



AGENDA
PUBLIC WORKS COMMITTEE
REGULAR MEETING
THURSDAY, FEBRUARY 16, 2017 – 8:00 AM
HIGHWAY DEPARTMENT - MEETING ROOM
410 SOUTH SPRING STREET, PORT WASHINGTON, WI 53074

1. CALL TO ORDER

Roll Call

2. PROPER NOTICE/ADOPTION OF AGENDA

3. PUBLIC COMMENTS/CORRESPONDENCE/COMMUNICATIONS

4. APPROVAL OF MINUTES

- a. Public Works Committee - Regular Meeting - Jan 19, 2017 8:00 AM

5. FACILITIES MANAGEMENT

a. Action Items:

- 1. Review/Approve Justice Center LED Lighting Project Bids
- 2. Review/Approve 2016 Carryover Request

b. Discussion Items:

- 1. Update on Meeting for the Fairgrounds Outdoor Horse Arena

c. Management/Financial/Informational Reports

- 1. Facilities Financials

6. TRANSIT SERVICES

a. Action Items:

- 1. Review/Approve 2016 Carryover Request

b. Discussion Items:

- 1. Transit Annual Report
- 2. Marketing of Shared-Ride Taxi Boundary Changes
- 3. Taxi Vehicle Replacement Considerations
- 4. Update on Target/Home Depot Lot Use for Summerfest Bus Service

c. Management/Financial/Informational Reports

- 1. Transit Financial Report

7. HIGHWAYS

a. Action Items:

- 1. Review/Approve CTH H No Parking Zone (Town of Fredonia)
- 2. Review/Approve STH 33 & CTH LL - Northwest Parcel Land Division Certified Survey Map
- 3. Review/Approve Revised Contract Naming Southeastern Wisconsin Regional Planning Commission as Ozaukee County's Surveyor

4. Review/Approve Traffic & Parking Control Company's Traffic Signal Maintenance Contract
5. Review/Approve 2016 Carryover Request

b. Management/Financial/Informational Reports

1. Highway Financial Reports

8. NEXT MEETING DATE

March 16, 2017

9. ADJOURNMENT

A quorum of members of committees or the full County Board of Ozaukee County may be in attendance at this meeting for purposes related to committee or board duties, however, no formal action will be taken by these committees or the board at this meeting.

Persons with disabilities requiring accommodations for attendance at this meeting should contact the County Clerk's Office at 262-284-8110, twenty-four (24) hours in advance of the meeting.



MINUTES
PUBLIC WORKS COMMITTEE
REGULAR MEETING
THURSDAY, JANUARY 19, 2017 – 8:00 AM
HIGHWAY DEPARTMENT - MEETING ROOM
410 SOUTH SPRING STREET, PORT WASHINGTON, WI 53074

Draft Minutes Pending Committee Approval

1. CALL TO ORDER

A regular meeting of the Public Works Committee was held at the Highway Department meeting room.

Attendee Name	Title	Status	Arrived
K. Geracie	Chairperson	Present	
J. Slater	Vice-Chairperson	Excused	
B. Jobs	Supervisor District 3	Present	
L. Haeuser	Supervisor District 19	Present	
D. Korinek	Supervisor District 13	Present	

Staff present: Assistant County Administrator Dzwinel, Public Works Director Edgren, Building Superintendent Behlen and County Clerk Winkelhorst.

2. PROPER NOTICE/ADOPTION OF AGENDA

Chairperson Geracie called the meeting to order at 8:03 AM. The meeting was properly noticed.

Motion made by Supervisor Haeuser, seconded by Supervisor Jobs to adopt the agenda as presented. Motion carried. (4-0)

3. PUBLIC COMMENTS/CORRESPONDENCE/COMMUNICATIONS

Supervisor Haeuser reported on the Wisconsin County Highway Association Conference.

Mr. Edgren distributed the status update on various Public Works Department projects.

4. APPROVAL OF MINUTES

a. Public Works Committee - Regular Meeting - Dec 15, 2016 8:00 AM

Motion to approve the December 15, 2016 minutes as submitted.

PUBLIC WORKS COMMITTEE

RESULT: APPROVE [UNANIMOUS]

MOVER: D. Korinek, Supervisor District 13

SECONDER: B. Jobs, Supervisor District 3

AYES: Geracie, Jobs, Haeuser, Korinek

EXCUSED: Slater

5. FACILITIES MANAGEMENT

a. *Action Items:*

1. Review/Approve Fairground's Pavilion Office Remodel

Mr. Behlen reviewed the request from the Ozaukee County Agriculture Society that

Minutes Acceptance: Minutes of Jan 19, 2017 8:00 AM (Approval of Minutes)

utilizes an office in the Fairground’s Pavilion, and they are interested in remodeling the space to better meet their needs. The renovation would serve as an improvement to the existing space.

Per an email received from Mark Larson, Ag Society President, on January 16, 2017, the estimated cost would be \$10,000, fully funded by the Ag Society. This would include new cabinetry, furniture and installation. The cabinetry will be considered fixtures of the building and deemed property to the County after installation. Access and utilization by Fair staff and County employees will remain the same as it has been in the past.

Concerns rose regarding the possibility that the Ag Society would not have enough money if the project would go over the \$10,000; insurance responsibility for installation; and electrical needs.

Motion to approve the Fairgrounds Pavilion office remodel and directing Mr. Behlen to review the electrical plan.

PUBLIC WORKS COMMITTEE
RESULT: **APPROVED [UNANIMOUS]**
MOVER: D. Korinek, Supervisor District 13
SECONDER: B. Jobs, Supervisor District 3
AYES: Geracie, Jobs, Haeuser, Korinek
EXCUSED: Slater

2. Review/Approve Memorandum of Understanding Between Cedarburg Fire Department and Ozaukee County Pertaining to Fairgrounds Gate Access

Mr. Behlen explained that a portion of the fencing is owned by Ozaukee County and if the Cedarburg Fire Department is holding public events that need to keep Ozaukee County gates open, a County employee must attend to lock or unlock the gate.

Mr. Behlen’s recommendation is to issue a set of keys for the locks to the Cedarburg Fire Department to simplify the current process.

The Memorandum of Understanding simply serves as a confirmation that the gates are only to be opened for mutually agreed upon events as detailed.

Motion to approve the Memorandum of Understanding with the Cedarburg Fire Department pertaining to Ozaukee County Fairgrounds gate access.

PUBLIC WORKS COMMITTEE
RESULT: **APPROVED [UNANIMOUS]**
MOVER: L. Haeuser, Supervisor District 19
SECONDER: D. Korinek, Supervisor District 13
AYES: Geracie, Jobs, Haeuser, Korinek
EXCUSED: Slater

3. Review/Approve Fairground Maintenance Priorities

Minutes Acceptance: Minutes of Jan 19, 2017 8:00 AM (Approval of Minutes)

Discussion on the following maintenance projects:

Horse arena drainage - research the feasibility of horse shows.

Horse barn maintenance / water issues.

Horse barn usage - continuing discussions with the North Shore United Soccer Club; and explore options for cost sharing.

Mr. Edgren will set up a meeting for a fiscal analysis with Tom Trinkle (4-H Horse & Pony), Supervisor Korinek, Mr. Behlen and Sales & Marketing Coordinator Mary Sheffield.

Directional signage - Staff will install directional signs and will look further into other signage as discussed.

Chairperson Geracie noted that Ms. Sheffield has contacted her regarding upkeep maintenance (i.e. painting) of the Columbia St. Mary's Center and the Pavilion.

Direction to staff to request Master Gardeners to suggest a landscape plan that the committee could review and determine funding.

Discussion on the Pavilion furniture regarding the need for non-squeaky chairs. Mr. Behlen recommended folding chairs due to lack of storage. Currently the chairs are stackable. Direction to staff to review cost of foldable versus stackable.

Discussion on automated external defibrillator (AED) in other locations at the Fairgrounds. Direction to staff to consider installation in the Pavilion.

No action was needed, direction to staff was given.

b. Management/Financial/Informational Reports

1. Facilities Reports

Mr. Edgren provided status updates on the Justice Center LED lighting upgrade and Human Services Department office remodel.

6. TRANSIT SERVICES

a. Management/Financial/Informational Reports

1. Transit Report

There were no questions.

7. HIGHWAYS

a. Action Items:

1. Review/Approve 2017 County Surveyor Services Contract with the Southeastern Wisconsin Regional Planning Commission

The proposed contract continues the process with the Southeastern Wisconsin Regional Planning Commission (SEWRPC) as the Ozaukee County Deputy Surveyor. The proposed agreement covers the period from January 1 to December 31, 2017 at a total cost of \$52,487.

Motion to approve the County Surveyor Services Agreement with SEWRPC.

PUBLIC WORKS COMMITTEE

RESULT: APPROVED [UNANIMOUS]

MOVER: D. Korinek, Supervisor District 13

SECONDER: B. Jobs, Supervisor District 3

AYES: Geracie, Jobs, Haeuser, Korinek

EXCUSED: Slater

b. Management/Financial/Informational Reports

1. Highway Reports

Mr. Edgren provided status updates on STH 33 & CTH LL parcel and Highway Department Project Technician/County Surveyor position.

Mr. Edgren provided information to the committee on an incident that occurred at the Port Washington Park & Ride lot.

8. NEXT MEETING DATE

February 16, 2017

9. ADJOURNMENT

Motion made by Supervisor Haeuser, seconded by Supervisor Korinek to adjourn. Motion carried. (4-0) Meeting adjourned at 9:56 AM.

Julianne B. Winkelhorst, County Clerk

Public Works Committee

AGENDA INFORMATION SHEET

AGENDA DATE: February 16, 2017
DEPARTMENT: Highway
DIRECTOR: Jon Edgren
PREPARER: Jon Edgren

Agenda Summary Review/Approve Justice Center LED Lighting Project Bids

BACKGROUND INFORMATION: As part of the 2016 Budget, the County Board authorized approximately \$110,000 for Energy Efficiency Upgrades in Ozaukee County Facilities. Based upon the biggest impact and return on investment, a project to upgrade all 4-foot fluorescent lighting to LED Direct Wire lamps at the Justice Center was selected.

ANALYSIS: The project was delayed until early 2017, and is currently out for bid.

Bids are due on Tuesday, February 14th, and results will be brought to the Public Works meeting.

FISCAL IMPACT:

Balance Current Year: \$110,000

FUNDING SOURCE:

County Levy: X

RECOMMENDED MOTION: The Public Works Committee should discuss the Justice Center LED Lighting Project bids, and base a motion on the consensus of the Committee.

PUBLIC WORKS COMMITTEE

Public Works Committee

AGENDA INFORMATION SHEET

AGENDA DATE: February 16, 2017
DEPARTMENT: Highway
DIRECTOR: Jon Edgren
PREPARER: Jon Edgren

Agenda Summary Review/Approve 2016 Carryover Request

BACKGROUND INFORMATION: The Ozaukee County Facilities Department finished 2016 with \$107,000 in unspent funds that it is requesting to be rolled over.

ANALYSIS: Facilities Dept staff proposes to carryover 2016 unspent funds in the following manner:

Fairgrounds: Carryover \$25,000 in Grounds Maintenance such as paving, outdoor arena grading, and tree removal at the Fairgrounds.

Advocate's House: Carryover \$12,000 in Building Maintenance for roof repairs, removal of an unused chimney and the addition of hand rails.

Justice Center: Carryover \$70,000 in the following manner:

Moveable Equipment: \$4,000 for the purchase of an equipment trailer for moving supplies and/or equipment between the Justice Center, Fairgrounds and Advocate's House.

Building Improvements: \$12,500 for furniture, carpet and window treatments to complete the Jury Assembly remodeling project.

Equipment Repairs: \$47,500 for replacement of the 25-year-old refrigeration equipment.

Building Repairs: \$6,000 for replacement of failing thermal windows.

TOTAL FACILITIES DEPARTMENT CARRYOVER: \$107,000

FISCAL IMPACT: N/A

FUNDING SOURCE: N/A

RECOMMENDED MOTION: Approve the 2016 Facilities Department carryovers as presented.

ATTACHMENTS:

- Facilities - 2016 Carryovers (PDF)



Budget Amendment Request Committee Approval Form

TO: Finance Committee
FROM: Facilities/Fairgrounds
Department Name

Date of Request: 23-Feb-17

Period Transfer Recorded: _____

Resolution No: _____

Type of Budget Amendment (check one)

Fund Transfer:	
Increase of Revenue:	
Year-end Carryover:	\$25,000

Debit / Expense			Credit / Revenue		
Acct #	220-1-01-55103-000	\$ 25,000	A/C #	220-1-01-74500-000	\$ 25,000
	8,500 / 33,500			- / -	
	<i>Pre-request Account's Budget Changed To</i>			<i>Pre-request Account's Budget Changed To</i>	
Cost Ctr & A/C Desc	Highway-Grounds Maintenance		Cost Ctr & A/C Desc		
Acct #		\$ -	A/C #		\$ -
	-			-	
	<i>Pre-request Account's Budget Changed To</i>			<i>Pre-request Account's Budget Changed To</i>	
Cost Ctr & A/C Desc	Building Improvements		Cost Ctr & A/C Desc		
Acct #		\$ -	A/C #		\$ -
	-			-	
	<i>Pre-request Account's Budget Changed To</i>			<i>Pre-request Account's Budget Changed To</i>	
Cost Ctr & A/C Desc	Equipment Repairs & Maintenance		Cost Ctr & A/C Desc		
Acct #		\$ -	A/C #		\$ -
	10,000 / -			-	
	<i>Pre-request Account's Budget Changed To</i>			<i>Pre-request Account's Budget Changed To</i>	
Cost Ctr & A/C Desc			Cost Ctr & A/C Desc		
Acct #		\$ -	A/C #		\$ -
	-			-	
	<i>Pre-request Account's Budget Changed To</i>			<i>Pre-request Account's Budget Changed To</i>	
Cost Ctr & A/C Desc			Cost Ctr & A/C Desc		
Total Debits: 25,000			Total Credits: 25,000		

Reason for Request (Be Specific). Also fill out Support Document for County Board.

