

☞ **05hr_JC-Au_Misc_pt57a**



☞ Details: Legislative Audit Bureau Letter Report (June 2005): Area Cooperation Compacts

(FORM UPDATED: 08/11/2010)

WISCONSIN STATE LEGISLATURE ... PUBLIC HEARING - COMMITTEE RECORDS

2005-06

(session year)

Joint

(Assembly, Senate or Joint)

Committee on Audit...

COMMITTEE NOTICES ...

- Committee Reports ... **CR**
- Executive Sessions ... **ES**
- Public Hearings ... **PH**

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- Clearinghouse Rules ... **CRule** (w/Record of Comm. Proceedings)
- Hearing Records ... bills and resolutions (w/Record of Comm. Proceedings)
(**ab** = Assembly Bill) (**ar** = Assembly Resolution) (**ajr** = Assembly Joint Resolution)
(**sb** = Senate Bill) (**sr** = Senate Resolution) (**sjr** = Senate Joint Resolution)
- Miscellaneous ... **Misc**

* Contents organized for archiving by: Stefanie Rose (LRB) (October 2012)

Letter Report

Area Cooperation Compacts

June 2005



Legislative Audit Bureau

22 E. Mifflin St., Ste. 500, Madison, Wisconsin 53703-4225 • (608) 266-2818

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STATE OF WISCONSIN

Legislative Audit Bureau

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Janice Mueller
State Auditor

June 8, 2005

Senator Carol A. Roessler and
Representative Suzanne Jeskewitz, Co-chairpersons
Joint Legislative Audit Committee
State Capitol
Madison, Wisconsin 53702

Dear Senator Roessler and Representative Jeskewitz:

As required by s. 66.0317 (2)(e), Wis. Stats., we have reviewed the performance of area cooperation compacts entered into by Wisconsin cities, villages, and towns. Municipalities in designated high-population areas are required to enter into at least two intergovernmental agreements with neighboring municipalities for joint service delivery, shared planning efforts, municipal revenue sharing, boundary agreements, or other types of agreements intended to reduce service delivery costs. Counties may participate in such agreements but are not required to do so. The Department of Revenue surveys municipalities annually on their compliance with these requirements, which began in 2003.

In June 2002, 82.3 percent of the municipalities responding to a survey by the Department, or 368 municipalities, indicated that they planned to enter into compacts by 2003. By June 2004, 72.3 percent of municipalities responding to the Department's survey indicated they had entered into compacts, although inconsistencies in survey responses create some uncertainty about the validity of these results.

We include a recommendation for the Department to improve the quality of the data collected from municipalities and thereby enable more comprehensive assessments of the program in the future.

I hope you find this information useful. Please contact me if you have additional questions.

Sincerely,

Janice Mueller
State Auditor

JM/DB/bm

Enclosure

AREA COOPERATION COMPACTS

2001 Wisconsin Act 16 created s. 66.0317, Wis. Stats., which requires municipalities located within federally designated metropolitan statistical areas (MSAs) to enter into collaborative compacts, or agreements, with at least two other local units of government in order to provide at least two different types of public services. The intent of the requirement is to reduce the cost of local government services. Section 66.0316 (1)(e), Wis. Stats., identifies 13 types of common public services that municipalities can choose as subjects of their compacts, including police and fire protection, emergency medical service, library service, recycling, and solid waste collection. Statutes also require that the Legislative Audit Bureau prepare an annual report on the performance of the compacts.

Municipalities have considerable flexibility in developing the compacts and establishing the nature of planned shared efforts. For example, they can agree to joint service delivery, shared planning efforts, municipal revenue sharing, boundary agreements, or other arrangements. The appendix profiles, by agreement category, all types of public services provided through area cooperation compacts, based on information that municipalities reported to the Department of Revenue in June 2004.

Compliance by Municipalities

Section 66.0317, Wis. Stats., requires municipalities to submit annual compliance reports to the Department, certifying whether the requirement to enter into a compact or compacts to perform at least two governmental services was met, and the specific categories of intergovernmental agreements included in such compacts.

