

COMMISSION FILE NO: 25-054-4 **DATE INTRODUCED:** April 14, 2025

INTRODUCED BY: Executive Director (Signature on File in the Office of the Commission)

REFERRED BY COMMISSION CHAIRPERSON TO: Policy, Finance, and Personnel Committee

RELATING TO: Amending the Adopted 2025 Operations and Maintenance Budget to Reflect Carryover of Unexpended Funds

SUMMARY:

The Commission is requested to amend the adopted 2025 Operations and Maintenance Budget by approving the carryover of unexpended 2024 funds into 2025. Carryovers are permitted when goods, materials, and services required for the operation and maintenance of District facilities are not delivered or completed during the previous fiscal year and have authorized budgets that have not been expended.

Carryover requests totaling \$483,163 were submitted to the Budget Office. Of those, staff recommends carrying over the full request into 2025. A preliminary analysis of the 2024 surplus, subject to final audit, indicates a yearend surplus of \$10,834,260. After carryovers, this would leave approximately \$10,351,097 of the preliminary surplus to be used in the 2026 Operations and Maintenance Budget as surplus applied and a reduction to user charge billings.

A two-thirds affirmative vote of the Commission is required for approval.

ATTACHMENTS: **BACKGROUND** ☒ **KEY ISSUES** ☐ **RESOLUTION** ☒
FISCAL NOTE ☐ **S/W/MBE** ☐ **OTHER** ☐ _____

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COMMITTEE ACTION: _____ **DATE:** _____

COMMISSION ACTION: _____ **DATE:** _____

BACKGROUND (Cont'd)

Amending the Adopted 2025 Operations and Maintenance Budget to Reflect Carryover of Unexpended Funds

Cost Center: Executive Director Acct #: 645 Amount: \$85,130

The requested carryover for \$85,130 is for troubleshooting persisting issues at South Shore Water Reclamation Facility by conducting retrospective and ongoing sample collection to identify bacterial species attributed to operational challenges. Multiple lines of evidence are needed to understand the cause of poor performance at the facility and research will continue in 2025.

Cost Center: Facilities Acct #: 187 Amount: \$21,626

The requested carryover for \$21,626 is for the replacement purchase of a burden carrier. The purchase was budgeted in 2024 but was delayed and per dealer update, the new burden carrier is to ship the first week of February 2025.

Cost Center: Engineering Services Acct #: 645 Amount: \$90,000

The requested carryover for \$90,000 is for consultant services to update the District's Master Specifications. Funds were requested to implement a preferred option in 2024 and 2025, but staff was unable to complete the evaluation due to competing priorities. A consultant services contract was signed by the District with notice to proceed on January 23, 2025.

Cost Center: Engineering Services Acct #: 649 Amount: \$30,000

The requested carryover for \$30,000 is for the repair of County Grounds Dam. In 2024 Engineering and Budget staff discussed that the quantity of repairs was anticipated to exceed \$30,000 if all repairs were executed in 2024; therefore, in 2024, Engineering and Budget staff agreed that repairs could be addressed under a single contract in 2025 funded by a 2024 carryover combined with the 2025 budget (\$10,000).

Cost Center: Engineering Services Acct #: 649 Amount: \$30,000

The requested carryover for \$30,000 is for levee floodwall repairs. In 2024 Engineering and Budget staff discussed that the quantity of repairs was anticipated to exceed \$30,000 if all repairs were to be executed in 2024; therefore, in 2024 Engineering and Budget staff agreed that repairs could be addressed under a single contract in 2025 funded by a 2024 carryover combined with the 2025 budget (\$30,000).

BACKGROUND

Amending the Adopted 2025 Operations and Maintenance Budget to Reflect Carryover of Unexpended Funds

Cost Center: Engineering Services

Acct #: 649 Amount: \$30,000

The requested carryover for \$30,000 is for completing concrete channel sediment removal. Due to delays, the scope of this work was found to not be completed in 2024. In 2025, a calculation error showed the project costing more than anticipated, and, subsequently, Contract P-3240 was voided. This carryover will cover additional costs of new contract.

Cost Center: Engineer Planning

Acct #: 645 Amount: \$100,000

The requested carryover for \$100,000 is for watercourse culvert analysis. Due to staff transition within departments, the project manager assigned to manage this project was not aware the funds were approved. This project to assess condition of culverts will take place in 2025.

Cost Center: Integrated Watershed Management

Acct #: 649 Amount: \$46,507

The requested carryover for \$46,507 is for the remaining labor costs for the Pheasants Forever Contract W97004P07. The contract duration goes from May 2024 through April 2025. Of the \$75,540 budget, \$29,033 has been invoiced to date leaving the remaining balance to be paid in 2025.

Cost Center: Marketing

Acct #: 635 Amount: \$20,000

The requested carryover for \$20,000 is for the development and production of a booklet and a video for the Jones Island Water Reclamation Facility's 100th anniversary. Promotional needs fluctuated in 2024 for Milorganite®, this booklet will include a storyline of Milorganite® for a unique opportunity to educate the public about the District's mission and impact on water quality over the past 100 years.

BACKGROUND (Cont'd)

Amending the Adopted 2025 Operations and Maintenance Budget to Reflect Carryover
of Unexpended Funds

Cost Center: Procurement and Supplier Diversity

Acct #: 645 Amount: \$29,900

The requested carryover for \$29,900 is for workforce and development training for the Department of Labor Community Demonstration Fresh Coast Works grant. Expenditures were slower than anticipated because of staff turnover at Employ Milwaukee in the workforce specialist/career navigator role. This role has been filled, and funding is still needed for services in 2025. The contract period is from April 1, 2023, through March 31, 2026.

RESOLUTION

Amending the Adopted 2025 Operations and Maintenance Budget to Reflect Carryover of Unexpended Funds

RESOLVED, by the Milwaukee Metropolitan Sewerage Commission, that the Adopted 2025 Operations and Maintenance Budget be amended to include the following amounts carried forward from 2024 to 2025:

Division	Cost Center	Account	Amount
Office of the Executive Director	Executive Director	645	\$85,130
	Facilities	187	\$21,626
Tech Services	Engineering Services	645	\$90,000
	Engineering Services	649	\$30,000
	Engineering Services	649	\$30,000
	Engineering Services	649	\$30,000
	Engineer Planning	645	\$100,000
Integrated Watershed Management	Integrated Watershed Management	649	\$46,507
Community Outreach and Business Engagement	Marketing	635	\$20,000
	Procurement and Supplier Diversity	645	\$29,900
Total			\$483,163