

DRAFT

6/23/22 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, Performance, Strategy, and Budget (PSB), 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 2022 appropriations of the respective listed departments:

1)	<u>From</u>	<u>To</u>
<u>1140 – Human Resources</u>		
60017 – Advertising	\$5,773	
51006 – Salaries- Wages Budget		\$5,363
54000 – Social Security Taxes		\$410

The Chief Human Resources Officer of the Department of the Department of Human Resources (1140) is requesting a fund transfer of \$5,773.00 from the services account series to the personal services account series to reclass a Retirement Analyst in Retirement Plan Services to a Lead Retirement Analyst role. This change is needed to streamline responsibilities in Retirement Plan Services and to elevate/retain critical staff to support ongoing required Retirement Plan Services operations. The fund transfer increases expenditures of \$5,773 within the Salaries-Wages Budget section and decreases expenditures of \$5,773 within the Advertising account.

This fund transfer has no tax levy impact.

TRANSFERS SIGNED BY THE COUNTY EXECUTIVE MAY 20, 2022.

2)	<u>From</u>	<u>To</u>
<u>1160 – Information Management Services Division</u>		
70814 – Minor DP Equipment	\$25,716	
51006 – Salaries – Wages Budget		\$23,889
54000 – Social Security Taxes		\$1,827

The Director and Chief Information Officer of the Department of Administrative Services – Information Management Services Division (DAS – IMSD) is requesting to create 1.0 FTE Desktop Support II position to convert a contractor to an FTE with a transfer from Minor DP Equipment.

This fund transfer has no tax levy impact.

TRANSFERS SIGNED BY THE COUNTY EXECUTIVE MAY 20, 2022.

3)	<u>From</u>	<u>To</u>
<u>2000 – Courts</u>		
51006 – Salaries – Wages Budget		\$79,579
54000 – Social Security Taxes		\$6,088
60203 – Juror Hotel Bills	\$9,012	
60203 – Juror Fees	\$76,655	

Combined Courts is requesting a fund transfer in the amount of \$85,667 to address compensation inequity created when hiring new deputy court clerks at a higher step and the retention of existing trained deputy court clerks. Courts has an unprecedented backlog due to the COVID-19 pandemic and deputy court clerks are resigning and/or retiring.

There is no tax levy impact from this fund transfer.

TRANSFERS SIGNED BY THE COUNTY EXECUTIVE MAY 20, 2022.

4)		<u>From</u>	<u>To</u>
	<u>1180 – Strategy, Budget, and Performance (SBP)</u>		
	51006 – Salaries – Wages Budget		\$6,503
	54000 – Social Security Taxes		\$497
	60115 – Professional Services	\$7,000	

The Office of Strategy, Budget, and Performance (SBP) requests an appropriation transfer of \$7,000 to fund salary increases for Budget and Management Analyst positions. The Director of the Department of Strategy, Budget and Performance requests an appropriation transfer of \$7,000 to effectuate the salary increases of individuals who have gone above and beyond current job requirements. This money shall serve and reclass and/or reallocation of positions for retention sake. Several individuals have high work ethics and have picked up many projects and responsibilities beyond their current JEQ.

There is no tax levy impact from this fund transfer.

TRANSFERS SIGNED BY THE COUNTY EXECUTIVE MAY 20, 2022.

DRAFT

Fiscal Year 2022

6/23/22 FINANCE AND AUDIT COMMITTEE APPROPRIATION TRANSFERS
B DEPARTMENTAL RECEIPT OF REVENUE

Action Required

Finance and Audit Committee
2/3's County Board

WHEREAS, department requests for transfers within their own accounts have been received by the Department of Administrative Services, Performance, Strategy, and Budget (PSB), 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 2022 appropriations of the respective listed departments:

