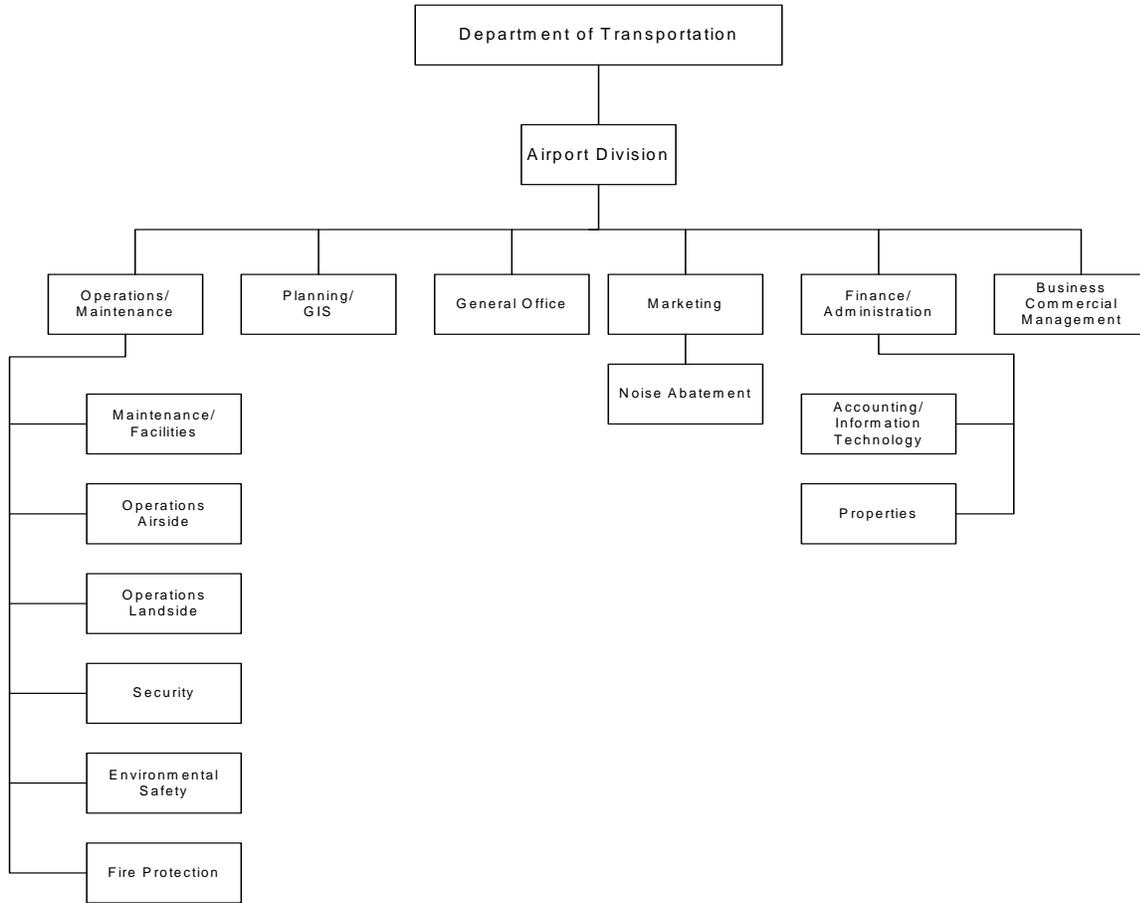


# DOT-AIRPORT (5040)



## MISSION

The Airport Division will plan, enhance, operate and maintain efficient, cost-effective air transportation facilities that meet the current and future needs of the region, airlines and tenants while remaining responsive to the concerns of the Airport's neighboring residents.

## Budget Summary

	2012	2011/2012 Change
<b>Expenditures</b>	<b>85,547,833</b>	<b>3,849,831</b>
<b>Revenue</b>	<b>85,547,833</b>	<b>3,849,831</b>
<b>Levy</b>	<b>0</b>	<b>0</b>
<b>FTE's</b>	<b>290.5</b>	<b>18.8</b>

## Major Programmatic Changes

- The Airport division is transferred to the newly created Transportation Department.
- Year two of a five year Airport/Airline lease agreement maintains the two airports on a self-supporting zero tax levy basis, and establishes an Airline - approved five year capital program
- Maintain and redevelop the 440<sup>th</sup> Air Force Reserve Base that became Airport property in July, 2010

