

**DRAFT**

Fiscal Year 2016

9-15-2016 FINANCE, PERSONNEL AND AUDIT COMMITTEE APPROPRIATION TRANSFERS  
A DEPARTMENTAL

Action Required

Finance, Personnel and Audit Committee

WHEREAS, department requests for transfers within their own accounts have been received by the Department of Administrative Services, Office of Performance, Strategy and Budget, and the Director finds that the best interests of Milwaukee County will be served by allowance of such transfers;

THEREFORE, BE IT RESOLVED, that the Director, Department of Administrative Services, is hereby authorized to make the following transfers in the 2016 appropriations of the respective listed departments:

1)		<u>From</u>	<u>To</u>
	<u>1160 – DAS - Information Management Services Division</u>		
	6147 – Professional Services		\$662,953
	5199 – Salaries	\$615,841	
	5312 – Social Security	\$47,112	

Transfer of \$662,953 is requested by the Chief Information Officer, DAS-Information Management Services Division (IMSD), to transfer expenditure authority from salaries and social security to professional services.

During 2016, IMSD has experienced several vacancies in its budgeted positions. As a result, IMSD has relied on consultant services to support its existing operations pending the fill of the county positions. IMSD anticipates filling many of these positions in the coming months.

This fund transfer would adjust the budget by increasing expenditure authority to professional services while making a commensurate reduction to salaries and social security.

This fund transfer has no tax levy impact.

TRANSFERS SIGNED BY THE COUNTY EXECUTIVE AUGUST 24, 2016.

2)		<u>From</u>	<u>To</u>
	<u>2000 – Combined Courts Related Operations</u>		
	5199 – Salaries	\$281,332	
	6050 – Contract Personal Services		\$281,332

The Clerk of Circuit Court (Courts) requests a fund transfer in the amount of \$281,332 to move funds from personal services to services/commodities. Previous, Courts utilized county employees as legal research interns. Courts entered in a two-year agreement in May 2016 with a staffing firm to provide legal research services instead of using County employees. Approval of this transfer would allow Courts to use the savings in salary to pay for the new legal research staffing agreement.

There is no tax levy impact from this fund transfer.

TRANSFERS SIGNED BY THE COUNTY EXECUTIVE AUGUST 24, 2016.

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3)		<u>From</u>	<u>To</u>
	<u>9000 – Department of Parks, Recreation &amp; Culture</u>		
	4002 – Marina Sales	\$ 120,000	
	7669 – Resales – Gas & Diesel		\$ 120,000

The Department of Parks, Recreation & Culture requests a reduction in revenues and expenditures of \$120,000 from lagging fuel sales. The cost of fuel purchased for resale and the resulting selling price of said fuel are considerably lower than originally budgeted. This request does not affect the bottom line but it does recognize the correlation between the revenue and expense accounts. This transfer recognizes that we will not be able to reach the marina sales budget and reduces the expenditures to prevent overspending within the commodities series.

TRANSFERS SIGNED BY THE COUNTY EXECUTIVE AUGUST 24, 2016.

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Fiscal Year 2016

9-15-2016  
B

FINANCE, PERSONNEL AND AUDIT COMMITTEE APPROPRIATION TRANSFERS  
DEPARTMENTAL - RECEIPT OF REVENUE

Action Required

Finance, Personnel and Audit Committee  
County Board (2/3 Vote)

WHEREAS, department requests for transfers within their own accounts have been received by the Department of Administrative Services, Office of Performance, Strategy and Budget, and the Director finds that the best interests of Milwaukee County will be served by allowance of such transfers;

THEREFORE, BE IT RESOLVED, that the Director, Department of Administrative Services, is hereby authorized to make the following transfers in the 2016 appropriations of the respective listed departments:

1)		<u>From</u>	<u>To</u>
	<u>1150 – DAS – Risk Management</u>		
	4959 – Recoveries	\$1,013,030	
	6665 – R/M - Property Damage Claims		\$1,013,030

An Appropriation Transfer of \$1,013,029.85 is requested by the Director of the Department of Administrative Services to recognize revenue from insurance recovery proceeds and to increase the expenditure authority in Object 6665 - R/M Property Damage Claims.

This appropriation transfer increases the budget to reflect the anticipated \$1,013,029.85 of insurance proceeds that will be received. Payments for reimbursement of damages has been very slow. It was decided to continue to pay the contractors' amounts owed by Milwaukee County in lieu of going into default on amounts owed or having liens placed on Milwaukee County property. We are working diligently with Local Government Property Insurance Fund (LGPIF) to finalize these claim reimbursements and receive these funds.

This large unreimbursed amount is for one claim:

BHD Mold Remediation, draw of \$800,000 was required and the entire amount remains collectible.  
BHD Mold Remediation, additional \$213,029.85 paid and remains due to Milwaukee County.

There are currently five (5) open claims from prior years that have not been fully reimbursed. There are two claims that are open and the total loss has not yet been determined. In order to continue damage repairs, it is imperative that expenditure authority be increased by the anticipated revenue from reimbursements outstanding.

