

9-28-17 FINANCE AND AUDIT COMMITTEE APPROPRIATION TRANSFERS  
A DEPARTMENTAL

Action Required

Finance 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>1170 – Risk Management</u>		
	8061 – Property – Real and Personal	\$55,000	
	6148 – Professional Services – Recurring Oper		\$55,000

The Risk Management Division of the Department of Administrative Services is requesting a fund transfer in the amount of \$55,000. This transfer is necessary for Risk Management to pay for the Workers’ Compensation Third Party Administrative Services. The entire contract was for \$295,000 but only \$240,000 was budgeted for 2017. A surplus is anticipated in 2017 for Risk Management’s Property – Real and Personal object line. This surplus will be used to cover the amount needed to complete the payment.

There is no tax levy impact from this fund transfer.

TRANSFERS SIGNED BY THE COUNTY EXECUTIVE AUGUST 25, 2017.

2)		<u>From</u>	<u>To</u>
	<u>8000 –Department of Health and Human Needs</u>		
	6147 – Professional Services- Data Process		\$430,000
	8557 – Computer Equipment New > \$500		\$10,000
	6610 – R/M Building and Structures		\$60,000
	7399 – Food & Provisions		\$100,000
	8133 – TANF	\$600,000	

Transfer of \$600,000 is requested by the Interim Director, Department of Health and Human Services (DHHS), to transfer expenditure authority from other charges to services/commodities.

Additional expenditure authority is needed to support costs in the department's services and commodities lines. These costs include professional services of \$430,000 and \$10,000 for equipment related to the migration of the Scripts system off of the county's mainframe. Both the Disabilities Services (DSD) and Delinquency and Court Services Divisions (DCSD) utilize Scripts as a check writing system for its providers. DSD also relies on

Scripts as a case management tool. The Scripts system currently resides on the county's mainframe which is at risk for failure and has become increasingly costly to maintain. Late in 2015, IMSD began a thorough assessment of the County's legacy mainframe hardware and associated applications with the goal to migrate associated applications such as Scripts and decommission the mainframe.

The remaining costs included on the fund transfer reflect \$100,000 in food/provisions for the Detention Center due to a higher census and \$60,000 for repair/maintenance needs within the department.

The total \$600,000 in services/commodities costs are offset by a projected expenditure surplus in funds budgeted for the State Department of Corrections charges in DCSD. The year-to-date average daily population (ADP) for Milwaukee County youth held at the State institutes is 64 compared to the 2017 budget of 87.

This fund transfer has no tax levy impact.

TRANSFERS SIGNED BY THE COUNTY EXECUTIVE AUGUST 25, 2017.

9-28-17 FINANCE AND AUDIT COMMITTEE APPROPRIATION TRANSFERS  
B DEPARTMENTAL RECEIPT OF REVENUE

Action Required

Finance 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>2900 – Pre-Trial Services</u>		
	6148 – Food & Provisions		\$9,781
	2445 – Purchase of Service	\$9,781	

The Chief Judge and The Clerk of Circuit Court have already requested and received authorization (17-238, March 23, 2017) to accept and execute a contract with JusticePoint for the TAD (Treatment Alternatives and Diversion) Program.

In the 2017 Budget, JusticePoint was approved for a grant with the Wisconsin Department of Justice (DOJ) for a contract with JusticePoint for the TAD Program in the amount of \$371,200. It was later determined that the DOJ was increasing the grant budget to \$380,981, therefore requiring JusticePoint's contract to also be increased by said amount. An appropriation transfer of \$9,781 is being requested by the Chief Judge to increase both the revenue and expenditure for the increased amount. These additional funds are 100% reimbursable through the grant, thus not causing an effect on the tax levy.

There is no tax levy impact from this fund transfer.

TRANSFERS SIGNED BY THE COUNTY EXECUTIVE AUGUST 25, 2017.

2)		<u>From</u>	<u>To</u>
	<u>2000 – Courts</u>		
	6148 – Professional Services		\$83,361
	6812 – Meetings / Authorized Travel		\$3,714
	6815 – Transportation		\$12,925
	4932 – Other Private Funding Revenue	\$100,000	

The Chief Judge and the Clerk of Circuit Court have already requested and received authorization in file 17-205 to accept the Prevention and Family Recovery Grant in the amount of \$100,000 per year for 2017-2019 for a total of \$300,000. The funds will be used to enhance the Milwaukee County Family Drug Treatment Court by

improving the availability of appropriate therapeutic interventions for children who have been impacted by parental substance use disorder and involvement in the child welfare system.

Background

In 2016, the Doris Duke Charitable Foundation, the Duke Endowment and Children and Family Futures invited the Milwaukee County Family Drug Treatment Court (FDTC) to apply for the Prevention and Family Recovery Grant (PFR). Milwaukee was chosen as one of the two courts nationwide to receive the grant funding. Funding will be used over the three year period to work with local service providers and the child welfare agencies to identify, train and implement an evidence-based therapeutic intervention for children; for peer specialist training and services; and to fund an evaluator. The evaluator will provide evaluation not only for the PFR grant requirements, but provide a more in-depth evaluation of the FDTC. These funds will be used to offset the cost of travel expenses for team members related to training and the mandatory annual grantee meetings.

Fiscal Impact

Increase of \$100,000 annually over a three year period in operating expenditures in Org. unit 2865 for the period of March, 2017 through December 31, 2019. These expenditures will be offset by an increase of \$100,000 annually in grant funds from the Prevention and Family Recovery Grant supported by the Doris Duke Charitable Foundation, the Duke Endowment and Children and Family Futures.

There is no tax levy impact from this fund transfer.

TRANSFERS SIGNED BY THE COUNTY EXECUTIVE AUGUST 25, 2017.

3)		<u>From</u>	<u>To</u>
	<u>2900 – Pre-Trial Services</u>		
	6148 – Professional Services		\$1,000,000
	2299 – Other State Grants	\$1,000,000	

An appropriation transfer of \$1,000,000 is requested by the Chief Judge to establish expenditure authority of \$1,000,000 in Pretrial Services.