## OBJECTIVES

- Operate within established budgets while maximizing the quality and timeliness of services provided.
- Provide an operating environment that meets or exceeds the needs of air carriers and the traveling public.
- Provide high quality services to the Airport's customers and tenants at a reasonable price.
- Increase the use of General Mitchell International and Timmerman Airports by all customers.
- Continue the ongoing implementation of projects within the Capital Improvement Plan.
- Continue planning for the phased implementation of the Master Plan to prepare the Airport for anticipated growth in the region and air transportation industry in future years.
- Develop, maintain and operate the 440<sup>th</sup> Air Force Reserve Base for aviation uses and as a business park

## DEPARTMENTAL PROGRAM DESCRIPTION

The Airport Division provides air transportation services for Milwaukee County and the surrounding region and manages all activities necessary for the efficient, day-to-day operation of General Mitchell International Airport (GMIA) and Lawrence J. Timmerman Field (LJT). In support of this program, operations are divided into the following areas of responsibility:

**Administration** is responsible for general administration, planning, accounting, payroll, budget, procurement, and airside and landside business development and operations. Administration of the noise mitigation program and ongoing noise monitoring and abatement activities is also handled in this section.

**Parking Operations** records the various expenses of operating the parking structure, debt service and associated interest expense on the parking structure addition. This group also oversees all GMIA ground transportation activities including taxi, shuttle, limousine and off-airport operators providing services to and from GMIA. Parking revenue fees are collected and accounted for by this section.

**Maintenance** is responsible for the Airport's structures and grounds. This includes custodial, HVAC and electrical services as well as snow plowing and grass cutting

**Environmental and Safety** is responsible for activities related to workplace safety, compliance with governmental safety requirements, glycol recovery programs and wastewater treatment programs.

**Airside Operations** is responsible for keeping the airfield and ramp areas open for business at all times. This area oversees the day-to-day activities of the airport and ensures compliance with Federal Aviation Administration (FAA), and state and local regulations. This section coordinates emergency responses, construction activities, special events and snow removal.

**Landside Operations** oversees day-to-day terminal operations. This section addresses passenger safety issues and coordinates terminal construction activities, special events, snow removal (on the roadway) and signage issues. This section ensures that ground transportation operators are properly licensed and are in compliance with the standards set forth in Milwaukee County General Ordinances.

**Fire Protection** maintains round-the-clock staffing to deal with emergency situations on the airfield and within the terminal, parking structure and parking lots. This section responds to emergency needs involving patrons, tenants and airport staff.

**Safety and Security** is responsible for the safety and security functions within the airfield perimeters, working closely with other agencies and taking necessary actions to keep the Airports in compliance with FAA and TSA standards and regulations.

**ADOPTED 2012 BUDGET**

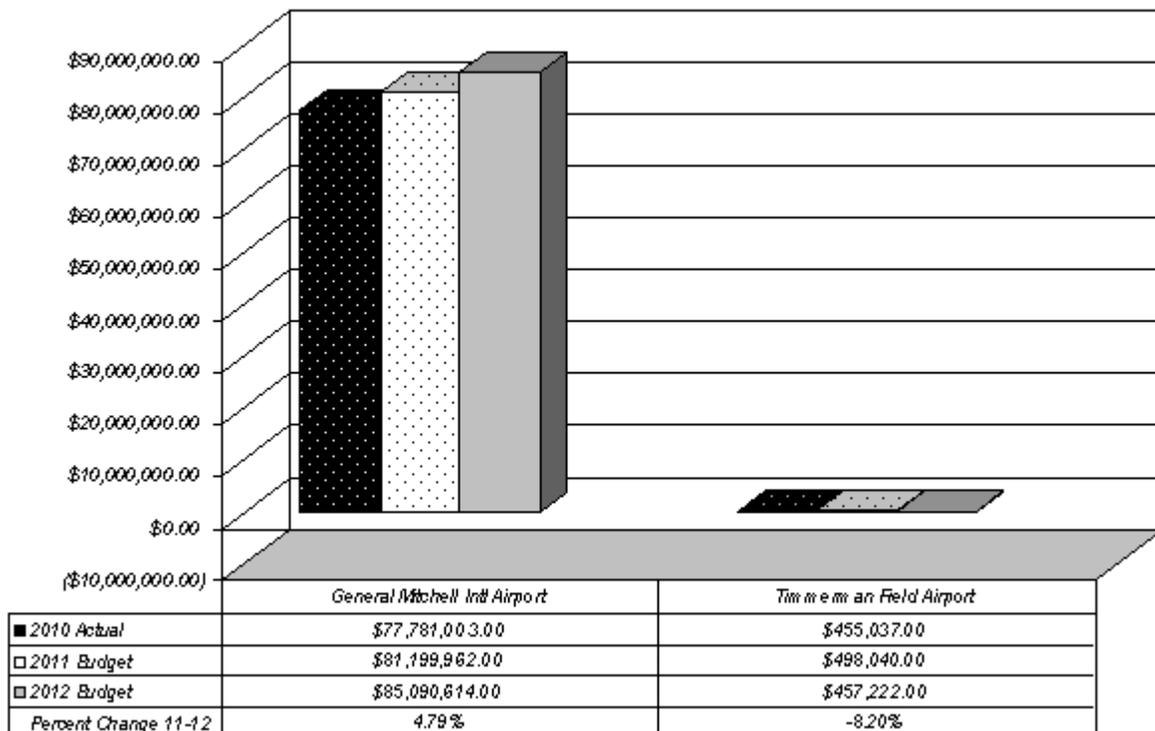
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**The former 440<sup>th</sup> Air Force Base.** This cost center is charged with the rental of existing buildings for aviation and business purposes and maintains the buildings and property to that purpose

