

7-20-17 FINANCE AND AUDIT COMMITTEE APPROPRIATION TRANSFERS
A DEPARTMENTAL

Action Required

Finance 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 2017 appropriations of the respective listed departments:

1)	<u>From</u>	<u>To</u>
<u>1151– Department of Administrative Services</u>		
8502 – Major Maintenance - Building		\$195,090
8555 – Furniture & Fixtures New > \$2,500		\$66,478
8557 – Computer Equipment New > \$500		\$44,652
6149 – Professional Services - Non-Recurring		\$7,500
5199 – Salaries-Wages Budget	\$291,426	
5312 – Social Security Taxes	\$22,294	

The Director of the Department of Administrative Services – Facilities Management Division (DAS-FM) requests an appropriation transfer of \$313,720 from the DAS-FM Personal Services appropriation unit to the DAS-FM Services and Commodities appropriation unit in order to pay for improvements to the remainder of the 7th floor at the 633 West Wisconsin Avenue Building (633) for the Office of Emergency Management (OEM) staff.

OEM staff will be centrally located in 633 after moving from the County’s CATC campus facility located on the County Grounds (Wauwatosa). The appropriation transfer will cover costs related to building improvements (\$195,090), furniture and fixtures (\$66,478), Information Technology (IT) infrastructure (\$44,652), and relocation costs (\$7,500).

The appropriation transfer will allow DAS-FM to complete the improvements related to Addendum #5 of the Towne Realty lease agreement and avoid more substantial investment in the CATC campus.

DAS-FM staff anticipates a surplus in the division’s Personal Services of at least \$313,720 that will cover the aforementioned OEM remodeling and relocation costs.

There is no tax levy impact from this fund transfer.

TRANSFERS SIGNED BY THE COUNTY EXECUTIVE JUNE 19, 2017.

DRAFT

Fiscal Year 2017

7-20-17 FINANCE AND AUDIT COMMITTEE APPROPRIATION TRANSFERS
B DEPARTMENTAL/ OTHER CHARGES

Action Required

Finance and Audit Committee
County Board (Majority)

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 2017 appropriations of the respective listed departments:

1)		<u>From</u>	<u>To</u>
	<u>9000 – Department of Parks, Recreation & Culture</u>		
	0519 – Friends of Boerner Maint. Trust	\$8,750	
	6620 – R/M Grounds		\$8,750

The Department of Parks, Recreation & Culture requests the establishment of an expenditure budget for the Friends of Boerner Botanical Gardens Maintenance Fund trust as outlined in the 2016 Memorandum of Understanding approved in file 16-307. Friends of Boerner Botanical Gardens submitted a prorated amount of \$8,750 for 2016.

There is no tax levy impact from this fund transfer.

TRANSFERS SIGNED BY THE COUNTY EXECUTIVE JUNE 19, 2017.

DRAFT

Fiscal Year 2017

6-15-17 FINANCE AND AUDIT COMMITTEE APPROPRIATION TRANSFERS
C CAPITAL IMPROVEMENTS

Action Required

Finance and Audit Committee
County Board (Majority)

WHEREAS, your committee has received from the Department of Administrative Services, Fiscal Affairs, departmental requests for transfer to the 2017 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 2017 capital improvement appropriations:

1)	<u>From</u>	<u>To</u>
<u>WO217014 Countywide Phone and Voicemail Replacement #</u>		
8588 – Other Capital Outlay (EXP)	\$150,000	
<u>WT117012 MCTS Phone and Voicemail Replacement *</u>		
6146 – Prof. Services Cap/Major Maint.		\$150,000

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

An appropriation transfer of \$150,000 is requested by the Chief Information Officer of the Department of Administrative Services- Information Management Services Division (DAS-IMSD) to transfer expenditure authority from Project WO21701 Phone and Voicemail System Replacement (Countywide Phone and Voicemail Replacement) to create Project WT11701 MCTS Phone and Voicemail Replacement. The financing for the \$150,000 of expenditure authority was provided from sales tax revenue.