1) Paving, berm removal and grading of outdoor riding arenas, tree removal

Department Head Signature

Signatures of Oversight Committee Members

TYPE IN Oversight Committee Chairperson's Name

Signatures of Finance Committee Members

Date Amended: _____
Date

Budget Amended By: _____
Date of Meeting

Attachment: Facilities - 2016 Carryovers (4050 - 2016 Facilities Carryover)



Budget Amendment Request Committee Approval Form

TO: Finance Committee
FROM: Facilities/Justice Center
Department Name

Date of Request: 23-Feb-17

Period Transfer Recorded: _____

Resolution No: _____

Type of Budget Amendment (check one)

Fund Transfer: _____

Increase of Revenue: _____

Year-end Carryover: **\$70,000**

Debit / Expense			Credit / Revenue		
Acct #	109-1-02-6121-000	\$ 4,000	A/C #	109-1-02-74500-000	\$ 70,000
	-	/ 4,000		-	/ -
	<i>Pre-request Account's Budget Changed To</i>			<i>Pre-request Account's Budget Changed To</i>	
Cost Ctr & A/C Desc	Moveable Equipment		Cost Ctr & A/C Desc		
Acct #	109-1-02-62512-000	\$ 12,500	A/C #		\$ -
	-	/ 12,500		-	/ -
	<i>Pre-request Account's Budget Changed To</i>			<i>Pre-request Account's Budget Changed To</i>	
Cost Ctr & A/C Desc	Building Improvements		Cost Ctr & A/C Desc		
Acct #	109-1-02-54307-000	\$ 47,500	A/C #		\$ -
	10,500	/ 58,000		-	/ -
	<i>Pre-request Account's Budget Changed To</i>			<i>Pre-request Account's Budget Changed To</i>	
Cost Ctr & A/C Desc	Equipment Repairs & Maintenance		Cost Ctr & A/C Desc		
Acct #	109-1-02-54303-000	\$ 6,000	A/C #		\$ -
	10,000	/ 16,000		-	/ -
	<i>Pre-request Account's Budget Changed To</i>			<i>Pre-request Account's Budget Changed To</i>	
Cost Ctr & A/C Desc			Cost Ctr & A/C Desc		
Acct #		\$ -	A/C #		\$ -
	-	/ -		-	/ -
	<i>Pre-request Account's Budget Changed To</i>			<i>Pre-request Account's Budget Changed To</i>	
Cost Ctr & A/C Desc			Cost Ctr & A/C Desc		
Total Debits:		70,000	Total Credits:		70,000

Reason for Request (Be Specific). Also fill out Support Document for County Board.
 1) Purchase trailer to move equipment and supplies to and from facilities (Justice and Administration Centers, fairgrounds and Advocate's House. 2) Furniture, carpet and window treatment to complete jury assembly remodeling project 3) Replace/move 25 year old refrigeration equipment.

Department Head Signature	TYPE IN Oversight Committee Chairperson's Name
Signatures of Oversight Committee Members	Signatures of Finance Committee Members

Date of Meeting: _____
 Date Amended: _____

Date of Meeting: _____
 Budget Amended By: _____

Attachment: Facilities - 2016 Carryovers (4050 - 2016 Facilities Carryover)

Public Works Committee

AGENDA INFORMATION SHEET

AGENDA DATE: February 16, 2017
DEPARTMENT: Facilities Management
DIRECTOR: Jon Edgren
PREPARER: Jon Edgren

Agenda Summary Update on Meeting for the Fairgrounds Outdoor Horse Arena

BACKGROUND INFORMATION: At the January Public Works Committee meeting, Commissioner Edgren was directed to set-up a meeting with 4-H/Horse & Pony representatives to gain insight into the requested repairs, potential upgrade opportunities, and the associated costs, for the two (2) Outdoor Horse Arena's at the Ozaukee County Fairgrounds.

ANALYSIS: A meeting with Ozaukee County, Fairground and 4-H representatives is scheduled for Monday, February 13th.

Commissioner Edgren will update the Public Works Committee on the discussion held.

Public Works Committee**AGENDA INFORMATION SHEET**

AGENDA DATE: February 16, 2017
DEPARTMENT: Facilities Management
DIRECTOR: Jon Edgren
PREPARER: Julie Winkelhorst

Agenda Summary Facilities Financials

ATTACHMENTS:

- Facilities January 2017 (PDF)
- Fairgrounds January 2017 (PDF)

Ozaukee County Committee Report
General Fund Facilities Management
 For the One Month Ending Tuesday, January 31, 2017
 Profit and Loss Statement ACTUAL TO AMENDED BUDGET

	Current Month Actual	2017 YTD Actual	2017 Amended Budget	Budget Balance	% Budget YTD
Revenues					
Interdepartmental Charges	-	-	\$57,278	\$57,278	0.00%
Total Revenues	-	-	\$57,278	\$57,278	0.00%
Expenditures					
Salaries	\$33,541	\$33,541	\$529,293	\$495,752	6.34%
Fringe Benefits	\$12,426	\$12,426	\$174,682	\$162,256	7.11%
Travel/Training	-	-	\$200	\$200	0.00%
Supplies	\$7,153	\$7,153	\$86,635	\$79,482	8.26%
Purchased Services	\$4,817	\$4,817	\$426,953	\$422,136	1.13%
Interdepartment Charges	\$5	\$5	\$112,426	\$112,421	0.00%
Other Expenses	-	-	\$2,877	\$2,877	0.00%
Total Operating Expenditures	\$57,942	\$57,942	\$1,333,066	\$1,275,124	4.35%
Capital Outlay					
Buildings & Land	\$3,133	\$3,133	\$92,575	\$89,442	3.38%
Total Capital Outlay	\$3,133	\$3,133	\$92,575	\$89,442	3.38%
Total Expenditures	\$61,075	\$61,075	\$1,425,641	\$1,364,566	4.28%
Other Finance (Sources)	(\$50,000)	(\$50,000)	(\$50,000)	-	100.00%
Net Other Financing Sources/Uses	(\$50,000)	(\$50,000)	(\$50,000)	-	100.00%
Net Increase (Decrease)	(\$11,075)	(\$11,075)	(\$1,318,363)	(\$1,307,288)	0.84%

Equity:

Attachment: Facilities January 2017 (4034 : facilities)

Ozaukee County Committee Report
Special Revenue Fund Fair Grounds
 For the One Month Ending Tuesday, January 31, 2017
 Profit and Loss Statement ACTUAL TO AMENDED BUDGET

	Current Month Actual	2017 YTD Actual	2017 Amended Budget	Budget Balance	% Budget YTD
Revenues					
Taxes	\$95,252	\$95,252	\$95,252	-	100.00%
Public Charges for Services	\$2,175	\$2,175	\$170,000	\$167,825	1.28%
Other Revenue	-	-	\$2,500	\$2,500	0.00%
Total Revenues	\$97,427	\$97,427	\$267,752	\$170,325	36.39%
Expenditures					
Salaries	\$1,133	\$1,133	\$39,798	\$38,665	2.85%
Fringe Benefits	\$154	\$154	\$4,233	\$4,079	3.64%
Travel/Training	-	-	\$200	\$200	0.00%
Supplies	\$331	\$331	\$13,550	\$13,219	2.44%
Purchased Services	\$14,933	\$14,933	\$196,525	\$181,592	7.60%
Interdepartment Charges	-	-	\$8,775	\$8,775	0.00%
Other Expenses	-	-	\$4,671	\$4,671	0.00%
Total Operating Expenditures	\$16,551	\$16,551	\$267,752	\$251,201	6.18%
Capital Outlay					
Total Expenditures	\$16,551	\$16,551	\$267,752	\$251,201	6.18%
Net Increase (Decrease)	\$80,876	\$80,876	-	(\$80,876)	0.00%

Equity:

Attachment: Fairgrounds January 2017 (4034 : facilities)

Public Works Committee**AGENDA INFORMATION SHEET**

AGENDA DATE: February 16, 2017
DEPARTMENT: Transit
DIRECTOR: Jon Edgren
PREPARER: Jon Edgren

Agenda Summary Review/Approve 2016 Carryover Request

BACKGROUND INFORMATION: The Ozaukee County Transit Department finished 2016 with \$152,076 in unspent funds that it is requesting to be rolled over.

ANALYSIS: Transit Dept staff ordered three (3) Startlite Minibuses in 2016 as part of the approved budget. Unfortunately, the buses weren't delivered until early January, so the funds officially need to be carried over in order to pay for the vehicles in 2017.

See the attached Budget Amendment Request Committee Approval Form for Account numbers.

FISCAL IMPACT: N/A

FUNDING SOURCE: N/A

RECOMMENDED MOTION: Approve the 2016 Transit Department carryover as presented.

ATTACHMENTS:

- BA Request 2016-2017 YE Carryover Transit Services (PDF)



Budget Amendment Request Committee Approval Form

TO: Finance Committee
FROM: Transit Services
Department Name

Date of Request: 2/10/2017

Period Transfer Recorded: _____

Resolution No: _____

Type of Budget Amendment (check one)

Fund Transfer:

Increase of Revenue:

Year-end Carryover: **X**

Debit / Expense			Credit / Revenue		
Acct #	211-1-01-61255-000	\$ 152,076	A/C #	211-0-00-74500-000	\$ 152,076
	/	-		/	-
	<i>Pre-request Account's Budget</i>	<i>Changed To</i>		<i>Pre-request Account's Budget</i>	<i>Changed To</i>
Cost Ctr & A/C Desc	Transit Services - Vehicles		Cost Ctr & A/C Desc	Year-end Carryover:	

Acct #		\$ -	A/C #		\$ -
	-	/		-	/
	<i>Pre-request Account's Budget</i>	<i>Changed To</i>		<i>Pre-request Account's Budget</i>	<i>Changed To</i>
Cost Ctr & A/C Desc			Cost Ctr & A/C Desc		

Acct #		\$ -	A/C #		\$ -
	-	/		-	/
	<i>Pre-request Account's Budget</i>	<i>Changed To</i>		<i>Pre-request Account's Budget</i>	<i>Changed To</i>
Cost Ctr & A/C Desc			Cost Ctr & A/C Desc		

Acct #		\$ -	A/C #		\$ -
	-	/		-	/
	<i>Pre-request Account's Budget</i>	<i>Changed To</i>		<i>Pre-request Account's Budget</i>	<i>Changed To</i>
Cost Ctr & A/C Desc			Cost Ctr & A/C Desc		

Acct #		\$ -	A/C #		\$ -
	-	/		-	/
	<i>Pre-request Account's Budget</i>	<i>Changed To</i>		<i>Pre-request Account's Budget</i>	<i>Changed To</i>
Cost Ctr & A/C Desc			Cost Ctr & A/C Desc		

Total Debits:			Total Credits:		
152,076			152,076		

Reason for Request (Be Specific). Also fill out Support Document for County Board.
 3 2017 Starlite Minibus Lift Equiped #350 Ford Gas vehicles were budgeted and ordered in 2016 but were not delivered until 2017

 Department Head Signature

Kathlyn Geracie
 TYPE IN Oversight Committee Chairperson's Name

Signatures of Oversight Committee Members

Signatures of Finance Committee Members

2/16/2017
 Date of Meeting

2/23/2017
 Date of Meeting

Date Amended: _____

Budget Amended By: _____

Attachment: BA Request 2016-2017 YE Carryover Transit Services (4052 : Transit Carryover)

Public Works Committee**AGENDA INFORMATION SHEET**

AGENDA DATE: February 16, 2017
DEPARTMENT: Transit
DIRECTOR: Jon Edgren
PREPARER: Jason Wittek

Agenda Summary Transit Annual Report

ATTACHMENTS:

- 2016 Annual Express Bus Report (PDF)
- 2016 Annual Shared-Ride Stats (PDF)

2016 Express Bus

6.b.1.a

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD	Summerfest
Days in Service														
Total	20	21	23	21	21	22	21	23	22	21	21	21	257	
Ridership Total	6,255	6,798	7,273	6,779	6,525	6,549	6,150	7,190	6,806	7,058	6,859	6,359	80,601	25,872
Daily Average	313	324	316	323	311	298	293	313	309	336	327	303	314	
Cost of Operation														
Administrative Cost	\$22,585	\$2,716	\$3,340	\$2,785	\$2,750	\$2,785	\$7,447	\$3,069	\$2,980	\$3,161	\$3,778	\$5,560	\$62,956	
CMAQ Marketing	\$556	\$1,518	\$5,631	\$6,988	\$556	\$6,079	\$2,150	\$0	\$5,387	\$6,191	\$2,976	\$1,517	\$39,547	
Operating Cost	\$71,623	\$75,235	\$82,507	\$75,574	\$75,615	\$78,743	\$71,469	\$82,190	\$75,043	\$75,043	\$75,043	\$75,023	\$913,107	\$110,612
Maintenance	\$10,703	\$11,243	\$12,239	\$11,293	\$11,299	\$11,767	\$10,680	\$12,282	\$11,214	\$11,214	\$11,214	\$11,211	\$136,359	\$16,529
Total Cost for Month	\$105,467	\$90,711	\$103,717	\$96,640	\$90,220	\$99,374	\$91,746	\$97,540	\$94,623	\$95,608	\$93,011	\$93,311	\$1,151,968	\$127,142
Farebox Revenue	\$12,573	\$12,712	\$13,601	\$12,677	\$13,601	\$13,163	\$12,362	\$14,452	\$12,727	\$13,198	\$12,826	\$11,891	155,783	\$87,394
Net Cost	\$92,894	\$77,999	\$90,116	\$83,963	\$76,619	\$86,210	\$79,385	\$83,088	\$81,896	\$82,409	\$80,184	\$81,420	\$996,185	\$39,748
Cost Per Trip	\$16.86	\$13.34	\$14.26	\$14.26	\$13.83	\$15.17	\$14.92	\$13.57	\$13.90	\$13.55	\$13.56	\$14.67	\$14.29	
Net Cost per Trip	\$14.85	\$11.47	\$12.39	\$12.39	\$11.74	\$13.16	\$12.91	\$11.56	\$12.03	\$11.68	\$11.69	\$12.80	\$12.36	
YTD Totals														