1)	<u>From</u>	<u>To</u>
<u>5090 – Transportation Services</u>		
45000 – Other Govt Revenue	\$101,000	
70801 – Office Supplies		\$2,000
70813 – Minor Office Equipment		\$2,000
70815 – Minor Other Equipment		\$2,000
75604 – Furniture & Fixtures – New >\$2,500		\$5,000
75402 – Major Maint – Perf Contr – (Exp)		\$50,000
60115 – Pre. Serv. – Recurring Operations		\$40,000

The Director of the Department of Transportation requests an appropriation transfer of \$101,000 where there is additional revenue in the 2022 budget to cover costs for the implementation of the Phase 1 office layout plan that requires painting, carpet, furniture fixtures, miscellaneous items, as well as, the preliminary design of Phase 2/2A, to continue to support Transportation Services Division's move from the Milwaukee County Watertown Plank Office to the Milwaukee County Lapham Office.

There is no tax levy impact from this fund transfer.

TRANSFERS SIGNED BY THE COUNTY EXECUTIVE MAY 20, 2022.

2)	<u>From</u>	<u>To</u>
<u>9000 – Parks, Recreation, and Culture</u>		
32606 – Wehr Nature Center	\$275	
32608 – Mitchell Park Conservatory	\$1,089	
32614 – Lake Park	\$50,000	
32615 – Voight Trail Garden Trust	\$5,000	
32616 – Park Security	\$15,000	
32601 – Lotta Burger	\$10,000	
32603 – Estabrook Dam./Weigel Hurst	\$200,000	
32604 – BOERNER BOTANICAL GARDEN TRUST	\$71,700	
32621 – MCKINLEY MARINA/LOTTA BURGER	\$15,000	
32622 – BRADFORD BEACH/THE DOCK	\$15,000	
70000 – AGR Botanical Supl (BUD)		\$275
60600 – R/M-BLDG AND STRUCTURES		\$1,089
60600 – R/M-BLDG AND STRUCTURES		\$50,000
70000 – AGR BOTANICAL SUPL (BUD)		\$5,000
70809 – LAW ENF & PUB SFTY SUPPL		\$15,000
60600 – R/M-BLDG AND STRUCTURES		\$10,000
70002 – SEEDS AND PLANTS		\$200,000
70820 – SUNDRY MATERIALS & SUPPL		\$71,700
60600 – R/M-BLDG AND STRUCTURES		\$15,000
60600 – R/M-BLDG AND STRUCTURES		\$15,000

The Department of Parks, Recreation & Culture requests the opening of expenditure budgets within the Parks Expendable Trust Fund for 2022. The funds are to be used for various trust compliant expenses that enhance or improve our Parks system. All expenditures follow the restrictions applicable to each respective trust account in accordance with the Donor intent or written trust agreement. Any unused funds revert to the corresponding Trust accounts at year end in accordance with trust restrictions to retain their purpose and availability for future years. All the trusts are fully funded.

There is no tax levy impact from this fund transfer.

TRANSFERS SIGNED BY THE COUNTY EXECUTIVE MAY 20, 2022.

DRAFT

Fiscal Year 2022

6-23-22 FINANCE AND AUDIT COMMITTEE APPROPRIATION TRANSFERS
C CAPITAL RECEIPT OF REVENUE

Action Required

Finance and Audit Committee
Majority County Board and 2/3 County Board

WHEREAS, department requests for transfers within their own accounts have been received by the Department of Administrative Services, Performance, Strategy, and Budget (PSB), 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 2022 appropriations of the respective listed departments:

1)	From	To
<u>WH011001-W Beloit Road - CTH T - S 124th St. To S Wollmer Rd#</u>		
75504 - Rdway Plan & Constr-(Cap)		\$175,000
<u>WH0010-S. 92nd WFH To W. Howard Ave#</u>		
43035 - Other ST Grants & Reimb	\$175,000	

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

The Director of Milwaukee County's Department of Transportation (MCDOT) requests a 2022 appropriation transfer to increase budget authority by \$175,000 for capital project WH011001-West Beloit Road (CTH T) from North 124th Street to South Wollmer Road, which is part of the Wisconsin Department of Transportation's (WisDOT) County Highway Improvement Program (CHIP).

