



# Milwaukee County

County Courthouse  
901 N. 9th Street, Rm. 201  
Milwaukee, WI 53233

## Meeting Minutes Finance and Audit Committee

*Chairperson: Supervisor Willie Johnson Jr.*

*Clerk: Carol Mueller, 278-4228*

*Research Analyst: Steve Cady, 278-4347*

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Thursday, May 17, 2012

9:00 AM

Room 201B

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### Call To Order

**Present** 7 - Cullen, Schmitt, Romo West, Jursik, Haas, Alexander and Johnson Jr.

- 1 [12-393](#) From the County Executive appointing Mr. Patrick Farley to the position of Director of Administrative Services.

**Attachments:** [Appointment](#)  
[Resume](#)  
[Audio FA 05/17/12](#)  
[Audio 05/17/12 Reconsidered](#)  
[CB Resolution](#)

#### **APPEARANCES:**

Tia Torhorst, Director of Legislative Affairs, County Executive Office  
Pat Farley, Director, Department of Administrative Services (DAS)

A motion was made by Supervisor Cullen to **RECOMMEND FOR CONFIRMATION** this item. The motion **PREVAILED** by the following vote:

**Aye:** 4 - Cullen, Schmitt, Haas and Alexander

**No:** 3 - Romo West, Jursik and Johnson Jr.

#### **APPEARANCE:**

Mark Grady, Deputy Corporation Counsel

A motion was made by Supervisor Haas to **RECONSIDER** this item. The motion **PREVAILED** by the following vote:

**Aye:** 4 - Romo West, Jursik, Haas and Johnson Jr.

**No:** 3 - Cullen, Schmitt and Alexander

A motion was made by Supervisor Haas to **APPROVE & RECOMMEND FOR ADOPTION** this item. The motion **FAILED** by the following vote:

**Aye:** 3 - Cullen, Schmitt and Alexander

**No:** 4 - Romo West, Jursik, Haas and Johnson Jr.

- 2      [12-315](#)      From the County Executive appointing Mr. Craig D. Kammholz to the position of Fiscal and Budget Administrator in the Department of Administrative Services.

**Attachments:**      [Appointment](#)  
                                 [Attachment](#)  
                                 [Audio FA 05/17/12](#)  
                                 [CB Resolution](#)

**APPEARANCES:**

Tia Torhorst, Director of Legislative Affairs, County Executive Office  
Craig Kammholz, Fiscal and Budget Administrator, Department of Administrative Services (DAS)

A motion was made by Supervisor Schmitt to RECOMMEND FOR CONFIRMATION this item. The motion PREVAILED by the following vote:

**Aye:** 7 - Cullen, Schmitt, Romo West, Jursik, Haas, Alexander and Johnson Jr.

- 3      [12-394](#)      From the County Executive, appointing Mr. Chris Lindberg to the position of Director of Information Management Services Division.

**Attachments:**      [Appointment](#)  
                                 [Resume](#)  
                                 [Audio FA 05/17/12](#)  
                                 [CB Resolution](#)

**APPEARANCES:**

Tia Torhorst, Director of Legislative Affairs, County Executive Office  
Chris Lindberg, Director, Information Management Services Division, (IMSD) - Department of Administrative Services (DAS)

A motion was made by Supervisor Schmitt to RECOMMEND FOR CONFIRMATION this item. The motion PREVAILED by the following vote:

**Aye:** 7 - Cullen, Schmitt, Romo West, Jursik, Haas, Alexander and Johnson Jr.

- 4      [12-245](#)      From the County Executive, requesting authorization to amend Chapters 1, 9 13, 15, 30, 32, 42, 44, 46, 56, 57 and 79 and to create Chapter 34 of the Milwaukee County General Ordinances to make ordinances consistent with provisions of Wisconsin Act 62 as it pertains to the creation of the Office of the Comptroller.

**Attachments:**      [Report](#)  
                                 [Ordinance](#)  
                                 [Fiscal Note](#)  
                                 [Audio F&A 03/08/12](#)  
                                 [Report Related to Substitute Ordinance](#)  
                                 [Substitute Ordinance](#)  
                                 [Substitute Fiscal Note](#)  
                                 [Audio FA 05/17/12](#)  
                                 [CB Substitute Ordinance](#)

**APPEARANCES:**

Jerry Heer, Director of Audit

Tia Torhorst, Director of Legislative Affairs, County Executive Office

The Comptroller is requested to report to the Committee on Finance and Audit prior to October 1, 2012 to share policies and procedures on how he intends to meet the responsibilities of the Office of the Comptroller.

