



City of Milwaukee

City Hall
200 East Wells Street
Milwaukee, WI 53202

Meeting Agenda COMMON COUNCIL

Tuesday, February 9, 2010

9:00 AM

Council Chambers, 3rd Fl., City Hall

Amended 2/5/10

THE PUBLIC WORKS COMMITTEE RECOMMENDS:

PASSAGE OF THE FOLLOWING:

1. [091239](#) An ordinance adjusting the certified survey map filing fee and street and alley vacation application fees.
Sponsors: THE CHAIR
2. [091268](#) An ordinance relating to special privilege applications.
Sponsors: Ald. Dudzik

ADOPTION OF THE FOLLOWING:

3. [090968](#) Resolution relating to application, acceptance and funding of a State of Wisconsin Department of Natural Resources 2010 Urban Forestry Grant.
Sponsors: THE CHAIR
4. [091180](#) Resolution approving an Assignment of Lease Agreement and Consent to Assignment between Jacobus Energy, Inc. and South Harbor, LLC commencing January 3, 2010.
Sponsors: THE CHAIR
5. [091189](#) Resolution relating to application for a Wisconsin Small Cities Community Development Block Grant - Emergency Assistance Program grant by the Department of Administration.
Sponsors: Ald. Bauman
6. [091212](#) Resolution relative to two agreements with the City of Greenfield for the design, installation, operation, maintenance, and funding of two new traffic control signals at the intersections of West Howard Avenue at South 43rd and South 84th Streets in the Cities of Milwaukee and Greenfield.
Sponsors: THE CHAIR
7. [091232](#) Substitute resolution determining it necessary to make various assessable public improvements at various locations and appropriating funds for these purposes with the City engineering cost estimated to be \$78,700 for a total estimated cost of these

projects being \$727,700.

Sponsors: THE CHAIR

8. [091233](#) Substitute resolution approving levying of assessments and construction of assessable public improvement projects at various locations and appropriating funds for these purposes with the City cost of these projects approved by this resolution is estimated to be \$288,681 for a total estimated cost of \$2,985,400.

Sponsors: THE CHAIR

9. [091234](#) Substitute resolution determining it necessary to make various nonassessable public improvements at various locations and appropriating funds for these purposes with the City engineering cost estimated to be \$117,000 for a total estimated cost of these projects being \$5,622,000.

Sponsors: THE CHAIR

10. [091235](#) Substitute resolution approving construction of nonassessable public improvements at various locations and appropriating funds for these purposes with the City construction cost estimated to be \$3,272,000 for a total estimated cost of these projects being \$3,422,000.

Sponsors: THE CHAIR

11. [091263](#) Resolution authorizing the Commissioner of Public Works to execute a Project Agreement with the Wisconsin Department of Transportation for a project to reconstruct the northbound on-ramp to I-794 at South Carferry Drive, with preliminary engineering costs of \$169,000 with a grantor share of \$15,000 for state review and a City share of \$154,000 for plan development, and with a total project cost of \$845,000 with a grantor share of \$265,000 and a City share of \$580,000.

Sponsors: THE CHAIR

12. [091266](#) Resolution authorizing the City Comptroller to transfer funds to various State and Federal Aid project subaccounts for the estimated remaining Wisconsin Department of Transportation and City of Milwaukee preliminary engineering and construction costs totaling \$87,115.15, City share is \$8,000 and the Grantor's share is \$79,115.15.

Sponsors: THE CHAIR

PLACING ON FILE THE FOLLOWING:

13. [090655](#) Communication related to the 2009 activities of the Capital Improvements Committee.

Sponsors: THE CHAIR



City of Milwaukee

200 E. Wells Street
Milwaukee, Wisconsin
53202

Master With Text

File Number: 091233

File ID: 091233

Type: Resolution

Status: In Council-Adoption

Version: 1

Reference:

Controlling Body: PUBLIC WORKS
COMMITTEE

Requester: DPW-INFRASTRUCTURE SERVICES
DIVISION

Cost:

File Created: 01/20/2010

File Name:

Final Action:

Title: Substitute resolution approving levying of assessments and construction of assessable public improvement projects at various locations and appropriating funds for these purposes with the City cost of these projects approved by this resolution is estimated to be \$288,681 for a total estimated cost of \$2,985,400.

Notes:

Code Sections:

Agenda Date:

Indexes: PUBLIC IMPROVEMENTS

Agenda Number:

Sponsors: THE CHAIR

Enactment Date:

Attachments: Fiscal Note, Cover Letter, Official Notice Number 43 committee actions, Official Notice Number 43, Comptrollers Certification, Hearing Notice List

Enactment Number:

Drafter: mld

Effective Date:

Contact:

Extra Date 2:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:	
0	COMMON COUNCIL	01/20/2010	ASSIGNED TO	PUBLIC WORKS COMMITTEE				
	Action Text:	This Resolution was ASSIGNED TO to the PUBLIC WORKS COMMITTEE						
0	PUBLIC WORKS COMMITTEE	01/22/2010	HEARING NOTICES SENT		01/27/2010			
0	PUBLIC WORKS COMMITTEE	01/22/2010	HEARING NOTICES SENT		01/27/2010			
0	PUBLIC WORKS COMMITTEE	01/22/2010	HEARING NOTICES SENT		01/27/2010			
0	PUBLIC WORKS COMMITTEE	01/27/2010	SUBSTITUTED				Pass	
	Action Text:	A motion was made by ALD. DONOVAN that this Resolution be SUBSTITUTED. This motion PREVAILED by the following vote:						
	Notes:	<i>Individual present: Mary Dziejwiontkowski, Dept. of Public Works, Infra. Services</i>						

Mover: ALD. DONOVAN Aye:5 - Bauman, Dudzik, Wade, Donovan, and Puente 5-0
No:0

1 PUBLIC WORKS 01/27/2010 RECOMMENDED Pass
COMMITTEE FOR ADOPTION

Action Text: A motion was made by ALD. DONOVAN that this Resolution be RECOMMENDED FOR ADOPTION.
The motion PREVAILED by the following vote:

Mover: ALD. DONOVAN Aye:5 - Bauman, Dudzik, Wade, Donovan, and Puente 5-0
No:0

1 CITY CLERK 02/01/2010 DRAFT SUBMITTED

Action Text: This Resolution was DRAFT SUBMITTED

1 COMMON COUNCIL 02/09/2010

Text of Legislative File 091233

..Number

091233

..Version

SUBSTITUTE 1

..Reference

041565

..Sponsor

THE CHAIR

..Title

Substitute resolution approving levying of assessments and construction of assessable public improvement projects at various locations and appropriating funds for these purposes with the City cost of these projects approved by this resolution is estimated to be \$288,681 for a total estimated cost of \$2,985,400.

..Analysis

This resolution confirms the report of the Commissioner of Public Works, as modified by the Common Council Committee, on projects for which Public Hearings have been held. The resolution authorizes the levying of special assessments and directs the installation and construction of said public improvements. The City cost of these projects approved by this resolution is estimated to be \$288,681. The total estimated cost of these projects is \$2,985,400.

..Body

Whereas, The Common Council of the City of Milwaukee adopted preliminary resolutions, determining it necessary and in the public interest to construct and levy special assessments for the following improvements:

2nd Aldermanic District

W. Silver Spring Dr. - N. 68th St. to N. 90th St. (Including service drives (south side) N. 68th St. to N. 74th St. (ST20901300): Asphalt pavement resurfacing, replace curb and gutter, sidewalk and driveway approaches where necessary, sodding (7.0-foot width of tree border area), and grading.

City Share Non-assessable Paving Fund--\$222,281;

City Share Assessable Paving Fund --\$ 6,000

These funds are to be transferred to the construction account (ST32010XXX)(2090-11-70)

Previously authorized for street construction: \$0.00

Current estimated cost of the total project including this resolution: \$2,925,000

Original estimated cost of the total project: \$2,925,000

This project is anticipated to be completed during the 2010 construction season.

8th Aldermanic District

S. 28th St. - W. National Ave. to W. Pierce St. (ST211100149): Install traffic calming speed hump(s). (Assessable Reconstruction Paving Fund -- \$5,500; Nonassessable Reconstruction Paving Fund -- \$5,000). The total estimated cost for this project including the requested amount is \$10,500. This project is anticipated to be completed during the 2010 construction season.

13th Aldermanic District

S. 27th St. (STH 241) - W. College Ave. to W. Howard Ave. (ST27): Asphalt pavement resurfacing, replace curb and gutter, sidewalk and driveway approaches where necessary, sodding (19-foot width of tree border area), and grading. Note: Funding to be set up in future resolution.

Alley between W. Bolivar Ave., S. Louisiana Ave., W. Whitaker Ave, and S. 20th St. (north/south leg) (ST212050107): Concrete alley pavement reconstruction, replace some abutting walk or driveway approaches, grading, and storm drainage facilities where necessary. (Assessable Alley Paving Fund -- \$9,900; Nonassessable Alley Paving Fund -- \$40,000). The total estimated cost for this project including the requested amount is \$49,900. This project is anticipated to be completed during the 2010 construction season.

; and

Whereas, The report of the Commissioner of Public Works has been filed with the City Clerk; and

Whereas, Notices have been sent to all interested persons and public hearings held; now, therefore, be it

Resolved, By the Common Council of the City of Milwaukee, that the Commissioner of Public Works' Report, as amended at said Public Hearing, is approved and the properties therein identified are benefited; and, be it

Further Resolved, That said Commissioner of Public Works is authorized and directed to proceed with said work in accordance with said report pursuant to Section 66.0703 and any other pertinent sections of the Wisconsin Statutes and in the manner directed by Section 115-42 of the Milwaukee Code of Ordinances; and, be it

Further Resolved, That the proper departments take such action as is required of them to assess the abutting or adjacent properties and collect such assessment in the manner directed by Section 115-42 of the Milwaukee Code of Ordinances; and, be it

Further Resolved, That the City Comptroller is authorized and directed to transfer such funds which are available for this purpose to the appropriate capital Project/Grant accounts; and, be it

Further Resolved, That the projects do not involve any parcels of agricultural land which are eligible for deferred special assessments under the provisions of Section 14.30 of the Milwaukee City Charter; and, be it

Further Resolved, That the City Engineer and the Commissioner of Public Works are hereby authorized to negotiate and enter into an agreement with the State of Wisconsin, Department of Transportation for the City to undertake construction management duties on the following projects: W. Silver Spring Dr. (ST20901300) and S. 27th St. (ST27); and, be it

Further Resolved, That the City Engineer is authorized and directed to approve and make periodic payments to the State of Wisconsin, Department of Transportation after receipt of invoices from said State for the city's share of the costs for said projects: W. Silver Spring Dr. (ST20901300), and S. 27th St. (ST27); and, be it

Further Resolved, That upon the completion of projects: W. Silver Spring Dr. (ST20901300) and S. 27th St. (ST27) and a determination of the actual costs, it is understood that if the City of Milwaukee's share is less than the amount previously paid, the difference will be refunded to said City; and, be it

Further Resolved, That the Department of Public Works is authorized to use the funding as specified in the above description of work; and, be it

Further Resolved, That projects W. Silver Spring Dr. (ST20901300), S. 28th St. (ST211100149), S. 27th St. (ST27), and Alley W. Bolivar Ave. (ST212050107) will be billed after January 1, 2012, but not before 12 months after the project contract has been completed; and, be it

..Requestor
Infrastructure Services Division
..Drafter
MLD:dr
Afr 7
01/28/2010

CITY OF MILWAUKEE FISCAL NOTE

A) **DATE** January 28, 2010

FILE NUMBER: 091233

Original Fiscal Note Substitute

SUBJECT: Substitute resolution approving levying of assessments and construction of assessable public improvement projects at various locations and appropriating funds for these purposes with the City cost of these projects approved by this resolution is estimated to be \$288,681 for a total estimated cost of \$2,985,400.

B) **SUBMITTED BY (Name/title/dept./ext.):** Mary Dzewiontkoski/Assessment Engineer/Public Works/X2460

C) **CHECK ONE:** ADOPTION OF THIS FILE AUTHORIZES EXPENDITURES
 ADOPTION OF THIS FILE DOES NOT AUTHORIZE EXPENDITURES; FURTHER COMMON COUNCIL ACTION NEEDED. LIST ANTICIPATED COSTS IN SECTION G BELOW.
 NOT APPLICABLE/NO FISCAL IMPACT.

D) **CHARGE TO:** DEPARTMENT ACCOUNT(DA) CONTINGENT FUND (CF)
 CAPITAL PROJECTS FUND (CPF) SPECIAL PURPOSE ACCOUNTS (SPA)
 PERM. IMPROVEMENT FUNDS (PIF) GRANT & AID ACCOUNTS (G & AA)
 OTHER (SPECIFY)

E) PURPOSE	SPECIFY TYPE/USE	ACCOUNT	EXPENDITURE	REVENUE	SAVINGS
SALARIES/WAGES:					
SUPPLIES:					
MATERIALS:					
OTHER:	State City Share Nonassessable		\$222,281		
	State City Share Assessable		\$ 6,000	\$ 6,000	
	Street ST211		\$ 10,500		
	Alley ST212		\$ 49,900		
TOTALS			\$288,681	\$ 6,000	

F) FOR EXPENDITURES AND REVENUES WHICH WILL OCCUR ON AN **ANNUAL** BASIS OVER SEVERAL YEARS CHECK THE APPROPRIATE BOX BELOW AND THEN LIST EACH ITEM AND DOLLAR AMOUNT **SEPARATELY**.

<input type="checkbox"/> 1-3 YEARS	<input type="checkbox"/> 3-5 YEARS
<input type="checkbox"/> 1-3 YEARS	<input type="checkbox"/> 3-5 YEARS
<input type="checkbox"/> 1-3 YEARS	<input type="checkbox"/> 3-5 YEARS

G) **LIST ANY ANTICIPATED FUTURE COSTS THIS PROJECT WILL REQUIRE FOR COMPLETION:**

H) **COMPUTATIONS USED IN ARRIVING AT FISCAL ESTIMATE:** The total expenditure includes the cost of engineering, inspection, construction, and city forces.

PLEASE LIST ANY COMMENTS ON REVERSE SIDE AND CHECK HERE

January 8, 2010

File Number

To the Honorable, the Common Council

Dear Council Members:

The Common Council has adopted preliminary resolutions which determined it necessary and in the public interest to make various public improvements and to make special assessments therefore.

The Commissioner of Public Works is filing this report consisting of a list of projects. This report is subject to amendment at the next Public Works Committee Hearing. The plans and specifications of said improvements are on file in the City Engineer's Office.

I am herewith submitting a report regarding the above matter and recommend adoption of the amended resolution approving same.

Respectfully submitted,

Special Deputy Commissioner
of Public Works

MLD:dr
Afr 7
Report Appended

**OFFICIAL NOTICE NUMBER 43
PUBLIC HEARING ON PROPOSED IMPROVEMENTS
AND SPECIAL ASSESSMENTS**

FILE NO. 091233

PUBLIC WORKS COMMITTEE HEARING January 27, 2010

Members Present: Ald. Bauman, Dudzik, Puente, Wade and Donovan

Members Excused:

2nd Aldermanic District

W. Silver Spring Dr. – N. 68th St. to N. 90th St. (Including service drives (south side) N. 68th St. to N. 74th St. (ST20901300):

Asphalt pavement resurfacing, replace curb and gutter, sidewalk and driveway approaches where necessary, sodding (7.0-foot width of tree border area), and grading.

---Approve with late billing, by Ald. Dudzik. Prevailed.

8th Aldermanic District

S. 28th St. – W. National Ave. to W. Pierce St. (ST211100149):

Install traffic calming speed hump(s).

Individual present: Richard Steve Espinoza, 812 S. 28th St – In favor

---Approve with late bill, by Ald. Donovan. Prevailed.

13th Aldermanic District

S. 27th St. (STH 241) – W. College Ave. to W. Howard Ave. (ST27):

Asphalt pavement resurfacing, replace curb and gutter, sidewalk and driveway approaches where necessary, sodding (19-foot width of tree border area), and grading.

Individual present: Ald. Witkowski

---Approve with late billing, by Ald. Donovan. Prevailed.

Alley between W. Bolivar Ave., S. Louisiana Ave., W. Whitaker Ave, and S. 20th St. (north/south leg) (ST212050107):

Concrete alley pavement reconstruction, replace some abutting walk or driveway approaches, grading, and storm drainage facilities where necessary.

Individual present: Ald. Witkowski

---Approve with late billing, by Ald. Dudzik. Prevailed.

You may examine a copy of the report recommending these projects in Room 908, 841 North Broadway, Milwaukee, Wisconsin during the hours of 8:30 A.M. and 4:30 P.M., Monday through Friday.

Terry J. MacDonald
Staff Assistant

**OFFICIAL NOTICE NUMBER 43
PUBLIC HEARING ON PROPOSED IMPROVEMENTS
AND SPECIAL ASSESSMENTS**

There will be a public hearing held by the Public Works Committee of the Common Council of the City of Milwaukee concerning the following improvements and special assessments. The Commissioner of Public Works has determined these improvements are necessary and in the public interest.

The hearing will be held at the date and time shown below:

<p>WEDNESDAY</p> <p>JANUARY 27, 2010</p> <p>ROOM 301-B – CITY HALL</p> <p>9:00 A.M.</p>

2nd Aldermanic District

W. Silver Spring Dr. – N. 68th St. to N. 90th St. (Including service drives (south side) N. 68th St. to N. 74th St. (ST20901300):

Asphalt pavement resurfacing, replace curb and gutter, sidewalk and driveway approaches where necessary, sodding (7.0-foot width of tree border area), and grading.

8th Aldermanic District

S. 28th St. – W. National Ave. to W. Pierce St. (ST211100149):

Install traffic calming speed hump(s).

13th Aldermanic District

S. 27th St. (STH 241) – W. College Ave. to W. Howard Ave. (ST27):

Asphalt pavement resurfacing, replace curb and gutter, sidewalk and driveway approaches where necessary, sodding (19-foot width of tree border area), and grading.

Alley between W. Bolivar Ave., S. Louisiana Ave., W. Whitaker Ave, and S. 20th St. (north/south leg) (ST212050107):

Concrete alley pavement reconstruction, replace some abutting walk or driveway approaches, grading, and storm drainage facilities where necessary.

You may examine a copy of the report recommending these projects in Room 908, 841 North Broadway, Milwaukee, Wisconsin during the hours of 8:30 A.M. and 4:30 P.M., Monday through Friday, except for January 18, 2010.

This notice is published by authority of the Common Council of the City of Milwaukee in accordance with Section 66.0703 and any other pertinent sections of the Wisconsin Statutes and in the manner directed by Section 115-42 of the Milwaukee Code of Ordinances.

Office of the City Clerk, Milwaukee

Ronald D. Leonhardt, City Clerk

January 12, 2010



Legislation Details (With Text)

File #: 091232 **Version:** 1
Type: Resolution **Status:** In Committee
File created: 1/20/2010 **In control:** PUBLIC WORKS COMMITTEE
On agenda: **Final action:**
Effective date:

Title: Substitute resolution determining it necessary to make various assessable public improvements at various locations and appropriating funds for these purposes with the City engineering cost estimated to be \$78,700 for a total estimated cost of these projects being \$727,700.

Sponsors: THE CHAIR

Indexes: PUBLIC IMPROVEMENTS

Attachments: Cover Letter, Fiscal Note, Hearing Notice List

Date	Ver.	Action By	Action	Result	Tally
1/20/2010	0	COMMON COUNCIL	ASSIGNED TO		
1/22/2010	0	PUBLIC WORKS COMMITTEE	HEARING NOTICES SENT		
1/22/2010	1	CITY CLERK	DRAFT SUBMITTED		

Number

091232

Version

SUBSTITUTE 1

Sponsor

THE CHAIR

Title

Substitute resolution determining it necessary to make various assessable public improvements at various locations and appropriating funds for these purposes with the City engineering cost estimated to be \$78,700 for a total estimated cost of these projects being \$727,700.

Analysis

This resolution authorizes engineering studies and directs the Commissioner of Public Works to determine any benefits or damages which would result if the projects were to be constructed. After the Commissioner files his report, a Public Hearing will be held on those projects determined assessable. A resolution will be submitted after the Public Hearing authorizing construction. The City cost for engineering these projects is estimated to be \$78,700 with the total cost estimated to be \$727,700.

Body

Resolved, By the Common Council of the City of Milwaukee that it is necessary and in the public interest to do the following described work according to City specifications, and that such public improvements and resulting special assessments be made pursuant to Section 66.0703 and any other pertinent sections of the Wisconsin Statutes and in the manner directed by Section 115-42 of the Milwaukee Code of Ordinances:

5th Aldermanic District

W. Townsend St. - N. 92nd St. to N. 99th St. (ST211110140): Paving the roadway with asphalt. Laying a concrete curb and gutter. Laying concrete sidewalk. Doing all the necessary grading pertaining to said work. (Nonassessable Reconstruction Paving Fund -- \$15,000). The total estimated cost for this project including the requested amount is \$260,000. This project is anticipated to be completed during the 2011 construction season.

N. 119th St. - W. Hampton Ave. to 1,600 feet m /l north of W. Hampton Ave. (SM495100035): Installing storm sewer. (Nonassessable Sewer Maintenance Relay Fund -- \$15,000). The total estimated cost for this project including the requested amount is \$228,000. This project is anticipated to be completed during the 2010 construction season.

8th Aldermanic District

W. Canal St. - S. 30th St. to S. 44th St. (WT420050001) File Number 050808: Installing and relaying water main. (Assessable Water Fund -- \$48,700, Additional Funds). The total estimated cost for this project including the requested amount is \$239,700. This project has been completed.

; and, be it

Further Resolved, That the abutting and adjacent properties be assessed a portion of the cost, said assessment to be recommended by the Commissioner of Public Works in his report; and, be it

Further Resolved, That all assessments and payments be made in accordance with Section 115-42

of the Milwaukee Code of Ordinances; and, be it

Further Resolved, That all City departments are authorized to do engineering, surveying, preparing of plans, and estimates of cost thereof, to be utilized in the preparation of said report of the Commissioner of Public Works; and, be it

Further Resolved, That the Department of Public Works is authorized to use the funding as specified in the above description of work; and, be it

Further Resolved, That the City Comptroller is authorized and directed to transfer such funds which are available for this purpose to the appropriate capital Project/Grant accounts.

Requestor
Infrastructure Services Division
Drafter
MLD:dr
Apr 7
01/22/10

January 8, 2010

File Number

To the Honorable, the Common Council

Dear Council Members:

Please find attached a "Title Only" resolution for determining it necessary to make various assessable public improvements to be introduced at the next Common Council Meeting. It is our intent to insert the body of the resolution in this jacket prior to the meeting of the Public Works Committee of January 27, 2010.

Respectfully submitted,

Special Deputy Commissioner
of Public Works

MLD:dr
Title only
Apr 7

CITY OF MILWAUKEE FISCAL NOTE

CC-170 (REV. 6/86)

A) DATE: January 22, 2010

FILE NUMBER: 091232

Original Fiscal Note Substitute

SUBJECT: Substitute resolution determining it necessary to make various assessable public improvements at various locations and appropriating funds for these purposes with the City engineering cost estimated to be \$78,700 for a total estimated cost of these projects being \$727,700.

B) SUBMITTED BY (name/title/dept./ext.): Mary Dziejontkoski/Assessment Engineer/Public Works/2460

C) CHECK ONE: ADOPTION OF THIS FILE AUTHORIZES EXPENDITURES.
 ADOPTION OF THIS FILE DOES NOT AUTHORIZE EXPENDITURES; FURTHER COMMON COUNCIL ACTION NEEDED.
 LIST ANTICIPATED COSTS IN SECTION G BELOW.
 NOT APPLICABLE/NO FISCAL IMPACT.

D) CHARGE TO: DEPARTMENTAL ACCOUNT (DA) CONTINGENT FUND (CF)
 CAPITAL PROJECTS FUND (CPF) SPECIAL PURPOSE ACCOUNTS (SPA)
 PERM. IMPROVEMENT FUNDS (PIF) GRANT & AID ACCOUNTS (G & AA)
 OTHER SPECIFY)

E) PURPOSE	SPECIFY TYPE/USE	ACCOUNT	EXPENDITURE	REVENUE	SAVINGS
SALARIES/WAGES:					
SUPPLIES:					
MATERIALS:					
NEW EQUIPMENT:					
EQUIPMENT REPAIR:					
OTHER Paving			\$15,000		
Sewer			\$15,000		
Water			\$48,700		
TOTALS:			\$78,700		

F) FOR EXPENDITURES AND REVENUES WHICH WILL OCCUR ON AN ANNUAL BASIS OVER SEVERAL YEARS CHECK THE APPROPRIATE BOX BELOW AND THEN LIST EACH ITEM AND DOLLAR AMOUNT SEPARATELY.

<input type="checkbox"/> 1-3 YEARS	<input type="checkbox"/> 3-5 YEARS	
<input type="checkbox"/> 1-3 YEARS	<input type="checkbox"/> 3-5 YEARS	
<input type="checkbox"/> 1-3 YEARS	<input type="checkbox"/> 3-5 YEARS	

G) LIST ANY ANTICIPATED FUTURE COSTS THIS PROJECT WILL REQUIRE FOR COMPLETION:

H) LIST ANY ANTICIPATED FUTURE COSTS THIS PROJECT WILL REQUIRE FOR COMPLETION: *The total expenditure includes the cost of engineering, inspection, construction, and city forces. The total cost of this project is \$78,700.*

PLEASE LIST ANY COMMENTS ON REVERSE SIDE AND CHECK HERE



Legislation Details (With Text)

File #: 091234 **Version:** 1
Type: Resolution **Status:** In Committee
File created: 1/20/2010 **In control:** PUBLIC WORKS COMMITTEE
On agenda: **Final action:**
Effective date:

Title: Substitute resolution determining it necessary to make various nonassessable public improvements at various locations and appropriating funds for these purposes with the City engineering cost estimated to be \$117,000 for a total estimated cost of these projects being \$5,622,000.

Sponsors: THE CHAIR

Indexes: PUBLIC IMPROVEMENTS

Attachments: Cover Letter, Fiscal Note, Hearing Notice List

Date	Ver.	Action By	Action	Result	Tally
1/20/2010	0	COMMON COUNCIL	ASSIGNED TO		
1/22/2010	0	PUBLIC WORKS COMMITTEE	HEARING NOTICES SENT		
1/22/2010	1	CITY CLERK	DRAFT SUBMITTED		

Number

091234

Version

SUBSTITUTE 1

Sponsor

THE CHAIR

Title

Substitute resolution determining it necessary to make various nonassessable public improvements at various locations and appropriating funds for these purposes with the City engineering cost estimated to be \$117,000 for a total estimated cost of these projects being \$5,622,000.

Analysis

This resolution authorizes engineering studies on projects which by City Charter are nonassessable. After design plans and estimates of costs have been prepared, a resolution authorizing construction will be submitted to the Common Council. The City cost for engineering these projects is estimated to be \$117,000 with the total cost estimated to be \$5,622,000.

Body

Resolved, By the Common Council of the City of Milwaukee, that it is necessary and in the public interest to do the following described improvements according to City specifications:

1st Aldermanic District

N. 24th Pl. - W. Ruby Ave. to W. Cornell St. (SM495100037): Relaying sanitary sewer. (Nonassessable Sewer Maintenance Relay Fund -- \$12,000). The total estimated cost for this project including the requested amount is \$196,000. This project is anticipated to be completed during the 2010 construction season.

4th Aldermanic District

W. Clybourn St. - N. 26th St. to N. 30th St. (SM495090044): Relaying combined sewer. (Nonassessable Sewer Maintenance Relay Fund -- \$1,000). The total estimated cost for this project including the requested amount is \$915,000. This project is anticipated to be completed during the 2010 construction season.

8th and 11th Aldermanic Districts

W. Oklahoma Ave. - S. 24th St. to S. 35th St. (SM495090079): Relaying sanitary and storm sewers. (Nonassessable Sewer Maintenance Relay Fund -- \$12,000). The total estimated cost for this project including the requested amount is \$800,000. This project is anticipated to be completed during the 2010 construction season.

10th Aldermanic District

W. Dickinson St. - S. 66th St. to S. 67th St. (SM495100034): Relaying sanitary sewer. (Nonassessable Sewer Maintenance Relay Fund -- \$12,000). The total estimated cost for this project including the requested amount is \$114,000. This project is anticipated to be completed during the 2010 construction season.

13th Aldermanic District

E. College Ave. - S. Howell Ave. to 5,250 feet east of S. Howell Ave. (WT410100504): Relaying water main. (Nonassessable Water Fund Budget Line 5010 -- \$7,000; Nonassessable Water Fund Budget Line 6410 -- \$8,000). The total estimated cost for this project including the requested amount is \$350,000 . This project is anticipated to be completed during the 2010 construction season.

W. Grange Ave. - S. 23rd St. to S. 27th St. (SM493100101): Green streets. (TSS Removal Fund Nonassessable -- \$20,000). The total estimated cost for this project including the requested amount is \$304,000. This project is anticipated to be completed during the 2010 construction season.

15th Aldermanic District

W. Garfield Ave. - N. 24th St. to N. 26th St. (SM495100036): Relaying combined sewer. (Nonassessable Sewer Maintenance Relay Fund -- \$15,000). The total estimated cost for this project including the requested amount is \$300,000. This project is anticipated to be completed during the 2010 construction season.

City Wide

2010 Sanitary Manhole Inspection (SM494100101): Infiltration/inflow reduction. (Nonassessable Sewer Maintenance Relay Fund -- \$10,000). The total estimated cost for this project including the requested amount is \$146,000. This project is anticipated to be completed during the 2010 construction season.

2010 Sanitary Manhole Rehabilitation (SM494100102): Infiltration/inflow reduction. (Nonassessable Sewer Maintenance Relay Fund -- \$20,000). The total estimated cost for this project including the requested amount is \$2,500,000. This project is anticipated to be completed during the 2010 construction season.

;and, be it

Further Resolved, That all City Departments are authorized to perform engineering, surveys, plan preparation, and determine an estimated cost thereof; and, be it

Further Resolved, That the Department of Public Works is authorized to use the funding as specified in the above description of work; and, be it

Further Resolved, That the City Comptroller is authorized and directed to transfer such funds which are available for this purpose to the appropriate capital Project/Grant accounts.

Requestor
Infrastructure Services Division
Drafter
MLD:dr
Npr 7
01/22/10

January 8, 2010

File Number

To the Honorable, the Common Council

Dear Council Members:

Please find attached a "Title Only" resolution for determining it necessary to make various nonassessable public improvements to be introduced at the next Common Council Meeting. It is our intent to insert the body of the resolution in this jacket prior to the meeting of the Public Works Committee of January 27, 2010.

Respectfully submitted,

Special Deputy Commissioner
of Public Works

MLD:dr
Title only
Npr 7

CITY OF MILWAUKEE FISCAL NOTE

A) **DATE** January 22, 2010

FILE NUMBER: 091234

Original Fiscal Note Substitute

SUBJECT: Substitute resolution determining it necessary to make various nonassessable public improvements at various locations and appropriating funds for these purposes with the City engineering cost estimated to be \$117,000 for a total estimated cost of these projects being \$5,622,000.

B) **SUBMITTED BY (Name/title/dept./ext.):** Mary Dzewiontkoski/Assessment Engineer/Public Works/X2460

C) **CHECK ONE:** ADOPTION OF THIS FILE AUTHORIZES EXPENDITURES
 ADOPTION OF THIS FILE DOES NOT AUTHORIZE EXPENDITURES; FURTHER COMMON COUNCIL ACTION NEEDED. LIST ANTICIPATED COSTS IN SECTION G BELOW.
 NOT APPLICABLE/NO FISCAL IMPACT.

D) **CHARGE TO:** DEPARTMENT ACCOUNT(DA) CONTINGENT FUND (CF)
 CAPITAL PROJECTS FUND (CPF) SPECIAL PURPOSE ACCOUNTS (SPA)
 PERM. IMPROVEMENT FUNDS (PIF) GRANT & AID ACCOUNTS (G & AA)
 OTHER (SPECIFY)

E) PURPOSE	SPECIFY TYPE/USE	ACCOUNT	EXPENDITURE	REVENUE	SAVINGS
SALARIES/WAGES:					
SUPPLIES:					
MATERIALS:					
NEW EQUIPMENT:					
OTHER: Water	WT410		\$ 15,000		
Sewer	SM493		\$ 20,000		
Sewer	SM494		\$ 30,000		
Sewer	SM495		\$ 52,000		
TOTALS			\$117,000		

F) FOR EXPENDITURES AND REVENUES WHICH WILL OCCUR ON AN **ANNUAL** BASIS OVER SEVERAL YEARS CHECK THE APPROPRIATE BOX BELOW AND THEN LIST EACH ITEM AND DOLLAR AMOUNT **SEPARATELY**.

<input type="checkbox"/> 1-3 YEARS	<input type="checkbox"/> 3-5 YEARS	
<input type="checkbox"/> 1-3 YEARS	<input type="checkbox"/> 3-5 YEARS	
<input type="checkbox"/> 1-3 YEARS	<input type="checkbox"/> 3-5 YEARS	

G) **LIST ANY ANTICIPATED FUTURE COSTS THIS PROJECT WILL REQUIRE FOR COMPLETION:**

H) **COMPUTATIONS USED IN ARRIVING AT FISCAL ESTIMATE:** The total expenditure includes the cost of engineering, inspection, construction, and city forces. The total cost of these projects is estimated to be \$117,000.

PLEASE LIST ANY COMMENTS ON REVERSE SIDE AND CHECK HERE



Legislation Details (With Text)

File #: 091235 **Version:** 1

Type: Resolution **Status:** In Committee

File created: 1/20/2010 **In control:** PUBLIC WORKS COMMITTEE

On agenda: **Final action:**

Effective date:

Title: Substitute resolution approving construction of nonassessable public improvements at various locations and appropriating funds for these purposes with the City construction cost estimated to be \$3,272,000 for a total estimated cost of these projects being \$3,422,000.

Sponsors: THE CHAIR

Indexes: PUBLIC IMPROVEMENTS

Attachments: Cover Letter, Fiscal note, Hearing Notice List

Date	Ver.	Action By	Action	Result	Tally
1/20/2010	0	COMMON COUNCIL	ASSIGNED TO		
1/22/2010	0	PUBLIC WORKS COMMITTEE	HEARING NOTICES SENT		

Number

091235

Version

SUBSTITUTE 1

Reference

080237

Sponsor

THE CHAIR

Title

Substitute resolution approving construction of nonassessable public improvements at various locations and appropriating funds for these purposes with the City construction cost estimated to be \$3,272,000 for a total estimated cost of these projects being \$3,422,000.

