

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 2021 appropriations of the respective listed departments:

1)	<u>From</u>	<u>To</u>
4500 – District Attorney		
2699 – Federal Revenue		\$167,163
6090 – Charges From State	\$167,163	

This Fund Transfer request seeks to reverse budget entries based upon a failure to receive a federal grant award. These are offsetting transactions with no tax levy effect.

The District Attorney’s Office submitted its 2021 Budget anticipating, as of September 30, 2020, the continued receipt of funding from the Office of Violence Against Women (OVW) under the Improving Criminal Justice Responses to Domestic Violence, Dating Violence, Sexual Assault, and Stalking Grant Program (ICJR). Since at least 2006, the OVW provided consistent funding for the office’s Domestic Violence (DV) program. An application for continuation funding from October 2020 to September 2023 was submitted in January 2020 but thereafter, in October 2020, was denied. Had the grant been awarded, the State of Wisconsin would have paid the prosecutor's compensation and the District Attorney's Office would have reimbursed the state using ICJR grant funds. Because the grant was not awarded, this fund transfer seeks to adjust the District Attorney’s 2021 budget as listed above.

This fund transfer has no tax levy impact.

TRANSFERS SIGNED BY THE COUNTY EXECUTIVE APRIL 16, 2021.

5-20-21 FINANCE AND AUDIT COMMITTEE APPROPRIATION TRANSFERS
B DEPARTMENTAL/ OTHER CHARGES

Action Required
Finance and Audit Committee
Majority County Board

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THEREFORE, BE IT RESOLVED, that the Director, Department of Administrative Services, is hereby authorized to make the following transfers in the 2021 appropriations of the respective listed departments:

1)	<u>From</u>	<u>To</u>
<u>0461 CARES Facilities #</u>		
7524 – Cleansers Soaps Starches		\$50,988
7532 – Cleaning Supplies		\$122,903
7723 – Gloves		\$68,250
7729 – Other General Medical Surgery Supplies		\$21,784
7899 – Other Accessories and Supplies		\$189,446
7924 – Employee Wearing Apparel		\$491,100
7999 – Sundry Materials and Supplies		\$287,043
<u>0752 – Reserve for Inventories</u>		
0752 – Reserve for Inventories	\$1,231,514	
# Existing Project, + Included in 5-Year Plan, * New Project		

An appropriation transfer of \$1,231,514 is requested by the Director of the Division of Performance, Strategy and Budget Department of Administrative Services (“DAS-PSB”) in order to increase expenditure authority related to personal protective equipment (“PPE”). An offsetting entry would be made to the inventory reserve account associated with the PPE.

The Coronavirus Aid, Relief, and Economic Security Act (“CARES”) was signed into law on March 27, 2020 and created the Coronavirus Relief Fund. The Coronavirus Relief Fund provides \$160 billion in direct assistance for domestic governments, in order to cover the costs of necessary expenditures incurred due to the COVID-19 public health emergency. Local governments serving a population of 500,000 or more are eligible to receive assistance directly from the Treasury. Milwaukee County received an initial Coronavirus Relief Fund payment in the amount of \$62,044,048 from the federal government. In addition, the County has received an allocation of \$15,384,444 from the State of Wisconsin’s “Routes to Recovery” program, which is funded from the State’s share of the Coronavirus Relief Fund. In total, the County has now received allocations of \$77,428,492 of CARES Act Coronavirus Relief Funds.

The County created expendable trust accounts in order to facilitate and track PPE that is being purchased with CARES Funds. At the end of 2020, \$1,231,514 of PPE expenses were reclassified to the Reserve for Inventories account.

This the PPE will be expensed as it is removed from inventory. This 2021 appropriation transfer will adjust the expenditure budgets to reflect the PPE that is anticipated to be removed from inventory and used in 2021.

This fund transfer has no tax levy impact.

TRANSFERS SIGNED BY THE COUNTY EXECUTIVE APRIL 16, 2021.

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 2021 appropriations of the respective listed departments:

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

This appropriation fund transfer provides 2021 budget authority for 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. Identified as Fund Transfer Request DA-2-20-03, this office previously sought and received authority for a fund transfer relating to the 2020 portion of the grant. See File #20-892 (Transfer Packet p. 5).

This new fund transfer request seeks to address the 2021 portion of the grant, also in the amount of \$6,250.

