

# DRAFT

4-29-2013 FINANCE, PERSONNEL AND AUDIT COMMITTEE APPROPRIATION TRANSFERS  
A DEPARTMENTAL - RECEIPT OF REVENUE File No. 13-1/13-443  
(Journal, December 20, 2012)

## 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 2013 appropriations of the respective listed departments:

	<u>From</u>	<u>To</u>
1) <u>4021 – Expressway Patrol (Office of the Sheriff)</u>		
5201 – Overtime		\$46,155
5312 – Social Security Taxes		\$ 3,531
2299 – Other St Grants and Reimbur	\$49,686	

A transfer in the amount of \$49,686 is being requested by the Office of the Sheriff to increase the appropriations relating to other state grants and reimbursements. The request is being submitted to recognize the receipt of revenue from a grant administered by the State of Wisconsin for Seat Belt Enforcement for 2013.

The grant monies must be spent prior to September 30, 2013, as stipulated by the grant. This fund transfer seeks to use the grant monies for overtime costs in an amount not to exceed \$49,686, as detailed above, to fund 1,140 patrol hours authorized under this grant. Patrol hours will be utilized for increasing the percentage of vehicle occupants wearing seatbelts.

The grant requires a 25% match, which will be provided from existing funds in the Office of the Sheriff budget relating to Expressway Patrol.

It should be noted that the acceptance of this transfers is contingent upon acceptance of the grant award by the County Board.

There is no tax levy impact from this transfer.

TRANSFER SIGNED BY THE COUNTY EXECUTIVE APRIL 29, 2013.

	<u>From</u>	<u>To</u>
2) <u>4021 – Expressway Patrol (Office of the Sheriff)</u>		
5201 – Overtime		\$64,983
5312 – Social Security Taxes		\$ 4,972
8552 – Mach and Equip New > \$2,500		\$ 4,999
2299 – Other St Grants and Reimbur	\$74,954	

A transfer in the amount of \$74,954 is being requested by the Office of the Sheriff to increase the appropriations relating to other state grants and reimbursements. The request is being submitted to recognize the receipt of revenue from a grant administered by the State of Wisconsin for Speed Enforcement for 2013.

The grant monies must be spent prior to September 30, 2013, as stipulated by the grant. This fund transfer seeks to use the grant monies by purchasing a Double Eagle Radar Unit in an amount not to exceed \$4,999 and for overtime costs in an amount not to exceed \$69,955, as detailed above, to fund 1,491 patrol hours authorized under this grant. Patrol hours will be utilized for reducing the number of speed-related crashes and fatalities.

The grant requires a 25% match, which will be provided from existing funds in the Office of the Sheriff budget relating to Expressway Patrol.

It should be noted that the acceptance of this transfers is contingent upon acceptance of the grant award by the County Board.

There is no tax levy impact from this transfer.

TRANSFER SIGNED BY THE COUNTY EXECUTIVE APRIL 29, 2013.

	<u>From</u>	<u>To</u>
3) <u>4021 – Expressway Patrol (Office of the Sheriff)</u>		
5199 – Salaries – Wages Budget		\$204,863
5312 – Social Security Taxes		\$ 19,326
5420 – Employee Health Care		\$ 81,141
5201 – Overtime		\$ 47,765
2299 – Other St Grants and Reimbur	\$353,095	

A transfer in the amount of \$353,095 is being requested by the Office of the Sheriff to increase the appropriations relating to other state grants and reimbursements. The request is being submitted to recognize the receipt of revenue from a grant administered by the State of Wisconsin Department of Transportation to mitigate traffic impacts and ensure emergency response capabilities are not adversely affected by roadway construction.

The funds were awarded, as authorized by County Board File 13-71 and 13-73 respectively, for the Zoo Interchange Rebuilding/Reconstruction Project and for the I-43/I-94 Bridge Rehabilitation Project.