Analysis

This resolution directs the installation and construction of certain public improvements which have been determined to be nonassessable by the Commissioner of Public Works. The City cost of the projects approved by this resolution is estimated to be \$3,272,000. The total estimated cost of these projects is \$3,422,000.

Body

Whereas, The Common Council of the City of Milwaukee adopted preliminary resolutions determining it necessary and in the public interest to construct nonassessable improvements; and

Whereas, Plans, specifications and cost estimates have been prepared for the following described improvements:

3rd Aldermanic District

E. North Ave. - N. Oakland Ave. to N. Cambridge Ave. (SM495080048) File Number 080237: Combined sewer lining. (Nonassessable Sewer Maintenance Relay Fund -- \$716,000). The total estimated cost for this project including the requested amount is \$736,000. This project is anticipated to be completed during the 2010 construction season.

N. Oakland Ave. - 150 feet m/l south of E. Hampshire St. to 260 feet m/l north of E. Hampshire St. (SM495080024) File Number 080911: Relay combined sewer. (Nonassessable Sewer Maintenance Relay Fund -- \$98,000). The total estimated cost for this project including the requested amount is \$113,000. This project is anticipated to be completed during the 2010 construction season.

N. Oakland Ave. - E. North Ave. to E. Thomas Ave. (SM495070106) File Number 080911: Combined sewer lining. (Nonassessable Sewer Maintenance Relay Fund -- \$72,000). The total estimated cost for this project including the requested amount is \$82,000. This project is anticipated to be completed during the 2010 construction season.

N. Oakland Ave. - E. Royall Pl. to E. Kane Pl. (SM495100014) File Number 090971: Relay combined sewer. (Nonassessable Sewer Maintenance Relay Fund -- \$105,000). The total estimated cost for this project including the requested amount is \$117,000. This project is anticipated to be completed during the 2010 construction season.

N. Oakland Ave. - E. Thomas Ave. to E. Bradford Ave. (SM495080042) File Number 080237: Combined sewer lining. (Nonassessable Sewer Maintenance Relay Fund -- \$204,000). The total estimated cost for this project including the requested amount is \$214,000. This project is anticipated

to be completed during the 2010 construction season.

N. Oakland Ave. - E. Woodstock Pl. to E. North Ave. (SM495070057) File Number 070081: Combined sewer lining. (Nonassessable Sewer Maintenance Relay Fund -- \$234,000). The total estimated cost for this project including the requested amount is \$244,000. This project is anticipated to be completed during the 2010 construction season.

Alley between N. Bartlett Ave., E. North Ave., N. Oakland Ave., and E. Thomas Ave. (SM495090016) File Number 081588: Relay combined sewer. (Nonassessable Sewer Maintenance Relay Fund -- \$141,000). The total estimated cost for this project including the requested amount is \$156,000. This project is anticipated to be completed during the 2010 construction season.

4th Aldermanic District

W. Clybourn St. - N. 26th St. to N. 30th St. (SM495090044) File Number 091234: Relay combined sewer. (Nonassessable Sewer Maintenance Relay Fund -- \$914,000). The total estimated cost for this project including the requested amount is \$915,000. This project is anticipated to be completed during the 2010 construction season.

5th Aldermanic District

N. 85th St. - W. Keefe Ave. to W. Nash St. (SM495090090) File Number 090762: Sanitary sewer lining. (Nonassessable Sewer Maintenance Relay Fund -- \$143,000). The total estimated cost for this project including the requested amount is \$155,000. This project is anticipated to be completed during the 2010 construction season.

13th Aldermanic District

W. Grange Ave. - S. 23rd St. to S. 27th St. (SM493100101) File Number 091234: Green streets. (TSS Removal Fund Nonassessable - \$284,000). The total estimated cost for this project including the requested amount is \$304,000. This project is anticipated to be completed during the 2010 construction season.

S. 13th St. - W. College Ave to 3,400 feet south of W. College Ave. (City Limits) (WT410090502) File Number 080660: (Nonassessable Water Fund Budget Line 5010 -- \$18,000; Nonassessable Water Fund Budget Line 6410 -- \$207,000). The total estimated cost for this project including the requested amount is \$240,000. This project is anticipated to be completed during the 2010 construction season.

City Wide

2010 Sanitary Manhole Inspection (SM494100101) File Number 091234: Infiltration/inflow reduction. (Nonassessable Sewer Maintenance Relay Fund -- \$136,000). The total estimated cost for this project including the requested amount is \$146,000. This project is anticipated to be completed during the 2010 construction season.

; now, therefore, be it

Resolved, By the Common Council of the City of Milwaukee that the Commissioner of Public Works

is authorized and directed to proceed with said work; and, be it

Further Resolved, That the Department of Public Works is authorized to use the funding as specified in the above description of work; and, be it

Further Resolved, That the City Comptroller is authorized and directed to transfer such funds which are available for this purpose to the appropriate capital Project/Grant accounts.

Requestor
Infrastructure Services Division
Drafter
MLD:dr
Nfr 7
01/22/10

January 8, 2010

File Number

To the Honorable, the Common Council

Dear Council Members:

Please find attached a "Title Only" resolution for approving construction of nonassessable public improvements to be introduced at the next Common Council Meeting. It is our intent to insert the body of the resolution in this jacket prior to the meeting of the Public Works Committee of January 27, 2010.

Respectfully submitted,

Special Deputy Commissioner
of Public Works

MLD:dr
Title only
Nfr 7

CITY OF MILWAUKEE FISCAL NOTE

CC-170 (REV. 6/86)

A) DATE: January 22, 2010

FILE NUMBER: 091235

Original Fiscal Note **Substitute**

SUBJECT: Substitute resolution approving construction of nonassessable public improvements at various locations and appropriating funds for these purposes with the City construction cost estimated to be \$3,272,000 for a total estimated cost of these projects being \$3,422,000.

B) SUBMITTED BY (name/title/dept./ext.): Mary Dzewiontkoski/Assessment Engineer/Public Works/2460

C) CHECK ONE: ADOPTION OF THIS FILE AUTHORIZES EXPENDITURES.
 ADOPTION OF THIS FILE DOES NOT AUTHORIZE EXPENDITURES; FURTHER COMMON COUNCIL ACTION NEEDED.
 LIST ANTICIPATED COSTS IN SECTION G BELOW.
 NOT APPLICABLE/NO FISCAL IMPACT.

D) CHARGE TO: DEPARTMENTAL ACCOUNT (DA) CONTINGENT FUND (CF)
 CAPITAL PROJECTS FUND (CPF) SPECIAL PURPOSE ACCOUNTS (SPA)
 PERM. IMPROVEMENT FUNDS (PIF) GRANT & AID ACCOUNTS (G & AA)
 OTHER SPECIFY)

E) PURPOSE	SPECIFY TYPE/USE	ACCOUNT	EXPENDITURE	REVENUE	SAVINGS
SALARIES/WAGES:					
SUPPLIES:					
MATERIALS:					
NEW EQUIPMENT:					
EQUIPMENT REPAIR:					
OTHER Sewer	SM493		\$ 284,000		
Sewer	SM494		\$ 136,000		
Sewer	SM495		\$2,627,000		
Water	WT410		\$ 225,000		
TOTALS:			\$3,272,000		

F) FOR EXPENDITURES AND REVENUES WHICH WILL OCCUR ON AN ANNUAL BASIS OVER SEVERAL YEARS CHECK THE APPROPRIATE BOX BELOW AND THEN LIST EACH ITEM AND DOLLAR AMOUNT SEPARATELY.

<input type="checkbox"/> 1-3 YEARS	<input type="checkbox"/> 3-5 YEARS
<input type="checkbox"/> 1-3 YEARS	<input type="checkbox"/> 3-5 YEARS
<input type="checkbox"/> 1-3 YEARS	<input type="checkbox"/> 3-5 YEARS

G) LIST ANY ANTICIPATED FUTURE COSTS THIS PROJECT WILL REQUIRE FOR COMPLETION:

H) LIST ANY ANTICIPATED FUTURE COSTS THIS PROJECT WILL REQUIRE FOR COMPLETION: *The total expenditure includes the cost of engineering, inspection, construction, and city forces.*

PLEASE LIST ANY COMMENTS ON REVERSE SIDE AND CHECK HERE



Legislation Details (With Text)

File #: 091263 **Version:** 0

Type: Resolution **Status:** In Committee

File created: 1/20/2010 **In control:** PUBLIC WORKS COMMITTEE

On agenda: **Final action:**

Effective date:

Title: Resolution authorizing the Commissioner of Public Works to execute a Project Agreement with the Wisconsin Department of Transportation for a project to reconstruct the northbound on-ramp to I-794 at South Car ferry Drive, with preliminary engineering costs of \$169,000 with a grantor share of \$15,000 for state review and a City share of \$154,000 for plan development, and with a total project cost of \$845,000 with a grantor share of \$265,000 and a City share of \$580,000.

Sponsors: THE CHAIR

Indexes: AGREEMENTS, EXPRESSWAY, PORT OF MILWAUKEE, WISCONSIN DEPARTMENT OF TRANSPORTATION

Attachments: Cover Letter, Fiscal Note, Agreement, Comptroller's Certification, Hearing Notice List

Date	Ver.	Action By	Action	Result	Tally
1/20/2010	0	COMMON COUNCIL	ASSIGNED TO		
1/22/2010	0	PUBLIC WORKS COMMITTEE	HEARING NOTICES SENT		

Number

091263

Version

ORIGINAL

Reference

Sponsor

THE CHAIR

Title

Resolution authorizing the Commissioner of Public Works to execute a Project Agreement with the Wisconsin Department of Transportation for a project to reconstruct the northbound on-ramp to I-794 at South Carferry Drive, with preliminary engineering costs of \$169,000 with a grantor share of \$15,000 for state review and a City share of \$154,000 for plan development, and with a total project cost of \$845,000 with a grantor share of \$265,000 and a City share of \$580,000.

Analysis

The Port of Milwaukee is negotiating with suppliers of wind generation equipment to provide services for planned wind farms throughout the Midwest. Wind blades have a length of 150 feet or more, which requires a large turning radius to transport this equipment. The current on-ramp to northbound I-794 (Hoan Bridge) cannot currently accommodate these large trucks/trailer combinations. The City of Milwaukee's Department of Public Works has requested the Wisconsin Department of Transportation (WisDOT) to participate in a project to reconstruct this on-ramp. This resolution authorizes the Commissioner of Public Works to enter into an agreement with the WisDOT for this project.

Body

Whereas, The Common Council adopted resolution file number 090316 on July 28, 2009 which establishes accounts for engineering for the reconstruction of South Carferry Drive, at the on-ramp to I-794 totaling \$75,000; and

Whereas, The Wisconsin Department of Transportation has agreed to pay 50 percent of the construction cost for the project; and

Whereas, This project will allow the Port of Milwaukee to accept wind generation equipment that will potentially provide millions of dollars to the port and it's terminal operators; and

Whereas, The WisDOT has prepared and submitted the attached Project Agreement for the cost sharing for this project; now, therefore, be it

Resolved, By the Common Council of the City of Milwaukee, that the Commissioner of Public Works is hereby directed to execute the Project Agreement for the programming of the reconstruction of the northbound on-ramp to I-794 at South Carferry Drive, a copy of which is attached to Common Council Resolution File Number 091262 and is incorporated in this resolution by reference as though set forth in full; and, be it

Further Resolved, That the Commissioner of Public Works is hereby directed to undertake or engage a consultant to undertake the above-mentioned project and to reimburse WisDOT for costs they incur for the project; and, be it

Further Resolved, That the City Comptroller is hereby authorized to create within the Capital Grant and Aid Projects Funds the appropriate Project/Grant Chartfield Value for Preliminary Engineering for this project; and transfer to these accounts the amount required under the grant agreement and City

accounting policy, but not to exceed a ten percent increase of the total amounts reserved for the grantor's share and local share of \$5,000, whichever is greater as follows:

I-794 on-ramp at South Carferry Drive
(ST320090801)
Preliminary Engineering
Project I.D. 1300-12-00

Local Share
Fund Number 0333
Project Grant Number ST320090000
\$79,000

Grantor Share (Non-Reimbursable)
\$15,000

Previously authorized for preliminary engineering: \$75,000
Current estimated cost of total project including this resolution: \$845,000
Original estimated cost of total project: \$845,000

; and, be it

Further Resolved, That the City Engineer is hereby directed to approve and make periodic payments to WisDOT upon receipt of invoices for the local share of the project.

Requestor

Department of Public Works

Drafter

Infrastructure Services Division

MDL:amh

January 13, 2010

Reso Xecut Agree Caferry O-Ram 011210.rtf

January 13, 2010

To the Honorable, the Common Council

Subject: Resolution Authorizing the Commissioner of Public works to Execute a Project Agreement for the Carferry On-Ramp

Dear Council Members:

Attached is a resolution which if adopted, authorizes the Commissioner of Public Works to execute a Project Agreement with the Wisconsin Department of Transportation for the reconstruction of the northbound on-ramp to I-794 at South Carferry Drive. This project is necessary for the Port of Milwaukee to accept wind generation equipment. We recommend adoption of the attached resolution.

Very truly yours,

Jeffrey S. Polenske, P.E.
City Engineer

Jeffrey J. Mantes
Commissioner of Public Works

MDL:amh

Attachment

CITY OF MILWAUKEE FISCAL NOTE

A) DATE January 13, 2010

FILE NUMBER: _____

Original Fiscal Note Substitute

SUBJECT: Resolution authorizing the Commissioner of Public Works to execute a Project Agreement with the Wisconsin Department of Transportation for a project to reconstruct the northbound on-ramp to I-794 at South Carferry Drive.

B) SUBMITTED BY (Name/title/dept./ext.): Jeffrey S. Polenske, PE / City Engineer / Infrastructure Services Division / extension 2400

C) CHECK ONE: ADOPTION OF THIS FILE AUTHORIZES EXPENDITURES
 ADOPTION OF THIS FILE DOES NOT AUTHORIZE EXPENDITURES; FURTHER COMMON COUNCIL ACTION NEEDED. LIST ANTICIPATED COSTS IN SECTION G BELOW.
 NOT APPLICABLE/NO FISCAL IMPACT.

D) CHARGE TO: DEPARTMENT ACCOUNT(DA) CONTINGENT FUND (CF)
 CAPITAL PROJECTS FUND (CPF) SPECIAL PURPOSE ACCOUNTS (SPA)
 PERM. IMPROVEMENT FUNDS (PIF) GRANT & AID ACCOUNTS (G & AA)
 OTHER (SPECIFY)

E) PURPOSE	SPECIFY TYPE/USE	ACCOUNT	EXPENDITURE	REVENUE	SAVINGS
SALARIES/WAGES:					
SUPPLIES:					
MATERIALS:					
NEW EQUIPMENT:					
EQUIPMENT REPAIR:					
OTHER:	City of Milwaukee Share Preliminary Engineering	ST320090000	\$79,000		
TOTALS			\$79,000		

F) FOR EXPENDITURES AND REVENUES WHICH WILL OCCUR ON AN ANNUAL BASIS OVER SEVERAL YEARS CHECK THE APPROPRIATE BOX BELOW AND THEN LIST EACH ITEM AND DOLLAR AMOUNT SEPARATELY.

<input type="checkbox"/> 1-3 YEARS	<input type="checkbox"/> 3-5 YEARS
<input type="checkbox"/> 1-3 YEARS	<input type="checkbox"/> 3-5 YEARS
<input type="checkbox"/> 1-3 YEARS	<input type="checkbox"/> 3-5 YEARS

G) LIST ANY ANTICIPATED FUTURE COSTS THIS PROJECT WILL REQUIRE FOR COMPLETION:

Authorization for construction funding will be by a future resolution.

H) COMPUTATIONS USED IN ARRIVING AT FISCAL ESTIMATE:

PLEASE LIST ANY COMMENTS ON REVERSE SIDE AND CHECK HERE

STATE/MUNICIPAL AGREEMENT
FOR A
HIGHWAY IMPROVEMENT PROJECT

DATE: January 8, 2010
PROJECT DESIGN ID: 1300-12-00
PROJECT CONSTRUCTION ID: 1300-12-70
HIGHWAY: IH 794 LENGTH: 0 mile
LIMITS: Carferry Drive Ramp
COUNTY: Milwaukee

The signatory city, village, town or county, hereinafter called the Municipality, through its undersigned duly authorized officers or officials, hereby requests the State of Wisconsin Department of Transportation, hereinafter called the State, to initiate and effect the highway or street improvement hereinafter described.

The authority for the Municipality to enter into this agreement with the State is provided by Section 86.25(1), (2), and (3) of the Statutes.

NEEDS AND ESTIMATE SUMMARY:

Existing Facility - Describe and give reason for request: Improvement.

Proposed Improvement - Nature of work: As determined by project scoping.

Describe non-participating work included in the project and other work necessary to finish the project completely which will be undertaken independently by the municipality: A nominal amount is included to cover items in paragraph 4 (to be adjusted in the final plan).

PHASE	notes	ESTIMATED COST				
		Total Est. Cost	Federal/ State Funds	%	Municipal Funds	%
Preliminary Engineering:						
Plan Development		\$ 154,000			\$ 154,000	100%
State Review		\$ 15,000	\$ 15,000	100%	\$ -	0%
Real Estate Acquisition:						
Acquisition		\$ -	\$ -	0%	\$ -	100%
State Utility	1	\$ 45,000	\$ -	0%	\$ 45,000	100%
Construction:						
Participating	1	\$ 500,000	\$ 250,000	50%	\$ 250,000	50%
Non-Participating		\$ 131,000			\$ 131,000	100%
Total Cost Distribution		\$ 845,000	\$ 265,000		\$ 580,000	

1 State/Federal funds, for Real Estate, Utility and Construction phases, is limited to \$250,000. Any amount that exceeds the limit is to be funded with 100% Municipal funds.

This request is subject to the terms and conditions that follow (pages 2 and 3) and is made by the undersigned under proper authority to make such request for the designated Municipality and upon acceptance by the State shall constitute agreement between the Municipality and the State.

Signed for and in behalf of the City of Milwaukee.

Jeff Mantes
Commissioner of Public Works
Date

Martin Morics
Comptroller
Date

TERMS AND CONDITIONS:

1. The initiation and accomplishment of the improvement will be subject to the applicable Federal and State regulations.
2. The Municipality will pay to the State all costs incurred by the State in connection with the improvement which exceeds Federal/State financing commitments or are ineligible for Federal/State financing. The Municipality's concurrence is required before award of the contract for the improvement when the contracts exceed 5% of the estimate. The Municipality must also concur with contract modifications to contracts awarded by the State over \$25,000.00, unless the authorized representative of the State determines that a prompt change order is needed to preserve the work in progress, prevent extraordinary damage avoid unreasonable & costly delay, or other extraordinary condition of necessity, safety or emergency exists. The authorized representative of the State shall provide notice of the prompt change order to the Municipality or its authorized representative as soon as practicable thereafter and the Municipality shall pay its share of the prompt change order cost.
3. Funding of each project phase (preliminary engineering, real estate, construction, and other) is subject to inclusion in an approved program. Federal aid and/or State transportation fund financing will be limited to participation in the costs of the following items as specified in the estimate summary:
 - (a) The grading, base, pavement, and curb and gutter.
 - (b) Catch basins and inlets for surface water drainage of the improvement, with connections to the storm sewer main.
 - (c) Construction engineering incident to inspection and supervision of actual construction work.
 - (d) Signing and pavement marking, including detour routes.
 - (e) Storm sewer mains necessary for the surface water drainage.
 - (f) Construction of new sidewalks and driveways, replacement of sidewalks and private driveways resulting from roadway construction.
 - (g) New installations or alteration resulting from roadway construction of standard State street lighting and traffic signals or devices.
 - (h) Real Estate for the improvement.
 - (i) Preliminary engineering and state review services.
4. Work necessary to complete the improvement to be financed entirely by the Municipality or other utility or facility owner includes the following items:
 - (a) New installations of or alteration of sanitary sewers and connections, water, gas, electric, telephone, telegraph, fire or police alarm facilities, parking meters, and similar utilities.
 - (b) Damages to abutting property due to change in street or sidewalk widths, grades or drainage.
 - (c) Conditioning, if required and maintenance of detour routes.
 - (d) Repair of damages to roads or streets caused by reason of their use in hauling materials incident to the improvement.
 - (e) Bridge width in excess of standards.
5. As the work progresses, the Municipality will be billed for work completed which is not chargeable to Federal/State funds. Upon completion of the project, a final audit will be made to determine the final division of costs.
6. If the Municipality should withdraw the project, it shall reimburse the State for any costs incurred by the State in behalf of the project.
7. The work will be administered by the State and may include items not eligible for Federal/State participation.

8. The Municipality shall at its own cost and expense:

- (a) Maintain all portions of the project that lie within its jurisdiction for such maintenance through statutory requirements, in a manner satisfactory to the State and shall make ample provision for such maintenance each year.
- (b) Prohibit angle parking.
- (c) Regulate or prohibit all parking at locations where and when the pavement area usually occupied by parked vehicles will be needed to carry active traffic in the street.
- (d) Assume general responsibility for all public information and public relations for the project and to make fitting announcement to the press and such outlets as would generally alert the affected property owners and the community of the nature, extent, and timing of the project and arrangements for handling traffic within an around the projects.
- (e) Provide complete plans, specifications, relocation order, real estate plat, estimates, appraisals, and acquiring the parcels.
- (f) Use the WisDOT Utility Accommodation Policy unless it adopts a policy, which has equal or more restrictive controls.

9. Basis for local participation:

State Review of design – 100% State

Construction – 50% State and 50% Municipality, with a State limit of \$250,000. Any amount that exceeds that limit will be funded with 100% Municipal funds. Funding limit can be applied to real estate and utility phases of the project.

**Capital Grant Resolution Certification from the
Comptroller's Office**

The Comptroller's Office has reviewed Common Council Resolution File No. _____ for preliminary engineering of South Carferry Drive per State Agreement (Grantor \$0 City \$79,000) and approved the resolution as to:

- Sufficiency of funds
- Funding sources (per estimated **grant funding agreement**)
- Sufficiency of reporting for purposes of internal auditing

The following deficiencies were noted:

The resolution should be corrected and returned to the Comptroller's Office for review.

Signature: C. W. Winski

Date: 1/13/10



Legislation Details (With Text)

File #: 091266 **Version:** 0

Type: Resolution **Status:** In Committee

File created: 1/20/2010 **In control:** PUBLIC WORKS COMMITTEE

On agenda: **Final action:**

Effective date:

Title: Resolution authorizing the City Comptroller to transfer funds to various State and Federal Aid project subaccounts for the estimated remaining Wisconsin Department of Transportation and City of Milwaukee preliminary engineering and construction costs totaling \$87,115.15, City share is \$8,000 and the Grantor's share is \$79,115.15.

Sponsors: THE CHAIR

Indexes: PARKING LOTS, STATE GRANTS, STREET IMPROVEMENTS, WISCONSIN DEPARTMENT OF TRANSPORTATION

Attachments: Cover Letter, Fiscal Note, Hearing Notice List

Date	Ver.	Action By	Action	Result	Tally
1/20/2010	0	COMMON COUNCIL	ASSIGNED TO		
1/22/2010	0	PUBLIC WORKS COMMITTEE	HEARING NOTICES SENT		

Number

091266

Version

ORIGINAL

Reference

Sponsor

THE CHAIR

Title

Resolution authorizing the City Comptroller to transfer funds to various State and Federal Aid project subaccounts for the estimated remaining Wisconsin Department of Transportation and City of Milwaukee preliminary engineering and construction costs totaling \$87,115.15, City share is \$8,000 and the Grantor's share is \$79,115.15.

Analysis

This resolution authorizes the City Comptroller to transfer funds to the previously established subaccounts for the remaining Wisconsin Department of Transportation and City of Milwaukee preliminary engineering and construction costs in the amount of \$87,115.15. The City of Milwaukee's share is \$8,000 and the Grantor share is \$79,115.15.

Body

Whereas, The Common Council has previously adopted resolutions authorizing the City Comptroller to transfer funds to various State and Federal Aid project subaccounts for preliminary engineering and construction; and

Whereas, Additional planning and review during the design state and additional work during the construction stage have resulted in increased costs charged against the projects; and

Whereas, Additional funds are, therefore, necessary for the estimated remaining Wisconsin Department of Transportation and City of Milwaukee preliminary engineering and construction costs for the projects; now, therefore, be it

Resolved, By the Common Council of the City of Milwaukee that the City Comptroller is hereby authorized and directed to transfer funds to the project grant chartfields as follows:

Project Grant Value

State I.D. 1693-37-00

ST320061901

Summerfest Shuttle Bus Parking Management System - Phase 2 (Non-Highway)

City share Non-Assessable Paving

ST320090000

Fund 0333

\$8,000.00

Grantor Reimbursable Paving

SP032090100

Fund 0306

\$32,000.00

Previously authorized for preliminary engineering: \$206,000.00

Current estimated cost of total project including this resolution: \$1,175,000.00

Original estimated cost of total project (Resolution #060600): \$1,175,000.00

Project Grant Value

State I.D. 2984-77-70

ST320070610
Forest Home/Oklahoma/43rd Street Pedestrian Enhancements

Grantor Reimbursable Paving
SP03209100
Fund 0306
\$47,115.15

Previously authorized for construction: \$242,000.00
Current estimated cost of total project including this resolution: \$400,000.00
Original estimated cost of total project (Resolution #061546): \$400,000.00

Summary of projects in this resolution:
City Share Non-Assessable Paving (0333): \$8,000.00
Grantor Reimbursable Paving (0306): \$79,115.15
Resolution total: \$87,115.15

Requestor

Department of Public Works

Drafter

Infrastructure Services Division

LG:amh

January 13, 2010

(14) Reso Vari Fed Sta Aid Pjec Saccou 011210.rtf

January 13, 2010

To the Honorable, the Common Council

Subject: Federal/State Aid Project Subaccounts

Dear Council Members:

Please find the attached resolution to authorize the City Comptroller to transfer funds to the subaccount for the State and/or Federal Aid street improvement project as listed in the body of the resolution.

Additional funds are necessary for the estimated remaining Wisconsin Department of Transportation (WISDOT) and City of Milwaukee preliminary engineering costs for this project.

We have, therefore, prepared and recommend adoption of the attached resolution authorizing the City Comptroller to transfer funds to the respective project subaccounts for the estimated remaining preliminary engineering costs.

Very Truly Yours,

Jeffrey S. Polenske, P.E.
City Engineer

Jeffrey J. Mantes
Commissioner of Public Works

LG:amh

Attachment

c: Mr. W. Martin Morics

CITY OF MILWAUKEE FISCAL NOTE

A) DATE January 13, 2010

FILE NUMBER: _____

Original Fiscal Note Substitute

SUBJECT: Resolution authorizing the City Comptroller to transfer funds to various State and/or Federal Aid project subaccounts for the estimated remaining Wisconsin Department of Transportation and City of Milwaukee preliminary engineering and construction costs totaling \$87,115.15, City share is \$8,000 and the Grantor's share is \$79,115.15.

B) SUBMITTED BY (Name/title/dept./ext.): Jeffrey S. Polenske, PE / City Engineer / Infrastructure Services Division / extension 2400

C) CHECK ONE: ADOPTION OF THIS FILE AUTHORIZES EXPENDITURES
 ADOPTION OF THIS FILE DOES NOT AUTHORIZE EXPENDITURES; FURTHER COMMON COUNCIL ACTION NEEDED. LIST ANTICIPATED COSTS IN SECTION G BELOW.
 NOT APPLICABLE/NO FISCAL IMPACT.

D) CHARGE TO: DEPARTMENT ACCOUNT(DA) CONTINGENT FUND (CF)
 CAPITAL PROJECTS FUND (CPF) SPECIAL PURPOSE ACCOUNTS (SPA)
 PERM. IMPROVEMENT FUNDS (PIF) GRANT & AID ACCOUNTS (G & AA)
 OTHER (SPECIFY)

E) PURPOSE	SPECIFY TYPE/USE	ACCOUNT	EXPENDITURE	REVENUE	SAVINGS
SALARIES/WAGES:					
SUPPLIES:					
MATERIALS:					
NEW EQUIPMENT:					
EQUIPMENT REPAIR:					
OTHER:	City Share Non-Assessable Paving	ST320090000 (Fund 0333)	\$8,000.00		
	Grant & Aid Funds Reimbursable Paving	SP032090100 (Fund 0306)	\$79,115.15	\$79,115.15	
TOTALS			\$87,115.15	\$87,115.15	

F) FOR EXPENDITURES AND REVENUES WHICH WILL OCCUR ON AN ANNUAL BASIS OVER SEVERAL YEARS CHECK THE APPROPRIATE BOX BELOW AND THEN LIST EACH ITEM AND DOLLAR AMOUNT SEPARATELY.

<input checked="" type="checkbox"/> 1-3 YEARS	<input type="checkbox"/> 3-5 YEARS	Expenditure: \$87,115.15
<input checked="" type="checkbox"/> 1-3 YEARS	<input type="checkbox"/> 3-5 YEARS	Revenue: \$79,115.15
<input type="checkbox"/> 1-3 YEARS	<input type="checkbox"/> 3-5 YEARS	

G) LIST ANY ANTICIPATED FUTURE COSTS THIS PROJECT WILL REQUIRE FOR COMPLETION:

H) COMPUTATIONS USED IN ARRIVING AT FISCAL ESTIMATE:

PLEASE LIST ANY COMMENTS ON REVERSE SIDE AND CHECK HERE



Legislation Details (With Text)

File #: 091212 **Version:** 0
Type: Resolution **Status:** In Committee
File created: 1/20/2010 **In control:** PUBLIC WORKS COMMITTEE
On agenda: **Final action:**
Effective date:

Title: Resolution relative to two agreements with the City of Greenfield for the design, installation, operation, maintenance, and funding of two new traffic control signals at the intersections of West Howard Avenue at South 43rd and South 84th Streets in the Cities of Milwaukee and Greenfield.

Sponsors: THE CHAIR

Indexes: AGREEMENTS, TRAFFIC CONTROL SIGNALS

Attachments: Cover Letter, Fiscal Note, Agreement for West Howard and 43rd Street, Agreement for West Howard and 84th Street, Comptroller's Certification, Hearing Notice List

Date	Ver.	Action By	Action	Result	Tally
1/20/2010	0	COMMON COUNCIL	ASSIGNED TO		
1/22/2010	0	PUBLIC WORKS COMMITTEE	HEARING NOTICES SENT		

Number

091212

Version

ORIGINAL

Reference

080625

Sponsor

THE CHAIR

Title

Resolution relative to two agreements with the City of Greenfield for the design, installation, operation, maintenance, and funding of two new traffic control signals at the intersections of West Howard Avenue at South 43rd and South 84th Streets in the Cities of Milwaukee and Greenfield.

Analysis

This resolution authorizes the Commissioner of Public Works and Comptroller to enter into agreements with the City of Greenfield for the design, installation, operation, maintenance, and funding of two new traffic control signals at the intersections of West Howard Avenue at South 43rd and South 84th Streets in the Cities of Milwaukee and Greenfield to be constructed in conjunction with a Congestion Mitigation/Air Quality (CMAQ) project previously approved by the Common Council. Under the proposed agreements, the City of Greenfield will fund one quarter of the design, installation, operation, and maintenance of the new traffic signal at West Howard Avenue and South 43rd Street and one half of the design, installation, operation, and maintenance of the new traffic signal at West Howard Avenue and South 84th Street.

Body

Whereas, The City of Milwaukee has received approval of a CMAQ grant for the installation of six coordinated traffic signals and the Common Council has previously authorized preliminary engineering under File Number 080625; and

Whereas, The proposed traffic control signals on West Howard Avenue at South 43rd and South 84th Streets will be located in both the City of Milwaukee and the City of Greenfield; and

Whereas, Two Traffic Control Agreements have been drafted for design, installation, maintenance, and operation of new traffic control signals on West Howard Avenue at South 43rd and South 84th Streets between the City of Greenfield and the City of Milwaukee; and

Whereas, One quarter (25%) of the proposed traffic signal at West Howard Avenue at South 43rd Street and one half of the proposed traffic signal at West Howard Avenue and South 84th Street will be within the City of Greenfield; and

Whereas, One quarter (25%), or \$3,250 of the estimated local share of \$13,000 for the installation of a traffic control signal at West Howard Avenue and South 43rd Street and one half (50%), or \$6,500 of the estimated local share of \$13,000 for the installation of a traffic control signal at West Howard Avenue and South 84th Street, for a total of \$9,750, will be funded by the City of Greenfield; and

Whereas, Ten percent of the City of Greenfield share, or \$975, will be used for preliminary engineering and the remaining \$8,775 will be applied to construction following the completion of preliminary engineering and upon further approval of the Common Council; and

Whereas, Upon installation of the traffic signals, one quarter (25%) of the cost of the maintenance at West Howard Avenue and South 43rd Street and one half (50%) of the cost of maintenance at West Howard Avenue and South 84th Street will be funded by the City of Greenfield and the City of Greenfield will fund one hundred percent of the cost of electrical energy; now, therefore, be it

Resolved, By the Common Council of the City of Milwaukee, that the Commissioner of Public Works and the Comptroller are directed to execute two Traffic Control Agreements with the City of Greenfield pertaining to the cost participation for the design, installation, maintenance and operation of two new traffic control signals in conjunction with a CMAQ project at the intersections on West Howard Avenue at South 43rd and South 84th Streets, copies of which are attached to this Common Council Resolution File, and is incorporated in this resolution by reference as though set forth in

full; and, be it

Further Resolved, That the City Comptroller is hereby authorized to amend accounts for the project to include a total City of Greenfield share of \$9,750 and a City of Greenfield preliminary engineering share of \$975 and reduce the City of Milwaukee share to \$78,000 and reduce the City of Milwaukee preliminary engineering share to \$7,025.