It is requested that this fund transfer be approved. This transfer has no tax levy impact.

TRANSFERS SIGNED BY THE COUNTY EXECUTIVE SEPTEMBER 6, 2016.

2)		<u>From</u>	<u>To</u>
	<u>7900 Department on Aging</u>		
	2699- OTHER FEDERAL GRANTS & REIMBURSEMENT	\$504,180	
	2699- OTHER FEDERAL GRANTS & REIMBURSEMENT		\$472,025
	4999- OTHER MISC REVENUE		\$32,155

Transfer of \$504,180 is requested to increase and realign grant revenues within Department on Aging.

Pursuant to County Board resolutions File No. 15--762 approved on December 17, 2015, the County Executive is authorized to carry out the Department on Aging's 2016 State and County Contract covering the administration of social services and community programs-Aging programs. The resolution authorizes the County Executive to accept federal and state revenues including any and all increases in allocations during the contract year.

This transfer reflects a net revenue increase of \$32,155, in Older Americans Act grant funds, including increases of \$499,399 in Title III-C2 revenue for home delivered meals, \$2,844 in Title III-E for Family Caregiver Support Program, and \$1,937 in AAA Administrative grant funds, partially offset by decreases of \$455,319 in Title III-C1 for congregate meals, \$16,460 in Title III-B for supportive home services and \$246 in Title III-D for preventive health.

The Elderly Nutrition Program provides nutrition services that assist older adults to live independently by promoting better health through improved nutrition and reduced isolation through programs coordinated with nutrition-related supportive services. Nutrition services and health includes procurement; preparation; transport and service of meals; nutrition education; screening and counseling to older individuals at community dining centers or in their homes. The Nutrition Program objectives include: malnutrition prevention and promote good health behaviors; serve wholesome good quality meals; maintenance of high food safety and sanitation standards; and target older adults who have the greatest economic or social need with particular attention to low-income minority and individuals in rural communities.

This transfer realigns Title III-C1 and Title III-C2 funding, transferring \$455,319 from the congregate meal program (Title III-C1) to the home delivered meal program (Title III-C2) due to increased program service demand and service costs within the home delivered meal program. The net grant revenue increase of \$32,155 in Older Americans Act funds will partially offset a projected revenue shortage in My Choice Family Care meal reimbursements due to a decline in requests for meal services from its members.

Approval of this transfer has a \$0 impact on Milwaukee County tax levy.

TRANSFERS SIGNED BY THE COUNTY EXECUTIVE AUGUST 24, 2016.

3)	<u>From</u>	<u>To</u>
<u>7900 - Department on Aging</u>		
2299 - OTHER STATE GRANTS & REIMBURSEMENTS	\$64,600	
6149 - PROF SERV- NONRECURRING OPER		\$18,560
8123 - PURCHASE OF SERVICE		\$12,925
6999 - SUNDRY SERVICES		\$25,103
7399 - OTHER FOOD AND PROVISIONS		\$2,000
6803 - AUTO ALLOWANCE		\$3,520
7910 - OFFICE SUPPLIES		\$2,492
2299 - OTHER STATE GRANTS & REIMBURSEMENTS	66,000	
8123 - PURCHASE OF SERVICE		66,000
2299 - OTHER STATE GRANTS & REIMBURSEMENTS	\$20,432	
8123 - PURCHASE OF SERVICE		\$20,432

Transfer of \$151,032 is requested to increase and realign grant revenues and expenditures within Department on Aging.

Pursuant to County Board resolutions File No. 15-762 approved on December 17, 2015, the County Executive is authorized to carry out the Department on Aging's 2016 State and County Contract covering the administration of social services and community programs-Aging programs. The resolution authorizes the County Executive to accept federal and state revenues including any and all increases in allocations during the contract year.

This transfer increases revenue \$151,032, including an additional \$86,432 in Alzheimer's Family and Caregiver Support Program (AFCSP) and an addendum of \$64,600 for the Dementia Care Innovation Project and is awarded from Department of Health and Human Services, Administration for Community Living and is amended through the state/county contract.

AFCSP revenue increase is offset by an expenditure increase of \$66,000 in a purchase of service contract with Interfaith Older Adult Program to expand the program's outreach, and marketing efforts, education, respite and waitlists. The remaining \$20,432 will increase the in-house capacity of addressing emergencies and other eligible AFCSP service requests coming through the Department on Aging.

The \$64,600 revenue increase for the Dementia Care Innovation Project is completely offset with expenditures to help develop improved local dementia-capable care and crisis systems that anticipate the care needs of persons with dementia. The transfer includes contracting a psychologist consultant to develop behavioral plans for each proposed client and work with staff on the implementation of the plans. The Alzheimer's Association contract will be increased to provide training targeted at direct-care staff, administrators, social workers, support staff and supervisors, offering the most up-to-date knowledge and techniques for caring for persons with dementia.

Approval of this transfer has a \$0 impact on Milwaukee County tax levy.

TRANSFERS SIGNED BY THE COUNTY EXECUTIVE AUGUST 24, 2016.