The funds for the Zoo Interchange Project, \$866,564 in total, must be expended between February 1, 2013 and December 31, 2014. The Office of the Sheriff is requesting transfer of \$325,282, which is approximately half of the total funds less monies previously expended to secure vehicles dedicated to this project, for expenditure in Personal Services, as detailed above, for patrolling the construction zone. The fund transfer related to the vehicle expenditure referenced above was processed during the January 2013 cycle and totaled \$118,000.

Grant funding for the I-43/I-94 Bridge Rehabilitation Project was originally budgeted at \$330,000, however, total grant award came in at \$357,813, and the Office of the Sheriff seeks to increase the appropriations by \$27,813 to account for total funding received. Funding will be expended for Personal Services, as detailed above, prior to December 31, 2013 to provide patrolling to the construction zone.

There is no tax levy impact from this transfer.

TRANSFER SIGNED BY THE COUNTY EXECUTIVE APRIL 29, 2013.

	<u>From</u>	<u>To</u>
4) <u>4900 – Medical Examiner</u>		
7729 – Other Genl Med Surg Supplies		\$27,700
8552 – Mach and Equip New > \$2,500		\$38,500
2299 – Other St Grants and Reimbur	\$66,200	

A transfer in the amount of \$66,200 is being requested by the Department of the Medical Examiner to increase the appropriations relating to other state grants and reimbursements. The request is being submitted to recognize the receipt of revenue from a grant administered by the Wisconsin Hospital Emergency Preparedness Program, a sub grantee of the US Department of Health and Human Services, Health Resources and Services Administration (CFDA number 93.889) for the National Bioterrorism Hospital Preparedness Program.

This fund transfer seeks to use the grant monies by purchasing a mobile morgue trailer in an amount not to exceed \$38,500 and for autopsy and investigative supplies such as personal protection equipment to have in the event of a mass casualty incident in an amount not to exceed \$27,700.

It should be noted that the acceptance of this transfers is contingent upon acceptance of the grant award by the County Board.

There is no tax levy impact from this transfer.

TRANSFER SIGNED BY THE COUNTY EXECUTIVE APRIL 29, 2013.

			<u>From</u>	<u>To</u>
5)	<u>7931- Elderly Services</u>			
	2222	0000 Community Human Services		\$ 2,348
	2222	A5CG Community Human Svcs.-S85.21		31,200
	2699	A5DD Other Fed Grants Reimb.		4,021
	2699	0000 Other Fed Grants Reimb.		11,116
	2255	0000 Social Serv- Purchase	\$31,862	
	<u>7932- Elderly Nutrition</u>			
	2699	0000 Other Fed Grants Reimb.		16,679
	2699	A5DB Other Fed Grants Reimb		3,240
	<u>7961- RCA Administration</u>			
	2699	A5DU Other Fed Grants Reimb.		2,157
	2255	0000 Social Serv- Purchase		806
	<u>7964- Eligibility Screenings</u>			
	2299	A5RC Other St Grants & Reimb	32,138	
	<u>7967- Wellness &amp; Prevention</u>			
	2699	A5CW Other Fed Grants & Reimb		2,409
	2299	A5RC Other St Grants & Reimb		32,138
	2255	A5WP Social Serv- Purchases		31,862
	7999	A5WP Sundry Materials & Suppl		10,335
	8123	A5WP Purchase of Service		34,140
	2299	A5SD Other St Grants & Reimb	28,000	
	2299	A5WP Other St Grants & Reimb	56,311	
	6148	A5WP Prof. Serv-Recurring Oper	34,140	

A transfer of \$182,451 is requested by the Director of the Department on Aging to increase and realign revenues and expenditures accordingly within the department.

