

**DRAFT**

Fiscal Year 2017

1-26-17 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 2017 appropriations of the respective listed departments:

1)		<u>From</u>	<u>To</u>
	<u>1020 – Office of Government Affairs</u>		
	5199 – Salaries & Wages	\$ 53,872	
	6148 – Prof. Serv-Recurring Oper		\$ 53,872

The recommended and adopted 2017 budget contains funding for two (2) Government Affairs Liaisons in the salaries-wages budget, object 5199. The County Board's Government Affairs Liaison is under contract to the County and this transfer moves salary monies for that position to Prof. Serv-Recurring Oper, Object 6148, to fund the contract for the County Board's position.

TRANSFERS SIGNED BY THE COUNTY EXECUTIVE JANUARY 4, 2017.

1-26-17 FINANCE, PERSONNEL AND AUDIT COMMITTEE APPROPRIATION TRANSFERS  
B 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 2017 appropriations of the respective listed departments:

1)	<u>From</u>	<u>To</u>
<u>4501 – District Attorney</u>		
2299 – State Grants	\$108,950	
5199 – Salaries – Wages Budget		\$71,400
5312 – Social Security Taxes		\$5,462
5420 – Employee Health Care		\$19,482
5421 – Employee Pension		\$9,810
8557 – New Computer Equipment - Capital		\$2,796

In the May 2016 cycle, the County Board of Supervisors authorized the District Attorney to apply for competitive Victims of Crime Act (VOCA) funding from the Wisconsin Department of Justice, and to accept VOCA funding if awarded for 2.0 FTE new District Attorney positions. Legistar file 16-309

On September 22, 2016, the Wisconsin Department of Justice notified the District Attorney of the award of new VOCA funding of \$142,940 (\$114,353 federal VOCA funds + \$28,587 local match) for the salary and fringe benefits of the 2 new positions as well as computer equipment for both positions. Funding is from approximately October 1, 2016 to September 30, 2017 with the possibility of two additional years of continued funding. In the October 2016 cycle the County Board created the new positions effective November 6, 2016. Legistar file 16-566.

This appropriation fund transfer provides 2017 budgetary authority for the personnel and equipment expenditures and offsetting revenue under the new VOCA grant award authorized by County Board resolutions 16-309 and 16-566.

There is no 2017 tax levy effect because the 20% local match will be absorbed in the District Attorney’s 2017 budget.

TRANSFERS SIGNED BY THE COUNTY EXECUTIVE JANUARY 4, 2017.

2)	<u>From</u>	<u>To</u>
<u>4000 – Office of the Sheriff</u>		
2699 – Federal Revenue	\$75,000	
8552 – Machinery/Equipment (NEW)		\$75,000

The Office of the Sheriff requests a transfer of \$75,000 to recognize revenue from the State of Wisconsin and establish expenditure authority of \$75,000.

On December 6, 2016, the Office of the Sheriff received notification from the State of Wisconsin Department of Military Affairs that it has been awarded a Fiscal Year 2016 Homeland Security Program Grant Award for Homeland Security/HS ALERT Portable X-Ray. Funding in this grant is identified for the purchase of portable X-Ray equipment for the Explosive Ordnance Disposal (EOD) team.

The grant is required to be expended by May 26, 2017 and there is no tax levy impact for this transfer.

TRANSFERS SIGNED BY THE COUNTY EXECUTIVE JANUARY 4, 2017.

3)		<u>From</u>	<u>To</u>
	<u>4000 – Office of the Sheriff</u>		
	2699 – Federal Revenue	\$19,990	
	7935 – Law Enforcement Supplies		\$19,990

The Office of the Sheriff requests a transfer of \$19,990 to recognize revenue from the State of Wisconsin and establish expenditure authority of \$19,990.

On December 6, 2016, the Office of the Sheriff received notification from the State of Wisconsin Department of Military Affairs that it has been awarded a Fiscal Year 2016 Homeland Security Program Grant Award for Homeland Security/HS ALERT SWAT Protection Equipment. Funding in this grant is identified for the purchase of SWAT protection equipment.

The grant is required to be expended by June 5, 2017 and there is no tax levy impact for this transfer.

TRANSFERS SIGNED BY THE COUNTY EXECUTIVE JANUARY 4, 2017.

4)		<u>From</u>	<u>To</u>
	<u>4800 – Office of Emergency Management</u>		
	2699 – Other Federal Grants & Reimbursement	\$18,000	
	6147 – Professional Services		\$18,000

An appropriation transfer of \$18,000 is requested by the Director of the Office of Emergency Management (OEM) to recognize revenue and increase expenditure authority for a professional services contract.

