

DATE : January 21, 2011
TO : Michael Mayo, Sr., Chairman, Milwaukee County Board of Supervisors
FROM : Lee Holloway, Milwaukee County Executive
SUBJECT: Resolution urging that the \$18 car rental tax be redirected to Transit

As you know, the Wisconsin Legislature authorized the Southeastern Regional Transit Authority (SERTA) to levy a rental car tax of up to \$18 per car in Milwaukee, Racine and Kenosha counties to fund the local share of construction and operating costs for the KRM commuter line, which would connect downtown Milwaukee to Racine, Kenosha and the southern suburbs of Milwaukee County. For every dollar of a rental care tax, \$400,000 to \$450,000 would be raised, which could translate to as much as \$7.2 million from a full \$18 rental car tax, most of which would be generated in Milwaukee County.

The SERTA has not yet imposed the rental car tax, while awaiting federal permission to start preliminary engineering. Federal officials have indicated they wouldn't grant approval to build the KRM until the Milwaukee County Transit System (MCTS) is financially stabilized.

A separate 3% Milwaukee County car rental tax helps fund the Wisconsin Center District, which runs the Frontier Airlines Center, U.S. Cellular Arena and Milwaukee Theatre. The State of Wisconsin also imposes a 5% statewide rental car tax that generates about \$7 million a year for the state transportation fund.

As you also know, MCTS has endured service cuts and continues to search for a dedicated funding source other than the property tax to avoid further erosion of an already strained system. The Milwaukee County Transit System is a key part of the economic job-creating engine in Milwaukee County, and any revenue generated and redirected to MCTS will be used for economic development purposes, to get people to and from their jobs, their schools and to patronize places of business.

It is reasonable and prudent for the State of Wisconsin to redirect any revenue generated in Milwaukee County from the \$18 rental car tax for the local share of KRM construction, to the Milwaukee County Transit System. This action would redirect these revenues from a new and as yet undeveloped system (KRM) to an existing system (the Milwaukee county Transit System).

Given that the car rental tax has been approved by the Governor and the Legislature for transit purposes, and given the complete lack of movement on a dedicated sales tax for mass transit in Milwaukee County, as passed in 2008 as part of a County-wide referendum, and given the State of Wisconsin's past and pending budget deficits, the car rental fee is the best and most viable alternative at this time to fund mass transit.

Consequently, the attached resolution urges the Wisconsin Governor and Legislature to redirect or designate any revenue generated in Milwaukee County from the \$18 rental car tax as a local dedicated funding source for transit to the Milwaukee County Transit System and neighboring transit systems. For the sake of our transit system and our community, I urge you to support this resolution

A handwritten signature in black ink, appearing to read "Lee Holloway". The signature is fluid and cursive, with a large initial "L" and "H".

Lee Holloway
Milwaukee County Executive

Attachment

cc: Milwaukee County Supervisors

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(ITEM 2) From the County Executive requesting adoption of a resolution urging the State of Wisconsin to redirect or designate any revenue generated in Milwaukee County from the eighteen-dollar rental car tax as a local dedicated funding source for transit, to the Milwaukee County Transit System (MCTS); by recommending adoption of the following:

A RESOLUTION

WHEREAS, the State of Wisconsin Legislature authorized the Southeastern Regional Transit Authority (SERTA) to levy a rental car tax of up to \$18 per car in Milwaukee, Racine and Kenosha counties to fund the local share of construction and operating costs for the KRM commuter line, a rail line that would connect downtown Milwaukee to Racine, Kenosha and the southern suburbs of Milwaukee County; and

WHEREAS, for every dollar of a rental car tax, \$400,000 to \$450,000 would be raised, which could translate to as much as \$7.2 million per year from a full \$18 rental car tax, the large majority of which would be generated within Milwaukee County; and

WHEREAS, the SERTA has not imposed the rental car tax, while awaiting federal permission to start preliminary engineering; and

WHEREAS, federal officials have indicated they won't grant approval to build the KRM until the existing Milwaukee County Transit System (MCTS) is financially stabilized; and

WHEREAS, a separate 3% Milwaukee County car rental tax helps fund the Wisconsin Center District, which runs the Frontier Airlines Center, U.S. Cellular Arena and Milwaukee Theatre; and

WHEREAS, the State of Wisconsin also imposes a 5% statewide rental car tax that generates about \$7 million a year for the state transportation fund; and

WHEREAS, MCTS has endured service cuts and continues to search for and identify a dedicated local funding source other than the property tax to avoid further erosion of an already strained system; and

WHEREAS, the Milwaukee County Transit System is a key part of the economic job-creating engine in Milwaukee County, and any revenue generated and redirected to MCTS will be used for economic development purposes, to get people to and from their jobs, their schools and to patronize places of business; and

APPROVED AS TO FORM
Timothy R. Schwaner
CORPORATION COUNSEL

44 WHEREAS, it is reasonable and prudent for the State of Wisconsin to redirect any
45 revenue generated in Milwaukee County from the eighteen-dollar rental car tax for the
46 local share of Kenosha-Racine-Milwaukee (KRM) construction, to the Milwaukee County
47 Transit System to stabilize local transit; and
48

49 WHEREAS, given that the car rental tax has been approved by the Governor and the
50 Legislature for transit purposes; and given the complete lack of movement on a dedicated
51 sales tax for mass transit in Milwaukee County, as passed in 2008 as part of a County-wide
52 referendum; and given the State of Wisconsin's past and pending budget deficits, the car
53 rental fee is the best and most viable alternative at this time to fund mass transit; and
54

55 WHEREAS, at its meeting on January 31, 2011, the Committee on
56 Intergovernmental Relations recommended REJECTION of the said request (vote 4-2); now,
57 therefore,
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59 BE IT RESOLVED, the Milwaukee County Board of Supervisors hereby urges the
60 Governor of the State of Wisconsin and the Legislature to redirect or designate any revenue
61 generated in Milwaukee County from the eighteen-dollar rental car tax as a local dedicated
62 funding source for transit to the Milwaukee County Transit System.

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MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: January 21, 2011

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: From the County Executive requesting adoption of a resolution urging the State of Wisconsin to redirect or designate any revenue generated in Milwaukee County from the eighteen-dollar rental car tax as a local dedicated funding source for transit, to the Milwaukee County Transit System (MCTS).

FISCAL EFFECT:

- | | |
|---|--|
| <input checked="" type="checkbox"/> No Direct County Fiscal Impact
<input type="checkbox"/> Existing Staff Time Required
<input type="checkbox"/> Increase Operating Expenditures
(If checked, check one of two boxes below)
<input type="checkbox"/> Absorbed Within Agency's Budget
<input type="checkbox"/> Not Absorbed Within Agency's Budget
<input type="checkbox"/> Decrease Operating Expenditures
<input type="checkbox"/> Increase Operating Revenues
<input type="checkbox"/> Decrease Operating Revenues | <input type="checkbox"/> Increase Capital Expenditures
<input type="checkbox"/> Decrease Capital Expenditures
<input type="checkbox"/> Increase Capital Revenues
<input type="checkbox"/> Decrease Capital Revenues
<input type="checkbox"/> Use of contingent funds |
|---|--|

Indicate below the dollar change from budget for any submission that is projected to result in increased/decreased expenditures or revenues in the current year.

	Expenditure or Revenue Category	Current Year	Subsequent Year
Operating Budget	Expenditure	0	0
	Revenue	0	0
	Net Cost	0	0
Capital Improvement Budget	Expenditure		
	Revenue		
	Net Cost		

DESCRIPTION OF FISCAL EFFECT

In the space below, you must provide the following information. Attach additional pages if necessary.

- A. Briefly describe the nature of the action that is being requested or proposed, and the new or changed conditions that would occur if the request or proposal were adopted.
- B. State the direct costs, savings or anticipated revenues associated with the requested or proposed action in the current budget year and how those were calculated. ¹ If annualized or subsequent year fiscal impacts are substantially different from current year impacts, then those shall be stated as well. In addition, cite any one-time costs associated with the action, the source of any new or additional revenues (e.g. State, Federal, user fee or private donation), the use of contingent funds, and/or the use of budgeted appropriations due to surpluses or change in purpose required to fund the requested action.
- C. Discuss the budgetary impacts associated with the proposed action in the current year. A statement that sufficient funds are budgeted should be justified with information regarding the amount of budgeted appropriations in the relevant account and whether that amount is sufficient to offset the cost of the requested action. If relevant, discussion of budgetary impacts in subsequent years also shall be discussed. Subsequent year fiscal impacts shall be noted for the entire period in which the requested or proposed action would be implemented when it is reasonable to do so (i.e. a five-year lease agreement shall specify the costs/savings for each of the five years in question). Otherwise, impacts associated with the existing and subsequent budget years should be cited.
- D. Describe any assumptions or interpretations that were utilized to provide the information on this form.

A. The resolution urges the State of Wisconsin to redirect or designate any revenue generated in Milwaukee County from the eighteen-dollar rental car tax as a local dedicated funding source for transit, to the Milwaukee County Transit System (MCTS).

B. An expenditure of staff time to pursue the legislation would be incurred.

C. Since the resolution urges State action, there is no direct budgetary impact at this time.

D. No assumptions were made.

Department/Prepared By John Ruggini

Authorized Signature



Did DAS-Fiscal Staff Review? Yes No

¹ If it is assumed that there is no fiscal impact associated with the requested action, then an explanatory statement that justifies that conclusion shall be provided. If precise impacts cannot be calculated, then an estimate or range should be provided.

**COUNTY OF MILWAUKEE
INTEROFFICE COMMUNICATION**

DATE: February 18, 2011

TO: Supervisor Michael Mayo, Sr., Chairman, Transportation, Public Works & Transit Committee

FROM: Jack Takerian, Director, Transportation & Public Works
Anita Gulotta-Connelly, Managing Director, MCTS

SUBJECT: Elimination of Service to Arab World Festival

POLICY

MCTS frequently provides informational updates to the Committee on transit issues.

BACKGROUND

MCTS provides shuttle service from downtown Milwaukee to all summer lakefront festivals. Service travels along Wisconsin Avenue and operates shortly before and after each event. These services are regularly evaluated in terms of ridership, productivity, and the level of local investment.

Our review indicated that shuttle service to Arab World Festival has performed at a very low level compared to service operated to other festivals. This event generated the least number of passengers (150 rides over three days) and was the least efficient of any service (4.6 passengers per bus hour) in 2010. For the sake of comparison, the next lowest performing festival generated 704 rides at 17.6 PBH. The public funding per passenger of service to Arab World Festival was \$23.47 (four times higher than the next event).

In 2010, MCTS did take steps to lower the cost of operating service to this event. The frequency of service to last year's event was reduced from 15 minutes to every half hour. In addition, MCTS contacted the sponsors of the festival (as well as the other festivals) to inform them that bus service could be discontinued if ridership levels do not improve significantly. It should be noted that none of the sponsor organizations contribute any funds towards the cost of service.

Despite efforts to improve ridership and service efficiency, Arab World Festival generates a very low level of ridership at a very high cost. Given this, service to Arab World Festival will be discontinued for 2011. However, regular transit service terminating at the Downtown Transit Center will continue to be available to accommodate transit customers. Ridership on the other festival services will be closely monitored to determine if additional changes are warranted for 2012.

February 18, 2011
Page 2

RECOMMENDATION

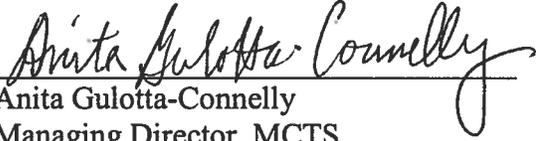
This report is informational only unless otherwise directed by the Committee.

Prepared by: Anita Gulotta-Connelly, Managing Director, MCTS

Approved by:



Jack Takerian, Director
Transportation & Public Works



Anita Gulotta-Connelly
Managing Director, MCTS

cc: Chairman Lee Holloway, County Board of Supervisors
Terrence Cooley, Chief of Staff, County Board of Supervisors
Josh Fudge, Fiscal and Budget Analyst, Department of Administrative Services

**COUNTY OF MILWAUKEE
INTEROFFICE COMMUNICATION**

DATE: February 17, 2011

TO: Supervisor Michael Mayo, Sr., Chairman, Transportation, Public Works & Transit Committee

FROM: Jack Takerian, Director, Department of Transportation & Public Works

SUBJECT: Milwaukee Transport Services, Inc. Management Changes
(Informational Report)

POLICY

The Department of Transportation and Public Works (DTPW) periodically provides informational updates to the Committee on transit issues.

BACKGROUND

The Milwaukee County Department of Transportation & Public Works contracts with Milwaukee Transport Services, Inc. (MTS) for the management and operation of the Milwaukee County Transit System (MCTS). Ms. Anita Gulotta-Connelly, President of MTS and Managing Director of the Milwaukee County Transit System has announced her intent to retire, effective March 31, 2011.

The contract with MTS requires that a formal succession plan be submitted to Milwaukee County to ensure a smooth transition in the event to the departure of one of the principals. As per the succession plan, Mr. Lloyd Grant, Jr. has been named as President of Milwaukee Transport Services, Inc. and Managing Director of the Milwaukee County Transit System. Mr. Michael J. Guigno has been named as Vice President of MTS, Inc. and Deputy Director of MCTS.

Both of these individuals have a wealth of transit experience. Mr. Grant has been with the Milwaukee County Transit System for 26 years, serving in a variety of positions, most recently Deputy Director. He is a life-long Milwaukee resident. He received a Bachelor of Science in Mechanical Engineering from Marquette University and holds a Master of Business Administration in Public Administration from Concordia University.

Mr. Giugno has been with MTS, Inc. for 30 years. He is very knowledgeable about MCTS operations and has excellent working relationships within the Company and with external organizations. His prior experience as a bus operator serves him well in dealing with employees, the Union and customers. Complete resumes for both individuals are attached.

This progression provides Milwaukee County with a smooth and seamless transition. Mr. Grant and Mr. Giugno are knowledgeable and respected. Along with the other members of MTS, Inc., they will continue to work with the Department of Transportation & Public Works and the Milwaukee County Board to ensure the success of the transit system.

RECOMMENDATION

This report is informational only unless otherwise directed by the Committee.

Approved by:



Jack Takerian, Director
Transportation & Public Works

cc: Chairman Lee Holloway, Milwaukee County Board of Supervisors
Marvin Pratt, Acting County Executive
Terrence Cooley, Chief of Staff, County Board of Supervisors
E. Marie Broussard, Deputy Chief of Staff, Milwaukee County Executive Office
John Ruggini, Interim Fiscal and Budget Administrator
Josh Fudge, Fiscal and Budget Analyst, Department of Administrative Services

MICHAEL J. GIUGNO

PROFESSIONAL EXPERIENCE:

- January 2007-Present **Director of Operations**
Ensures the effective and efficient performance of the Transportation, Maintenance and Schedule and Planning Departments through the formulation, interpretation, direction and monitoring of Company policy with respect to the functions of each department. Provides guidance, direction and monitoring to the daily operations of each of the aforesaid departments. Oversees all security related matters.
- January 2004-Present **MCTS Contract Administrator-Transit Security**
Responsible for the supervision and monitoring of the security contract. Authority to make both operational and managerial decisions affecting operation of the services as specified by the security contract.
- May 1994-January 2007 **Director of Transportation**
Directed the activities of all Transportation Department personnel in the following areas: station operation, street and dispatch operations, operator training and customer service. Handled the second step of the grievance process with ATU Local 998.
- June 1990-May 1994 **Manager of Street Operations-Transportation Department**
Responsible for the supervision of daily transit operations; ensured that daily service was operated as scheduled in accordance with established Company operating policies; coordinated the operation of special event service; served as liaison with other agencies and organizations regarding transit operations.
- January 1990-June 1990 **Management Analyst-Executive Department**
Responsible for handling a wide range of tasks, projects and studies which support the goals and strategic initiatives of the organization. Participated in the development of the reorganization plan for the Transportation Department. Member of management negotiating team with ATU Local 998.
- June 1987-January 1990 **Operations Analyst-Transportation Department**
Performed duties within all areas of responsibility of the Transportation Department. Researched operating procedures; analyzed statistical data; responded in writing to public complaints; researched and prepared reports on operational matters within each division of the department.

EDUCATION:

San Diego State University, San Diego, CA, 1972,
Bachelor of Arts, English
University of Wisconsin - Milwaukee, 1975-1978, Secondary Education
Marquette University-Continuing Education, Milwaukee, 1990-1994
Managerial Courses

PROFESSIONAL AFFILIATIONS:

Past President and Member, Board of Directors, Red Bus Association
Board of Directors, Transport Employee Mutual Benefit Society
Member, Summerfest Task Force
Member, American Public Transportation Association

LLOYD GRANT, JR.

Public Transportation

Experience:

- 2007–Present **Vice President and Deputy Director, MCTS**
Responsible for directing all administrative and operating departments for transit system. Serves as Equal Employment Opportunity Officer, Disadvantaged Business Enterprise Officer and chief negotiator for labor contract negotiations.
- 2005 – 2007 **Disadvantaged Business Enterprise Officer, MCTS**
Served as the Managing Director's liaison on in-house oversight of Disadvantaged Business Enterprise Program resulting in increased coordination and collaboration with County officials to maximize inclusion of DBEs in contracting opportunities at MCTS. Assessed budget and expenditures for subcontracting opportunities resulting in a substantial increase in the overall spending level with minority and women-owned businesses.
- 1998 – 2007 **Director of Labor Relations & Affirmative Action, MCTS**
Directed and administered the labor relations activities of the transit system including mediation, grievance handling, arbitration, contract negotiations and labor disputes. Served as chief negotiator and spokesperson on major issues affecting labor-management relations. Provided direct oversight of employment activities to ensure policies, practices and procedures did not adversely impact minorities and women. Responsible for development of supervisory training programs on State and Federal employment and civil rights law. Prepared annual affirmative action plan and worked with all operating departments on outreach, recruitment and goal attainment resulting in broader span of qualified minority and female representation throughout the organization as well as five percent increase in minority representation and nine percent increase in female representation in supervisory and managerial job positions. Conducted and coordinated internal investigation of employee discrimination complaints, and acted as management representative on external discrimination complaints with State and Federal administrative agencies.
- 1993 – 1998 **Manager of Labor Relations, MCTS**
Developed transit system's Labor Relations Department resulting in centralized coordination of all labor relations activities. Served as management's representative at the final internal step of grievance procedure. Promoted harmony and cooperation between management, employees and unions about matters affecting policy, employee relations and labor contracts resulting in 50 percent reduction in grievances. Monitored application of labor contracts by line management for consistency and uniformity resulting in avoidance of erosion in management rights and avoidance in the creation of unintended past practices. Directed and counseled all managerial personnel as needed in the application and interpretation of labor contracts, side agreements, grievances and management policies. Created and developed electronic grievance data base system to provide centralized recordkeeping, and effective and efficient process for locating and retrieving historical records.

Public Transportation
Experience Continued:

1989 - 1993 **Manager of Safety, MCTS**
Directed and developed workplace safety program to ensure compliance with local, State and Federal laws. Interacted with government officials and agencies including OSHA, EPA, and DNR. Conducted safety audits and initiated corrective actions as necessary. Initiated safety incentive programs resulting in 60 percent reduction in on-the-job accidents.

1987 - 1989 **Manager of Technical Services, MCTS**
Served as Chief Engineer. Developed comprehensive preventive maintenance program for 535 bus fleet comprised of 12 different bus and engine manufacturers. Provided engineering advice and assistance in troubleshooting and resolving technical problems resulting in improved fuel and oil consumption, increased miles between service delays, and nearly 95% efficiency in bus preventative maintenance inspection and repair work. Coordinated new bus purchase program including specification development, on-site and post-delivery inspection, and warranty administration. Planned, directed, coordinated, and reviewed work plan for assigned staff; assigned work activities, projects and programs; reviewed and evaluated work products, methods and procedure. Established collaborative working relationship with suppliers and bus manufacturers resulting in faster response time to service and bus warranty repair needs.

1985 - 1987 **Administrative Assistant, MCTS**
Assisted Managing Director and Deputy Director in gathering data and preparing reports for governing committee and officials. Interacted with all administrative and operating departments within MCTS as executive liaison. Served as administrative assistant for the MCTS Director of Transportation and Director of Maintenance evaluating programs, policies and procedures, investigating and responding to inquiries of customers and the general public. Conducted a variety of operational studies recommending modifications and/or changes to policies, practices and procedures.

Education: MBA, 2008, Public Administration, Concordia University Wisconsin.
Certificate in Labor Management Relations, 1985, Marquette University.
BS, 1979, Mechanical Engineering, Marquette University.

Professional Affiliations: Member, Transit Labor Exchange
Member, American Public Transit Association
Member, Conference of Minority Transportation Officials
Member, Sigma Phi Delta Alumni Engineering Association
Past Member, Nicolet High School Multi Ethnic Parent Association
Board of Directors, Milwaukee Transport Services, Inc.
Past Board of Directors, Transport Employees Mutual Benefit Society
Past President, Wisconsin Inroads Alumni Association
Past Board Member & Treasurer, African American World Cultural Center

COUNTY OF MILWAUKEE
INTER-OFFICE COMMUNICATION

DATE : February 14, 2011

TO : Lee Holloway, County Board Chairperson

FROM : Craig C. Dillmann, Manager, Real Estate Services

SUBJECT : From the Manager of Real Estate Services recommending the lease of freeway land located at the rear of 6635 South 13th Street in the City of Milwaukee with Giuffre Bros. Cranes, Inc.

POLICY ISSUE:

The Real Estate Section of the Department of Transportation and Public Works is responsible for leasing and managing freeway lands, subject to the approval of the Milwaukee County Board of Supervisors, Wisconsin Department of Transportation (WDOT), and the Federal Highway Administration (FHWA).

BACKGROUND:

Giuffre Bros. Cranes, Inc. (Giuffre) owns and operates a sales and services center at 6635 South 13th Street in the City of Milwaukee. Giuffre has requested the use of a small strip of freeway land measuring 490 feet in length with an average width of 13.25 feet (6,511 square feet). The subject strip of land is located to the rear of their property and will serve as an extension of their display area of commercial cranes and lifts (exhibit attached). The Real Estate staff has been in contact with the real estate staff of WDOT and they concur with leasing the area to Giuffre by means of a standard five (5) year Air Space lease.

Pursuant to standard procedures, staff obtained an appraisal to determine the fair market rental of the subject land area for the standard five (5) year lease period. The appraiser concluded a fair market rental of \$65.00 per month and WDOT has approved the appraiser's conclusion of value. Giuffre will be relocating the freeway fence at their expense.

RECOMMENDATION:

Staff requests that the Transportation and Public Works Committee recommend to the Milwaukee County Board of Supervisors approval of a five (5) year lease commencing May 1, 2011 with Giuffre Bros. Cranes, Inc. and/or assigns at a monthly rental of \$65.00 per month. This recommendation is subject to the approval of the WDOT and FHWA.

FISCAL NOTE:

Adoption of this resolution will result in monthly rental revenue of \$65.00, less expenses, being shared between Milwaukee County and the WDOT for the five (5) year lease term.



Craig D. Dillmann, Manager
Real Estate Services

Attachment

Meeting Date: March 2, 2011

cc: Marvin Pratt, County Executive
Supervisor Mark Borkowski, District 11

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BURLINGTON COAT FACTORY

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PL

SOUTH 13" STREET

I-94

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(NE 1/4)

GIUFFRE IX LLC

**SUBJECT
PROPERTY**

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SIGN

328.97'

S01°15'50"W

INL^o

1/4 LINE

N89°30'13"W

1153.23'

2647.29' (MON. TO MON.)

SW CORNER
NE 1/4 OF
SEC. 6, T5N, R22E

SIGN

SE CORNER
NE 1/4 OF
SEC. 6, T5N, R22E

(SE 1/4)

GIUFFRE IX LLC

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N05°15'07"E

S01°15'50"W

160.98'

SIGN

PL

N89°30'13"W
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ROLLINS PROPERTIES, INC





Subject, Facing North



Subject, Facing South

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(ITEM) From the Manager of Real Estate Services recommending the lease of freeway land located at the rear of 6635 South 13th Street in the City of Milwaukee with Giuffre Bros. Cranes, Inc.

WHEREAS, the Real Estate Section of the Department of Transportation and Public Works is responsible for leasing and managing freeway lands, subject to the approval of the Milwaukee County Board of Supervisors, Wisconsin Department of Transportation (WDOT), and the Federal Highway Administration (FHWA); and

WHEREAS, Giuffre Bros. Cranes, Inc. (Giuffre) owns and operates a sales and services center at 6635 South 13th Street in the City of Milwaukee; and

WHEREAS, Giuffre has requested the use of a small strip of freeway land measuring 490 feet in length with an average width of 13.25 feet (6,511 square feet). The subject strip of land is located to the rear of their property and will serve as an extension of their display area of commercial cranes and lifts; and

WHEREAS, the Real Estate staff has been in contact with the real estate staff of WDOT and they concur with leasing the area to Giuffre by means of a standard five (5) year Air Space lease; and

WHEREAS, pursuant to standard procedures, staff obtained an appraisal to determine the fair market rental of the subject land area for the standard five (5) year lease period. The appraiser concluded a fair market rental of \$65.00 per month and WDOT has approved the appraiser's conclusion of value. Giuffre will be relocating the freeway fence at their expense; and

WHEREAS, the Committee on Transportation, Public Works, and Transit at their meeting on March 2, 2011 recommended approval of a standard five (5) year lease commencing May 1, 2011 with Giuffre Bros. Cranes, Inc. and/or assigns at a monthly rental of \$65.00. This recommendation is subject to the approval of the WDOT and FHWA; now, therefore,

BE IT RESOLVED, that the County Executive and the County Clerk are hereby authorized to enter into the standard five year lease agreement with Giuffre Bros. Cranes, Inc. and/or assigns at a monthly rental of \$65.00 for the use of the above described strip of freeway land.

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: February 14, 2011

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: From the Manager of Real Estate Services recommending the lease of freeway land located at the rear of 6635 South 13th Street in the City of Milwaukee with Giuffre Bros. Cranes, Inc..

FISCAL EFFECT:

- | | |
|---|--|
| <input checked="" type="checkbox"/> No Direct County Fiscal Impact
<input checked="" type="checkbox"/> Existing Staff Time Required
<input type="checkbox"/> Increase Operating Expenditures
(If checked, check one of two boxes below)
<input type="checkbox"/> Absorbed Within Agency's Budget
<input type="checkbox"/> Not Absorbed Within Agency's Budget
<input type="checkbox"/> Decrease Operating Expenditures
<input checked="" type="checkbox"/> Increase Operating Revenues
<input type="checkbox"/> Decrease Operating Revenues | <input type="checkbox"/> Increase Capital Expenditures
<input type="checkbox"/> Decrease Capital Expenditures
<input type="checkbox"/> Increase Capital Revenues
<input type="checkbox"/> Decrease Capital Revenues
<input type="checkbox"/> Use of contingent funds |
|---|--|

Indicate below the dollar change from budget for any submission that is projected to result in increased/decreased expenditures or revenues in the current year.

	Expenditure or Revenue Category	Current Year	Subsequent Year
Operating Budget	Expenditure	260	390
	Revenue	520	780
	Net Cost	-260	-390
Capital Improvement Budget	Expenditure		
	Revenue		
	Net Cost		

DESCRIPTION OF FISCAL EFFECT

In the space below, you must provide the following information. Attach additional pages if necessary.

- A. Briefly describe the nature of the action that is being requested or proposed, and the new or changed conditions that would occur if the request or proposal were adopted.
- B. State the direct costs, savings or anticipated revenues associated with the requested or proposed action in the current budget year and how those were calculated. ¹ If annualized or subsequent year fiscal impacts are substantially different from current year impacts, then those shall be stated as well. In addition, cite any one-time costs associated with the action, the source of any new or additional revenues (e.g. State, Federal, user fee or private donation), the use of contingent funds, and/or the use of budgeted appropriations due to surpluses or change in purpose required to fund the requested action.
- C. Discuss the budgetary impacts associated with the proposed action in the current year. A statement that sufficient funds are budgeted should be justified with information regarding the amount of budgeted appropriations in the relevant account and whether that amount is sufficient to offset the cost of the requested action. If relevant, discussion of budgetary impacts in subsequent years also shall be discussed. Subsequent year fiscal impacts shall be noted for the entire period in which the requested or proposed action would be implemented when it is reasonable to do so (i.e. a five-year lease agreement shall specify the costs/savings for each of the five years in question). Otherwise, impacts associated with the existing and subsequent budget years should be cited.
- D. Describe any assumptions or interpretations that were utilized to provide the information on this form.

Current year revenue reflects eight months of the \$65 per month rental revenue (8 months X \$65 per month = \$520). Current year expenditure represents State's one-half share of monthly revenue (8 months X \$65 per month X 1/2 = \$260). Subsequent year revenue reflect twelve months of the \$65 per month rental revenue (12 months X \$65 per month = \$780). Subsequent expenditure represents State's one-half share of monthly revenue (12 months X \$65 per month X 1/2 = \$390).

Department/Prepared By Transportation & Public Works/Gerald A. Baker

Authorized Signature _____

Did DAS-Fiscal Staff Review? Yes No

¹ If it is assumed that there is no fiscal impact associated with the requested action, then an explanatory statement that justifies that conclusion shall be provided. If precise impacts cannot be calculated, then an estimate or range should be provided.

**COUNTY OF MILWAUKEE
INTEROFFICE COMMUNICATION**

DATE: February 9, 2011
TO: Supervisor Michael Mayo, Sr., Chairperson, Transportation, Public Works & Transit Committee
FROM: Jack Takerian, Director of Transportation and Public Works
SUBJECT: **2010 AIRPORT STATISTICS**

POLICY

Informational.

BACKGROUND

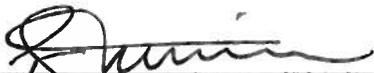
The Airport Director will make a brief presentation on 2010 statistics.

RECOMMENDATIONS

Informational.

Prepared by: C. Barry Bateman, Airport Director

Approved by:



Jack Takerian, Director of
Transportation and Public Works



C. Barry Bateman
Airport Director

Cc: Lee Holloway, County Board Chairman

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**COUNTY OF MILWAUKEE
INTER-OFFICE COMMUNICATION**

DATE : February 7, 2011

TO : Lee Holloway, Chairman, County Board of Supervisors
Michael Mayo, Sr., Chairman, Transportation, Public Works & Transit Committee

FROM : Jack Takerian, Director of Transportation and Public Works

SUBJECT : **ECONOMIC IMPACT STUDY OF MILWAUKEE COUNTY'S GENERAL MITCHELL INTERNATIONAL AND LAWRENCE J. TIMMERMAN AIRPORTS**

POLICY ISSUE

County Board approval is required to amend professional services contracts.

BACKGROUND

As part of the adopted 2011 Airport budget, \$80,000 was included to update the 2005 study documenting the economic impact of General Mitchell International (GMIA) and Lawrence J. Timmerman (LJT) Airports on the surrounding communities, county, region and state. The study is to include:

- revenue impact, plus state, local and federal tax impact;
- direct and indirect employment impact;
- analysis of the "multiplier effect";
- impact of Master Plan and Noise Program projects;
- impact and employment related to air cargo operations;
- a passenger origin survey;
- publication and distribution of study results

Weiss & Company, a certified DBE, was contracted in January 2009 to provide marketing and public relations services for the Airport. The value of that contract is \$125,000 annually for a four-year term. Weiss & Company will use results of the economic impact study update in its marketing, public relations and communications efforts on behalf of the Airport. Weiss & Company has proposed to partner with Martin Associates, an economic research firm, on the study update.

RECOMMENDATION

Authorize the Department of Public Works – Airport Division to amend its January 2009 agreement with Weiss & Company, adding \$80,000, for a total contract of \$205,000, for an

Supv. Lee Holloway
Supv. Michael Mayo, Sr.
February 6, 2011
Page 2

update of the 2005 economic impact study of Milwaukee County's General Mitchell International and Lawrence J. Timmerman Airports.

FISCAL NOTE

Funding for this work was included in the Airport Division's 2011 Professional Services Budget. There is no tax levy impact.

Prepared By: Patricia A. Rowe

Approved By:



Jack Takerian
Director, Transportation & Public Works



C. Barry Bateman
Airport Director

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(ITEM) From Director of the Department of Public Works, requesting authorization to amend an agreement with Weiss & Company to include an update of the 2005 economic impact study of Milwaukee County’s General Mitchell International and Lawrence J. Timmerman Airports by recommending adoption of the following resolution:

A RESOLUTION

WHEREAS, as part of the Airport’s adopted 2011 budget, funding was included to conduct an economic impact study update of General Mitchell International and Lawrence J. Timmerman Airports; and,

WHEREAS, Weiss & Company, a certified DBE, was contracted in January 2009 to provide marketing and public relations services for the Airport, with a contract value of \$125,000 annually for a four-year term; and,

WHEREAS, Weiss & Company will use results of the economic impact study update in its marketing, public relations and communications efforts on behalf of the Airport; and

WHEREAS, Weiss & Company has proposed to partner with Martin Associates, an economic research firm, on the study update; and,

WHEREAS, the Committee on Transportation & Public Works, after due consideration, concurs with the staff recommendation to amend the contract of Weiss & Company to include an update of the 2005 economic impact study of General Mitchell International and Lawrence J. Timmerman Airports; now, therefore,

BE IT RESOLVED; that the Director of the Department of Public Works and the County Clerk are hereby authorized to amend, by \$80,000, the January 2009 agreement with Weiss & Company to conduct an update of the 2005 economic impact study of General Mitchell International and Lawrence J. Timmerman Airports at a total cost of \$205,000.

FISCAL NOTE: Funding for this work was included in the Airport Division’s 2011 Professional Services Budget. There is no tax levy impact.

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: February 7, 2011

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: ECONOMIC IMPACT STUDY OF MILWAUKEE COUNTY'S GENERAL MITCHELL INTERNATIONAL AND LAWRENCE J. TIMMERMAN AIRPORTS

FISCAL EFFECT:

- | | |
|---|--|
| <input checked="" type="checkbox"/> No Direct County Fiscal Impact
<input type="checkbox"/> Existing Staff Time Required
<input checked="" type="checkbox"/> Increase Operating Expenditures
(If checked, check one of two boxes below)
<input checked="" type="checkbox"/> Absorbed Within Agency's Budget
<input type="checkbox"/> Not Absorbed Within Agency's Budget
<input type="checkbox"/> Decrease Operating Expenditures
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<input type="checkbox"/> Decrease Operating Revenues | <input type="checkbox"/> Increase Capital Expenditures
<input type="checkbox"/> Decrease Capital Expenditures
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<input type="checkbox"/> Decrease Capital Revenues
<input type="checkbox"/> Use of Contingent Funds |
|---|--|

Indicate below the dollar change from budget for any submission that is projected to result in increased/decreased expenditures or revenues in the current year.

	Expenditure or Revenue Category	Current Year	Subsequent Year
Operating Budget	Expenditure	0	0
	Revenue	0	0
	Net Cost	0	0
Capital Improvement Budget	Expenditure	0	0
	Revenue	0	0
	Net Cost	0	0

*

DESCRIPTION OF FISCAL EFFECT

In the space below, you must provide the following information. Attach additional pages if necessary.

- A. Briefly describe the nature of the action that is being requested or proposed, and the new or changed conditions that would occur if the request or proposal were adopted.
- B. State the direct costs, savings or anticipated revenues associated with the requested or proposed action in the current budget year and how those were calculated.¹ If annualized or subsequent year fiscal impacts are substantially different from current year impacts, then those shall be stated as well. In addition, cite any one-time costs associated with the action, the source of any new or additional revenues (e.g. State, Federal, user fee or private donation), the use of contingent funds, and/or the use of budgeted appropriations due to surpluses or change in purpose required to fund the requested action.
- C. Discuss the budgetary impacts associated with the proposed action in the current year. A statement that sufficient funds are budgeted should be justified with information regarding the amount of budgeted appropriations in the relevant account and whether that amount is sufficient to offset the cost of the requested action. If relevant, discussion of budgetary impacts in subsequent years also shall be discussed. Subsequent year fiscal impacts shall be noted for the entire period in which the requested or proposed action would be implemented when it is reasonable to do so (i.e. a five-year lease agreement shall specify the costs/savings for each of the five years in question). Otherwise, impacts associated with the existing and subsequent budget years should be cited.
- D. Describe any assumptions or interpretations that were utilized to provide the information on this form.

Funding for this work was included in the Airport Division's 2011 Professional Services Budget. There is no tax levy impact.

Department/Prepared by: Patricia Rowe, Airport Public Relations & Marketing Manager

Authorized Signature _____

Did DAS-Fiscal Staff Review? Yes No
Reviewed by:

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¹ If it is assumed that there is no fiscal impact associated with the requested action, then an explanatory statement that justifies that conclusion shall be provided. If precise impacts cannot be calculated, then an estimate or range should be provided.

**COUNTY OF MILWAUKEE
INTEROFFICE COMMUNICATION**

8

DATE: February 8, 2011

TO: Lee Holloway, Chairman, County Board of Supervisors
Michael Mayo, Sr., Chairman, Transportation, Public Works & Transit Committee

FROM: Jack Takerian, Director of Transportation and Public Works

SUBJECT: **SALE OF HANGAR FROM SIGNATURE FLIGHT SUPPORT TO AIR CARGO CARRIERS, LLC, AND AMENDMENT TO AIRPORT NO. BO-1180**

POLICY

County Board approval is required for the sale of hangar facilities and for the amendment of base operator agreements at General Mitchell International Airport (GMIA).

BACKGROUND

On October 30, 1997, Milwaukee County entered into a lease (Airport Agreement No. BO-1180) with Signature Flight Support for the lease of land and buildings at GMIA on which to operate as a fixed base operator. The agreement has a term of twenty-five (25) years, commencing June 1, 1998. Signature Flight Support has requested that Milwaukee County approve the sale of the hangar facility within its leasehold under Airport No. BO-1180 to Air Cargo Carriers, LLC, and amend its leasehold through the relinquishment of land associated with the hangar facility.

RECOMMENDATIONS

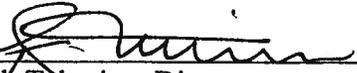
1. Airport staff recommends that Milwaukee County approve the sale of the Signature Flight Support hangar facility to Air Cargo Carriers, LLC.
2. Airport staff recommends that Milwaukee County approve the amendment to Airport No. BO-1180 between Milwaukee County and Signature Flight Support through the relinquishment of land associated with the hangar facility.

FISCAL NOTE

Ground rental paid by Signature Flight Support will be picked up by Air Cargo Carriers. There will be no impact to the tax levy of Milwaukee County.

Prepared by: Steven Wright, A.A.E., Airport Properties Manager

Approved by:



Jack Takerian, Director
Transportation and Public Works



C. Barry Bateman
Airport Director

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(ITEM) From the Director of Transportation and Public Works, requesting authorization to approve the sale of the Signature Flight Support hangar facility at General Mitchell International Airport to Air Cargo Carriers, LLC and to amend Airport Agreement No. BO-1180 between Signature Flight Support and Milwaukee County, by recommending adoption of the following.

RESOLUTION

WHEREAS, on October 30, 1997, Milwaukee County entered into a lease (Airport Agreement No. BO-1180) with Signature Flight Support for the lease of land and buildings at GMIA on which to operate a fixed base operator; and

WHEREAS, the agreement has a term of twenty-five (25) years, commencing June 1, 1998; and

WHEREAS, Signature Flight Support has requested that Milwaukee County approve the sale of the hangar facility within its leasehold under Airport No. BO-1180 to Air Cargo Carriers, LLC, and amend its leasehold agreement through the relinquishment of land associated with the hangar facility; and

WHEREAS, the Transportation, Public Works and Transit Committee at its meeting of March 2, 2011 recommended approval (vote) of the sale of the Signature Flight Support hangar facility to Air Cargo Carriers, LLC and to amend Airport Agreement No. BO-1180 between Signature Flight Support and Milwaukee County, now, therefore,

BE IT RESOLVED, that the Director of Transportation and Public Works and the County Clerk are hereby authorized to approve of the sale of the Signature Flight Support hangar facility to Air Cargo Carriers, LLC and to amend Airport Agreement No. BO-1180 between Signature Flight Support and Milwaukee County.

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: February 8, 2011

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: SALE OF HANGAR FROM SIGNATURE FLIGHT SUPPORT TO AIR CARGO CARRIERS, LLC, AND AMENDMENT TO AIRPORT AGREEMENT NO. BO-1180

FISCAL EFFECT:

- | | |
|---|--|
| <input checked="" type="checkbox"/> No Direct County Fiscal Impact
<input type="checkbox"/> Existing Staff Time Required
<input type="checkbox"/> Increase Operating Expenditures
(If checked, check one of two boxes below)
<input type="checkbox"/> Absorbed Within Agency's Budget
<input type="checkbox"/> Not Absorbed Within Agency's Budget
<input type="checkbox"/> Decrease Operating Expenditures
<input type="checkbox"/> Increase Operating Revenues
<input type="checkbox"/> Decrease Operating Revenues | <input type="checkbox"/> Increase Capital Expenditures
<input type="checkbox"/> Decrease Capital Expenditures
<input type="checkbox"/> Increase Capital Revenues
<input type="checkbox"/> Decrease Capital Revenues
<input type="checkbox"/> Use of Contingent Funds |
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Indicate below the dollar change from budget for any submission that is projected to result in increased/decreased expenditures or revenues in the current year.

	Expenditure or Revenue Category	Current Year	Subsequent Year
Operating Budget	Expenditure	0	0
	Revenue	0	0
	Net Cost	0	0
Capital Improvement Budget	Expenditure	0	0
	Revenue	0	0
	Net Cost	0	0

DESCRIPTION OF FISCAL EFFECT

In the space below, you must provide the following information. Attach additional pages if necessary.

- A. Briefly describe the nature of the action that is being requested or proposed, and the new or changed conditions that would occur if the request or proposal were adopted.
- B. State the direct costs, savings or anticipated revenues associated with the requested or proposed action in the current budget year and how those were calculated. ¹ If annualized or subsequent year fiscal impacts are substantially different from current year impacts, then those shall be stated as well. In addition, cite any one-time costs associated with the action, the source of any new or additional revenues (e.g. State, Federal, user fee or private donation), the use of contingent funds, and/or the use of budgeted appropriations due to surpluses or change in purpose required to fund the requested action.
- C. Discuss the budgetary impacts associated with the proposed action in the current year. A statement that sufficient funds are budgeted should be justified with information regarding the amount of budgeted appropriations in the relevant account and whether that amount is sufficient to offset the cost of the requested action. If relevant, discussion of budgetary impacts in subsequent years also shall be discussed. Subsequent year fiscal impacts shall be noted for the entire period in which the requested or proposed action would be implemented when it is reasonable to do so (i.e. a five-year lease agreement shall specify the costs/savings for each of the five years in question). Otherwise, impacts associated with the existing and subsequent budget years should be cited.
- D. Describe any assumptions or interpretations that were utilized to provide the information on this form.

Ground rental paid by Signature Flight Support will be picked up by Air Cargo Carriers. There will be no impact to the tax levy of Milwaukee County.

Department/Prepared by: Steve Wright, A.A.E., Airport Properties Manager

Authorized Signature _____

Did DAS-Fiscal Staff Review? Yes No
Reviewed by:

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¹ If it is assumed that there is no fiscal impact associated with the requested action, then an explanatory statement that justifies that conclusion shall be provided. If precise impacts cannot be calculated, then an estimate or range should be provided.

**COUNTY OF MILWAUKEE
INTEROFFICE COMMUNICATION**

9

DATE: February 8, 2011

TO: Lee Holloway, Chairman, County Board of Supervisors
Michael Mayo, Sr., Chairman, Transportation, Public Works & Transit Committee

FROM: Jack Takerian, Director of Transportation and Public Works

SUBJECT: **PURCHASE OF HANGAR FROM SIGNATURE FLIGHT SUPPORT TO AIR CARGO CARRIERS, LLC AND NEW LEASE AGREEMENT BETWEEN MILWAUKEE COUNTY AND AIR CARGO CARRIERS, LLC.**

POLICY

County Board approval is required for hangar sale transactions and for the issuance of long-term lease agreements at General Mitchell International Airport (GMIA).

BACKGROUND

Air Cargo Carriers, LLC (Air Cargo Carriers) is requesting to enter into an agreement for the lease of approximately 99,279 square feet of land at GMIA on which to operate and maintain an aircraft hangar upon County Board consent to the sale of an aircraft hangar from Signature Flight Support. The land is a combination of land previously leased under Airport Agreement Nos. BO-1180 and OL-1333. Air Cargo Carriers is a current tenant of GMIA, which owns and leases land in the Northwest Hangar Area to support its air freight operation.

RECOMMENDATIONS

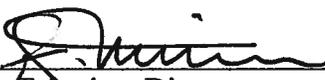
1. Airport staff recommends that Milwaukee County approve the purchase of the Signature Flight Support hangar by Air Cargo Carriers.
2. Airport staff further recommends that Milwaukee County enter into a new lease agreement with Air Cargo Carriers under the standard terms and conditions as other hangar plot lease agreements at General Mitchell International Airport, inclusive of the following:
 - a. The term of the agreement shall be for five (5) years, effective on the date of sale with an option to renew the agreement for an additional term of five (5) years.
 - b. Rental for the 99,279 square feet of land on which the hangar is located shall be at \$0.3033 per square foot per annum (based upon the latest appraised fair market value), subject to adjustment each July 1 based on the Consumer Price Index (All Urban Consumers) for the Milwaukee area, which is computed by comparing the then-current January index with the index of the preceding January.
 - c. The agreement shall contain the current standard insurance and environmental language for similar hangar land lease agreements.

FISCAL NOTE

Airport revenue will be \$30,111.32 per year.

Prepared by: Steven Wright, A.A.E., Airport Properties Manager

Approved by:



Jack Takerian, Director
Transportation and Public Works



C. Barry Bateman
Airport Director

(ITEM) From the Director of Transportation and Public Works requesting authorization to approve the purchase of the Signature Flight Support hangar by Air Cargo Carriers, LLC and for Milwaukee County to enter into a new lease agreement with Air Cargo Carriers, LLC at General Mitchell International Airport, by recommending adoption of the following.

RESOLUTION

WHEREAS, Air Cargo Carriers, LLC (Air Cargo Carriers) is requesting to enter into an agreement for the lease of approximately 99,279 square feet of land at GMIA on which to operate and maintain an aircraft hangar upon County Board consent to the sale of an aircraft hangar from Signature Flight Support; and

WHEREAS, the land is a combination of land previously leased under Airport Agreement Nos. BO-1180 and OL-1333; and

WHEREAS, Air Cargo Carriers is a current tenant of GMIA, which owns and leases land in the Northwest Hangar Area to support its air freight operation; and

WHEREAS, the Transportation, Public Works and Transit Committee at its meeting of March 2, 2011 recommended approval (vote) of the purchase of the Signature Flight Support hangar by Air Cargo Carriers and for Milwaukee County to enter into a new lease agreement with Air Cargo Carriers, LLC, now, therefore,

BE IT RESOLVED, that the Director of Transportation and Public Works and the County Clerk are hereby authorized to approve the purchase of the Signature Flight Support hangar by Air Cargo Carriers and for Milwaukee County to enter into a new lease agreement with Air Cargo Carriers, LLC under the standard terms and conditions as other hangar plot lease agreements at General Mitchell International Airport, inclusive of the following:

1. The term of the agreement shall be for five (5) years, effective on the date of sale with an option to renew the agreement for an additional term of five (5) years.
2. Rental for the 99,279 square feet of land on which the hangar is located shall be at \$0.3033 per square foot per annum (based upon the latest appraised fair market value), subject to adjustment each July 1 based on the Consumer Price Index (All Urban Consumers) for the Milwaukee area, which is computed by comparing the then-current January index with the index of the preceding January.
3. The agreement shall contain the current standard insurance and environmental language for similar hangar land lease agreements.

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: February 8, 2011

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: PURCHASE OF SIGNATURE FLIGHT SUPPORT HANGAR BY AIR CARGO CARRIERS, LLC AND NEW LEASE AGREEMENT BETWEEN MILWAUKEE COUNTY AND AIR CARGO CARRIERS, LLC

FISCAL EFFECT:

- | | |
|--|--|
| <input checked="" type="checkbox"/> No Direct County Fiscal Impact | <input type="checkbox"/> Increase Capital Expenditures |
| <input type="checkbox"/> Existing Staff Time Required | <input type="checkbox"/> Decrease Capital Expenditures |
| <input type="checkbox"/> Increase Operating Expenditures
(If checked, check one of two boxes below) | <input type="checkbox"/> Increase Capital Revenues |
| <input type="checkbox"/> Absorbed Within Agency's Budget | <input type="checkbox"/> Decrease Capital Revenues |
| <input type="checkbox"/> Not Absorbed Within Agency's Budget | |
| <input type="checkbox"/> Decrease Operating Expenditures | <input type="checkbox"/> Use of Contingent Funds |
| <input type="checkbox"/> Increase Operating Revenues | |
| <input type="checkbox"/> Decrease Operating Revenues | |

Indicate below the dollar change from budget for any submission that is projected to result in increased/decreased expenditures or revenues in the current year.

