

07-29-10

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DEPARTMENTAL - RECEIPT OF REVENUE

File No. 10-1  
(Journal, December 17, 2009)

(Item 3)

Action Required

Finance 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 2010 appropriations of the respective listed departments:

	<u>From</u>	<u>To</u>
1) <u>2000 – County Funded State Courts</u>		
2699 – Federal Grant Reimbursement	\$24,000	
6148 – Professional Services – Reoccurring Operations		\$24,000

The Clerk of Circuit Court is requesting a fund transfer for \$24,000 in order to increase Federal Grant reimbursement and to increase Professional Services for the 2010 contract with Justice 2000, Inc.

The Office of Justice Assistance has increased its funding to Milwaukee County by \$24,000 for the Access, Inform and Measure (AIM) program. The funding is designated for the AIM Pretrial Service Program which the Chief Judge's area will manage and monitor. County File No. 10-211 authorizes the extension for utilization of AIM funds from 2009 to 2010.

This fund transfer has no tax levy impact for Milwaukee County.

TRANSFER SIGNED BY THE COUNTY EXECUTIVE 07/21/10.

TRANSFER APPROVED IN FINANCE AND AUDIT COMMITTEE 07/22/10 (VOTE 5-0)

(EXC. WEST & JURSIK)

	<u>From</u>	<u>To</u>
2) <u>3410- Register of Deeds- Administration</u>		
3240 – Redaction Fee	\$325,000	
6147 – Prof. Serv- Data Process		\$325,000

A fund transfer of \$325,000 is requested by the Register of Deeds (ROD) to receive revenue and establish expenditure authority for anticipated Redaction revenues.

In April 2010, Senate Bill 507 was signed into law and under this bill, the county may temporarily collect an additional \$5.00 per real estate recording bringing the entire fee to \$30. However, the additional \$5.00 must be used to redact social security numbers from electronic format records.

The \$30 fee reverts to a \$25 fee upon the earliest of the following: 1) completion of redaction of social security numbers from certain electronic documents; 2) January 1, 2012, unless an extension of time is granted by the State Department of Administrative Services; or 3) January 1, 2015, which is the end of the extension period.

Approval of this transfer would allow the ROD to hire a software vendor to redact social security numbers from a number of documents that are in digital form as well as convert older microfilm images to digital format, redact them, and make them available on the internet.

This transfer increases Professional Services-Data Processing by \$325,000, and is completely offset by redaction revenue in the amount of \$325,000.

There is no tax levy impact from this transfer.

TRANSFER SIGNED BY THE COUNTY EXECUTIVE 07/21/10.

TRANSFER APPROVED IN FINANCE AND AUDIT COMMITTEE 07/22/10 (VOTE 5-0)

(EXC. WEST & JURSIK)

	<u>From</u>	<u>To</u>
3) <u>4000 – Office of the Sheriff</u>		
6148 – Professional Services- Recurring Operations		\$779,235
2699 – Federal Grants & Reimbursements	\$779,235	

A fund transfer of \$779,235 is being requested by the Office of the Sheriff to increase revenue and expenditure authority related to the Edward Bryne Memorial Justice Assistance Grant for the purchase of business intelligence software.

The Office of the Sheriff was authorized by the County Board to apply for and accept Edward Bryne Memorial Justice Assistance Grant funds funded from the Recovery Act. The grant period runs from March 1, 2009 until April 30, 2013. There is no local match required.

At the discretion of the Sheriff, these grant funds will be used to implement a business intelligence software system. This software will consolidate data from multiple data sources, which will be used to drill down into the data during their analysis. The current formats and types of data being used are cumbersome to combine and takes valuable staff time away from other law enforcement duties.

On March 12, 2010 a request for proposals was released. An evaluation committee consisting of IMSD and Sheriff staff reviewed the proposals. The Sheriff's Office received four proposals in response to the RFP

which were reviewed and scored to determine the appropriate vendor. After subsequent negotiations, Information Builder was selected by the evaluation committee and the Sheriff is anticipating entering into a contract with the vendor by August 1, 2010 pending board approval. The Committee on Judiciary, Safety and General Services will vote on the contract on July 15, 2010. A report and resolution was submitted to the Board with reference to this fund transfer.

There is no tax levy impact from this transfer.

TRANSFER SIGNED BY THE COUNTY EXECUTIVE 07/21/10.

TRANSFER APPROVED IN FINANCE AND AUDIT COMMITTEE 07/22/10 (VOTE 5-0)

(EXC. WEST & JURSIK)

	<u>From</u>	<u>To</u>
4) <u>5040 – DTPW Airport</u>		
3507 – Landing Fees	\$861,000	
3502 – Parking Fees	928,735	
6999 – Sundry Services		\$280,000
8502 – Major Maint Bldg – Exp		382,000
8528 – Major Maint Land Impr – Exp		730,000
8551 – Mach & Equip Repl Cap		68,000
7970 – Tools & Minor Equip		200,000
5199 – Salaries & Wages		74,800
5312 – Social Security		5,800
5420 – Employee Health Care		34,100
5421 – Employee Pension		15,035
<u>1950 – Fringe Benefits</u>		
9898 – Abatement Fringe Benefit Org.	\$49,135	
5400 – Health Insurance – WPS Self Ins.		\$34,100
5409 – County Contr to Retmnt Syst.		15,035

A fund transfer of \$1,838,170 is being requested by the Director of the Department of Transportation and Public Works (DTPW) to increase revenue and expenditure authority at General Mitchell International Airport due to increased passenger traffic that will result in higher than budgeted year-end revenues.

