaced. The motors on two of the remaining doors are failing.
13		CCFS Camera Licensing	\$50,000		\$50,000	The cameras requires a licensing fee every three years. If this is not paid, the cameras will be turned off.
14		CCFS Annual Testing of Fire Alarm devices	\$24,000		\$24,000	This is a new administrative fee charged by the City of Franklin.
					\$0	
					\$0	
<b>Total</b>			\$6,959,849	\$0	\$6,959,849	

Department Name Milwaukee County Sheriff's Office						
2015						
Rank	Project Number	Project Name	Total Cost	Reimbursement	County Finan	Project Description
1		COURTS-Renovation of bullpens (Safety Building 502 & 506 and Courthouse 635 & 608)	\$750,000		\$750,000	The bullpens are not secure and desperately need to be repaired/ remodeled to prevent inmates from escaping while they wait for their court proceedings.
2		PSB Fast ID remote booking 30 units	\$180,000		\$180,000	Fast ID units would allow Deputies to identify and process inmates remotely.
3		CCFC-Replace existing camera system to be county compliant	\$1,200,000		\$1,200,000	Existing camera system is approximately 10 years old, uses coaxial technology and is not county compliant. These cameras are essential to providing a safe and secure environment.
4		CCFC-Install full body scan machine in door way from search to booking	\$100,000		\$100,000	Inmates utilize body parts to conceal weapons that will severely compromise the safety and security of the institution
5		CCFC-Install Key Watcher System	\$300,000		\$300,000	Security is the primary concern of MCSO. Keys at CCFC need to be more secure with a automated logging system as to the parties taking possession of the keys. This system uses a fingerprint of the user and only allows them access to keys they are permitted to have.
6		CCFC-Add Cameras in areas currently not under surveillance- i.e. floor control area/elevators/kitchen/linen/dish room/jail records/property room	\$500,000		\$500,000	There are several areas at CCFC where inmates are, money and property is received and disbursed, and confidential information needs to be secure. Cameras will deter inappropriate activities and be useful in pursuing charges.
8		CCFS-Replace cameras from legacy system	\$60,000		\$60,000	The existing cameras are obsolete and parts are unavailable.
9		CCFS-R,S,T,U housing units replace water closet, flush valves, sinks, urinals, and remove shower towers and replace with wall mount shower panels	\$80,000		\$80,000	Replace current porcelain fixtures with security grade stainless-steel fixtures. Existing fixtures are no longer in production.
10		CCFS-V,W,P,Q housing units replace water closet, flush valves, sinks, urinals, and remove shower towers and replace with wall mount shower panels	\$80,000		\$80,000	Replace current porcelain fixtures with security grade stainless-steel fixtures. Existing fixtures are no longer in production.
11		ADM-Training Academy Upgrade current audio/visual and teaching aids in all classrooms	\$100,000		\$100,000	The useful life of the hardware and software has been exceeded. The equipment is failing and not compatible with other agencies systems that utilize the facilities for teaching.
12		CCFS-L,M,N,K housing units replace water closet, flush valves, sinks, urinals, and remove shower towers and replace with wall mount shower panels	\$80,000		\$80,000	Replace current porcelain fixtures with security grade stainless-steel fixtures. Existing fixtures are no longer in production.
13		ADM-Radio/Battery Charger replacement (3 year)	\$275,000		\$275,000	Radios/ Batteries and charges have a specific life expectancy. 24/7/365 operations need to replenish worn out equipment every 3 years on a rotating basis.
14		CCFS-Replace floor in cook pit in South Kitchen	\$35,000		\$35,000	The 4-inch concrete floor has shifted and it is allowing water to seep into the rubber membrane below.
7		PSB Radar and Laser equipment (3 year)	\$60,000		\$60,000	Radar and Laser equipment must meet certain performance standards. As this equipment ages the calibrations no longer are accurate and the equipment needs to be replaced.
15		ADM-Hardware and software upgrades for communications	\$2,000,000		\$2,000,000	Communications/dispatch requires software upgrade to be compatible with other law enforcement agencies and to improve productivity.
16		PSB- Replace Upgrade In-Squad computers (3 year project)	\$75,000		\$75,000	As computers exceed their useful life they need to be replaced.
17		PSB Airport Computer hardware and software upgrades	\$55,000		\$55,000	As computers exceed their useful life they need to be replaced.