A motion was made by Supervisor Schmitt to SUBSTITUTE this item. The motion PREVAILED by the following vote:

**Aye:** 7 - Cullen, Schmitt, Romo West, Jursik, Haas, Alexander and Johnson Jr.

A motion was made by Supervisor Jursik to APPROVED AS SUBSTITUTED this item. The motion PREVAILED by the following vote:

**Aye:** 7 - Cullen, Schmitt, Romo West, Jursik, Haas, Alexander and Johnson Jr.

- 5      [12-289](#)      From the Chief Judge, submitting notification of an Emergency Purchase to provide security staffing at the Day Reporting Center. **(To the Committees on Judiciary, Safety and General Services and Finance and Audit) (INFORMATIONAL ONLY UNLESS OTHERWISE DIRECTED BY THE COMMITTEE)**

**Attachments:**      [REPORT](#)  
                                 [ATTACHMENT](#)  
                                 [Audio JUD 05/10/12](#)  
                                 [Audio FA 05/17/12](#)

**APPEARANCE:**

Holly Szablewski, Court Services

This item was DISCUSSED WITH NO ACTION TAKEN

- 6      [12-6](#)      From the Milwaukee Public Museum, submitting an informational Quarterly Financial Update. **(To the Committees on Parks, Energy and Environment and Finance and Audit) (INFORMATIONAL UNLESS OTHERWISE DIRECTED BY THE COMMITTEE)**

**Attachments:**      [Report 1st Qtr](#)  
                                 [Audio F&A 01/26/12](#)  
                                 [Report 2nd Qtr](#)  
                                 [Audio PARKS 05/15/12](#)  
                                 [Audio FA 05/17/12](#)

**APPEARANCE:**  
Michael Bernatz, Chief Financial Officer, Milwaukee Public Museum

A motion was made by Supervisor Jursik to CONCUR with the recommendation of the Committee on Parks, Energy and Environment to RECEIVE AND PLACE ON FILE this item. The motion was approved by the following vote

**Aye:** 7 - Cullen, Schmitt, Romo West, Jursik, Haas, Alexander and Johnson Jr.

- 7      [12-422](#)      A resolution authorizing the renewal of Milwaukee County's membership in the Wisconsin Counties Association. **(Referred to Committees Finance and Audit and Intergovernmental Relations)**

**Sponsors:**      Johnson Jr. and Dimitrijevic

**Attachments:**      [RESOLUTION](#)  
                                 [FISCAL NOTE](#)  
                                 [Audio FA 05/17/12](#)

**APPEARANCE:**  
Mark Grady, Deputy Corporation Counsel

A motion was made by Supervisor Schmitt to APPROVE & RECOMMEND FOR ADOPTION this item. The motion PREVAILED by the following vote:

**Aye:** 7 - Cullen, Schmitt, Romo West, Jursik, Haas, Alexander and Johnson Jr.

- 8      [12-379](#)      From the Employee Benefits Workgroup requesting authorization to amend the contract with Buck Consultants by \$40,000 to continue providing actuarial advice to Milwaukee County on any and all matters related to pension benefits.

**Attachments:**      [REPORT](#)  
                                  [RESOLUTION](#)  
                                  [FISCAL NOTE](#)  
                                  [Audio FA 05/17/12](#)  
                                  [CB Resolution](#)

**A motion was made by Supervisor Johnson to APPROVE & RECOMMEND FOR ADOPTION this item. The motion PREVAILED by the following vote:**

**Aye:** 7 - Cullen, Schmitt, Romo West, Jursik, Haas, Alexander and Johnson Jr.

- 9      [12-378](#)      From the Benefits Administrator, Department of Human Resources, requesting authorization to implement an Employer Group Waiver Plan retiree medication strategy for 2013. **(Referred to the Committees on Finance and Audit and Personnel.)**

**Attachments:**      [REPORT](#)  
                                  [ATTACHMENT](#)  
                                  [RESOLUTION](#)  
                                  [FISCAL NOTE](#)  
                                  [CB Resolution](#)  
                                  [Audio FA 05/17/12](#)