Requestor

Department of Public Works

Drafter

Infrastructure Services Division

RWB: ns

December 11, 2009

West Howard Avenue at South 43rd and South 84th Streets

December 11, 2009

To the Honorable, the Common Council

Subject: Traffic Control Agreements
West Howard Avenue at South 43rd Street and
South 84th Street

Dear Council Members:

The Common Council has approved preliminary engineering for the installation of six coordinated traffic control signals under a Congestion Mitigation/Air Quality (CMAQ) grant under File Number 080625. Two of these proposed traffic signals on West Howard Avenue at South 43rd and South 84th Streets are located in the City of Milwaukee and the City of Greenfield. The Department of Public Works has drafted two Traffic Control Agreements for the design, installation, maintenance and operation of traffic signals on West Howard Avenue at South 43rd and South 84th Streets to share the cost of preliminary engineering of these two signals with the City of Greenfield. Further Common Council action will be needed prior to construction of these two traffic signals.

The attached resolution establishes a total City of Greenfield share of \$9,750, and a City of Greenfield share of preliminary engineering of \$975. The total City of Milwaukee share will be reduced to \$78,000, and the City of Milwaukee share of preliminary engineering will be reduced to \$7,025.

We have prepared and recommend adoption of the attached resolution authorizing the Commissioner of Public Works and the City Comptroller to execute two Traffic Control Agreements. The resolution also directs the City Comptroller to execute two Traffic Control Agreements. The resolution also directs the City Comptroller to transfer funds to be project sub-account for the City of Greenfield and City of Milwaukee shares of preliminary engineering costs.

Very truly yours,

Jeffrey S. Polenske, P.E.
City Engineer

Jeffrey J. Mantes
Commissioner of Public Works

RWB: ns

Attachment

c: Honorable Joseph Dudzik, Alderman 11th District

CITY OF MILWAUKEE FISCAL NOTE

CC-170 (REV. 6/86)
Ref: GEN\FISCALNT.MST

A) DATE: December 11, 2009

FILE NUMBER:
Original Fiscal Note Substitute

SUBJECT: Resolution relative to two agreements with the City of Greenfield for the design, installation, operation, maintenance, and funding of two new traffic control signals at the intersections of West Howard Avenue at South 43rd and South 84th Streets.

B) SUBMITTED BY (NAME/TITLE/DEPT./EXT.): Jeffrey S. Polenske, City Engineer, DPW, ext. 2400

C) CHECK ONE: ADOPTION OF THIS FILE AUTHORIZES EXPENDITURES.
 ADOPTION OF THIS FILE DOES NOT AUTHORIZE EXPENDITURES; FURTHER COMMON COUNCIL ACTION NEEDED.
 LIST ANTICIPATED COSTS IN SECTION G BELOW.
 NOT APPLICABLE/NO FISCAL IMPACT.

D) CHARGE TO: DEPARTMENTAL ACCOUNT (DA) CONTINGENT FUND (CF)
 CAPITAL PROJECTS FUND (CPF) SPECIAL PURPOSE ACCOUNTS (SPA)
 PERM. IMPROVEMENT FUNDS (PIF) GRANT & AID ACCOUNTS (G & AA)
 OTHER (SPECIFY)

E) PURPOSE	SPECIFY TYPE/USE	ACCOUNT	EXPENDITURE	REVENUE	SAVINGS
SALARIES/WAGES:					
SUPPLIES:					
MATERIALS:					
NEW EQUIPMENT:					
EQUIPMENT REPAIR:					
OTHER:	Grantor Reimbursable Cash Traffic Control (City of Greenfield)	SP032080100	\$975	\$975	
	Grantor Reimbursable Cash Traffic Control (WISDOT)	SP032080100	\$32,000	\$32,000	
	Capitol Project Funds	ST320080000	\$7,025	\$0.00	
TOTALS:			\$40,000	\$32,975	

F) FOR EXPENDITURES AND REVENUES WHICH WILL OCCUR ON AN ANNUAL BASIS OVER SEVERAL YEARS CHECK THE APPROPRIATE BOX BELOW AND THEN LIST EACH ITEM AND DOLLAR AMOUNT SEPARATELY.

<input type="checkbox"/> 1-3 YEARS	<input type="checkbox"/> 3-5 YEARS	Expenditures \$40,000	Revenue \$32,975
<input type="checkbox"/> 1-3 YEARS	<input type="checkbox"/> 3-5 YEARS		
<input type="checkbox"/> 1-3 YEARS	<input type="checkbox"/> 3-5 YEARS		

G) LIST ANY ANTICIPATED FUTURE COSTS THIS PROJECT WILL REQUIRE FOR COMPLETION:

None

H) COMPUTATIONS USED IN ARRIVING AT FISCAL ESTIMATE:

Engineering Estimate

PLEASE LIST ANY COMMENTS ON REVERSE SIDE AND CHECK HERE

TRAFFIC CONTROL AGREEMENT
WEST HOWARD AVENUE AND SOUTH 43RD STREET

THIS AGREEMENT is made and entered into by and between the City of Milwaukee, hereinafter called "Milwaukee", a municipal corporation, and the City of Greenfield, hereinafter called "Greenfield", a municipal corporation, relating to the design, installation, construction, operation, and maintenance of the traffic control signals and related traffic control facilities at the intersection of West Howard Avenue and South 43rd Street, hereinafter called "Intersection".

NOW, THEREFORE, in consideration of the mutual promises of each entity made to the other, the fulfillment of the terms and conditions, agreements, and understanding hereinafter set forth,

IT IS MUTUALLY AGREED by and between the parties that:

The traffic control signals are to be designed, constructed, operated, and maintained at the Intersection.

CONDITIONS OF THIS AGREEMENT ARE TO BE AS FOLLOWS:

I. Milwaukee hereby agrees:

- (a) That it will, through its Department of Public Works and other appropriate and necessary agents of Milwaukee, engineer and construct traffic control signals and related traffic control facilities at the Intersection and will pay three quarters (75%) of the local participation cost, or an estimated \$9,750, of such engineering and construction, and within sixty (60) days of completion of said work, bill Greenfield for one quarter (25%) of the local participation cost, or an estimated \$3,250, of such engineering and construction. The total estimated cost for the engineering and construction is \$65,000 with twenty percent, or \$13,000, being the local participation cost.
- (b) That it will provide routine maintenance responsibility (lamp removal, cleaning, lens replacement, controller service, detector service, etc.) for the entire traffic control signal installation.
- (c) That it will provide all necessary repairs and replacements to equipment that fails to function properly as a result of normal wear and deterioration and that it will pay for the full cost for such repair and/or replacement.
- (d) That it will provide all necessary repairs and replacements to equipment damaged by accident, vandalism, or acts of God, and that it will pay for the cost of such repair and replacement, and that it will bill Greenfield for one quarter (25%) of the cost of such repair and replacement.

- (e) That it will make any necessary equipment additions or revisions deemed necessary by changed laws, changed traffic conditions, or changed intersection geometry, and that it will pay the cost of any such equipment additions or revisions, and that it will bill Greenfield for one quarter (25%) of the cost of said additions and revisions.
- (f) That it will operate and adjust the traffic signal timing and equipment in such manner as to best meet prevailing traffic conditions as determined by Milwaukee in consultation with Greenfield.
- (g) That it will obtain agreement from Greenfield prior to equipment additions or revisions for which cost participation by Greenfield would be required and such agreement shall not unreasonably withheld.
- (h) That it will pay three quarters (75%) of the cost of electrical service installation for the traffic control signals at the Intersection.

II. Greenfield hereby agrees:

- (a) That it will pay one quarter (25%) of the local participation cost of engineering and construction, or an estimated \$3,250, of the traffic control signals and related facilities at the Intersection, upon billing by Milwaukee. The estimated local participation cost for the engineering and construction is \$13,000.
- (b) That as the subscriber of electrical service with WE Energies, Greenfield will pay for the total cost of electrical energy for the traffic control signals at the intersection.
- (c) That Milwaukee is to perform and pay for all routine maintenance for the entire traffic control signal installation as indicated in I. (b) and necessary repairs and replacements to all traffic control signal equipment which fails to function as indicated in I. (c).
- (d) That Milwaukee will perform all necessary repairs and replacements to equipment damaged as indicated in I. (d), that it will pay for the cost of such repair and replacement of material installed within Greenfield, including the cost of labor, material and equipment services, and will bill Greenfield for one quarter (25%) of the costs of any such repairs and replacements.
- (e) That Milwaukee will make any necessary additions or revisions as indicated in I. (e), and that Greenfield will pay one quarter (25%) of the costs of any such additions or revisions.
- (f) That Milwaukee is to perform all work related to the operation of the traffic control signals at the Intersection, including engineering, except such

immediate emergency measures as may need to be taken when Milwaukee forces are not present and the public safety may be in jeopardy.

- (g) That it agrees to promptly notify Milwaukee through its Department of Public Works (at the phone numbers listed below), of any damage, lamp outage, lens breakage, or seeming malfunction of the traffic control signal equipment or related traffic control facilities.

Canal Street Shop – 286-3687
Engineering Office – 286-3232

- (h) That Milwaukee shall operate and adjust the traffic signal controller in such a manner as to best meet prevailing traffic conditions determined by Milwaukee through its Department of Public Works.
- (i) That it will pay one quarter (25%) of the cost of electrical service installation for the traffic control signals at the Intersection.
- (j) That Milwaukee shall request layouts of Greenfield underground structure and facilities before performing work of such a nature that existing underground facilities must be avoided. Milwaukee shall be required to take precautionary measures to avoid damage to such underground facilities. Greenfield shall supply Milwaukee with a complete record of the existing underground material structure at the intersection and any change or revision thereto as may take place in the future.

III. Ownership and Responsibility

All equipment shall be the property of the municipality in which it is installed.

IV. Payments

All payments due under this agreement shall be paid within sixty (60) days after receipt of an invoice with appropriate back-up evidence of the same.

V. Liability

Each party agrees to indemnify, and save harmless the other, as well as their officers, directors, employees and agents, from, and against any and all liability for injuries or damages to persons or property arising out of their own performance or failure to perform the provisions of this Agreement.

VI. Duration

This Agreement shall continue and be in force indefinitely unless terminated on six (6) months written notice by either agency to the other.

IN WITNESS WHEREOF, the undersigned on behalf of the City of Milwaukee affix their hands and seals this ____ day of _____, 2009.

CITY OF MILWAUKEE

COMMISSIONER OF PUBLIC WORKS

COMPTROLLER

IN WITNESS WHEREOF, the undersigned on behalf of the City of Greenfield affix their hands and seals this ____ day of _____, 2009.

CITY OF GREENFIELD

CITY ENGINEER

COMPTROLLER

RWB:

TRAFFIC CONTROL AGREEMENT
WEST HOWARD AVENUE AND SOUTH 84TH STREET

THIS AGREEMENT is made and entered into by and between the City of Milwaukee, hereinafter called "Milwaukee", a municipal corporation, and the City of Greenfield, hereinafter called "Greenfield", a municipal corporation, relating to the design, installation, construction, operation, and maintenance of the traffic control signals and related traffic control facilities at the intersection of West Howard Avenue and South 84th Street, hereinafter called "Intersection".

NOW, THEREFORE, in consideration of the mutual promises of each entity made to the other, the fulfillment of the terms and conditions, agreements, and understanding hereinafter set forth,

IT IS MUTUALLY AGREED by and between the parties that:

The traffic control signals are to be designed, constructed, operated, and maintained at the Intersection.

CONDITIONS OF THIS AGREEMENT ARE TO BE AS FOLLOWS:

I. Milwaukee hereby agrees:

- (a) That it will, through its Department of Public Works and other appropriate and necessary agents of Milwaukee, engineer and construct traffic control signals and related traffic control facilities at the Intersection and will pay one half (50%) of the local participation cost, or an estimated \$6,500, of such engineering and construction, and within sixty (60) days of completion of said work, bill Greenfield for one half (50%) of the local participation cost, or an estimated \$6,500, of such engineering and construction. The total estimated cost for the engineering and construction is \$65,000 with twenty percent, or \$13,000, being the local participation cost.
- (b) That it will provide routine maintenance responsibility (lamp removal, cleaning, lens replacement, controller service, detector service, etc.) for the entire traffic control signal installation.
- (c) That it will provide all necessary repairs and replacements to equipment that fails to function properly as a result of normal wear and deterioration and that it will pay for the full cost for such repair and/or replacement.
- (d) That it will provide all necessary repairs and replacements to equipment damaged by accident, vandalism, or acts of God, and that it will pay for the cost of such repair and replacement and that it will bill Greenfield for the one half (50%) of the cost of such repair and replacement.

- (e) That it will make any necessary equipment additions or revisions deemed necessary by changed laws, changed traffic conditions, or changed intersection geometry, and that it will pay for the cost of any such equipment additions or revisions, and that it will bill Greenfield for the one half (50%) of the cost of said additions and revisions.
- (f) That it will operate and adjust the traffic signal timing and equipment in such manner as to best meet prevailing traffic conditions as determined by Milwaukee in consultation with Greenfield.
- (g) That it will obtain agreement from Greenfield prior to equipment additions or revisions for which cost participation by Greenfield would be required and such agreement shall not unreasonably withheld.
- (h) That it will pay one half (50%) of the cost of electrical service installation for the traffic control signals at the Intersection.

II. Greenfield hereby agrees:

- (a) That it will pay one half (50%) of the local participation cost of engineering and construction, or an estimated \$6,500, of the traffic control signals and related facilities at the Intersection, upon billing by Milwaukee. The estimated local participation cost for the engineering and construction is \$13,000.
- (b) That as the subscriber of electrical service with WE Energies, Greenfield will pay for the total cost of electrical energy for the traffic control signals at the intersection.
- (c) That Milwaukee is to perform and pay for all routine maintenance for the entire traffic control signal installation as indicated in I. (b) and necessary repairs and replacements to all traffic control signal equipment which fails to function as indicated in I. (c).
- (d) That Milwaukee will perform all necessary repairs and replacements to equipment damaged as indicated in I. (d), that it will pay for the cost of such repair and replacement of material installed within Greenfield, including the cost of labor, material and equipment services, and will bill Greenfield for one half (50%) of the costs of any such repairs and replacements.
- (e) That Milwaukee will make any necessary additions or revisions as indicated in I. (e), and that Greenfield will pay one half (50%) of the costs of any such additions or revisions.
- (f) That Milwaukee is to perform all work related to the operation of the traffic control signals at the Intersection, including engineering, except such

immediate emergency measures as may need to be taken when Milwaukee forces are not present and the public safety may be in jeopardy.

- (g) That it agrees to promptly notify Milwaukee through its Department of Public Works (at the phone numbers listed below), of any damage, lamp outage, lens breakage, or seeming malfunction of the traffic control signal equipment or related traffic control facilities.

Canal Street Shop – 286-3687
Engineering Office – 286-3232

- (h) That Milwaukee shall operate and adjust the traffic signal controller in such a manner as to best meet prevailing traffic conditions determined by Milwaukee through its Department of Public Works.
- (i) That it will pay one half (50%) of the cost of electrical service installation for the traffic control signals at the Intersection.
- (i) That Milwaukee shall request layouts of Greenfield underground structure and facilities before performing work of such a nature that existing underground facilities must be avoided. Milwaukee shall be required to take precautionary measures to avoid damage to such underground facilities. Greenfield shall supply Milwaukee with a complete record of the existing underground material structure at the intersection and any change or revision thereto as may take place in the future.

III. Ownership and Responsibility

All equipment shall be the property of the municipality in which it is installed.

IV. Payments

All payments due under this agreement shall be paid within sixty (60) days after receipt of an invoice with appropriate back-up evidence of the same.

V. Liability

Each party agrees to indemnify, and save harmless the other, as well as their officers, directors, employees and agents, from, and against any and all liability for injuries or damages to persons or property arising out of their own performance or failure to perform the provisions of this Agreement.

VI. Duration

This Agreement shall continue and be in force indefinitely unless terminated on six (6) months written notice by either agency to the other.

IN WITNESS WHEREOF, the undersigned on behalf of the City of Milwaukee affix their hands and seals this _____ day of _____, 2009.

CITY OF MILWAUKEE

COMMISSIONER OF PUBLIC WORKS

COMPTROLLER

IN WITNESS WHEREOF, the undersigned on behalf of the City of Greenfield affix their hands and seals this _____ day of _____, 2009.

CITY OF GREENFIELD

CITY ENGINEER

COMPTROLLER

RWB:

**Capital Grant Resolution Certification from the
Comptroller's Office**

The Comptroller's Office has reviewed Common Council Resolution File No. _____ for Summerfest Shuttle Bus Preliminary engineering and Forest Home/Oklahoma/43rd St Pedestrian Enhancements (Grantor \$79,115.15 City \$8,000) and approved the resolution as to:

- Sufficiency of funds
- Funding sources (per estimated **grant funding agreement**)
- Sufficiency of reporting for purposes of internal auditing

The following deficiencies were noted:

The resolution should be corrected and returned to the Comptroller's Office for review.

Signature: *C. Wisniewski*

Date: 1/13/00



City of Milwaukee

200 E. Wells Street
Milwaukee, Wisconsin
53202

Master With Text

File Number: 091268

File ID: 091268

Type: Ordinance

Status: In Committee

Version: 0

Reference:

Controlling Body: PUBLIC WORKS
COMMITTEE

Requester: COMMON COUNCIL

Cost:

File Created: 01/20/2010

File Name:

Final Action:

Title: An ordinance relating to special privilege applications.

Notes:

Code Sections:

Indexes: SPECIAL PRIVILEGE PERMITS

Sponsors: Ald. Dudzik

Attachments: Fiscal note, Hearing Notice List

Drafter: aeh

Contact:

Agenda Date:

Agenda Number:

Enactment Date:

Enactment Number:

Effective Date:

Extra Date 2:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
0	COMMON COUNCIL	01/20/2010	ASSIGNED TO	PUBLIC WORKS COMMITTEE			
	Action Text: This Ordinance was ASSIGNED TO to the PUBLIC WORKS COMMITTEE						
0	PUBLIC WORKS COMMITTEE	01/22/2010	HEARING NOTICES SENT		01/27/2010		
0	PUBLIC WORKS COMMITTEE	01/27/2010					

Text of Legislative File 091268

..Number

091268

..Version

ORIGINAL

..Reference

..Sponsor

ALD. DUDZIK

..Title

An ordinance relating to special privilege applications.

..Sections

245-12-2 rc

..Analysis

Currently the code does not require parties interested in filing a special privilege petition to submit a set of pictures and site plans. This ordinance requires that a set of pictures and site plans be submitted when a petitioner files a petition for a special privilege.

..Body

The Mayor and Common Council of the City of Milwaukee do ordain as follows:

Part 1. Section 245-12-2 of the code is repealed and recreated to read:

245-12. Special Privileges.

2. APPLICATION. Any person, firm, association or corporation desiring such special privileges shall file with the city clerk a petition in writing on a form furnished for such purpose by the city engineer or the commissioner of city development. The petition shall include a set of pictures and site plans (detailed drawings) relevant to the petition. Petitioners shall pay to the city treasurer the fee as specified in s. 81-115, special privileges, for the purpose of defraying the cost of printing and other expenses which the city may incur in the consideration of such resolution for a special privilege, as regulated in s. 301-7.

..LRB

APPROVED AS TO FORM

Legislative Reference Bureau

Date:_____

..Attorney

IT IS OUR OPINION THAT THE ORDINANCE
IS LEGAL AND ENFORCEABLE

Office of the City Attorney

Date:_____

..Requestor

..Drafter

LRB10012-1

AEH

1/14/2010

CITY OF MILWAUKEE FISCAL NOTE

A) **DATE** January 19, 2010

FILE NUMBER: 091268

Original Fiscal Note Substitute

SUBJECT: An ordinance relating to special privilege procedures.

B) **SUBMITTED BY (Name/title/dept./ext.):** Rebecca Grill, License Division Manager, City Clerk License Division, 2238

C) **CHECK ONE:** ADOPTION OF THIS FILE AUTHORIZES EXPENDITURES
 ADOPTION OF THIS FILE DOES NOT AUTHORIZE EXPENDITURES; FURTHER COMMON COUNCIL ACTION NEEDED. LIST ANTICIPATED COSTS IN SECTION G BELOW.
 NOT APPLICABLE/NO FISCAL IMPACT.

D) **CHARGE TO:** DEPARTMENT ACCOUNT(DA) CONTINGENT FUND (CF)
 CAPITAL PROJECTS FUND (CPF) SPECIAL PURPOSE ACCOUNTS (SPA)
 PERM. IMPROVEMENT FUNDS (PIF) GRANT & AID ACCOUNTS (G & AA)
 OTHER (SPECIFY)

E) PURPOSE	SPECIFY TYPE/USE	ACCOUNT	EXPENDITURE	REVENUE	SAVINGS
SALARIES/WAGES:					
SUPPLIES:					
MATERIALS:					
NEW EQUIPMENT:					
EQUIPMENT REPAIR:					
OTHER:					
TOTALS					

F) FOR EXPENDITURES AND REVENUES WHICH WILL OCCUR ON AN **ANNUAL** BASIS OVER SEVERAL YEARS CHECK THE APPROPRIATE BOX BELOW AND THEN LIST EACH ITEM AND DOLLAR AMOUNT **SEPARATELY**.

<input type="checkbox"/> 1-3 YEARS	<input type="checkbox"/> 3-5 YEARS
<input type="checkbox"/> 1-3 YEARS	<input type="checkbox"/> 3-5 YEARS
<input type="checkbox"/> 1-3 YEARS	<input type="checkbox"/> 3-5 YEARS

G) **LIST ANY ANTICIPATED FUTURE COSTS THIS PROJECT WILL REQUIRE FOR COMPLETION:**

H) **COMPUTATIONS USED IN ARRIVING AT FISCAL ESTIMATE:**

PLEASE LIST ANY COMMENTS ON REVERSE SIDE AND CHECK HERE



Legislation Details (With Text)

File #: 091239 **Version:** 0

Type: Ordinance **Status:** In Committee

File created: 1/20/2010 **In control:** PUBLIC WORKS COMMITTEE

On agenda: **Final action:**

Effective date:

Title: An ordinance adjusting the certified survey map filing fee and street and alley vacation application fees.

Sponsors: THE CHAIR

Indexes: ALLEY VACATIONS, CERTIFIED SURVEY MAPS, FEES, STREET VACATIONS

Attachments: Hearing Notice List

Date	Ver.	Action By	Action	Result	Tally
1/12/2010	0	COMMON COUNCIL	ASSIGNED TO		
1/22/2010	0	PUBLIC WORKS COMMITTEE	HEARING NOTICES SENT		

Number

091239

Version

ORIGINAL

Reference

Sponsor

THE CHAIR

Title

An ordinance adjusting the certified survey map filing fee and street and alley vacation application fees.

Sections

81-19-2 am

81-116-1-a am

81-116-1-b am

Analysis

This ordinance increases the fee for the filing of a certified survey map from \$270 to \$380 to cover the current cost of map review by the department of public works. The ordinance also increases the base fee for filing a preliminary application for a street vacation from \$1,350 to \$1,375, and for an alley vacation from \$991 to \$1,375 to cover current department of public works costs.

Body

The Mayor and Common Council of the City of Milwaukee do ordain as follows:

Part 1. Section 81-19-2 of the code is amended to read:

81-19. Certified Survey Map Filing Fee.

2. In addition, a fee of ~~[[\$270]]~~ >> \$380 << shall be paid for each certified survey map. This fee is intended to cover the cost of map review by the department of public works.
(See s. 119-4.)

Part 2. Section 81-116-1-a and b of the code is amended to read:

81-116. Street and Alley Vacation Fees.

1. REQUIRED FEES. Street and alley vacations shall be subject to the following fees:

a. The fee for filing a preliminary application for vacation of a street shall be ~~[[\$1,350]]~~ >> \$1,375 << plus \$140 for each 100 feet of street length or fraction thereof above 300 feet. Of this fee, \$375 is intended to cover the department of city development's costs for administering the vacation procedure, while the remainder is intended to cover the costs incurred by the department of public works in preparing a map, legal description and coordinated report for the proposed vacation pursuant to s. 308-28-4.

b. The fee for filing a preliminary application for vacation of an alley shall be ~~[[\$991]]~~ >> \$1,375 << plus \$95 for each 100 feet of alley length or fraction thereof above 300 feet. Of this fee, \$375 is intended to cover the department of city development's costs for administering the vacation procedure, while the remainder is intended to cover the costs incurred by the department of public works in preparing a map, legal description and coordinated report for the proposed vacation pursuant to s. 308-28-4.

LRB:

APPROVED AS TO FORM

Legislative Reference Bureau

Date: _____

ATTORNEY

IT IS OUR OPINION THAT THE ORDINANCE
IS LEGAL AND ENFORCEABLE

Office of the City Attorney

Date: _____

Department

City Engineer

Drafter

LRB10003-1

JWC

1/7/10

CITY OF MILWAUKEE FISCAL NOTE

CC-170 (REV. 6/86)

A) DATE: January 25, 2010

FILE NUMBER 091239
Original Fiscal Note Substitute

SUBJECT: An ordinance adjusting the certified survey map filing fee and street and alley vacation application fees.

B) SUBMITTED BY (Name/Title/Dept/Ext.): Jeffrey S. Polenske, P.E./City Engineer/Infrastructure Services Division/2400

C) CHECK ONE: ADOPTION OF THIS FILE AUTHORIZES EXPENDITURES.
 ADOPTION OF THIS FILE DOES NOT AUTHORIZE EXPENDITURES; FURTHER COMMON COUNCIL ACTION NEEDED.
 LIST ANTICIPATED COSTS IN SECTION G BELOW.
 NOT APPLICABLE/NO FISCAL IMPACT.

D) CHARGE TO: DEPARTMENTAL ACCOUNT (DA) CONTINGENT FUND (CF)
 CAPITAL PROJECTS FUND (CPF) SPECIAL PURPOSE ACCOUNTS (SPA)
 PERM. IMPROVEMENT FUNDS (PIF) GRANT & AID ACCOUNTS (G & AA)
 OTHER (SPECIFY)

E) PURPOSE	SPECIFY TYPE/USE	ACCOUNT	EXPENDITURE	REVENUE	SAVINGS
SALARIES/WAGES:					
SUPPLIES:					
MATERIALS:					
NEW EQUIPMENT:					
EQUIPMENT REPAIR:					
OTHER: Increase application fees				\$11,300	
TOTALS:					

F) FOR EXPENDITURES AND REVENUES WHICH WILL OCCUR ON AN ANNUAL BASIS OVER SEVERAL YEARS CHECK THE APPROPRIATE BOX BELOW AND THEN LIST EACH ITEM AND DOLLAR AMOUNT SEPARATELY.

<input checked="" type="checkbox"/> 1-3 YEARS	<input type="checkbox"/> 3-5 YEARS	CSM \$6,750 annually
<input checked="" type="checkbox"/> 1-3 YEARS	<input type="checkbox"/> 3-5 YEARS	Street vacation \$1,250 annually
<input checked="" type="checkbox"/> 1-3 YEARS	<input type="checkbox"/> 3-5 YEARS	Alley vacation \$3,300 annually

G) LIST ANY ANTICIPATED FUTURE COSTS THIS PROJECT WILL REQUIRE FOR COMPLETION:

H COMPUTATIONS USED IN ARRIVING AT FISCAL ESTIMATE:

Multiplied the requested fee increase against the actual number of CSM's, street vacations and alley vacations, averaged over the past 3 years.

PLEASE LIST ANY COMMENTS ON REVERSE SIDE AND CHECK HERE



Legislation Details (With Text)

File #: 091180 **Version:** 0
Type: Resolution **Status:** In Committee
File created: 1/20/2010 **In control:** PUBLIC WORKS COMMITTEE
On agenda: **Final action:**
Effective date:
Title: Resolution approving an Assignment of Lease Agreement and Consent to Assignment between Jacobus Energy, Inc. and South Harbor, LLC commencing January 3, 2010.
Sponsors: THE CHAIR
Indexes: AGREEMENTS, LEASES, PORT OF MILWAUKEE
Attachments: Cover Letter, Fiscal Note, Agreement, Hearing Notice List

Date	Ver.	Action By	Action	Result	Tally
1/20/2010	0	COMMON COUNCIL	ASSIGNED TO		
1/22/2010	0	PUBLIC WORKS COMMITTEE	HEARING NOTICES SENT		
1/22/2010	0	PUBLIC WORKS COMMITTEE	HEARING NOTICES SENT		

Number

091180

Version

Original

Reference

Sponsor

The Chair

Title:

Resolution approving an Assignment of Lease Agreement and Consent to Assignment between Jacobus Energy, Inc. and South Harbor, LLC commencing January 3, 2010.

Analysis

This resolution would approve Assignment of Lease Agreement and Consent to Assignment between Jacobus Energy, Inc. and South Harbor, LLC Inc for a period of (2) two years for real property located on the South Harbor Tract, of the Port of Milwaukee commencing January 3, 2010.

Body:

Whereas, The Board of Harbor Commissioners at their meeting of December 10, 2009 acted by vote of the Board to grant such lease assignment; now, therefore, be it

Resolved, By the Common Council of the City of Milwaukee that said Common Council hereby ratifies and approves the Assignment of Lease Agreement and Consent to Assignment between Jacobus Energy, Inc. and South Harbor, LLC with the City of Milwaukee, by and through its Board of Harbor Commissioners commencing January 3, 2010 and terminating on December 31, 2011 at the current existing lease terms, rates and conditions; and, be it

Further Resolved, That the designated officers of said government and said Board are hereby authorized and directed to execute an agreement to carry out this purpose as prepared by the City Attorney's office.

Drafter

12/17/2009

Port of Milwaukee

Eric C. Reinelt

i:jacobus-shlseassign09ccres.doc

LEGISLATIVE REFERENCE BUREAU FISCAL ANALYSIS

PUBLIC WORKS COMMITTEE

JANUARY 27, 2010

Item 10, File #091180

File Number 091180 is a resolution approving an assignment of lease agreement and consent to assignment relating to the City of Milwaukee's lease agreement with Jacobus Energy, Inc., for real property located on South Harbor Drive at the Port of Milwaukee.

Background

1. The City and Jacobus Energy, Inc., entered into a lease agreement on October 3, 2001, for 10 acres of real property located at 1726 S. Harbor Drive on the Port of Milwaukee's South Harbor Tract. This lease expired on December 31, 2008.
2. On October 13, 2009, the Common Council approved File Number 090351, a resolution which amended this lease agreement such that 5.4 acres of the real property would be returned to the City as bare ground (upon removal of oil storage tanks and other improvements by Jacobus), with the lease for the other 4.6 acres being extended for an additional 3 years.
3. Jacobus now desires to assign its lease of the 4.6 acres to South Harbor, LLC. South Harbor would continue to use this property for the receipt, storage and shipment of petroleum products.

Discussion

1. This resolution approves an assignment of lease agreement, and consent to assignment, for Jacobus Energy, Inc.'s lease of 4.6 acres of land located at 1726 S. Harbor Drive on the Port of Milwaukee's South Harbor Tract. The lease agreement would be assigned to South Harbor, LLC.
2. The lease assignment is effective January 31, 2010. As stipulated by Common Council File 090351, the lease will expire on December 31, 2011. The lease will retain all of its current terms, rates and conditions. The assignee (South Harbor) and the City agree to negotiate, in good faith, a successor lease to take effect January 1, 2012.
3. The Board of Harbor Commissioners recommended approval of this amendment at its meeting of December 10, 2009.

Fiscal Impact

1. Since this resolution approves the assignment of an existing lease of City-owned property to a new tenant, with all existing terms, including rental rates and throughput charges, transferred to the new tenant, approval of the resolution will have no fiscal impact on the City.

2. The fiscal note for File Number 090351 indicates that the lease agreement with Jacobus Energy (now being transferred to South Harbor, LLC) will generate annual revenues of \$59,800 in land rent and \$3,000 in throughput charges.
3. Since the Port of Milwaukee operates as a self-supporting “enterprise fund,” these revenues are used to cover the Port’s operating expenditures; when the Port’s revenues exceed its expenditures, the surplus revenue is transferred to the City’s General Fund.

Prepared by: Jeff Osterman, X2262
LRB-Research & Analysis Section
January 25, 2010

c: Eric Reinelt
Hattie Billingsley
Marianne Walsh

December 17, 2009

Ref: Jacobus-SH/Lease

To The Honorable
The Common Council
City of Milwaukee

Dear Council Members:

The Port of Milwaukee is requesting approval for the Assignment of Lease Agreement and Consent to Assignment between Jacobus Energy, Inc. and South Harbor, LLC for 4.6 acres of property located at 1626 S. Harbor Drive commencing January 3, 2010 and terminating December 31, 2011.

At its meeting of December 10, 2009, the Board of Harbor Commissioners approved the Assignment of Lease Agreement and Consent to Assignment and authorized the Port staff to notify the Common Council. It is therefore, placed before your Honorable Body for its ratification of the Board's action. We respectfully request that your Honorable Body approve this Lease Assignment and authorize its execution by adopting the attached resolution.

Respectfully submitted,

ERIC C. REINELT
Municipal Port Director

ECR/dcl

i:jacobus-shlseassign09ccltr.doc

CITY OF MILWAUKEE FISCAL NOTE

A) DATE December 17, 2009

FILE NUMBER: _____

Original Fiscal Note Substitute

SUBJECT: Approve Assignment of Lease Agreement and Consent to Assignment between the Board of Harbor Commissioners and Jacobus Energy, Inc. and South Harbor, LLC

B) SUBMITTED BY (Name/title/dept./ext.): Eric C. Reinelt, Municipal Port Director, Port of Milwaukee, 8130

C) CHECK ONE:

ADOPTION OF THIS FILE AUTHORIZES EXPENDITURES

ADOPTION OF THIS FILE DOES NOT AUTHORIZE EXPENDITURES; FURTHER COMMON COUNCIL ACTION NEEDED. LIST ANTICIPATED COSTS IN SECTION G BELOW.

NOT APPLICABLE/NO FISCAL IMPACT.

D) CHARGE TO:

<input type="checkbox"/> DEPARTMENT ACCOUNT(DA)	<input type="checkbox"/> CONTINGENT FUND (CF)
<input type="checkbox"/> CAPITAL PROJECTS FUND (CPF)	<input type="checkbox"/> SPECIAL PURPOSE ACCOUNTS (SPA)
<input type="checkbox"/> PERM. IMPROVEMENT FUNDS (PIF)	<input type="checkbox"/> GRANT & AID ACCOUNTS (G & AA)
<input type="checkbox"/> OTHER (SPECIFY)	

E) PURPOSE	SPECIFY TYPE/USE	ACCOUNT	EXPENDITURE	REVENUE	SAVINGS
SALARIES/WAGES:	N/A				
SUPPLIES:	N/A				
MATERIALS:	N/A				
NEW EQUIPMENT:	N/A				
EQUIPMENT REPAIR:	N/A				
OTHER:					
TOTALS	N/A				

F) FOR EXPENDITURES AND REVENUES WHICH WILL OCCUR ON AN ANNUAL BASIS OVER SEVERAL YEARS CHECK THE APPROPRIATE BOX BELOW AND THEN LIST EACH ITEM AND DOLLAR AMOUNT SEPARATELY.