Since 2002, the Department has sent annual reporting forms to 460 municipalities within federally designated MSAs. In June 2002, 82.3 percent of responding municipalities indicated that they planned to enter into compacts by 2003, as required by statute. However, as shown in Table 1, the self-reported compliance rate has changed each year. Municipal staff have suggested several reasons for the variation, including that different staff may have completed each year's reporting forms or that respondents may have interpreted the questions differently from year to year. Further, the form's language allows considerable flexibility in defining area cooperation compacts.

Table 1

Area Cooperation Compact Law Compliance Rates¹
 By Municipality Type, 2002 through 2004

	2002 Planned Compliance Rate	2003 Compliance Rate	2004 Compliance Rate
Cities	89.9%	71.1%	76.8%
Villages	82.0	69.3	75.1
Towns	80.5	63.0	64.5
Total	82.3	65.8	72.3

¹ Source: Self-reported data from municipalities.

In addition, the number of municipalities reporting to the Department has fluctuated from 447 in 2002, to 322 in 2003, and 368 in 2004. In each of these years, 460 municipalities were surveyed. A change in format that required additional reporting may have contributed to the decline in responses. In 2002, municipalities were directed to complete a one-page form indicating whether they planned to enter into compacts. In 2003, an expanded form required them to provide information about the types of intergovernmental agreements they had entered. Department staff also report that they made additional efforts to increase the number of municipalities completing and returning the forms in 2004, which may explain both the higher response rate and the higher self-reported rate of compliance. It should be noted that statutes do not provide for a penalty when municipalities fail to report on performance or to form compacts.

In reviewing the forms submitted by municipalities, we identified some inconsistencies regarding the definition of municipal intergovernmental cooperation. For example, in one section of the form, 260 municipalities, or 70.6 percent of those reporting in 2004, indicated that they had entered into area cooperation compacts to provide fire protection services. However, when directed to indicate which of nine statutorily established categories of cooperation (such as joint service delivery or shared planning efforts) they used to cooperate for fire protection services, only 209 of these 260 municipalities did so. This inconsistency could reflect reporting errors, or it may have resulted because the form does not list two common categories of agreements: mutual aid agreements and contracting for services.

Based on information submitted by municipalities in 2004, the most common types of services included in cooperation compacts were fire protection, emergency services, libraries and law enforcement. Among the nine statutory categories of agreements, collaborative service delivery with another municipality and establishment of performance standards were the most common.

We also note that effective June 2003, the federal Office of Management and Budget increased the number of MSAs in Wisconsin from 13 to 15 and also added counties to preexisting MSAs. In all, municipalities in five counties are newly subject to the area cooperation compact law:

- Fond du Lac County (Fond du Lac MSA);
- Oconto County (Green Bay MSA);
- Kewaunee County (Green Bay MSA);
- Columbia County (Madison MSA); and
- Iowa County (Madison MSA).

There are 14 cities, 36 villages, and 89 towns in these five counties, which the Department did not include in its annual compliance survey for 2004. Further, because of uncertainty regarding which border municipalities are subject to the area cooperation compact law, the Department's 2004 compliance survey did not include municipalities in Douglas, St. Croix, and Pierce counties. These counties are located in MSAs for which the primary population center is located in Minnesota. The Department's surveys have, however, included municipalities in La Crosse County, which is part of an MSA that extends into Minnesota, but has the City of La Crosse as its primary population center. For its 2005 survey, the Department did add the newly designated MSAs, as well as MSAs for which the primary population center is in Minnesota.

Future Considerations

The Legislature has expressed significant interest in cooperative efforts by municipalities that reduce costs while maintaining appropriate levels of public services. Because the area cooperation compact requirements are relatively new, it is difficult to draw conclusions about their effectiveness at this time. However, the Department could make an administrative change to improve the quality of the data available for program assessment.