**APPEARANCE:**

**Matt Hanchek, Benefits Administrator, Department of Human Resources**

**A motion was made by Supervisor Cullen to APPROVE & RECOMMEND FOR ADOPTION this item. The motion PREVAILED by the following vote:**

**Aye:** 7 - Cullen, Schmitt, Romo West, Jursik, Haas, Alexander and Johnson Jr.

- 10      [12-389](#)      From the Director, Department of Administrative Services, requesting approval of J.P. Morgan Securities as lead book-running underwriter, Royal Bank of Canada Capital Markets as co-senior managing underwriter, and Siebert Brandford Shank & Company as co-manager for the refunding of the 2009B Taxable Pension Notes.

**Attachments:**      [Report](#)  
                                  [Attachment](#)  
                                  [Resolution](#)  
                                  [Fiscal Note](#)  
                                  [Audio FA 05/17/12](#)  
                                  [CB Resolution](#)

**APPEARANCE:**

**Pamela Bryant, Capital Finance Manager, Department of Administrative Services**

**Dave Anderson from Public Financial Management provided comments on this item.**

**A motion was made by Supervisor Cullen to APPROVE & RECOMMEND FOR ADOPTION this item. The motion PREVAILED by the following vote:**

**Aye:** 7 - Cullen, Schmitt, Romo West, Jursik, Haas, Alexander and Johnson Jr.

- 11      [12-366](#)      From, Director, Department of Administrative Services, requesting authorization to create an imprest fund for Department of Administrative Services-Facilities management Division, Architecture, Engineering, and Environmental Services Section.

**Attachments:**      [Report](#)  
                                  [Resolution](#)  
                                  [Fiscal Note](#)  
                                  [Audio FA 05/17/12](#)  
                                  [CB Resolution](#)

**A motion was made by Supervisor Cullen to APPROVE & RECOMMEND FOR ADOPTION this item. The motion PREVAILED by the following vote:**

**Aye:** 7 - Cullen, Schmitt, Romo West, Jursik, Haas, Alexander and Johnson Jr.

- 12      [12-391](#)      From the Capital Finance Manager, submitting a Report of 2011 Carryovers to 2012 Fiscal Year

**Attachments:**      [Memo.pdf](#)  
                                 [2011 Carryover Resolution.doc](#)  
                                 [Schedules.pdf](#)  
                                 [Fiscal Note](#)  
                                 [Audio FA 05/17/12](#)  
                                 [CB Resolution](#)

**APPEARANCES:**

**Justin Rodriguez, Capital Finance Planning Analyst, Department of Administrative Services (DAS)**  
**Pamela Bryant, Capital Finance Manager, DAS**

**A motion was made by Supervisor Jursik to APPROVE & RECOMMEND FOR ADOPTION this item. The motion PREVAILED by the following vote:**

**Aye:** 7 - Cullen, Schmitt, Romo West, Jursik, Haas, Alexander and Johnson Jr.

- 13      [12-417](#)      From the Comptroller, requesting approval of an extension of a Standby Reimbursement Agreement with US Bank.

**Attachments:**      [Report](#)  
                                 [Resolution](#)  
                                 [Fiscal Note](#)  
                                 [Audio FA 05/17/12](#)  
                                 [CB Resolution](#)

**APPEARANCE;**

**Scott Manske, Milwaukee County Comptroller**

**A motion was made by Supervisor Cullen to APPROVE & RECOMMEND FOR ADOPTION this item. The motion PREVAILED by the following vote:**

**Aye:** 6 - Cullen, Schmitt, Jursik, Haas, Alexander and Johnson Jr.

**Excused:** 1 - Romo West

- 14      [12-418](#)      From the Comptroller, submitting a revision to County Ordinance for New Governmental Accounting Standards Board Statement #54 on Fund Balance Reporting

**Attachments:**      [Report](#)  
                                  [Resolution/Ordinance](#)  
                                  [Fiscal Note](#)  
                                  [Audio FA 05/17/12](#)  
                                  [CB Ordinance](#)

**APPEARANCE:**  
Scott Manske, Milwaukee County Comptroller

A motion was made by Supervisor Cullen to **APPROVE & RECOMMEND FOR ADOPTION** this item. The motion **PREVAILED** by the following vote:

