

**DRAFT**

Fiscal Year 2016

7-21-2016 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>5040 – DOT-Airport</u>		
	6149 - Prof Serv – Nonrecur Oper		\$250,000
	8902 - Approp. for Contingencies – Allocated	\$250,000	

The Director of the Milwaukee County Department of Transportation (MCDOT) and the Airport Director are requesting an appropriation transfer to release \$250,000 from the allocated contingency account within the Airport budget for consulting services related to Timmerman Airport.

The 2016 Adopted Budget includes \$250,000 for consulting services related to Timmerman Airport. The funds were placed in an allocated contingency account within the Airport budget, and these funds may be allocated by the County Board of Supervisors after the appointment of a permanent Airport Director and a report reaffirming the need for the study as well as its specific scope.

The Airport Director has determined that an airport business plan is essential in planning for the future of Timmerman Airport. Sound business planning will provide the Airport Director with tools to make informed business decisions relating to the operation, management, and future direction of Timmerman. The scope of the business plan will include development of business goals, objectives, and action plans for Timmerman's General Aviation aeronautic activity, real estate, and non-aeronautic business opportunities.

No property tax levy impact occurs from approval of this appropriation transfer.

TRANSFERS SIGNED BY THE COUNTY EXECUTIVE JUNE 28, 2016.

2)		<u>From</u>	<u>To</u>
	<u>4800 – Office of Emergency Management</u>		
	2699 – Other Federal Grants & Reimbursement	\$17,000	
	6147 – Professional Services		\$17,000

The Office of Emergency Management is requesting a fund transfer in the amount of \$17,000 to recognize revenue and increase expenditure authority for a professional service contract.

# **DRAFT**

Fiscal Year 2016

The Office of Emergency Management wants to continue its relationship with Wisconsin Healthcare Emergency Rediness Coalition, Inc. (HERC Region 7) relating to Public Safety Answering Point (PSAP), 911 dispatch centers, as well as the geo-mapping project. The purpose of the project is to continue the development of the geo-mapping database of healthcare resources. The information is used for implementation of the regions disaster response framework and the formation of a functional coordinating center. There will also be continuation of 24/7 call-taking and alerting services for HERC Region 7. Implementation will provide functional capability to respond to regional medical incidents.

The purpose of this transfer is to continue the relationship with Southeastern Wisconsin HERC with funding from them in the amount of \$17,000.

The fund transfer recognizes revenues of \$17,000 and expenditures of \$17,000. There is no net tax levy impact.

TRANSFERS SIGNED BY THE COUNTY EXECUTIVE JUNE 28, 2016.

7-21-2016 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>1199 – Department of Administrative Services</u>		
	0747 – Balance Sheet Account	\$72,600	
	6149 – Professional Service – Non Recurring		\$72,600

The Director of Administrative Services requests a transfer of \$72,600 from the MCAMLIS Balance Sheet Account 0747 (MCAMLIS Reserve) to the Department of Administrative Services – Economic Development – MCAMLIS Section (MCAMLIS).

This fund transfer increases expenditure authority in the MCAMLIS budget by \$72,600 and decreases the MCAMLIS Reserve by the same amount. Since the Land Information Council continually approves new spending for projects, budgeting the correct amounts is not always feasible. As a result, this fund transfer is necessary to be consistent with the Land Information Council vote on June 7, 2016, which approved \$72,600 in expenditure authority for the Planimetric Map Update Project. Although the 2016 MCAMLIS budget does not have sufficient authority to support the \$72,600, the MCAMLIS Reserve has sufficient funds to support this project.

The MCAMLIS Reserve has a balance of \$1,316,199.26 as of June 13, 2016. If this fund transfer is approved, the remaining fund balance will be \$1,243,599.26. At the end of 2016, any surplus funds in MCAMLIS are deposited into the MCAMLIS Reserve.

TRANSFER SIGNED BY THE COUNTY EXECUTIVE JUNE 28, 2016.

7-21-2016 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>5800 – Director’s Office</u>	
2699 – Other Fed Grants & Reim	\$1,161,232	
4999 – Other Misc Revenue	\$407,667	
8204 – 5310 Expenditures		\$1,568,899

Request

A transfer in the amount of \$1,568,899 is being requested by the Director of Transportation to establish expenditure authority and revenue for the Federal Transit Administration (FTA) Section 5310 Program.