4)	<u>From</u>	<u>To</u>
<u>4500 – District Attorney</u>		
2699 – Federal Revenue	\$146,725	
6090 – Charges From State		\$146,725

The District Attorney is requesting a fund transfer in the amount of \$146,725 to recognize revenue and increase expenditure authority to continue to provide 2016 funding for the salaries and fringe benefits of five assistant district attorneys from mid July to December 2016.

These positions are funded by the Milwaukee County Byrne JAG Local grant. Budgetary appropriation from the 2015 Milwaukee County Byrne JAG Local grant provided funding for the five prosecutors through mid-to-late July 2016. In July 2016 the County Board of Supervisors accepted the 2016 Milwaukee County Byrne JAG Local Grant; Legistar file 16-412. This fund transfer would allow payments to be made to the State from mid July 2016 to approximately December 2016.

This transfer has no tax levy impact because the charges from the state are entirely offset by Federal Revenue from the 2016 Byrne JAG Local Grant. Budgetary authority for the 2017 portion of expenses and offsetting revenue are included in the District Attorney's 2017 requested budget.

There is no tax levy impact from this fund transfer.

TRANSFERS SIGNED BY THE COUNTY EXECUTIVE AUGUST 24, 2016.

5)		<u>From</u>	<u>To</u>
	<u>4500 – District Attorney</u>		
	2699 – Federal Grants	\$44,550	
	6090 – Charges from State		\$43,000
	8557 – New Computer Equipment		\$1,550

The District Attorney’s office is requesting a fund transfer in the amount of \$44,550 to recognize revenue and increase expenditure authority to support one of its assistant district attorneys which supports sexual assault investigations.

The District Attorney’s office recently received a federal grant in the amount of \$259,921 from the Wisconsin Department of Justice relating to the United States Department of Justice Sexual Assault Kit Initiative (SAKI). The fund transfer will help to support investigations and prosecutions resulting from evidence in sexual assault kits which have not been submitted to the Wisconsin Crime lab for analysis.

The Wisconsin Legislature created the new position specifically for the SAKI project which was effective June 26, 2016. The position will be filled and assigned to District Attorney’s Sensitive Crimes unit. Once the grant funding for this position ends, the position will be abolished. This fund transfer, which has no tax levy impact, provides 2016 funding for the expenses from the State for the assistant district attorney’s salary and fringe benefits.

There is no tax levy impact from this fund transfer.

TRANSFERS SIGNED BY THE COUNTY EXECUTIVE AUGUST 24, 2016.

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Fiscal Year 2016

9-15-2016 FINANCE, PERSONNEL AND AUDIT COMMITTEE APPROPRIATION TRANSFERS  
C CAPITAL IMPROVEMENTS

## Action Required

Finance, Personnel and Audit Committee  
County Board (Majority Vote)

WHEREAS, your committee has received from the Department of Administrative Services, Fiscal Affairs, departmental requests for transfer to the 2016 capital improvement accounts and the Director finds that the best interests of Milwaukee County will be served by allowance of such transfers;

THEREFORE, BE IT RESOLVED, that the Director, Department of Administrative Services, is hereby authorized to make the following transfers in the 2016 capital improvement appropriations:

1)	<u>From</u>	<u>To</u>
<u>WP60101 Brown Deer Clubhouse HVAC Replacement #</u>		
8509 – Other Bldg Improvement (CAP)		\$262,236
<u>WP49701 Whitnall Clubhouse HVAC System #</u>		
8509 – Other Bldg Improvement (CAP)	\$262,236	

### # Existing Project, + Included in 5-Year Plan, \* New Project

An appropriation transfer of \$262,236 is requested by the Director of the Department of Parks, Recreation, and Culture to reallocate funding from WP49701 Whitnall Clubhouse HVAC System to Project WP60101 Brown Deer Clubhouse HVAC Replacement. Approval of the appropriation transfer will also change the scope of the two projects.

County Board Resolution 15-526 allocated \$4 million of cash financing to various Parks capital improvement projects. Both the Brown Deer Clubhouse HVAC Replacement and the Whitnall Clubhouse HVAC System projects were included as part of the \$4 million allocation.

#### WP60101 Brown Deer Clubhouse HVAC Replacement

The approved scope of the Brown Deer Golf Clubhouse project was to plan, design and construct a replacement of the temporary air conditioning with a permanent air conditioning system in the main hall/bar and kitchen. The existing temporary air conditioners in the main hall were installed in 1996 when Milwaukee County Parks hosted the Greater Milwaukee Open. Early in the planning and detailed review of this project by the design consultant, it was found that in order to provide an efficient and effective HVAC system appropriate for the building program, there is a need to expand this planning and design to replace the entire building HVAC system including the existing steam boiler heating system. The expanded scope will include planning, design, preparation of design bid documents and construction to implement the project. Assuming approval of this appropriation transfer, it is estimated that the project will be substantially completed in September 2017.