Capital project WH011001-West Beloit Road (CTH T) from North 124th Street to South Wollmer Road will be reconditioned to provide the same traffic capacity, improve roadway drainage, provide accommodations for bicyclists, provide sidewalk where the roadway has an urban cross section and other safety improvements. Contingency costs were budgeted; however, the low bid was higher than expected due to sharp increases in gas prices, shortage of materials, and overall inflation. The construction started in May of 2022 and is anticipated to be substantially complete by November 2022, weather permitting.

Capital project WH001008-South 92nd Street (CTH N) from West Forest Home Avenue to West Howard Avenue has been substantially completed with a projected surplus of approximately \$250,000. This project is also part of the Wisconsin Department of Transportation (WisDOT) County Highway Improvement Program (CHIP). Capital project WH00108 will be closed after the execution of this fund transfer.

The appropriation transfer will address anticipated increased construction contingency costs for capital project WH011001-West Beloit Road (CTH T) from North 124th Street to South Wollmer Road by reallocating surplus budget authority in completed capital project WH001008-South 92nd Street (CTH N) from West Forest Home Avenue to West Howard Avenue.

This fund transfer has no tax levy impact.

TRANSFERS SIGNED BY THE COUNTY EXECUTIVE MAY 20, 2022.

2)		<u>From</u>	<u>To</u>
	<u>WA042401-MKE Remove Taxiway F2*</u>		
	60113 – Prof. Serv. – CAP/Major Mtce		\$19,330
	80706 – Pro Serv Div Services		\$4,833
	60017 – Advertising		\$200
	49001 – Contribution from Reserves	\$24,363	

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

The Director of the Department of Transportation and the Airport Director request an appropriation transfer for WA0424 MKE Remove Taxiway F2 in the amount of \$24,363.

This appropriation transfer request is for the design phase of the removal of Taxiway F2 at Milwaukee Mitchell International Airport (MKE). This project addresses the right sizing needs of the airport by removing underutilized and obsolete pavement identified in MKE’s airport layout plan future state. This taxiway has been decommissioned and is no longer in use as of 2021. The work includes removal of the existing asphalt, removal of light and sign bases, the addition of topsoil including seeding and mulching. Existing conduit, electrical manholes and sign foundations are to remain. New storm sewers or other drainage improvements other than minor grading associated with topsoil to replace paved areas is out of scope.

The specific rehabilitation approach is to be finalized in design. The construction phase for this project is expected to be requested during the 2023 Capital Budget process.

The increase in expenditure authority requested to create this capital improvement project is funded by \$24,363 in Airport Development Fund (ADF) reserve revenue.

A future fund transfer is expected to be submitted to reimburse the ADF reserve for the design phase by the following amounts \$18,272 of Federal Bipartisan Infrastructure Law (BIL) entitlement funding, \$3,045 of State grant funding, and \$3,046 of Passenger Facility Charge (PFC) Paygo funding once the future grant and future PFC applications are approved by the FAA.

This fund transfer has no tax levy impact.

TRANSFERS SIGNED BY THE COUNTY EXECUTIVE MAY 20, 2022.

3)		<u>From</u>	<u>To</u>
	<u>WA042301-MKE Remove Taxiway F1*</u>		
	60113 – Prof. Serv. – CAP/Major Mtce		\$41,851
	80706 – Pro Serv Div Services		\$10,463
	60017 – Advertising		\$200
	49001 – Contribution from Reserves	\$52,514	
	<i># Existing Project, + Included in 5-Year Plan, * New Project</i>		

The Director of the Department of Transportation and the Airport Director request an appropriation transfer for WA0423 MKE Remove Taxiway F1 in the amount of \$52,514.