OEM would like to continue its relationship with Wisconsin Healthcare Emergency Management Readiness Coalition, Inc. (HERC Region 7) in regards to the Public Safety Answering Point (PSAP), 911 dispatch centers, and geo-mapping project. The purpose of the project is to continue development of a geo-mapping database of healthcare resources in the southeastern Wisconsin region. The project will provide HERC (Region 7) with basic information to allow implementation of a tiered disaster response framework as well as the formation of a functional coordinating center. OEM will also continue 24/7 call-taking and alerting services for HERC (Region 7). This will allow for the capability to respond to regional medical incidents.

Funding was received in 2016 from HERC and the purpose of this transfer is to continue the relationship with Southeastern Wisconsin HERC (Region 7).

This fund transfer establishes expenditures of \$18,000 and recognizes revenue of \$18,000 for no net tax levy impact.

TRANSFERS SIGNED BY THE COUNTY EXECUTIVE JANUARY 4, 2017.

5) <u>4501 – District Attorney</u>	<u>From</u>	<u>To</u>
2699 – Federal Revenue	\$15,250	
6090 – Charges from State		\$15,250

The District Attorney’s 2017 adopted budget includes charges from the state of \$190,150 in account 6090 for the salaries and fringe benefits of five assistant district attorneys, and \$190,150 in offsetting federal revenue in account 2699 from the 2016 Milwaukee County Byrne JAG grant.

In July 2016 the County Board of Supervisors accepted the 2016 Milwaukee County Byrne JAG grant, which provides continued funding of \$352,125 for the five prosecutors through approximately mid-July of 2017. Legistar file 16-412, a fund transfer, provided budgetary authority for the estimated 2016 charges - \$146,725 in charges from the state for the prosecutors’ salaries and fringe benefits from mid-July to December 2016, with offsetting federal revenue from the 2016 Byrne JAG grant for no tax levy effect. Legistar file 16-518 B4.

This fund transfer provides 2017 budgetary authority for the remaining charges of \$15,250 from the state for the prosecutors’ salaries and fringe benefits, and for the receipt of federal revenue for the remainder from the 2016 Milwaukee County Byrne JAG grant. ( $\$190,150 + \$146,725 + \$15,250 = \$352,125$ ).

This fund transfer has no tax levy impact because the charges from the state are offset entirely by federal revenue from the 2016 Milwaukee County Byrne JAG grant.

TRANSFERS SIGNED BY THE COUNTY EXECUTIVE JANUARY 4, 2017.

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 2017 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 2017 capital improvement appropriations:

1)	<u>From</u>	<u>To</u>
	<u>WO24001 Project Management Software</u>	
	8557 – Project Management	\$50,000
	<u>Org. Unit 5700 Facilities Management</u>	
	6148 – Professional Services (Recurring)	\$50,000

An appropriation transfer of \$50,000 is being requested by the Department of Administrative Services (DAS) to increase expenditure authority for Project WO24001 Project Management Software. Financing is requested to be provided from the Appropriation for Contingencies account.

A May 2014 County Board Resolution (14-290) authorized the creation of capital projects that were financed with land sale proceeds that were part of the Milwaukee County Innovation Fund. The projects included a \$200,000 appropriation for WO240 Project Management Software.

The project scope included the upgrade or replacement of the project management (PM) software currently used to manage the DAS-Architecture Engineering and Environmental Services (AE&ES) capital budget projects. This software provides project lifecycle management for capital planning, project delivery, cost control, and facilities and real estate management and governance across all project phases, from planning and building to operations and maintenance, integrating critical business processes, data, and documents across the organization.

In July 2014, AE&ES retained a consultant to assist AE&ES Section in conducting a needs analysis and development of an RFP in order to solicit proposals to provide replacement or upgrade of the current project management software (Primavera Contract Manager, ver. 12.0, 2008). An informational status report to the County Board was submitted in October of 2014. Progress on the preparation and issuance of an RFP was delayed in 2015 as the County considered the impact of enterprise resource planning on purchase and deployment of this software. Ultimately it was determined that this stand-alone project management software was required.

In early 2016, a formal RFP process was administered by DAS Procurement Division for procurement of the software. The RFP was developed with input from DAS-FM, Procurement and IMSD staff using the standard Procurement Division RFP format and process. The evaluation panel selected Oracle Unifier software. The Oracle Unifier software proposal included a third party software deployment consultant certified as an Oracle Platinum Partner.