18		PSB CID Computer hardware and software upgrades	\$100,000		\$100,000	As computers exceed their useful life they need to be replaced.
19		CCFC-Upgrade kitchen	\$125,000		\$125,000	The CCFC kitchen needs to increase its capability to prepare and serve meals. The current equipment is antiquated and insufficient to handle 1000 meals 3 times per day 24/7/365.
20		CCFC-Remodel jail records	\$250,000		\$250,000	Jail records is staff 24/7/365. The staff is not assigned a specific desk and may sit at a variety of desks throughout the work week. The furniture takes a beating and needs to be replaced. The area also needs to be reconfigured to allow for areas to store staff outerwear and belongings.
21		CCFC-Elevator maintenance	\$75,000		\$75,000	The elevators in the facility are in use 24/7/365 and are user heavy.
22		CCFC-Replace analog TV's with digital	\$150,000		\$150,000	90% of the Televisions in the housing units are analog. This technology was replaced by digital several years ago.
23		CCFC-Install antenna on roof for television reception	\$150,000		\$150,000	A television antenna would allow MCSO to eliminate cable television costs. Television reception would be free using the antenna to view local station broadcasts.
24		CCFC-Install Jail Video system for video playing of informative videos to housing units	\$100,000		\$100,000	This is an automatic feed to all of the televisions in the institution. The videos would be instructional as to expectations while incarcerated.
25		CCFC-Repair pneumatic tube system	\$350,000		\$350,000	The pneumatic tube system in the building is a great tool to expedite the delivery of paperwork throughout the facility.
26		CCFC-Implementation of On Base (Document Management System) to automate workflow and process for Booking, Warrants, & Courts Division	\$800,000		\$800,000	The paperwork shuffle between the courts and various divisions of the agency is needs to be managed and controlled to prevent safety and security issues from arising.
27		CCFC-New filing system for jail records and medical records	\$650,000		\$650,000	Both of these areas store thousands of paper records on open shelves. The records need to be secured and easy access. Both open filing systems need to be replaced.
28		CCFC-Renovate 4D sealing open grates, replace window film and install higher railings in all four sub-pods	\$150,000		\$150,000	4D is the maximum security area with the inmates that are the most dangerous. Higher railings will prevent inmates from jumping off the mezzanine. Sealing grates will eliminate the security risk of inmates expelling bodily fluids at passersby. The film allows officers to watch the inmates, but the inmates can not see the officers.
29		COURTS-Renovation of Courts Roll call room (new furniture, carpet, paint, projection and computer system)	\$250,000		\$250,000	The roll call room for the Court Deputies needs to be remodeled to accommodate over 100 people for roll call. It is also used for the Sheriff's auction. Data ports and communication lines need to be upgraded as well.
30		CCFS-EWS Renovation	\$50,000	\$0	\$50,000	The existing work station was installed in 1998. With the addition of the exterior cameras, the controls and old video equipment needs updating.
31		CCFS Computer software and hardware upgrades	\$50,000		\$50,000	Advances in Computer Hardware, software and technology necessitate upgrades every three years. MCSO is still using software installed for Y2K (Office97) and equipment from the same era.
32		CCFS Replace Exterior lighting (3 years project)	\$55,000		\$55,000	Replace the existing fixtures with LED lighting. This would reduce future lighting and maintenance Costs.
33		CCFS Upgrade and replacement of 4020 Fire Alarm system throughout C.C.F.S	\$125,000		\$125,000	The fire panel in Master Control and throughout the facility is outdated and parts are no longer available.
34		CCFS Upgrade and replacement of Simplex N.A.C. panels throughout C.C.F.S	\$135,000		\$135,000	The security system throughout the facility is outdated and parts are unavailable.
Total			\$9,495,000	\$0	\$9,495,000	

