

December 2022 Fund Transfer Summary Packet

WHEREAS, department requests for transfers within their own accounts have been received by the Office of Strategy, Budget, and Performance, 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, Office of Strategy, Budget, and Performance is hereby authorized to process the following transfers in the 2022 appropriations of the respective listed departments:

#	Dept Account Series:	Transfer From:	Transfer to:	Reasoning:
A-1	Sheriff Personnel Costs Personnel Costs	\$50,000	\$50,000	Moves \$50,000 from Part-time Parking Checker in low org 4021 to Part-time Investigator in low org 4052. The pool of funds includes \$46,447 in Salaries and \$3,553 in Social Security which will be used to increase the funding for part-time investigator positions.
A-2	DAS Personnel Costs Personnel Costs	\$3,351	\$3,351	Moves salary adjustment given to LIO in error to DAS Administration. LIO balances with a reserve and receives no tax levy at end of year.
A-3	Equity Operation Costs Personnel Costs	\$61,000	\$61,000	Moves salary dollars to operations for: Community Outreach, Staff Development, Office Reconfiguration
B-1	Highway Misc Revenue Operations Costs	\$50,000	\$50,000	Moves dollars into gas expense accounts due to inflation. 80% charged to the State.
B-2	Sheriff Misc Revenue Operations Costs	\$2,550	\$2,550	Seeks to recognize \$2,550 revenues collected from hosting the 2022 K9 Street Survival Training Conference and establishing the related expenses of \$2,550.
B-3	Sheriff Intergov Revenue Operations Cost	\$4,500	\$4,500	Seeks to recognize revenue of \$4,500 from the State of Wisconsin and establish expenditure authority of \$4,500 for communication headsets for the Explosive Ordnance Disposal (EOD) team.
B-4	DHS Intergov Revenue Operations Costs	\$15,000,000	\$15,000,000	Seeks to transfer of \$15,000,000 to reflect an increase in federal Emergency Rental Assistance (ERA) 2 funding
B-5	Sheriff Intergov Revenue Operations Costs	\$218,934	\$218,934	Seeks to recognize revenue in the amount of \$218,934 from Wisconsin Department of Administration (DOA) and establish expenditures authority of \$218,934. The grant funding is intended to provide Law Enforcement Agency (LEA) with additional resources to help offset certain costs associated with hiring, training, testing, and equipping law-enforcement officers, as well as updating certain technology and policies and implementing new crime-reduction initiatives.
B-6	Parks Direct Revenue Operations Costs	\$325,000	\$325,000	Seeks to recognize revenue and like expenditures to reflect actual sales of goods throughout areas with concessions.
B-7	Parks Intergov Revenue Operations Costs	\$1,106,098	\$1,106,098	Seeks to recognize revenue and like expenditures for Little Menomonee River Parkway Habitat Restoration
C-1	WA040301-Snow Removal Equipment Capital Outlay Intergov Revenue	\$299,595	\$299,595	Reduce expenditure and revenue authority to reflect number/type of equipment being purchased base upon bids received in September 2022.