Project Background

Milwaukee County is at a critical point in which the aged phone system at many of its facilities (Courthouse, Children’s Court, BHD, Coggs, House of Correction, Zoo, and City Campus) is no longer supported. To mitigate the risk of catastrophic failure, the phone system must be replaced. Most phone systems are outdated and the County cannot add licenses for new subscriber lines. Without replacement or substantial upgrade, the Department of Administrative Service – Information Management Services Division (IMSD) will be unable to implement new collaboration technologies and be unable to support any additional users.

In September 2014, County Board Resolution 14-701 approved the creation of Project WO217 Countywide Phone and Voicemail Replacement with the transfer of \$552,062. Financing was provided from sales tax revenue from other existing capital projects.

The 2016 Capital Improvements Budget included an additional appropriation of \$250,000, which was financed by sales tax revenue. In 2016, IMSD retained ClientFirst, to assist with the sub-project. The 2016 scope of work included design of an enterprise telecommunications solution for Milwaukee County Transit System, General Mitchell International Airport, and all other County facilities.

The 2017 Capital Improvements Budget included an appropriation of \$900,000 for the Countywide Phone and Voicemail Replacement Project. Financing was anticipated to be provided from general obligation bonds; however, prior to the issuance of the bonds the Comptroller’s Office will review the project to determine if it is bond eligible.

Requirements gathering, draft of Request for Proposals (RFP) and vendor selection was complete in 2017. An intent to award a contract was issued and an appeal filed by a subsequent vendor. At the ruling of the County Standardization Committee the RFP will be reissued in second quarter of 2017 with the intent of having a successful vendor selected in the third quarter of 2017.

The project scope of work includes installing core equipment at the County Courthouse, Children’s Court, the Behavior Health Division, Marcia P Coggs Center, House of Correction, the Zoo, General Mitchell International Airport and the Milwaukee County Transit Center. This includes implementation of network equipment, wiring, the core servers, voice mail system, call distribution software and integration software to allow locations to be tied together.

Request

The appropriation transfer request will create project WT11701 MCTS Phone and Voicemail Replacement with \$150,000 of expenditure authority, which will allow the cabling portion of the Transit project to be completed in 2017 so that the phone replacement can begin in the first quarter of 2018. It is anticipated that approximately \$505,000 will be requested in the 2018 Capital Improvements Budget to complete the project.

The appropriation transfer request will allocate \$150,000 from the Countywide Phone and Voicemail Project. The overall Countywide Phone and Voicemail System replacement is anticipated to be completed by the end of 2019. Additional appropriations of \$2,130,000 and \$1,550,000 are anticipated to be requested as part of the 2018 and 2019 Capital Improvements Budgets respectively.

This fund transfer has no tax levy impact.

TRANSFERS SIGNED BY THE COUNTY EXECUTIVE JUNE 19, 2017.

DRAFT

Fiscal Year 2017

6-15-17 FINANCE AND AUDIT COMMITTEE APPROPRIATION TRANSFERS
D CAPITAL IMPROVEMENT- RECEIPT OF REVENUE

Action Required

Finance 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 2017 appropriations of the respective listed departments:

1)	<u>From</u>	<u>To</u>
<u>WP56001 - South Shore Water and Beach Improvements *</u>		
6030 – Advertising		\$1,000
6050 – Contract Pers Serv-Short		\$10,000
6080 – Postage		\$1,000
6146 – Prof Serv-Cap/Major Maint		\$300,000
7930 – Land Improvements (CAP)		\$1,000
9706 – Photo, Prtg, Repro, Binding		\$37,000
2299 – Other St Grants & Reimbursements	\$350,000	

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

An appropriation transfer of \$350,000 is requested by the Director of the Department of Parks, Recreation and Culture (Parks) to create new capital project WP56001 - South Shore Water and Beach Improvements, recognize revenue of \$350,000 from the Wisconsin Department of Natural Resource (WDNR) – Great Lakes Restoration Initiative funding and create expenditure authority of \$350,000 for capital project WP56001.