FTA Section 5310 is intended to enhance mobility for seniors and persons with disabilities by providing funding for programs that help serve the needs of this population. 55% of the funds must be used for capital expenses for such programs, while the remaining 45% may be used for approved capital or operating expenses related to:

- Public transportation projects that exceed the requirements of the ADA
- Public transportation projects that improve access to fixed route transit service and decrease reliance by individuals with disabilities on complementary paratransit
- Alternatives to public transportation that assist seniors and individuals with disabilities

As the grant recipient, Milwaukee County is responsible for administering the grant, monitoring sub-recipients, and maintaining documentation and reporting requirements to the FTA.

There is no tax levy impact from this transfer.

TRANSFERS SIGNED BY THE COUNTY EXECUTIVE JUNE 28, 2016.

# DRAFT

Fiscal Year 2016

7-21-2016 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>WA22401 LJT Pavement Replacement and Rehabilitation</u>		
	<u>- 2016 *</u>		
	8527 – Land Improvements (CAP)		\$382,715
	6030 – Advertising		\$1,000
	6050 – Contract Pers Serv (Short)		\$2,000
	6080 – Postage		\$1,000
	6146 – Prof. Serv Cap/Major Maint		\$10,000
	7930 – Photo,Prtg, Repo, & Binding		\$1,000
	9706 – Prof Div Serv		\$52,285
	2699 – Other Federal Grants and Reimbursements	\$405,000	
	2299 – Other State Grants and Reimbursements	\$22,500	
	4707 – Contribution from Reserves (CIRA)	\$22,500	
	<u>WA18901 LJT Tree Removal (Formerly Project WA189</u>		
	<u>LJT Pavement Rehabilitation and Replacement 2015) *</u>		
	8527 – Land Improvements (CAP)	\$187,960	
	6030 – Advertising	\$500	
	6050 – Contract Pers Serv (Short)	\$1,000	
	6080 – Postage	\$500	
	6146 – Prof. Serv Cap/Major Maint	\$5,000	
	7930 – Photo,Prtg, Repo, & Binding	\$500	
	9706 – Prof Div Serv	\$29,810	
	2699 – Other Federal Grants and Reimbursements	\$202,500	
	2299 – Other State Grants and Reimbursements	\$11,250	
	4707 – Contribution from Reserves (CIRA)	\$11,250	

WA19001 LJT Perimeter Security Fence

8527	– Land Improvements (CAP)	\$195,025
6030	– Advertising	\$500
6050	– Contract Pers Serv (Short)	\$1,000
6080	– Postage	\$500
6146	– Prof. Serv Cap/Major Maint	\$5,000
7930	– Photo,Prtg, Repo, & Binding	\$500
9706	– Prof Div Serv	\$22,475
2699	– Other Federal Grants and Reimbursements	\$202,500
2299	– Other State Grants and Reimbursements	\$11,250
4707	– Contribution from Reserves (CIRA)	\$11,250

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

An appropriation transfer of \$900,000 is being requested by the Director of the Department Transportation and the Airport Director in order to create project WA22401 Lawrence J. Timmerman (LJT) Pavement Rehabilitation and Replacement. This appropriation transfer is also changing the scope and renaming Project WA18901 from LJT Pavement Rehabilitation and Replacement 2015 to LJT Tree Removal. Financing is also being reallocated from Project WA18901 LJT Tree Removal and Project WA19001 LJT Perimeter Security Fence.

#### WA18901 LJT Tree Removal (Formerly LJT Pavement Rehabilitation and Replacement – 2015)

The 2015 and 2016 Adopted Capital Improvements Budgets each included appropriations of \$225,000 for the rehabilitation of the Airfield Pavement at LJT airport. The project was anticipated to include asphalt pavement crack filling and sealing, surface seal-coating, and full depth asphalt pavement repair of airfield runways, taxiways and aprons.

Subsequent to the appropriations, expenditures were charged to the project that were related to a different scope of work.

This appropriation transfer would rename Project WA18901 LJT Tree Removal and change the scope of work. Several trees on private property in the vicinity of Timmerman were identified by the FAA as obstructions. As the airport operator, Milwaukee County is obligated to mitigate all obstructions to air navigation to the best extent possible. Work will be done to address obstructions by removing the tall trees from the individual properties. Property owner has the option to have a new tree replaced as part of the project.

In addition, the appropriation transfer would reallocate \$225,000 of expenditure authority and related financing from the LJT Tree Removal Project to the newly created Project WA22401 LJT Pavement Replacement and Rehabilitation Project -- 2016. The remaining budget authority is anticipated to be sufficient to finish the scope of work. The LJT Tree Removal Project is anticipated to be completed in April, 2017.

