

ENROLLED ORDINANCE 171-79

TRANSFER CARRYOVER FUNDS FROM 2016 UNEXPENDED APPROPRIATIONS TO
2017 BUDGETED APPROPRIATIONS

WHEREAS, funds were appropriated in the 2016 budget for certain items or services which, for various reasons, were deferred to 2017, and

WHEREAS, requests of the departments for carrying over unspent funds and related revenues from the 2016 budget are recommended for carry-over after review by the County Executive.

THE COUNTY BOARD OF SUPERVISORS OF THE COUNTY OF WAUKESHA ORDAINS that a total of \$2,464,599 be carried forward from 2016 accounts into the 2017 budgets, to enable the purchase of goods and services, as indicated on the carry-over schedule on file with the County Clerk and made a part of this ordinance by reference.

BE IT FURTHER ORDAINED that the funding necessary to cover the carry-over expenditures be provided by appropriating the related revenues in the amount of \$2,025,954 and related 2016 fund balance in the amount of \$438,645, for a total of \$2,464,599.

FISCAL NOTE

**REQUESTED CARRYOVERS
2016-2017**

County Board - \$57,000			
Account Number	Amount Approved	Project	Justification
100.530.5300.5330.0.6495	\$57,000	Internal Audit- Sheriff's Department	The funds will be used to perform an audit of the Sheriff's Department. Internal audit was going to try to get this audit contracted in the 2016 year, however, due to staffing issues in the Purchasing Division, the RFP process could not be completed.

Parks and Land Use - \$118,015			
Account Number	Amount Approved	Project	Justification
100.100.1020.1023.0.4021 100.100.1020.1023.0.5675 100.100.1020.1023.0.5965 100.100.1020.1023.0.6495	\$325 \$1,150 \$1,490 \$15,000	Aquatic Invasive Species (AIS) Grant (\$17,965)	Grant cycle for Aquatic Invasive Species (AIS) Grant runs through February 15th. This includes funds to cover 4 ½ months of expenses to be invoiced by Washington County. All expended funds will be reimbursed by the State.
100.100.106Q.1062.MAINTN.7255	\$44,300	Menomonee Park Fertilizer Storage Building	Menomonee Park Fertilizer Storage Building Project is near completion; the roof replacement was bid out in Fall 2016 which resulted in one bid that was over-budget, likely because of our fall/winter timeline to complete. We are in the process of rebidding the roof work to be completed in 2nd quarter of 2017 and anticipate a more favorable bidding response. There is also concrete approach work to access doorways and electrical that will also be completed in the spring.

100.100.1060.1062.MAINTN.5712 100.100.1060.1062.MAINTN.7110	\$5,750 \$50,000	Expo Center - Meter it Replacement (\$55,750)	Discussions took place this year with the City of Waukesha Water Utility to replace the current water meter pit located at the Expo Center #2 entrance as it was determined to be unsafe for employees to enter for servicing the meter. In addition, it was determined that the water main was not sized properly to provide adequate fire protection to the two main buildings at Expo. In November a workable plan to replace the water pit and improve water delivery for fire protection purposes was provided. The plan moves the culTent water meter pit out of the driveway and into the Expo grounds and provides the necessary flow capacity to the two fire hydrants between the Arena and Forum, in addition to adding 3 additional meters to the Arena and irrigation system. Due to personnel and fire safety concerns this is a high priority project.
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Parks and Land Use - Materials Recycling Facility Fund - \$48,695			
Account Number	Amount Approved	Project	Justification
580.100.1090.1910.0.6495	\$9,695	Operations Equipment Replacement Plan Study	Funds were budgeted to study the operations equipment replacement plan to ensure that sufficient funds are being reserved since changes to the overall system have been made. Project delayed due to operating vendor not providing needed information in a timely manner.
580.100.1090.1920.0.5140 580.100.1090.1920.0.6220 580.100.1090.1920.0.6590	\$7,000 \$20,000 \$12,000	Recycle Right Education Program	Funds budgeted for targeted mailings, postage, and media buys/promotions for the Recycle Right Education Program. Project was delayed as the program was re-developed and evaluated, and due to slow responses from some of the municipal partners.