	Expenditure or Revenue Category	Current Year	Subsequent Year
Operating Budget	Expenditure	0	0
	Revenue	0	0
	Net Cost	0	0
Capital Improvement Budget	Expenditure	0	0
	Revenue	0	0
	Net Cost	0	0

DESCRIPTION OF FISCAL EFFECT

In the space below, you must provide the following information. Attach additional pages if necessary.

- A. Briefly describe the nature of the action that is being requested or proposed, and the new or changed conditions that would occur if the request or proposal were adopted.
- B. State the direct costs, savings or anticipated revenues associated with the requested or proposed action in the current budget year and how those were calculated. ¹ If annualized or subsequent year fiscal impacts are substantially different from current year impacts, then those shall be stated as well. In addition, cite any one-time costs associated with the action, the source of any new or additional revenues (e.g. State, Federal, user fee or private donation), the use of contingent funds, and/or the use of budgeted appropriations due to surpluses or change in purpose required to fund the requested action.
- C. Discuss the budgetary impacts associated with the proposed action in the current year. A statement that sufficient funds are budgeted should be justified with information regarding the amount of budgeted appropriations in the relevant account and whether that amount is sufficient to offset the cost of the requested action. If relevant, discussion of budgetary impacts in subsequent years also shall be discussed. Subsequent year fiscal impacts shall be noted for the entire period in which the requested or proposed action would be implemented when it is reasonable to do so (i.e. a five-year lease agreement shall specify the costs/savings for each of the five years in question). Otherwise, impacts associated with the existing and subsequent budget years should be cited.
- D. Describe any assumptions or interpretations that were utilized to provide the information on this form.

Airport revenue will be \$30,111.32 year year.

Department/Prepared by: Steve Wright, A.A.E., Airport Properties Manager

Authorized Signature _____

Did DAS-Fiscal Staff Review? Yes No
Reviewed by:

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¹ If it is assumed that there is no fiscal impact associated with the requested action, then an explanatory statement that justifies that conclusion shall be provided. If precise impacts cannot be calculated, then an estimate or range should be provided.

**COUNTY OF MILWAUKEE
INTEROFFICE COMMUNICATION**

10

DATE: February 8, 2011

TO: Lee Holloway, Chairman, County Board of Supervisors
Michael Mayo, Sr., Chairman, Transportation, Public Works & Transit Committee

FROM: Jack Takerian, Director of Transportation and Public Works

SUBJECT: **SALE OF HANGAR FROM DR. TED SILVER TO CHARLES F. ZENS AND
TERMINATION OF LEASE BETWEEN MILWAUKEE COUNTY AND TED SILVER**

POLICY

County Board approval is required for hangar sales and lease terminations at General Mitchell International Airport (GMIA).

BACKGROUND

On February 20, 1996, Milwaukee County entered into a lease agreement (Airport Agreement No. HP-1151) with Dr. Ted Silver for the lease of approximately 5,100 square feet of land at GMIA on which to build and maintain an aircraft hangar. The agreement was for an initial term of five (5) years, commencing September 16, 1993, with Dr. Silver having the option to renew the agreement for three (3) additional five (5) year terms. Dr. Ted Silver is now requesting that Milwaukee County approve the sale of his hangar facility to Charles F. Zens and consent to the termination of Airport Agreement HP-1151.

RECOMMENDATION

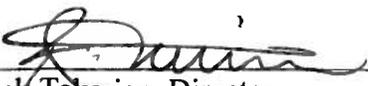
1. Airport staff recommends that Milwaukee County approve the sale of the Silver hangar facility to Charles F. Zens.
2. Airport staff recommends that Milwaukee County approve the termination of Airport Agreement No. HP-1151 between Milwaukee County and Ted Silver.

FISCAL NOTE

Ground rental paid by Ted Silver will be picked up by Charles Zens. There will be no impact to the tax levy of Milwaukee County.

Prepared by: Steven Wright, A.A.E., Airport Properties Manager

Approved by:



Jack Takerian, Director
Transportation and Public Works



C. Barry Bateman
Airport Director

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(ITEM) From the Director of Transportation and Public Works requesting authorization to approve the sale of the hangar owned by Dr. Ted Silver at General Mitchell International Airport to Charles F. Zens and to terminate the lease between Milwaukee County and Dr. Ted Silver, by recommending adoption of the following.

RESOLUTION

WHEREAS, On February 20, 1996, Milwaukee County entered into a lease agreement (Airport Agreement No. HP-1151) with Dr. Ted Silver for the lease of approximately 5,100 square feet of land at GMIA on which to build and maintain an aircraft hangar; and

WHEREAS, the agreement was for an initial term of five (5) years, commencing September 16, 1993, with Dr. Silver having the option to renew the agreement for three (3) additional five (5) year terms; and

WHEREAS, Dr. Ted Silver is now requesting that Milwaukee County approve the sale of his hangar facility to Charles F. Zens and approve the termination of Airport Agreement HP-1151; and

WHEREAS, the Transportation, Public Works and Transit Committee at its meeting of March 2, 2011 recommended approval (vote) of the sale of the hangar owned by Dr. Ted Silver at General Mitchell International Airport to Charles F. Zens and to terminate the lease between Milwaukee County and Dr. Ted Silver, now, therefore,

BE IT RESOLVED, that the Director of Transportation and Public Works and the County Clerk are hereby authorized to approve the sale of the hangar owned by Dr. Ted Silver at General Mitchell International Airport to Charles F. Zens and to terminate the lease between Milwaukee County and Dr. Ted Silver

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MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: February 8, 2011

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: SALE OF HANGAR FROM DR. TED SILVER TO CHARLES F. ZENS AND TERMINATION OF LEASE BETWEEN MILWAUKEE COUNTY AND TED SILVER

FISCAL EFFECT:

- | | |
|--|--|
| <input checked="" type="checkbox"/> No Direct County Fiscal Impact | <input type="checkbox"/> Increase Capital Expenditures |
| <input type="checkbox"/> Existing Staff Time Required | <input type="checkbox"/> Decrease Capital Expenditures |
| <input type="checkbox"/> Increase Operating Expenditures
(If checked, check one of two boxes below) | <input type="checkbox"/> Increase Capital Revenues |
| <input type="checkbox"/> Absorbed Within Agency's Budget | <input type="checkbox"/> Decrease Capital Revenues |
| <input type="checkbox"/> Not Absorbed Within Agency's Budget | |
| <input type="checkbox"/> Decrease Operating Expenditures | <input type="checkbox"/> Use of Contingent Funds |
| <input type="checkbox"/> Increase Operating Revenues | |
| <input type="checkbox"/> Decrease Operating Revenues | |

Indicate below the dollar change from budget for any submission that is projected to result in increased/decreased expenditures or revenues in the current year.

	Expenditure or Revenue Category	Current Year	Subsequent Year
Operating Budget	Expenditure	0	0
	Revenue	0	0
	Net Cost	0	0
Capital Improvement Budget	Expenditure	0	0
	Revenue	0	0
	Net Cost	0	0

DESCRIPTION OF FISCAL EFFECT

In the space below, you must provide the following information. Attach additional pages if necessary.

- A. Briefly describe the nature of the action that is being requested or proposed, and the new or changed conditions that would occur if the request or proposal were adopted.
- B. State the direct costs, savings or anticipated revenues associated with the requested or proposed action in the current budget year and how those were calculated.¹ If annualized or subsequent year fiscal impacts are substantially different from current year impacts, then those shall be stated as well. In addition, cite any one-time costs associated with the action, the source of any new or additional revenues (e.g. State, Federal, user fee or private donation), the use of contingent funds, and/or the use of budgeted appropriations due to surpluses or change in purpose required to fund the requested action.
- C. Discuss the budgetary impacts associated with the proposed action in the current year. A statement that sufficient funds are budgeted should be justified with information regarding the amount of budgeted appropriations in the relevant account and whether that amount is sufficient to offset the cost of the requested action. If relevant, discussion of budgetary impacts in subsequent years also shall be discussed. Subsequent year fiscal impacts shall be noted for the entire period in which the requested or proposed action would be implemented when it is reasonable to do so (i.e. a five-year lease agreement shall specify the costs/savings for each of the five years in question). Otherwise, impacts associated with the existing and subsequent budget years should be cited.
- D. Describe any assumptions or interpretations that were utilized to provide the information on this form.

**Ground rental paid by Ted Silver will be picked up by Charles Zens.
There will be no impact to the tax levy of Milwaukee County.**

Department/Prepared by: Steven Wright, A.A.E., Airport Properties Manager

Authorized Signature _____

Did DAS-Fiscal Staff Review? Yes No
Reviewed by:

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¹ If it is assumed that there is no fiscal impact associated with the requested action, then an explanatory statement that justifies that conclusion shall be provided. If precise impacts cannot be calculated, then an estimate or range should be provided.

**COUNTY OF MILWAUKEE
INTEROFFICE COMMUNICATION**

11

DATE: February 9, 2011

TO: Lee Holloway, Chairman, County Board of Supervisors
Michael Mayo, Sr., Chairman, Transportation, Public Works & Transit Committee

FROM: Jack Takerian, Director of Transportation and Public Works

SUBJECT: **PURCHASE OF DR. TED SILVER HANGAR BY CHARLES F. ZENS AND
ENTRANCE OF NEW LEASE AGREEMENT BETWEEN MILWAUKEE COUNTY
AND CHARLES F. ZENS**

POLICY

County Board approval is required for hangar sale transactions and for the issuance of long-term lease agreements at General Mitchell International Airport (GMIA).

BACKGROUND

Charles F. Zens is requesting to enter into a lease agreement for approximately 5,100 square feet of land at GMIA on which to operate and maintain an aircraft hangar upon County Board consent to the sale of an aircraft hangar from Dr. Ted Silver to Charles F. Zens. Mr. Zens has requested that the agreement be made coterminous with his other airport agreement Airport No. HP-1907, commencing on the date of sale. HP-1907 terminates October 14, 2013. Charles Zens is a current tenant of GMIA and owns and leases several hangars in the northeast hangar area of GMIA to support his air freight operation.

RECOMMENDATIONS

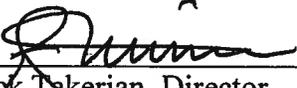
1. Airport staff recommends that Milwaukee County approve the purchase of the Ted Silver hangar by Charles F. Zens.
2. Airport staff further recommends that Milwaukee County enter into a new lease agreement with Charles F. Zens under the standard terms and conditions as other hangar plot lease agreements at General Mitchell International Airport, inclusive of the following:
 - a. The term of the agreement shall be coterminous with Airport No. HP-1907, effective on the date of sale.
 - b. Rental for the 5,100 square feet of land on which the hangar is located shall be at \$0.2528 per square foot per annum (based upon the latest appraised fair market value), subject to adjustment each July 1 based on the Consumer Price Index (All Urban Consumers) for the Milwaukee area, which is computed by comparing the then-current January index with the index of the preceding January.
 - c. The agreement shall contain the current standard insurance and environmental language for similar hangar land lease agreements.

FISCAL NOTE

Airport revenue will be \$1,289.28..

Prepared by: Steven Wright, A.A.E. - Airport Properties Manager

Approved by:



Jack Takerian, Director
Transportation and Public Works



C. Barry Baleman
Airport Director

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(ITEM) From the Director of Transportation and Public Works requesting authorization to approve the purchase of the hangar owned by Dr. Ted Silver at General Mitchell International Airport by Charles F. Zens and enter into a new lease agreement between Milwaukee County and Charles F. Zens, by recommending adoption of the following.

RESOLUTION

WHEREAS, Charles F. Zens is requesting to enter into a lease agreement for approximately 5,100 square feet of land at GMIA on which to operate and maintain an aircraft hangar upon County Board approval to the sale of an aircraft hangar from Dr. Ted Silver to Charles F. Zens; and

WHEREAS, Mr. Zens has requested that the agreement be made coterminous with his other airport agreement Airport No. HP-1907, commencing on the date of sale; and

WHEREAS, HP-1907 terminates October 14, 2013; and

WHEREAS, Charles Zens is a current tenant of GMIA and owns and leases several hangars in the northeast hangar area of GMIA to support his air freight operation, now therefore,

BE IT RESOLVED, that the Director of Transportation and Public Works and the County Clerk are hereby authorized to approve the purchase of the Ted Silver hangar by Charles F. Zens and for Milwaukee County to enter into a new lease agreement with Charles F. Zens under the standard terms and conditions as other hangar plot lease agreements at General Mitchell International Airport, inclusive of the following:

- 1. The term of the agreement shall be coterminous with Airport No. HP-1907, effective on the date of sale.
- 2. Rental for the 5,100 square feet of land on which the hangar is located shall be at \$0.2528 per square foot per annum (based upon the latest appraised fair market value), subject to adjustment each July 1 based on the Consumer Price Index (All Urban Consumers) for the Milwaukee area, which is computed by comparing the then-current January index with the index of the preceding January.
- 3. The agreement shall contain the current standard insurance and environmental language for similar hangar land lease agreements.

WHEREAS, the Transportation, Public Works and Transit Committee at its meeting of March 2, 2011 recommended approval (vote) of the purchase of

49 the hangar owned by Dr. Ted Silver at General Mitchell International Airport by
50 Charles F. Zens and to enter into a new lease agreement between Milwaukee
51 County and Charles F. Zens, now, therefore,
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53 BE IT RESOLVED, that the Director of Transportation and Public Works and
54 the County Clerk are hereby authorized to approve the purchase of the hangar
55 owned by Dr. Ted Silver at General Mitchell International Airport by Charles F.
56 Zens and to enter into a new lease agreement between Milwaukee County and
57 Charles F. Zens.

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MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: February 8, 2011

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: PURCHASE OF DR. TED SILVER HANGAR BY CHARLES F. ZENS AND ENTRANCE OF NEW LEASE AGREEMENT BETWEEN MILWAUKEE COUNTY AND CHARLES F. ZENS

FISCAL EFFECT:

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| <input checked="" type="checkbox"/> No Direct County Fiscal Impact | <input type="checkbox"/> Increase Capital Expenditures |
| <input type="checkbox"/> Existing Staff Time Required | <input type="checkbox"/> Decrease Capital Expenditures |
| <input type="checkbox"/> Increase Operating Expenditures
(If checked, check one of two boxes below) | <input type="checkbox"/> Increase Capital Revenues |
| <input type="checkbox"/> Absorbed Within Agency's Budget | <input type="checkbox"/> Decrease Capital Revenues |
| <input type="checkbox"/> Not Absorbed Within Agency's Budget | |
| <input type="checkbox"/> Decrease Operating Expenditures | <input type="checkbox"/> Use of Contingent Funds |
| <input type="checkbox"/> Increase Operating Revenues | |
| <input type="checkbox"/> Decrease Operating Revenues | |

Indicate below the dollar change from budget for any submission that is projected to result in increased/decreased expenditures or revenues in the current year.

	Expenditure or Revenue Category	Current Year	Subsequent Year
Operating Budget	Expenditure	0	0
	Revenue	0	0
	Net Cost	0	0
Capital Improvement Budget	Expenditure	0	0
	Revenue	0	0
	Net Cost	0	0

DESCRIPTION OF FISCAL EFFECT

In the space below, you must provide the following information. Attach additional pages if necessary.

- A. Briefly describe the nature of the action that is being requested or proposed, and the new or changed conditions that would occur if the request or proposal were adopted.
- B. State the direct costs, savings or anticipated revenues associated with the requested or proposed action in the current budget year and how those were calculated.¹ If annualized or subsequent year fiscal impacts are substantially different from current year impacts, then those shall be stated as well. In addition, cite any one-time costs associated with the action, the source of any new or additional revenues (e.g. State, Federal, user fee or private donation), the use of contingent funds, and/or the use of budgeted appropriations due to surpluses or change in purpose required to fund the requested action.
- C. Discuss the budgetary impacts associated with the proposed action in the current year. A statement that sufficient funds are budgeted should be justified with information regarding the amount of budgeted appropriations in the relevant account and whether that amount is sufficient to offset the cost of the requested action. If relevant, discussion of budgetary impacts in subsequent years also shall be discussed. Subsequent year fiscal impacts shall be noted for the entire period in which the requested or proposed action would be implemented when it is reasonable to do so (i.e. a five-year lease agreement shall specify the costs/savings for each of the five years in question). Otherwise, impacts associated with the existing and subsequent budget years should be cited.
- D. Describe any assumptions or interpretations that were utilized to provide the information on this form.

Airport revenue will be \$1,289.28 per year.

Department/Prepared by: Steven Wright, A.A.E., Airport Properties Manager

Authorized Signature _____

Did DAS-Fiscal Staff Review? Yes No
Reviewed by:

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¹ If it is assumed that there is no fiscal impact associated with the requested action, then an explanatory statement that justifies that conclusion shall be provided. If precise impacts cannot be calculated, then an estimate or range should be provided.

**COUNTY OF MILWAUKEE
INTEROFFICE COMMUNICATION**

12

DATE: February 10, 2011

TO: Lee Holloway, Chairman, County Board of Supervisors
Michael Mayo, Sr., Chairman, Transportation, Public Works & Transit Committee

FROM: Jack Takerian, Director of Transportation and Public Works

SUBJECT: **SALE OF HANGAR AND TERMINATION OF LEASE AGREEMENT NO. HP-1557 BY EVERBRITE INVESTMENT CO., TO FREIGHT RUNNERS EXPRESS, INC.**

POLICY

County Board approval is required for the sale of hangar facilities and for the termination of lease agreements with tenants at General Mitchell International Airport (GMIA).

BACKGROUND

On July 13, 2006, Milwaukee County entered into Lease Agreement No. HP-1557 with Everbrite Investment Co. (Everbrite) for the lease of approximately 10,000 square feet of land on which to operate and maintain an aircraft hangar at GMIA. The agreement was for an initial term of five (5) years, commencing June 1, 2006, with Everbrite having the option to renew the agreement for one (1) additional term of five (5) years. Everbrite is now requesting that Milwaukee County approve the sale of its hangar facility to Freight Runners Express, Inc. (Freight Runners), and consent to the termination of its Lease Agreement No. HP-1557.

RECOMMENDATIONS

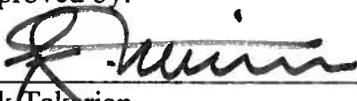
1. Airport staff recommends that Milwaukee County approve the sale of the Everbrite hangar facility to Freight Runners.
2. Airport staff recommends that Milwaukee County approve the termination of Airport No. HP-1557 between Milwaukee County and Everbrite Investment Co.

FISCAL NOTE

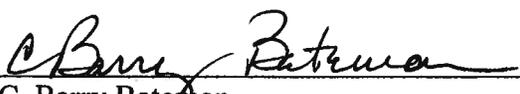
Ground rent paid by Everbrite will be picked up by Freight Runners Express. There will be no impact to the tax levy of Milwaukee County.

Prepared by: Steven Wright, A.A.E. - Airport Properties Manager

Approved by:



Jack Takerian,
Director Transportation and Public Works



C. Barry Bateman
Airport Director

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(ITEM) From the Director of Transportation and Public Works, requesting authorization to approve the sale of the Everbrite Investment Co. hangar facility at General Mitchell International Airport to Freight Runners Express, Inc., and terminate the lease agreement between Milwaukee County and Everbrite Investment Co., by recommending adoption of the following.

RESOLUTION

WHEREAS, On July 13, 2006, Milwaukee County entered into Lease Agreement No. HP-1557 with Everbrite Investment Co. (Everbrite) for the lease of approximately 10,000 square feet of land on which to operate and maintain an aircraft hangar at GMIA; and

WHEREAS, the agreement was for an initial term of five (5) years, commencing June 1, 2006, with Everbrite having the option to renew the agreement for one (1) additional term of five (5) years; and

WHEREAS, Everbrite is now requesting that Milwaukee County approve the sale of its hangar facility to Freight Runners Express, Inc. (Freight Runners), and consent to the termination of its Lease Agreement No. HP-1557; and

WHEREAS, the Transportation, Public Works and Transit Committee at its meeting of March 2, 2011 recommended approval (vote) of the sale of the Everbrite Investment Co. hangar facility at General Mitchell International Airport to Freight Runners Express, Inc., and terminate the lease agreement between Milwaukee County and Everbrite Investment Co.,, now, therefore,

BE IT RESOLVED, that the Director of Transportation and Public Works and the County Clerk are hereby authorized to approve the sale of the Everbrite Investment Co. hangar facility at General Mitchell International Airport to Freight Runners Express, Inc., and terminate the lease agreement between Milwaukee County and Everbrite Investment Co.

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MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: February 10, 2011

Original Fiscal Note

Substitute Fiscal Note

**SUBJECT: SALE OF HANGAR AND TERMINATION OF LEASE AGREEMENT
NO. HP-1557 BY EVERBRITE INVESTMENT CO., TO FREIGHT RUNNERS
EXPRESS, INC.**

FISCAL EFFECT:

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| <input checked="" type="checkbox"/> No Direct County Fiscal Impact | <input type="checkbox"/> Increase Capital Expenditures |
| <input type="checkbox"/> Existing Staff Time Required | <input type="checkbox"/> Decrease Capital Expenditures |
| <input type="checkbox"/> Increase Operating Expenditures
(If checked, check one of two boxes below) | <input type="checkbox"/> Increase Capital Revenues |
| <input type="checkbox"/> Absorbed Within Agency's Budget | <input type="checkbox"/> Decrease Capital Revenues |
| <input type="checkbox"/> Not Absorbed Within Agency's Budget | |
| <input type="checkbox"/> Decrease Operating Expenditures | <input type="checkbox"/> Use of Contingent Funds |
| <input type="checkbox"/> Increase Operating Revenues | |
| <input type="checkbox"/> Decrease Operating Revenues | |

Indicate below the dollar change from budget for any submission that is projected to result in increased/decreased expenditures or revenues in the current year.

	Expenditure or Revenue Category	Current Year	Subsequent Year
Operating Budget	Expenditure	0	0
	Revenue	0	0
	Net Cost	0	0
Capital Improvement Budget	Expenditure	0	0
	Revenue	0	0
	Net Cost	0	0

DESCRIPTION OF FISCAL EFFECT

In the space below, you must provide the following information. Attach additional pages if necessary.

- A. Briefly describe the nature of the action that is being requested or proposed, and the new or changed conditions that would occur if the request or proposal were adopted.
- B. State the direct costs, savings or anticipated revenues associated with the requested or proposed action in the current budget year and how those were calculated. ¹ If annualized or subsequent year fiscal impacts are substantially different from current year impacts, then those shall be stated as well. In addition, cite any one-time costs associated with the action, the source of any new or additional revenues (e.g. State, Federal, user fee or private donation), the use of contingent funds, and/or the use of budgeted appropriations due to surpluses or change in purpose required to fund the requested action.
- C. Discuss the budgetary impacts associated with the proposed action in the current year. A statement that sufficient funds are budgeted should be justified with information regarding the amount of budgeted appropriations in the relevant account and whether that amount is sufficient to offset the cost of the requested action. If relevant, discussion of budgetary impacts in subsequent years also shall be discussed. Subsequent year fiscal impacts shall be noted for the entire period in which the requested or proposed action would be implemented when it is reasonable to do so (i.e. a five-year lease agreement shall specify the costs/savings for each of the five years in question). Otherwise, impacts associated with the existing and subsequent budget years should be cited.
- D. Describe any assumptions or interpretations that were utilized to provide the information on this form.

Ground rent paid by Everbrite Investment Co. will be picked up by Freight Runners.

Department/Prepared by: Steve Wright, A.A.E., Airport Properties Manager

Authorized Signature _____

Did DAS-Fiscal Staff Review? Yes No
Reviewed by:

¹ If it is assumed that there is no fiscal impact associated with the requested action, then an explanatory statement that justifies that conclusion shall be provided. If precise impacts cannot be calculated, then an estimate or range should be provided.

**COUNTY OF MILWAUKEE
INTEROFFICE COMMUNICATION**

13

DATE: February 10, 2011

TO: Lee Holloway, Chairman, County Board of Supervisors
Michael Mayo, Sr., Chairman, Transportation, Public Works & Transit Committee

FROM: Jack Takerian, Director of Transportation and Public Works

SUBJECT: **PURCHASE OF EVERBRITE INVESTMENT CO. HANGAR BY FREIGHT RUNNERS EXPRESS, INC. AND NEW LEASE AGREEMENT BETWEEN MILWAUKEE COUNTY AND FREIGHT RUNNERS EXPRESS, INC.**

POLICY

County Board approval is required for hangar sale transactions and for the issuance of long-term lease agreements with tenants at General Mitchell International Airport (GMIA).

BACKGROUND

Freight Runners Express, Inc. (Freight Runners) is requesting to enter into an agreement for the lease of approximately 10,000 square feet of land at GMIA on which to operate and maintain an aircraft hangar upon County Board approval of the sale of the aircraft hangar from Everbrite Investment Co. (Everbrite) to Freight Runners. The new agreement shall be for an initial term of fifteen (15) years, commencing upon the date of sale between Everbrite and Freight Runners.

Freight Runners is a current tenant of GMIA, which owns and leases several hangars in the northeast hangar area to support its air freight operation.

RECOMMENDATIONS

1. Airport staff recommends that Milwaukee County approve the purchase of the Everbrite hangar by Freight Runners.
2. Airport staff further recommends that Milwaukee County enter into a new lease agreement with Freight Runners under the standard terms and conditions as other hangar plot lease agreements at General Mitchell International Airport, inclusive of the following:
 - a. The term of the agreement shall be for fifteen (15) years, effective on the date of sale.
 - b. Rental for the 10,000 square feet of land on which the hangar is located shall be at \$0.2528 per square foot per annum (based upon the latest appraised fair market value), subject to adjustment each July 1 based on the increase or decrease in the Consumer Price Index (All Urban Consumers) for the Milwaukee area, which is computed by comparing the then-current January index with the index of the preceding January.
 - c. The agreement shall contain the current standard insurance and environmental language for similar hangar land lease agreements.

FISCAL NOTE

Airport ground rental revenue will be \$2,528 per year.

Prepared by: Steven Wright, A.A.E. - Airport Properties Manager

Approved by:



Jack Takerian,
Director Transportation and Public Works



C. Barry Bateman
Airport Director

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(ITEM) From the Director of Transportation and Public Works recommending that Milwaukee County approve the purchase of the Everbrite Investment Co. hangar by Freight Runners Express Inc., and to enter into a new lease agreement with Freight Runners Express, Inc., by recommending adoption of the following.

RESOLUTION

WHEREAS, Freight Runners Express, Inc. (Freight Runners) is requesting to enter into a new agreement for the lease of approximately 10,000 square feet of land at GMIA on which to operate and maintain an aircraft hangar upon County Board approval of the sale of the aircraft hangar from Everbrite Investment Co. (Everbrite) to Freight Runners; and

WHEREAS, the new agreement shall be for an initial term of fifteen (15) years, commencing upon the date of sale between Everbrite and Freight Runners; and

WHEREAS, Freight Runners is a current tenant of GMIA, which owns and leases several hangars in the northeast hangar area to support its air freight operations; and

WHEREAS, the Transportation, Public Works and Transit Committee, at its meeting on March 2, 2011, recommended approval (vote) for Freight Runners to purchase the Everbrite hangar and for Milwaukee County to enter into a new lease agreement with Freight Runners, now, therefore,

BE IT RESOLVED that the Director of Transportation and Public Works and the County Clerk are hereby authorized to approve the purchase of the Everbrite Investment Co. hangar by Freight Runners Express, Inc., and

BE IT FURTHER RESOLVED that the Director of Transportation and Public Works and the County Clerk are hereby authorized to enter into a new lease agreement with Freight Runners Express, Inc., under the standard terms and conditions as other hangar plot lease agreements at General Mitchell International Airport, inclusive of the following:

1. The term of the agreement shall be for fifteen (15) years, effective on the date of sale.
2. Rental for the 10,000 square feet of land on which the hangar is located shall be at \$0.2528 per square foot per annum (based upon the latest appraised fair market value), subject to adjustment each July 1 based on the increase or decrease in the Consumer Price Index (All Urban Consumers) for the Milwaukee area, which is computed by comparing the then-current January index with the index of the preceding January.
3. The agreement shall contain the current standard insurance and

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environmental language for similar hangar land lease agreements.

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MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: February 10, 2011

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: PURCHASE OF EVERBRITE INVESTMENT CO. HANGAR BY FREIGHT RUNNERS EXPRESS, INC., AND NEW LEASE AGREEMENT BETWEEN MILWAUKEE COUNTY AND FREIGHT RUNNERS EXPRESS, INC.

FISCAL EFFECT:

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| <input checked="" type="checkbox"/> No Direct County Fiscal Impact | <input type="checkbox"/> Increase Capital Expenditures |
| <input type="checkbox"/> Existing Staff Time Required | <input type="checkbox"/> Decrease Capital Expenditures |
| <input type="checkbox"/> Increase Operating Expenditures
(If checked, check one of two boxes below) | <input type="checkbox"/> Increase Capital Revenues |
| <input type="checkbox"/> Absorbed Within Agency's Budget | <input type="checkbox"/> Decrease Capital Revenues |
| <input type="checkbox"/> Not Absorbed Within Agency's Budget | |
| <input type="checkbox"/> Decrease Operating Expenditures | <input type="checkbox"/> Use of Contingent Funds |
| <input type="checkbox"/> Increase Operating Revenues | |
| <input type="checkbox"/> Decrease Operating Revenues | |

Indicate below the dollar change from budget for any submission that is projected to result in increased/decreased expenditures or revenues in the current year.

	Expenditure or Revenue Category	Current Year	Subsequent Year
Operating Budget	Expenditure	0	0
	Revenue	0	0
	Net Cost	0	0
Capital Improvement Budget	Expenditure	0	0
	Revenue	0	0
	Net Cost	0	0

DESCRIPTION OF FISCAL EFFECT

In the space below, you must provide the following information. Attach additional pages if necessary.

- A. Briefly describe the nature of the action that is being requested or proposed, and the new or changed conditions that would occur if the request or proposal were adopted.
- B. State the direct costs, savings or anticipated revenues associated with the requested or proposed action in the current budget year and how those were calculated. ¹ If annualized or subsequent year fiscal impacts are substantially different from current year impacts, then those shall be stated as well. In addition, cite any one-time costs associated with the action, the source of any new or additional revenues (e.g. State, Federal, user fee or private donation), the use of contingent funds, and/or the use of budgeted appropriations due to surpluses or change in purpose required to fund the requested action.
- C. Discuss the budgetary impacts associated with the proposed action in the current year. A statement that sufficient funds are budgeted should be justified with information regarding the amount of budgeted appropriations in the relevant account and whether that amount is sufficient to offset the cost of the requested action. If relevant, discussion of budgetary impacts in subsequent years also shall be discussed. Subsequent year fiscal impacts shall be noted for the entire period in which the requested or proposed action would be implemented when it is reasonable to do so (i.e. a five-year lease agreement shall specify the costs/savings for each of the five years in question). Otherwise, impacts associated with the existing and subsequent budget years should be cited.
- D. Describe any assumptions or interpretations that were utilized to provide the information on this form.

Airport ground rental revenue will be \$2,528.00 per year.

Department/Prepared by: Steve Wright, A.A.E., Airport Properties Manager

Authorized Signature _____

Did DAS-Fiscal Staff Review? Yes No
Reviewed by:

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¹ If it is assumed that there is no fiscal impact associated with the requested action, then an explanatory statement that justifies that conclusion shall be provided. If precise impacts cannot be calculated, then an estimate or range should be provided.

**COUNTY OF MILWAUKEE
INTEROFFICE COMMUNICATION**

14

DATE: February 9, 2011

TO: Lee Holloway, Chairman, County Board of Supervisors
Michael Mayo, Sr., Chairman, Transportation, Public Works & Transit Committee

FROM: Jack Takerian, Director of Transportation and Public Works

SUBJECT: **NEW LAND LEASE AGREEMENT BETWEEN MILWAUKEE COUNTY AND
FREIGHT RUNNERS EXPRESS, INC.**

POLICY

County Board approval is required for Milwaukee County to enter into new long-term lease agreements with tenants at General Mitchell International Airport (GMIA).

BACKGROUND

On January 16, 1989, Milwaukee County entered into Airport Agreement No. HP-980 with Mechanical Industries for the lease of land on which to construct an aircraft hangar at GMIA. The initial term of the agreement was for five (5) years beginning December 1, 1988, and ending November 30, 1993, with the option to renew the agreement for three (3) additional five (5) year terms.

HP-980 was then assigned per an Assignment of Lease to Freight Runners Express, Inc. (Freight Runners) effective February 16, 1995. Freight Runners subsequently exercised a five-year renewal option of the agreement on July 15, 1994, and the agreement expired on November 30, 2010. A month-to-month extension was entered into in order to accommodate this transaction. Freight Runners is now requesting that the 19,533 square feet of land leased under HP-980 be included in a new lease commencing December 1, 2010, and ending November 30, 2025.

Freight Runners is currently a tenant of GMIA and owns and leases several hangars in the northeast hangar area to support its air freight operation. Freight Runners has requested to expand its commercial aeronautical services by offering aircraft management services as well as airframe and engine maintenance and repair and/or modification services.

RECOMMENDATIONS

1. Airport staff recommends that Milwaukee County enter into a new lease with Freight Runners Express, Inc., for the 19,533 square feet of land previously leased under Airport Agreement No. HP-980, under the standard terms and conditions as other hangar plot agreements at General Mitchell International Airport, inclusive of the following:
 - a. The term of the agreement shall be for fifteen (15) years, effective December 1, 2010.
 - b. Rental for the 19,533 square feet of land on which the hangar is located shall be at \$0.2528 per square foot per annum (based upon the latest appraised fair market value), subject to adjustment each July 1 based upon the Consumer Price Index (All Urban Consumers) for the Milwaukee area, which is computed by comparing the

then-current January index with the index of the preceding January.

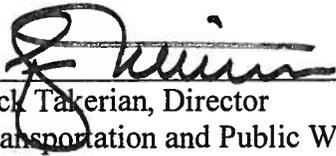
- c. The agreement shall contain the current standard insurance and environmental language for similar hangar land lease agreements.

FISCAL NOTE

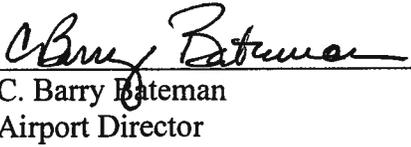
Airport revenue will be \$4,937.94 per year.

Prepared by: Steven Wright, A.A.E., Airport Properties Manager

Approved by:



Jack Takerian, Director
Transportation and Public Works



C. Barry Bateman
Airport Director

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(ITEM) From the Director of Transportation and Public Works requesting authorization for Milwaukee County to enter into a new land lease agreement with Freight Runners Express, Inc., at General Mitchell International Airport, by recommending adoption of the following:

RESOLUTION

WHEREAS, on January 16, 1989, Milwaukee County entered into Airport Agreement No. HP-980 with Mechanical Industries for the lease of land on which to construct an aircraft hangar at GMIA; and

WHEREAS, the initial term of the agreement was for five (5) years beginning December 1, 1988, and ending November 30, 1993, with the option to renew the agreement for three (3) additional five (5) year terms; and

WHEREAS, HP-980 was then assigned per an Assignment of Lease document to Freight Runners Express, Inc. (Freight Runners) effective February 16, 1995; and

WHEREAS, Freight Runners subsequently exercised a five-year renewal option of the agreement on July 15, 1994; and

WHEREAS, HP-980 expired on November 30, 2010; and

WHEREAS, a month-to-month extension was entered into in order to accommodate this transaction; and

WHEREAS, Freight Runners is now requesting that the 19,533 square feet of land leased under HP-980 be included in a new land lease commencing December 1, 2010, and ending November 30, 2025; and

WHEREAS, Freight Runners is currently a tenant of GMIA and owns and leases several hangars in the northeast hangar area to support its air freight operation; and

WHEREAS, Freight Runners has requested to expand its commercial aeronautical services by offering aircraft management services as well as airframe and engine maintenance and repair and/or modification services; and

WHEREAS, the Transportation, Public Works and Transit Committee at its meeting of March 2, 2011 recommended approval (vote) for Milwaukee County to enter into a new land lease agreement with Freight Runners Express, Inc., now therefore,

BE IT RESOLVED, that the Director of Transportation and Public Works and the County Clerk are hereby authorized to enter into a new land lease agreement

49 with Freight Runners Express, Inc., under the standard terms and conditions as other
50 hangar plot lease agreements at General Mitchell International Airport, inclusive of
51 the following:

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1. The term of the agreement shall be for fifteen (15) years, effective December 1, 2010.
2. Rental for the 19,533 square feet of land on which the hangar is located shall be at \$0.2528 per square foot per annum (based upon the latest appraised fair market value), subject to adjustment each July 1 based upon the Consumer Price Index (All Urban Consumers) for the Milwaukee area, which is computed by comparing the then-current January index with the index of the preceding January.
3. The agreement shall contain the current standard insurance and environmental language for similar hangar land lease agreements.

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MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: February 9, 2011

Original Fiscal Note

Substitute Fiscal Note

**SUBJECT: NEW LAND LEASE AGREEMENT BETWEEN MILWAUKEE COUNTY
GENERAL MITCHELL INTERNATIONAL AIRPORT AND FREIGHT
RUNNERS EXPRESS, INC.**

FISCAL EFFECT:

- | | |
|--|--|
| <input checked="" type="checkbox"/> No Direct County Fiscal Impact | <input type="checkbox"/> Increase Capital Expenditures |
| <input type="checkbox"/> Existing Staff Time Required | <input type="checkbox"/> Decrease Capital Expenditures |
| <input type="checkbox"/> Increase Operating Expenditures
(If checked, check one of two boxes below) | <input type="checkbox"/> Increase Capital Revenues |
| <input type="checkbox"/> Absorbed Within Agency's Budget | <input type="checkbox"/> Decrease Capital Revenues |
| <input type="checkbox"/> Not Absorbed Within Agency's Budget | |
| <input type="checkbox"/> Decrease Operating Expenditures | <input type="checkbox"/> Use of Contingent Funds |
| <input type="checkbox"/> Increase Operating Revenues | |
| <input type="checkbox"/> Decrease Operating Revenues | |

Indicate below the dollar change from budget for any submission that is projected to result in increased/decreased expenditures or revenues in the current year.

	Expenditure or Revenue Category	Current Year	Subsequent Year
Operating Budget	Expenditure	0	0
	Revenue	0	0
	Net Cost	0	0
Capital Improvement Budget	Expenditure	0	0
	Revenue	0	0
	Net Cost	0	0

DESCRIPTION OF FISCAL EFFECT

In the space below, you must provide the following information. Attach additional pages if necessary.

- A. Briefly describe the nature of the action that is being requested or proposed, and the new or changed conditions that would occur if the request or proposal were adopted.
- B. State the direct costs, savings or anticipated revenues associated with the requested or proposed action in the current budget year and how those were calculated. ¹ If annualized or subsequent year fiscal impacts are substantially different from current year impacts, then those shall be stated as well. In addition, cite any one-time costs associated with the action, the source of any new or additional revenues (e.g. State, Federal, user fee or private donation), the use of contingent funds, and/or the use of budgeted appropriations due to surpluses or change in purpose required to fund the requested action.
- C. Discuss the budgetary impacts associated with the proposed action in the current year. A statement that sufficient funds are budgeted should be justified with information regarding the amount of budgeted appropriations in the relevant account and whether that amount is sufficient to offset the cost of the requested action. If relevant, discussion of budgetary impacts in subsequent years also shall be discussed. Subsequent year fiscal impacts shall be noted for the entire period in which the requested or proposed action would be implemented when it is reasonable to do so (i.e. a five-year lease agreement shall specify the costs/savings for each of the five years in question). Otherwise, impacts associated with the existing and subsequent budget years should be cited.
- D. Describe any assumptions or interpretations that were utilized to provide the information on this form.

Airport revenue will be \$4,937.94 per year.

Department/Prepared by: Steven Wright, A.A.E., Airport Properties Manager

Authorized Signature _____

Did DAS-Fiscal Staff Review? Yes No
Reviewed by:

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¹ If it is assumed that there is no fiscal impact associated with the requested action, then an explanatory statement that justifies that conclusion shall be provided. If precise impacts cannot be calculated, then an estimate or range should be provided.

**COUNTY OF MILWAUKEE
INTER-OFFICE COMMUNICATION**

15

DATE: February 9, 2011

TO: Lee Holloway, Chairman, County Board of Supervisors
Michael Mayo, Sr., Chairman, Transportation, Public Works & Transit Committee

FROM: Jack H. Takerian, Director of Transportation & Public Works

SUBJECT: **ESTABLISHMENT OF A FEE STRUCTURE IN MILWAUKEE COUNTY
ORDINANCE 4.05 FOR COURTESY VEHICLES AT GENERAL MITCHELL
INTERNATIONAL AIRPORT TO REGULATE COMMERCIAL CURBSIDE**

POLICY

Amendments to County Ordinances require County Board approval.

BACKGROUND

County Ordinance 4.05 defines "Courtesy Vehicle" as those vehicle(s) operated to and from General Mitchell International Airport incident to revenue-producing commercial or private activities of hotels, motels, parking lots or automobile rental offices or facilities located off of airport premises and not under contract at the airport. Courtesy Vehicles must be owned and operated by the specific company transporting its patron(s), without cost to its patron(s), and must be clearly indentified with its company name painted on both exterior sides of each vehicle(s).

Over the past year there has been a significant increase in passenger traffic at General Mitchell International Airport (GMIA), which has translated into a significant increase in passenger and vehicle traffic at the commercial curbside. Ground Transportation Coordinators have observed and informed Airport Staff of problems accommodating Hotel Courtesy Vehicles as well as Off-Airport Parking Courtesy Vehicles in the limited curb frontage that the Airport has to service these vehicles. The Airport is limited to 148 feet of curb space to accommodate the parking requirements of fifty-four (54) hotels operating sixty-three (63) Courtesy Vehicles and three (3) off-airport commercial parking lots operating twelve (12) Courtesy Vehicles (see Attachment 1). Our observation of the operations in this area has led Airport Staff to conclude that significant problems stem from the large number of Courtesy Vehicles using the curbside and the amount of time that some of those vehicles spend parked at the curbside.

In order to obtain a better understanding of the problem, Airport Staff commissioned a survey to count hotel and off-airport parking Courtesy Vehicle trips daily as well as the dwell time of every Courtesy Vehicle over a thirty (30) day period. The results of that survey are as follows:

	Hotel Courtesy Vehicles	Off-Airport Parking Courtesy Vehicles
Trips per day (avg.)	199.8	266.2
Minutes per trip at curb (avg.)	7.5	5.5
Total # of trips (30-day period)	5,995	7,987
Total # of hours (30-day period)	749.3	732.1

The volume and duration of Courtesy Vehicle traffic present an access problem at the curbside. Airport Staff has also found that in the past five (5) years there have been fourteen (14) hotels/motels built within five (5) miles of the Airport. Most of these establishments offer transportation to and from GMIA. A number of new hotels are planned to be constructed in the area with plans for additional off-airport parking operations.

The 2010 Airport Ground Transportation Association Survey shows that many of the nation's airports have installed Automated Vehicle Identification (AVI) Systems that require courtesy vehicles to pay a use fee as well as dwell time fees as a method for regulating and relieving traffic congestion at their curbsides. Airports have found that when hotels and parking companies are charged use and dwell time fees, both the number of trips into an airport and the duration of those trips are reduced, thus creating less congestion at the curbside. Airports have various ways in which they assess and record fees. Few airports, however, have the same fee structure. Figures 1 thru 5 are examples of fees at airports of similar size to GMIA.

An AVI system works on a simple design with sensors installed at specific locations that read Radio Frequency Identification Device (RFID) tags that are attached to vehicles. The sensors read and identify vehicles as they enter and exit a specified area. The computer software managing the AVI system allows rates and charges to be adjusted as required to provide the desired effect on governance and control of vehicle operations. The most recognizable example of an AVI system in the area is the Illinois Tollway Express Lanes. In addition, by allowing the installation of a full AVI system at GMIA, Airport Staff would be able to make incremental changes to use and dwell time fees in order to better use the commercial curb space and monitor revenue more efficiently with no increase in manpower requirements.

Fees and charges for operating a Courtesy Car at General Mitchell International Airport will consist of the current \$500.00 permit fee per vehicle, per year. Each Courtesy Car Operator will be required to purchase a Radio Frequency Device (RFID) at a cost of \$30.00 each per vehicle per year. User Fees will be \$2.00 per trip onto the Baggage Claim Roadway. Any vehicle that dwells on the Baggage Claim Roadway for more than ten (10) minutes shall be charged twenty-five cents (\$.25) and fifteen cents (\$.15) for each three (3) minute increment thereafter. Any Courtesy Vehicle found attempting to pick up passengers in an area other than the area designated by the Airport Director shall be fined one hundred dollars (\$100.00) per occurrence. Any Courtesy Car caught making route deviations to circumvent detection by AVI equipment shall be fined one hundred dollars (\$100.00) per occurrence.

The Airport Director shall be permitted to adjust user fees in twenty-five cent (\$.25) increments and dwell time fees in five cent (\$.05) increments to regulate curb space utilization in the Courtesy Car parking area.

On February 8, 2011, Airport staff met with the operators of hotel/motel courtesy vehicles to review the proposed ordinance and receive input and answer any questions about the proposal. As a result of the meeting, Airport staff has modified its original proposal to include the following comments by the operators:

1. The operators requested that the ordinance effective date be delayed. The reason for this was that some of the shuttle operations are for airline crews, the costs of which have been previously negotiated, and the trip and dwell fees were not included in their cost proposal. Airport staff has modified the ordinance to be effective in one year.
2. The operators suggested that terminal road circulations and dwells could be mitigated if a holding area was provided. Airport staff agrees, and will develop a holding area for the shuttles over the next year.
3. The operators requested an extension to the initial 10-minute dwell time. Airport staff has modified the ordinance to a 15-minute initial "free" dwell time.

RECOMMENDATION

Airport staff recommends amending County Ordinance 4.05 to establish an AVI fee structure for Courtesy Vehicles that pick up arriving passengers at GMIA.

FISCAL NOTE

An estimated \$180,000 will be generated by courtesy vehicle fees.

Prepared by: John V. Moore, Airport Operations Manager - Landside

Approved by:



Jack Takerian, Director
Transportation and Public Works



C. Barry Bateman
Airport Director

Figure 1

Airport Name: CMH_Columbus Regional Airport Authority

Fees Paid:

On Airport Rental Car		Off Airport Rental Car	Off Airport Parking	Charter Buses	Limos	Shared Ride Vans		Taxicabs				Hotel/Motel Courtesy Vehicle Fees					
9.25% of gross	9% of gross	10% of gross				Fee	Single/Multiple companies?	Gate Fee	Annual Fee	Concession Fee	Open/Closed Entry?	Do you have A.V.I.	Flat Rate to Downtown	Access	Permit	Per Trip	Dwell Time
				\$10 per trip	\$3 per trip	\$3 per trip	<input checked="" type="checkbox"/> Multiple <input type="checkbox"/> Single	\$3 per trip	N/A	Annual Fee \$131,000 Additional monthly fee \$0.01 per depreciation after \$280,000	<input checked="" type="checkbox"/> Open <input type="checkbox"/> Closed	No	No Meter rates apply	AVI	Yes	\$3 per trip	No



Figure 2

Airport Name: IND_Indianapolis International Airport Authority

Fees Paid:		Off Airport Rental Car	Off Airport Parking	Charter Buses	Limos	Shared Ride Vans		Taxicabs				Hotel/Motel Courtesy Vehicle Fees				
On Airport Rental Car	Off Airport Rental Car	Off Airport Parking	Charter Buses	Limos	Fee	Single/Multiple companies?	Gate Fee	Annual Fee	Concession Fee	Open/Closed Entry?	Do you have A.V.I	Flat Rate to Downtown	Access	Permit	Per Trip	Dwell Time
10% gross	10% gross	10% gross	\$10.50 / trip	\$6.00 / trip	\$1.95 / trip sedan; \$2.20 / trip limo; \$2.50 / van minibus	<input type="checkbox"/> Single <input type="checkbox"/> Multiple	\$1.00 / trip	\$ 500.00 / 6 months		<input type="checkbox"/> Open <input type="checkbox"/> Closed	yes			Annual \$2.50 / room \$210.00 / vehicle	No	No



Note:

Taxicab operator permit fee \$200.00 / quarter.

Personal pick up fee for taxi operators without a permit \$2.50 / trip.

Hotel / motel annual fee \$210.00 / vehicle and \$2.40 / room.

