

12/17-20 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 2020 appropriations of the respective listed departments:

1)	<u>From</u>	<u>To</u>
<u>9000 - Department of Parks, Recreation and Culture</u>		
2299 – State Grants and Reimbursements	\$35,000	
6030 – Advertising		\$35,000

In 2019 the Department of Parks, Recreation & Culture requested a budget adjustment to recognize a State of Wisconsin, Department of Tourism grant for the Joint Effort Marketing (JEM) promotion of the Winter Wonders: Holiday Light Show held in Whitnall Park. Parks contracted with Festival Productions to produce and provide the marketing for the event. A budget adjustment was requested in the December cycle of 2019 and approved by the County Board in the January 2020 cycle for a 2019 Budget adjustment for the original grant award amount of \$39,500.

Parks planned to submit the reimbursement claim in early January 2020 after the event concluded, however, Festival Productions was delayed in providing its paid invoices to document their marketing efforts. Parks filed its claim as soon as they received the necessary documentation from Festival Productions. The grant funding was received and the liability to Festival Productions for the advertising was paid in April 2020 in the amount of \$35,000, after the accounting deadline to close entries to 2019. Due to the delay in filing the grant claim, the recognition of revenue must now occur in 2020, rather than 2019 as Parks initially expected.

Although the original state JEM grant was awarded for \$39,500, Festival Productions chose to utilize only \$35,000 of the available funds and has no impact on the bottom line for either 2019 or 2020. This fund transfer is required to recognize the \$35,000 in revenue received and the advertising expenses incurred of \$35,000.

There is no tax levy impact from this fund transfer.

TRANSFERS SIGNED BY THE COUNTY EXECUTIVE NOVEMBER 12, 2020.

2)		<u>From</u>	<u>To</u>
	<u>9000 - Department of Parks, Recreation and Culture</u>		
	4930 – Gifts and Donations	\$45,000	
	7999 – Sundry Materials and Supplies		\$36,360
	5199 – Seasonal labor		\$8,640

Milwaukee County Parks received two donations from the Green Bay Packers Foundation during 2020, for the purpose of supporting Parks efforts to serve Milwaukee County residents affected by the COVID-19 pandemic. The donations covered the costs and distribution of 2,500 We Care Crew Bags.

There is no tax levy impact from this fund transfer.

TRANSFERS SIGNED BY THE COUNTY EXECUTIVE NOVEMBER 12, 2020.

3)		<u>From</u>	<u>To</u>
	<u>9000 - Department of Parks, Recreation and Culture</u>		
	4999 – Other Miscellaneous Revenue	\$20,400	
	3599 – Other Service Fee Charges	\$2,000	
	5199 – Salaries-Wages		\$22,400

The Department of Parks, Recreation & Culture requests budget adjustments for the inclusion of grants and gifts received during 2020.

1. Parks received \$15,000 in funding from the Greater Milwaukee Foundation to cover the cost of an internship for the citizen science program.
2. Lake Park Friends donated \$5,400 to fund summer seasonal labor for Lake Park.
3. The Friends of Boerner sponsored summer interns to support Boerner Botanical Garden programs for two interns for up to \$12,000. The original budget included \$10,000 for this purpose so this request is recognizing the increased funding of \$2,000

This fund transfer request recognizes the new revenue and the corresponding expense budgets.

There is no tax levy impact from this fund transfer.

TRANSFERS SIGNED BY THE COUNTY EXECUTIVE NOVEMBER 12, 2020.

4)		<u>From</u>	<u>To</u>
	<u>4500 – District Attorney</u>		
	4932 – Other Private Funding Revenue	\$6,250	
	6999 – Sundry Services		\$6,250

The DA respectfully requests fund transfer which provides 2020 budget authority, offsetting revenues and expenditures related to a non-match grant award from Loyola University - Chicago to fund expenses related to criminal justice reporting projects in Milwaukee County. This grant will specifically fund an application programming interface between the Milwaukee County District Attorney's Office and the Wisconsin Consolidated Court Automation Program (CCAP).