Pursuant to County Board resolution File No. 13-18, approved on December 20, 2012, the County Executive is authorized to carry out the Department on Aging's 2013 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 revenue increase of \$84,311 which includes \$56,311 for the Chronic Disease Self-Management Program (CDSMP) and \$28,000 for the Falls Prevention Program. The Funding will be used to expand these programs to include peer trainers, as well as other peer supports that will promote greater awareness, thereby reducing isolation and depression for older adults. This increase is offset by a reduction in State/County contract revenues of \$73,976 including reductions of \$806 in Basic County Allocation (BCA), \$33,548 in state shared transportation grant revenue, \$11,116 in Older American act administration funding, \$4,021 in Title 3B Service Revenue, \$16,679 in Title 3C-1 Site Meal Revenue, \$3,240 Title 3C-2 Home Meal Revenue, \$2,157 in Title 3E- Community Support Program Rev, and \$2,409 in Title 3F- Prevention Revenue. In addition, the department is increasing expenditures by \$10,335 for the cost of prevention supplies such as manuals, outreach display equipment, and other promotional supplies.

Prior to the increase in revenue for the wellness programs, these programs were funded with BCA and Resource Center allocation funds. As a result of the increase in grant funds, the department is transferring \$64,000 of BCA and Resource Center Allocation funds from the wellness program to Elderly Services and Eligibility & screening.

In addition, MCDA and the University of Wisconsin Milwaukee (UWM) collaborate to offer the Wellness Works Programs at five (5) senior centers. While MCDA is responsible for program oversight, UWM was responsible for the day-to-day administration of the program. However, Interfaith Older Adults will now be responsible for the day-to-day administration of the program, with UWM continuing to conduct research and provide students to assist the seniors with use of the fitness equipment. As a result, \$34,140 is transferred from the professional services contract for UWM to the Purchase of Service Contract for Interfaith Older Adults.

This transfer would allow the department to recognize revenue and to realign revenues and expenditures accordingly.

There is no levy impact as a result of this transfer.

TRANSFER SIGNED BY THE COUNTY EXECUTIVE APRIL 29, 2013.

# DRAFT

4-29-2013 FINANCE, PERSONNEL AND AUDIT COMMITTEE APPROPRIATION TRANSFERS  
B CAPITAL - RECEIPT OF REVENUE

File No. 13-1/13-443  
(Journal, December 20, 2012)

## 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 2013 appropriations of the respective listed departments:

	<u>From</u>	<u>To</u>
1) <u>WH002012 Interjurisdictional Traffic</u>		
<u>Communications System #</u>		
8530 – Roadway Planning and Construction		\$500,000
2699 – Federal Grants and Reimbursements	\$360,000	
<u>WO870011 Special Assessments #</u>		
8589 – Other Capital Outlay- (CAP)	\$140,000	

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

An appropriation transfer of \$500,000 is requested by the Interim Director of the Department of Transportation to increase revenue and expenditure authority for Project WH002012 Interjurisdictional Traffic Communications System- Congestion Mitigation Air Quality (Interjurisdictional CMAQ) and to decrease expenditure authority from Project WO870011 Special Assessments.

The 2009 Adopted Capital Improvements Budget included an appropriation of \$500,000 (excluding capitalized interest) for the design and initial construction phases of the Interjurisdictional CMAQ project. The project will allow the County to connect its signaling system with its master traffic control computer. This alleviates the need for the County to construct its own communication lines throughout the county trunk highway system. The project will also allow the County to coordinate its intersections closely with state-owned intersections and signals to create coordination between interconnecting streets and highways. The coordination of the signals will reduce traffic congestion.

This 2013 appropriation transfer request will increase expenditure authority for Project WH002012 by \$500,000 to perform the remaining construction work on the project. Assuming approval of this appropriation transfer, construction on the project will be completed by the end of 2013. The following County Trunk Highways are being done as part of the project:

**County Trunk Highways**

- PP – West Good Hope Road
- W – North Port Washington Road
- E – West Silver Spring Drive
- EE – West Hampton Avenue
- NN / T / – West Oklahoma Avenue / West Beloit Road / South 92nd  
N Street
- Y – West Layton Avenue
- U – South 76th Street
- ZZ – West College Avenue
- BB – West Rawson Avenue
- V – South 13th Street

Financing will be provided from Federal CMAQ funds (\$360,000) and surplus expenditure authority in project WO870 County Special Assessments (\$140,000). If this appropriation transfer is approved, the remaining balance in the County Special Assessments project will be approximately \$540,000.