Figure 3

Airport Name: OAK_Port Oakland International Airport

Fees Paid:		Off Airport Rental Car	Off Airport Parking	Charter Buses	Limos	Shared Ride Vans		Taxicabs						Hotel/Motel Courtesy Vehicle Fees			
On Airport Rental Car	Off Airport Rental Car	Off Airport Parking	Charter Buses	Limos	Fee	Single/ Multiple companies?	Gate Fee	Annual Fee	Concession Fee	Open/Closed Entry?	Do you have A.V.I	Fiat Rate to Downtown	Access	Permit	Per Trip	Dwell Time	
10% of monthly gross revenue	\$50.00 / vehicle transporter fee	\$500 annual permit fee	\$500 annual permit fee	\$500 annual permit fee	Door to door \$500 annual permit fee	X - Multiple	OAK doesn't have a gate fee	\$300 / per taxicab	\$0	X - Open	Yes	No	\$0	Yes \$500.00 annual permit fee	\$3.00 trip fee	load & unload only	
Perform -ance deposit 1/4 MAG	Greater of \$1,000 mo monthly gross revenue	Fee of 3% Gross Receipts for 09-10	\$50.00 / vehicle transporter fee	\$50 additional more vehicles	\$50.00 / vehicle transporter fee		Each Taxi company charges its drivers for the weekly lease of the taxicab in the range of \$200 - \$600 per week	\$50.00 / vehicle transporter fee						\$500 / security deposit			
\$10.00 CFC	MAG adjusted yearly amount equal to 85% of (MAG + percent) paid prior year	Access Receipts for 10-11	\$500 / security deposit \$3.00 / trip fee	\$500 / security deposit \$3.00 / trip fee	\$3.00 / trip fee		Taxicab \$3.00 / trip fee										
	\$7.00 CFC	Access Receipts for 11-12	\$360.00 flat rate for less than 120 trips per year														

Data as of: April 2010

AGTA 2010 Ground Transportation Vehicle Fees and Fares Survey

Figure 4

Airport Name: SAT_San Antonio International Airport

Fees Paid:

On Airport Rental Car		Off Airport Rental Car	Off Airport Parking	Charter Buses	Limos	Shared Ride Vans		Taxicabs				Hotel/Motel Courtesy Vehicle Fees					
Counter lease agreement	10% on first \$25,000.00 of revenue	8% annual exemption	8% 01/01/05-12/31/05; annual exempt	City permit \$400.00/vehicle/year < 15passengers	City permit \$400.00/vehicle/year Airport fee: \$150.00 annual fee / vehicle	Fee	Single/Multiple companies?	Gate Fee	Annual Fee	Concession Fee	Open/Closed Entry?	Do you have AVI?	Fiat Rate to Downtown	Access	Permit	Per Trip	Dwell Time
Counter lease agreement	10% on first \$25,000.00 of revenue	8% annual exemption	8% 01/01/05-12/31/05; annual exempt	City permit \$400.00/vehicle/year < 15passengers	City permit \$400.00/vehicle/year Airport fee: \$150.00 annual fee / vehicle	\$175,000.00 Minimum fee Or 15% gross revenue which ever is greater	<input checked="" type="checkbox"/> Single <input type="checkbox"/> Multiple	\$0.50 / trip	City permit \$400.00 annual fee / vehicle; Airport operation fee: \$150.00 annual fee / vehicle	N/A	<input checked="" type="checkbox"/> Open <input type="checkbox"/> Closed	YES		NO	NO	\$ 1.50	NO

Data as of: April 2010

AGTA 2010 Ground Transportation Vehicle Fees and Fares Survey

Figure 5

Airport Name: SEA_Seattle-Tacoma International Airport

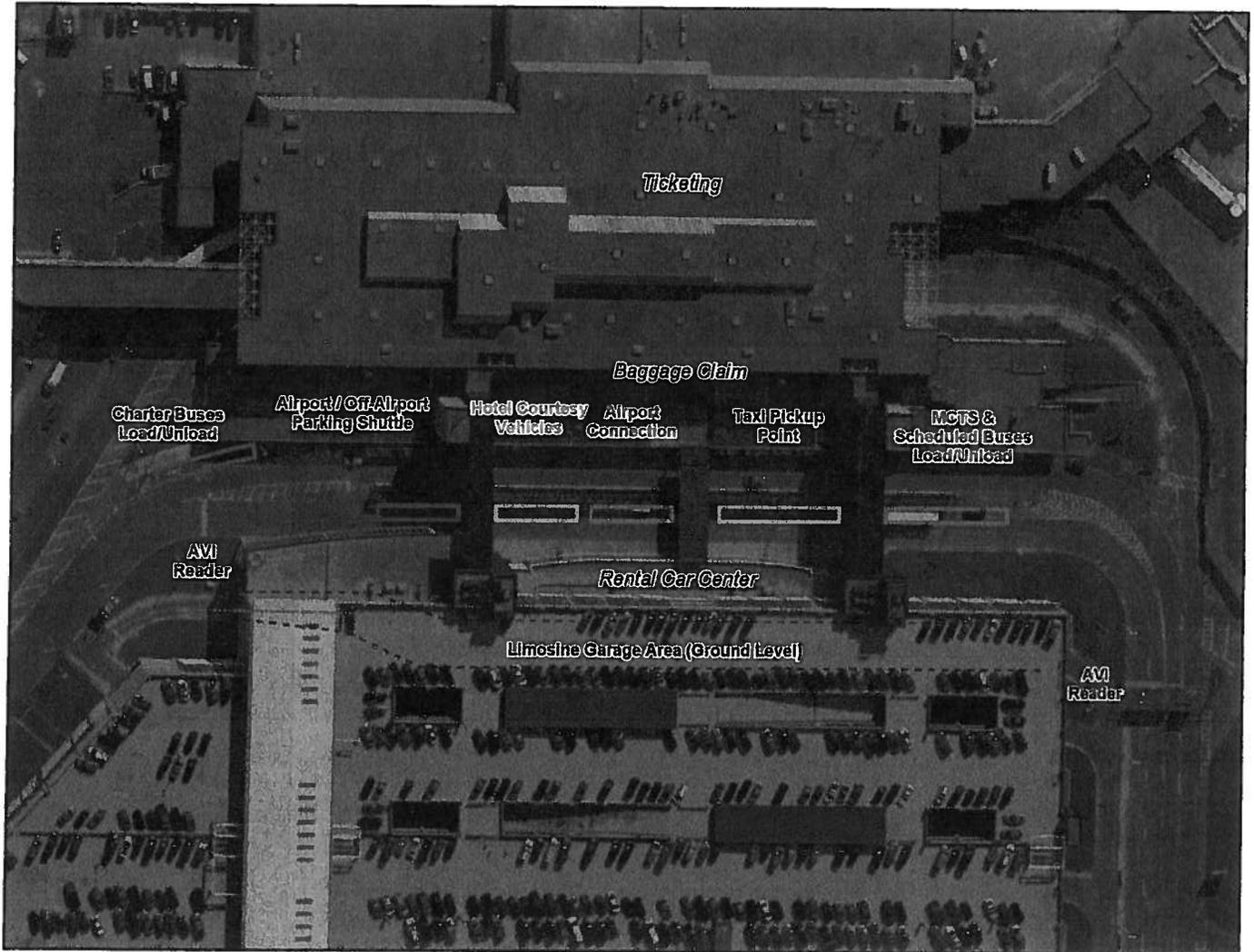
Fees Paid:

On Airport Rental Car		Off Airport Rental Car	Off Airport Parking	Charter Buses	Limos	Shared Ride Vans		Taxicabs					Hotel/Motel Courtesy Vehicle Fees			
10% gross revenues	4% gross revenues plus courtesy vehicle per trip fee 2.11	Per Trip Fee 2.11	Per Trip Fee 11.54	On-Demand 0% gross revenue or MAC Pre-arranged: \$242 Annual Permit Fee	Per Trip Fee 2.90	Single <input checked="" type="checkbox"/> Multiple <input type="checkbox"/>	Fee	Annual Fee	Concession Fee	Open/Closed Entry?	Do you have A.V.I.	Fiat Rate to Downtown	Access	Permit	Per Trip	Dwell Time
								NA	NA (will commence September 2010) 13% gross revenues	<input type="checkbox"/> Open <input checked="" type="checkbox"/> Closed	Yes	No			2.11	

Data as of: April 2010

AGTA 2010 Ground Transportation Vehicle Fees and Fares Survey

Attachment 1



H:\Private\Clerk Typist\Aa01\TPW&T\1\REPORT - Courtesy Vehicle Ordinance Change.doc

(Item) From the Director of Transportation & Public Works requesting the amendment of Section 4.05.04 of the Milwaukee County Code of General Ordinances, to establish a fee structure for courtesy vehicles to regulate commercial curbside operations at General Mitchell International Airport, by recommending adoption of the following:

RESOLUTION/ORDINANCE

WHEREAS, County Ordinance 4.05.04 defines “Courtesy Vehicle” as those vehicle(s) operated to and from General Mitchell International Airport incident to revenue-producing commercial or private activities of hotels, motels, parking lots or automobile rental offices or facilities located off of airport premises and not under contract at the airport. Courtesy Vehicles must be owned and operated by the specific company transporting its patron(s), without cost to its patron(s), and must be clearly identified with its company name painted on both exterior sides of each vehicle(s); and

WHEREAS, over the past year there has been a significant increase in passenger traffic at General Mitchell International Airport (GMIA), which has translated into a significant increase in passenger and vehicle traffic at the commercial curbside; and

WHEREAS, the Airport is limited to 148 feet of curb space to accommodate the parking requirements of fifty-four (54) hotels operating sixty-three (63) Courtesy Vehicles and three (3) off-airport commercial parking lots operating twelve (12) Courtesy Vehicles; and

WHEREAS, Airport staff’s observation of the operations in this area has led Airport Staff to conclude that significant problems stem from the large number of Courtesy Vehicles using the curbside and the amount of time that some of those vehicles spend parked at the curbside; and

WHEREAS, the volume and duration of Courtesy Vehicle traffic present an access problem at the curbside; and

WHEREAS, Airport Staff has also found that in the past five (5) years there have been fourteen (14) hotels/motels built within five (5) miles of the Airport, most of which offer transportation to and from GMIA. A number of new hotels are planned to be constructed in the area with plans for additional off-airport parking operations; and

WHEREAS, the 2010 Airport Ground Transportation Association Survey shows that many of the nation’s airports have installed Automated Vehicle Identification (AVI) Systems that require courtesy vehicles to pay a use fee as well as dwell time fees as a method for regulating and relieving traffic congestion at their curbsides. Airports have

47 found that when hotels and parking companies are charged use and dwell time fees,
48 both the number of trips into an airport and the duration of those trips are reduced, thus
49 creating less congestion at the curbside; and
50

51 WHEREAS, by allowing the installation of a full AVI system at GMIA, Airport Staff
52 would be able to make incremental changes to use and dwell time fees in order to better
53 use the commercial curb space and monitor revenue more efficiently with no increase in
54 manpower requirements and
55

56 WHEREAS, the Transportation, Public Works and Transit Committee, at its
57 meeting of March 2, 2011, recommended approval (vote _____) of the request to
58 amend Section 4.05.04 of the Milwaukee County Code of General Ordinances, to
59 establish a fee structure for courtesy vehicles to regulate commercial curbside
60 operations at General Mitchell International Airport, now therefore,
61

62 BE IT RESOLVED, that the Director of Transportation and Public Works and the
63 Airport Director are hereby authorized to amend Section 4.05.04 of the Milwaukee
64 County Code of General Ordinances, to establish a fee structure for courtesy vehicles to
65 regulate commercial curbside operations at General Mitchell International Airport, with
66 such amendments to become effective one year from passage:
67

68 AN ORDINANCE

69
70 To amend Section 4.05.04 of the General Ordinances of Milwaukee County,
71 relating to Courtesy Cars at County Airports.
72

73 **SECTION 1.** Section 4.05.04 of the General Ordinances of Milwaukee County, is
74 hereby revised to read:
75

76 **4.05.04. Courtesy cars.**

77
78 (1) *Definition.* "Courtesy car," under this section, means those vehicle(s)
79 operated to and from General Mitchell International Airport as an incident to
80 revenue producing commercial or private activities of hotels, motels, parking lots
81 or automobile rental offices or facilities located off of airport premises and not
82 under contract at the airport. Courtesy car(s) must be owned and operated by the
83 specific company transporting its patron(s), without cost to its patron(s), and must
84 be clearly identified with company name painted on both exterior sides of each
85 vehicle(s).
86

87 (2) *Licenses, permits, fees.*
88

89 (a) All applications for courtesy car permit(s) shall be made to the airport
90 director and be accompanied by the payment of a nonrefundable
91 application fee of twenty-five dollars (\$25.00). The annual permit fee shall
92 be five hundred dollars (\$500.00) per vehicle for all courtesy cars except

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those owned by an Off-Airport Car Rental Company which shall pay an annual permit fee of one hundred fifty dollars (\$150.00) per vehicle. The fee for permits applied for after April 1 of any year shall be prorated for the remaining portion of that year. Payment of the fee shall be made to the airport director who will then issue a decal for each vehicle. The Decal shall be mounted on the inside lower left-hand corner of the windshield, the left-hand corner being on the driver's left when seated behind the wheel. This permit shall be issued for each vehicle and is not transferable to any other vehicle. If a vehicle is replaced, which has previously been permitted, the permit shall be cancelled and application shall be made to the airport director for a replacement permit at an additional fee of ten dollars (\$10.00).

(b) In addition to purchasing and displaying an airport courtesy car permit, all courtesy cars shall purchase one (1) Radio Frequency Identification Device (RFID) tag in the amount of thirty dollars (\$30.00) per vehicle, to be displayed in an area of the vehicle that is easily read by Airport Automated Vehicle Identification System (AVI) Equipment. Having purchased and installed the hang tag an operator can only pick up in the area designated by the airport director or his designated representative. All courtesy cars shall be charged a user fee of \$2.00 per circuit through the baggage claim drive. Any vehicle that dwells on the baggage claim roadway for more than fifteen (15) minutes shall be subject to the following charges: Twenty-five cents (.25) for the first fifteen (15) minutes and fifteen cents (.15) for each three (3) minute increment thereafter.

(c) Any hotel courtesy or off-airport parking shuttle vehicle operator found picking up patrons in an area other than the area designated by the airport director or his designated representative for such activity shall be fined one hundred dollars (\$100.00) per occurrence. Any hotel or off-airport parking vehicle operator caught making any route deviations to circumvent detection by AVI equipment shall be fined one hundred dollars (\$100.00) per occurrence.

(d) Non payment of the above fines within thirty (30) days of said fine will result in the deactivation of the assigned AVI tag. The offending company shall be notified by certified mail of the AVI tag deactivation within two (2) working days of said action. Once a hang tag has been deactivated it shall not be reactivated for a period of fifteen (15) working days. When notified of the deactivation the offending company shall not make any passenger pickups on airport property until AVI tag(s) have been reactivated. If the offending company continues to operate after hang tag deactivation the company's courtesy car operating permit(s) to operate an airport courtesy car on airport premises shall be revoked for a period of one (1) year.

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(e) The airport director shall be permitted to adjust user fees in twenty-five (25) cent increments and dwell time fees in five (5) cent increments to regulate curb space utilization in the Hotel and Off-Airport Courtesy Car parking area. Rate increases cannot exceed seventy-five (75) cents in a twelve (12) month period without County Board Approval.

(bf) Any person or business entity who is not in possession of the necessary licenses, or permits, or RFID tags required under this section or by any other law, rule, or regulation, or any operator of a courtesy car(s), and who operates at General Mitchell International Airport in such a manner as to constitute doing business, or who attempts to do business thereon shall, without limitation because of enumeration, be deemed to be in violation of chapter 4 of the Code and shall be subject to a fine or forfeiture for such violation in the amount of one hundred dollars (\$100.00) per occurrence.

(eg) The airport director may approve or deny any application for a permit as described in this subsection.

(dh) A temporary courtesy car permit, for a period not exceeding ten (10) days, may be issued by the airport director. The temporary airport permit fee shall be ten dollars (\$10.00). Said temporary permit cannot be renewed. All rights and privileges granted herein for the annual permit, being replaced by said temporary permit, shall be suspended for the duration of the temporary permit.

SECTION 2. This ordinance shall become effective one year from passage.

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MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: February 9, 2011

Original Fiscal Note

Substitute Fiscal Note

**SUBJECT: ESTABLISHMENT OF A FEE STRUCTURE IN MILWAUKEE COUNTY
ORDINANCE 4.05 FOR COURTESY VEHICLES AT GENERAL MITCHELL
INTERNATIONAL AIRPORT TO REGULATE COMMERCIAL CURBSIDE**

FISCAL EFFECT:

- | | |
|--|--|
| <input type="checkbox"/> No Direct County Fiscal Impact | <input type="checkbox"/> Increase Capital Expenditures |
| <input checked="" type="checkbox"/> Existing Staff Time Required | <input type="checkbox"/> Decrease Capital Expenditures |
| <input type="checkbox"/> Increase Operating Expenditures
(If checked, check one of two boxes below) | <input type="checkbox"/> Increase Capital Revenues |
| <input checked="" type="checkbox"/> Absorbed Within Agency's Budget | <input type="checkbox"/> Decrease Capital Revenues |
| <input type="checkbox"/> Not Absorbed Within Agency's Budget | |
| <input type="checkbox"/> Decrease Operating Expenditures | <input type="checkbox"/> Use of Contingent Funds |
| <input checked="" type="checkbox"/> Increase Operating Revenues | |
| <input type="checkbox"/> Decrease Operating Revenues | |

Indicate below the dollar change from budget for any submission that is projected to result in increased/decreased expenditures or revenues in the current year.

	Expenditure or Revenue Category	Current Year	Subsequent Year
Operating Budget	Expenditure	\$200,000	0
	Revenue	\$200,000	0
	Net Cost	0	0
Capital Improvement Budget	Expenditure	0	0
	Revenue	0	0
	Net Cost	0	0

DESCRIPTION OF FISCAL EFFECT

In the space below, you must provide the following information. Attach additional pages if necessary.

- A. Briefly describe the nature of the action that is being requested or proposed, and the new or changed conditions that would occur if the request or proposal were adopted.
- B. State the direct costs, savings or anticipated revenues associated with the requested or proposed action in the current budget year and how those were calculated. ¹ If annualized or subsequent year fiscal impacts are substantially different from current year impacts, then those shall be stated as well. In addition, cite any one-time costs associated with the action, the source of any new or additional revenues (e.g. State, Federal, user fee or private donation), the use of contingent funds, and/or the use of budgeted appropriations due to surpluses or change in purpose required to fund the requested action.
- C. Discuss the budgetary impacts associated with the proposed action in the current year. A statement that sufficient funds are budgeted should be justified with information regarding the amount of budgeted appropriations in the relevant account and whether that amount is sufficient to offset the cost of the requested action. If relevant, discussion of budgetary impacts in subsequent years also shall be discussed. Subsequent year fiscal impacts shall be noted for the entire period in which the requested or proposed action would be implemented when it is reasonable to do so (i.e. a five-year lease agreement shall specify the costs/savings for each of the five years in question). Otherwise, impacts associated with the existing and subsequent budget years should be cited.
- D. Describe any assumptions or interpretations that were utilized to provide the information on this form.

An estimated \$180,000 per year will be generated by courtesy vehicle fees. The initial cost of the system is estimated at \$200,000.

Department/Prepared by: John V. Moore, Airport Operations Manager - Landside

Authorized Signature _____

Did DAS-Fiscal Staff Review? Yes No
Reviewed by:

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¹ If it is assumed that there is no fiscal impact associated with the requested action, then an explanatory statement that justifies that conclusion shall be provided. If precise impacts cannot be calculated, then an estimate or range should be provided.

**COUNTY OF MILWAUKEE
INTEROFFICE COMMUNICATION**

DATE: February 8, 2011

TO: Lee Holloway, Chairman, County Board of Supervisors
Michael Mayo, Sr., Chairman, Transportation, Public Works & Transit Committee

FROM: Jack Takerian, Director of Transportation and Public Works

SUBJECT: **CONTINUATION OF AIRPORT AGREEMENT NO. OL-1954 WITH TUG SERVICE CENTERS NETWORK (GEORGIA) LLC AT GENERAL MITCHELL INTERNATIONAL AIRPORT**

POLICY

County Board approval is required to continue month-to-month agreements exceeding one year at General Mitchell International Airport (GMIA).

BACKGROUND

Milwaukee County General Ordinance 4.31(a)(6) authorizes the Airport Director to enter into month-to-month agreements that are not to exceed one year. On June 19, 2009, the Airport Director entered into Airport Agreement No. OL-1954 with Tug Service Centers Network (Georgia), LLC for the month-to-month rental of approximately 5,919 square feet of space in GMIA Air Cargo Building No. 3-02. The Agreement began on April 1, 2009, and ends March 31, 2011 per Amendment No. 1 to OL-1954. Tug Service Centers Network is requesting to continue the Agreement beyond March 31, 2011. Tug Service Centers Network provides ground service equipment maintenance for several airlines.

RECOMMENDATIONS

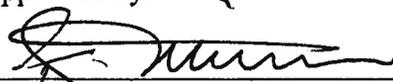
Airport staff recommends that Airport Agreement No. OL-1954 between Milwaukee County and Tug Service Centers Network (Georgia), LLC be amended to continue on a month-to-month basis, effective April 1, 2011.

FISCAL NOTE

Current rental is \$4,932.50 per month. There is no effect on the Milwaukee County tax levy.

Prepared by: Steven Wright, A.A.E. - Airport Properties Manager

Approved by:



Jack Takerian, Director of
Transportation and Public Works



C. Barry Bateman
Airport Director

File No.
Journal

(Item) From the Director of Transportation & Public Works requesting Airport Agreement No. OL-1954 between Milwaukee County and Tug Service Centers Network (Georgia), LLC be amended to continue on a month-to-month basis at General Mitchell International Airport (GMIA) by recommending adoption of the following:

RESOLUTION

WHEREAS, Milwaukee County General Ordinance 4.31(a)(6) authorizes the Airport Director to enter into month-to-month agreements not to exceed one year; and

WHEREAS, on June 19, 2009, the Airport Director entered into Airport Agreement No. OL-1954 with Tug Service Centers Network (Georgia), LLC for the month-to-month rental of approximately 5,919 square feet of space in GMIA Air Cargo Building No. 3-02; and

WHEREAS, the Agreement began on April 1, 2009, and ends March 31, 2011 per Amendment No. 1 to OL-1954; and

WHEREAS, Tug Service Centers Network is requesting to continue the Agreement beyond March 31, 2011; and

WHEREAS, the Transportation, Public Works and Transit Committee, at its meeting on _____, recommended that the Airport Director amend Airport Agreement No. OL-1954 between Milwaukee County and Tug Service Centers Network (Georgia), LLC to continue the agreement on a month-to-month basis at General Mitchell International Airport, effective April 1, 2011; now therefore,

BE IT RESOLVED that the Airport Director is hereby authorized to amend Airport Agreement No. OL-1954 between Milwaukee County and Tug Service Centers Network (Georgia), LLC to continue the agreement on a month-to-month basis at General Mitchell International Airport, effective April 1, 2011.

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MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: February 8, 2011

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: CONTINUATION OF AIRPORT AGREEMENT NO. OL-1954 WITH TUG SERVICE CENTERS NETWORK (GEORGIA) LLC AT GENERAL MITCHELL INTERNATIONAL AIRPORT

FISCAL EFFECT:

- | | |
|--|--|
| <input checked="" type="checkbox"/> No Direct County Fiscal Impact | <input type="checkbox"/> Increase Capital Expenditures |
| <input type="checkbox"/> Existing Staff Time Required | <input type="checkbox"/> Decrease Capital Expenditures |
| <input type="checkbox"/> Increase Operating Expenditures
(If checked, check one of two boxes below) | <input type="checkbox"/> Increase Capital Revenues |
| <input type="checkbox"/> Absorbed Within Agency's Budget | <input type="checkbox"/> Decrease Capital Revenues |
| <input type="checkbox"/> Not Absorbed Within Agency's Budget | |
| <input type="checkbox"/> Decrease Operating Expenditures | <input type="checkbox"/> Use of Contingent Funds |
| <input type="checkbox"/> Increase Operating Revenues | |
| <input type="checkbox"/> Decrease Operating Revenues | |

Indicate below the dollar change from budget for any submission that is projected to result in increased/decreased expenditures or revenues in the current year.

	Expenditure or Revenue Category	Current Year	Subsequent Year
Operating Budget	Expenditure	0	0
	Revenue	0	0
	Net Cost	0	0
Capital Improvement Budget	Expenditure	0	0
	Revenue	0	0
	Net Cost	0	0

DESCRIPTION OF FISCAL EFFECT

In the space below, you must provide the following information. Attach additional pages if necessary.

- A. Briefly describe the nature of the action that is being requested or proposed, and the new or changed conditions that would occur if the request or proposal were adopted.
- B. State the direct costs, savings or anticipated revenues associated with the requested or proposed action in the current budget year and how those were calculated.¹ If annualized or subsequent year fiscal impacts are substantially different from current year impacts, then those shall be stated as well. In addition, cite any one-time costs associated with the action, the source of any new or additional revenues (e.g. State, Federal, user fee or private donation), the use of contingent funds, and/or the use of budgeted appropriations due to surpluses or change in purpose required to fund the requested action.
- C. Discuss the budgetary impacts associated with the proposed action in the current year. A statement that sufficient funds are budgeted should be justified with information regarding the amount of budgeted appropriations in the relevant account and whether that amount is sufficient to offset the cost of the requested action. If relevant, discussion of budgetary impacts in subsequent years also shall be discussed. Subsequent year fiscal impacts shall be noted for the entire period in which the requested or proposed action would be implemented when it is reasonable to do so (i.e. a five-year lease agreement shall specify the costs/savings for each of the five years in question). Otherwise, impacts associated with the existing and subsequent budget years should be cited.
- D. Describe any assumptions or interpretations that were utilized to provide the information on this form.

The current rental is \$4,932.50 per month. There is no effect on the tax levy of Milwaukee County.

Department/Prepared by: Steve Wright, A.A.E., Airport Properties Manager

Authorized Signature _____

Did DAS-Fiscal Staff Review? Yes No
Reviewed by:

¹ If it is assumed that there is no fiscal impact associated with the requested action, then an explanatory statement that justifies that conclusion shall be provided. If precise impacts cannot be calculated, then an estimate or range should be provided.

**COUNTY OF MILWAUKEE
INTEROFFICE COMMUNICATION**

17

DATE: February 9, 2011

TO: Lee Holloway, Chairman County Board of Supervisors
Michael Mayo, Sr., Chairman, Transportation, Public Works and Transit committee

FROM: Jack Takerian, Director, Transportation and Public Works

SUBJECT: **BUILDING AND PARKING LEASE AGREEMENT BETWEEN MILWAUKEE COUNTY AND ACC HOLDING, INC. (AIR CARGO CARRIERS, INC.)**

POLICY

County Board approval is required for Milwaukee County to enter into a building and parking lease agreement with ACC Holding, Inc. for an office building at the former 440th Air Reserve Station (ARS) at General Mitchell International Airport (GMIA).

BACKGROUND

ACC Holding, Inc. (Air Cargo Carriers) is a cargo airline headquartered in Milwaukee with its main base of operations at General Mitchell International Airport. It was established in 1986 and is the largest civilian operator of Shorts aircraft in the world.

Currently Air Cargo Carriers occupies two hangers at GMIA as well as off-site office space. Their intent is to consolidate much of their office operations in one location. The north half of the wing headquarters building (building 102) at the former 440th ARS lends itself perfectly to meet their office space needs.

The approximately 22,195 square foot area is expected to accommodate up to one hundred twenty (120) employees. Of the personnel occupying the space at least twenty (20) new positions are expected to be created.

RECOMMENDATION

Airport staff recommends that Milwaukee County enter into a lease agreement with ACC Holding, Inc., effective May 1, 2011, for the lease of approximately 23,675 square feet of office (building 102) and approximately 125 spaces of paved parking at the former 440th Air Force Reserve Base, under standard terms and conditions for County-owned land and building space, inclusive of the following:

1. The term of the triple net lease agreement shall be for three (3) years, effective May 1, 2011, and ending April 30, 2014, with one (1) two-year mutual renewal option.
2. Any furniture, office equipment, or any other material identified will be inventoried in the office building and made available to ACC Holding, Inc. at no charge, to be returned at the conclusion of the lease.
3. Rental for the approximately 23,675 square feet of space in the building will be established at: \$5.06/sq. ft. for an approximate total of \$119,795 for the first year of the lease; \$6.08/sq.

ft. for an approximate total of \$143,944 for the second year of the lease; and, \$7.08/sq. ft. for an approximate total of \$167,619 for the third year of the lease. An option to extend the lease term for an additional two years shall be at the fair market value lease rate to be determined.

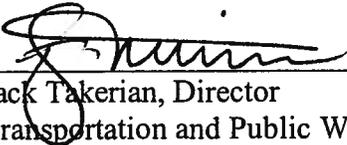
4. Approximately one hundred twenty-five (125) spaces of paved parking area will be provided at no charge for the duration of the lease.
5. The lease agreement shall contain the current standard insurance and environmental language for similar agreements. Under these terms of this triple net lease agreement ACC Holding, Inc. will be responsible for the cost of insurance, utilities and common area maintenance charges.

FISCAL NOTE

Rental revenues will be approximately \$119,795 for the first year of the agreement.

Prepared by: Ted J. Torcivia, Airport Business Manager

Approved by:



Jack Takerian, Director
Transportation and Public Works



C. Barry Bateman
Airport Director

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(ITEM) From the Director of Transportation and Public Works requesting that Milwaukee County enter into a building and parking lease agreement with ACC Holding, Inc. (Air Cargo Carriers) at the former 440th Air Force Reserve Station (ARS) at General Mitchell International Airport (GMIA) by recommending adoption of the following.

RESOLUTION

WHEREAS, ACC Holding, Inc. is a cargo airline headquartered in Milwaukee with its main base of operations at General Mitchell International Airport. It was established in 1986 and is the largest civilian operator of Shorts aircraft in the world; and

WHEREAS, Currently ACC Holding, Inc. occupies two hangers at GMIA as well as off-site office space. Their intent is to consolidate much of their office operations in one location. The north half of the first level and entire second floor of the second level of the wing headquarters building (building 102) at the former 440th ARS lends itself perfectly to meet their office space needs; now, therefore

BE IT RESOLVED, that the Director of Transportation and Public Works and the Airport Director are hereby authorized to enter into a lease agreement with ACC HOLDING, Inc., effective May 1, 2011, for the lease of: approximately 23,675 square feet of office space (building 102); and approximately one hundred twenty-five (125) spaces of paved parking at the former 440th Air Force Reserve Base, under the following terms and conditions:

1. The term of the triple net lease agreement shall be for three (3) years, effective May 1, 2011, and ending April 30, 2014, with one (1) two-year mutual renewal option.
2. Any furniture, office equipment or any other material identified will be inventoried in the office building and made available to ACC Holding, Inc. at no charge, to be returned at the conclusion of the lease.
3. Rental for the approximately 23,675 square feet of office space will be established at \$5.06/sq. ft. for a total of \$119,795 for the first year of the lease; \$6.08/sq. ft. for an approximate total of \$143,944 for the second year of the lease; and, \$7.08/sq. ft. for an approximate total of \$167,619 for the third year of the lease. An option to extend the lease term for an additional two years shall be at the fair market value lease rate to be determined.
4. Approximately one hundred twenty-five (125) spaces of paved parking area will be provided at no charge for the duration of the lease.
5. The lease agreement shall contain the current standard insurance and environmental language for similar agreements. Under these terms of this triple net lease agreement ACC Holding, Inc. will be responsible for the cost of insurance, utilities and common area maintenance charges.

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MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: February 9, 2011

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: BUILDING AND PARKING LEASE AGREEMENT BETWEEN MILWAUKEE COUNTY AND ACC HOLDINGS, INC. (AIR CARGO CARRIERS, INC.)

FISCAL EFFECT:

- | | |
|--|--|
| <input checked="" type="checkbox"/> No Direct County Fiscal Impact | <input type="checkbox"/> Increase Capital Expenditures |
| <input type="checkbox"/> Existing Staff Time Required | <input type="checkbox"/> Decrease Capital Expenditures |
| <input type="checkbox"/> Increase Operating Expenditures
(If checked, check one of two boxes below) | <input type="checkbox"/> Increase Capital Revenues |
| <input type="checkbox"/> Absorbed Within Agency's Budget | <input type="checkbox"/> Decrease Capital Revenues |
| <input type="checkbox"/> Not Absorbed Within Agency's Budget | |
| <input type="checkbox"/> Decrease Operating Expenditures | <input type="checkbox"/> Use of Contingent Funds |
| <input type="checkbox"/> Increase Operating Revenues | |
| <input type="checkbox"/> Decrease Operating Revenues | |

Indicate below the dollar change from budget for any submission that is projected to result in increased/decreased expenditures or revenues in the current year.

	Expenditure or Revenue Category	Current Year	Subsequent Year
Operating Budget	Expenditure	\$119,795.00	\$143,944.00
	Revenue	\$119,795.00	\$143,944.00
	Net Cost	0	0
Capital Improvement Budget	Expenditure	0	0
	Revenue	0	0
	Net Cost	0	0

DESCRIPTION OF FISCAL EFFECT

In the space below, you must provide the following information. Attach additional pages if necessary.

- A. Briefly describe the nature of the action that is being requested or proposed, and the new or changed conditions that would occur if the request or proposal were adopted.
- B. State the direct costs, savings or anticipated revenues associated with the requested or proposed action in the current budget year and how those were calculated. ¹ If annualized or subsequent year fiscal impacts are substantially different from current year impacts, then those shall be stated as well. In addition, cite any one-time costs associated with the action, the source of any new or additional revenues (e.g. State, Federal, user fee or private donation), the use of contingent funds, and/or the use of budgeted appropriations due to surpluses or change in purpose required to fund the requested action.
- C. Discuss the budgetary impacts associated with the proposed action in the current year. A statement that sufficient funds are budgeted should be justified with information regarding the amount of budgeted appropriations in the relevant account and whether that amount is sufficient to offset the cost of the requested action. If relevant, discussion of budgetary impacts in subsequent years also shall be discussed. Subsequent year fiscal impacts shall be noted for the entire period in which the requested or proposed action would be implemented when it is reasonable to do so (i.e. a five-year lease agreement shall specify the costs/savings for each of the five years in question). Otherwise, impacts associated with the existing and subsequent budget years should be cited.
- D. Describe any assumptions or interpretations that were utilized to provide the information on this form.

The airport will receive total rental revenues of \$119,795.00 for the first year of the agreement.

Department/Prepared by: Ted J. Torcivia, Airport Business Manager

Authorized Signature _____

Did DAS-Fiscal Staff Review? Yes No

Reviewed by:

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¹ If it is assumed that there is no fiscal impact associated with the requested action, then an explanatory statement that justifies that conclusion shall be provided. If precise impacts cannot be calculated, then an estimate or range should be provided.

**COUNTY OF MILWAUKEE
INTEROFFICE COMMUNICATION**

18

DATE: February 9, 2011

TO: Lee Holloway, Chairman County Board of Supervisors
Michael Mayo, Sr., Chairman, Transportation, Public Works and Transit committee

FROM: Jack Takerian, Director, Transportation and Public Works

SUBJECT: **BUILDING AND PARKING LEASE AGREEMENT BETWEEN MILWAUKEE COUNTY AND ACC HOLDING, INC. (AIR CARGO CARRIERS, INC.)**

POLICY

County Board approval is required for Milwaukee County to enter into a building and parking lease agreement with ACC Holding, Inc. for a warehouse building at the former 440th Air Reserve Station (ARS) at General Mitchell International Airport (GMIA).

BACKGROUND

ACC Holding, Inc. (Air Cargo Carriers) is a cargo airline headquartered in Milwaukee with its main base of operations at General Mitchell International Airport. It was established in 1986 and is the largest civilian operator of Shorts aircraft in the world.

Currently Air Cargo Carriers occupies two hangers at GMIA as well as off-site office space. Their intent is to consolidate much of their operations in one location. The jet propulsion shop (building 208) at the former 440th ARS lends itself perfectly to meet their warehouse space needs.

RECOMMENDATION

Airport staff recommends that Milwaukee County enter into a lease agreement with ACC Holding, Inc., effective May 1, 2011, for the lease of 13,151 square feet of warehouse (building 208) and approximately 20 spaces of paved parking at the former 440th Air Force Reserve Base, under standard terms and conditions for County-owned land and building space, inclusive of the following:

1. The term of the triple net lease agreement shall be for three (3) years, effective May 1, 2011, and ending April 30, 2014, with one (1) two-year mutual renewal option.
2. Any furniture, office equipment, or any other material identified will be inventoried in the office building and made available to ACC Holding, Inc. at no charge, to be returned at the conclusion of the lease.
3. Rental for the approximately 13,151 square feet of space in the building will be established at: \$2.75/sq. ft. for an approximate total of \$27,288 for the first year of the lease; \$3.00/sq. ft. for an approximate total of \$39,453 for the second year of the lease; and, \$3.15/sq. ft. for an approximate total of \$41,425 for the third year of the lease. An option to extend the lease

term for an additional two years shall be at the fair market value lease rate to be determined.

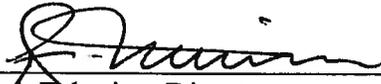
4. Approximately twenty (20) spaces of paved parking area will be provided at no charge for the duration of the lease.
5. The lease agreement shall contain the current standard insurance and environmental language for similar agreements. Under these terms of this triple net lease agreement ACC Holding, Inc. will be responsible for the cost of insurance, utilities and common area maintenance charges.

FISCAL NOTE

Rental revenues will be approximately \$27,288 for the first year of the agreement.

Prepared by: Ted J. Torcivia, Airport Business Manager

Approved by:



Jack Takerian, Director
Transportation and Public Works



C. Barry Baleman
Airport Director

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(ITEM) From the Director of Transportation and Public Works requesting that Milwaukee County enter into a building and parking lease agreement with ACC Holding, Inc. (Air Cargo Carriers) at the former 440th Air Force Reserve Station (ARS) at General Mitchell International Airport (GMIA) by recommending adoption of the following.

RESOLUTION

WHEREAS, ACC Holding, Inc. is a cargo airline headquartered in Milwaukee with its main base of operations at General Mitchell International Airport. It was established in 1986 and is the largest civilian operator of Shorts aircraft in the world; and

WHEREAS, Currently ACC Holding, Inc. occupies two hangers at GMIA as well as off-site office space. Their intent is to consolidate much of their operations in one location. The jet propulsion shop (building 208) at the former 440th ARS lends itself perfectly to meet their warehouse space needs; now, therefore

BE IT RESOLVED, that the Director of Transportation and Public Works and the Airport Director are hereby authorized to enter into a lease agreement with ACC HOLDING, Inc., effective May 1, 2011, for the lease of: approximately 13,151 square feet of warehouse space (building 208); and approximately twenty (20) spaces of paved parking at the former 440th Air Force Reserve Base, under the following terms and conditions:

1. The term of the triple net lease agreement shall be for three (3) years, effective May 1, 2011, and ending April 30, 2014, with one (1) two-year mutual renewal option.
2. Any furniture, office equipment or any other material identified will be inventoried in the office building and made available to ACC Holding, Inc. at no charge, to be returned at the conclusion of the lease.
3. Rental for the approximately 13,151 square feet of space in the building will be established at: \$2.75/sq. ft. for an approximate total of \$27,288 for the first year of the lease; \$3.00/sq. ft. for an approximate total of \$39,453 for the second year of the lease; and, \$3.15/sq. ft. for an approximate total of \$41,425 for the third year of the lease. An option to extend the lease term for an additional two years shall be at the fair market value lease rate to be determined.
4. Approximately twenty (20) spaces of paved parking area will be provided at no charge for the duration of the lease.
5. The lease agreement shall contain the current standard insurance and environmental language for similar agreements. Under these terms of this triple net lease agreement ACC Holding, Inc. will be responsible for the cost of insurance, utilities and common area maintenance charges.

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: February 9, 2011

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: BUILDING AND PARKING LEASE AGREEMENT BETWEEN MILWAUKEE COUNTY AND ACC HOLDINGS, INC. (AIR CARGO CARRIERS, INC.)

FISCAL EFFECT:

- | | |
|---|--|
| <input checked="" type="checkbox"/> No Direct County Fiscal Impact
<input type="checkbox"/> Existing Staff Time Required
<input type="checkbox"/> Increase Operating Expenditures
(If checked, check one of two boxes below)
<input type="checkbox"/> Absorbed Within Agency's Budget
<input type="checkbox"/> Not Absorbed Within Agency's Budget
<input type="checkbox"/> Decrease Operating Expenditures
<input type="checkbox"/> Increase Operating Revenues
<input type="checkbox"/> Decrease Operating Revenues | <input type="checkbox"/> Increase Capital Expenditures
<input type="checkbox"/> Decrease Capital Expenditures
<input type="checkbox"/> Increase Capital Revenues
<input type="checkbox"/> Decrease Capital Revenues
<input type="checkbox"/> Use of Contingent Funds |
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Indicate below the dollar change from budget for any submission that is projected to result in increased/decreased expenditures or revenues in the current year.

	Expenditure or Revenue Category	Current Year	Subsequent Year
Operating Budget	Expenditure	\$27,288.00	\$39,453.00
	Revenue	\$27,288.00	\$39,453.00
	Net Cost	0	0
Capital Improvement Budget	Expenditure	0	0
	Revenue	0	0
	Net Cost	0	0

DESCRIPTION OF FISCAL EFFECT

In the space below, you must provide the following information. Attach additional pages if necessary.

- A. Briefly describe the nature of the action that is being requested or proposed, and the new or changed conditions that would occur if the request or proposal were adopted.
- B. State the direct costs, savings or anticipated revenues associated with the requested or proposed action in the current budget year and how those were calculated. ¹ If annualized or subsequent year fiscal impacts are substantially different from current year impacts, then those shall be stated as well. In addition, cite any one-time costs associated with the action, the source of any new or additional revenues (e.g. State, Federal, user fee or private donation), the use of contingent funds, and/or the use of budgeted appropriations due to surpluses or change in purpose required to fund the requested action.
- C. Discuss the budgetary impacts associated with the proposed action in the current year. A statement that sufficient funds are budgeted should be justified with information regarding the amount of budgeted appropriations in the relevant account and whether that amount is sufficient to offset the cost of the requested action. If relevant, discussion of budgetary impacts in subsequent years also shall be discussed. Subsequent year fiscal impacts shall be noted for the entire period in which the requested or proposed action would be implemented when it is reasonable to do so (i.e. a five-year lease agreement shall specify the costs/savings for each of the five years in question). Otherwise, impacts associated with the existing and subsequent budget years should be cited.
- D. Describe any assumptions or interpretations that were utilized to provide the information on this form.

The airport will receive total rental revenues of \$27,288.00 for the first year of the agreement.

Department/Prepared by: Ted J. Torcivia, Airport Business Manager

Authorized Signature _____

Did DAS-Fiscal Staff Review? Yes No

Reviewed by:

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¹ If it is assumed that there is no fiscal impact associated with the requested action, then an explanatory statement that justifies that conclusion shall be provided. If precise impacts cannot be calculated, then an estimate or range should be provided.

**COUNTY OF MILWAUKEE
INTEROFFICE COMMUNICATION**

19

DATE: February 9, 2011

TO: Lee Holloway, Chairman County Board of Supervisors
Michael Mayo, Sr., Chairman, Transportation, Public Works and Transit committee

FROM: Jack Takerian, Director, Transportation and Public Works

SUBJECT: **BUILDING LEASE AGREEMENT BETWEEN MILWAUKEE COUNTY AND ACC HOLDING, INC. (AIR CARGO CARRIERS, INC.)**

POLICY

County Board approval is required for Milwaukee County to enter into a building lease agreement with ACC Holding, Inc. for a warehouse building at the former 440th Air Reserve Station (ARS) at General Mitchell International Airport (GMIA).

BACKGROUND

ACC Holding, Inc. (Air Cargo Carriers) is a cargo airline headquartered in Milwaukee with its main base of operations at General Mitchell International Airport. It was established in 1986 and is the largest civilian operator of Shorts aircraft in the world.

Currently Air Cargo Carriers occupies two hangers at GMIA as well as off-site office space. Their intent is to consolidate much of their operations in one location. The life support storage facility (building 225) at the former 440th ARS lends itself perfectly to meet their warehouse storage space needs.

RECOMMENDATION

Airport staff recommends that Milwaukee County enter into a lease agreement with ACC Holding, Inc., effective May 1, 2011, for the lease of 2,232 square feet of warehouse (building 225) at the former 440th Air Force Reserve Base, under standard terms and conditions for County-owned land and building space, inclusive of the following:

1. The term of the triple net lease agreement shall be for three (3) years, effective May 1, 2011, and ending April 30, 2014, with one (1) two-year mutual renewal option.
2. Any furniture, office equipment, or any other material identified will be inventoried in the building and made available to ACC Holding, Inc. at no charge, to be returned at the conclusion of the lease.
3. Rental for the approximately 2,232 square feet of space in the building will be established at: \$2.75/sq. ft. for an approximate total of \$6,138 for the first year of the lease; \$3.00/sq. ft. for an approximate total of \$6,696 for the second year of the lease; and, \$3.15/sq. ft. for an approximate total of \$7,030 for the third year of the lease. An option to extend the lease term for an additional two years shall be at the fair market value lease rate to be determined.

4. The lease agreement shall contain the current standard insurance and environmental language

for similar agreements. Under these terms of this triple net lease agreement ACC Holding, Inc. will be responsible for the cost of insurance, utilities and common area maintenance charges.

FISCAL NOTE

Rental revenues will be approximately \$6,138 for the first year of the agreement.

Prepared by: Ted J. Torcivia, Airport Business Manager

Approved by:



Jack Takerian, Director
Transportation and Public Works



C. Barry Bateman
Airport Director

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(ITEM) From the Director of Transportation and Public Works requesting that Milwaukee County enter into a building lease agreement with ACC Holding, Inc. (Air Cargo Carriers) at the former 440th Air Force Reserve Station (ARS) at General Mitchell International Airport (GMIA) by recommending adoption of the following.

RESOLUTION

WHEREAS, ACC Holding, Inc. is a cargo airline headquartered in Milwaukee with its main base of operations at General Mitchell International Airport. It was established in 1986 and is the largest civilian operator of Shorts aircraft in the world; and

WHEREAS, Currently ACC Holding, Inc. occupies two hangers at GMIA as well as off-site office space. Their intent is to consolidate much of their operations in one location. The life support storage facility (building 225) at the former 440th ARS lends itself perfectly to meet their warehouse storage space needs; now, therefore

BE IT RESOLVED, that the Director of Transportation and Public Works and the Airport Director are hereby authorized to enter into a lease agreement with ACC HOLDING, Inc., effective May 1, 2011, for the lease of: approximately 2,232 square feet of warehouse space (building 225) at the former 440th Air Force Reserve Base, under the following terms and conditions:

1. The term of the triple net lease agreement shall be for three (3) years, effective May 1, 2011, and ending April 30, 2014, with one (1) two-year mutual renewal option.
2. Any furniture, office equipment or any other material identified will be inventoried in the office building and made available to ACC Holding, Inc. at no charge, to be returned at the conclusion of the lease.
3. Rental for the approximately 2,232 square feet of space in the building will be established at: \$2.75/sq. ft. for an approximate total of \$6,138 for the first year of the lease; \$3.00/sq. ft. for an approximate total of \$6,696 for the second year of the lease; and, \$3.15/sq. ft. for an approximate total of \$7,030 for the third year of the lease. An option to extend the lease term for an additional two years shall be at the fair market value lease rate to be determined.
4. The lease agreement shall contain the current standard insurance and environmental language for similar agreements. Under these terms of this triple net lease agreement ACC Holding, Inc. will be responsible for the cost of insurance, utilities and common area maintenance charges.

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MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: February 9, 2011

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: BUILDING LEASE AGREEMENT BETWEEN MILWAUKEE COUNTY AND ACC HOLDINGS, INC. (AIR CARGO CARRIERS, INC.)

FISCAL EFFECT:

- | | |
|---|--|
| <input checked="" type="checkbox"/> No Direct County Fiscal Impact
<input type="checkbox"/> Existing Staff Time Required
<input type="checkbox"/> Increase Operating Expenditures
(If checked, check one of two boxes below)
<input type="checkbox"/> Absorbed Within Agency's Budget
<input type="checkbox"/> Not Absorbed Within Agency's Budget
<input type="checkbox"/> Decrease Operating Expenditures
<input type="checkbox"/> Increase Operating Revenues
<input type="checkbox"/> Decrease Operating Revenues | <input type="checkbox"/> Increase Capital Expenditures
<input type="checkbox"/> Decrease Capital Expenditures
<input type="checkbox"/> Increase Capital Revenues
<input type="checkbox"/> Decrease Capital Revenues
<input type="checkbox"/> Use of Contingent Funds |
|---|--|

Indicate below the dollar change from budget for any submission that is projected to result in increased/decreased expenditures or revenues in the current year.

	Expenditure or Revenue Category	Current Year	Subsequent Year
Operating Budget	Expenditure	\$6,138.00	\$6,696.00
	Revenue	\$6,138.00	\$6,696.00
	Net Cost	0	0
Capital Improvement Budget	Expenditure	0	0
	Revenue	0	0
	Net Cost	0	0

DESCRIPTION OF FISCAL EFFECT

In the space below, you must provide the following information. Attach additional pages if necessary.