In 2016, Pretrial Services received \$1,000,000 in its entirety in July and August of 2016 as part of the MacArthur Safety and Justice Challenge Phase II Implementation grant. The County Board has approved to receive of the grant fund (File 16-271). No expenses were incurred in 2016. The revenue was deferred during the year-end closing process.

Pursuant to Files 16-679 and 17-349, expenses are now being incurred associated with the grant. Without this transfer, funds would not be available to cover the incurred costs. Multiple contracts are in various stages of the approval process and are expected to be executed before the end of the 3rd quarter of this fiscal year.

There is no tax levy impact to this transfer.

TRANSFERS SIGNED BY THE COUNTY EXECUTIVE AUGUST 25, 2017.

4)		<u>From</u>	<u>To</u>
	<u>2430-Department of Child Support Services</u>		
	2299 – State Revenue	\$83,057	
	5199 – Salaries-Wages Budget		\$14,724
	5312 – Social Security Taxes		\$1,126
	6148 – Prof. Serv. Recurring Operations		\$51,000
	6080 – Postage		\$500
	6409 – Printing and Stationary		\$10,000
	7910 – Office Supplies		\$5,107
	7920 – Books, Periodicals, Films		\$600

A transfer of \$83,057 is requested by the Department of Child Support Services to recognize revenue and associated expenditures related to the Access and Visitation Program. The State of Wisconsin received funding from the federal Office of Child Support Enforcement for an Access and Visitation Program. Child Support agencies in the state were asked to submit a proposal to The Department of Children and Families for consideration to be included in the program. Milwaukee County Child Support's plan was reviewed and accepted for inclusion.

This fund transfer has no tax levy impact.

TRANSFERS SIGNED BY THE COUNTY EXECUTIVE AUGUST 25, 2017.

5)		<u>From</u>	<u>To</u>
	<u>7900 –Department on Aging</u>		
	8123 – Purchase of Service		\$27,000
	7910 – Office Supplies		\$2,300
	6803 – Auto Allowance		\$1,500
	7973 – Minor Office Equipment		\$500
	6909 – Conference Expense		\$3,921
	6114 – Psychologist Srvs		\$455
	6149 – Prof Srv- Non-Recurring		\$15,000
	7999 – Sundry Supplies		\$2,279
	2699 – Other Federal Grants		\$32,805
	2699 – Other Federal Grants	\$57,805	
	2299 – State Grant Funds	\$27,955	

A transfer of \$85,760 is requested to increase and realign grant revenues and expenditures within Department on Aging.

Pursuant to County Board resolutions File No. 16-724 approved on December 15, 2016, the County Executive is authorized to carry out the Department on Aging's 2017 State and County Contract covering the administration of social services and community programs-Aging programs. The resolution authorizes the County Executive to accept federal and state revenues including any and all increases in allocations during the contract year.

This transfer reflects a revenue increase of \$85,760, including an increase of \$25,000 and \$32,805 for Dementia Caregiver Support Services in African American Communities and \$27,955 in the Dementia Care Innovation grant for building a Collaborative Dementia Capable Crisis Response system.

The \$57,805 increase in Dementia Caregiver funds will help provide additional dementia capable supports and enhance a sustainable service system and make available various community services targeting persons with memory loss or dementia. Expenses increase \$20,000 in purchase of service contracting for caregiver respite services and \$5,000 in various related administrative operating expenses. The remaining revenue increase of \$32,805 partially offsets 100% time reporting revenue of \$32,805 due to a projected shortfall.

Dementia Innovation grant expenditure increases include \$7,000 in a purchase of service contract with the Alzheimer's Association, \$15,000 in professional services for video production, \$455 for psychologist services and \$5,500 in conference expense and various sundry services and supplies. The Emergency Protective Placement Coalition is committed to working toward a 24/7 crisis response capacity for people with dementia. Cross-training is proposed to equip persons with the knowledge and skills needed to respond to people with dementia in crisis with the objective to stabilize persons on the spot by expanding mobile crisis availability through late evenings and weekends. Studies indicate that stabilizing people with dementia in crisis where they live is a priority, it avoids transfer trauma and uses funds in a cost-effective manner.

This fund transfer has no tax levy impact.

TRANSFERS SIGNED BY THE COUNTY EXECUTIVE AUGUST 25, 2017.

6)	<u>From</u>	<u>To</u>
<u>7900 –Department on Aging</u>		
7300 – Food & Provisions		\$13,227
8123 – Purchase of Service		\$32,865
6809 – Conference Expense		\$7,000
8131 – Vendor Payments		\$8,462
2699 Other Federal Grants		\$33,911
2699 – Other Federal Grants	\$52,299	
4999 – Other Misc Revenue	\$10,301	
8123 – Purchase of Service	\$32,865	

Transfer of \$95,465 is requested to increase and realign grant revenues and expenditures within Department on Aging.

Pursuant to County Board resolutions File No. 16-724 approved on December 15, 2016, the County Executive is authorized to carry out the Department on Aging's 2017 State and County Contract covering the administration of social services and community programs-Aging programs. The resolution authorizes the County Executive to accept federal and state revenues including any and all increases in allocations during the contract year.

This transfer reflects a net revenue increase of \$28,689. The total revenue increase of \$62,600 includes \$30,934 in Title 3C1 congregate meals, \$4,842 in Title 3C2 home delivered meals and \$10,301 for Subaru - Share the Love Event for the senior meal program, \$15,462 for Domestic Abuse in Later Life and \$1,061 in Area Agency Administrative funds. The total revenue increase is partially offset by a revenue reduction of \$33,911, including \$32,865 in Title 3B Supportive Services and \$1,046 in Title 3D Preventive Health.

The Department on Aging serves as the designated Area Agency on Aging in Milwaukee County and manages available resources to finance a wide range of functions related to advocacy, planning, coordination, inter-agency linkages, information sharing, brokering, monitoring and evaluation, designed to lead to assist older persons in leading independent, meaningful and dignified lives in their own homes and communities as long as possible.