This fund transfer has no tax levy impact.

TRANSFER SIGNED BY THE COUNTY EXECUTIVE APRIL 29, 2013.

# DRAFT

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 2013 appropriations of the respective listed departments:

	<u>From</u>	<u>To</u>
1) <u>WO115012 County Grounds Energy Conversion from WE Energies Chilled Water to Independent Chiller #</u>		
8509 – Other Capital Improvement- (CAP)		\$450,000
4905 – Sale of Capital Assets	\$450,000	
<u>WO141021 Zoo Interchange Allocated Contingency #</u>		
8902 – Appropriation for Allocated Contingency	\$450,000	
4905 – Sale of Capital Assets		\$450,000

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

An appropriation transfer of \$450,000 is requested by the Director of the Department of Administrative Services to increase revenue and expenditure authority for and to change the scope of Project WO115 County Grounds Energy Conversion from Steam to Natural Gas and to decrease revenue and expenditure authority for Project WO141021 Zoo Interchange Allocated Contingency.

The 2013 Adopted Budget included a \$1,000,000 appropriation for the Conversion from Steam to Natural Gas at the County Grounds Project. Both the scope of work and the cost estimate were incorrect. The budgeted scope of work included the installation of a stand-alone chiller and boiler plants at the Vel Philips Juvenile Justice Center and stand-alone boiler plants at the Fleet Management Facility and the Parks Administration Building. The scope of the project should not have included the installation of the boiler plants. A September 2012 resolution (12-680) was approved that provided the financing for the boiler plants at the Fleet Management Facility and the Vel Philips Juvenile Justice Center. The boiler plant at the Parks Administration Building is not being replaced. Resolution 12-680 created Project WO143 Fleet and Vel Philips Independent Heating System Replacement which



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appropriated \$1,600,000 for the planning, design and construction to install natural gas fired boilers and hot water heaters at the Fleet Management Facility and the Vel Philips Juvenile Justice Center. Financing for the project was to be provided by land parcel sale proceeds required as a result of the Zoo Interchange project.

This appropriation transfer request will change the name of Project WO115 from “County Grounds Energy Conversion from Steam to Natural Gas” to “County Grounds Energy Conversion from WE Energies Chilled Water to Independent Chilled Water”. The transfer also change the scope work only include the conversion from WE Energies supplied chilled water to independent chilled water at the County Grounds.

This appropriation transfer will increase expenditure authority and revenues for the project by \$450,000 for a revised total of \$1,450,000. A majority of the cost increase is driven by the need for a new 200 amp electrical service in addition to the existing electrical service. It was originally anticipated that the existing electrical service would be sufficient; however it was determined later in the design that it would not be sufficient. This new electrical service will also require a new three hour rated electrical room for the new switch gear since the new electrical transformer must be located outside the building. The remainder of the cost increase is a result of unforeseen relocations of underground utilities, the addition of a supplemental chiller, additional consulting fees, and the inclusion of energy savings options.

Construction on the project is already underway and, assuming approval of the appropriation transfer, the project is anticipated to be complete by the first quarter of 2014.

This fund transfer has no tax levy impact.

TRANSFER SIGNED BY THE COUNTY EXECUTIVE APRIL 29, 2013.

# DRAFT

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 2013 appropriations of the respective listed departments:

	<u>From</u>	<u>To</u>
1) <u>3010 – Election Commission</u>		
6403 – Ballots and Election Supplies/Services		\$35,000
<u>1945 – Appropriation for Contingency</u>		
8901 – Appropriation for Contingency	\$35,000	

A transfer in the amount of \$35,000 is being requested by the Department Administrator of the Election Commission to increase the appropriations relating to elections held in 2013.