C-2	WA0278014-Gmia Heavy Equipment Replacement (2019) Capital Outlay Direct Revenue	\$590,246	\$590,246	Reduce expenditure and revenue authority to reflect number/type of equipment being purchased base upon bids received in September 2022.
C-3	WP0564012- Playground Resurfacing Phase 2 Capital Outlay	\$38,619	\$38,619	Address deficit within substantially completed project.
D-1	WS0148022-NIF Transitional Housing- Hillview Operation Costs Capital Outlay Intergov Revenue	\$3,000,000	\$50,000 \$2,950,000	Recognize State of Wisconsin-Neighborhood Investment Funds (NIF) award revenue of \$3M to create new capital project WS014802 - NIF Transitional Housing-Hillview for the acquisition and restoration of a 33,000 square-foot property located at 1615 S. 22nd St. in the City of Milwaukee.
D-2	WO072701-Register of Deeds Service Area Remodel Operation Costs Capital Outlay Interdept Costs Direct Revenue	\$900,000	\$61,000 \$829,000 \$10,000	Surplus ROD real estate transfer revenue (operations) used to create new capital project WO072701-Register of Deeds Service Area Remodel.
D-3	WE0123012-Mental Health Emergency Center - State ARPA Operation Costs Intergov Revenue BHS Reserves	\$1,193,386 \$2,473,437	\$1,193,386 \$2,473,437	Realign State ARPA funding (\$2.47M) with \$2.47M of BHD reserves and increase project budget by \$1.19M using (federal) Health Resources and Services Administration funding.
E-1	Medical Examiner Operations Costs Unallocated Contingency Unallocated Revenue	\$200,000	\$200,000	Moves dollars from Contingency to support the need for a contracted Forensic Pathologist to temporarily fill the vacancy left by the retirement of the Medical Examiner and the ongoing vacancy of the Assistant Medical Examiner Position.

All above transfers have been signed by the County Executive prior to Finance Committee meeting.

A: Departmental – Finance Committee Approval

B: Departmental Receipt of Revenue – Finance, 2/3 County Board Approval

C: Capital Improvements – Finance, Majority County Board

D: Capital Receipt of Revenue - Finance, 2/3 County Board Approval

E: Contingency (Allocated and Unallocated) - Finance, 2/3 County Board Approval

F: Interdepartmental – Finance Majority County Board

G: Capital Contingency - Finance, 2/3 County Board Approval

H: Other/Non-categorical – Finance, Majority County Board

Detailed Explanations:

A1 - This transfer seeks to move \$50,000 from Part-time Parking Checker in low org 4021 to Part-time Investigator in low org 4052. The pool of funds includes \$46,447 in Salaries and \$3,553 in Social Security which will be used to increase the funding for part-time investigator positions.

A2 - The Director of the Department of the Land Information Office respectfully requests an appropriation transfer of \$3,351 for the purpose of transferring DOSAA to administration that was inadvertently budgeted in the Land Information Office.

A3 - The Director of the Office of Equity respectfully requests an appropriation transfer of \$61,000 to support the expansion of the Office of Equity Staff and increased community engagement of Milwaukee County citizens through the following budget items:

\$35,000 for Community Outreach will support end of the year winter outreach through support community-based event. A focus of our strategic implementation is supporting and building community capacity to strengthen the County's public health infrastructure and mobilize community-based solutions to address roots causes of poverty, disparity, and inequities. Formerly known as the Office of African American Affairs, since becoming the Office of Equity we have increased community outreach and fiscal support of community-based initiatives in order to serve more citizens and build awareness of our office's transformation. By utilizing personnel surplus to invest in community-based initiatives we will support our strategic implementation of supporting over 30 community-based programs.

\$11,000 for new staff development. This includes \$8,000 in meetings/travel and \$3000 in conferences that will support our team to attend the Facing Race Conference in November. This funding is supplemental to existing travel and conference budget as cost of travel and lodging for six staff had significantly increased since original budget was submitted. Strategically, this conference provides our new staff team to learn about best practices across the nation in key focus areas related to our office work (e.g. analyzing policies, systems, and practices for racism and equity impact; socializing shared language, definitions; strengthen the County's outreach and community engagement efforts to increase access to services and opportunities; and concepts to apply a racial equity lens to decision making). Supporting all our new staff to attend the conference will increase shared knowledge, collaboration, and workplan mapping for 2023.

\$15,000 for Office Reconfiguration. \$15,000 in office supplies will cover the cost of furniture removal and new furniture to transform single use office space to shared office space with the expanded staff working in person. Previously, staff could occupy one office space. As the office is on target to have eight full time employees with one additional position that will be hired next year, all offices in our current space will need to be reconfigured to fit two desks for full time workers. This requires removal of existing furniture and the purchase and assembly of new furniture. This reconfiguration will "right fit" our furniture for our full team to work in person in existing space and will be able to be moved to a new office space should we find another space. Strategically, this reconfiguration will support in-person work for our new team, increase collaboration among staff, and provide resources needed to increase work productivity.