Net expenditures of \$28,689 completely offset revenue increases to include \$7,000 in conference expense and \$8,462 in vendor payments for elder abuse in later life related services and \$13,227 in home delivered meal food catering services. This transfer also provides \$32,865 in senior meal program funding to offset a reduction in the home delivered meal purchase contract due to a \$32,865 reduction in Title 3B grant funding previously funding the contract, resulting in no change in contracted meal delivery services.

This fund transfer has no tax levy impact.

TRANSFERS SIGNED BY THE COUNTY EXECUTIVE AUGUST 25, 2017.

7)	<u>From</u>	<u>To</u>
<u>7900 –Department on Aging</u>		
7910 – Office Supplies		\$18,000
6803 – Auto Allowance		\$6,861
7973 – Minor Office Equipment		\$2,500
6809 – Conference Expense		\$11,588
8123 Purchase of Service		\$99,000
8131 Vendor #1 Payments		\$70,344
2255 Social Serv-Purchase (BCA)		\$1,337
2699 Other Federal Grants		\$5,436
2299 – Other State Grants & Reimbursements	\$215,066	

Transfer of \$215,000 is requested to increase and realign grant revenues and expenditures within Department on Aging.

Pursuant to County Board resolutions File No. 16-724 approved on December 15, 2016, the County Executive is authorized to carry out the Department on Aging's 2017 State and County Contract covering the administration of social services and community programs-Aging programs. The resolution authorizes the County Executive to accept federal and state revenues including any and all increases in allocations during the contract year.

This transfer increases Alzheimer's Family and Caregiver Support Program (AFCSP) grant revenue by \$215,066. The increase is partially offset by a reduction of \$6,773 in base community aids and Title III-E National Family Caregiver Support administrative revenues, including \$5,436 and \$1,337 respectively.

AFCSP state funds are for the provision of service payments, goods and services to persons with Alzheimer's disease and to their caregivers. These funds help make available a diverse array of community services directed at preventing or delaying institutionalization of persons who have Alzheimer's disease and enhancing the quality of their lives and to provide assistance to family members and others who take care of persons with Alzheimer's disease.

AFCSP revenue increase is partially offset by a purchase of service contract increase of \$99,000 with Interfaith Older Adult Program to expand the program's outreach, and marketing efforts, education, respite and to help eliminate waitlisted services. An expenditure increase of \$70,344 will help address the growing demand at the front door for Aging's in-house capacity of addressing emergencies and other eligible family caregiver service

requests. A \$45,722 revenue allowance for program administration is offset by a total increase of \$38,949 in various operating expenses and a \$6,773 decrease in base community aids and national family caregiver support administrative revenues.

This fund transfer has no tax levy impact.

TRANSFERS SIGNED BY THE COUNTY EXECUTIVE AUGUST 25, 2017.



9-28-17 FINANCE AND AUDIT COMMITTEE APPROPRIATION TRANSFERS  
C CAPITAL IMPROVEMENTS

Action Required

Finance and Audit Committee  
County Board (Majority)

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>WO217014 Countywide Phone and Voicemail Replacement #</u>	
	8588 – Other Capital Outlay (EXP)	\$45,739
	<u>WT117012 MCTS Phone and Voicemail Replacement *</u>	
	6146 – Prof. Services Cap/Major Maint	\$45,739
<b># Existing Project, + Included in 5-Year Plan, * New Project</b>		

An appropriation transfer of \$45,739 is requested by the Chief Information Officer of the Department of Administrative Services- Information Management Services Division (DAS-IMSD) to transfer additional expenditure authority from Project WO21701 Phone and Voicemail System Replacement (Countywide Phone and Voicemail Replacement) to Project WT11701 MCTS Phone and Voicemail Replacement. The financing for the \$45,739 of expenditure authority was provided from sales tax revenue.

Project Background

Milwaukee County is at a critical point in which the aged phone system at many of its facilities (Courthouse, Children’s Court, BHD, Cogg, House of Correction, Zoo, and City Campus) is no longer supported. To mitigate the risk of catastrophic failure, the phone system must be replaced. Most phone systems are outdated and the County cannot add licenses for new subscriber lines. Without replacement or substantial upgrade, the Department of Administrative Service – Information Management Services Division (IMSD) will be unable to implement new collaboration technologies and be unable to support any additional users.

In September 2014, County Board Resolution 14-701 approved the creation of Project WO217 Countywide Phone and Voicemail Replacement with the transfer of \$552,062. Financing was provided from sales tax revenue from other existing capital projects.

The 2016 Capital Improvements Budget included an additional appropriation of \$250,000, which was financed by sales tax revenue. In 2016, IMSD retained ClientFirst, to assist with the sub-project. The 2016 scope of work included design of an enterprise telecommunications solution for Milwaukee County Transit System, General Mitchell International Airport, and all other County facilities.

The 2017 Capital Improvements Budget included an appropriation of \$900,000 for the Countywide Phone and Voicemail Replacement Project. Financing was anticipated to be provided from general obligation bonds;

# DRAFT

Fiscal Year 2017

however, prior to the issuance of the bonds the Comptroller’s Office will review the project to determine if it is bond eligible.

Requirements gathering, draft of Request for Proposals (RFP) and vendor selection was complete in 2017. An intent to award a contract was issued and an appeal filed by a subsequent vendor. At the ruling of the County Standardization Committee the RFP will be reissued in second quarter of 2017 with the intent of having a successful vendor selected in the third quarter of 2017.

The project scope of work includes installing core equipment at the County Courthouse, Children’s Court, the Behavior Health Division, Marcia P Coggs Center, House of Correction, the Zoo, General Mitchell International Airport and the Milwaukee County Transit Center. This includes implementation of network equipment, wiring, the core servers, voice mail system, call distribution software and integration software to allow locations to be tied together.