#### WP49701 Whitnall Clubhouse HVAC System

The approved scope of the Whitnall Golf Clubhouse HVAC Replacement project was to plan, design and construct a replacement of the HVAC system to cool the dining and kitchen area. Early in the planning and detailed review

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of this project by the design consultant, it was found that in order to provide an efficient and effective HVAC system appropriate for the building program, there is a need to expand this planning and design effort to the entire building HVAC system, including kitchen ventilation. Replacement of the HVAC will need to incorporate improvements to the kitchen and building ADA accessibility in order to achieve code compliance that is required when performing improvements of this magnitude. This scope cannot be achieved with the current funding level for the project and will require a future capital request. Funding will be reduced by reallocating the budget for the construction phase of the Whitnall Clubhouse project to the Brown Deer Clubhouse HVAC Replacement project.

The remaining approximately \$50,000 of funding will be used to study and plan for HVAC system replacement for the entire building, conceptualize future kitchen renovation, and review ADA compliance of Clubhouse. This study will establish future project scope and construction cost estimates for the project. Since the scope of the Whitnall Project will be expanded the name of the project is being changed from “Whitnall Clubhouse HVAC System” to “Whitnall Clubhouse Improvements”.

This fund transfer has no tax levy impact.

## TRANSFERS SIGNED BY THE COUNTY EXECUTIVE AUGUST 24, 2016.

2)	<u>From</u>	<u>To</u>
<u>WT087012 Rebuild Maintenance Pits at Kinnickinnic Garage *</u>		
8509 – Other Bldg Improvement (CAP)		\$110,000
6146 – Prof. Serv. Cap/Major Maint		\$20,000
4907 – General Obligation Bonds or Notes	\$130,000	
<u>WT026014 New Flyer Buses #</u>		
8554 – Vehicle Replacements	\$120,000	
6146 – Prof. Serv. Cap/Major Maint	\$10,000	
4907 – General Obligation Bonds or Notes		\$130,000

### # Existing Project, + Included in 5-Year Plan, \* New Project

An appropriation transfer of \$130,000 is requested by the Director of the Department of Transportation to reallocate surplus funding from WT02601 New Flyer Buses to the newly created Project WT08701 Rebuild Maintenance Pits at Kinnickinnic Garage (KK Garage).

The KK Garage is the largest of the three Milwaukee County Transit System (MCTS) operating garages. It conducts over 1,000 inspections across roughly 160 buses each year, amounting to roughly four inspections per day. The inspections are conducted over two pits which are designated specifically for routine and urgent inspections. A third pit at the KK garage is not equipped for inspections. Recently, damaged concrete around the perimeter of the center pit has been detected. The deteriorating and falling concrete presents a safety hazard for maintenance workers and as a result, the pit has been closed.

Since closing the center pit there have been operational challenges and inefficiencies. The loss of this pit makes four bus spaces inaccessible and mechanics must now spend time shuffling buses to/from the other inspection pit. This shuffling of buses takes time away from the inspection work and creates restrictions to the order in which



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work must be performed on a given bus. This contributes to a loss of flexibility in managing a typical day's workload.

Appropriations of \$130,000 are required for the immediate improvements of the center pit. The improvements will include the removal and replacement of the concrete slabs, the replacement of steel anchors above the pits, and addressing other general conditions in the area.

Surplus funds are available in capital project WT026 - MCTS Bus Replacement Program. Funding for 30 New Flyer buses and spare parts are currently encumbered as planned and detailed in the 2016 Budget. Upon final delivery and inspection of the 30 buses and spare parts, approximately \$130,000 will remain in the project, which is sufficient to address the immediate portion of the KK pit project but not enough to purchase an additional bus. Financing will be provided by general obligation bonds or notes that will be issued as part of the 2016 corporate purpose issuances.

This fund transfer has no tax levy impact.

## TRANSFERS SIGNED BY THE COUNTY EXECUTIVE AUGUST 24, 2016.

3)		<u>From</u>	<u>To</u>
	<u>WP61601 Pulaski Park Pavilion Improvements #</u>		
	6050 – Contract Pers Serv (Short)		\$5,000
	6146 – Prof. Serv Cap/Major Mtce		\$10,515
	8509 – Other Building Improvement		\$36,424
	9706 – Prof Div Services		\$1,000
	<u>WP36810 Pulaski-Milwaukee Pavilion Roof #</u>		
	6030 – Advertising	\$500	
	6080 – Postage	\$500	
	6146 – Prof. Serv Cap/Major Mtce	\$805	
	7930 – Photo, Prtg, Repro	\$500	
	9706 – Prof Div Services	\$2,581	
	8509 – Other Building Improvement	\$48,053	

### # Existing Project, + Included in 5-Year Plan, \* New Project

An appropriation transfer of \$52,939 is requested by the Director of the Department of Parks, Recreation, and Culture to reallocate funding from Project WP36810 Pulaski-Milwaukee Pavilion Roof to Project WP61601 Pulaski Park Pavilion Improvements.

#### WP61601 Pulaski Pavilion Improvements

Pulaski Park Pavilion was built circa 1930 and is a two story structure with a total of approximately 5,000 square feet of floor space. The upper level of the building has a large community room, two public restrooms, one office, one private toilet room, and two storage rooms. The lower level of the building consists of one small meeting room, one mechanical room, one storage room, and one toilet room.