On October 21, 2020, the Milwaukee County District Attorney's Office applied for a non-match grant from Loyola University - Chicago in the amount of \$12,500. The application identified DA John Chisholm as the Project Director. On that same day, the office was notified that the grant would in fact be awarded to the District Attorney's office. The period of the grant will be two years from November 2020 to November 2022, with the budget for each year set at \$6,250. This fund transfer seeks to address the 2020 portion of the grant in the amount of \$6,250.

Historically, the data that supported both of these initiatives have been obtained from the Wisconsin Circuit Court's Consolidated Court Automation Programs (CCAP) using an application programming interface made available to Milwaukee County free of charge. We are now advised by CCAP that the state will charge Milwaukee County \$6,250 per year in order to obtain this data.

Loyola University - Chicago is providing this grant to facilitate the continuation of the projects identified above. The grant funds will be used for those purposes and for internal purposes such as the identification of indigent, publicly represented defendants and for internal ad hoc data reporting.

There is no tax levy impact from this fund transfer.

TRANSFERS SIGNED BY THE COUNTY EXECUTIVE NOVEMBER 12, 2020.

5)		<u>From</u>	<u>To</u>
	<u>4500 – District Attorney</u>		
	2699 – Other Federal Grants	\$5,000	
	7999 – Sundry Materials and Supplies		\$5,000

This appropriation fund transfer, in the amount of \$5,000, provides 2020 budget authority for offsetting revenues and expenditures related to a non-match grant award from the Stop Violence Against Women Formula Grant Program (STOP VAWA), specifically for Emergency Victim Assistance Funds.

As set forth in the Wisconsin Department of Justice grant award announcement published this past Spring, the primary purpose of this grant funding is to support one-time, non-recurring expenses in support of survivors of gender-based violence. The Wisconsin Office of Crime Victim Services considers emergency needs essential to the overall health, safety, security, and well-being of victims. According to this announcement, these needs could include, but are not be limited to emergency shelter or lodging, transportation vouchers, food cards, gas cards, emergency legal assistance, rent, utilities, or household items.

On June 26, 2020, to fund emergency expenses of domestic violence victims, the Milwaukee County District Attorney's Office applied for a grant in the amount of \$5,000. The application stated that the funds would be used for the following purposes for victims: gift cards and/or vouchers for gas, food, clothing, and household items; minor home repairs enhancing security and safety; minor car repairs resulting from criminal activity; counseling services; and assistance with transportation and housing related expenses.

The District Attorney received an award letter for this grant on July 27, 2020, but an ostensible match requirement set forth in the award letter required clarification. On October 12, 2020, a match waiver letter was issued by the Wisconsin Department of Justice. There being no match requirement for this grant, the Milwaukee County Executive accepted this award on October 13, 2020. The stated period of the grant runs through December 31, 2020.

There is no tax levy impact from this fund transfer.

TRANSFERS SIGNED BY THE COUNTY EXECUTIVE NOVEMBER 12, 2020.

6)		<u>From</u>	<u>To</u>
	<u>2430 – Child Support Services</u>		
	2699 – Other Fed Grants & Reim	\$146,956	
	6149 – Prof. Services Non-Recur Operations		\$146,956

The Office of Family Assistance has approved our application for a new grant know as Fatherhood -Family-focused, Interconnected, Resilient, and Essential (Fatherhood Fire). The grant is for the period of September 30, 2020 through September 29, 2025.

Milwaukee County Child Support (CSS) will serve as the prime recipient, administrative agency and fiscal agent for the MF FIRE Project. CSS will oversee the project-wide objective in the enrollment of an estimated 3,375 fathers over the course of the 5-year grant. CSS will oversee the implementation of all activities, outputs, objectives, and outcomes. In addition to providing project oversight, CSS will deliver a range of child support services to noncustodial fathers enrolled in MF FIRE. CSS will oversee a total project budget of \$999,999 annually and will provide project administration.