### Request

A July 2017 appropriation transfer created project WT11701 MCTS Phone and Voicemail Replacement with \$150,000 of expenditure authority, which would allow the cabling portion of the Transit project to be completed in 2017 so that the phone replacement can begin in the first quarter of 2018.

This September 2017 request is needed to provide \$45,739 of additional expenditure authority for the WT11701 MCTS Phone and Voicemail Replacement project since the \$150,000 was not sufficient. Bids came in higher than anticipated due to the amount of plenum cabling required. Plenum cabling has low smoke and low flame characteristics that are mandated to be installed in certain spaces. An appropriation of \$505,000 has been included in the 2018 Capital Improvements Budget Request to complete the project.

The appropriation transfer request will allocate \$45,739 from the Countywide Phone and Voicemail Project. The overall Countywide Phone and Voicemail System replacement is anticipated to be completed by the end of 2019. Additional appropriations of \$2,130,000 and \$1,550,000 have been requested as part of the 2018 and 2019 Capital Improvements Budgets respectively.

This fund transfer has no tax levy impact.

### TRANSFERS SIGNED BY THE COUNTY EXECUTIVE AUGUST 25, 2017.

2)	<u>From</u>	<u>To</u>
<u>WP68301 Greenfield Clubhouse HVAC Renovations *</u>		
6030 – Advertising		\$500
6080 – Postage		\$1,000
6146 – Prof. Services Cap/Major Maint		\$20,000
7930 – Printing		\$500
8509 – Other Capital Improvements		\$166,000
9706 – Prof Div Services		\$12,000
<u>WP25501 Sherman Park Boys &amp; Girls Club HVAC Replacement #</u>		
6146 – Prof. Services Cap/Major Maint	\$20,000	
8509 – Other Capital Improvements	\$160,000	
9706 – Prof Div Services	\$20,000	

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

An appropriation transfer of \$200,000 is requested by the Department of Parks, Recreation and Culture (DPRC) and the Department of Administrative Services (DAS) to create new Project WP68301 Greenfield Clubhouse HVAC Renovations. Expenditure authority is being transferred from Project WP25501 Sherman Park Boys & Girls Club HVAC Replacement.

Background

The Greenfield Park Golf Clubhouse is a 4,763 square foot one story building with a partial basement built in 1936. It provides support services to golf course patrons and contains a concession and starter area, equipment rooms, kitchen, eating and meeting area, storage, locker and restrooms.

The gas-fired forced air furnace for the building is over 40 years old. It has exceeded its Building Owners and Managers Association (BOMA) useful life of 30 years. The furnace failed in the spring of 2017. The heat exchanger is corroded and has holes in it, which can allow carbon monoxide to leak into the occupied areas of the building. Due to the dangerous condition of the furnace, Park Maintenance decommissioned the equipment in March 2017.

The furnace needs to be replaced this fall as the building is designed to be heated during the winter months. If the building is left to freeze over the winter, the painted surfaces may peel, the tiles may pop off, and mold may form. This may result in the need for extensive repair in the spring before the golf clubhouse opens for business.

Request

This appropriation transfer would provide \$200,000 for the Greenfield Clubhouse HVAC Renovations. The project scope in the base bid will include replacing the furnace and ductwork so that the facility can be heated to a minimum temperature in winter.

Assuming sufficient funds are available, an alternate design to include an HVAC unit at grade to satisfy the kitchen make up air requirement and cooling will be added to the lounge, offices and dining area. The roof top HVAC unit will also have gas heating, but would only be used in winter if the new furnace is not in place. New equipment will be high efficiency equipment and include a programmable thermostat and motion sensor activated controls.

Assuming approval of fund transfer, it is anticipated that the new furnace would be installed before the end of 2017. The ductwork is anticipated to be completed by the 1<sup>st</sup> quarter of 2018.

The 2015 and 2016 Capital Improvements Budgets included \$250,000 and \$1,943,208 respectively for funding for the replacement of the HVAC system at the Sherman Park Boys & Girls Club. Financing was provided from the Series 2015A general obligation bonds and the Series 2016A general obligation bonds.

The Sherman Park Boys and Girls Club HVAC Replacement project (WP25501) was substantially completed and has been in use since December 2016. This appropriation transfer would reallocate \$200,000 of unspent Series 2016A general obligation bonds to the Greenfield Clubhouse HVAC Renovations project. If this fund transfer is approved, the Sherman Park project will retain sufficient funds to implement building envelope (insulation and sealing) improvements that are currently being designed to address low temperature issues in some areas adjacent to exterior walls. The Sherman Park HVAC Replacement project is anticipated to be closed out by the end of 2017.

# DRAFT

Fiscal Year 2017

This fund transfer has no tax levy impact.

## TRANSFERS SIGNED BY THE COUNTY EXECUTIVE AUGUST 25, 2017.

3)		<u>From</u>	<u>To</u>
	<u>WA211011 – Physical Access Control System Upgrade 2017#</u>		
	4707 - Passgr Facility Charges Rev	\$300,000	
	4901 - Contribution From Reserves		\$300,000
	<u>WA215011 – Runway 19R-1L, 13-31 &amp; Taxiway S &amp; Y Relighting#</u>		
	4707 - Passgr Facility Charges Rev	\$13,703	
	4901 - Contribution From Reserves		\$13,703
	<u>WA220011 – GMIA Connector Taxiway Mods#</u>		
	4707 - Passgr Facility Charges Rev	\$39,514	
	4901 - Contribution From Reserves		\$39,514
	<u>WA221011 – International Terminal Redevelopment#</u>		
	4707 - Passgr Facility Charges Rev	\$1,000,000	
	4901 - Contribution From Reserves		\$1,000,000
	<u>WA217011 – GMIA Airfield Safety Improvements#</u>		
	4707 - Passgr Facility Charges Rev	\$6,455	
	4901 - Contribution From Reserves		\$6,455
	<u>WA218011 – GMIA Airfield Pavement Replacement#</u>		
	4707 - Passgr Facility Charges Rev	\$16,153	
	4901 - Contribution From Reserves		\$16,153
	<u>WA215012 – Runway 19R-1L, 13-31 &amp; Taxiway S &amp; Y Relighting#</u>		
	4707 - Passgr Facility Charges Rev	\$123,423	
	4901 - Contribution From Reserves		\$123,423
	<u>WA220012 – GMIA Connector Taxiway Mods#</u>		
	4707 - Passgr Facility Charges Rev	\$355,736	
	4901 - Contribution From Reserves		\$355,736
	<u>WA217012 – GMIA Airfield Safety Improvements#</u>		
	4707 - Passgr Facility Charges Rev	\$58,170	
	4901 - Contribution From Reserves		\$58,170
	<u>WA218012 – GMIA Airfield Pavement Replacement#</u>		
	4707 - Passgr Facility Charges Rev	\$145,472	
	4901 - Contribution From Reserves		\$145,472

