

**DRAFT**

Fiscal Year 2016

6-16-2016 FINANCE, PERSONNEL AND AUDIT COMMITTEE APPROPRIATION TRANSFERS  
A DEPARTMENTAL

Action Required

Finance, Personnel and Audit Committee

WHEREAS, department requests for transfers within their own accounts have been received by the Department of Administrative Services, Office of Performance, Strategy and Budget, 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 2016 appropriations of the respective listed departments:

1)		<u>From</u>	<u>To</u>
	<u>9000 – Department of Parks, Recreation &amp; Culture</u>		
	7999 – Sundry Materials & Supplies	\$ 500,000	
	6146 – Prof. Services Cap/Major Maint		\$ 500,000

The 2016 budget appropriation for the Parks Amenities Matching Fund was incorrectly placed in the general fund. The Department of Parks, Recreation & Culture requests a transfer to the appropriate expendable trust account. This is a technical correction and has no impact on the overall budget. The funds are to be used to issue matching grants for the improvement of our park system.

TRANSFERS SIGNED BY THE COUNTY EXECUTIVE MAY 25, 2016.

2)		<u>From</u>	<u>To</u>
	<u>1151 – Department of Administrative Services</u>		
	9899 – BDGT ABATE-OC MISC	\$490,374	
	8495 – ABATEMENT - OTHER SERVICES		\$490,374

The Department of Administrative Services is requesting a fund transfer in the amount of \$490,374. Per the 2016 Adopted Budget, the Department of Administrative Services received a 1% expenditure reduction (Amendment #1A070). In March of 2016, the County Board approved an appropriations transfer of \$10,737 from the Appropriations from Contingency Account to the Office for Persons with Disabilities (OPD), which resulted in an expenditure decrease in Agency 115 of \$490,374. The expenditure reduction was distributed across six of the DAS Divisions within Agency 115 including Community Business Development Partners, Procurement, Central Business Office, Performance, Strategy & Budget, Economic Development, and Facilities Management and placed in object 8495.

Due to the size of the expenditure reduction in this account line, the 8000 series for Agency 115 will be in deficit by the end of the second quarter of 2016. This is prohibiting DAS from encumbering contracts that were budgeted in this account series. One example is OPDs contract with Easter Seals for the provision of services at the Wil-O-Ways. By transferring the expenditure reduction to object 9899, these contracts will be able to move forward and the Department will be able to better manage its expenditure reductions.

There is no tax levy impact from this fund transfer.

TRANSFERS SIGNED BY THE COUNTY EXECUTIVE MAY 25, 2016.

# DRAFT

Fiscal Year 2016

3)		<u>From</u>	<u>To</u>
<u>9000 – Department of Parks, Recreation &amp; Culture</u>			
6326	– Electricity	\$ 63,706	
5199	– Salaries- Wages Budget		\$ 10,000
5199	– Salaries- Wages Budget		\$ 8,000
5312	– Social Security		\$ 145
5312	– Social Security		\$ 145
6409	– Printing		\$ 8,000
6803	– Auto Allowance		\$ 600
7940	– Recreation Supplies		\$ 26,960
8552	– Machinery & Equipment		\$ 9,885

The Department of Parks, Recreation & Culture requests a transfer of \$63,706 from anticipated surplus utility funds to create expenditure budgets specific to disc golf in accordance with Board budget amendment 1A056 to the 2016 budget. This increases the expenditure budgets to the actual level of 2015 revenue for disc golf.

TRANSFERS SIGNED BY THE COUNTY EXECUTIVE MAY 25, 2016.