Department Name Milwaukee County Sheriff's Office						
2016						
Rank	Project Number	Project Name	Total Cost	Reimbursement	County Finan	Project Description
1		CCFS-Replacement of Damaged Roadway North of Powerhouse, East side of A.C.C. North Building, West side of North Emergency vehicle gate	\$250,000		\$250,000	Repair/replacement of existing roadways and resurfacing and sealing and restriping of <u>pull parking lots.</u>
2		CCFS Convert to low pressure boiler heat 2 year project	\$750,000		\$750,000	This would take the powerhouse off line. This would eliminate the need of a high pressure boiler operator.
3		ADM Training Academy-Install a recorded closed circuit camera security system.	\$65,000		\$65,000	This would be used for security of the premises and to monitor training exercises.
4		CCFC-Secure the dock with doors in the main hallway operating on a schlage and timer system	\$95,000		\$95,000	The hallway to the dock presents a escape risk for inmates working in the kitchen.
5		CCFS-Install infrastructure for computer access in F.M.L	\$55,000		\$55,000	Discontinue the use of Wi-Fi due to its inconsistency and replace with cat-6 wiring.
6		CCFS-POD in FML renovation	\$50,000		\$50,000	The existing work station was installed in 1990. With the addition of the exterior cameras, the controls and old video equipment needs updating.
7		PSB Radar and Laser equipment ( 3 year)	\$60,000		\$60,000	Radar and Laser equipment must met certain performance standards. As this equipment ages the calibrations no longer are accurate and the equipment needs to be replaced.
8		CCFS Replacement of PK Hot water heaters in 400 bed Facility	\$50,000	\$0	\$50,000	The warranties are now expired and parts are no longer available.
9		CCFC-Computer equipment and software upgrades (3yr project)	\$150,000		\$150,000	Advances in Computer Hardware, software and technology necessitate upgrades every three years. MCSO is still using software installed for Y2K (Office97) and equipment from the same era.
10		CCFS Replacement of PK Hot water heaters in 600 bed facility	\$50,000		\$50,000	The warranties are now expired and parts are no longer available.
11		PSB- Replace Upgrade In-Squad computers ( 3 year project)	\$75,000		\$75,000	As computers exceed their useful life they need to be replaced.
12		ADM-Radio/Battery Charger replacement (3 year)	\$275,000		\$275,000	Radios/ Batteries and charges have a specific life expectancy. 24/7/365 operations need to replenish worn out equipment every 3 years on a rotating basis.
13		ADM-Civil Process computer software/hardware upgrades.	\$75,000		\$75,000	Advances in Computer Hardware, software and technology necessitate upgrades every three years. MCSO is still using software installed for Y2K (Office97) and equipment from the same era.
14		ADM Training Academy- Replace Carpeting	\$47,000		\$47,000	The building was opening 2002 and receives a significant amount of foot traffic. The <u>carpeting is wearing out.</u>
15		PSB-Wire Mesh camera network at the Lakefront& Parks	\$250,000		\$250,000	This camera system is necessary to monitor activities and can be tied into the city camera system.
16		CCFS-Remodel/restructure classification/records and lieutenants areas	\$300,000		\$300,000	To eliminate the smaller offices that are not utilized.
17		CCFS Add X-ray equipment in laundry	\$27,000		\$27,000	This will help to detect contraband that is entering the facility from current and future customers.