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

The Director of Transportation and the Airport Director have requested a 2017 appropriation transfer to modify the revenue authority for the local share of projects WA211 Physical Access Control System Upgrade 2017, WA215 Runway 19R-1L, 13-31 & Taxiway S & Y Relighting 2017, WA217 Airfield Safety Improvements 2017, WA 218 Airfield Pavement Replacement 2017, WA220 Connector Taxiways Modifications 2017, and WA221 International Terminal Redevelopment 2017 from Passenger Facility Charges (PFC's) to Airport Development Fund (ADF). The transfer is necessary to fund the local share until PFC18 is submitted and approved at which time an additional transfer of the reserves expenditures will be reimbursed.

# **DRAFT**

Fiscal Year 2017

## *Project Background*

The Federal Aviation Administration (FAA) requires that in order to issue a new PFC at the top \$4.50 per passenger ate, all previous PFC's must be amended up to \$4.50 prior to application. PFC18 has had to be put on hold until the prior 17 PFC issues are amended. The final PFC's to be amended are 14, 15, 16 and 17 which were submitted in draft form to the FAA on July 21<sup>st</sup>. The FAA will in approximately 60 days respond with any changes that are necessary for the airport to make to have the amendments approved. The issues will then be re-submitted from which the FAA may take up to 90 days to approve.

## *Request*

The transfer from ADF to cover PFC revenues will allow the listed approved projects to continue without delay while we await the FAA's approval of PFC18. Once approval of the amendments for PFC's 14-17 are received PFC18 will be submitted. The airport is currently in the process of accumulating the past, current and future projects that will comprise the PFC18 issue.

This fund transfer has no tax levy impact.

TRANSFERS SIGNED BY THE COUNTY EXECUTIVE AUGUST 25, 2017.

# DRAFT

Fiscal Year 2017

6-15-17 FINANCE AND AUDIT COMMITTEE APPROPRIATION TRANSFERS  
D CAPITAL IMPROVEMENT- RECEIPT OF REVENUE

### Action Required

Finance 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 2017 appropriations of the respective listed departments:

1)		<u>From</u>	<u>To</u>
	<u>WO086 Milwaukee River Parkway Reconstruction #</u>		
	6030 – Advertising	\$1,000	
	6050 – Contract Pers Services	\$10,000	
	6080 – Postage	\$1,000	
	6146 – Prof. Services Cap/Major Maint	\$98,000	
	7930 – Printing	\$1,000	
	8527 – Land Improvements	\$784,000	
	9706 – Prof Div Services	\$84,536	
	8530 – Roadway Planning & Constr	\$165,000	
	2699 – EPA Great Lakes Rstrtn Initiative Grant		\$550,000
	2999 – Fund for Lake Michigan Grant		\$200,000
	2299 – Wisconsin DNR Stewardship Grant		\$229,536
	<u>WP548 Kletzsch Park Dam Repairs &amp; Improvements *</u>		
	6030 – Advertising		\$1,000
	6050 – Contract Pers Services		\$10,000
	6080 – Postage		\$1,000
	6146 – Prof. Services Cap/Major Maint		\$98,000
	7930 – Printing		\$1,000
	8527 – Land Improvements		\$784,000
	9706 – Prof Div Services		\$84,536
	6146 – Prof. Services Cap/Major Maint		\$27,500
	8527 – Land Improvements		\$275,000

9706 – Prof Div Services	\$27,500
2299 – Wisconsin DNR Stewardship Grant	\$165,000
2699 – EPA Great Lakes Rstrtn Initiative Grant	\$550,000
2999 – Fund for Lake Michigan Grant	\$200,000
2299 – Wisconsin DNR Stewardship Grant	\$229,536

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

An appropriation transfer of \$2,289,072 is requested by the Department of Parks, Recreation and Culture (DPRC) and the Department of Administrative Services (DAS) create budget authority for new capital project WP54801-Kletzsch Park Dam Repairs & Improvements, recognize Wisconsin Department of Natural Resources (WDNR) Municipal Grant revenue of \$165,000 for WP54801-Kletzsch Park Dam Repairs & Improvements<sup>1</sup>, transfer \$165,000 of surplus expenditure authority from capital project WO08601-Milwaukee River Parkway Reconstruction to WP54801-Kletzsch Park Dam Repairs & Improvements, and transfer budget authority from previously created capital project WO08602 Kletzsch Dam Fish Passage and Overlook/Access (County Board file #17-493).<sup>2</sup>

#### Background

The 2014 Adopted Capital Improvements Budget included an appropriation of \$264,200 for the planning and design phase of Project WO08601 Milwaukee River Parkway Reconstruction (W. Bender Rd. to W. Good Hope Rd.).

