1. CALL TO ORDER
   Roll Call

2. PROPER NOTICE

3. PUBLIC COMMENTS/CORRESPONDENCE/COMMUNICATIONS

4. APPROVAL OF MINUTES
   a. September 19, 2019

5. DISCUSSION ITEMS:
   a. Strategic Plan - Committee Feedback

6. FACILITIES MANAGEMENT
   a. Action Items:
      1. Milwaukee Curling Club Request for Additional TV at Columbia St. Mary's Center at Fairgrounds
   b. Management/Financial/Informational Reports
      1. Facilities Financials

7. TRANSIT SERVICES
   a. Action Items:
      1. Changes in Reduction of Service to Park and Ride Lots and Reverse Commute Options for Commuter Bus Route 143
      2. Interfaith Caregivers of Ozaukee County Request Use of Highway Department Parking Space and Installation of Lockbox on Transit Building
      3. Relocation of Shared Ride Taxi Transfer Point to Newburg Village Hall Parking Lot
   b. Discussion Items:
      1. Draft Timeline to Create a Joint Transit Commission Between Washington and Ozaukee County
   c. Management/Financial/Informational Reports
      1. Transit Ridership
      2. Transit Financial Report

8. HIGHWAYS
   a. Action Items:
      1. Amending Section 6.04 (7)(m-n) of the Ozaukee County Code of Ordinances pertaining to Highway Access Control Code - Design Standards for Residential Parcel Accesses
2. Authorize an Intersection Control Study by TADI at CTH NN & CTH Y

b. Discussion Item:
   1. Update on Ozaukee Interurban Trail Crossing at CTH C

c. Management/Financial/Informational Reports
   1. Status Update on Public Works Department Items
   2. Highway Financials

9. NEXT MEETING DATE
   Thursday, November 21, 2019

10. 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.
Public Works Committee

AGENDA INFORMATION SHEET

AGENDA DATE: October 17, 2019
DEPARTMENT: County Clerk
DIRECTOR: Julie Winkelhorst
PREPARER: Julie Winkelhorst

Agenda Summary  September 19, 2019

<http://www.co.ozaukee.wi.us/AgendaCenter/ViewFile/Minutes/_09192019-2626>
Public Works Committee

AGENDA INFORMATION SHEET

AGENDA DATE: October 17, 2019
DEPARTMENT: Administrator
DIRECTOR: Jason Dzwinel
PREPARER: Jason Wittek

Agenda Summary Strategic Plan - Committee Feedback

Ozaukee County's DRAFT 5-Year Strategic Plan was presented to the County Board on September 18th, as a "first reading" and to engage initial feedback, and provide the County Board time to digest. This DRAFT Strategic Plan is now being reviewed by each County Oversight Committee to allow for more discussion and opportunity for Committee feedback or revision. Adoption of Strategic Plan tentatively scheduled for November or December.

As a guide to help facilitate discussion, the following questions are being asked of the Committee:

Strategy:

1) Have we captured the intent of the Strategic Planning retreat in the “Strategic Goals” and “Objectives”? Are any items missing?

2) What performance measures would signify success in accomplishing our goals?

3) What do you hope would be noticeably improved over the next committee term?

Work Plan:

4) If we take action on the “tactics” outlined by Department Heads and staff, do we accomplish those “Strategic Goals” and “Objectives”?

5) Are there additional knowledge, skills, or resources, the County requires to achieve our strategic objectives? Are we willing to make that investment or redirect current funds?

Comments and feedback do not have to be limited to these questions.

The Strategic Plan Includes Six Strategic Goals. It is being suggested that the Oversight Committees primarily focus on areas under their oversight, but comments are not required to be limited to any strategic goal area.

I. Enhance Safety for At-Risk Populations - Health & Human Services Committee, Public Safety Committee

II. Provide a Safe & Efficient Transportation System for Ozaukee County Residents - Public Works Committee

III. Enhance Our Quality of Life Assets - Natural Resources Committee
IV. Promote the County & Engage Citizens - Executive Committee

V. Develop Our Culture & Employees - Finance Committee, Executive Committee

VI. Streamline County Processes & Build a Performance Excellence Culture - Finance Committee, Executive Committee

Initial comments from the September 18th County Board "first reading" include:

- Lack of Justice Center Planning - Information Sharing - Drug Courts
- How are Veteran's being addressed?
- Need for analysis of public transportation services - bus
- Are youth and non-profits being addressed in "at risk population"?
- How do we affect the condition of State Hwys - "squeaky wheel"
- Secure facilities for Youth (state mandate)?
- How do we affect study of Milwaukee River crossing?
- Are native species being addressed in managing invasive species?

**ATTACHMENTS:**
- 1 2019-09-18 High-level Strategic Plan (PDF)
2020-2024 Strategic Plan

Mission
Ozaukee County government, as an administrative arm of the State of Wisconsin, will sustain and enhance the quality of life for all citizens by being proactive, innovative, and responsive in providing quality services in a fiscally responsible manner.

Vision
Ozaukee County...Forward Focused

Guiding Principles
1. Access and Service
2. Employee Development and Support
3. Environment of Trust Information, Outreach and Marketing
4. Proactive Approach
5. Relationship Building.
6. Safety External and Internal

I. ENHANCE SAFETY FOR AT-RISK POPULATIONS
Lead: Liza Drake (Director of Human Services)
Future State: We are recognized as a community that provides exceptional public services to its residents. We provide effective services that help at-risk populations achieve self-sufficiency.

- Evaluate and Prepare for Growth in Aging Population
- Increase Behavioral Health (Substance Abuse, AODA, & Mental Health) Treatment and Support
- Evaluate the Need for Specialized Courts
- Strengthen Reintroduction Services for People Leaving Jail
- Create Healthy and Safe Environments for Families

II. PROVIDE A SAFE AND EFFICIENT TRANSPORTATION SYSTEM FOR ALL OZAUKEE COUNTY RESIDENTS
Lead: Jon Eggem, Public Works Director, and Jay Nelson, Transit Superintendent
Future State: Transportation infrastructure is in place and safe to meet current and future resident and business needs.

- Assess Existing Operations (Annual Report 2020Q2)
- Focus on Transportation Planning
- Implement Innovative Transportation Solutions
- Expand Regional Transportation Services

III. ENHANCE OUR QUALITY OF LIFE ASSETS
Lead: Andrew Struck and Andy Holschbach
Future State: County residents are proud of the natural, cultural and recreational assets of the County. We focus on environmental stewardship in everything we do.

- Continue to Preserve Important Environmentally Sensitive Lands and Natural Areas
- Improve Our Water Quality
- Develop Recreational and Cultural Destinations for Tourism, Residents and Businesses

IV. PROMOTE THE COUNTY AND ENGAGE CITIZENS
Lead: Jason Wittek / Jason Dzwinel
Future State: An engaged and informed citizenry, which builds trust and confidence in Ozaukee County government.

- Enhance Our Communication, Website and Marketing
- Highlight Ozaukee County Governments’ Role in Making Us a Premier Destination

V. DEVELOP OUR CULTURE AND EMPLOYEES
Lead: Chris McDonell / Jason Dzwinel
Future State: 80% employee engagement that drives lower turnover and absenteeism, better workplace safety, and improved customer satisfaction.

- Maintain Competitive Wages and Benefits
- Study and Improve Organizational Culture
- Develop Proactive Leadership
- Improve Internal Communications
- Recruit and Retain Qualified County Employees
- Improve Employee Recognition

VI. STREAMLINE COUNTY PROCESSES AND BUILD A PERFORMANCE EXCELLENCE CULTURE
Lead: Chad Balke / Jason Wittek
Future State: Ozaukee County has a performance excellence culture built on communication, information, and innovation year-round and the ability to navigate through budgetary constraints with responsible planning and informed decision making using meaningful policy and budgetary data analysis.

- Strengthen Our Long-Term Financial and Budget Processes
- Develop and Implement Performance Management
- Simplify and Improve Internal and External Communication and Information Provided
2020-2024 Strategic Plan

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I. ENHANCE SAFETY FOR AT-RISK POPULATIONS

Lead: Lisa Drake  
(Director of Human Services)

Future State: We are recognized as a community that provides exceptional public services to its residents. We provide effective services that help at-risk populations achieve self-sufficiency.

Strategic Goal

A. Evaluate and Prepare for Growth in Aging Population

1. Evaluate / study the feasibility of Community-Based Residential Facility (CBRF) Project for Lasata (2020Q1)
2. Complete a needs assessment of the Aging Population within Ozaukee County (2020Q4)
   a. Based on needs assessment implement at least two recommendations within Ozaukee County (2021Q4)

B. Increase Behavioral Health (Substance Abuse, AODA, & Mental Health) Treatment and Support

1. Increase the treatment options for those with mental health and addiction issues within Ozaukee County
   a. Implement gaps in treatment options (2021Q3)
2. Implement an Active Case Review Committee to learn specifically within Ozaukee County what changes should be made within our system of care for individuals with AODA concerns (patterns in data 2021Q4)
   a. Based on the information received, develop an early intervention program to address these gaps (2023Q4)
3. Develop and implement a county wide stigma reduction campaign. (2021Q4)

C. Evaluate the Need for Specialized Courts

1. Collect data to determine if it is feasible to implement a treatment court within Ozaukee County (2020Q4)
2. Review data with District Attorney, Sheriff Office, Human Services and Judges and decide next steps for specialized courts within Ozaukee County (2021Q4)

D. Strengthen Reintroduction Services for People Leaving Jail

1. Implement a Pilot Program that provides support for inmates leaving jail to ensure they have access to basic needs post discharge (2020Q1)

E. Create Healthy and Safe Environments for Families

1. Expand Project Lifesaver throughout the county (2020Q4)
2. Increase access to healthy and affordable foods for families (2021Q4)
2020-2024 Strategic Plan

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II. PROVIDE A SAFE AND EFFICIENT TRANSPORTATION SYSTEM FOR ALL OZAUKEE COUNTY RESIDENTS

