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Fiscal Year 2015

10-7-2015 FINANCE, PERSONNEL AND AUDIT COMMITTEE APPROPRIATION TRANSFERS
A 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 2015 appropriations of the respective listed departments:

1) 7900 Aging		<u>From</u>	<u>To</u>
2699	– Other Fed Grants & Reimbursements	\$65,000	
2299	– Other State Grants & Reimbursements	\$20,000	
5199	– Salaries & Wages		\$65,000
6147	– Serv – Data Processing		\$6,900
6050	– Contract Personal Services – Short Term		\$8,608
7910	– Office Supplies		\$4,492

Transfer of \$85,000 is requested by the Interim Director, Department on Aging to increase grant revenues and offset related expenditures within the department.

Pursuant to County Board resolutions File No. 14-928 and No. 14-929 approved on December 18, 2014, the County Executive is authorized to carry out the Department on Aging's 2015 State and County Contract covering the administration of social services and community programs-Aging programs and 2015 Resource Center Contract. The resolutions authorize the County Executive to accept federal and state revenues including any and all increases in allocations during the contract year.

This transfer includes an addendum of \$65,000 in federal discretionary grant revenue for the Dementia Caregiver Support Services for the African - American Communities and is awarded from Department of Health and Human Services, Administration for Community Living and is amended through the state/county contract. The \$65,000 increase represents one-third of the total grant of \$195,000 as awarded through August 31, 2017. The transfer also includes a revenue increase addendum of \$20,000 and an expenditure increase which supports expansion of the dementia capability of the Resource Center and creation of more dementia friendly communities with increased opportunities for people with dementia.

The \$65,000 revenue increase is completely offset with creation of an additional Dementia Care Specialist (DCS) position (File 15-95) within the Resource Center to provide dementia capable, sustainable service systems and dementia caregiver support services targeting African-American communities. The DCS will coordinate and work directly with African American individuals with dementia and their families; support activities required to develop dementia capable systems within the Aging Resource Center; and help in building sustainable dementia friendly communities. The position will provide consultation and technical assistance to the Resource Center, including adult protective services staff who also interact with African Americans and other minority people experiencing cognitive changes or have been diagnosed with Alzheimer's disease or related dementia. The DCS will develop relations and referral processes with physicians and health care systems in the area for African Americans and

other minorities, making them aware of programs and services that are available to individuals with dementia. DCS will also provide culturally competent outreach and awareness to other professionals, employers, individuals, families of African Americans and other minority communities about the Aging Resource Center and available dementia services.

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

TRANSFER SIGNED BY THE COUNTY EXECUTIVE OCTOBER 7, 2015.

2)		<u>From</u>	<u>To</u>
	9960 Debt Service		
	4999 – Miscellaneous Revenue (Vehicle Auction Revenue-2009F)	\$455	
	<u>0764 Debt Service Reserve</u>		
	0764 – Debt Service Reserve		\$455

A transfer of \$455 is requested by the Comptroller to increase budgeted revenues in the Debt Service Budget and to allocate \$455 to the Debt Service Reserve (DSR).

In 2015, a Chevy Impala was totaled in an accident. The Fleet Management Division of the Department of Transportation was able to sell the vehicle at auction for \$455. The vehicle was financed with the County’s 2009F General Obligation Promissory Notes (2009F Notes). The County has restrictions on what it can use the vehicle auction proceeds for since the 2009F Notes are still outstanding. This appropriation transfer will move the vehicle auction proceeds to the Debt Service Reserve. It is anticipated that the County will eventually use these proceeds to finance an eligible capital project or finance future debt service expenses.

Approval of this fund transfer will have no levy impact.

TRANSFER SIGNED BY THE COUNTY EXECUTIVE OCTOBER 7, 2015.

3)		<u>From</u>	<u>To</u>
	7900 Aging		
	2699 – Other Fed Grants & Reimbursements	\$909,141	
	4999 – Other Misc Revenue	\$16,642	
	2699 – Other Fed Grants & Reimbursements		\$850,701
	4999 – Other Misc Revenue		\$75,082

Transfer of \$925,783 is requested by the Interim Director, Department on Aging to increase and realign grant revenues within the department.

Pursuant to County Board resolutions File No. 14-928 approved on December 18, 2014, the County Executive is authorized to carry out the Department on Aging’s 2015 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 \$75,082, including Older Americans Act grant funds of \$34,931 in Title III-C1 revenue for congregate meals and \$1,830 in Title III-C2 funds for home delivered meals; federal reimbursement of \$21,679 for eligible Nutrition Service Incentive Program meals and a projected surplus in Medicaid meal reimbursement income of \$16,642 from non-county Long-Term Care organizations.

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.

The grant revenue increases and projected revenue surplus reimbursements totaling \$75,082 partially offsets revenue shortages in Family Care meal reimbursements due to a decline in request for meal services from Milwaukee County Department of Family Care members. This transfer also realigns Title III C1 and Title III-C2 funding, transferring \$885,632 from the congregate meal program (Title III-C1) to the home delivered meal program (Title III-C2) due to increased program service demand within the home delivered meal program, having no impact to the overall funding.

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

TRANSFER SIGNED BY THE COUNTY EXECUTIVE OCTOBER 7, 2015.

