

DATE : January 10, 2019  
TO : Chairman, Theodore Lipscomb, Sr.  
FROM : David J. Drent, Executive Director, War Memorial Center  
SUBJECT : Milwaukee County Contribution for Renovation of Memorial Hall

**Request:**

The Executive Director of the War Memorial Center ("WMC") is requesting that the \$200,000 included in the 2019 Milwaukee County Budget ("2019 Budget") in the Allocated Contingency account be transferred to a new capital project WO332 – WMC Memorial Hall Renovations so that a \$200,000 contribution can be made to the War Memorial Center.

**Background:**

The 2019 Budget included the following language in the Org. Unit 1945 Appropriations for Contingencies:

"The Allocated Contingency account within the Appropriation for Contingencies contains \$200,000 that is earmarked for new capital improvement project WO-War Memorial Center Memorial Hall Renovations. The Executive Director of the War Memorial Center, working in conjunction with the Director of the Department of Architecture, Engineering & Environmental Services, may request the County Board provide the funds after approval of the project scope."

The renovations to the Memorial Hall were completed in March 2018. The scope of work included improving technological and aesthetic aspects; upgrading heating, ventilation, and air conditioning; replacing flooring, partitions, and doors; repairing walls and ceilings; upgrading plumbing, electrical circuitry, lighting, acoustics, sound system, and window shades. The total costs of the renovations were \$1,415,000. The costs that sought to be covered by the County include upgrading heating, ventilation, and air conditioning; upgrading electrical circuitry, and finish carpentry.

The WMC has prepared documentation that state the scope of the project, the project plan, and the detailed expenses for which County reimbursement is being requested. These documents have been reviewed and approved by the Director of the Department of Architecture, Engineering & Environmental Services.

## **Recommendation**

The Executive Director of the War Memorial Center requests that funds are transferred from the Allocated Contingency account within the Appropriation for Contingencies to a new capital project War Memorial Hall Renovations. The Executive Director of the War Memorial Center is also requesting approval to reimburse the WMC for \$200,000 of expenses related to the project.

A handwritten signature in black ink that reads "David J. Drent". The signature is written in a cursive style and is positioned above a horizontal line.

David J. Drent  
Executive Director, War Memorial Center

cc: Chris Abele, County Executive  
Supervisor Luigi Schmitt, Chairman, Committee on Finance and Audit  
Supervisor John Weishan, Jr., Chairman, Committee on Transportation and Public Works  
Raisa Koltun, Chief of Staff, County Executive's Office  
Kelly Bablitch, Chief of Staff, County Board  
Greg High, Director, DAS-AE&E  
Justin Rodriguez, Office of the Comptroller  
Vince Masterson, DAS-PSB