Airport staff indicates traffic at the airport is exceeding the budgeted activity. Comparing year-to-date data between May 2009 and 2010, the number of passengers is up 35.6 percent. Between April 2009 and 2010 the number of available seats is up 31 percent, and the total weight of airfreight passing through the airport is up 11.4 percent. Parking fee revenues are above budget by \$1.07 million and landing fees charged to the airlines are \$695,000 above budget through May.

Due to this increase in traffic, and therefore revenue, the Director of DTPW proposes to increase expenditure authority at the airport in order to fund the following projects in order to maintain or improve service:

- \$129,735 to rescind the layoff of 7 Airport Maintenance Worker Assistant positions.
- \$700,000 to purchase thermoplastic signage for the airfield that will eliminate the need for future painting.
- \$30,000 to remove an underground storage tank.
- \$110,000 to inspect columns in the parking structure
- \$49,000 to undertake a study of the integration of surveillance cameras
- \$55,000 to lease a garbage truck for one year
- \$66,000 to lease a street sweeper for one year
- \$32,000 to replace 4 doors in the South Maintenance Facility
- \$100,000 to apply safety film to skywalk glazing
- \$150,000 to re-route some IT connections to a secure location
- \$100,000 to improve fire suppression and/or HVAC systems in IT storage areas
- \$35,000 for a threat containment unit for security purposes
- \$5,000 for a Bowmonk runway friction tester
- \$28,000 for two paint strippers
- \$150,000 to replace obsolete radios
- \$50,000 to replace a variety of desktop IT equipment

Corresponding increases in health insurance and pension costs of \$49,135, offset by an increase in abatements from charges to the airport, will be indicated in Org. 1950 – Fringe Benefits. There is no tax levy impact from this transfer.

TRANSFER SIGNED BY THE COUNTY EXECUTIVE 07/21/10.

TRANSFER APPROVED IN FINANCE AND AUDIT COMMITTEE 07/22/10 (VOTE 5-0)

(EXC. WEST & JURSIK)

	<u>From</u>	<u>To</u>
5) <u>6300 – Behavioral Health Division</u>		
2299 – Other Grants & Reimbursement	\$456,600	
8164 – Purchase of Services 51.42 Board		\$456,600

A fund transfer for \$456,600 is requested by the Administrator of the Behavioral Health Division (BHD) and the Interim Director of the Department of Health and Human Services (DHHS) to recognize the new State Crisis Grant in the Psychiatric Crisis Services Area and related purchase of service expenditures for 2010.

In 2009, the Milwaukee County Psychiatric Crisis Services along with regional partners was awarded a five-year Regional Crisis Grant offered by the State of Wisconsin. The Milwaukee Office of Mental Health America (MHA) was hired by the region to serve as the grant administrator and coordinator with oversight

ADOPTED 2011 BUDGET

DEPT: DTPW-Fleet Management

UNIT NO. 5300  
FUND: General - 0001

**DEPARTMENTAL PROGRAM DESCRIPTION**

The Fleet Management Division purchases and maintains vehicles and equipment used by Milwaukee County departments. Keys to this program include minimizing vehicle and equipment downtime, providing a preventative maintenance program and educating users on safe operation and daily maintenance.

**Equipment Repairs** maintains and manages approximately 2,200 vehicles and pieces of equipment ranging from Fairway mowers and squad cars to wheel loaders and tandem axle patrol trucks.

**Inventory Management** maintains and manages approximately \$440,000 in inventory for all Milwaukee County vehicles. Fleet Management also manages and operates four fueling sites supplying 800,000+ gallons of fuel annually from locations conveniently located throughout Milwaukee County.

**Equipment Coordination** researches and develops the specifications for purchasing new vehicles and equipment. Fleet Management also works with user departments to ensure the correct piece of equipment is purchased. Fleet Management also hosts and coordinates a semi-annual Public Auction of used equipment for Milwaukee County and also other municipalities in the area.

**2011 BUDGET**

***Approach and Priorities***

- Continue to adjust staffing and expenditures as part of the accelerated fleet replacement program. \$13M worth of vehicles and equipment have been replaced since October 2009, reducing maintenance costs and increasing operational efficiency throughout County departments.
- The Division's new billing mechanism continues charging departments based on a labor rate and parts costs for repairs and for actual costs of new vehicle purchases that commensurate with the debt service on that vehicle. In addition, the operating cost of fuel continues to be charged to departments.