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10-7-2015 FINANCE, PERSONNEL AND AUDIT COMMITTEE APPROPRIATION TRANSFERS
B 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 2015 appropriations of the respective listed departments:

1)		<u>From</u>	<u>To</u>
	<u>9910 UW- Extension</u>		
	5199 – SALARIES –WAGES BUDGET	\$3,135.00	
	6050 – CONTRACT PERS SERV – SHORT		\$3,135.00

Object 6050 was under budgeted in the period from March-April of 2015 due to a temporary services position and has diminished the ability to for the department to satisfy payment for cleaning service contracts. The funds from a vacancy in a permanent position from January to April of 2015 are requested for transfer to rectify the account imbalance.

This request has no levy impact.

TRANSFER SIGNED BY THE COUNTY EXECUTIVE OCTOBER 7, 2015.

2)		<u>From</u>	<u>To</u>
	<u>9000 – Department of Parks, Recreation & Culture</u>		
	4062 – Restaurant Concessions	\$100,000	
	4001 – Golf Merchandise Sales	\$100,000	
	7667 – Resale Golf Merchandise		\$75,000
	7666 – Resale Concessions Merchandise		\$50,000
	6620 – Repair/Maintain Grounds		\$75,000

The Department of Parks, Recreation & Culture requests a transfer of excess earned revenue to cover costs in Commodities/Services. Golf revenue has exceeded budget and golf merchandise sales have exceeded budget by over \$100,000. A corresponding increase of \$75,000 is needed for golf merchandise for resale.

Concessions sales have exceeded budget by over \$100,000 and a corresponding increase of \$50,000 is needed to purchase food and beverage products for resale.

\$75,000 is requested to continue Repairs & Maintenance on buildings and structures, including work on catch basins repair or replacement.

This request has no tax levy impact.

TRANSFER SIGNED BY THE COUNTY EXECUTIVE OCTOBER 7, 2015.

3)		<u>From</u>	<u>To</u>
	<u>9000 – Department of Parks, Recreation & Culture</u>		
	5199 – Salaries – Wages Budget	\$250,000	
	6610 – Repair/Maintain Buildings and Structures		\$225,000
	6050 – Contract Pers Services – Short Term		\$25,000

The Department of Parks, Recreation & Culture requests a transfer of payroll to cover unexpected costs in Commodities/Services.

Unfavorable weather, closed facilities, and open positions resulted in \$250,000 in payroll savings from Permanent and Seasonal positions mainly in Natural Areas, Aquatics and Concessions.

\$25,000 is requested for a consultant to drive and coordinate the Parks Accreditation process.

\$225,000 is requested for service contracts to repair and maintain Park's buildings and structures.

This request has no tax levy impact.

TRANSFER SIGNED BY THE COUNTY EXECUTIVE OCTOBER 7, 2015.

4)		<u>From</u>	<u>To</u>
	<u>8000 Health & Human Services</u>		
	2252 – Youth Aids Program Revenue	\$500,000	
	8502 – Major Maintenance - Building		\$500,000

A 2015 Fund Transfer totaling \$500,000 is being requested by the Director of the Department of Health & Human Services (DHHS) on behalf of the Administrator of the Delinquency and Court Services Division (DCSD). This transfer recognizes an unanticipated surplus of Youth Aids revenue and establishes corresponding expenditure authority in the 2015 DCSD Budget. This appropriation transfer has no tax levy impact.

The funds will be used to renovate a currently vacant CATC outbuilding into a Type II secure residential facility in order to expand the capacity of the Milwaukee County Accountability Program (MCAP), in partnership with BHD’s Wraparound Program. Under this initiative, MCAP will be relocated from its current home in the Juvenile Detention Center, in alignment with the Annie E. Casey Foundation’s Juvenile Detention Alternatives Initiative (JDAI) best practice.

MCAP was made possible through statutory language changes included in the 2011-13 State Budget allowing juvenile court the ability to place youth in a local secure detention facility for a period of up to 180 days if authorized by a county board of supervisors.

The program is designed to hold youth accountable while providing them the opportunity to become more productive citizens by building on the strengths of youth and their families in a “local” restrictive setting, instead of being sent to the State’s Juvenile Correctional Institution (JCI) located in Irma, WI, a four-hour drive from Milwaukee.

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Surplus Youth Aids revenue became available due to lower than budgeted placements of youth in the State's Juvenile Correctional Institution (JCI).

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	<u>From</u>	<u>To</u>
<u>2000 Combined Courts</u>		
2699 – State Reimbursement	\$17,640	
6148 – Professional Services		\$17,640

The Milwaukee County Clerk of Circuit Court is receiving \$75,000 from the Department of Children and Families for the continuation of the Family Drug Treatment Court (FDTC), as of October 1, 2015. \$17,640 represents FDTC expenditures from October 2015 through December 2015.

FDTC is a voluntary program involving families whose children have been deemed in need of protection/services and are under the jurisdiction of the court. This is a four-phase program that focuses on sobriety and permanency for children.

This transfer has \$0 tax levy impact

TRANSFER SIGNED BY THE COUNTY EXECUTIVE OCTOBER 7, 2015.