#### WA19001 LJT Perimeter Security Fence

The 2015 and 2016 Adopted Capital Improvements Budgets each included appropriations of \$225,000 for Project WA19001 LJT Perimeter Security Fence. The original airport fencing around the perimeter of the airport is six feet high with three strands of barbed wire. The fencing does not provide the adequate airport security or wildlife deterrence consistent with the United States Department of Agriculture (USDA) approved and the adopted standards. The scope of work on the project was to include a new replacement fencing that would be ten feet high

and topped with the strands of barbed wire, and would have an additional two feet of fabric buried below ground consistent with current airport and Federal Aviation Administration standards.

This appropriation transfer would reallocate funding on Project WA19001 LJT Perimeter Security Fence to the newly created Project WA22401 LJT Pavement Rehabilitation and Replacement. To date, design on the Perimeter Security Fence Project has been completed and construction has not begun. If this fund transfer is approved Project WA19001 LJT Perimeter Security Fence will be closed. It is anticipated that the construction on the Perimeter Security Fence would be delayed by at least a few years. Assuming the project is requested in a future budget year, a new project number will be used.

WA22401 LJT Pavement Replacement and Rehabilitation

This fund transfer has no tax levy impact.

TRANSFER SIGNED BY THE COUNTY EXECUTIVE JUNE 28, 2016.

2)		<u>From</u>	<u>To</u>
	<u>WP48801 Kern Park Restrooms Pavilion #</u>		
	8501 – Bldg/Struct New (CAP)		\$130,000
	4907 – Bond and Note Proceeds	\$130,000	
	<u>WP48701 McGovern Park Restrooms Pavilion</u>		
	8501 – Bldg/Struct New (CAP)	\$130,000	
	4907 – Bond and Note Proceeds		\$130,000

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

An appropriation transfer of \$130,000 is being requested by the Director of the Department of Parks, Recreation and Culture in order to increase expenditure authority and revenue for Project WP48801 Kern Park Restrooms/Pavilion and decrease expenditure authority and revenue for Project WP48701 McGovern Park Restrooms/Pavilion.

The 2015 Adopted Capital improvements Budget included an appropriation of \$9,154,472 for infrastructure improvements to the County parks system. The Parks Director submitted recommendations of projects to the Capital Improvements Committee, which were then approved by the County Board (CB Res 15-242 and CB Res 15-348). Resolution 15-348 specifically allocated \$2 million of funding demolish the existing bathhouses and build new restroom facilities and picnic shelters at Kern Park, Doctors Park, and McGovern Park.

The Kern Park Restroom/Pavilion project is projecting to have a shortfall and additional funds are required. The cost of construction increased more than the estimated construction inflation factor between when the budget was approved and when the bids were received. Also there were some site conditions that were not included in the conceptual budget. This was due in part because the construction budget was developed prior to the design being completed on the project. Once design was completed there were some site conditions identified that were not included in the conceptual budget. These conditions included extended asphalt pathways, additional site grading, demolition of a storage shed, additional structural backfill needed due to the size of the existing building being demolished, and the requirement to have temporary electrical service in place to keep the existing park wide pathway lighting operational during construction.

Financing is being transferred from Project WP48701 McGovern Park Restroom/Pavilion as the bids for this project came in lower than anticipated.

This appropriation transfer will allocate \$130,000 in revenue and expenditure authority from the McGovern Park Restrooms/Pavilion project to the Kern Park Restrooms/Pavilion project. Assuming approval of this appropriation transfer, the Kern Park Pavilion project will be completed in October 2016. The McGovern Park Restroom/Pavilion project will be completed in September 2016.

TRANSFER SIGNED BY THE COUNTY EXECUTIVE JUNE 28, 2016.

3)		<u>From</u>	<u>To</u>
	<u>WP48901 Doctors Park Restrooms Pavilion #</u>		
	8501 – Bldg/Struct New (CAP)		\$80,000
	4907 – Bond and Note Proceeds	\$80,000	
	<u>WP48701 McGovern Park Restrooms Pavilion</u>		
	8501 – Bldg/Struct New (CAP)	\$80,000	
	4907 – Bond and Note Proceeds		\$80,000

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

An appropriation transfer of \$80,000 is being requested by the Director of the Department of Parks, Recreation and Culture in order to increase expenditure authority and revenue for Project WP48901 Doctors Park Restrooms/Pavilion and decrease expenditure authority and revenue for Project WP48701 McGovern Park Restrooms/Pavilion.

The 2015 Adopted Capital improvements Budget included an appropriation of \$9,154,472 for infrastructure improvements to the County parks system. The Parks Director submitted recommendations of projects to the Capital Improvements Committee, which were then approved by the County Board (CB Res 15-242 and CB Res 15-348). Resolution 15-348 specifically allocated \$2 million of funding demolish the existing bathhouses and build new restroom facilities and picnic shelters at Kern Park, Doctors Park, and McGovern Park.