- A. Briefly describe the nature of the action that is being requested or proposed, and the new or changed conditions that would occur if the request or proposal were adopted.
- B. State the direct costs, savings or anticipated revenues associated with the requested or proposed action in the current budget year and how those were calculated.¹ If annualized or subsequent year fiscal impacts are substantially different from current year impacts, then those shall be stated as well. In addition, cite any one-time costs associated with the action, the source of any new or additional revenues (e.g. State, Federal, user fee or private donation), the use of contingent funds, and/or the use of budgeted appropriations due to surpluses or change in purpose required to fund the requested action.
- C. Discuss the budgetary impacts associated with the proposed action in the current year. A statement that sufficient funds are budgeted should be justified with information regarding the amount of budgeted appropriations in the relevant account and whether that amount is sufficient to offset the cost of the requested action. If relevant, discussion of budgetary impacts in subsequent years also shall be discussed. Subsequent year fiscal impacts shall be noted for the entire period in which the requested or proposed action would be implemented when it is reasonable to do so (i.e. a five-year lease agreement shall specify the costs/savings for each of the five years in question). Otherwise, impacts associated with the existing and subsequent budget years should be cited.
- D. Describe any assumptions or interpretations that were utilized to provide the information on this form.

The airport will receive total rental revenues of \$6,138.00 for the first year of the agreement.

Department/Prepared by: Ted J. Torcivia, Airport Business Manager

Authorized Signature _____

Did DAS-Fiscal Staff Review? Yes No

Reviewed by:

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¹ If it is assumed that there is no fiscal impact associated with the requested action, then an explanatory statement that justifies that conclusion shall be provided. If precise impacts cannot be calculated, then an estimate or range should be provided.

**COUNTY OF MILWAUKEE
INTEROFFICE COMMUNICATION**

20

DATE: February 8, 2011

TO: Lee Holloway, Chairman, County Board of Supervisors
Michael Mayo, Sr., Chairman, Transportation, Public Works & Transit Committee

FROM: Jack Takerian, Director of Transportation and Public Works

SUBJECT: **EXTENSION OF LEASE EXECUTION DEADLINE FOR US AIRWAYS, INC.**

POLICY

County Board approval is required to grant a signatory air carrier an extension to execute lease documents after December 30, 2010, at General Mitchell International Airport (GMIA).

BACKGROUND

The County Board of Supervisors approved entering into a new airline-airport use and lease agreement (File No. 10-299) for the term commencing October 1, 2010, through December 31, 2015. The Board further approved assessing Signatory rates to incumbent Signatory Airlines for the period of October 1, 2010 through December 31, 2010, with the proviso that incumbent airlines that have not signed a new Airline-Airport Use and Lease Agreement by December 31, 2010 be assessed the appropriate three-month, 25% non-signatory surcharge on fees and charges assessed between October 1, 2010 and December 31, 2010.

Airlines that executed agreements prior to December 31, 2010 include AirTran Airways, Inc.; American Eagle Airlines, Inc.; Continental Airlines, Inc.; Delta Air Lines, Inc.; Frontier Airlines, Inc.; and SkyWest Airlines, Inc. (operating for United Airlines, Inc.)

US Airways is the only incumbent signatory airline that did not execute its lease before the deadline of December 31, 2010. US Airways submitted a request to airport staff for an extension for the signatory rate provision since US Airways executed the agreement on January 5, 2011. Airport staff responded to US Airways that if US Airways could get approval from all of the other incumbent signatory carriers, then staff would make a request to the County Board of Supervisors for the exemption from the lease execution deadline and its associated penalty. Subsequently, all of the incumbent signatory airlines listed above support an extension so US Airways can remain at signatory rates through the period October 1, 2010 through December 31, 2010.

RECOMMENDATION

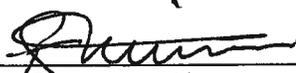
Airport staff recommends that Milwaukee County grant an extension for lease execution to US Airways, Inc., so that US Airways can receive signatory rates for the period of October 1, 2010 through December 31, 2010.

FISCAL NOTE

Budgeted airline fees assumed signatory rates. There is no impact to the tax levy of Milwaukee County.

Prepared by: Steven Wright, A.A.E. - Airport Properties Manager

Approved by:



Jack Takerian, Director
Transportation and Public Works



C. Barry Bateman
Airport Director

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(Item) From the Director of Transportation & Public Works requesting an extension of the lease execution deadline for US Airways, Inc., at General Mitchell International Airport (GMIA) by recommending adoption of the following:

RESOLUTION

WHEREAS, the County Board of Supervisors approved entering into a new airline-airport use and lease agreement (File No. 10-299) for the term commencing October 1, 2010, through December 31, 2015; and

WHEREAS, the Board further approved assessing Signatory rates to incumbent Signatory Airlines for the period of October 1, 2010 through December 31, 2010, with the proviso that incumbent airlines that have not signed a new Airline-Airport Use and Lease Agreement by December 31, 2010 be assessed the appropriate three-month, 25% non-signatory surcharge on fees and charges assessed between October 1, 2010 and December 31, 2010; and

WHEREAS, airlines that executed agreements prior to December 31, 2010 include AirTran Airways, Inc.; American Eagle Airlines, Inc.; Continental Airlines, Inc.; Delta Air Lines, Inc.; Frontier Airlines, Inc.; and SkyWest Airlines, Inc. (operating for United Airlines, Inc.); and

WHEREAS, US Airways is the only incumbent signatory airline that did not execute its lease before the deadline of December 31, 2010; and

WHEREAS, US Airways submitted a request to Airport staff for an extension for the signatory rate provision since US Airways executed the agreement on January 5, 2011; and

WHEREAS, Airport staff responded to US Airways that if US Airways could get approval from all of the other incumbent signatory carriers, then Airport staff would make a request to the County Board of Supervisors for the exemption from the lease execution deadline and its associated penalty; and

WHEREAS, subsequently, all of the incumbent signatory airlines listed above support an extension so US Airways can remain at signatory rates through the period October 1, 2010 through December 31, 2010; and

WHEREAS, the Transportation, Public Works and Transit Committee, at its meeting on March 2, 2011, recommended approval (vote _____) for the extension of the lease execution deadline for US Airways, Inc., at General Mitchell International Airport, now, therefore,

46
47
48
49
50

BE IT RESOLVED that the Director of Public Works and Transportation and the County Clerk are hereby authorized to extend the lease execution deadline for US Airways, Inc., at General Mitchell International Airport.

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MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: February 8, 2011

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: EXTENSION OF LEASE EXECUTION DEADLINE FOR US AIRWAYS, INC.

FISCAL EFFECT:

- | | |
|---|--|
| <input checked="" type="checkbox"/> No Direct County Fiscal Impact
<input type="checkbox"/> Existing Staff Time Required
<input type="checkbox"/> Increase Operating Expenditures
(If checked, check one of two boxes below)
<input type="checkbox"/> Absorbed Within Agency's Budget
<input type="checkbox"/> Not Absorbed Within Agency's Budget
<input type="checkbox"/> Decrease Operating Expenditures
<input type="checkbox"/> Increase Operating Revenues
<input type="checkbox"/> Decrease Operating Revenues | <input type="checkbox"/> Increase Capital Expenditures
<input type="checkbox"/> Decrease Capital Expenditures
<input type="checkbox"/> Increase Capital Revenues
<input type="checkbox"/> Decrease Capital Revenues
<input type="checkbox"/> Use of Contingent Funds |
|---|--|

Indicate below the dollar change from budget for any submission that is projected to result in increased/decreased expenditures or revenues in the current year.

	Expenditure or Revenue Category	Current Year	Subsequent Year
Operating Budget	Expenditure	0	0
	Revenue	0	0
	Net Cost	0	0
Capital Improvement Budget	Expenditure	0	0
	Revenue	0	0
	Net Cost	0	0

DESCRIPTION OF FISCAL EFFECT

In the space below, you must provide the following information. Attach additional pages if necessary.

- A. Briefly describe the nature of the action that is being requested or proposed, and the new or changed conditions that would occur if the request or proposal were adopted.
- B. State the direct costs, savings or anticipated revenues associated with the requested or proposed action in the current budget year and how those were calculated.¹ If annualized or subsequent year fiscal impacts are substantially different from current year impacts, then those shall be stated as well. In addition, cite any one-time costs associated with the action, the source of any new or additional revenues (e.g. State, Federal, user fee or private donation), the use of contingent funds, and/or the use of budgeted appropriations due to surpluses or change in purpose required to fund the requested action.
- C. Discuss the budgetary impacts associated with the proposed action in the current year. A statement that sufficient funds are budgeted should be justified with information regarding the amount of budgeted appropriations in the relevant account and whether that amount is sufficient to offset the cost of the requested action. If relevant, discussion of budgetary impacts in subsequent years also shall be discussed. Subsequent year fiscal impacts shall be noted for the entire period in which the requested or proposed action would be implemented when it is reasonable to do so (i.e. a five-year lease agreement shall specify the costs/savings for each of the five years in question). Otherwise, impacts associated with the existing and subsequent budget years should be cited.
- D. Describe any assumptions or interpretations that were utilized to provide the information on this form.

Budgeted airline fees assumed signatory rates. There is no impact to the tax levy of Milwaukee County.

Department/Prepared by: Steve Wright, A.A.E., Airport Properties Manager

Authorized Signature _____

Did DAS-Fiscal Staff Review? Yes No
Reviewed by:

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¹ If it is assumed that there is no fiscal impact associated with the requested action, then an explanatory statement that justifies that conclusion shall be provided. If precise impacts cannot be calculated, then an estimate or range should be provided.

COUNTY OF MILWAUKEE
INTER-OFFICE COMMUNICATION

DATE: February 10, 2011

TO: Lee Holloway, Chairman, County Board of Supervisors
Michael Mayo, Sr., Chairman, Transportation, Public Works & Transit Committee

FROM: Jack Takerian, Director of Transportation and Public Works

SUBJECT: **Establishment of an Off Airport Parking Privilege Fee in the Ordinances of Milwaukee County**

POLICY ISSUE

Changes to County Ordinances require County Board approval.

BACKGROUND

All users of General Mitchell International Airport are required to pay a user fee in the form of lease or rental payments, landing fees, gallonage fees, or a percentage of gross revenues for the opportunity to conduct business with the tenants and passengers who travel through or use the Airport. This policy is further embodied in County Ordinance 4.02(1).

Many of the nation's airports have already adopted ordinances to require that off-airport parking companies pay a percentage of gross receipts to the airport operator for the opportunity and privilege of conducting business and earning revenue that is generated from the airport.

Table II-12 is a compilation of the results of two surveys conducted by Airport Ground Transportation in 2010 and Airports Council International – North America (ACI-NA) in 2005. Table II-12 lists 58 airports that assess one or more types of fees on off-airport parking operators. The surveys show:

- Types of fees collected from off-airport parking operators: (1) percentage of gross revenue, (2) annual fee per shuttle vehicle, (3) fee per trip, (4) annual fee per parking space, and (5) annual permit fee by company.
- The most common practice is the assessment of fee as a percentage of gross revenue (Figure II-5). Thirty-three of the 58 airports in Table II-12 collected a percentage of gross revenue, ranging from 2% to 10%. Figure II-6 shows how many airports in the combined sample collected a particular percentage: 13 airports collected 10%; 8 airports, 8-9%; 7 airports 6-7%; and 6 airports, 1-5%.
- A number of airports collect more than one type of fee. Of the 16 airports that collect more than one type of fee, 11 collect two fees, four collect three fees, and one collects four fees. An annual permit fee and a per trip fee is the most popular combination of fees.

TABLE II-12 (1 of 2)
FEES ASSESSED ON OFF-AIRPORT PARKING
OPERATORS

Airport	2009 Total Passengers ¹	Annual Permit Fee per Company	Per Trip Fee	Annual Fee Per Shuttle	Percent of Gross Revenue	Annual Fee Per Space
Hartsfield-Jackson Atlanta International	88,032,086	\$120	\$1.60 >= 25 pax; \$2.45 <= 25 pax	\$360		\$10.00
Los Angeles International	56,520,843					
Dallas-Fort Worth International	56,030,457		\$1.75 - \$5.30 based on vehicle		10.0%	
Denver International	50,167,485					
George Bush Intercontinental	40,007,354		\$2.90	\$400	8.0%	
Phoenix Sky Harbor International	37,824,982					
San Francisco International	37,338,942		\$1.00			
Charlotte-Douglas International Airport	34,536,666					
Miami International	33,886,025		\$1.00-\$3.00 based on vehicle and pickup location			
Oriando International	33,693,649					
Minneapolis-St. Paul International	32,378,599	\$60	\$2.50 w/ permit, \$6.00 w/o permit ³		10.0%	
Detroit Metropolitan Wayne County	31,357,388		\$2.11	\$9,360		
Seattle-Tacoma International	31,227,512					
Boston Logan International	25,512,086		\$3.75		4.0%, 8.0% ⁴	
Fort Lauderdale-Hollywood International	21,060,144					
Baltimore/Washington International	20,963,048		\$1.57	\$100		
Salt Lake City International	20,442,178					
San Diego International	16,974,172	\$200				
Tampa International	16,965,545		\$2.00	\$550	7.0%	
Portland International	12,929,675					
Lambert-St. Louis International	12,796,302					\$40.00
Cincinnati-Northern Kentucky International	10,622,185					
Memphis International	10,264,327	\$105			4.0%	
Kansas City International	10,041,165				10.0%	
Oakland International	9,652,782	\$500	\$3.00	\$50	10.0%	
Raleigh-Durham International	8,973,209			\$900 - \$2,400 based on vehicle		
Nashville International	8,936,860					
William P. Hobby	8,498,441				7.0%	

Source: 2010 Airport Ground Transportation Association Survey, except as noted.

¹ ACI-NA 2009 Final Rankings.

² 2005 ACI-NA Airport Parking Survey.

³ \$2.00 per 10 minutes dwell time after the first 10 minutes.

⁴ 4% on first \$20K per month; 8% on revenue greater than \$20K per month.

⁵ Per occupied space, per day.

⁶ Per parked vehicles on lots with less than 10 spaces.

⁷ Per parked vehicles on lot with more than 10 spaces.

TABLE II-12 (2 of 2)
 FEES ASSESSED ON OFF-AIRPORT PARKING OPERATORS

Airport	2009 Total Passengers ¹	Annual Permit Fee per Company	Per Trip Fee	Annual Fee Per Shuttle	Percent of Gross Revenue	Annual Fee Per Space
San Jose International	8,321,750	\$200	\$1.00-\$4.00 based on vehicle		8.0%	
Austin-Bergstrom International	8,220,898			\$400		\$0.15 ⁵
Pittsburgh International	8,031,175	\$660	\$1.00	\$75		
San Antonio International	7,831,267				10.0%	
Louis Armstrong New Orleans Int'l	7,787,373			\$100	7.0%	
Dallas Love Field	7,744,522	\$200	\$0.75			
Indianapolis International	7,465,719				10.0%	
Southwest Florida International	7,415,958		\$1.00	\$180-\$600 based on vehicle	8.0%	
Port Columbus International Airport	6,243,717				10.0%	
Palm Beach International ²	5,994,606				8.0%	
Albuquerque International	5,895,211		\$0.20		2.0%	
Jacksonville International	5,605,934				6% w/ \$10k annual exemption	
Bradley International	5,334,322				4.0%	
Bob Hope	4,588,433		\$1.50		10.0%	
Reno-Tahoe International	3,755,935				7.0%	
Norfolk International	3,412,749				8.0%	
Will Rogers World	3,384,671			\$600		
Richmond International	3,305,199				8.0%	
Spokane International	3,055,081		\$0.50			
Boise	2,795,297	\$50	\$1.50 ⁶			\$1.25 ⁷
Albany International	2,630,578				10.0%	
Little Rock National	2,254,124	\$128				
Charleston International	2,190,251	\$120				
Gerald R. Ford International ²	1,771,465				7.0%	
Knoxville McGhee Tyson	1,680,314				5.0%	
Wichita Mid-Continent ²	1,505,607				8.0%	
Huntsville International	1,171,147				Greater of \$1K per month or 10%	
Eastern Iowa ²	945,350				10.0%	
Chattanooga Metropolitan ²	614,426				10.0%	
Monroe County ²					6.0%	
# of airports (total=58)		12	19	13	33	4

Source: 2010 Airport Ground Transportation Association Survey, except as noted.

¹ ACI-NA 2009 Final Rankings.

² 2005 ACI-NA Airport Parking Survey.

³ \$2.00 per 10 minutes dwell time after the first 10 minutes.

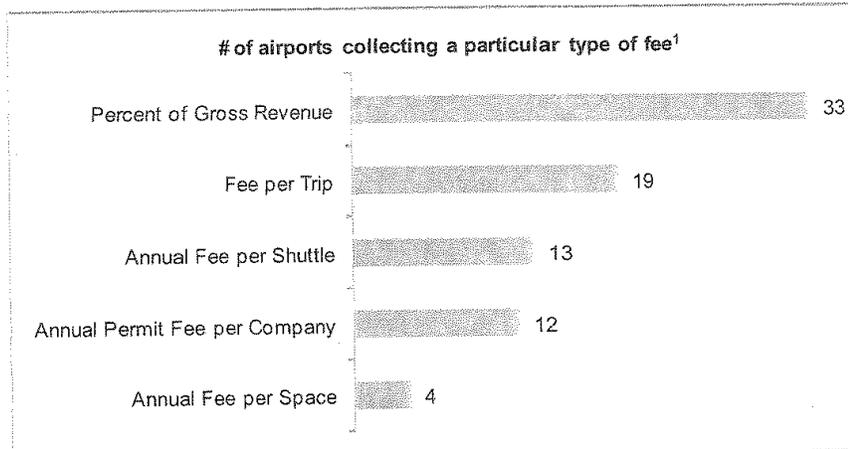
⁴ 4% on first \$20K per month; 8% on revenue greater than \$20K per month.

⁵ Per occupied space, per day.

⁶ Per parked vehicles on lots with less than 10 spaces.

⁷ Per parked vehicles on lot with more than 10 spaces.

**FIGURE II-5
 FEES ASSESSED ON OFF-AIRPORT PARKING OPERATORS**



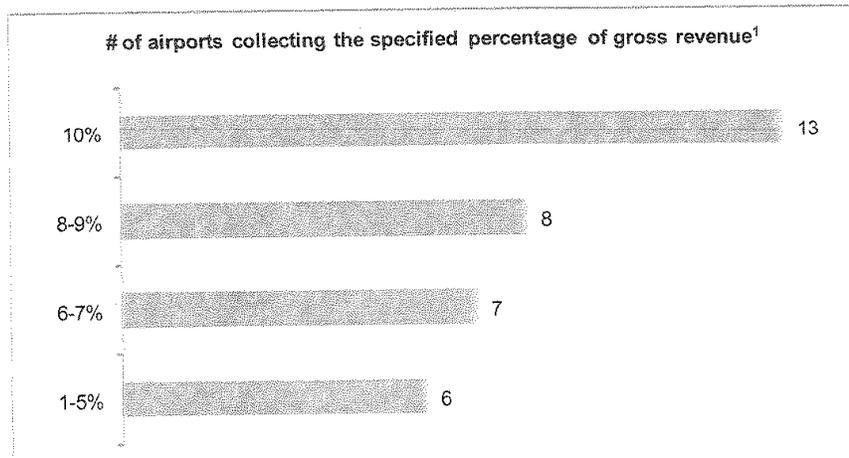
¹ Out of 58 airports that assess fees on off-airport parking operators.

Sources:

2010 Airport Ground Transportation Association Survey.

2005 ACI-NA Airport Parking Survey.

**FIGURE II-6
 AIRPORTS THAT ASSESS FEES AS A PERCENTAGE OF GROSS REVENUE**



¹ Out of 58 airports that assess fees on off-airport parking operators.

Sources:

2010 Airport Ground Transportation Association Survey.

2005 ACI-NA Airport Parking Survey.

The County currently assesses off-airport parking operators at GMIA an annual fee of \$500 per shuttle vehicle.

For some time now, airport staff has been considering an ordinance to assess a percent-of-gross privilege fee for off-airport parking operators. Similar percent-of-gross fees are

already being assessed by County Ordinance to the off-airport rent-a-car companies and off-airport catering companies.

The City of Oak Creek is negotiating a fee proposal with a developer which is proposing building hotel(s) and a large off-airport parking lot to generate revenue for Oak Creek (see attachment 1).

Toward the goal of initiating such an off-airport parking operator privilege fee, airport staff met with the operators on February 3, 2011. At that meeting Airport staff provided a draft County Ordinance which, in addition to defining off airport parking operators and their requirements for providing service to the airport, included subparagraph (d) Charges Fees and Accounting which indicated that “in addition, pursuant to the exercise of the privileges identified herein, said Off-Airport Parking Operator will pay to the Airport a Privilege Fee for the privilege and opportunity of using the Airport and the business benefit it derives there from, said Privilege Fee to be in the amount of eight percent (8%) in 2011 of the gross revenues that are received as a result of Airport patrons parking in Off-Airport parking lots; that percentage privilege fee is to increase by ½% each calendar year thereafter and would maximize at, and not exceed, ten percent 10% in 2015, payable monthly as defined in (d)(ii) below.”

At the meeting the Airport Director answered numerous questions from the operators and offered to consider any counter proposal. Corporation Counsel was present at the meeting and explained that Courts have upheld fees similar to the one proposed here. The off-airport parking operators opposed the ordinance, and offered no counter proposals for consideration.

RECOMMENDATION

Airport staff recommends that Section 4.33(3) be established and that Section 4.05.04(2)(a) of the General Ordinances of Milwaukee County be amended to initiate an Off Airport Parking Operator Privilege Fee in recognition of the operators’ use of General Mitchell International Airport for its revenues.

FISCAL NOTE

In 2011, an estimated \$320,000 will be generated by the collection of 8% of off-airport parking revenue, with a projected increase of ½% each calendar year thereafter and would maximize at, and not exceed 10% in 2015.

Jack H. Takerian, Director
Transportation and Public Works

C. Barry Bateman
Airport Director

Attachment 1

Three-hotel campus proposed in Oak Creek near airport

A developer is planning to build three hotels, retail space and a large airport parking lot on a 26-acre site southeast of Howell Avenue and College Avenue, near Mitchell International Airport, in Oak Creek.

The developer for the project is Illinois-based Syner G. The plans include one hotel near Howell Avenue and two hotels near College Avenue. Each hotel would have 120 to 140 rooms.

The hotel near Howell Avenue would also have an attached 15,000-square-foot banquet facility.

The plans also include a 1,531-square-foot parking area for long term airport parking, which includes 166 spaces for overflow hotel parking.

The project plans also include two restaurant buildings, each with 5,000 square feet of space, along College Avenue, a 10,000-square-foot retail building along College Avenue and a 20,000-square-foot building for retail space, automotive services and pet care, which could serve hotel guests or travelers who leave their cars in the long term airport parking lot.

The developer has talked about seeking tax incremental financing (TIF) from the city for the project, but no formal application has been submitted yet, said Oak Creek community development director Doug Seymour. Also, the developer and the city have had preliminary discussions about a 50-cent per vehicle fee that the city would receive for cars parking in the long term airport parking lot, he said. Some nearby residents have objected to the plans for the development, expressing concerns about stormwater runoff to their properties. Residents submitted petitions to the city opposing the project. If enough of the adjacent property owners (20 percent) signed the petitions, then a supermajority of five of the Common Council's six members will need to support it in order for the project to be approved. The Oak Creek city attorney is review the petition to determine if they are a valid protest petition that triggers the supermajority rule.

The project will be reviewed by the council during its Oct. 19 meeting.

(ITEM NO.) From the Director of Transportation and Public Works, requesting that the County Board amend Milwaukee County Ordinance Section 4.05.04(2)(a) and create Section 4.33(3) to provide for an Off-Airport Parking Operator Privilege Fee, by recommending adoption of the following:

RESOLUTION/ORDINANCE

WHEREAS, all users of General Mitchell International Airport are required to pay a user fee in the form of lease or rental payments, landing fees, gallonage fees, or a percentage of gross revenues for the opportunity to conduct business with the passengers and tenants who travel through or use the Airport; and

WHEREAS, this policy is further embodied in County Ordinance 4.02(1); and

WHEREAS, many of the nation’s airports have already adopted ordinances to require that off-airport parking companies pay a percentage of gross receipts to the airport operator for the opportunity and privilege of conducting business and earning revenue that is generated from the airport;

WHEREAS, the following types of fees are collected from off-airport parking operators: (1) percentage of gross revenue, (2) annual fee per shuttle vehicle, (3) fee per trip, (4) annual fee per parking space, and (5) annual permit fee by company; and

WHEREAS, the most common practice is the assessment of fee as a percentage of gross revenue. Thirty-three of 58 airports collected a percentage of gross revenue ranging from 2% to 10%, 13 airports collected 10%, 8 airports collected 8-9%, 7 airports collected 6-7%, and 6 airports collected 1-5%; and

WHEREAS, a number of airports collect more than one type of fee. Of the 16 airports that collect more than one type of fee, 11 collect two fees, four collect three fees, and one collects four fees. An annual permit fee and a per trip fee is the most popular combination of fees; and

WHEREAS, the County currently assesses off-airport parking operators at GMIA an annual fee of \$500 per shuttle vehicle; and

WHEREAS, similar percent-of-gross fees are already being assessed by County Ordinance to the off-airport rent-a-car companies and off-airport catering companies; and

WHEREAS, toward the goal of initiating such an off-airport parking operator privilege fee, airport staff met with the operators on February 3, 2011; and

47 WHEREAS, the Transportation, Public Works and Transit Committee, at its meeting of
48 March 2, 2011 recommended approval (vote _____) to create Section 4.33(3) and amend
49 Section 4.05.04(2)(a) to provide for an Off-Airport Parking Operator Privilege Fee at General
50 Mitchell International Airport, now therefore,

51
52 BE IT RESOLVED, that the Director of Transportation and Public Works and the Airport
53 Director are hereby authorized to create Section 4.33 (3) and amend Section 4.05.04(2)(a) to
54 provide for an Off-Airport Parking Operator Privilege Fee at General Mitchell International
55 Airport, to become effective upon passage and publication:

56
57 **AN ORDINANCE**

58
59 To create Section 4.33(3) of the General Ordinances of Milwaukee County relating to an
60 Off-Airport Privilege Fee.

61
62 **SECTION 1.** Section 4.33(3) of the General Ordinances of Milwaukee County, as
63 amended to and including December 18, 1996, is created to read as follows:

64
65 Section 4.33(3). Off-Airport Parking Operator Privilege Fee

66
67 (a) Purpose. It is the intent of this subsection that for and in consideration of the use
68 of the facilities of General Mitchell International Airport ("Airport") and the business
69 generated by the Airport, and further, in and for consideration of the business benefits
70 received by the Off-Airport Parking Operators from their use of Airport facilities, the
71 Airport agrees to allow and authorizes the Off-Airport Parking Operators to do business
72 at the Airport under the terms, conditions and restrictions identified herein, including
73 imposition of a fee upon the Off-Airport Parking Operators for the privileges, opportunity,
74 benefits and authorization provided for in this subsection.

75
76 (b) Definitions.

77
78 (i) Airport Customer. For the purpose of this Section 4.33(3) only, Airport
79 Customer is defined as any customer arriving at the airport terminal intending to
80 travel by air and using the Airport for such purpose, or patrons and tenants of the
81 Airport, any of whom use the vehicle parking and related services of an Off-
82 Airport Parking Operator.

83
84 (ii) Courtesy Vehicle. A Courtesy Vehicle is a motor vehicle transporting
85 Airport Customers and which is further identified and defined in Section 4.01(13)
86 and Section 4.05.04 of these Milwaukee County Ordinances.

87
88 (iii) Off-Airport Parking Operator. An Off-Airport Parking Operator is a
89 business association, entity or enterprise which operates a parking business off
90 or outside of the Airport premises and, without being party to a concession or
91 other agreement with the Airport, transports Airport Customers by means of a

92 Courtesy Vehicle to or from Off-Airport facilities or the Airport for the purpose of
93 providing vehicle parking or related services for said Airport Customer.

94
95 (iv) Off-Airport Facility means any business establishment located within a five
96 (5) mile radius of the Airport Terminal owned, operated or used by an Off-Airport
97 Parking Operator to conduct its business.

98
99 (c) *Privileges.*

100
101 (i) The Off-Airport Parking Operator is authorized to do business at the
102 Airport, to provide vehicle parking or related services, to arrange for and operate
103 its Courtesy Vehicles on the public roadway at the Airport by the most direct
104 route authorized by the Airport Director, and to pick up and deliver Airport
105 Customers, all in accordance with Chapter 4 of Milwaukee County Ordinances,
106 as well as all other rules, regulations and procedures of the Airport.

107
108 (ii) The Off-Airport Parking Operator will provide pickup and delivery service
109 only for Off-Airport Parking Customers. Courtesy Vehicles are expressly
110 prohibited from transporting customers for any reason other than to take them to
111 Off-Airport Parking Facilities for the sole purpose of vehicle parking. The Off-
112 Airport Parking Operator's Courtesy Vehicles (and drivers of same), which are
113 operated by the Off-Airport Parking Operator shall, at all times, comply with and
114 be regulated by Section 4.01(13), Section 4.05.04, and all other applicable
115 Milwaukee County Ordinances.

116
117 (iii) The Off-Airport Parking Operator shall operate on the airport in a safe and
118 orderly fashion and shall not allow its agents, servants or employees to solicit, in
119 any way, any business on the airport. The Off-Airport Parking Operator will not
120 allow its agents, servants or employees to engage in any open or public disputes
121 or conflicts tending to be incompatible with the best interests of the traveling
122 public. The Airport shall have the right to resolve all such disputes or conflicts by
123 the same procedure as that identified in Section 4.05.04(8) applicable to permit
124 revocations.

125
126 (iv) The authority and permission identified herein and granted to an Off-
127 Airport Parking Operator is not exclusive and shall in no way establish or vest
128 any priority use of the facilities relative to other commercial users of the Airport,
129 nor does it restrict the Airport from assigning exclusive or priority use of airport
130 facilities to others.

131
132 (v) This subsection authorizes an Off-Airport Parking Operator to pick up and
133 discharge its Airport Customers at the Airport in an area designated by the
134 Airport Director or his designated representative and to enjoy the benefits derived
135 from use of the related Airport facilities in the operation of the Off-Airport Parking
136 Operator's business. The Off-Airport Parking Operator shall not operate an office
137 or conduct any other kind of vehicle parking or any other business on the Airport

138 without the written express authorization of the Airport Director or otherwise
139 entering into a separate concession or lease agreement with the Airport.

140
141 (d) *Charges, Fees and Accounting.*

142
143 (i) During the term and time period that the Off-Airport Parking Operator is
144 operating, the Operator shall operate its Courtesy Vehicle in accordance with the
145 terms and conditions identified in Section 4.05.04(2)(a) of the Milwaukee County
146 Ordinances. In addition, pursuant to the exercise of the privileges identified
147 herein, said Off-Airport Parking Operator will pay to the Airport a Privilege Fee for
148 the privilege and opportunity of using the Airport and the business benefit it
149 derives therefrom, said Privilege Fee to be in the amount of eight percent (8%) in
150 2011 of the gross revenues that are received as a result of Airport patrons
151 parking in Off-Airport parking lots; that percentage privilege fee is to increase by
152 one-half percent (½%) each calendar year thereafter to ten percent (10%) in
153 2015, payable monthly as defined in (d)(ii) below.

154
155 (ii) Within twenty (20) days after the close of each calendar month, the Off-
156 Airport Parking Operator shall submit to the Airport, in a form and with details
157 satisfactory to the Airport, a statement of its gross receipts during the then-
158 preceding month from its Off-Airport Parking Operator business as defined
159 herein, upon which the percentage payments to be made to the County are
160 computed, such statement to be signed by a responsible officer or manager of
161 the Off-Airport Parking Operator. All remittances for privilege fees shall be made
162 payable to the Milwaukee County Department of Public Works-Airport Division
163 and remitted to the Office of the Airport Director, General Mitchell International
164 Airport, Drawer No. 979, Milwaukee, Wisconsin 53278-0979.

165
166 (iii) The term “gross receipts” as identified herein, shall be construed to mean
167 the aggregate amount of all charges for parking services including parking,
168 vehicle maintenance, cleaning, fueling and related services and shall be further
169 construed to mean, for the purposes of the amount of such charges paid in cash,
170 by credit or otherwise originating as a result of the Off-Airport Parking Operator
171 transporting its Airport Customers by means of Courtesy Vehicles in connection
172 with the parking services contracted for or delivered to such Airport customer
173 regardless of when or where, paid or not, excluding credits, refunds and rebates
174 given to the Airport Customer.

175
176 (iv) The following shall not be considered as part of the Off-Airport Parking
177 Operator’s gross receipts:

178
179 A. Federal, state or municipal excise, sales or other similar taxes
180 separately stated and collected from the Airport Customer as now exists
181 or may hereafter be imposed;
182

183 B. Any funds received by the Off-Airport Parking Operator for
184 insurance or otherwise for physical damage to vehicles or other property
185 of the Off-Airport Parking Operator or for the loss, conversion or
186 abandonment of automobiles or motor vehicles;

187
188 (e) Statements, Books and Records.
189

190 (i) The Off-Airport Parking Operator shall keep accurate books and records in
191 accordance with generally accepted accounting principles (GAAP) as approved
192 by Milwaukee County Director of Audit. The Off-Airport Parking Operator shall
193 operate its business at its Off-Airport Facility in a manner and method acceptable
194 to the Airport Director such that those vehicle parking and related services or
195 transactions entered into by Airport Customers can be identified.

196
197 The Off-Airport Parking Operator shall keep full and accurate books and records
198 showing all of its gross receipts pertaining to its Off-Airport operations, as
199 identified herein, and Airport shall have the right, through its representatives at all
200 reasonable times to inspect such books and records including sales tax returns.
201 All such records and documents will be made available for at least a three (3)
202 year period.

203
204 (ii) The Off-Airport Parking Operator shall employ an independent certified
205 public accountant who shall furnish within sixty (60) days after the close of each
206 year, or portion thereof, a written statement to the Airport certifying that in their
207 opinion the percentage fee paid off by the Off-Airport Parking Operator during the
208 preceding year was made in accordance with the terms and conditions of this
209 ordinance.

210
211 (iii) Milwaukee County may prescribe or change reporting forms, the method
212 or time of their submission, and the payment schedule. Milwaukee County shall
213 first submit in writing to the off-airport parking company any desired changes.

214
215 (f) Audit.
216

217 (i) Milwaukee County may, at its own expense, audit the Off-Airport Parking
218 Operator's books and records of receipts at any time for the purpose of verifying
219 the gross receipts. If, as a result of such audit, it is established that the Off-
220 Airport Parking Operator has understated the gross receipts by five (5) percent or
221 more, the entire expense of the audit shall be borne by the Off-Airport Parking
222 Operator.

223
224 (g) Delinquent Charges of Fees.
225

226 (i) Interest. Unless waived by the Milwaukee County Board of Supervisors,
227 the Off-Airport Parking Operator shall be responsible for payment of interest on
228 amounts not remitted in accordance with the terms of this Ordinance. The rate of

229 interest shall be the statutory rate in effect for all delinquent county property
230 taxes (presently one (1) percent per month or fraction of a month) as described in
231 subsection. 74.80(1) Wis. Stats. The obligation for payment and calculation
232 thereof, shall commence upon the day following the due date established herein.
233

234 (ii) Penalty. In addition to the interest described above, the Off-Airport
235 Parking Operator may be responsible for payment of penalties and amounts not
236 remitted in accordance with the terms of this Ordinance, as may be determined
237 by the Administrator of this Ordinance, or his designee. Said penalties shall be
238 the statutory rate in effect for delinquent Milwaukee County property taxes
239 (presently .5% per month or fraction of a month) as described in Milwaukee
240 County Ordinance Section 6.06(1) and 74.80(2), Wis. Stats. The obligation for
241 payment and calculation thereof shall commence upon the day following the due
242 date established herein.
243

244 (iii) Audit Results. If, as a result of the annual audit required herein, additional
245 amounts are disclosed to be due and owing, interest and penalty shall be
246 calculated thereon in accordance with the above method. The Off-Airport Parking
247 Operator shall remit to the Milwaukee County any additional amounts identified
248 as due and owing as a result of the audit including interest and penalty thereon
249 within thirty (30) days following receipt of the audit report.
250

251 (iv) Non-Exclusivity. This provision permitting collection of interest and
252 penalties by Milwaukee County on delinquent payments shall not be considered
253 to be an exclusive remedy against Off-Airport Parking Operator. Violation of any
254 of the terms and conditions described in this Ordinance with respect to
255 delinquent payments and exercise of this remedy is not a waiver by Milwaukee
256 County of any other remedy permitted by law.
257

258 (h) Security. To provide security for the Privilege Fee required hereunder, the Off-
259 Airport Parking Operator shall comply with either of the following options prior to
260 commencing operations under this Ordinance.
261

262 (i) Post with the Airport a surety bond to be maintained throughout the term
263 and time of operation by the Off-Airport Parking Operator in an amount equal to
264 the Privilege Fee required hereunder for a period of three (3) months or one
265 thousand five hundred dollars (\$1,500.00), whichever is greater. In the absence
266 of historical data upon which to base the amount of security to be paid, the Off-
267 Airport Parking Operator shall post a bond in the amount of one thousand five
268 hundred dollars (\$1,500.00) as the security required herein. Such bonds shall be
269 issued by a surety company acceptable to the Airport and authorized to do
270 business in the state and shall be in the form and content satisfactory to the
271 Airport.
272

273 (ii) Deliver to the Airport an Irrevocable Letter of Credit drawn in favor of the
274 Airport upon a bank which is satisfactory to the Airport and which is authorized to

275 do business in the State of Wisconsin. Said Irrevocable Letter of Credit shall be
276 in an amount equal to the Privilege Fee required hereunder for a period of three
277 (3) months or one thousand five hundred dollars (\$1,500.00), whichever is
278 greater. In the absence of historical data upon which to base said Letter of
279 Credit, the Off-Airport parking Operator shall furnish an irrevocable letter of credit
280 in the amount of one thousand five hundred dollars (\$1,500.00) as the security
281 required herein.

282
283 (iii) In the event the off-airport parking company is unable to secure a surety
284 bond or irrevocable letter of credit as required hereunder, the Airport may, at its
285 sole discretion, accept a cash deposit in the amount stated herein in lieu thereof.

286
287 (iv) If the off-airport parking company fails to make payments as required
288 under this ordinance, the off-airport parking company shall forfeit to the Airport
289 the bond or other security posted pursuant to this ordinance or so much of that
290 bond or other security as is necessary to satisfy that difference. If the bond or
291 other security is insufficient to satisfy the difference owed, the Airport may
292 proceed to recover the deficiency and any damages allowed by law, including
293 attorney fees and costs.

294
295 **SECTION 2.** Section 4.05.04(2)(a) of the General Ordinances of Milwaukee County is
296 amended to read as follows:

297
298 (a) All applications for courtesy car permit(s) shall be made to the airport director and
299 shall be accompanied by the a payment of a nonrefundable application fee of twenty-
300 five dollars (\$25.00) which shall be applied toward the permit fee. The annual permit fee
301 shall be five hundred dollars (\$500.00) per vehicle for all courtesy cars except those
302 owned by ~~an~~ Off-Airport Car Rental Company and Off-Airport Parking Operators which
303 shall pay an annual permit fee of one hundred fifty dollars (\$150.00) per vehicle. The
304 fee for the permits applied for after April 1_of any year shall be pro-rated for the
305 remaining portion of that year. ~~Payment of the fee shall be made to the airport director~~
306 ~~who will then issue a decal for each vehicle. Decal shall be mounted on the inside lower~~
307 ~~left hand corner of the windshield, the left hand corner being on the driver's left when~~
308 ~~seated behind the wheel. This permit shall be issued for each vehicle and is not~~
309 ~~transferable to any other vehicle. If a vehicle is replaced, which has previously been~~
310 ~~permitted, the permit shall be cancelled and application shall be made to the airport~~
311 ~~director for a replacement permit at an additional fee of ten dollars (\$10.00).~~

312 **SECTION 3.** This ordinance shall take effect upon passage and publication
313
314

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316

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: February 10, 2011

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: ESTABLISHMENT OF AN OFF AIRPORT PARKING PRIVILEGE FEE IN THE ORDINANCES OF MILWAUKEE COUNTY

FISCAL EFFECT:

- | | |
|--|--|
| <input type="checkbox"/> No Direct County Fiscal Impact | <input type="checkbox"/> Increase Capital Expenditures |
| <input checked="" type="checkbox"/> Existing Staff Time Required | <input type="checkbox"/> Decrease Capital Expenditures |
| <input type="checkbox"/> Increase Operating Expenditures
(If checked, check one of two boxes below) | <input type="checkbox"/> Increase Capital Revenues |
| <input checked="" type="checkbox"/> Absorbed Within Agency's Budget | <input type="checkbox"/> Decrease Capital Revenues |
| <input type="checkbox"/> Not Absorbed Within Agency's Budget | |
| <input type="checkbox"/> Decrease Operating Expenditures | <input type="checkbox"/> Use of Contingent Funds |
| <input checked="" type="checkbox"/> Increase Operating Revenues | |
| <input type="checkbox"/> Decrease Operating Revenues | |

Indicate below the dollar change from budget for any submission that is projected to result in increased/decreased expenditures or revenues in the current year.

	Expenditure or Revenue Category	Current Year	Subsequent Year
Operating Budget	Expenditure	0	0
	Revenue	0	0
	Net Cost	0	0
Capital Improvement Budget	Expenditure	0	0
	Revenue	0	0
	Net Cost	0	0

DESCRIPTION OF FISCAL EFFECT

In the space below, you must provide the following information. Attach additional pages if necessary.

- A. Briefly describe the nature of the action that is being requested or proposed, and the new or changed conditions that would occur if the request or proposal were adopted.
- B. State the direct costs, savings or anticipated revenues associated with the requested or proposed action in the current budget year and how those were calculated. ¹ If annualized or subsequent year fiscal impacts are substantially different from current year impacts, then those shall be stated as well. In addition, cite any one-time costs associated with the action, the source of any new or additional revenues (e.g. State, Federal, user fee or private donation), the use of contingent funds, and/or the use of budgeted appropriations due to surpluses or change in purpose required to fund the requested action.
- C. Discuss the budgetary impacts associated with the proposed action in the current year. A statement that sufficient funds are budgeted should be justified with information regarding the amount of budgeted appropriations in the relevant account and whether that amount is sufficient to offset the cost of the requested action. If relevant, discussion of budgetary impacts in subsequent years also shall be discussed. Subsequent year fiscal impacts shall be noted for the entire period in which the requested or proposed action would be implemented when it is reasonable to do so (i.e. a five-year lease agreement shall specify the costs/savings for each of the five years in question). Otherwise, impacts associated with the existing and subsequent budget years should be cited.
- D. Describe any assumptions or interpretations that were utilized to provide the information on this form.

In 2011, an estimated \$320,000 will be generated by the collection of 8% of off-airport parking revenue, with a projected increase of ½% each calendar year thereafter and would maximize at, and not exceed, 10% in 2015.

Department/Prepared by: John V. Moore, Airport Operations Manager - Landside

Authorized Signature _____

Did DAS-Fiscal Staff Review? Yes No
Reviewed by:

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¹ If it is assumed that there is no fiscal impact associated with the requested action, then an explanatory statement that justifies that conclusion shall be provided. If precise impacts cannot be calculated, then an estimate or range should be provided.

**COUNTY OF MILWAUKEE
INTEROFFICE COMMUNICATION**

DATE : February 10, 2011

TO: Supv. Lee Holloway, Chairman, Milwaukee County Board of Supervisors
Supv. Michael Mayo, Sr., Chairman, Transportation, Public Works & Transit Committee

FROM: Jack Takerian, Director, Department of Transportation and Public Works

SUBJECT: **REQUEST TO ALLOW THE AIRPORT DIVISION TO LEASE-TO-OWN
SELECTED VEHICLES FOR AIRPORT USE.**

Policy

County Board action is required for clarification of an operational issue of the Airport Division's 2011 Budget.

Background

The Airport Division has found it to be beneficial to enter into leases for selected pieces of vehicular equipment over the past several years. These leases have been structured as "Lease to own" with the final settlement amount typically being one dollar (\$1.00) at the end of the lease term (usually, but not always, forty eight months).

This arrangement has allowed the Airport to maintain a number of typically smaller vans and automobiles used exclusively at the airport. Because the activity is limited to the airport, the leased vehicles are used for 10+ years with relatively low mileage and relatively low maintenance costs.

At the end of the lease term, the airport/county takes title to vehicles that are low in operational costs and allows the airport to rotate vehicle use for appropriate needs and to dispose of an older vehicle.

All leases have been negotiated by the DTPW Fleet division, and this report contemplates that this practice would continue for all future leases.

This arrangement has worked well for the Airport. Airport funds have been used to acquire and maintain the needed number of a variety of vehicles for exclusive airport needs at no expense or obligation of any other County operation.

In July, 2010 an Appropriation Fund Transfer was introduced to the Transportation, Public Works & Transit, and Finance committees, and approved for the lease of specific equipment. (Attachment 1). For technical reasons, this lease agreement was not completed in calendar 2010, and therefore is an open item requiring the carryover of the specified funds.

The 2011 Adopted Operating Budget of Milwaukee County included a new purchasing program which would seem to prevent the Airport from continuing its lease-to-own program for airport specific vehicles. (Attachment 2, page 5300-2 of the Adopted Operating Budget)

Corporation Counsel has reviewed this matter and has opined that the 2011 Adopted Budget did give the Airport Division the authority to lease (Attachment 3); however, the County Controller believes that a 2011 budget prohibition of leasing negates this authority.

This report and the accompanying resolution seeks to allow the Airport Division to continue to enter into new lease-to-own arrangements when, in concert with the Fleet Division, it makes operational sense to do so.

Recommendation

Airport Staff recommends that the accompanying resolution be adopted to allow for the Airport to enter into appropriate lease-to-own agreements with the cooperation of DTPW Fleet Management division using Airport funding.

Fiscal Note

There is no tax levy impact associated with this action. Funds to pay for these annual lease-to-own agreements have been included in the Airport's Vehicle Lease (6505) account.

Prepared by: Thomas Heller, Airport Accounting Manager

Approved By:



Jack Takerian, Director of
Transportation and Public Works



C. Barry Bateman
Airport Director

Cc: Timothy Schoewe, Corporation Counsel
Timothy Karaskiewicz, Principal Asst. Corporation Counsel
Scott Manske, County Controller

07-29-10

A

DEPARTMENTAL - RECEIPT OF REVENUE

File No. 10-1
(Journal, December 17, 2009)

(Item 3)

Action Required

Finance 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 2010 appropriations of the respective listed departments:

	<u>From</u>	<u>To</u>
1) <u>2000 – County Funded State Courts</u>		
2699 – Federal Grant Reimbursement	\$24,000	
6148 – Professional Services – Reoccurring Operations		\$24,000

The Clerk of Circuit Court is requesting a fund transfer for \$24,000 in order to increase Federal Grant reimbursement and to increase Professional Services for the 2010 contract with Justice 2000, Inc.

The Office of Justice Assistance has increased its funding to Milwaukee County by \$24,000 for the Access, Inform and Measure (AIM) program. The funding is designated for the AIM Pretrial Service Program which the Chief Judge's area will manage and monitor. County File No. 10-211 authorizes the extension for utilization of AIM funds from 2009 to 2010.

This fund transfer has no tax levy impact for Milwaukee County.

TRANSFER SIGNED BY THE COUNTY EXECUTIVE 07/21/10.

TRANSFER APPROVED IN FINANCE AND AUDIT COMMITTEE 07/22/10 (VOTE 5-0)

(EXC. WEST & JURSIK)

	<u>From</u>	<u>To</u>
2) <u>3410- Register of Deeds- Administration</u>		
3240 – Redaction Fee	\$325,000	
6147 – Prof. Serv- Data Process		\$325,000

A fund transfer of \$325,000 is requested by the Register of Deeds (ROD) to receive revenue and establish expenditure authority for anticipated Redaction revenues.

In April 2010, Senate Bill 507 was signed into law and under this bill, the county may temporarily collect an additional \$5.00 per real estate recording bringing the entire fee to \$30. However, the additional \$5.00 must be used to redact social security numbers from electronic format records.

The \$30 fee reverts to a \$25 fee upon the earliest of the following: 1) completion of redaction of social security numbers from certain electronic documents; 2) January 1, 2012, unless an extension of time is granted by the State Department of Administrative Services; or 3) January 1, 2015, which is the end of the extension period.

Approval of this transfer would allow the ROD to hire a software vendor to redact social security numbers from a number of documents that are in digital form as well as convert older microfilm images to digital format, redact them, and make them available on the internet.

This transfer increases Professional Services-Data Processing by \$325,000, and is completely offset by redaction revenue in the amount of \$325,000.

There is no tax levy impact from this transfer.

TRANSFER SIGNED BY THE COUNTY EXECUTIVE 07/21/10.