6-16-2016 FINANCE, PERSONNEL AND AUDIT COMMITTEE APPROPRIATION TRANSFERS  
B DEPARTMENTAL-OTHER

Action Required

Finance, Personnel and Audit Committee  
County Board (Majority Vote)

WHEREAS, department requests for transfers within their own accounts have been received by the Department of Administrative Services, Office of Performance, Strategy and Budget, 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 2016 appropriations of the respective listed departments:

1)	<u>From</u>	<u>To</u>
<u>9000 – Department of Parks, Recreation &amp; Culture</u>		
0886 – Lake Park Pavilion Trust	\$ 200,000	
0892 – MMSD Ecological Fund	\$ 100,000	
0871 – W.G. Bruce Memorial Fund	\$ 2,000	
0872 – Wehr Nature Center	\$ 275	
0874 – Mitchell Park Conservatory	\$ 1,089	
0880 – Tree Replacement Fund	\$ 20,000	
0873 – Trimborn Farm Trust	\$ 2,321	
0876 – Bike Trails Trust	\$ 20,000	
0877 – Playgrounds Trust	\$ 200,000	
0888 – Parks Security Trust	\$ 25,000	
0889 – Estabrook Park Trust (MATC Funded)	\$ 81,500	
0885 – Friends of Boerner Trust	\$ 14,897	
0887 – Voight Trial Gardens Trust	\$ 25,000	
6610 – R/M Building & Structures		\$ 200,000
7010 – Agricultural/Botanical Supplies		\$ 100,000
6050 – Contract Personal Services		\$ 2,000
6610 – R/M Building & Structures		\$ 275
6610 – R/M Building & Structures		\$ 1,089
7015 – Seeds & Plants		\$ 20,000
6610 – R/M Building & Structures		\$ 2,231
6620 – Repair/Maintenance Grounds		\$ 20,000
8588 – Major Maintenance		\$ 170,000
6620 – Repair/Maintenance Grounds		\$ 20,000
7145 – Sand		\$ 10,000
7979 – Minor Other Equipment		\$ 25,000
6610 – R/M Building & Structures		\$ 81,500
6610 – R/M Building & Structures		\$ 14,897
5199 – Seasonal Labor		\$ 20,000

The Department of Parks, Recreation & Culture requests the expenditure budgets be made available within the Parks Expendable Trust Fund. The funds are to be used for various trust compliant expenses that enhance or make improvements of our park system. Any unused funds revert back to the corresponding Trust accounts at year end in accordance with trust restrictions to retain their purpose and availability for future years in compliance with the Donor intent or written trust agreement.

- 1) Improvements to Lake Park Pavillion and surrounding grounds
- 2) Maintenance of County Grounds in accordance with Ecological plan
- 3) Repairs and maintenance of Estabrook Dam
- 4) Cleaning and maintenance of the "Immigrant Mother" statue in Cathedral Square.
- 5) To close out the balance of the trust fund for use at Wehr Nature Center
- 6) To close out the balance of the trust fund for the operation and maintenance of the Domes
- 7) For the replacement of trees and other vegetation lost due to storm water management projects
- 8) For the maintenance of Trimborn Farm as a historic park
- 9) For the maintenance, security and care of Park Bike Trails and immediately adjacent lands
- 10) For the maintenance, security and care of Parks playgrounds
- 11) For the purpose of funding Parks security projects
- 12) For the beautification of, or enhancements and amenities to Estabrook Park
- 13) For the benefit of Boerner Botanical Gardens and Visitor Center

TRANSFER SIGNED BY THE COUNTY EXECUTIVE MAY 25, 2016.

2)	<u>From</u>	<u>To</u>
<u>9500 – Zoological Department</u>		
0321 – Other Misc. Revenue	\$ 425,000	
8502 – Major Maintenance		\$ 400,000
6146 – Prof Serv – Cap/Maj Mtce		\$ 10,000
9706 – Prof Serv Division Services		\$ 15,000

The Zoo's railroad train trestle bridge needs to be replaced and the cost is estimated at \$425,000. Funds are available in the Train Trust Fund Balance Sheet account. County Ordinance 50.041 - Zoo Railroad and Specimen funds authorizes the zoological director or designee to maintain the two funds. The railroad fund was established by County Board (Journal of Proceedings, May 29, 1956 p. 682; June 23, 1964 p. 908 and amended by the County Board on February 4, 2016). The trust may be used for expenditures for the following purposes and in the following order of priority: 1) defraying the cost of railroad operations; 2) replacement, additions, extensions and/or improvement of the railroad, including its road bed and rolling stock; 3) purchase of additional train(s), when in the determination of the zoo director patronage and public demand warrant it; and 4) Acquiring animals and related expenses and for the benefit and/or improvement of the zoo, including additional attractions. The requested train trestle bridge repair fits under those guidelines. DAS-Facilities/A&E is overseeing the project.