Attachment: 2016 Annual Express Bus Report (4037 : Transit Annual Committee Report)

2016 Express Bus Ridership

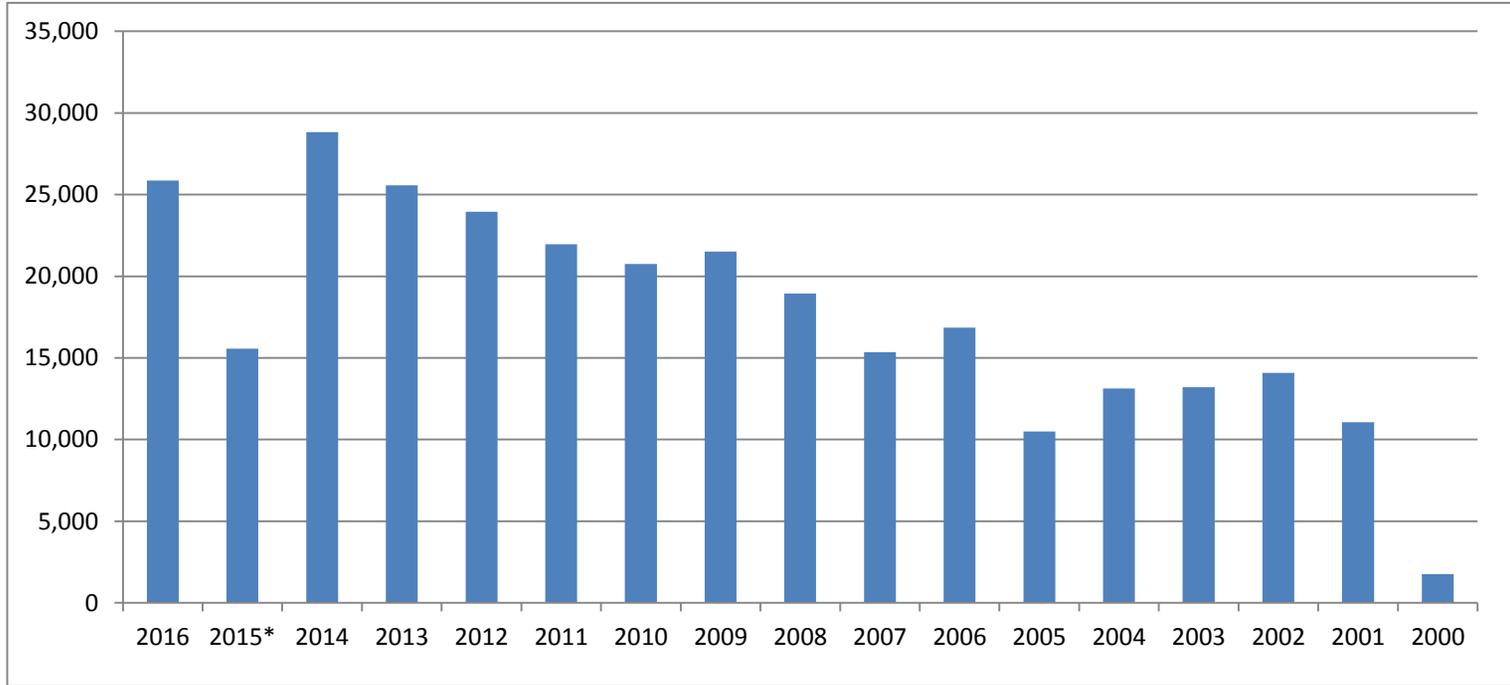
6.b.1.a

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
2016	6,255	6,798	7,273	6,779	6,525	6,549	6,150	7,190	6,806	7,058	6,859	6,359	80,601
2015	6,774	6,110	6,859	6,629	5,875	6,756	5,985	6,335	6,525	6,798	6,271	6,063	76,980
2014	7,292	6,570	7,229	7,495	7,442	7,224	6,890	6,787	7,135	7,135	7,974	6,759	85,932
2013	7,680	7,704	7,737	7,834	8,217	7,110	7,432	7,120	7,562	8,490	7,249	6,872	91,007
2012	7,446	8,197	8,178	7,652	8,103	7,608	7,222	8,184	7,559	8,716	7,700	7,011	93,576
2011	7,812	7,181	8,740	7,810	7,731	7,559	6,826	7,608	7,776	7,933	7,868	7,051	91,895
2010	7,640	7,585	8,841	7,859	7,190	7,743	7,124	7,391	8,007	8,077	7,571	7,809	92,837
2009	7,514	7,385	7,851	8,008	6,640	7,045	7,340	6,752	7,410	7,970	7,775	7,647	89,337
2008	8,453	7,843	7,283	8,115	8,734	9,732	9,205	8,472	9,229	9,891	7,991	8,621	103,569
2007	8,638	7,543	8,628	7,448	7,688	7,266	7,378	8,212	7,113	9,552	7,910	7,535	94,911
2006	8,100	6,939	8,268	6,944	8,937	7,735	7,285	8,277	8,267	8,798	8,276	7,329	95,155
2005	7,524	7,763	8,172	7,221	7,013	7018	5,668	7,710	7,884	6,318	7,706	6,942	86,939
2004	7,361	6,642	7,921	6,809	6,130	6,611	6,535	6,535	6,424	7,196	6,898	6,051	81,113
2003	9,717	7,605	7,933	8,456	7,626	6,815	6,321	6,737	8,317	9,057	6,640	6,815	92,039
2002	8,266	7,447	8,426	8,224	7,778	6,762	8,241	8,285	7,468	8,764	8,354	8,251	96,266
2001	6,311	6,907	7,205	6,790	6,880	6,003	5,371	6,121	6,282	8,155	7,196	6,548	79,769
2000	7,304	7,912	8,557	7,345	7,693	7,526	7,688	5,214	4,701	6,053	5,976	4,494	80,463
1999	7,819	7,950	8,382	6,715	6,504	6,852	6,283	6,220	6,165	6,540	6,058	5,712	81,200
1998	7,862	8,416	8,080	10,196	8,035	7,401	8,283	7,000	8,482	6,717	6,600	7,762	94,834
Change From Previous Year	-7.66%	11.26%	6.04%	2.26%	11.06%	-3.06%	2.76%	13.50%	4.31%	3.82%	9.38%	4.88%	
Change From Previous Month	3.17%	8.68%	6.99%	-6.79%	-3.75%	0.37%	-6.09%	16.91%	-5.34%	3.70%	-2.82%	-7.29%	

Attachment: 2016 Annual Express Bus Report (4037 : Transit Annual Committee Report)

Summerfest Ridership History

2016	2015*	2014	2013	2012	2011	2010	2009	2008	2007	2006	2005	2004	2003	2002	2001	2000
25,872	15,558	28,822	25,580	23,960	21,964	20,756	21,515	18,936	15,351	16,851	10,492	13,138	13,211	14,088	11,056	1,760



Express Bus Service Trends 2010-2016

	2010	2011	2012	2013	*2014	2015	2016	% Change '10-16	% Change '15-16
<i>Ridership</i>	92,837	91,895	93,576	91,007	85,932	76,980	80,601	-13%	5%
<i>Vehicle Rev Miles</i>	161,116	158,225	160,649	161,313	161,182	163,275	166,723	3%	2%
<i>Vehicle Rev Hours</i>	6,190	6,055	6,216	6,184	6,260	6,415	6,434	4%	0%
<i>Billed Service Hours</i>	8,985	8,823	9,040	9,030	9,080	8,975	8,849	-2%	-1%
<i>Passenger/bus Hour</i>	15.00	15.18	15.05	14.72	13.73	12.00	12.53	-16%	4%
<i>Costs</i>	\$1,030,623	\$1,034,601	\$1,041,901	\$1,075,944	\$1,114,932	\$1,168,156	\$1,151,968	12%	-1%
<i>Farebox Recovery</i>	0.20	0.19	0.20	0.19	0.15	0.13	0.14	-31%	7%
<i>Net Costs</i>	\$746,460	\$824,919	\$828,447	\$873,064	\$951,442	\$1,020,856	996,185	33%	-2%
<i>Cost/Trip</i>	\$11.10	\$11.26	\$11.13	\$11.82	\$12.97	\$15.17	\$14.29	29%	-6%
<i>Net Cost/Trip</i>	\$8.04	\$8.98	\$8.85	\$9.59	\$11.07	\$13.26	\$12.36	54%	-7%

2016 Billed Service Hours Decreased 1%

Total Costs Decreased 1%

Net Costs Decreased 2% (Revised Route in Fall 2015, Increased ridership/farebox in 2016)

***2014 - Began using MCTS buses exclusively, rather than incurring capital replacement costs**

2016 Shared-Ride Taxi Report

6.b.1.b

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Days of Service													
Weekdays	21	22	23	20	21	22	20	23	21	21	21	22	257
Weekends	10	8	8	9	8	8	10	8	8	10	8	8	10
Trips Provided													
Attendants + Guest	578	400	527	546	552	457	482	473	442	567	510	502	6,03
Agency	1,973	2,033	2,233	2,209	2,071	1,900	1,664	1,839	1,951	1,936	1,859	1,622	23,29
Elderly	1,997	2,087	2,307	2,196	2,084	2,216	2,053	2,183	2,006	2,135	1,873	1,892	25,02
Disabled	2,907	3,040	3,058	3,060	2,933	2,996	2,903	3,159	3,119	3,452	3,375	3,485	37,48
Adult	2,127	1,972	2,008	1,922	1,806	1,823	1,753	1,829	1,847	2,000	2,068	2,130	23,28
Student	301	318	238	262	215	116	118	167	246	245	248	219	2,69
Total Taxi Trips	9,305	9,450	9,844	9,649	9,109	9,051	8,491	9,177	9,169	9,768	9,423	9,348	111,78
Transfers-Express	143	151	124	181	173	121	151	197	176	147	124	97	1,78
Total Trips	9,448	9,601	9,968	9,830	9,282	9,172	8,642	9,374	9,345	9,915	9,547	9,445	113,56
No Shows	165	187	196	193	199	196	141	163	190	217	215	266	2,32
Trips by week													
Weekdays	8,343	8,701	9,096	8,741	8,254	8,254	7,456	8,510	8,452	8,801	8,678	8,475	101,76
Weekends	1,105	900	872	1,089	1,028	918	1,186	864	893	1,114	869	970	11,80
Purpose													
Medical	1,577	1,481	1,597	1,635	1,538	1,630	1,462	1,692	1,512	1,575	1,452	1,481	18,63
Shopping	722	661	689	655	687	687	736	766	648	797	706	809	8,56
Employment	3,627	3,713	3,464	3,998	3,753	3,607	3,282	3,638	3,731	3,976	4,026	4,026	44,84
Meal	198	202	195	202	229	220	244	233	165	168	166	130	2,35
Social	1,276	1364	1,448	1,342	1,389	1,588	1549	1,604	1,545	1,772	1,546	1,515	17,93
School	427	605	410	463	366	120	52	95	479	458	522	328	4,32
Personal Business	1,478	1,424	1,541	1,354	1,149	1,199	1,166	1,149	1,084	1,000	1,005	1061	14,61
Transfer-Express	143	151	124	181	171	121	151	197	175	147	124	95	1,78
Total Trips	9,448	9,601	9,968	9,830	9,282	9,172	8,642	9,374	9,345	9,915	9,547	9,445	113,56
Transport Times													
5A-6A	58	98	96	117	103	96	114	135	156	152	137	166	1,42
6A-7A	330	349	363	431	394	375	345	375	410	398	373	357	4,50
7A-8A	559	526	577	520	474	449	422	499	507	525	515	505	6,07
8A-9A	721	772	779	821	775	760	704	802	834	912	860	782	9,52
9A-10A	787	692	745	830	738	714	652	698	757	795	779	710	8,89
10A-11A	756	771	836	814	814	838	793	811	798	838	827	838	9,73
11A-12P	804	761	846	858	849	830	728	808	810	858	842	777	9,77
12P-1P	972	943	990	909	874	882	892	974	889	986	925	917	11,15
1P-2P	773	774	878	822	807	789	762	785	751	777	753	790	9,46
2P-3P	985	983	1098	1039	946	895	830	890	949	1,030	946	956	11,54
3P-4P	973	935	999	953	903	900	828	962	928	1,015	1003	890	11,28
4P-5P	613	575	595	611	617	609	601	638	592	637	553	571	7,21
5P-6P	436	378	431	427	388	407	377	384	404	407	431	443	4,91
6P-9P	507	544	615	575	509	533	507	502	469	510	508	560	6,33
9P-10P	80	100	120	103	91	95	87	111	91	81	95	132	1,18
Billing Ridership	9,448	9,601	9,968	9,830	9,282	9,172	8,642	9,374	9,345	9,915	9,547	9,445	113,56
Vehicle Rev Miles	87,724	90,520	95,743	94,653	90,292	92371	86,731	95,481	93,942	97,278	94,633	93,837	1,113,20
Billed Service Hours	4,419	4,439	4,857	4,761	4,541	4,719	4,423	4,824	4,640	4,948	4,742	4,805	56,116
Rides/Service Hour	2.14	2.16	2.05	2.06	2.04	1.94	1.95	1.94	2.01	2.00	2.01		
2016 Total Vehicle Service Hours Balance			-266							2016 Total Vehicle Service			Packet Pg. 23

Attachment: 2016 Annual Shared-Ride Stats (4037 : Transit Annual Committee Report)