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The 2016 Capital Improvements Budget included an appropriation of \$130,000 for the upgrading of bathrooms, entrances, doors and gate to the Pulaski Pavilion along with other necessary improvements in order to reopen the facility to the public. Financing was provided by property tax levy.

The building is in need of both exterior and interior renovations due to normal wear and tear and deferred maintenance. During detail design for the Pavilion improvements, it was discovered that the building was served by lead piping and that it did not make sense to renovate the bathrooms without abating the lead piping. Additional ADA access, exhaust and ventilation, emergency exit lighting and building security needs were also identified as important components to the renovations. These items are beyond the original scope of work, but are necessary to incorporate into the project for public health and safety as well as code compliance.

The following improvements would be supported by this fund transfer:

- Installation of the new upper level accessible building entrance door.
- Renovation of Men’s and Women’s Public Toilet Rooms to update all plumbing fixtures and meet ADA accessibility standards.
- Installation of a new wall and door to lower level to improve safety and security.
- Replacement of lead piping that services fixtures rather than connecting to the building’s original plumbing.
- Construction of plumbing chases for the new piping.
- Replacement of sidewall exhaust fans in the restrooms on the upper floor with an upgraded system extending to the roof gable end.
- Replacement of the drinking fountain with an accessible drinking fountain.
- Replacement of the community room and restroom light fixtures.
- Replacement of the exit light and emergency light fixtures.
- Update of the finishes in public areas on the upper level.

## WP36810 Pulaski-Milwaukee Pavilion Roof

County Board Resolution 15-526 allocated \$4 million of cash financing to various Parks capital improvement projects. An appropriation of \$100,000 was included as part of the \$4 million allocation for Project WP36810 Pulaski-Milwaukee Pavilion Roof (Roof Project).

This appropriation transfer will reallocate the remaining \$52,939 from the Roof Project to Project WP61601 Pulaski Park Pavilion Improvements. After further analysis, the public health and safety concerns in addition to the code compliance issues were determined to be more critical than the roof replacement. The roof replacement can be delayed 2-5 years in order to accommodate the additional interior building work. Drawings that have been developed with the funds spent on this project will be able to be used when the roof replacement project is done at a future date.

This fund transfer has no tax levy impact.

### TRANSFERS SIGNED BY THE COUNTY EXECUTIVE AUGUST 24, 2016.

	<u>From</u>	<u>To</u>
4) <u>WH087022 Rawson Avenue Culver Pipes #</u>		
8530 – Roadway Plan & Constr – (CAP)		\$15,000
<u>WH09301 Resurface N 43<sup>rd</sup> and W Bradley #</u>		
8530 – Roadway Plan & Constr – (CAP)	\$15,000	
<u>WH091012 Short Term CTH Rehab- Maint #</u>		
8530 – Roadway Plan & Constr – (CAP)		\$36,500

WH002031 Traffic Signal Optimization #

8551 – Mach & Equipment Repl > \$2500 \$18,700

WH23801 W Layton West of 99<sup>th</sup> St. Bridge #

6146 – Other Bldg Improvement (CAP) \$14,600

9706 – Prof. Serv. Cap/Major Maint \$3,200

**# Existing Project, + Included in 5-Year Plan, \* New Project**

An appropriation transfer of \$51,500 is requested by the Director of the Department of Transportation to reallocate surplus funding from various highways projects to Project WH087022 Rawson Avenue Culvert Pipes and Project WH091012 Short Term County Truck Highway (CTH) Rehabilitation and Maintenance.

Project WH087022 Rawson Avenue Culvert Pipes

Since 2015 approximately \$275,000 has been appropriated to Project WH087022 Rawson Avenue Culvert Pipe Replacements. Additional expenditure authority of \$15,000 is necessary due to additional erosion control and landscaping measures that are required to complete the construction project.

WH091012 Short Term CTH Rehabilitation and Maintenance

The 2016 Budget included an appropriation of \$450,000 for Project WH091012 CTH Short Term Rehabilitation and Maintenance. Financing was provided by sales tax revenue. The Project requires additional expenditure authority in the amount of \$36,500. The additional expenditure authority is necessary due to the inclusion of two separate sections of County Trunk Highways (CTH), CTH W (N. Port Washington Rd. from W. Coventry Ct. to W. Sugar Ln.) and CTH U (S. 76th St. from south of W. Ryan Rd. to north of W. High St.).

**Projects with surplus funds:**

- \$15,000 of surplus 2015A bond proceeds are available in Project WH093012 Resurfacing N. 43<sup>rd</sup> & W. Bradley. Surplus funds are available due to final actual construction costs coming in lower than what was estimated. Project WH093012 will be closed out by the end of the year.
- \$18,700 of surplus cash financing is available in Project WH002031 Traffic Signal Optimization – Design. Surplus funds are available since actual final design costs are lower than what was estimated.
- \$17,800 of surplus cash financing is available in Project WH238011 W. Layton West of 99<sup>th</sup> St. Bridge. Surplus funds are available since actual final actual costs are lower than what was estimated.