The 2015 Adopted Capital Improvements Budget included an appropriation of \$3,024,000 for the construction phase of the Milwaukee River Parkway (Project WO08601). Financing was to be provided from \$2,224,000 in general obligation bonds, \$600,000 from the City of Glendale, \$100,000 from the Milwaukee Metropolitan Sewerage District (MMSD), \$55,000 in revenue from Focus on Energy, and \$45,000 in revenue from the Wisconsin Department of Natural Resources (WDNR). The construction phase was to include, but was not limited to, the replacement of the current pavement with four inch thick pavement and an eight inch stone base. The project was also to include improvements to the adjacent bike trail, parking lot, curbs, sidewalks, lighting and drainage structures. The project was also to include the installation of four rain gardens and the restoration of turf in the project area.

During the 2015-2016 Carryover process (CB Res. 16-255) the anticipated \$100,000 of revenue from the MMSD and the anticipated \$55,000 of revenue from the Focus on Energy were lapsed since they would not be received. The anticipated revenue from the MMSD was not received since the project did not include the green infrastructure that was originally envisioned that would have made it eligible. The anticipated revenue from Focus on Energy was not received since the necessary pre-approvals were not obtained.

The July 2017 Finance and Audit Committee approved an appropriation transfer of \$979,536 recognizing grant funding and created expenditure authority for Project WO08602 Kletzsch Dam Fish Passage and Overlook (County Board file # 17-493). Financing for the Fish Passage was provided from an Environmental Protection Agency (EPA) Great Lakes Restoration Initiative Grant (\$550,000) and the Fund for Lake Michigan (\$200,000). Financing for the river access and overlook was provided from a State of Wisconsin Knowles-Nelson Stewardship Program grant (\$229,536). The appropriation transfer inadvertently created the capital sub-

1 Authorization to apply for the grant is included in County Board file #15-771.

2 The total project budget authority being requested for WP548 is \$1,309,536. The \$2,289,072 reflected in the total request is \$979,536 higher due to the accounting function of recording the grants' debit/credit transfer of \$979,536 from WO08602 to WP54801.

project as WO08602. Instead, the appropriation transfer should have established a new capital project WP54801 as the scope of work involves repairs and improvements for Kletzsch Park dam.

Request

The appropriation transfer request will create budget authority for new capital project WP54801-Kletzsch Park Dam Repairs & Improvements, recognize WDNR Municipal Grant revenue of \$165,000 for WP54801, transfer in \$165,000 of surplus expenditure authority from (substantially completed) capital project WO08601-Milwaukee River Parkway Reconstruction, and transfer budget authority from previously created capital project WO08602-Kletzsch Dam Fish Passage and Overlook/Access (County Board file #17-493).

Kletzsch Dam Repairs

Kletzsch Park Dam is required to be inspected every 10 years per WDNR requirements. A dam safety inspection was performed on Kletzsch Park Dam in 2014 that identified several repairs that need to be addressed. The WDNR municipal dam grant provides funding to address the identified repairs. Dam repairs include sediment and vegetation removal at the abutments, re-vegetating the cleared area with non-woody vegetation, cleaning and tuck pointing mortar joints on the stone facade on the dam and replacing missing and deteriorated stone pieces. The WDNR reviewed and concurred with the 2014 inspection report.

Sediment and vegetation have built up over the years at the east abutment where the timber stop log bypass gates are located. The sediment will need to be excavated and the downstream river bank protected with repair of the existing masonry wall, hard armoring and/or vegetation. Removal of the sediment is necessary to re-establish operation of the timber stop log bypass gate. Re-establishing operation of the bypass gate is required by the WDNR for long term operation, but will also provide an opportunity to better manage the river flow during fish passage and overlook construction.

The WDNR Municipal Dam Grant requires 50% matching County funds. The matching funds will be provided from Capital Project WO08601 – Milwaukee River Parkway Reconstruction. Parks staff has indicated that capital project WO08601 is substantially complete.

Project Timeline

Assuming approval of the appropriation transfer, the design of the projects is anticipated to be completed by January 2018 and construction is anticipated to be completed by September 2018.

This fund transfer has no tax levy impact.

TRANSFERS SIGNED BY THE COUNTY EXECUTIVE AUGUST 25, 2017.



2)		<u>From</u>	<u>To</u>
	<u>WA096012 – Parking Structure Relighting#</u>		
	4999 - Other Misc Revenue	\$107,426	
	8509 - Other Bldg Improvements –(CAP)		\$107,426
	<b># Existing Project, + Included in 5-Year Plan, * New Project</b>		

The Director of Transportation and the Airport Director have requested a 2017 appropriation transfer to increase the expenditure authority and revenue availability for project WA096 – Parking Structure Relighting. Total addition to expenditure authority is \$107,426 with the revenue coming from a Focus on Energy grant from WE Energies.

Project Background

The existing lighting fixtures in the original parking structure and the 1990 addition are high-pressure sodium fixtures original to each structure (1980 and 1990, respectively). The installed fixtures are not spaced correctly and emit a poor quality light, resulting in dim and uneven lighting conditions throughout the structures. This is particularly evident in contrast to the newer LED fixtures which are current industry standard.

A 2009 appropriation provided for the study and design of the project. Early project planning indicated a preference for metal haloid lights, however, changes in technology since then have favored LED (light-emitting diode) fixtures. LED fixtures have been shown to provide high quality, energy and maintenance efficient lighting for use in parking structures.

A 2010 appropriation provided \$1,616,000 in funding for this project, financed by GARBs.

Request

The 6<sup>th</sup> floor (top deck) of the parking structure is the final floor and will complete the relighting project with all energy efficient LED lights. The current 6<sup>th</sup> floor lighting system is inefficient and does not provide adequate light levels to provide the necessary safety and security for the public and staff. This project will replace the existing lighting and light poles installed in the early 1980’s with energy efficient LED lamps and standard pole heights.

This fund transfer has no tax levy impact.

TRANSFERS SIGNED BY THE COUNTY EXECUTIVE AUGUST 25, 2017.