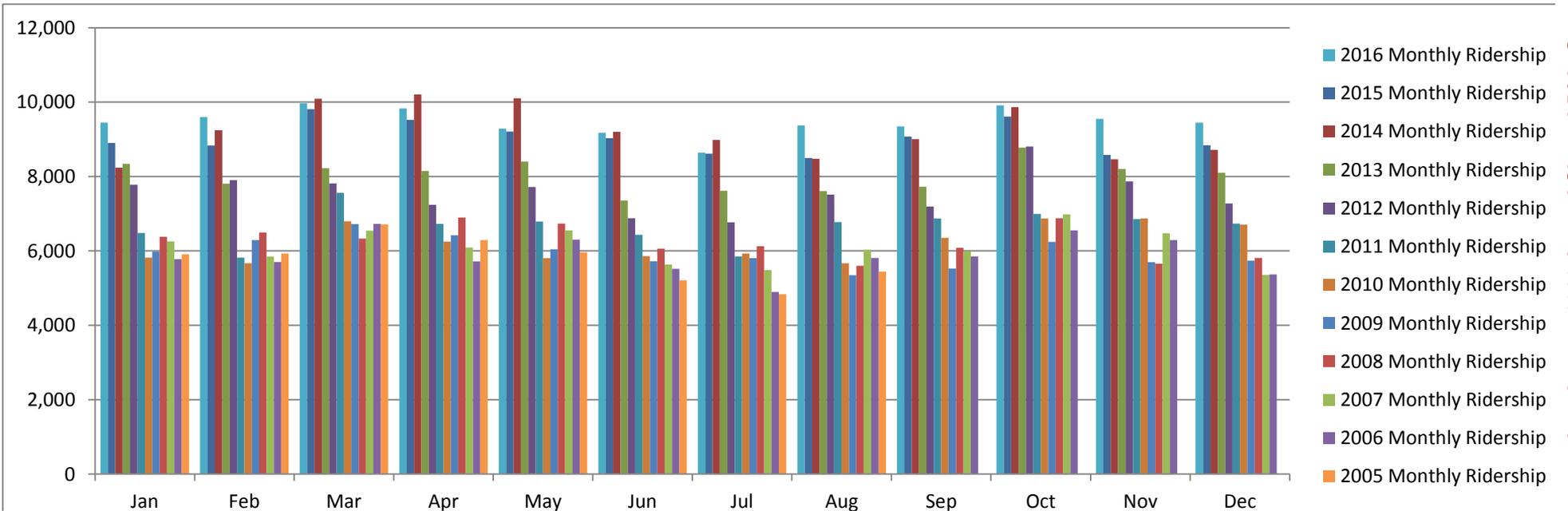
2016 Shared-Ride Taxi Report

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Totals
Administrative Cost	\$57,731	\$26,421	\$13,232	\$12,616	\$8,341	\$9,489	\$49,739	\$10,452	\$12,589	\$7,751	\$15,949	\$65,850	290,16
Marketing	\$1,194	\$3,200	\$658	\$0	\$0	\$4,887	\$379	\$176	\$0	\$1,856	\$2,150	\$962	15,46
Maintenance/Labor	\$2,662	\$4,372	\$3,894	\$3,474	\$3,565	\$4,489	\$4,373	\$4,378	\$3,773	\$4,236	\$3,109	\$4,368	46,69
Parts & Tires	\$2,886	\$4,628	\$3,647	\$6,431	\$1,701	\$4,056	\$3,564	\$1,523	\$8,394	\$5,821	\$4,248	\$8,887	55,78
Oil & Lubricants	\$303	\$378	\$253	\$333	\$296	\$227	\$248	\$224	\$341	\$270	\$232	\$220	3,32
Fuel	\$11,804	\$10,207	\$12,727	\$10,338	\$13,548	\$15,427	14,117	\$14,286	\$12,815	\$13,199	\$12,510	\$14,079	155,05
Purchase of Service	\$98,333	98777.32	\$108,058	\$105,922	\$101,031	\$104,987	\$98,408	\$107,326	\$103,237	\$106,397	\$105,503	\$106,905	1,244,88
Total for Month	\$174,912	\$147,983	\$142,469	\$139,115	\$128,483	\$143,563	\$170,828	\$138,366	\$141,150	\$139,529	\$143,701	\$201,271	\$1,811,37
Farebox	\$6,866	\$6,335	\$6,794	\$6,448	\$6,211	\$6,288	\$6,113	\$6,123	\$5,724	\$6,223	\$6,092	\$6,045	75,26
Punch Card	\$11,740	\$20,080	\$10,980	\$10,813	\$22,300	\$20,260	\$12,320	\$13,020	\$21,691	21040	\$11,000	\$10,500	185,74
Agency Fare	\$20,900	\$26,540	\$27,850	\$18,000	\$21,100	\$18,800	\$21,500	\$25,500	\$20,900	\$25,800	\$1,400	\$45,600	273,89
No Show Fine Rever	\$521	626.5	\$583	\$432	\$432	\$501	\$429	\$345	\$494	\$581	\$543	\$537	6,02
Net Cost	\$134,885	\$94,402	\$96,263	\$103,422	\$78,440	\$97,714	\$130,466	\$93,378	\$92,341	\$85,886	\$124,666	\$138,589	\$1,270,45
Cost Per Trip	\$18.51	\$15.41	\$14.29	\$14.15	\$13.84	\$15.65	\$19.77	\$14.76	\$15.10	\$14.07	\$15.05	\$21.31	\$15.9
Net Cost Per Trip	\$14.28	\$9.83	\$9.66	\$10.52	\$8.45	\$10.65	\$15.10	\$9.96	\$9.88	\$8.66	\$13.06	\$14.67	\$11.1
Contract Hourly Rate \$22.25 includes STS management, drivers, dispatch and vehicle liability coverage. Total vehicle service hours for 2016 is 55,850													

Attachment: 2016 Annual Shared-Ride Stats (4037 : Transit Annual Committee Report)

Shared-Ride Taxi Ridership

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Totals
2016 Monthly Ridership	9,448	9,601	9,968	9,830	9,282	9,172	8,642	9,374	9,345	9,915	9,547	9,445	113,56
2015 Monthly Ridership	8,900	8,835	9,812	9,523	9,208	9,030	8,611	8,496	9,070	9,613	8,578	8,837	108,51
2014 Monthly Ridership	8,238	9,244	10,091	10,203	10,106	9,204	8,983	8,475	9,004	9,863	8,461	8,719	110,59
2013 Monthly Ridership	8,343	7,809	8,221	8,148	8,403	7,356	7,619	7,612	7,727	8,778	8,202	8,102	96,320
2012 Monthly Ridership	7,780	7,901	7,811	7,240	7,721	6,875	6,769	7,511	7,193	8,807	7,869	7,274	90,750
2011 Monthly Ridership	6,479	5,819	7,561	6,724	6,786	6,433	5,850	6,775	6,872	6,997	6,854	6,736	79,880
2010 Monthly Ridership	5,820	5,665	6,795	6,251	5,803	5,858	5,928	5,666	6,353	6,870	6,870	6,709	74,580
2009 Monthly Ridership	5,983	6,287	6,719	6,420	6,046	5,721	5,802	5,348	5,522	6,243	5,692	5,734	71,510
2008 Monthly Ridership	6,379	6,496	6,330	6,897	6,737	6,059	6,125	5,600	6,084	6,880	5,653	5,812	75,050
2007 Monthly Ridership	6,253	5,843	6,542	6,089	6,548	5,631	5,482	6,028	5,997	6,979	6,476	5,351	73,210
2006 Monthly Ridership	5,779	5,700	6,727	5,717	6,302	5,519	4,895	5,809	5,851	6,548	6,291	5,370	70,500
2005 Monthly Ridership	5,907	5,925	6,716	6,292	5,965	5,211	4,836	5,444					
Same month 2016 vs. 2015	6.16%	8.67%	1.59%	3.22%	0.80%	1.57%	0.36%	10.33%	3.03%	3.14%	11.30%	6.88%	
Change/previous Month	6.91%	1.62%	3.82%	-1.38%	-5.57%	-1.19%	-5.78%	8.47%	-0.31%	6.10%	-3.71%	-1.07%	



Attachment: 2016 Annual Shared-Ride Stats (4037 : Transit Annual Committee Report)

Shared-Ride Taxi Service Trends 2010-2016

	2010	2011	2012	2013	2014	2015	2016	% Change '10-16	% Change '15-16
<i>Ridership</i>	74,588	79,886	90,751	96,320	110,591	108,513	113,569	52%	4%
<i>Vehicle Rev Miles</i>	788,489	810,913	916,582	977,723	1,097,889	1,061,674	1,113,205	41%	5%
<i>Billed Service Hours</i>	44,340	45,725	49,599	49,019	53,659	53,098	56,116	27%	5%
<i>Rides/Service Hour</i>	1.68	1.75	1.83	1.96	2.06	2.04	2.02	20%	-0.99%
<i>Costs</i>	\$1,429,127	\$1,508,384	\$1,668,334	\$1,731,260	\$1,870,451	\$1,762,369	\$1,811,370	27%	2.71%
<i>Farebox Recovery</i>	0.14	0.15	0.25	0.26	0.29	0.28	0.30	105%	4.63%
<i>Net Costs</i>	\$1,212,224	\$1,270,450	\$1,254,406	\$1,287,528	\$1,331,756	\$1,261,186	1,270,451	5%	0.73%
<i>Cost/Trip</i>	\$19.16	\$18.88	\$18.38	\$17.97	\$16.91	\$16.24	\$15.95	-17%	-1.82%
<i>Net Cost/Trip</i>	\$16.25	\$15.90	\$13.82	\$13.36	\$12.04	\$11.62	\$11.19	-31%	-3.84%

2016 Billed Service Hours Increased 5%
Total Costs Increased 2.7%
Net Costs Increased ONLY .73%
Net Costs Equal or less than 2011, 2013, and 2014
 (Lower Billed Service Hour Rate in 2016!, Low Fuel Costs & Efficiencies, and Increased Farebox Recovery)

Public Works Committee**AGENDA INFORMATION SHEET**

AGENDA DATE: February 16, 2017
DEPARTMENT: Transit
DIRECTOR: Jon Edgren
PREPARER: Jason Wittek

Agenda Summary Marketing of Shared-Ride Taxi Boundary Changes

Update on marketing activities.

Public Works Committee

AGENDA INFORMATION SHEET

AGENDA DATE: February 16, 2017
DEPARTMENT: Transit
DIRECTOR: Jon Edgren
PREPARER: Jason Wittek

Agenda Summary Taxi Vehicle Replacement Considerations

OCTS has \$275,000 in the 2017 Adopted Budget for taxi vehicle replacements. After consultation with Shared-Ride Taxi Manager, Shop Supervisor, and participation in the Ozaukee County Community Transportation Initiative, I am proposing procuring; 1) three wheelchair accessible mini-buses to replace three aging wheelchair mini-buses, 2) one rear-load wheelchair accessible mini-van to replace an aging wheelchair accessible mini-bus, and 3) potentially two additional hybrid sedans as additional taxis, not replacements to raise the vehicle fleet to 28 vehicles.

Total estimated cost would be approximately \$240,000, saving \$35,000 in budgeted taxi vehicle replacement costs due to purchasing one lower cost rear-load mini-van, and two sedans. Rear-load wheelchair accessible mini-van also attains 10 more miles per gallon than a mini-bus. The rear-load mini-van purchased in 2016 has proved popular with drivers for its ease of loading, and width of the wheelchair ramp. The two additional hybrid vehicles in the fleet would allow us to better serve the peak demand service times that have been encouraged by the Community Transportation Initiative, and with more fuel efficiency. These replacements and two additional sedans recommendation is intended to implement an even more flexible, reliable, efficient, and responsive Shared-Ride Taxi Service.

ATTACHMENTS:

- Shared-Ride Taxi Fleet_Feb 2017 (PDF)
- SRT Fuel Analysis_Updated 2016 (PDF)

Shared-Ride Taxi Fleet - 2/9/2017

	Vehicle I.D.#	Year	Make	Type	Miles	ADA	Capacity	Acquisition Date
1	128	2010	FORD	Starcraft	295,270	YES	4A/2WC	1/28/2010
2	129	2010	FORD	Starcraft	299,513	YES	4A/2WC	1/28/2010
3	130	2011	FORD	Starcraft	276,536	YES	12A/2WC	7/8/2011
4	131	2011	FORD	Starcraft	242,202	YES	12A/2WC	7/8/2011
5	132	2011	FORD	Starcraft	299,535	YES	12A/2WC	7/8/2011
6	133	2011	FORD	Startrans	225,144	YES	6A/1WC	2/1/2012
7	134	2012	FORD	METROLITE	176,577	YES	8A/2+2WC	8/16/2013
8	135	2012	FORD	METROLITE	131,046	YES	8A/2+2WC	8/16/2013
9	136	2014	Dodge	Caravan	150,243	NO	6	3/11/2014
10	137	2014	Dodge	Caravan	143,786	NO	6	3/11/2014
11	138	2014	Dodge	Caravan	143,847	NO	6	3/13/2014
12	139	2014	Dodge	ADA-Cara	115,341	YES	4/1WC	5/29/2014
13	140	2014	Dodge	ADA-Cara	82,805	YES	4/1WC	5/29/2014
14	141	2015	Ford	METROLITE	93140	YES	4A/2WC	2/12/2015
15	142	2015	FORD	METROLITE	70859	YES	4A/2WC	2/12/2015
16	143	2015	FORD	METROLITE	71272	YES	4A/2WC	2/12/2015
17	144	2015	Toyota	Prius	69760	NO	4AMB	8/6/2015
18	145	2015	Toyota	Prius	73624	NO	4AMB	8/6/2015
19	146	2015	Toyota	Prus	59668	NO	4AMB	8/6/2015
20	147	2016	Toyota	Prius	23768	NO	4AMB	6/6/2016
21	148	2016	Toyota	Prius	19521	NO	4AMB	6/6/2016
22	149	2016	Toyota	Prius	18352	NO	4AMB	6/6/2016
23	150	2016	Dodge	ADA-Cara		Yes	3/1WC	11/23/2016
24	151	2017	FORD	Starcraft	1	Yes	8amb/6amb-2wc	1/20/2017
25	152	2017	FORD	Starcraft	1	Yes	8amb/6amb-2wc	1/20/2017
26	153	2017	FORD	Starcraft	1	Yes	8amb/6amb-2wc	1/20/2017

Shared-Ride Taxi Fuel Efficiency Analysis - 2016

	2010	2011	2012	2013	2014	2015	2016
Trips	74,588	79,886	90,751	96,320	110,591	108,513	113,569
Total Miles	894,968	936,834	1,026,865	1,070,770	1,182,577	1,151,887	1,209,517
Gallons	76,289	77,664	84,906	89,187	95,518	89,262	86,074
Miles Per Gallon	11.73	12.06	12.09	12.01	12.38	12.90	14.05
Miles/Trip	12.00	11.73	11.32	11.12	10.69	10.62	10.65
Trips/Gallon	0.98	1.03	1.07	1.08	1.16	1.22	1.32
CO2 - Metric Tons	687	699	764	803	860	803	775
Trips/Ton of CO2	109	114	119	120	129	135	147
Fuel Cost	\$180,226	\$246,012	\$274,370	\$274,082	\$288,936	\$188,853	\$150,393
Cost/Gallon	\$2.36	\$3.17	\$3.23	\$3.07	\$3.02	\$2.12	\$1.75

2016

14.05 mpg **8.9% Increase in Miles per Gallon since 2015!**
13.5% Increase in Miles per Gallon Since 2014 !
17% Increase in Miles per Gallon Since 2013

2nd Qtr - 2014 Replaced three Crown Victorias with Three caravans w/6 Seating Capacity (2 More than a sedan)
 Replaced two Crown Victorias with two wheel-chair accessible caravans
 (Every w/c ride in a caravan is twice as fuel efficient)

4th Qtr - 2015 Replaced three Crown Victorias with three Hybrid sedans (50 MPG vs. 19 MPG)

3rd Qtr - 2016 Replaced three Crown Victorias with three Hybrid sedans (52 MPG vs. 19 MPG)

Less Total Annual Fuel than in 2013, 2014, and 2015 with Record Ridership!
17,000 more rides than in 2013, and used 3,000 less gallons of fuel than 2013!
139,000 more miles than in 2013
14,635 gallons of fuel saved (\$25,465) in 2016 based on changes made to fleet in last three years!