This fund transfer has no tax levy impact.

TRANSFERS SIGNED BY THE COUNTY EXECUTIVE AUGUST 24, 2016.

**DRAFT**

Fiscal Year 2016

9-15-2016 FINANCE, PERSONNEL AND AUDIT COMMITTEE APPROPRIATION TRANSFERS  
D CAPITAL - RECEIPT OF REVENUE

Action Required

Finance, Personnel and Audit Committee  
County Board (2/3 Vote)

WHEREAS, department requests for transfers within their own accounts have been received by the Department of Administrative Services, Fiscal Affairs, and the Director finds that the best interests of Milwaukee County will be served by allowance of such transfers;

THEREFORE, BE IT RESOLVED, that the Director, Department of Administrative Services, is hereby authorized to make the following transfers in the 2016 appropriations of the respective listed departments:

1)	<u>From</u>	<u>To</u>
	<u>WJ08601 HOC Visiting Center Safety and Security</u>	
	<u>Improvements #</u>	
8588	– Other Capital Outlay (Exp)	\$140,000
	<u>0764 Debt Service Reserve</u>	
0764	– Debt Service Reserve (Cash Financing)	\$140,000

**# Existing Project, + Included in 5-Year Plan, \* New Project**

An appropriation transfer of \$140,000 is requested by the Director of the Department of Administrative Services to increase expenditure authority for Project WJ08601 HOC Visiting Center Safety and Security Improvements. Cash financing is being provided from the Debt Service Reserve (DSR).

The 2016 Capital Improvements Budget included an appropriation of \$340,000 for updating the House of Corrections (HOC) Visiting Center Safety/Security Improvements. Financing was provided from sales tax revenue.

The HOC's Visiting Center requires replacement of outdated systems and other upgrades, such as new work station consoles, to enhance the safety of staff assigned to work these areas as well as ensure the overall safety and security of the HOC is not compromised. Staff assigned to the Visiting Center currently have no barrier or a security buffer from members of the public. While the project is currently under design, this request is made by the House of Correction to expand the scope of the project to include enclosing the screening area (metal detector) with ballistic resistant framing. By enclosing the screening area, a potential security threat indicated by an alarm on the metal detector can be isolated from the public (Visitor's Lobby) and contained in the screening area. This greatly reduces any potential harm to the public and/or security personnel at the House of Correction and the security threat can be more easily managed. Additional ballistic resistant framing increases the construction cost of the renovation and was not included in the project's capital improvement budget.

This appropriation transfer will allocate \$140,000 of cash financing from the Debt Service Reserve (DSR) to the HOC Visiting Center Safety and Security Improvements Project. As of August 2016, the projected year end DSR balance is approximately \$34 million.

This fund transfer has no tax levy impact.

TRANSFERS SIGNED BY THE COUNTY EXECUTIVE AUGUST 24, 2016.

2)		<u>From</u>	<u>To</u>
	<u>WA22501 International Terminal Redevelopment*</u>		
	6146 – Prof. Serve- Cap/Major Mtce		\$100,000
	4707 – Airport Development Fund	\$100,000	

**# Existing Project, + Included in 5-Year Plan, \* New Project**

An appropriation transfer of \$100,000 is being requested by the Director of the Department Transportation (DOT) and the Airport Director in order to create budget authority for new Capital Project WA22101 International Terminal Redevelopment. Financing will be provided from \$100,000 in Airport Development Fund (ADF).

The appropriation transfer request of \$100,000 will be used to fund a redevelopment feasibility study for domestic and international arrivals/departures in existing Concourse E of the County’s General Mitchell International Airport (Airport).

As part of its 2017 Capital Budget Request, the DOT has submitted a \$4.59 million request for the planning and design phase of the Concourse E redevelopment. Funding is requested to be provided by the Airport’s Development Fund (\$3.59 million) and Passenger Facility Charge revenue (\$1.0 million). The 2017 requested scope of work includes planning and design of a new international terminal and Federal Inspection Services (FIS) facility and also gates that can be used for both international or domestic departures and arrivals.

Airport staff have indicated projected construction phase costs of approximately \$37.37 million in 2018. Funding is anticipated to be provided by the Airport’s Development Fund (\$20 million), Passenger Facility Charge revenue (\$8.37 million), and General Airport Revenue Bonds (\$9.0 million).

This fund transfer has no tax levy impact.

TRANSFERS SIGNED BY THE COUNTY EXECUTIVE AUGUST 24, 2016.

3)		<u>From</u>	<u>To</u>
	<u>WH01002 Mill Rd. (43<sup>rd</sup> St. to Sydney Place) #</u>		
	4907 – 2016 General Obligation Bonds or Notes		\$27,558
	<u>Debt Service Reserve</u>		
	0764 – 2009C Unspent Bonds	\$2,701	
	0764 – 2009E Unspent Bonds	\$20,874	
	0764 – 2010C Unspent Bonds	\$1	
	0764 – 2013A Unspent Bonds	\$3,203	
	0764 – 2014A Unspent Bonds	\$774	
	0764 – 2015A Unspent Bonds	\$5	

**# Existing Project, + Included in 5-Year Plan, \* New Project**

An appropriation transfer of \$27,558 is being requested by the Comptroller in order to reallocate unspent bond proceeds from the Debt Service Reserve (DSR) to Project WH01002 Mill Rd. - 43rd St. to Sydney Place.