**Aye:** 7 - Cullen, Schmitt, Romo West, Jursik, Haas, Alexander and Johnson Jr.

**The Committee recessed for lunch at noon.**

**The Committee reconvened at 12:30.**

#### **Roll Call**

**Present** 7 - Cullen, Schmitt, Romo West, Jursik, Haas, Alexander and Johnson Jr.

- 15      [12-314](#)      From the County Treasurer an informational report on the 2011 Annual Report on Public Funds. **(INFORMATIONAL UNLESS OTHERWISE DIRECTED BY THE COMMITTEE)**

**Attachments:**      [Report](#)  
                                  [Attachment](#)  
                                  [Audio FA 05/17/12](#)

**APPEARANCE:**  
Dan Diliberti, Milwaukee County Treasurer

This item was **DISCUSSED WITH NO ACTION TAKEN**



- 16      [12-317](#)      From the County Treasurer, requesting authorization to amend R-470 of the Milwaukee County Administrative Manual to create an additional public depository to comply with recently passed and signed Wisconsin State Statutes (SB308 and AB510).

**Attachments:**      [Report](#)  
                                  [Resolution](#)  
                                  [Fiscal Note](#)  
                                  [Audio FA 05/17/12](#)  
                                  [CB Resolution](#)

**APPEARANCE:**  
Dan Diliberti, Milwaukee County Treasurer

**A motion was made by Supervisor Cullen to APPROVE & RECOMMEND FOR ADOPTION this item. The motion PREVAILED by the following vote:**

**Aye:** 7 - Cullen, Schmitt, Romo West, Jursik, Haas, Alexander and Johnson Jr.

- 17      [12-423](#)      From the County Treasurer, requesting authorization by the County Board of Supervisors to allow the purchase of foreclosed property by the former owners within 90 days of foreclosure as authorized in Section 75.35(3) of Wisconsin State Statutes.

**Attachments:**      [Report](#)  
                                  [Resolution](#)  
                                  [Fiscal Note](#)  
                                  [Audio FA 05/17/12](#)

**APPEARANCES:**  
Dan Diliberti, Milwaukee County Treasurer  
Glenn Bultman, Research Analyst, County Board of Supervisors

**A motion was made by Supervisor Cullen to refer this item to the Staff of the County Board, DAS-Economic Development-Real Estate Section, Corporation Counsel and the Treasurer and come back in the June cycle with an agreeable action. The motion PREVAILED by the following vote:**

**Aye:** 7 - Cullen, Schmitt, Romo West, Jursik, Haas, Alexander and Johnson Jr.

- 18      [12-382](#)      From the Chief Informational Officer, IMSD requesting authorization to execute a Memorandum of Understanding with Waukesha County Department of Emergency Preparedness/Radio Services to jointly retain the services of a communications consulting firm.

**Attachments:**      [Report](#)  
                                  [Resolution](#)  
                                  [Fiscal Note](#)  
                                  [Audio FA 05/17/12](#)  
                                  [CB Resolution](#)

**APPEARANCES:**

**Laurie Panella, Deputy Chief Informational Officer, Information Management Division, (IMSD) Department of Administrative Services (DAS)  
Hugh Morris, Business Systems Project Manager, IMSD, DAS**

**A motion was made by Supervisor Schmitt to APPROVE & RECOMMEND FOR ADOPTION this item. The motion PREVAILED by the following vote:**

**Aye:** 6 - Cullen, Schmitt, Jursik, Haas, Alexander and Johnson Jr.

**Excused:** 1 - Romo West

- 19      [12-133](#)      From the Director, Department of Parks, Recreation and Culture, requesting authorization to create two additional classifications (Park Worker III; Park Worker IV) within the Seasonal Park Worker position and to create three steps within each Park Worker classification. **(Referred to the Committees on Finance and Audit and Personnel and the Departments of Administrative Services and Human Resources.)**

**Attachments:**      [DEPT. REPORT](#)  
                                  [DEPT. REVISED REPORT](#)  
                                  [DHR REPORT](#)  
                                  [DAS REPORT](#)  
                                  [RESOLUTION](#)  
                                  [FISCAL NOTE](#)  
                                  [CB Resolution](#)  
                                  [Audio FA 05/17/12](#)  
                                  [Audio PER 05/18/12](#)