Public Works Committee**AGENDA INFORMATION SHEET**

AGENDA DATE: February 16, 2017
DEPARTMENT: Transit
DIRECTOR: Jon Edgren
PREPARER: Jason Wittek

Agenda Summary Update on Target/Home Depot Lot Use for Summerfest Bus Service

Update on meetings with store managers.

Public Works Committee**AGENDA INFORMATION SHEET**

AGENDA DATE: February 16, 2017
DEPARTMENT: Transit
DIRECTOR: Jon Edgren
PREPARER: Jason Wittek

Agenda Summary Transit Financial Report

ATTACHMENTS:

- Transit Financial CommRpt_FEB_2017 (PDF)

Ozaukee County Committee Report
Special Revenue Fund Transit Services
For the One Month Ending Tuesday, January 31, 2017
Profit and Loss Statement ACTUAL TO AMENDED BUDGET

6.c.1.a

	Current Month Actual	2017 YTD Actual	2017 Amended Budget	Budget Balance	% Budget YTD
Revenues					
Taxes	\$548,304	\$548,304	\$548,304	-	100.00%
Intergovernmental Revenues	-	-	\$2,012,158	\$2,012,158	0.00%
Public Charges for Services	\$45,040	\$45,040	\$770,000	\$724,960	5.85%
Fines/Forfeitures/Penalties	-	-	\$6,200	\$6,200	0.00%
Other Revenue	-	-	\$5,000	\$5,000	0.00%
Total Revenues	\$593,344	\$593,344	\$3,341,662	\$2,748,318	17.76%
Expenditures					
Salaries	\$4,349	\$4,349	\$79,015	\$74,666	5.50%
Fringe Benefits	\$2,549	\$2,549	\$30,874	\$28,325	8.26%
Travel/Training	\$411	\$411	\$7,000	\$6,589	5.87%
Supplies	\$42,026	\$42,026	\$252,300	\$210,274	16.66%
Purchased Services	-	-	\$2,526,452	\$2,526,452	0.00%
Interdepartment Charges	\$1,380	\$1,380	\$133,919	\$132,539	1.03%
Other Expenses	-	-	\$37,102	\$37,102	0.00%
Total Operating Expenditures	\$50,715	\$50,715	\$3,066,662	\$3,015,947	1.65%
Capital Outlay					
Equipment & Furniture	-	-	\$325,000	\$325,000	0.00%
Total Capital Outlay	-	-	\$325,000	\$325,000	0.00%
Total Expenditures	\$50,715	\$50,715	\$3,391,662	\$3,340,947	1.50%
Other Finance (Sources)	(\$50,000)	(\$50,000)	(\$50,000)	-	100.00%
Other Finance Uses	\$50,000	\$50,000	-	(\$50,000)	0.00%
Net Other Financing Sources/Uses	-	-	(\$50,000)	(\$50,000)	0.00%
Net Increase (Decrease)	\$542,629	\$542,629	-	(\$542,629)	0.00%

Equity:

Attachment: Transit Financial CommRpt_FEB_2017 (4036 : Transit Financial Report)

Public Works Committee

AGENDA INFORMATION SHEET

AGENDA DATE: February 16, 2017
DEPARTMENT: Highway
DIRECTOR: Jon Edgren
PREPARER: Jon Edgren

Agenda Summary Review/Approve CTH H No Parking Zone (Town of Fredonia)

BACKGROUND INFORMATION: In the northwest corner of the County, County Trunk Highway (CTH) H in the Town of Fredonia has a small cluster of homes and businesses in an unincorporated area, known as Little Kohler. In that area, the Ozaukee County Highway Department is proposing to add a “No Parking” area along both sides of CTH H.

In order to add “No Parking” designations, Section 3.06 (1) - Parking Regulations of the Ozaukee County Code of Ordinances needs to be amended by the full County Board.

ANALYSIS: CTH H, through Little Kohler, is mostly residential with a few businesses. The road mostly has no paved shoulder and narrow gravel shoulders (0-12”), so any parking along the highway is onto mowed lawns or into the lane of traffic.

Initially, based upon resident complaints, the Town of Fredonia Board asked Ozaukee County to review restricting parking along CTH H, so the matter was referred to the Traffic Safety Commission (TSC). Based upon their discussion and input from Town of Fredonia Supervisor Jim Stemper, the TSC recommended adding a No Parking zone from Kohler Drive to CTH E.

However, after further discussion at the Town Board level, the Town of Fredonia Board adopted a motion recommending No Parking along both sides of CTH H from Kohler Drive to Valley Heights Drive. (See the attached map.)

FISCAL IMPACT: N/A

FUNDING SOURCE: N/A

RECOMMENDED MOTION: Discuss the No Parking request, and if appropriate, direct Staff to draft an Ordinance revision.

ATTACHMENTS:

- CTH H No Parking Map (PDF)



CTH H: No Parking Zone
Kohler Drive to CTH E



SCALE: 1 = 200'



Ozaukee County
121 W Main St P.O. Box 994
Port Washington WI 53074
262-284-9411

Print Date: 2/9/2017

DISCLAIMER: Ozaukee County does not guarantee the accuracy of the material contained here in and is not responsible for any misuse or misrepresentation of this information or its derivatives.

Attachment: CTH H No Parking Map (4044 : CTH H No Parking)

Public Works Committee

AGENDA INFORMATION SHEET

AGENDA DATE: February 16, 2017
DEPARTMENT: Highway
DIRECTOR: Jon Edgren
PREPARER: Jon Edgren

Agenda Summary Review/Approve STH 33 & CTH LL - Northwest Parcel Land Division Certified Survey Map

BACKGROUND INFORMATION: The Ozaukee County Highway Department took ownership of +/-12-acres of land on the northwest corner of STH 33 & CTH LL upon the removal of the On & Off Ramps at the intersection when the CTH LL bridge was reconstructed into a roundabout. Following development of a Plat of Survey and preparing the site for sale, Kathleen Cady Schilling, Ozaukee Economic Development's (OED) Executive Director, assisted on the development of an Offer to Purchase on the northern half of the site.

On September 7th, 2016, based upon the recommendation of the Public Works Committee, the Ozaukee County Board approved the sale of +/-6.1-Acres of the northern half of the parcel to Cardinal Capital Management.

As detailed in the Offer to Purchase, Cardinal Capital Management, at their cost, was required to develop a Certified Survey Map (CSM) to establish the northern portion of the property that they'd purchase.

ANALYSIS: Cardinal Capital Management has completed and submitted their proposed CSM for approval by the Public Works Committee. (Attached is their proposed CSM along with Ozaukee County's original Plat of Survey.)

The most significant revision is the increased northern parcel size to +/-6.5-Acres, and the increased overall parcel size to +/-13.1-Acres.

These increases were created by reducing the Right-of-Way (ROW) along west-side of CTH LL from about 80-feet to 50-feet.

Ozaukee County's standard highway ROW is 50-feet per side (100-feet total), but the ROW was originally left larger as part of the original Plat of Survey to ease maintenance by encompassing an existing hill. As that hill will be re-graded as part of the development, it isn't necessary to maintain that parcel line anymore.

FISCAL IMPACT: N/A

FUNDING SOURCE: N/A

RECOMMENDED MOTION: Approve the STH 33 & CTH LL CSM as presented, and

authorize the County Administrator to sign the CSM.

ATTACHMENTS:

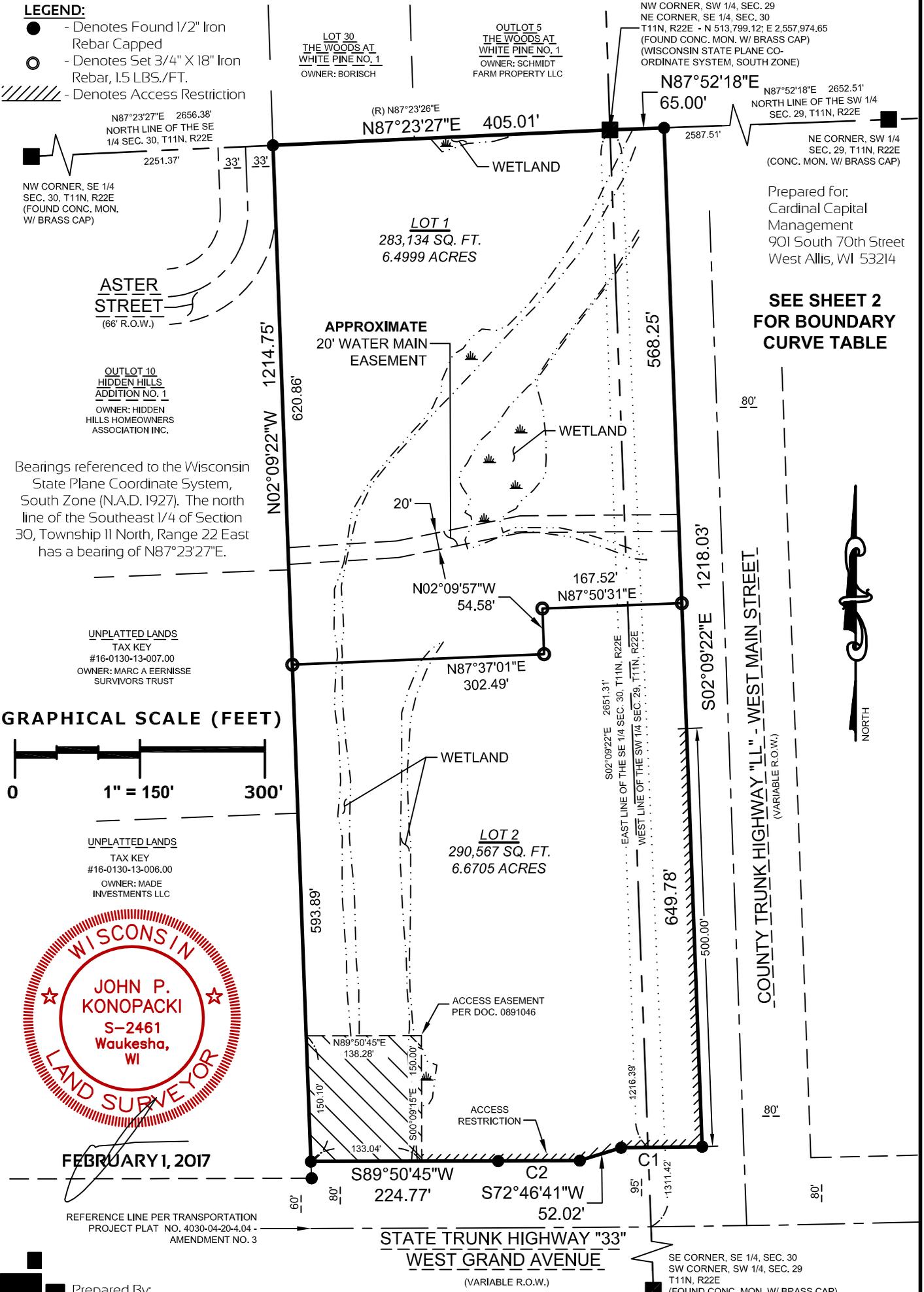
- STH 33 & CTH LL - NW Parcel - Pinnacle CSM - 1-31-17 (PDF)
- STH 33 & CTH LL - Plat of Survey - 5-22-15 - FINAL (PDF)

CERTIFIED SURVEY MAP NO. _____

Being a part of the Northwest 1/4 of the Southwest 1/4 of Section 29 and the Northeast 1/4 of the Southeast 1/4 of Section 30, Township 11 North, Range 22 East, City of Port Washington, Ozaukee County, Wisconsin

LEGEND:

- - Denotes Found 1/2" Iron Rebar Capped
- - Denotes Set 3/4" X 18" Iron Rebar, 1.5 LBS./FT.
- //// - Denotes Access Restriction

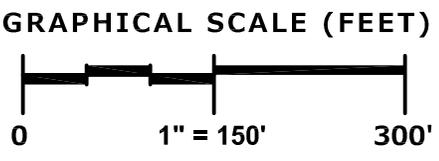


Prepared for:
Cardinal Capital
Management
901 South 70th Street
West Allis, WI 53214

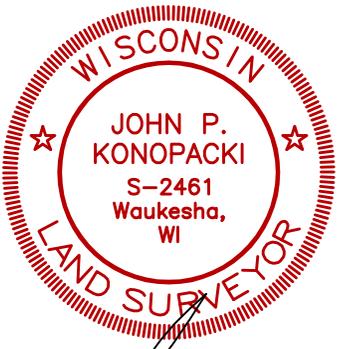
**SEE SHEET 2
FOR BOUNDARY
CURVE TABLE**

Bearings referenced to the Wisconsin State Plane Coordinate System, South Zone (N.A.D. 1927). The north line of the Southeast 1/4 of Section 30, Township 11 North, Range 22 East has a bearing of N87°23'27"E.