In early December, the third party software deployment consultant met with Milwaukee County representatives over five days to discuss business processes and identify next steps in the installation process. Over the course of these meetings, County representatives identified the need for an IT project manager that would assist the County during the requirements gathering, implementation and training phases of the project. The project manager, overseen by the Information Management Services Division, would develop required communications and ensure the final product will be able to interface with existing software (e.g., SciQuest) and a future Enterprise Resource

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Program (ERP) platform. The requested \$50,000 will fund an IT project manager through August of 2017 when the project is expected to be fully implemented. To reconcile this shortfall, funds from the Architectural and Engineering Department's operating budget - account 6148-Professional Services budget can be transferred to the Project Management Software project - (WO240014) to provide the necessary funding to fund this position.

Funding will be transferred from the Facilities Management Division's operating budget for this purpose.

This fund transfer has no tax levy impact.

TRANSFERS SIGNED BY THE COUNTY EXECUTIVE JANUARY 4, 2017.

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Fiscal Year 2017

## 1-26-17 FINANCE AND AUDIT COMMITTEE APPROPRIATION TRANSFERS D UNALLOCATED CONTINGENCY FUND

Action Required  
Finance Committee  
County Board (2/3 Vote)

WHEREAS, your committee has received from the Department of Administration, Fiscal Affairs, the following department requests for transfer to the 2017 appropriations from the unallocated contingent fund and 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 Administration, is hereby authorized to make the following transfers in the 2017 appropriations from the allocated contingent fund:

1)	<u>From</u>	<u>To</u>
<u>WO14101 Zoo Interchange Legal Fees #</u>		
6106 – Legal Fees		\$400,000
<u>Org. 1945 Appropriation For Contingencies</u>		
8901 – Appropriation for Contingencies	\$400,000	

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

A 2017 appropriation transfer of \$400,000 is being requested by the Director of the Department of Administrative Services to reallocate expenditure authority from the Appropriation for Contingencies Account to Project WO141 Zoo Interchange.

The Zoo Interchange Reconstruction project (Reconstruction Project) began in 2012 when the Wisconsin Department of Transportation informed Milwaukee County of their intent to take portions of Milwaukee County's real estate for the project. The most recent takings include a portion of the Zoological Gardens and stormwater runoff impacts along the Honey Creek Parkway, within the Parks Department's jurisdiction. Attorney Alan Marcuvitz, with von Briesen & Roper SC, continues to represent the County's real estate interests in these matters.

The increased expenditure authority of \$400,000 will be used to litigate the Zoological Garden's real estate property taken by WisDOT in order to seek just compensation. Funding is also needed to negotiate compensation for impacts to the Honey Creek Parkway due to a change in quantity and location of stormwater runoff resulting from the Reconstruction project.

If the County receives a settlement from the State of Wisconsin in 2017, it is anticipated that an appropriation transfer will be submitted in order to transfer funds to the Appropriations for Contingency Account.

An increase in the contract between Milwaukee County and von Briesen & Roper SC is also being requested in the January 2017 County Board cycle.

This fund transfer has no tax levy impact.

TRANSFERS SIGNED BY THE COUNTY EXECUTIVE JANUARY 4, 2017.

**2017 BUDGETED CONTINGENCY APPROPRIATION SUMMARY**

**UNALLOCATED CONTINGENCY ACCOUNT**

2017 Budgeted <b>Unallocated</b> Contingency Appropriation Budget	\$5,138,755
Approved Transfers from Budget through January 26, 2017	
Unallocated Contingency Balance January 26, 2017	\$5,138,755
Transfers from the Unallocated Contingency Pending in Finance, Personnel & Audit Committee through January 26, 2017	
Zoo Interchange Legal Fees	(\$400,000)
Total Transfers Pending in Finance, Personnel & Audit Committee	(\$400,000)
<b>Net Balance</b>	<b>\$4,738,755</b>

**ALLOCATED CONTINGENCY ACCOUNT**

2017 Budgeted <b>Allocated</b> Contingency Appropriation Budget	\$4,566,212
\$3,196,212 To allow for policymakers to consider departmental requests to create positions	
\$1,000,000 Lead Abatement Pilot Grant Program	
\$300,000 Office of African American Affairs	
\$70,000 Chapter 111 Minimum Wage Ordinance	
Approved Transfers from Budget through January 26, 2017	
Zoo Position Conservation Research & Sustainability Coordinator	(\$87,924)
DHHS Position Community Intervention Specialist	(\$73,912)
Allocated Contingency Balance January 26, 2017	\$4,404,376
Transfers from the Allocated Contingency Pending in Finance, Personnel & Audit Committee through January 26, 2017	
Total Transfers Pending in Finance, Personnel & Audit Committee	\$0
<b>Net Balance</b>	<b>\$4,404,376</b>