B1 - The Director of Highways requests an appropriation transfer of \$50,000 to record the change into the Gasoline expense account because of inflation and rate increases, as a contingency. Of the \$50,000 request, \$40,000 or 80% will be charged to the State of Wisconsin and \$10,000 or 20% to the County for highway maintenance. This request was not included in 2022 Adopted Budget because the significant increase in fuel prices and inflation was not anticipated during the development of the 2022 budget for Highway Maintenance.

B2 - This appropriation transfer seeks to recognize \$2,550 revenues collected from hosting the 2022 K9 Street Survival Training Conference and establishing the related expenses of \$2,550. The Milwaukee County Sheriff's Office and Southern Police Canine Inc. hosted the state- wide 2022 K9 Street Survival Training Conference at 8.00 a.m. on May 19, 2022, to

May 21, 2022, at the Hilton Garden Inn, 5890 S. Howell Avenue, Milwaukee, Wisconsin. There were seventeen (17) canine-handlers from all over the state that participated in the training conference.

Our kind partners from different jurisdiction are a) Racine County, five handlers, \$750.00, b) City of Franklin, two handlers, \$300.00, c) County of Vilas, one handler, \$150.00, d) City of Stoughton, one handler, \$150.00, e) City of Oak creek, two handlers, \$300.00, f) City of Darlington, one handler, \$150.00, g) City of Greenfield, one handler, \$150.00, h) County of Grant, one handler, \$150.00, i) Sauk County, two handler, \$300.00, and j) City of Baraboo, one handler, \$150.00. Total revenues received \$2,550.00. At the training conference the handlers had the opportunity to speak, discuss, problem solve and ask any training questions with the head trainer Mark Mills from Southern Police Canine Inc. Handler teams completed K9 patrol and detector scenarios under the supervision of site leaders and the head trainer.

B3 - This fund transfer seeks to recognize revenue of \$4,500 from the State of Wisconsin and establish expenditure authority of \$4,500 for communication headsets for the EOD team. On August 5, 2022, the Milwaukee County Sheriff's Office (MCSO) received a notification from Office of the Emergency Management that the State of Wisconsin, Department of Military Affairs awarded MCSO a Fiscal Year 2020 Homeland Security Program Grant Award for Homeland Security - WEM/Milwaukee County HS ALERT Bomb Headsets Grant Number 2020-HSW-02A-12845, CFDA #97.067 in the amount of \$4,500. Funds will be used by the Milwaukee County Sheriff's Office to purchase communications headsets for the EOD team. The headsets will allow the team to better communicate during responses.

B4 - The Director of the Department of Health & Human Services requests an appropriation fund transfer in the amount of \$15,000,000 to reflect an increase in federal Emergency Rental Assistance (ERA) 2 funding. File 21-477 authorized DHHS to accept any eviction prevention allocations from the State of Wisconsin and the federal government to be used for eligible activities under the COVID-19 Relief Bill including rental assistance, rent arrears, utilities, home energy costs, and other eligible expenses. Over the summer, Housing Services worked with the State Department of Administration to reallocate \$15 million of funding originally provided to the State by the U.S. Treasury. This reallocation to DHHS Housing was just recently approved by the U.S. Treasury and funds need to be completely expended by September 30, 2025. This will augment ERA2 funding of \$8,410,244 already allocated directly to Milwaukee County in 2021. These funds will be utilized for rent assistance payments and other housing stability services.

B5 - This fund transfer seeks to recognize revenue in the amount of \$218,934 from Wisconsin Department of Administration (DOA) and establish expenditures authority of \$218,934 for a period beginning from March 15, 2022, to June 30, 2023. The grant funding is intended to provide Law Enforcement Agency (LEA) with additional resources to help offset certain costs associated with hiring, training, testing, and equipping law-enforcement officers, as well as updating certain technology and policies and implementing new crime-reduction initiatives. The first reporting period is expected to occur during a two-week in September 2022; they will occur on a quarterly basis thereafter until the completion of program. \$218,984 is not in the 2022 adopted budget.