**Timmerman (Lawrence J. Timmerman Airport),** located on the northwest side of Milwaukee, is the general aviation reliever airport in the County’s airport system. Revenues and expenditures associated with the operation of LJT are governed by the terms of the signatory airline long-term lease.

**Expenditures**



**2012 Budget**

**Approach and Priorities**

- Maintain safe, efficient, effective and economical operations while responding to record passenger activity

**Programmatic Impacts**

- 2012 represents the second full year of a five-year master lease agreement with signatory airlines. This master lease agreement will result in the Airport fully funding its operations through rates, fees and charges assessed to the users of the airport’s runways, terminals, land and roads.

**ADOPTED 2012 BUDGET**

**DEPT: DOT-Airport**

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***Budget Highlights<sup>1</sup>***

***Elimination of Step Increases for 2012 for Employees in Certain Pay Grades*** **(\$171,349)**

This budget includes an expenditure reduction of \$171,349 based on the elimination of step increases for 2012, as provided for in Chapter 17 of the Milwaukee County General Ordinances, for employees in certain pay grades. (See Appendix B for pay grades affected.)

***Increase in Parking Revenues*** **\$1,135,318**

Parking revenue from county owned parking lots and structure is being increased by this amount primarily due to continued increases in passenger traffic.

***Car Rental Concessions*** **\$1,744,000**

Car Rental concessions revenues increase to \$9,800,000. This reflects a continuation of the trend seen in 2010. The 2011 budget of \$8,056,000 was actually below the 2010 experience of \$9.1 million

***Personnel Changes*** **\$554,334**

- 1.0 FTE Air Service Development Analyst position is created to assist in the research, analysis, planning and implementation of the Airport's market research and air service development program. This position action results in a personnel expenditure increase of \$97,576.
- 1.0 FTE Airport Emergency Management Administrator is created to develop, coordinate and implement an emergency plan for the variety of unforeseen emergencies that may occur at the Airport. This position will be instrumental in complying with a variety of regulatory rules. Upon filling the Assistant Director Emergency Management, 1.0 FTE Ground Transportation & Parking Manager will be abolished. There is no change in personnel costs related to this action.
- 1.0 FTE Geographic Information System (GIS) Supervisor is created. This position provides leadership, vision, and coordination to the County's Enterprise Geographic Information System (GIS) program. When the system is fully implemented, the position will supervise a GIS specialist. This position action results in a personnel expenditure increase of \$95,802, partially offset by Vacancy & Turnover savings of approximately \$59,400.
- 13.0 FTE Airport Maintenance Worker regular appointment positions are created and 8.4 FTE temporary appointment positions (or twelve positions allocated at 0.7 FTE each) are abolished upon vacancy. This position action results in a net total of 4.6 FTE of Airport Maintenance Workers regular appointment created to address year round needs of the airport campus. This position action results in a personnel expenditure increase of \$268,588, partially offset by Vacancy & Turnover savings of approximately \$70,500.
- 1.0 FTE Electrical Mechanical Supervisor is created to address the growing electrical system demands of the Airport, landside and on the airfield. This position action results in a personnel expenditure increase of \$102,190.
- In 2012, the following positions are created at General Mitchell International Airport to assist in its operations:
  - (1) Assistant Airport Noise Program Manager - \$83,986
  - (1) Airport Noise Program Analyst - \$83,090
  - (1) Airport Marketing & Public Relations Coordinator - \$104,742