Lead: Jon Edgren, Public Works Director, and Joy Neilson, Transit Superintendent

Future State: Transportation infrastructure is in place and safe to meet current and future resident and business needs

II. PROVIDE A SAFE AND EFFICIENT TRANSPORTATION SYSTEM FOR ALL OZAUKEE COUNTY RESIDENTS

Lead: Jon Edgren, Public Works Director, and Joy Neilson, Transit Superintendent

Future State: Transportation infrastructure is in place and safe to meet current and future resident and business needs

A. Assess Existing Operations (Annual Report 2020Q2)

1. Maintain current operations within budget
2. Assess operational effectiveness
   a. Highway Dept Staffing and Pricing
   b. Public Transit Operational Hours
3. Perform annual cost comparisons
4. Seek efficiencies
   a. Materials, b. Services, c. Clients

B. Focus on Transportation Planning

1. Develop long-range plans with:
   a. Internal Staff, b. County Board of Supervisors, c. Southeastern Wisconsin Regional Planning Commission (SEWRPC)
2. Improve the accuracy of cost estimates (2021Q4)
3. Evaluate long-term gravel and asphalt production (2024)
4. Seek unmet needs
5. Evaluate Highway Safety for Improvements (2019Q4)

C. Implement Innovative Transportation Solutions

1. Increase coordination with external agencies, municipalities, and nonprofits for better service to disabled, elderly, and veteran clients
   a. Work with regional partners to develop a “one call, one click” entry to transit (2020Q3)
2. Align the transportation portfolio of services with the long-term needs of the County (2023)
   a. Services, b. Infrastructure
3. Explore alternative funding sources through partnerships with private firms for (TBD):
   a. Medical center rides b. Access to workers/jobs
4. Partner with Ozaukee Co. HR to develop transportation options for County Employees (TBD)
   a. Work with Lasata to develop targeted routes

D. Expand Regional Transportation Services

1. Implement Washington County transit merger (2019Q4 approval, 2020Q2 implement)
2. Develop an external strategy to expand transportation from MKE to OZ county (Plan by 2021Q1)
   a. Evaluate options for alternate transportation models
   b. Evaluate special event transportation services
## 2020-2024 Strategic Plan

### Mission
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### III. ENHANCE OUR QUALITY OF LIFE ASSETS

**Lead: Andrew Struck and Andy Holschbach**

**Future State: County residents are proud of the natural, cultural and recreational assets of the County. We focus on environmental stewardship in everything we do.**

#### A. Continue to Preserve Important Environmentally Sensitive Lands and Natural Areas

1. Protect additional County parks and open space particularly in the floodplain areas and other environmentally sensitive lands as identified and prioritized in the Park and Open Space Plan (POSP – Update in 2020)
2. Improve communication, coordination and planning with municipal leadership through Comprehensive Planning for the County (2021)
3. Continue to develop, amend and implement the Park and Open Space Plan (2020), Farmland Preservation Plan (2024), Land and Water Management Plan (2021) and Comprehensive Plan for Ozaukee County (2022)
4. Identify best farmland to preserve through an update of the Land Evaluation and Site Assessment (LESA) and the Farmland Preservation Plan for Ozaukee County (2023)
5. Manage Invasive Species throughout the County, particularly on County-owned lands (2021)
6. Promote protection and management of environmental corridors, natural areas and other environmentally sensitive lands as identified in the Park and Open Space Plan

#### B. Improve Our Water Quality

1. Actively promote healthy soils and nutrient management to reduce phosphorus and other sources of runoff from farmland (ongoing- 2020)
2. Develop a plan and provide opportunity to hasten the replacement of potentially failing septic systems (POWTS – 2020Q4)
3. Continue to work towards compliance with Wisconsin’s Runoff Management Rules (NR151) (ongoing)
4. Work towards implementation of the Milwaukee River Total Maximum Daily Load (TMDL)
5. Implement Best Management Practices (BMPs) and innovative projects on County-owned lands to address TMDLs and water quality
6. Continue to restore and monitor streams, floodplains and wetlands in Ozaukee County through the nationally recognized Ozaukee Fish Passage Program

#### C. Develop Recreational and Cultural Destinations for Tourism, Residents and Businesses

1. Provide funding for development and maintenance of multi-use trails, particularly the Ozaukee Interurban Trail and connecting trails
   a. Provide capital investment
   b. Safety improvements
2. Continue to develop and support the implementation of recreational resources as identified and prioritized in the Park and Open Space Plan for Ozaukee County including golf courses, parks and multi-use trails
3. Continue to support and coordinate with the Ozaukee County Tourism Council and Ozaukee County Historical Society for promotion of the quality of life in Ozaukee County
### IV. PROMOTE THE COUNTY AND ENGAGE CITIZENS

**Staff Owner:** Jason Wittek / Jason Dzwinek

**Future State:** An engaged and informed citizenry, which builds trust and confidence in Ozaukee County government.

Be an Ozaukee County government that provides transparency, which encourages meaningful participation in county government, and in the community.

Leverage Ozaukee County resources to spotlight the unique attributes and drawing power of Ozaukee County for residents, and visitors alike.

A social media strategy and website that tells our story, about who we are, what we do, and why we are a great place to work and live.

#### A. Enhance Our Communication, Website and Marketing

1. Hire Chief Information Officer or Communications Director (2020Q1)
   - Consolidate Marketing and communications for County services and attributes
   - Evaluate the need for creation of a division of marketing
   - Establish budget for marketing activities
   - Train county staff on use of County website content management platform

2. Develop a comprehensive communications strategy (2021Q1)
   - Optimize website and social media outreach
   - Implement a social media management platform

3. Develop tools to increase citizen, municipal, and non-profit partner input and profile
   - Implement OpenGov transparency portal (public facing budget platform)
   - Develop information campaigns annually
   - Utilize CivicSend website tool to reach citizens via email, text, and social media

4. Build awareness of community resources related to County services
   - Track phone and email requests for information to better tailor outreach and provide on-the-spot answers and direction for most common requests for services and information
   - Spotlight employee good works and accomplishments via social media and public relations
   - Promote and market business like amenities, i.e. Lasata, Golf Courses, parks

#### B. Highlight Ozaukee County Gov’t’s Role in Making Us a Premier Destination

1. Promote tourism
   - Market the County facilities and assets
   - Develop social media marketing of events
   - Centralized information for the county

2. Attract business
   - Low taxes with great services
   - Good roads
   - Affordable housing (not low income) for entry level employees

3. Improve our public store front

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**Mission**
Ozaukee County government, as an administrative arm of the State of Wisconsin, will sustain and enhance the quality of life for all citizens by being proactive, innovative, and responsive in providing quality services in a fiscally responsible manner.

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### V. Develop Our Culture and Employees

**Lead:** Chris McDonell / Jason Dzwinel

**Future State:** 80% employee engagement that drives lower turnover and absenteeism, better workplace safety, and improved customer satisfaction.

#### A. Maintain Competitive Wages and Benefits
- 1. Analyze private sector amenities (2020Q2)
- 2. Analyze benefit options and wellness program (2020Q3)
- 3. Perform a wage study (2020Q4)

#### B. Study and Improve Organizational Culture
- 1. Hire a culture consultant to conduct employee engagement survey / action plan (2020Q1)
  - a. Create an employee committee to increase innovation (2020Q2)

#### C. Develop Proactive Leadership
- 1. Provide leadership training (2020Q1)
- 2. Develop succession plans for key County positions (2020Q4)

#### D. Develop and Deliver Staff Training
- 1. Improve employee on-board training (2020Q2)
- 2. Budget creation, approval and management training for board and staff (2020Q2)
- 3. Working on our mental health wellness program (2020Q3)
- 4. Safety training plan for all county positions (2020Q4)
- 5. Trauma informed care training county-wide (2022Q1)

#### E. Improve Internal Communications
- 1. Evaluate and develop an internal communication plan (2021)

#### F. Recruit and Retain Qualified County Employees
- 1. Study/track/improve employee retention (2020Q1)
- 2. Increase number of qualified candidates for each job posting (2020Q2)

#### G. Improve Employee Recognition
- 1. Create Staff appreciation and recognition program with employee input (2020Q1)
- 2. Improve bonus program (2020Q1)
  - a. Develop flexibility/bonus/steps
  - b. Increase utilization of bonus system county wide or by all departments
VI. STREAMLINE COUNTY PROCESSES AND BUILD A PERFORMANCE EXCELLENCE CULTURE

Staff Owner: Chad Balke / Jason Wittek

Future State: Ozaukee County has a performance excellence culture built on communication, information, and innovation year-round and the ability to navigate through budgetary constraints with responsible planning and informed decision making using meaningful policy and budgetary data analysis.

