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(ITEM) From the Capital Improvements Committee (CIC) Chairperson, requesting authorization to amend Chapter 36 of the Milwaukee County Code of General Ordinances to streamline the CIC requests process, by recommending adoption of the following:

A RESOLUTION/ORDINANCE

WHEREAS, as a result of the 2013 Adopted Budget and a subsequent ordinance amendment, Chapter 36 of the Milwaukee County Code of General Ordinances (hereinafter Chapter 36) was created which founded the Capital Improvements Committee (CIC) and established its duties and due dates; and

WHEREAS, in 2014, the Milwaukee County Board of Supervisors (County Board) and County Executive amended Chapter 36 to temporarily change the due dates (for 2014 and 2015) and make two permanent changes; and

WHEREAS, Chapter 36 currently (for 2016 and future years) requires the following due dates:

- By April 15 of each year – Departments submit five-year capital improvements plan requests to the appropriate County Board Standing Committee.
- By May 15 of each year – the CIC provides a five-year capital improvements plan to the County Board and County Executive.
- By May 15 of each year – the CIC submits an evaluation of each capital budget recommendation.

; and

WHEREAS, the CIC is requesting changes to Chapter 36 that will streamline the CIC process; and

WHEREAS, the changes if adopted in their totality, will allow Departments to submit a single set of capital improvement requests to both the CIC and through the normal County Board/County Executive process; and

WHEREAS, the changes in this resolution would amend Chapter 36 by including the following:

- Departments will submit their capital requests to the CIC on the same date that they submit their capital requests to the County Executive. However, the requests must be submitted by July 30. The requests will be made available to the County Board and County Executive.

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- Departments will submit the same requests to the CIC and the County Executive. This will help to limit the variances between the CIC's recommended budget and the budget ultimately adopted by policymakers.
- The CIC will provide its recommendations to the County Board and County Executive by September 15.
- Departments will submit requests directly to the staff of the CIC instead of submitting requests to Standing Committees and then having the Standing Committees refer the requests to the CIC.

; and

WHEREAS, the CIC, at its meeting of December 16, 2015, recommended approval of the CIC Chairperson's request as amended (vote 6-0); and

WHEREAS, the Committee on Finance, Personnel, and Audit, at its meeting of January 28, 2016, recommended adoption of the CIC Chairperson's request (vote 8-0); now, therefore,

BE IT RESOLVED, Chapter 36 of the Milwaukee County Code of General Ordinances (the Code) is hereby amended to reflect the changes described in this resolution; and

BE IT FURTHER RESOLVED, the Milwaukee County Board of Supervisors hereby amends Chapter 36 of the Code by adopting the following:

AN ORDINANCE

The County Board of Supervisors of the County of Milwaukee does ordain as follows:

SECTION 1. Chapter 36 is hereby amended as follows:

Chapter 36 - CAPITAL IMPROVEMENTS COMMITTEE

36.03. - Duties.

The committee shall:

- (a) Develop a prioritized five-year capital improvements plan based on anticipated maintenance and facility needs;
- (b) Establish criteria upon which a determination of the priority of each capital project included in the plan may be based;
- (c) Establish a priority for each project in the capital improvements plan based upon the established criteria;
- (d) Obtain from county departments, agencies and offices, Secure supporting data, and justification, cost estimates, and operating impacts for proposed

92 projects, establish cost estimates, and obtain from county departments,
93 agencies and offices a projection of operating costs for each identified
94 capital project.
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96 **36.04. - Reports.**

97 (a) The capital improvements committee shall develop a five-year capital
98 improvements plan. In 2014 and 2015, by June 30 and in future years by April 15
99 of each year, department heads shall submit their five-year capital
100 improvements plan requests to the staff of the capital improvements committee
101 at the same time as the requests are submitted to the department of
102 administrative services. These requests shall be the same. appropriate standing
103 committees of the county board, who shall then submit the plans, including their
104 recommendations, to the capital improvements committee. The requests for the
105 first year must include supporting data, justifications, cost estimates and
106 operating impacts for proposed projects. The requests for the 2nd, 3rd, 4th, and 5th
107 years must include department priority ranking. The staff of the capital
108 improvements committee shall submit an informational report to the capital
109 improvements committee and all standing committees that lists and summarizes
110 the capital requests. Based on this review of projects submitted and of critical
111 needs, the capital improvements committee shall submit a five-year capital
112 improvements plan to the county board and the county executive based on
113 established criteria. The staff of the capital improvements committee will work
114 with the Department of Administrative Services to establish the due dates for the
115 requested capital improvement projects from departments and recommended
116 five year capital improvement plan from the CIC to the County Board and County
117 Executive. by September 1 in 2014 and 2015 and in future years by May 15 of
118 each year for adoption in conjunction with adoption of the annual budget;

119 (b) ~~Based on established criteria, by September 1 in 2014 and in 2015 and in future~~
120 ~~years by May 15 of each year, the capital improvements committee shall submit~~
121 ~~to the department of administrative services, on forms prescribed by the~~
122 ~~department, an evaluation of each and every capital budget recommendation~~
123 ~~submitted by county departments, agencies and offices, including ratings,~~
124 ~~prioritized rankings, financing, and how each project serves to implement the~~
125 ~~five-year capital improvements plan; said report shall also be provided to the~~
126 ~~county board of supervisors.~~

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128 **36.05. - Staffing.**

129 ~~Effective July 31, 2014, s~~Staff for the capital improvements committee shall be
130 responsible to perform all work duties and responsibilities related to the capital
131 improvements committee and shall be provided by the Office of the Comptroller, and, in
132 this role, shall operate under the administrative direction of the committee. All county
133 departments, agencies and offices shall cooperate with the committee, and the
134 committee staff, including the department of administrative services-performance,
135 strategy and budget administration and fiscal affairs division and provide assistance
136 whenever the committee so requests.
137

138 **SECTION 2.** The provisions of this ordinance shall become effective upon passage and
139 publication.

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