This appropriation transfer request is for the design phase of the removal of Taxiway F1 at Milwaukee Mitchell International Airport (MKE). This project addresses the right sizing needs of the airport by removing underutilized and obsolete pavement identified in MKE’s airport layout plan future state. The work includes removal of bituminous pavement and base aggregate, removal of remaining light fixtures, cans, signs and bases, the addition of topsoil including seeding and mulching. Existing conduit, electrical manholes and sign foundations are to remain. New storm sewers or other drainage improvements other than minor grading associated with topsoil to replace paved areas is out of scope. The specific rehabilitation approach is to be finalized in design. The construction phase for this project is expected to be requested during the 2023 Capital Budget process.

The increase in expenditure authority requested to create this capital improvement project is funded by \$52,514 in Airport Development Fund (ADF) reserve revenue.

A future fund transfer is expected to be submitted to reimburse the ADF reserve for the design phase by the following amounts \$39,386 of Federal Bipartisan Infrastructure Law (BIL) entitlement funding, \$6,564 of State grant funding, and \$6,564 of Passenger Facility Charge (PFC) Paygo funding once the future grant and future PFC applications are approved by the FAA.

This fund transfer has no tax levy impact.

TRANSFERS SIGNED BY THE COUNTY EXECUTIVE MAY 20, 2022.

4)	<u>From</u>	<u>To</u>
<u>WA041701-MKE Rehabilitate Taxiway F (Between Runway 19R and Taxiway H)*</u>		
60113 – Prof. Serv. – CAP/Major Mtce		\$80,902
80706 – Pro Serv Div Services		\$20,226
60017 – Advertising		\$200
49001 – Contribution from Reserves	\$101,328	

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

The Director of the Department of Transportation and the Airport Director request an appropriation transfer for WA0417 MKE Rehabilitation of Taxiway F (Between Runway 19R and Taxiway H) in the amount of \$101,328.

This appropriation transfer request is for the design phase of the rehabilitation of Taxiway F, east of Runway 1L/19R at Milwaukee Mitchell International Airport (MKE). The 2020 pavement condition index (PCI) for this area of the taxiway is 50. This score indicates major rehabilitation work is warranted.

A wholistic rehabilitation of this section of Taxiway F is required to support the north airfield pavement removal and rehabilitation work in 2023. The work assumes the pavement maintains the current Airplane Design Group and includes a bituminous mill and overlay, crack repairs after milling prior to overlay, new base mounted edge lights, conduit, cabling and guidance signs, new markings and thermoplastic hold lines, and surface signs. The specific rehabilitation approach will be finalized in design. The construction phase for this project is expected to be requested during the 2023 Capital Budget process.

The increase in expenditure authority requested to create this capital improvement project is funded by \$101,328 in Airport Development Fund (ADF) reserve revenue.

A future fund transfer is expected to be submitted to reimburse the ADF reserve for the design phase by the following amounts \$75,996 of Federal Bipartisan Infrastructure Law (BIL) entitlement funding, \$12,666 of State grant funding, and \$12,666 of Passenger Facility Charge (PFC) Paygo funding once the future grant and future PFC applications are approved by the FAA.

This fund transfer has no tax levy impact.

TRANSFERS SIGNED BY THE COUNTY EXECUTIVE MAY 20, 2022.

5)		<u>From</u>	<u>To</u>
	<u>WA041601 - MKE Rehabilitate Taxiway C (North of West Ramp)*</u>		
	60113 – Prof. Serv. – CAP/Major Mtce		\$196,389
	80706 – Pro Serv Div Services		\$49,097
	60017 – Advertising		\$200
	49001 – Contribution from Reserves	\$245,686	
	<i># Existing Project, + Included in 5-Year Plan, * New Project</i>		

The Director of the Department of Transportation and the Airport Director request an appropriation transfer for capital project-WA0416 MKE Rehabilitate Taxiway C (North of West Ramp) in the amount of \$245,686.

This appropriation transfer request is for the design phase of the rehabilitation of Taxiway C, north of the West Ramp, at Milwaukee Mitchell International Airport (MKE). The 2020 pavement condition index for this area ranges from 33 to 63 with a small section of 97. The low pavement condition index values warrant rehabilitation.