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10-7-2015 FINANCE, PERSONNEL AND AUDIT COMMITTEE APPROPRIATION TRANSFERS
C DEPARTMENTAL-OTHER

Action Required

Finance, Personnel and Audit Committee
County Board (Majority 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 2015 appropriations of the respective listed departments:

1)		<u>From</u>	<u>To</u>
	<u>9000 – Department of Parks, Recreation & Culture</u>		
	0755 – Reserve Imprest Fund	\$20,845	
	6503 – Equipment Rental – Short Term		\$20,845

This transfer is submitted to decrease the 2015 Parks Department Imprest Fund by \$20,845

The Parks Department Imprest Fund is utilized for two purposes:

1. To reimburse employees for petty cash purchases.
2. Start up cash (change) for the many revenue producing operations throughout the Park System.

Because of the seasonal nature of these activities, the increase was only needed from April to October. Therefore, this increase was to be returned to the operations account by December via a reversing appropriation transfer.

This transfer decreases the Parks Imprest Fund from \$63,000 to \$42,155

TRANSFER SIGNED BY THE COUNTY EXECUTIVE OCTOBER 7, 2015.

2)		<u>From</u>	<u>To</u>
	<u>9000 – Department of Parks, Recreation & Culture</u>		
	2999 – Revenue from Other Governmental Unit	\$66,058	
	8588 – Other Capital Outlay (Expense)		\$66,058

The Department of Parks, Recreation & Culture is seeking a transfer of funds to satisfy the terms of an agreement with the City of Racine and UW -Oshkosh in relation to their administration of the Great Lakes Restoration Initiative for Grant Park Beach.

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The check will be deposited into Revenue from Other Governmental Sources.

The initiative resulted in the installation of green infrastructure (i.e., rain gardens) near Grant Park beach with the goal of improving water quality.

This request has no tax levy impact

TRANSFER SIGNED BY THE COUNTY EXECUTIVE OCTOBER 7, 2015.

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10-7-2015 FINANCE, PERSONNEL AND AUDIT COMMITTEE APPROPRIATION TRANSFERS
D 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 2015 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 2015 capital improvement appropriations:

1)	<u>From</u>	<u>To</u>
	<u>WP273 - Grobschmidt Park Pool Rehab#</u>	
8509	– Other Bldg Imprvt- (CAP)	\$35,000
	<u>WP304 - Hales Corners Pool Rehab#</u>	
8509	– Other Bldg Imprvt- (CAP)	\$35,000

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

An appropriation transfer of \$90,000 is requested by the Director of the Department of Parks, Recreation and Culture (Parks) to reallocate surplus expenditure authority from project WP304 - Hales Corners Pool Rehab to project WP273 Grobschmidt Park Pool Rehab.

The 2015 Capital Improvements Budget included appropriations totaling \$275,000 for the installation of a new polyvinyl chloride membrane, supply channel replacement, new depth markers, and new piping for the Hales Corners Pool. Staff from the Department of Administrative Service – Architecture and Engineering section (A&E) has indicated that the project will come under budget by approximately \$35,000 and will be completed by June, 2016.

The 2013 Capital Improvements Budget included appropriations totaling \$162,000 for rehabilitation work to be performed on Grobschmidt Park Pool. The scope of work consists of a new PVC membrane, new depth markers, and supply channel replacements. This project is currently \$35,000 over budget due primarily due to:

1. Lack of Competitive Bids: Bids were received for Grobschmidt on 3/4/15 for two contracts with only two bids for each contract. The busy bidding climate and the lack of competition resulted in higher bids.
2. Soft Costs: Soft costs were higher than allocated due to more complex design, project management, and construction oversight. This project had the added burden of managing two contracts and contractors, resolving DBE and residency issues, and working with the state on plan approval.

The Grobschmidt Park Pool Rehab project has been completed. If the fund transfer is approved, \$35,000 in expenditure surplus would be transferred from substantially completed project WP304 - Hales Corners Pool Rehab to project WP273 Grobschmidt Park Pool Rehab in order to cover the project deficit.

There is no tax levy impact from this transfer.

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2)		<u>From</u>	<u>To</u>
	<u>WC093-Courthouse Penthouse Masonry</u>		
8502	– Major Maint Bldg	\$444,700	
	<u>WH094-W Rawson Ave Int w/ 10th St. & 6th St. *</u>		
2699	– Other Federal Grants and Reimbursements	\$148,320	
6030	– Advertising		\$250
6146	– Prof. Services-Cap/Major Maint		\$10,000
7930	– Photo, Prtg, Repro, Binding		\$250
9706	– Major Maint Bldg- (Exp)		\$154,300
	<u>WH105-Bridge Exp Joint Repair E North Ave & N. Oak Ave*</u>		
6030	– Advertising		\$250
6146	– Prof. Services-Cap/Major Maint		\$10,000
7930	– Photo, Prtg, Repro, Binding		\$750
8530	– Roadway Plan & Construction		\$85,000
9706	– Major Maint Bldg- (Exp)		\$9,080
	<u>5725–DAS Facilities Management</u>		
8588	– Other Capital Outlay		\$50,000
8588	– Other Capital Outlay		\$157,140
	<u>1017–DAS-Office for Persons w/ Disabilities</u>		
8502	– Major Maint Bldg		\$65,000
	<u>4900–Medical Examiner</u>		
8552	– Mach & Equip>\$2,500		\$51,000

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

The Director of the Department of Administrative Services is requesting an appropriation transfer of \$444,700 from capital sub-project WC093-Courthouse Penthouse Masonry and to recognize \$148,320 in approved Federal funding from the Wisconsin Department of Transportation (WISDOT) under the Highway Safety Improvement Program (HSIP) and executed under a State/Municipal Agreement to fund six capital related-items included in the 2016 capital request(s).