Background

Adopted County Board Resolution 16-533 authorized the Parks Director to enter into an agreement with the Wisconsin Department of Natural Resources to accept \$1,400,000 in grant funding from the Great Lakes Restoration Initiative to implement the following improvements: South Shore Park Water Quality Improvements (\$350,000), Kletzsch Park Dam Fish Passage (\$550,000), and Little Menomonee River Corridor Habitat Restoration (\$500,000).

Request

Improvements to the South Shore Park beach and water quality have been identified as necessary to address the Beach Closings/Recreational Restrictions Beneficial Use Impairment (BUI) in the Milwaukee Estuary AOC. The 1.7 acre South Shore Park Beach regularly ranks among the worst in the nation in water quality testing and closures.

This project will design and implement those aspects of the plan related to near-shore water quality improvements and addressing beach related BUIs to improve recreational opportunities. This would include changes to the beach and surrounding area to reduce beach closings. Extensive beach water quality data has been collected throughout the park by UWM School of Freshwater Sciences that will help guide the design process. Project implementation would be concurrent with the construction of other park improvements to yield cost savings.

To accomplish the proposed work the Parks would hire a qualified consultant to perform planning, design, bidding and permitting services on its behalf. The first stage of this project will be a compilation of information from previous studies and planning efforts including, but not limited to, the numerous water quality assessment and beach monitoring data as well as a beach relocation feasibility study completed in 2012. A concept design would be prepared that provides improved beach water quality and potential for significantly reducing beach closures. The final design and specifications will then be prepared based on a refined concept design. Preparation of applications for necessary federal, state and local permits as well as regulatory coordination related to construction/restoration activity would be completed. Bidding phase services would be performed by the County and its consultant in preparation for construction.

The primary goal of the project is a reduction in the frequency of beach closings at the South Shore Park. The project would also complement efforts already underway by Parks to improve aging facilities, repair failing infrastructure and update the design of the South Shore Park waterfront area to better accommodate facility users.

The scope of work related to the awarded funding (\$350,000) from the WDNR – Great Lakes Restoration Initiative includes: concept plans; final designs and specifications; permitting; bid phase services for the beach and water quality improvements. This work will be substantially completed by June 30th, 2018.

Parks staff has indicated that related improvements identified from the planning and design efforts will be included as part of their (future) capital request(s).

This fund transfer has no tax levy impact.

TRANSFERS SIGNED BY THE COUNTY EXECUTIVE JUNE 19, 2017.

2)	<u>From</u>	<u>To</u>
<u>WO08602 Kletzsch Dam Fish Passage and Overlook/Access *</u>		
6030 – Advertising		\$1,000
6050 – Contract Pers Serviceces		\$10,000
6080 – Postage		\$1,000
6146 – Prof. Services Cap/Major Maint		\$98,000
7930 – Printing		\$1,000
8527 – Land Improvements		\$784,000
9706 – Prof Div Services		\$84,536
2699 – EPA Great Lakes Restoration Initiative Grant	\$550,000	
2999 – Fund for Lake Michigan Grant	\$200,000	
2299 – Wisconsin DNR Stewardship Grant	\$229,536	

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

An appropriation transfer of \$979,536 is requested by the Department of Parks, Recreation and Culture (DPRC) and the Department of Administrative Services (DAS) to recognize grant funding and create expenditure authority for Project WO08602 Kletzsch Dam Fish Passage and Overlook. Financing for the Fish Passage is being provided from an Environmental Protection Agency (EPA) Great Lakes Restoration Initiative Grant (\$550,000) and the Fund for Lake Michigan (\$200,000). Financing for the river access and overlook with be provided from a State of Wisconsin Knowles-Nelson Stewardship Program grant (\$229,536).

Background

The 2014 Adopted Capital Improvements Budget included an appropriation of \$264,200 for the planning and design phase of Project WO08601 Milwaukee River Parkway Reconstruction (W. Bender Rd. to W. Good Hope Rd.).