TRANSFER SIGNED BY THE COUNTY EXECUTIVE MAY 25, 2016.

6-16-2016 FINANCE, PERSONNEL AND AUDIT COMMITTEE APPROPRIATION TRANSFERS  
C DEPARTMENTAL - RECEIPT OF REVENUE

Action Required

Finance, Personnel and Audit Committee  
County Board (2/3 Vote)

WHEREAS, department requests for transfers within their own accounts have been received by the Department of Administrative Services, Office of Performance, Strategy and Budget, 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 2016 appropriations of the respective listed departments:

1)			<u>From</u>	<u>To</u>
		<u>9000 – Department of Parks, Recreation &amp; Culture</u>		
	4999 –	Other Misc. Revenue	\$ 60,000	
	6050 –	Contract Pers Serv – Short		\$ 5,000
	6620 –	Repairs & Maintenance		\$ 30,000
	7015 –	Seeds & Plants		\$ 25,000

The Department of Parks, Recreation & Culture is seeking recognition of a grant received from the Fund for Lake Michigan through the Greater Milwaukee Foundation to be used for the purpose of removal of invasive plants through Collaborative Effort to Restore Urban Green Spaces through a Community-based Stewardship Plan. The application was submitted November 1, 2015 and the grant was awarded with half of the funds received in January 2016. The final installment of \$30,000 is due in November 2016. The completion of the project must be no later than October 31, 2017. Any unspent funds must be returned.

The grant provides 100% funding for the program and has no impact on the tax levy

TRANSFERS SIGNED BY THE COUNTY EXECUTIVE MAY 25, 2016.

2)			<u>From</u>	<u>To</u>
		<u>9000 – Department of Parks, Recreation &amp; Culture</u>		
	4999 –	Other Misc. Revenue	\$ 25,000	
	6050 –	Contract Pers Serv – Short		\$ 25,000

The Department of Parks, Recreation & Culture is seeking recognition of a grant received from the Fund for Lake Michigan through the Greater Milwaukee Foundation to be used for the purpose of continued implementation of the Oak Creek Watershed Restoration Plan. The grant provides 100% funding for the program and has no impact on the tax levy.

TRANSFERS SIGNED BY THE COUNTY EXECUTIVE MAY 25, 2016.

3)	<u>From</u>	<u>To</u>
<u>9000 – Department of Parks, Recreation &amp; Culture</u>		
4999 – Other Misc. Revenue	\$ 7,450	
5199 – Wages		\$ 6,900
6312 – Medicare/Social Security		\$ 100
7970 – Tools & Minor Equipment		\$ 450

The Department of Parks, Recreation & Culture (DPRC) is seeking recognition of cooperative agreement revenue from the Wisconsin Department of Natural Resources and a corresponding increase in spending authority in commodities and wages for seasonal employees. This agreement is intended to establish youth fishing clubs for underserved youth and provide adult learn-to-fish programming in Milwaukee County. The staffing is supplied by two interns trained by the WDNR who will be working under the supervision of the Milwaukee County DPRC. All of the funding is fully reimbursed. This is the second year that the Parks Department has been awarded funding for this program and will have no tax levy impact.

TRANSFERS SIGNED BY THE COUNTY EXECUTIVE MAY 25, 2016.