The 2015 Adopted Capital Improvement Budget included an appropriation of \$639,808 to address penthouse masonry repairs at the Courthouse. The sub-project addressed loose bricks and mortar, chipping caulk, and stabilizes service ladders. As initial work progressed, DAS-FM staff determined that a specialized consultant would be required in order to perform an in-depth analysis to provide a more accurate detail of the masonry condition/repair needs and associated costs (which are likely to be higher than the \$639,808 appropriation). DAS-FM staff has indicated that approximately \$195,000 of the original appropriation would be required to hire a consultant and maintain a balance for any immediate repair(s) that may be identified from the consultant's review.

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Pending the results of the consultant analysis, DAS-FM will include a 2017 capital request based off of the consultant's recommendations and cost estimates.

The remaining balance of approximately \$444,700 from sub-project WC093-Courthouse Penthouse Masonry is reallocated to fund the following 2016 requested capital-related items:

1.) WH094-W Rawson Ave Int w/ 10th St. & 6th St.: \$164,800

The intersections of W. Rawson Ave. (CTH BB) at S. 10th St. & S. 6th St. provide access to two large industrial/business parks in the City of Oak Creek. Because of their location and the access to I-94 at Rawson Ave., the intersections have a large number of trucks and are in need of improvement due to the number of accidents that are occurring. The W. Rawson Ave. (CTH BB) Intersections with 10th St. & 6th St. project will install overhead, per lane signal indications (monotubes) at both intersections and rehabilitate the traffic signals to reduce rear end and angle crashes at the intersection.

The appropriation transfer will establish new capital sub-project WH094-W Rawson Ave Int w/ 10th St. & 6th St and initially fund the design phase via the \$16,480 appropriation transfer from sub-project WC093-Courthouse Penthouse Masonry and recognized revenue of \$148,320 in Federal funding (from the WISDOT under HSIP).

MCDOT staff has indicated that funding requests will be anticipated for budget years 2017 and 2018 and that the overall capital project has an estimated cost of \$934,245 where 90% will be Federal funding (\$840,820) with the remaining 10% (\$93,425) funded by Milwaukee County. The HSIP funding expires in 2018.

2.) Bridge Exp Joint Repair E North Ave & N. Oak Ave: \$105,080

The existing bridge expansion joints are failing and could pose a safety issue if not repaired in a timely manner. MCDOT staff has indicated that repairs cannot wait for the bridge to be eligible for Federal/State match under the Local Bridge Program (LPB).

The appropriation transfer will establish new capital sub-project WH105-Bridge Exp Joint Repair E North Ave & N. Oak Ave in order to address the repair of bridge expansion joints.

3.) Villa Terrace Roof Replacement: \$50,000

The North and South sloped rubber membrane roof areas have areas significant areas of deterioration causing water leakage. The appropriation transfer would provide funding (in DAS-Facilities Management) to install a new rubber membrane roof, provide new flashing along the adjoining copper curb/seams/drains, and re-sealing of PVC tubes. Payment to Villa Terrace will be made upon completion of the roof replacement and repairs.

4.) CH Complex Honeywell Hardware/Software: \$157,140

The current Courthouse Complex Fire Monitoring and Protection system requires a software upgrade and workstation replacement. The existing operating system is two revisions behind the new server and must be updated in order to fully function as designed. This appropriation transfer would allow for the upgrading of the CH Complex Honeywell hardware and software.

5.) Medical Examiner Autopsy Carts: \$51,000

The original autopsy carts were last purchased in 1988 and require replacement as existing carts do not meet current needs as far as weight requirements for an expanding population, Medical Examiner staff has indicated that this has become a hazard to employees due to instability of wheels and limited movement. The appropriation transfer would allow for the purchase of 10 new autopsy carts.

5.) Will-O-Way Underwood Exterior Wall Rehab: \$65,000

The exterior east-wing walls (including doors and windows) of the Wil-O-Way Underwood Recreation Center have significant areas of deterioration and require replacement. This appropriation transfer would allow for the following work to be done to address the issue: 1) removal of approximately 2,000 square feet of existing deteriorated wood board siding, 2) removal of 7 existing deteriorated wood framed windows, 3) removal of 3

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existing deteriorated exterior doors and frames, 4) installation of 7 new metal-clad insulated window units, 5) installation of 3 new insulated metal doors and frames, 6) installation of additional insulation in approximately 2,000 square feet of exterior walls, 7) installation of approximately 2,000 square feet of new exterior siding, and 8) finishing of new siding, doors and frames.

This fund transfer has no tax levy impact.

TRANSFER SIGNED BY THE COUNTY EXECUTIVE OCTOBER 7, 2015.