The 2015 Adopted Capital Improvements Budget included an appropriation of \$3,024,000 for the construction phase of the Milwaukee River Parkway (Project WO08601). Financing was to be provided from \$2,224,000 in general obligation bonds, \$600,000 from the City of Glendale, \$100,000 from the Milwaukee Metropolitan Sewerage District (MMSD), \$55,000 in revenue from Focus on Energy, and \$45,000 in revenue from the Wisconsin Department of Natural Resources (WDNR). The construction phase was to include, but was not limited to, the replacement of the current pavement with four inch thick pavement and an eight inch stone base. The project was also to include improvements to the adjacent bike trail, parking lot, curbs, sidewalks, lighting and drainage structures. The project was also to include the installation of four rain gardens and the restoration of turf in the project area.

During the 2015-2016 Carryover process (CB Res. 16-255) the anticipated \$100,000 of revenue from the MMSD and the anticipated \$55,000 of revenue from the Focus on Energy were lapsed since they would not be received. The anticipated revenue from the MMSD was not received since the project did not include the green infrastructure that was originally envisioned that would have made it eligible. The anticipated revenue from Focus on Energy was not received since the necessary pre-approvals were not obtained.

Request

The appropriation transfer request will create project WO08602 Kletzsch Dam Fish Passage and Overlook/Access. The project is requested to be created as a subproject to the Milwaukee River Parkway Reconstruction Project (WO08601) since the Kletzsch Dam improvements involve a trail access and overlook along the west bank of the Milwaukee River. After the fish passage is constructed, the west bank of the river will be restored to include the trail access and the overlook. The financing for the Kletzsch Dam Overlook/Access is provided from a WDNR Knowles-Nelson Stewardship Program grant which requires a 50% match. The County's share was already provided from the funding that was used to reconstruct the adjacent section of the Oak Leaf Trail (OLT). The reconstruction of the OLT adjacent to the river was completed as part of WO08601 Milwaukee River Parkway Reconstruction Project.

Kletzsch Dam Fish Passage

The Kletzsch Dam Fish passage is estimated to cost \$750,000 and financing is being provided from an Environmental Protection Agency (EPA) Great Lakes Restoration Initiative Grant (\$550,000/CB Res. 16-533) and the Fund for Lake Michigan (\$200,000/CB Res. 16-207). The construction of a fish passage has been identified as a necessary fish and wildlife habitat restoration project in the Milwaukee Estuary Area of Concern and would re-establish aquatic species connectivity by removing a barrier to the movement of native warm-water fish species. The Milwaukee Estuary was designated an Area of Concern (AOC) in 1987 by the International Joint Commission because of historical modifications and pollutant loads that contributed toxic contaminants to the AOC and Lake Michigan. The main priorities for the AOC are the remediation of contaminated sediments in tributaries and nearshore waters of Lake Michigan, nonpoint source pollution control, improving water quality for recreation, and enhancing fish and wildlife habitat and populations.

The design of the structure will be based on the rock ramp fish-way concepts proven to be highly effective at passing native Midwestern fish assemblages at numerous other dam sites. The rock-ramp design generally mimics the features of a typical Midwestern moderate-gradient riffle or rapids extending from all or a portion of the spillway. Fish passage will be constructed from the west bank of the river and will include a construction ramp down to the river.

Kletzsch Dam Overlook/Access

In April 2016, Milwaukee County was awarded a State of Wisconsin Knowles-Nelson Stewardship Program grant of \$229,536 (CB Res 15-297). The scope of work for the grant included the rehabilitation of approximately 6,900 feet of trail in the Milwaukee River Parkway between Good Hope Road and Bender Road, and for access improvements to the overlook at Kletzsch Dam. Although the grant requires a 50% match, the County has already financed its portion when it reconstructed the Oak Leaf Trail as part of Project WO08601 Milwaukee River Parkway Reconstruction that was in the grant area. The grant funds will be used to construct the scenic overlook and to facilitate access to the overlook. A cost estimate will need to be developed for the Kletzsch Dam

Overlook/Access as part of the Project's design. If the estimate is greater than the funds available, an addition appropriation would need to be approved in order to complete the Project.