The Doctors Park Restroom/Pavilion project is projecting to have a shortfall and additional funds are required. The cost of construction increased more than the estimated construction inflation factor between when the budget was approved and when the bids were received. Also there were some site conditions that were not included in the conceptual budget. This was due in part because the construction budget was developed prior to the design being completed on the project. Once design was completed there were some site conditions and other additional components identified that were not included in the conceptual budget. These conditions included additional fill required to achieve adequate site drainage, additional grading, an additional civil engineering design time relating to the Stormwater Calculations Report, and additional architectural design time relating to the architectural plan approval from the Village of Fox Point.

Financing is being transferred from Project WP48701 McGovern Park Restroom/Pavilion. Financing is available since the McGovern Park Restroom/Pavilion Project was the base bid was less than less than budgeted.

This appropriation transfer will allocate \$80,000 in revenue and expenditure authority from the McGovern Park Restrooms/Pavilion project to the Doctors Park Restrooms/Pavilion project. Assuming approval of this appropriation transfer, the Doctors Park Pavilion project will be completed in October 2016. The McGovern Park Restroom/Pavilion project will be completed in October 2016 as well.

This fund transfer has no tax levy impact.

TRANSFER SIGNED BY THE COUNTY EXECUTIVE JUNE 28, 2016.

4)		<u>From</u>	<u>To</u>
	<u>WA22401 LJT Pavement Replacement and Rehabilitation</u>		
	<u>- 2016 #</u>		
	8527 – Land Improvements (CAP)		\$150,000
	2699 – Other Federal Grants and Reimbursements	\$135,000	
	2299 – Other State Grants and Reimbursements	\$7,500	



4707 – Contribution from Reserves (CIRA) \$7,500

**# 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 and revenue for Project WA22401 LJT Pavement Replacement and Rehab. Financing will be provided from \$135,000 in Federal Airport Improvement Program (AIP) revenue, \$7,500 will be provided from the State of Wisconsin, and \$7,500 will be provided from the Airport Capital Improvement Reserve Account.

The scope of the work includes the removal and replacement of one portion of the bituminous apron pavement and associated base course. The apron pavement is adjacent to the terminal building, and is used for the parking of general aviation aircraft that utilize LJ Timmerman airport. The pavement at LJ Timmerman airport was last inspected and evaluated in 2013 as part of the Wisconsin Department of Transportation's Airport Pavement Management System. In 2013, the Pavement Condition Index (PCI) for the apron ranged from 17 to 50. Pavement rehabilitation is recommended for pavements with a PCI between 60 and 40. Pavements with PCI values below 40 are recommended to be reconstructed. The complete replacement of the apron pavement will need to be completed in several phases.

This fund transfer has no tax levy impact.

TRANSFER SIGNED BY THE COUNTY EXECUTIVE JUNE 28, 2016.

5)		<u>From</u>	<u>To</u>
	<u>WA176011 GMIA Master Plan AGIS/eALP #</u>		
	6146 – Prof. Serve- Cap/Major Mtce		\$75,000
	2699 – Other Federal Grants and Reimbursements	\$56,250	
	2299 – Other State Grants and Reimbursements	\$9,375	
	4901 – Passenger Facility Charge Revenue	\$9,375	

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

An appropriation transfer of \$75,000 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 \$56,250 in Federal Airport Improvement Program (AIP) revenue, \$9,375 will be provided from the State of Wisconsin, and \$9,375 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 JUNE 28, 2016.

# DRAFT

Fiscal Year 2016

7-21-2016 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>WZ05701 WP48801 Zoo Aviary Roof Replacement #</u>		
8501 – Bldg/Struct New (CAP)		\$387,000
<u>WZ11201 Pachyderm Building Tunnel Reinforcement #</u>		
6146 – Prof Services CAP – Major Maint	\$5,600	
8501 – Bldg/Struct New (CAP)	\$50,000	
<u>WZ13301 Flamingo Building AC Replacement #</u>		
8501 – Bldg/Struct New (CAP)	\$25,000	
<u>WZ13201 Zoo-wide Deck Replacement #</u>		
8509 – Other Bldg Improvement (CAP)	\$134,400	
<u>WZ15101 Aviary Boiler Replacement #</u>		
8509 – Other Bldg Improvement (CAP)	\$60,000	
<u>WZ16101 ARC Ozone System/Exchange&amp;Chiller Valves #</u>		
8509 – Other Bldg Improvement (CAP)	\$57,000	
<u>WZ10702 ARC Ozone System/Exchange&amp;Chiller Valves #</u>		
8501 – Bldg/Struct New (CAP)	\$55,000	

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

An appropriation transfer of \$387,000 is requested by the Director of Zoological Department to reallocate budget expenditure authority from Zoo capital sub-projects that have anticipated surpluses to capital sub-project WZ05701 Zoo Aviary Roof Replacement.

