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1-11-2013 FINANCE, PERSONNEL AND AUDIT COMMITTEE APPROPRIATION TRANSFERS
A DEPARTMENTAL - RECEIPT OF REVENUE File No. 12-1
(Journal, December 15, 2011)

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 2012 appropriations of the respective listed departments:

	<u>From</u>	<u>To</u>
1) <u>2000 – Combined Court Related Operations</u>		
6148 – Professional Services – Recurring		\$97,550
2699 – Other Fed Grants & Reimb	\$97,550	

A transfer of \$97,550 is requested by the Milwaukee County Clerk of Courts to recognize the receipt of federal revenue and to establish related expenditure authority.

In late 2011, Marquette University informed the U.S. Department of Justice (USDOJ) that it was no longer interested in administering the Milwaukee Foreclosure Mediation Program. The program is designed to help people avoid foreclosure on their home through mediation services with their lenders, which must be entered into mutually. Funding for the program is provided by the USDOJ as the result of legal action against Countrywide Financial Corporation. The program is operated on a contract basis by Metro Milwaukee Mediation Services Inc.

In the January 2012 Board Cycle, the Clerk of Circuit Courts sought and received approval to accept the program funds and to enter into a professional services contract agreement with Metro Milwaukee Mediation Services Inc. (County Board file #12-89) for the payment of the contract and the recognition of the funds from the USDOJ. The Circuit Courts has acted as a pass-through administrator of the program, which will require only minimal staff time to implement. During the May 2012 Board Cycle a

fund transfer in the amount of \$177,519 was approved in order to receive revenue and establish expenditure authority for this program.

The Clerk of Circuit Courts has since been informed that additional funding is available from the Wisconsin Department of Justice to continue this program. Of this funding, \$97,550 was made available for expenditures incurred in 2012 and \$316,000 has been made available for 2013. The Clerk of Circuit Courts requested and received permission to increase the contract with Metro Milwaukee Mediation Services by a like amount into 2013 (County Board file #12-878) in the December 2012 Board Cycle.

This fund transfer includes the \$97,550 in funding and related expenditure authority for 2012. A separate fund transfer includes the \$361,000 in funding and expenditure authority for 2013.

This transfer will allow the department to receive revenue, and establish related expenditure authority.

Approval of this transfer would result in a \$0 tax levy impact.

TRANSFER SIGNED BY THE COUNTY EXECUTIVE _____.

	<u>From</u>	<u>To</u>
2) <u>6533- Facilities Maintenance- Main Building</u>		
6330 – Steam		\$140,000
<u>6503 – Security</u>		
6023 – Security Fees		\$250,000
<u>6402- Community Services Administration</u>		
3790 – Other Health Revenues	\$390,000	

An appropriation transfer of \$390,000 is requested by the Director of the Department of Health and Human Services to recognize additional revenue and to realign revenues and expenditures accordingly within the Behavioral Health Division (BHD).

At the close of every year, BHD submits its Wisconsin Medicaid Cost Report (WIMCR) to the State. This report includes all services provided by BHD and its contracted providers that were not paid for by private insurance. The state then allocates additional prior year revenue to cover a portion of these costs. In December 2012, BHD received its 2011 WIMCR payment, which resulted in increased revenue of \$390,000.

This increase is partially offset by increased expenditures of \$140,000 to cover a utilities deficit due to increased steam costs. In addition, security fees are increased by \$150,000 due to increased use of security in the BHD facility.

Per the 2012 Adopted Budget, any new or unanticipated revenue actually received in the current year that is not identified in that year's budget shall be transferred to the Appropriation for Contingencies (Org. Unit 1945) Budget. Approval of this transfer would amend the adopted policy and allow the department to recognize revenue and to realign revenues and expenditures accordingly to offset the deficit.

Approval of this transfer would result in a \$0 tax levy impact.

TRANSFER SIGNED BY THE COUNTY EXECUTIVE _____.

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1-11-13 FINANCE, PERSONNEL AND AUDIT COMMITTEE APPROPRIATION TRANSFERS
B UNALLOCATED CONTINGENCY File No. 12-1
(Journal, December 15, 2011)

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 2012 appropriations of the respective listed departments:

	<u>From</u>	<u>To</u>
1) <u>3010 – Election Commission</u>		
6403 – Ballots and Election Services		\$38,579
<u>1945 – Appropriation for Contingency</u>		
8901 – Appropriation for Contingencies	\$38,579	

A transfer in the amount of \$38,579 is being requested by the Department Administrator of the Election Commission to increase the appropriations relating to elections held in 2012.