<input checked="" type="checkbox"/> 1-3 YEARS	<input type="checkbox"/> 3-5 YEARS	This assignment causes no change in revenue
<input type="checkbox"/> 1-3 YEARS	<input type="checkbox"/> 3-5 YEARS	
<input type="checkbox"/> 1-3 YEARS	<input type="checkbox"/> 3-5 YEARS	

G) LIST ANY ANTICIPATED FUTURE COSTS THIS PROJECT WILL REQUIRE FOR COMPLETION:

N/A

H) COMPUTATIONS USED IN ARRIVING AT FISCAL ESTIMATE:

N/A

PLEASE LIST ANY COMMENTS ON REVERSE SIDE AND CHECK HERE

ASSIGNMENT OF LEASE AGREEMENT

and

CONSENT TO ASSIGNMENT

between

**THE BOARD OF HARBOR COMMISSIONERS,
CITY OF MILWAUKEE**

and

JACOBUS ENERGY, INC.

and

SOUTH HARBOR MILWAUKEE, LLC

**For lease of 4.6 acres of property located
on the South Harbor Tract at
1726 S. Harbor Drive**

**Initial Term: January 3, 2010 through
December 31, 2011**

ASSIGNMENT OF LEASE AGREEMENT AND CONSENT TO ASSIGNMENT

This Assignment of Lease Agreement and Consent to Assignment (“Assignment”), made and entered into at Milwaukee, Wisconsin as of this ____ day of _____, 2009, by and between JACOBUS ENERGY, INC., a Wisconsin corporation (hereinafter referred to as the “Assignor”), SOUTH HARBOR, LLC, a Wisconsin limited liability company (hereinafter referred to as the “Assignee”), and the CITY OF MILWAUKEE, a Wisconsin municipal corporation, by and through its Board of Harbor Commissioners (hereinafter referred to as the “City”),

RECITALS

A. The City and the Tenant have entered into a Lease Agreement dated October 3, 2001, as amended by the Amendment to and Extension of Lease Agreement dated December 6, 2001 (hereinafter collectively referred to as the “Lease”) for the lease of approximately 10.0 acres of real property located on the Port’s South Harbor Tract at 1726 S. Harbor Drive in the City of Milwaukee. A copy of the Lease is attached hereto and made a part hereof as Exhibit A;

B. The City and the Assignee entered into a subsequent Amendment to and Extension of Lease Agreement (hereinafter referred to as the “Lease Extension”) whereby the Assignor returned to the City as bare ground approximately 5.4 acres of the original leasehold during 2009 (the “5.4 Acre Parcel”);

C. The Lease Extension included an additional extension of the Lease Agreement for three (3) years for the remaining 4.6 acres that were originally within the

coverage of the Lease (the “4.6 Acre Parcel”), with a final expiration date of December 31, 2011;

D. Assignor presently operates a bulk liquids storage terminal (the “Terminal”) on the 4.6 Acre Parcel;

E. Assignor and Assignee are parties to that certain Asset Purchase Agreement dated _____, (the “Purchase Agreement”) pursuant to which, subject to the terms and conditions set forth herein, Assignee will purchase substantially all of Assignor’s assets located at the Terminal, including all of Assignor’s right, title and interest in, under and to the Lease Agreement, and assume certain of Assignor’s liabilities in connection with Assignor’s operation of the Terminal;

F. Contemporaneous with the closing of the transactions contemplated by the Purchase Agreement, the City, the Assignor, and the Assignee mutually desire that: (i) Assignor assign all of its right, title and interest in, under and to the 4.6 Acre Parcel remaining within the scope of the Lease to the Assignee; and (ii) that the City consent to the assignment contemplated hereby, all on the terms and conditions hereinafter set forth.

AGREEMENT

NOW, THEREFORE, in consideration of the Recitals set forth above, which by reference are made a part of this Assignment, the mutual covenants and agreements set forth below, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the City, the Assignor and the Assignee hereto do hereby agree as follows:

1. **Assignment.** The Assignor hereby transfers, assigns and sets over to the Assignee all of the Assignor's right, title and interest in and to the Lease and in and to the 4.6 Acre Parcel, except as otherwise expressly provided in Paragraphs 3 and 4 hereafter, effective as of January 31, 2010 (the "Effective Date"). The Assignor hereby represents and warrants to the Assignee and to the City that the Assignor is the owner of all right, title and interest of Tenant under the Lease, and has all right, power and authority to assign its right, title and interest in the Lease to the Assignee pursuant to this Assignment.

2. **Acceptance of Assignment.** The Assignee hereby accepts the Assignment and transfer of the Lease as contemplated by this Assignment, and assumes all of the obligations of the Assignor under the Lease arising from and after the Effective Date, except as otherwise expressly provided and in Paragraphs 3 and 4 hereinafter.

3. **Liabilities Retained by the Assignor.** Notwithstanding anything in Assignment to the contrary, the Assignor acknowledges that it is not assigning to the Assignee, and that the Assignee is not assuming, any obligation or liability under the Lease arising or accruing prior to the Effective Date. This Assignment shall not operate to relieve the Assignor from any of its obligations to the City under said Lease arising or accruing prior to the Effective Date.

4. **Representation and Warranties by the City and the Assignor.** The City and the Assignor represent and warrant to the Assignee that:

a. The Lease is in full force and effect and has not been modified as of the date hereof; and

b. The Assignor is not in default under the Lease, the Assignor has not received any notice of default under the Lease, and, to its best knowledge, there are no events which have occurred that, with the giving of notice or the passage of time or both, would result in a default by the Assignor under the Lease.

5. **The Assignee's Use of Property.** The Assignee will utilize the 4.6 Acre Parcel for and in conjunction with those business functions associated with the operation of a liquid cargo storage and distribution terminal.

6. **Insurance.** The Assignee shall provide the City with insurance coverages and limits as specified in Exhibit B attached hereto and made a part thereof. Additionally, the insurance provisions set forth in Exhibit B shall govern throughout the term of this Assignment and shall supersede Section 14 of the Lease.

Such approval is contingent in part upon said Board receiving confirmation prior to approval that the Assignee has sufficient insurance coverage (including environmental insurance coverage) in force to satisfy all of the requirements specified in Exhibit C.

7. **Environmental Compliance & Obligations.**

a. **Compliance with Environmental Regulations.** The Assignee shall fully comply with all statutes, regulations, or other applicable requirements imposed by any federal, state, or municipal agency with respect to the environmental condition of the 4.6 Acre Parcel and/or with respect to any activities or operations that the Assignee may conduct upon the 4.6 Acre Parcel (hereinafter referred to as "Environmental Requirements"). The Assignee shall not cause, permit or suffer the existence or commission by the Assignee,

its agents, employees, contractors or invitees, or by any other person of any violation of any Environmental Requirements upon, about or beneath the 4.6 Acre Parcel or any portion thereof.

b. Hazardous Material; Environmental Liens. Except to the extent commonly used in the day-to-day operation of the 4.6 Acre Parcel, and in strict compliance with all Environmental Requirements (including those relating to storage, use and disposal), the Assignee shall not cause, permit or suffer any “hazardous material” or “hazardous substance” (as defined by applicable Federal or State statutes or regulations) to be brought upon, treated, kept, stored, disposed of, discharged, released, produced, manufactured, generated, refined, or used upon, about, or beneath the 4.6 Acre Parcel or any portion thereof by the Assignee, its agents, employees, contractors, tenants or invitees, or any other person without the prior written consent of the City. Any request by the Assignee for such consent by the City shall be in writing and shall demonstrate to the reasonable satisfaction of the City that such “hazardous material” or “hazardous substance” is necessary to the conduct of the business of the Assignee and will be stored, used, and disposed of in a manner that complies with all applicable Environmental Requirements. The Assignee shall not create or suffer to exist with respect to the 4.6 Acre Parcel any lien, security interest, or other charge or encumbrance of any kind relating to the environmental condition of the 4.6 Acre Parcel, including (without limitation) any lien imposed pursuant to Sec. 107(f) of the Superfund Amendments and Reauthorization Act of 1986 (42 U.S.C. § 9607(L)) or any similar State Statute.

c. Obligations to Investigate and/or Remediate. The Assignee shall, upon demand of the City, and at its sole cost and expense, promptly take all actions to investigate and/or remediate the environmental condition of the 4.6 Acre Parcel which may be required by any federal, state or local governmental agency or political subdivision which remediation is necessitated from, or attributable to, the presence upon, about or beneath the 4.6 Acre Parcel of any “hazardous material” or “hazardous substance” or any violation of Environmental Requirements caused by the presence of and/or activities or operations conducted by the Assignee upon the 4.6 Acre Parcel. Any such investigation and/or remediation shall be performed by and under the direction of a qualified environmental consulting or engineering firm approved by the City in advance of the commencement of the work. The Assignee agrees to allow entry upon the 4.6 Acre Parcel by the City, or agents, contractors or employees of the City for purposes of conducting environmental audits and/or other tests for the purpose of determining the impact of the Assignee’s presence and/or activities or operations upon or with respect to the 4.6 Acre Parcel upon the environmental condition thereof. In the event that the Assignee performs any such environmental audit and/or test on its own behalf, it shall promptly provide to the City full and complete copies of any results and/or reports that are generated in connection with the above activities.

d. Existing Environmental Contamination. Notwithstanding anything to the contrary in the Lease of in this Assignment, the Assignee shall have no responsibility or obligation whatsoever, with respect to the environmental condition of the 4.6 Acre Parcel on or before the Effective Date of this Assignment, and as described in the November 16,

2009 Results Report of Baseline Environmental Assessment completed by Sigma Group, Inc. It is, however, understood and agreed that the Assignee shall be fully responsible for those environmental obligations and liabilities resulting from its operations on the 4.6 Acre Parcel and from the actions or omissions of its employees, agents, contractors, tenants and invitees.

e. Survival of Obligations. The Assignee's obligations with respect to the environmental condition of the 4.6 Acre Parcel (as more fully set forth in Subsections (A) through (C) above) shall survive the expiration or termination of this Agreement.

8. **Termination and Vacation: Default.** Paragraph 8.A. of the Lease entitled "Termination and Vacation Date" is amended by changing the second sentence thereof to read:

"The 4.6 Acre Parcel shall be returned to the City by the Assignee as bare ground, with no improvements thereon, normal wear and tear excepted."

9. **Financial Guarantee.** Prior to the Effective Date of this Assignment, Assignee shall furnish either a bond or a bank standby letter of credit or an equivalent financial guarantee instrument in a form and amount approved by the City, in an amount sufficient to fully cover one year's total estimated leasehold rental, projected throughput fees, and other financial obligations payable to the City by Assignee, as Tenant under the assigned Lease. In the event Assignee is unable, after exercising every reasonable effort, to procure such instrument, Assignee, at the sole option of the City, may furnish to City written personal guarantees of its members or other persons or entities, in a form and in amounts approved by the City. In the event that the City ever draws upon any financial

guarantee instrument furnished under this Section, Assignee shall immediately post a new or equivalent financial guarantee instrument in the form and amount specified by this Section.

10. **Term of Assignment: Successor Lease.** This Assignment shall remain effective for the remaining duration of the Lease term, which term shall expire on December 31, 2011. The Assignee and the City agree to negotiate in good faith with respect to attaining agreement on the terms and conditions of a successor lease, to take effect as of January 1, 2012.

11. **Notices.** Whenever in this Assignment it shall be required or permitted that notice be given by any party to any other party, such notice shall be delivered in person or sent by U.S. Certified Mail, postage prepaid, return receipt requested, as follows:

To the Assignor:
Jacobus Energy, Inc.
11815W. Bradley Road
Milwaukee, WI 53224
Attn: Mr. Eugene T. Jacobus

To the Assignee:
South Harbor, LLC
1726 S. Harbor Drive
Milwaukee, WI 53207

To the City:
Board of Harbor Commissioners
2323 S. Lincoln Memorial Drive
Milwaukee, WI 53207
Attention: Municipal Port Director

If notice is delivered personally, such notice shall be deemed received when received by the party to whom it is directed. If notice is sent by mail as provided above, such notice shall be deemed received three days after mailing.

12. **Consent by the City.**

a. The City, upon execution of this Assignment, hereby consents to the making of this Assignment and to all of the terms and conditions hereof, and acknowledges that all conditions required for such consent contained in the Lease have been fulfilled or are hereby waived.

b. Effective as of the Effective Date, the City hereby agrees to recognize the Assignee as the Tenant under the Lease and thereby to establish direct privity of contract with the Assignee.

c. This Assignment remains in effect only if the closing of the property sale between the Assignor and the Assignee occurs on or before the Effective Date.

13. **Binding Effects.** This Assignment shall be binding upon and inure to the benefit of the successors and assigns of the City, the Assignor and the Assignee.

14. **Headings.** The section headings used herein are inserted for convenience only and shall not affect any way the meaning or interpretation of this Assignment.

15. **No Slavery Affidavit.** The Assignor and Assignee shall execute the Affidavit of Compliance attached hereto as Exhibits C-1 and C-2, contemporaneously with its execution of this Lease Assignment.

16. In all other respects, the terms and conditions of the Lease Agreement are hereby reaffirmed and shall continue unchanged and in full force and effect.

17. **Governing Law.** This Assignment shall be governed by, and construed and enforced in accordance with, the laws of the State of Wisconsin.

18. **Counterparts.** This Assignment may be executed in one or more counterparts, each of which shall be deemed an original, but all of which together will constitute one and the same instrument.

IN WITNESS WHEREOF, the parties have executed this Assignment on the date first above written.

ASSIGNOR:
JACOBUS ENERGY, INC.

ASSIGNEE:
SOUTH HARBOR MILWAUKEE, LLC

By _____
Eugene T. Jacobus, President

By _____
John Fox, President

LANDLORD:
CITY OF MILWAUKEE

By _____
Tom Barrett, Mayor

By _____
Ronald D. Leonhardt, City Clerk

COUNTERSIGNED:

By _____
W. Martin Morics, Comptroller

BOARD OF HARBOR COMMISSIONERS

By _____
Timothy K. Hoelter, President

By _____
Donna Luty, Secretary

19. **Authorization**. The undersigned signatories to this instrument represent that they are duly authorized to contract on behalf of their respective entities.

STATE OF WISCONSIN
MILWAUKEE COUNTY

Personally came before me this _____ day of, _____, 20____, Eugene T. Jacobus, President, of JACOBUS ENERGY, INC., who by its authority and on its behalf executed the foregoing instrument and acknowledged the same.

NOTARY PUBLIC, State of Wisconsin
My Commission Expires_____

PLEASE NOTE: CORPORATIONS MUST COMPLETE THE FOLLOWING:

(Note: Someone other than the individual who executed this Lease must certify the following):

CERTIFICATE RE: CORPORATION

I, _____ certify that I am the _____ of the
(print name) (print title)

above ASSIGNOR named herein; that _____, who
(print signator of tenant)

executed this Lease on behalf of the ASSIGNOR was then _____
(official capacity of signator)

of said corporation, and in said capacity, duly signed said Lease for and on behalf of said corporation, being duly authorized so to do under its bylaws or is authorized so to do by action of its duly constituted board, all of which is within the scope of its corporate powers.

Dated at _____ this _____ day of _____, 20____.
(location)

(Signature)

STATE OF WISCONSIN
_____ COUNTY

Personally came before me this _____ day of _____, 20____,
John Fox, President, of SOUTH HARBOR, LLC, who by its authority and on its behalf
executed the foregoing instrument and acknowledged the same.

NOTARY PUBLIC, State of Wisconsin
My Commission Expires _____

PLEASE NOTE: LIMITED LIABILITY COMPANIES MUST COMPLETE THE
FOLLOWING:

(Note: Someone other than the individual who executed this Lease must certify the
following):

CERTIFICATE RE: LIMITED LIABILITY COMPANY

I, _____ certify that I am the _____ of the
(print name) (print title)

above ASSIGNEE named herein; that _____, who
(print signator of tenant)

executed this Lease on behalf of the ASSIGNEE was then _____
(official capacity of signator)

of said corporation, and in said capacity, duly signed said Lease for and on behalf of said
corporation, being duly authorized so to do under its Operating Agreement or is
authorized so to do by action of its members, all of which is within the scope of its
limited liability company powers.

Dated at _____ this _____ day of _____, 20____.
(location)

(Signature)

APPROVED as to Form and Execution this
_____ day of _____, 20____.

Assistant City Attorney

1122-2009-3195:152414

EXHIBIT A

(Lease-jacobuslse01-07.doc)

EXHIBIT B

Insurance. The Assignee shall maintain in full force and effect throughout the term of this Assignment, and thereafter, to the extent specified below, the following insurance covering any and all liability or obligations which may result from operations by the Assignee, the Assignee's employees, agents, contractors or subcontractors as aforesaid in this Lease:

A) Property insurance coverage protecting against physical damage (including, but not limited to fire, lightning, extended overage perils, vandalism, sprinkler leakage, water damage, collapse and other special extended perils) to the extent of the replacement cost of the Assignee's personal property and improvements as well as goods or property in the Assignee's care, custody and/or control.

B) Comprehensive General Liability Insurance (including but not limited to Products and Completed Operations and Contractual Liability, as applicable to the Assignee's obligations under this Lease) with limits not less than:

Each Occurrence Limit	\$2,000,000
Products/Completed Operations Aggregate:	\$2,000,000
General Policy Aggregate:	\$2,000,000

C) Automotive Liability Insurance with Limits not less than:

Bodily Injury and Property Damage Combined Single Limit:	\$1,000,000 per occurrence
---	----------------------------

D) Worker's Compensation Insurance in accordance with Chapter 102, Wisconsin Statutes and any applicable Federal law.

E) Umbrella Coverage \$10,000,000 in aggregate

F) Environmental Impairment Liability Coverage with 4-year "tail" following expiration of this Assignment.

Each Occurrence Limit	\$2,000,000
Aggregate Coverage	\$4,000,000

All such policies shall be of a form and content satisfactory to City. In addition, the Board of Harbor Commissioners of the City of Milwaukee and the City of Milwaukee will be designated on the General Liability, Property Insurance, Automobile Umbrella and Environmental Impairment Liability policies as Additional Names Insureds. All policies shall be with companies licensed to do business in the State of Wisconsin and

rated A or better in the most current issue of Best's Key Rating Guide. The Assignee shall furnish the City with certificates of insurance for all policies showing that insurance has been written as required. Such evidence shall be provided by the Assignee at least thirty (30) days prior to occupancy; and further, such policies shall provide that no less than thirty (30) days written notice be given to the city before any such policies are cancelled or substantially changed to reduce the insurance provided thereby. Said certificates of insurance shall remain in effect for the duration of this Lease. The Assignee shall not act in any manner that may make void or voidable any insurance required herein. Upon written request, the Assignee shall provide the City full, complete and accurate copies of the insurance policies required by this Lease. Once in every three (3)-year period during the term of this Lease, the City shall review the extent and limits of the insurance coverage required herein. After said review, should the City determine an increase in the extent and/or limits of insurance coverage is required, the Assignee shall be so notified in writing and the Assignee shall cause such increases to be placed in effect within thirty (30) days of receiving such notice. In no event shall the extent and limits of insurance coverage be reduced from the amounts shown herein.

The attorney in fact or agent or any insurance company furnishing any policy of insurance shall sign and furnish an affidavit setting forth that no City official or employee has any interest, direct or indirect, or has received any premium, commission, fee or other thing of value on account of furnishing said policy of insurance.

The limits and adequacy of said insurance shall be determined by the City and the form and proof of insurance shall also be approved by the City. Failure of the Assignee to maintain adequate coverage shall not relieve it of any contractual responsibility or obligation under this Lease. The City shall have the right to review policies providing the required coverage.

The attorney-in-fact or agent of any insurance company furnishing any policy of insurance shall sign and furnish an affidavit setting forth that no City official or employee has any interest, direct or indirect, or is receiving any premium, commission, fee, or other thing of value on account of furnishing said policy of insurance.

EXHIBIT C-1 & C-2
(Affidavit of Compliance)



Legislation Details (With Text)

File #: 091189 **Version:** 0

Type: Resolution **Status:** In Committee

File created: 12/22/2009 **In control:** PUBLIC WORKS COMMITTEE

On agenda: **Final action:**

Effective date:

Title: Resolution relating to application for a Wisconsin Small Cities Community Development Block Grant - Emergency Assistance Program grant by the Department of Administration.

Sponsors: ALD. BAUMAN

Indexes: COMMUNITY BLOCK GRANT ADMINISTRATION, COMMUNITY DEVELOPMENT BLOCK GRANT, FLOOD CONTROL, STATE GRANTS

Attachments: Application, Fiscal note, Hearing Notice List

Date	Ver.	Action By	Action	Result	Tally
12/22/2009	0	COMMON COUNCIL	ASSIGNED TO		
1/22/2010	0	PUBLIC WORKS COMMITTEE	HEARING NOTICES SENT		
1/22/2010	0	PUBLIC WORKS COMMITTEE	HEARING NOTICES SENT		

Number

091189

Version

ORIGINAL

Reference

Sponsor

ALD BAUMAN

Title

Resolution relating to application for a Wisconsin Small Cities Community Development Block Grant - Emergency Assistance Program grant by the Department of Administration.

Analysis

This resolution authorizes the Department of Administration to apply for a Wisconsin Small Cities Community Development Block Grant - Emergency Assistance Program to fund flood mitigation projects as a result of June 2008 storms.

Body

Whereas, The City of Milwaukee had the second wettest June in recorded history in June of 2008; and

Whereas, The storms on June 7th and 8th of 2008 created the greatest 48-hour rainfall ever recorded, with 7.18 inches of rain falling in the City of Milwaukee and causing widespread flooding; and

Whereas, Over 1,100 City residences reported damages exceeding \$23 million; and

Whereas, Federal monies are available under the Wisconsin Small Cities Community Development Block Grant - Emergency Assistance Program, administered by the State of Wisconsin Department of Commerce, Bureau of Community Finance, for the purpose of disaster recovery from the June 2008 storms; and

Whereas, The City wishes to request a total of \$23,600,000: \$13,800,000 for housing rehabilitation or replacement, \$7,500,000 for public facilities, and, \$2,300,000 for businesses; now, therefore, be it

Resolved, By the Common Council of the City of Milwaukee, that the Department of Administration is authorized to apply for a Wisconsin Small Cities Community Development Block Grant - Emergency Assistance Program to fund flood mitigation projects as a result of June 2008 storms.

Requestor

Drafter

LRB09497-1

MET

12/22/09

APPLICATION FOR CDBG-EAP FUNDS

Applicant(s) Name: City of Milwaukee **County:** Milwaukee

Check here if you are submitting a joint application

FEIN #: City of Milwaukee FEIN 39-6005532

E-mail: skenea@milwaukee.gov **Fax:** 414-286-0395

Date of Disaster: June 7-15, 2008

Mailing Address:

200 East Wells Street, DOA, -City Hall Milwaukee, WI 53202
Street/Box City/Village Zip

Physical Location, if different from above:

Same
Street/Box City/Village Zip Phone

Contact Person:

Susan Kenealy, City of Milwaukee Grant Coordinator
Name Title

Address:

200 East Wells Street MILWAUKEE, WI, 53201 414-286-5583
Street/Box City/Village Zip Phone

E-mail: skenea@milwaukee.gov

Application Prepared By: Steve Jacquart, Milwaukee Metropolitan Sewerage District (414)225-2138

The amount requested for Housing \$ 13,800,000
Public Facilities \$ 7,500,000
Business \$ 2,300,000

(details listed in attached budget)

Chief Elected Official:

Thomas Barrett MAYOR Thomas M Barrett 12/3/09
Name Title Signature Date

Address, if different:

Same (414) 286-2200
Street/Box City/Village Zip Phone

A. PROJECT DESCRIPTION

A1. Damages

June of 2008 was the second wettest June in recorded history for the City of Milwaukee. Beginning with storms on June 7 and 8, Milwaukee was inundated with relentless rain. The greatest 48-hour rainfall ever recorded, 7.18 inches, fell within the City of Milwaukee creating devastating consequences. The massive and drenching storms caused widespread flooding throughout Milwaukee County. Milwaukee County Sheriff David Clarke, Jr. reported that county storm damages exceeded \$138 million. 11,488 residential homes in Milwaukee County sustained damage totaling nearly \$99 million, and 325 businesses sustained damage totaling approximately \$8.1 million.

The City of Milwaukee was hard hit. Over 1,100 residences reported damages exceeding \$23 million. Flooded roads were closed, drivers and passengers had to be rescued from their cars, buildings collapsed, basements were inundated with flood waters, and sewers backed up into homes creating safety and health risks. The Police and Fire Departments called in extra crews to deal with closings, rescues, natural gas leaks, and fires caused by the storm. The Department of Public Works brought in all available personnel to deal with removing debris and restoring flow at catch basins and to unplug clogged sewers.

Particularly hard hit was the **floodplain of the Kinnickinnic (KK) River** basin. The 8-mile long KK River is the most highly urbanized of Milwaukee's three major rivers, with over 145,000 people residing in the 26-square-mile watershed. About 280 structures in the neighborhood along the .7 mile stretch of river between 6th Street and upstream to 16th Street lie within the 1% probability (100-year storm) high hazard floodplain. The neighborhood, home to many of the City's disadvantaged residents, was flooded when the river's surface waters overwhelmed the channel and poured over its banks.

The KK River channel was been lined with concrete in 1961, ironically, to reduce the risk of flood damage to surrounding neighborhoods. The system met standards for flow and conveyance at that time, but the liner and narrow width now serve to accelerate flows in the river. After nearly 50 years, **the conveyance is insufficient to prevent repetitive flooding, and the concrete lining of the river channel is in serious decay.** Removing the concrete liner and replacing it with a new conveyance system that will improve public safety and reduce the risk of flooding is a necessity. The Wisconsin Department of Natural Resources (WDNR) along with the KK River stakeholders have requested that any replacement channel retain some stream functionality, while not further exacerbating the risk of flooding in the area. This has led to consideration of a bioengineered channel approach being developed by the Milwaukee Metropolitan Sewerage District (MMSD) and the City of Milwaukee (City). The WDNR has indicated in writing that replacing the old concrete channel with new concrete would not be in compliance with their policy and would not be likely to get a permit. Without a permit, construction in the channel would not be possible.

Flooding has been a recurring problem in this urbanized neighborhood. In 2007, MMSD and the City of Milwaukee began an extensive public planning process called the Kinnickinnic Flood Management Project to study a variety of alternatives to address the recurring problems of flood-related property damage, public safety concerns, and the failing concrete in the river channel. In 2008, the Southeastern Wisconsin Regional Planning Commission (SEWRPC) issued a new floodplain map for the KK River, which added 280 structures to the high hazard flood area. If nothing is done to reduce the size of the floodplain, all of the properties within the 1% probability floodplain that have mortgages will be required to buy flood insurance. This is another financial burden that will be placed on these residents.

A1. Damages (continued)

More than five drowning deaths have occurred in the KK River, some of them were children drawn to the water and unable to fight the fast moving water and escape up the steep concrete banks. The most recent drowning death in the KK River occurred in the spring of 2009.

The record volume of water inflow and rain during the month of June, 2008 caused flooding in this area which was increased due to the undersized bridge openings that cannot accommodate the updated flows that were calculated by SEWRPC for the KK River. Replacement of these bridge structures, five vehicular and two pedestrian, would decrease the flood risk and improve public safety. One bridge (6th Street) is scheduled for replacement in 2010.

River overflow inundated streets, houses, basements, and businesses up to three blocks from the KK River. Many low income residents sustained losses and many were reluctant to report them for fear of not being able to sell their homes in the future. Many area residents are Hispanic and wary of government processes. Door-to-door canvassing by Spanish speaking outreach workers was conducted as part of the KK River Flood Management Project. Continuing mold issues plague the inundated buildings, and residents are reluctant to invest in improvements knowing flooding is likely to reoccur (June 7th, 2008 amateur videos of a raging KK River (Burned CD disk of videos is also in the back of one binder): <http://www.youtube.com/watch?v=lem1uLA4yvM>; <http://www.youtube.com/watch?v=C8DYDmAVs4I>).

In addition to the KK River area described, several other areas were also hard hit and sustained substantial damage during the June 2008 rains. In the **Lincoln Creek Watershed 30th Street Corridor**, located within the City's CDBG area, **sewer backups and inundation of property to residences** and businesses **caused extensive damages**. One of the oldest and most racially diverse neighborhoods in the City, the residents are already over burdened with high unemployment, loss of major employers (Tower Automotive), higher than average crime, and health concerns and are the least able to cope with additional losses due to flooding.

The Lower Menomonee Valley also experienced flooding during the June 2008 rains causing economic damage to businesses. One manufacturing firm, the Falk Corporation, owned by Rexnord Corporation, is the sole North American supplier of strategic large-form gear castings for military and mining equipment employing over 700 highly skilled persons in their workforce. A portion of their property and buildings lie within the SEWRPC mapped Lower Menomonee floodplain. They have continually upgraded their protective flood walls, but, during the floods of June 2008, experienced pockets of **flooding forcing the shutdown of much of the plant** and especially their massive 70-ton arc furnace, which is the life blood of their manufacturing processes. The cost of furnace shutdown alone is over \$20,000 per day and does not include lost wages, lost income, or re-start costs. Raising the floodwall and height of the surrounding land to remove it from floodplain status is paramount to the economic health of not only the firm, but also the City of Milwaukee, as it struggles to maintain manufacturing jobs and lower unemployment. The facility cannot be expanded unless the new floodwalls and levees meet National Flood Insurance Standards (NFIP) standards. The facility could accommodate up to an additional 150 manufacturing jobs if the flood management system meets the NFIP standards.

(See Table of Contents for support documentation)

A2. Activities to be funded:

1) Owner Occupied Rehab or Replacement: Funding is requested for replacement housing for approximately 50 owner occupied households that are being acquired and removed from the KK River floodplain and approximately 18 households within the 30th Street Corridor.

2) Renter Occupied Rehab or Replacement: Funding is requested for replacement housing for approximately 100 tenant occupied households that are being acquired and removed from the KK River floodplain and an additional 150 households within the 30th Street Corridor.

3) Acquisition/Demolition/Relocation as part of an HMGP Buyout Program to remove properties from the floodplain: Up to 83 residential properties representing 150 households currently located in the KK River high hazard floodplain will be acquired followed by deconstruction/salvage of those units.

The Department of City Development/Redevelopment Authority of the City of Milwaukee (RACM) will provide relocation services to these households, working with each owner and tenant to identify suitable replacement housing options with the goal to make it possible for households to relocate within the City of Milwaukee, with particular sensitivity to the importance of maintaining connections to the neighborhoods in which they currently live. Although the KK River Project will reduce the risk of flooding for nearly 200 homes, some City policymakers have expressed concern about the economic impact the loss of tax base resulting from the loss of 83 homes will have on future City budgets. To help mitigate that loss of housing, the City is working to implement a number of housing rehab and replacement strategies.

The City is currently working with a developer who seeks to **create a new subdivision on property on a five-acre parcel at South 5th and West Harrison Streets**, located approximately one mile from the KK River neighborhood. The project calls for construction of 35 to 50 units of owner-occupied housing in single-family and townhouse buildings. The site will require limited demolition, installation of utilities, and construction of new streets and alleys. CDBG-EAP funds would be used for site preparation work, to develop green space, to add sustainable features to the new homes, and to fund forgivable second mortgages to make these new homes affordable to low and moderate-income buyers. The City is also working with a developer who seeks to construct a **\$25 million mixed-use workforce housing rental community at the northeast corner of Pleasant and Commerce Streets, on the Milwaukee River in the "Beerline B" neighborhood**. The proposed development includes 140 one, two, and three-bedroom units. The developer will apply for an allocation of Low-Income Housing Tax Credits in 2010. CDBG-EAP funds are requested to pay for specific site costs associated with ensuring permanent protection from future flood damage and to fill a development financing gap. The City is also working with a developer who seeks to construct up to **20 new affordable homes for owner occupancy in the 30th Street Corridor** at a site bounded by W. Galena, W. Walnut and N. 31st Streets. CDBG-EAP funds are requested to pay for site preparation costs including excavation, remediation, and installation of sewer and water laterals. The City is also requesting CDBG-EAP funding to develop a home rehabilitation grant and loan program to provide assistance to property owners whose homes were damaged to replace hot water heaters and furnaces, replace laterals, install sump pumps, and repair foundations.

4) Public Facilities: Remove 12,000 linear feet of damaged concrete liner from the KK River channel, widen the channel to currently acceptable hydraulic conveyance engineering specifications, replace five vehicular and four pedestrian bridges, relocate sewer lines, and reconstruct several alleys within the project area to facilitate flood control within specific streets. In the 30th Street Corridor, line 500 sewer laterals and install Palmer valves to prevent sewer backups.

5) Business Assistance: In the Lower Menomonee River floodplain, design and construct an improved floodwall protection system including flood gates, flood wall, and internal drainage system at the Falk/Rexnord industrial facilities (3001 West Canal Street) bordering the Menomonee River. MMSD has budgeted \$823,000 for design and construction of an improved levee and flood wall and internal drainage system at Falk that will provide adequate drainage in the event of a storm greater than the 1% probability flood. There are currently approximately 700-750 manufacturing jobs at the facility which could be expanded to accommodate an additional 150 jobs if the project is completed.

A3. Available Resources

The City is operating under enormous fiscal pressure at a time when unemployment, poverty and the need for basic social services has increased dramatically. The result is an unprecedented need for CDBG funds to shore up basic city programs and assist non-profits offering critical social service and neighborhood based programs. Although CDBG entitlement funds are stretched to the absolute limit, the City is successfully marshalling other internal and external funding resources to implement these vital projects.