In the past, the Milwaukee County District Attorney's Office has participated with Loyola University Chicago and Professor Don Stemen in projects designed to promote prosecutorial effectiveness and fairness. See "Race, Ethnicity and prosecution in Milwaukee County, Wisconsin, Advancing Prosecutorial Effectiveness and Fairness Report Series (September 2019), <https://cj.fiu.edu/news/2019/racial-disparities-in-prosecution-Milwaukee-report/milwaukeeereport.pdf>. Similarly, the District Attorney's office has published a website on the Internet designed to afford the public the opportunity to view key indicators on the function of the criminal justice system. See <https://data.mkedao.com/>.

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 APRIL 16, 2021.

2)	<u>From</u>	<u>To</u>
<u>4500 – District Attorney</u>		
2699 – State Revenue	\$58,832	
5199 – Salary		\$46,213
5201 – Overtime		\$1,262
5312 – Social Security		\$3,632
7977 – Computer Equipment		\$5,325
6329 – Cell Phones		\$465
6693 – Vehicle Expenses		\$1,734
7924 – Apparel		\$201

This Fund Transfer Request seeks 2021 budget authority for offsetting revenues and expenditures related to a non-match grant award from the Wisconsin Department of Justice identified as Grant ID 16493, Operation Legend (2020). There is no tax levy effect related to this fund transfer because expenditures are offset by grant revenues.

On January 19, 2021, the Milwaukee County District Attorney's Office applied to the Wisconsin Department of Justice, acting on behalf of the U.S. Attorney's Office for the Eastern District, for a non-match grant under the federally sponsored program known as Operation Legend (2020) in the amount of \$185,000. Dated February 2, 2021, the District Attorney's Office received an award letter stating that the Wisconsin Department of Justice, on behalf of the United States Attorney for the Eastern District, had approved a grant award to Milwaukee County in the amount of \$185,000. The period of the grant is from February 1, 2021 to September 30, 2023.

Funding from this grant will be used to compensate and equip a Victim Witness person who will maintain a continuity of contact to insure that witnesses are supported and are available for purposes of prosecution, including trial. The grant provides funding for the wages and benefits of one Victim Witness Advocate as well as computer equipment, computer accessories and apparel for that Victim Witness Advocate. Funding for vehicle maintenance and parking is also provided. This fund transfer provides budget authority for the expenditure of county funds as listed above and the receipt of offsetting grant revenues for such expenses.

There is no tax levy impact from this fund transfer.

TRANSFERS SIGNED BY THE COUNTY EXECUTIVE APRIL 16, 2021.

3)	<u>From</u>	<u>To</u>
<u>9000 - Parks</u>		
6149 – Prof Serv Nonrecur Oper	\$270,000	
5199 – Salaries – Wages Budget	\$27,000	
5312 – Social Security Taxes	\$3,000	
6503 – Rental/ Lease – Short Term	\$5,000	
6409 – Printing and Stationary	\$10,000	
5199 – Salaries – Wages Budget	\$5,000	
4932 – Other – Private Funding Rev		\$320,000

In 2019, Milwaukee County Parks partnered with American Family Insurance, the Milwaukee Brewers and T&M partners to present the July 3rd fireworks at the Milwaukee Lakefront. At that time, American Family Insurance coordinated the firework vendors and payment for the event and reimbursed Milwaukee County Parks for associated costs. After the event in 2019, Milwaukee County Parks and American Family Insurance agreed to revise the arrangement and have Parks handle the coordination for future events.

In 2020, the event was cancelled due to COVID-19. With uncertainty of the status of the pandemic, funding for a possible 2021 event was not included in the adopted budget. Early stage planning is commencing for an event in 2021 and budgetary authority will be needed for related expenses.

There is no tax levy impact from this fund transfer.

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Finance and Audit Committee
Majority County Board

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THEREFORE, BE IT RESOLVED, that the Director, Department of Administrative Services, is hereby authorized to make the following transfers in the 2021 appropriations of the respective listed departments:

1)	<u>From</u>	<u>To</u>
<u>WO647012 - ERP MODERNIZATION PHASE 3*</u>		
6146 – Prof Services-Cap/Major Mtce		\$270,000
<u>WO546012 - ENTERPRISE PLATFORM MODRN PH 2*</u>		
6146 – PROF. SERV-CAP/MAJOR MTCE	\$270,000	

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

An appropriation transfer of \$270,000 is requested to be reallocated from Project WO546 - Enterprise Platform Modernization Ph 2 (Project WO546 - ERP Modernization Phase 2) to Project WO647 ERP Modernization Phase 3 (Project WO647 - ERP Modernization Phase 3) to more efficiently manage the ERP project.

Project WO546 - Enterprise Platform Modernization Phase 2

The scope of work included the implementation of Performance & Goals, Succession Planning, and Health & Safety Modules as a part of the ERP project. Enterprise Resource Planning (ERP) is a business management software consisting of a set of integrated applications to consolidate common business operations. The project scope also included modifications for usability, process efficiency that were not able to be accommodated in the original platform implementation timelines. Work also includes software fixes and functionality to stabilize the platform.