TRANSFER APPROVED IN FINANCE AND AUDIT COMMITTEE 07/22/10 (VOTE 5-0)

(EXC. WEST & JURSIK)

	<u>From</u>	<u>To</u>
3) <u>4000 – Office of the Sheriff</u>		
6148 – Professional Services- Recurring Operations		\$779,235
2699 – Federal Grants & Reimbursements	\$779,235	

A fund transfer of \$779,235 is being requested by the Office of the Sheriff to increase revenue and expenditure authority related to the Edward Bryne Memorial Justice Assistance Grant for the purchase of business intelligence software.

The Office of the Sheriff was authorized by the County Board to apply for and accept Edward Bryne Memorial Justice Assistance Grant funds funded from the Recovery Act. The grant period runs from March 1, 2009 until April 30, 2013. There is no local match required.

At the discretion of the Sheriff, these grant funds will be used to implement a business intelligence software system. This software will consolidate data from multiple data sources, which will be used to drill down into the data during their analysis. The current formats and types of data being used are cumbersome to combine and takes valuable staff time away from other law enforcement duties.

On March 12, 2010 a request for proposals was released. An evaluation committee consisting of IMSD and Sheriff staff reviewed the proposals. The Sheriff's Office received four proposals in response to the RFP

which were reviewed and scored to determine the appropriate vendor. After subsequent negotiations, Information Builder was selected by the evaluation committee and the Sheriff is anticipating entering into a contract with the vendor by August 1, 2010 pending board approval. The Committee on Judiciary, Safety and General Services will vote on the contract on July 15, 2010. A report and resolution was submitted to the Board with reference to this fund transfer.

There is no tax levy impact from this transfer.

TRANSFER SIGNED BY THE COUNTY EXECUTIVE 07/21/10.

TRANSFER APPROVED IN FINANCE AND AUDIT COMMITTEE 07/22/10 (VOTE 5-0)

(EXC. WEST & JURSIK)

	<u>From</u>	<u>To</u>
4) <u>5040 – DTPW Airport</u>		
3507 – Landing Fees	\$861,000	
3502 – Parking Fees	928,735	
6999 – Sundry Services		\$280,000
8502 – Major Maint Bldg – Exp		382,000
8528 – Major Maint Land Impr – Exp		730,000
8551 – Mach & Equip Repl Cap		68,000
7970 – Tools & Minor Equip		200,000
5199 – Salaries & Wages		74,800
5312 – Social Security		5,800
5420 – Employee Health Care		34,100
5421 – Employee Pension		15,035
<u>1950 – Fringe Benefits</u>		
9898 – Abatement Fringe Benefit Org.	\$49,135	
5400 – Health Insurance – WPS Self Ins.		\$34,100
5409 – County Contr to Retmnt Syst.		15,035

A fund transfer of \$1,838,170 is being requested by the Director of the Department of Transportation and Public Works (DTPW) to increase revenue and expenditure authority at General Mitchell International Airport due to increased passenger traffic that will result in higher than budgeted year-end revenues.

Airport staff indicates traffic at the airport is exceeding the budgeted activity. Comparing year-to-date data between May 2009 and 2010, the number of passengers is up 35.6 percent. Between April 2009 and 2010 the number of available seats is up 31 percent, and the total weight of airfreight passing through the airport is up 11.4 percent. Parking fee revenues are above budget by \$1.07 million and landing fees charged to the airlines are \$695,000 above budget through May.

Due to this increase in traffic, and therefore revenue, the Director of DTPW proposes to increase expenditure authority at the airport in order to fund the following projects in order to maintain or improve service:

- \$129,735 to rescind the layoff of 7 Airport Maintenance Worker Assistant positions.
- \$700,000 to purchase thermoplastic signage for the airfield that will eliminate the need for future painting.
- \$30,000 to remove an underground storage tank.
- \$110,000 to inspect columns in the parking structure
- \$49,000 to undertake a study of the integration of surveillance cameras
- \$55,000 to lease a garbage truck for one year
- \$66,000 to lease a street sweeper for one year
- \$32,000 to replace 4 doors in the South Maintenance Facility
- \$100,000 to apply safety film to skywalk glazing
- \$150,000 to re-route some IT connections to a secure location
- \$100,000 to improve fire suppression and/or HVAC systems in IT storage areas
- \$35,000 for a threat containment unit for security purposes
- \$5,000 for a Bowmonk runway friction tester
- \$28,000 for two paint strippers
- \$150,000 to replace obsolete radios
- \$50,000 to replace a variety of desktop IT equipment

Corresponding increases in health insurance and pension costs of \$49,135, offset by an increase in abatements from charges to the airport, will be indicated in Org. 1950 – Fringe Benefits. There is no tax levy impact from this transfer.

TRANSFER SIGNED BY THE COUNTY EXECUTIVE 07/21/10.

TRANSFER APPROVED IN FINANCE AND AUDIT COMMITTEE 07/22/10 (VOTE 5-0)

(EXC. WEST & JURSIK)

	<u>From</u>	<u>To</u>
5) <u>6300 – Behavioral Health Division</u>		
2299 – Other Grants & Reimbursement	\$456,600	
8164 – Purchase of Services 51.42 Board		\$456,600

A fund transfer for \$456,600 is requested by the Administrator of the Behavioral Health Division (BHD) and the Interim Director of the Department of Health and Human Services (DHHS) to recognize the new State Crisis Grant in the Psychiatric Crisis Services Area and related purchase of service expenditures for 2010.

In 2009, the Milwaukee County Psychiatric Crisis Services along with regional partners was awarded a five-year Regional Crisis Grant offered by the State of Wisconsin. The Milwaukee Office of Mental Health America (MHA) was hired by the region to serve as the grant administrator and coordinator with oversight

ADOPTED 2011 BUDGET

DEPT: DTPW-Fleet Management

UNIT NO. 5300
FUND: General - 0001

DEPARTMENTAL PROGRAM DESCRIPTION

The Fleet Management Division purchases and maintains vehicles and equipment used by Milwaukee County departments. Keys to this program include minimizing vehicle and equipment downtime, providing a preventative maintenance program and educating users on safe operation and daily maintenance.

Equipment Repairs maintains and manages approximately 2,200 vehicles and pieces of equipment ranging from Fairway mowers and squad cars to wheel loaders and tandem axle patrol trucks.

Inventory Management maintains and manages approximately \$440,000 in inventory for all Milwaukee County vehicles. Fleet Management also manages and operates four fueling sites supplying 800,000+ gallons of fuel annually from locations conveniently located throughout Milwaukee County.

Equipment Coordination researches and develops the specifications for purchasing new vehicles and equipment. Fleet Management also works with user departments to ensure the correct piece of equipment is purchased. Fleet Management also hosts and coordinates a semi-annual Public Auction of used equipment for Milwaukee County and also other municipalities in the area.

2011 BUDGET

Approach and Priorities

- Continue to adjust staffing and expenditures as part of the accelerated fleet replacement program. \$13M worth of vehicles and equipment have been replaced since October 2009, reducing maintenance costs and increasing operational efficiency throughout County departments.
- The Division's new billing mechanism continues charging departments based on a labor rate and parts costs for repairs and for actual costs of new vehicle purchases that commensurate with the debt service on that vehicle. In addition, the operating cost of fuel continues to be charged to departments.

Programmatic Impacts

- All new vehicles and equipment will be placed on a replacement schedule of either three, five or eight years. After replacement, depreciated vehicles and equipment will be sent to auction and the user department will be credited for the revenue generated. Allowing departments, rather than the Fleet Management Division, to receive auction revenue will promote the proper care and maintenance of vehicles and equipment so that departments can achieve maximum revenue at auction.
- As a result of the new purchasing program, County departments will no longer be provided expenditure authority for new vehicle leases in their operating budgets. Current leases will be terminated upon the contract expiration and depending upon the necessity of the vehicle, may or may not be transferred into the purchasing program.
- The hourly labor rate is formulated so that all net expenditures are fully paid for by billing 38,778 labor hours annually. A parts markup is determined by the percentage of parts department operating costs.
- Fleet Management retains ownership of all County vehicles. Departments may not exceed their 2011 vehicle allotment without approval of the County Board.

Budget Highlights

Wage and Benefit Modifications

This budget includes an expenditure reduction of \$92,305 based on the changes described in the non-departmental account for wage and benefit modifications (Org-1972). There is a corresponding revenue offset of \$88,426 for a total tax levy savings of \$3,879. (\$3,879)

Milwaukee County
A Org Unit Object Detail Exp 0

Airport	2011 Adopted Budget	2011 Co Exec Rec	2011 Dept Final Request	2010 Adopted Budget	2009 Actual Exp/Rev	2008 Actual Exp/Rev	2007 Actual Exp/Rev
5040 Airport							
6502 Equipt Rental-Long Term	6,000	6,000	6,000	12,000	714	18,643	17,767
6503 Equipt Rental-Short Term	110,000	110,000	110,000	89,000	183,157	205,115	247,633
X X 6505 Veh Lease/Rent Outside	250,000	250,000	250,000	270,000	0	0	0
6509 Building and Space Rental	0	0	0	21,600	39,753	0	0
6610 R/M-Bldg and Structures	1,373,000	1,373,000	1,373,000	1,276,000	1,337,070	1,642,843	1,358,284
6620 R/M Grounds	1,110,000	1,110,000	1,110,000	666,000	605,535	860,432	406,058
6630 R/M Machinery Tools Eq	1,126,700	1,126,700	1,126,700	912,900	881,263	759,028	830,631
6637 R/M Computer Equip	792,450	792,450	792,450	605,275	293,510	161,579	180,339
6640 R/M Office Equipment	7,100	7,100	7,100	9,000	6,776	6,153	6,836
6650 Safety	18,000	18,000	18,000	22,000	1,179	0	0
6690 R/M Vehicles Materials	0	0	0	0	12,575	17,590	44,382
6691 R/M Vehicles Labor	3,000	3,000	3,000	3,000	0	1,357	449
6692 Outside Services	4,000	4,000	4,000	4,000	29,244	0	0
6696 R/M Radios Transmtrs	10,000	10,000	10,000	10,000	4,123	3,051	6,129
6699 Other Rep and Maintenance	41,600	41,600	41,600	40,600	26,635	37,462	19,752
6803 Auto Allowance	500	500	500	500	165	463	140
6805 Education/Seminar Paym'ts	61,600	61,600	61,600	57,600	11,981	12,177	12,017
6812 Meetings Other Auth Travl	231,400	231,400	231,400	165,200	140,988	118,934	94,020
6999 Sundry Services	15,500	15,500	15,500	9,000	18,793	31,428	91,037
	<u>20,199,591</u>	<u>20,199,591</u>	<u>20,199,591</u>	<u>18,441,400</u>	<u>16,350,444</u>	<u>18,471,852</u>	<u>14,766,850</u>
SV Services							
7010 Agr Botanical suppl (bud)	30,000	30,000	30,000	40,000	27,228	21,202	6,507
7012 Fertilizer	0	0	0	0	0	31	0
7015 Seeds and Plants	0	0	0	0	2,251	6,039	3,590
7018 Other Agr Botanical Supl	0	0	0	0	3,710	0	5
7100 Bldg & Rdwy Mat (bud)	1,117,000	1,117,000	1,117,000	1,064,000	125,964	129,958	162,812
7115 Cement Lime and Mortar	0	0	0	0	0	0	6,572
7131 Lumber and Millwork	0	0	0	0	5,302	2,063	2,247
7141 Salt	0	0	0	0	41,686	42,406	67,445
7145 Sand	0	0	0	0	126,145	70,667	32,121
7170 Electrical Materials	0	0	0	0	404,041	426,228	319,257
7178 Hardware & Other Material	0	0	0	0	42,409	22,376	43,679
7182 Heating & Ventg Material	0	0	0	0	149,281	90,311	113,816
7186 Painting Materials	0	0	0	0	124,325	170,435	23,752
7190 Plumbing Materials	0	0	0	0	32,622	19,402	17,883
7199 Other Bldg & Roadway Matl	0	0	0	0	2,374	8,966	15,765

(Item) From the Director of Transportation & Public Works requesting authorization for the Airport Director to enter into lease-to-own agreements for vehicular equipment, in cooperation with the Department of Transportation and Public Works Fleet Management Division, by adoption of the following:

RESOLUTION

WHEREAS, the Airport Division has found it to be beneficial to enter into leases for selected pieces of vehicular equipment over the past several years; and

WHEREAS, these leases have been structured as "Lease to own" with the final settlement amount typically being one dollar (\$1.00) at the end of the lease term (usually, but not always, forty eight months); and

WHEREAS, this arrangement has allowed the Airport to maintain a number of typically smaller vans and automobiles used exclusively at the airport; and

WHEREAS, because the activity is limited to the airport, the leased vehicles are used for 10+ years with relatively low mileage and relatively low maintenance costs; and

WHEREAS, at the end of the lease term, the airport/county takes title to vehicles that are low in operational costs and allows the airport to rotate vehicle use for appropriate needs and to dispose of an older vehicle; and

WHEREAS, all leases have been negotiated by the DTPW Fleet division, and this report contemplates that this practice would continue for all future leases; and

WHEREAS, Airport funds have been used to acquire and maintain the needed number of a variety of vehicles for exclusive airport needs at no expense or obligation of any other County operation; and

WHEREAS, in July, 2010 an Appropriation Fund Transfer was introduced to the Transportation, Public Works & Transit, and Finance committees, and approved for the lease of specific equipment; and

WHEREAS, for technical reasons, this lease agreement was not completed in calendar 2010, and therefore is an open item requiring the carryover of the

45 specified funds; and

46

47 WHEREAS, the 2011 Adopted Operating Budget of Milwaukee County
48 included a new purchasing program which would seem to prevent the Airport
49 from continuing its lease-to-own program for airport specific vehicles; and

50

51 WHEREAS, Corporation Counsel has reviewed this matter and has opined
52 that the 2011 Adopted Budget did give the Airport Division the authority to lease;
53 and

54

55 WHEREAS, the County Controller believes that a 2011 budget prohibition of
56 leasing negates this authority; and

57

58 WHEREAS, the Airport Division seeks authorization to continue to enter into
59 new lease-to-own arrangements when, in concert with the Fleet Division, it
60 makes operational sense to do so; now, therefore,

61

62 BE IT RESOLVED, that the Airport Director is hereby authorized to enter into
63 lease-to-own agreements for vehicular equipment, in cooperation with the
64 Department of Transportation and Public Works Fleet Management Division.

65

66

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MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: February 10, 2011

Original Fiscal Note

Substitute Fiscal Note

**SUBJECT: REQUEST TO ALLOW THE AIRPORT DIVISION TO LEASE-TO-OWN
SELECTED VEHICLES FOR AIRPORT USE**

FISCAL EFFECT:

- | | |
|--|--|
| <input checked="" type="checkbox"/> No Direct County Fiscal Impact | <input type="checkbox"/> Increase Capital Expenditures |
| <input type="checkbox"/> Existing Staff Time Required | <input type="checkbox"/> Decrease Capital Expenditures |
| <input type="checkbox"/> Increase Operating Expenditures
(If checked, check one of two boxes below) | <input type="checkbox"/> Increase Capital Revenues |
| <input type="checkbox"/> Absorbed Within Agency's Budget | <input type="checkbox"/> Decrease Capital Revenues |
| <input type="checkbox"/> Not Absorbed Within Agency's Budget | |
| <input type="checkbox"/> Decrease Operating Expenditures | <input type="checkbox"/> Use of Contingent Funds |
| <input type="checkbox"/> Increase Operating Revenues | |
| <input type="checkbox"/> Decrease Operating Revenues | |

Indicate below the dollar change from budget for any submission that is projected to result in increased/decreased expenditures or revenues in the current year.

	Expenditure or Revenue Category	Current Year	Subsequent Year
Operating Budget	Expenditure	0	0
	Revenue	0	0
	Net Cost	0	0
Capital Improvement Budget	Expenditure	0	0
	Revenue	0	0
	Net Cost	0	0

DESCRIPTION OF FISCAL EFFECT

In the space below, you must provide the following information. Attach additional pages if necessary.

- A. Briefly describe the nature of the action that is being requested or proposed, and the new or changed conditions that would occur if the request or proposal were adopted.
- B. State the direct costs, savings or anticipated revenues associated with the requested or proposed action in the current budget year and how those were calculated.¹ If annualized or subsequent year fiscal impacts are substantially different from current year impacts, then those shall be stated as well. In addition, cite any one-time costs associated with the action, the source of any new or additional revenues (e.g. State, Federal, user fee or private donation), the use of contingent funds, and/or the use of budgeted appropriations due to surpluses or change in purpose required to fund the requested action.
- C. Discuss the budgetary impacts associated with the proposed action in the current year. A statement that sufficient funds are budgeted should be justified with information regarding the amount of budgeted appropriations in the relevant account and whether that amount is sufficient to offset the cost of the requested action. If relevant, discussion of budgetary impacts in subsequent years also shall be discussed. Subsequent year fiscal impacts shall be noted for the entire period in which the requested or proposed action would be implemented when it is reasonable to do so (i.e. a five-year lease agreement shall specify the costs/savings for each of the five years in question). Otherwise, impacts associated with the existing and subsequent budget years should be cited.
- D. Describe any assumptions or interpretations that were utilized to provide the information on this form.

This report is to clarify items that are contained in the 2011 Operating budget. As such, there is no additional expenditure being sought that is not fully offset by revenues in the Operating Budget.

Department/Prepared by:

Authorized Signature _____

Did DAS-Fiscal Staff Review? Yes No
Reviewed by:

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¹ If it is assumed that there is no fiscal impact associated with the requested action, then an explanatory statement that justifies that conclusion shall be provided. If precise impacts cannot be calculated, then an estimate or range should be provided.

**COUNTY OF MILWAUKEE
INTEROFFICE COMMUNICATION**

Date: February 8, 2011

To: Supervisor Michael Mayo, Sr., Chairperson, Transportation, Public Works Committee
Supervisor Gerry Broderick, Parks, Energy & Environment Committee Chairman

From: Jack Takerian, Director of Transportation and Public Works

Subject: **Milwaukee County NR 216 Permit
Informational Report – Annual Report**

Background

The Wisconsin Department of Natural Resources (WDNR) issued an NR 216 Stormwater Permit to Milwaukee County on December 15, 2006. The permit requires that Milwaukee County submit an annual report to the WDNR by March 31st each calendar year. The annual report provides status updates on each of the permit requirements. The permit further requires that the Milwaukee County Board of Supervisors review or be apprised of the content of the report.

Prepared by: Tim Detzer, P.E. Environmental Engineer

Approved by:

Jack Takerian, Director
Transportation & Public Works

Gregory High, P.E., Director
DTPW-A&E-ES

Attachments: 2010 Annual Report, Milwaukee County NR 216 Permit

cc: County Executive Marvin Pratt
Lee Holloway, County Board Chairman
Terry Cooley, Chief of Staff

**2010 ANNUAL REPORT
MILWAUKEE COUNTY NR 216 PERMIT**

I. Background

An NR 216 permit for the Milwaukee County's municipal separate storm sewers system was issued to Milwaukee County on December of 2006. The permit conditions set forth a number of tasks and established a schedule for completing these tasks. This report summarizes the progress made in 2010 and prior towards coming into compliance with the permit.

II. Permit Implementation Schedule

Table 1 provides a summary of the compliance schedule and the status of each permit condition. Milwaukee County has met the schedule for condition requirements in 2010.

Table 1 Compliance Schedule			
PERMIT CONDITION	ACTIVITY	DUE DATE	STATUS
Public Education and Outreach - Part II.A	Submit the public education and outreach program	March 31, 2008	COMPLETE
Public Involvement and Participation -- Part II.B	Submit public involvement and participation program	March 31, 2008	COMPLETE
Illicit Discharge Detection and Elimination - Part II.C	1. Submit illicit discharge ordinance	October 31, 2007	COMPLETE
	2. Complete initial field screening	December 31, 2007	COMPLETE
	3. Submit illicit discharge response procedures	October 31, 2007	COMPLETE
Construction Site Pollutant Control - Part II.D	1. Submit construction site pollutant control ordinance or declaration	June 30, 2007	COMPLETE
	2. Submit construction site inspection and enforcement procedures	March 31, 2008	COMPLETE
Post-Construction Storm Water Management - Part II.E	1. Submit post-construction stormwater ordinance or declaration	June 30, 2007	COMPLETE
	2. Submit long-term maintenance procedures	March 31, 2008	COMPLETE
Pollution Prevention - Part II.F	Submit pollution prevention program	March 31, 2008	COMPLETE

Table 1 Compliance Schedule			
Storm Water Quality Management - Part II.G	1. 20% reduction in total suspended solids in runoff that enters waters of the state, to the maximum extent practicable	March 10, 2008	COMPLETE
	2. 40% reduction in total suspended solids in runoff that enters waters of the state, to the maximum extent practicable	March 10, 2013	COMPLETE BY DUE DATE
	3. Submit evaluation of flood control structures	March 31, 2008	COMPLETE
	4. Submit assessment of compliance	March 31, 2008	COMPLETE
Storm Sewer System Map - Part II.H	1. Submit remaining storm sewer system maps	March 31, 2007	COMPLETE
	2. Maintain a current storm sewer system map	March 31 of each year	COMPLETE BY DUE DATE
Lake Michigan Outfalls – Part II.I	1. Submit alternatives and recommendation	March 31, 2007	COMPLETE
	2. Construct selected alternative	January 1, 2008	COMPLETE
Annual Report - Part II.J	Submit annual reports	March 31 of each year	COMPLETE BY DUE DATE
Reapplication for Permit Coverage	Submit new application	June 15, 2011	COMPLETE BY DUE DATE

III. Implementation Status of Permit Requirements

Public Education and Outreach

In 2007, Milwaukee County began investigating public education and outreach efforts of municipalities within Milwaukee County to avoid duplicative effort. Milwaukee County has collaborated with the WDNR and the University of Wisconsin-Extension to develop a regional approach to public education and outreach. Milwaukee County submitted a draft of its Public Education and Outreach program outlining this approach in March 2008.

In 2008, Milwaukee County helped plan and host the January 20th *Stormwater Education & Outreach and Public Participation Plan Update Workshop* for southern municipalities of the Milwaukee and Menomonee River Basins.

In January 2009 a meeting was held with various communities and the Milwaukee Metropolitan Sewerage District (MMSD) to discuss the coordination of public outreach and education programs. Villages and cities from two counties met to brainstorm ways to deliver a consistent message and eliminate duplication. A consortium concept was examined and making use of existing watershed groups was viewed as an intermediate step toward this goal, but eventually it was determined that there was little interest in creating another group devoted to storm water. Milwaukee County considered joining

other stormwater interest groups in an attempt to create a bridge between them and aid in idea sharing and again, avoid duplication of effort. To this end in 2010 Milwaukee County has been attending Menomonee River Group Meetings and Southeastern Wisconsin Watershed Trust Watershed Action Team (WAT) meetings.

Public Education & Outreach—Public Events/Education

- Milwaukee County sponsored winter maintenance (salt reduction) workshops in 2008 and 2009. Workshops were geared toward public works departments and maintenance employees of public spaces such as parking lots, schools, etc. The 2008 workshops had nearly 300 attendees. Ninety-six people attended the classes in 2009.
- In 2009 Milwaukee County won the Blue Wave Award from the Clean Beach Council for our storm water work at Bradford Beach. Milwaukee County held a media day at Bradford in conjunction with the award. This project also won awards from the American Public Works Association and the American Council of Engineering Companies. In addition, a tour of the Bradford Beach project was given at the annual State of the Lakes conference held in Milwaukee in September 2009.
- Milwaukee County hosted a “Rainwater Harvesting Event” August 12-21, 2009. This hands-on workshop was geared toward landscape professionals, engineers and architects and homeowners. Topics included rainwater harvesting basics, wetland filtration, systems design, permeable pavers, water feature design and construction, rain gardens and a special day for homeowners to incorporate all of these ideas into their own spaces. The event took place at Boerner Botanical Gardens during the construction of their rainwater harvesting system.
- For projects with a storm water or runoff component Milwaukee County has included educational signage as part of the scope of work. To date signs have been installed for Milwaukee County’s Pond and Lagoon Projects at Humboldt, Jacobus, McGovern, Washington, and Dineen Parks. Signs have also been installed for Bradford Beach’s outfall project and were installed at McKinley Beach in 2010.
- Milwaukee County Department of Parks, Recreation and Culture has also installed signs to educate the public regarding the importance of picking up pet waste as well as reminders to pick up pet waste on the Parks’ website. In addition, the Parks Department encourages pet owners to utilize certain parks that allow dogs including four off-leash dog parks. Dogs are prohibited by ordinance at beaches and child play areas in Milwaukee County.
- DTPW-A&E-Environmental Services gave a presentation on rain gardens to the UW-Extension Master Gardeners in October 2010.

Public Education & Outreach—Required Program Elements

Milwaukee County is also required to establish measurable goals for the eight program elements as listed in the permit. Although some of these elements are not directly applicable to Milwaukee County, they may be addressed by future collaboration with other municipalities as stated above. What follows are brief summaries of how the County is currently addressing these issues.

1. Promote detection and elimination of illicit discharges and water quality impacts associated with such discharges of pollution into storm sewer systems.

Milwaukee County addresses this through our Illicit Discharge Detection & Elimination Program, which was submitted on October 30, 2007.

Many of the County's most visible and accessible catch basins and storm inlets were labeled as "NO DUMPING Drains to Lake Michigan" or "NO DUMPING Drains to River" through a partnership with Milwaukee Riverkeeper (formerly Friends of Milwaukee Rivers).

Milwaukee County began investigation of Great Lakes Water Institute's findings of genetic markers of human fecal matter within Milwaukee's waterways and beaches. The investigation centered on the County's beaches (See Appendix 5.). More recently, Milwaukee County is working with Milwaukee Riverkeeper to help evaluate the Great Lakes Water Institutes data.

2. Inform and educate employees and the public using its lands about the proper management of materials that may cause storm water pollution from sources including automobiles and pets.

A major component of our program focuses on training of County employees to improve compliance. In 2008, Milwaukee County established budgets for County departments to implement elements of the County's stormwater management program. Funds have been allocated for employee training and the development of Storm Water Pollution Prevention Plans (SWPPPs) to deal with these issues.

In 2009 meetings were held with County departments to begin implementing training requirements. A stormwater training presentation was developed to educate County employees about stormwater and to introduce permit requirements and stormwater regulations. This presentation was given in February 2010 to employees from the Parks Department and the Zoo. Employees from the Department of Transportation & Public Works were given the training in May of 2010. This training included the proper management of materials that may cause storm water pollution from sources including automobiles and pets. Employees will also be trained through the development and maintenance of Storm Water Pollution Prevention Plans (SWPPPs—see below).

Milwaukee County has attempted to educate the public on pet waste and its impact on stormwater through signs and its website—described above.

3. Promote beneficial onsite reuse of leaves and grass clippings and proper use of lawn fertilizers and pesticides.

Milwaukee County does not collect leaves or grass clippings for offsite disposal. Leaves and grass clippings are mulched in place. County golf courses apply fertilizers based upon site-specific soil testing results. Other County Departments do not typically apply fertilizers.

4. Promote the management of streambanks and shorelines on County lands to minimize erosion and restore and enhance the ecological value of waterways.

In 2004 Milwaukee County completed its Streambank Inventory to identify and prioritize areas of concern and potential projects. Milwaukee County has completed several projects from this list, but a lack of funding at the State and County level has slowed this effort.

Milwaukee County also promotes the management of shorelines through our Pond and Lagoon Projects. A summary of the projects for the permit period follows:

Jacobus, Dineen and Humbolt Park Lagoons

Work of the project includes the stabilization of lagoon shorelines and the installation of other best management practices to reduce nutrient loadings and improve water quality. Methods used include: the installation of fiber rolls, rock armoring, and native plantings along the lagoon shoreline, the construction of rain gardens, and the installation of educational signage. Work began September 2007. Substantially complete August 2008. Water quality monitoring continued in 2010, but analyzing the results could be premature, as the vegetation will not be fully established until 2011 (see water quality monitoring analytical in Appendix 1).

Washington and McGovern Park Lagoons

Work of the project includes the stabilization of lagoon shorelines and the installation of other best management practices to reduce nutrient loadings and improve water quality. Methods used include: the installation of fiber rolls, rock armoring, and native plantings along the lagoon shoreline, the construction of rain gardens, the installation of sedimentation chambers, and the installation of educational signage. Work began October 2008 and was substantially complete by August 2009.

Mitchell Park Lagoon

In 2010 Milwaukee County began a conceptual design for the restoration of Mitchell Park Lagoon. Restoration work will begin in spring 2011.

5. Promote infiltration of residential storm water runoff from rooftop downspouts, driveways and sidewalks.

Milwaukee County does not have jurisdiction over municipalities in matters of private residential ownership, but we have encouraged our employees to promote infiltration during storm water training. Milwaukee County has also been implementing infiltration practices on our properties such as the storm water practices along Lake Michigan and projects at the Zoo, which include downspout disconnection, rain barrels, and porous pavement (pavers).

6. Inform and educate those responsible for the design, installation, and maintenance of construction site erosion control practices and storm water management facilities on how to design, install, and maintain the practices.

Milwaukee County has allocated funds for the training of personnel for this purpose. The introduction of the County's Green Print Program in 2007 requires the evaluation of erosion control methods, storm water best management practices and other innovative design elements in all applicable County projects.

7. Target County departments and activities that may pose a storm water contamination concern, and where appropriate, educate specific audiences including grounds workers and maintenance shops on methods of storm water pollution prevention.

Milwaukee County has created and will maintain Storm Water Pollution Prevention Plans (SWPPPs) for such facilities and the employees at these facilities will be trained on stormwater pollution prevention.

8. Promote environmentally sensitive land use decisions by planners and designers.

Milwaukee County has developed a state-approved Land & Water Resource Management Plan. This plan promotes water quality and land conservation by identifying land and water related problems and priorities; developing objectives and goals; and tracking progress. The plan helps to guide land use decision-making. In 2010 Milwaukee County began the process to revise the plan, which is currently underway. The plan is available online at <http://www.county.milwaukee.gov/LandandWaterResource23110.htm> Drafts of the new plan are available for review at Southeastern Wisconsin Regional planning Commission's (SEWRPC) website at <http://www.sewrpc.org/SEWRPC/Environment/LandandWaterResourceManagementPlanning.htm>

IV. Public Involvement and Participation

Milwaukee County is a unique Wisconsin county in that it is wholly incorporated with 19 municipalities within its boundary. It is also unique in that it is almost entirely urban.

Milwaukee County, however, has miles of Lake Michigan Shoreline, over 120 miles of streams and rivers, approximately 70 ponds and lagoons, and countless opportunities for urban nonpoint source and storm water pollution.

As a result of these challenges Milwaukee County maintains a constant dialogue with its many partners year-round in order to plan for growth and maintain our natural resources. Because of Milwaukee's population density and many natural resources, parks, and natural areas, these groups are very numerous. Planning for the management of our land and water resources is a continuing effort and occurs within this dialogue with these diverse groups.

For example, Milwaukee County maintains quarterly meetings with the Wisconsin Department of Natural Resources to discuss topical issues such as urban nonpoint source pollution, beach closings, and brownfields; priorities and goals for natural resource management are thus discussed throughout the year. Other groups with which Milwaukee County maintains contact play a key role in the planning process for our natural resources are:

- The Southeastern Wisconsin Regional Planning Commission (Milwaukee County's official planning office)
- The Department of Agriculture, Trade & Consumer Protection
- The Milwaukee Metropolitan Sewerage District
- 19 municipalities within Milwaukee County
- The Southeastern Wisconsin Beach Task Force
- University of Wisconsin Extension
- The Great Lakes Nonpoint Abatement Coalition
- The Southeastern Wisconsin Watershed Trust

In addition, the Milwaukee County Parks Department, which largely maintains the county's natural areas and leased agricultural lands as well as the parks, is in frequent communication with a large number of citizen advocacy groups. These groups include:

Center Street Park Watch	Cooper Park Watch
Friends of Boerner Botanical Gardens	Friends of Bradford Beach
Friends of Cathedral Square Park	Friends of Dineen Park
Friends of Estabrook Park	Friends of Franklin Park
Friends of Grant Park	Friends of Greenfield Park
Friends of Hales Corners Pool	Friends of Jacobus Park
Friends of Johnsons Park	Friends of Juneau Park
Friends of Kletzsch Park	Friends of Kohl Park
Friends of Mill Pond	Friends of the Domes
Friends of Wehr Nature Center	Humboldt Park Watch
Jackson Park Watch	Kops Park Watch
Lake Park Friends	Lyons Park Watch
McCarty Park Watch	Nash Park Watch
Neighbors United for Washington Park	North Point Lighthouse Friends
Partners in Parks	Residents for Off-Leash Milwaukee Parks
Riverside Urban Ecology Center	Saveland Park Watch
Sheridan Park Friends	South Shore Park Watch
Wedgewood Park Watch	
The Park People, Friends of the Milwaukee County Park System	

Due to the level of public participation that occurs continuously within Milwaukee County's planning process we feel that we can effectively incorporate storm water issues into our dialog with the many and varied stakeholders and citizen advocacy groups.

Specifically, public involvement in NR 216 issues can occur:

- As part of public participation for Milwaukee County's Land Water Resource Management Plan (LWRMP), for which implementation of NR 216 requirements is a goal.
- At meetings of the Land Conservation Committee and Parks Energy & Environment Committee, which are open to the public, and are the committees that submit NR 216 issues to the Milwaukee County Board of Supervisors.
- Milwaukee County also held public comment sessions for the installation of best management practices at Bradford and McKinley Beaches.
- Milwaukee also attends and participates in meetings and sessions open to the public such as those by the Southeastern Wisconsin Watershed Trust

V. Illicit Discharge Detection and Elimination Program (IDDE)

Regulatory Mechanism to Prevent Illicit Discharges

In October 2007, Milwaukee County submitted a proposal to the WDNR to comply with the requirement to establish a regulatory mechanism to prohibit illicit discharges and illicit connections into Milwaukee County's storm sewer system.

Milwaukee County proposed to add language to Chapter 39, Disposal of Refuse or Waste to comply with the permit requirements. The Milwaukee County Board approved the proposed ordinance at the March 20, 2008 board meeting.

Two illicit connections were discovered in 2009. In both instances the storm sewer had been connected to the sanitary sewer. The WDNR was not notified since the storm sewer drained to the sanitary sewer system. The Milwaukee Metropolitan Sewerage District was notified and both connections were corrected. No illicit connections were discovered in 2010.

Major Outfalls—Field Screening

Through discussions between Milwaukee County and the Department of Natural Resources it was decided that Milwaukee County would be required to include municipal contributions to the County's storm sewer when determining which County outfalls would be considered major outfalls for the purposes of field screening (e.g. City of Milwaukee contributes 25 acres to an outfall and Milwaukee County contributes 35 acres creating a major outfall of greater than 50 acres.).

The effort to identify major outfalls was completed and submitted to the WDNR on February 7, 2008. In that report, Milwaukee County identified 22 major outfalls. Since then it has been determined that twelve of these outfalls were already claimed or should be claimed by other municipalities. Please see Table 2 for Milwaukee County's corrected list of major outfalls. Dry-weather field screening for all major outfalls was completed in 2010. See Appendix 2 for outfall screening summary.

Table 2 Milwaukee County Major Outfalls			
County ID	Location of Major Outfall	Drainage Basin (Acres)	Contribution from other Municipality
16000	Fox Point - Doctor's Park	89.63	No
16984	Greendale - 76th and Root River (Outfall on North side of river)	58.01	Yes
16985	Brown Deer - Teutonia at South Branch Creek	151.95	Yes
16982	Greenfield - Layton Ave at Honey Creek (west)	60.64	Yes
16983	Greenfield - Layton Ave at Honey Creek (east)	56.28	Yes
16006	Timmerman - Hampton Avenue and East of 100th St	316.94	No
8055	Zoo - Bluemound and Mayfair	153.95	No
296	County Grounds - Hwy 100 & Watertown Plank Road	103.74	Yes
17003	County Grounds Wisconsin & Windsor (84th)	51.02	No
16979	County Grounds at 87th	419.01	Yes

VI. Construction Site Pollutant Control

Milwaukee County has elected to defer to municipal construction site pollution control ordinances in lieu of creating a County ordinance. Milwaukee County previously submitted a declaration of this policy to the WDNR.

Procedures for construction site inspection and enforcement of erosion and sediment measures were submitted to the WDNR with the 2007 Annual Report.

VII. Post-Construction Storm Water Management

Milwaukee County has elected to defer to municipal post-construction storm water discharge ordinances in lieu of creating a County ordinance. Milwaukee County previously submitted a declaration of this policy to the WDNR.

Procedures for site planning for water quality impacts and procedures to ensure long-term maintenance of storm water management facilities were submitted to the WDNR with the 2007 Annual Report.

VIII. Pollution Prevention

Milwaukee County submitted a Pollution Prevention Program to the WDNR with the 2007 Annual Report. Measurable goals as outlined by permit elements Part II. F. Paragraphs 1-7 for 2010 are presented below.

1. Routine inspection and maintenance of County owned, permitted or operated structural storm water management facilities to maintain their pollutant removal operating efficiency.

Milwaukee County inspects structural storm water facilities twice annually. These inspections were completed in 2010. No enforcement actions resulting from inspections occurred in 2010. See Appendix 3 for summary of inspections.

2. Routine street sweeping and catch basin cleaning where appropriate.

In 2010, Milwaukee County Departments cleaned catch basins on an as-needed basis. Table 3 indicates the roads swept and the amount of material collected.

Table 3 Street Sweeping Summary		
County Highway	Frequency	Collected (Cubic yards)
Silver Spring Dr	2	9
Hampton Ave	1	12
Oklahoma Ave	3	21
76th Street	1	6
92nd St	1	3
Layton Ave	1	7
Mill Rd	10	50
Good Hope Rd	10	50
Teutonia Ave	7	35
43rd St	7	35
Port Washington Rd	7	36
107th St	6	20
Lincoln Memorial Drive	4	not reported
Total		284

Table 3 Street Sweeping Summary		
County Zoo	Frequency	Collected (Cubic yards)
April	19	**
May	14	**
June	11	**
July	19	**
August	18	**
September	9	**
October	10	**
* Includes the parking lots and all inside road/walk ways		
**No records of amount collected were kept.		

3. Proper disposal of street sweeping and catch basin cleaning waste.

Milwaukee County disposes of street sweeping and catch basin cleaning waste at a licensed sanitary landfill. In 2010, Milwaukee County began design of a catch basin dewatering system to correctly process solid wastes removed as a result of catch basin cleaning. This will help lower costs associated with the land filling of wet materials and allow for more collection.

4. Limitation to the application of road salt.

Milwaukee County follows Department of Transportation guidance for the application of road salt and other deicers.

5. Proper collection and disposal of leaves and grass clippings, which may involve beneficial on-site reuse as opposed to collection.

Milwaukee County does not collect or dispose of leaves or grass clippings. In golf courses leaves are typically moved to another area of the park if necessary.

6. Storm water pollution prevention planning for County garages, storage areas and other sources of storm water pollution, including quarterly inspections from these facilities.

Milwaukee County has created and will maintain Storm Water Pollution Prevention Plans (SWPPPs) for such facilities and the employees at these facilities will be trained on stormwater pollution prevention. In 2009 Milwaukee County developed SWPPPs for the Fleet Management North Shop and Milwaukee County Transit System's Fiebrantz Bus Garage. These plans were implemented in 2010. Also in 2010 Milwaukee County received a "No Exposure Certification" for the Fiebrantz Bus Garage as a result of creating the SWPPP.

Milwaukee County maintains SWPPPs for the following:

- Lawrence J. Timmerman Airfield
- Fleet Management Main Shop
- Fleet Management North Shop
- Milwaukee County Zoo

SWPPP quarterly reports are in Appendix 9.

7. Application of lawn and garden fertilizer on County controlled properties, with pervious surfaces over five acres each, in accordance with a site-specific nutrient application schedule based on appropriate soil tests.

This is applicable to County golf courses. Fertilizers are applied based on soil testing and meet the requirements of this section.

Spill responses.

In 2010, seven spills were reported on Milwaukee County property or as a result of equipment failure of County property. Please see Appendix 4, 2010 Spills. The spill list was compiled from the WDNRs Bureau for Remediation and Redevelopment Tracking System (BRRTS).

IX. Storm Water Quality Management

Milwaukee County has modeled our storm system to determine compliance with the developed urban area performance standards of s. NR151, Wis. Adm. Code. Milwaukee County has met the goal of 20% reduction of Total Suspended Solids (TSS) by the 2008 deadline. The results of the modeling were submitted with the 2007 Annual Report.

In 2009 Milwaukee County hired Sigma Environmental Services to review the previous modeling effort, to remodel the system based on any errors found in the previous effort and change of conditions (addition of BMPS since the original modeling), and make recommendations as to how to achieve the 40% goal by 2013. This effort is ongoing.

X. Storm Sewer Map

The Milwaukee County storm sewer map undergoes continuous revisions. The map is updated when errors are found in the field and as a result of projects in which the storm sewers were altered.

Updates to the map will be submitted via e-mail to the WDNR before March 31, 2011.

XI. Lake Michigan Outfalls

Studies by the Great Lakes Water Institute (GLWI) and the City of Milwaukee have determined that stormwater runoff is a major contributor to poor water quality at Milwaukee County Beaches. Currently the following Milwaukee County beaches do not meet water quality standards and are listed under Section 303(d) of the federal Clean Water Act as being “Impaired Waters.”

- Bender Park
- Bradford
- Doctors Park
- Grant Park
- McKinley
- South Shore Park

Bradford and McKinley Beaches have storm sewer outfalls directly on the beach, and Milwaukee County’s stormwater permit required the County to address adverse impacts from stormwater at these beaches. Milwaukee County is also required by the stormwater permit to implement best management practices to reduce contaminants of concern for discharges to impaired waters listed under Section 303(d). The table in Appendix 7 of this report contains best management practices implemented by Milwaukee County at all of these beaches and other areas discharging to impaired waters. A summary of specific measures taken during the permit period beyond the best management practices listed in the table follows:

Bender Park

No additional actions taken.

Bradford Beach

An innovative design incorporating sustainable and aesthetic features was successfully implemented in 2008. Bio-infiltration cells situated along the beach help reduce the volume of stormwater generated and capture contaminants to improve water quality. Infiltration swales with native plantings were incorporated into the design of a re-built parking lot. Additional measures, such as the construction of rain gardens and re-vegetated hillsides in the “upstream” areas of the drainage basin have helped to reduce stormwater volume and siltation. Work in 2009 at Bradford Beach was largely plant maintenance.

Doctors Park

A major outfall is located within Doctors Park. This outfall is inspected annually for dry weather flow. Stormwater, if present, is analyzed for the presence of cross connections during this inspection. In 2009, there was no flow when inspected. In 2009 the storm sewer and sanitary sewer were smoke tested in an effort to locate potential cross connections of the storm and sanitary sewers. No evidence of a cross connection was found. Also see Appendix 5.

Grant Park

No additional actions taken.

McKinley Beach

The design of the McKinley Beach outfall controls was completed in November 2008. Two infiltration systems were installed to reduce stormwater volume and capture contaminants at the McKinley outfalls. At the southern outfall by the sand beach, a surface infiltration basin with native plantings was installed. At the north outfall situated in a rocky, natural-looking beach a subsurface infiltration basin was installed. The construction was substantially complete in August 2009.

South Shore Park

In 2005, Milwaukee County installed a treatment system to treat storm runoff from the boat launch parking lot, which appeared to be a major contributor of stormwater pollution in the park. Aside from the boat launch area, there is no direct stormwater outfall discharge at the beach.

In addition, research by the GLWI has found indications of human fecal contamination within Milwaukee waterways and at beaches along Lake Michigan. In 2009 Milwaukee County began an investigation into possible cross connections of storm and sanitary sewers at these beach locations to attempt to locate a possible source of the possible contamination. A summary of the investigation for 2009 was prepared for an internal memo and is presented in Appendix 5.

XII. Fiscal Analysis

The Table in Appendix 6 provides estimates of the expenditures in 2008, 2009, 2010 and anticipated budget for 2011. Beginning in 2009, County Departments budgeted separately for NR 216 implementation.

XIII. Water Quality Impacts

Milwaukee County anticipates that certain projects carried out in within the permit period will have positive water quality impacts. These projects include:

- Lake Michigan Outfalls as described in the NR 216 Permit (Bradford and McKinley Beaches)
- Pond & Lagoon Demonstration Projects
- Boerner Botanical Gardens Rainwater Harvesting System

XIV. Impaired Water Bodies

Appendix 7 contains a list of Impaired Water Bodies in Milwaukee County and the county action taken to reduce the discharge of pollutants of concern to these waters.

XV Certification



Stevan Keith, P.E.