The Milwaukee is the largest City in Wisconsin and contains the largest concentration of LMI housing in the State. According to the 2000 census figures, 21.3% of residents fell below Federal poverty guidelines making Milwaukee home to the state's largest concentration of LMI households and straining available funds for City programs. Data also indicates that

- ▶ The City's housing stock is aging with over 42% built prior to World War Two;
- ▶ The housing vacancy rate more than doubled in the City between 1990 and 2008 when it was measured at 11.3%. (The recent housing crisis has resulted in a spike in foreclosures and pushed demand to the rental market.);
- ▶ Milwaukee is the most ethnically and racially diverse city in the county, metro area, and the State. More than 53% of city residents are racial and ethnic minorities and 88% of Milwaukee County's minority population live in the City of Milwaukee including 96% of the County's black population and 81% of the County's Hispanics;
- ▶ The City's poverty rate peaked at 26.2% in 2006, the 8th highest among US cities with populations over 250,000; and
- ▶ In September of 2009, the Wisconsin Department of Workforce Development estimated the unemployment rate in Milwaukee reached 11%.

With growing poverty and increasing need, the City's Community Development Block Grant (CDBG) entitlement has been stretched but cannot meet all of the ongoing needs. Funding is highly sought and has been used to fund basic city programs and assist nonprofit organizations offering critical housing, social services, and neighborhood based programs. The CDBG entitlement funds could not have been made available for flood damage rehabilitation or for repair or housing relocation due to floods, without severely impacting other programs serving LMI residents. In 2010, the allocation of U.S. Housing and Urban Development funds includes program funding in the area of Community Development Block Grant (\$16,900,000); HOME (\$6,900,000); Emergency Shelter Grants (\$741,009); and Housing for People with Aids – HOPWA (\$531,988) for a total of \$25,072,997.

However, other funding totaling more than \$58,000,000 will be used to match CDBG-EAP funds being applied for (*see attached budget for details*). Funding partners include the City of Milwaukee, the Milwaukee Metropolitan Sewerage District, private developers and businesses, local foundations, the Sixteenth Street Community Health Center, and the American Recovery and Reinvestment Act.

It is the intention of the City of Milwaukee to leverage all possible benefit from awarded CDBG-EAP funds to address identified residential housing needs and further enhance similarly aligned initiatives. An important goal for the Department of City Development is to boost net impact by using complementary programs to optimize the options available for both homeowners and renters. For example, teamwork between City Development staff and the Mayor's Office of Sustainability creates an opportunity to combine energy efficiency programs (ARRA Energy Efficiency Block Grant and an ARRA Solar Grant) with flood recovery funds to promote a broader spectrum of structure improvement options with the result being greater long-term stability in targeted neighborhoods. Likewise, DCD will work with Neighborhood Stabilization Program staff to enhance the attractiveness of available housing stock to help eligible households with relocation.

Using federal **Neighborhood Stabilization Program (NSP) funds**, the City of Milwaukee has created a program that provides grants of up to \$30,000 to individuals who purchase and renovate a foreclosed home. CDBG-EAP funds would provide funds to make supplemental grants to those relocating households who use this program.

B. Projects Timetable

KK River Flood Management Schedule

6 th -16 th Street Housing Acquisition Approval	2 rd Quarter 2010
Housing/Property Acquisitions Completed (ER completed)	4 th Quarter 2013
Housing/Property Deconstruction Project Start	2 nd Quarter 2010
Housing/Property Deconstruction Project Completion	1 st Quarter 2014
Owner and renter relocation	3 rd Quarter 2010
Owner and renter relocation completed	4 th Quarter 2013
Facilities Design Project Approval	4 th Quarter 2013
Facilities Design Project Start (ER Completed)	1 st Quarter 2013
Facilities Design Project Completion	1 st Quarter 2014
Facilities Construction Project Approval	2 nd Quarter 2014
Facilities Construction Project Start	3 rd Quarter 2014
Facilities Construction Project Completion	1 st Quarter 2016

Falk/Rexnord Levee, Floodwall and Internal Drainage Design and Construction

Memorandum of Understanding Signed Start:	1 st Quarter 2010
Design Start	1 st Quarter 2010
Design Completed (ER Completed)	3 rd Quarter 2010
Construction* Start	3 rd Quarter 2010
Construction Completion	3 rd Quarter 2011
FEMA Letter of Map Revision Started	3 rd Quarter 2011
FEMA Letter of Map Revision Completed**	1 st Quarter 2012

*Design and Construction will be managed by Falk/Rexnord

** Includes City of Milwaukee Council approval and action.

30th Street Corridor Schedule – Lateral repair

Common Council approval of reimbursement methodology	2 nd Quarter 2010
Procurement of contractors and lateral inspections	3 rd Quarter 2010
Complete repairs and install backflow preventers (ER Completed)	4 th Quarter 2011

30th Street Corridor Schedule - Housing

City approvals for Owner Occupied Rehab or Replacement & Renter Occupied Rehab or Replacement Projects	3 rd Quarter 2010
Design Project Start (ER Completed)	3 rd Quarter 2010
Construction Project Approval	4 th Quarter 2011
Construction Project Start	1 st Quarter 2012
Construction Project Completion	1 st Quarter 2015

Davis Bacon wage rates will apply to all project activity.

C. Capacity

1. Who will be responsible for program administration? (check all that apply)

- Applicant staff
- Consultant staff
- Other (specify) Redevelopment Authority- City of Milwaukee (RACM) and Milwaukee Metropolitan Sewerage District (MMSD)

2. Identify the personnel and the percentage of time that will be involved with carrying out the program activities. Include Name, Title, Current/ongoing duties, estimated time to be devoted to CDBG-EAP activities.

Mr. Dave Fowler, CFM,
Senior Project Manager
Milwaukee Metropolitan Sewerage District
Mr. Fowler will devote 40% of his time to CDBG – EAP activities.

Mr. Dave Misky, MS, CFM
Assistant Executive Director of the Redevelopment Authority of the City of Milwaukee.
Mr. Misky will devote 15% of his time to CDBG – EAP Activities

3. Identify the relevant experiences of the person/agency that will administer the proposed activities:

Mr. Fowler holds a Master's degree in Stream Ecology and is a Certified Floodplain Manager since 2002. With 28 years of experience at MMSD, Mr. Fowler has managed projects encompassing over \$150 million in project budgets. His accomplishments include planning, design, and construction of Hart Park Flood Management Project on the Menomonee River Creek, the Whitnall Park Creek Flood Management Project, and the Underwood Creek Restoration Project. Mr. Fowler was also responsible for the planning and design for portions of the Lincoln Creek Flood Management Project. He is a member of numerous professional associations and has served on the boards of several national organizations in his field. Mr. Fowler will lead the project overseeing all activities within the Kinnickinnic River corridor, the 30th Street corridor, and the Menomonee Valley.

Mr. Misky manages all housing/development initiatives and environmental mitigation along with financing oversight for the Redevelopment Authority of the City of Milwaukee (RACM). He has over 14 years of diversified experience in real estate development with a strong focus on environmental issues. He currently oversees the City of Milwaukee's real estate, 30th Street Industrial Corridor, and Brownfield programs. Mr. Misky and his team manage projects from small vacant residential lots to vast economic drivers that address development plans, zoning changes, gap financing, and environmental aspects of remediation and sustainability. He managed the Menomonee Valley Industrial Center, an award-winning project often known as the most visible Brownfield in the State of Wisconsin. Mr. Misky holds a Bachelor's degree in Biological Sciences from UW-Milwaukee and a Master's degree in Water Resources from the Institute of Environmental Studies, UW-Madison. RACM will prepare relocation plans for each stage of the Kinnickinnic River project identifying replacement housing for residential occupants, preparing relocation claims and coordinating house moves. RACM will also provide translation services as approximately 35% of residents being relocated require translation assistance.

D. CDBG-EAP BUDGET (see attached excel spreadsheet)

PROGRAM COMPONENT ACTIVITIES	TOTAL PROJECT \$		CDBG-EAP \$ AMOUNT	Admin	Units	LMI	Other Committed Resources	Source
1. Owner Occupied Rehab or Replacement	7,000,000	3,000,000			50	33*	4,000,000	City/Private Developers
2. Renter Occupied Rehab or Replacement	24,900,000	2,000,000			100	66*	22,900,000	City/Private Developers
3. Acquisition/Demolition/Relocation as part of an HMGP Buyout Program to remove properties from the floodplain								
Acquisition/Relocation	14,813,000	6,500,000			150	100*	8,313,000	MMSD
Deconstruction/Salvage	1,660,000	500,000			150	100*	1,160,000	MMSD
RACM			495,000				495,000	RACM/City
MMSD			416,191				416,191	MMSD
Design of flood management plan	374,000						374,000	MMSD
Acquisition Plats/Neighborhood outreach	10,000						10,000	MMSD
neighborhood outreach and water resource planning	235,000						235,000	16th Street Community Health Center
community involvement & education	250,000						250,000	16th Street Community Health Center
community outreach	72,000						72,000	16th St - Groundwork MKE
4. Public Facilities								
Planning & Preliminary Engineering in response to June flooding	690,000						690,000	MMSD
Replace pedestrian bridges lacking hydraulic capacity	4,800,000		1,200,000		4			Future City funding
Replace vehicular bridges lacking hydraulic capacity	10,000,000		2,500,000		5			Future City funding
Reconstruction of river channel for increased flow capacity and flood damage mitigation including relocation of sewer lines and outfalls.	11,500,000	5,000,000	3,500,000		12,000 LF			Future MMSD funding
6th Street Bridge Replacement due to hydraulic capacity failure					1			
Engineering	532,000						532,000	City of Milwaukee American Recovery and Reinvestment Act
Reconstruction design	1,579,034						1,579,034	Reinvestment Act
land acquisition	432,000						432,000	MMSD
planning & design	22,000						22,000	MMSD
Channel rehabilitation/construction to mitigate increased flows	25,000						25,000	City
	2,684,000						2,684,000	MMSD

City of Milwaukee Application for CDBG-EAP Funds

Table of Contents

1. Cover letter
2. Table of Contents
3. CDBG-EAP Application & Budget
4. Flood Damage Documentation (June 7-8, 2009)
 - a. Milwaukee County Office of Sheriff News Release
 - b. FEMA News Release
 - c. Wisconsin Emergency Management Uniform Disaster Situation Report
 - d. U.S. Department of Homeland Security Project Worksheets (Milwaukee Police & DPW)
 - e. Map of Flood and Basement Backup Damage in Southeastern Wisconsin
5. Flood Damage Media Coverage
6. KK River Floodplain & Watershed Maps
7. KK River Flood Management Project and Neighborhood Plan Documents
 - a. Sixteenth Street Community Health Center Letter
 - b. Ms. Karen Arvelo Letter
 - c. Sixteenth Street Community Health Center Storm Damage Canvassing Results
 - d. KK River Technical Review Committee
 - e. KK River Neighborhood Plan Outreach Activities
 - f. KK River Flood & Channel Photos
 - g. MMSD KK River Flood Project Certified Resolutions
8. Falk/Rexnord Flood Management Project Documentation & Menomonee River Watershed & Floodplain Maps
 - a. Mr. Dan Sterk, Rexnord Industries, Letter
 - b. Falk Complex Preliminary Design Report
9. Lincoln Creek Subwatershed Map (30th Street Industrial Corridor)
10. End of Document Attachments (# 1-9)
11. Documents Included in the Back of the 3-Ring Binder
 - a. KK River Corridor Neighborhood Plan
 - b. Disk Featuring Flooding Video on the KK River (in one packet only; video links listed are listed in the application)
 - c. Illustrations of KK River Neighborhood Redevelopment Opportunities and Neighborhood Plans
 - d. *The Lost River*, Milwaukee Magazine, August, 1, 2006

(12/4/09)

CITY OF MILWAUKEE FISCAL NOTE

A) **DATE** January 4, 2010

FILE NUMBER: 091189

Original Fiscal Note Substitute

SUBJECT: Wisconsin Small Cities CDBG Grant

B) **SUBMITTED BY (Name/title/dept./ext.):** Steve Jacquart, MMSD, Intergovernmental Coordinator, 225-2138

C) **CHECK ONE:** ADOPTION OF THIS FILE AUTHORIZES EXPENDITURES
 ADOPTION OF THIS FILE DOES NOT AUTHORIZE EXPENDITURES; FURTHER COMMON COUNCIL ACTION NEEDED. LIST ANTICIPATED COSTS IN SECTION G BELOW.
 NOT APPLICABLE/NO FISCAL IMPACT.

D) **CHARGE TO:** DEPARTMENT ACCOUNT(DA) CONTINGENT FUND (CF)
 CAPITAL PROJECTS FUND (CPF) SPECIAL PURPOSE ACCOUNTS (SPA)
 PERM. IMPROVEMENT FUNDS (PIF) GRANT & AID ACCOUNTS (G & AA)
 OTHER (SPECIFY) MMSD Budget

E) PURPOSE	SPECIFY TYPE/USE	ACCOUNT	EXPENDITURE	REVENUE	SAVINGS
SALARIES/WAGES:					
SUPPLIES:					
MATERIALS:					
NEW EQUIPMENT:					
EQUIPMENT REPAIR:					
OTHER:	Assistance to businesses, city buildings and private homes for flood prevention and intrusion			\$23,600,000	\$23,600,000
TOTALS					

F) FOR EXPENDITURES AND REVENUES WHICH WILL OCCUR ON AN **ANNUAL** BASIS OVER SEVERAL YEARS CHECK THE APPROPRIATE BOX BELOW AND THEN LIST EACH ITEM AND DOLLAR AMOUNT **SEPARATELY**.

<input type="checkbox"/> 1-3 YEARS	<input checked="" type="checkbox"/> 3-5 YEARS	Owner/Renter occupied housing replacement and rehabilitation 13,800,000
<input type="checkbox"/> 1-3 YEARS	<input checked="" type="checkbox"/> 3-5 YEARS	Public Facilities \$7,500,000
<input type="checkbox"/> 1-3 YEARS	<input checked="" type="checkbox"/> 3-5 YEARS	Business assistance \$2,300,000

G) **LIST ANY ANTICIPATED FUTURE COSTS THIS PROJECT WILL REQUIRE FOR COMPLETION:**
 The total grant request of \$23,600,000 is based on a total project cost of \$102,079.034. Actual costs to the City of Milwaukee and the Milwaukee will be determined after the WI-Department of Commerce makes funding recommendations through a competitive process.

H) **COMPUTATIONS USED IN ARRIVING AT FISCAL ESTIMATE:**
 MMSD budget office developed computations based on cost estimates for various projects via past experience and current projected costs.

PLEASE LIST ANY COMMENTS ON REVERSE SIDE AND CHECK HERE



Legislation Details (With Text)

File #: 090968 **Version:** 0
Type: Resolution **Status:** In Committee
File created: 12/1/2009 **In control:** PUBLIC WORKS COMMITTEE
On agenda: **Final action:**
Effective date:
Title: Resolution relating to application, acceptance and funding of a State of Wisconsin Department of Natural Resources 2010 Urban Forestry Grant.
Sponsors: THE CHAIR
Indexes: STATE GRANTS, TREES, WISCONSIN DEPARTMENT OF NATURAL RESOURCES
Attachments: Cover Letter, Fiscal Note, Grant Analysis Form, Grant Budget Form, Hearing Notice List

Date	Ver.	Action By	Action	Result	Tally
12/1/2009	0	COMMON COUNCIL	ASSIGNED TO		
12/4/2009	0	PUBLIC WORKS COMMITTEE	HEARING NOTICES SENT		
12/9/2009	0	PUBLIC WORKS COMMITTEE	HELD TO CALL OF THE CHAIR	Pass	5:0
12/23/2009	0	PUBLIC WORKS COMMITTEE	HEARING NOTICES SENT		
1/6/2010	0	PUBLIC WORKS COMMITTEE	HELD TO CALL OF THE CHAIR	Pass	5:0
1/22/2010	0	PUBLIC WORKS COMMITTEE	HEARING NOTICES SENT		

Number

090968

Version

ORIGINAL

Reference

Sponsor

CHAIR

Title

Resolution relating to application, acceptance and funding of a State of Wisconsin Department of Natural Resources 2010 Urban Forestry Grant.

Analysis

This resolution authorizes the Department of Public Works - Operations (Forestry Section) to apply for, accept and fund a 2010 Urban Forestry Grant "Milwaukee's Trees on Parade." This grant aims to build public awareness of the benefits of Milwaukee's urban forest. The total project cost is \$50,000, of which \$25,000 (50%) will be provided by the grantor and \$25,000 (50%) will be provided by the City. The program will include the following components:

1. Conduct a multi-faceted outreach campaign involving media such as radio, print or television to raise public awareness of EAB and the economic, ecological and social benefits of trees.
2. Broaden the "Milwaukee's Trees" brand created in 2009 for a limited outdoor digital billboard campaign to build a consistent, clear and repetitive message of trees as economic, ecological and social assets worth protecting and preserving with the confirmed presence of Emerald Ash Borer in Milwaukee County.

Body

Whereas, The City of Milwaukee appears to be eligible for a 2010 Urban Forestry Grant from the Wisconsin Department of Natural Resources; and

Whereas, The Department of Public Works-Operations Division (Forestry Section) would use this grant to conduct a public awareness campaign; and

Whereas, This project would include the following components:

1. Conduct a multi-faceted outreach campaign involving media such as radio, print or television to raise public awareness of EAB and the economic, ecological and social benefits of trees.
2. Broaden the "Milwaukee's Trees" brand created in 2009 for a limited outdoor digital billboard campaign to build a consistent, clear and repetitive message of trees as economic, ecological and social assets worth protecting and preserving with the confirmed presence of Emerald Ash Borer in Milwaukee County.

; and

Whereas, The implementation of the public awareness campaign will cost \$50,000, of which \$25,000 (50%) will be provided by the grantor and \$25,000 (50%) will be provided by the City; now, therefore, be it

Resolved, By the Common Council of the City of Milwaukee, that the Department of Public Works is

authorized to apply, accept and fund a 2010 Urban Forestry Grant "Milwaukee's Trees on Parade" in the amount of \$25,000 from the Wisconsin Department of Natural Resource without further Common Council approval, unless the terms of the grant change in a manner described in s. 304-81 of the Milwaukee Code of Ordinances; and, be it

Further Resolved, That the City Comptroller is authorized to:

1. Encumber in the parent accounts of the 2010 Special Revenue Accounts-Grant and Aid Projects the following amounts for the project titled Urban Forestry Grant:

Project/Grant	GR0001000000
Fund	0150
Org	9990
Program	0001
Budget Year	0000
Sub Class	R999
Account	000600
Project	Grantor Share
Amount	\$25,000

2. Create a Special Revenue Fund-Grant and Aid Projects and the necessary expenditure and revenue accounts, appropriate to these accounts the amounts required under the Grant Agreement, and transfer the corresponding offsetting estimated revenue.

3. Establish the necessary Grant and Aid performance sub-measures.

; and, be it

Further Resolved, That these funds are appropriated to the Department of Public Works-Operations Division (Forestry Section), which is authorized to:

1. Make expenditures from these funds for specified purposes as indicated in the program budget, a copy of which is attached to this file.

2. Transfer funds within the project budget as long as the amount expended for each specific purpose does not exceed the amount authorized by the budget by 10% or more.

3. Enter into subcontracts and leases to the extent detailed in the project budget.

Requestor

Department of Public Works-Operations Division
11/16/09

November 16, 2009

Members of the Common Council
City of Milwaukee
City Hall
200 E. Wells Street, Room 205
Milwaukee, WI 53202

Dear Honorable Members of the Common Council:

Attached please find for introduction a resolution to apply, accept and fund a Wisconsin Department of Natural Resources 2010 Urban Forestry grant, "Milwaukee's Tree on Parade." The grant will conduct an outreach campaign involving media such as radio, print or television to build public awareness of Emerald Ash Borer and the economic, ecological and social benefits of Milwaukee's urban forest.

Please direct questions to Kimberly Kujoth, Environmental Policy Analyst at x5453 or kimberly.kujoth@milwaukee.gov. Thank you for your consideration.

Sincerely,

A handwritten signature in black ink, appearing to read "David B. Sivy". The signature is fluid and cursive, with a large initial "D" and "S".

DAVID B. SIVYER
Forestry Services Manager

CITY OF MILWAUKEE FISCAL NOTE

A) **DATE** November 16, 2009

FILE NUMBER: _____

Original Fiscal Note Substitute

SUBJECT: Resolution relative to application, acceptance and funding of a Wisconsin Department of Natural Resources 2010 Urban Forestry Grant
Milwaukee's Trees on Parade

B) **SUBMITTED BY (Name/title/dept./ext.):** Kimberly Kujoth, Environmental Policy Analyst, DPW-Operations, Forestry, x5453

C) **CHECK ONE:** ADOPTION OF THIS FILE AUTHORIZES EXPENDITURES
 ADOPTION OF THIS FILE DOES NOT AUTHORIZE EXPENDITURES; FURTHER COMMON COUNCIL ACTION NEEDED. LIST ANTICIPATED COSTS IN SECTION G BELOW.
 NOT APPLICABLE/NO FISCAL IMPACT.

D) **CHARGE TO:** DEPARTMENT ACCOUNT(DA) CONTINGENT FUND (CF)
 CAPITAL PROJECTS FUND (CPF) SPECIAL PURPOSE ACCOUNTS (SPA)
 PERM. IMPROVEMENT FUNDS (PIF) GRANT & AID ACCOUNTS (G & AA)
 OTHER (SPECIFY)

E) PURPOSE	SPECIFY TYPE/USE	ACCOUNT	EXPENDITURE	REVENUE	SAVINGS
SALARIES/WAGES:	Urban Forestry Interns - Seasonal	58180600	\$25,000		
SUPPLIES:					
NEW EQUIPMENT:					
EQUIPMENT REPAIR:					
OTHER:	Public Awareness Campaign			\$25,000	
TOTALS			\$25,000	\$25,000	

F) FOR EXPENDITURES AND REVENUES WHICH WILL OCCUR ON AN **ANNUAL** BASIS OVER SEVERAL YEARS CHECK THE APPROPRIATE BOX BELOW AND THEN LIST EACH ITEM AND DOLLAR AMOUNT **SEPARATELY**.

<input type="checkbox"/> 1-3 YEARS	<input type="checkbox"/> 3-5 YEARS
<input type="checkbox"/> 1-3 YEARS	<input type="checkbox"/> 3-5 YEARS
<input type="checkbox"/> 1-3 YEARS	<input type="checkbox"/> 3-5 YEARS

G) **LIST ANY ANTICIPATED FUTURE COSTS THIS PROJECT WILL REQUIRE FOR COMPLETION:**
 None

H) **COMPUTATIONS USED IN ARRIVING AT FISCAL ESTIMATE:**
 Department estimates

PLEASE LIST ANY COMMENTS ON REVERSE SIDE AND CHECK HERE

GRANT ANALYSIS FORM OPERATING & CAPITAL GRANT PROJECTS/PROGRAMS

Department/Division: Department of Public Works – Operations Division, ForestryContact Person & Phone No: Kimberly Kujoth x5453

Category of Request

New Grant

Grant Continuation

Previous Council File No. _____

Change in Previously Approved Grant

Previous Council File No. _____

Project/Program Title: 2010 Urban Forestry Grant – Milwaukee's Trees on ParadeGrantor Agency: Wisconsin Department of Natural Resource (WDNR)

Grant Application Date: _____

Anticipated Award Date: _____

1. Description of Grant Project/Program (Include Target Locations and Populations):

Milwaukee's Trees on Parade will broaden the scope of a 2009 public outreach campaign to raise awareness of the benefit of the urban tree canopy and the presence and risk of Emerald Ash Borer in Milwaukee County. A 2009 campaign funded by a WDNR Urban Forestry Grant used outdoor digital billboards and created the "Milwaukee's Trees..." brand to demonstrate the value of Milwaukee's trees related to stormwater runoff, air quality, EAB and other social benefits. The intent of a broadened awareness campaign is to leverage the creative brand of "Milwaukee's Trees..." for use with other media such as radio, print or television to build a consistent, clear and repetitive message of trees as economic, ecological and social assets worth preserving and protecting.

2. Relationship to City-Wide Strategic Goals and Departmental Objectives:

It is the mission of DPW Operations - Forestry to protect and maintain the city's urban forest and 120-mile boulevard system. The return on investment generated by these *green* assets goes beyond aesthetics. The urban tree canopy provides \$15 million in stormwater benefits, \$900,000 in cooling benefit and reduces harmful emissions from 350,000 cars annually. *Milwaukee's Trees on Parade* aims to build public awareness of the economic, ecological and social benefits of trees.

3. Need for Grant Funds and Impact on Other Departmental Operations (Applies only to Programs):

NA

4. Results Measurement/Progress Report (Applies only to Programs):

NA

5. Grant Period, Timetable and Program Phase-Out Plan:

January 1, 2010 – December 31, 2010.

6. Provide a list of Subgrantees:

NA

7. If Possible, complete Grant Budget Form and attach to back.

Attached

CITY OF MILWAUKEE OPERATING GRANT BUDGET

NOTE: The highlighted cells include formulas to automatically total dollar amounts. If you insert additional rows, you may need to copy the formulas into the inserted rows.
 Make sure to check the formulas to ensure they are calculating the numbers correctly.

PROJECT/PROGRAM

TITLE: WI DNR 2010 Urban Forestry Grant - Milwaukee's Trees on Parade

PROJECT/PROGRAM YEAR: 2010

CONTACT PERSON: Kimberly Kujoth x5453

NUMBER OF POSITIONS		LINE DESCRIPTION	PAY RANGE/ UNITS	GRANTOR SHARE	Acct# 58180600		
NEW	EXISTING				IN-KIND	CASH MATCH	
					SHARE	A/C #	TOTAL
		PERSONNEL COSTS					
10		Urban Forestry Interns - Seasonal	926		\$25,000		\$25,000
		TOTAL PERSONNEL COSTS			\$25,000		\$25,000
		FRINGE BENEFITS					
		TOTAL FRINGE BENEFITS					
		OPERATING EXPENDITURES					
		Public Awareness Campaign - Radio/Print/TV		\$25,000			\$25,000
		TOTAL OPERATING EXPENDITURES		\$25,000			\$25,000
		EQUIPMENT					
		TOTAL EQUIPMENT					
		INDIRECT COSTS					
		TOTAL INDIRECT COSTS					
10		TOTAL COSTS		\$25,000	\$25,000		\$50,000



Legislation Details (With Text)

File #: 090655 **Version:** 0

Type: Communication **Status:** In Committee

File created: 9/22/2009 **In control:** PUBLIC WORKS COMMITTEE

On agenda: **Final action:**

Effective date:

Title: Communication related to the 2009 activities of the Capital Improvements Committee.

Sponsors: THE CHAIR

Indexes: CAPITAL IMPROVEMENTS, COMMITTEES, REPORTS AND STUDIES

Attachments: Digital recording of the September 11 2009 Capital Improvements Committee meeting, 9-11-09 meeting minutes and attachments, Digital recording of the October 15 2009 Capital Improvements Committee meeting, 10-15-09 meeting minutes and exhibits, 12-3-09 Response from Budget & Management Div re vehicle registration fee revenues 2009 projection, Digital recording of the November 19 2009 Capital Improvements Committee meeting, 11-19-09 meeting minutes & Exhibits, Digital recording of the December 10 2009 Capital Improvements Committee meeting, 12-10-09 meeting minutes and exhibit

Date	Ver.	Action By	Action	Result	Tally
9/22/2009	0	COMMON COUNCIL	ASSIGNED TO		
1/22/2010	0	PUBLIC WORKS COMMITTEE	HEARING NOTICES SENT		
1/22/2010	0	PUBLIC WORKS COMMITTEE	HEARING NOTICES SENT		

Number

090655

Version

ORIGINAL

Reference

Sponsor

THE CHAIR

Title

Communication related to the 2009 activities of the Capital Improvements Committee.

Requestor

Drafter

CC

tjm

9/11/09



City of Milwaukee

200 E. Wells Street
Milwaukee, Wisconsin
53202

Meeting Minutes CAPITAL IMPROVEMENTS COMMITTEE

ALD. JOSEPH DUDZIK, CHAIR

Ald. Robert Bauman, Ald. Michael Murphy, Jeffrey Mantes, W. Martin Morics, Mark Nicolini, and Mariano Schifalacqua

Staff Assistant, Terry MacDonald

Phone: (414)-286-2233; Fax: (414) 286-3456, E-mail: tmacdo@milwaukee.gov

Friday, September 11, 2009

11:00 AM

Room 301-B, City Hall

Meeting convened: 11:05 A.M.

Members Present: 7 - Ald. Joseph Dudzik, Chair, Ald. Robert Bauman, Gerald Froh (Ald. Michael Murphy Alternate), Jeffrey Mantes, Michael Daun (W. Martin Morics Alternate), Mark Nicolini, and Mariano Schifalacqua

Members Excused: 0

Also present: Venu Gupta, Dept. of Public Works (Alternate for Jeff Mantes), Marianne Walsh, Manager, Legislative Reference Bureau, Michael Talarczyk, Legislative Reference Bureau, David Schroeder (Alternate for Mr. Nicolini), Dept. of Admin., Budget & Management Div. and Ald. Michael Murphy

1. Introduction of members

Members introduced themselves.

2. Presentation given by Jim Owczarski, Deputy City Clerk, relative to meeting rules, procedures and the open records laws

Deputy City Clerk Jim Owczarski appeared and discussed various aspects of the state Open Records and Open Meetings laws.

Mr. Owczarski said Ald. Bauman has discussed with him the possibility of a walking or rolling quorum with this committee, because a number of the members of this committee do engage in discussions on capital improvement issues on a regular basis.

Mr. Owczarski said he has contacted City Attorney Melanie Swank regarding the possibility of a walking/rolling quorum that this committee could face, and she advised him that she has contacted the Attorney General's Office and is waiting to hear back from them. He also said that as soon as he hears from City Atty. Swank he will forward that information to this committee's chair.

Mr. Owczarski advised the committee members that a quorum of this committee consist of four members, therefore, all committee members will need to be cognizant of the number of members present when discussing capital improvement matters.

3. Discussion relating to the purpose, responsibilities and goals of the Committee

Ald. Dudzik said the City Clerk's Office staff has provided members with copies of the following:

- 1. Common Council Files #081215 and 090090;*
- 2. The 2008 Capital Improvements budget Fiscal Analysis (Exhibit 1); and*
- 3. A report titled: 1985 Capital Budget and 1986-1991 Capital Improvements Program, prepared by the previous established Capital improvements Committee. (Exhibit 2)*

Ald. Dudzik said those documents will be useful tools for this committee.

Ald. Dudzik referred to Common Council File 081215 and said that there are a lot of goals listed and feels that some of the goals may be unattainable, such as eliminating any deferred capital maintenance and the February 1 annual due date for reports.

Mr. Schifalacqua commented that he is not aware of the discussion that took place in reinstating this committee, but it was a great idea. He said the City lost out by not having such a committee. He said the City got away from true long term planning and looking at the internal relationship between capital and maintenance. He said he agrees with Ald. Dudzik that this committee has been given a big charge and doesn't feel a February 1, deadline for the reports will be possible. He said he noticed in the ordinance that it also creates a position and said that should be this committee's first priority.

Mr. Nicolini replied that the 2010 proposed budget creates a new full time position in the Department of Public Works to staff this committee. He said this committee may want to have a discussion, in the near future, relating to the creation of the job description.

Mr. Schifalacqua asked if that position can be created sooner than January 1, 2010?

Mr. Nicolini replied that it is up to the Common Council and that it may be feasible. He said he could open a file on behalf of an alderman asking that the position be created before the end of the year.

Ald. Dudzik replied that the creation of the job description should be the first step and then the second step would be to have it go before the Finance & Personnel Committee for approval.

Mr. Daun said the scope of this committee's duties are similar to what Mr. Froh's job description was when he was employed with the City of Milwaukee Dept of Public Works and suggested that this committee review that job description as a starting point. He also directed members to page 2, part 4 of file #081215 relating to reports and said that there are some versions of those reports that are already being done and that this committee may want to take a look at those when creating the job description.

Ald. Dudzik asked if some of the information needed for the reports can be obtained from some of the Comptroller's past audits?

Mr. Daun replied that he can't recall any audits that the Comptroller has done that would contain any information that could be used. He said there are some databases that the Department of Public Works has created that may be useful. He said his

office will review and make available to this committee any information it may have relating to capital improvements.

Mr. Mantes replied that the Department of Public Works does have a large amount of infrastructure data available.

Mr. Froh said that the last infrastructure report he had done was in 1988. He said the person who fills the position will struggle through the first year, because he/she would need to pull together all of the information needed.

4. Set next meeting date(s) and time

Ald. Dudzik suggested that the next meeting take place on Thursday, October 15, 2009 at 1:30 p.m. There were no objections.

Mr. Daun asked if several meeting dates could be set?

Ald. Dudzik suggested that this committee meet on the third Thursday of every month. There were no objections.

5. Set next meeting's agenda

Mr. Nicolini suggested the following items be discussed at the next meeting:

- 1. Presentation and discussion on the mayor's proposed 2010 capital Improvements budget plan*
- 2. Discussion relating to the federal stimulus funded capital improvements projects (provided by Dept. of Public Works)*
- 3. Discussion relating to the drafting of a job description for the newly created position*

Meeting adjourned: 11:43 A.M.

**Terry J. MacDonald
Staff Assistant**

C. CAPITAL IMPROVEMENTS

EXECUTIVE SUMMARY

- MISSION:** To maintain and enhance the city's infrastructure in a cost efficient and effective way and to ensure that the city remains economically competitive.
- OBJECTIVES:** Prepare a six year capital improvements plan to identify long range capital needs and to establish spending, debt, and tax rate goals.
- Develop investment strategies to ensure favorable rates of return on city capital investments.
- STRATEGIES:** Reducing capital borrowing to match debt retirements in order to manage the debt levy and enhance the city's financial flexibility.
- Implementing consultant recommendations for the infrastructure capital project management process to improve the ability to monitor capital expenditures on a real time basis for specific projects.

DEPARTMENT MISSION AND RELATIONSHIP TO COMMUNITY GOALS

The 2009 capital improvements budget represents the initial year of a six year capital improvements plan. The budget and plan identify the city's capital funding needs and provide funding sources to support these identified needs. In general, capital improvements include projects to reconstruct, rehabilitate, or otherwise restore an existing system or facility to full functionality. They may also include projects to construct a new or more expansive facility to meet increased demands or to enhance economic development through job creation, business formation, and housing production.