A wholistic rehabilitation of this section of Taxiway C is required to support the north airfield pavement removal and rehab work in 2023. The work assumes the pavement maintains the current Airplane Design Group and includes a bituminous mill and overlay and crack repairs after milling prior to overlay. In the concrete areas the work includes removing and replacing the top layer of concrete and bond breaker. The work also includes new base mounted edge lights, conduit, cabling and guidance signs, new markings and thermoplastic hold lights and surface signs, and minor turf restoration. The specific rehabilitation approach is to be finalized in design.

The construction phase for this project is expected to be requested during the 2023 Capital Budget process.

The increase in expenditure authority requested to create this capital improvement project is funded by \$245,686 in Airport Development Fund (ADF) reserve revenue.

A future fund transfer is expected to be submitted to reimburse the ADF reserve for the design phase by the following amounts \$184,265 of Federal Bipartisan Infrastructure Law (BIL) entitlement funding, \$30,710 of State grant funding, and \$30,711 of Passenger Facility Charge (PFC) Paygo funding once the future grant and PFC applications are approved by the FAA.

This fund transfer has no tax levy impact.

TRANSFERS SIGNED BY THE COUNTY EXECUTIVE MAY 20, 2022.

6)		<u>From</u>	<u>To</u>
	<u>WA040701-MKE Decommission Runway 1R/19L EA Only*</u>		
	60113 – Prof. Serv. – CAP/Major Mtce		\$239,840
	80706 – Pro Serv Div Services		\$59,960
	60017 – Advertising		\$200
	49001 – Contribution from Reserves	\$300,000	

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

The Director of the Department of Transportation and the Airport Director request an appropriation transfer for WA0407 MKE Decommission Runway 1R/19L EA Only in the amount of \$300,000.

This appropriation transfer request is for the environmental assessment (EA) related to the decommissioning and removal of Runway 1R/19L at Milwaukee Mitchell International Airport (MKE). The removal of Runway 1R/19L addresses the right sizing needs of the airport by removing underutilized and obsolete pavement identified in MKE’s airport layout plan future state. The EA is required to meet the Federal Aviation Administration (FAA) requirements and to fulfil National Environmental Policy Act (NEPA) action requirements prior to the design and construction of the removal in future years.

The increase in expenditure authority requested to create this capital improvement project is funded by \$300,000 in Airport Development Fund (ADF) reserve revenue.

A future fund transfer is expected to be submitted to reimburse the ADF reserve for the EA by the following amounts \$225,000 of Federal Bipartisan Infrastructure Law (BIL) funding, \$37,500 of State grant funding, and \$37,500 of Passenger Facility Charge (PFC) Paygo funding once the future grant and future PFC applications are approved by the FAA.

This fund transfer has no tax levy impact.

TRANSFERS SIGNED BY THE COUNTY EXECUTIVE MAY 20, 2022.

Action Required
Finance and Audit Committee
2/3’s County Board

WHEREAS, department requests for transfers within their own accounts have been received by the Department of Administrative Services, Performance, Strategy, and Budget (PSB), 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 2022 appropriations of the respective listed

1)	<u>From</u>	<u>To</u>
<u>WO013401 - Trimborn Farm Bunkhouse Restoration*</u>		
60017 – Advertising		\$651
60023 – Contract Pers Serv – Short		\$98,464
60027 – Postage		\$651
60113 – Prof. Serv. Cap/Major Mtce		\$98,464
70808 – Photo, Prtg, Repro & Binding		\$651
80706 – Pro Serv Div Serv		\$21,158
<u>1945 – Appropriation for Contingency</u>		
78950 – Unallocated Contingency	\$220,000	

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

The Office of Strategy, Performance, and Budget Director requests an appropriation transfer of \$220,000 from Appropriation for Contingency-Org 1945 to establish budget authority for a new capital project WO013401 - Trimborn Farm Bunkhouse Restoration.