3)		<u>From</u>	<u>To</u>
	<u>WA189012 – LJT Tree Removal#</u>		
	2699 - Other Fed Grants & Reimbur	\$35,412	
	2299 - Other St Grants & Reimbur	\$1,967	
	4707 - Contribution From Reserves	\$1,967	
	8527 - Land Improvements-(CAP)		\$39,346
	<b># Existing Project, + Included in 5-Year Plan, * New Project</b>		

The Director of Transportation and the Airport Director have requested a 2017 appropriation transfer to increase the expenditure authority and revenue for project WA189 – LJT Tree Removal. Total addition to expenditure authority is \$39,346.61 with the revenue coming from an amended Federal Aviation Administration’s (FAA) Airport Improvement Program (AIP) grant, State of Wisconsin Match, and the Capital Improvement Reserve Account (CIRA) reserves.

Project Background

In 2015 an FAA flight check at Lawrence J. Timmerman (LJT) airport revealed a total of 42 trees that penetrated the GPS approaches. The airport is responsible for maintaining all approaches and has to remove these obstructions as directed by the FAA. As the project developed additional trees were discovered to be height obstructions, resulting in a final total of 50 trees being removed.

Request

As part of the project, property owners with trees slated for removal were offered a replacement tree. Initially, 10 new trees were scheduled for installment based on the property owner’s request. Once underway, additional trees were planted for property owners who initially declined the replacement tree. The final tally of replacement trees was 18, this request covers the costs of the additional trees.

The additional funding of this transfer request will use a FAA-AIP federal grant (90%), State match (5%), and airport reserves (CIRA) (5%).

This fund transfer has no tax levy impact.

TRANSFERS SIGNED BY THE COUNTY EXECUTIVE AUGUST 25, 2017.

	<u>From</u>	<u>To</u>
4) <u>WP561 - East Side OLT - Prospect to Bellview – ADA Ramps *</u>		
8527 – Land Improvements		\$156,020
9706 – Prof Div Services		\$18,980
4930 – Urban Ecology Center Grant	\$175,000	
<u>WP491 - OLT - Prospect to Bellview #</u>		
8527 – Land Improvements		\$168,030
2299 – Wisconsin DNR Stewardship Grant	\$168,030	
<b># Existing Project, + Included in 5-Year Plan, * New Project</b>		

An appropriation transfer of \$343,030 is requested by the Director of the Department of Parks, Recreation and Culture (Parks) to create new capital project WP56101 - East Side OLT - Prospect to Bellview - ADA Ramps, recognize revenue of \$175,000 from the Urban Ecology Center, and \$168,030 from the Wisconsin Department of Natural Resource (WDNR) - Knowles-Nelson Stewardship Grant, and create expenditure authority of \$175,000 for capital project WP56101 and increase expenditure authority by \$175,000 for capital project WP49101 for construction of paved access ramps.

This request recognizes revenue that will provide funding for two (2) paved access ramps to in relation to the existing East Side Oak Leaf Trail Reconstruction capital project (WP49101). The proposed new ramps will serve a dual purpose of providing access for the trail re-construction project and for future access for trail users.

The existing capital project scope for capital project WP49101 includes addressing drainage issues and reconstructing the East Side Bike Trail between Prospect to Bellview. The East Side Bike Trail is the part of the OLT that is routed on a former abandoned railroad corridor that runs from O’Donnell Park at the Lake Michigan lakefront/Downtown Milwaukee area northwest through Estabrook Park. The segment of the trail that is within the scope of project WP49101 lies below the grade of the adjacent street grid. The southern portion bisects an area of mixed urban uses including the University of Wisconsin campus, commercial, high-density residential, and entertainment. To the north adjacent uses on the east are single family residences and on the

west, below the grade of the trail, is the Milwaukee River corridor. The 3,700' section of trail between Prospect Avenue and Bellevue Street is regularly subject to water ponding. This deters people from using the trail because they don't want to get themselves, anything they might be carrying, or their equipment wet. As such, it represents an undesirable interruption in trail continuity. The scope of project WP49101 addressing the drainage issues and repaving a portion of the OLT is in the design phase. An appropriation of \$700,000 (bond financed) was included in the 2016 Adopted Capital Improvement Budget for project WP49101.

Milwaukee County applied for a Knowles-Nelson Stewardship Grant seeking funding to participate in the drainage and ramp improvements for the East Side Bike Trail. The County has been awarded \$168,030 in Stewardship grant funds. In connection with Milwaukee County's application for the Stewardship Grant, the Urban Ecology Center (UEC) agreed to provide \$175,000 in matching funds for the construction of the ramp north of North Avenue (County Board authorization to accept the donation is provided in resolution 17-437). Matching funds provided by the UEC is required in order to qualify for a Knowles-Nelson Stewardship Grant. The County will retain ownership and maintenance responsibilities for the ramp.

Funding for a second new access ramp proposed for the East Side Bike Trail north to Kenwood Avenue was requested in the WDNR Stewardship grant application. Currently, trail users traveling to or from the east need to navigate an unimproved steep hillside to access the trail. A new ramp at this location would provide an ADA accessible access for trail users, which is consistent with the draft UWM Parking and Transportation Strategies Implementation Plan.

The WDNR did not fully award the requested funding. This fund transfer adds the scope of the second ramp. However, this ramp will be constructed only if funds are available after bids are received for the original scope and the ramp north of North Ave.

This fund transfer has no tax levy impact.

TRANSFERS SIGNED BY THE COUNTY EXECUTIVE AUGUST 25, 2017.

9-28-17 FINANCE AND AUDIT COMMITTEE APPROPRIATION TRANSFERS  
E 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 allocated 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 unallocated contingent fund:

1)		<u>From</u>	<u>To</u>
	<u>WT087 Kinnickinnic Maintenance Bay Improvements #</u>		
	8509 – Other Building Improvements (CAP)		\$300,000
	<u>Org. Unit 1945 Appropriation for Contingency</u>		
	8901 – Appropriation for Contingency- Unalloc	\$300,000	
	<b># Existing Project, + Included in 5-Year Plan, * New Project</b>		

A 2017 appropriation transfer of \$300,000 is requested by the Director of the Department of Administrative Services to allocate \$300,000 from the appropriation for contingencies account to provide an additional \$500,000 of expenditure authority to Project WT087 Kinnickinnic (KK) Maintenance Bay Improvements (Formerly Kinnickinnic Maintenance Pits).