Sheriff - \$107,911			
Account Number	Amount Approved	Project	Justification
100.200.2012.2022.5191.HIDTA 100.200.2012.2022.5672.HIDTA 100.200.2012.2022.5675.HIDTA	\$10,000 \$1,201 \$21,010	High Intensity Drug Trafficking Area (HIDTA) Grant (\$32,211)	The Waukesha County Board approved ordinance 171-0-026, 170-0-094, and the 2016 budget which appropriated a total of \$70,508 awarded to the Waukesha County Sheriffs Department from the Office of National Drug Control Policy for drug investigation and enforcement efforts. Per HIDTA policies, the Sheriffs Department has two years to spend funds allocated for investigation and enforcement efforts. The Sheriffs Department spent all but \$32,211 and is requesting to carry over this money from 2016 to 2017 so that it can be spent on HIDTA eligible expenses within the eligible timeframe.
100.200.2024.2000.0.6590	\$7,500	Prison Rape Elimination Act (PREA) Audit	These funds were budgeted for the PREA (Prison Rape Elimination Act) audit. This federal legislation requires the Department to have an audit done at the Department's expense in order to continue to hold federal and state inmates. The audit portion of this legislation is still being rolled out. Because the audit must be completed every three years once they begin and because the audit process is still very new, the Department is waiting to conduct the audit until notified to complete the audit. This audit is only completed every three years so it was not budgeted for 2017 as the Department budgeted the funds in 2016

Sheriff - \$107,911

Account Number	Amount Approved	Project	Justification
100.200.2012.2022.0.5966 100.200.2016.2016.0.5965 100.200.2024.2000.0.5965 100.200.2036.2011.0.5966	\$1,500 \$9,000 \$3,500 \$3,000	Polygraph Operator Training (\$17,000)	<p>In September, the Sheriff's Department completed a review of the deputy and correctional officer recruitment process to determine why it takes the Department so long to hire staff. Following the review, one of the major issues identified is that there is only one certified polygraph operator for the Department to conduct staff interviews. When the need for an additional polygraph operator was identified, Sheriffs Administration instructed Command Staff not to spend their entire allotted training budgets so that there would be money remaining to send a second Detective to a polygraph school. The training takes approximately 10 weeks to complete and due to the specialized nature of the course, it is not held in state. Although Command Staff reserved training funds to pay for the course within their specific budgets, there wasn't a class that was being held that the Department staff could attend by the end of the year.</p>

<p>100.200.2024.2095.0.5695 100.200.2030.2095.0.5695</p>	<p>\$20,300 \$5,400</p>	<p>Jail Equipment Replacement Plan- Security Equipment (\$25,700)</p>	<p>The Department budgeted funds for the replacement of different types of cameras at the jail and Huber. Cameras are currently replaced on an "as needed basis" because the cameras are specific to the area that they are monitoring (pan-tilt-zoom vs fixed or timed vs not timed) and because the Department does not want to have a significant number of analog cameras in stock as staff is working with consultants to transition the current analog system to digital as analog technology is being phased out of the security industry. The Department has a capital project to replace the security electronics system in 2019. As many of these cameras are continuing to age, the Department anticipates needing this money to continue to replacement equipment until the capital project is implemented.</p>
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Sheriff - \$107,911			
Fund/Cost Center/ Account/Program	Amount Approved	Project	Justification
<p>100.200.2024.2095.0.5676</p>	<p>\$3,600</p>	<p>Jail Equipment Replacement Plan - Office Equipment</p>	<p>The jail has been dealing with chairs that are not wearing well so they have been testing chairs to see how they wear before making a significant purchase of them. The Department needed the time to see how they will wear.</p>
<p>100.200.2024.2095.0.7300</p>	<p>\$21,900</p>	<p>Jail Equipment Replacement Plan-Walk In Cooler</p>	<p>Walk-In cooler and walk-in freezer work was not completed in 2016. Taking this equipment off-line is an involved process as the Department has to rent cooling equipment in order to store the food during the repair. While some work was done on the walk in freezer, not all of the work was completed on the on the walk in cooler or freezer so the Department is requesting to carry some of the funds over to 2017 to complete the project.</p>