#### WZ05701 Zoo Aviary Roof Replacement

The 2013 Adopted Capital improvements Budget included an appropriation of \$77,300 for the planning and design phase for the roof replacement of the Zoo Aviary building. The 2014 Adopted Capital improvements Budget included an appropriation of \$1,774,200 for the construction of the roof replacement. The project appropriations

# DRAFT

Fiscal Year 2016

for replacement were required due to the significant deterioration of the roofing, that if not replaced, would lead to structural damage to the Aviary facility.

Planning and design phase estimates resulted in a construction phase cost of approximately \$1.9 million (or about \$126,000 above the budgeted construction phase appropriation of \$1.77 million).

The capital sub-project was initially delayed in the planning/design phase due to unforeseen conditions and a significant time seasonal time constraints that allowed for the construction work to be performed (due to the animals housed in the facility and operations demands for continued use of the facility for visitors). In addition, bids for the construction phase resulted in a singular construction bid of \$2.3 million, or \$500,000 above the budgeted amount for construction. Options including Rebidding or requesting additional funding in the subsequent budget cycle were deemed not acceptable by Zoo staff due to timing and delay issues related to the spring breeding season as well as the continued deteriorating conditions of the overall roofing structure.

In light of these issues, AE and Zoo staff determined the best option would be to use Time and Material contractors (TM) for the construction work. TM contractors were used to complete the construction phase (which is substantially complete). In addition, scope revisions to include plaster repair, shotcrete repair, zoo-mesh repair, and construction sheltering also had to be done. Altogether, these work performed on these items put the capital sub-project into deficit by approximately \$387,000.

This appropriation transfer would increase expenditure authority by \$387,000, in order to cover the project deficit.

### Zoo Capital Sub-Projects with Anticipated Surplus

AE has indicated initial surplus in the following Zoo capital sub-projects that would be applied to the \$387,000 deficit in capital sub-project WZ05701:

- WZ11201 Pachyderm Building Tunnel Reinforcement - \$55,600
- WZ13301 Flamingo Building AC Replacement - \$25,000
- WZ13201 Zoo-wide Deck Replacement - \$134,400
- WZ15101 Aviary Boiler Replacement - \$60,000
- WZ16101 ARC Ozone System/Exchange & Chiller Valves - \$57,000
- WZ10702 Grizzly Bear Service Area Improvement - \$55,000

This fund transfer has no tax levy impact.

### TRANSFER SIGNED BY THE COUNTY EXECUTIVE JUNE 28, 2016.

2)	<u>From</u>	<u>To</u>
<u>WP26201 Brown Deer Clubhouse Kitchen Replacement #</u>		
8509 – Other Bldg Improvement (CAP)		\$224,500
<u>WP17218 MLK Community Center Roof Replacement #</u>		
8501 – Bldg/Structures New (CAP)		\$150,000
<u>WP33201 Currie Park Electrical Service #</u>		
8527 – Land Improvements (CAP)	\$242,000	
6146 – Prof. Serv. Cap/Major Maint	\$32,462	
<u>WP36803 Grant (Wolf) Service Roof #</u>		
6030 – Advertising	\$500	
6050 – Contract Per Serv- Short	\$1,000	
6080 – Postage	\$500	
6146 – Prof. Serv. Cap/Major Maint	\$5,000	
7930 – Photo, Prtg, Repro, Binding	\$500	
9706 – Prof Div Serv	\$10,500	
8509 – Other Bldg Improvement (CAP)	\$28,715	
<u>WP36805 Hansen Service Yard Roof #</u>		

6030	- Advertising	\$500
6050	- Contract Per Serv- Short	\$1,000
6080	- Postage	\$500
7930	- Photo, Prtg, Repro, Binding	\$500
9706	- Prof Div Serv	\$6,000
8509	- Other Bldg Improvement (CAP)	\$9,421
<u>WP36807 Scout Lake Pavilion Roof #</u>		
6030	- Advertising	\$500
6050	- Contract Per Serv- Short	\$1,000
6080	- Postage	\$500
7930	- Photo, Prtg, Repro, Binding	\$500
9706	- Prof Div Serv	\$1,500
8509	- Other Bldg Improvement (CAP)	\$21,000
<u>WP36808 Froemming Comfort Station Roof #</u>		
6030	- Advertising	\$500
6050	- Contract Per Serv- Short	\$1,000
6080	- Postage	\$500
7930	- Photo, Prtg, Repro, Binding	\$500
9706	- Prof Div Serv	\$800
8509	- Other Bldg Improvement (CAP)	\$7,102