Administrative Change

As noted, some responses to the Department's surveys contain inconsistencies that may reflect a misinterpretation of reporting categories by municipal staff. In addition, the existing list of reporting categories excludes two relatively common areas of cooperation: mutual aid agreements and contracting for services with a neighboring municipality. While s. 66.0317 (2)(c)2 requires the Department to collect information on nine cooperation categories, amending the survey instrument to explicitly include these common categories could improve its accuracy and value for future assessments.

Recommendation

We recommend the Department of Revenue amend its survey form by adding mutual aid agreements and contracting with a neighboring municipality to the existing list of cooperation categories, in order to assist municipal staff in reporting.

Under current law, municipalities are to submit information to the Department on two different dates. By May 1 each year, municipalities are to certify that they have entered into compacts. By June 30 each year, municipalities are to report the cooperation categories to which their compacts relate. To reduce the reporting requirement for municipalities, the Legislature could consider combining the two reporting requirements and direct they be submitted on the same date. In addition, because a shared reporting date of June 30 for both municipalities and the Legislative Audit Bureau makes it impossible to provide information on area cooperation compacts for the current year, the Legislature could consider changing the evaluation report deadline from June 30 to September 1, to allow us sufficient time to analyze and report on current survey results from municipalities.

Appendix

Area Cooperation Compacts by Category¹
June 2004

Categories of Cooperation	Types of Services												
	Animal Control	EMS	Fire	Health	Housing	Human Services	Law Enforcement	Library	Recreation and Culture	Recycling	Solid Waste	Transportation	Youth Services
Cooperative Service Delivery													
Collaborative Service Delivery	47	140	158	46	13	15	97	82	35	68	45	29	13
Reduction or Elimination of Service Overlap	40	121	132	44	11	16	82	63	31	63	44	26	13
Metropolitan Service Delivery	19	36	38	21	7	5	26	30	9	16	18	17	4
Cooperative Planning Efforts													
Performance Standards	57	171	177	50	10	21	103	89	28	93	72	28	17
Smart Growth Planning	25	44	45	29	27	24	42	31	27	34	34	30	22
Financial Incentives for Shared Regional Planning	8	34	36	29	6	6	23	22	10	27	21	7	5
Other Agreement Categories													
Boundary Issues	8	37	38	10	2	2	24	18	5	11	10	13	2
Municipal Revenue Sharing	9	29	37	8	1	3	13	16	9	22	16	7	4
Other Intergovernmental Issues	10	20	25	10	5	6	21	15	12	11	7	7	6

¹ Municipalities may report multiple compact categories and government service types.



Matthews, Pam

From: Humphrey, Frank A
Sent: Wednesday, September 07, 2005 4:48 PM
To: Asbjornson, Karen; Matthews, Pam
Cc: Roessler, Carol; Jeskewitz, Suzanne; Lehman, Michael A; Mueller, Janice; Bezruki, Don
Subject: Area Cooperation Compact Surveys

*9/8
Dan - LAB looking into
finding out who made
motion @ JFC to get
into budget*

Good afternoon Karen and Pam:

This email attempts to summarize our brief discussion on this afternoon. The Department of Revenue is interested in hearing the opinion of the Joint Co-Chairs of the Legislative Audit Committee, Senator Carol A. Roessler and Representative Suzanne Jeskewitz regarding the Legislative Audit Bureau (LAB) Letter Report - Area Cooperation Compacts, dated June, 2005.

The LAB report specifically addresses two legislative reporting requirements under s. 66.0317, Wis. Stats. that calls for municipalities within federal designated metropolitan statistical areas (MSA's) to (1) enter into compacts or agreements with two or more other local units of government in order to provide two or more governmental services as further identified by statutes and (2) for municipalities within the same MSA's to identify if they have entered into agreements with at least 1 municipality or county related to nine statutory identified categories of cooperation.

The Department Representative, Mickey Lehman who serves as Administrator of the State and Local Finance Division has met with the LAB State Auditor Janice Mueller and Staff. I have also had discussions with LAB Supervisor Mr. Don Bezruki regarding the findings within the ACC Letter Report and the recommendation. The Division of State and Local Finance has forwarded a responsive letter for the signature of the DOR Office of Secretary to Ms. Mueller that responds to the findings and the recommendation. Your office will likely receive a copy shortly.