**UNPLATTED LANDS
TAX KEY**
#16-0130-13-007.00
OWNER: MARC A EERNISSE
SURVIVORS TRUST



**UNPLATTED LANDS
TAX KEY**
#16-0130-13-006.00
OWNER: MADE
INVESTMENTS LLC



FEBRUARY 1, 2017

REFERENCE LINE PER TRANSPORTATION
PROJECT PLAT NO. 4030-04-20-4.04 -
AMENDMENT NO. 3

**STATE TRUNK HIGHWAY "33"
WEST GRAND AVENUE**
(VARIABLE R.O.W.)

SE CORNER, SE 1/4, SEC. 30
SW CORNER, SW 1/4, SEC. 29
T11N, R22E
(FOUND CONC. MON. W/ BRASS CAP)

Prepared By:
PINNACLE ENGINEERING GROUP
15850 BLUEMOUND ROAD | SUITE 210
BROOKFIELD, WI 53005
OFFICE: (262) 754-8888

Subject Property Zoning:
PUL - PUBLIC AND UTILITY LANDS
Tax Key Number: 16-030-13-004.0

This instrument drafted by John P. Konopacki, PLS-License No. S-2461

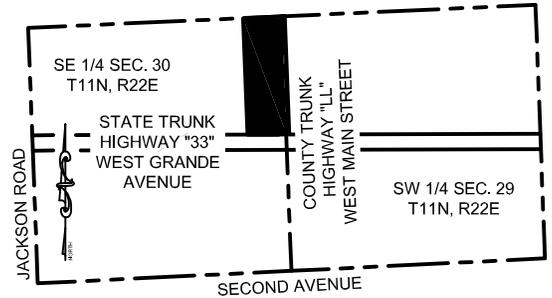
PEG JOB#802.00
SHEET 1 OF 4

CERTIFIED SURVEY MAP NO. _____

Being a part of the Northwest 1/4 of the Southwest 1/4 of Section 29 and the Northeast 1/4 of the Southeast 1/4 of Section 30, Township 11 North, Range 22 East, City of Port Washington, Ozaukee County, Wisconsin



**VICINITY SKETCH
SCALE 1"=2000'**



CURVE TABLE

CURVE NO.	LENGTH	RADIUS	DELTA	CHORD BEARING	CHORD LENGTH	TANGENT IN	TANGENT OUT
C1	97.30'	22823.31'	000°14'39"	S89°21'11"W	97.30'	S89°13'52"W	S89°28'31"W
C2	97.92'	22838.31'	000°14'44"	S89°43'23"W	97.92'	S89°36'01"W	S89°50'45"W

NOTES:

- All measurements have been made to the nearest one-hundredth of a foot.
- All angular measurements have been made to the nearest one second.
- Right of Way widths and locations are based on Transportation Project Plat No. 4030-04-20-4.04 - Amendment NO. 3 recorded on July 1, 2010 as Document No. 0925929.
- Flood Zone Classification: The property lies within Zone "X" of the Flood Insurance Rate Map Community Panel No. 55089C0119F with an effective date of DECEMBER 4, 2007. Zone "X" areas are determined to be outside the 0.2% annual chance floodplain.
- Wetlands delineated by Wetland & Waterway Consulting, LLC on October 11, 2016.
- Vertical Datum: National Geodetic Vertical Datum of 1929 (NGVD29). Contours are shown at a 1' interval based on actual ground survey of the current ground terrain. Reference Benchmark: Concrete monument with brass cap at the northeast corner of the Southeast 1/4 Section 30, Town 11 North, Range 22 East, Elevation = 770.05.
- State Trunk Highway "33" and County Trunk Highway "LL" Access Restriction per Ozaukee County Highway Department approval.

CERTIFIED SURVEY MAP NO. _____

Being a part of the Northwest 1/4 of the Southwest 1/4 of Section 29 and the Northeast 1/4 of the Southeast 1/4 of Section 30, Township 11 North, Range 22 East, City of Port Washington, Ozaukee County, Wisconsin

SURVEYOR'S CERTIFICATE

STATE OF WISCONSIN)
WAUKESHA COUNTY) SS

I, John P. Konopacki, Professional Land Surveyor, do hereby certify:

That I have surveyed, mapped and divided that part of the Northwest 1/4 of the Southwest 1/4 of Section 29 and the Northeast 1/4 of the Southeast 1/4 of Section 30, Township 11 North, Range 22 East, City of Port Washington, Ozaukee County, Wisconsin, which is bounded and described as follows:

Commencing at the northwest corner of said Southwest 1/4 of Section 29;
Thence North 87°52'18" East along the north line of said Southwest 1/4, 65.00 feet to the west right of way line of County Trunk Highway "LL" - West Main Street;
Thence South 02°09'22" East along said west right of way line which is parallel to the west line of said Southwest 1/4, 1218.03 feet to a point on a curve and the north right of way line of State Trunk Highway "33" - West Grand Avenue;
Thence westerly 97.30 feet along the arc of said curve to the right and said north right of way line, whose radius is 22,823.31 feet and whose chord bears South 89°21'11" West, 97.30 feet;
Thence South 72°46'41" West along said north right of way line, 52.02 feet to a point on a curve;
Thence westerly 97.92 feet along the arc of said curve to the right and said north right of way line, whose radius is 22,838.31 feet and whose chord bears South 89°43'23" West, 97.92 feet;
Thence South 89°50'45" West along said north right of way line, 224.77 feet;
Thence North 02°09'22" West and then along the east line of Hidden Hills Addition No. 1, (a recorded subdivision), 1214.75 feet to the north line of the aforesaid Southeast 1/4 of Section 30;
Thence North 87°23'27" East along said north line, 405.01 feet to the Point of Commencement.

Containing 573,701 square feet (13.1704 acres) of land, more or less.

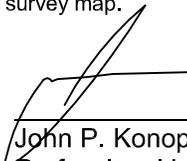
That I have made such survey, land division and map by the direction of Ozaukee County, owner of said land.

That such plat is a correct representation of all the exterior boundaries of the land surveyed and the land division thereof made.

That I have fully complied with the requirements of Chapter 236 of the Wisconsin State Statutes and the City of Port Washington Land Division Ordinance in surveying, mapping and dividing the land with in this certified survey map.

Date: FEBRUARY 1, 2017





John P. Konopacki
Professional Land Surveyor S-2461

WETLAND RESTRICTIONS:

1. Grading and filling are prohibited, unless specifically authorized by the municipality in which this land is located and, if applicable, the Wisconsin Department of Natural Resources and the Army Corps of Engineers.
2. The removal of topsoil or other earthen materials is prohibited.
3. The removal or destruction of any vegetative cover, ie., trees, shrubs, grasses, etc., is prohibited, with the exception that dead, diseased or dying vegetation may be removed. Silvicultural thinning, upon the recommendation of a forester or naturalist shall also be permitted.
4. Grazing by domesticated animals, ie., horses, cows, etc., is prohibited.
5. The introduction of plant material not indigenous to the existing environment of the Wetland area is prohibited.
6. Ponds may be permitted subject to the approval of the municipality in which they are located and, if applicable, the Wisconsin Department of Natural Resources and the Army Corps of Engineers.
7. The construction of buildings is prohibited.

Prepared By:

PINNACLE ENGINEERING GROUP

15850 BLUEMOUND ROAD | SUITE 210
BROOKFIELD, WI 53005
OFFICE: (262) 754-8888

This instrument drafted by John P. Konopacki, PLS-License No. S-2461

PEG JOB#802.00
SHEET 3 OF 4

Attachment: STH 33 & CTH LL - NW Parcel - Pinnacle CSM - 1-31-17 (4045 : STH 33 & CTH LL CSM)

CERTIFIED SURVEY MAP NO. _____

Being a part of the Northwest 1/4 of the Southwest 1/4 of Section 29 and the Northeast 1/4 of the Southeast 1/4 of Section 30, Township 11 North, Range 22 East, City of Port Washington, Ozaukee County, Wisconsin

OWNER'S CERTIFICATE

Ozaukee County, as owner, does hereby certify that it caused the land described on this map to be surveyed, divided and mapped as represented on this map in accordance with the requirements of the City of Port Washington.

Ozaukee County, as owner, does further certify that this certified survey map is required by Chapter 236 of the Wisconsin State Statutes to be submitted to the following for approval or objection:

- 1. City of Port Washington

IN WITNESS WHEREOF, the said Ozaukee County has caused these presents to be signed by (name) _____, (title) _____, at _____ County, Wisconsin, on this _____ day of _____, 2017.

In the presence of: Ozaukee County

Name - Title

STATE OF WISCONSIN)
_____ COUNTY) SS

Personally came before me this _____ day of _____, 2017, (name) _____, (title) _____, of the above named Ozaukee County, to me known to be the person who executed the foregoing instrument, and to me known to be such _____ (title) of said Ozaukee County, and acknowledged that they executed the foregoing instrument as such officer as the deed of Ozaukee County, by its authority.

Notary Public
Name: _____
State of Wisconsin
My Commission Expires: _____

PLAN COMMISSION APPROVAL

Approved by the Plan Commission of the City of Port Washington on this _____ day of _____, 2017.

Date Tom Mlada, Chairman

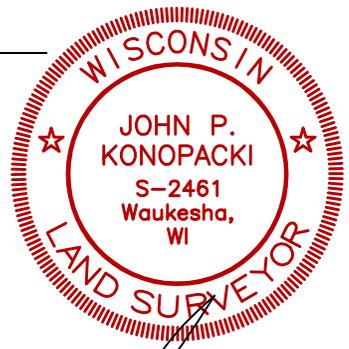
Date Secretary

COMMON COUNCIL APPROVAL

Approved by the Common Council of the City of Port Washington,, Wisconsin, on this _____ day of _____, 2017.

Date Tom Mlada, Mayor

Date City Clerk



FEBRUARY 1, 2017

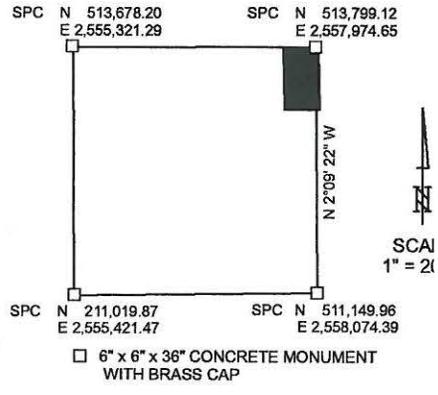
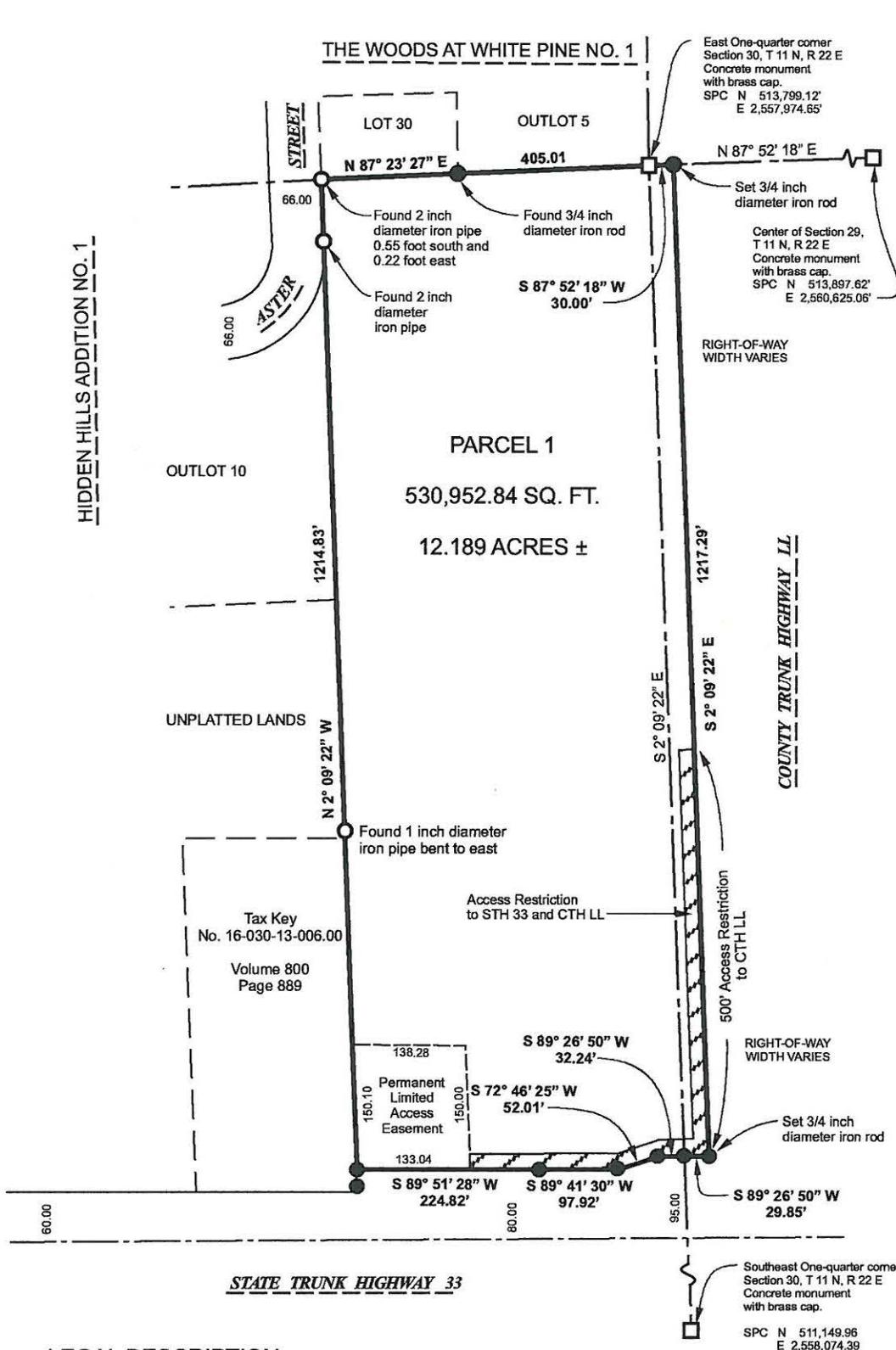
PEG JOB#802.00
SHEET 4 OF 4

This instrument drafted by John P. Konopacki, PLS-License No. S-2461

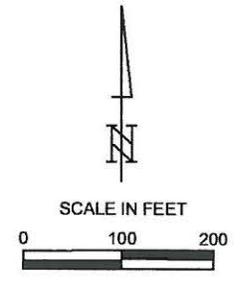
PLAT OF SURVEY

7.a.2.b

PART OF THE SOUTHEAST ONE-1/4 OF SECTION 30,
TOWNSHIP 11 NORTH, RANGE 22 EAST,
OZAUKEE COUNTY, WISCONSIN



LOCATION MAP
SE 1/4 SECTION 30, T. 11 N., R. 22 E.