B6 - The Executive Director of Milwaukee County Parks requests an appropriation transfer of \$325,000 in both revenues and expenditures in Org 9430 to reflect actual sales and increase expenditure budgets for cost of goods sold. Food and Beverage revenues are ahead of targets however inflationary pressure on commodities have exceeded original budgets.

B7 - The Executive Director of Milwaukee County Parks requests a zero-tax levy fund transfer to establish expenditure and revenue budgets for the Area of Concern Project - Little Menomonee River Parkway Habitat Restoration. This was originally approved by the Milwaukee County Board via File #16-533. The contracts for Area of Concern work are fully reimbursed by the Wisconsin Dept. of Natural Resources in cooperation with the Environmental Protection Agency.

C1 - The Director of Transportation and the Airport Director request an appropriation transfer for project WA0403 - Snow Removal Equipment (SRE) Replacement to decrease expenditure authority by \$299,595 and to decrease federal Coronavirus Aid and Economic Security (CARES) Act revenues by an equal amount. This request is necessary to adjust the project to reflect the number/type of equipment being purchased and the budgeted amount based upon bids received in September 2022.

The original project scope included the following types and pieces of SRE intended to be purchased: 6 Plow/Sweeper Combo units, 2 Rotary Plows, and 1 Plow Truck with Material Spreader at an anticipated cost of \$6,534,471.

The equipment being replaced/purchased is based on the current bidding climate that includes generally higher costs related to inflation in turn resulting in higher equipment costs meaning that less pieces are being replaced overall than initially anticipated. The Airport is replacing 6 Plow/Sweeper Combo units at a cost of \$6,234,876. Therefore, this appropriation transfer requests to reduce budgeted expenditures and revenues by \$299,595 from \$6,534,471 to \$6,234,876.

C2 - The Director of Transportation and the Airport Director request an appropriation transfer for project WA278 - GMIA Heavy Equipment Replacement to decrease expenditure authority by \$590,426 and to decrease Passenger Facility Charge (PFC) revenue by an equal amount. This request is necessary to adjust the project to reflect the number/type of equipment being purchased and the budgeted amount based upon bids received in September 2022. The types and pieces of equipment to be purchased within this project were unknown at the time the capital project was originally developed. Subsequently, the Airport specified four pieces of airfield Snow Removal Equipment (SRE) to be replaced at an estimated cost of \$1,985,000 in approved PFC Application #19. The pieces included 2 Rotary Plow, 1 Front Mounted Sweeper, and 2 Plow Trucks with Material Spreaders. The 2 Plow Trucks with Material Spreaders are ineligible to be funded with PFC revenues. The equipment actually being replaced/purchased is based on PFC eligibility and the current bidding climate that includes generally higher costs related to inflation in turn resulting in higher equipment costs meaning that less pieces are being replaced overall than initially anticipated. The Airport is replacing 1 Rotary Plow at \$790,099 and 1 Front Mount Sweeper at \$729,475 for a total project cost of \$1,519,574. This amount is based on equipment bids received in September 2022. Therefore, this appropriation transfer requests to reduce budgeted expenditures and revenues by \$590,426 from \$2,110,000 to \$1,519,574. The Airport will separately work with the Federal Aviation Administration (FAA) in the future to reduce via an amendment the PFC collection authority approved for this project from \$1,985,000 to \$1,519,574 so that it matches the amount of this appropriation transfer request.