# DRAFT

Fiscal Year 2016

6-16-2016 FINANCE, PERSONNEL AND AUDIT COMMITTEE APPROPRIATION TRANSFERS  
D CAPITAL - RECEIPT OF REVENUE

## Action Required

Finance, Personnel and Audit 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 2016 appropriations of the respective listed departments:

1)	<u>From</u>	<u>To</u>
<u>WT026 Bus Replacement Program #</u>		
4907 – Bond and Note Proceeds		\$148,196
0764 – Debt Service Reserve (Unspent QECS)	\$148,196	
<u>WO51712 War Memorial Subbasement Structures #</u>		
4907 – Bond and Note Proceeds		\$165,526
0764 – Debt Service Reserve (Unspent Bonds/War Memorial)	\$165,526	
<u>WP36809 Brown Deer Clubhouse Roof #</u>		
4907 – Bond and Note Proceeds		128,968
0764 – Debt Service Reserve (Unspent Bonds/Private Activity)	\$128,968	
<u>WC062 CJF Bldg Roof Replacement #</u>		
6146 – Prof. Serv. Major Maint./Cap		100,000
0764 – Debt Service Reserve (Unspent Bonds)	\$100,000	

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

An appropriation transfer of \$542,690 is being requested by the Director of the Department Administrative Services (DAS) in order to reallocate unspent bond proceeds from the Debt Service Reserve (DSR) to various capital projects. The transfer would reduce the total amount needed to be financed in the 2016 bond/note financings by \$442,690 and would increase expenditure authority by \$100,000 for Project WC062 Criminal Justice Facility (CJF) Roof Replacement.

### Background

The County Board approved File 16-255 (Carryover/Lapsed Projects Report) in May 2016 that lapsed \$1,423,274 unspent bond proceeds to the DSR. The Carryover/Lapsed Projects Report also included an allocation of \$500,000 of unspent bond proceeds to Project WJ021 HOC (ACC North) HVAC System and Window Replacements. The Carryover/Lapsed Projects Report indicated that the DAS would work with the Office of the Comptroller to identify projects that could be financed with the balance of the unspent bonds along with any remaining unspent bonds in the DSR. Projects receiving the unspent bonds must be able to spend the proceeds in a timely fashion. The Internal Revenue Service regulations dictate the expenditure of bond proceeds within three years. Other factors such as types of bonds, capitalization and private activity also limit the projects that are able to be considered.

Project WO51712 War Memorial Subbasement Structures

Of the \$542,690, \$165,526 are surplus bonds related to War Memorial Improvement Projects (Project WO517). These surplus bonds must be used towards War Memorial projects. This appropriation transfer will allocate the bonds to the Project WO51712 War Memorial Subbasement Structures in order to reduce the \$703,000 financing that was budgeted in 2016 by \$165,526. This appropriation transfer does not impact the total expenditure authority budgeted for the project.

WT026 Bus Replacement Program

Of the \$542,690, \$148,196 are unspent Qualified Energy Conservation Bonds that were issued in 2015. These 2015 QECBs must be used towards the purchase of buses. This appropriation transfer will allocate the 2015 QECBs towards the 2016 bus purchases (Project WT026 Bus Replacement Program), which will reduce the amount of 2016 bond proceeds that are necessary to be issued for the 2016 bus replacements. This appropriation transfer does not impact the total expenditure authority budgeted for the project.

WP36809 Brown Deer Clubhouse Roof Replacement

Of the \$542,690, \$128,968 are unspent general obligation bonds that were issued for projects that had private activity components. The 2016 Adopted Capital Improvements Budget included an appropriation of \$271,000 to replace the replacement of the Brown Deer Clubhouse Roof. Financing was to be provided from 2016 bonds or notes. This transfer will apply \$128,968 of unspent bonds to Project WP36809 Brown Deer Clubhouse Roof so that the amount of 2016 bonds or notes can be reduced. This appropriation transfer does not impact the total expenditure authority budgeted for the project.

WC062 Criminal Justice Facility Roof Replacement

Of the \$542,690, \$100,000 of unspent bonds will be allocated to Project WC062 Criminal Justice Facility (CJF) Roof Replacement so that expenditure authority for the project can be increased. The 2016 Adopted Capital Improvements Budget included \$100,000 for planning and design expenses for Project WC062 CJF Roof Replacement. An additional \$100,000 is required for the project so that the design on the project can be completed. It is anticipated that a 2017 appropriation request will be submitted for the construction phase (s) of the project.