18	ADM-Communication dispatch console upgrade	\$250,000		\$250,000	The consoles in communications need to be upgraded to accommodate specialized equipment.
19	CCFS-Replace old Plow vehicle for snow plowing	\$50,000		\$50,000	The last plow that was purchased for the CCFS was in 2002. Existing fleet is experiencing failures and has exceeded its life expectancy.
20	CCFS-Remodel rear of North dining hall into high security segregated housing.	\$1,500,000		\$1,500,000	When the 400 and 600 building was constructed, no additional segregation cells were added.
21	CCFS-Graphics equipment upgrade	\$125,000		\$125,000	Upgrade equipment for continued cost savings for customers.
22	CCFS Repair or replace cooler doors South Kitchen	\$35,000		\$35,000	The existing cooler doors are showing signs of normal wear. Replacement will be needed to protect the contents and reduce energy costs.
23	CCFS Professional visiting renovation, create video court rooms add cameras and door controls at workstation.	\$900,000		\$900,000	This would cut the cost of inmate transport and would reduce the risk of an inmate escape.
24	CCFC-Build a dirty linen receiving area	\$350,000		\$350,000	The dirty linen for 900 inmates is currently staged in high risk for escape area and it impedes the view of the master control staff. A separate area needs to be built to house the dirty linen carts.
25	CCFC-Computer equipment and software upgrades (3yr project)	\$150,000		\$150,000	Advances in Computer Hardware, software and technology necessitate upgrades every three years. MCSO is still using software installed for Y2K (Office97) and equipment from the same era.
26	CCFC-Building repairs (roof, plumbing, electrical, HVAC) cross charges (3yr project)	\$750,000		\$750,000	The building and its inner workings need to be maintained and replaced on a regular basis as this building is a 24/7/365 operation. 1000 plus people are utilizing the facilities every day.
27	CCFS-Replace carpeting	\$75,000		\$75,000	Installed in 1998, the current carpeting is showing heavy wear and irreparable damage.
Total		\$6,809,000	\$0	\$6,809,000	



Department Name Milwaukee County Sheriff's Office						
2017						
Rank	Project Number	Project Name	Total Cost	Reimbursement	County Finan	Project Description
1		CCFC-Remodel Booking room including the tower ( 2 YEAR PROJECT)	\$250,000		\$250,000	The recent additions to the work flow system in the booking room is greatly impeded by the design of the booking room. Screening stations are not as safe as they could be. Inmate medical screening needs more efficient space, the security tower can be removed to accommodate a redesign.
2		CCFC-Replace sally port doors	\$500,000		\$500,000	The sally port doors are opened and closed hundreds of times each day 24/7/365. These doors prevent prisoner escapes. They need to be replaced.
3		ADM-Radio/Battery Charger replacement ( 3 year project)	\$275,000		\$275,000	Radios/ Batteries and charges have a specific life expectancy. 24/7/365 operations need to replenish worn out equipment every 3 years on a rotating basis.
4		ADM Training Academy- Replace 2 boilers systems	\$75,000		\$75,000	The boilers are at the end of their expected useful life.
5		CCFC-Cleaning of CCFC ventilation system	\$350,000		\$350,000	Air flow through this building must be clean. Regular cleaning an maintenance is necessary.
5		PSB Radar and Laser equipment ( 3 year)	\$60,000		\$60,000	Radar and Laser equipment must met certain performance standards. As this equipment ages the calibrations no longer are accurate and the equipment needs to be replaced.
6		PSB Predictive Analytics	\$100,000		\$100,000	Software to continue the mission of professional policing based on data and data analysis. This software helps determine where saturations is needed to prevent crime.
7		PSB- Replace Upgrade In-Squad computers ( 3 year project)	\$75,000		\$75,000	As computers exceed their useful life they need to be replaced.
8		CCFC-Computer equipment and software upgrades (3yr project)	\$150,000		\$150,000	Advances in Computer Hardware, software and technology necessitate upgrades every three years. MCSO is still using software installed for Y2K (Office97) and equipment from the same era.
9		COURTS-Replacement of 100 staff lockers and renovation of locker rooms	\$200,000		\$200,000	Lockers are in disrepair and pose a safety risk to those using them.
10		CCFC-Replace carpeting in locker rooms and roll call room	\$50,000		\$50,000	The carpet is the original from when the building was built in 1992 and is frayed to the point of seeing the concrete floor beneath it.
11		CCFS-Building envelope pipe insulation	\$185,000		\$185,000	This insulation will increase energy savings.
12		CCFS-Install occupancy sensors to control lights and temperature	\$12,000		\$12,000	Change the existing switches with new energy savings controls.
13		CCFS-Build air conditioned K-9 training outbuilding incl kennel area	\$100,000		\$100,000	This building will be used to house training equipment and a kennel for the K-9's. This building will also be used as a training area.
14		CCFS-Replace exhaust ductwork in laundry	\$25,000		\$25,000	The existing ductwork is rusting from combustion gases and it may allow carbon monoxide to enter the work space. There are currently carbon monoxide detectors in the laundry.
15		CCFS-Five vehicles for emergency inmate transport, bank run, commute to CCF-Central and other necessary transportation needs.	\$150,000	\$0	\$150,000	The newest vehicle in our fleet used for inmate transport is from 2001.
					\$0	
Total			\$2,557,000	\$0	\$2,557,000	