**APPEARANCE:**

**Laura Schloesser, Chief of Administration and External Affairs, Department of Parks, Recreation and Culture**

**A motion was made by Supervisor Schmitt to APPROVE & RECOMMEND FOR ADOPTION this item. The motion PREVAILED by the following vote:**

**Aye:** 6 - Cullen, Schmitt, Romo West, Jursik, Alexander and Johnson Jr.

**Excused:** 1 - Haas

**20**      [12-324](#)

From the Director, Department of Family Care, requesting authorization to abolish one Marketing Coordinator position and create one Assistant Director-Family Care position in the Department of Family Care.  
**(Referred to the Committees on Finance and Audit and Personnel and the Departments of Administrative Services and Human Resources.)**

**Attachments:**      [DEPT. REPORT](#)  
                                  [DHR REPORT](#)  
                                  [DAS REPORT](#)  
                                  [RESOLUTION](#)  
                                  [FISCAL NOTE](#)  
                                  [CB Resolution](#)  
                                  [Audio FA 05/17/12](#)  
                                  [Audio PER 05/18/12](#)

**APPEARANCES:**

Maria Ledger, Director, Department of Family Care (DFC)  
Jim Hobson, Chief Financial Officer, DFC

**A motion was made by Supervisor Schmitt to APPROVE & RECOMMEND FOR ADOPTION this item. The motion PREVAILED by the following vote:**

**Aye:** 5 - Cullen, Schmitt, Haas, Alexander and Johnson Jr.

**No:** 1 - Jursik

**Excused:** 1 - Romo West

**21**      [12-392](#)

2012 Appropriation Transfer Packet - May 2012 Cycle

**Attachments:**      [Dept Receipt of Rev \(requires 2/3 vote\)](#)  
                                  [Capital Improvements](#)  
                                  [Dept Other Charges](#)  
                                  [Departmental \(F&A approval only\)](#)  
                                  [Contingency](#)  
                                  [Audio FA 05/17/12](#)

**APPEARANCE:**

Craig Kammholz, Fiscal and Budget Administrator, Department of Administrative Services

**A motion was made by Supervisor Schmitt to APPROVE & RECOMMEND FOR ADOPTION this item. The motion PREVAILED by the following vote:**

**Aye:** 6 - Cullen, Schmitt, Romo West, Jursik, Alexander and Johnson Jr.

**Excused:** 1 - Haas

**22**      [12-242](#)

A resolution allocating \$150,000 to the War Memorial Center from the Appropriation for Contingencies account to ensure that Milwaukee County continues to “Honor the Dead by Serving the Living” through the principles of arts and peace.

**Sponsors:**      Weishan

**Attachments:**    [RESOLUTION](#)

[FISCAL NOTE](#)

[Audio FA 05/17/12](#)

**Supervisor Jursik made a motion to deny. Supervisor Alexander made a motion to lay over this item which takes precedence.**

**A motion was made by Supervisor Alexander to LAY OVER FOR ONE MEETING this item. The motion PREVAILED by the following vote:**

**Aye:** 7 - Cullen, Schmitt, Romo West, Jursik, Haas, Alexander and Johnson Jr.

**23**      [12-318](#)

From the Director of Audits, an audit report titled “Excessive Manual Review and Intervention is Required to Ensure Pension Benefit Calculations from Milwaukee County ERS’ Automated V-3 System are Accurate”

**Attachments:**    [Audit](#)

[Resolution](#)

[Fiscal Note](#)

[Audio FA 05/17/12](#)

[CB Resolution](#)

**APPEARANCE:**

**Jerry Heer, Director of Audit**

**A status report will be provided by Audit in six months.**

**A motion was made by Supervisor Jursik to APPROVE & RECOMMEND FOR ADOPTION the recommendations of the Audit for this item. The motion PREVAILED by the following vote:**

**Aye:** 7 - Cullen, Schmitt, Romo West, Jursik, Haas, Alexander and Johnson Jr.

- 24      [12-368](#)      From the Director of Audits, an informational report titled “2011 Annual Report Audit Hotline and Audit Activity Related to Fraud, Waste and Abuse”. **(INFORMATIONAL UNLESS OTHERWISE DIRECTED BY THE COMMITTEE)**