The KK Garage is the largest of the three Milwaukee County Transit System (MCTS) operating garages. It conducts over 1,000 inspections across roughly 160 buses each year, amounting to roughly four inspections per day. The inspections are conducted over two pits which are designated specifically for routine and urgent inspections. A third pit at the KK garage is not currently used for inspection work because the oil drain lines inside the pit deteriorated years ago. In 2016, damaged concrete around the perimeter of the pits was first detected as a concern. The damage is likely caused by salt penetrating the concrete slabs, rusting the rebar, and causing spalling and cracking. The deteriorating and falling concrete presents a safety hazard for maintenance workers and as a result, the center pit has been closed since May 2016.

Since closing the center pit there has only been one pit open and available for use. This situation causes operational challenges and inefficiencies. The loss of this pit makes four bus spaces inaccessible and mechanics must now spend time shuffling buses to/from the other inspection pit. This shuffling of buses takes time away from the inspection work and creates restrictions to the order in which work must be performed on a given bus. This contributes to a loss of flexibility in managing a typical day’s workload. The goal of this construction is to get all three pits back into safe working order.

In September 2016, an appropriation transfer of \$130,000 was approved for improvements of the center pit. The improvements were to include the removal and replacement of the concrete slabs, the replacement of steel netting anchors above the pits, and addressing other general conditions in the area. Financing was provided from surplus 2016 bonds in the bus replacement project.

In March 2017, an appropriation of \$500,000 was approved to include removal and replacement of the damaged concrete structural slabs, the installation of new trench drains at both the north and south ends of the pits, the

installation of electrical outlets within the pits, replacement of lighting in the pits, replacement of the fluid lines running from the Oil Room to the pits, and the installation of new water supply to each of the three maintenance pits.

In July 2017, two competitive bids were received, with the low responsive responsible bid at \$734,865. This exceeded the pre-bid estimate by \$218,000. The County's design consultant has indicated a number of reasons for the overage including:

- Lack of capacity in the local contracting community;
- Time of year of the bid;
- Potential unknown site conditions due to the age and poor condition of the facility;
- Tight construction timeline (due to safety issues)

The consultant also indicated that while a re-bid of the project for construction next year might yield some savings, significant safety considerations and ongoing impacts to transit inspection and repair operations preclude the delay of the project completion to mid-2018 if the County were to re-bid. The requested fund transfer amount also includes an added 10% contingency to cover unknown site conditions.

Assuming approval of this appropriation transfer, it is anticipated that the project will be completed in the 2<sup>nd</sup> quarter of 2018.

This fund transfer has no tax levy impact.

TRANSFERS SIGNED BY THE COUNTY EXECUTIVE AUGUST 25, 2017.

2)		<u>From</u>	<u>To</u>
	<u>1945- Appropriation for Contingencies</u>		
	8901 – Appropriation for Conting	\$273,000	
	<u>1961- Litigation Reserve</u>		
	6149 – Prof. Services Non-recur Oper		\$273,000

\$545,591 was budgeted for the Litigation Reserve in 2017. Most of that amount has been spent or encumbered for contracts. We anticipate that only \$70,595.98 will be available by mid-August once two pending contracts are encumbered. Although not immediately likely, that remaining balance could be encumbered due to the spending authorization in File 17-465 (if needed to avoid funding loss under 8 U.S.C. § 1373) and another contract, leading to a possible \$28,404.02 deficit.

Given this year's use of the Litigation Reserve to date, we calculate that this transfer of \$273,000 from contingency may be needed for unanticipated legal expenses.

This fund transfer has no tax levy impact.

TRANSFERS SIGNED BY THE COUNTY EXECUTIVE AUGUST 25, 2017.

<b>2017 BUDGETED CONTINGENCY APPROPRIATION SUMMARY</b>	
<b>UNALLOCATED CONTINGENCY ACCOUNT</b>	
2017 Budgeted <b>Unallocated</b> Contingency Appropriation Budget	\$5,138,755
Approved Transfers from Budget through August 28, 2017	
Kinnickinnic Maintenance Bay/Bus Replacement Program	(\$266,114)
WPS Workgroup	(\$150,000)
CB Resolution 17-483	\$156,672
Unallocated Contingency Balance August 28, 2017	\$4,879,313
Transfers from the Unallocated Contingency Pending in Finance and Audit Committee through August 28, 2017	
KK Maintenance Garage Repairs	(\$300,000)
Litigation Reserve Refill	(\$273,000)
Total Transfers Pending in Finance and Audit Committee	(\$573,000)
<b>Net Balance</b>	<b>\$4,306,313</b>
<b>ALLOCATED CONTINGENCY ACCOUNT</b>	
2017 Budgeted <b>Allocated</b> Contingency Appropriation Budget	\$4,716,212
\$1,000,000 Lead Abatement Pilot Grant Program	
\$300,000 Office of African American Affairs	
\$70,000 Chapter 111 Minimum Wage Ordinance	
\$2,530,862 To Consider Departmental Requests to Create Positions (1A045) Salary and Social Security Only	
\$665,350 Active Fringe Associated with 1A045 Positions	
\$150,000 WPS Workgroup	
Approved Transfers from Budget through August 28, 2017	
1A045 December 2016 Cycle Position Creates (Zoo, DHHS)	(\$161,836)
1A045 April 2017 Cycle Position Creates (DA)	(\$210,588)
Allocated Contingency Balance August 28, 2017	\$4,343,788
Transfers from the Allocated Contingency Pending in Finance and Audit Committee through August 28, 2017	
1A042 July OAAA Operating Dollars	(\$261,355)
Total Transfers Pending in Finance, Personnel & Audit Committee	(\$261,355)
<b>Net Balance</b>	<b>\$4,082,433</b>