A. Strengthen Our Long-Term Financial and Budget Processes

1. Develop framework for connecting the budget with strategic planning and priorities
   a. Research the County’s Budget and Management System’s ability to link the budget numbers with strategic objectives (2020Q2)
   b. Report providing data on how budget is used to accomplish strategic objectives (2021Q2)
   c. Build-out public-facing Strategic Plan in OpenGov (2021Q1)
2. Address funding deferrals for capital and one-time special projects
   a. Commitment to project fund process
   b. Provide decision-makers with all options for funding capital needs
   c. Develop an inventory of projects and create a 5 year CIP document
3. Balance fiscal restraints and fund priorities with efficiency
   a. Provide policy, financial, and budgetary analysis to aide decision-making
   b. Provide communication and transparency to County Board members
   c. Analyze quality of budget process and develop recommendations for enhancements and changes.
4. Evaluate ways to share equipment, develop innovative partnerships, or seek mergers when appropriate (TBD)
   a. Look at each service for potential machinery co-op
   b. Tri-county machinery co-op

B. Develop and Implement Performance Management

1. Develop Key Performance Indicators / metrics across all departments
2. Ensure performance metrics guide Oversight Committee decision-making
3. Develop shared benchmarks
4. Standardize presentations of projects
5. Schedule Department Head Meetings a year-out (2020Q1)
6. Commitment to project fund process
7. Provide decision-makers with all options for funding capital needs
8. Analyze quality of budget process and develop recommendations for enhancements and changes.
9. Evaluate ways to share equipment, develop innovative partnerships, or seek mergers when appropriate (TBD)
   a. Look at each service for potential machinery co-op
   b. Tri-county machinery co-op

C. Simplify and Improve Internal and External Communication and Information Provided

1. Proper focus on policy issues
   a. Utilize OpenGov for standardized Committee Reports
2. Schedule Department Head Meetings a year-out (2020Q1)
3. Standardize presentations of projects
4. Better prepare new board committee members
   a. Create a “curriculum” webpage of County training/orientation info
5. Provide clear, accurate information for County Board
   a. Prioritize with County Board about the level of data provided
   b. Create progress dashboards for on-going program or capital projects in OpenGov
   c. Create County Board Budget dashboard in OpenGov
AGENDA INFORMATION SHEET

AGENDA DATE: October 17, 2019
DEPARTMENT: Highway
DIRECTOR: Jon Edgren
PREPARER: Jon Edgren

Agenda Summary Milwaukee Curling Club Request for Additional TV at Columbia St. Mary's Center at Fairgrounds

BACKGROUND INFORMATION: The Milwaukee Curling Club (MCC) would like to install another large TV in the bar area, so there are large screens at either end of the room.

Installing the TV would allow people seated on the west end of the room to be able to have a large screen for presentations and general viewing.

The MCC has obtained a proposal (attached) from Sound Designs for $3,994.

ANALYSIS: I corresponded with Sales & Marketing Manager Sheffield, and she doesn’t feel that the additional TV is required for County functions as she can occasionally bring in a portable screen and projector. However, Building Superintendent Behlen & myself do see value in the additional screen and eliminating the need for additional equipment to be moved in. Historically, we have agreed to split upgrade costs with the MCC.

However, given some reluctance, Superintendent Behlen negotiated with the MCC, and they’ve agreed to pay for the majority of the additional TV set-up. They stated that they would pay for $3,000 of the $3,994 invoice.

FISCAL IMPACT:

Balance Current Year: $3,994       Next Year’s Estimated Cost: --

FUNDING SOURCE:

County Levy: $994 (Facilities)       Non-County Levy: $3,000

Indicate source: Milwaukee Curling Club (MCC)

RECOMMENDED MOTION: Authorize the CSMC additional TV improvement.

ATTACHMENTS:

- MCC - CSMC Addn TV Screen - Proposal - 9-20-19  (PDF)
9/20/2019
Sound Designs, Inc.
Proposal
For
Ozaukee Curling Club
W67 N890 Washington Ave.
Cedarburg, WI 53012
cstolte83@yahoo.com
Chris 414-303-7596

Notes: New TV will mirror existing TV

Main Area West End
(1) Samsung 75” RU7100 LED 4K UHD Smart HDTV - UN75RU7100FXZA  $1,599.00  $1,199.00
(1) Flat Wall Mount Bracket  $169.00  $149.00
(1) Element-Hz™ 1x2 4K x 2K HDMI Splitter w/ UHD Support  $199.00  $179.00
(1) Key Digital HDBT HDMI Extender  $359.00  $339.00
(4) 2M HDMI Cables  $160.00  $140.00
(1) LV Cut in ring and plate  $29.00  $24.00

Wire
120ft. CAT6 Ethernet Cable  $105.00  $89.00

Misc. Hardware and Parts
(approx. $75-$175)  $100.00  $100.00
Provide TV Outlet and Power  $225.00  $225.00

Installation Labor
(approx. $950-$1850)  $1,550.00  $1,550.00

Subtotal:  $4,495.00  $3,994.00
Sales tax:  Tax Exempt
Total:  $3,994.00

Sound Designs agrees to install all equipment as described in the above proposal. A deposit of $2,000 would be required upon approval, The balance would be due after installation and product training have been completed.

Thanks, Brian
Sound Designs
office# 262-242-5599
cell# 414-234-9949
email: brian@sound-designs.net
Public Works Committee

AGENDA INFORMATION SHEET

AGENDA DATE: October 17, 2019
DEPARTMENT: Highway
DIRECTOR: Jon Edgren
PREPARER: Jon Edgren

Agenda Summary: Facilities Financials

ATTACHMENTS:

- Facilities & Fairgrounds Financials - Oct 2019 (PDF)
### Revenues

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<th>Current Month Actual</th>
<th>2019 YTD</th>
<th>2019 Actual</th>
<th>Amended Budget</th>
<th>Budget Balance</th>
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### Expenditures

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<th>Current Month</th>
<th>2019 YTD</th>
<th>2019 Actual</th>
<th>Amended Budget</th>
<th>Budget Balance</th>
<th>% Budget YTD</th>
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<tbody>
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<td>Other Expenses</td>
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<td>($303)</td>
<td>110.73%</td>
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<tr>
<td><strong>Total Operating Expenditures</strong></td>
<td><strong>$85,621</strong></td>
<td><strong>$953,456</strong></td>
<td><strong>$1,404,194</strong></td>
<td><strong>$450,738</strong></td>
<td><strong>67.90%</strong></td>
<td></td>
</tr>
</tbody>
</table>

### Capital Outlay

<table>
<thead>
<tr>
<th></th>
<th>Current Month</th>
<th>2019 YTD</th>
<th>2019 Actual</th>
<th>Amended Budget</th>
<th>Budget Balance</th>
<th>% Budget YTD</th>
</tr>
</thead>
<tbody>
<tr>
<td>Buildings &amp; Land</td>
<td>($9,175)</td>
<td>$19,048</td>
<td>-</td>
<td>($19,048)</td>
<td>0.00%</td>
<td></td>
</tr>
<tr>
<td><strong>Total Capital Outlay</strong></td>
<td><strong>($9,175)</strong></td>
<td><strong>$19,048</strong></td>
<td><strong>-</strong></td>
<td><strong>($19,048)</strong></td>
<td><strong>0.00%</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Total Expenditures</strong></td>
<td><strong>$76,446</strong></td>
<td><strong>$972,504</strong></td>
<td><strong>$1,404,194</strong></td>
<td><strong>$431,690</strong></td>
<td><strong>69.26%</strong></td>
<td></td>
</tr>
</tbody>
</table>

### Net Increase (Decrease)

<table>
<thead>
<tr>
<th></th>
<th>Current Month</th>
<th>2019 YTD</th>
<th>2019 Actual</th>
<th>Amended Budget</th>
<th>Budget Balance</th>
<th>% Budget YTD</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>($70,790)</td>
<td>($928,023)</td>
<td>($1,346,340)</td>
<td>($418,317)</td>
<td>68.93%</td>
<td></td>
</tr>
</tbody>
</table>

### Equity:

The Equity section details financial information relevant to the Ozaukee County Committee Report, focusing on the Profit and Loss Statement for the Nine Months Ending Monday, September 30, 2019. The report includes actual and budgeted figures, with a particular emphasis on revenues, expenditures, and net increase or decrease, providing a comprehensive overview of financial performance.

---

CommRpt2019  
2019 Oversight Comm Recommended PnL Amended Bdgt  
10/8/2019
### Ozaukee County Committee Report

**Special Revenue Fund Fair Grounds**

For the Nine Months Ending Monday, September 30, 2019

Profit and Loss Statement ACTUAL TO AMENDED BUDGET

<table>
<thead>
<tr>
<th></th>
<th>Current Month Actual</th>
<th>2019 YTD Actual</th>
<th>2019 Amended Budget</th>
<th>Budget Balance</th>
<th>% Budget YTD</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Revenues</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Taxes</td>
<td>-</td>
<td>$88,576</td>
<td>$88,576</td>
<td>-</td>
<td>100.00%</td>
</tr>
<tr>
<td>Public Charges for Services</td>
<td>$11,361</td>
<td>$117,499</td>
<td>$180,250</td>
<td>$62,751</td>
<td>65.19%</td>
</tr>
<tr>
<td>Other Revenue</td>
<td>-</td>
<td>$3,170</td>
<td>$2,000</td>
<td>($1,170)</td>
<td>158.50%</td>
</tr>
<tr>
<td><strong>Total Revenues</strong></td>
<td>$11,361</td>
<td>$209,245</td>
<td>$270,826</td>
<td>$61,581</td>
<td>77.26%</td>
</tr>
<tr>
<td><strong>Expenditures</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Salaries</td>
<td>$2,307</td>
<td>$23,856</td>
<td>$30,370</td>
<td>$6,514</td>
<td>78.55%</td>
</tr>
<tr>
<td>Fringe Benefits</td>
<td>$542</td>
<td>$3,814</td>
<td>$3,580</td>
<td>($234)</td>
<td>106.54%</td>
</tr>
<tr>
<td>Travel/Training</td>
<td>-</td>
<td>$392</td>
<td>$250</td>
<td>($142)</td>
<td>156.80%</td>
</tr>
<tr>
<td>Supplies</td>
<td>$408</td>
<td>$16,547</td>
<td>$30,250</td>
<td>$13,703</td>
<td>54.70%</td>
</tr>
<tr>
<td>Purchased Services</td>
<td>$17,517</td>
<td>$157,584</td>
<td>$193,675</td>
<td>$36,091</td>
<td>81.37%</td>
</tr>
<tr>
<td>Interdepartment Charges</td>
<td>$2,745</td>
<td>$28,866</td>
<td>$7,750</td>
<td>($21,116)</td>
<td>372.46%</td>
</tr>
<tr>
<td>Other Expenses</td>
<td>$230</td>
<td>$3,891</td>
<td>$4,951</td>
<td>$1,060</td>
<td>78.59%</td>
</tr>
<tr>
<td><strong>Total Operating Expenditures</strong></td>
<td>$23,749</td>
<td>$234,950</td>
<td>$270,826</td>
<td>$35,876</td>
<td>86.75%</td>
</tr>
<tr>
<td><strong>Capital Outlay</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total Expenditures</strong></td>
<td>$23,749</td>
<td>$234,950</td>
<td>$270,826</td>
<td>$35,876</td>
<td>86.75%</td>
</tr>
<tr>
<td><strong>Net Increase (Decrease)</strong></td>
<td>($12,388)</td>
<td>($25,705)</td>
<td>-</td>
<td>$25,705</td>
<td>0.00%</td>
</tr>
</tbody>
</table>