In accordance with Wisconsin Statute Sec. 5.68(2), (5) and 7.03(1)(bm) and cost distribution guidelines provided by the Wisconsin Government Accountability Board, Milwaukee County is responsible for all costs associated with any special election for a County office.

Special elections for County Board Supervisor Districts 2 and 17 were conducted in 2013 concurrently with the regularly scheduled spring elections, as ordered by the County Executive. The additional costs associated with the special elections, which affected five municipalities in Milwaukee County, included an increase in ballot printing, programming, and advertising for the two unbudgeted County Board Supervisor contests on the ballots.

This fund transfer seeks to utilize funds from the Appropriation for Contingencies to provide sufficient expenditure authority to pay the costs which are associated with the unbudgeted special elections.

There is no tax levy impact from this transfer.

TRANSFER SIGNED BY THE COUNTY EXECUTIVE APRIL 29, 2013.

# DRAFT

4-29-2013 FINANCE, PERSONNEL AND AUDIT COMMITTEE APPROPRIATION TRANSFERS  
E DEPARTMENTAL

File No. 13-1/13-443  
(Journal, December 20, 2012)

## 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, 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 2013 appropriations of the respective listed departments:

	<u>From</u>	<u>To</u>
1) <u>2900 – Pre-Trial Services</u>		
5199 – Salaries - Wages Budget		\$67,144
5312 – Social Security Taxes		\$ 5,142
5420 – Employee Health Care		\$15,084
5421 – Employee Pension		\$10,416
6148 – Prof Services – Recur Operational	\$97,786	

A transfer in the amount of \$97,786 is being requested by the Clerk of Circuit Court for the Department of Pre-Trial Services to increase expenditure authority in Personal Services and decrease expenditure authority in Professional Services. This appropriation transfer request provides funding for the position of Intake Court Coordinator, which is currently unfunded.

The department is forecasting a surplus in its services due to its contract with “Justice 2000” and is proposing to use the surplus funds to fill the position of Intake Court Coordinator. The filling of the position was requested by the Chief Judge in an effort to work towards reduction of the jail population and increase efficiencies within the court system.

The funds will be spread between necessary Personal Services accounts, detailed above, in order to fund this position for one full year. The department will need to request additional expenditure authority in 2014 to continue funding this position.

There is no tax levy impact from this transfer for the current budget year.

TRANSFER SIGNED BY THE COUNTY EXECUTIVE APRIL 29, 2013.

## 2013 BUDGETED CONTINGENCY APPROPRIATION SUMMARY

2013 Budgeted Contingency Appropriation Budget \$4,103,329

### Approved Transfers from Budget through April 29, 2013

4000 - Equipment rental for EMU	\$ 57,500
4300 - Equipment rental for EMU	\$ 600,000
1130 - Misc. legal fees related to MPM lease	\$ (100,000)

Contingency Balance April 29, 2013 \$4,660,829

### Transfers Pending in Finance, Personnel & Audit Committee through April 29, 2013

WO141021 - Zoo Interchange Allocated Contingency	\$ (450,000)
3010 - Election Commission (Special Elections)	\$ (35,000)

Total Transfers Pending in Finance, Personnel & Audit Committee \$ (485,000)

Net Balance \$ 4,175,829

**2013 BUDGETED CONTINGENCY APPROPRIATION SUMMARY**

**REVISED**

2013 Budgeted Contingency Appropriation Budget \$4,103,329

Approved Transfers from Budget through April 29, 2013

4000 - Equipment rental for EMU	\$ 57,500
4300 - Equipment rental for EMU	\$ 600,000
1130 - Misc. legal fees related to MPM lease	\$ (100,000)

Contingency Balance April 29, 2013 \$4,660,829

Transfers Pending in Finance, Personnel & Audit Committee through April 29, 2013

3010 - Election Commission (Special Elections)	\$ (35,000)
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Total Transfers Pending in Finance, Personnel & Audit Committee \$ (35,000)

Net Balance \$ 4,625,829