In short, the Department of Revenue (DOR) would like to ascertain from the Co Chairs of the Legislative Audit Committee (LAC) and their Committee Representatives which of the three approaches identified and summarized below represent the best course of action to pursue: (1a) Continue the ACC survey initiative as statutorily directed on an annual basis or (1b) Pursue the ACC survey with a statutory revision to conduct at periodic intervals of times e.g. Biennially or otherwise, (2) Refine the survey instrument and questions to collect more useful information for State Legislators and address particular areas of interest to the LAC Co-Chairs and Committee Members (To Be discussed) and (3) Ascertain if the ACC initiative has run its course and should be discontinued and the law repealed.

It is my understanding that the LAC will convene on next week at which time each of you will have the opportunity to familiarize the respective Co-Chairs with the issues that the DOR wishes to discuss. After your briefing of the Co-Chairs, we would appreciate the opportunity if it is deemed useful to further discuss which approach the DOR should pursue.

Thank you for the opportunity to present this subject. We look forward to your response.

Best regards,

Frank

Frank A. Humphrey

Local Government Administrative Manager
Division of State & Local Finance
(608) 261-5364



Humphrey, Frank A

From: Humphrey, Frank A
Sent: Monday, September 12, 2005 2:39 PM
To: Matthews, Pam; Asbjornson, Karen
Cc: Lehman, Michael A
Subject: RE: Area Cooperation Compact Surveys

Good afternoon Pam and Karen:

— Need to set-up informed follow-up meeting

I am forwarding via inter-d mail on this afternoon a DRAFT Copy of the 2005 ACC Survey Report and Questionnaire with Responses for your review. The Final Report is pending review and approval by the Office of DOR Secretary. However, the SLF Administrator believes the information should clarify the subject matter with the respective Co-Chairs of the Legislative Audit Committee.

Upon your receipt, Kindly advise.

Best regards,

Frank

Frank A. Humphrey
Local Government Administrative Manager
Division of State & Local Finance
(608) 261-5364

From: Matthews, Pam [<mailto:Pam.Matthews@legis.state.wi.us>]
Sent: Friday, September 09, 2005 9:21 AM
To: Humphrey, Frank A
Subject: RE: Area Cooperation Compact Surveys

Dear Frank,

Thank you for this e-mail. It will be helpful in discussing this with Sue and her subsequent discussion with Senator Roessler.

I was wondering if I could get some additional information from you. I think it might be helpful if we could get a copy of your current survey, who it is directed to and the time period it is typically sent out. Sue often likes to discuss this type of issue with her municipalities to get their feedback.

Thanks,

Pam

-----Original Message-----

From: Humphrey, Frank A
Sent: Wednesday, September 07, 2005 4:48 PM
To: Asbjornson, Karen; Matthews, Pam
Cc: Roessler, Carol; Jeskewitz, Suzanne; Lehman, Michael A; Mueller, Janice; Bezruki, Don
Subject: Area Cooperation Compact Surveys

Good afternoon Karen and Pam:

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Committee, Senator Carol A. Roessler and Representative Suzanne Jeskewitz regarding the Legislative Audit Bureau (LAB) Letter Report - Area Cooperation Compacts, dated June, 2005.

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Best regards,

Frank

Frank A. Humphrey
Local Government Administrative Manager
Division of State & Local Finance
(608) 261-5364





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Jim Doyle
Governor

Michael L. Morgan
Secretary of Revenue

September 15, 2005

Janice Mueller
State Auditor
Legislative Audit Bureau
22 E. Mifflin St. , Ste. 500
Madison, WI 53703

Re: **LAB Letter Report - Area Cooperation Compacts**

Dear State Auditor Mueller:

Department Staff in the Division of State and Local Finance has reviewed the June, 2005 Legislative Audit Bureau (LAB) - Letter Report regarding the Area Cooperation Compacts (ACC) initiative under s. 66.0317 Wis. Stats. The Department of Revenue values the time and effort exerted together with the recommendations offered by the LAB,

It is my further understanding that in discussions with your Supervisory Staff, Mr. Don Bezruki that the reporting inconsistency noted in the letter report has been clarified and is likely the result of different reporting requirements contained within the statute. The Department does agree to amend the survey to include the two suggested additions to the cooperation categories and does agree that streamlining the ACC Survey into one report is needed to align the data submitted and to potentially increase response rates. The Department will pursue these suggestions in upcoming discussions with the Co-Chairs of the Joint Legislative Audit Committee (LAC).