**Equity:**

|                      |                      |                 |                     |                |             |
| Governmental Fund Balance | -                   | ($192,702)      | -                   | $192,702      | 0.00%       |

CommRpt2019

2019 Oversight Comm Recommended PnL Amended Bdgt

10/8/2019
Public Works Committee

AGENDA INFORMATION SHEET

AGENDA DATE: October 17, 2019
DEPARTMENT: Transit
DIRECTOR: Jon Edgren
PREPARER: Joy Neilson

Agenda Summary: Changes in Reduction of Service to Park and Ride Lots and Reverse Commute Options for Commuter Bus Route 143

Background Information: The Ozaukee County Express operates during peak commute times on weekdays, which allows for increased access of Ozaukee County Residents to employment centers in downtown Milwaukee. Milwaukee County Transit System (MCTS) operates the Ozaukee County Commuter Express as Route 143. Ridership on the Commuter Express has been steadily declining for the past decade. Ridership in 2019 YTD is 20.26% below ridership last year. The projected total ridership for 2019 is 52,349, representing 17% decrease from 2018 and a 41% decrease from ridership in 2009.

The Commuter Express is funded through Federal and State grants, local tax levy, and passenger fares. The cost per ride varies by the number of riders and includes administrative, marketing, and operating costs. Due to low ridership, average cost per ride in 2019 YTD is $29.65, with a farebox recovery rate of 9%. For comparison, the cost per ride in 2010 (highest ridership) was $11.10 with a farebox recovery rate of 20%.

Commuter bus ridership is down nationally. In Wisconsin, Ozaukee, Washington, and Waukesha Counties have all experienced similar drops in ridership. At the same time, the contract cost is expected to increase. The trend is not sustainable.

Analysis: MCTS has proposed modifications to the route to reduce the overall cost of service by reducing the platform hours and changing the route of the reverse commute service.

CURRENT SERVICE = 35.5 PLATFORM HOURS PER DAY

SCENARIO 1

Eliminate service to two park and ride lots: Port Washington P&R Lot and Grafton P&R Lot. This would reduce daily platform hours to 33.5.

1) Only 8 rides per day (4% of route’s daily riders) combined at the two P&R lots would go unserved, but Grafton P&R lot riders could drive one mile further south to Grafton Commons.

2) Potential to convert an additional one or two more regular trips into express trips between Ozaukee County and downtown Milwaukee

3) Potential new revenue from additional riders is minimal
SCENARIO 2

Eliminate service to Port Washington P&R Lot and Grafton P&R Lot, add more reverse commute trips between Milwaukee and Mequon/Grafton. This scenario makes use of the deadhead time by adding service from the MCTS terminal on W Fond du Lac Ave to I43 via W Burleigh Street. The bus would get on the freeway at Capitol Drive. The modified route goes directly through an area where 30,593 live within 1/4 mile of a bus stop, and 1,322 use public transportation to get to work. This scenario would still reduce daily platform hours to 34.8.

1) 8 rides per day (4% of route’s daily riders) combined at the two P&R lots that would go unserved, but Grafton P&R lot riders could drive one mile further south to Grafton Commons.

2) Estimated 15-25 new rides per day based on new reverse commute trips; will be based on need of Ozaukee County employers

3) Potential to convert an additional one or two more regular trips into express trips between Ozaukee County and downtown Milwaukee, which would save additional platform hours.

Fiscal Impact:

SCENARIO 1 is estimated to reduce 2.0 platforms hours per day. The estimated savings in 2020 would be $79,194, based on a rate increase of 1.3% and 256 days of service.

SCENARIO 2 is estimated to reduce 0.7 platform hours per day. The estimated savings in 2020 would be $27,717, based on a rate increase of 1.3% and 256 days of service.

The Commuter Bus is heavily subsidized through Federal and State grants; the savings to the tax levy would be minimal.

Funding Source:

Recommended Motion: Approve changes to the route of the Ozaukee County Commuter Express in either Scenario 1 or Scenario 2.

ATTACHMENTS:

- 2019 Express Bus Report (PDF)
## 2019 Express Bus Ridership

<table>
<thead>
<tr>
<th>Year</th>
<th>Jan</th>
<th>Feb</th>
<th>Mar</th>
<th>Apr</th>
<th>May</th>
<th>Jun</th>
<th>Jul</th>
<th>Aug</th>
<th>Sep</th>
<th>Oct</th>
<th>Nov</th>
<th>Dec</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>2009</td>
<td>7,514</td>
<td>7,385</td>
<td>7,851</td>
<td>8,008</td>
<td>6,640</td>
<td>7,045</td>
<td>7,340</td>
<td>6,752</td>
<td>7,410</td>
<td>7,970</td>
<td>7,775</td>
<td>7,647</td>
<td>89,337</td>
</tr>
<tr>
<td>2010</td>
<td>7,640</td>
<td>7,585</td>
<td>8,841</td>
<td>7,859</td>
<td>7,190</td>
<td>7,743</td>
<td>7,124</td>
<td>7,391</td>
<td>8,007</td>
<td>8,077</td>
<td>7,571</td>
<td>7,809</td>
<td>92,837</td>
</tr>
<tr>
<td>2011</td>
<td>7,812</td>
<td>7,181</td>
<td>8,740</td>
<td>7,810</td>
<td>7,731</td>
<td>7,559</td>
<td>6,826</td>
<td>7,608</td>
<td>7,776</td>
<td>7,933</td>
<td>7,868</td>
<td>7,051</td>
<td>91,895</td>
</tr>
<tr>
<td>2012</td>
<td>7,446</td>
<td>8,197</td>
<td>8,178</td>
<td>7,652</td>
<td>8,103</td>
<td>7,608</td>
<td>7,222</td>
<td>8,184</td>
<td>7,559</td>
<td>8,716</td>
<td>7,700</td>
<td>7,011</td>
<td>93,576</td>
</tr>
<tr>
<td>2013</td>
<td>7,680</td>
<td>7,704</td>
<td>7,737</td>
<td>7,834</td>
<td>8,217</td>
<td>7,110</td>
<td>7,432</td>
<td>7,120</td>
<td>7,562</td>
<td>8,490</td>
<td>7,249</td>
<td>6,872</td>
<td>91,007</td>
</tr>
<tr>
<td>2014</td>
<td>7,292</td>
<td>6,570</td>
<td>7,229</td>
<td>7,495</td>
<td>7,442</td>
<td>7,224</td>
<td>6,890</td>
<td>6,787</td>
<td>7,135</td>
<td>7,135</td>
<td>7,974</td>
<td>6,759</td>
<td>85,932</td>
</tr>
<tr>
<td>2015</td>
<td>6,774</td>
<td>6,110</td>
<td>6,859</td>
<td>6,629</td>
<td>5,875</td>
<td>6,756</td>
<td>5,985</td>
<td>6,335</td>
<td>6,525</td>
<td>6,798</td>
<td>6,271</td>
<td>6,063</td>
<td>76,980</td>
</tr>
<tr>
<td>2016</td>
<td>6,255</td>
<td>6,798</td>
<td>7,273</td>
<td>6,779</td>
<td>6,525</td>
<td>6,549</td>
<td>6,150</td>
<td>7,190</td>
<td>6,806</td>
<td>7,058</td>
<td>6,859</td>
<td>6,359</td>
<td>80,601</td>
</tr>
<tr>
<td>2017</td>
<td>6,829</td>
<td>6,495</td>
<td>7,525</td>
<td>6,595</td>
<td>7,003</td>
<td>6,087</td>
<td>5,068</td>
<td>5,615</td>
<td>5,710</td>
<td>6,236</td>
<td>5,471</td>
<td>4,727</td>
<td>73,361</td>
</tr>
<tr>
<td>2018</td>
<td>6,018</td>
<td>5,560</td>
<td>5,917</td>
<td>5,595</td>
<td>5,540</td>
<td>4,852</td>
<td>4,748</td>
<td>5,538</td>
<td>4,916</td>
<td>5,789</td>
<td>4,805</td>
<td>3,889</td>
<td>63,167</td>
</tr>
<tr>
<td>2019</td>
<td>4,062</td>
<td>4,568</td>
<td>4,927</td>
<td>4,804</td>
<td>4,515</td>
<td>3,876</td>
<td>3,934</td>
<td>4,213</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>34,899</td>
</tr>
</tbody>
</table>

**Percentage Change from Previous Year**

- Change From Previous Year: -1.65% -2.64% -11.20% 1.90% -7.65% -9.01% 3.03% -8.65% 0 0 0 0 -20.26%

**Projected Ridership for 2019**: 52349

**Percent change from 2018**: -17%

**Percent change from 2009**: -41%

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**Express Ridership History - Annual**

[Graph showing annual ridership from 2010 to 2019 with a downward trend.]
AGENDA INFORMATION SHEET

AGENDA DATE: October 17, 2019
DEPARTMENT: Transit
DIRECTOR: Jon Edgren
PREPARER: Joy Neilson

Agenda Summary
Interfaith Caregivers of Ozaukee County Request Use of Highway Department Parking Space and Installation of Lockbox on Transit Building

Background Information: Interfaith Caregivers of Ozaukee County operates a door to door transportation service for Ozaukee County residents with disabilities. Interfaith is a non-profit, and uses volunteer drivers. Ozaukee Shared Ride does refer riders to Interfaith as an option when we are not able to meet the riders needs, such as crossing county lines. Rides are provided at no cost to the passengers. Volunteers use their own vehicles for the majority of rides. Interfaith Ozaukee has 3 mobility vans that drivers can also use. Interfaith relies on parking space donations to keep the vans accessible to drivers.

