

COUNTY OF MILWAUKEE
Inter-Office Communication

Date: December 11, 2023
To: Marcelia Nicholson, Chairwoman, County Board of Supervisors
From: Scott B. Manske, CPA, Comptroller
Subject: Bi-Annual Review of Trust and Agency Funds
File Type: Action Report

REVISED

Request

The attached schedule provides a listing of all trust and agency accounts, the account balance, the responsible department, and a recommendation as to whether the account should be closed. The Comptroller's Office is recommending the closure of several agency accounts. The requested closure of these accounts has been confirmed with each of the appropriate departments. If a balance remains in an account that is approved for closure, it will be closed out in accordance with the trust document or to the responsible department.

It is requested that the Finance Committee recommend that the County Board approve the attached resolution, to close the agency accounts listed in the resolution, as the purpose for which these accounts were established no longer exists.

Policy

In accordance with Resolution 86-779(a)(a), the Comptroller's Office is required to perform a bi-annual review of all trust and agency funds. The primary purpose of the review is to determine if the purpose for which the fund was established still exists. In addition, the Comptroller's Office reviewed the funds currently recorded in the County's financial accounting system. The County has an administrative policy that defines how trust are established and the biannual review process. This policy follows the guidance from the following sources:

Wisconsin State Statutes:	Wis Stats 59.21(1)(j) Wis Stats 59.255(2)(a)
Milwaukee County Code Ordinances:	MCGO 34.04
Milwaukee County Resolution/Administrative Policy	86-779(a)(a)/R-528

Background

Trust and agency funds are established to account for assets held by the County in a trustee capacity.

Trust Funds

Trust funds are established to account for money that is restricted for a specific purpose. The use of funds may be restricted by County ordinance, County resolution, State statutes, third-party contracts, grant agreements, court orders, or donor stipulations. Typically, assets held in trust funds are available for operating use; however, the trust assets will only be used for operations in compliance with trust agreements. The trust funds included in this report are referred to as Special Revenue Funds in the County's Annual Comprehensive Financial Report.

As of December 31, 2022, the County had 44 trust accounts with assets totaling \$88,797,090. The following is a summary of the significant trust accounts held by the County:

<u>Trust Name</u>	<u>12/31/2022</u>
Airport PFC Trust	\$41,178,084
Opioid Settlement Trust	11,916,929
DAS Expendable Trusts (4 accts)	10,324,933
DTPW Expendable Trusts (2 accounts)	8,912,361
Zoo Trusts (9 accounts)	3,889,648
Parks Trusts (22 accounts)	1,643,984
Behavioral Health Expendable Trusts (4 accounts)	10,821,094
Office for Persons with Disabilities Expendable	110,057
Total Trust Account Balances	<u>\$88,797,090</u>

Agency Funds

Agency funds are established to account for money, which the County collects on behalf of other entities. The Combined Court Related Operations department uses the most agency funds. The Courts collects a variety of fines, forfeitures, and other fees on behalf of the State and other municipalities. In addition, the Courts holds funds on behalf of parties in legal matters before the Courts. The Agency funds are referred to as Custodial Funds under the Statement of Net Position for Fiduciary Funds in the Annual Comprehensive Financial Report.

As of December 31, 2022, the County has 139 agency accounts with assets totaling \$30,128,221. The Courts agency funds comprised 99 accounts and \$21,666,015 of this total.

Alignment to the Strategic Plan:

This item aligns to the following objectives in the strategic plan:

2C: Apply a racial equity lens to all decisions.

3B: Enhance the County's fiscal health and sustainability

The Office of the Comptroller prepares annual financial reports of the government and government agencies. These annual financial reports are the primary component of the Annual Comprehensive Financial Report (ACFR). The County's ACFR is the key document used by investors, creditors, federal and state funding sources, and citizens to determine the County's financial status. Therefore, publication of the ACFR enables the County to borrow funds, obtain federal and state funding, and remain accountable to citizens, significantly contributing to the County's fiscal health and sustainability.

Fiscal Effect

Fiscal Note is attached.

Virtual Meeting Invites

Scott Manske, CPA, Milwaukee County Comptroller

Jennifer Folliard, Director of Audits

Paul Grant, Audit Compliance Manager

Prepared By:

Paul Grant, Audit Compliance Manager

Approved By:



Scott B. Manske
Comptroller

Attachments:

Attachment A - Schedule of Trust and Agency Funds
Resolution
Fiscal Note

cc: David Crowley, Milwaukee County Executive
Supervisor, Liz Sumner, Chairperson, Committee on Finance
Aaron Hertzberg, Director, Department of Administrative Services
Joseph Lamers, Budget Director, Department of Administrative Services
Kelly Bablitch, Chief of Staff, County Board Staff
Steve Cady, Policy and Research Director, Office of the Comptroller
Janelle Jensen, Legislative Services Division Manager, Office of the Milwaukee County Clerk