Further, as part of the department's strategic approach to anticipating the needs of its customers, the DOR intends, after meeting with and ascertaining the respective input of the Co-Chairs of the Joint LAC, to also meet with a focus group of local officials and Associations that may be impacted by any proposed change.

Thank you again for the programmatic review of the ACC initiative.

Sincerely,

Laura J. Engen for
Michael L. Morgan
Secretary of Revenue

cc: Honorable Senator Carol A. Roessler, Co- Chair Joint Legislative Audit Committee
Honorable Rep. Suzanne Jeskewitz, Co-Chair Joint Legislative Audit Committee

MLM:FAH
Enclosure



State of Wisconsin • DEPARTMENT OF REVENUE

DIVISION OF STATE AND LOCAL FINANCE • BUREAU OF PROPERTY TAX • LOCAL GOVERNMENT SERVICES SECTION • MADISON, WI

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Area 6-97

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Madison, WI 53708-8971
TELEPHONE: (608) 266-0204
FAX: (608) 264-6887

2005 Area Cooperation Compacts Survey

For 2005, surveys were sent to 664 municipalities regarding the Area Cooperation Compacts in accordance with Wis. Statutes s. 66.0317(2). As of Thursday, July 14, 2005, 347 or 52% of the municipalities responded.

This year's overall response rate of 52.2% (347 survey respondents divided by 664 total municipalities and counties surveyed) can be measured in two parts. When solely the prior year respondents are measured, the response rate was determined at 55.2% (249 divided by 451). Therefore, the new municipalities added during 2005 had a response rate of 46.0% (98 divided by 213).

The survey collected information on the number of municipalities that had entered into an Area Cooperation Compact and the governmental services identified in Sec. 66.0316 Wis Stats in the Compact. Municipalities are required to report that information to the Department of Revenue by May 1 each year.

The survey also collected information on the number of municipalities that had entered into any agreements with any other municipalities or counties and the governmental services identified in Sec. 66.0317 Wis Stats covered by the agreement. Municipalities are required to report that information to the Department of Revenue by June 30 each year.

The results of the survey are attached.

Question #1 identified the municipality by name and county-municipal code.

Question #2 is a certification by the municipality that it has entered into an Area Cooperation Compact in accordance with Sec. 66.0317.

Question #3 is a list of the governmental services identified in Sec. 66.0316 that are part of the Area Cooperation Compact(s).

Question #4 is a list of the governmental issues identified in Sec. 66.0317 that are part of any agreement.

2005 AREA COOPERATION COMPACTS SURVEY

Page two

Survey Findings:

Based on the survey results, 53% of 347 municipalities (that responded to question 2) have entered into an Area Cooperation Compact with at least two municipalities or counties to provide at least two governmental services beginning in 2003 or later.

The most common governmental services covered by an Area Cooperation Compact include:

- Fire Protection (89%)
- Emergency Services (81%)
- Law Enforcement (44%)
- Libraries (38%)
- Recycling (34%).

The least common governmental services covered by an Area Cooperation Compact include:

- Public Housing (2%)
- Youth Services (4%)
- Human Services (7%)
- Public Transportation (9%)
- Recreation and Culture (13%).