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8-27-2015 FINANCE, PERSONNEL AND AUDIT COMMITTEE APPROPRIATION TRANSFERS
E 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 2015 appropriations of the respective listed departments:

1)	<u>From</u>	<u>To</u>
	<u>WP19208 – Big Bay FEMA Erosion Repair #</u>	
8527 – Other Capital Outlay- (CAP)		\$34,827
	<u>0600 – Parks Deferred Revenue (FEMA Funds)</u>	
0600 – Parks Deferred Revenue (FEMA Funds)	\$34,827	

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

An appropriation transfer of \$34,827 is requested by the Director of the Department of Parks, Recreation and Culture (Parks) to increase expenditure authority for WP19208 Big Bay Park FEMA Erosion Repair financing is being provided from FEMA funds that are currently in the Parks Deferred Revenue Account.

In July 2010, significant floods damaged parkland and structures. In May 2011, the County Board and County Executive approved \$173,000 of funding that was used to perform planning, design and some repair work on the project. Additional appropriation transfers approved in 2012, 2014, and 2015 approved funding of approximately \$2.3 million.

The bids were recently received for the WP19208 Big Bay Park FEMA Erosion Repair subproject. The low bid was higher than the funding available in the subproject. The Parks Deferred Revenue Account currently has FEMA proceeds from small projects that were done by the Parks Department within their operating budget. This appropriation transfer will use the FEMA proceeds currently in the Parks Deferred revenue account to provide \$34,828 of additional funding for the Big Bay Park FEMA Erosion Repair subproject.

Some of the areas included within the overall project WP192 Countywide Parks FEMA Improvements are substantially complete. These areas include, Bradford Beach Parking Lot and Bike Trail, Estabrook Park Oak Leaf Trail, Estabrook Park Tunnel, Grant Park Picnic Area #2, Riverside Park East Bank, Juneau Park Bluff/Oak Leaf Trail. Work on the projects included stabilization, re-grading, and clearing debris.

The other areas of the project are “In Progress”. These areas include Oak Creek Parkway, Pleasant Valley, Big Bay Park Bluff, Beer Line Trail, and Hubbard Park – Oak Leaf Trail.

All of the areas of the project included in the appropriation transfer are anticipated to be complete by the 3rd quarter of 2016.

Other than the projects included in this appropriation transfer, only one area remains to be completed, which is Honey Creek Parkway/Portland Ave. The Honey Creek Parkway/Portland Ave. is currently on hold. The

Milwaukee Metropolitan Sewerage District and the Parks Department are trying to develop a stabilization plan that best addresses the increased runoff associated with the Zoo Interchange Improvements done by the Wisconsin Department of Transportation (WisDOT).

This fund transfer has no tax levy impact.

TRANSFER SIGNED BY THE COUNTY EXECUTIVE OCTOBER 7, 2015.

2)		<u>From</u>	<u>To</u>
	<u>WP29701 Oak Leaf Trail Reconstruction- Sheridan Park #</u>		
	8527 – Land Improvements- (CAP)		\$45,000
	2999 – Other State Grants and Reimbursements	\$45,000	
	<u>WP29702 Oak Leaf Trail Reconstruction- Grant Park #</u>		
	8527 – Land Improvements- (CAP)		\$45,000
	2999 – Other State Grants and Reimbursements	\$45,000	

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

An appropriation transfer of \$90,000 is requested by the Director of the Department of Parks, Recreation and Culture (Parks) to increase expenditure authority for Project WP29701 Oak Leaf Trail Reconstruction – Sheridan Park and Project WP29702 Oak Leaf Trail Reconstruction – Grant Park. Financing is being provided from State of Wisconsin Recreational Trails Act (RTA) grants.

The 2014 and 2015 Capital Improvements Budget included appropriations totaling \$396,000 for the reconstruction of the Sheridan Park segment of the Oak Leaf Trail and \$796,000 for the reconstruction of the Grant Park segment of the Oak Leaf Trail. The scopes of the projects include engineering, site preparation, trail reconstruction and landscaping.

In May 2015, the Department of Parks Recreation and Culture was notified by the Wisconsin Department of Natural Resources that it would receive an RTA grant of \$45,000 for reconstruction of both the Sheridan Park and Grant Park segments of the Oak Leaf Trail.

This appropriation transfer increases the revenue budgets for the RTA grants and increases expenditure authority for the two subprojects by the same amounts.

The Sheridan Park segment is substantially complete. The Grant Park segment is 90% complete and will be substantially completed by November 2015.

Punch list items, including turf establishment will be completed in the spring of 2016. The subprojects will be closed out at the end of 2016.

This fund transfer has no tax levy impact.

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10-7-2015 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 2015 appropriations of the respective listed departments:

1)		<u>From</u>	<u>To</u>
	<u>1945 Appropriation for Contingency</u>		
	8901 Appropriation for Contingency	\$200,000	
	<u>1160 Dept of Adm Serv-Information Management Services Division (IMSD)</u>		
	6640 R/M Office Equipment		\$200,000
	3844 Serv Prov R/M Office Equipment	\$200,000	
	<u>1151 Dept of Adm Serv-Facilities</u>		
	9744 R/M Office Equipment Charges		\$71,180
	<u>4300 House of Correction</u>		
	9744 R/M Office Equipment Charges		\$67,959
	<u>4000 Sheriff</u>		
	9744 R/M Office Equipment Charges		\$60,861

The Chief Information Officer, DAS-Information Management Services Division (IMSD), is requesting the transfer of \$200,000 from the Allocation for Contingencies to increase expenditure authority for the copier/lease portion of IT spent and adjust cross charges to fulfill contractual obligations for leases through year end. The cost was underestimated for Facilities, House of Correction and Sheriff.