***Programmatic Impacts***

- All new vehicles and equipment will be placed on a replacement schedule of either three, five or eight years. After replacement, depreciated vehicles and equipment will be sent to auction and the user department will be credited for the revenue generated. Allowing departments, rather than the Fleet Management Division, to receive auction revenue will promote the proper care and maintenance of vehicles and equipment so that departments can achieve maximum revenue at auction.
- As a result of the new purchasing program, County departments will no longer be provided expenditure authority for new vehicle leases in their operating budgets. Current leases will be terminated upon the contract expiration and depending upon the necessity of the vehicle, may or may not be transferred into the purchasing program.
- The hourly labor rate is formulated so that all net expenditures are fully paid for by billing 38,778 labor hours annually. A parts markup is determined by the percentage of parts department operating costs.
- Fleet Management retains ownership of all County vehicles. Departments may not exceed their 2011 vehicle allotment without approval of the County Board.

***Budget Highlights***

***Wage and Benefit Modifications***

(\$3,879)

This budget includes an expenditure reduction of \$92,305 based on the changes described in the non-departmental account for wage and benefit modifications (Org-1972). There is a corresponding revenue offset of \$88,426 for a total tax levy savings of \$3,879.

**Milwaukee County**  
**A Org Unit Object Detail Exp 0**

	2011	2011	2011	2010	2009	2008	2007
	Adopted	Co Exec	Dept Final	Adopted	Actual	Actual	Actual
	Budget	Rec	Request	Budget	Exp/Rev	Exp/Rev	Exp/Rev
<b>Airport</b>							
5040 Airport							
6502 Equip Rental-Long Term	6,000	6,000	6,000	12,000	714	18,643	17,767
6503 Equip Rental-Short Term	110,000	110,000	110,000	89,000	183,157	205,115	247,633
6505 Veh Lease/Rent Outside	250,000	250,000	250,000	270,000	0	0	0
6509 Building and Space Rental	0	0	0	21,600	39,753	0	0
6610 R/M-Bldg and Structures	1,373,000	1,373,000	1,373,000	1,276,000	1,337,070	1,642,843	1,358,284
6620 R/M Grounds	1,110,000	1,110,000	1,110,000	666,000	605,535	860,432	406,058
6630 R/M Machinery Tools Eq	1,126,700	1,126,700	1,126,700	912,900	881,263	759,028	830,631
6637 R/M Computer Equip	792,450	792,450	792,450	605,275	293,510	161,579	180,339
6640 R/M Office Equipment	7,100	7,100	7,100	9,000	6,776	6,153	6,836
6650 Safety	18,000	18,000	18,000	22,000	1,179	0	0
6690 R/M Vehicles Materials	0	0	0	0	12,575	17,590	44,382
6691 R/M Vehicles Labor	3,000	3,000	3,000	3,000	0	1,357	449
6692 Outside Services	4,000	4,000	4,000	4,000	29,244	0	0
6696 R/M Radios Transmits	10,000	10,000	10,000	10,000	4,123	3,051	6,129
6699 Other Rep and Maintenance	41,600	41,600	41,600	40,600	26,635	37,462	19,752
6803 Auto Allowance	500	500	500	500	165	463	140
6805 Education/Seminar Paym'ts	61,600	61,600	61,600	57,600	11,981	12,177	12,017
6812 Meetings Other Auth Travl	231,400	231,400	231,400	165,200	140,988	118,934	94,020
6999 Sundry Services	15,500	15,500	15,500	9,000	18,793	31,428	91,037
<b>SV Services</b>	<b>20,199,591</b>	<b>20,199,591</b>	<b>20,199,591</b>	<b>18,441,400</b>	<b>16,350,444</b>	<b>18,471,852</b>	<b>14,755,850</b>
7010 Agr Botanical suppl (bud)	30,000	30,000	30,000	40,000	27,228	21,202	6,507
7012 Fertilizer	0	0	0	0	0	31	0
7015 Seeds and Plants	0	0	0	0	2,251	6,039	3,590
7018 Other Agr Botanical Supl	0	0	0	0	3,710	0	5
7100 Bldg & Rdwy Mat (bud)	1,117,000	1,117,000	1,117,000	1,064,000	125,964	129,958	162,812
7115 Cement Lime and Mortar	0	0	0	0	0	0	6,572
7131 Lumber and Millwork	0	0	0	0	5,302	2,063	2,247
7141 Salt	0	0	0	0	41,686	42,406	67,445
7145 Sand	0	0	0	0	126,145	70,667	32,121
7170 Electrical Materials	0	0	0	0	404,041	426,228	319,257
7178 Hardware & Other Material	0	0	0	0	42,409	22,376	43,679
7182 Heating & Ventg Material	0	0	0	0	149,281	90,311	113,816
7186 Painting Materials	0	0	0	0	124,325	170,435	23,752
7190 Plumbing Materials	0	0	0	0	32,622	19,402	17,883
7199 Other Bldg & Roadway Matl	0	0	0	0	2,374	8,966	15,765