HIGHLIGHTS

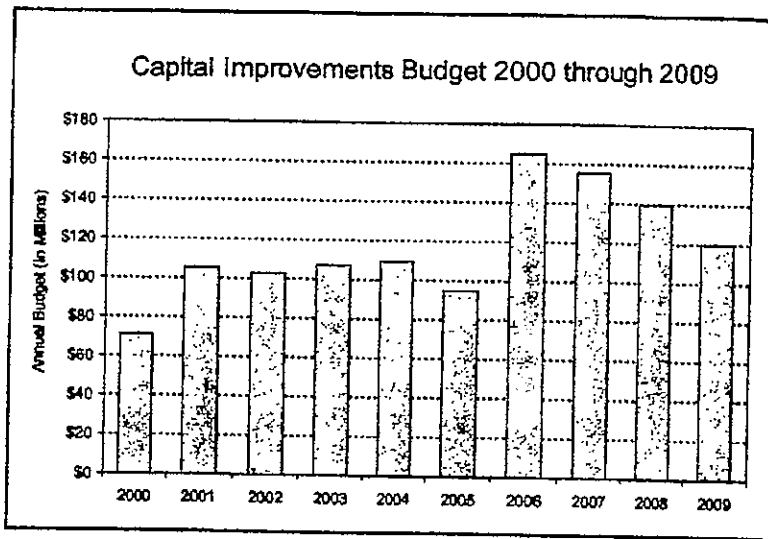
For 2009, the capital improvement budget continues a transitional period. Past capital improvement borrowing levels have translated into a destabilizing debt service tax levy. Problems with cost overruns on several larger capital improvement projects have led to a need for improved monitoring. Although it is important to fix these problems, the side effect is a capital improvement budget that is difficult to compare to previous capital improvement budgets. To address the debt tax levy, the 2009-2014 Capital Improvements Plan will project borrowing levels to a point where the amount of borrowing will approximate the amount of debt retired.

The following discussion of funding and expenditures excludes Vehicle Registration Fee related transfer payments to debt service and the general fund. The 2009 general city capital improvements budget totals \$119.2 million, a decrease of \$20.2 million or 14.5% from the 2008 budget of \$139.5 million. The tax levy supported portion of the capital budget, which includes tax levy cash resources as well as tax levy supported general obligation debt, totals \$70 million. Tax levy cash resources will decrease \$2.2 million from \$4 million in 2008 to \$1.8 million in 2009.

The city's long term goal is to reduce tax levy supported borrowing authorizations to match tax levy debt retirements in order to limit future increases in the debt service tax levy. Control of new levy supported debt will be accomplished through a combination of prioritizing capital programs and projects through the annual budget process and converting some currently levy supported programs to other revenue sources. For example, the 2009 capital budget suspends levy supported borrowing for Milwaukee Public Schools, which was \$4 million in 2007. The city have utilized lease payments from the Sewer Fund and Water Works for the jointly occupied Tower Facility to pay General Obligation (GO) debt service.

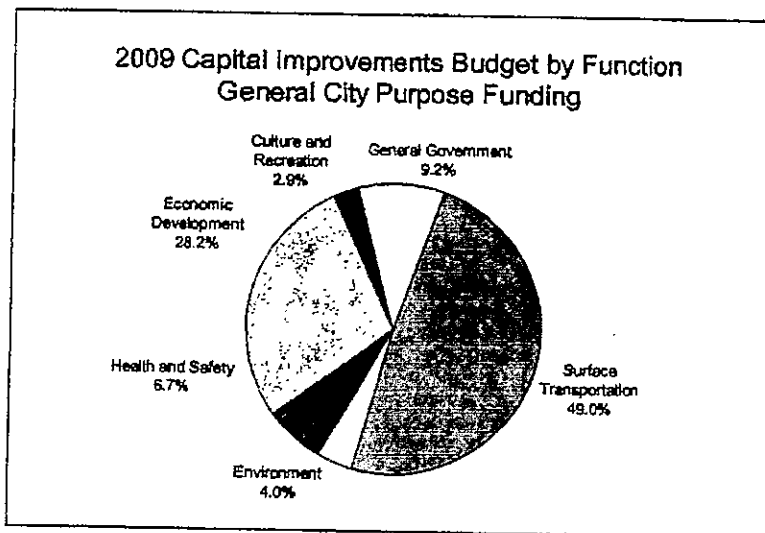
Figure 1 shows capital improvement budgets from 2000 to 2009. As shown, the capital improvements budget was significantly reduced in 2000 due to increased federal and state grant funding. From 2001 to 2004, the capital improvements budget stabilized between \$102.8 million and \$109.6 million. In 2005, the capital improvements budget was reduced to \$94.9 million, a level that is considered sustainable in the long term. The 2006 capital budget increased to \$164.9 million; however this is the result of two large one time projects (\$41.7 million) and a large increase in TID funding (\$38.7 million). The 2009 capital budget is also significantly impacted by the continuing policy of full, upfront TID funding that began in 2006. Levy supported GO borrowing is about \$68.3 million for city purposes, down from \$75 million in 2003.

Figure 1



Functional Categories: Projects included in the 2009 general city funded capital improvements budget are categorized in six functional categories including Surface Transportation, Environment, Health and Public Safety, Economic Development, Culture and Recreation, and General Government. Figure 2 illustrates the portion of the capital budget allocated to each functional area (Water, Parking, Sewer Relief and Relay, and Grant and Aids are excluded).

Figure 2



Surface Transportation projects constitute the largest functional category, which is 49% of the general city funded capital budget or \$76.1 million. This area experiences a continuing significant increase of funding for streets, bridges, and street lighting projects.

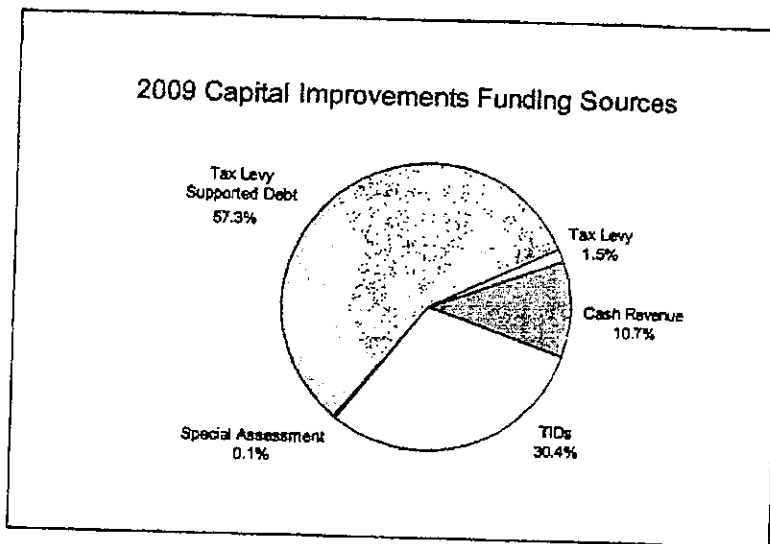
Economic Development projects is the second largest capital functional area at 28.2% of the general city funded capital budget. Tax Incremental Districts (TIDs) amount to \$40.7 million or 93.2% of funding for economic development projects.

The General Government project category constitutes the third largest functional area, with \$14.2 million, or 9.2% provided for this purpose. This is a decrease from 2008, but includes significant funding of \$1.8 million for the City Hall Foundation and Hollow Walk Project.

The Health and Safety projects and Environment projects functional categories comprise a total of about 6.7% of the 2009 general city funded capital budget. Health and Safety has funding of \$10.3 million and Environment has funding of \$6.3 million, respectively. Environment programs include the expansion of sewer capacity and infiltration and inflow reduction programs, included in the Sewer Maintenance Fund since 2008. Culture and Recreation projects are the smallest functional category with \$4.5 million, or 2.9% of the city funded capital budget. Within this category, central and neighborhood libraries capital projects funding totals \$4.1 million.

Funding Sources: The 2009 capital budget is financed through several funding sources including the property tax levy, tax levy supported debt, Tax Incremental Districts, special assessments, cash revenues, and grants and aids. Figure 3 shows funding sources for the 2009 city funded capital budget (excluding grant and aids).

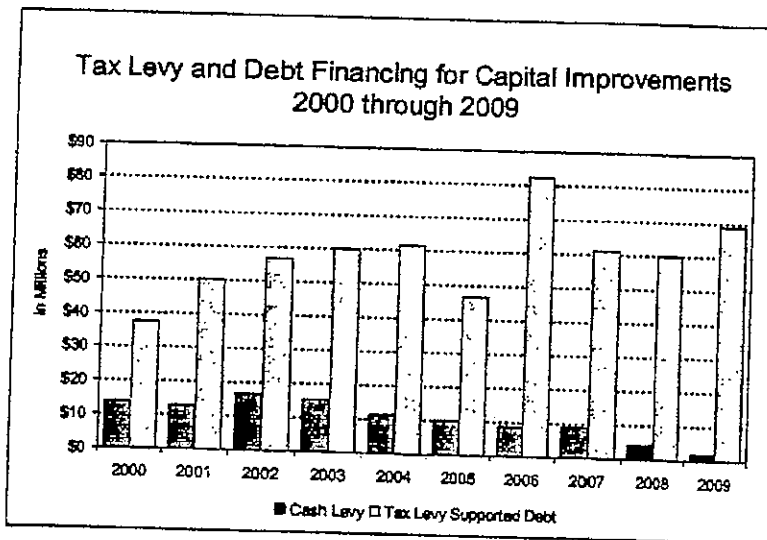
Figure 3



For 2009, the largest funding source is tax levy supported debt financing, which is approximately \$68.3 million or 57.3% of total funding. This is an increase from 2008. Given the life expectancy of the facilities to be constructed or equipment to be purchased, borrowing is an appropriate funding mechanism.

The second largest source of funding for capital projects is Tax Incremental District borrowing, with \$36.3 million, or 30.4%, of total funding sources. TID borrowing is considered self-supporting because the improvements made within these districts are financed through property tax revenue generated from the improvements. The significantly larger TID funding amounts started in 2006 and will continue due to the policy change to fully fund all approved TIDs upfront rather than on an expenditure cash flow basis. While this policy has not changed how TIDs are analyzed, approved, or expended, it produces a major change to capital budget funding.

Figure 4



In addition to TID financing, other self-supporting funding sources include \$12.8 million of cash revenues, which is 10.7% of the total, and \$150,300 of special assessments, which represent 0.1% of the total. Not included in Figure 3 are capital grant and aids, which are anticipated to be \$36.4 million in 2009.

In addition to tax levy supported debt, cash tax levy is the other non-self supporting funding source for capital. In 2009, tax levy supported capital totals \$1.8 million, or 1.5% of all funding sources. This tax levy supported total is a decrease from \$4 million from 2008. Figure 4 shows cash and debt financing trends for capital improvements from 2000 to 2009. As shown, cash financing, while it has fluctuated somewhat, has generally declined from the peak of \$14.1 million in 2000 to \$1.8 million in 2009.

Debt Levy Control: The 2006 capital budget suspended the Infrastructure Cash Conversion (ICC) policy goal to institute a change in overall philosophy to managing capital and debt levy impacts. The focus has changed from the basic ICC goal of funding an increasing amount of cash for a defined set of projects considered recurring infrastructure to the larger issue of controlling all capital debt. Through the years, even while the cash percentage for the defined ICC projects increased, overall capital borrowing also increased at an unsustainable rate. This created a situation of significant annual increases to the debt service levy, impacting the city's ability to fund other

programs. The capital budget will continue to move in the direction of limiting debt issuance to debt retirements to better stabilize the debt service levy.

Note: For purposes of the 2003 and earlier budgets, the Public Debt Amortization Fund (PDAF) withdrawal was reflected in the capital improvements budget by shifting cash funded improvements to debt funded improvements. Fund assets were used to purchase the additional debt. The additional debt was then immediately canceled, thus avoiding future debt service costs. Beginning in 2004, the PDAF draw was applied to reduce the city debt tax levy rather than the capital improvements tax levy. For 2009 the draw is \$6.5 million. At the end of 2008, fund assets will be used to prepay a portion of the principal and interest on city debt due in 2009, which will result in a reduction in the debt levy portion of the 2009 city debt budget.

2009 HIGHLIGHTS AND CHANGES

Major Capital Equipment: Instituted in 2002, Major Capital Equipment Accounts in the Fire Department and Department of Public Works' budgets will continue to fund the purchase of durable equipment with an original unit cost of \$50,000 or more through the capital budget. In 2009, the Fire Department will use \$1.7 million and the DPW Operations Division will use \$5.94 million to replace major fleet equipment.

City Hall Foundation and Hollow Walk: Milwaukee's City Hall is an architecturally significant landmark building listed in the National Register of Historic Places. A significant capital project restoring the building's watertight integrity and addressing structural problems with the towers, exterior walls, interior walls, and supporting structure is nearing completion. The total cost of this project is approximately \$70 million and will be completed in late 2008. The 2009 capital budget includes \$1.8 million of continuing funding for the next phase of foundation and hollow walk repairs.

Emerald Ash Borer Readiness and Response: It is estimated that the City of Milwaukee has over 36,000 ash street trees and an estimated 150,000 additional ash trees on private lands. The street trees alone comprise an asset value of more than \$27 million. Emerald Ash Borer (EAB) has been discovered in neighboring counties and poses a tremendous threat to the survival of these ash trees. Not since Dutch Elm Disease has the city's tree canopy experienced a devastating threat. Beginning in 2009, the Department of Public Works will begin a biannual pesticide injection in half of all street trees every year to protect against EAB infestation. Funding for 2009 also includes conducting remote species mapping using hyper spectral imaging technology to identify the location of all ash trees in the city.

Tax Increment Financing Districts: The 2009 capital budget includes \$40.7 million of funding (\$36.3 million self supported borrowing and \$4.4 million cash revenues) to promote economic development and job growth through tax increment financing.

Large Scale Project Budget Reporting: In response to the Comptroller's audit of the Canal Street construction project, Common Council File 061597 defines a large scale project as a capital project whose components total at least \$2 million in total funding, grantor and city share. The table on the following page identifies these large scale projects to be funded in 2009 by all funding sources associated with the projects, including grant and enterprise funds.

Other capital projects included in the 2009 budget are described in more detail in the departmental operating budget sections of the 2009 *Plan and Budget Summary*. Please refer to these sections for more detail on these projects.

C. CAPITAL IMPROVEMENTS

2009 LARGE SCALE PROJECTS FUNDING BY SOURCE

	CITY FUNDED CONSTRUCTION	GRANT FUNDS	SEWER ENTERPRISE	WATER ENTERPRISE	STREET LIGHTING	CONDUIT/ MANHOLES	PROJECT TOTAL
N 76TH ST(W CENTER ST TO W APPLETON AV)	\$901,800	\$8,819,200	\$430,000	\$945,000	\$231,000	\$40,000	\$11,367,000
N 27TH ST (W ST PAUL AV TO W HIGHLAND BLVD)	\$375,000	\$2,125,000	\$0	\$0	\$220,000	\$120,000	\$2,840,000
W BLUEMOUND RD (ZOO TO MAYFAIR RD)	\$245,000	\$2,345,055	\$0	\$0	\$3,000	\$10,000	\$2,603,055
W BROWN DEER RD (N 91ST ST TO N 124TH ST)	\$25,000	\$2,300,000	\$0	\$0	\$0	\$0	\$2,325,000
S HOWELL AV (EW HOWARD AV TO E WILBUR AV AND S CHASE AV - S HOWELL AV TO E OHIO AV)	\$420,000	\$3,680,000	\$58,000	\$0	\$97,000	\$230,000	\$4,485,000
W LISBON (SOD LINE ROW TO N SHERMAN BL)	\$476,000	\$1,888,000	\$0	\$0	\$14,000	\$50,000	\$2,428,000
W LOOMIS RD (W FARDALE AV TO S 51ST ST)	\$75,000	\$10,925,000	\$0	\$0	\$0	\$0	\$11,000,000
W OKLAHOMA AV (S 60TH ST TO S 72ND ST)	\$790,000	\$3,160,000	\$0	\$0	\$14,000	\$20,000	\$3,984,000
W FOREST HOME AV (S 43RD ST TO HWY 100)	\$376,000	\$5,964,000	\$0	\$0	\$0	\$0	\$6,340,000
W FOREST HOME AV BRIDGE OVER KINNICKINNIC RIVER	\$25,000	\$1,838,000	\$0	\$250,000	\$10,000	\$0	\$2,123,000
W HAMPTON AVE BRIDGE OVER LINCOLN CREEK	\$402,000	\$1,608,000	\$0	\$0	\$10,000	\$10,000	\$2,030,000

Property Tax Supplemented Funds

352.48
M64c
1986/91

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1985 JUN 10

CITY OF MILWAUKEE

tabbles	EXHIBIT
	<u>2</u>

THE 1985 CAPITAL BUDGET

AND THE 1986-1991

CAPITAL IMPROVEMENTS PROGRAM

Capital Improvements Committee

DAVID A. KUEMME, Chairman
Commissioner of Public Works

WILLIAM RYAN DREW
Commissioner of City Development

JAMES A. McCANN
Comptroller

ALTERNATES

DANIEL BOYCE
Deputy Commissioner of City Development

HERMAN P. ZANONI
Deputy Commissioner of Public Works

W. MARTIN MORICS
Deputy Comptroller

CONSULTANTS TO COMMITTEE

EDWIN J. LASZEWSKI
City Engineer

JENANN OLSEN
Director of Strategic Planning

CAROL A. BROMAN
City Tax Commissioner

WALLACE E. BURKEE
Director - Community Development
Agency

CAPITAL IMPROVEMENTS ADMINISTRATION

LYLE E. KAMLAH
Program Coordinator - Secretary

GERARD J. FROH
Capital Program Specialist

JANE WALDOCH
Clerk-Typist

DIANA L. BALCERZAK
Clerk-Typist

THE PURPOSE OF THE CAPITAL IMPROVEMENTS PLAN

In order to meet the economic development needs of the City and preserve its existing physical plant (infrastructure), the City must plan carefully. Potential capital projects must be considered within the context of present as well as future needs and financial resources. Projects that protect the public health such as sewers and water mains, are obviously important as are the bridges and streets that transport our citizens and commodities. Projects that maintain our quality of life such as street trees, boulevards, playgrounds, libraries and efforts to enhance the beauty of our riverfront and downtown are as important to our efforts to attract and keep citizens and businesses as are our direct efforts at preserving our neighborhoods and developing our economy. All of these projects must compete for the limited funds available. Many worthwhile projects that are not funded could have been funded if the City were willing to use more of its bonding capacity. This would not, however, be prudent because every dollar borrowed today must be paid back with about one dollar and sixty cents in future revenues.

THE ROLE OF THE CAPITAL IMPROVEMENTS COMMITTEE

On June 30, 1941, the Milwaukee Common Council appointed a "Long-Term Improvement Program Technical Committee" and instructed this committee "to prepare a long-term improvement program for the City of Milwaukee of six years or more, to be submitted to the Common Council at the earliest possible date." The first report prepared by this committee was for the years 1944 through 1949. The committee was then authorized "to submit annually to the Common Council at budget-making time a revised six-year program of public improvements." In July of 1952, the name of the committee was changed to "Capital Improvements Committee."

The Committee was reorganized and streamlined in 1965 to place greater emphasis on the planning aspects of the capital program. The new Committee was comprised of the Commissioner of Public Works as Chairman, the Director of City Development and the City Comptroller. Thus, each member brought to the Committee one of the three key areas of planning required to carry out effective capital programming. They include:

1. Public Works Management
2. Comprehensive Planning
3. Financial Planning

The Committee was also assigned a number of consultants including the City Engineer, the City Planning Director, the Tax Commissioner and the Director of Community Development. The Committee was assigned the following duties:

1. Develop a Six-Year Capital Improvements Program based on the anticipated construction or capital acquisition needs of all departments under the control of the Common Council. Submit to the Common Council for its information the suggested Six-Year Capital Improvements Program including:

The total estimated construction costs.
The impact upon tax rates.
Recommendations concerning financing of the program.
The correlated fiscal impact of other taxing units' capital programs.

2. Establish criteria upon which project priority may be based, to include but not necessarily limited to the following:

Effect on the assessed valuation of the City.
Interrelationship of each project with other projects.
Effect of each project on the welfare and progress of the City.
The number of residents favorably or adversely affected by the completion of each project.
Each project's relationship to the City's general development plan with emphasis upon the Six-Year Capital Improvements Program and the Community Renewal Plan.

3. Determine a priority for each project within the program based upon the established criteria.
4. Secure supporting data, justification for proposed projects, accurate cost estimates and a listing of departmental services and facilities and projected operating costs related to each construction project.
5. Submit a Capital Improvements Budget within such principles, limitations or guidelines as established by the Common Council.
6. Coordinate and expedite completion of the Capital Improvements Program as recommended to the Common Council; and to prepare semi-annual progress reports on the program; and to supplement this semi-annual report with monthly report of project status which places emphasis on projects which are behind in their predetermined construction schedule.



City of Milwaukee

200 E. Wells Street
Milwaukee, Wisconsin
53202

Meeting Minutes CAPITAL IMPROVEMENTS COMMITTEE

ALD. JOSEPH DUDZIK, CHAIR

Ald. Robert Bauman, Ald. Michael Murphy, Jeffrey Mantes, W. Martin Morics, Mark Nicolini, and Mariano Schifalacqua

Staff Assistant, Terry MacDonald

Phone: (414)-286-2233; Fax: (414) 286-3456, E-mail: tmacdo@milwaukee.gov

Thursday, October 15, 2009

1:30 PM

Room 301-B, City Hall

Meeting convened: 1:35 P.M.

1. Roll call:

Members Present: 7 - Ald. Joseph Dudzik, Chair, Ald. Robert Bauman, Gerald Froh (Ald. Michael Murphy Alternate), Jeffrey Mantes, Michael Daun (W. Martin Morics Alternate), Mark Nicolini, and Mariano Schifalacqua

Members Excused: 0

Also present: Venu Gupta, Dept. of Public Works (Alternate for Jeff Mantes), Preston Cole, Director of DPW, Operations, Carrie Lewis, Superintendent Water Works, Jeff Polenske, City Engineer, Tim Thur, Department of Public Works, David Schroeder and Eric Pearson, Dept. of Admin., Budget & Management Div. and Michael Talarczyk, Legislative Reference Bureau

2. Approval of the September 11, 2009 meeting minutes

Ald. Nicolini moved approval of the minutes, Mr. Daun seconded. There were no objections.

3. Discussion relating to the drafting of a job description for the Capital Improvement Program Specialist position

Ald. Dudzik said that Mr. Froh sent him an e-mail outlining the job duties for the Capital Improvements Program Specialist position (Exhibit 1).

Mr. Nicolini said the ordinance that establishes this committee does limit this Committee's purview to only certain elements of the Capital budget, which is defined in section 4. paragraph a-2. of ordinance file #081215. He said that narrows the scope of the position's responsibility.

Ald. Dudzik replied that if, once this committee is up and running, this committee feels that it can take on one or more of the other responsibilities list in the ordinance he will amend the ordinance.

Mr. Schifalacqua asked for clarification on what responsibilities are not in the purview of this Committee?

Mr. Nicolini referred members to slides 33 and 34 (Exhibit 2) of his PowerPoint presentation that explains the components of the City's Capital Budget that are not included in this Committee's purview. He also referred members to slide 32 that shows the job duties of the Capital Program Specialist position.

Ms. Andrea Knickerbocker with the Dept. of Employee Relations appeared and explained the classification process for creating a new position.

Ms. Knickerbocker asked when does this committee want to this position created and approved?

Ald. Dudzik replied as soon as possible.

Ms. Knickerbocker said the Department of Employee Relations will prepare a classification report for the Capital Program Specislist position and will provide it to this committee for review and approval prior to it going before the City Service Commission for its review and approval.

Mr. Froh said there was a job analysis done about 10 years ago for a Capital Improvements Specialist position that was located in the Budget Office.

Ms. Knickerbocker replied that the Budget office did have a position back in 1997 that is similar to what this Capital Program Specialist duties would be.

Ald. Dudzik asked Ms. Knickerbocker to provide this committee with a copy of that analysis.

Ms. Knickerbocker replied in the affirmative.

Ald. Dudzik asked Ms. Knickerbocker to provide a copy of the job description and job classification report to Ms. MacDonald who will forward it to all committee members for review. He said he will have an item on the next committee meeting agenda that will allow for further discussion on the job description.

Mr. Schifalacqua asked how will the hiring take place and who will be part of the selection process?

Ms. Knickerbocker said the hiring will go through the usual process conducted by the Dept of Employee Relations.

4. Presentation and discussion on the Mayor's proposed 2010 capital improvements budget plan

Mr. Schroeder and Mr. Nicolini gave an overview of the current capital improvements planning process, on the the current plan (2009-2014), on the 2010 proposed capital budget and lastly, on the capital budget planning and the Capital Improvements Committee by PowerPoint presentation (Exhibit 2).

Ald. Dudzik referred to slide eight of the PowerPoint presentation, the chart on the 2009-2014 Tax Levy Debt Service Projections, and asked what will cause the dramatic dip in capital improvement projects in 2013?

Mr. Schroeder replied that the dip in 2013 is due to the fact that a couple of building projects are expected to be completed at that time, such as the City Hall foundation.

Ald. Dudzik asked Mr. Nicolini how he could find out how much money from the vehicle registration fees have been collected to date?

Mr. Nicolini replied that his office can provide him with that information. He said it was estimated that the City would receive about \$6.6 million a year.

Ald. Dudzik asked what kind of cost saving would there be for the City if it would switch over to LED lighting completely?

Mr. Polenske appeared and replied that a complete switch to LED lighting is a ways off yet. He said the pilot project is working great and there would be some saving eventually.

Mr. Nicolini replied that the failing circuitry is a problem. He said there was a study done and it showed that it will take \$7.3 million and about 106 years to switch over to LED lighting completely and that includes the cost of replacing of all the out dated circuitry.

Mr. Mantes said that City Hall hollow walk project will take about three years and will begin in 2010.

Mr. Schifalacqua referred to slide eight of the PowerPoint presentation and said the chart shows that the City is consistently \$30-35 million under the improvement requests. He said that shows that a lot of the decisions that have been made to date are based on funding, not needs. He said if the needs are not addressed they will just keep growing.

Mr. Nicolini replied that the major key purposes of this committee is to review the improvement projects that need to be done and to try to come up with new financial resources and tools, such as an increase tax levy, increase in user fees or set a higher target for borrowing to cover the cost of the improvements.

Mr. Mantes said he agrees with Mr. Nicolini and that it has been his philosophy that the administration and Council is kept up-to-date on what the improvement needs and budgetary restraint are.

Ald. Dudzik replied that the current administration does put a higher emphasis on infrastructure.

Mr. Daun asked if department's include inflation thier costs, when submitting capital improvement requests?

Mr. Schroeder replied that most departments do try to project inflation cost.

Mr. Daun asked Mr. Nicolini if he has any suggestions on how the administration and this committee can work together so that time can be used productively?

Mr. Nicolini replied that this committee could examine the capital improvement calendar (Slide two of the PowerPoint presentation) and possibly revise it so that the process can be accelerated by one month. He said the ordinance charges this committee to examine the improvement needs and put together a financial plan and projections.

Mr. Daun said that one of the tasks this committee might want to do is put together a capital program, preparation, monitoring and report planning schedule.

Mr. Nicolini said that this committee should have some debate on a financing target.

Mr. Froh said that a report on what has been accomplished over the past four to five years would be helpful for this committee to review.

Ald. Dudzik replied in the affirmative.

Roll call taken at 2:20 P.M.

Members Present: 6 - Ald. Joesph Dudzik, Chair, Gerald Froh (Ald. Michael Murphy Alternate), Jeffrey Mantes, Michael Daun (W. Martin Morics Alternate), Mark Nicolini, and Mariano Schifalacqua

Members Excused: 1 - Ald. Bauman

5. Discussion relating to the federal stimulus funded capital improvements projects

Mr. Jeff Polenske, City Engineer and Tim Thur, Environmental Engineering, appeared on this matter.

Mr. Polenske said that this year the state received \$529 million in federal stimulus funds, of which Milwaukee received \$15.2 million for improvement projects. The City also received funding for three transportation enhancement projects in the amount of \$15.9 million. He said additional funding became available in August in the amount of \$9 million and those funds would cover the cost of ten more projects. The City has a total of 23 stimulus funded projects and construction began for three of those projects this past summer. He said all the projects are arterially street construction, no local streets are included.

Mr. Schifalacqua asked if there is any local fund match?

Mr. Polenske replied in the negative.

Mr. Schifalacqua said he has concerns with the large number of new projects and the number of contractors available in the area to do those projects. He asked Mr. Polenske if he noticed an increase in construction prices?

Mr. Polenske replied that the pricing for the first three construction projects that the City put out this past summer were pretty good, but the construction prices may be different story in December when the vast majority of the projects throughout the state go out for bids.

Mr. Thur said Milwaukee received \$35 million of stimulus funds, \$2 million in grant funds and \$33 million as a low cost loan, for sewer replacement. He said the City has recently been notified that there are extra stimulus fund available for City and that would come in as a grant, which will increase the grant amount to \$10-12 million.

Ald. Dudzik advised the members that the next meeting date is November 19, 2009 at 1:30 P.M.

Meeting adjourned: 3:07 P.M.

**Terry J. MacDonald
Staff Assistant**

Dudzik, Joseph

From: Gerard Froh [frohdo@gmail.com]
Sent: Friday, October 09, 2009 9:33 AM
To: Dudzik, Joseph
Cc: Murphy, Michael (Alderman)
Subject: Capital Improvements Program Specialist

Joe,

This is the outline of the job duties I sent to Andrea Knickerbocker in DER. According to the CIC legislation a six year CIP prepared by staff and approved by CIC is due Feb 1 each year to the Common Council. I think it is first necessary to prepare the core Infrastructure reports before launching a Capital improvements Plan. Time is tight.

See you Thursday.

Gerard Froh
 251 N 50th St
 414-630-6044 (cell)

As I see it:

Duties (brief)

Prepare citywide annual capital improvements budget & six year capital improvements plan
 Monitor capital improvements
 Prepare semi-annual capital progress report for all city capital projects and programs
 Develop and prepare annual infrastructure preservation reports.

Capital Improvements Program Specialist shall be selected by and operate under the administrative direction of the Capital Improvements Committee.

Primary Duties Detail:

Submit to the Capital Improvements Committee a prioritized 6-year capital improvements program for all departments under control of the common council, including total estimated construction and maintenance costs, the effect of the total costs upon estimated annual tax levies and debt service for each year of the program, and recommendations concerning financing of the program.

Based on capital budget requests submitted by city departments and within guidelines as established by the common council, submit a recommended Capital Budget including financing, for the construction and maintenance of infrastructure and facilities and describe its relationship to the 6-year capital improvements program to the Capital Improvements Committee. Secure supporting data and justification for proposed CI projects, arrive at accurate cost estimates and secure from city departments a list of services and facilities and a projection of operating costs related to each construction project.

Monitor completion of the capital improvements program as contained in the annual budget. Prepare semi-annual progress reports, with emphasis on the status of large-scale capital projects as determined pursuant to Resolution File Number 061597, and other projects as determined by the committee, in relation to their predetermined construction schedule and estimated costs, for submission to the Capital Improvements Committee.

Prepare a report for submission to the Capital Improvements Committee that describes the condition of the city's infrastructure and facilities and the adequacy of the effort level made by the city to preserve such infrastructure and facilities and eliminate any deferred capital maintenance.



10/14/2009



CAPITAL IMPROVEMENTS PLAN

Presentation to the Capital Improvements
Committee

October 15, 2009
DOA-BMD

Presentation Overview

- What drives the current CIP process
 1. Capital Improvement Objectives
 2. Planning Process Calendar
 3. Capital Financing Goals & Limitations
 4. Significant needs vs. available funds
- 2009-14 CIP Overview
- 2010 Proposed Capital Budget Overview
 - Building Block for 2010-2015 CIP
- Capital Planning and the CIC

EXHIBIT

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Capital Improvement Objectives

1. Support Strategic Goals

- Building safe & healthy neighborhoods;
- Increasing investment & economic vitality throughout Milwaukee;
- Improving workforce development & connecting more citizens to family supporting jobs;
- Sustaining, enhancing & promoting Milwaukee's natural environmental assets.

2. Preserve the City's assets

3. Achieve a stable debt levy

Capital Improvement Planning Process – Current Calendar

March – Departments sent forms, instructions, and CIP tables for capital requests.

April – Departments submit capital requests to Budget Office.

May – Requested capital budget composed of department requests and submitted with rest of budget.

September – Mayor proposes budget.

November – Council adopts budget.

December – Final budget documents completed, CIP out years development completed over coming weeks.

Capital Project Definition

Capital improvements typically meet one or more of the following criteria:

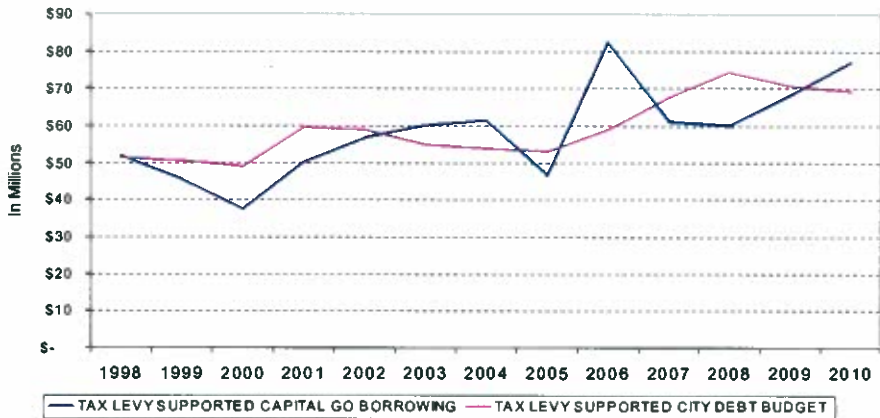
- Renovation or restoration of buildings, structures, facilities, and integral equipment items whose cost exceeds \$25,000.
- Construction of new or replacement buildings or structures at a cost exceeding \$25,000 including planning and design costs.
- Remodeling of office and shop areas.
- Durable equipment with an original unit cost of \$50,000 or more.
- Equipment and furnishings which are to be purchased as a part of a capital project.
- Replacement equipment (an integral part of a building, structure, or facility), which costs \$25,000 or more.