**Attachments:**      [Audit](#)  
                                 [Audio FA 05/17/12](#)

**APPEARANCE:**  
Jerry Heer, Director of Audit

**This item was DISCUSSED WITH NO ACTION TAKEN**

- 25      [12-369](#)      From the Director of Audits, an audit report titled “Controls Over Milwaukee County Parks’ Point-of-Sale Revenues are Sound but Timeliness of Reporting and Other Improvements are Possible”

**Attachments:**      [Audit](#)  
                                 [Resolution](#)  
                                 [Fiscal Note](#)  
                                 [Audio FA 05/17/12](#)  
                                 [CB Resolution](#)

**APPEARANCE:**  
Jerry Heer, Director of Audit

**A status report will be provided by Audit in six months.**

**A motion was made by Supervisor Schmitt to APPROVE & RECOMMEND FOR ADOPTION the recommendations of the Audit for this item. The motion PREVAILED by the following vote:**

**Aye:** 7 - Cullen, Schmitt, Romo West, Jursik, Haas, Alexander and Johnson Jr.

- 26      [12-351](#)      From the Director, Department of Transportation, and the Airport Director submitting a semi-annual informational report on the status of all currently authorized Airport Capital Improvement Projects. **(To the Committees on Transportation, Public Works, and Transit and Finance and Audit.) (INFORMATIONAL ONLY UNLESS OTHERWISE DIRECTED BY THE COMMITTEE)**

**Attachments:**      [REPORT](#)  
                                 [ATTACHMENT](#)  
                                 [Audio TPWT 05/09/12](#)  
                                 [Audio FA 05/17/12](#)

**APPEARANCES:**

Pat Walslager, Deputy Director Finance/Administration, General Mitchell International Airport, Department of Transportation  
Scott Manske, Milwaukee County Comptroller

This item was DISCUSSED WITH NO ACTION TAKEN

- 27      [12-343](#)      From the Director, Department of Transportation (DOT), requesting authorization to amend Ordinance 15.17(2) of the Milwaukee County Code of General Ordinances to reduce the DOT Highway Division Imprest Fund from \$1,150 to \$150.

**Attachments:**      [REPORT](#)  
                                 [ATTACHMENT](#)  
                                 [RESOLUTION](#)  
                                 [FISCAL NOTE](#)  
                                 [Audio FA 05/17/12](#)  
                                 [CB Resolution](#)

**APPEARANCE:**

Chuck Smeltzer, Highway Maintenance Manager, Department of Transportation

A motion was made by Supervisor Cullen to APPROVE & RECOMMEND FOR ADOPTION this item. The motion PREVAILED by the following vote:

**Aye:** 7 - Cullen, Schmitt, Romo West, Jursik, Haas, Alexander and Johnson Jr.

- 28      [12-376](#)      From the Director, Architecture, Engineering, and Environmental Services Division, Department of Administrative Services, submitting the second informational report regarding the progress of a Request for Proposals (RFP) for architectural design services for a new mental health facility. **(To the Committees on Transportation, Public Works, and Transit, Health and Human Needs, and Finance and Audit.) (INFORMATIONAL ONLY UNLESS OTHERWISE DIRECTED BY THE COMMITTEE)**

**Attachments:**      [REPORT](#)  
                                 [Audio HHN 05/16/12](#)  
                                 [Audio FA 05/17/12](#)

**APPEARANCE:**  
Greg High, Director, Architecture, Engineering and Environmental Services,  
Department of Administrative Services

This item was DISCUSSED WITH NO ACTION TAKEN

- 29      [12-401](#)      From County Board staff, follow up report responding to a request for an additional review of the cost to modify the O'Donnell Park Parking Structure from metal panel to cement-based finish (File INF 11-477). **(INFORMATIONAL UNLESS OTHERWISE DIRECTED BY THE COMMITTEE)**

**Attachments:**      [Report](#)  
                                 [Audio FA 05/17/12](#)

**APPEARANCES:**  
Steve Cady, Fiscal and Budget Analyst, County Board of Supervisors  
Jerry Heer, Director of Audit

This item was DISCUSSED WITH NO ACTION TAKEN

## Adjournment

The Committee was called to order at 9:02 a.m. and adjourned at 1:45 p.m.

The items above were not necessarily taken in the order listed.

Carol Mueller  
Chief Committee Clerk

Deadline for the next meeting:

**The next regular meeting for this Committee is June 21, 2012. All items must be in the Committee Clerk's possession by the end of the business day on June 5, 2012.**