

MILWAUKEE COUNTY

INTER-OFFICE COMMUNICATION

DATE: October 4, 2013

TO: Supervisor Michael Mayo, Sr., Chairperson, Transportation, Public Works and Transit Committee

FROM: Brian Dranzik, Director, Department of Transportation

SUBJECT: INFORMATIONAL REPORT: Summary of Fund Transfers for Consideration at the October 2013 Meeting of the Committee on Finance, Personnel and Audit

<u>Description:</u>	<u>Amount:</u>
1. DOT – Airport	\$325,000

The Director of the Milwaukee County Department of Transportation (MCDOT)—Airport Division is requesting an appropriation transfer to increase expenditure authority and revenue for Project WA178012 GMIA Parking Structure Ramp Infill by \$325,000 from \$705,000 to \$1,030,000. The seven rental car companies operating out of the parking garage identified a need for additional airport parking spaces to coincide with their car rental business. A feasibility study by GRAEF & K. Singh and Associates in October 2012 investigated the removal of four second level ramps and infilling two of the ramps with structural slabs and restoring at grade slabs under the ramps for the purpose of increased available parking space. This will add about 11,500 square feet to their space and will not reduce the number of publicly accessible spaces. Bid documents were issued for this project. Only one contractor responded to the first bid document and the bid was higher than anticipated, therefore a second bid document was issued to rebid this project. The results were just received and while two companies responded and the bids were lower than the first bid, the total cost has increased by \$325,000. Financing is being provided from the Airport Development Fund (ADF), but the fund will be reimbursed by a Customer Facility Charge (\$1.00 fee per rental contract) that will be imposed by rental car companies. The payback period (including an interest charge of 3.5%) is estimated to be a maximum of five years. A new five-year contract with the rental car companies was signed effective, July 1, 2013. The financing provision for this project was included in the contracts. The same Customer Facility Charge process was used to fund the \$2,000,000 rent-a-car center in 2000.

Approval of this requested appropriation transfer will have no fiscal impact on the tax levy of Milwaukee County.

Description:

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2. DOT – Fleet Management Division (Per Department of Administrative Services)
\$168,000

The Department of Administrative Services is requesting an appropriation transfer that will move funds, within the Fleet Equipment Acquisition Project, from the Sheriff (WO112014) to the House of Correction (WO112044).

Approval of this requested appropriation transfer will have no fiscal impact on the tax levy of Milwaukee County.

APPROPRIATION TRANSFER REQUEST

1699 R4E

MILWAUKEE COUNTY

FISCAL YEAR
2013

DEPT. NO.
5040

INSTRUCTIONS: REFER TO MILW. COUNTY ADMINISTRATIVE MANUAL SECTION 4.05 FOR INSTRUCTIONS ON PREPARING THIS FORM.

DEPARTMENT NAME

Department of Transportation - Airport Division

Were Appropriations Requested Below Denied For The Current Budget?										Yes	No	X	DOA
TO (Credit)	Line No	Fund	Agency	Org. Unit	Revenue /Object	Activity	Project	OBJECT CODE DESCRIPTION	Transfer Request	ACCOUNT DISTRIBUTION			Account Modification
										Fund	Agency	Org. Unit	
	1	1300	120	1300	6030		WA178012	Advertising	\$ 1,000.00				
	2	1300	120	1300	8527		WA178012	Land Improvements Capital	\$ 315,000.00				
	3	1300	120	1300	9706		WA178012	Professional Service Division	\$ 9,000.00				
	4												
	5												
	6												
	7												
	8												
	9												
	10												
TO TOTALS (Credit)									\$ 325,000.00	\$	-		
FROM (Debit)	1	1300	120	1300	4707		WA178012	ADF - Capital reserve	\$ 325,000.00				
	2												
	3												
	4												
	5												
	6												
	7												
	8												
	9												
	10												
FROM TOTALS (Debit)									\$ 325,000.00	\$	-		

EXPLANATION

An appropriation transfer of \$325,000 is requested by the Director of the Department of Transportation and the Airport Director to increase the expenditure authority and revenue for Project WA178012 GMIA Parking Structure Ramp Infill from \$705,000 to \$1,030,000.

There are seven rental car companies that operate out of the parking garage across from the baggage claim area of the terminal building at GMIA. The rental car companies located at MKE have identified a need for additional on-airport parking spaces to coincide with their car rental business. The rental companies pay the County the higher of a Minimum Annual Guarantee or ten percent of all annual gross revenues.