There is no tax levy impact for this transfer.

TRANSFER SIGNED BY THE COUNTY EXECUTIVE OCTOBER 7, 2015.

2)		<u>From</u>	<u>To</u>
	<u>1945 – Appropriation for Contingencies</u>		
	8902 – Appropriation for Conting	\$223,344	
	<u>115 – Dept of Admin Services – Facilities Management</u>		
	6999 – Sundry Services		\$223,344

The Director of the Department of Administrative Services – Facilities Management Division (DAS-FM), is requesting the transfer of \$223,344 from the Allocation for Contingencies to increase expenditure authority for water damage and cleanup costs for the Courthouse and Safety Building.

On 8-12-15, water damage on the 5th and 6th floors of the Courthouse occurred. Cleanup and restoration costs are \$23,344.

On 8-13-15, a water pipe breakage occurred on the 3rd and 7th floor of the Safety Building, which caused flooding in areas. DAS-FM staff has estimated cleanup costs at approximately \$200,000.

This fund transfer has no tax levy impact.

TRANSFER SIGNED BY THE COUNTY EXECUTIVE OCTOBER 7, 2015.

DRAFT

Fiscal Year 2015

10-7-2015 FINANCE, PERSONNEL AND AUDIT COMMITTEE APPROPRIATION TRANSFERS
G 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 2015 appropriations of the respective listed departments:

1)		<u>From</u>	<u>To</u>
	<u>1992– Revenue Non Dept Earnings on Investments</u>		
	1850 – Earnings on Investments	100,000	
	<u>1989 – County Wide Non Dept Investment Management Fee</u>		
	6028 – Investment Management Fee		100,000

The County Treasurer is requesting a fund transfer is to establish additional funds for increase in management and custodian fees due to increase in account balance and activity. This transfer would adjust the budget to continue operations.

There is no tax levy impact for this transfer.

TRANSFER SIGNED BY THE COUNTY EXECUTIVE OCTOBER 7, 2015.

2)		<u>From</u>	<u>To</u>
	<u>2000 – Combined Courts</u>		
	7973 – Minor Office Equipment		\$235,000
	<u>2900 – Pre-Trial Services</u>		
	6148 – Professional Services	\$235,000	

An appropriation transfer of \$235,000 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 \$235,000 of that surplus to Combined Courts Related Operations to begin a phased approach to upgrade furniture in courtrooms where it is in poor condition. Much of the furniture is over 25 years old. Some courtrooms and courtroom offices are in poor condition and currently fail to provide a dignified and respectful environment for litigants, employees, jurors, witnesses, victims, and other members of the public.

This fund transfer has no tax levy impact.

TRANSFER SIGNED BY THE COUNTY EXECUTIVE OCTOBER 7, 2015.

3)		<u>From</u>	<u>To</u>
	<u>6300 Behavioral Health Division</u>		
	7770 - Drugs	\$600,000	
	 <u>8000 Health & Human Services</u>		
	5199 - Salaries & Wages		\$175,000
	8164 - Care Management Org Services		\$300,000
	8779 - Chgs Co Housing Prog		\$125,000

An appropriation transfer is being requested by the Director, Department of Health and Human Services in the amount of \$600,000. The transfer will reallocate \$600,000 in pharmacy surplus funds from the Behavioral Health Division to be put towards Milwaukee County’s Plan to End Chronic Homelessness in the Housing Division. These costs will cover case management services in the My Home program, staffing costs, and allow the County to immediately begin placing individuals into new housing first units with case management attached.

TRANSFER SIGNED BY THE COUNTY EXECUTIVE OCTOBER 7, 2015.

4)		<u>From</u>	<u>To</u>
	<u>1935 – County Wide Non-Dept</u>		
	9879 - Abatement – Central Services	1,656,983	
	 <u>1000 – County Board</u>		
	9795 - Budget Abatement-XC		(\$7,941)
	 <u>1021 – Veterans Service</u>		
	9779 - Central Service Allocation		\$2,711
	 <u>1041 – CBDP General office</u>		
	9779 - Central Service Allocation		\$2,801
	 <u>1018 – OPD Admin</u>		
	9779 - Central Service Allocation		\$1,547
	 <u>1011 – County Executive</u>		
	9779 - Central Service Allocation		\$2,693