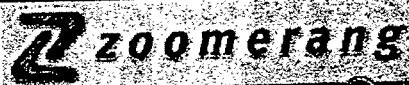
The most common governmental issues covered by any agreement include:

- Smart Growth Planning (50%)
- Collaborative Service Delivery (35%)
- Other (34%)

The least common governmental issues covered by any agreement include:

- Financial incentives for shared regional planning services (7%)
- Municipal revenue sharing under sec. 66.0305 Wis Stats (7%)
- Metropolitan service delivery (8%)

Enclosure



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Survey Results (Included Responses)

2005 Area Cooperation Compact Survey

Report created on: Friday, August 26, 2005 10:48:00 AM

The results of your survey are displayed below. If your survey includes text responses, click the "View" button to read individual results. To exclude a particular response, click the Included Responses button. You can then view the set of individual responses that are currently included and select those you wish to exclude. Results below contain only Included responses

Go to Individual Complete Responses:

Show respondent's emails.

INCLUDED RESPONSES

EXCLUDED RESPONSES

Included Respondents: 347
Excluded Respondents: 34

EXCLUDE BLANK RESPONSES

Launch Date 04/25/2005 - 2:53 PM
Modified Date 05/03/2005 - 2:37 PM
Close Date
Email Invites 0
Visits 588
Partials 22
Completes 381

- Cross Tabulate
Cross reference multiple questions
- Download Results
Receive results in spreadsheet format

Responses: Completes only Partials only Completes & Partials

Image: DOR header.gif

1. Please provide your municipality information:

VIEW 347 Responses

I certify that our municipality has entered into an Area Cooperation Compact as defined in s. 66.0317 with at least two municipalities or counties to provide at least two governmental services as defined in

2. s. 66.0316(1)(e).

Yes

No

	Number of Responses	Response Ratio
Yes	183	53%
No	164	47%
Total	347	100%

3. Please identify the governmental services in your compact. Check all that apply to your municipality.

Law Enforcement

Fire Protection

	Number of Responses	Response Ratio
Law Enforcement	83	44%
Fire Protection	169	89%

Emergency Services	<input checked="" type="checkbox"/>	154	81%
Public Health	<input checked="" type="checkbox"/>	38	20%
Solid Waste Collection and Disposal	<input checked="" type="checkbox"/>	39	21%
Recycling	<input checked="" type="checkbox"/>	64	34%
Public Transportation	<input type="checkbox"/>	18	9%
Public Housing	<input type="checkbox"/>	4	2%
Animal Control	<input checked="" type="checkbox"/>	49	26%
Libraries	<input checked="" type="checkbox"/>	73	38%
Recreation and Culture	<input checked="" type="checkbox"/>	25	13%
Human Services	<input type="checkbox"/>	13	7%
Youth Services	<input type="checkbox"/>	8	4%

Indicate if you have entered into an agreement as defined in s. 66.0317 (include agreements that may have been entered into prior to 2002) with at least 1 municipality or county related to the following:

4. Check all that apply.

		Number of Responses	Response Ratio
Establishment of performance standards for delivery of governmental services by municipalities or counties within a federal standard metropolitan statistical area or county.	<input checked="" type="checkbox"/>	38	14%
Collaborative service delivery	<input checked="" type="checkbox"/>	97	35%
Reduction or elimination of overlapping service delivery	<input checked="" type="checkbox"/>	65	23%
Municipal Revenue sharing under s. 66.0305	<input type="checkbox"/>	20	7%
Smart growth planning under s. 16.965	<input checked="" type="checkbox"/>	138	50%
Metropolitan service delivery	<input type="checkbox"/>	21	8%
Financial incentives for shared regional planning services	<input type="checkbox"/>	19	7%
Boundary issues	<input checked="" type="checkbox"/>	68	25%
Other intergovernmental issues	<input checked="" type="checkbox"/>	94	34%