Sustainability and Environmental Engineer, Environmental Services Division

2/8/2011

Date

Appendix 1

Pond and Lagoon Analytical Summary

Pond and Lagoon - Analytical Summary

Humboldt Lagoon		9/17/2003	6/8/2004	6/15/2004	8/31/2004	9/18/2008	10/22/2008	7/22/2009	9/15/2010
E Coli	(per 100 ml)	139.6	2	11		11	23	11*	26*
TSS	(mg/l)	6	5	3		3.2	2.8	9.8	33
Total P	(mg/l)	0.269	0.135	0.2		0.055	0.039	0.11	0.26
Diss P	(mg/l)	0.236	0.072	0.119		0.032	0.016	0.03	0.22
Turb	(NTU)	6	6	5		3.1	2	5.6	15
Chlor A	(ug/L)	10	2			5	5.8	25	130
Chloride	(mg/l)					12	14	10	9.4
pH		8.73	9.72	9.39	8.22	8.31	7.51	8	7.7
Alk	(mg/l CaCO3)	105	71	71	117	120	100	110	130
Cond	(umhos)	285	178	180	332	275	267	263	284

Dineen Lagoon		9/15/2003	6/7/2004	6/15/2004	8/30/2004	9/18/2008	10/22/2008	7/22/2009	9/15/2010
E Coli	(per 100 ml)	390	220	99		112	345	68*	199*
TSS	(mg/l)		40		26	9.8	4.5	6	24
Total P	(mg/l)		0.039		0.128	0.073	0.14	0.051	0.11
Diss P	(mg/l)		ND		ND	0.022	0.039	0.013	0.095
Turb	(NTU)		13		24	7.1	9.5	5.5	17
Chlor A	(ug/L)				43	30	5.3	6.2	38
Chloride	(mg/l)					52	82	100	62
pH			8.29		7.83	7.86	7.4	7.43	8.09
Alk	(mg/l CaCO3)		298		169	170	320	230	220
Cond	(umhos)		917		518	506	689	849	629

Jacobus Lagoon		9/16/2003	6/7/2004	6/15/2004	8/30/2004	9/18/2008	10/22/2008	7/22/2009	9/15/2010
E Coli	(per 100 ml)		19	310		40	5	3*	13*
TSS	(mg/l)	48	13	37	40	21	15	15	29
Total P	(mg/l)	0.11	0.052	0.084	0.063	0.29	0.14	0.28	0.19
Diss P	(mg/l)	0.014	ND	ND	ND	0.12	0.021	0.061	0.2
Turb	(NTU)	47	16	41	46	17	14	12	24
Chlor A	(ug/L)	44			14	26	22	32	77
Chloride	(mg/l)					68	68	56	82
pH		8.25	8.65	8.32	8.14	7.88	7.62	7.79	7.95
Alk	(mg/l CaCO3)	217	186	180	210	150	190	190	170
Cond	(umhos)	835	812	766	801	543	606	590	618

Mitchell Lagoon		9/16/2003	6/7/2004	6/15/2004	8/30/2004				9/15/2010
E Coli	(per 100 ml)								30*
TSS	(mg/l)	11	9	8	5				4.8
Total P	(mg/l)	0.299	0.07	0.123	0.123				0.077
Diss P	(mg/l)	0.086	0.006	0.032	0.028				0.068
Turb	(NTU)	7	4	9	6				3.1
Chlor A	(ug/L)	39			16				17
Chloride	(mg/l)								20
pH		7.89	8.48	8	7.89				7.57
Alk	(mg/l CaCO3)	102	96	93	123				130
Cond	(umhos)	312	305	290	337				344

Washington Lagoon		9/15/2003	6/7/2004	6/15/2004	8/30/2004				9/15/2010
E Coli	(per 100 ml)	1600	61	66					281*
TSS	(mg/l)	61	10	15	25				11
Total P	(mg/l)	0.31	0.09	0.098	0.213				0.16
Diss P	(mg/l)	0.068	ND	ND	0.003				0.15
Turb	(NTU)	76	12	13	23				28
Chlor A	(ug/L)	105			80				55
Chloride	(mg/l)								22
pH			8.28	8.37	8.17				8.1
Alk	(mg/l CaCO3)		147	147	113				120
Cond	(umhos)		405	401	323				317

McGovern Lagoon		9/15/2003	6/7/2004	6/15/2004	8/30/2004				9/15/2010
E Coli	(per 100 ml)								27*
TSS	(mg/l)	94	4	5	21				19
Total P	(mg/l)	0.672	0.056	0.047	0.119				0.15
Diss P	(mg/l)	0.013	ND	ND	ND				0.14
Turb	(NTU)	27	5	6	21				9.4
Chlor A	(ug/L)	52			64				150
Chloride	(mg/l)								34
pH			8.12	8.16	8.03				8.64
Alk	(mg/l CaCO3)		179	173	145				130
Cond	(umhos)		759	751	761				402

* Samples received beyond EPA holding time for E.coli by Enzymatic Substrate (by 1 hour)

Appendix 2

Major Outfalls—Dry Weather Field Screening

**Appendix 2
Outfall Field Screening**

County ID	Prog. Year	Outfall	Date	Time	Last Rain Fall	Amount	Flow	pH	Chlorine	Copper	Turbidity	Phenols	Detergents	Ammonia	Notes
16979	2010	County Grounds at 87th	6/15/2010	2:20 PM	9/11/2010	0.72	LIGHT	8.3	ND	ND	LOW	ND	ND	ND	
16000	2010	Doctor's Park	6/14/2010	1:45 PM	9/11/2010	0.72	NONE	NA	NA	NA	NA	NA	NA	NA	no flow
16985	2010	Brown Deer - Teutonia at South Branch Creek	10/19/2010	10:00 AM	10/14/2010	TRACE	LIGHT	8.6	ND	ND	LOW	ND	ND	ND	
8055	2010	Zoo	6/15/2010	1:05 PM	9/11/2010	0.72	MODERATE	8.4	ND	ND	LOW	ND	ND	ND	
17003	2010	County Grounds Wisconsin & Windsor (84th)	6/15/2010	12:20 PM	9/11/2010	0.72	LIGHT	7.6	ND	ND	LOW	ND	ND	ND	no flow
17022	2010	Highway 100 & Watertown Plank	6/15/2010	1:45 PM	9/11/2010	0.72	LIGHT	8.3	ND	ND	LOW	ND	ND	ND	
16006	2010	Timmerman	10/19/2010	11:10 AM	10/14/2010	TRACE	NONE*	NA	NA	NA	NA	NA	NA	NA	* river water present/ no flow in upstream manholes
16982	2010	Layton Ave at Honey Creek (west)	10/19/2010	11:47 AM	10/14/2010	TRACE	NONE*	NA	NA	NA	NA	NA	NA	NA	* river water present/ no flow in upstream manholes
16983	2010	Layton Ave at Honey Creek (east)	10/19/2010	11:53 AM	10/14/2010	TRACE	NONE*	NA	NA	NA	NA	NA	NA	NA	* river water present/ no flow in upstream manholes
16984	2009	76th Street at Root River	6/14/2010	10:30 AM	9/11/2010	0.72	LIGHT	8.2	ND	ND	LOW	ND	ND	ND	light flow attributed to water in a welland ditch upstream of outfall

Appendix 3

Storm Water Management Facility Inspections

Spring 2010 Storm Water Management Facility Inspections

	Inspection Type	Location Notes	Major Outfall?	Date Inspected	Date Sediment Depth Taken	GPS STRUCTURES	Serious Problems Reported to Owner?	Comments
South Shore Rain Garden	Rain Garden & Infiltration		No	6/24/2010				
South Shore Storm Treat	Sedimentation Chamber	South of boat launch	No	6/24/2010				clear out inlet (already told)
Bradford Beach Outfall 0	Rain Garden & Infiltration	Farthest South	No	6/24/2010				pump out fall 2010
Bradford Beach Outfall 2	Rain Garden & Infiltration		No	6/24/2010				
Bradford Beach Outfall 3	Rain Garden & Infiltration		No	6/24/2010				
Bradford Beach Outfall 4	Rain Garden & Infiltration		No	6/24/2010				
Bradford Beach Outfall 5	Rain Garden & Infiltration		No	6/24/2010				
Bradford Beach Outfall 6	Rain Garden & Infiltration		No	6/24/2010				okay
Bradford Beach Outfall 7	Rain Garden & Infiltration	Farthest North	No	6/17/2010				okay
County Grounds Pond 1	Pond	Near Daycare	yes	6/16/2010				requested repairs complete. Pond looks great.
County Grounds Basin 2 - Pond 1	Pond	Wisconsin Ave ponds	yes	6/17/2010				okay
County Grounds Basin 2 - Pond 2	Pond	Wisconsin Ave ponds	yes	6/17/2010				okay
County Grounds Basin 2 - Pond 3	Pond	Wisconsin Ave ponds	yes	6/17/2010				okay
County Grounds Pond 3	Pond	Near Underwood Parkway	yes	6/16/2010				erosion (already told)
County Grounds Pond 10	Pond	Behind Children's Court	No	6/16/2010				Many problems - work on getting a maintenance agreement.
Greenfield Park	Pond		No	6/15/2010				okay -
Menomonee Parkway	Pond		No	6/15/2010				
Brown Deer Park	Pond		No	6/15/2010				some erosion in road inlet. Already told parks.
McGovern Park	Pond		No	6/15/2010				
Stat St. And Rawson Ave.	Pond		No					NOT OUR JOB TO INSPECT THIS POND (WE HAVE A PARTNERSHIP WITH FRANKLIN)
Washington Park	Pond		No	6/15/2010				
McKinley Raingarden	Rain Garden & Infiltration		No	6/24/2010				
McKinley Subsurface	Rain Garden & Infiltration		No	6/24/2010				Pump out fall 2010

Fall 2010 Storm Water Management Facility Inspections

	Inspection Type	Location Notes	Major Outfall?	Date Inspected	Date Sediment Depth Taken	GPS STRUCTURES	Serious Problems Reported to Owner?	Comments
South Shore Rain Garden	Rain Garden & Infiltration		No	12/17/2010				This BMP does very little.
South Shore Storm Treat	Sedimentation Chamber	South of boat launch	No	12/17/2010			yes	clogging of inlet - Difficult to clean trench. This BMP is not very effective.
Bradford Beach Outfall 0	Rain Garden & Infiltration	Farthest South	No	12/7/2010			yes	remove plugs in parking lot for the winter. Suck out sed chamber. - leaving plugs in this winter. Will monitor plus
Bradford Beach Outfall 2	Rain Garden & Infiltration		No	12/7/2010			yes	remove plugs in parking lot for the winter. - leaving plugs in this winter. Will monitor plant growth next spring
Bradford Beach Outfall 3	Rain Garden & Infiltration		No	12/7/2010				okay
Bradford Beach Outfall 4	Rain Garden & Infiltration		No	12/7/2010				okay
Bradford Beach Outfall 5	Rain Garden & Infiltration		No	12/7/2010				okay
Bradford Beach Outfall 6	Rain Garden & Infiltration		No	12/7/2010			yes	major damage from summer flooding. Parks is applying for funding. Ask parks for update.
Bradford Beach Outfall 7	Rain Garden & Infiltration	Farthest North	No	12/7/2010				all not too bad. The outlet is still off kilter. I don't see a problem with leaving it this way - will continue to monitor.
County Grounds Pond 1	Pond	Near Daycare	yes	12/6/2010			yes	Erosion
County Grounds Basin 2 - Pond 1	Pond	Wisconsin Ave ponds	yes	12/10/2010			yes	clear off debris from outlet structure. Repair emp wier. Stabilize erosion from parkinglots (topsoil, fabric, seed)
County Grounds Basin 2 - Pond 2	Pond	Wisconsin Ave ponds	yes	12/10/2010				
County Grounds Basin 2 - Pond 3	Pond	Wisconsin Ave ponds	yes	12/10/2010			yes	repair emp wier. Address erosion (more fabric and rip rap). Address sediment pile at outfall (likely from parking lot)
County Grounds Pond 3	Pond	Near Underwood Parkway	yes	12/6/2010				
County Grounds Pond 10	Pond	Behind Children's Court	No	12/10/2010			yes	Meet with owners. Working on lagoon management agreement. Notified county of county problems.
Greenfield Park	Pond		No	12/17/2010				
Menomonee Parkway	Pond		No	12/9/2010				Bridge knocked off foundation. Found another inlet, need to map. Jim Ciha is working on changing this pond.
Brown Deer Park	Pond		No	12/9/2010			yes	Inlet failing / sink hole in road.
McGovern Park	Pond		No	12/9/2010			yes	pump out sed chamber
51st St. And Rawson Ave.	Pond		No					NOT OUR JOB TO INSPECT THIS POND (WE HAVE A PARTNERSHIP WITH FRANKLIN)
Washington Park	Pond		No	12/6/2010				condition ok.
McKinley Raingarden	Rain Garden & Infiltration		No	12/7/2010				OK
McKinley Subsurface	Rain Garden & infiltration		No	12/7/2010			yes	pump out sed tank

Appendix 4
2010 Spill Responses

**Milwaukee County NR 216 Permit
2010 Annual Report
2010 Spill Responses**

Date	BRRTS Activity Number	Activity Name	Address	Substance	Quantity
7/12/2010	341555662	NIKE MISSILE BATTERY M421FC FORMER/KELLY	6100 S LAKE DR	petroleum (LUST*)	unknown
1/29/2010	441554932	CHILDRENS HOSPITAL OF WISCONSIN SPILL	9000 W WISCONSIN AVE	transmission fluid	2 gallons
3/12/2010	441555078	2900 W KINNICKINNIC RIVER PKWY SPILL	2900 W KINNICKINNIC RIVER PKWY	unknown petroleum	> 5 gallons
3/17/2010	441555088	GENERAL MITCHELL INTERNATIONAL AIRPORT SPILL	5300 S HOWELL AVE GATE C24	hydraulic fluid	30 gallons
3/19/2010	441555137	AIRCRAFT SERVICE INTERNATIONAL GROUP SPILL	5300 S HOWELL AVE	jet fuel	50 gallons
6/22/2010	441555486	MILWAUKEE CNTY PARKS SPILL	2600 16TH AVE	Industrial Chemical (acid)	200 lb
				Bleach	5 Gal
				Industrial Chemical (Base)	50 lb
7/17/2010	441555590	MILWAUKEE CNTY TRANSIT SYSTEM SPILL	6701 S 27TH ST	diesel fuel	1 gallon

Appendix 5

**Memo—Investigation Into Possible Cross
Connections on Lake Michigan Beaches**

COUNTY OF MILWAUKEE
INTER-OFFICE COMMUNICATION

DATE: December 21, 2009
TO: Chuck Ward, Dept. of Parks, Recreation and Culture
C: Greg High, Dept. of Transportation & Public Works
Steve Keith, Dept. of Transportation & Public Works
Dr. Sandra McClellan, Great Lakes Water Institute
FROM: Tim Detzer, Dept. of Transportation & Public Works

SUBJECT: Investigation into possible cross connections on Lake Michigan Beaches in
Milwaukee County

Research by the Great Lakes Water Institute (GLWI) as described in their report *Greater Milwaukee Watersheds Pathogen Source Identification* (November, 2009) has found that human fecal contamination is present throughout watersheds in Milwaukee including beaches owned and operated by Milwaukee County.

In the report, researchers at the Great Lakes Water Institute surmise that the source of the human fecal contamination is either illicit connections of the sanitary sewer into storm sewer, or more likely the exfiltration of contaminated water from the sanitary sewer into the storm system due to leaks and breaks in aging sewer systems.

Several storm sewer outfalls along Lake Michigan located in or adjacent to County Parks/Beaches were sampled and reported to contain human fecal contamination. They are:

Bay View Beach
Big Bay Beach
Bradford Beach
Doctors Park
Russell Outfall--South Shore Beach

What follows is a summary to date of our investigations regarding the GLWI's findings of human fecal contamination in storm sewers outfalls at Lake Michigan beaches.

Bay View Beach

GLWI collects samples from a 48-inch storm sewer that outfalls to Lake Michigan in Bay View Park. This storm sewer is owned by the City of Milwaukee. Milwaukee County does own and operate a storm sewer within the park with an outfall to Lake Michigan approximately 500 feet southeast of the 48-inch outfall. The two storm sewers cross on the map, but are not connected. Milwaukee County's storm sewer only collects storm water from Bay View Park.

Milwaukee County does not own or operate any sanitary sewer in Bay View Park. There had been a beach house with sanitary service at the north end of the park, but the beach house was demolished years ago and the only remnant of sanitary sewer was abandoned as a result of Sanitary Sewer Evaluation Survey (SSES) in 2007 or 2008. The sanitary sewer was approximately 1,600 feet northwest of the 48-inch sewer.

At this time, we are not investigating further at this site since we do not operate any sanitary sewer and GLWI is not sampling our outfall.

Big Bay Beach

GLWI collects samples from a 48-inch storm sewer that outfalls to Lake Michigan in Big Bay Park. The outfall is shown in the figure, but the sewer is not. The Village of Whitefish Bay presumably owns this storm sewer. There is another separate (County-owned) storm sewer that collects storm runoff only from the park and Whitefish Bay's neighboring Buckley Park that was installed in the early 1990s. This sewer drains into the 48-inch storm sewer. Milwaukee County does not own or operate any sanitary sewer in Big Bay Park.

During a dry weather site visit (no rain for 72 hours) in the summer of 2009 the 48-inch outfall was flowing, but the County-owned storm sewer in the park was not.

We are not currently investigating this site since we do not operate any sanitary sewer within the park or in the area. Although the park's storm sewer is tributary to the sampled outfall, it is unlikely that Milwaukee County's storm sewer contributes to fecal indicators detected at the outfall.

Bradford Beach

Bradford Beach has multiple storm sewers--twelve being sampled by GLWI (they also collect samples in two ravines). Milwaukee County owns several sanitary sewers in Lake Park and on the beach. These include sewers servicing: Bartolotta's/Lake Park Pavilion, the former NIKE site/service building, the lighthouse, the Bradford Beach house, and the North Point Snack Bar. Investigations to date have not found an illicit connection that could explain the presence of fecal indicator organisms and include:

- CCTV of half the Bartolotta's sewer, which connects to the City of Milwaukee sanitary sewer in Lincoln Memorial Drive. Apparently they hit a buried manhole and could not videotape the entire sewer.
- Dye testing at the Nike Service Building, which also connects to City sewer in Lincoln Memorial Drive
- CCTV of the sewer servicing the lighthouse, which connects to City of Milwaukee sewer in Wahl Avenue. Half of this sewer was newly installed around 2006.
- CCTV of a section of Milwaukee County sanitary sewer in Lincoln Memorial Drive just downstream of the Bradford Beach House. This sewer connects the Bradford beach House with a City of Milwaukee Sanitary sewer. About half of the County's sewer was televised and was in good shape. The remainder could not be televised because it was surcharged. In addition, the City of Milwaukee smoke tested the sanitary sewer in Lincoln Memorial Drive from the Beach House to Kenwood Avenue.

Doctors Park

The outfall sampled at Doctors Park is at the end of the service drive, which leads to the beach on the north end of the park. The sewer collects stormwater from the ravines within the park as well as the drive and outfalls onto the beach. There are two sanitary sewers on the property, one of which has not been in operation for years.. There is a three-inch pressure sewer that serves a comfort building around mid park. It connects to a Fox Point sanitary sewer manhole in Dean Road. There is another gravity sewer that runs the length of the park just west of the beach. It had connected a bathhouse near the storm outfall to Fox Point sanitary sewer south of the park. The bathhouse has been closed for several years, and although the sewer is not abandoned it is no longer connected to Fox Point's sewer because a homeowner installed an in-ground swimming pool and had the sewer capped off. The County would like to abandon the sewer, but access issues have prevented that to date.

During inspection of the storm sewer it was noted that several catch basins were completely clogged. The catch basins were cleaned to permit smoke testing of the storm and pressure sewers to check for possible cross connections. Visu-Sewer completed smoke testing on November 30th, 2009. Smoke testing revealed unmapped storm sewers and highlighted the poor condition of those sewers (smoke rose out of the ground where the condition of the pipes was poor), but yielded no illicit or cross connections. Smoke testing of the pressure sewer was inconclusive as water in the pipes and lift station did not allow smoke through the entire system. No illicit connections were found between the manhole where the pressure sewer outfalls and the connection to Fox Point's sanitary sewer.

Storm and sanitary sewers cross geographically at one point in the two systems, but the sanitary sewer is approximately three to four feet below the storm. The pressure sewer is

also relatively new PVC (installed in 2000). For these two reasons it is not likely that contaminated water is exfiltrating the system and flowing upward to enter the storm at that point.

We will consider dye testing of the comfort station sewer to rule it out as a source of human fecal contamination.

Russell Outfall--South Shore Beach

The Russell avenue outfall is not owned or operated by Milwaukee County, but is adjacent to Cupertino Park. The outfall is approximately 2,400 feet from South Shore Beach so the outfall name is a bit of a misnomer. Milwaukee County does not own any storm sewer within the park. There is approximately 70 feet of 36-inch City of Milwaukee storm sewer within Cupertino Park.

There is 500 feet of 2-inch sanitary force main on the southern end of Cupertino Park approximately 1,000 feet from the outfall. This connects with the City of Milwaukee combined sewer at the intersection of Shore Drive and Iron Street.

We will continue to investigate the potential for cross connections and the condition of sewers at these locations and provide updates as new information is obtained. If you have questions please call me at (414) 278-2988 or reach me via e-mail at tim.detzer@milwcnty.com.

Appendix 6
2008-2011 Budget Estimates

**Milwaukee County NR 216 Permit
2010 Annual Report
2008-2011 Budget**

Operating Budget	2008	2009	2010	2011
Environmental Services	\$ 165,179	\$ 70,000	\$ 130,160	\$ 118,600
A&E		\$ 19,500	\$ 19,500	\$ 19,500
Parks		\$ 57,900	\$ 57,900	\$ 57,800
Facilities Management		\$ 17,500	\$ 17,500	\$ 16,300
Timmerman Airport		\$ 9,520	\$ 9,520	\$ 8,600
Zoo		\$ 3,700	\$ 3,700	\$ 3,700
Highway		\$ 36,720	\$ 36,720	\$ 24,700
Fleet		\$ 2,700	\$ 2,700	\$ 2,000
HOC		\$ 1,500	\$ 1,500	\$ 1,500
Transit		\$ 19,900	\$ 19,900	\$ 7,500
Total	\$ 165,179	\$ 238,940	\$ 299,100	\$ 260,200
Capital Budget	2008	2009		2010-2013
NR 216	\$ 3,379	\$ -		\$ 503,000.00
Bradford Beach	\$ 851,602	\$ 169,955		\$ -
McKinley Beach	\$ 176,893	\$ 461,419		\$ -
Pond & Lagoon	\$ 283,609	\$ 305,250		\$ 186,000
Total	\$ 1,315,482	\$ 936,625		\$ 689,000
Consultant	\$ 65,440	\$ -		\$ -
Total	\$ 1,546,101	\$ 1,175,565		\$ 949,200

Appendix 7

Impaired Water Bodies/Pollutant Reduction

**Milwaukee County NR 216 Permit
2010 Annual Report
Impaired Water Bodies/Pollutant Reduction**

Impaired Waters	Impairment	County Action
Atwater (Lake Michigan)	bacteria	No County storm sewer input
Beaver Creek	TBD	No County storm sewer input
Bender Park (Lake Michigan)	bacteria	Ponds, rain gardens, catch basin cleaning, street sweeping
Bradford Beach (Lake Michigan)	bacteria	Bioretention, sedimentation chambers, raingardens, catch basin cleaning, street sweeping
Grant Park (Lake Michigan)	bacteria	Ponds, catch basin cleaning, street sweeping
Indian Creek (natural channel downstream of I-43)	sedimentation, phosphorous, metals	No County storm sewer input
Jackson Park Pond	PCBs	No action for PCBs
Lake Michigan	Hg, PCBs	No action for Hg, PCBs
Lincoln Creek	metals, PAHs, phosphorous, sedimentation	Catch basin cleaning, street sweeping
Little Menomonee River	creosote	No County action for creosote (Superfund Site Remediation)
McKinley Beach (Lake Michigan)	bacteria	Infiltration basins, sedimentation chambers, catch basin cleaning, street sweeping
Milwaukee River Estuary (outer harbor to Lake Michigan)	bacteria, metals, PCB	No County storm sewer input
Milwaukee River Estuary (Menomonee River)	bacteria, metals, PCB, phosphorus	No County storm sewer input
Milwaukee River Estuary (Kinnickinnic River)	bacteria, metals, PCB, phosphorus	No County storm sewer input
Milwaukee River Estuary (Milwaukee River)	bacteria, metals, PCB, phosphorus	No County storm sewer input
Milwaukee River	bacteria, PCB	Catch basin cleaning, street sweeping, no County action for PCBs (Legacy Act Cleanup)
Natural Channel Reaches (T8N R21E SW NW 12)	sedimentation	No County storm sewer input
Oak Creek	TBD	Catch basin cleaning, street sweeping
South Shore Beach (Lake Michigan)	bacteria	Sedimentation chamber, catch basin cleaning, street sweeping
Tietjen Beach/Doctors Park (Lake Michigan)	bacteria	Catch basin cleaning, street sweeping
Zeunert Pond	Hg	No County storm sewer input

Appendix 8

Submission of Annual Report to the Milwaukee County Board of Supervisors

**COUNTY OF MILWAUKEE
INTEROFFICE COMMUNICATION**

Date: February 8, 2011

To: Supervisor Michael Mayo, Sr., Chairperson, Transportation, Public Works Committee
Supervisor Gerry Broderick, Parks, Energy & Environment Committee Chairman

From: Jack Takerian, Director of Transportation and Public Works

Subject: **Milwaukee County NR 216 Permit
Informational Report – Annual Report**

Background

The Wisconsin Department of Natural Resources (WDNR) issued an NR 216 Stormwater Permit to Milwaukee County on December 15, 2006. The permit requires that Milwaukee County submit an annual report to the WDNR by March 31st each calendar year. The annual report provides status updates on each of the permit requirements. The permit further requires that the Milwaukee County Board of Supervisors review or be apprised of the content of the report.

Prepared by: Tim Detzer, P.E. Environmental Engineer

Approved by:

Jack Takerian, Director
Transportation & Public Works

Gregory High, P.E., Director
DTPW-A&E-ES

Attachments: 2010 Annual Report, Milwaukee County NR 216 Permit

cc: County Executive Marvin Pratt
Lee Holloway, County Board Chairman
Terry Cooley, Chief of Staff

Appendix 9

Storm Water Pollution Prevention Plan Reports

Annual Facility Site Compliance Inspection Report (AFSCI)
 For Storm Water Discharge Associated With Industrial Activity Under
 Wisconsin Pollutant Discharge Elimination System (WPDES) Permit
 Form 3400-176 (R 6/05) Page 1 of 4

Notice: This form is authorized by s. NR 216.29(2), Wis. Adm. Code. Submittal of a completed form to the Department is mandatory for industrial facilities covered under a tier 1 storm water general permit. Facilities covered under a tier 1 permit are not required to submit AFSCI reports after submittal of the second AFSCI report, unless so directed by the department. However, these inspections and quarterly visual inspections shall still be conducted and results shall be kept on site for department inspection. Facilities covered under a tier 2 storm water general, industry-specific general or individual permit shall keep the results of their AFSCI and quarterly visual inspections on site for department inspection. Failure to comply with these regulations may result in fines up to \$25,000 per day pursuant to s. 283.91, Wis. Stats. Personally identifiable information on this form may be used for other water quality program purposes.

Facility Information			
Facility Name <i>Timmerman Airport</i>			
Street Address <i>9305 W. Appleton Ave</i>		City <i>Milwaukee</i>	State <i>WI</i>
County <i>Milwaukee</i>		Facility Contact Person <i>Greg Failey</i>	
Signature			

This form must be signed by an official representative of the permitted facility, in accordance with s. 216.29(8), Wis. Adm. Code.

IF THIS FORM IS NOT SIGNED, OR IS FOUND TO BE INCOMPLETE, IT WILL BE RETURNED

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Signature of Authorized Representative <i>Timothy Detzer</i>		Date Signed <i>7/20/2010</i>	
Type or Print Name <i>Timothy Detzer</i>		Position Title <i>Environmental Engineer</i>	
Company Name <i>Milwaukee County</i>		Telephone Number <i>414-278-2988</i>	
Mailing Address <i>2711 W. Wells St #213</i>		City <i>Milwaukee</i>	State <i>WI</i>
			ZIP Code <i>53208</i>

The first level of storm water monitoring consists of a comprehensive annual facility site compliance inspection (AFSCI) to determine if your facility is operating in compliance with your Storm Water Pollution Prevention Plan (SWPPP). You should use the results of this inspection to determine the extent to which your SWPPP needs to be updated to prevent pollution from new source areas, as well as to correct any inadequacies that the plan may have in handling existing source areas. This first level of monitoring is addressed in Section III of this Annual Report.

The second level of storm water monitoring consists of quarterly visual observations of storm water leaving the site during runoff events caused by snow-melt or rainfall. This is a practical, low cost tool for identifying obvious contamination of storm water discharges, and can also help identify which practices are ineffective. The goal of quarterly inspections is to obtain results from a set of four inspections that are distributed as evenly as possible throughout the year and which depict runoff quality during each of the four seasons. This second level of monitoring is addressed in Section IV of this Annual Report.

DNR Use Only
FIN
FID

Annual Facility Site Compliance Inspection Report (AFSCI)

Form 3400-176 (R 6/05)

Page 2 of 4

Annual Facility Site Compliance Inspection

The Annual Facility Site Compliance Inspection shall be adequate to verify that; your Storm Water Pollution Prevention Plan (SWPPP) remains current, potential pollution sources at your facility are identified, the facility site map and drainage map remain accurate, and Best Management Practices prescribed in your SWPPP are being implemented, properly operated, and adequately maintained.

Name of Person Conducting Inspection <i>Timothy Detyer</i>	Inspection Date <i>7/20/2010</i>
Employer <i>Milwaukee County</i>	Telephone Number <i>414-278-2988</i>

Your inspection should start with a review of your written SWPPP kept at your facility. The SWPPP should be amended if, through these inspections, you find that the provisions in your SWPPP are ineffective in controlling contaminated storm water from being discharged from your facility.

①	Has your SWPPP been updated to include current Non-Storm Water Discharge Evaluation results?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> N/A
	Has your SWPPP been amended for any new construction that would effect the site map or drainage conditions at the facility?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> N/A
	Has your SWPPP been amended for any changes in facility operations that could be identified as new source areas for contamination of storm water?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> N/A
②	Are there any materials at the facility that are handled, stored, or disposed in a manner to allow exposure to storm water that are not currently addressed in your SWPPP?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input checked="" type="checkbox"/> N/A
③	Are there any maintenance or material handling activities conducted outdoors that have not been addressed in your SWPPP?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> N/A
	Are outside areas kept in a neat and orderly condition?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
	Are regular housekeeping inspections made?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
	Do you see spots, pools, puddles, or other traces of oils, grease, or other chemicals on the ground?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> N/A
	Are particulates on the ground from industrial operations or processes being controlled?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
	Do you see leaking equipment, pipes or containers?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> N/A
	Do drips, spills, or leaks occur when materials are being transferred from one source to another?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> N/A
	Are drips or leaks from equipment or machinery being controlled?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
	Are cleanup procedures used for spilled solids?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
	Are absorbent materials (floor dry, kitty litter, etc.) regularly used in certain areas to absorb spills?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
	Can you find discoloration, residue, or corrosion on the roof or around vents or pipes that ventilate or drain work areas?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> N/A
	Are Best Management Practices implemented to reduce or eliminate contamination of storm water from source areas at the facility?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
	Are Best Management Practices adequately maintained?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
	Are there significant changes that will have to be made to your SWPPP to correct any inadequacies that the plan may have to effectively control a discharge of contaminated storm water from your facility?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> N/A

Comments:

- ① can't find copy of the SWPPP
- ② unknown, but probably not (not much to expose to stormwater)
- ③ same as above
- ④ - also conducted dry weather inspection - water flowing from outfall, but this is also the beginning of Sanitosa Creek. I checked all of the CB's on the non-AOA area where all stormwater contamination would occur and there was no flow in any of them except one by the SW runway. I believe

Annual Facility Site Compliance Inspection Report (AFSCI)
Form 3400-176 (R 6/05)

Quarterly Visual Inspection Reports

Quarterly Visual Inspections at each storm water discharge outfall on your site can be a valuable assessment tool and are required by the Tier 1, Tier 2, and Nonmetallic Mining Industrial Storm Water General Permits. These inspections should be performed when sufficient runoff occurs during daylight hours. Try to make observations within the first 30 minutes after runoff begins discharging from the outfall or soon thereafter as practical, but no later than 60 minutes. If you find visible pollution, note the probable source and list any possible Best Management Practices that could be used to reduce or eliminate the problem. Make any necessary changes to your Storm Water Pollution Prevention Plan as needed. If you were unable to evaluate an outfall during a specific quarter, this should be indicated along with a reason as to why this could not be done.

Outfall Number	Date of Inspection			
	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
72 ^a	✓	6/3/2010		

Briefly summarize what you found when conducting your Quarterly Visual Inspections. (Include any observations of color, odor, turbidity, floating solids, foam, oil sheen, or any other indications of storm water pollution and the probable sources of any observed storm water contamination.)

Semi-annual Non-Storm Water Discharge Evaluation

Inspection Date: 10/19/2010
 Inspection Personnel: Tim Detroy

Visual inspections of the storm inlets and outfalls for non-stormwater discharges must be made during dry weather. For each outfall, the procedure is as follows:

- Check outfalls for flow.
- If there is flow, describe the flow (color, odor, sheen, rate, etc.)
- If there is flow, go upstream and check storm inlets.
- Document observations below.

	Flow observed		Description of flow and/or comments
	Yes	No	
Outfall 1	X		constant water due to headwaters of Draughton Creek. no flow in upstream manholes.
Outfall 2		X	no flow
Outfall 3			
Outfall 4			

*Report any issues to the Garage Manager or County Environmental Engineer.
 Submit completed inspection documentation to the Garage Manager and County Environmental Engineer.*

This form is for your own use and should be kept as part of your Storm Water Pollution Prevention Plan. It **does not** have to be submitted to the Department unless requested. If false information from quarterly visual inspections is reported to the Department, you could be subject to penalties up to \$10,000 pursuant to s. 283.91(4), Wis. Stats.

Use one form per outfall.

Quarterly Visual Inspections at each storm water discharge outfall on your site can be a valuable assessment tool and are required by the Tier 1 and Tier 2 Industrial Storm Water General Permits. This inspection should be performed when sufficient runoff occurs during daylight hours. Try to make observations within the first 30 minutes after runoff begins discharging from the outfall, or as soon as practical, but no later than 60 minutes. If you find visible pollution, note the probable source and list any possible Best Management Practices that could be used to reduce or eliminate the problem.

Make any necessary changes to your **Storm Water Pollution Prevention Plan** as needed.

Facility Name

NORTH SHOP

Street Address

6270 NORTH HOPKINS ST

City

MILWAUKEE

State

WI

ZIP Code

53209

Name of Person Conducting Inspection

STEVEN SYBURG

Inspection Date

6-17-10

Employer

SIGMA ENVIRONMENTAL

Telephone Number

414-643-4200

Outfall Number (make reference to site map)

1

Description of Outfall (e.g., ditch, concrete pipe, grassed swale, etc.)

GRASS/PAVED AREA ON SOUTH END OF FACILITY

Time of Rainfall Event

12:00 P

Time of Visual Inspection

12:30 P

Optional: Amount of Rainfall at the Time of Observation (nearest tenth of an inch)

Describe your observations. An easy way to conduct this inspection is to use a glass jar to collect a sample of the storm water being discharged from the facility and visually inspect the water. Include any observations of color, odor, turbidity, floating solids, foam, oil sheen or any other visual indicators of storm water pollution and the probable sources of any observed storm water contamination.

Color: Clear Red Yellow Brown Other:

Odor: None Musty Sewage Rotten Egg Other:

Clarity: Clear Cloudy Opaque Suspended Solids Other:

Floatables: None Foam Garbage Oily Film Other:

Deposits / Stains: None Oily Sludge Sediments Other:

Comments:

This outfall could not be evaluated during this quarter due to the following reason:

This form is for your own use and should be kept as part of your Storm Water Pollution Prevention Plan. It does not have to be submitted to the Department unless requested. If false information from quarterly visual inspections is reported to the Department, you could be subject to penalties up to \$10,000 pursuant to s. 283.91(4), Wis. Stats.

Use one form per outfall.

Quarterly Visual Inspections at each storm water discharge outfall on your site can be a valuable assessment tool and are required by the Tier 1 and Tier 2 Industrial Storm Water General Permits. This inspection should be performed when sufficient runoff occurs during daylight hours. Try to make observations within the first 30 minutes after runoff begins discharging from the outfall, or as soon as practical, but no later than 60 minutes. If you find visible pollution, note the probable source and list any possible Best Management Practices that could be used to reduce or eliminate the problem.

Make any necessary changes to your Storm Water Pollution Prevention Plan as needed.

Facility Name <u>NORTH SHOP</u>			
Street Address <u>6270 NORTH HOPKINS STREET</u>		City <u>MILWAUKEE</u>	State <u>WI</u>
		ZIP Code <u>53209</u>	
Name of Person Conducting Inspection <u>STEVEN SYBURG</u>		Inspection Date <u>6-17-10</u>	
Employer <u>SIGMA ENVIRONMENTAL</u>		Telephone Number	
Outfall Number (make reference to site map) <u>2</u>	Description of Outfall (e.g., ditch, concrete pipe, grassed swale, etc.) <u>STORM SEWER / DRAIN ON WEST SIDE OF FACILITY</u>		
Time of Rainfall Event <u>12:00 P</u>	Time of Visual Inspection <u>12:30 P</u>	Optional: Amount of Rainfall at the Time of Observation (nearest tenth of an inch)	

Describe your observations. An easy way to conduct this inspection is to use a glass jar to collect a sample of the storm water being discharged from the facility and visually inspect the water. Include any observations of color, odor, turbidity, floating solids, foam, oil sheen or any other visual indicators of storm water pollution and the probable sources of any observed storm water contamination.

Color:	<input type="checkbox"/> Clear	<input type="checkbox"/> Red	<input type="checkbox"/> Yellow	<input checked="" type="checkbox"/> Brown	<input type="checkbox"/> Other:
Odor:	<input type="checkbox"/> None	<input type="checkbox"/> Musty	<input checked="" type="checkbox"/> Sewage	<input type="checkbox"/> Rotten Egg	<input type="checkbox"/> Other:
Clarity:	<input type="checkbox"/> Clear	<input type="checkbox"/> Cloudy	<input checked="" type="checkbox"/> Opaque	<input type="checkbox"/> Suspended Solids	<input type="checkbox"/> Other:
Floatables:	<input type="checkbox"/> None	<input type="checkbox"/> Foam	<input type="checkbox"/> Garbage	<input checked="" type="checkbox"/> Oily Film	<input type="checkbox"/> Other:
Deposits / Stains:	<input type="checkbox"/> None	<input checked="" type="checkbox"/> Oily	<input type="checkbox"/> Sludge	<input type="checkbox"/> Sediments	<input type="checkbox"/> Other:

Comments:

This outfall could not be evaluated during this quarter due to the following reason:

This form is for your own use and should be kept as part of your Storm Water Pollution Prevention Plan. It **does not** have to be submitted to the Department unless requested. If false information from quarterly visual inspections is reported to the Department, you could be subject to penalties up to \$10,000 pursuant to s. 283.91(4), Wis. Stats.

Use one form per outfall.

Quarterly Visual Inspections at each storm water discharge outfall on your site can be a valuable assessment tool and are required by the Tier 1 and Tier 2 Industrial Storm Water General Permits. This inspection should be performed when sufficient runoff occurs during daylight hours. Try to make observations within the first 30 minutes after runoff begins discharging from the outfall, or as soon as practical, but no later than 60 minutes. If you find visible pollution, note the probable source and list any possible Best Management Practices that could be used to reduce or eliminate the problem.

Make any necessary changes to your **Storm Water Pollution Prevention Plan** as needed.

Facility Name <u>North Shop</u>				
Street Address <u>6276 North Hopkins St</u>		City <u>MILWAUKEE</u>	State <u>WI</u>	ZIP Code <u>53209</u>
Name of Person Conducting Inspection <u>STEVEN SYBURA</u>			Inspection Date <u>6-17-16</u>	
Employer <u>SIGMA ENVIRONMENTAL</u>			Telephone Number <u>414-643-4200</u>	
Outfall Number (make reference to site map) <u>3</u>		Description of Outfall (e.g., ditch, concrete pipe, grassed swale, etc.) <u>STORM SEWER ON THE NORTH END OF THE FACILITY</u>		
Time of Rainfall Event <u>12:00 P</u>	Time of Visual Inspection <u>12:30 P</u>	Optional: Amount of Rainfall at the Time of Observation (nearest tenth of an inch) <u>SEVERAL INCHES</u>		

Describe your observations. An easy way to conduct this inspection is to use a glass jar to collect a sample of the storm water being discharged from the facility and visually inspect the water. Include any observations of color, odor, turbidity, floating solids, foam, oil sheen or any other visual indicators of storm water pollution and the probable sources of any observed storm water contamination.

Color:	<input type="checkbox"/> Clear	<input type="checkbox"/> Red	<input type="checkbox"/> Yellow	<input checked="" type="checkbox"/> Brown	<input type="checkbox"/> Other:
Odor:	<input type="checkbox"/> None	<input type="checkbox"/> Musty	<input checked="" type="checkbox"/> Sewage	<input type="checkbox"/> Rotten Egg	<input type="checkbox"/> Other:
Clarity:	<input type="checkbox"/> Clear	<input type="checkbox"/> Cloudy	<input checked="" type="checkbox"/> Opaque	<input type="checkbox"/> Suspended Solids	<input type="checkbox"/> Other:
Floating:	<input type="checkbox"/> None	<input type="checkbox"/> Foam	<input checked="" type="checkbox"/> Garbage	<input checked="" type="checkbox"/> Oily Film	<input type="checkbox"/> Other:
Deposits / Stains:	<input type="checkbox"/> None	<input checked="" type="checkbox"/> Oily	<input type="checkbox"/> Sludge	<input checked="" type="checkbox"/> Sediments	<input type="checkbox"/> Other:

Comments:

This outfall could not be evaluated during this quarter due to the following reason:

This form is for your own use and should be kept as part of your Storm Water Pollution Prevention Plan. It **does not** have to be submitted to the Department unless requested. If false information from quarterly visual inspections is reported to the Department, you could be subject to penalties up to \$10,000 pursuant to s. 283.91(4), Wis. Stats.

Use one form per outfall.

Quarterly Visual Inspections at each storm water discharge outfall on your site can be a valuable assessment tool and are required by the Tier 1 and Tier 2 Industrial Storm Water General Permits. This inspection should be performed when sufficient runoff occurs during daylight hours. Try to make observations within the first 30 minutes after runoff begins discharging from the outfall, or as soon as practical, but no later than 60 minutes. If you find visible pollution, note the probable source and list any possible Best Management Practices that could be used to reduce or eliminate the problem.

Make any necessary changes to your Storm Water Pollution Prevention Plan as needed.

Facility Name

Fleet Management / Highway Wood Shop		State	ZIP Code
Street Address		City	
6270 North Hopkins Street		Milwaukee	WI 53209

Name of Person Conducting Inspection	Inspection Date
Jordan Moore	3-11-10
Employer	Telephone Number
Sigma Environmental	

Outfall Number (make reference to site map)	Description of Outfall (e.g., ditch, concrete pipe, grassed swale, etc.)
#01	Grassed / Paved Area Surrounding Facility

Time of Rainfall Event	Time of Visual Inspection	Optional: Amount of Rainfall at the Time of Observation (nearest tenth of an inch)
3-11-10 (4" Rain)	4:30 PM	0.10"

Describe your observations. An easy way to conduct this inspection is to use a glass jar to collect a sample of the storm water being discharged from the facility and visually inspect the water. Include any observations of color, odor, turbidity, floating solids, foam, oil sheen or any other visual indicators of storm water pollution and the probable sources of any observed storm water contamination.

Color:	<input checked="" type="checkbox"/> Clear	<input type="checkbox"/> Red	<input type="checkbox"/> Yellow	<input type="checkbox"/> Brown	<input type="checkbox"/> Other:
Odor:	<input checked="" type="checkbox"/> None	<input type="checkbox"/> Musty	<input type="checkbox"/> Sewage	<input type="checkbox"/> Rotten Egg	<input type="checkbox"/> Other:
Clarity:	<input checked="" type="checkbox"/> Clear	<input type="checkbox"/> Cloudy	<input type="checkbox"/> Opaque	<input type="checkbox"/> Suspended Solids	<input type="checkbox"/> Other:
Floatables:	<input checked="" type="checkbox"/> None	<input type="checkbox"/> Foam	<input type="checkbox"/> Garbage	<input type="checkbox"/> Oily Film	<input type="checkbox"/> Other:
Deposits / Stains:	<input checked="" type="checkbox"/> None	<input type="checkbox"/> Oily	<input type="checkbox"/> Sludge	<input type="checkbox"/> Sediments	<input type="checkbox"/> Other:

Comments:

This outfall could not be evaluated during this quarter due to the following reason:

This form is for your own use and should be kept as part of your Storm Water Pollution Prevention Plan. It does not have to be submitted to the Department unless requested. If false information from quarterly visual inspections is reported to the Department, you could be subject to penalties up to \$10,000 pursuant to s. 283.91(4), Wis. Stats.

Use one form per outfall.

Quarterly Visual Inspections at each storm water discharge outfall on your site can be a valuable assessment tool and are required by the Tier 1 and Tier 2 Industrial Storm Water General Permits. This inspection should be performed when sufficient runoff occurs during daylight hours. Try to make observations within the first 30 minutes after runoff begins discharging from the outfall, or as soon as practical, but no later than 60 minutes. If you find visible pollution, note the probable source and list any possible Best Management Practices that could be used to reduce or eliminate the problem.

Make any necessary changes to your Storm Water Pollution Prevention Plan as needed.

Facility Name

FLEET MANAGEMENT / HIGHWAY NORTH SHOP

Street Address

6270 NORTH HOPKINS STREET

City

MILWAUKEE

State

WI

ZIP Code

53209

Name of Person Conducting Inspection

Jessica Moore

Inspection Date

3-11-10

Employer

Signs Environmental

Telephone Number

Outfall Number (make reference to site map)

#02

Description of Outfall (e.g., ditch, concrete pipe, grassed swale, etc.)

DITCH / PIPE

Time of Rainfall Event

3-11-10 (4 PM)

Time of Visual Inspection

4:30 PM

Optional: Amount of Rainfall at the Time of Observation (nearest tenth of an inch)

0.10"

Describe your observations. An easy way to conduct this inspection is to use a glass jar to collect a sample of the storm water being discharged from the facility and visually inspect the water. Include any observations of color, odor, turbidity, floating solids, foam, oil sheen or any other visual indicators of storm water pollution and the probable sources of any observed storm water contamination.

Color:	<input checked="" type="checkbox"/> Clear	<input type="checkbox"/> Red	<input type="checkbox"/> Yellow	<input type="checkbox"/> Brown	<input type="checkbox"/> Other:
Odor:	<input checked="" type="checkbox"/> None	<input type="checkbox"/> Musty	<input type="checkbox"/> Sewage	<input type="checkbox"/> Rotten Egg	<input type="checkbox"/> Other:
Clarity:	<input checked="" type="checkbox"/> Clear	<input type="checkbox"/> Cloudy	<input type="checkbox"/> Opaque	<input type="checkbox"/> Suspended Solids	<input type="checkbox"/> Other:
Floatables:	<input checked="" type="checkbox"/> None	<input type="checkbox"/> Foam	<input type="checkbox"/> Garbage	<input type="checkbox"/> Oily Film	<input type="checkbox"/> Other:
Deposits / Stains:	<input checked="" type="checkbox"/> None	<input type="checkbox"/> Oily	<input type="checkbox"/> Sludge	<input type="checkbox"/> Sediments	<input type="checkbox"/> Other:

Comments:

This outfall could not be evaluated during this quarter due to the following reason:

This form is for your own use and should be kept as part of your Storm Water Pollution Prevention Plan. It **does not** have to be submitted to the Department unless requested. If false information from quarterly visual inspections is reported to the Department, you could be subject to penalties up to \$10,000 pursuant to s. 283.91(4), Wis. Stats.

Use one form per outfall.

Quarterly Visual Inspections at each storm water discharge outfall on your site can be a valuable assessment tool and are required by the Tier 1 and Tier 2 Industrial Storm Water General Permits. This inspection should be performed when sufficient runoff occurs during daylight hours. Try to make observations within the first 30 minutes after runoff begins discharging from the outfall, or as soon as practical, but no later than 60 minutes. If you find visible pollution, note the probable source and list any possible Best Management Practices that could be used to reduce or eliminate the problem.

Make any necessary changes to your **Storm Water Pollution Prevention Plan** as needed.

Facility Name <u>FLEET MANAGEMENT / HIGHWAY NORTH SHOP</u>			
Street Address <u>6270 NORTH HOPKINS STREET</u>		City <u>MILWAUKEE</u>	State <u>WI</u>
Name of Person Conducting Inspection <u>JASON MOORE</u>		Inspection Date <u>3-11-10</u>	
Employer <u>SIGN MANAGEMENT</u>		Telephone Number	
Outfall Number (make reference to site map) <u># 03</u>	Description of Outfall (e.g., ditch, concrete pipe, grassed swale, etc.) <u>Storm Sewer</u>		

Time of Rainfall Event <u>3-11-10 (G RAIN)</u>	Time of Visual Inspection <u>4:30 PM</u>	Optional: Amount of Rainfall at the Time of Observation (nearest tenth of an inch) <u>0.10"</u>
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Describe your observations. An easy way to conduct this inspection is to use a glass jar to collect a sample of the storm water being discharged from the facility and visually inspect the water. Include any observations of color, odor, turbidity, floating solids, foam, oil sheen or any other visual indicators of storm water pollution and the probable sources of any observed storm water contamination.

Color:	<input checked="" type="checkbox"/> Clear	<input type="checkbox"/> Red	<input type="checkbox"/> Yellow	<input type="checkbox"/> Brown	<input type="checkbox"/> Other:
Odor:	<input checked="" type="checkbox"/> None	<input type="checkbox"/> Musty	<input type="checkbox"/> Sewage	<input type="checkbox"/> Rotten Egg	<input type="checkbox"/> Other:
Clarity:	<input checked="" type="checkbox"/> Clear	<input type="checkbox"/> Cloudy	<input type="checkbox"/> Opaque	<input type="checkbox"/> Suspended Solids	<input type="checkbox"/> Other:
Floatables:	<input type="checkbox"/> None	<input type="checkbox"/> Foam	<input checked="" type="checkbox"/> Garbage	<input type="checkbox"/> Oily Film	<input type="checkbox"/> Other: <u>DEBRIS</u>
Deposits / Stains:	<input checked="" type="checkbox"/> None	<input type="checkbox"/> Oily	<input type="checkbox"/> Sludge	<input type="checkbox"/> Sediments	<input type="checkbox"/> Other:

Comments: SOME GARBAGE/DEBRIS COLLECTING NEAR OUTFALL 03

This outfall could not be evaluated during this quarter due to the following reason:

This form is for your own use and should be kept as part of your Storm Water Pollution Prevention Plan. It **does not** have to be submitted to the Department unless requested. If false information from quarterly visual inspections is reported to the Department, you could be subject to penalties up to \$10,000 pursuant to s. 283.91(4), Wis. Stats.

Use one form per outfall.

Quarterly Visual Inspections at each storm water discharge outfall on your site can be a valuable assessment tool and are required by the Tier 1 and Tier 2 Industrial Storm Water General Permits. This inspection should be performed when sufficient runoff occurs during daylight hours. Try to make observations within the first 30 minutes after runoff begins discharging from the outfall, or as soon as practical, but no later than 60 minutes. If you find visible pollution, note the probable source and list any possible Best Management Practices that could be used to reduce or eliminate the problem.

Make any necessary changes to your **Storm Water Pollution Prevention Plan** as needed.

Facility Name <i>Milwaukee County Fleet Management/Highway North Shop</i>				
Street Address <i>6270 North Hopkins street</i>		City <i>Milwaukee</i>	State <i>WI</i>	ZIP Code <i>53209</i>
Name of Person Conducting Inspection <i>Steven Syburg</i>			Inspection Date <i>7-23-10</i>	
Employer <i>Sigma Environmental</i>			Telephone Number <i>414-643-4200</i>	
Outfall Number (make reference to site map) <i>1</i>	Description of Outfall (e.g., ditch, concrete pipe, grassed swale, etc.) <i>grass slope</i>			
Time of Rainfall Event <i>2:00 - 10:00 pm</i>	Time of Visual Inspection <i>3:00 pm</i>	Optional: Amount of Rainfall at the Time of Observation (nearest tenth of an inch)		

Describe your observations. An easy way to conduct this inspection is to use a glass jar to collect a sample of the storm water being discharged from the facility and visually inspect the water. Include any observations of color, odor, turbidity, floating solids, foam, oil sheen or any other visual indicators of storm water pollution and the probable sources of any observed storm water contamination.