Interfaith has approached Ozaukee County with a request to park one of their mobility vans in the Highway Department lot and install a lockbox on the exterior of the Transit building. Volunteer drivers would park in the lot, access the van key from the lockbox, and return the van to the dedicated space after providing services.

Analysis: Interfaith Caregivers provides services Ozaukee County Transit is currently unable to provide. Providing a parking space for their mobility van will have minimal impact to the County, and could help the overall transit experience for County residents.

Fiscal Impact: Minimal. Interfaith Caregivers will be responsible for costs incurred.

Funding Source: No additional funding is requested.

Recommended Motion: Approve the contract to allow Interfaith Caregivers of Ozaukee County to install a lockbox on the Ozaukee County Transit Building and lease a space in the Highway Department parking lot.

ATTACHMENTS:
- DRAFT_ Interfaith van placement agreement (PDF)
AGREEMENT

Interfaith Caregivers of Ozaukee County (Interfaith Ozaukee), of 885 Badger Circle, Grafton, Wisconsin, 53024, a private, not for profit organization, proposes to lease from Ozaukee County (Ozaukee County), of 121 W. Main Street, Port Washington, Wisconsin, 53074, a municipal corporation, a dedicated parking space and additional space in which to install a lockbox on the Ozaukee County Highway Department parking lot located at 410 South Spring Street, Port Washington, WI 53074 (Property).

RECITALS

Interfaith Caregivers provides services Ozaukee County Transit is currently unable to provide. Providing a parking space for their mobility van will have minimal impact to the County, and could help the overall transit experience for County residents.

MOBILITY VAN AND DEDICATED PARKING SPACE

The parties agree that Interfaith Ozaukee will own and place a mobility van on the Property for use in its mobility management program. The mobility van will be located in a mutually agreed upon, dedicated parking space. The dedicated parking space will be reserved for the mobility van owned by Interfaith Ozaukee via verbal and written notice to others using the parking lot, mainly employees of Ozaukee County Highway Department, Transit Services, and Ozaukee Shared Ride Taxi. Interfaith may choose to request signage or to have “reserved” painted on the ground of the parking space. Interfaith Ozaukee will be responsible for reimbursing Ozaukee County for supplies and labor for painting and/or reservation signage.

Ozaukee County may, on occasion, request use of the dedicated parking space or request that the mobility van be moved to a different location within the lot. Such instances include: maintenance to the lot, snow removal, and rental of the pocket-park at 741 W Oakland Ave for special events. Ozaukee County agrees that it will provide Interfaith Ozaukee a minimum of 72 hours notice to move the mobility van for planned events and maintenance. Interfaith agrees to move the van as soon as possible during snow emergencies to allow for snow removal. Interfaith Ozaukee will be responsible for snow removal around the van if it is not moved by the time Ozaukee County clears snow.

LOCKBOX

A lockbox will be installed adjacent to the wash-bay door on the external wall of the northwest side of the Transit Building. Interfaith Ozaukee will be responsible for the installation of the box and for any excessive damage the installation causes to the exterior of the building. The lockbox and its contents will be owned and accessed by Interfaith Ozaukee.

TERM

The mobility van and lockbox shall remain in place from [TBD] until such time as either party decides to terminate this Agreement. Interfaith Ozaukee may remove the lockbox and stop
using the dedicated parking space at any time. Ozaukee County may request Interfaith Ozaukee remove the lockbox and cease using the parking space at any time. Within thirty (30) days of such request, Interfaith Ozaukee will remove the lockbox and cease use of the dedicated parking space. The Restoration and Indemnification provisions shall remain in effect after termination of the agreement.

**AMENDMENT**

Amendments to this Agreement are not effective unless made in writing and signed by all parties.

**RESTORATION**

Upon termination of this Agreement by either party, Interfaith Ozaukee shall remove all personal property and improvements made by them and pay any and all costs incurred by Ozaukee County to restore the Property to its former condition.

**OWNERSHIP**

The mobility van shall remain the property of Interfaith Ozaukee. Interfaith Ozaukee shall be responsible for repairs if damaged or vandalized. Ozaukee County provides general maintenance of the parking lot, adjacent grounds, and building on which the lockbox will be installed.

**USE OF PROPERTY**

The mobility van and lockbox shall be used only by volunteer drivers with Interfaith Ozaukee. The mobility van and lockbox are not intended for the general use of businesses or the general public in that area.

**INSURANCE**

Prior to commencing use of the parking space, Interfaith Ozaukee will provide Ozaukee County with a certificate of insurance for the above policies naming Ozaukee County as an additional insured.

Interfaith Ozaukee will give Ozaukee County 30 days advance notice of any change to the above policies.

**INDEMNIFICATION**

Interfaith Caregivers of Ozaukee, its successors and assigns, agrees to indemnify and hold Ozaukee County harmless against damages, claims, losses, and liabilities whatsoever, including reasonable attorney fees, which may be imposed upon or incurred by Ozaukee County, arising out of or in connection with Interfaith Ozaukee’s use of the Property.
Joy Neilson  
Ozaukee County Transit Services

Paul J. Schultz  
Interfaith Caregivers of Ozaukee County
Public Works Committee

AGENDA INFORMATION SHEET

AGENDA DATE: October 17, 2019
DEPARTMENT: Transit
DIRECTOR: Jon Edgren
PREPARER: Joy Neilson

Agenda Summary: Relocation of Shared Ride Taxi Transfer Point to Newburg Village Hall Parking Lot

Background Information: Ozaukee County Shared Ride Taxi has a single transfer point to connect riders with the Washington County Shared Ride Taxi. This spot was located adjacent to the parking lot of Casey’s Market on Highway 33 in Newburg, WI (432 Wisconsin Street). The store is under renovation, and the parking lot is no longer accessible. The Village of Newburg has allowed the use of their parking lot for transfers. We will need to install a bus shelter on their property. The Village of Newburg has allowed for the placement, with the provision that the Village will not incur any additional cost for the placement, maintenance, and/or removal of the shelter and provision of the official transfer point.

Analysis: The previous transfer point (Casey’s Market) will be unusable through at least February 2021. Riders will need shelter, as the Village Hall has limited hours of operation. The terms of the agreement are reasonable.

Fiscal Impact: Installation estimate is $2500, and will be done by Ozaukee County Highway Department staff.

Funding Source: Tax levy

Recommended Motion: Approve the agreement with the Village of Newburg to designate the Village parking lot as the transfer point.

ATTACHMENTS:
- Tranfer Point Newburg Agreement 09092019-DRAFT (PDF)
AGREEMENT TO INSTALL AND MAINTAIN A BUS SHELTER ADJACENT TO NEWBURG VILLAGE HALL PARKING LOT

AGREEMENT

The Village of Newburg, of 620 W Main Street, Newburg, WI 53060, enters into an agreement with The Ozaukee County Transit Services (Ozaukee County), of 741 W Oakland Avenue, Port Washington, Wisconsin, 53074, to allow for the installation of a bus shelter adjacent to the Village Hall parking lot at 620 W Main Street. The bus shelter will be used as a transfer point for both Ozaukee and Washington Counties’ Shared Ride Taxi Service.

Ozaukee County agrees that the placement, maintenance, and/or removal of the shelter and provision of the official transfer point cannot incur any additional cost to the Village of Newburg.

BUS SHELTER

The parties agree that Ozaukee County will own and place a bus shelter; on the property of the Village of Newburg located at 620 W Main Street, adjacent to the Village Hall parking lot. The bus shelter will be located in a mutually agreed upon location. The bus shelter location must be ADA accessible. The shelter structure will need to be installed on a concrete base ten (10) feet long X nine (9) feet wide, and estimated four (4) feet deep. Ozaukee County will be fully responsible for installing the base and bus structure.

TIME PERIOD

The bus shelter shall be installed as soon as possible or by the end of September, 2019. It shall remain in place until it can be moved back to its current location, adjacent to 432 State Highway 33. Ozaukee County expects to be able to cease using the Village Hall location as a transfer point by the end of April, 2020. Ozaukee County may remove the bus shelter and stop using transfer point at any time. The Village of Newburg may request removal of the bus shelter and restrict use of the parking lot at any time and within thirty (30) days of such request Ozaukee County will remove the bus shelter and cease using the parking lot as a transfer point.

OWNERSHIP

The bus shelter shall remain the property of Ozaukee County. Ozaukee County shall be responsible for repairs if damaged or vandalized.

ACCESS AND USE

The bus shelter shall be open to use by the public at all times. The Village of Newburg shall be responsible for the general maintenance within the parking lot and adjacent grounds. The Village of Newburg agrees to maintain the parking lot, including snow removal, to allow for access to the bus shelter by transit vehicles.
INSURANCE

Both parties shall maintain insurance on their respective property. The Village of Newburg shall maintain a general liability and property insurance for the property upon which the bus shelter is placed. Ozaukee County shall maintain its liability and property insurance for the bus shelter and the property upon which it is placed.

TERM

This agreement shall start on _____ and shall remain in place for one year, at which time both parties will have the option to renew.

________________________________________        _________________________
Joy Neilson                                           (date)
Ozaukee County Transit Services

_______________________________________        _________________________
                                          (date)
Draft Timeline to Create a Joint Transit Commission Between Washington and Ozaukee County

**DISCUSSION:** Washington County and Ozaukee County operate similar, but separate, transit systems. Each county contracts for a shared ride taxi service, including specialized transport, and a commuter bus service to Milwaukee County. Shared ride taxi services operations are confined to County boundaries, with passengers wishing to travel between counties transferring between transit systems in Newburg. This limits the availability of employment and services to individuals dependent on public transit for their transportation needs.