DRAFT

Fiscal Year 2015

1131 – Corporation Counsel

9779 – Central Service Allocation \$7,560

1186 – DAS Admin Group

9779 – Central Service Allocation \$4,149

1163 – IMSD Fiscal & Support

9779 – Central Service Allocation \$21,825

1101 – Risk Management Administration

9779 – Central Service Allocation \$13,891

1191 – Real Estate Services

9779 – Central Service Allocation \$1,614

1199 – MCAMLIS

9779 – Central Service Allocation \$1,824

2421 – Family Court Commissioner - Gen

9779 – Central Service Allocation \$3,090

2422 – Family Court Commissioner - IVD

9779 – Central Service Allocation \$5,140

2423 – Family Court Mediation Service

9779 – Central Service Allocation \$741

2690 – Register in Probate

9779 – Central Service Allocation \$9,305

2811 - Administration

9779 – Central Service Allocation \$71,402

2432 - Administration

DRAFT

Fiscal Year 2015

9779	–	Central Service Allocation	\$49,003
<u>2911 – Alternatives to Incarceration</u>			
9795	–	Budget Abatement – XC	(\$1,457)
<u>3010 – Election Commission</u>			
9779	–	Central Service Allocation	\$3,694
<u>3270 – County Clerk</u>			
9779	–	Central Service Allocation	\$3,217
<u>3410 - Administration</u>			
9779	–	Central Service Allocation	\$9,526
<u>3751 - Administration</u>			
9779	–	Central Service Allocation	\$6,766
<u>4002 - Administration</u>			
9779	–	Central Service Allocation	\$187,488
<u>4311 – HOC Administration</u>			
9779	–	Central Service Allocation	\$116,629
<u>4501 – District Attorney - General</u>			
9779	–	Central Service Allocation	\$62,251
<u>4802 – Emergency Management</u>			
9779	–	Central Service Allocation	\$34,694
<u>4900 – Medical Examiner</u>			
9779	–	Central Service Allocation	\$9,663
<u>5041 – GMIA – Administration</u>			
9779	–	Central Service Allocation	\$115,541

DRAFT

Fiscal Year 2015

5130 – Transportation Services

9779 – Central Service Allocation \$5,980

5190 – Administration Highway Division

9779 – Central Service Allocation \$43,524

5300 – Fleet Management

9779 – Central Service Allocation \$21,169

5746 – DAS - Water

9779 – Central Service Allocation \$779

5605 – Transit Board

9779 – Central Service Allocation \$35,210

5901 – Paratransit Services

9779 – Central Service Allocation \$3,992

5702 Maintenance Operations

9779 – Central Service Allocation \$63,482

5740 – Architect/Engineer Services

9779 – Central Service Allocation \$8,802

5741 – Environmental & Energy

9779 – Central Service Allocation \$2,194

5801 – DPW – Director’s Office

9795 – Budget Abatement - XC \$(34,189)

6312 – Central Administration

9779 – Central Service Allocation \$226,341

7912 – Fiscal/Support Services

9779 – Central Service Allocation \$31,956

7991 – CMO Administration

9779 – Central Service Allocation \$55,722

8260 – Admin Crosscharges

9779 – Central Service Allocation \$88,020

9010 – Parks Administration

9779 – Central Service Allocation \$222,424

9559 – Zoo Personnel/Payroll

9779 – Central Service Allocation \$141,952

9910 – UW Extension

9779 – Central Service Allocation \$258

Request

This transfer is to establish budget authority for additional Central Service cost allocations to address an outstanding 50% cost carryforward from 2014.

On an annual basis through a cost allocation plan, the County allocates certain indirect costs (Audit, Personnel, Labor Relations, Procurement, Accounts Payable, Payroll, Treasurer, Central Accounting and Budget) to the various County agencies in order for the costs to be allocable to Federal Grant programs. Costs are estimated for the year based on the most current financial data available. Later, the estimated costs are compared to the actual costs and a carryforward charge or credit is calculated to ensure the agencies are charged for the actual costs. This true up is typically added to the subsequent budget year. Due to the timing of the budget, the 2014 variance was calculated in 2015 and added to the 2016 budget that was prepared in 2015.

In the 2016 plan, only 50% of the carryforward from 2014 was applied due to the unusually large variance for the period. After calculation of the 2016 plan, it was determined that the remaining 2014 variance should be applied in 2015, rather than added to the 2016 plan. This transfer will allocate the remaining 50% of the 2014 carryforward to the various agencies.

This request has no tax levy impacts.

TRANSFER SIGNED BY THE COUNTY EXECUTIVE OCTOBER 7, 2015.

5)		<u>From</u>	<u>To</u>
	<u>1935 – County Wide Non-Dept</u>		
	9879 – Abatement – Central Services	1,083,924	

DRAFT

Fiscal Year 2015

1000 – County Board

9795 – Budget Abatement-XC (\$6,863)

1021 – Veterans Service

9779 – Central Service Allocation \$2,322

1041 – CBDP General office

9779 – Central Service Allocation \$1,579

1018 – OPD Admin

9779 – Central Service Allocation \$1,721

1011 – County Executive

9779 – Central Service Allocation \$2,410

1131 – Corporation Counsel

9779 – Central Service Allocation \$4,227

1186 – DAS Admin Group

9795 – Budget Abatement-XC (\$473)