LEGEND:

- 6" x 6" X 36" CONCRETE MONUMEN WITH BRASS CAP FOUND
- 2" DIAMETER X 36" LONG IRON PIPE FOUND (4.673 LBS/LIN FT)
- 3/4" DIAMETER BY 24-INCH LONG SOLID STEEL ROD SET

THE COORDINATES OF THE EAST ONE-QUARTER CORNER AND THE SOUTHEAST CORNER OF THE SOUTHEAST ONE-QUARTER OF SECTION 30, TOWNSHIP 11 NORTH, RANGE 22 EAST ARE ON THE WISCONSIN STATE PLANE COORDINATE GRID SYSTEM, SOUTH ZONE, NORTH AMERICAN DATUM OF 1927; ALL BEARINGS ARE REFERRED TO SAID COORDINATE GRID SYSTEM. THE EAST LINE OF THE SOUTHEAST ONE-QUARTER OF SECTION 30 HAS A BEARING OF N 2° 09' 22" W.

SURVEY BY: RRD
DRAWN BY: DPS/RWM
CHECKED BY: JTW

LEGAL DESCRIPTION:

Parts of the northeast one-quarter of the southeast one-quarter of Section 30 and northwest one-quarter of the southwest one-quarter of Section 29, Township 11 North, Range 22 East, bound and described as follows: Commencing at the East one-quarter corner of said Section 30 marked by a concrete monument with brass cap, said monument also being the point of beginning of the lands herein described; Thence N 87° 52' 18" E along North line of southwest one-quarter of said Section 29, 30.00 feet to an iron rod in the Western right-of-way line of County Trunk Highway LL; Thence South 2° 09' 22" E and parallel to the west line of the southwest one-quarter of said Section 29 and along said Westerly right-of-way of CTH LL, 1,217.29 feet to an iron rod in the Northern right-of-way line of State Trunk Highway 33; Thence South 89° 26' 50" West along said Northerly right-of-way line of STH 33, 29.85 feet to a point which is on the east line of the southeast one-quarter of said Section 30 and marked by an iron rod; Thence continue on same bearing South 89° 26' 50" West along said Northerly right-of-way line of STH 33, 32.24 feet to an iron rod; Thence South 72° 46' 25" West along said Northerly right-of-way line of STH 33, 52.01 feet to an iron rod; Thence South 89° 41' 30" West along said Northerly right-of-way line of STH 33, 97.92 feet to an iron rod; Thence South 89° 51' 28" West along said Northerly right-of-way line of STH 33, 224.82 feet to an iron rod; Thence North 2° 09' 22" West and parallel with East line of the southeast one-quarter of said Section 30, 1,214.83 to a point which is on the North line of the southwest one-quarter of said Section 30 and marked by an iron rod; Thence North 87° 23' 27" East 405.01 feet to the place of beginning of the lands herein described.

Containing 12.189 Acres, more or less

I hereby certify that I have surveyed the above described property and that the plat shown hereon is an accurate representation therefore and correctly shows the exterior boundary lines of the property.

Date: 7 May 2015



Robert R. Drebrow
Robert Drebrow, S-1422
Ozaukee County Surveyor

Attachment: STH 33 & CTH LL - Plat of Survey - 5-22-15 - FINAL (4045 : STH 33 & CTH LL CSM)

Public Works Committee

AGENDA INFORMATION SHEET

AGENDA DATE: February 16, 2017
DEPARTMENT: Highway
DIRECTOR: Jon Edgren
PREPARER: Jon Edgren

Agenda Summary Review/Approve Revised Contract Naming Southeastern Wisconsin Regional Planning Commission as Ozaukee County's Surveyor

BACKGROUND INFORMATION: The State of Wisconsin dictates a number of required activities be performed by a Professional Land Surveyor (PLS), acting as a County Surveyor in State Statute 59.45.

With the retirement of Commissioner Dreblow in 2016, we have held the County Surveyor position vacant and continued to utilize the Southeastern Wisconsin Regional Planning Commission (SEWRPC) as our Deputy County Surveyor.

However, with the recent replacement hire of a Highway Project Technician, we will no longer have a PLS in the office. Therefore, we need to name Rob Merry, SEWRPC's Chief Surveyor, as Ozaukee County's Surveyor.

In January, the Public Works Committee approved SEWRPC's 2017 County Surveyor Services Contract, which designated SEWRPC as the Deputy County Surveyor.

ANALYSIS: During research into the process to designate the Ozaukee County Surveyor, Clerk Winkelhorst found previous action by the Ozaukee County Board from April 23rd, 1970, to abolish the Elected Office of County Surveyor, and allow the County to employ any PLS for the purpose of acting as Ozaukee County Surveyor.

Therefore, following conversation with Corp Counsel Gorden, we believed that the simplest way to recognize Rob Merry as Ozaukee County's Surveyor, was to redo SEWRPC's annual contract. That contract is under revision, and we will present the updated contract at the meeting.

FISCAL IMPACT: N/A

FUNDING SOURCE: N/A

RECOMMENDED MOTION: The Public Works Committee should review the contract, discuss the County Surveyor position, and base a motion on the consensus of the Committee.

PUBLIC WORKS COMMITTEE

Public Works Committee

AGENDA INFORMATION SHEET

AGENDA DATE: February 16, 2017
DEPARTMENT: Highway
DIRECTOR: Jon Edgren
PREPARER: Jon Edgren

Agenda Summary Review/Approve Traffic & Parking Control Company's Traffic Signal Maintenance Contract

BACKGROUND INFORMATION: Traffic & Parking Control Company (TAPCO) has provided Ozaukee County annual Traffic Signal preventative maintenance service for many years. Currently, the county has 11 traffic signal locations, all located along CTH W (Port Washington Road).

TAPCO provides the Preventative Maintenance services, documents the proper operation of the signals, and provides that documentation if requested for traffic incidents at the signalized intersections.

Additionally, TAPCO offers a Video Detection Maintenance Option, to clean Traffic Signal Cameras, which are installed at most County Signalized intersections.

ANALYSIS: The proposed Preventative Maintenance agreement is \$1,925, up from \$1,750 in 2016, due to the addition of the CTH V & CTH W intersection. Additionally, the proposed Video Detection Maintenance option is \$40 per camera, which is the same as 2016. We estimate that we have 34 Video Detection cameras, so the additional cost would be \$1,360. The total cost would be \$3,285. (Both contracts are attached.)

FISCAL IMPACT:

Balance Current Year: \$3,285

Next Year's Estimated Cost: N/A

FUNDING SOURCE:

County Levy: X

Non-County Levy: N/A

Indicate source: N/A

RECOMMENDED MOTION: Approve the Traffic Signal Preventative Maintenance agreement with the Video Detection Maintenance option as submitted.

ATTACHMENTS:

- TAPCO - 2017 Traffic Signal Maint Contract (PDF)



tapconet.com • Phone 1-800-236-0112 • Fax 1-800-444-0331
 5100 West Brown Deer Road • Brown Deer, Wisconsin 53223

TRAFFIC SIGNAL PREVENTIVE MAINTENANCE CONTRACT

The "PRO-TECH" Contract

This contract is between Ozaukee County, the customer and Traffic and Parking Control Company, Inc. 5100 W Brown Deer Rd., Brown Deer, Wisconsin (TAPCO), the contractor.

This contract covers the period of time from midnight, May 1st 2017 to midnight, April 30th, 2018.

The intersections covered by this contract are listed in Exhibit A, accompanying this contract.

The contractor (TAPCO) agrees to provide full preventive maintenance under the following terms and conditions;

TAPCO shall inspect the covered signalized intersection(s) and their control equipment to verify proper operation. This inspection shall take place once a year.

TAPCO shall check the following items at the covered signalized intersection(s). These checks have been developed by employing current engineering practices. These professional standards will be applied to not only the signal maintenance but signal timing and traffic operations as well.

- 1.) Verify proper operation of the Controller Unit. This shall consist of verifying that the controller is correctly programmed per the controller database records and that the controller is correctly executing its program.
- 2.) TAPCO will maintain the intersection documentation consisting of signal plan charts, cabinet blueprints and timing plan charts.
- 3.) Verify proper operation of the NEMA Conflict Monitor Unit. This shall consist of testing the NEMA Conflict Monitor on an automatic NEMA monitor test set. The test set shall be capable of testing all aspects of monitor operation for conformance with NEMA specifications.
- 4.) Check AC power feed at the control cabinet. Record measured voltage from Hot to Neutral, from Hot to Ground, and from Neutral to Ground. Record measured current flowing in the Hot, Neutral, and Ground conductors.



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- 5.) Check and record current drawn, at the control cabinet, from each loadswitch circuit by the field lamp loads.
- 6.) Check and record inductance, series resistance and leakage resistance for each loop detector circuit at the control cabinet. Verify the proper operation associated with each detector amplifier.
- 7.) Check all terminal screws in the control cabinet for tightness.
- 8.) Verify operation of control cabinet heater and fan. Verify correct settings of their respective thermostats.
- 9.) Verify correct flash operation at the control cabinet. Also verify operation of any control switches in the control cabinet.
- 10.) Verify operation of all pedestrian pushbuttons and check for the presence and orientation of the pushbutton signs.
- 11.) Check all signal head indications for proper aiming and proper operation.
- 12.) TAPCO shall visually inspect the control cabinet, meter pedestal, pull boxes, signal poles, signal bases, and signal heads for any signs of damage or vandalism.
- 13.) TAPCO will check operation of the lighting control circuit if housed within the traffic signal cabinet and check luminaires for proper operation.
- 14.) TAPCO shall replace the control cabinet air filter element, vacuum inside the cabinet, and lubricate the cabinet door hinges and locks once per year.
- 15.) TAPCO will verify proper operation of optical preemption, and if installed, confirmation lights.
- 16.) TAPCO shall check for proper grounding of unused conductors within the traffic control cabinet.
- 17.) TAPCO will verify proper operation of vehicle detection systems to include video detection, microwave detection, and wireless sensors.



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18.) TAPCO will provide, where necessary, firmware upgrades to video, microwave, and wireless vehicle detection systems.

19.) TAPCO shall supply the customer completed documentation of all preventive maintenance performed.

If loaner equipment is required to restore the intersection to proper operation until equipment is discovered to be malfunctioning, can be repaired and returned to service, that loaner equipment shall be charged for. The rental rate for loaner equipment shall not exceed 10% of list price per month pro-rated weekly. Loaner equipment is subject to availability.

The contractor (TAPCO) agrees to provide preventive maintenance under the terms of this contract during normal business hours. Normal business hours are defined as 8:00 a.m. to 5:00 p.m., Monday through Friday, excluding Saturdays, Sundays and Holidays.

The contractor (TAPCO) further agrees to provide response maintenance and/or design modification maintenance, as authorized by the customer.

Response maintenance, under the terms of this contract, will be limited to "at random failures", accidents or "knockdowns" or vandalism, or acts of God such as lightning damage, flood, etc.

Design modification maintenance, under the terms of this contract, will include, but not be limited to changes in signal sequence or timings that are required or desired.

TAPCO shall provide response maintenance and/or design modification maintenance under the terms of this contract during normal business hours. The regular hourly rate for these services shall be \$105.00 per hour, portal-to-portal.

Current engineering practices and professional standards shall be applied to not only the response maintenance, but to the design modification maintenance as well.

Should design modification maintenance be desired or emergency response maintenance be required outside of normal business hours, such service will be billed at time and a half the regular hourly rate or \$157.50 per hour. An hourly rate of \$210.00 per hour will be charged on Sundays and Holidays.

No additional charges will be made for the use of regular service vehicles or service equipment.



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TAPCO shall supply the customer completed documentation of all response maintenance and/or design modification maintenance performed. Copies of this documentation shall be kept in a unique intersection file at TAPCO.

If loaner equipment is required to restore the intersection to proper operation until equipment is discovered to be malfunctioning, can be repaired and returned to service, that loaner equipment shall be charged for. The rental rate for loaner equipment shall not exceed 10% of list price per month pro-rated weekly. Loaner equipment is subject to availability.

TAPCO shall invoice the customer the amount of \$1925.00 for preventive maintenance, once per year, after work is completed. TAPCO shall also invoice the customer for response maintenance and/or design modification maintenance after the work is complete. The customer agrees to pay invoice within 30 days of receipt.