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

An appropriation transfer of \$374,500 is requested by the Director of the Department of Administrative Services (DAS) and Director of Parks, Recreation, & Culture (Parks) to reallocate funding from projects that have anticipated surpluses to Project WP26201 Brown Deer Clubhouse Kitchen Replacement and Project WP17218 Martin Luther King Jr. (MLK) Community Center Roof Replacement.

WP26201 Brown Deer Clubhouse Kitchen Replacement

The 2015 Adopted Capital improvements Budget included an appropriation of \$9,154,472 for infrastructure improvements to the County parks system. The Parks Director submitted recommendations of projects to the Capital Improvements Committee, which were then approved by the County Board (CB Res 15-242). The Resolution specifically allocated \$389,000 to the Brown Deer Kitchen Replacement. In addition a subsequent transfer was approved in the 4<sup>th</sup> quarter of 2015 to allocate \$30,000 in funds from the Parks operating budget to increase funding for the project due to bids coming in higher than anticipated.

Due to a number of factors, including DAS- Architecture, Engineering and Environmental Services (AE&ES) work load issues, administrative delays in processing contracts and late delivery of the bid documents by the consultant, the time frame was greatly compressed. Bids were solicited informally from five separate contractors, only two bids were received. Both bids exceeded the consultant’s pre-bid estimate by \$200,000. The only option to deliver this project within the available project delivery options and the stipulated schedule was the use of a time and materials (T&M) contract. The project schedule required the contractor to work overtime. Unforeseen conditions were encountered during the renovation. These conditions included: more kitchen equipment required than originally estimated, which resulted in additional design and construction work.

Funding required for the project was initially provided by the Parks operating budget in order to expedite the work. The project was substantially completed in May 2016. This appropriation transfer will increase the budget for the project by \$224,500 so that costs fronted by the Parks operating budget can be moved to the project. The \$224,500 only includes \$18,000 of the Kitchen Equipment Allowance for the walk-in freezer and walk-in refrigerator. The \$224,500 does not include the remaining items that were part of the Kitchen Equipment Allowance that were determined to not be bond eligible by the Office of the Comptroller.

# DRAFT

Fiscal Year 2016

## WP17218 MLK Community Center Roof Replacement

The 2010 Adopted Capital Improvements Budget included \$500,000 for the replacement of the roof at the MLK Community Center. Although the roof work was completed in 2014, leaking has continued in the areas surrounding the two large skylights that were not replaced. The DAS- AE&ES has developed a cost estimate for replacing the existing skylights and the roof curbing as well as modifying the surrounding area to decrease the amount of water flowing to the skylights.

This appropriation transfer would increase project funding by \$150,000, which would be used to complete the scope of work identified in the cost estimate.

Assuming approval of this appropriation transfer, the project is anticipated to be substantially completed by July 2017.

### Projects with Anticipated Surpluses

All of the projects listed below are complete or near completion. The surplus funds being reallocated in this transfer and a substantial completion dates are listed for each.

- WP33201 Currie Park Electrical Service - \$274,462 (Completed Spring 2016)
- WP36803 Grant (Wolf) Service Roof - \$46,715 (Completed Fall 2015)
- WP36805 Hansen Service Yard Roof - \$17,921 (Completed Fall 2015)
- WP36807 Scout Lake Pavilion Roof - \$25,000 (Completed Fall 2015)
- WP36808 Froemming Comfort Station Roof - \$10,402 (Completed Fall 2015)

This fund transfer has no tax levy impact.

TRANSFER SIGNED BY THE COUNTY EXECUTIVE JUNE 28, 2016.

3)		<u>From</u>	<u>To</u>
	<u>WG01701 Vel Philips Fire Protection Monitoring System#</u>		
	8509 – Other Building Improvements (CAP)		\$117,000
	<u>WG01901 CATC Fire Protection Monitoring System#</u>		
	8509 – Other Building Improvements (CAP)	\$117,000	

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

An appropriation transfer of \$117,000 is requested by the Director of the Department of Administrative Services (DAS) to reallocate budget expenditure authority from capital sub-project Vel Philips Fire Protection Monitoring System (WG01701) to capital sub-project CATC Fire Protection Monitoring System (WG01901).

