

# Common Council- City Clerk

Presentation to the Finance  
& Personnel Committee

October 4, 2019

# Community Goals & Objectives

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- Enhance the safety, prosperity, and quality of life of Milwaukee's citizens.
  - Utilize legislation, regulations, and the annual budget to support this goal.

# 2020 Budget Summary

	<b>2019 Adopted Budget</b>	<b>2020 Proposed Budget</b>	<b>Difference</b>
FTEs – O&M	101.57	99.57	-2.0 (-0%)
FTEs - Other	1.40	1.40	0.0 (0%)
Salaries & Wages	\$5,683,145	\$5,746,868	\$63,723 (1%)
Fringe Benefits	2,557,415	2,298,747	-258,668 (-10%)
Operating Expenditures	849,000	856,050	7,050 (1%)
Equipment	8,000	28,600	20,600 (258%)
Special Funds	142,035	107,035	-35,000 (-25%)
<b>TOTAL</b>	<b>\$9,239,595</b>	<b>\$9,037,300</b>	<b>\$-202,295 (-2%)</b>

# Revenues

	<b>2019 Adopted Budget</b>	<b>2020 Proposed Budget</b>	<b>Difference (Amount, %)</b>
Charges for Service	\$4,830,000	\$4,905,000	\$75,000 (2%)
Licenses and Permits	4,635,000	5,157,000	522,000 (11%)
<b>TOTAL</b>	<b>\$9,465,000</b>	<b>\$10,062,000</b>	<b>\$597,000 (6%)</b>

# Special Purpose Accounts

	2019 Adopted Budget	2020 Proposed Budget	Difference (amount, %)
City Memberships	\$88,000	\$88,000	\$0.00 (0%)
Economic Development Committee Fund	20,000	20,000	0.00 (0%)
Audit Fund	300,000	280,000	-20,000 (-7%)
Community Excellence Fund	50,000	0	-50,000 (-100%)
<b>TOTAL</b>	<b>\$458,000</b>	<b>\$388,000</b>	<b>\$-70,000 (-15%)</b>

# Capital Improvements Budget

	<b>2019 Adopted Budget</b>	<b>2020 Proposed Budget</b>	<b>Difference</b>
Reception Area Remodel	\$78,000	\$0	\$-78,000
Council Chambers Light Replacement	72,000	0	-72,000
Channel 25 Reliability Improvements	0.	25,000	25,000
<b>TOTAL</b>	\$150,000	\$25,000	\$-125,000



# Office of the Common Council – City Clerk

2020 Outlook and Challenges



# Central Administration

Automation of claims process

Expansion of Legistar to include the Fire and Police Commission (iLegislate included) as well as other agencies

Renovation of reception area

Support for an expanding number of boards, commissions, and task forces using the same level of staff

Size challenge of the current 205 space



# City Channel -- 2019

Generational change and new leaders

HD live stream, broadcast and archiving of 25 committees, boards and commissions (580 live hours)

Closed Captioning implementation of HD Live Stream, Cable, U-Verse and all archived meetings dating to April 1, 2019

Promotion and Information support for various city departments (DNS, DOA, MPD, Health, MPL, MFD, Combined Giving)

Creation of "The Vault" series (100 episodes to date). This coincides with the digitizing from videotape of the City Channel archives which date to 1987 (200 programs digitized to date)



# City Channel -- 2020

Implementation of live remote capabilities

Gavel-to-gavel live stream and broadcast of Democratic National Convention

Continued digitization and cataloging of City Channel videotape archives in concert with Municipal Research Center

Continued support of Common Council and City sponsored events

Continued maintenance and upgrade of City Channel broadcast and production facilities



# License Division

Developed Growing Entrepreneurs in Milwaukee (GEM) program to be launched before end of year

Expansion of Municipal ID program – currently 6,509 issued since December 2016 launch

Integration into Acella product – anticipated first license launching online January 2020

Organized four “Pivot” sessions and attended ten outreach events

# Municipal Research Center

## Historic Maps Digitization--American Geographical Society Library at UWM

- Ward and Neighborhood Maps, 1896-2012
- Historical and Demographic Maps, 1835-2016
- See the collection: <https://uwm.edu/lib-collections/mke-mrc/>

## Access to Archival Collections—Catalog entries

- Common Council Files/City Clerk records
- DNS records (Building Plans)
- City Treasurer records (Tax Rolls)
- Coming 2020: Finding Aids/Research Guides

# MRC/City Records

**E-Vault:** Over a million pages scanned or added to >30 applications!

- Direct integration with Municipal Court case management system
- New applications for Direct Deposit, Health Lab records

**Records Management:** 449 retention schedules added, amended, or closed

**Requests:** 1500 filled from staff and public

New Public Website: <http://milwaukee.gov/records>

# MRC/Municipal Research Library

**Established partnership with Recollection Wisconsin for public access to digital collections.**

**Collection Management:** 180+ new items added to Library holdings.

**Requests:** Answered over 1150 reference and research requests from city employees and the public.

**Facebook presence:**

<https://www.facebook.com/mkemrlibrary/>



# Public Information Division

Continued content creation, large mailings and E-Notification, high level design, social media and collateral support for all City agencies.

Major new successful projects/events: Anti-Littering Campaign, Explore 5<sup>th</sup> District, Big Serve/Big Clean MKE

Significant support for 2020 Inauguration activities

# Common Council City-Clerk's Workforce Development Office



Achievements in the Last 12 Months:  
Sep 2018 – Sep 2019



# Navigate & Provide Expertise on Workforce Development System

- Responded to CC's **7-Point** Vision Work Plan for the City
  1. **Youth Employment & Violence Prevention:** 9/35 DCMKE Members are MPZ Members | DCMKE Job Seekers maintained & increased from 288 to 650 (55%) | 928 New Traditional Job Seekers tracked on our Dbase | Invited to 27 Job Fair Events
  2. **Equitable Sourcing for Businesses of Color:** Member of the Independent Review Committee for the Disparity Study
  3. **Closing Informational Gaps in Employment:** Upgraded DCMKE Platform, Increased Networks from 30-35 (14%) | Admins Increased from 96 to 135 (29%) | Admin Offer/Post Responses Rate increased by 16%. | 279 Posted Job & Training Opportunities | 7 Council Member Job Fairs | Over 90 Recruiters



# Navigated & Provided Expertise on Workforce Development System

- Responded to CC's **7-Point** Vision Work Plan for the City
4. **Neighborhood Revitalization:** II Events: Including Metcalf Mobile | Bronzeville | BigServe | Health Fair & More
  5. **My Brother's Keeper Initiative:** Collaborating with MFI/BMAAC
  6. **Linking Educational Achievement to WD:** Issued a report on City of Milwaukee's Brain Drain to inform a Millennial Task Force
  7. **Create Transit Links to Jobs in Waukesha, Ozaukee & Wauwatosa:** Meeting with Dave Steele of Regional Transit Leadership Council to discuss future plans for MCTS Title VI; and any solid viable actualization of the Transit Gap