Color:	<input checked="" type="checkbox"/> Clear	<input type="checkbox"/> Red	<input type="checkbox"/> Yellow	<input type="checkbox"/> Brown	<input type="checkbox"/> Other:
Odor:	<input checked="" type="checkbox"/> None	<input type="checkbox"/> Musty	<input type="checkbox"/> Sewage	<input type="checkbox"/> Rotten Egg	<input type="checkbox"/> Other:
Clarity:	<input checked="" type="checkbox"/> Clear	<input type="checkbox"/> Cloudy	<input type="checkbox"/> Opaque	<input type="checkbox"/> Suspended Solids	<input type="checkbox"/> Other:
Floatables:	<input checked="" type="checkbox"/> None	<input type="checkbox"/> Foam	<input type="checkbox"/> Garbage	<input type="checkbox"/> Oily Film	<input type="checkbox"/> Other:
Deposits / Stains:	<input checked="" type="checkbox"/> None	<input type="checkbox"/> Oily	<input type="checkbox"/> Sludge	<input type="checkbox"/> Sediments	<input type="checkbox"/> Other:

Comments:

This outfall could not be evaluated during this quarter due to the following reason:

This form is for your own use and should be kept as part of your Storm Water Pollution Prevention Plan. It **does not** have to be submitted to the Department unless requested. If false information from quarterly visual inspections is reported to the Department, you could be subject to penalties up to \$10,000 pursuant to s. 283.91(4), Wis. Stats.

Use one form per outfall.

Quarterly Visual Inspections at each storm water discharge outfall on your site can be a valuable assessment tool and are required by the Tier 1 and Tier 2 Industrial Storm Water General Permits. This inspection should be performed when sufficient runoff occurs during daylight hours. Try to make observations within the first 30 minutes after runoff begins discharging from the outfall, or as soon as practical, but no later than 60 minutes. If you find visible pollution, note the probable source and list any possible Best Management Practices that could be used to reduce or eliminate the problem.

Make any necessary changes to your **Storm Water Pollution Prevention Plan** as needed.

Facility Name <i>Milwaukee County Fleet Management/Highway North Shop</i>			
Street Address <i>6270 North Hopkins Street</i>		City <i>Milwaukee</i>	State <i>WI</i>
		ZIP Code <i>53209</i>	
Name of Person Conducting Inspection <i>Steven Syburg</i>			Inspection Date <i>7-23-10</i>
Employer <i>SIGMA ENVIRONMENTAL</i>			Telephone Number <i>414-643-4200</i>
Outfall Number (make reference to site map) <i>2</i>	Description of Outfall (e.g., ditch, concrete pipe, grassed swale, etc.) <i>street drain</i>		

Time of Rainfall Event <i>2:00 - 10:00 pm</i>	Time of Visual Inspection <i>3:00 pm</i>	Optional: Amount of Rainfall at the Time of Observation (nearest tenth of an inch)
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Describe your observations. An easy way to conduct this inspection is to use a glass jar to collect a sample of the storm water being discharged from the facility and visually inspect the water. Include any observations of color, odor, turbidity, floating solids, foam, oil sheen or any other visual indicators of storm water pollution and the probable sources of any observed storm water contamination.

Color:	<input checked="" type="checkbox"/> Clear	<input type="checkbox"/> Red	<input type="checkbox"/> Yellow	<input type="checkbox"/> Brown	<input type="checkbox"/> Other:
Odor:	<input checked="" type="checkbox"/> None	<input type="checkbox"/> Musty	<input type="checkbox"/> Sewage	<input type="checkbox"/> Rotten Egg	<input type="checkbox"/> Other:
Clarity:	<input type="checkbox"/> Clear	<input checked="" type="checkbox"/> Cloudy	<input type="checkbox"/> Opaque	<input type="checkbox"/> Suspended Solids	<input type="checkbox"/> Other:
Floatables:	<input type="checkbox"/> None	<input type="checkbox"/> Foam	<input type="checkbox"/> Garbage	<input checked="" type="checkbox"/> Oily Film	<input type="checkbox"/> Other:
Deposits / Stains:	<input type="checkbox"/> None	<input checked="" type="checkbox"/> Oily	<input type="checkbox"/> Sludge	<input type="checkbox"/> Sediments	<input type="checkbox"/> Other:

Comments:

This outfall could not be evaluated during this quarter due to the following reason:

This form is for your own use and should be kept as part of your Storm Water Pollution Prevention Plan. It **does not** have to be submitted to the Department unless requested. If false information from quarterly visual inspections is reported to the Department, you could be subject to penalties up to \$10,000 pursuant to s. 283.91(4), Wis. Stats.

Use one form per outfall.

Quarterly Visual Inspections at each storm water discharge outfall on your site can be a valuable assessment tool and are required by the Tier 1 and Tier 2 Industrial Storm Water General Permits. This inspection should be performed when sufficient runoff occurs during daylight hours. Try to make observations within the first 30 minutes after runoff begins discharging from the outfall, or as soon as practical, but no later than 60 minutes. If you find visible pollution, note the probable source and list any possible Best Management Practices that could be used to reduce or eliminate the problem.

Make any necessary changes to your **Storm Water Pollution Prevention Plan** as needed.

Facility Name <i>Milwaukee County Fleet Management/Highway North Shop</i>			
Street Address <i>6270 North Hopkins Street</i>		City <i>Milwaukee</i>	State <i>WI</i>
		ZIP Code <i>53209</i>	
Name of Person Conducting Inspection <i>Steven Syburg</i>			Inspection Date <i>7-23-10</i>
Employer <i>SIGNA ENVIRONMENTAL</i>			Telephone Number <i>414-643-4200</i>
Outfall Number (make reference to site map) <i>3</i>	Description of Outfall (e.g., ditch, concrete pipe, grassed swale, etc.) <i>site drain. grate on top</i>		
Time of Rainfall Event <i>2:00 - 7:00 pm</i>	Time of Visual Inspection <i>3:00 pm</i>	Optional: Amount of Rainfall at the Time of Observation (nearest tenth of an inch)	

Describe your observations. An easy way to conduct this inspection is to use a glass jar to collect a sample of the storm water being discharged from the facility and visually inspect the water. Include any observations of color, odor, turbidity, floating solids, foam, oil sheen or any other visual indicators of storm water pollution and the probable sources of any observed storm water contamination.

Color:	<input type="checkbox"/> Clear	<input type="checkbox"/> Red	<input type="checkbox"/> Yellow	<input checked="" type="checkbox"/> Brown	<input type="checkbox"/> Other:
Odor:	<input type="checkbox"/> None	<input type="checkbox"/> Musty	<input checked="" type="checkbox"/> Sewage	<input type="checkbox"/> Rotten Egg	<input type="checkbox"/> Other:
Clarity:	<input type="checkbox"/> Clear	<input checked="" type="checkbox"/> Cloudy	<input type="checkbox"/> Opaque	<input type="checkbox"/> Suspended Solids	<input type="checkbox"/> Other:
Floatables:	<input type="checkbox"/> None	<input type="checkbox"/> Foam	<input checked="" type="checkbox"/> Garbage	<input type="checkbox"/> Oily Film	<input type="checkbox"/> Other:
Deposits / Stains:	<input type="checkbox"/> None	<input type="checkbox"/> Oily	<input type="checkbox"/> Sludge	<input checked="" type="checkbox"/> Sediments	<input type="checkbox"/> Other:

Comments:

This outfall could not be evaluated during this quarter due to the following reason:

Milwaukee – North Shop
Semi-annual Non-Storm Water Discharge Evaluation

Inspection Date: 6/19/10
 Inspection Personnel: DAVID BUCK

Visual inspections of the storm inlets and outfalls for non-stormwater discharges must be made during dry weather. For each outfall, the procedure is as follows:

- Check outfall for flow
- If there is flow, describe the flow (color, odor, sheen, rate, etc.)
- If there is flow, go upstream and check storm inlets.
- Document observations below.

	Flow observed		Description of flow and/or comments
	Yes	No	
Outfall 1		X	
Outfall 2	X		light flow, oil film on top of water. color / odor normal.
Outfall 3		X	

*Report any issues to the Garage Manager or County Environmental Engineer.
 Submit completed inspection documentation to Garage Manager and County Environmental Engineer.*

**Milwaukee – North Shop
Semi-annual Non-Storm Water Discharge Evaluation**

Inspection Date: 7/27/10
 Inspection Personnel: David Buck

Visual inspections of the storm inlets and outfalls for non-stormwater discharges must be made during dry weather. For each outfall, the procedure is as follows:

- Check outfall for flow
- If there is flow, describe the flow (color, odor, sheen, rate, etc.)
- If there is flow, go upstream and check storm inlets.
- Document observations below.

	Flow observed		Description of flow and/or comments
	Yes	No	
Outfall 1		X	
Outfall 2	no	X	
Outfall 3	X	X	Trickle, dark color, normal smell

*Report any issues to the Garage Manager or County Environmental Engineer.
 Submit completed inspection documentation to Garage Manager and County Environmental Engineer.*

This form is for your own use and should be kept as part of your Storm Water Pollution Prevention Plan. It **does not** have to be submitted to the Department unless requested. If false information from quarterly visual inspections is reported to the Department, you could be subject to penalties up to \$10,000 pursuant to s. 283.91(4), Wis. Stats.

Use one form per outfall.

Quarterly Visual Inspections at each storm water discharge outfall on your site can be a valuable assessment tool and are required by the Tier 1 and Tier 2 Industrial Storm Water General Permits. This inspection should be performed when sufficient runoff occurs during daylight hours. Try to make observations within the first 30 minutes after runoff begins discharging from the outfall, or as soon as practical, but no later than 60 minutes. If you find visible pollution, note the probable source and list any possible Best Management Practices that could be used to reduce or eliminate the problem.

Make any necessary changes to your **Storm Water Pollution Prevention Plan** as needed.

Facility Name

North Shop

Street Address

6270 NORTH HARKINS ST

City

MILWAUKEE

State

WI

ZIP Code

53209

Name of Person Conducting Inspection

JOE MADER

Inspection Date

12-31-10

Employer

SIGMA ENVIRONMENTAL

Telephone Number

414-643-4200

Outfall Number (make reference to site map)

1

Description of Outfall (e.g., ditch, concrete pipe, grassed swale, etc.)

GRASS / PAVED AREAS ON SOUTH SIDE OF FACILITY

Time of Rainfall Event

9:20

Time of Visual Inspection

9:25

Optional: Amount of Rainfall at the Time of Observation (nearest tenth of an inch)

Describe your observations. An easy way to conduct this inspection is to use a glass jar to collect a sample of the storm water being discharged from the facility and visually inspect the water. Include any observations of color, odor, turbidity, floating solids, foam, oil sheen or any other visual indicators of storm water pollution and the probable sources of any observed storm water contamination.

Color: Clear Red Yellow Brown Other:

Odor: None Musty Sewage Rotten Egg Other:

Clarity: Clear Cloudy Opaque Suspended Solids Other:

Floatables: None Foam Garbage Oily Film Other:

Deposits / Stains: None Oily Sludge Sediments Other:

Comments:

This outfall could not be evaluated during this quarter due to the following reason:

This form is for your own use and should be kept as part of your Storm Water Pollution Prevention Plan. It **does not** have to be submitted to the Department unless requested. If false information from quarterly visual inspections is reported to the Department, you could be subject to penalties up to \$10,000 pursuant to s. 283.91(4), Wis. Stats.

Use one form per outfall.

Quarterly Visual Inspections at each storm water discharge outfall on your site can be a valuable assessment tool and are required by the Tier 1 and Tier 2 Industrial Storm Water General Permits. This inspection should be performed when sufficient runoff occurs during daylight hours. Try to make observations within the first 30 minutes after runoff begins discharging from the outfall, or as soon as practical, but no later than 60 minutes. If you find visible pollution, note the probable source and list any possible Best Management Practices that could be used to reduce or eliminate the problem.

Make any necessary changes to your **Storm Water Pollution Prevention Plan** as needed.

Facility Name

NOVELL SHOP

Street Address

6270 NORTH HOPKINS ST

City

MILWAUKEE

State

WI

ZIP Code

53209

Name of Person Conducting Inspection

JONATHAN MADER

Inspection Date

12/31/10

Employer

SIGMA ENVIRONMENTAL

Telephone Number

414-643-4200

Outfall Number (make reference to site map)

2

Description of Outfall (e.g., ditch, concrete pipe, grassed swale, etc.)

STORM WATER OUTLET ON WEST SIDE OF THE FACILITY

Time of Rainfall Event

9:20

Time of Visual Inspection

9:30

Optional: Amount of Rainfall at the Time of Observation (nearest tenth of an inch)

Describe your observations. An easy way to conduct this inspection is to use a glass jar to collect a sample of the storm water being discharged from the facility and visually inspect the water. Include any observations of color, odor, turbidity, floating solids, foam, oil sheen or any other visual indicators of storm water pollution and the probable sources of any observed storm water contamination.

Color:

Clear

Red

Yellow

Brown

Other:

Odor:

None

Musty

Sewage

Rotten Egg

Other:

Clarity:

Clear

Cloudy

Opaque

Suspended Solids

Other:

Floatables:

None

Foam

Garbage

Oily Film

Other:

Deposits / Stains:

None

Oily

Sludge

Sediments

Other:

Comments:

DIRT / YELLOW SHEEN FROM STREET NOT FROM PROPERTY

This outfall could not be evaluated during this quarter due to the following reason:

This form is for your own use and should be kept as part of your Storm Water Pollution Prevention Plan. It does not have to be submitted to the Department unless requested. If false information from quarterly visual inspections is reported to the Department, you could be subject to penalties up to \$10,000 pursuant to s. 283.91(4), Wis. Stats.

Use one form per outfall.

Quarterly Visual Inspections at each storm water discharge outfall on your site can be a valuable assessment tool and are required by the Tier 1 and Tier 2 Industrial Storm Water General Permits. This inspection should be performed when sufficient runoff occurs during daylight hours. Try to make observations within the first 30 minutes after runoff begins discharging from the outfall, or as soon as practical, but no later than 60 minutes. If you find visible pollution, note the probable source and list any possible Best Management Practices that could be used to reduce or eliminate the problem.

Make any necessary changes to your **Storm Water Pollution Prevention Plan** as needed.

Facility Name <u>NORTH SHOP</u>			
Street Address <u>6270 NORTH HOPKINS ST</u>		City <u>MILWAUKEE</u>	State <u>WI</u>
Name of Person Conducting Inspection <u>JONATHAN HADLER</u>		Inspection Date <u>12/31/10</u>	
Employer <u>SIGMA ENVIRONMENTAL</u>		Telephone Number <u>414-643-4200</u>	
Outfall Number (make reference to site map) <u>3</u>	Description of Outfall (e.g., ditch, concrete pipe, grassed swale, etc.) <u>STORM WATER SEWER ON THE NORTH END OF THE FACILITY</u>		
Time of Rainfall Event <u>9:20</u>	Time of Visual Inspection <u>9:35</u>	Optional: Amount of Rainfall at the Time of Observation (nearest tenth of an inch)	

Describe your observations. An easy way to conduct this inspection is to use a glass jar to collect a sample of the storm water being discharged from the facility and visually inspect the water. Include any observations of color, odor, turbidity, floating solids, foam, oil sheen or any other visual indicators of storm water pollution and the probable sources of any observed storm water contamination.

Color:	<input type="checkbox"/> Clear	<input type="checkbox"/> Red	<input type="checkbox"/> Yellow	<input type="checkbox"/> Brown	<input checked="" type="checkbox"/> Other:
Odor:	<input type="checkbox"/> None	<input type="checkbox"/> Musty	<input type="checkbox"/> Sewage	<input type="checkbox"/> Rotten Egg	<input checked="" type="checkbox"/> Other:
Clarity:	<input type="checkbox"/> Clear	<input type="checkbox"/> Cloudy	<input type="checkbox"/> Opaque	<input type="checkbox"/> Suspended Solids	<input checked="" type="checkbox"/> Other:
Floatables:	<input type="checkbox"/> None	<input type="checkbox"/> Foam	<input type="checkbox"/> Garbage	<input type="checkbox"/> Oily Film	<input checked="" type="checkbox"/> Other:
Deposits / Stains:	<input type="checkbox"/> None	<input type="checkbox"/> Oily	<input type="checkbox"/> Sludge	<input type="checkbox"/> Sediments	<input checked="" type="checkbox"/> Other:

Comments:
GATE LOOKED CLOSED AND UNSERVED OUTFALL
SOME GARBAGE / STONES BY OUTFALL

This outfall could not be evaluated during this quarter due to the following reason:
GATE WAS LOCKED

Annual Facility Site Compliance Inspection Report (AFSCI)
 For Storm Water Discharge Associated With Industrial Activity Under
 Wisconsin Pollutant Discharge Elimination System (WPDES) Permit
 Form 3400-176 (R 6/05) Page 1 of 4

Notice: This form is authorized by s. NR 216.29(2), Wis. Adm. Code. Submittal of a completed form to the Department is mandatory for industrial facilities covered under a tier 1 storm water general permit. Facilities covered under a tier 1 permit are not required to submit AFSCI reports after submittal of the second AFSCI report, unless so directed by the department. However, these inspections and quarterly visual inspections shall still be conducted and results shall be kept on site for department inspection. Facilities covered under a tier 2 storm water general, industry-specific general or individual permit shall keep the results of their AFSCI and quarterly visual inspections on site for department inspection. Failure to comply with these regulations may result in fines up to \$25,000 per day pursuant to s. 283.91, Wis. Stats. Personally identifiable information on this form may be used for other water quality program purposes.

Facility Information			
Facility Name <i>Fleet Management - Main Shop / Highway Operations</i>			
Street Address <i>10340/10190 W. Watertown Plank Rd</i>	City <i>Wauwatosa</i>	State <i>WI</i>	ZIP Code <i>53226</i>
County <i>Milwaukee</i>	Facility Contact Person <i>Dan Goeden</i>		
Signature			

This form must be signed by an official representative of the permitted facility, in accordance with s. 216.29(8), Wis. Adm. Code.

IF THIS FORM IS NOT SIGNED, OR IS FOUND TO BE INCOMPLETE, IT WILL BE RETURNED

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Signature of Authorized Representative <i>Timothy Detzer</i>		Date Signed <i>5/18/2010</i>	
Type or Print Name <i>Timothy Detzer</i>	Position Title <i>Environmental Engineer</i>		
Company Name <i>Milwaukee County DTPW</i>	Telephone Number <i>414-278-2988</i>		
Mailing Address <i>2711 W. Wells St. #213</i>	City <i>Milwaukee</i>	State <i>WI</i>	ZIP Code <i>53208</i>

The first level of storm water monitoring consists of a comprehensive annual facility site compliance inspection (AFSCI) to determine if your facility is operating in compliance with your Storm Water Pollution Prevention Plan (SWPPP). You should use the results of this inspection to determine the extent to which your SWPPP needs to be updated to prevent pollution from new source areas, as well as to correct any inadequacies that the plan may have in handling existing source areas. This first level of monitoring is addressed in Section III of this Annual Report.

The second level of storm water monitoring consists of quarterly visual observations of storm water leaving the site during runoff events caused by snow-melt or rainfall. This is a practical, low cost tool for identifying obvious contamination of storm water discharges, and can also help identify which practices are ineffective. The goal of quarterly inspections is to obtain results from a set of four inspections that are distributed as evenly as possible throughout the year and which depict runoff quality during each of the four seasons. This second level of monitoring is addressed in Section IV of this Annual Report.

DNR Use Only
FIN
FID

Annual Facility Site Compliance Inspection Report (AFSCI)
Form 3400-176 (R 6/05) Page 2 of 4

Annual Facility Site Compliance Inspection

The Annual Facility Site Compliance Inspection shall be adequate to verify that; your Storm Water Pollution Prevention Plan (SWPPP) remains current, potential pollution sources at your facility are identified, the facility site map and drainage map remain accurate, and Best Management Practices prescribed in your SWPPP are being implemented, properly operated, and adequately maintained.

Name of Person Conducting Inspection <i>Tim Detzer</i>	Inspection Date <i>4/14/2010</i>
Employer <i>Milwaukee County DTPW</i>	Telephone Number <i>414-278-2988</i>

Your inspection should start with a review of your written SWPPP kept at your facility. The SWPPP should be amended if, through these inspections, you find that the provisions in your SWPPP are ineffective in controlling contaminated storm water from being discharged from your facility.

Has your SWPPP been updated to include current Non-Storm Water Discharge Evaluation results?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input checked="" type="checkbox"/> N/A
Has your SWPPP been amended for any new construction that would effect the site map or drainage conditions at the facility?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input checked="" type="checkbox"/> N/A
Has your SWPPP been amended for any changes in facility operations that could be identified as new source areas for contamination of storm water?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input checked="" type="checkbox"/> N/A
Are there any materials at the facility that are handled, stored, or disposed in a manner to allow exposure to storm water that are not currently addressed in your SWPPP?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> N/A
Are there any maintenance or material handling activities conducted outdoors that have not been addressed in your SWPPP?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> N/A
Are outside areas kept in a neat and orderly condition? <i>— see below</i>	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
Are regular housekeeping inspections made?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
Do you see spots, pools, puddles, or other traces of oils, grease, or other chemicals on the ground?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> N/A
Are particulates on the ground from industrial operations or processes being controlled? <i>see below</i>	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> N/A
Do you see leaking equipment, pipes or containers?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> N/A
Do drips, spills, or leaks occur when materials are being transferred from one source to another?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> N/A
Are drips or leaks from equipment or machinery being controlled?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
Are cleanup procedures used for spilled solids?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
Are absorbent materials (floor dry, kitty litter, etc.) regularly used in certain areas to absorb spills?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
Can you find discoloration, residue, or corrosion on the roof or around vents or pipes that ventilate or drain work areas?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input checked="" type="checkbox"/> N/A
Are Best Management Practices implemented to reduce or eliminate contamination of storm water from source areas at the facility?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
Are Best Management Practices adequately maintained? <i>see below</i>	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> N/A
Are there significant changes that will have to made to your SWPPP to correct any inadequacies that the plan may have to effectively control a discharge of contaminated storm water from your facility?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> N/A

Comments:

- *areas are considerably cleaner than they were during my last inspection in 2003.*
- *Sediment should be removed from paved areas in storage yards*
- *Eaten basin should be cleaned*
- *limit the amount of time crash vehicles remain on site.*
- *should attempt some sort of erosion control for material piles (or cover)*
- *vehicle wash pit*

*- didn't see any
- "*

Milwaukee – Fleet Management Semi-annual Non-Storm Water Discharge Evaluation

Inspection Date: 11/16/2010
 Inspection Personnel: Tim Detzler

Visual inspections of the storm inlets and outfalls for non-stormwater discharges must be made during dry weather. For each outfall, the procedure is as follows:

- Check outfalls for flow.
- If there is flow, describe the flow (color, odor, sheen, rate, etc.)
- If there is flow, go upstream and check storm inlets.
- Document observations below.

	Flow observed		Description of flow and/or comments
	Yes	No	
Outfall 1	X		light flow (clear) water is coming from CB west of salt dome. CB is clogged and there is pooling.
Outfall 2		X	(in parking lot in front of main building)
Outfall 3	X		light flow - clear; swale is wet and is source - no entry from laterals and flow diminishes upstream
Outfall 4	NA		see need to dye test pipe.

Report any issues to the Garage Manager or County Environmental Engineer.
 Submit completed inspection documentation to the Garage Manager and County Environmental Engineer.

- clean CB in grass by sheriff's substation
- clean CB west of salt dome

TPWT March 22, 2011 Page 18 ~~see~~ in Hwy storage yard ~~in~~ ~~condition~~
 conditions

Milwaukee County– Main Shop/Hi ghway Operations Semi-annual Non-Storm Water Discharge Evaluation

Inspection Date: April 14, 2010
 Inspection Personnel: Tim Detzer/Sean Hayes

Visual inspections of the storm inlets and outfalls for non-stormwater discharges must be made during dry weather. For each outfall, the procedure is as follows:

- Check outfalls for flow.
- If there is flow, describe the flow (color, odor, sheen, rate, etc.)
- If there is flow, go upstream and check storm inlets.
- Document observations below.

	Flow observed		Description of flow and/or comments
	Yes	No	
Outfall 1	X		Outfall west of gas pumps Light flow originating from vehicle was pit. Sediment in CB
Outfall 2		X	West Parking Lot (by USTs)
Outfall 3	X		Outfall between Fleet and Sheriff buildings—lighflow diminished as we traced it upstream-appeared to be from groundwater
Outfall 4			

Report any issues to the Fleet Management Director or County Environmental Engineer. Submit completed inspection documentation to the Director and County Environmental Engineer.

This form is for your own use and should be kept as part of your Storm Water Pollution Prevention Plan. It does not have to be submitted to the Department unless requested. If false information from quarterly visual inspections is reported to the Department, you could be subject to penalties up to \$10,000 pursuant to s. 283.91(4), Wis. Stats.

Use one form per outfall.

Quarterly Visual Inspections at each storm water discharge outfall on your site can be a valuable assessment tool and are required by the Tier 1 and Tier 2 Industrial Storm Water General Permits. This inspection should be performed when sufficient runoff occurs during daylight hours. Try to make observations within the first 30 minutes after runoff begins discharging from the outfall, or as soon as practical, but no later than 60 minutes. If you find visible pollution, note the probable source and list any possible Best Management Practices that could be used to reduce or eliminate the problem.

Make any necessary changes to your Storm Water Pollution Prevention Plan as needed.

Facility Name <i>Milwaukee County - Fleet Management Main Shop</i>			
Street Address <i>10340 W. Watertown Plank Rd</i>		City <i>Wauwatosa</i>	State <i>WI</i>
		ZIP Code <i>53226</i>	
Name of Person Conducting Inspection <i>Tim Detzer</i>			Inspection Date <i>11/4/2010</i>
Employer <i>Milwaukee County</i>			Telephone Number <i>414-278-2988</i>

Outfall Number (make reference to site map)	Description of Outfall (e.g., ditch, concrete pipe, grassed swale, etc.)

Time of Rainfall Event <i>3:30-4:45</i>	Time of Visual Inspection <i>3:45 pm</i>	Optional: Amount of Rainfall at the Time of Observation (nearest tenth of an inch) <i>0.1</i>
--	---	--

Describe your observations. An easy way to conduct this inspection is to use a glass jar to collect a sample of the storm water being discharged from the facility and visually inspect the water. Include any observations of color, odor, turbidity, floating solids, foam, oil sheen or any other visual indicators of storm water pollution and the probable sources of any observed storm water contamination.

Color:	<input type="checkbox"/> Clear	<input type="checkbox"/> Red	<input type="checkbox"/> Yellow	<input type="checkbox"/> Brown	<input type="checkbox"/> Other:
Odor:	<input type="checkbox"/> None	<input type="checkbox"/> Musty	<input type="checkbox"/> Sewage	<input type="checkbox"/> Rotten Egg	<input type="checkbox"/> Other:
Clarity:	<input type="checkbox"/> Clear	<input type="checkbox"/> Cloudy	<input type="checkbox"/> Opaque	<input type="checkbox"/> Suspended Solids	<input type="checkbox"/> Other:
Floatables:	<input type="checkbox"/> None	<input type="checkbox"/> Foam	<input type="checkbox"/> Garbage	<input type="checkbox"/> Oily Film	<input type="checkbox"/> Other:
Deposits / Stains:	<input type="checkbox"/> None	<input type="checkbox"/> Oily	<input type="checkbox"/> Sludge	<input type="checkbox"/> Sediments	<input type="checkbox"/> Other:

Comments:
CB north of building had oil sheen on ground
- highway yard was locked
- lots of debris at wash pit
- sediment accumulation at western CB by Watertown Plank (clear flow)
- fine sediment in CB by gas pumps
all other CB's clear

This outfall could not be evaluated during this quarter due to the following reason:

This form is for your own use and should be kept as part of your Storm Water Pollution Prevention Plan. It does not have to be submitted to the Department unless requested. If false information from quarterly visual inspections is reported to the Department, you could be subject to penalties up to \$10,000 pursuant to s. 283.91(4), Wis. Stats.

Use one form per outfall.

Quarterly Visual Inspections at each storm water discharge outfall on your site can be a valuable assessment tool and are required by the Tier 1 and Tier 2 Industrial Storm Water General Permits. This inspection should be performed when sufficient runoff occurs during daylight hours. Try to make observations within the first 30 minutes after runoff begins discharging from the outfall, or as soon as practical, but no later than 60 minutes. If you find visible pollution, note the probable source and list any possible Best Management Practices that could be used to reduce or eliminate the problem.

Make any necessary changes to your Storm Water Pollution Prevention Plan as needed.

Facility Name

Zoo

Street Address

City

State

ZIP Code

Name of Person Conducting Inspection

Karl Itackbarth

Inspection Date

6/2/2010

Employer

Wilw Co. Zoo

Telephone Number

Outfall Number (make reference to site map)

Description of Outfall (e.g., ditch, concrete pipe, grassed swale, etc.)

72" box to open ditch (creek)

Time of Rainfall Event

Time of Visual Inspection

Optional: Amount of Rainfall at the Time of Observation (nearest tenth of an inch)

~

(improper
downs event) 5:30 pm

0.64"

Describe your observations. An easy way to conduct this inspection is to use a glass jar to collect a sample of the storm water being discharged from the facility and visually inspect the water. Include any observations of color, odor, turbidity, floating solids, foam, oil sheen or any other visual indicators of storm water pollution and the probable sources of any observed storm water contamination.

Color:

Clear Red Yellow Brown Other:

Odor:

None Musty Sewage Rotten Egg Other:

Clarity:

Clear Cloudy Opaque Suspended Solids Other:

Floatables:

None Foam Garbage Oily Film Other:

Deposits / Stains:

None Oily Sludge Sediments Other:

Comments:

sticks / leaves / grass

This outfall could not be evaluated during this quarter due to the following reason:

Date: February 8, 2011
To: Chairman Michael Mayo, Sr., Transportation, Public Works & Transit Committee
From: Jack H. Takerian, Director, Department of Transportation and Public Works
Subject: **O'Donnell Park Parking Structure Improvements – Project Status Report #2 (Informational Only)**

Background

The 2011 Adopted Capital includes O'Donnell Park Improvements with an appropriation of \$6,557,830. During the 2011 budget deliberations the County Board requested a detailed plan for these improvements. In November of 2010 the Department of Transportation and Public Works (DTPW) on behalf of the Department of Parks submitted an informational report highlighting the details of the recommended scope of work for the O'Donnell Park Parking Structure improvements. This report was received by the Committees on Transportation, Public Works and Transit and on Finance and Audit and placed on file. Subsequent project status reports were requested by the Committee.

Status on the Façade Restoration Component

Scope

The project includes the removal of the precast panels on the parking structure, with the exposed cast-in-place concrete surfaces needing some patching repairs and some form of aesthetic treatment. The pre-cast panels at the stairwells and pavilion structure will remain in place since they are attached to the structure differently. The existing railings will need to be revised to meet current code requirements and will be replaced with new railings that meet code and/or another type of vehicle barrier.

Planning and Design Activities To Date

A project kick off meeting was held on 12/28/2010. The project was divided up into two separate bidding processes, one for Demolition and one for Envelope Improvement. This allows the removal of the existing pre-cast panels to begin as soon as possible while the façade restoration design and bidding is being completed. The Demolition contract bid documents have been completed and are currently out for bid with bids being opened on 2/09/2011. The design and preparation of bid documents for the facade restoration is ongoing. The base bid documents will include an application of uniform cementitious finish on the existing structure surfaces exposed by removal of the pre-cast concrete panels, installation of stainless steel cable vehicle barriers on the inside walls and metal or pre-cast coping on the existing horizontal wall surfaces with new railing secured to the coping on the uppermost level. An alternative bid will include the same scope as above but substituting for the cementitious coating, will be an installation of decorative aluminum perforated panels mounted in aluminum framing secured to the existing exterior vertical surfaces with stainless steel hardware. These panels will cover all the existing structure surfaces exposed by removal of the pre-cast concrete panels thereby reducing the amount of existing concrete surface leveling and re-finishing

Project Schedule

Milestone dates in the proposed schedule remain as previously reported. This includes a Demolition construction start on 2/23/2011 with completion on 4/20/2011 and Envelope Improvement construction start on 3/28/2011 with completion on 6/22/2011. See the attached updated schedule for further details.

O'Donnell Park Parking Structure Improvements – Project Status

Report #2 (Informational Only)

February 8, 2011

Page 2 of 3

DBE Participation and Residency Goal

A goal of 25% DBE participation was established for the professional services portion of this project. Carl Walker Inc. is meeting this goal using K. Singh & Associates, Inc. and M&E Architects and Surveyors, LLC. A goal of 25% DBE participation was established for the construction contract portion of this project and the bid documents specify this goal. A residency goal of 50% was established for the construction contract portion of this project and bid documents specify this goal for both the demolition contract and the envelope improvement contract.

Status on the Internal Repair Component

Scope

Several areas within the complex are in need of maintenance repairs. These repairs include monitoring, injection and sealant of existing cracks, repair of storm drainage system, expansion joint repair, handrail repair, concrete spall repair, caulking and sealant and replacement of disturbed landscaping and pavement. Additionally, the project anticipates certain general maintenance costs for continued operation of the parking structure. This includes re-sealing of the parking deck. This is to be included in the overall repairs while the structure is closed. The concrete wearing surface and the post-tensioned slab should be sealed to keep water from penetrating. Based on the results of testing on the concrete deck, this may be an elastomeric coating or membrane that resists wear from traffic.

Planning and Design Consultant Selection

A project kickoff meeting was held in the first week in January, 2011. The design and preparation of bid documents for the Internal Repair contract bid documents is substantially completed. The base bid documents will include all of the scope items mentioned above except for the membrane to be applied over the concrete deck. The results of the testing conducted on the concrete deck indicated that the deck was in better than anticipated condition as regards the penetration of salt ions into the concrete. Therefore, a membrane will not be required and a clear chemical sealant will be specified instead.

Project Schedule

Milestone dates in the proposed schedule remain as previously reported and include the Internal Repair construction start on 3/21/2011 with completion on 6/3/2011. See the attached updated schedule for further details.

DBE Participation and Residency Goal

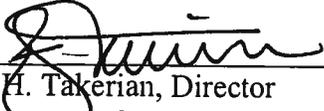
A goal of 10% DBE participation was established for the professional services portion of this project. This goal is a lower than most County projects but opportunity for sub-consulting is limited due to the extreme schedule. Graef USA is meeting this goal using K. Singh & Associates, Inc. A goal of 25% DBE participation was established for the construction contract portion of this project and the bid documents specify this goal. The residency goal was waived for the construction contract for this component of the project only due to repair efforts requiring specialized contractors certified by the material manufacturer as a qualified installer.

Approved by:

**O'Donnell Park Parking Structure Improvements – Project Status
Report #2 (Informational Only)**

February 8, 2011

Page 3 of 3



Jack H. Takerian, Director
Department of Transportation & Public Works

 2/9/11

Gregory G. High, P.E.
Director, AE&ES Div., DTPW

- Attachments: 1. Projected Façade Restoration Project Schedule
2. Projected Internal Repair Project Schedule

cc: County Executive Marvin Pratt
Supervisor Lee Holloway, Chairperson, County Board of Supervisors
Supervisor John Weishan, Vice-Chair Transportation, Public Works & Transit Committee
Terry Cooley, Chief of Staff
E. Marie Broussard, Deputy Chief of Staff
Jerry Heer, Director, Department of Audit
Sue Black, Director, Department of Parks
Timothy Schoewe, Interim Corporation Counsel
John Schapekahm, Principal Assistant Corporation Counsel
Jason Gates, Director, Risk Management
Steve Cady, Fiscal & Budget Analyst, County Board
Brian Dranzik, Director, Administration Division, DTPW
Jodi Mapp, TPW/T Committee Clerk
Martin Weddle, Research Analyst, County Board
Pam Bryant, Capital Finance Manager, Administration & Fiscal Affairs Division, DAS

**COUNTY OF MILWAUKEE
INTEROFFICE COMMUNICATION**

25

Date: February 11, 2011

To: Supervisor Michael Mayo, Chairman, Committee on Transportation, Public Works

From: Jack H. Takerian, Director of Transportation and Public Works

Subject: **2011 Adopted Capital Budget – Internal and External Building Evaluation and Repair Project Status – Informational Report**

In the Adopted 2011 Capital Improvement Budget, there are two projects that involve internal and external building evaluations and exterior façade repairs on selected Milwaukee County buildings. One project is WO114 - Countywide Infrastructure Improvements. Financing for this project is provided from the reallocation of expenditure authority and revenues of \$8,169,849 in General Obligation Bonds issued in 2010, \$2,848,381 of University of Wisconsin-Milwaukee (UWM) Land Sale Revenue, \$636,400 of airport miscellaneous revenue, and \$240,000 of Insurance Proceeds. The other project is WO949 Inventory and Assessment of County Buildings. Financing for this project is provided from \$1,168,319 of University of Wisconsin-Milwaukee (UWM) Land Sale Revenue for general county facilities and \$422,400 of airport miscellaneous revenue for Airport Facilities.

Background

In the January 2011, the County Board approved the revision of the agreement involving the University of Wisconsin-Milwaukee (UWM) Land Sale Revenue used to fund a portion of these projects. This report discusses the impacts of this action as regards the project budget and schedule for this critical infrastructure related work. A brief description of the work and the potential impacts are presented below.

WO114 – Countywide Infrastructure Improvements

An appropriation of \$11,894,631 is budgeted for infrastructure improvements of various County facilities as detailed for each sub-project below.

WO11401 O'Donnell Park Improvements

An appropriation of \$6,557,830 is budgeted for repairs to the O'Donnell Park parking structure. Financing is provided from \$6,019,849 in general obligation bonds and \$540,382 in UWM land sale revenue. As the project proceeds, some of the work items currently identified as eligible for bond financing may be determined to be major maintenance and therefore would require cash financing. Preliminary indications are that the \$6 million in general obligation bonds should be sufficient to complete the work.

WO11403 City Campus Façade and Other Inspections

An appropriation of \$260,000 is budgeted to repair the façade at City Campus and to inspect the facades of the General Mitchell International Airport (GMIA) Parking Structure, the Marcus Center PAC Office Tower, the Criminal Justice Facility and the Safety Building, as required in compliance with the City of Milwaukee Ordinance 275-23-13e. Financing is provided from \$220,000 in UWM land sale revenue and \$40,000 in airport miscellaneous revenue for the GMIA parking structure inspection. All of these work items are identified major maintenance and therefore require cash financing. The Department of

Transportation and Public Works (DTPW) is working with the Department of Administrative Services (DAS) to secure alternative funding sources for the major maintenance work items not located at the airport.

WO11405 Museum Façade Repair and Replacement

An appropriation of \$1,400,000 is budgeted for the cleaning/replacement of shelf angles and the repair/replacement of the marble veneer panels at the Milwaukee Public Museum. In addition, a new flashing system will be designed, detailed, and installed. As this project proceeds, some of the work currently identified as eligible for bond financing may be determined to be major maintenance and therefore would require cash financing. Financing is provided from the reallocation of \$1,400,000 in general obligation bonds. This project is proceeding on schedule with the budget in place.

WO11406 Safety Building Restoration

An appropriation of \$750,000 is budgeted for restoring the existing exterior masonry at the facades on the roof area and the interior wall surfaces of the Safety Building. This work will also include tuckpointing and restoration of the brick masonry of the exterior walls in the Sheriff's Gym Light Court #1. New metal copings will be installed on the parapet walls around light court. Also, the interior room finishes and upper floor of light court will be repaired. As this project proceeds, some of the work currently identified as eligible for bond financing may be determined to be major maintenance and therefore would require cash financing. Financing is provided from the reallocation of \$750,000 in general obligation bonds. This project is proceeding on schedule with the budget in place.

WO11407 GMIA & LJT Airport Improvements

An appropriation of \$596,400 is budgeted for infrastructure improvements at General Mitchell International Airport (GMIA) and Lawrence J. Timmerman Airport. A majority of the appropriation (\$360,000) is for epoxy sealant for the walls of the GMIA D Concourse. Other improvements include installing roof flashing caps, caulking, repairing masonry, repairing/replacing windows, replacing metal panels, and performing close up examinations. Financing is provided from airport miscellaneous revenue. This project is proceeding on schedule with the budget in place

WO11409 Research Park Infrastructure Improvements

An appropriation of \$27,600 is budgeted for infrastructure improvements at the Technology Innovation Center. These improvements include the repairing of a concrete soffit, the securing of the roof flashing, the repairing of a stone parapet cap, and the repairing of the sealant of the stone parapet caps. Financing is provided from UWM land sale revenue. The Department of Transportation and Public Works (DTPW) is working with the Department of Administrative Services (DAS) to secure alternative funding sources for these major maintenance work items.

WO11410 County Grounds Improvements

An appropriation of \$120,000 is budgeted to repair a balcony and spalled brick masonry at the Vel R. Phillips Juvenile Justice Center. Financing is provided from UWM land sale revenue. The Department of Transportation and Public Works (DTPW) is working with the Department of Administrative Services (DAS) to secure alternative funding sources for these major maintenance work items.

WO11411 Courthouse Complex Improvements

An appropriation of \$996,000 is budgeted for infrastructure improvements at the Criminal Justice Facility and the Safety Building. The majority of the appropriation (\$960,000) is budgeted to caulk all building faces of the Criminal Justice Facility. Other improvements include repairing panels, anchoring bird

WO11412 HOC Infrastructure Improvements

An appropriation of \$62,400 is budgeted for infrastructure improvements at the House of Corrections. These improvements include repairing cracks in precast panels, replacing/tightening silo steel bars, repairing a roof guardrail, repairing masonry coping, repairing a glass block window, repairing a lintel plate, and other minor items. Financing is provided from UWM land sale revenue. The Department of Transportation and Public Works (DTPW) is working with the Department of Administrative Services (DAS) to secure alternative funding sources for these major maintenance work items.

WO11413 DHHS Infrastructure Improvements

An appropriation of \$6,000 is budgeted for infrastructure improvements at the Marcia P. Coggs Human Services Center. The improvements include repairing an exterior insulation finishing system, securing a metal panel, securing a cable enclosure, and replacing a missing drain gate. Financing is provided from UWM land sale revenue. The Department of Transportation and Public Works (DTPW) is working with the Department of Administrative Services (DAS) to secure alternative funding sources for these major maintenance work items.

WO11414 Senior Center Infrastructure Improvements

An appropriation of \$36,000 is budgeted to repair the wood decking at the Washington Park Senior Center. Financing is provided from UWM land sale revenue. The Department of Transportation and Public Works (DTPW) is working with the Department of Administrative Services (DAS) to secure alternative funding sources for these major maintenance work items.

WO11415 Trimborn Farm Infrastructure Improvements

An appropriation of \$24,000 is budgeted to repair a concrete structure at Trimborn Farm. Financing is provided from UWM land sale revenue. The Department of Transportation and Public Works (DTPW) is working with the Department of Administrative Services (DAS) to secure alternative funding sources for these major maintenance work items.

WO11416 Transit Infrastructure Improvements

An appropriation of \$355,200 is budgeted for infrastructure improvements at various Transit Center locations. A majority of the appropriation (\$240,000) is for the repair of connections for the south precast panel at the Downtown Transit Center. Other improvements that are being done throughout the network of buildings include repairing a plaster ceiling, repairing cracked precast beams, repairing mortar joint cracks, rebuilding a masonry pier, tuckpointing, replacing signage, repairing cracked brick pilasters, reattaching metal panels, removing deteriorated light fixtures, and resetting/repairing concrete coping. Financing is provided from \$240,000 of anticipated insurance proceeds and \$115,200 of UWM land sale revenue. All of these work items are identified major maintenance and therefore require cash financing that is provided in part by the land sale revenue. The Department of Transportation and Public Works (DTPW) is working with the Department of Administrative Services (DAS) to secure alternative funding sources for the major maintenance work items not covered by the insurance proceeds.

WO11417 Parks Infrastructure Improvements

An appropriation of \$466,800 is budgeted for infrastructure improvements at various Parks. A bulk of the appropriation (\$342,000) is for improvements at the Sheridan Park Bathhouse, the South Shore Pavilion, and for the repair of concrete at the Brown Deer Park Clubhouse. Improvements at the Sheridan Park Bathhouse include repairing the cornice stones, repairing the cornice sealant joints, repairing the chimney, repairing the brick corner pier, tuckpointing, repairing the lintel, and repairing spalled brick. Improvements at the South Shore Pavilion include cleaning/repairing the gutters, removing the loose

brick faces, replacing brick/stone, and replacing lintels. The improvements in the rest of the Parks system include replacing broken glass panes, replacing cracked concrete, repairing/replacing chimneys, repairing concrete soffits, patching removed concrete, repairing wood/stucco, repairing sealant joints, stabilizing concrete panels, repairing leaky pipes, and repairing a concrete beam. Financing is provided from UWM land sale revenue. The Department of Transportation and Public Works (DTPW) is working with the Department of Administrative Services (DAS) to secure alternative funding sources for these major maintenance work items.

WO11418 Zoo Infrastructure Improvements

An appropriation of \$234,000 is budgeted for infrastructure improvements at the Milwaukee County Zoo. These improvements include blasting clean steel tubing, replacing sealant joints, cleaning/repairing columns, tuckpointing, repairing spalls, resetting/replacing loose stone. The appropriation will also be used to complete additional inspections and to perform minor repairs. Financing is provided from UWM land sale revenue. The Department of Transportation and Public Works (DTPW) is working with the Department of Administrative Services (DAS) to secure alternative funding sources for these major maintenance work items.

WO949 Inventory and Assessment of County Buildings

An appropriation of \$1,590,719 is requested to complete the county-wide Inventory & Assessment program at various Milwaukee County building locations. This assessment will provide data that is necessary for the development of a 5-year capital improvement plan along with life cycle analysis for the facilities. Financing is provided from \$1,168,319 of University of Wisconsin-Milwaukee (UWM) Land Sale Revenue for general county facilities and \$422,400 of airport miscellaneous revenue for Airport Facilities. All of these work items are identified as relating to building major maintenance and therefore require cash financing that is provided in part by the land sale revenue. The Department of Transportation and Public Works (DTPW) is working with the Department of Administrative Services (DAS) to secure alternative funding sources for the major maintenance work items not located at the airport.

Summary

WO114 – Countywide Infrastructure Improvements

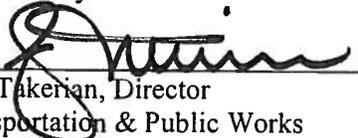
In the Fall of 2010, the County completed an emergency façade evaluation of 106 additional County buildings meeting the City of Milwaukee Ordinance criteria for façade inspection as well as buildings meeting other criteria to include all buildings with masonry facades. This façade “evaluation”, while not as detailed as the façade “inspection”, is intended to discover and remove immediately any hazardous conditions on the building exteriors. A summary of the results of these façade evaluations indicated that there were substantial repairs that need to take place within the next year. The work described above was included in the 2011 Adopted Capital Improvement Budget because of the urgency in completing these repairs

WO949 Inventory and Assessment of County Buildings

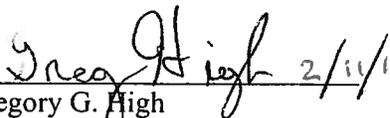
The way infrastructure is used or operated by County departments is essential in developing a comprehensive county capital improvement needs assessment. Setting capital improvement and major maintenance priorities County wide is extremely complicated. The work described above was included in the 2011 Adopted Capital Improvement Budget because of the urgency in completing the Inventory and Assessment so policy makers can make informed decisions in setting priorities for the future.

Prepared by: Gregory G. High

Approved by:



Jack Takerian, Director
Transportation & Public Works



Gregory G. High
Director, AE&ES Div., DTPW

cc: County Executive Marvin Pratt
Supervisor Lee Holloway, Chairperson, County Board of Supervisors
Supervisor John Weishan, Vice-Chair Transportation, Public Works & Transit Committee
Terry Cooley, Chief of Staff
E. Marie Broussard, Deputy Chief of Staff
Jerry Heer, Director, Department of Audit
Jason Gates, Director, Risk Management
Steve Cady, Fiscal & Budget Analyst, County Board
Brian Dranzik, Director, Administration Division, DTPW
Jodi Mapp, TPW/T Committee Clerk
Martin Weddle, Research Analyst, County Board
Pam Bryant, Capital Finance Manager, Administration & Fiscal Affairs Division, DAS

**COUNTY OF MILWAUKEE
INTEROFFICE COMMUNICATION**

26

DATE: February 7, 2011

TO: Supervisor Lee Holloway, Chairperson, County Board of Supervisors
Supervisor Michael Mayo, Sr., Chairperson, Transportation, Public Works Committee

FROM: Jack Takerian, Director of Transportation and Public Works

SUBJECT: DTPW STAFFING PLAN/CONSULTANT USE FOR 2011 CAPITAL IMPROVEMENTS

POLICY

Milwaukee County Professional Services Ordinance 56.30 (4)(a)(1) requires that the Department of Transportation and Public Works (DTPW) shall provide in February each year to the Committee on Finance and Audit, and the Committee on Transportation, Public Works and Transit an updated report on public works capital projects requiring the use of any professional services contract.