<u>CBSA CODE</u>	<u>CBSA and Division Titles and Components</u>
11540	Appleton, WI Metropolitan Statistical Area - Calumet County - Outagamie County
16980	Chicago-Naperville-Joliet, IL -IN-WI Metropolitan Statistical Area - Kenosha County
20260	Duluth MN-WI Metropolitan Statistical Area - Douglas County <i>NEW</i>
20740	Eau Claire, WI Metropolitan Statistical Area - Chippewa County - Eau Claire County
22540	Fond du Lac, WI Metropolitan Statistical Area Fond du Lac County <i>NEW</i>
24580	Green Bay, WI Metropolitan Statistical Area - Brown County - Kewaunee County <i>NEW</i> Oconto County <i>NEW</i>
27500	Janesville, WI Metropolitan Statistical Area - Rock County
29100	La Crosse, WI Metropolitan Statistical Area - La Crosse County
31540	Madison, WI Metropolitan Statistical Area - Columbia County <i>NEW</i> - Dane County - Iowa County <i>NEW</i>
33340	Milwaukee - Waukesha - West Allis, WI Metropolitan Statistical Area - Milwaukee County - Ozaukee County - Washington County - Waukesha County
33460	Minneapolis -St. Paul - Bloomington, MN-WI Metropolitan Statistical Area Pierce County <i>NEW</i> St. Croix County <i>NEW</i>
36780	Oshkosh - Neenah, WI Metropolitan Statistical Area - Winnebago County
39540	Racine, WI Metropolitan Statistical Area - Racine County
43100	Sheboygan, WI Metropolitan Statistical Area - Sheboygan County
48140	Wausau, WI Metropolitan Statistical Area - Marathon County

Core Based Statistical Area (CBSA) includes both Metropolitan Statistical Areas and Micropolitan Statistical Areas. Only municipalities in Metropolitan Statistical Areas must enter into Area Cooperation Compacts. Some CBSAs are based outside Wisconsin but include Wisconsin Counties.

Matthews, Pam

From: Humphrey, Frank A
Sent: Friday, September 30, 2005 12:07 PM
To: Matthews, Pam
Subject: RE: 05SurveyCoverLetter.doc
Follow Up Flag: Follow up
Flag Status: Blue

Pam, it's just the body of the letter that I emailed in its entirety. Ignore the attachment.

Frank

From: Matthews, Pam [mailto:Pam.Matthews@legis.state.wi.us]
Sent: Friday, September 30, 2005 12:01 PM
To: Humphrey, Frank A
Subject: RE: 05SurveyCoverLetter.doc

Thanks for the quick response Frank. Unfortunately, I can't open what you sent as an attachment. Can you send it in a different format?

Pam

From: Humphrey, Frank A
Sent: Friday, September 30, 2005 11:58 AM
To: Matthews, Pam
Subject: FW: 05SurveyCoverLetter.doc

Good morning Pam:

Below is a copy of the cover letter that Local Government Section (LGS) forwarded on this year. I have been informed that the letter is typically directed in April to the municipal clerk for completion. The LGS typically provides 30-45 days to complete the survey (so between May 15 and 30th a file is hopeful finalized) and attempts to initiate with limited staffing some follow up calls to non filers.

Let me know if I can assist further. Enjoy your weekend!

Frank

Frank A. Humphrey

Local Government Administrative Manager

Division of State and Local Finance

10/03/2005

(608) 261-5364

From: Maddrell, Beverly J
Sent: Wednesday, August 17, 2005 2:52 PM
To: Humphrey, Frank A
Subject: 05SurveyCoverLetter.doc



State of Wisconsin • DEPARTMENT OF REVENUE

DIVISION OF STATE AND LOCAL FINANCE • BUREAU OF PROPERTY TAX • LOCAL GOVERNMENT SERVICES •

ADDRESS MAIL TO:

2135 Rimrock Rd #6-97 • PO Box 8971
 Madison, WI 53708-8971
 FAX: (608) 264-6887

April, 2005

01-201
 City clerk
 City of Adams
 123 Main ST
 Adams WI 12345

Dear Clerk: (*note: If you receive this letter and you are no longer the Clerk for this municipality, please forward this to the new Clerk)

The Department of Revenue (DOR) is required by state law to annually survey municipalities in Metropolitan Statistical Areas to assess the participation of local governments in forming Area Cooperation Compacts (ACC). By the completion of this fiscal year ending June 30, 2005, *the Wisconsin Legislative Audit Bureau will prepare a formal report on these activities and submit it to the Wisconsin Legislature and the appropriate Standing Committees. Therefore, we are seeking your municipality's cooperation to help us provide a report on cooperative activities.*

The ACC survey addresses the legislative question of whether a municipality "beginning in 2003 has entered into a compact with at least 2 municipalities or counties located in the same cooperative region as the municipality or with any combination of at least 2 such entities, to perform at least 2 governmental services".