C3 - The Director of Parks, Recreation, and Culture (Parks) requests a \$38,619 appropriation fund transfer (transfer) from Parks operating budget (major maintenance accounts) to existing capital project WP056401-Playground Resurfacing-Phase 2. Adopted County Board File #22-822 (July 2022) revised the scope of existing capital project WP056401-Playground Resurfacing-Phase 2 by the following:

- Remove Gordon Park and Cool Waters from the project scope as these locations were completed in 2021;
- Remove Hoyt Park from project scope due to near term expectation of full PIP/playground replacement (as part of Park's anticipated 2026 capital budget request);
- Include resurfacing for Mitchell Park, Humboldt Park #1 & Grant Park #1 (Picnic Area 4) to address the next highest prioritized areas based on existing PIP conditions as assessed by Parks staff.

All projects were completed in the fall of 2022 at Mitchell Park, Grant Park and Humboldt Park. This transfer is required in address a project deficit increases in costs for poured in place rubber surfacing exceeded available budget for identified locations noted previously. This transfer allocates funding from the departmental budget into the capital budget to cover the remaining costs.

D1 - A 2022 transfer of \$3,000,000 is being requested by the Director, Department of Health and Human Services (DHHS), to establish a capital project funded by Neighborhood Investment Funds (NIF) awarded by the State of Wisconsin to DHHS Housing Services for the acquisition and restoration of a property to be used for transitional housing services. The Neighborhood Investment Fund Grant Program is administered by the Wisconsin Department of Administration (DOA) and supported by up to \$200 million in American Rescue Plan Act of 2021 (ARPA) Federal funding. The purpose of the program is to provide local governments with funding for transformative projects designed to offset impacts of COVID 19 for individuals in communities disproportionately impacted by the COVID-19 pandemic. Capital Project WS014802 - NIF Transitional Housing-Hillview involves the acquisition and restoration of a 33,0000 square-foot property located at 1615

S. 22nd St. in the City of Milwaukee. Once this property is purchased and renovated, it will serve as transitional housing and respite care for homeless and at-risk individuals. Operated by Milwaukee County Housing and participating partners, the facility will act as a bridge for acute individuals in their transition to permanent housing. A community food pantry will be located on the main level and operated by Friedens Community Ministries Inc. This project is being financed by \$3 million in NIF funding. DHHS and the State of Wisconsin have executed a contract for these funds.

D2 - The Register of Deeds, Israel Ramón, requests a fund transfer in the amount of \$900,000, to fund capital project WO072701 (Register of Deeds Service Area Remodel) for the remodel of the Register of Deeds Office, Courthouse rooms 103 and G6 to align with our 2022 implemented office restructure. The proposed remodel will facilitate the social distancing and accommodate more county residents, so that we better serve all communities in our County. This will promote equity by assuring that all customers that come to our office do so in a manner that is safe for their wellbeing. This remodel will be the first substantial work done to the Register of Deeds office since the 1980's. Primary objectives of this remodel include replacement of our outdated and failing cubicle system for which replacement parts are no longer available, relocating staff doing the same work to adjacent space within the same floor of the office to improve efficiencies, improvement and expansion of public waiting spaces to provide for better social distancing and circulation, and improved service capacity to assist more constituents more quickly preventing customer lines from spilling out into the courthouse hallway. A byproduct of this work will be faster service and the capacity to generate additional revenues derived from issuance of Vital Records normally purchased elsewhere due to our outdated space. Additional work to be completed includes removal of an antiquated Space Saver filing system that is past the end of its lifespan, no longer repairable, and not compliant with present local fire codes. Records that have been previously digitized will be relocated to permanent storage to provide additional room for personnel, researchers, and customers. Plans include proper security measures to ensure areas where cash handling or confidential functions occur are inaccessible to unauthorized parties. The Register of Deeds office is on track to meet their 2022 budget Tax Levy following the fund transfer. We are predicting an increase of \$950,000 in Real Estate Transfer Fee Revenue.