The long-term outcomes of the program are to:

1. Improve family functioning, including improved couple relationships, marriage, and stability; and parenting and co-parenting;
2. Improve adult and child well-being;
3. Increase economic stability and mobility; and
4. Reduce poverty.

This fund transfer is to request authorization to recognize revenue and expenditures for the cost we are anticipating we will need for the fourth quarter of 2020: \$146,956.

There is no tax levy impact from this fund transfer.

TRANSFERS SIGNED BY THE COUNTY EXECUTIVE NOVEMBER 12, 2020.

7)		<u>From</u>	<u>To</u>
	<u>2430 – Child Support Services</u>		
	2699 – Other Fed Grants & Reim	\$24,153	
	6050 – Contract Pers Ser-Short		\$12,053
	6149 – Prof. Serv. Nonrecur Oper		\$12,100

The Department of Child Support Services received approval from the Office of Family Assistance for a contract extension of its New Pathways for Fathers and Families grant for an additional 12 months. This will allow Child Support Services to use the unspent funds from the fifth year of the grant, \$274,662. The extension covers the period of September 30, 2020 through September 29, 2021.

This fund transfer in the amount of \$24,153 requests authorization to encumber expenditures and revenues for the costs that are anticipated for 2020. A second fund transfer in early 2021 will request authorization to encumber expenditures and revenues for the remaining balance \$250,509.

There is no tax levy impact from this fund transfer.

TRANSFERS SIGNED BY THE COUNTY EXECUTIVE NOVEMBER 12, 2020.

8)		<u>From</u>	<u>To</u>
	<u>8000 - Department of Health & Human Services</u>		
	2299 – Other State Grants and Reimbursement	\$591,759	
	6148 – Professional Services Recur Oper		\$94,400
	6149 – Professional Services Non-Recur Oper		\$110,550
	7920 – Books, Periodicals and Films		\$24,300
	8164 – Purchase of Service		\$362,509

The transfer of \$591,759 is being requested by the Director, Department of Health and Human Services (DHHS), to recognize additional revenue and expenses related to the Birth to 3 Program.

The State Department of Health Services awarded the Birth to 3 Program an Innovation in Social-Emotional Development Grant funding of \$229,250 to support the implementation of evidence-based practices and system changes to improve social emotional outcomes for enrolled children. The funding will be available between July 1, 2020 to December 31, 2021. Any unrecognized revenue and expense in 2020 will be requested for carry over into 2021.

The grant will be applied toward communications and outreach, educational materials for families, training for providers and staff as well as parenting classes through the Parenting Network.

In addition, this transfer would recognize additional revenue and expense related to one-time annual funding of \$362,509 from the State Department of Health Services as part of the 2020 State/County contract with DHHS. These funds enabled additional financial resources to partner agencies to serve children ages birth to three. Contract amendments to Birth to 3 providers were approved by the County Board in March under File No. 20-231.

There is no tax levy impact from this fund transfer.

TRANSFERS SIGNED BY THE COUNTY EXECUTIVE NOVEMBER 12, 2020.

9)		<u>From</u>	<u>To</u>
	<u>115 – Department of Administrative Services</u>		
	8502 – Major Maint Bldg-(Exp)		\$18,780
	4932 – Other Private Funding	\$18,780	

An appropriation transfer of \$18,780 requested by the Director of Facility Management Department (FMD) to establish expenditure authority in Org. 5725 - Buildings / Facilities to expedite sidewalk repairs currently posing a public safety issue at the War Memorial Center (WMC).

WMC staff have indicated the sidewalk repairs are needed due to erosion and soil deficits resulting in uneven sidewalk panels in 6 spots where pedestrians cross and could pose a significant tripping hazard. The appropriation transfer will recognize revenue of \$18,780 as a private contribution from the WMC and establish additional budget authority in FMD to be used for work needed repair the sidewalks.

There is no tax levy impact from this fund transfer.

