

ENROLLED ORDINANCE 178-40

MODIFY THE 2023 DEPARTMENT OF PUBLIC WORKS, AIRPORT OPERATIONS FUND BUDGET FOR INCREASED CONTRACTED SNOW REMOVAL EXPENSES AND IN-HOUSE SNOW REMOVAL OPERATIONS, AND CREATE TWO FTE PARK MAINTENANCE WORKER POSITIONS

WHEREAS, the Airport Operations Fund budget of the Department of Public Works is set up as an enterprise fund to account for the expenses and revenues associated with providing services and operating the Waukesha County Airport; and

WHEREAS, the Airport Fund is an enterprise fund, funded by airport user fee revenues and is not supported by tax levy; and

WHEREAS, the Airport had been using an external contractor for snow removal services for Airport roadways, parking lots, taxiways and runways; and

WHEREAS, the higher-than-average number of contractor deployments and material costs for de-icing treatments has resulted in the expense lines for these services being overbudget in 2023; and

WHEREAS, contracted snow removal costs have increased significantly in recent years, requiring budget modifications in 2021 (enrolled ordinance 176-60) and 2022 (enrolled ordinances 177-50 and 177-100), and are projected to continue to increase; and

WHEREAS, Waukesha County Contract 1909 for Airport Snow Removal was in effect through April 30, 2024, and Article I afforded Waukesha County the right to renegotiate the contract if the county notified the vendor of its intention to bring a portion of snow removal services in-house or to terminate the contract early if snow removal operations are brought entirely in-house; and

WHEREAS, Waukesha County provided the snow removal vendor a notice of intent to terminate the contract and bring snow removal services in-house unless the contract could be successfully renegotiated to bring a portion of snow removal services in-house; and

WHEREAS, the County was unable to reach an agreement with the vendor on new terms to bring a portion of snow removal services in-house, and the contract was terminated in July with the intention bring all snow removal services in-house; and

WHEREAS, Airport staff believe in-house snow removal operations will afford the Airport more cost control for necessary snow removal; and

WHEREAS, bringing snow removal in-house will require the creation of two regular full-time Park Maintenance Worker positions, additional equipment, vehicle fuel and maintenance, and other related costs; and

WHEREAS, department management anticipates that bringing snow removal in-house will cost less than the current contract and that they will be able to accommodate these costs in 2024 with

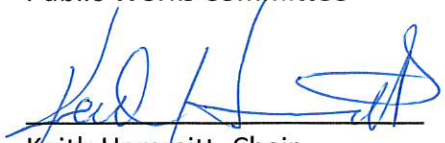
appropriations previously funding the contract, but 2023 will require additional appropriations after the snow removal contract exceeded budget for the year.

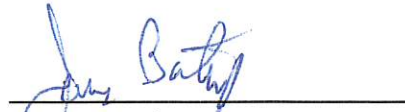
THE COUNTY BOARD OF SUPERVISORS OF THE COUNTY OF WAUKESHA ORDAINS that the Department of Public Works is authorized to create 2.00 FTE regular, full-time Park Maintenance Worker positions, Open Range 5 (\$22.81/hour minimum, \$26.50/hour mid-point, \$30.18/hour maximum) to effectuate bringing airport snow removal services in-house.

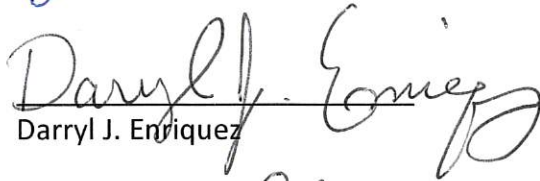
BE IT FURTHER ORDAINED that the 2023 Airport Operations Fund budget be amended to increase personnel costs by \$56,000, operating expenses by \$158,000, and interdepartmental charges by \$62,000 to cover the cost of the current snow removal contract and the costs of providing in-house snow removal, and increase use of Airport Fund balance by \$276,000.

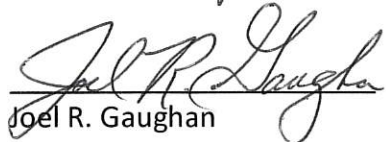
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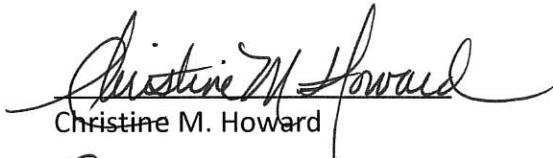
Presented by:
Public Works Committee

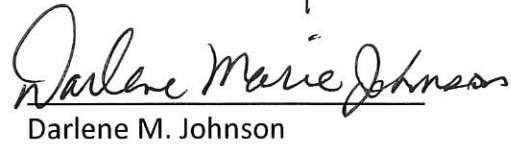

Keith Hammitt, Chair

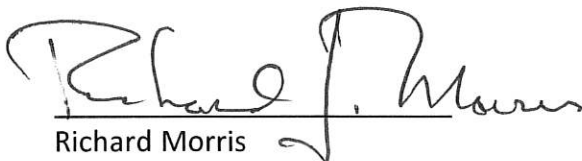

James Batzko


Darryl J. Enriquez


Joel R. Gaughan


Christine M. Howard

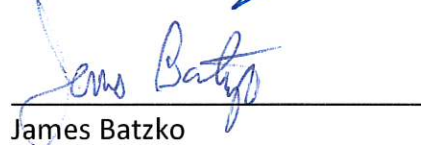

Darlene M. Johnson

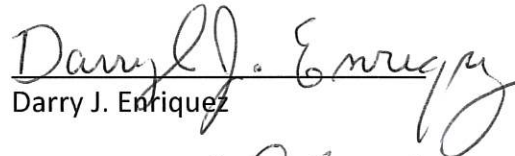

Richard Morris

Approved by:
Finance Committee

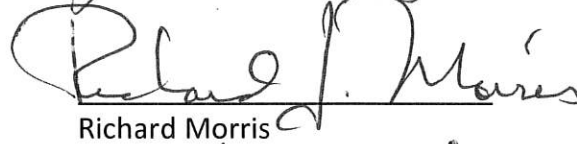

James A. Heinrich, Chair


Larry Bangs


James Batzko


Darryl J. Enriquez


Joel R. Gaughan


Richard Morris


Gary J. Szpara

The foregoing legislation adopted by the County Board of Supervisors of Waukesha County, Wisconsin, was presented to the County Executive on:

Date: 8/28/2023, 
Margaret Wartman, County Clerk

The foregoing legislation adopted by the County Board of Supervisors of Waukesha County, Wisconsin, is hereby:

Approved: X
Vetoed: _____

Date: 8/28/2023, 
Paul Farrow, County Executive

FISCAL NOTE

MODIFY THE 2023 DEPARTMENT OF PUBLIC WORKS, AIRPORT OPERATIONS FUND BUDGET FOR INCREASED CONTRACTED SNOW REMOVAL EXPENSES AND IN-HOUSE SNOW REMOVAL OPERATIONS, AND CREATE TWO FTE PARK MAINTENANCE WORKER POSITIONS

This ordinance modifies the 2023 Airport budget by increasing appropriations by \$276,000 for above budget snow removal contract expenses and for a partial year of bringing snow removal in-house. The table below highlights the breakdown of these increased expenses by category. The table includes partial-year 2023 impacts and the estimated annualized cost in 2024. (Budget development is still underway, and the projected 2024 costs are subject to change.) These additional 2023 partial-year expenditures and equipment purchases (discussed below) will be covered with Airport Fund balance, which is currently estimated at about \$850,000. Department management anticipates that bringing snow removal in-house will cost less than the current contract and that they will be able to accommodate these costs in 2024 with appropriations previously funding the contract (budgeted at \$430,000 in 2023), but 2023 will require additional appropriations after the snow removal contract exceeded budget for the year.

Summary of 2023 Ordinance and Projected 2024 Costs

Category	Appropriation Unit	2023 Ord.	2024 Proj.	Description
Personnel	Personnel Cost	\$ 56,000	\$ 189,000	2 Park Maintenance Workers, Overtime
Materials	Operating Expenses	\$ 83,000	\$ 118,000	De-Icer, Fuel
Vehicle Costs	Interdepartmental	\$ 62,000	\$ 85,000	Repair/Maintenance, Replacement Charges
Other	Operating Expenses	\$ 25,000	\$ 8,000	Radio Purchases/Maintenance Charges
Contracted Services	Operating Expenses	\$ 50,000		Overbudget Snow Removal Contract
Total		\$ 276,000	\$ 400,000	
Equipment (a)	Fixed Asset	\$160,000	\$50,000	Used Snow Broom, Storage, Loader & Skid Pushers

(a) The 2023 adopted budget included a fixed asset memo item authorizing \$200,000 in fixed asset acquisition, so no budget modification is needed.

Additionally, this ordinance requests the creation of two new Park Maintenance Worker positions, Open Range 5 (\$22.81/hour minimum, \$26.50/hour mid-point, \$30.18/hour maximum). The costs of these positions and estimated overtime are included in the table above. The reasoning behind classifying these positions as Park Maintenance Workers is that these positions will be focused on grounds maintenance and snow removal at the airport, consistent with the job duties outlined for this class specification. Additionally, the Park Maintenance Worker position does not require a Commercial Drivers License (CDL), which is expected to expand the applicant pool while also addressing the unique circumstances of the Airport being private property where a CDL is not necessary for snow removal operations.

Airport management plans to use \$160,000 for one-time equipment purchases in 2023 related to bringing snow removal services in-house. The 2023 adopted budget anticipated this possibility and included \$200,000 in fixed assets, so no further budget modification is needed at this time. The state Bureau of Aeronautics (BOA) has informed Airport management that future snow removal equipment may be eligible for federal and state funding assistance with a 5% county share. The use of these funds would likely start with purchases beginning in late 2024 or early 2025. In the interim, the department plans to purchase less-expensive, used equipment (detailed in the table above) and lease older equipment from the county's Vehicle Replacement Plan to provide service. If the BOA approves new equipment funding, the Airport plans to sell the older equipment to recover some of the upfront cost through auction/sale revenue.

William Duckwitz

William Duckwitz
 Budget Manager
 8/2/2023
 WW
 JE#2023-00008194

VOTE RESULTS >

24 YES

0 NO

0 ABSTAIN

1 ABSENT

Ordinance 178-O-040

Ordinance 178-O-040: Modify the 2023 Department of Public Works, Airport Operations Fund Budget for In-House Snow Removal Operations, and Create Two FTE Park Maintenance Worker Positions

 **Passed With 17 Yes Votes Needed**

D1 - Foti	AYE	D10 - Thieme	AYE	D19 - Enriquez	AYE
D2 - Weil	AYE	D11 - Howard	AYE	D20 - Schellinger	AYE
D3 - Morris	AYE	D12 - Wolf	AYE	D21 - Gaughan	AYE
D4 - Batzko	AYE	D13 - Decker	AYE	D22 - Szpara	AYE
D5 - Grant	AYE	D14 - Mommarts	AYE	D23 - Hammitt	AYE
D6 - Walz	AYE	D15 - Kolb	AYE	D24 - Bangs	AYE
D7 - LaFontain	AYE	D16 - Crowley	AYE	D25 - Johnson	AYE
D8 - Koremenos	ABSENT	D17 - Meier	AYE		
D9 - Heinrich	AYE	D18 - Nelson	AYE		