Summary of costs:

Construction estimate – from Concord

Ground floor – \$213,525

1<sup>st</sup> Floor - \$272,241

Architectural fees for schematic design drawing set– from Allume Architects - \$18,391

Architectural fees for final construction drawing set and construction management and permit fees– from Allume Architects- \$42,300 minus the schematic design, \$18,391 = \$23,909

Furniture moves and installation Coakley – furniture move and installation with surplus furniture, including temporary and permanent moves, employee belongings and archive documents and books to offsite location - \$45,010

Furniture Parts - Allowance for Missing Pieces to complete layout with surplus parts - \$10,000

Asbestos inspection – Jackson/MacCudden Inc - \$1,400 for initial inspection and tests – Allowance recommended for possible work that would result from positive tests - \$10,000

SpaceSaver High Density Storage – Bradford Systems – complete for all vital record documents – \$55,154.26

IMSD Cabling, phone and data for all phases – GlobalCom - \$55,450

Construction Contingency – for unforeseen conditions and inflation - 10% - \$95,000

Inflation - on products and construction materials - 10% - \$95,000

D3 - A 2022 transfer of \$3,666,822 is being requested by the Director, Department of Health and Human Services (DHHS), to amend Capital Project WE123012 Mental Health Emergency Center to account for Behavioral Health Services and Health Resources and Services Administration (HRSA) funds supporting project costs. Capital project WE0123012 was created under County Board Adopted file 21-314 and last amended via County Board adopted file 21-1024 with a capital project budget of \$7.61M. Funding included \$4,500,000 of State ARPA funding and \$3,110,000 of funding from general obligation bonds or notes and represents the County share of the project. This project is jointly financed between the County and four area health systems (Froedtert, Children's Wisconsin, Advocate Aurora, and Ascension). This appropriation transfer will reduce State ARPA (American Rescue Plan Act) revenue by \$2,473,437. The State ARPA funds

are being shifted to support operational startup costs due to timing of funding and construction project. Operational startup costs include IT system setup, medical staff recruiting, hiring, training, and other financial and legal preparations to establish the new emergency room and micro-hospital. The State ARPA funds of \$2,473,437 will be reallocated towards the operational start-up costs through a separate appropriation transfer.

BHS reserve funds of \$2,473,437 will be used in lieu of the State ARPA funds for this capital project. Additionally, this transfer will recognize (awarded) HRSA funds of \$1,193,386 and create additional project expenditure authority for additional sound proofing, fencing improvements, bathroom, window, and security upgrades, and other general facility improvements based on staff and stakeholder feedback. BHS originally intended to apply the HRSA funds to the base project, however, there was a delay in the HRSA awards, and the project components were not included as a result. Approval of this transfer will create additional budget authority to fund these quality-of-life improvements.

If approved, this appropriation transfer will increase the capital project budget authority from \$7,610,000 to \$8,803,386.

E1 - The Director of the Department of the Office of the Medical Examiner requests an appropriation transfer from the contingency fund in the amount of \$200,000.

To preserve the health and welfare of the citizens of Milwaukee County, the Milwaukee County Medical Examiner's Office is requesting an appropriation transfer of \$200,000 from the contingency fund to Contract - Pers Serv-Short to contract with area forensic pathologists for emergency autopsy support. Due to the retirement of the Medical Examiner and the on-going vacancy of an Assistant Medical Examiner, our office currently has four remaining forensic pathologists. Without contracting for emergency support from area forensic pathologists, MCMEO faces severe limitations in providing critical services as required by state statute. Timely forensic autopsies are critical for the health and welfare of the public for several reasons. The performance of autopsies allows for timely prosecution of the perpetrators of violent crime and homicide. MCMEO also plays a key role in surveillance of emerging infectious diseases by cooperative work with the City of Milwaukee Health Department and other agencies. If MCMEO curtails the number of autopsies due to staff shortages, it is likely that our ability to detect infectious disease will be impaired resulting in a public health risk. Finally, the ability of MCMEO to provide timely service due to a physician shortage would result in delays of autopsies, cremations, and burials in the County. The resultant delay in funerals and reimbursements in life insurance policies caused by a backlog of cases in the Medical Examiner's Office would take an emotional toll on the citizens of this County at what is often the time of their greatest need and support.