In 2015, SEWRPC recommended merging the Washington County and Ozaukee County transit systems to provide greater access and mobility to current and future passengers (SEWRPC Community Assistance Planning Report no. 317: Washington County Transit Development Plan). SEWRPC further elaborated on the costs and benefits of a merger in 2017. That memo is attached for the Committee’s review. The suggestion was also stated in the Ozaukee County Transit Development Plan: 2019-2023 (October 2018).

The central component of a full transit merger is the creation of a Joint Transit Commission, which would become the governing body of the transit system. A Joint Transit Commission would be able to receive grants for the services that cover both counties, increasing operational efficiency. Both counties need to agree on the composition and structure of the Joint Transit Commission.

A joint Public Works Committee meeting was held in November 2017 to approve the merger. The timing was not right for approval. Since then, there have been several discussions about merging the systems, which culminated in the hiring of a joint Transit Superintendent in June 2019.

This Public Works Committee is being given the opportunity to review and discuss the draft timeline proposed by the Transit Superintendent to create a Joint Transit Commission and fully merge the two County transit systems. The Committee is being asked to review the information, suggest changes, and identify areas that need more explanation. The Committee will be asked to vote to move forward in November 2019.

**FISCAL IMPACT:** The fiscal impact of merging the transit systems is discussed in the SEWRPC Memo. No changes are being requested at this time.

**ATTACHMENTS:**
- DRAFT OZ-WA Transit Merger Project Plan (PDF)
• Memo on Potential Merger of Ozaukee and Washington Transit Systems (00239423-3xC212E) (PDF)
**OZ-WA TRANSIT MERGER**

**Authority to Proceed**
- PW Committee of each county recommends moving forward with the merged Transit Commission
- Joint PW Committee Meeting to Reconvene Merge
- County Boards (PUBLIC NOTICE)

**Initial Transit Commission**
- PW Committee, County Administration, Transit Superintendent
- PW Committee of each county recommends moving forward with the merged Transit Commission
- PW Committee of each county recommends moving forward with the merged Transit Commission
- Joint PW Committee Meeting to Reconvene Merge
- County Boards (PUBLIC NOTICE)

**Establishing Authority**
- Authority to Proceed
- PW Committee of each county recommends moving forward with the merged Transit Commission
- PW Committee of each county recommends moving forward with the merged Transit Commission
- Joint PW Committee Meeting to Reconvene Merge
- County Boards (PUBLIC NOTICE)

Transition of Assets and Authority

<table>
<thead>
<tr>
<th>Task Description</th>
<th>Due Date</th>
<th>Notes</th>
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</thead>
<tbody>
<tr>
<td>County order to a MOU with Transit Commission</td>
<td>1/2/20</td>
<td></td>
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<tr>
<td>Adopt a unified fare structure - REQUIRES PUBLIC NOTICE</td>
<td>1/2/20</td>
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<tr>
<td>FY2021 Joint Budget</td>
<td>1/2/20</td>
<td>REQUIRES PUBLIC NOTICE</td>
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<tr>
<td>Transferring Assets to the Transit Commission</td>
<td>7/1/20</td>
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<tr>
<td>Consultations required federal policies</td>
<td>8/1/20</td>
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<td>New contracts to be procured</td>
<td>8/1/20</td>
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<td>Softw...replaced</td>
<td>7/1/20</td>
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<tr>
<td>Construction of new facilities</td>
<td>8/1/20</td>
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<tr>
<td>Revised joint award for 2 counties</td>
<td>8/1/20</td>
<td></td>
</tr>
<tr>
<td>Launch Merged Operations</td>
<td>1/1/20</td>
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</table>

**Merged Operations**

<table>
<thead>
<tr>
<th>Task Description</th>
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<tr>
<td>Apply for federal grants as joint Commission</td>
<td>2/15/20</td>
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<tr>
<td>Information and marketing campaign</td>
<td>10/30/20</td>
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<tr>
<td>New RFP for Tax and fee revisions</td>
<td>3/1/20</td>
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<tr>
<td>New grants as a joint entity - REQUIRES PUBLIC NOTICE</td>
<td>3/1/20</td>
<td></td>
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<tr>
<td>New contracts begin</td>
<td>1/1/20</td>
<td></td>
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</tbody>
</table>

**Prior to Resolution of the County Boards, both counties need to agree or delegate the following:**

- Transfer of assets
- Which county will act as fiscal agent for the commission
- Vehicle storage and dispatch
- Vehicle maintenance
- Branding
- Fare structure
- Staffing levels
- Service hours
- Operational policies, including no-shows and wait times
- Structure of Commission

**Packet Pg. 30**

Attachment: DRAFT OZ-WA Transit Merger Project Plan (5905 : Joint Transit Commission Timeline)
MEMORANDUM

BENEFITS, IMPACTS, AND ADDITIONAL CONSIDERATIONS REGARDING MERGING THE OZAUKEE COUNTY TRANSIT SERVICES AND THE WASHINGTON COUNTY TRANSIT SYSTEM

At the request of the Ozaukee County Board of Supervisors and the Washington County Board of Supervisors, the staff of the Southeastern Wisconsin Regional Planning Commission (SEWRPC) have prepared this discussion of the potential benefits, costs, and impacts of combining the Ozaukee County and Washington County transit systems. This memorandum also includes a discussion of some decisions that will need to be made by the counties collectively or by any potential transit commission, describes potential cost-sharing methods for funding the merged transit agency, and outlines text (in Appendix A) that could be used to develop a charter for the merged transit agency.

BENEFITS OF MERGING

As noted in SEWRPC Community Assistance Planning Report No. 317: Washington County Transit System Development Plan, a merger between the Ozaukee County and Washington County transit systems would provide current and future passengers of the two shared-ride taxi services with greater access and mobility, allowing residents of either county to access both counties’ employment opportunities, medical facilities, and other resources. Existing shared-ride taxi users who travel between the two counties would typically experience quicker trips, as transferring in Newburg would no longer be required. A merger would also allow businesses in both counties access to a greater labor pool, potentially assisting with the current labor shortage being experienced by many businesses.

In addition, merging services may result in increased efficiencies for the transit systems, such as the potential for reducing the number of empty shared-ride taxi vehicles traveling to or from the Newburg transfer point. The current contract operator for both counties’ shared-ride taxi services has indicated that they may be able to reduce dispatch costs if they were providing one unified service, perhaps saving approximately $50,000 per year. Although it may not lead to direct cost savings, merging would also reduce the amount of administrative reports currently associated with managing each transit system. Each operator must currently report data annually to and be intensively reviewed once every three years by the Federal Transit Administration (FTA), and work with the Wisconsin Department of Transportation to sign grant agreements, provide quarterly and yearly summary reports, and respond as needed to annual audits. The total amount of reports related to Federal and State requirements would be reduced if the two transit systems were merged. Merging would also allow the two separate shared-ride taxi contracts to be combined, reducing the total amount of reporting related to contract management.
COSTS AND IMPACTS OF MERGING

It is expected that if a merger between the Ozaukee County and Washington County transit systems is implemented, the greater freedom to move between the two counties would result in an increase in trips across county lines over what is currently experienced by each existing shared-ride taxi service individually. Commission staff has previously provided an estimate of the increased ridership and estimated costs associated with merging the two taxi services as part of developing SEWRPC Community Assistance Planning Report No. 317: Washington County Transit System Development Plan. As part of producing this memorandum, Commission staff refined those estimates, including estimating potential ridership increases using information from the regional travel demand models, the regional household travel survey, and existing taxi trip logs. Producing these more refined estimates resulted in a range of values, with the expectation that future ridership on the merged systems will fall somewhere within this range within the first two to three years after a merger would be implemented.

Table 1 shows the estimated ridership increase, and the estimated operating costs (in 2017$) associated with these new trips. It is expected that these trips will be more expensive per trip to operate than the current average trip, as the average length of these new trips is likely to be longer than the average length of existing trips. Table 1 includes estimates of the total costs associated with the trips, and also includes an estimate of the additional fare revenue generated by the trips and the additional Federal, State, and local funding associated with the trips. Excluding any one-time startup costs and any potential savings at the contractor or in county staffing, it is estimated that merging the transit service would cost the counties a combined additional $22,800 through $36,400. It is not expected that the full costs of the merger would occur in the first year, as a ramp-up period can be expected when introducing new transit services. However, depending on the timing of initiation of new services, the transit commission may not be able to rely on the additional State and Federal funding shown in the table below during the first year of operation. Therefore, the counties may be responsible for up to $81,300 through $129,700 in the first year of operation, although due to the ramp-up period discussed earlier, these full amounts seem unlikely.

<table>
<thead>
<tr>
<th>Characteristics</th>
<th>Estimated Amounts</th>
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<th></th>
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<tr>
<td></td>
<td>Low</td>
<td>High</td>
<td>Average</td>
<td></td>
<td></td>
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<tr>
<td>Services Provided</td>
<td></td>
<td></td>
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<td></td>
<td></td>
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<tr>
<td>Revenue Vehicle Miles</td>
<td>113,900</td>
<td>180,200</td>
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<td>Revenue Vehicle Hours</td>
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<tr>
<td>Revenue Passengers</td>
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<td>8,700</td>
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<td></td>
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<td>Expenses and Revenues</td>
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<tr>
<td>Operating Expenses</td>
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<td>Farebox Revenues</td>
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<td>$39,900</td>
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<td>Percent of Expenses</td>
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<td></td>
<td></td>
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<tr>
<td>Recovered through Revenues</td>
<td>23.5</td>
<td>23.5</td>
<td>23.5</td>
<td></td>
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<td>Operating Assistance</td>
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<tr>
<td>Federal</td>
<td>$31,400</td>
<td>$49,800</td>
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<td>$43,500</td>
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<tr>
<td>Counties</td>
<td>$22,800</td>
<td>$36,400</td>
<td>$29,600</td>
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<tr>
<td>Total</td>
<td>$81,300</td>
<td>$129,700</td>
<td>$105,500</td>
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</tr>
</tbody>
</table>
In addition to increased operating costs, it is likely that a significant portion of these new trips will occur during
time periods when the two existing taxi fleets are already near capacity, requiring the potential transit commission
to acquire additional taxi vehicles. If the distribution of the new trips throughout the day is similar to the
distribution of existing trips, up to three additional vehicles may need to be purchased. It is expected that the
additional vehicles will cost approximately $75,000 to $150,000, depending on the number and size of vehicle
required. It is likely that these vehicles will be purchased partially with Federal funds, leaving a local cost of
approximately $15,000 to $30,000.