Limitation of Liability-TAPCO shall have no liability with respect to its obligations under this agreement or otherwise for consequential, compensatory, exemplary, special, indirect, incidental or punitive damages even if it has been advised of the possibility of such damages. In any event, the liability of TAPCO to customer for any reason and upon any cause of action or claim in contract, tort or otherwise with respect to the services shall be limited to the amount paid to TAPCO by customer hereunder for such services. This limitation applies to all causes of action or claims in the aggregate, including without limitation, breach of contract, breach of warranty, negligence. Strict liability, misrepresentation, claims for failure to exercise due care in the performance of services hereunder and any other torts. Further, no cause of action which accrued more than one year prior to the filing of a suit alleging such cause of action may be asserted against TAPCO. Both parties understand and agree that the limitations and exclusions set forth herein represent the parties agreement as to the allocation of risk between the parties in connection with TAPCO's obligations under this agreement. The fees payable to TAPCO hereunder reflect, and are set in reliance upon, the allocation of risk set forth herein and the exclusion of the damages described herein and limitations of liability set forth in this agreement.



TRAFFIC & PARKING CONTROL CO., INC.

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Accepted by:

Name and Title:

(TAPCO) Traffic and Parking Control Company, Inc.

By: 

Name and Title: Tim Felhofer - Service Technician

Attachment: TAPCO - 2017 Traffic Signal Maint Contract (4047 : TAPCO Contract)



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Exhibit A

List of covered Signalized Intersections

- 1.) Port Washington & Highland Rd.
- 2.) Cth C & Cth W
- 3.) Port Washington & Donges Bay
- 4.) Port Washington & Venture
- 5.) Port Washington & Towne Square
- 6.) Port Washington & Home Depot
- 7.) Port Washington & Costco
- 8.) Port Washington Rd. & Eastbrook
- 9.) Port Washington Rd. & Glen Oaks
- 10.) Port Washington Rd. & Hunters Ln/Meijers
- 11.) Cth V & Cth W



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2017- 2018 Video Detection Maintenance Option

Under this contract option for each intersection listed in Exhibit A utilizing a video detection system TAPCO will provide the following services for each video detection camera.

- 1.) Inspect camera and mounting assemblies for signs of wear or damage.
- 2.) Clean and inspect the camera lens.
- 3.) Inspect coax and power cable connections for any signs of deterioration.
- 4.) Check mounting assemblies and hardware for tightness.
- 5.) If necessary, re-aim camera to provide proper field-of-view
- 6.) Check position and, if necessary, adjust camera sun shield

This service will be provided at each video detection intersection once per year around the same time as the traffic signal preventive maintenance.

This service is offered to you at the rate of \$40.00/camera

If these services are needed more than once per year on a specific camera, at the customer's request, TAPCO agrees to provide these services at the response maintenance hourly rate specified in the Traffic Signal Preventive Maintenance Contract.

Accepted by:

Name and Title:

(TAPCO) Traffic and Parking Control Company, Inc.

By: 

Name and Title: Tim Felhofer – Signal Technician

Public Works Committee**AGENDA INFORMATION SHEET**

AGENDA DATE: February 16, 2017
DEPARTMENT: Highway
DIRECTOR: Jon Edgren
PREPARER: Jon Edgren

Agenda Summary Review/Approve 2016 Carryover Request

BACKGROUND INFORMATION: The Ozaukee County Highway Department finished 2016 with \$145,000 in unspent construction funds that we are requesting to be carried over.

ANALYSIS: In August, the Public Works Committee approved utilizing excess funds from the CTH T (Lakefield Road) & Green Bay Road Intersection project towards the CTH LL Concrete Reconstruction project. This carryover is required to perform the CTH LL Concrete Reconstruction project in 2017.

See the attached Budget Amendment Request Committee Approval Form for Account numbers.

FISCAL IMPACT: N/A

FUNDING SOURCE: N/A

RECOMMENDED MOTION: Approve the 2016 Highway Department carryover as presented.

ATTACHMENTS:

- Hwy Dept - Construction - 2016 Carryover Budget Amend (PDF)



Budget Amendment Request Committee Approval Form

TO: Finance Committee
FROM: Highway Department Name

Date of Request: 2/7/2017

Period Transfer Recorded: _____

Resolution No: _____

Type of Budget Amendment (check one)

Fund Transfer:

Increase of Revenue:

Year-end Carryover: **X**

Debit / Expense			Credit / Revenue		
Acct #	205-1-01-55330-000	\$ 145,000	Acct #	205-1-01-74500-000	\$ 145,000
	/	-		/	-
	<i>Pre-request Account's Budget</i>	<i>Changed To</i>		<i>Pre-request Account's Budget</i>	<i>Changed To</i>
Cost Ctr & A/C Desc	CTH Construction		Cost Ctr & A/C Desc	Carry Over Applied	

Acct #		\$	Acct #		\$
	-	/		-	/
	<i>Pre-request Account's Budget</i>	<i>Changed To</i>		<i>Pre-request Account's Budget</i>	<i>Changed To</i>
Cost Ctr & A/C Desc			Cost Ctr & A/C Desc		

Acct #		\$	Acct #		\$
	-	/		-	/
	<i>Pre-request Account's Budget</i>	<i>Changed To</i>		<i>Pre-request Account's Budget</i>	<i>Changed To</i>
Cost Ctr & A/C Desc			Cost Ctr & A/C Desc		

Acct #		\$	Acct #		\$
	-	/		-	/
	<i>Pre-request Account's Budget</i>	<i>Changed To</i>		<i>Pre-request Account's Budget</i>	<i>Changed To</i>
Cost Ctr & A/C Desc			Cost Ctr & A/C Desc		

Acct #		\$	Acct #		\$
	-	/		-	/
	<i>Pre-request Account's Budget</i>	<i>Changed To</i>		<i>Pre-request Account's Budget</i>	<i>Changed To</i>
Cost Ctr & A/C Desc			Cost Ctr & A/C Desc		

Total Debits:		145,000	Total Credits:		145,000

Reason for Request (Be Specific). Also fill out Support Document for County Board.
 Funds are being reallocated from the savings on the CTH T & Green Bay Rd project to a concrete reconstruction project on CTH LL (west of STH 32). Fifty percent of the project will be paid with State County Highway Improvement Program (CHIP) funds.

 Department Head Signature **Kathlyn Geracie**
 TYPE IN Oversight Committee Chairperson's Name

Signatures of Oversight Committee Members **Signatures of Finance Committee Members**

 Date of Meeting Date of Meeting

Date Amended: _____ Budget Amended By: _____

Attachment: Hwy Dept - Construction - 2016 Carryover Budget Amend (4048 : Highway Carryover)

Public Works Committee**AGENDA INFORMATION SHEET**

AGENDA DATE: February 16, 2017
DEPARTMENT: Highway
DIRECTOR: Jon Edgren
PREPARER: Julie Winkelhorst

Agenda Summary Highway Financial Reports

ATTACHMENTS:

- Highway Financials January 2017 (PDF)
- Highway Department Payables - December 2016 (PDF)

Ozaukee County Committee Report
Internal Service Fund Highway Department
 For the One Month Ending Tuesday, January 31, 2017
 Profit and Loss Statement ACTUAL TO AMENDED BUDGET

	Current Month Actual	2017 YTD Actual	2017 Amended Budget	Budget Balance	% Budget YTD
Revenues					
Taxes	\$131,498	\$131,498	\$131,498	-	100.00%
Intergovernmental Revenues	-	-	\$495,295	\$495,295	0.00%
Public Charges for Services	-	-	\$1,500	\$1,500	0.00%
Intergovernmental Charges	-	-	\$5,835,241	\$5,835,241	0.00%
Interdepartmental Charges	-	-	\$3,306,229	\$3,306,229	0.00%
Licenses & Permits	\$420	\$420	\$198,917	\$198,497	0.21%
Other Revenue	\$3,167	\$3,167	\$35,840	\$32,673	8.84%
Total Revenues	\$135,085	\$135,085	\$10,004,520	\$9,869,435	1.35%
Expenditures					
Salaries	\$229,407	\$229,407	\$2,682,212	\$2,452,805	8.55%
Fringe Benefits	\$71,673	\$71,673	\$1,049,326	\$977,653	6.83%
Travel/Training	\$230	\$230	\$15,000	\$14,770	1.53%
Supplies	\$246,711	\$246,711	\$6,346,484	\$6,099,773	3.89%
Purchased Services	\$18,313	\$18,313	\$3,840,235	\$3,821,922	0.48%
Interdepartment Charges	(\$841)	(\$841)	(\$6,442,873)	(\$6,442,032)	0.01%
Depreciation	-	-	\$966,500	\$966,500	0.00%
Grants	-	-	\$132,000	\$132,000	0.00%
Other Expenses	\$154	\$154	\$212,336	\$212,182	0.07%
Total Operating Expenditures	\$565,647	\$565,647	\$8,801,220	\$8,235,573	6.43%
Capital Outlay					
Equipment & Furniture	-	-	\$1,113,300	\$1,113,300	0.00%
Buildings & Land	-	-	\$90,000	\$90,000	0.00%
Total Capital Outlay	-	-	\$1,203,300	\$1,203,300	0.00%
Total Expenditures	\$565,647	\$565,647	\$10,004,520	\$9,438,873	5.65%
Net Increase (Decrease)	(\$430,562)	(\$430,562)	-	\$430,562	0.00%

Equity:

Attachment: Highway Financials January 2017 (4035 : Hwy Financials)

Ozaukee County Committee Report
Special Revenue Fund County Roads and Bridges
 For the One Month Ending Tuesday, January 31, 2017
 Profit and Loss Statement ACTUAL TO AMENDED BUDGET

	Current Month Actual	2017 YTD Actual	2017 Amended Budget	Budget Balance	% Budget YTD
Revenues					
Taxes	\$3,395,491	\$3,395,491	\$3,395,491	-	100.00%
Intergovernmental Revenues	\$323,088	\$323,088	\$1,275,570	\$952,482	25.33%
Total Revenues	\$3,718,579	\$3,718,579	\$4,671,061	\$952,482	79.61%
Expenditures					
Interdepartment Charges	-	-	\$5,021,061	\$5,021,061	0.00%
Total Operating Expenditures	-	-	\$5,021,061	\$5,021,061	0.00%
Capital Outlay					
Total Expenditures	-	-	\$5,021,061	\$5,021,061	0.00%
Other Finance (Sources)	-	-	(\$350,000)	(\$350,000)	0.00%
Net Other Financing Sources/Uses	-	-	(\$350,000)	(\$350,000)	0.00%
Net Increase (Decrease)	\$3,718,579	\$3,718,579	-	(\$3,718,579)	0.00%

Equity:

Attachment: Highway Financials January 2017 (4035 : Hwy Financials)

December 2016 - Highway Department Payables

Vend/Cust/Emp Name	Amount
1ST AYD CORPORATION Total	\$1,026.13
ADVANCED DISPOSAL SERVICES INC. Total	\$268.80
AIRGAS NORTH CENTRAL Total	\$338.55
ALBUS CONVEYER, INC Total	\$2,646.00
ALL LIFT SYSTEMS INC Total	\$2,174.16
ARNOLD'S ENVIRONMENTAL SERVICES INC Total	\$12.57
AT&T (PO BOX 5080) Total	\$69.68
ATLAS BUS SALES Total	\$53.80
AUTO BRAKE CLUTCH & GEAR CO, INC Total	\$3,340.81
BADGER TRUCK CENTER OF MILWAUKEE INC Total	\$2,260.75
BANK ONE (CARD MEMBER/)/CHASE Total	\$3,849.25
BLACK GOLD ENVIRONMENTAL SERVICES Total	\$461.31
BLIFFERT LUMBER CO Total	\$13,104.00
BOBCAT PLUS INC Total	\$619.35
BOEHLKE BOTTLED GAS CORP Total	\$671.07
BROOKS TRACTOR INC Total	\$796.28
BRUCE MUNICIPAL EQUIPMENT INC Total	\$77,500.00
CARDMEMBER SERVICE Total	\$68.69
CARQUEST AUTO PARTS Total	\$2,689.58
CASPER'S TRUCK EQUIPMENT INC Total	\$195.74
CONSTRUCTION MIDWEST INC Total	\$2,050.15
CONTREE SPRAYER & EQUIPMENT CO Total	\$278.77
COREY OIL LTD Total	\$123.92
DELL INC Total	\$1,688.30
DREWS TRUE VALUE Total	\$36.42
Dylan J Heimerl Total	\$41.98
EGELHOFF LAWN MOWER SERVICE INC Total	\$1,072.03
ELECTRICAL REBUILDERS INC Total	\$1,191.85
ELLSWORTH JOHN M CO INC Total	\$379.70
FABCO EQUIPMENT INC Total	\$392.83
FACTORY MOTOR PARTS CO. Total	\$889.00
FASTENAL CO Total	\$1,299.64
FASTENATION Total	\$143.04
FORCE AMERICA INC Total	\$4,010.57
FRONTIER Total	\$109.85
Garrett J Schwabenlender Total	\$16.51
GOODYEAR COMMERCIAL TIRE-BUTLER Total	\$1,092.63
GRAINGER INC Total	\$481.03
GREEN BAY HIGHWAY PRODUCTS LLC Total	\$1,610.15
GREISCH PLUMBING & HEATING INC Total	\$2,008.85
HARBOR CITY PLUMBING Total	\$3,318.50
HEIDER & BOTT COMPANY INC Total	\$19.50
HEIN ELECTRIC SUPPLY COMPANY Total	\$241.12
HFI FLUID POWER PRODUCTS Total	\$40.17
HOME DEPOT CREDIT SERV'S (HWY) Total	\$2,274.03
HONOLD & LAPAGE INC Total	\$1,012.87

Attachment: Highway Department Payables - December 2016 (4035 : Hwy Financials)

December 2016 - Highway Department Payables

Vend/Cust/Emp Name	Amount
WATSON VENDING-SHEBOYGAN Total	\$94.10
WAUSAU EQUIPMENT COMPANY INC Total	\$835.23
WE ENERGIES Total	\$9,734.88
WEST ALLIS BLUEPRINT & SUPPLY Total	\$77.19
WESTER ELECTRIC INC Total	\$1,189.15
ZARNOTH BRUSH WORKS INC Total	\$106.00
ZEP SALES AND SERVICE Total	\$106.62
Grand Total	\$257,201.05