

12-13-18 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, 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 2018 appropriations of the respective listed departments:

1)	<u>From</u>	<u>To</u>
<u>4500 – District Attorney</u>		
5199 – Salaries - Wages	\$17,940	
5312 – Social Security Taxes	\$1,560	
6033 – Witness Fees		\$19,500

This fund transfer reverses a transfer (in part) from earlier this year, which fund transfer was intended to eliminate deficits in Salaries and Wages due to increased Vacancy & Turnover rates as mandated in the adopted budget.

Adopted May 24, 2018 as Item 18-339, based upon the request of the District Attorney's Office, the County Board authorized a Fund Transfer from various District Attorney commodities account objects to Salaries-Wages and Social Security Taxes objects.

The transfer approved May 24, 2018 included moving \$19,500 from Object 6033 (Witness Fees) to Salaries-Wages and Social Security Taxes.

The District Attorney is now running a surplus in Salaries and Wages sufficient to return monies needed to cover witness expenses incurred in the normal course of prosecution.

This fund transfer seeks to return \$19,500 originally taken from Object 6033 (Witness Fees) to objects for Salaries-Wages and Social Security Taxes.

There is no tax levy impact from this fund transfer.

TRANSFERS SIGNED BY THE COUNTY EXECUTIVE NOVEMBER 16, 2018

2)	<u>From</u>	<u>To</u>
<u>1120 – Personnel Review Board</u>		
7915 – Computer Software	\$10,000	
8588 – Oth Capital Outlay – (Exp)		\$10,000

The Ethics Board's IMSD project that was scheduled for 2018 will not be moving forward. The \$10,000 was encumbered for the project. Since the IMSD project has been scraped, the department would like the money to go into a general department account that can be used for office supplies and other departmental needs.

There is no tax levy impact from this fund transfer.

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3)	<u>From</u>	<u>To</u>
<u>5040 – DOT-Airport</u>		
8552 - Mach & Equip – NEW >\$2,500	\$350,000	
8557 - Computer Equipment – NEW > \$500	\$175,000	
8590 - Capital Outlay Contra	\$525,000	
8589 - Oth Capital Outlay – (Cap)		\$525,000
8590 - Capital Outlay Contra		\$525,000

An appropriation transfer of \$1,050,000 is being requested by the Director of Transportation (DOT) and the Airport Director to realign expenditure authority and purpose in its operating budget in anticipation of a carryover request from 2018 into 2019.

DOT staff has indicated that the Airport budgeted for the following initiatives within its (2018) operating budget major maintenance appropriations:

Lawrence J. Timmerman Fiber Initiative (LJT Fiber Initiative). This initiative was completed at a significantly reduced cost resulting in an expenditure surplus of \$100,000.

GMIA Telephone and Voicemail Replacement (GMIA Phone Initiative). This initiative was budgeted for replacement of the phone and voicemail system. This initiative was completed at a lower than expected cost resulting in an expenditure surplus of \$75,000.

GMIA Airport Operations Database. A portion of this initiative was budgeted at \$350,000 for 2018; however, the initiative has not proceeded on the expected timeframe. DOT staff has stated that the 2019 Recommended Operating Budget includes additional funds for this initiative but the funds are not anticipated to cover the cost of the entire initiative.

The \$175,000 of surplus expenditure authority from initiatives 1) and 2) above is requested to be realigned and will be subsequently requested for carryover for use toward the GMIA Airport Operations Database. As part of this request, these funds are moved from Airport IT (Low Org 5043) to Airport Administration (Low Org 5041).

In addition, this fund transfer moves the \$350,000 existing appropriation for the GMIA Airport Operations Database initiative from Airport Operations (Low Org 5061) to Airport Administration (Low Org 5041), which will also be requested for carryover.

Upon approval of this appropriation transfer request, a subsequent carryover request from 2018 into 2019 totaling \$525,000 (\$175,000 + \$350,000) will be made for the purpose of undertaking the GMIA Airport Operations Database initiative, which is a critical systems replacement for the Airport.

This fund transfer has no tax levy impact as any lapsing of Airport operating funds does not get returned to the County's financial bottom line per the residual nature of the master lease agreement between the Airport and the signatory airlines serving GMIA.

There is no tax levy impact from this fund transfer.

TRANSFERS SIGNED BY THE COUNTY EXECUTIVE NOVEMBER 16, 2018

4)	<u>From</u>	<u>To</u>
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7900 – Department on Aging

7300 – Food & Provisions	\$90,000
6999 – Sundry Services	\$5,000
8131 – Vendor Payments	\$53,982
7541 – Kitchen and Dining Supplies	\$90,000
6148 – Prof-Serv Recurring Operations	\$5,000
6809 – Conference Expenses	\$15,462
6050 – Contract Per Srv Short Term	\$2,520
6030 – Advertising	\$26,000
7999 – Sundry Materials & Supplies	\$10,000

The purpose of this transfer is to realign various expenditures within the Department of Aging. The Nutrition Program projects a surplus in food due to increased grant funding and efficiencies in the catering contract negotiations. The \$90,000 decrease in food and other provisions is completely offset in Kitchen and Dining supplies due to the need for replacement of various equipment at meal dispatch sites.

The Family Caregiver Support network seeks to help family caregivers by offering information, education and support services. Family Caregiver Support funded client services are decreased by \$38,520 and realigned to include increases of \$2,520 in temporary personnel support services, \$20,000 in transit bus related advertising, \$6,000 in DVD production, \$10,000 for purchase of equipment and supplies for loan to caregivers.

Funding for Domestic Abuse in Later Life is realigned to reduce direct client services \$15,462, completely offset in related staff training and development.

There is no tax levy impact from this fund transfer.

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