Department Name Milwaukee County Sheriff's Office						
2018						
Rank	Project Number	Project Name	Total Cost	Reimbursement	County Finan	Project Description
1		CCFC-Remodel Booking room including the tower ( 2 YEAR PROJECT)	\$250,000		\$250,000	The recent additions to the work flow system in the booking room is greatly impeded by the design of the booking room. Screening stations are not as safe as they could be. Inmate medical screening needs more efficient space, the security tower can be removed to accommodate a redesign.
2		ADM Training Academy- Erect a metal storage building	\$65,000		\$65,000	This building will be used to store the vehicles used for EVOC and other training equipment.
3		CCFS Remodel North Kitchen into dorm	\$175,000		\$175,000	Increase the number of housing units in the north building.
4		CCFS-Expand key card/Schlage system to North Building and FML all entrances and occupied spaces.	\$125,000		\$125,000	This is to improve security and accountability for the housing units in the north building and fml.
5		CCFC-Install double bunks in POD 4C	\$65,000		\$65,000	4C is the only housing unit that does not have double bunking in 16 of the cells. This would allow this housing unit to have the same inmate capacity as the other housing units.
6		CCFC-Build storage organization systems on public side mezzanine	\$100,000		\$100,000	Items are stored on the mezzanines of CCFC that are no longer needed on a daily basis but may need to be referenced on a regular basis. A racking system needs to be installed to efficiently store all old records that need to be kept on site.
7		CCFS Remodel old Admin area to house Mental Health Clinic	\$200,000		\$200,000	This is currently unused space that would be used for Mental Health needs.
8		CCFS Remodel current Mental Health Clinic for medical exam rooms	\$25,000		\$25,000	Replacement of offices into patient rooms for critical care needs.
9		Repair/Upgrade B2 Security cell doors	\$260,000		\$260,000	Improve security and cut down on the attempts of suicide.
					\$0	
<b>Total</b>			<b>\$1,265,000</b>	<b>\$0</b>	<b>\$1,265,000</b>	

**MILWAUKEE COUNTY FISCAL NOTE FORM**

DATE: 2/18/13

Original Fiscal Note

Substitute Fiscal Note

**SUBJECT:** Submission of the Milwaukee County Office of the Sheriff 5 Year (2014 – 2018) Capital Improvement Program

**FISCAL EFFECT:**

- |  |  |
|--|--|
| <input checked="" type="checkbox"/> No Direct County Fiscal Impact                                     | <input type="checkbox"/> Increase Capital Expenditures |
| <input type="checkbox"/> Existing Staff Time Required  | <input type="checkbox"/> Decrease Capital Expenditures |
| <input type="checkbox"/> Increase Operating Expenditures<br>(If checked, check one of two boxes below) | <input type="checkbox"/> Increase Capita               |
| <input type="checkbox"/> Revenues  | <input type="checkbox"/> Decrease Capital Revenues     |
| <input type="checkbox"/> Absorbed Within Agency's Budget   | <input type="checkbox"/> Use of contingent funds       |
| <input type="checkbox"/> Not Absorbed Within Agency's Budget   |  |
| <input type="checkbox"/> Decrease Operating Expenditures   |  |
| <input type="checkbox"/> Increase Operating Revenues   |  |
| <input type="checkbox"/> Decrease Operating Revenues   |  |