An October 2012 report by GRAEF & K. Singh and Associates investigated the feasibility of the removal of four second level ramps and infilling two of the ramps with structural slabs and restoring at grade slabs under the ramps for the purpose of increased available parking space. The plan identified by the airport contractors will add about 11,500 square feet to their space and will not reduce the number of publicly accessible spaces. This will allow the car rental companies to operate more efficiently.

Bid documents were issued for this project. Only one contractor responded to the first bid document and the bid was higher than anticipated, therefore a second bid document was issued to rebid this project. The results were just received and while two companies responded and the bids were lower than the first bid, the total cost has increased by \$325,000.

This 2013 appropriation transfer will increase the funds available to remove four unused ramps at the second floor in the parking structure and infill the spaces with a structural slab by \$325,000 to a total cost of \$1,030,000. These modifications will increase the available space for the various rental car companies at the airport.

Financing is being provided from the Airport Development Fund (ADF). The fund will be reimbursed by a Customer Facility Charge (\$1.00 fee per rental contract) that will be imposed by rental car companies. The payback period (including an interest charge of 3.5%) is estimated to be a maximum of five years. A new five-year contract with the rental car companies was signed effective, July 1, 2013. The financing provision for this project was included in the contracts. The same Customer Facility Charge process was used to fund the \$2,000,000 rent-a-car center in 2000.

Approval of this requested appropriation transfer will have no fiscal impact on the tax levy of Milwaukee County.


 Brian Dranzik, Director
 Department of Transportation


 Barry Bateman, Airport Director

TYPE OF TRANSFER	TRANSFER NO.
AP	EB RB

IF ADDITIONAL SPACE IS REQUIRED, PLEASE ATTACH ADDITIONAL PAGES.

DATE OF REQUEST	SIGNATURE OF DEPARTMENT HEAD	TITLE

A c t i o n	Dept. of Administration	County Executive	Finance Committee	County Board
	DATE			
	APPROVE			
	DISAPPROVE			
	MODIFY			

APPROPRIATION TRANSFER REQUEST

1699 R4E

MILWAUKEE COUNTY

FISCAL YEAR
2013

DEPT. NO.
1850

INSTRUCTIONS: REFER TO MILW. COUNTY ADMINISTRATIVE MANUAL SECTION 4.05 FOR INSTRUCTIONS ON PREPARING THIS FORM.

DEPARTMENT NAME

FLEET MANAGEMENT DIVISION

Were Appropriations Requested Below Denied For The Current Budget?

No

No

TO (Credit)	Line No.	ACCOUNT DISTRIBUTION					Activity	Project	OBJECT CODE DESCRIPTION	Transfer Request	DOA Account Modification
		Fund	Agency	Org. Unit	Revenue/Objct						
	1	1850	120	1850	8554		WO112044	Monies transferred to sub-project for House of Correction from the Sheriffs Department	\$ 168,000.00		
TO TOTALS (Credit)									\$ 168,000.00	\$ -	
FROM (Debit)	2	1850	120	1850	8554		WO112014	Monies transferred to sub-project for House of Correction from the Sheriffs Department	\$ 168,000.00		
FROM TOTALS (Debit)									\$ 168,000.00	\$ -	

EXPLANATION

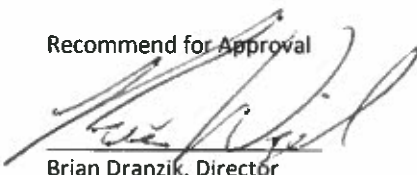
This does not require any additional funding by Milwaukee County, funds are being transferred within the Fleet Equipment Acquisition Project from the sub-project for the Sheriff to the House of Correction. Fleet Management recommends approval of this funds transfer.

Recommend for Approval



Daniel Goeden,
Fleet Director, DOT


Recommend for Approval



Brian Dranzik, Director
Department of Transportation

TYPE OF TRANSFER			TRANSFER NO.		
AP	EB	RB			

IF ADDITIONAL SPACE IS REQUIRED, PLEASE ATTACH ADDITIONAL PAGES

DATE OF REQUEST	SIGNATURE OF DEPARTMENT HEAD	TITLE
1-Oct-13		Director, Department of Transportation

Dept. of Administration
County Board

A c t i o n	DATE	Dept. of Administration	County Executive	Finance Committee	County Board
	APPROVE				
	DISAPPROVE				
	MODIFY				