Abolish (2) Noise Abatement Specialist - (\$151,740)

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<sup>1</sup> For purposes of presentation, a change in levy is identified for each budget highlight, however the Airport's actual levy is \$0 because as an enterprise fund its net expenses are charged to signatory airlines.

**ADOPTED 2012 BUDGET**

**DEPT: DOT-Airport**

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***The Former 440<sup>th</sup> Air Force Base* **\$359,314****

Costs associated with the repair, maintenance and operation of this facility are increased \$507,014 to \$1,490,203. These are costs that are necessary to bring older buildings, now vacant for several years, up to standards so they are rentable. The increase in expenditures is partially offset by an increase in building rental revenue of \$147,700. This revenue is expected to continue to increase over the next several years as more buildings become occupied.

***Increased Utility Costs* **\$519,600****

General inflationary pressure and improvements to the systems on the E concourse increase the cost of all utilities (electric, gas, water, sewer, telephone) \$519,600 amount to a combined total of \$5,288,400.

***Capital Outlay Expenditures* **\$969,557****

Capital outlay expenditures are increased by \$969,557 from \$3,210,300 to \$4,179,857. Significant items included in the \$4,179,857 appropriation include:

- \$350,000 estimated to reconstruct the taxicab holding lot
- \$275,000 estimated to enhance the airport wide paging system
- \$857,000 for the continued lease or new lease to own of essential airport equipment

The Airport will coordinate with the County Fleet Management for the lease-to-own or purchase of Airport specific vehicles and/or appropriate equipment.

**Capital Investments**

\$27,519,000 is requested in nineteen capital projects in 2012. Additional details can be found in the 2012 Capital Improvement Budget. The projects include:

• WA123 Runway Safety Improvements	\$ 200,000
• WA135 Runway 1L/19R & 7R/25L Intersection	2,750,000
• WA139 Redundant Main Electric Service	7,405,000
• WA141 GMIA Training Facility	2,415,000
• WA142 LJT runway 15L-33R Extension	78,000
• WA153 Passenger Loading Bridges	5,500,000
• WA161 GMIA Terminal Roadway	2,850,000
• WA162 Cessna Apron Reconstruction	1,021,000
• WA163 Perimeter Road Bridge over Howell	3,200,000
• WA166 Perimeter Road Extension 128 <sup>th</sup> ARW to College	1,100,000
• WA167 Bag Claim Escalator Replacement	600,000
• WA169 LJT Runway and Taxiway Lights	250,000
• WA173 Fuel Farm Electrical upgrade	<u>150,000</u>
<b>Total</b>	<b>\$ 27,519,000</b>