*Indicate below the dollar change from budget for any submission that is projected to result in increased/decreased expenditures or revenues in the current year.*

	<b>Expenditure or Revenue Category</b>	<b>Current Year</b>	<b>Subsequent Year</b>
<b>Operating Budget</b>	Expenditure		
	Revenue		
	Net Cost		
<b>Capital Improvement Budget</b>	Expenditure	\$0	\$0
	Revenue	\$0	\$0
	Net Cost	\$0	\$0

## DESCRIPTION OF FISCAL EFFECT

In the space below, you must provide the following information. Attach additional pages if necessary.

- A. Briefly describe the nature of the action that is being requested or proposed, and the new or changed conditions that would occur if the request or proposal were adopted.
- B. State the direct costs, savings or anticipated revenues associated with the requested or proposed action in the current budget year and how those were calculated.<sup>1</sup> If annualized or subsequent year fiscal impacts are substantially different from current year impacts, then those shall be stated as well. In addition, cite any one-time costs associated with the action, the source of any new or additional revenues (e.g. State, Federal, user fee or private donation), the use of contingent funds, and/or the use of budgeted appropriations due to surpluses or change in purpose required to fund the requested action.
- C. Discuss the budgetary impacts associated with the proposed action in the current year. A statement that sufficient funds are budgeted should be justified with information regarding the amount of budgeted appropriations in the relevant account and whether that amount is sufficient to offset the cost of the requested action. If relevant, discussion of budgetary impacts in subsequent years also shall be discussed. Subsequent year fiscal impacts shall be noted for the entire period in which the requested or proposed action would be implemented when it is reasonable to do so (i.e. a five-year lease agreement shall specify the costs/savings for each of the five years in question). Otherwise, impacts associated with the existing and subsequent budget years should be cited.
- D. Describe any assumptions or interpretations that were utilized to provide the information on this form.

A. Milwaukee County Ordinance 36.04 requires all Departments to submit 5 Year Capital Improvement Program requests to their respective standing committee. The standing committee shall then submit the Program along with its recommendations to the Capital Improvements Committee (CIC).

This fiscal note is for initial submission of the Milwaukee County Department of Transportation's 5 Year (2014 – 2018) Capital Improvement Program.

- B. There are no direct costs or savings associated with the 5 Yr. Capital Improvement Program at this time as this item is only proposed for initial policymaker consideration. Any formal appropriation related to this 5 Year Program would occur in the future as part of the 2014 Capital Budget process.
- C. There are no budgetary costs or savings associated with the 5 Yr. Capital Improvement Program at this time as this item is only proposed for initial policymaker consideration. Any formal appropriation related to this 5 Year Program would occur in the future as part of the 2014 Capital Budget process.
- D. The projects included in the 5 Year Program are estimated based upon information that is currently available. The projects proposed and the final projects adopted as part of the 2014 Capital Budget process may vary. Refer to Items B and C for additional assumptions regarding formal appropriation of the projects proposed.

Department/Prepared By William R. Lethlean, Accounting Manager

Authorized Signature 

Did DAS-Fiscal Staff Review?  Yes  No

<sup>1</sup> If it is assumed that there is no fiscal impact associated with the requested action, then an explanatory statement that justifies that conclusion shall be provided. If precise impacts cannot be calculated, then an estimate or range should be provided.

<sup>2</sup> Community Business Development Partners' review is required on all professional service and public work construction contracts.

Did CDBP Review?<sup>2</sup>

Yes

No

Not Required