Capital Financing Goals

The primary objective of the 2009-2014 Capital Improvements Plan is to protect and enhance the city's infrastructure and assets in a fiscally sustainable manner. To achieve this objective, the city has established three specific capital financing goals:

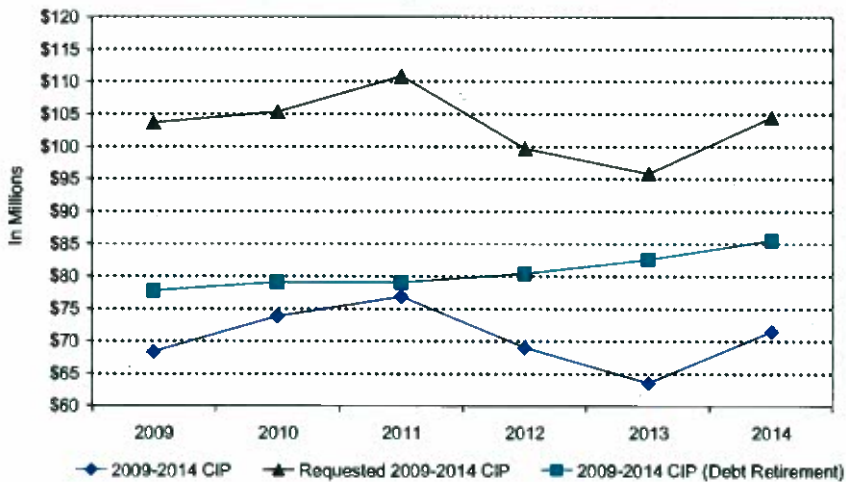
- To fund adequately the city's infrastructure and general capital needs.
- To control the city's overall debt burden.
- To control tax levy supported capital spending so as to assist the city in maintaining core services while enhancing its competitive position.

1998 - 2010 Tax Levy Supported Capital Borrowing and Debt Budgets



NOTE: Borrowing amounts do not include MPS capital related borrowing which occurred through 2007. City Debt budget does include tax levy supported MPS related debt service for prior capital improvements and current cash flow borrowing.

2009 - 2014 Tax Levy Debt Service Projections



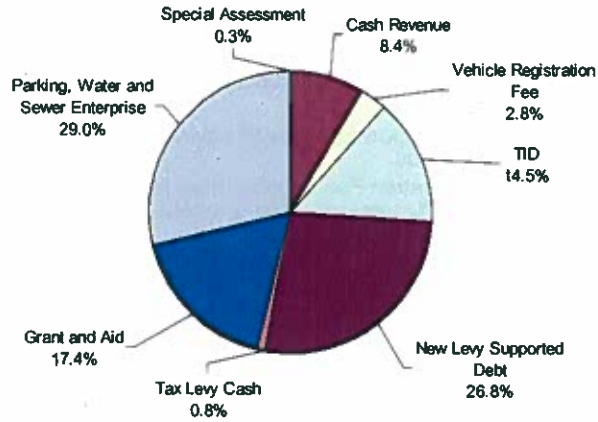
Capital Alternative Financing Strategies

The City of Milwaukee will continue to seek alternatives to levy supported borrowing as a way to finance capital projects. Recent improvements to the City's position include the following:

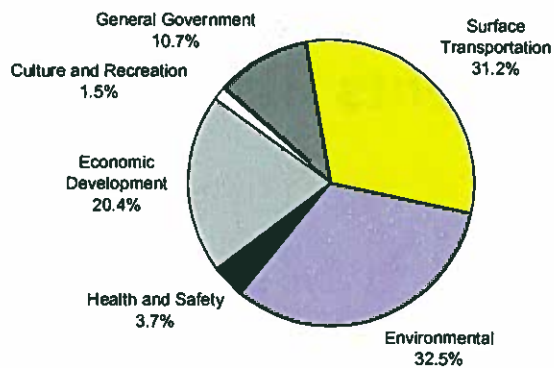
- DPW Tower Site is supported by lease payments from the Water and Sewer Enterprise Funds.
- Motor Vehicle Registration Fee implemented to replace most assessments, support street replacement debt service & increase current funding, and maintenance activities.
- Stormwater Management Fee utilized in 2010 to fund tree planting and production and the EAB program.
- Port of Milwaukee projects funding through its operating special funds accounts.
- MPS borrowing limited to programs that are supported by MPS reimbursements.
- Examine feasibility of user charges as a cash financing tool for certain major equipment.

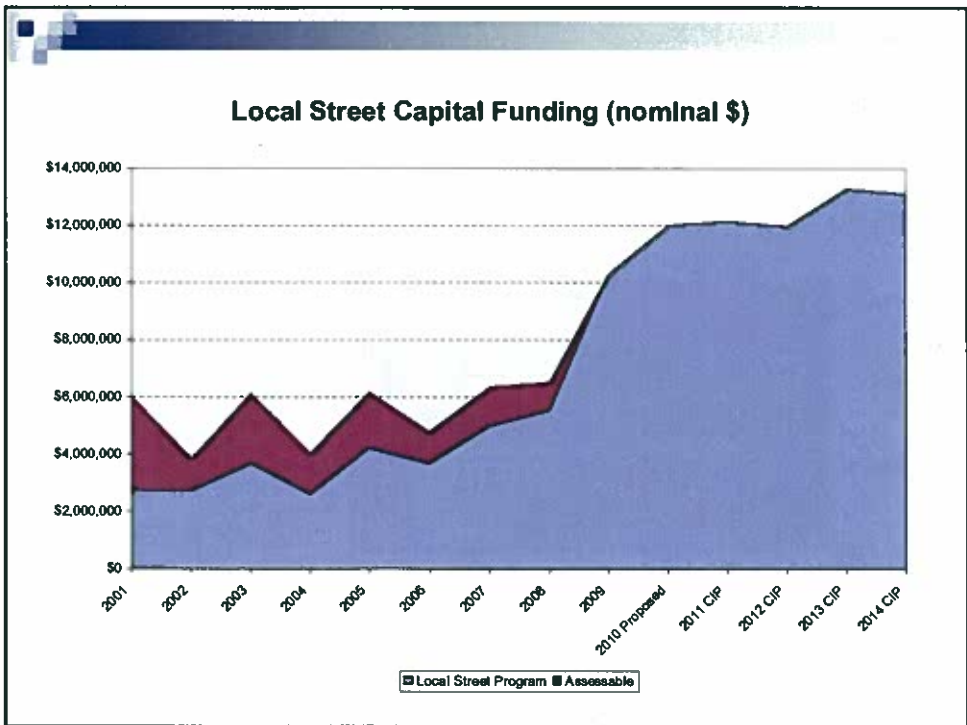
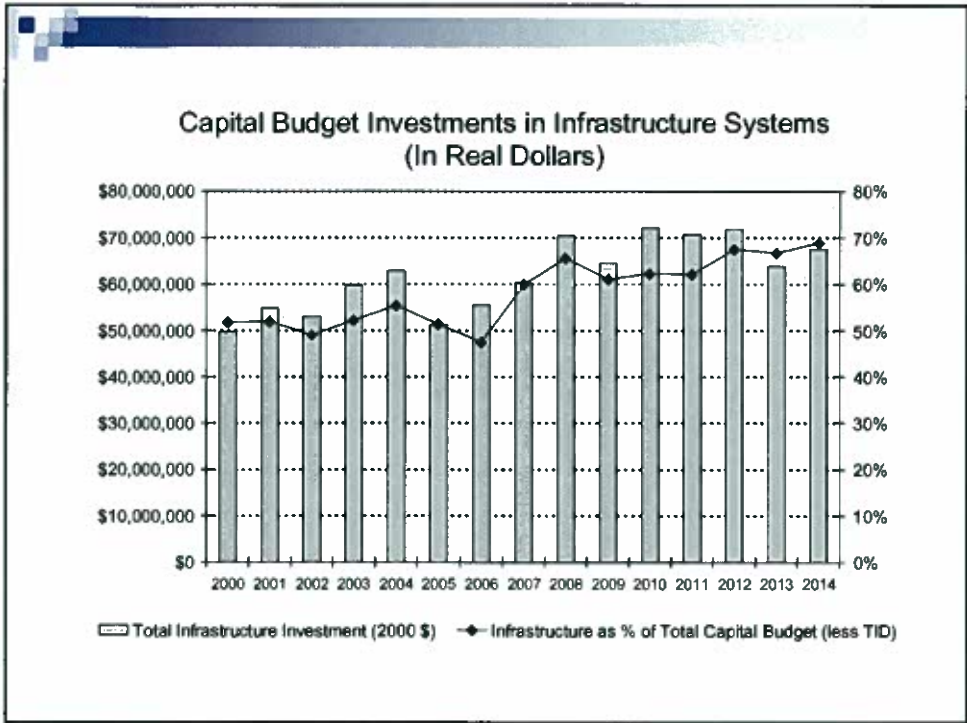
2009-2014 Capital Improvements Plan

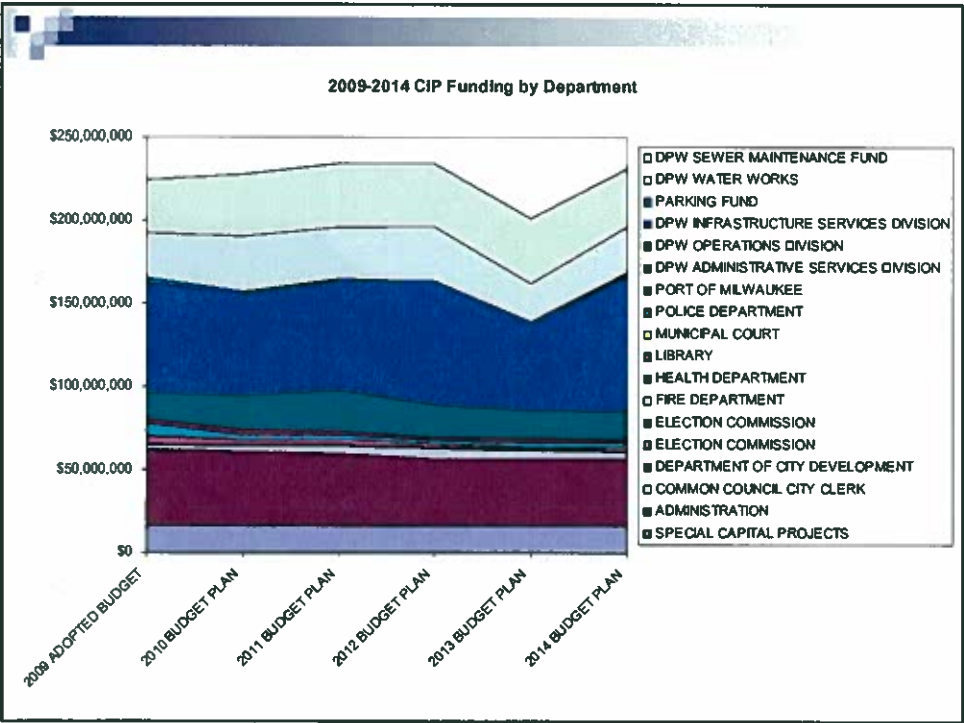
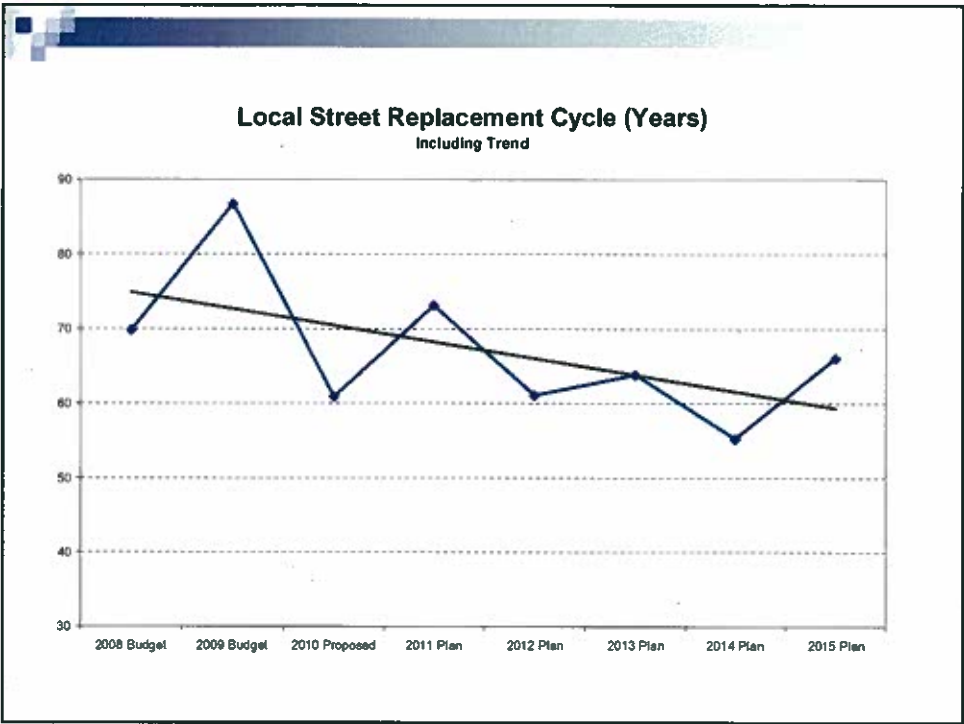
Capital Improvement Revenue Sources 2009 - 2014 Capital Improvement Plan



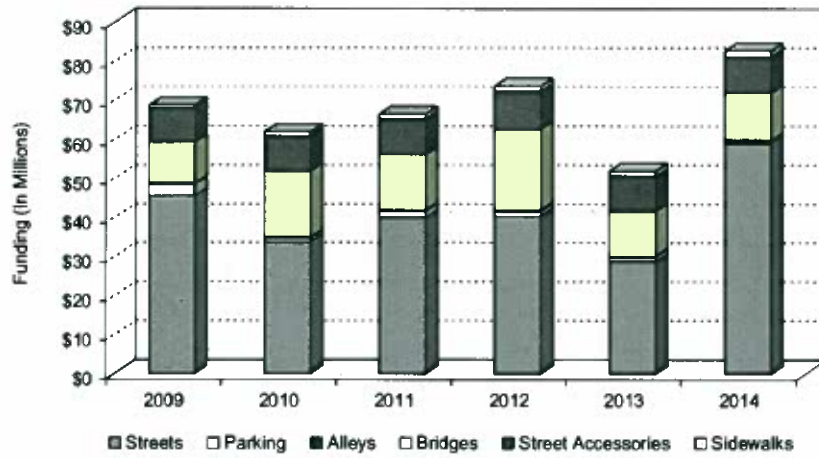
2009 - 2014 Capital Improvements Budget by Function



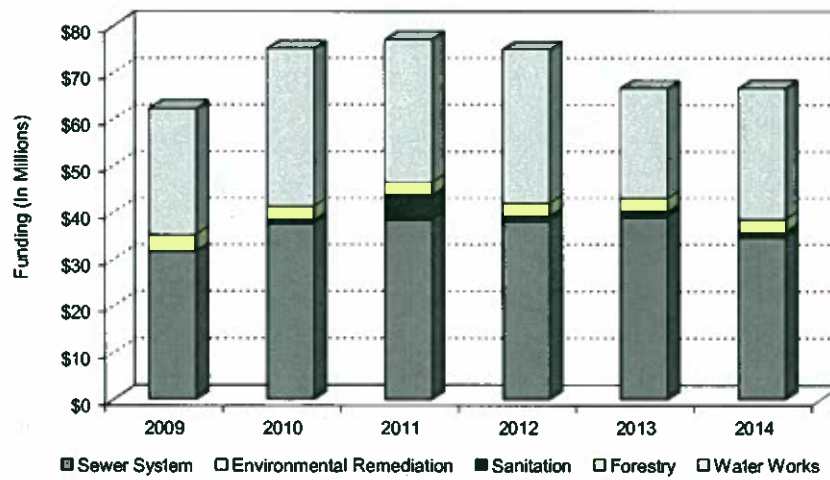




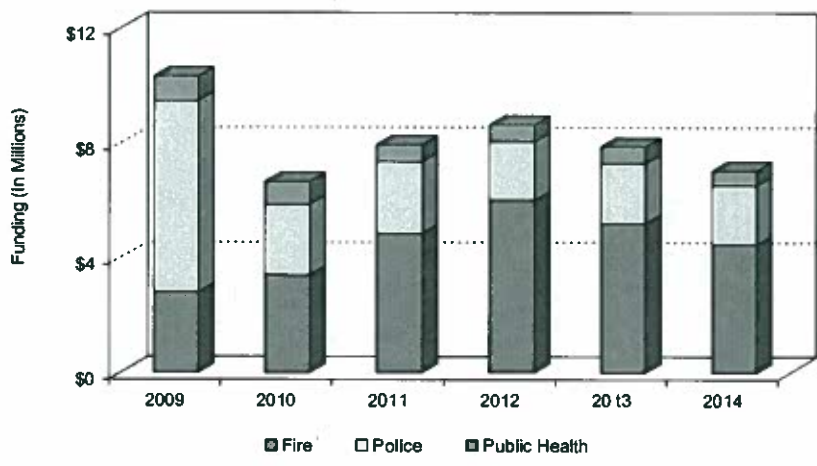
Surface Transportation 2009 - 2014 Capital Improvements Plan



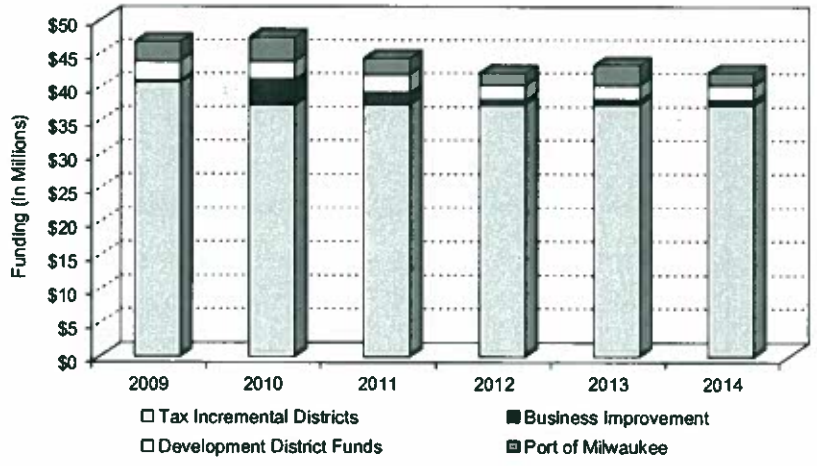
Environment 2009 - 2014 Capital Improvements Plan



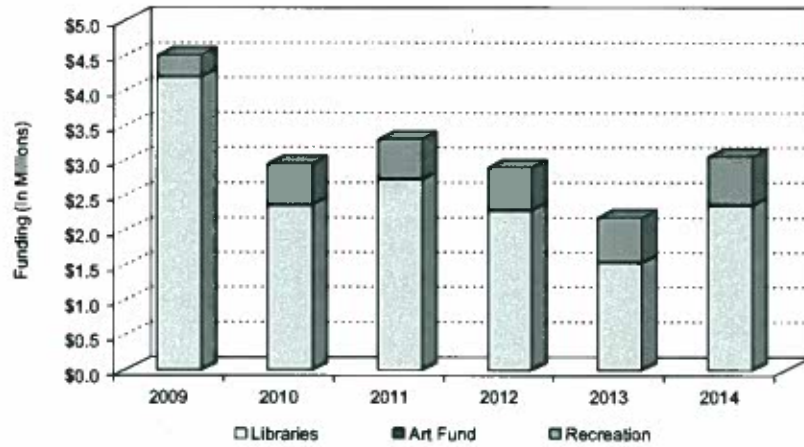
Health and Safety 2009 - 2014 Capital Improvements Plan



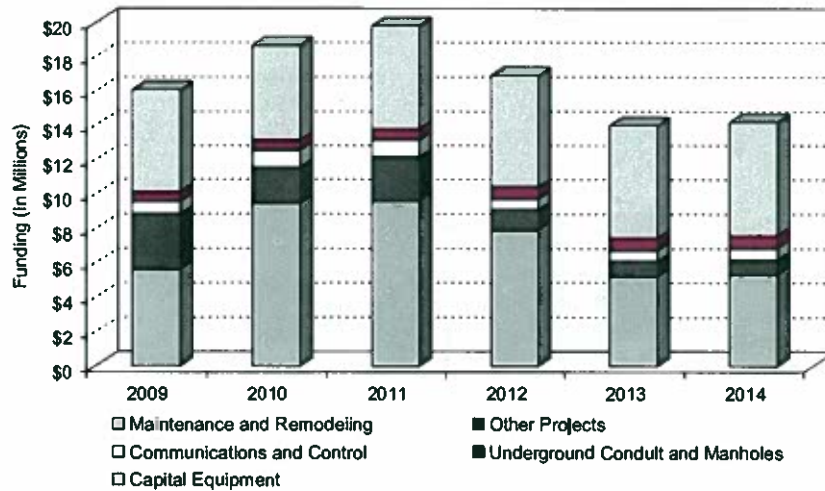
Economic Development 2009 - 2014 Capital Improvements Plan



Culture and Recreation 2009 - 2014 Capital Improvements Plan

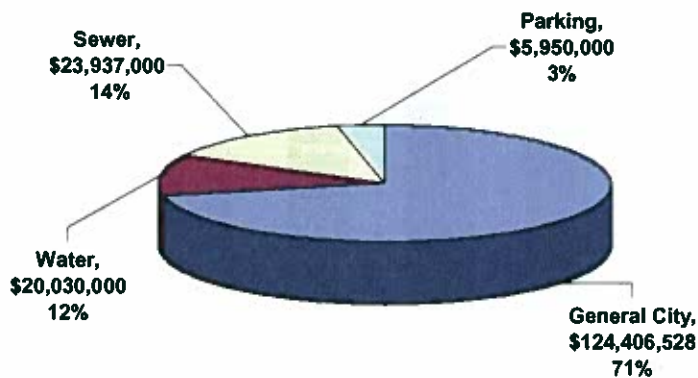


General Government 2009 - 2014 Capital Improvements Plan

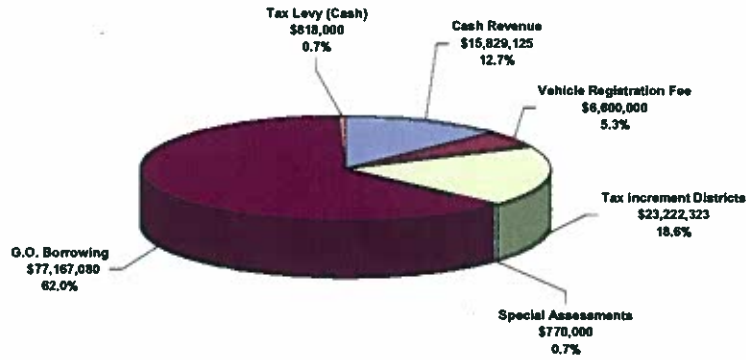


2010 Proposed Capital Budget – Starting Point for the 2010-2015 Capital Improvements Plan

2010 Proposed Total City Capital Budget
Including Enterprise Funds
Total: \$174,323,528



**2010 Proposed General City Capital Budget
By Funding Source
Total: \$124,406,528**



2010 Proposed Streets Capital Programs

Program	2009	2010	Change	Percentage
Street Improvements-State/Federal Aided Projects	4,230,100	4,924,000	693,900	16.4%
New Street Construction	200,000	250,000	50,000	25.0%
Street Reconstruction and Resurface	10,300,100	12,001,000	1,700,900	16.5%
New Streets Developer	400,000	400,000	0	0.0%
Total Capital Funding	15,130,200	17,575,000	2,444,800	16.2%

Excludes Grant Funding: \$10,936,200 in 2010

Street Replacement Cycle – 2010 Calculation

<u>Source of Funds</u>	<u>2010 Plan</u>
2010 Appropriation	\$12,000,000
Administration	-\$800,000
Preventative Maintenance	-\$1,300,000
City Funding	\$9,900,000
Assessable	\$1,000
LRIP State Funding	\$2,135,000
Available Carryover	\$500,000
Total Funding	\$12,536,000
Cost Per Mile	\$800,000
Expected Miles Completed	15.67
Replacement Cycle (years)	61

* 960 miles of local streets

NOTES:

- Preventative Maintenance is excluded because it is considered preservation.
- Amounts do not include grants.
- LRIP funding is awarded every other year, requires city match.

Other Infrastructure Related Capital Programs

Program	2009	2010	Change	Percentage
Alley Reconstruction and Resurface	300,100	1,000,000	699,900	233%
Sidewalk Replacement Program	800,000	1,225,000	425,000	53%
Street Lighting Program Citywide	7,850,000	7,000,000	(850,000)	-11%
Traffic Control Facilities Citywide	990,000	1,182,500	192,500	19%
Underground Electrical Manholes	200,000	200,000	0	0%

NOTE: Above amounts include assessable.

Proposed DPW Facilities Capital

2010 PROPOSED FACILITIES CAPITAL	
City Hall Complex Remodeling	80,000
Space Planning - Facilities	160,000
Recreation Facilities Citywide	388,240
Facility Systems Program	685,000
Environmental Remediation Program	100,000
ADA Compliance Program	95,000
Facilities Exterior Upgrades Program	1,409,700
Municipal Garages/Outlying Facilities	295,000
ZMB Lower Parking Floor Restoration	86,500
City Hall Foundation & Hollow Walk	2,700,000
Total Capital Funding	5,999,440

2010 Proposed Capital Budget Significant Projects/Programs

- Unified Call Center - \$950,000
- FMIS Upgrade Phase II - \$598,400
- City Attorney Remodel Phase I - \$2,287,500
- Tower Site - \$7,000,000
- Fire Facilities - \$1,125,000
- Fire Equipment - \$3,571,000
- Library RFID Phase II - \$1,500,000
- Central Library Improvements - \$825,000
- Villard Library Project - \$1,750,000

2010 Proposed Capital Budget Significant Projects/Programs – Cont'd

- MPD PAB - \$1,300,000
- MPD AFIS - \$2,300,000

Capital Program Specialist functions

- Provide data, information, and analysis needed by the CIC to develop the 6-year CIP
- Develop and confirm cost estimates provided in departmental requests
- Monitor implementation and completion of projects/programs approved in the annual capital budget
- Assist CIC in development of reports
 - Quarterly progress reports
 - Infrastructure and facilities condition reports
 - 6-year CIP costs and financing
- Other duties as assigned by the CIC

Capital Budget Planning & Capital Improvements Committee

- S. 320-49-4-a-2 provides significant limits on the components of the City's Capital Budget under the CIC's purview:

"Infrastructure networks and facilities comprising this reports shall include the following systems: city sewerage, storm water management, streets, street lights, traffic control, underground conduit and wired communications, water treatment and distribution, city buildings, bridges, alleys, sidewalks, parking, harbor, and urban forestry."

- The 2010 Proposed Capital Budget includes \$29 million of levy supported projects not included in this definition of the Committee's purview.

Capital Budget Planning & Capital Improvements Committee (cont'd)

- On a recurring basis, \$20 - \$25 million of the \$70 - \$74 million of levy-support available under the current CIP is allocated to "non-CIC" components.
- CIC budget request will need to take into account the impact that capital budget components outside its purview have on the total CIP financing.
- The CIC will also need to review and discuss borrowing targets currently set forth by the current CIP and how changes will impact future debt service tax levies.



**City of Milwaukee
Budget and Management
Intra-Office Memo**

To: Ald. Joe Dudzik

From: Mark Nicolini, Budget and Management Director
Jacob Miller, Budget and Management Analyst

Date: December 3, 2009

Subject: Vehicle Registration Fee Revenues: 2009 Projection

This memorandum responds to your request for information regarding vehicle registration revenues in the City of Milwaukee. The Wisconsin Department of Transportation reports these collections every six months, so the most recent records are from the end of June 2009. Our revenue projections are based on the \$20 registration fee per vehicle minus a \$0.10 per registration administrative charge by the State of Wisconsin.

The fee became effective in December, 2008. We have provided some trend data to illustrate how current year registrations may differ from recent experience.

Dates	Number of registrations	Projected annual City revenue with registration fee
July 2008-June 2009	317,648	
Jan. 2009-Dec. 2009*	307,392	\$6,117,101
* projected based on first 6 months of 2009		

The 2009 Budget recognized MVR revenues of \$6.6 million. The projected difference in revenue from the 2009 Budget estimate, if the trend holds for the last 6 months of 2009, is \$482,900 less than anticipated. The available information does not enable us to project whether in fact this trend will hold true for all of 2009.

If you have further questions, feel free to contact me at x 5060 or Jacob Miller at x 5588.

Cc: Capital Improvement Committee Members and Alternates

JEM:dmr
File Ref:



City of Milwaukee

200 E. Wells Street
Milwaukee, Wisconsin
53202

Meeting Minutes CAPITAL IMPROVEMENTS COMMITTEE

ALD. JOSEPH DUDZIK, CHAIR

Ald. Robert Bauman, Ald. Michael Murphy, Jeffrey Mantes, W. Martin Morics, Mark Nicolini, and Mariano Schifalacqua

Staff Assistant, Terry MacDonald

Phone: (414)-286-2233; Fax: (414) 286-3456, E-mail: tmacdo@milwaukee.gov

Thursday, November 19, 2009

1:30 PM

Room 301-B, City Hall

Meeting convened: 1:34 A.M.

1. Roll call:

Members Present: 6 - Ald. Joseph Dudzik, Chair, Gerald Froh (Ald. Michael Murphy Alternate), Jeffrey Mantes, Michael Daun (W. Martin Morics Alternate), Mark Nicolini, and Mariano Schifalacqua

Members Excused: 1 - Ald. Bauman

Also present: Venu Gupta, Dept. of Public Works (Alternate for Jeff Mantes), Preston Cole, Director of DPW, Operations, David Schroeder, Dept. of Admin., Budget & Management Div., Maria Monteagudo, Director Dept. of Employee Relations and Michael Talarczyk, Legislative Reference Bureau

2. Review and approval of the October 15, 2009 meeting minutes

Mr. Schifalacqua asked that the minutes be amended to include, under item #5, his question to the City Engineer (Mr. Polenske) on "if he noticed an increase in construction cost, due to the increase in construction projects funded by the stimulus funds and the capacity of contractors in the area." and Mr. Polenske's reply.

Mr. Daun moved approval of the minutes as amended, Mr. Nicolini seconded. There were no objections.

3. Appointment of a vice chair

Ald. Dudzik asked Mr. Ronald Leonhardt, City Clerk to appeared and explain to the committee members some of the options this committee could consider in appointing a permanent vice-chair or having a temporary chair appointed in case he would need to miss a meeting.

Mr. Leonhardt said this committee has three options. He said the ordinance doesn't specify a vice-chair for the committee and under parliamentary law the committee could elect a vice-chair. If the committee wants a specific position as vice-chair, the ordinance would need to be amended to reflect that. The last option would be that the staff assistant would open the meeting and a temporary chair would be selected for that meeting.

Mr. Daun said alternative three is the most flexible.

Ald. Dudzik said that if there are no objections he would like to go with having the staff assistant open the meeting and the committee members appoint a temporary chair if he would need to miss a meeting. There were no objections.

4. Discussion relating to the job description and on the hiring process for the Capital Improvements Program Specialist position

Mr. Ronald Leonhardt, City Clerk, Andrea Knickerbocker and Sally McAttee, Department Employee Relations, appeared on this matter.

Mr. Leonhardt gave an overview on the how the creation of the Capital Improvements Program Specialist position came about. He said due to the approval of a budget amendment to the 2010 budget by the Council on November 6, 2009, the position was moved from the Department of Public Works and placed in the Office of the City Clerk. He said the Common Council has also already amended the ordinance to reflect the above action. He said based on the above changes he contacted the chair of this committee and the Department of Employee Relations and found that Mr. Froh had already begun working on a job description for the position. He obtained a copy of that job description and in consultation with the committee chair has finalized the job description and copies have been sent to all the members of the committee (Exhibit 1). He said he also sent a copy of the job description to the Department of Employee Relation to be review and approved by the City Service Commission and from there it will need to be considered by the Finance & Personnel Committee and the Common Council.

Mr. Leonhardt said that after the position has gone through the civil service process, the top five candidates will come before an interview team. That interview team will consist of either himself or the Deputy City Clerk and representatives from this committee.

Mr. Leonhardt said that he has concerns with the up-coming due dates for some of the required reports. He said that since the ordinance says the City Clerk is responsibly for providing staff to this committee, he has already talked to the manager of the Legislative Reference Bureau and asked him to work with this committee, the Budget & Management Office, and the Department of Public Works to provide the resources needed to get the reports, etc. completed.

Ald. Dudzik asked about the timeline for the job selection process and hiring?

Ms. Knickerbocker replied that the job description could go before the City Service Commission on December 1, 2009, and from there it would move to the Finance & Personnel Committee for consideration at its December 16, 2009 and then on to the Council for its approval at its meeting scheduled for December 22, 2009. She said if the Council approves it on December 22, 2009 the recruiting process can begin.

Ms. McAttee appeared and said the recruitment process usually takes two to three months. She said it takes about a month for the recruitment period and that time could be extended, if not enough qualified applications are received. The applications are then review and an exam (written and oral) is scheduled. Lastly, the interviews can be conducted.

Mr. Schifalacqua said that under "Section F, Minimum Qualifications Required" it says "Bachelor's Degree (Master's desirable), etc." and said there isn't any type of public works degree listed.

Ms. McAttee replied that the job description hasn't been reviewed yet, but feels a public works degree or course work should be included.

Mr. Leonhardt replied that the degrees that were listed were from the previously job description said some type of public works related field should be added.

Mr. Leonhardt said that a part of the job description that he did amend was the salary grade, which was originally set at a pay grade ten and a required or desired ten years of experience and he changed that to pay grade six with three years of experience. He asked that the committee members give some input on what level of experience they think this position should have.

Mr. Nicolini replied that he feels that the first 60% of the position's duties should reflect a partnership approach with this committee. He said it is important that the job description is clear that the duties would be more of a supportive type of position that would work with the committee and would not be initiating recommendations on its own.

Ms. Maria Monteagudo, Director of Employee Relations appeared and explained that the discussion, analysis and decision all need to take place yet on the job description before it is finalized.

Mr. Froh said the pay grade six seems a bit low.

Ald. Dudzik replied the salary grade is set at pay grade six in the budget, therefore, it can't be increase to a higher pay grade.