#### CATC Fire Protection Monitoring System (WG01901)

This project was included in the 2014 Adopted Capital Improvement Budget with an appropriation of \$203,740 to replace the existing fire protection monitoring system at the CATC facility. An additional appropriation transfer of approximately \$105,000 was made in 2015 to cover additional project shortfalls.

Utilization of the facility is used to determine the type of fire system that is required. In early 2016, Wauwatosa School District and the St. Charles school tenants moved out of CATC and the facility is no longer anticipated to serve a school utilization function. The existing alarm system remains operational for the remaining tenants in the facility.

# DRAFT

Fiscal Year 2016

The CATC Fire Protection Monitoring System sub-project is not necessary at this time and will be abandoned, leaving an expenditure balance of approximately \$300,000.

## WG01701 Vel Philips Fire Protection Monitoring System

This project was included in the 2014 Adopted Capital Improvement Budget with an appropriation of \$197,340, plus an additional 2014 appropriation transfer of \$150,000 to replace the existing fire protection monitoring system at the Vel Philips Juvenile Justice Center facility. An additional appropriation transfer of approximately \$43,400 was made in 2015 to cover additional project shortfalls.

The project contract documents (prepared for bidding this project) utilized the available Milwaukee County ‘as-built’ documents and standard field survey techniques to identify the building characteristics and depict the scope of replacement required. As the contractor has begun their initial work involved with replacing the existing Fire Alarm System, their room-by-room tracing of existing fire alarm conduits revealed additions to the Fire Alarm System that were not depicted on the ‘as-built’ documents. Throughout the years of service of the Vel Phillips Children’s Court facility, there have been build-outs, renovations and add-ons incorporated into the fire alarm system. This was done to enhance the function of the building, however these enhancements were not documented.

One of the most significant undocumented enhancements to the Fire Alarm System is the addition of facility and court room panic alarm push-buttons and staff location annunciators to ensure a quick response to emergency situations. This enhancement placed panic alarm push-buttons in each courtroom and at other strategic locations, with dedicated panic alarm annunciators at the Bailiff and Sheriff Department staff locations to ensure the quick response to an alarm. The quantity of dedicated panic alarm annunciators requires that the Fire Alarm System have expanded communications capacity then would be required for the fire alarm alone.

Additionally, other undocumented enhancements to the Fire Alarm System is the build-out of the Tenth Circuit Court space as well as various other renovation and remodeling’s has increased the overall costs.

Taken together, the expanded communication capacity scope and additional undocumented enhancements results in an estimated cost increase of an additional \$117,000.

This appropriation fund transfer would reallocate \$117,000 of expenditure authority from capital sub-project CATC Fire Protection Monitoring System (WG01901) to capital sub-project Vel Philips Fire Protection Monitoring System (WG01701).<sup>1</sup>

This fund transfer has no tax levy impact.

### TRANSFER SIGNED BY THE COUNTY EXECUTIVE JUNE 28, 2016.

4)		<u>From</u>	<u>To</u>
	<u>WO06401 Underwood WOW Rec Center Entrance#</u>		
	8509 – Other Building Improvements (CAP)		\$66,200
	0764 – Debt Service Reserve (Cash)	\$66,200	

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

<sup>1</sup> There is an additional appropriation fund transfer for the July 2017 Committee cycle requesting a reallocation of \$42,000 of expenditure authority from capital sub-project CATC Fire Protection Monitoring System (WG01901) to capital sub-project Research Park Fire Protection (WG01801).

# DRAFT

Fiscal Year 2016

An appropriation transfer of \$66,200 is requested by the Director of the Department of Administrative Services (DAS) to establish additional expenditure authority of \$66,200 for capital sub-project WOW Underwood Rec Center Entrance (WO06401) from the Debt Service Reserve (cash) (DSR).

## Background

An appropriation transfer was originally requested as part of the June, 2016 committee cycle to reallocate the \$66,200 expenditure balance in capital sub-project WOW Underwood Single Stall Restroom (WO13101) to capital sub-project WOW Underwood Rec Center Entrance (WO06401). However, as part of the 2015-2016 Carryover resolution that was previously adopted in the May, 2016 committee cycle, the expenditure balance of \$66,200 in capital sub-project WOW Underwood Rec Center Entrance (WO06401) was already lapsed to the DSR.<sup>2</sup>

## WOW Underwood Single Stall Rest Room (WO13101)

This sub-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. The sub-project was originally funded with sales tax revenue (cash). 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.

In light of the conditions noted above, staff from the DAS-Office of Persons with Disabilities and DAS-Facilities Management-Architecture & Engineering have determined the project was no longer needed and left a remaining expenditure balance of approximately \$66,200, which was subsequently lapsed to the DSR.