There would be additional potential impacts associated with merging the transit systems beyond the expected
additional costs associated with providing greater mobility. Many of these items are discussed below under the
“Additional Decision Items” section, but some impacts not included in that section would include the need to
combine the financial systems for the transit systems and the need to rebid the shared-ride taxi contracts to create
a merged service from an operational perspective. Combining the dispatch systems of the existing shared-ride taxi
services is expected to cost approximately $8,000 to $10,000, according to the vendor of the system both services
are currently utilizing. There may be other administrative costs associated with these efforts that could not be
absorbed in the regular work of the staff of the potential transit commission, leading to additional one-time costs.

Additional Federal Requirements
If any single organization using FTA funds spent more than $1,000,000 in FTA funds in the previous year and has
more than 50 individual employees doing transit-related work, that organization would need to produce an equal
employment opportunity (EEO) plan. It is possible, although not certain, that the contractor operating the merged
shared-ride taxi service may meet both of these thresholds, and therefore need to produce an EEO plan to have on
file in case it is reviewed by the FTA during the triennial review process. The type of EEO plan required in this
instance, called an abbreviated EEO program, is relatively straightforward, but would represent an additional
effort that STS, as the current contractor for both taxi services, does not have to currently produce.

FUNDING A MERGED SERVICE

As shown in Table 1, it is expected that a merger would result in slightly more Federal and State funds, but not
enough additional funds to cover the entire cost of the expanded service. Even if potential cost savings in other
areas occur, the counties or the future transit commission would need to determine how to distribute the cost of
providing transit services. SEWRPC staff would propose that if a merger is pursued, each county provide the local
funding necessary to the transit commission to operate the bus services that serve that respective county.
Similarly, SEWRPC staff would also encourage that each county provide the transit commission with the funds
needed to cover the costs incurred to provide taxi services for trips entirely within that county. If the counties
agree with these relatively straightforward suggestions, the remaining issue would be how to fund the local (non-
Federal and non-State) cost of the new trips that would travel between the two counties. Two possible options are
discussed in the following paragraphs, but additional options could certainly be explored by the counties or the
transit commission.

One possible approach to funding the intercounty trips would be to bill each county for the portion of the trip that
takes place in each county on a per-mile or per-hour basis. Fare revenue for these trips could be distributed in the
same fashion, based on what portion of the overall trip occurred in each county. This approach would likely be the
most equitable, but may require information that is not readily available from the two services’ current dispatch
software. Therefore, this option may not be technically feasible.

Another possible approach would provide a slightly lower level of equity, but would not require the technical
capacity of the first approach. The counties or the transit commission could choose to simply split costs and fare
revenue for any trip that crosses the county line in half. The major population centers in each county are roughly
the same distance from the county line, and these population centers are likely to produce and attract most of the
intercounty trips. This approach is likely to be simpler to implement than the per-mile or per-hour approach
discussed above.
CREATING A TRANSIT COMMISSION

Fully merging the two transit systems would require the creation of a transit commission, the only option allowed under current State law for the creation of a multi-county transit systems. There are five other multi-county transit commissions in the State, and their charters and bylaws were studied as part of developing the draft charter text included in Appendix A, which Ozaukee County and Washington County could consider as a starting point if they choose to pursue a transit commission.

To create a transit commission, each county’s Board of Supervisors would need to pass identical resolutions. This resolution would likely need to reference a charter similar to that included in the Appendix. Passing this resolution would require that the counties agree upon the number and position of the members of the transit commission’s board, among other items. The other multi-county transit commissions in Wisconsin generally have three or four board members from each county on their board, and State Statutes require that a transit commission have at least seven members. Different transit commissions have different policies regarding whether all the board members from each county must be elected officials representing that county (such as County Supervisors) or if some board members should be transit riders or members of the public from each county. Alternatively, the Counties could look to the Joint Board of Health structure, with nine members (four from Ozaukee County and five from Washington County), at least four of which are not elected officials or staff of either County.

State Statutes require that initial transit commission members must be appointed for staggered three-year terms, and after that that the term of office of each member of the commission be three years. A commission’s members cannot be financially involved in any corporation subject to the commission’s jurisdiction. All commission members must be appointed by the County Boards, County Board Chair, or governing board of any municipality that joins a commission.

Following a decision to create a transit commission, the counties would request that SEWRPC pass a resolution indicating SEWRPC’s support of designating the transit commission as a recipient for FTA funds. Following SEWRPC passing the needed resolution, the counties would make a request the Wisconsin Department of Transportation that the Governor designate the transit commission. If he agrees, the Governor would notify the FTA of his decision, making the transit commission eligible to receive the Federal funds currently collected by each county. In 2017, Ozaukee County received approximately $0.70 million and Washington County received approximately $1.03 million in FTA formula funds for their transit services. If the Governor designates the transit commission as a recipient of FTA funds in place of both counties, the transit commission would receive at least that amount of money in the future.

ADDITIONAL DECISION ITEMS

In addition to determining the makeup of the potential transit commission, there are a number of decisions that will need to be made by the County Boards or the future transit commission. The following items have been identified by Commission and County staff, although this is likely not an exhaustive list.

Transfer of Assets
Currently, each county owns the vehicles needed to provide their respective shared-ride taxi services. In addition, Ozaukee County owns a dispatch and vehicle storage facility. It is likely that all of these assets should be transferred from the counties to the new transit commission, although whether one of the counties will act as the fiscal agent for the transit commission would need to be determined by the counties or the transit commission.

1 The other existing multi-county transit commissions are: Bay Area Rural Transit, serving Ashland County and Bayfield County; Menominee Regional Public Transit, serving Langlade County, Menominee County, and Shawano County; Namekagon Transit, serving Barron County, Sawyer County, and Washburn County; Oneida-Vilas Transit System, serving Oneida County and Vilas County; and Southwest Transit, serving Grant County and Iowa County.
Vehicle Storage and Dispatch
Ozaukee County’s taxi vehicles are stored in and dispatched from a County-owned facility in Port Washington. Washington County’s taxi vehicles are stored at and dispatched from a facility leased by STS in West Bend. If the systems are merged, the counties or the transit commission will need to determine if the vehicles should be stored in different locations, and whether it is reasonable to consolidate dispatch centers. Washington County currently pays a slightly higher rate to STS than Ozaukee County, partially due to the need for STS to lease space for dispatch staff and to store Washington County’s vehicles. It may be possible to reduce this cost difference if dispatch or storage can be reasonably consolidated.

Vehicle Maintenance
Currently, Ozaukee County maintains its shared-ride taxi vehicles at its Highway Department maintenance facility using Highway Department staff, while Washington County’s vehicles are maintained at a Johnson Bus facility by their staff. Based on conversations with Ozaukee County staff, it appears that there is not currently capacity for a large number of additional vehicles to be maintained by the Ozaukee County Highway Department, and therefore the counties or the transit commission would need to determine the most efficient way to maintain the consolidated fleet, if a merger is pursued.

Branding
If the counties decide to merge their transit systems, it is likely that a new name, logo, and brand for the merged service would be appropriate. A new name, brand, and logo could be chosen by the counties, or the decision could be delegated to the transit commission members. Information provided by Ozaukee County staff indicates that the designing a new logo and implementing a new website would cost approximately $4,000, while replacing the logos and information on the side of each taxi vehicle would cost approximately $400 per vehicle. The counties or the transit commission would need to decide if it makes sense to pursue a full rebranding immediately, or if, for instance, the vehicles could simply be branded with the new logo and information as part of the ongoing replacement of vehicles that have reached the end of their useful life.

Fare Structure
Currently, Ozaukee County has a zone-based fare system, while Washington County has a distance-based fare system. In many cases, the differing fare structures result in similar fees being paid by riders in both counties, but there are examples where a zone system and a distance system can result in very different charges for similar length trips. In an extreme example, it is possible for a short trip in Ozaukee County to cover three zones, but be less than five miles in trip length. Under Ozaukee County’s fare structure and rates, that trip would cost a senior $4.25, while under Washington County’s fare structure and rates, the same trip would cost a senior $2.50. Similarly, the longest one zone trip in Ozaukee County is approximately 14 miles, costing a senior $2.50 under Ozaukee County’s fare structure and rates, but $4.25 under Washington County’s fare structure and rates.