District Attorney - \$22,200			
Account Number	Amount Approved	Project	Justification
I 00.230.2320.2302.0.6958	\$22,200	Closed File Imaging	Records Management staff has indicated that there is a large volume of the Department's 2016 imaging work that was not completed during the year. Department is requesting carryover of funds so this work can be completed in 2017.

Emergency Preparedness- \$45,000			
Account Number	Amount Approved	Project	Justification
100.240.2400.2411.0.7300	\$45,000	Zetron Fire Paging System Upgrade	This is the system used to send dispatch notifications out to Ambulance and Fire stations from the Communications Center. The upgrade requires significant programming time from the Radio Services staff. Because of the Trunked radio system upgrade in 2016, Radio Services staff were not available to do the Zetron work. Work is anticipated to begin by mid-year to complete the paging system upgrade.

Federated Librarv - \$19,189			
Fund/Cost Center/ Account/Program	Amount Approved	Project	Justification
210.130.1320.1329.0.6582	\$6,500	LSTA Increasing Awareness of Inclusive Services in Southeast Wisconsin	Department was notified of the grant award in the 3rd quarter of 2016, and is working with Southeastern Wisconsin libraries, to review proposals related to studying library accessibility and improvements. Staff anticipate grant completion in the 1st quarter of 2017.
210.130.1320.1321.BLOCK.5723	\$12,689	LSTA Technology Block Grant	Per Library staff, remaining state grant funds to be allocated towards e-commerce software implementation throughout the library system. Project is currently under review by DOA-Purchasing staff, and is anticipated to be completed in the I" quarter of 2017.

Public Works -Transportation Fund - \$10,000			
Fund/Cost Center/ Account/Program	Amount Approved	Project	Justification
240.400.4710.4710.0.7310	\$10,000	Tar Kettle Loader	This is an attachment to the Tar Kettles that are replaced in the Vehicle Replacement Plan, which reduces the stress on employees shoulder when loading the tar kettle. Staff has decided that in order to get the best bid price on a Tar Kettle (to be replaced in 2017 through the VRP), it would be best to carry over the funds into 2017 and bid out the Tar Kettle and the Attachment together. Moving forward, the Tar Kettle and the Loader Attachment will be replaced at the same time through the Vehicle Replacement Fund.

Community Development Fund - \$1,956,589			
Fund/Cost Center/ Account/Program	Amount Approved	Project	Justification
250.100.1800.1800.0.6765	\$11,724	CDBG Administratio n	Unexpended administrative funds from Federal CDBG Grant.*
250.100.1800.1800.0.6765	\$12,296	CDBG Entitlement Grants	Uncommitted and unencumbered funds available for the CDBG Board to allocate for out-of-cycle and emergency projects.*
250.100.1800.1800.0.6766	\$932,820	CDBG Revolving Loan Funds	Funds returned on economic development loans to be revolved for future loans approved by the CDBG Board.*

Community Development Fund - \$1,956,589			
Fund/Cost Center/ Account/Program	Amount Approved	Project	Justification
250.100.1800.1800.0.6767	\$16,339	CDBG Program Income	Funds returned on housing development projects to be revolved for future projects approved by the CDBG Board.*
250.100.1810.1810.0.5999	\$179,465	HOME Administratio n	Unexpended administrative and marketing funds from Federal CDBG HOME Grant.*
250.100.1810.1810.0.6765	\$645,042	HOME Entitlement Grants	Grant funds plan to be allocated by the HOME Board in 2017.*