Project Timeline

Assuming approval of the appropriation transfer, the design of the projects is anticipated to be completed by January 2018 and construction is anticipated to be completed by September 2018.

This fund transfer has no tax levy impact.

TRANSFERS SIGNED BY THE COUNTY EXECUTIVE JUNE 19, 2017.

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Fiscal Year 2017

7-20-17 FINANCE AND AUDIT COMMITTEE APPROPRIATION TRANSFERS
E ALLOCATED CONTINGENCY FUND

Action Required
Finance Committee
County Board (2/3 Vote)

WHEREAS, your committee has received from the Department of Administration, Fiscal Affairs, the following department requests for transfer to the 2017 appropriations from the allocated contingent fund and 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 2017 appropriations from the allocated contingent fund:

1)		<u>From</u>	<u>To</u>
	<u>Org. Unit 1945 Appropriation for Contingency</u>		
	8902 - Appropriation for Contingency-Alloc	\$261,355	
	<u>Org. Unit 1091 Office on African American Affairs</u>		
	5199 - Salaries-Wages Budget		\$55,000
	6149 - Prof. Serv. – Nonrecur Oper		\$206,355

The Office on African American Affairs is requesting a fund transfer in the amount of \$261,355 from Org unit 1945 (Appropriation for Contingency) to Org unit 1090 (OAAA) to increase expenditure authority in the Personal Services and Professional Services account series. Per Amendment 1A042 to the 2017 Adopted Budget, the Office on African American Affairs received an expenditure reduction of \$300,000 in Personal and Professional Services Accounts. OAAA currently has 3 FTE existing and 1 FTE pending authorization in the June cycle. This transfer is needed in order to support those positions, as well as in order to run efficient and effective operations of other OAAA activities.

This fund transfer has no tax levy impact.

TRANSFERS SIGNED BY THE COUNTY EXECUTIVE JUNE 19, 2017.

2017 BUDGETED CONTINGENCY APPROPRIATION SUMMARY	
UNALLOCATED CONTINGENCY ACCOUNT	
2017 Budgeted Unallocated Contingency Appropriation Budget	\$5,138,755
Approved Transfers from Budget through June 23, 2017	
Kinnickinnic Maintenance Bay/Bus Replacement Program	(\$266,114)
WPS Workgroup	(\$150,000)
Unallocated Contingency Balance June 23, 2017	\$4,722,641
Transfers from the Unallocated Contingency Pending in Finance and Audit Committee through June 23, 2017	
Total Transfers Pending in Finance and Audit Committee	\$0
Net Balance	\$4,722,641
ALLOCATED CONTINGENCY ACCOUNT	
2017 Budgeted Allocated Contingency Appropriation Budget	\$4,716,212
\$1,000,000 Lead Abatement Pilot Grant Program	
\$300,000 Office of African American Affairs	
\$70,000 Chapter 111 Minimum Wage Ordinance	
\$2,530,862 To Consider Departmental Requests to Create Positions (1A045) Salary and Social Security Only	
\$665,350 Active Fringe Associated with 1A045 Positions	
\$150,000 WPS Workgroup	
Approved Transfers from Budget through June 23, 2017	
1A045 December 2016 Cycle Position Creates (Zoo, DHHS)	(\$161,836)
1A045 April 2017 Cycle Position Creates (DA)	(\$210,588)
Allocated Contingency Balance June 23, 2017	\$4,343,788
Transfers from the Allocated Contingency Pending in Finance and Audit Committee through June 23, 2017	
1A042 July OAAA Operating Dollars	(\$261,355)
Total Transfers Pending in Finance, Personnel & Audit Committee	(\$261,355)
Net Balance	\$4,082,433