The County Board approved File 16-255 (Carryover/Lapsed Projects Report) in May 2016 that lapsed \$1,423,274 unspent bond proceeds to the DSR. Of the \$1,423,274 that was lapsed, \$27,558 is related to older bonds issued for highway projects. This appropriation transfer will allocate old highway bonds from the DSR to Project WH01002 Mill Rd. - 43rd St. to Sydney Place.

The older bonds include:

- 2009C Bonds: \$2,701
- 2009E Bonds: \$20,874
- 2010C Bonds: \$1
- 2013A Bonds: \$3,203
- 2014A Bonds: \$774
- 2015A Bonds: \$5

The transfer will not impact the amount expenditure authority available for the project. It will, however, reduce the amount of budgeted financing that will need to be included in the 2016 debt issuances.

This fund transfer has no tax levy impact.

TRANSFERS SIGNED BY THE COUNTY EXECUTIVE AUGUST 24, 2016.

4)	<u>From</u>	<u>To</u>
<u>WO141082 Zoo Interchange Highway Yard Move #</u>		
8502     – Major Maint- Bldg Exp		\$16,699
4905     – Sale of Capital Assets	\$16,699	

**# Existing Project, + Included in 5-Year Plan, \* New Project**

An appropriation transfer of \$16,699 is being requested by the Director of the Department of Transportation (MCDOT) to increase expenditure authority and revenue in the amount of \$16,699 for Project WO141082 - Zoo Interchange Highway Yard Move.

As part of the Zoo Interchange Freeway Reconstruction project, the Wisconsin Department of Transportation constructed a Park and Ride Lot adjacent to the intersection of Watertown Plank Road and Swan Boulevard in the City of Wauwatosa (Swan Boulevard Park and Ride Lot). Funding for landscaping the newly constructed Swan Boulevard Park and Ride Lot was required to be placed in an escrow account, which was to be used by Milwaukee County to pay for landscaping in the event the State of Wisconsin Department of Transportation (WISDOT) was unable to complete the landscaping component of the project. Subsequently, WISDOT completed the landscaping making the money held in escrow available to Milwaukee County for Zoo Interchange related purposes.

The available funding will be applied toward the cost of invoices for site reconfiguration that took place at the Highway Maintenance and Fleet Main Shop campus located at 10320 West Watertown Plank Rd. This reconfiguration included the relocation of multiple structures including buildings, a salt storage shed, lighting, and utility relocation as part of the Zoo Interchange Freeway Reconstruction project.

This fund transfer has no tax levy impact.

TRANSFERS SIGNED BY THE COUNTY EXECUTIVE AUGUST 24, 2016.

**DRAFT**

Fiscal Year 2016

9-15-2016 FINANCE, PERSONNEL AND AUDIT COMMITTEE APPROPRIATION TRANSFERS  
E INTER-DEPARTMENTAL

Action Required

Finance Committee  
County Board (Majority Vote)

WHEREAS, department requests for transfers between separate departmental accounts have been received by the Department of Administration, Fiscal Affairs, and the Director finds that the best interests of Milwaukee County will be served by allowance of such transfers;

THEREFORE, BE IT RESOLVED, that the Director, Department of Administration, is hereby authorized to make the following transfers in the 2016 appropriations of the respective listed departments:

1)	<u>From</u>	<u>To</u>
	<u>2000 – Combined Courts</u>	
	6610 – R/M Building and Structures	\$222,002
	<u>2900 – Pre-Trial Services</u>	
	6148 – Professional Services	\$222,002

An appropriation transfer of \$222,002 is requested by the Office of the Chief Judge.

The Department of Pre-Trial Services is projecting a surplus from operating costs. The department requests to transfer a total of \$222,002 of that surplus to Combined Courts Related Operations to perform maintenance on three courtrooms in the Safety Building. Improvements include painting, carpeting in order to provide a respectful environment for litigants, court employees, jurors, witnesses, victims, and other members of the public.

This fund transfer has no tax levy impact.

TRANSFERS SIGNED BY THE COUNTY EXECUTIVE AUGUST 24, 2016.

# DRAFT

Fiscal Year 2016

9-15-2016 FINANCE, PERSONNEL AND AUDIT COMMITTEE APPROPRIATION TRANSFERS  
F UNALLOCATED CONTINGENCY

## Action Required

Finance, Personnel and Audit Committee  
County Board (2/3 Vote)

WHEREAS, department requests for transfers within their own accounts have been received by the Department of Administrative Services, Fiscal Affairs, and the Director finds that the best interests of Milwaukee County will be served by allowance of such transfers;

THEREFORE, BE IT RESOLVED, that the Director, Department of Administrative Services, is hereby authorized to make the following transfers in the 2016 appropriations of the respective listed departments:

	<u>From</u>	<u>To</u>
<u>Org. Unit 1945 – Appropriation for Contingency</u>		
8901 – UNALLOCATED CONTINGENCY	\$226,479	
 <u>Org. Unit 5700 – DAS Facilities Management</u>		
8503 - MAJOR MAINT-PERF CONTR-(EXP)		\$226,479

The Director of Administrative Services (DAS) requests an appropriation transfer in the amount of \$226,479 to increase expenditure authority for the replacement of chilled water equipment and repairs of the Marcia P. Coggs - Human Services Center (facility) electrical and air conditioning system.