This fund transfer has no tax levy impact.

TRANSFER SIGNED BY THE COUNTY EXECUTIVE MAY 25, 2016.

2)	<u>From</u>	<u>To</u>
<u>WO88802 Marcus Center Uihlein Elevator #1 #</u>		
8509	- Other Building Improvement (CAP)	\$300,000
4907	- Bond and Note Proceeds	\$300,000

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

An appropriation transfer of \$300,000 is being requested by the Director of the Department Administrative Services in order to increase expenditure authority for Project WO88802 Marcus Center Uihlein Elevator #1 (Uihlein Elevator #1). Financing is being provided from general obligation bonds or notes.

The 2015 Adopted Capital Improvements Budget included an appropriation of \$625,108 to finance Project WO88802 Uihlein Elevator #1 (Phase 5 of 6 for the Marcus Center Elevator Modernization Program). Financing is being provided from general obligation bonds or notes.

The project bids were higher than anticipated. The base bid is for the modernization of the elevator. Modernization includes upgrades to the HVAC, the electrical service, the fire alarm system, and other improvements. Alternate bids accompanied the base bid that were to be implemented if the cleaning of the existing hole could not be



accomplished without drilling. Alternate #2 (which includes drilling and casting the well) has been determined to be necessary and as a result additional funding is required. This appropriation transfer will increase expenditure authority by \$300,000, which will provide sufficient funding to complete the project in 2016.

Financing for the \$300,000 will be provided from general obligation bonds or notes that are being issued in 2016. If this fund transfer is approved, the Office of the Comptroller will submit the necessary resolutions to the County Board and take any other necessary actions to add the additional \$300,000 for the Uihlein Elevator #1 project to the 2016 bond issuances.

This fund transfer has no tax levy impact.

TRANSFER SIGNED BY THE COUNTY EXECUTIVE MAY 25, 2016.

3)		<u>From</u>	<u>To</u>
	<u>WA176011 GMIA Master Plan AGIS/eALP #</u>		
6146	– Prof. Serve- Cap/Major Mtce		\$150,000
2699	– Other Federal Grants and Reimbursements	\$120,000	
2299	– Other State Grants and Reimbursements	\$15,000	
4901	– Passenger Facility Charge Revenue	\$15,000	

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

An appropriation transfer of \$150,000 is being requested by the Director of the Department Transportation and the Airport Director in order to increase expenditure authority for Project WA176 GMIA Master Plan AGIS/eALP. Financing will be provided from \$125,000 in Federal Airport Improvement Program (AIP) revenue, \$15,000 will be provided from the State of Wisconsin, and \$15,000 will be provided from Passenger Facility Charge (PFC) revenue.

The project consists of the study and development of an updated Airport Layout Plan (ALP) for General Mitchell International Airport. The update to the ALP is necessitated by the 2012 re-write of the FAA Advisory Circular 150/5300-13A, Airport Design. Airports receiving federal funding are required to design and construct airfield facilities in accordance with all FAA Advisory Circulars. The revised Airport Design Advisory Circular made substantial changes to the requirements and allowable configurations of airport pavement geometry. The current ALP for GMIA was produced, submitted and approved under the old design criteria. As such, many existing and future pavement configurations no longer meet the FAA design criteria contained in the revised Advisory Circular. This capital project identifies and recommends changes to all non-compliant pavement geometry, and includes the drafting and submittal of a revised ALP. Aviation planning and design consultant Crawford, Murphy & Tilly was retained by GMIA Engineering to assist with completing the scope of this project.

The increase is needed because the work expended by the consultant was more than was originally anticipated to complete the scope. The additional work was necessary for multiple meetings and presentations to the FAA Airports District Office (ADO) due to the complexity of future runway and taxiway configuration at GMIA. An ALP that reflects compliant pavement geometry requires substantial change to the current runway layout. In order for GMIA to maintain current operational flexibility, commitment on the part of the FAA was sought through multiple meetings and correspondences that require additional resources. The increase in project cost will enable the original scope and intent of the project to be completed, as well as assist with the production of the FAA-requested justification for the future funding for the implementation of the revised airfield geometry.