The survey also addresses the question of whether the municipality "has entered into any agreements" with any other municipality or county located in the same cooperative region relating to thirteen governmental services. The prescribed reporting format in the ACC Survey details the governmental services or activities that are specified in Wisconsin Statutes.

We have developed a new method for you to complete the ACC survey by using a link to our Department of Revenue website. We also simplified the process so that responding with a "yes" or "no" answer to the various questions will complete this survey. (provide new info about the link)

Please complete the ACC survey **or before (insert date) , May 1(?) , 2005.**

For further information, you may contact Kenneth Schuck, Chief of the Local Government Services Section, at (608) 266-0204.

Thank you in advance for your survey participation.

10/03/2005

From: Matthews, Pam [mailto:Pam.Matthews@legis.state.wi.us]

Sent: Friday, September 30, 2005 11:47 AM

To: Humphrey, Frank A

Subject: Area Cooperation Compact Surveys

Hi Frank,

I know Karen told you that the co-chairs won't be discussing this until their next meeting, but I was wondering if I could get a copy of the communication sent to whomever it is at the municipal letter that directs them to the website to complete the survey, what time of year it is sent, and what kind of timeframe they are given to complete it. We received the survey information, but not this other information.

Thanks,

Pam

Pamela B. Matthews

Research Assistant

Office of Representative Sue Jeskewitz

Madison: 608.266.3796

Toll free: 888.529.0024

pam.matthews@legis.state.wi.us

10/03/2005

Matthews, Pam

From: Humphrey, Frank A
Sent: Friday, September 30, 2005 12:07 PM
To: Matthews, Pam
Subject: RE: 05SurveyCoverLetter.doc
Follow Up Flag: Follow up
Flag Status: Blue

Pam, it's just the body of the letter that I emailed in its entirety. Ignore the attachment.

Frank

From: Matthews, Pam [mailto:Pam.Matthews@legis.state.wi.us]
Sent: Friday, September 30, 2005 12:01 PM
To: Humphrey, Frank A
Subject: RE: 05SurveyCoverLetter.doc

Thanks for the quick response Frank. Unfortunately, I can't open what you sent as an attachment. Can you send it in a different format?

Pam

From: Humphrey, Frank A
Sent: Friday, September 30, 2005 11:58 AM
To: Matthews, Pam
Subject: FW: 05SurveyCoverLetter.doc

Good morning Pam:

Below is a copy of the cover letter that Local Government Section (LGS) forwarded on this year. I have been informed that the letter is typically directed in April to the municipal clerk for completion. The LGS typically provides 30-45 days to complete the survey (so between May 15 and 30th a file is hopeful finalized) and attempts to initiate with limited staffing some follow up calls to non filers.

Let me know if I can assist further. Enjoy your weekend!

Frank

Frank A. Humphrey

Local Government Administrative Manager

Division of State and Local Finance

10/03/2005

(608) 261-5364

From: Maddrell, Beverly J
Sent: Wednesday, August 17, 2005 2:52 PM
To: Humphrey, Frank A
Subject: 05SurveyCoverLetter.doc



State of Wisconsin • DEPARTMENT OF REVENUE

DIVISION OF STATE AND LOCAL FINANCE • BUREAU OF PROPERTY TAX • LOCAL GOVERNMENT SERVICES •

ADDRESS MAIL TO:

2135 Rimrock Rd #6-97 • PO Box 8971
 Madison, WI 53708-8971
 FAX: (608) 264-6887

April, 2005

01-201
 City clerk
 City of Adams
 123 Main ST
 Adams WI 12345

Dear Clerk: (*note: If you receive this letter and you are no longer the Clerk for this municipality, please forward this to the new Clerk)

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