Mr. Leonhardt replied that the budget approved the positions salary at the mid point of salary grade six; therefore, there is some flexibility.

Ms. Monteagudo said that the salary grade is also determined in the review process, along with the title and job description.

Mr. Leonhardt said that there are two City Service Commission meeting scheduled before the December 16, 2009, Finance & Personnel Committee meeting.

Ms. Monteagudo replied that her department staff needs to review and send the classification report to the City Service Commission members on the Thursday prior to its scheduled meeting.

Mr. Leonhardt suggested that the committee members could send any changes to the job description to the chair and the chair could forward those changes to him and he would update the job description.

Mr. Schifalacqua said he would like to see the final job description before it is submitted to the City Service Commission.

Mr. Nicolini said he would like to have one more committee meeting to review and approve the job description prior to it going before the City Service Commission and the Finance & Personnel Committee.

Ald. Dudzik suggested that this committee meet again on December 10, 2009 at 9:30 A.M. to review and approve a final job description. There were no objections.

5. Set next meeting's agenda

Next meeting will take place on Thursday, December 10, 2009 at 9:30 A.M.

Mr. Daun asked if the committee could discuss and setup a schedule and how the committee will complete its first year reports.

Ald. Dudzik replied that the City Clerk's, Legislative Reference Bureau will help to put together the required reports for the first year.

Meeting adjourned: 2:05

Terry J. MacDonald
Staff Assistant

JOB DESCRIPTION

FOR DER USE ONLY

Vacancy No. _____	
City Service Commission: _____	Finance Committee: _____
Fire & Police Commission: _____	Common Council: _____

Instructions: Complete all sections except No. 11. Refer to the "Guidelines for Preparing Job Descriptions" for instructions on completing specific items.

1. Date Prepared/ Revised: 11/13/09		2. Present Incumbent: New Position		Is incumbent underfilling position? YES <input type="checkbox"/> NO <input type="checkbox"/>			
3. Date Filled:		4. Previous Incumbent: New Position		If YES, indicate underfill title in box 10.			
5. Department: Common Council - City Clerk			Bureau: Division: Central Administration		Unit: Section:		
6. Work Location: TBD			Telephone: Email:		Work Schedule: Hours: 8-5 / Days: M-F		
7. Represented by a Union? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		8. Bargaining Unit: Management, General City If in District Council 48, which local?			9. FLSA Status (check one): <input checked="" type="checkbox"/> Exempt <input type="checkbox"/> Non-Exempt		
10.	Official Title:				Pay Range	Job Code	EEO Code
	Underfill Title (if applicable):						
	Requested Title (if applicable): Capital Program Specialist				6		
Recommended Title (DER Use Only):				Approved by: _____			
				Date: _____			

11. BASIC FUNCTION OF POSITION:

On behalf of and under the direction of the Capital Improvements Committee, to prepare citywide annual capital improvements budget & the six year capital improvements plan; monitor capital improvement projects and programs; prepare semi-annual capital progress report for all city capital projects and programs and develop and prepare annual infrastructure preservation reports.

12. DESCRIPTION OF JOB (Check if description applies to **Official Title** or **Underfill Title**):

A. ESSENTIAL FUNCTIONS/Duties and Responsibilities: (Refer to the "Guidelines for Preparing Job Descriptions" for instructions on determining Essential Functions.)

% of Time	ESSENTIAL FUNCTION
30	<ul style="list-style-type: none"> Submit to the Capital Improvements Committee a prioritized 6-year capital improvements program for all departments under control of the common council, including total estimated construction and maintenance costs, the effect of the total costs upon estimated annual tax levies and debt service for each year of the program, and recommendations concerning financing of the program.
30	<ul style="list-style-type: none"> Based on capital budget requests submitted by city departments and within guidelines as established by the common council, submit a recommended Capital Budget including financing, for the construction and maintenance of infrastructure and facilities and describe its relationship to the 6-year capital improvements program to the Capital Improvements Committee. Secure supporting data and justification for proposed CI projects, arrive at accurate cost estimates and secure from city departments a list of services and facilities and a projection of operating costs related to each construction project.
20	<ul style="list-style-type: none"> Monitor completion of the capital improvements program as contained in the annual budget. Prepare semi-annual progress reports, with emphasis on the status of large-scale capital projects as determined pursuant to Resolution File Number 061597, and other projects as determined by the committee, in relation to their predetermined construction schedule and estimated costs, for submission to the Capital Improvements Committee.
20	<ul style="list-style-type: none"> Prepare an annual report for submission to the Capital Improvements Committee that describes the condition of the city's infrastructure and facilities and the adequacy of the effort level made by the city to preserve such infrastructure and facilities and eliminate any deferred capital maintenance.
	<ul style="list-style-type: none">



% of Time	ESSENTIAL FUNCTION
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B. PERIPHERAL DUTIES:

% of Time	PERIPHERAL DUTY
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C. NAME AND TITLE OF IMMEDIATE SUPERVISOR:

James Owczarski, Deputy City Clerk

D. SUPERVISION RECEIVED: (Describe the extent to which work assignments and methods are outlined, reviewed, and approved by this position’s supervisor.)

Position is expected to autonomously carry out the assigned responsibilities under the general direction of the Deputy City Clerk.

E. SUPERVISION EXERCISED:

Total number of employees for whom responsible, either directly or indirectly = 0.

Direct Supervision: List the number and titles of personnel directly supervised. Specify the kind and extent of supervision exercised by indicating one or more of the following:

a. Assign duties	e. Sign or approve work	
b. Outline methods	f. Make hiring recommendations	
c. Direct work in progress	g. Prepare performance appraisals	
d. Check or inspect completed work	h. Take disciplinary action or effectively recommend such	
Number Supervised	Job Title	Extent of Supervision Exercised (Select those that apply from list above, a - h)

F. MINIMUM QUALIFICATIONS REQUIRED: (Indicate the MINIMUM qualifications required to enter the job.)

- i. **Education and Experience:**
Bachelor’s Degree (Master’s desirable) in Public Policy, Public Administration, Economics, Urban

Planning, Finance or related field from an accredited college or university. Three year experience in capital budgeting, finance or similar endeavor.

ii. Knowledge, Skills and Abilities:

Ability to carryout capital budget and policy analysis creatively. Ability to present effective oral and written communications in a concise and clear manner. Ability to work cooperatively with Committee member, elected officials, Deptment Heads and staff to develop Capital Budget and related documents. Proficient with Microsoft Word, Excel, PowerPoint and database analysis.

iii. Certifications, Licenses, Registrations:

iv. Other Requirements:

13. PHYSICAL AND ENVIRONMENTAL DEMANDS: TOOLS AND EQUIPMENT USED

The Americans with Disabilities Act of 1993 requires job descriptions to provide detailed information regarding the physical demands required to perform the essential functions of a job; the conditions under which the job is performed; and the tools and equipment the employee will be required to use on the job. Reasonable accommodations may be made to enable qualified individuals to perform the essential duties and responsibilities of the job for each of the categories listed below.

G. PHYSICAL ACTIVITY OF THE POSITION: (List the physical activities that are representative of those that must be met to successfully perform the essential functions of the job).

CHECK ALL THAT APPLY:

<input type="checkbox"/>	Climbing: Ascending or descending ladders, stairs, scaffolding, ramps, poles, and the like; using feet and legs and/or hands and arms. Body agility is emphasized. Check only if the amount and kind of climbing required exceeds that required for ordinary locomotion.
<input type="checkbox"/>	Balancing: Maintaining body equilibrium to prevent falling when walking, standing or crouching on narrow, slippery or erratically moving surfaces. Check only if the amount and kind of balancing exceeds that needed for ordinary locomotion and maintenance of body equilibrium.
<input type="checkbox"/>	Stooping: Bending body downward and forward by bending spine at the waist. Check only if it occurs to a considerable degree and requires full use of the lower extremities and back muscles.
<input type="checkbox"/>	Kneeling: Bending legs at knee to come to a rest on knee or knees.
<input type="checkbox"/>	Crouching: Bending the body downward and forward by bending leg and spine.
<input type="checkbox"/>	Crawling: Moving about on hands and knees or hands and feet.
<input type="checkbox"/>	Reaching: Extending Hand(s) and arm(s) in any direction.
<input type="checkbox"/>	Standing: Particularly for sustained periods of time.
<input type="checkbox"/>	Walking: Moving about on foot to accomplish tasks, particularly for long distances.
<input type="checkbox"/>	Pushing: Using upper extremities to exert force in order to draw, press against something with steady force in order to thrust forward, downward or outward.
<input type="checkbox"/>	Pulling: Using upper extremities to exert force in order to draw, drag, haul or tug objects in a sustained motion.
<input type="checkbox"/>	Lifting: Raising objects from a lower to a higher position or moving objects horizontally from position-to-position. Check only if it occurs to a considerable degree and requires substantial use of the upper extremities and back muscles.
<input type="checkbox"/>	Fingering: Picking, pinching, typing or otherwise working primarily with fingers rather than with the whole hand or arm, as in handling.
<input type="checkbox"/>	Grasping: Applying pressure to an object with fingers and palm.
<input type="checkbox"/>	Feeling: Perceiving attributes of objects such as size, shape, temperature or texture by touching with the skin, particularly that of the fingertips.
<input type="checkbox"/>	Talking: Expressing or exchanging ideas by means of the spoken word. Those activities which demand detailed or important instructions spoken to other workers accurately, loudly or quickly.
<input type="checkbox"/>	Hearing: Perceiving the nature of sounds with no less than a 40 db loss. Ability to receive oral communication and make fine discriminations in sound.
<input type="checkbox"/>	Repetitive Motions: Substantial movements (motions) of the wrist, hands, and/or fingers.
<input type="checkbox"/>	Driving: Minimum standards required by State Law (including license).

H. PHYSICAL REQUIREMENTS OF THE POSITION: (List the physical requirements that are essential functions of the job.)

CHECK ONE:

<input checked="" type="checkbox"/>	Sedentary Work: Exerting up to 10 pounds of force occasionally and/or negligible amount of force frequently or constantly to lift, carry, push, pull or otherwise move objects. Sedentary work involves sitting most of the time. Jobs are sedentary if walking and standing are required only occasionally and all other sedentary criteria are met.
<input type="checkbox"/>	Light Work: Exerting up to 10 pounds of force occasionally and/or negligible amount of force constantly to move objects. If the use of arm and/or leg controls requires exertion of forces greater than that for sedentary work and the worker sits most of the time, the job is rated for Light Work.
<input type="checkbox"/>	Medium Work: Exerting up to 50 pounds of force occasionally and/or up to 20 pounds of force frequently, and/or up to 10 pounds of force constantly to move objects.
<input type="checkbox"/>	Heavy Work: Exerting up to 100 pounds of force occasionally, and/or up to 50 pounds of force frequently, and/or up to 20 pounds of force constantly to move objects.
<input type="checkbox"/>	Very Heavy Work: Exerting in excess of 100 pounds of force occasionally, and/or in excess of 50 pounds of force frequently, and/or in excess of 20 pounds of force constantly to move objects.

I. VISUAL ACUITY REQUIREMENTS: (List the visual acuity requirements that are essential functions of the job.)

CHECK ONE:

<input type="checkbox"/>	Operators (Electronic Equipment), Inspection, Close Assembly, Clerical, Administrative: This is a minimum standard for use with those whose job requires work done at close visual range (i.e. preparing and analyzing data and figures, accounting, transcription, computer terminal, extensive reading, visual inspection involving small parts, operation of machines, using measurement devices, assembly or fabrication of parts).
<input type="checkbox"/>	Machine Operators, Mechanics, Skilled Tradespeople: This is a minimum standard for use with those whose work deals with machines where the seeing job is at or within arm's reach. This also includes mechanics and skilled tradespeople and those who do work of a non-repetitive nature such as carpenters, technicians, service people, plumbers, painters, mechanics, etc. (If the machine operator also inspects, check the "Operators" box.)
<input type="checkbox"/>	Mobile Equipment Operators: This is a minimum standard for use with those who operate cars, trucks, forklifts, cranes, and high lift equipment.
<input type="checkbox"/>	Other: This is a minimum standard based on the criteria of accuracy and neatness of work for janitors, sweepers, etc.

J. THE CONDITIONS THE WORKER WILL BE SUBJECT TO IN THIS POSITION:

List the environmental/working conditions to which the employee may be exposed while performing the essential functions of the job. Include scheduling considerations such as on-call for emergencies, rotating shift, etc. **Approximate Percentage of time performing field work:** _____%

CHECK ALL THAT APPLY:

<input checked="" type="checkbox"/>	None: The worker is not substantially exposed to adverse environmental conditions (such as typical office or administrative work).
<input type="checkbox"/>	The worker is subject to inside environmental conditions: Protection from weather conditions but not necessarily from temperature changes (i.e. warehouses, covered loading docks, garages, etc.)
<input type="checkbox"/>	The worker is subject to outside environmental conditions: No effective protection from weather.
<input type="checkbox"/>	The worker is subject to extreme cold: Temperatures below 32 degrees for period of more than one hour.
<input type="checkbox"/>	The worker is subject to extreme heat: Temperatures above 100 degrees for periods of more than one hour.
<input type="checkbox"/>	The worker is subject to noise: There is sufficient noise to cause the worker to shout in order to be heard above the surrounding noise level.
<input type="checkbox"/>	The worker is subject to vibration: Exposure to oscillating movements of the extremities or whole body.
<input type="checkbox"/>	The worker is subject to hazards: Includes a variety of physical conditions, such as proximity to moving mechanical parts, electrical current, working on scaffolding and high places or exposure to chemicals.
<input type="checkbox"/>	The worker is subject to atmospheric conditions: One or more of the following conditions that affect the respiratory system or the skin: Fumes, odors, dust, mists, gases or poor ventilation.
<input type="checkbox"/>	The worker is subject to oil: There is air and/or skin exposure to oils and other cutting fluids.
<input type="checkbox"/>	The worker is required to wear a respirator.

K. MACHINE, TOOLS, EQUIPMENT, ELECTRONIC DEVICES, SOFTWARE, ETC. USED BY POSITION:

List equipment needed to successfully perform the essential functions of the job. Reasonable accommodations may be made to enable qualified individuals with disabilities to perform the essential

functions.)

CHECK ALL THAT APPLY:

<input checked="" type="checkbox"/> Camera and photographic equipment	<input checked="" type="checkbox"/> Office Equipment (desk, chair, telephone, etc.)
<input type="checkbox"/> Cleaning supplies	<input checked="" type="checkbox"/> Office supplies (pens, staplers, pencils, etc.)
<input type="checkbox"/> Commercial vehicle	<input type="checkbox"/> Packing materials (boxes, shrink wrap, etc.)
<input checked="" type="checkbox"/> Data processing equipment	<input checked="" type="checkbox"/> PC equipment (monitor, keyboard, printer, etc.)
<input type="checkbox"/> Handcart	<input checked="" type="checkbox"/> PC software
<input type="checkbox"/> Hand tools <i>(please list):</i>	
<input checked="" type="checkbox"/> Office Machines <i>(check all that apply):</i> <input checked="" type="checkbox"/> Copier <input type="checkbox"/> Facsimile <input type="checkbox"/> Calculator <input type="checkbox"/> Cash register	
<input type="checkbox"/> Other <i>(please list):</i>	

L. **SUPPLEMENTARY INFORMATION:** (Indicate any other information which further explains the importance, difficulty, or uniqueness of the position, such as its scope of responsibility related to finances, equipment, people, information, etc. Also indicate success factors such a personal characteristics that contribute to an individual's ability to perform well in the job, and any other special considerations.)

M. **I believe that the statements made above in describing this job are complete and accurate:**

Signature of Department Head or Designated Representative

The above statements are intended to summarize the nature and level of work and typical responsibilities and duties being performed by the incumbent(s) of this job. They are not intended to be an exhaustive list of all responsibilities, duties, and tasks required of the position.



City of Milwaukee

200 E. Wells Street
Milwaukee, Wisconsin
53202

Meeting Minutes CAPITAL IMPROVEMENTS COMMITTEE

ALD. JOSEPH DUDZIK, CHAIR

**Ald. Robert Bauman, Ald. Michael Murphy, Jeffrey Mantes, W.
Martin Morics, Mark Nicolini, and Mariano Schifalacqua**

Staff Assistant, Terry MacDonald

**Phone: (414)-286-2233; Fax: (414) 286-3456, E-mail:
tmacdo@milwaukee.gov**

Thursday, December 10, 2009

9:30 AM

Room 102, Zeidler Municipal Building
841 N. Broadway

Meeting convened: 9:31 A.M.

1. Roll call:

Members Present: 6 - Ald. Joseph Dudzik, Chair, Gerald Froh (Ald. Michael Murphy Alternate), Jeffrey Mantes, Michael Daun (W. Martin Morics Alternate), Mark Nicolini, and Mariano Schifalacqua

Members Excused: 1 - Ald. Bauman

Also present: Venu Gupta, Dept. of Public Works, Jason Miller and David Schroeder, Dept. of Admin., Budget & Management Div., Andrea Knickerbocker and Laura Sutherland, Dept. of Employee Relations and Michael Talarczyk, Legislative Reference Bureau

2. Review and approval of the November 19, 2009 meeting minutes

*Mr. Mantes moved approval of the minutes as amended, Mr. Schifalacqua seconded.
There were no objections.*

3. Review and approval of the job description for the Capital Improvements Program Specialist position

Mr. Ronald Leonhardt, City Clerk and Ms. Laura Sutherland, Department of Employee Relations appeared on this matter.

Mr. Leonhardt said a revised job description (Exhibit 1) has been sent to all committee members prior to this meeting. He said he received several suggested changes from committee members since the last meeting and those changes have been incorporated into the revised job description.

Mr. Leonhardt recommended that the pay grade for this position be changed from 6 to 8. He said it was budgeted at the mid level of salary grade 6, therefore, changing it to pay grade 8 would not cause any budgetary problem. He said if the position was at a pay grade 8 it would increase the possibility that he would be able to find an internal candidate in city government, which would speed up the hiring process.

Mr. Schifalacqua replied that he agrees that the pay grade should be higher than a 6. He asked if this position still has to go through a wage study?

Mr. Leonhardt replied in the affirmative. He said the job description and salary grade is only a recommendation by this committee.

Ms. Sutherland said the Department of Employee Relations will do the study of the job description and it will go before the City Service Commission on December 15, 2009 for review.

Mr. Leonhardt said that after the City Service Commission reviews and approves the job description, it will then go before the Finance & Personnel Committee on December 16, 2009 and then to the full Council on December 22, 2009.

A motion was made by Mr. Schifalacqua to approve the job description as amended. There were no objections.

Mr. Leonhardt said that once he receives a list of candidates, he will asked the Chair appoint a couple of members from the Committee to conduct the final interviews.

Ald. Dudzik said if any of the committee members would like to volunteer to be on that interview subcommittee to let him know.

4. Set next meeting agenda

Next meeting date: January 21, 2009 at 1:30 P.M.

Mr. Daun said the ordinance has a list of duties that this committee is charged with and suggested that this committee do a thorough review of those duties at a future meeting. He also said some of the those duties listed may be put in place without a lot of staff work.

Ald. Dudzik replied that a review of duties and a discussion to determine which duties should be dealt with first could be taken up at the next scheduled meeting.

Mr. Nicolini said the committee's first report is due on February 1, 2010 and asked if that due date could be changed to the first week in March? He said if the report was done by March it would still be in in time for the 2011 budget process.

Ald. Dudzik asked Mr. Leonhardt if there is any parliamentary rule that would require that report has be in by February 1st?

Mr. Leonhardt replied that a different due date for the report could be done by amending the ordinance. He also said that once the Committee completes its first year it can then determine if that due date needs to be changed.

Mr. Froh said that in the past the six-year program report was received by the Common Council and asked if there is any intention in changing that?

Ald. Dudzik replied in the negative. He said the ordinance that established this committee does say that this committee shall submit to the Common Council a six-year program report for its information.

Meeting adjourned: 9:48 A.M.

JOB DESCRIPTION

FOR DER USE ONLY

Vacancy No. _____	
City Service Commission: _____	Finance Committee: _____
Fire & Police Commission: _____	Common Council: _____

Instructions: Complete all sections except No. 11. Refer to the "Guidelines for Preparing Job Descriptions" for instructions on completing specific items.

1. Date Prepared/ Revised: 11/20/09		2. Present Incumbent: New Position		Is incumbent underfilling position? YES <input type="checkbox"/> NO <input type="checkbox"/>	
3. Date Filled:		4. Previous Incumbent: New Position		If YES, indicate underfill title in box 10.	
5. Department: Common Council - City Clerk			Bureau: Division: Central Administration		Unit: Section:
6. Work Location: TBD			Telephone: Email:		Work Schedule: Hours: 8-5 / Days: M-F
7. Represented by a Union? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		8. Bargaining Unit: Management, General City If in District Council 48, which local?			9. FLSA Status (check one): <input checked="" type="checkbox"/> Exempt <input type="checkbox"/> Non-Exempt
10. Official Title:				Pay Range	Job Code
Underfill Title (if applicable):					
Requested Title (if applicable): Capital Program Specialist				6	
Recommended Title (DER Use Only):				Approved by: _____	
				Date: _____	

11. BASIC FUNCTION OF POSITION:

Assist the Capital Improvements Committee in preparing citywide annual capital improvements budget requests and the 6-year capital improvements plan; monitor capital improvement projects and programs; prepare semi-annual capital progress reports for large scale capital projects and programs and annual infrastructure preservation reports.

12. DESCRIPTION OF JOB (Check if description applies to Official Title or Underfill Title):

A. ESSENTIAL FUNCTIONS/Duties and Responsibilities: (Refer to the "Guidelines for Preparing Job Descriptions" for instructions on determining Essential Functions.)

% of Time	ESSENTIAL FUNCTION
40	<ul style="list-style-type: none"> Prepare an annual report for submission to the Capital Improvements Committee that describes the condition of the city's infrastructure and facilities and the adequacy of the effort level made by the city to preserve such infrastructure and facilities and eliminate any deferred capital maintenance.
20	<ul style="list-style-type: none"> Assist the Capital Improvements Committee in developing a prioritized 6-year capital improvements program for all departments under control of the common council, including total estimated construction and maintenance costs, the effect of the total costs upon estimated annual tax levies and debt service for each year of the program, and recommendations concerning financing of the program.
20	<ul style="list-style-type: none"> Monitor completion of the capital improvements program as contained in the annual budget. Prepare semi-annual progress reports, with emphasis on the status of large-scale capital projects as determined pursuant to Resolution File Number 061597, and other projects as determined by the committee, in relation to their predetermined construction schedule and estimated costs, for submission to the Capital Improvements Committee.
20	<ul style="list-style-type: none"> Assist the Capital Improvements Committee in developing a recommended Capital Budget, including financing, for the construction and maintenance of infrastructure and facilities, based on capital budget requests submitted by city departments and within guidelines established by the common council, and describe its relationship to the 6-year capital improvements program to the Capital Improvements Committee. Secure supporting data and justification for proposed capital improvements projects, arrive at accurate cost estimates and secure from city departments a list of services and facilities and a projection of operating costs related to each construction project.
	<ul style="list-style-type: none">



% of Time	ESSENTIAL FUNCTION
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B. PERIPHERAL DUTIES:

% of Time	PERIPHERAL DUTY
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C. NAME AND TITLE OF IMMEDIATE SUPERVISOR:

James Owczarski, Deputy City Clerk

D. SUPERVISION RECEIVED: (Describe the extent to which work assignments and methods are outlined, reviewed, and approved by this position's supervisor.)

Position is expected to autonomously carry out the assigned responsibilities under the general direction of the Deputy City Clerk.

E. SUPERVISION EXERCISED:

Total number of employees for whom responsible, either directly or indirectly = 0.

Direct Supervision: List the number and titles of personnel directly supervised. Specify the kind and extent of supervision exercised by indicating one or more of the following:

a. Assign duties	e. Sign or approve work
b. Outline methods	f. Make hiring recommendations
c. Direct work in progress	g. Prepare performance appraisals
d. Check or inspect completed work	h. Take disciplinary action or effectively recommend such

Number Supervised	Job Title	Extent of Supervision Exercised <i>(Select those that apply from list above, a - h)</i>

F. MINIMUM QUALIFICATIONS REQUIRED: (Indicate the MINIMUM qualifications required to enter the job.)

- i. **Education and Experience:**
Bachelor's Degree (Master's desirable) in Public Policy, Public Administration, Economics, Urban

Planning, Finance, Civil Engineering or related field from an accredited college or university. Three year experience in capital budgeting, finance or similar endeavor.

ii. Knowledge, Skills and Abilities:

Ability to carryout capital budget and policy analysis creatively, especially the ability to evaluate competing priorities within budget limitations. Ability to present effective oral and written communications in a concise and clear manner. Ability to become proficient in use of the Financial Management Information System. Ability to work cooperatively with Committee members, elected officials, Deptment Heads and staff to develop Capital Budget requests, reports and related documents. Proficient with Microsoft Word, Excel, PowerPoint and database analysis.

iii. Certifications, Licenses, Registrations:

iv. Other Requirements:

13. PHYSICAL AND ENVIRONMENTAL DEMANDS: TOOLS AND EQUIPMENT USED

The Americans with Disabilities Act of 1993 requires job descriptions to provide detailed information regarding the physical demands required to perform the essential functions of a job; the conditions under which the job is performed; and the tools and equipment the employee will be required to use on the job. Reasonable accommodations may be made to enable qualified individuals to perform the essential duties and responsibilities of the job for each of the categories listed below.

G. PHYSICAL ACTIVITY OF THE POSITION: (List the physical activities that are representative of those that must be met to successfully perform the essential functions of the job).

CHECK ALL THAT APPLY:

<input type="checkbox"/>	Climbing: Ascending or descending ladders, stairs, scaffolding, ramps, poles, and the like; using feet and legs and/or hands and arms. Body agility is emphasized. Check only if the amount and kind of climbing required exceeds that required for ordinary locomotion.
<input type="checkbox"/>	Balancing: Maintaining body equilibrium to prevent falling when walking, standing or crouching on narrow, slippery or erratically moving surfaces. Check only if the amount and kind of balancing exceeds that needed for ordinary locomotion and maintenance of body equilibrium.
<input type="checkbox"/>	Stooping: Bending body downward and forward by bending spine at the waist. Check only if it occurs to a considerable degree and requires full use of the lower extremities and back muscles.
<input type="checkbox"/>	Kneeling: Bending legs at knee to come to a rest on knee or knees.
<input type="checkbox"/>	Crouching: Bending the body downward and forward by bending leg and spine.
<input type="checkbox"/>	Crawling: Moving about on hands and knees or hands and feet.
<input type="checkbox"/>	Reaching: Extending Hand(s) and arm(s) in any direction.
<input type="checkbox"/>	Standing: Particularly for sustained periods of time.
<input type="checkbox"/>	Walking: Moving about on foot to accomplish tasks, particularly for long distances.
<input type="checkbox"/>	Pushing: Using upper extremities to exert force in order to draw, press against something with steady force in order to thrust forward, downward or outward.
<input type="checkbox"/>	Pulling: Using upper extremities to exert force in order to draw, drag, haul or tug objects in a sustained motion.
<input type="checkbox"/>	Lifting: Raising objects from a lower to a higher position or moving objects horizontally from position-to-position. Check only if it occurs to a considerable degree and requires substantial use of the upper extremities and back muscles.
<input type="checkbox"/>	Fingering: Picking, pinching, typing or otherwise working primarily with fingers rather than with the whole hand or arm, as in handling.
<input type="checkbox"/>	Grasping: Applying pressure to an object with fingers and palm.
<input type="checkbox"/>	Feeling: Perceiving attributes of objects such as size, shape, temperature or texture by touching with the skin, particularly that of the fingertips.
<input type="checkbox"/>	Talking: Expressing or exchanging ideas by means of the spoken word. Those activities which demand detailed or important instructions spoken to other workers accurately, loudly or quickly.
<input type="checkbox"/>	Hearing: Perceiving the nature of sounds with no less than a 40 db loss. Ability to receive oral communication and make fine discriminations in sound.
<input type="checkbox"/>	Repetitive Motions: Substantial movements (motions) of the wrist, hands, and/or fingers.
<input type="checkbox"/>	Driving: Minimum standards required by State Law (including license).

H. PHYSICAL REQUIREMENTS OF THE POSITION: (List the physical requirements that are essential functions of the job.)

CHECK ONE:

<input checked="" type="checkbox"/>	Sedentary Work: Exerting up to 10 pounds of force occasionally and/or negligible amount of force frequently or constantly to lift, carry, push, pull or otherwise move objects. Sedentary work involves sitting most of the time. Jobs are sedentary if walking and standing are required only occasionally and all other sedentary criteria are met.
<input type="checkbox"/>	Light Work: Exerting up to 10 pounds of force occasionally and/or negligible amount of force constantly to move objects. If the use of arm and/or leg controls requires exertion of forces greater than that for sedentary work and the worker sits most of the time, the job is rated for Light Work.
<input type="checkbox"/>	Medium Work: Exerting up to 50 pounds of force occasionally and/or up to 20 pounds of force frequently, and/or up to 10 pounds of force constantly to move objects.
<input type="checkbox"/>	Heavy Work: Exerting up to 100 pounds of force occasionally, and/or up to 50 pounds of force frequently, and/or up to 20 pounds of force constantly to move objects.
<input type="checkbox"/>	Very Heavy Work: Exerting in excess of 100 pounds of force occasionally, and/or in excess of 50 pounds of force frequently, and/or in excess of 20 pounds of force constantly to move objects.

I. VISUAL ACUITY REQUIREMENTS: (List the visual acuity requirements that are essential functions of the job.)

CHECK ONE:

<input type="checkbox"/>	Operators (Electronic Equipment), Inspection, Close Assembly, Clerical, Administrative: This is a minimum standard for use with those whose job requires work done at close visual range (i.e. preparing and analyzing data and figures, accounting, transcription, computer terminal, extensive reading, visual inspection involving small parts, operation of machines, using measurement devices, assembly or fabrication of parts).
<input type="checkbox"/>	Machine Operators, Mechanics, Skilled Tradespeople: This is a minimum standard for use with those whose work deals with machines where the seeing job is at or within arm's reach. This also includes mechanics and skilled tradespeople and those who do work of a non-repetitive nature such as carpenters, technicians, service people, plumbers, painters, mechanics, etc. (If the machine operator also inspects, check the "Operators" box.)
<input type="checkbox"/>	Mobile Equipment Operators: This is a minimum standard for use with those who operate cars, trucks, forklifts, cranes, and high lift equipment.
<input type="checkbox"/>	Other: This is a minimum standard based on the criteria of accuracy and neatness of work for janitors, sweepers, etc.

J. THE CONDITIONS THE WORKER WILL BE SUBJECT TO IN THIS POSITION:

List the environmental/working conditions to which the employee may be exposed while performing the essential functions of the job. Include scheduling considerations such as on-call for emergencies, rotating shift, etc. **Approximate Percentage of time performing field work:** _____%

CHECK ALL THAT APPLY:

<input checked="" type="checkbox"/>	None: The worker is not substantially exposed to adverse environmental conditions (such as typical office or administrative work).
<input type="checkbox"/>	The worker is subject to inside environmental conditions: Protection from weather conditions but not necessarily from temperature changes (i.e. warehouses, covered loading docks, garages, etc.)
<input type="checkbox"/>	The worker is subject to outside environmental conditions: No effective protection from weather.
<input type="checkbox"/>	The worker is subject to extreme cold: Temperatures below 32 degrees for period of more than one hour.
<input type="checkbox"/>	The worker is subject to extreme heat: Temperatures above 100 degrees for periods of more than one hour.
<input type="checkbox"/>	The worker is subject to noise: There is sufficient noise to cause the worker to shout in order to be heard above the surrounding noise level.
<input type="checkbox"/>	The worker is subject to vibration: Exposure to oscillating movements of the extremities or whole body.
<input type="checkbox"/>	The worker is subject to hazards: Includes a variety of physical conditions, such as proximity to moving mechanical parts, electrical current, working on scaffolding and high places or exposure to chemicals.
<input type="checkbox"/>	The worker is subject to atmospheric conditions: One or more of the following conditions that affect the respiratory system or the skin: Fumes, odors, dust, mists, gases or poor ventilation.
<input type="checkbox"/>	The worker is subject to oil: There is air and/or skin exposure to oils and other cutting fluids.
<input type="checkbox"/>	The worker is required to wear a respirator.

K. MACHINE, TOOLS, EQUIPMENT, ELECTRONIC DEVICES, SOFTWARE, ETC. USED BY POSITION:

List equipment needed to successfully perform the essential functions of the job. Reasonable accommodations may be made to enable qualified individuals with disabilities to perform the essential functions.)

CHECK ALL THAT APPLY:

<input checked="" type="checkbox"/> Camera and photographic equipment	<input checked="" type="checkbox"/> Office Equipment (desk, chair, telephone, etc.)
<input type="checkbox"/> Cleaning supplies	<input checked="" type="checkbox"/> Office supplies (pens, staplers, pencils, etc.)
<input type="checkbox"/> Commercial vehicle	<input type="checkbox"/> Packing materials (boxes, shrink wrap, etc.)
<input checked="" type="checkbox"/> Data processing equipment	<input checked="" type="checkbox"/> PC equipment (monitor, keyboard, printer, etc.)
<input type="checkbox"/> Handcart	<input checked="" type="checkbox"/> PC software
<input type="checkbox"/> Hand tools (<i>please list</i>):	
<input checked="" type="checkbox"/> Office Machines (<i>check all that apply</i>): <input checked="" type="checkbox"/> Copier <input type="checkbox"/> Facsimile <input type="checkbox"/> Calculator <input type="checkbox"/> Cash register	
<input type="checkbox"/> Other (<i>please list</i>):	

L. **SUPPLEMENTARY INFORMATION:** (Indicate any other information which further explains the importance, difficulty, or uniqueness of the position, such as its scope of responsibility related to finances, equipment, people, information, etc. Also indicate success factors such a personal characteristics that contribute to an individual's ability to perform well in the job, and any other special considerations.)

M. **I believe that the statements made above in describing this job are complete and accurate:**

Signature of Department Head or Designated Representative

The above statements are intended to summarize the nature and level of work and typical responsibilities and duties being performed by the incumbent(s) of this job. They are not intended to be an exhaustive list of all responsibilities, duties, and tasks required of the position.