On July 22<sup>nd</sup>, 2016, the facility's chilled water system (system) failed. Immediate repair of the system was required in order to maintain the continuity of services provided at the facility. DAS-Facilities Management staff has been leading the project for the repairs and work is being completed by a variety of contractors specializing in temporary cooling, electrical, and air conditioning repairs.

This unforeseen failure of the system, and subsequent repairs, required DAS-FM to use budgeted major maintenance funding originally intended for energy audits of County facilities (used to identify potential saving opportunities). This appropriation transfer request seeks to replenish the original funding so that DAS-FM can proceed with the energy audit work.

There is no tax levy impact from this fund transfer.

## TRANSFERS SIGNED BY THE COUNTY EXECUTIVE AUGUST 24, 2016.

2)	<u>From</u>	<u>To</u>
<u>Org. Unit 1945 – Appropriation for Contingency</u>		
8901 – Unallocated Contingency	\$82,000	
 <u>Org. Unit 4900 – Medical Examiner</u>		
8552 - Mach & Equip New (Cap)		\$82,000

The Medical Examiner's Office requests an appropriation transfer in the amount of \$82,000 from the appropriation for contingencies for the purchase of new Gas Chromatograph/ Mass Spectrometer (GC/MS)



equipment. Over the last five years the Medical Examiner's office has seen an increase in drug related deaths. Given the 1% cut sustained in 2016 budget, the Medical Examiner's office is unable to pay for such critical equipment through its own operating budget. Purchase of a new combination Gas Chromatograph/ Mass Spectrometer (GC/MS) would allow the Medical Examiner's office to continue to analyze, screen, confirm, and quantify a continually growing number of cases and toxicology requests. The current machine is over 10 years old and began to fail August 11, 2016. Without replacement the Medical Examiner's office will be unable to screen cases to help determine cause of death, and assist any investigations requiring toxicology screening. A transfer from the appropriation for contingencies is requested in the amount of \$82,000 for the purchase of a new Gas Chromatograph/ Mass Spectrometer and associated equipment for the purpose of continuing toxicology operations.

There is no tax levy impact from this fund transfer.

TRANSFERS SIGNED BY THE COUNTY EXECUTIVE AUGUST 24, 2016.

**2016 BUDGETED CONTINGENCY APPROPRIATION SUMMARY**

**UNALLOCATED CONTINGENCY ACCOUNT**

2016 Budgeted <b>Unallocated</b> Contingency Appropriation Budget	\$5,176,701
Approved Transfers from Budget through July 21, 2016	
Coyote Control Project	(\$25,000)
1% Reductions for Orgs OPD, War Memorial, and Aging	(\$202,595)
Dome Repairs May	(\$500,000)
Historical Society Cornice	(\$40,500)
Milwaukee Art Museum (MAM)/O'Donnell Park	(\$355,000)
Milwaukee Public Museum Elevator	(\$15,000)
Couthouse Façade	(\$374,235)
Domes Repairs June	(\$472,000)
Safe Zone in the Amani Neighborhood	(\$37,500)
Unallocated Contingency Balance July 21, 2016	\$3,154,871
Transfers from the Unallocated Contingency Pending in Finance, Personnel & Audit Committee through July 21, 2016	
Gas Chromatograph/ Mass Spectrometer (GC/MS) Equipment	(\$82,000)
Coggs Electrical and Air Conditioning System Repairs	(\$226,479)
Total Transfers Pending in Finance, Personnel & Audit Committee	(\$308,479)
<u>Potential Contingency Fund Requirements</u>	
Sheriff's Office Abatement and Inmate Telephone Revenues	(\$5,000,000)
Insurance Deductible Payments	(\$858,330)
1% Budget Reduction Needs	(\$685,133)
Family Care Crosscharge	(\$650,000)
DAS - Water Utility	(\$1,250,000)
Transit Revenue Shortfalls	(\$2,060,000)
<b>Net Balance</b>	<b>(\$7,657,071)</b>

**ALLOCATED CONTINGENCY ACCOUNT**

2016 Budgeted <b>Allocated</b> Contingency Appropriation Budget	\$300,000
Approved Transfers from Budget through July 21, 2016	
Office on African American Affairs	(\$300,000)
Allocated Contingency Balance July 21, 2016	\$0
Transfers from the Allocated Contingency Pending in Finance, Personnel & Audit Committee through July 21, 2016	
Total Transfers Pending in Finance, Personnel & Audit Committee	\$0
<b>Net Balance</b>	<b>\$0</b>