Project WO647 - ERP Modernization Phase 3

The scope of work includes completion of the product roadmap and strategy for finance, human resources, and Supply Chain software components after Phase 1 and Phase 2 implementations is deployed. It also includes software fixes and functionality to provide additional up-front error-proofing, eliminate manual dual entry between systems, and provide additional reporting capabilities.

Background

In 2020, \$2,000,000 was included in the 2020 Adopted Capital Budget for Project WO546 - ERP Modernization Phase 2 for the implementation of the County's ERP systems.

A DAS-only appropriation transfer was approved in March of 2020 (Res. No. 20-286) to reallocate \$1,730,000 from Project WO546 - ERP Modernization Phase 2 to Organizational Unit 1945 – Appropriation for Contingencies (Appropriation for Contingencies). Subsequently, as a part of Resolution File No. 20-286, \$1,120,000 was reallocated from the Appropriation for Contingencies to Organizational Unit 1172 – Information Management Services Division – Mainframe and \$610,000 to Organizational Unit 1921 – Human Resource and Payroll Systems to provide funding for an entire year of services on the current platforms with Ceridian, Morneau Shepell Limited, and Cornerstone OnDemand, Inc.

This appropriation transfer allocates the remaining \$270,000 in Project WO546 - ERP Modernization Phase 2 to Project WO647 - ERP Modernization Phase 3.

This fund transfer has no tax levy impact.

TRANSFERS SIGNED BY THE COUNTY EXECUTIVE APRIL 16, 2021.

2)	<u>From</u>	<u>To</u>
<u>115 – Dept. Administrative Services (DAS)</u>		
5199 – Salaries – Wages Budget		\$145,423
5312 – Social Security Taxes		\$11,125
<u>WO647 - ERP Modernization Phase 3</u>		
6146 – Prof Serv Cap / Maj Maint	\$156,548	

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

The Department of Administrative Services (DAS) Director requests an appropriation transfer to reallocate budget authority of \$156,548 from capital project WO647-ERP MODERNIZATION PHASE 3 to DAS.

As part of the Adopted 2021 Operating Budget, the DAS – Procurement Division includes one new position each of Business Success Manager and Analyst Business Systems for a total salary and social security cost of \$156,548. These positions are responsible for helping configure and deploy the Enterprise Platform Modernization project as well as train end users.

The adopted budget directs that an appropriation transfer be submitted to the County Board to allocate funding for the positions, which may be provided by cash appropriations contained in Capital Improvement Project WO64701 – Enterprise Platform Modernization. This fund transfer request effectuates the adopted budget language.

The cost of the positions (\$156,548) is temporarily absorbed in DAS-Procurement’s vacancy and turnover. Therefore, if the transfer is not approved, the positions could not be filled until late December 2021 as the division would need to fully absorb those related vacancy and turnover costs.

This fund transfer has no tax levy impact.

TRANSFERS SIGNED BY THE COUNTY EXECUTIVE APRIL 16, 2021.

2021 BUDGETED CONTINGENCY APPROPRIATION SUMMARY

UNALLOCATED CONTINGENCY ACCOUNT	
2021 Budgeted Unallocated Contingency Appropriation Budget	\$4,950,000
Approved Transfers from Budget through April 16, 2021	
\$111,727 Surplus Bid Premiums	\$111,727
(\$25,787) Reclassify Clerk Positions Transferred from the CB	(\$25,787)
(\$80,000) Fund Independent Redistricting Committee	(\$80,000)
(\$70,000) File 21-227 McKinley Beach Safety Study	(\$70,000)
Unallocated Contingency Balance as of April 16, 2021	\$4,885,940
Transfers from the Unallocated Contingency PENDING April CB Approval, and Finance & Audit Committee through April 16, 2021	
(\$141,000) File 21-399 Sport Court @Sherman Park prep and upgrade	(\$141,000)
Total Transfers PENDING in Finance Committee	(\$141,000)
Net Balance	\$4,744,940

ALLOCATED CONTINGENCY ACCOUNT	
2021 Budgeted Allocated Contingency Appropriation Budget	\$50,000
\$50,000 Rock Sports Complex Sound Study	
Approved Transfers from Budget through April 16, 2021	
Allocated Contingency Balance as of April 16, 2021	\$50,000
Transfers from the Allocated Contingency PENDING April CB Approval, and Finance & Audit Committee through April 16, 2021	
Total Transfers PENDING in Finance Committee	\$0
Net Balance	\$50,000