

2
3
4 **A RESOLUTION/ORDINANCE**
5

6 Amending Sections 32.81(1)(c)(4) and 32.81(1)(g) of the Milwaukee County Code of
7 General Ordinances relating to budget preparation to reduce unnecessary printing of
8 budget materials
9

10
11 WHEREAS, Sections 32.81(1)(c)(4) and 32.81(g) of the Milwaukee County Code
12 of General Ordinances (MCGO) requires the Fiscal Affairs Division of the Department of
13 Administrative Services (now the Budget Division in the Office of Strategy, Budget and
14 Performance) distribute "...a professionally printed copy of the adopted budget to each
15 Milwaukee County Supervisor, any other elected county official who requests a copy,
16 the committee coordinator for the committee on finance, and the staff of the research
17 division of the comptroller's office"; and
18

19 WHEREAS, printed copies of the Recommended and Adopted Operating and
20 Capital Improvement Budget are distributed to each of the aforementioned parties
21 whether or not a printed copy is requested or wanted; and
22

23 WHEREAS, the Office of Strategy, Budget, and Performance (SBP) prints
24 approximately 30 copies of the Recommended and Adopted Budgets for Operating and
25 Capital Improvements annually that necessitates around 40,000 printed pieces of paper
26 (File 22-62, March Report); and
27

28 WHEREAS, the Office of SBP also produces a digital, user-friendly
29 Recommended and Adopted budgets that are easily searchable and includes hyperlinks
30 published on the County's website; and
31

32 WHEREAS, in 2009, then-Supervisor Elizabeth Coggs sponsored a resolution
33 that resolved to implement an administrative policy "that duplex printing or double-sided
34 copying shall be used by all County entities whenever possible to save paper and
35 printing costs," and, further, "the administrative policy shall also encourage the use of
36 electronic transmission of files, whenever feasible, to reduce the need to print or copy
37 files at all" (File No. 09-239); and
38

39 WHEREAS, Milwaukee County has been conscious in its efforts to reduce paper
40 usage through the implementation of managed print services that include tracking
41 printing job costs and educating users on digitized printing alternatives; and
42

43 WHEREAS, the Committee on Finance, at its meeting of May 19, 2022,
44 recommended adoption of File No. 22-558 (vote 7-0); now, therefore,

45 BE IT RESOLVED, the Office of Strategy, Budget, and Performance shall
46 provide printed copies of the Recommended and Adopted Operating and Capital
47 Improvement Budgets only upon request prior to July 1st of each year starting with the
48 2023 budget; and
49

50
51 BE IT FURTHER RESOLVED, that the Milwaukee County Board of Supervisors
52 hereby amends Sections 32.81(1)(c)(4) and 32.81(g) of the Milwaukee County Code of
53 General Ordinances by adopting the following:
54

55 AN ORDINANCE

56
57 The County Board of Supervisors of the County of Milwaukee does ordain as follows:
58

59 **SECTION 1.** Sections 32.81(1)(c)(4) and 32.81(g) of the General Ordinances of
60 Milwaukee County are hereby amended as follows:
61

62 32.81. - Budget Preparation.
63

- 64 (1) Discharge all of the following duties in connection with the preparation of the
65 county's annual budget, including those imposed by s. 59.84, Wis. Stats.:
66 (a) Develop procedures and format for the departments' submission of budget
67 estimate for the county's fiscal year, including revenues, expenditures and
68 capital improvement requirements.
69 (b) Compile county departmental estimate along with principal and interest
70 requirements, cash appropriations for capital improvements, proposed new
71 bond obligations, including interest and principal that would become due in the
72 budget year, contingency requirements and an estimate of all revenues,
73 including any surplus and the required tax levy, and transmit the report to the
74 county executive and the county board.
75 (c) Assist the county executive in preparing the executive budget by:
76 (1) Developing a hearing schedule and notifying county departments and
77 other interested persons. Reviewing budget requests and recommending
78 areas where changes may be considered.
79 (2) Reviewing budget requests and recommending areas where changes may
80 be considered.
81 (3) Compiling the executive budget for transmittal to the county board.
82 (4) Distributing a professionally printed copy of the executive budget to each
83 Milwaukee County Supervisor, any other elected county official who
84 requests a copy, **prior to July 1st of each year, including** the committee
85 coordinator for the committee on finance, and the staff of the research
86 division of the comptroller's office. Budget documents will continue to be
87 available on the county website for public access and historical purposes.

- 88 (d) Assist county board staff and the committee on finance in publishing the
89 executive budget.
- 90 (e) Assist the county executive and committee on finance during the committee's
91 budget hearing, including the preparation of amendments to the executive
92 budget.
- 93 (f) Compile the adopted budget, including the preparation of the necessary
94 resolutions for adoption by the county board.
- 95 (g) Distributing a professionally printed copy of the adopted budget to each
96 Milwaukee County Supervisor, any other elected county official who requests a
97 copy **prior to July 1st of each year, including** the committee coordinator for
98 the committee on finance, and the staff of the research division of the
99 comptroller's office. Budget documents will continue to be available on the
100 county website for public access and historical purposes.
- 101 (h) Make recommendations to improve procedures for developing and controlling
102 the budget.
- 103

104 **SECTION 2.** The provisions of this Ordinance shall become effective upon passage and
105 publication.

106

107
108
109
110

05/19/2022
\\Fi01wpchc\comclerk\$\Committees\2022\May\FINANCE\Resolutions\22-558 ordinance section 32.81 budget printing
- no edits.docx