**ADOPTED 2012 BUDGET**

**DEPT: DOT-Airport**

**UNIT NO. 5040**  
**FUND: Enterprise - 0076**

<b>BUDGET SUMMARY</b>				
<b>Account Summary</b>	<b>2010 Actual</b>	<b>2011 Budget</b>	<b>2012 Budget</b>	<b>2011/2012 Change</b>
Personal Services (w/o EFB)	\$ 11,913,432	\$ 13,237,680	\$ 13,808,799	\$ 571,119
Employee Fringe Benefits (EFB)	12,077,671	11,462,686	11,059,776	(402,910)
Services	16,846,661	20,199,591	21,592,639	1,393,048
Commodities	4,018,420	4,672,380	4,672,380	0
Other Charges	1,108,054	556,200	581,200	25,000
Debt & Depreciation	21,012,664	20,459,400	22,358,745	1,899,345
Capital Outlay	3,322,557	3,210,300	4,179,857	969,557
Capital Contra	(1,722,900)	(2,443,800)	(3,182,857)	(739,057)
County Service Charges	9,659,481	10,343,565	10,477,294	133,729
Abatements	0	0	0	0
<b>Total Expenditures</b>	<b>\$ 78,236,040</b>	<b>\$ 81,698,002</b>	<b>\$ 85,547,833</b>	<b>\$ 3,849,831</b>
Direct Revenue	79,582,784	81,221,702	85,065,433	3,843,731
State & Federal Revenue	309,122	75,000	75,000	0
Indirect Revenue	223,054	401,300	407,400	6,100
<b>Total Revenue</b>	<b>\$ 80,114,960</b>	<b>\$ 81,698,002</b>	<b>\$ 85,547,833</b>	<b>\$ 3,849,831</b>
<b>Direct Total Tax Levy</b>	<b>(1,878,920)</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>PERSONNEL SUMMARY</b>				
	<b>2010 Actual</b>	<b>2011 Budget</b>	<b>2012 Budget</b>	<b>2011/2012 Change</b>
<b>Position Equivalent (Funded)*</b>	<b>275.7</b>	<b>271.7</b>	<b>290.5</b>	<b>18.8</b>
<b>% of Gross Wages Funded</b>	<b>97.0</b>	<b>95.9</b>	<b>95.3</b>	<b>(0.6)</b>
<b>Overtime (Dollars)</b>	<b>\$ 684,768</b>	<b>\$ 675,384</b>	<b>\$ 678,924</b>	<b>\$ 3,540</b>
<b>Overtime (Equivalent to Position)</b>	<b>14.7</b>	<b>15.0</b>	<b>14.9</b>	<b>(0.1)</b>

\* For 2010 Actuals, the Position Equivalent is the budgeted amount.

<b>PERSONNEL CHANGES</b>						
<b>Job Title/Classification</b>	<b>Title Code</b>	<b>Action</b>	<b># of Positions</b>	<b>Total FTE</b>	<b>Division</b>	<b>Cost of Positions (Salary Only)</b>
Electrical Mech. Suprv	24000	Create	1	1.0	Airport	\$ 70,208
Air Service Devl. Analyst	Z0011	Create	1	1.0	Airport	66,468
Grnd Tran & Prkng Mgr	20225	Abolish	(1)	(1.0)	Airport	(58,104)
Airport Emerg Mgmt Adm	Z0028	Create	1	1.0	Airport	58,104
Airport Maintenance Worker (RA)	32450	Create	13	13.0	Airport	451,438
Airport Maintenance Worker (TA)	32450	Abolish	(12)	(8.4)	Airport	(291,600)
Asst. Airport Noise Program Mngr	Z0044	Create	1	1.0	Airport	55,466
Airport Noise Program Analyst	Z0045	Create	1	1.0	Airport	54,752
Airport Mrkting & Public Relations Coord	Z0046	Create	1	1.0	Airport	72,260
Noise Abatement Specialist	37345	Abolish	2	2.0	Airport	97,792
Geographic Info System Supervisor	Z0043	Create	1	1.0	Airport	65,028
<b>Total</b>						<b>\$ 641,812</b>

**ADOPTED 2012 BUDGET**

**DEPT: DOT-Airport**

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**FUND: Enterprise - 0076**

<b>ORGANIZATIONAL COST SUMMARY</b>					
<b>DIVISION</b>		<b>2010 Actual</b>	<b>2011 Budget</b>	<b>2012 Budget</b>	<b>2011/2012 Change</b>
General Mitchell Intl Airport	Expenditure	\$ 77,781,003	\$ 81,199,962	\$ 85,090,613	\$ 3,890,651
	Revenue	79,878,744	81,436,224	85,312,055	3,875,831
	Tax Levy	\$ (2,097,741)	\$ (236,262)	\$ (221,442)	\$ 14,820
Timmerman Field Airport	Expenditure	\$ 455,037	\$ 498,040	\$ 457,220	\$ (40,820)
	Revenue	236,215	261,778	235,778	(26,000)
	Tax Levy	\$ 218,822	\$ 236,262	\$ 221,442	\$ (14,820)

<b>Selected Benchmarks</b>		<b>2010 Actual</b>	<b>2011 Budget</b>	<b>2012 Budget</b>
Enplanements		4,927,558	4,500,000	4,500,000
Passengers		9,848,377	9,400,000	9,400,000
Landed Weight	(000 lb unit)	6,550,879	6,640,000	6,640,000

*All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severely liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."*