In accordance with Wisconsin Statute Sec. 5.68(2) and 7.03(1)(bm), Milwaukee County is responsible for all election related costs for County, State and Federal elections. The Election Commission, as a result of a ruling by the Government Accountability Board that affirmed that counties are responsible for ballots, programming, publication, and election supplies for recall elections, requested a fund transfer in July 2012 in the amount of \$540,000 that provided a total of \$1,165,000 in funding for ballot and election supplies and advertising costs. It was intended that this level of funding would be sufficient to cover costs related to the recall elections and the regularly-scheduled fall elections, which included the Presidential election in November.

However, due primarily to extremely high turnout during the Presidential election, the Election Commission has exhausted its budget in the Services appropriation unit, including a \$27,030 deficit in the ballots and election supplies line item, leaving insufficient funding for outstanding costs. Two invoices remain to be paid related to the 2012 Presidential Election. This fund transfer seeks to utilize funding from the Appropriation for Contingencies to provide sufficient expenditure authority to pay these related items.

There is no tax levy impact from this transfer.

TRANSFER SUBMITTED TO THE COUNTY EXECUTIVE _____.

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1-11-2013 FINANCE, PERSONNEL AND AUDIT COMMITTEE APPROPRIATION TRANSFERS
C CAPITAL IMPROVEMENTS

File No. 12-1
(Journal, December 15, 2011)

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 2012 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 2012 capital improvement appropriations:

	<u>From</u>	<u>To</u>
1) <u>WH022012 N. 107th St. (Brown Deer Road to North County Line Road) Construction #</u>		
6146 – Prof Serv- Cap/Major Maintenance	\$40,000	
<u>WH022013 N. 107th St. (Brown Deer Road to North County Line Road) Right of Way #</u>		
8526 – Land Improvements- (CAP)		\$40,000

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

A **2012** appropriation transfer of \$40,000 is requested by the Interim Director of Transportation to reallocate expenditure authority from the construction phase to the right of way phase of Project WH022012, North 107th St., Brown Deer Road to North County Line.

The 2009 2nd Financing included an appropriation of \$701,000 for the basic design phase of the North 107st. project. A March 2011 fund transfer included an appropriation of \$2,140,700 for the construction phase of the project.

This appropriation transfer will reallocate \$40,000 of expenditure authority from the construction phase to the right of way phase of the project. The reallocation is needed in the right of way phase in order to accommodate and expedite the final completion of the project. Construction on the project is estimated to be substantially complete by November 2013.

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This fund transfer has no tax levy impact.

TRANSFER SIGNED BY THE COUNTY EXECUTIVE _____.

	<u>From</u>	<u>To</u>
2) <u>WH03013 Whitnall Park Bridge over Root River</u>		
<u>Bridge Number (P-40-0713) +</u>		
6146 – Prof Serv- Cap/Major Maintenance		\$187,500
9706 – Professional Division Services		\$62,500
2699 – Federal Grants and Reimbursements	\$200,000	
<u>WH03006 Whitnall Park Bridge over Root River</u>		
<u>Bridge Number (P-40-0721) # (2010C BABs)</u>		
8530 – Roadway Planning & Construction- (CAP)	\$250,000	
2699 – Federal Grants and Reimbursements		\$200,000
–		

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

A **2012** appropriation transfer of \$250,000 is requested by the Interim Director of Transportation (MCDOT) to create expenditure authority and revenue for Project WH03013 – Whitnall Park Bridge over Root River – Bridge Number P-40-0713 (Whitnall Park Bridge #713) and to decrease expenditure authority and revenue from Project WH03006 Whitnall Park Bridge over Root River – Bridge Number P-40-0721 (Whitnall Park Bridge #721).

The 2010 Budget included an appropriation of \$150,000 for design work and \$800,000 for the replacement of Whitnall Park Bridge #721, which is located 0.1 mile south of West College Avenue and extends into the City of Franklin. It is a single-span, concrete flat slab bridge, with stone facade, timber and stone railing that was constructed in 1934. The existing bridge is in very poor condition and has a sufficiency rating of 43.5. The concrete slab is deteriorated, cracked and spalled, however, the bridge abutments are secured. Financing was budgeted 80% in Surface Transportation Program (STP) funds and the 20% local match was provided from Build America Bonds.