This fund transfer has no tax levy impact.

TRANSFER SIGNED BY THE COUNTY EXECUTIVE MAY 25, 2016.

6-16-2016 FINANCE, PERSONNEL AND AUDIT COMMITTEE APPROPRIATION TRANSFERS  
E UNALLOCATED CONTINGENCY

Action Required

Finance, Personnel and Audit 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 2016 appropriations of the respective listed departments:

1)		<u>From</u>	<u>To</u>
	<u>Appropriation for Contingencies</u>		
	8901 – Appropriation for Contingency	\$472,000	
	<u>Mitchell Park Domes Planning/Netting (WP49001)#</u>		
	8509 – Major Maintenance - Bldg (Exp)		\$472,000

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

An appropriation transfer of \$472,000 is requested by the Director of the Department of Administrative Services (DAS) and the Director of the Department of Parks, Recreation, & Culture (Parks) from the appropriation for contingencies to capital sub-project Mitchell Park Domes Planning/Netting (WP49001).

During the September 2015 County Board Committee cycle, adopted resolution(s) 15-601/626 established capital project WP49001 - Mitchell Park Domes from the County's Debt Service Reserve Fund for a protective netting system in the amount of \$400,000 and funding for long term planning options in the amount of \$100,000 for a total of \$500,000.

As the project scope and cost was better defined, the Departments of Administrative Services-Architecture & Engineering (A/E) and Parks determined that additional estimated funding of \$500,000 was required for the protective netting system (for the Show Dome) and long-term planning options. Adopted County Board Resolution 16-200 (Resolution) provided for an additional \$500,000 administrative transfer from the Appropriation for Contingencies budget (org 1945) to capital sub-project Mitchell Park Domes Planning/Netting (WP49001).

The Show Dome was the first of the three domes to receive the protective netting as it provides a number of revenue generating activities (i.e. weddings, special events, etc.). In addition, the Show Dome has significantly less plant and foliage obstructions when compared to the Arid and Tropical domes. Lastly, installing the protective netting first in the Show Dome allowed staff to better understand what the actual costs of netting installation would be, and therefore, provide a more accurate estimate for the Arid and Tropical Domes netting installation.

The protective netting for the Show Dome has been installed and is now open. The sub-project currently has adequate funding to begin installation of the protective netting for the Tropical Dome with work anticipated to begin in June.

A/E staff has indicated that an appropriation transfer in the amount of \$472,000 is required to install protective netting in the Arid Dome and continue the long-range planning process. If the transfer is approved, installation will begin in July and is estimated to be completed in mid-late October, 2016.

This transfer will provide the \$472,000 necessary for protective netting in the Arid Dome. Financing will be provided from \$472,000 in cash from the appropriation for contingencies.

This fund transfer has no tax levy impact.

**TRANSFER SIGNED BY THE COUNTY EXECUTIVE MAY 25, 2016.**

2)		<u>From</u>	<u>To</u>
	<u>1945 – Appropriation for Contingencies</u>		
	8901 – Appropriation for Contingency	\$374,235	
	<u>1151 – Department of Administrative Services</u>		
	6149 – Prof Serv-Non-recurring		\$311,130
	9706 – Prof Serv-Division Services		\$13,125
	8502 – Major Maint-Bldg (EXP)		\$49,980

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

An appropriation transfer of \$374,235 is requested by the Director of the Department of Administrative Services (DAS) from the appropriation for contingencies to the Department of Administrative Services – Facilities Management (DAS-FM) division.

As a result of a piece of failed façade that broke off the Milwaukee County Courthouse in March of this year DAS-FM staff (staff) has specified that expenditure authority of \$374,235 is required to cover unanticipated costs already incurred (for temporary fencing) and costs related to recommended façade inspection work for the Courthouse Complex.<sup>1</sup>

Staff have performed a Request for Proposal for façade inspection services and have indicated contracted costs of approximately \$311,130. Included in this amount is a \$50,000 allowance to address any immediate repairs that are discovered during the inspection. To note, staff has indicated that façade inspections are required every five years in order to be in compliance with City of Milwaukee rules and regulations.