TRANSFERS SIGNED BY THE COUNTY EXECUTIVE NOVEMBER 12, 2020.

10)		<u>From</u>	<u>To</u>
	<u>3010 – Election Commission</u>		
	4999 – Other Misc Revenue	\$128,000	
	6148 – Prof. Serv. – Recur Oper		\$31,000
	6030 – Advertising		\$97,000

An appropriation transfer of \$128,000 is being requested by the Milwaukee County Clerk to create expenditure authority and revenue budget in the Milwaukee County Election Commission (Org. 3010) to acknowledge the receipt of a grant from the National Vote at Home Institute.

This Grant provides funding to state agencies or other political subdivisions to assist with the expenditures associated with ensuring safety and security of mail ballot election systems. The grant also intends to improve the safety of poll workers from infectious disease that can occur at traditional centralized polling stations.

This appropriation transfer request will provide the Election Commission with \$31,000 of expenditure authority for professional services and \$97,000 of expenditure authority for advertising related to the purchase of media.

The grantor requests the grantee to provide analytics regarding the results of the voter education and communication plan implemented using the grant funds.

There is no tax levy impact from this fund transfer.

TRANSFERS SIGNED BY THE COUNTY EXECUTIVE NOVEMBER 12, 2020.

11)		<u>From</u>	<u>To</u>
	<u>4000 – Office of the Sheriff</u>		
	2299 – Other State Grants & Reimbursements	\$35,000	
	8552 – Machine and Equipment - New >\$2,500		\$35,000

The Office of the Sheriff is requesting a fund transfer to recognize Homeland Security funding in the amount of \$35,000 and to establish expenditure authority of \$35,000 for the purchase of EOD Bomb Suit.

On September 21, 2020, the Office of the Sheriff received notification from the State of Wisconsin, Department of Military Affairs that it has been awarded a Homeland Security program grant award for Homeland Security-WEM/HS ALERT EOD Bomb Suit 2019. This grant is 100% State of Wisconsin funding. DMA Grant # 2019-HSW-02A-11925 and CFDA # 97.067

The grant is required to be expended between April 1, 2020 to December 31, 2020.

There is no tax levy impact from this fund transfer.

TRANSFERS SIGNED BY THE COUNTY EXECUTIVE NOVEMBER 12, 2020.

12)		<u>From</u>	<u>To</u>
	<u>4000 – Office of the Sheriff</u>		
	2299 – Other State Grants & Reimbursements	\$35,000	
	8552 – Machine and Equipment - New >\$2,500		\$35,000

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On September 21, 2020, the Office of the Sheriff received notification from the State of Wisconsin, Department of Military Affairs that it has been awarded a Homeland Security program grant award for Homeland Security-WEM/HS ALERT EOD Bomb Suit 2019. This grant is 100% State of Wisconsin funding. DMA Grant # 2020-HSW-02A-12280 and CFDA # 97.067

The grant is required to be expended between October 1, 2020 to August 31, 2021.

There is no tax levy impact from this fund transfer.

TRANSFERS SIGNED BY THE COUNTY EXECUTIVE NOVEMBER 12, 2020.

13)		<u>From</u>	<u>To</u>
	<u>3010 – Election Commission</u>		
	2299 – Other St Grants & Reimbur	\$2,000,000	
	6090 – CH FR State & Other Co. Inst.		\$200,000
	6503 – Rental/Lease-Short Term		\$1,300,000
	6999 – Sundry Services		\$500,000

The County Clerk - Election Commission is requesting a fund transfer in the amount of \$2,000,000 to establish revenue and expenditure to pay for expenses related to the 2020 presidential election ballot recount. It is expected that the total expenditure amount will be reimbursed by the State of Wisconsin. This transfer establishes reimbursement for activities related to the 2020 Presidential recount.

There is no tax levy impact from this fund transfer.

TRANSFERS SIGNED BY THE COUNTY EXECUTIVE DECEMBER 9, 2020.