## WOW Rec Center Entrance (WO06401)

This sub-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 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 \$66,200 from the Debt Service Reserve (cash) to capital sub-project WOW Rec Center Entrance (WO06401).

This fund transfer has no tax levy impact.

### TRANSFER SIGNED BY THE COUNTY EXECUTIVE JUNE 28, 2016.

5)		<u>From</u>	<u>To</u>
	<u>WG01801 Research Park Fire Protection#</u>		
	8502 – Other Building Improvements (CAP)		\$42,000
	<u>WG01901 CATC Fire Protection Monitoring System#</u>		
	8509 – Other Building Improvements (CAP)	\$42,000	

<sup>2</sup> County Board approved File 16-255 (Carryover/Lapsed Projects Report).



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

An appropriation transfer of \$42,000 is requested by the Director of the Department of Administrative Services (DAS) to reallocate budget expenditure authority from capital sub-project project CATC Fire Protection Monitoring System (WG01901) to capital sub-project Research Park Fire Protection (WG01801).

### WG01901 CATC Fire Protection Monitoring System

This project was included in the 2014 Adopted Capital Improvement Budget with an appropriation of \$203,740 to replace the existing fire protection monitoring system at the CATC facility. An additional appropriation transfer of approximately \$105,000 was made in 2015 to cover additional project shortfalls.

Utilization of the facility is used to determine the type of fire system that is required. In early 2016, Wauwatosa School District and the St. Charles school tenants moved out of CATC and the facility is no longer anticipated to serve a school utilization function. The existing alarm system remains operational for the remaining tenants in the facility.

The CATC Fire Protection Monitoring System sub-project is not necessary at this time and will be abandoned, leaving an expenditure balance of approximately \$300,000.

### WG01801 Research Park Fire Protection

DAS-Architecture & Engineering staff has indicated additional funding is required to complete the fire protection project at the Research Park Muirdale building as the building has undergone space use changes and interior renovations that were not documented on as-built drawings. This resulted in the need for additional fire protection devices to properly alarm the building.

This appropriation fund transfer would reallocate \$42,000 of expenditure authority from capital sub-project CATC Fire Protection Monitoring System (WG01901) to capital sub-project Research Park Fire Protection (WG01801)<sup>3</sup>

This fund transfer has no tax levy impact.

TRANSFER SIGNED BY THE COUNTY EXECUTIVE JUNE 28, 2016.

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<sup>3</sup> There is an additional appropriation fund transfer for the July 2017 Committee cycle requesting a reallocation of \$117,000 of expenditure authority from capital sub-project CATC Fire Protection Monitoring System (WG01901) to capital sub-project Vel Philips Fire Protection Monitoring System (WG01701).

**2016 BUDGETED CONTINGENCY APPROPRIATION SUMMARY**

**UNALLOCATED CONTINGENCY ACCOUNT**

2016 Budgeted <b>Unallocated</b> Contingency Appropriation Budget	\$5,176,701
Approved Transfers from Budget through June 16, 2016	
Coyote Control Project	(\$25,000)
1% Reductions for Orgs OPD, War Memorial, and Aging	(\$202,595)
Dome Repairs May	(\$500,000)
Historical Society Cornice	(\$40,500)
Milwaukee Art Museum (MAM)/O'Donnell Park	(\$355,000)
Milwaukee Public Museum Elevator	(\$15,000)
Couthouse Façade	(\$374,235)
Domes Repairs June	(\$472,000)
Safe Zone in the Amani Neighborhood	(\$37,500)
Unallocated Contingency Balance June 16, 2016	\$3,154,871
Transfers from the Unallocated Contingency Pending in Finance, Personnel & Audit Committee through June 16, 2016	
Total Transfers Pending in Finance, Personnel & Audit Committee	\$0
<u>Potential Contingency Fund Requirements</u>	
Sheriff's Office Abatement and Inmate Telephone Revenues	(\$4,200,000)
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 Shortfalls	(\$2,060,000)
<b>Net Balance</b>	<b>(\$7,439,009)</b>

**ALLOCATED CONTINGENCY ACCOUNT**

2016 Budgeted <b>Allocated</b> Contingency Appropriation Budget	\$300,000
Approved Transfers from Budget through June 16, 2016	
Office on African American Affairs	(\$300,000)
Allocated Contingency Balance June 16, 2016	\$0
Transfers from the Allocated Contingency Pending in Finance, Personnel & Audit Committee through June 16, 2016	
Total Transfers Pending in Finance, Personnel & Audit Committee	\$0
<b>Net Balance</b>	<b>\$0</b>