Another component of the required work includes fencing and scaffolding surrounding the Courthouse (erected via a \$49,980 service contract with Arteaga). Fencing and scaffolding is not necessary for the Safety Building and Criminal Justice Facility (CJF) since most of this inspection will be done from ground level.

Lastly, the estimated crosscharges from the DAS Architecture & Engineering project management team is estimated at \$13,125.

This transfer will provide the \$374,235 necessary for façade inspections and related work to be conducted on the Courthouse Complex facilities. Financing will be provided from \$374,235 in cash from the appropriation for contingencies.

This fund transfer has no tax levy impact.

**TRANSFER SIGNED BY THE COUNTY EXECUTIVE MAY 25, 2016.**

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<sup>1</sup> The Courthouse Complex includes the Safety Building, Criminal Justice Facility, and Courthouse facilities.

3)		<u>From</u>	<u>To</u>
	<u>1945 – Appropriation for Contingencies</u>		
	8901 – Appropriation for Contingency	\$15,000	
	<u>1151 – Department of Administrative Services</u>		
	6149 – Prof Serv-Non-recurring		\$15,000

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

An appropriation transfer of \$15,000 is requested by the Director of the Department of Administrative Services (DAS) from the appropriation for contingencies to the Department of Administrative Services – Facilities Management (DAS-FM) division.

As a follow-up to last year’s County Board’s Finance, Personnel, and Audit Committee budget hearing discussions (October, 2015) regarding a potential new passenger elevator at the Milwaukee Public Museum (MPM), the DAS-Facilities Management division (DAS-FM) has secured a quote and proposal for preliminary planning/design services:

- Elevator equipment recommendations for capacity and speed;
- Hoist size requirements including accommodating and ambulance stretcher;
- A general contractor to serve as a consultant to provide a very preliminary design as a basis for determining the budget estimate for the related work of the trades;
- Consideration of preliminary disciplines including: engineering, demolition, concrete, masonry, door and frames, finishes, architectural and construction management fees, permits, HVAC, plumbing, electrical, sprinkler and fire alarm systems, flooring, elevator, and administrative costs;
- Preliminary budge estimate for a new elevator installation including the disciplines indicate above.

No appropriations were included in the DAS-FM operating budget to cover to costs identified above.

This transfer will provide the \$15,000 necessary to cover the preliminary planning/design services for a new passenger elevator. Financing will be provided from \$15,000 in cash from the appropriation for contingencies.

This fund transfer has no tax levy impact.

TRANSFER SIGNED BY THE COUNTY EXECUTIVE MAY 25, 2016.

# DRAFT

Fiscal Year 2016

6-16-2016 FINANCE, PERSONNEL AND AUDIT COMMITTEE APPROPRIATION TRANSFERS  
E CAPITAL IMPROVEMENTS

## Action Required

Finance, Personnel and Audit Committee  
County Board (Majority Vote)

WHEREAS, your committee has received from the Department of Administrative Services, Fiscal Affairs, departmental requests for transfer to the 2016 capital improvement accounts 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 2016 capital improvement appropriations:

1)	<u>From</u>	<u>To</u>
<u>WO06401 Underwood WOW Rec Center Entrance#</u>		
8509 – Other Building Improvements (CAP)		\$66,200
<u>WO13101 WOW Underwood Single Stall RR#</u>		
9706 – Prof Serv Div Services	\$4,000	
8509 – Other Building Improvements (CAP)	\$55,000	
6146 – Prof Serv-CAP/Major Mtce	\$7,200	

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

An appropriation transfer of \$66,200 is requested by the Director of the Department of Administrative Services (DAS) to reallocate budget expenditure authority from capital sub-project Wil-O-Way (WOW) Underwood Single Stall Rest Room (WO13101) to capital sub-project WOW Underwood Rec Center Entrance (WO06401).