1163 – IMSD Fiscal & Support

9779 – Central Service Allocation \$24,161

1101 – Risk Management Administration

9779 – Central Service Allocation \$8,388

1191 – Real Estate Services

9779 – Central Service Allocation \$2,114

1199 – MCAMLIS

9779 – Central Service Allocation \$537

2421 – Family Court Commissioner - Gen

9779 – Central Service Allocation \$3,793

2422 – Family Court Commissioner - IVD

9779 – Central Service Allocation \$1,799

2423 – Family Court Mediation Service

9779 – Central Service Allocation \$893

2690 – Register in Probate

9779 – Central Service Allocation \$6,647

2811 - Administration

9779 – Central Service Allocation \$69,627

2432 - Administration

9779 – Central Service Allocation \$34,356

2911 – Alternatives to Incarceration

9779 – Central Service Allocation \$501

3010 – Election Commission

9779 – Central Service Allocation \$1,661

3270 – County Clerk

9779 – Central Service Allocation \$426

3410 - Administration

9779 – Central Service Allocation \$7,661

3751 - Administration

9779 – Central Service Allocation \$2,664

4002 - Administration

9779 – Central Service Allocation \$124,384

4311 – HOC Administration

DRAFT

Fiscal Year 2015

9779	–	Central Service Allocation	\$74,700
<u>4501 – District Attorney - General</u>			
9779	–	Central Service Allocation	\$36,650
<u>4802 – Emergency Management</u>			
9779	–	Central Service Allocation	\$8,623
<u>4900 – Medical Examiner</u>			
9779	–	Central Service Allocation	\$8,264
<u>5041 – GMIA – Administration</u>			
9779	–	Central Service Allocation	\$93,888
<u>5130 – Transportation Services</u>			
9779	–	Central Service Allocation	\$1,107
<u>5190 – Administration Highway Division</u>			
9779	–	Central Service Allocation	\$35,199
<u>5300 – Fleet Management</u>			
9779	–	Central Service Allocation	\$24,975
<u>5746 – DAS - Water</u>			
9779	–	Central Service Allocation	\$2,025
<u>5605 – Transit Board</u>			
9779	–	Central Service Allocation	\$6,661
<u>5901 – Paratransit Services</u>			
9795	–	Budget Abatement-XC	(\$4,303)
<u>5702 Maintenance Operations</u>			
9779	–	Central Service Allocation	\$41,252

DRAFT

Fiscal Year 2015

5740 – Architect/Engineer Services

9779 – Central Service Allocation \$6,904

5741 – Environmental & Energy

9779 – Central Service Allocation \$309

5801 – DPW – Director’s Office

9795 – Budget Abatement - XC \$(41,289)

6312 – Central Administration

9779 – Central Service Allocation \$148,910

7912 – Fiscal/Support Services

9779 – Central Service Allocation \$23,152

7991 – CMO Administration

9779 – Central Service Allocation \$37,946

8260 – Admin Crosscharges

9779 – Central Service Allocation \$29,340

9010 – Parks Administration

9779 – Central Service Allocation \$156,656

9559 – Zoo Personnel/Payroll

9779 – Central Service Allocation \$98,072

9910 – UW Extension

9779 – Central Service Allocation \$348

Request

This transfer is to establish budget authority for additional Central Service cost allocations to address an outstanding 50% cost carryforward from 2013.

DRAFT

Fiscal Year 2015

On an annual basis through a cost allocation plan, the County allocates certain indirect costs (Audit, Personnel, Labor Relations, Procurement, Accounts Payable, Payroll, Treasurer, Central Accounting and Budget) to the various County agencies in order for the costs to be allocable to Federal Grant programs. Costs are estimated for the year based on the most current financial data available. Later, the estimated costs are compared to the actual costs and a carryforward charge or credit is calculated to ensure the agencies are charged for the actual costs. This true up is typically added to the subsequent budget year. Due to the timing of the budget, the 2013 variance was calculated in 2014 and added to the 2015 budget that was prepared in 2014.

In the 2015 plan, only 50% of the carryforward from 2013 was applied due to the unusually large variance for the period. After calculation of the 2016 plan, it was determined that the remaining 2013 variance should be applied in 2015, rather than added to the 2016 plan. This transfer will allocate the remaining 50% of the 2013 carryforward to the various agencies.

This request has no tax levy impacts.

TRANSFER SIGNED BY THE COUNTY EXECUTIVE OCTOBER 7, 2015.

2015 BUDGETED CONTINGENCY APPROPRIATION SUMMARY

UNALLOCATED CONTINGENCY ACCOUNT

2015 Budgeted Unallocated Contingency Appropriation Budget	\$5,468,621
Approved Transfers from Budget through October 7, 2015	
SafeRide Program	\$ (5,000)
IGA for Election Equipment (file 15-125)	\$ (90,000)
Sheriff's Positions (15-349)	\$ (1,500,000)
Metro Milwaukee (15-411)	\$ (150,000)
Beech St Pedestrian Bridge (15-448)	\$ (200,000)
Mid-American Living Wage (15-529)	\$ (505,000)
COLA Adjustment (15-526)	\$ (969,097)
Digital BO Radio Build-Out Adjustment (15-501)	\$ (1,480,000)
Unallocated Contingency Balance October 7, 2015	\$569,524
Transfers from the Unallocated Contingency Pending in Finance, Personnel & Audit Committee through October 7, 2015	
IMSD Copiers	\$ (200,000)
Facilities Water Damage	\$ (223,344)
Total Transfers Pending in Finance, Personnel & Audit Committee	\$ (423,344)
Net Balance	\$146,180

ALLOCATED CONTINGENCY ACCOUNT

2015 Budgeted Allocated Contingency Appropriation Budget	\$3,117,670
Approved Transfers from Budget through October 7, 2015	
Risk Management Property Insurance	\$ (750,000)
Food Deserts (15-351)	\$ (200,000)
Litigation Reserve Replenishment	\$ (50,000)
Allocated Contingency Balance October 7, 2015	\$2,117,670
Transfers from the Allocated Contingency Pending in Finance, Personnel & Audit Committee through October 7, 2015	
Total Transfers Pending in Finance, Personnel & Audit Committee	\$ -
Net Balance	\$ 2,117,670