250.100.1810.1810.0.6766	\$23,517	HOME Program Income	Funds returned on housing development projects to be revolved for future projects approved by the HOME Board.*
250.100.1840.1840.0.5999 250.100.1840.1840.0.6765	\$8,541 \$126,845	Neighborhood Stabilization Program (NSP) Grant (\$135,386)	Unexpended and unencumbered balance of the NSP grant for the purchase of foreclosed properties.*

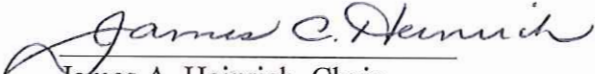
Administration - End User Technology Fund - \$80,000			
Account Number	Amount Approved	Project	Justification
490.500.5133.5133.0.6590	\$80,000	Help Desk Implementation	An RFP for a new Help Desk vendor was completed in late 2016 and the new vendor will be implemented in 2017. Request is to carryover 2016 funds for the transition to the new vendor. Last transition due to vendor change occurred in 2004.

| Grand Total | \$2,464,599 |

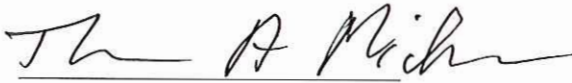
* NOTE: CDBG funding for the most part follows the Federal Fiscal Year (October through September). These carryover requests allow the CDBG fund to match the County's Budget Year

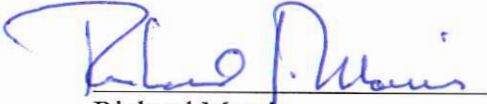
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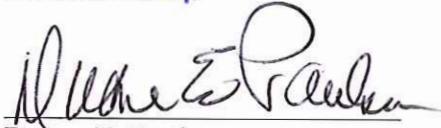
Approved by:
Finance Committee


James A. Heinrich, Chair


Timothy Dondlinger


Thomas A. Michalski


Richard Morris

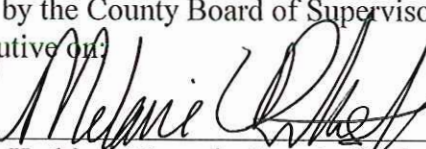

Duane E. Paulson


Steve Whittow

ABSENT
Ted Wysocki

The foregoing legislation adopted by the County Board of Supervisors of Waukesha County, Wisconsin,
was presented to the County Executive on:

Date: 3/7/17

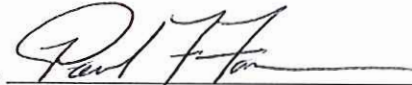

Kathleen Novack, County Clerk - Acting

The foregoing legislation adopted by the County Board of Supervisors of Waukesha County, Wisconsin,
is hereby:

Approved: X

Vetoed: _____

Date: 3/8/17


Paul Farrow, County Executive

D1 - Kolb	AYE	D14 - Wood	AYE
D2 - Zimmermann	AYE	D15 - Mitchell	AYE
D3 - Morris	AYE	D16 - Crowley	AYE
D4 - Batzko	AYE	D17 - Paulson	AYE
D5 - Dondlinger	Notified	D18 - Nelson	AYE
D6 - Walz	AYE	D19 - Cummings	AYE
D7 - Grant	AYE	D20 - Schellinger	AYE
D8 - Michalski	AYE	D21 - Zaborowski	(2) AYE
D9 - Heinrich	(M) AYE	D22 - Wysocki	AYE
D10 - Swan	AYE	D23 - Hammitt	AYE
D11 - Howard	AYE	D24 - Whittow	AYE
D12 - Wolff	AYE	D25 - Johnson	Notified
D13 - Decker	AYE		

171-0-081

Passed (23 Y - 0 N - 2 Absent)

2/3 Vote