#### WOW Underwood Single Stall Rest Room (WO13101)

This project was included in the 2013 Adopted Capital Improvement Budget with an appropriation of \$81,000 for the construction of a single stall restroom in the lobby area of the WOW Underwood Recreation Center. However, this project is no longer required. The original intent was to provide an area to assist recreation program clients requiring assistance with toileting and/or changing, similar to the restroom that was created at WOW Grant Park. In addition, the area could be used as a private restroom for the tenants on a weekday basis as well as a uni-sex restroom by renters on the weekends.

The WOW Underwood single stall restroom project was deemed unnecessary for several reasons. (1) The similar restroom at WOW Grant Park is rarely used by the recreation program clients, tenants, and/or renters; (2) The current WOW Underwood recreation program contractor and tenants have expressed no interest in wanting or needing the additional restroom; (3) The current accessible restrooms at WOW Underwood offer adequate space to serve the needs of those using the facility; (4) The current design of the WOW Underwood Rec Center Entrance project offers the most usable space by those utilizing the WOW Underwood facility. If constructed, the facility would lose current office/programming space.

Expenditure authority of approximately \$66,200 remains in the sub-project.

#### WOW Rec Center Entrance (WO06401)

This project was included in the 2009 Adopted Capital Improvement Budget with an appropriation of \$123,809 to provide funding for an entrance renovation to the Wil-O-Way Underwood Recreation Center. The project was initially slowed due to meeting design requirements posed by the City of Wauwatosa’s Design Review Board. Included in the construction bids was an alternative for new exterior siding, windows, and doors. An appropriation

# **DRAFT**

Fiscal Year 2016

transfer of \$66,200 is being requested in order to expand the scope of the sub-project to include the items cited in the alternative.

This appropriation fund transfer would reallocate the remaining expenditure authority of approximately \$66,200 from capital sub-project WOW Underwood Single Stall Rest Room (WO13101) to capital sub-project WOW Rec Center Entrance (WO06401).

This fund transfer has no tax levy impact.

TRANSFERS SIGNED BY THE COUNTY EXECUTIVE MAY 25, 2016.

**2016 BUDGETED CONTINGENCY APPROPRIATION SUMMARY**

**UNALLOCATED CONTINGENCY ACCOUNT**

2016 Budgeted <u>Unallocated</u> Contingency Appropriation Budget	\$5,176,701
Approved Transfers from Budget through May 26, 2016	
Coyote Control Project	(\$25,000)
1% Reductions for Orgs OPD, War Memorial, and Aging	(\$202,595)
Dome Repairs	(\$500,000)
Historical Society Cornice	(\$40,500)
Milwaukee Art Museum (MAM)/O'Donnell Park	(\$355,000)
Unallocated Contingency Balance May 26, 2016	\$4,053,606
Transfers from the Unallocated Contingency Pending in Finance, Personnel & Audit Committee through May 26, 2016	
Domes Repairs	(\$472,000)
Milwaukee Public Museum Elevator	(\$15,000)
Couthouse Façade	(\$374,235)
Total Transfers Pending in Finance, Personnel & Audit Committee	(\$861,235)
<u>Potential Contingency Fund Requirements</u>	
Sheriff's Office Abatement and Inmate Telephone Revenues	(\$4,000,000)
Insurance Deductible Payments	(\$1,201,667)
1% Budget Reduction Needs	(\$1,232,213)
Family Care Crosscharge	(\$650,000)
DAS - Water Utility	(\$1,250,000)
Transit Revenue Shortfall	(\$2,060,000)
<b>Net Balance</b>	<b>(\$7,201,509)</b>

**ALLOCATED CONTINGENCY ACCOUNT**

2016 Budgeted <u>Allocated</u> Contingency Appropriation Budget	\$300,000
Approved Transfers from Budget through May 26 , 2016	
Allocated Contingency Balance May 26, 2016	\$300,000
Transfers from the Allocated Contingency Pending in Finance, Personnel & Audit Committee through May 26, 2016	
Office on African American Affairs	(\$300,000)
Total Transfers Pending in Finance, Personnel & Audit Committee	(\$300,000)
<b>Net Balance</b>	<b>\$0</b>