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This appropriation transfer will reallocate \$250,000 of expenditure authority from Whitnall Park Bridge #721 to Whitnall Park Bridge #713, which is located 0.1 mile north of W. College Avenue and extends into Hales Corners. Both bridges have bridge sufficiency ratings that are below desirable levels and that indicate replacement of these structures is necessary. Since the Whitnall Park Birdge #721 has been delayed and the two bridges are similar in type and located in close physical proximity to each other, it is advisable to complete the design and construction for replacement of these structures simultaneously in order to minimize public interruption during the construction period and capture any potential cost savings that may be available.

Future budget appropriation requests are anticipated to replace the \$250,000 of construction funds utilized from Whitnall Park Bridge #721 and to fund the construction phase of Whitnall Park Bridge #713. In addition, MCDOT anticipates submitting an application to the Wisconsin Department of Transportation in June 2013 for Surface Transportation Program (STP) funds to cover 80 percent of construction costs for these bridge projects.

This fund transfer has no tax levy impact.

TRANSFER SIGNED BY THE COUNTY EXECUTIVE _____.

DRAFT

Action Required
Finance, Personnel and Audit 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 2012 appropriations of the respective listed departments:

	<u>From</u>	<u>To</u>
1) <u>WT071 Transit Bus Protector Shields *</u>		
8588 – Other Capital Outlay- (EXP)		\$745,000
2699 – Federal Grants and Reimbursements	\$596,000	
<u>Org. 5600 Milwaukee County Transit System</u>		
8201 – Transit Operations	\$149,000	

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

A **2012** appropriation transfer is requested by the Interim Director of the Milwaukee County Department of Transportation (MCDOT) to create Project **WT071** - Bus Protector Shields. The project will be financed by \$596,000 of Federal revenue and the local match will be financed by \$149,000 of surplus expenditure authority in Org. 5600 Milwaukee County Transit System (MCTS).

The **2013** Adopted Capital Improvements Budget included Project **WT070** - Bus Protector Shields. The local share of the project was anticipated to be financed by general obligation bonds. However, the costs of the individual units fall below the County's threshold for capitalization. Therefore, the project is not eligible for general obligation bond financing.

This **2012** appropriation transfer will create a new Bus Protector Shield project, but the local share will be financed by surplus expenditure authority in transit operations rather than general obligation bond proceeds. The project will retrofit 326 MCTS buses with operator protective shields. This appropriation transfer will in effect replace the **2013** capital improvement project for bus protector shields. The **2013** project will be lapsed at year end and will have no impact to the County's bottom line.

Approval of this appropriation transfer will reduce the **2012** operating surplus for Transit by \$149,000.

TRANSFER SIGNED BY THE COUNTY EXECUTIVE _____.

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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 2012 appropriations of the respective listed departments:

			<u>From</u>	<u>To</u>
1) <u>3700 – Office of the Comptroller</u>				
5199	-	Salaries & Wages	\$6,762	
7910	-	Office Supplies		\$1,546
7973		Minor Office Equipment		\$4,777
7915		Computer Software		\$339
9799		Other Crosscharges		\$100

A transfer of \$6,762 is requested by the Office of the Comptroller to realign expenditure authority to utilize a surplus in personnel costs for the purchase of office equipment.

The Office seeks to purchase a scanner mainly in order to eliminate older paper records in the payroll section. The Office is utilizing a surplus in salaries in wages that is the result of several vacancies experienced during the year. The Office is on pace to have a surplus of approximately \$75,000 for the year before this transfer.

This fund transfer has no tax levy impact.

TRANSFER SIGNED BY THE COUNTY EXECUTIVE _____.

2012 BUDGETED CONTINGENCY APPROPRIATION SUMMARY

2012 Budgeted Contingency Appropriation Budget	\$1,550,000
Approved Transfers from Budget through January 11, 2013	
1000 - Membership in the Wisconsin Counties Association for the remainder of 2012	\$ (21,115)
3010 - Additional cost due to 2012 Recall elections	\$ (540,000)
Unallocated Contingency Balance January 11, 2013	<u>\$988,885</u>
Transfers Pending in Finance, Personnel & Audit Committee through January 11, 2013	
3010 - Additional cost due to high turnout in the 2012 Presidential election	\$ (38,579)
Total Transfers Pending in Finance, Personnel & Audit Committee	<u>\$ (38,579)</u>
Net Balance	<u>\$ 950,306</u>

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