BACKGROUND

The Department of Transportation and Public Works (DTPW) has reviewed the approved 2011 adopted capital projects and has established the attached updated staffing and consultant use plan proposals for each. There are no significant changes to this staffing plan from that proposed in the adopted capital budget.

We have also indicated on the attached spreadsheets our recommendations to the Director of DAS for signature authority delegation to other County Departments for certain capital projects that will not be managed by DTPW. County Board approval of the indicated signature authority recommendation will provide the appropriate signature authority for each project.

RECOMMENDATION

DTPW recommends approval of the DTPW staff and consultant use plan for approved 2011 adopted capital projects.

Supervisor Lee Holloway

Page 2

Date: February 7, 2011

Prepared by: Rollin M. Bertran

Approved by:



Jack H. Takerian, Director
Transportation & Public Works
Division, DTPW



Rollin Bertran
Director, Highway Operations

JT:GGH:

Attachments (3): 2011 Capital Project Staffing Plan
Chapter 56, Section 56.20
Chapter 56, Section 56.30 (4)(a)(1)

cc: County Executive Marvin Pratt
Terry Cooley, Chief of Staff
E. Marie Broussard, Deputy Chief of Staff
Barry Bateman, Director, Airport Division/DTPW
Brian Dranzik, Administration Division/DTPW
Ben Eruchalu, Manager, Transportation Division/DTPW
Rollin Bertran, Director of Hwy. Operations, DTPW
John Ruggini, Interim Budget Director, DAS
Pam Bryant, Fiscal Affairs, DAS
Scott Manske, Controller, DAS

Department of Transportation and Public Works Staffing Plan
 2011 Adopted Capital Improvements
 Milwaukee County

Proj	Sub- Proj	Project Description	2011 Adopted	SIGNATURE AUTHORITY		Construction Start	Construction Finish	COUNTY PROJECT MANAGER	CONSULT PROJECT MANAGER	DESIGN			RFP	CONSTRUCTION MANAGEMENT		RFP
				OWNER	DTPW					COUNTY STAFF	CNTY & CONSUL	CONSUL		COUNTY STAFF	CNTY & CONSUL	
TRANSPORTATION AND PUBLIC WORKS																
Highway																
WH		Total Highway														
Transit																
WT		Total Transit														
Airports																
WA042	WA04201	GMIA Bag Claim Remodeling	5,436,000		X	2012	2013	Zsebe				Engberg Anderson	X			X
WA044	WA04401	GMIA - In-line Baggage Screening Phase 2	11,589,000		X	Summer 2011	2013	Kipp				Graef	X			Amer. Design Build, Inc
WA127	WA12701	GMIA Terminal Expansion Design Study	500,000		X	N/A		Baisch				X	X	N/A		
WA131	WA13101	GMIA Part 150 Study-Ramp Electrification	188,500		X	TBD by VALE funding		Baisch				X	X	N/A		
WA139	WA13901	GMIA - Redundant Main Electric Svc Feed	321,000		X	See note 1 below		Turner				HGA	X	N/A		
WA141	WA14101	GMIA Training Facility	489,000		X	2012	2012	Mielcarek				X	X	N/A		
WA142	WA14201	LJT RW 15L-33R Extension	260,000		X	2013	2014	Zsebe			X	X	X	N/A		
WA161	WA16101	GMIA Terminal Roadway Signage	250,000		X	2012	2012	Baisch				MTP (HNTB)	X	N/A		
WA162	WA16201	GMIA Cessna Service Apron Reconstruction	95,000		X	2012	2012	Zsebe		X				N/A		
WA163	WA16301	GMIA Perimeter Road Bridge over Howell Ave.	300,000		X	2012	2012	Stave				X	X	N/A		
WA		Total Airport	\$19,428,500			note 1: originally scheduled for 2012 constr but may be moved up to later 2011										
Environmental																
WV		Total Environmental														
		Total Transportation and Public Works	\$19,428,500													
PARKS, RECREATION AND CULTURE																
Milwaukee Public Museum																
WM		Total Milwaukee Public Museum														
Department of Parks, Recreation & Culture																
WP070		Lindbergh Park Pavilion	189,518		X	Sep-11	Mar-12	Wilson				X		X		
WP174	WP17402	Parks Building Painting	0													
WP174	WP17403	Domes HVAC Repairs & Upgrades	100,000		X	Sep-11	Mar-12	Wilson				X	X	X		
WP174	WP17405	Tennis Court Color Coatings	0													
WP174	WP17406	Parking Lot and Crosswalk Maintenance	0													
WP17408		MLK Center HVAC Replacement	0													
WP17409		Kosciuszko Center HVAC Replacement	0													
WP17410		MLK and Kosciuszko Community Center Security System	0													
WP174	WP174	Parks Major Maintenance	100,000													
WP18401	WP18401	Smith Park Retaining Wall Repairs	0													
WP18402	WP18402	Oak Creek Parkway Stream Retaining Wall Repairs	0													
WP18403	WP18403	Honey Creek Parkway Retaining Wall Repairs	0													
WP18404	WP18404	Hanson Golf Course Retaining Wall Repairs	0													
WP18405	WP18405	Lincoln Park Lagoon Retaining Wall Repairs	0													
WP18406	WP18406	Lake Park Ravine Retaining Wall Repairs	0													
WP18407	WP18407	Estabrook Park Boardwalk & Retaining Wall Replacement	50,000			PARKS	Apr-11	May-11	Parks Staff		X				N/A	
WP184	WP184	Park Retaining Wall Repairs and Replacement	50,000													
WP18501	WP18501	Stone Pedestrian Bridge (Hoyt Park) Tuckpointing	0													
WP18502	WP18502	South Shore Pavilion Tuckpointing	0													
WP18503	WP18503	River Stone Bridges Tuckpointing	0													
WP18504	WP18504	Pulaski Indoor Pool Tuckpointing	0													
WP18505	WP18505	Noyes Indoor Pool Building Tuckpointing	0													
WP18506	WP18506	Mill Pond Pavilion Tuckpointing	0													
WP18507	WP18507	Brown Deer Clubhouse and Boat House Tuckpointing	0													
WP185	WP185	Parks Tuckpointing – Walls and Buildings	0													

Department of Transportation and Public Works Staffing Plan 2011 Adopted Capital Improvements Milwaukee County															
Proj	Sub- Proj	Project Description	2011 Adopted	SIGNATURE AUTHORITY		Construction Start	Construction Finish	COUNTY PROJECT MANAGER	CONSULT PROJECT MANAGER	DESIGN			CONSTRUCTION MANAGEMENT		
				OWNER	DTPW					COUNTY STAFF	CNTY & CONSUL	CONSUL	RFP	COUNTY STAFF	CNTY & CONSUL
WP186	WP18601	Parks Naturalization	61,000	PARKS		Apr-11	Nov-11	Parks Staff		X				N/A	
WP190		South Shore Relocation Study	80,000		X	N/A	N/A	Stave			X	X	N/A		
WP191		Moody Pool Renovation	5,008,380		X	Jan-12	May-13	Wilson			X	X	X		X
WP		Total Department of Parks, Recreation & Culture	\$5,488,898												
WP		Total McKinley Marina													
		Zoo													
WZ600	WZ60001	Zoo Master Plan	400,000	ZOO		N/A	N/A	Hung			X	X	N/A		
WZ		Total Zoo	\$400,000												
		Total Parks Recreation and Culture	\$5,888,898												
		HEALTH AND HUMAN SERVICES													
		DHS-Behavioral Health Division													
WE		Total DHS-Behavioral Health Division													
		DPW County Grounds													
WG		Total DPW County Grounds													
		Department of Human Services													
WS		Total Department of Human Services													
		Total Health and Human Services													
		GENERAL GOVERNMENT													
		Courthouse Complex													
WC070	WC07001	Domestic Violence Area Reconstruction	459,000		X	Jul-11	Nov-11	Wilson			X		X		
WC071	WC07101	District Attorney Office Security Card System	83,000		X	Jul-11	Nov-11	Dragosz				X	X	X	
WC073		Courthouse Canopy	0												
WC		Total Courthouse Complex	\$542,000												
		House of Correction													
WJ		Total House of Correction													
		Other County Agencies													
WO112	WO11202	Fleet Airport Equipment Aquisition	375,000		X	N/A	N/A	Goeden		N/A				N/A	
WO114	WO11401	O'Donnell Park Improvements	6,560,231		X	16-Feb-11	30-Jun-11	Wilson/Stave				Carl Walker / Graef USA	X		X
WO114	WO11403	City Campus Facade and Other Inspections	260,000		X	N/A	N/A	High				X	X	N/A	
WO114	WO11405	Museum Façade Repair & Replacement	1,400,000		X	Jul-11	Nov-11	Wilson				X	X	X	
WO114	WO11406	Safety Building Restoration	750,000		X	Jul-11	Nov-11	Wilson				X	X	X	
WO114	WO11407	GMIA & LJT Airport Improvements	596,400		X	Apr-11	Nov-11	High			X		X	X	X
WO114	WO11409	Research Park Infrastructure Improvements	27,600		X			High			X		X	X	X
WO114	WO11410	County Grounds Improvements	120,000		X			High			X		X	X	X
WO114	WO11411	Courthouse Complex Improvements	996,000		X			High			X		X	X	X
WO114	WO11412	HOC Infrastructure Improvements	62,400		X			High			X		X	X	X
WO114	WO11413	DHHS Infrastructure Improvements	6,000		X			High			X		X	X	X
WO114	WO11414	Senior Center Infrastructure Improvements	36,000		X			High			X		X	X	X
WO114	WO11415	Trimborn Farm Infrastructure Improvements	24,000		X			High			X		X	X	X
WO114	WO11416	Transit Infrastructure Improvements	355,200		X			High			X		X	X	X
WO114	WO11417	Parks Infrastructure Improvements	466,800		X			High			X		X	X	X
WO114	WO11418	Zoo Infrastructure Improvements	234,000		X			High			X		X	X	X
WO114		Countywide Infrastructure Improvements	11,894,631												
WO205	WO20502	Fiscal Automation Program	175,000	IMSD											
WO444	WO44401	BHD/MCSO Electronic Medical Records System	500,000	IMSD											
WO514	WO51401	War Memorial Window Replacement and Reseal	42,000		X			Wilson		X			X		
WO515	WO51501	War Memorial Window Ledge Leak Repairs	15,300		X			Wilson		X			X		
WO870	WO87001	County Special Assessments	250,000		X	N/A	N/A	Eruchalu		N/A			N/A		

Department of Transportation and Public Works Staffing Plan															
2011 Adopted Capital Improvements															
Milwaukee County															
			SIGNATURE AUTHORITY				COUNTY PROJECT	CONSULT PROJECT	DESIGN			CONSTRUCTION MANAGEMENT			
Proj	Sub- Proj	Project Description	2011 Adopted	OWNER	DTPW	Construction Start	Construction Finish	MANAGER	MANAGER	COUNTY STAFF	CNTY & CONSUL	RFP	COUNTY STAFF	CNTY & CONSUL	RFP
WO949	WO94901	Inventory and Assessment of County Buildings	1,590,719		X	N/A	N/A	Zylka					N/A		
WO950	WO95001	Milwaukee County Public Art Program	20,000		X	N/A	N/A	High				X	N/A		
WO		Total Other County Agencies	\$14,862,650												
Total Capital Improvements			\$40,722,048												

(7) Statement as to relationship between facility and adjacent traffic and pedestrian circulation.

(4) The cost of any additional surveys, studies or tests requested by the county board, to assist in arriving at a recommendation on the proposal that must be purchased by the county from a vendor or consultant, and paid for with sponsor funds, shall be approved by the sponsor prior to expenditure. Any refusal by the sponsor shall be considered a withdrawal of the proposal, and it shall be filled by the county board, the bond cancelled after the county is reimbursed for any additional expenses, as outlined previously, or the unspent deposit returned to the sponsor.

56.20. Centralized administration of public works contracts and construction.

(1) *Policy.* Uniformity of bid documents, contracts and procedures for construction of public works projects and centralization in one (1) office of related activities is essential to efficient management of public construction programs.

(2) *Definitions.* As used in this ordinance:

(a) "Public work project" means all projects for construction, repair, remodeling or major maintenance or capital improvements subject to s. 59.08, Wis. Stats., and authorized by the county board or departments of county government, including boards and commissions.

(b) "Administration" means preparation of preliminary and final plans, specifications, project and professional service cost estimates, and bid documents; analysis of bids, preparation of schedules for plans, bidding and construction completion, making recommendations for award of contract, contract drafting, inspection of construction during work progress and reporting scheduled progress to responsible department on a monthly basis; drafting and recommending contract change orders and certificates of payment, and maintaining project records; establishment of a program for maintaining structural integrity of all capital improvements and routine major maintenance; recommending professional architectural, engineering and specialized trade consultants, drafting contracts and issuance of certificates of payment for such professional service, and review of all plans and specifications prepared by such professional consultants.

(3) *Central office.* Administration of all public work projects shall be the function of, and centralized in, the department of public works.

(4) *Service charge.* The cost of all services performed by the department shall be charged, where applicable, against the project account, the department for which the services are rendered, or the revolving fund established in conformity with section 56.12 of the Code.

56.21. Procedure to seek county financial participation in sponsoring a professional conference or convention.

(1) "Professional conference or convention" means the annual meeting of a professional organization, or a major division thereof, which is open to attendance by all members and other interested parties, at which subjects of general interest to the entire group, or a major division thereof, are reviewed.

(2) Any county official, officer, employe or member of a board or commission desiring to solicit the selection of the county as the site for a professional conference or convention in which the county is required to provide financial participation, either in terms of money or in-kind services, shall first obtain the approval of the county board. Such request shall be in the form of a communication to the county board, indicating the following:

(a) Name of organization.

(b) Its goals and purposes.

6. Each authority and/or legal custodian shall require prepayment by a requester of any fee(s) imposed under this subsection if the total amount exceeds five dollars (\$5.00).

(d) Each authority and/or legal custodian in acting upon a request for any record shall respond within the times and according to the procedures set out in s. 19.35(4), Wis. Stats.

(5) *Separation of information.* If a record contains information that may be made public and information that may not be made public, the authority and/or legal custodian having custody of the record shall provide the information that may be made public and delete the information that may not be made public from the record before release. Each authority and/or legal custodian shall consult with the county corporation counsel before releasing any information under this subsection. Notwithstanding the foregoing, records of the following personnel matters are generally not public and should not be disclosed to the public without prior consultation with the corporation counsel:

- (a) Evaluations of applicants.
- (b) Names of applicants other than those certified for employment.
- (c) Pay survey data obtained from identifiable nonpublic employers.
- (d) Names of nonpublic employers contributing pay survey data.
- (e) Performance evaluations of individual employees.

In addition, all patient health care records shall remain confidential and are nonpublic, and may be released only to persons in accordance with the provisions of ss. 146.82 and 905.04, Wis. Stats.

56.30. Professional services.

(1) *Definitions.* The meanings of certain terms used in this section are as follows, unless the context otherwise provides:

- (a) "Professional services" means services, the value of which is substantially measured by the professional competence of the person performing them and which are not susceptible to realistic competition by cost of services alone. The services provided must be materially enhanced by the specific expertise, abilities, qualifications and experience of the person that will provide the service. Professional services shall typically include services customarily rendered by architects; engineers; surveyors; real estate appraisers; certified public accountants; attorneys; financial personnel; medical services, except when such services are delivered to clients of the general assistance-medical program or to county employees as part of a workers compensation claim and social services; system planning; management and other consultants; and services for promotional programs.
- (b) "Services" means the furnishing of labor, time or effort by a contractor, not involving the delivery of a specific end product other than usual reports and/or drawings which are incidental to the required performance.
- (c) "Request for proposal" means all documents, whether attached or incorporated by reference, used for soliciting proposals.
- (d) "Contractor" means a firm or individual who formally undertakes to do anything for another.
- (e) "Contract" means an agreement between two (2) or more persons to do or not to do something.
- (f) "Medical services" means services provided by a licensed or recognized health care professional, professional group, ambulance or medical transportation services operated

by governmental units, medical laboratories or companies of medical supplies or equipment is provided to individuals who qualify for assistance under the general assistance-medical program or county employees whose injury is considered a workers compensation claim. Hospitals, community-based clinics, faculty physicians and surgeons or other physicians operating from Froedtert Memorial Lutheran Hospital, nonmunicipality operated ambulance and medical transportation providers are excluded from this definition.

[(2) *Reserved.*]

[(3) *Reserved.*]

(4) *Professional services procedures.* It shall be the responsibility of the administrator to conform with the following provisions when entering into a professional services contract and expending budgeted funds:

(a) *Professional services--Capital improvements.* The following conditions shall apply to all capital projects.

(1) During its annual budget process, departments shall provide a list to the county board of which capital projects contained in the recommended budget are intended to require the assistance of a professional services consultant. Departments are authorized to enter into contractual services or professional services agreements as may be required for specific capital improvement projects which have been approved by the county board through the budget process. Expenditures shall only be for those projects and professional services specifically identified in the budget write-up reviewed by the committee on finance and audit during the budget review process and approved by the county board, or for those projects approved by action of the county board. The budget write-up shall contain specific information as to the scope of the project, professional services required and estimated cost of the professional services work to be performed. The department of public works shall provide in February of each year to the committee on finance and audit and the committee on transportation, public works and transit an updated report on public works capital projects requiring the use of a professional services contract. Any professional services work costing more than twenty thousand dollars (\$20,000.00) which is not identified in the February report shall require county board approval.

(2) All contracts in excess of twenty thousand dollars (\$20,000.00) shall be solicited following a request for proposal process as outlined further in this ordinance.

(b) *Professional services--Non-Capital.*

(1) For professional services resulting in an expenditure of two thousand dollars (\$2,000.00) or less, a departmental purchase order or purchase card may be used for the purchase of professional services. County board approval is not required provided monies are available in the appropriate budget account.

(2) For a professional services contract with a value greater than two thousand dollars (\$2,000.00) and less than fifty thousand dollars (\$50,000.00), county board approval is not required provided monies are available in the appropriate budget account for the expenditures required by the contract.

(3) County board approval.

(a) If a professional services contract with a value greater than two thousand dollars (\$2,000.00) and less than fifty thousand dollars (\$50,000.00), entered into by a department administrator is to be extended or amended to provide additional reimbursement which extends the total reimbursement beyond fifty thousand dollars (\$50,000.00) to the same vendor, county board approval shall be required for each extension.

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(ITEM) From Director of Transportation and Public Works recommending approval of the Department of Transportation and Public Works staff and consultant use plan for the 2011 adopted capital projects, by recommending adoption of the following:

A RESOLUTION

WHEREAS, Milwaukee County General Ordinances Chapter 56.30(4) (a) (1) requires that the Department of Transportation and Public Works provide a final list of staff and consultant assignments for capital projects in February each year to the Committees on Finance and Audit and Transportation, Public Works and Transit; and

WHEREAS, the Department of Transportation and Public Works has reviewed the 2011 Adopted Capital Improvements Budget and established a staffing and consultant use plan for the projects; and

WHEREAS, the Committee on Transportation, Public Works and Transit at its meeting on _____, 2011, recommended approval of the staffing plan by a vote of _____; and

WHEREAS, the Finance and Audit Committee at its meeting on _____, 2011, recommended approval of the staffing plan by a vote of _____; now, therefore

BE IT RESOLVED, that the Milwaukee County Board of Supervisors does hereby approve the staffing and consultant use plan for the 2011 adopted capital projects under the signature authority of the Department of Transportation and Public Works as recommended by the Department of Transportation and Public Works.

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: February 7, 2011

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: STAFFING PLAN/CONSULTANT USE FOR 2011 CAPITAL IMPROVEMENTS PROJECTS

FISCAL EFFECT:

- | | |
|--|--|
| <input checked="" type="checkbox"/> No Direct County Fiscal Impact | <input type="checkbox"/> Increase Capital Expenditures |
| <input checked="" type="checkbox"/> Existing Staff Time Required | <input type="checkbox"/> Decrease Capital Expenditures |
| <input type="checkbox"/> Increase Operating Expenditures
(If checked, check one of two boxes below) | <input type="checkbox"/> Increase Capital Revenues |
| <input checked="" type="checkbox"/> Absorbed Within Agency's Budget | <input type="checkbox"/> Decrease Capital Revenues |
| <input type="checkbox"/> Not Absorbed Within Agency's Budget | |
| <input type="checkbox"/> Decrease Operating Expenditures | <input type="checkbox"/> Use of contingent funds |
| <input type="checkbox"/> Increase Operating Revenues | |
| <input type="checkbox"/> Decrease Operating Revenues | |

Indicate below the dollar change from budget for any submission that is projected to result in increased/decreased expenditures or revenues in the current year.

	Expenditure or Revenue Category	Current Year	Subsequent Year
Operating Budget	Expenditure		
	Revenue		
	Net Cost		
Capital Improvement Budget	Expenditure		
	Revenue		
	Net Cost		

DESCRIPTION OF FISCAL EFFECT

In the space below, you must provide the following information. Attach additional pages if necessary.

- A. Briefly describe the nature of the action that is being requested or proposed, and the new or changed conditions that would occur if the request or proposal were adopted.
- B. State the direct costs, savings or anticipated revenues associated with the requested or proposed action in the current budget year and how those were calculated.¹ If annualized or subsequent year fiscal impacts are substantially different from current year impacts, then those shall be stated as well. In addition, cite any one-time costs associated with the action, the source of any new or additional revenues (e.g. State, Federal, user fee or private donation), the use of contingent funds, and/or the use of budgeted appropriations due to surpluses or change in purpose required to fund the requested action.
- C. Discuss the budgetary impacts associated with the proposed action in the current year. A statement that sufficient funds are budgeted should be justified with information regarding the amount of budgeted appropriations in the relevant account and whether that amount is sufficient to offset the cost of the requested action. If relevant, discussion of budgetary impacts in subsequent years also shall be discussed. Subsequent year fiscal impacts shall be noted for the entire period in which the requested or proposed action would be implemented when it is reasonable to do so (i.e. a five-year lease agreement shall specify the costs/savings for each of the five years in question). Otherwise, impacts associated with the existing and subsequent budget years should be cited.
- D. Describe any assumptions or interpretations that were utilized to provide the information on this form.

A. Milwaukee County Professional Services Ordinance 56.30 (4)(a)(1) requires that the Department of Transportation and Public Works shall provide in February each year to the Committee on Finance and Audit, and the Committee on Transportation, Public Works and Transit, an updated report on public works capital projects requiring the use of any professional services contract. DTPW recommends approval of the DTPW staff and consultant use plan for 2011 adopted capital projects. Adoption of this resolution will not require an expenditure of funds in excess of the adopted 2011 Adopted Capital Budget amounts.

B. Adoption of this resolution will have no direct fiscal impact to the 2011 County Adopted Budget. The 2011 Capital Budget project appropriations are fixed and cannot be exceeded without County Board approval. Resolution deals with details on how planning, design and construction funding is spent, particularly as to whether the work is performed by in-house staff or consultants and if consultants are used, what process will be used to hire them.

C. None

D. None

Department/Prepared By Department of Transportation and Public Works Gary E. Drent

¹ If it is assumed that there is no fiscal impact associated with the requested action, then an explanatory statement that justifies that conclusion shall be provided. If precise impacts cannot be calculated, then an estimate or range should be provided.

Recommended By:

Gregory G. High Director, AE& ES

Authorized Signature

Jack Takerian, Director DTPW

Did DAS-Fiscal Staff Review?

Yes

No

COUNTY OF MILWAUKEE
INTEROFFICE COMMUNICATION

Date: February 22, 2011

To: Supervisor Michael Mayo, Sr., Chairman, Transportation, Public Works and Transit Committee

From: Jack Takerian, Director, Department of Transportation and Public Works

Subject: Reconciliation of Road Project Funding through 2012 and Future Road Project Funding Needs (Informational Only)

POLICY

The Department is providing an informational report about the status of scheduled road projects and funding necessary to complete these projects for 2011, 2012, and 2013.

BACKGROUND

In 2009, Milwaukee County was in the unique position of accelerating its traditional year-to-year bonding program to a three-year program in order to take advantage of low interest rates available through the Build America Bond Program. In addition, the American Reinvestment and Recovery Act (ARRA) program was introduced providing funding for projects that were construction ready. While these two programs have been helpful in getting projects completed, it has exposed some long standing funding issues within the Transportation Services Division. It has also highlighting significant issues with how the Transportation Services Division must commit local funds for projects that may not get state funding approval.

The Transportation Services Division is dependant on state funded programs to offset the costs associated with design, right-of-way acquisition and construction. Based on established rules for these state and federally funded programs available to the county, the state will fund 80% of design, right-of-way and construction of a Surface Transportation Program funds (STP) project, and 50% of a County Highway Improvement Program (CHIP) funded project. In order for the County to receive reimbursement for STP related projects, an agreement must be in place with the State. If the County were to perform this work prior to having a signed agreement, the County would absorb all costs associated for the work done before the agreement was signed.

The County's budget timeframe requires Transportation Services to make its best guess on what projects will be funded by the State before these amounts are known or agreements are in place. In addition, the State may ask the County to re-prioritize a road project based on other construction projects in the area. The conflicting funding

schedules of the State and County has lead to funds being transferred from projects that have been approved by the County to those that have been approved by the State in order to maximize non-County project dollars. While this process has happened over a significant period of time and has been sustainable with year-to-year capital budgets, it has not provided a high level of certainty to public officials that projects expected to be done based on County authorized budgets may not get done based on the project's funding status from the state.

The availability of \$8 million in ARRA funds in 2009 allowed the County to accelerate a number of projects into construction that otherwise would have been scheduled in future years when funding was made available under the STP process. In turn, this accelerated road projects meant for future years of the STP program into the design, right-of-way acquisition and construction phases in order to meet the schedule of bond issuances established in the three-year capital program. These projects were put into the County's bonding program without knowing which projects the State may fund; however, work was not started until funding for these projects was secured. In February of 2011 SEWRPC released the list of projects eligible for STP funding. The projects that the County had put forward for funding of S. 13 South County Line to Ryan Road, S. 13th Street Ryan Road to Rawson Avenue, Layton Avenue from Loomis to 27th Street and College Avenue S. 27th Street to S. 51st Street were not chosen for funding.

In order to maximize state and federal funds that will lapse at the end of the year, the Department is requesting a funding shift from certain projects in order to cover others. These projects are identified on the attachment to this report. In addition, the Department is requesting additional bonding. The two projects that are at greatest risk are Mill Road 84th to 91st and 43rd to 56th and Oklahoma Avenue 108th to 76th Street. Both projects are financed under the CHIP program requiring a 50% county match.

The Oklahoma Avenue 108th to 76th Street project is scheduled to go into construction this year. It has \$1,443,510 in CHIP funds that are set to expire on September 30, 2011. This project was accelerated because the City of Milwaukee is doing major water main construction in this road segment. A total of \$2,548,381 of CHIP funds are available for this project. Milwaukee County needs \$2,507,819 of funding in order to meet the construction need of \$6,500,000 for this project phased over 2011 and 2012.

Mill Road is at a 90% complete level in design. The project total for design and construction is \$2,573,860. DTPW is requesting that funds from Port Washington Road, Daphine to Good Hope are shifted to support this project. We are requesting a shift in funding because the pavement on Port Washington Road is in better condition then Mill Road.

Finally, there are sufficient funds remaining from other projects to repair 107th Street from County Line Road to Brown Deer Road. County funds from S. 13th Street County Line to Ryan Road, 13th Street Ryan Road to Rawson Avenue, Layton Avenue from 27th Street to Loomis Road and College Avenue 27th to 51st Street will be shifted to this project since State funding was not provided for these projects.

The Department has submitted a fund transfer for the March 2011 cycle requesting the appropriate changes be made to fund the previously identified projects.

RECOMMENDATION

This report is informational and is provided to help better understand the current funding situation of road projects for 2011 and 2012. The Department is in the process of formulating a policy change to how road and bridge projects are funded in the future and anticipates providing this policy change to the board for approval in the 2012 budget process.

Prepared for the Transportation Services Division by: Brian Dranzik Director of Administration, DTPW

Approved by:



Jack Takernan, Director
Transportation and Public Works

Cc: Marvin Pratt, County Executive
Lee Holloway, Chairman, Milwaukee County Board of Supervisors
Terry Cooley, Chief of Staff
E. Marie Broussard, Deputy Chief of Staff
John Ruggini, Interim Fiscal and Budget Administrator
Pam Bryant, Capital Finance Manager
Justin Rodriguez, Capital Finance Analyst
Josh Fudge, Fiscal Management Analyst
Martin Weddle, County Board Research Analyst
Rollin Bertran, Director Highway Operations
Ben Eruchalu, Manager of Transportation Design

Surface Transportation Program – Urban (STP-U) reimbursement 80% federal and 20% local follows a very specific set of federal and state requirements. Projects must comply with Federal and state requirements to be eligible for reimbursement. Failure to comply will forfeit any reimbursement.

Project process timeline:

- Application for funding in Biennial Budget (every 2 years) for 80/20 funding.
- WisDot process applications and notice of project approval. (6 months)
- Prepare State/Municipal agreement. (3-6 months)
- WisDot issues notice to proceed. (1-2 months)

Any project work before this date not eligible for reimbursement.

- Prepare and approve work order. (6-9 months)
- Preliminary design including preparation and approval of environmental document and design study report.
- Prepare right of way plat.

Right of Way acquisition cannot begin until DSR is approved and funds are released by WisDOT & FHWA.

- Acquire right of way. (12-18 months)
- Final design including PS&E documents. (9-11 months)
- PS&E submittal to WisDot – project LET. (3 months)
- Project LET to begin construction. (3 months)

Total time from application to begin construction is approximately 54 to 84 months.

County Highway Improvement Program (CHIP)

Funding Process Timeline

- After July, when the State of Wisconsin biennial budget is approved, WisDOT receives the 1st year's funds.
- July and August, WisDOT publishes LRIP Guidelines and Requirements on the LRIP home page.
- By November County selects and prepares project applications.
- January of the following year, statutory deadline for county highway commissioners to submit CHIP applications to WisDOT.
- By mid March, WisDOT reviews and approves project applications and mails State/Municipal Agreements to counties for approved projects for State fiscal year funding.
- By July WisDOT receives the 2nd year's funds and mails State/Municipal Agreements to counties for approved projects for State funding.
- Agreements need a turn around time of three months, for execution.
- Governor sends notifications to Counties. (three months).
- County match is requested to take effect January of the following year (six months)
- Project design done (One Year)
- Construction the following year.

Total time from application to begin construction is approximately 24 to 36 months.

County Funding Requirement for Proposed Project Timeline

2011

Project Description	County Funding Needed
Oklahoma Avenue 108th to 76th Street	\$2,507,819
Mill Road N. 84th to N. 91st & N. 43rd to N. 56th	\$1,296,680
Total for 2011	\$3,804,499

2012

Project Description	County Funding Needed
107th Street Brown Deer Rd. to County Line Rd	\$0

2013

Project Description	County Funding Needed
76th St. Puetz to Imperial	\$540,656
Mill Rd. 43rd to Teutonia	\$812,550
Repayment of 2011 Advance	\$3,804,499
Total for 2013	\$5,157,705

Detail of Funding Required by Project

Oklahoma Avenue 108th to 76th Street

Total funding needed for Oklahoma Ave is \$7,410,000

\$2,548,381	CHIP funds
\$1,113,800	Local funds from S. 13 th Ryan to Rawson
\$750,000	Local funds from W. Hampton Ave 92 nd to 124 th Street
\$490,000	County funds available on Oklahoma Ave
\$2,507,819	County funds needed to complete the project.

Mill Road N. 84th Street to N. 91st Street & N. 43rd St. to N.56th St.

Total funding needed for Mill Rd is \$2,573,860

These segments of roadway have not been approved for funding by the County Board of Supervisors; even though design and community meetings were already completed.

Funding for the Mill Road project will be comprised of the following projects:

\$1,087,180	CHIP funds from Port Washington Road Daphine to Good Hope
\$ 190,000	County funds from Port Washington Road Daphine to Good Hope
\$1,296,680	County funds needed to complete the project.

N. 107th Street Brown Deer to N. County Line Road

Total funding needed for N. 107th St. is \$2,487,200

Funding for the N. 107th Street project will be comprised of the following projects:

\$1,296,700	CHIP funds
\$176,000	Local funds from S. 13 th County Line to Ryan
\$420,000	Local funds from College Avenue 27 th to 51 st Street
\$248,000	Local funds from Layton Ave 27 th to Loomis
\$346,500	County funds available on N. 107 th

This project is currently in the early design phase. City of Milwaukee indicated interest in cleaning out remnants of City streets in the middle of County highways through jurisdictional transfer and this project is one of them under discussions. Milwaukee County will work with the City on the design elements, once an agreement is reached. Construction is tentatively scheduled for 2012.

Projects with Full Funding

<u>S.13th Street</u>	<u>Rawson to College Avenue</u>
Total construction Cost	\$6,900,000
Total Local Bond Funds Available for this Project	\$1,560,000
Total Amount Needed in Bonds by the County Board	\$0
Total State/Federal Funds Available for this Project	\$6,240,000
Total Amount Need by the State in STP funds	\$0

WisDOT is overseeing construction of this project with an anticipated completion in 2011.

<u>West College Avenue</u>	<u>Howell to Pennsylvania</u>
Total Project Cost	\$7,100,400
Total Local Bond Funds Available for this Project	\$408,200
Total Amount Needed in Bonds by the County Board	\$0
Total State/Federal Funds Available for this Project	\$5,351,960
Total Amount Need by the State in STP funds	\$0

Construction has been moved up to 2011 by WisDOT so that construction can coincide with an ARRA funded project of College from Pennsylvania to Packard.

<u>West College Avenue (ARRA)</u>	<u>Pennsylvania to Packard</u>
Total Project Cost	\$2,010,572
Total Local Bond Funds Available for this Project	\$150,000
Total Amount Needed in Bonds by the County Board	\$0
Total State/Federal Funds Available for this Project	\$1,860,572
Total Amount Need by the State in STP funds	\$0

WisDOT is overseeing construction of this project with an anticipated to start spring 2011.

Projects with Partial Federal Funding and Partial County Funding

<u>S.76th Street</u>	<u>Puetz to Imperial</u>
Total construction Cost	\$11,413,282
Total Local Bond Funds Available for this Project	\$1,570,000
Total Amount Needed in Bonds by the County Board	\$540,656
Total State/Federal Funds Available for this Project	\$3,600,000
Total Amount Need by the State in STP funds	\$4,842,626

Project schedule moved at the request of the City of Franklin so that sidewalks and signals could be added to the project. Franklin will fund their request estimated at \$860,000 at 100%. In case the City chose to do a jurisdictional transfer by accepting proposed remnant County roads, the County will pay for their request with 80% Federal funds and 20% Bonds. These changes require additional design and revisions to the

WisDOT project agreement. Local bond funds of \$540,656 will be needed in 2013 when construction is scheduled to begin.

W. Mill Road N. 43rd Street to N. Teutonia Avenue

Total Project Cost	\$4,865,000
Total Local Bond Funds Available for this Project	\$160,450
Total Amount Needed in Bonds by the County Board	\$812,550
Total State/Federal Funds Available for this Project	\$3,880,000
Total Amount Need by the State in STP funds	\$12,000

The amount listed above represents design and right-of-way acquisition and construction costs. A delay by WisDOT in the execution of the work order process has meant that a re-scoping of the project was required to add new Federal mandated elements such as bike lanes and pedestrian accommodations. Construction is tentatively scheduled for 2013 currently estimated at \$4,025,000 of which local bond proceeds of \$812,550 will be needed at that time.

Projects Where Funding will be pursued at a Later Date

N. Port Washington Road Daphne to Good Hope

Total Project Cost	\$0
Total Local Bond Funds Available for this Project	\$0
Total Amount Needed in Bonds by the County Board	\$0
Total State/Federal Funds Available for this Project	\$0
Total Amount Need by the State in CHIP funds	\$0

Road condition is in better shape than Mill Road (84th Street to N. 91st Street & N. 43rd St. to N.56th St.). WisDOT bridge construction on Good Hope affecting the Port Washington intersection will be completed in early 2011 as well. CHIP funds will be moved to Mill Road project due to funds expiring on September 30, 2011.

Projects Not Funded in Recent STP Allocation

S. 13th Street Ryan to Rawson Avenue

Total Project Cost	\$0
Total Local Bond Funds Available for these Phases	\$0
Total Amount Needed in Bonds by the County Board	\$0
Total State/Federal Funds Available for this Project	\$0
Total Amount Need by the State in STP funds	\$0

This project was not selected for funding in the recent STP program. \$1,113,800 of local funds provided for this project has been shifted to the Oklahoma Avenue project.

S. 13th Street **South County Line to Ryan Road**

Total Project Cost	\$0
Total Local Bond Funds Available for these Phases	\$0
Total Amount Needed in Bonds by the County Board	\$0
Total State/Federal Funds Available for this Project	\$0
Total Amount Need by the State in STP funds	\$0

This project was not selected for funding in the recent STP program. \$176,000 of local funds provided for this project has been shifted to the 107th Street project.

W. College Avenue **S. 51st Street to S. 27th Street**

Total Project Cost	\$0
Total Local Bond Funds Available for these Phases	\$0
Total Amount Needed in Bonds by the County Board	\$0
Total State/Federal Funds Available for this Project	\$0
Total Amount Need by the State in STP funds	\$0

This project was not selected for funding in the recent STP program. \$420,000 of local funds provided for this project has been shifted to the 107th Street project.

W. Layton Ave. **S. 27th Street to W. Loomis Avenue**

Total Project Cost	\$0
Total Local Bond Funds Available for these Phases	\$0
Total Amount Needed in Bonds by the County Board	\$0
Total State/Federal Funds Available for this Project	\$0
Total Amount Need by the State in STP funds	\$0

This project was not selected for funding in the recent STP program. \$248,000 of local funds provided for this project has been shifted to the Mill Road (84th Street to N. 91st Street & N. 43rd St. to N.56th St.) project.

**COUNTY OF MILWAUKEE
INTEROFFICE COMMUNICATION**

28

DATE: February 7, 2011

TO: Supervisor Lee Holloway, Chairperson, County Board of Supervisors
Supervisor Michael Mayo, Sr., Chairperson, Transportation, Public Works Committee

FROM: Jack Takerian, Director of Transportation and Public Works

SUBJECT: DTPW STAFFING PLAN/CONSULTANT USE FOR 2011 CAPITAL IMPROVEMENTS

POLICY

Milwaukee County Professional Services Ordinance 56.30 (4)(a)(1) requires that the Department of Transportation and Public Works (DTPW) shall provide in February each year to the Committee on Finance and Audit, and the Committee on Transportation, Public Works and Transit an updated report on public works capital projects requiring the use of any professional services contract.

BACKGROUND

The Department of Transportation and Public Works (DTPW) has reviewed the approved 2011 adopted capital projects and has established the attached updated staffing and consultant use plan proposals for each. There are no significant changes to this staffing plan from that proposed in the adopted capital budget.

We have also indicated on the attached spreadsheets our recommendations to the Director of DAS for signature authority delegation to other County Departments for certain capital projects that will not be managed by DTPW. County Board approval of the indicated signature authority recommendation will provide the appropriate signature authority for each project.

RECOMMENDATION

DTPW recommends approval of the DTPW staff and consultant use plan for approved 2011 adopted capital projects.

Supervisor Lee Holloway

Page 2

Date: February 7, 2011

Prepared by: Gregory G. High

Approved by:



Jack H. Takerian, Director
Transportation & Public Works

 2/3/11

Gregory G. High
Director, AE&ES Division, DTPW

JT:GGH:

Attachments (3): 2011 Capital Project Staffing Plan
 Chapter 56, Section 56.20
 Chapter 56, Section 56.30 (4)(a)(1)

cc: County Executive Marvin Pratt
 Terry Cooley, Chief of Staff
 E. Marie Broussard, Deputy Chief of Staff
 Barry Bateman, Director, Airport Division/DTPW
 Brian Dranzik, Administration Division/DTPW
 Ben Eruchalu, Manager, Transportation Division/DTPW
 Rollin Bertran, Director of Hwy. Operations, DTPW
 John Ruggini, Interim Budget Director, DAS
 Pam Bryant, Fiscal Affairs, DAS
 Scott Manske, Controller, DAS

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(ITEM) From Director of Transportation and Public Works recommending approval of the Department of Transportation and Public Works staff and consultant use plan for the 2011 adopted capital projects, by recommending adoption of the following:

A RESOLUTION

WHEREAS, Milwaukee County General Ordinances Chapter 56.30(4) (a) (1) requires that the Department of Transportation and Public Works provide a final list of staff and consultant assignments for capital projects in February each year to the Committees on Finance and Audit and Transportation, Public Works and Transit; and

WHEREAS, the Department of Transportation and Public Works has reviewed the 2011 Adopted Capital Improvements Budget and established a staffing and consultant use plan for the projects; and

WHEREAS, the Committee on Transportation, Public Works and Transit at its meeting on _____, 2011, recommended approval of the staffing plan by a vote of _____; and

WHEREAS, the Finance and Audit Committee at its meeting on _____, 2011, recommended approval of the staffing plan by a vote of _____; now, therefore

BE IT RESOLVED, that the Milwaukee County Board of Supervisors does hereby approve the staffing and consultant use plan for the 2011 adopted capital projects under the signature authority of the Department of Transportation and Public Works as recommended by the Department of Transportation and Public Works.

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: February 7, 2011

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: STAFFING PLAN/CONSULTANT USE FOR 2011 CAPITAL IMPROVEMENTS PROJECTS

FISCAL EFFECT:

- | | |
|--|---|
| <input type="checkbox"/> No Direct County Fiscal Impact | <input checked="" type="checkbox"/> Increase Capital Expenditures |
| <input type="checkbox"/> Existing Staff Time Required | <input type="checkbox"/> Decrease Capital Expenditures |
| <input type="checkbox"/> Increase Operating Expenditures
(If checked, check one of two boxes below) | <input type="checkbox"/> Increase Capital Revenues |
| <input type="checkbox"/> Absorbed Within Agency's Budget | <input type="checkbox"/> Decrease Capital Revenues |
| <input type="checkbox"/> Not Absorbed Within Agency's Budget | |
| <input type="checkbox"/> Decrease Operating Expenditures | <input type="checkbox"/> Use of contingent funds |
| <input type="checkbox"/> Increase Operating Revenues | |
| <input type="checkbox"/> Decrease Operating Revenues | |

Indicate below the dollar change from budget for any submission that is projected to result in increased/decreased expenditures or revenues in the current year.

	Expenditure or Revenue Category	Current Year	Subsequent Year
Operating Budget	Expenditure		
	Revenue		
	Net Cost		
Capital Improvement Budget	Expenditure	\$3,804,499	
	Revenue	\$3,804,499	
	Net Cost	\$0	

DESCRIPTION OF FISCAL EFFECT

In the space below, you must provide the following information. Attach additional pages if necessary.

- A. Briefly describe the nature of the action that is being requested or proposed, and the new or changed conditions that would occur if the request or proposal were adopted.
- B. State the direct costs, savings or anticipated revenues associated with the requested or proposed action in the current budget year and how those were calculated.¹ If annualized or subsequent year fiscal impacts are substantially different from current year impacts, then those shall be stated as well. In addition, cite any one-time costs associated with the action, the source of any new or additional revenues (e.g. State, Federal, user fee or private donation), the use of contingent funds, and/or the use of budgeted appropriations due to surpluses or change in purpose required to fund the requested action.
- C. Discuss the budgetary impacts associated with the proposed action in the current year. A statement that sufficient funds are budgeted should be justified with information regarding the amount of budgeted appropriations in the relevant account and whether that amount is sufficient to offset the cost of the requested action. If relevant, discussion of budgetary impacts in subsequent years also shall be discussed. Subsequent year fiscal impacts shall be noted for the entire period in which the requested or proposed action would be implemented when it is reasonable to do so (i.e. a five-year lease agreement shall specify the costs/savings for each of the five years in question). Otherwise, impacts associated with the existing and subsequent budget years should be cited.
- D. Describe any assumptions or interpretations that were utilized to provide the information on this form.

Department of Transportation and Public Works is submitting a fund transfer in March to the Committee on Finance and Audit, and the Committee on Transportation, Public Works and Transit requesting additional county funds for the amount of \$3,804,499. These funds will be used to finance W. Oklahoma Avenue and W. Mill Road construction projects. This fiscal note coincides with staffing plan.

Department/Prepared By Department of Transportation and Public Works Rollin M. Bertran

Recommended By:

Rollin M. Bertran, Director, Highway Operations

Authorized Signature

Jack Takerian, Director DTPW

Did DAS-Fiscal Staff Review? Yes No

¹ If it is assumed that there is no fiscal impact associated with the requested action, then an explanatory statement that justifies that conclusion shall be provided. If precise impacts cannot be calculated, then an estimate or range should be provided.

**COUNTY OF MILWAUKEE
INTEROFFICE COMMUNICATION**

DATE: February 15, 2011

TO: Supervisor Michael Mayo, Sr., Chairperson, Transportation, Public Works & Transit Committee

FROM: Jack Takerian, Director of Transportation and Public Works

SUBJECT: Summary of Fund Transfers for Consideration at the Finance and Audit Committee March 2011
- **Informational Report**

<u>Description</u>	<u>Amount</u>
DTPW Transit	\$421, 681.00

1. An appropriation transfer is being requested by the Department of Transportation and Public Works to establish additional expenditure authority for existing capital project WT303 HVAC Controls at MCTS Facilities. Project WT 303 was originally funded in 2007 but was suspended in 2009 after \$400,000 was transferred out of the project to supplement a different transit project, WT 048 Heating System Replacement at the MCTS Administration Building. The Department is requesting that \$421,681 from the recent sale of the Mill Road Transfer Center be used to complete work on Project WT303. Federal Transit Administration regulations require that proceeds from the Mill Road Sale be used on a future transit capital project. Work to be continued on Project specifications for this work, are scheduled for completion in late February 2011. Approval of this fund transfer will allow for completion of Project WT 303 as originally programmed. It is requested that this fund transfer be approved. The fund transfer has no tax levy impact.

<u>Description</u>	<u>Amount</u>
Fleet Management	\$ 75, 000.00

1. An appropriation transfer is requested by the Director of Transportation and Public Works to fund a project for a Fleet Car Wash by transferring funds from the Fleet Equipment Acquisition Project. The present car wash was installed in 1981. The system was expected to have a useful life of ten years and is currently fully depreciated. The car wash has frequent breakdowns and parts are no longer available and must be custom manufactured. This system is for cars and small trucks. The new car wash will be able to withstand large amounts of salt that hinder equipment operation during the winter months. It will be able to track which vehicle are being washed and the date and time they drove through. The current car wash is scratching the vehicles and has become a safety hazard. The dollars shown above are from a quote provided to Fleet from Badger Land Car Wash. Fleet Management will be doing the removal of the old car wash thus saving \$6,000.

<u>Description</u>	<u>Amount</u>
DTPW-Transportation Services	\$2,353,800
Oklahoma Avenue 108th to 76th Street	

1. An Appropriation Transfer is requested in the amount of \$2,353,800 for the capital project WH020052 (West Oklahoma Avenue, S. 108th St. to 76th St.). This request is required to begin the construction of this project in 2011. Funds will be transferred from project WH010161 (S. 13th St, Ryan to Rawson) in the amount of \$1,113,800 and from project WH010092 (Reconstruct of West Hampton, from 92nd to 124th St.) which has a surplus in the amount of \$750,000. An amount of \$2,507,819 in county funds will be required to complete this project.

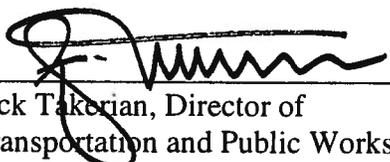
<u>Description</u>	<u>Amount</u>
DTPW- Transportation Services	\$1,277,180
Mill Road N. 84th Street to N. 91st Street & N. 43rd St. to N.56th St.	

2. An Appropriation Transfer is requested in the amount of \$1,277,180 for the capital project (West Mill Road, 91st to 84th , 51st to 43rd St.). This request is required to begin the construction of this project in 2011. Funds will be transferred from project WH010141 (North Port Washington Rd.) in the amount of \$1,277,180. An amount of \$1,296,680 in county funds will be required to complete this project.

<u>Description</u>	<u>Amount</u>
DTPW- Transportation Services	\$844,000
N. 107th Street Brown Deer Rd. to N. County Line Rd.	

3. An Appropriation Transfer is requested in the amount of \$844,000 for the capital project WH022012 (N. 107th St., Brown Deer to North County Line). This request is required to begin the construction of this project in 2012. Funds will be transferred from project projects WH010061/3 (West Layton Avenue, 27th to Loomis) in the amount of \$248,000, WH010131 (S. 13th ST. south County Line Rd. to Ryan Rd.) in the amount of \$176,000 and WH010051/3 West College Avenue (S.51st St. to 27th St.) in the amount of \$420,000.

Approved by:



 Jack Takorian, Director of
 Transportation and Public Works