As part of the 2023 capital request process, the Department of Administrative Services - Architecture and Engineering staff were on site to examine the Trimborn Farm Bunkhouse (Bunkhouse) in April 2022. Upon review, the Bunkhouse has experienced additional deterioration and listing from the year prior. Risk Management was notified and reviewed the Bunkhouse as well. Although the building does not pose an immediate safety risk, the building will NOT include any operational/staff functions and will be fenced-off as a safety measure precaution.

Major repairs/rehab capital request for the Trimborn Farm Bunkhouse have been submitted over the past years as part of the annual capital budget request phase. However, the project ultimately has not been included in previous adopted capital budgets due to the volume of capital projects requested each year and the limited availability of County capital funding sources. Due to the nature and scope of work, previous Bunkhouse project requests were not bond eligible and therefore required funding with sales tax (i.e. Cash). Cash financing capital projects continues to be a challenge each year. For instance, the 2022 capital request process included \$44.5 million of non-bond eligible projects, yet the 2022 final adopted capital budget was only able to provide \$7.9 million of cash financing (or about 17.8% of cash funding needs) due to competing (cash) operational budget needs and requirements.

In order to address Bunkhouse issues noted above, this appropriation transfer will create new capital project WO013401 - Trimborn Farm Bunkhouse Restoration and provide for planning and design (including development of biddable construction documents and cost estimate based upon those documents) for replacement of the wood shingle roof, clapboard siding, wood soffit, wood fascia, foundation repair, and other repairs/replacements identified within the design work. Extensive historical research and meetings with historical review committee(s) for approval is anticipated. In addition, the scope will also include a structural analysis of the concrete foundation, followed by any necessary repair recommendation(s) from such analysis. This includes any temporary make-safe repairs that may be required. Due to its historic nature and the building deterioration, repair and rehab costs could be significant. However, such costs will not be known until a full design is completed. Considering this, the scope will also include an alternative demolition cost

estimation to provide policymakers a side-by-side cost comparison of restoring the building vs. demolition. If approved, it is anticipated that design and demolition alternatives will be completed sometime during the 2nd quarter of 2023 and that these options will be available for policymakers as part of the 2024 capital budget development process.

This fund transfer has no tax levy impact.

TRANSFERS SIGNED BY THE COUNTY EXECUTIVE MAY 20, 2022.

2020 BUDGETED CONTINGENCY APPROPRIATION SUMMARY

UNALLOCATED CONTINGENCY ACCOUNT	
2022 Budgeted Unallocated Contingency Appropriation Budget	\$5,000,464
Approved Transfers from Budget through May 18, 2022	
Unallocated Contingency Balance as of May 18, 2022	\$5,000,464
(\$30,000) File 22-292 Parks Climate Adaptation Group fighting Climate Change	(\$30,000)
(\$396,203) File 22-107 911 Compliance Remediation	(\$396,203)
(\$150,000) File 22-436 County Board Meeting Room Health Safety and Public Access	(\$150,000)
(\$5,000) File 22-395 Goat Landscaping Demonstration Project	(\$5,000)
(\$200,000) File 22-400 Sound Study Rock Sports Complex	(\$200,000)
(\$100,000) File 22-308 Disrupt School to Prison Pipeline	(\$100,000)
Transfers to/from the Unallocated Contingency PENDING May 2022 CB Approval, and Finance & Audit Committee through May 18, 2022	
(June Cycle) (\$220,000) Trimborm Bunkhouse Project Planning and Design	(\$220,000)
Total Transfers PENDING in Finance Committee	(\$220,000)
Net Balance	\$3,899,261

ALLOCATED CONTINGENCY ACCOUNT	
2022 Budgeted Allocated Contingency Appropriation Budget	\$0
Approved Transfers from Budget through May 18, 2022	
Allocated Contingency Balance as of May 18, 2022	\$0
Transfers from the Allocated Contingency PENDING May CB Approval, and Finance & Audit Committee through May 18, 2022	
Total Transfers PENDING in Finance Committee	\$0
Net Balance	\$0