In addition to the idiosyncrasies of each fare structure, Washington County’s taxi fares for adults are currently higher, on average, than Ozaukee County’s taxi fares (as shown in Table 2). Washington County adult fares range from $4.25 to $9.00, while Ozaukee County adult fares range from $3.00 to $6.75. Student fares are also slightly higher in Washington County than Ozaukee County, while fares for seniors and people with disabilities are similar between the two counties.
Table 2
EXISTING FARES FOR PASSENGERS ON THE OZAUKEE COUNTY SHARED-RIDE TAXI SERVICE AND THE WASHINGTON COUNTY SHARED-RIDE TAXI SERVICE

<table>
<thead>
<tr>
<th>Taxi System</th>
<th>Zones or Distance Traveled</th>
<th>Fare Category</th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Adult</td>
<td>Senior or Person with Disability</td>
<td>Student</td>
<td></td>
</tr>
<tr>
<td>Ozaukee County</td>
<td>Within 1 Zone</td>
<td>$3.00</td>
<td>$2.50</td>
<td>$2.75</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Within 2 Zones</td>
<td>$4.00</td>
<td>$3.50</td>
<td>$3.50</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Within 3 Zones</td>
<td>$5.50</td>
<td>$4.25</td>
<td>$4.25</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Within 4 or More Zones</td>
<td>$6.75</td>
<td>$5.50</td>
<td>$5.50</td>
<td></td>
</tr>
<tr>
<td>Washington County</td>
<td>5.0 miles or less</td>
<td>$4.25</td>
<td>$2.50</td>
<td>$3.25</td>
<td></td>
</tr>
<tr>
<td></td>
<td>5.1 to 10.0 miles</td>
<td>$5.75</td>
<td>$3.50</td>
<td>$4.75</td>
<td></td>
</tr>
<tr>
<td></td>
<td>10.1 to 15.0 miles</td>
<td>$6.00</td>
<td>$4.25</td>
<td>$6.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>15.1 to 20 miles</td>
<td>$7.00</td>
<td>$5.00</td>
<td>$7.00</td>
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<td></td>
<td>20.0 miles or more</td>
<td>$8.00</td>
<td>$5.75</td>
<td>$8.00</td>
<td></td>
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</tbody>
</table>

In 2016, Ozaukee County collected an average of $0.48 in passenger fare revenue per revenue mile of service, while Washington County collected an average of $0.33 in passenger fare revenue per revenue mile of service. Some of this difference can be explained by the larger number of short trips that Ozaukee County provides now that the City of Port Washington. In addition, a larger proportion of its passengers of the Ozaukee County Shared-Ride Taxi are adults without a disability, meaning that more riders are paying the full adult fare in Ozaukee County than Washington County.

The counties or the transit commission would need to determine the appropriate fare structure for the merged system. If the counties or the transit commission choose to pursue a distance-based system, it would make sense for additional fare categories to be considered, including a lower fare for trips shorter than 3 miles such as those entirely within the City of Port Washington, and higher fare categories for trips between 20 and 25 miles in length, between 25 and 30 miles in length, and greater than 30 miles in length. If the counties or the transit commission choose to pursue a zone-based system, zones would need to be identified for Washington County, and five, six, and seven zone fare categories would likely need to be identified. The counties or the transit commission would also need to resolve the differences in fares between the two counties for adults under 65 and students.

Staffing Levels
If a transit system merger is pursued, either the counties or the transit commission would need to determine the level of staffing required to manage the joint shared-ride taxi systems and the two bus services. In discussions with Ozaukee County and Washington County staff, it became clear that it may be possible to manage the merged system and fulfill all State and Federal requirements with less than 2.0 FTEs, but that it would require more than 1.0 FTE. Staff also indicated that an individual with an accounting or bookkeeping background would desirable, at least on a part time basis.

Service Hours
Currently, service hours differ between the two shared-ride taxi services, as shown in Table 3. It is likely that the counties or the transit commission would want to unify the service hours if the services are merged. If this results in hours being expanded in either county, there would be additional new operating costs associated with the merger beyond those described in Table 1. If this unification results in hours being cut, it is likely that operational cost savings would occur. The counties or the transit commission would need to weigh the cost increases or
decreases against the increase or decrease in mobility for residents resulting from adding or reducing service hours.

Table 3
EXISTING SERVICE HOURS ON THE OZAUKEE COUNTY SHARED-RIDE TAXI SERVICE AND THE WASHINGTON COUNTY SHARED-RIDE TAXI SERVICE

<table>
<thead>
<tr>
<th>Day of the Week</th>
<th>Taxi System</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>Ozaukee County</td>
</tr>
<tr>
<td>Mondays – Fridays</td>
<td>5:00 a.m. – 10:00 p.m.</td>
</tr>
<tr>
<td>Saturdays</td>
<td>8:30 a.m. – 10:00 p.m.</td>
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<tr>
<td>Sundays</td>
<td>8:00 a.m. – 6:00 p.m.</td>
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<tr>
<td></td>
<td>Washington County</td>
</tr>
<tr>
<td></td>
<td>5:00 a.m. – 11:00 p.m.</td>
</tr>
<tr>
<td></td>
<td>5:00 a.m. – 11:00 p.m.</td>
</tr>
<tr>
<td></td>
<td>8:00 a.m. – 4:00 p.m.</td>
</tr>
</tbody>
</table>

Operational Policies
There are a number of small differences in operational policies between the two services that would need to be modified by the counties or a transit commission if a merger is pursued. Examples of some of the differences include:

- Ozaukee County allows the first child five and under to ride free, with any additional children five and under being charged the student rate, while Washington County allows any children four and under to ride free;
- The counties have differing penalties for repeat “no-show” clients; and
- The counties have differing policies regarding how much time a client might be expected to wait for a taxi to arrive to pick them up.

NEXT STEPS
Should both Ozaukee County and Washington County determine to proceed with a merger, the counties would need to determine which of the above items they feel should be decided by the Boards of Supervisors, and which items should be delegated to a transit commission. In addition, it may make sense to identify the appropriate membership of the transit commission, and begin to develop and refine the transit commission’s charter.

Because of the timing of such a changeover, it may make sense to wait to truly integrate the services until January 1, 2019, to ease the transition with State and Federal agencies, and match the county budgetary cycle. It may also be possible to provide a unified service to passengers earlier, while working to financially and legally unify the “behind the scenes” operations of the service during 2018. Commission staff are available to assist the counties if they determine to proceed further.

* * *

KJM
10/17/2017
#238902
APPENDIX A

DRAFT CHARTER TEXT FOR A TRANSIT COMMISSION

The parties to this Charter agree to and do hereby create a commission to be known as the "____________ Transit Commission".

ARTICLE I
CREATION, NAME, PURPOSE, AND DEFINITIONS

Section 1 – Authority: This commission is created under, by virtue of and pursuant to the provisions of S. 59.58(2) and S. 66.0301, Wisconsin Statutes, as amended.

Section 2 – Name: The commission shall be known as the ______________ Transit Commission, hereinafter referred to as the “Commission.”

Section 3 – Purpose: The purpose of the commission shall be to provide, preserve, promote, protect, plan, assist, finance, acquire, operate, maintain and enhance existing and future transportation systems in the County of Ozaukee, State of Wisconsin, the County of Washington, State of Wisconsin, and in any other areas which may wish to seek transportation services offered by the Commission.

Section 4 – Definitions: For the purpose of this agreement:

a. “Municipality” means any city, village, town, county or federally-recognized Indian tribe or band.
b. “Transportation System” means any public or private passenger or freight transportation facility or operation including, but not limited to, motor buses, shared-ride taxis or any other systems of public transportation utilized by or for the benefit of citizens of Wisconsin. The term “transportation system” will be broadly construed to include auxiliary facilities such as, but not limited to, depots, maintenance facilities and parking areas for motor vehicles.
c. “Governing body” means (1) the common council of a city; (2) the board of trustees or board of supervisors of a village or town; (3) the board of supervisors of a county; (4) the tribal council of a federally recognized Indian tribe or Band; or (5) the board of commissioners or trustees of a public transit commission, district or authority.
d. “Board” means the Board of Commissioners of the ______________ Transit Commission.
e. “Member Municipality” means a municipality which is a member of the Commission under the terms of Article II of this agreement.
f. “Commissioner” means a person designated by a Member Municipality or the Board pursuant to Art. II, Sec. 10 to serve on the Board of the Commission.
g. “Fiscal Year” means January 1 through December 31 of any calendar year.
h. “Neglect of Duty” shall mean an unexcused absence from three consecutive meetings of the Board.

ARTICLE II
MEMBERSHIP

Section 1 – Creators: The County of Ozaukee and the County of Washington are the creating municipalities of this commission.

Section 2 – Member Eligibility and Procedure: Any additional municipalities in the State of Wisconsin are eligible for membership upon ordinance of their governing bodies accepting this agreement, filing a certified copy of such ordinance with the Commission and approval by a majority vote of the Board. The municipality shall suggest to the County Board Chair of the County in which the municipality is located the names of individuals it
Section 3 – Financial Contributions: Any member who fails to comply with Article VI, Section 5 (payment of allocated cost) shall, upon resolution of the Board, cease to be a member in good standing and its representatives on the Board shall be ineligible to vote until payment is made.

Section 4 – Withdrawal: Any member may withdraw from the Commission upon a majority vote of its governing body.

Section 5 - Number of Commissioners per Member: The number of Commissioners shall, at the inception of the Commission, be as follows:

- County of Ozaukee - 3
- County of Washington - 3

In addition, the County Board Chair of each County shall select one consumer member of the Board. The consumer member of the board shall also be a resident of the County that the respective Board Chair serves. These consumer members should represent the users of the transit system and should not be employees or officials of any of the member agencies. Each additional member municipality, following the steps outlined in Section 2 of this Article, shall be represented by one Commissioner. Each representative shall have one vote.

Section 6 – Term: The initial Commissioners shall be appointed for staggered three-year terms. The term of office of each Commissioner thereafter shall be three years. Appointments of Commissioners among constituents of each member municipality shall be made in accordance with the recommendation of the affected municipality’s governing body.

Section 7 – Compensation: Commissioners may be reimbursed for meeting attendance, with the commission establishing the rate for the following calendar year at its final meeting of the preceding year. They shall be compensated for authorized travel and other expenses by the commission.

Section 8 – Removal: A Commissioner may be removed from office by a two-thirds vote of the Board and by a majority vote of the governing body of the appointing municipality for misconduct, malfeasance or neglect of duty in office. Any vacancy so created shall be filled as provided in Section 10.

Section 9 – Succession: A Commissioner shall hold office until his or her successor has been appointed, except in the case of removal pursuant to Art. II, Sec. 8.

Section 10 – Vacancies: Vacancies on the Board shall be filled within sixty (60) days after occurrence of the vacancy by appointment of the County Board Chair of the County that appointed the preceding individual whose removal was completed as outlined in Section 8.

Section 11 – Indemnification: The Commission agrees to hold harmless or indemnify its directors, officers, commissioners, employees and agents against any claims or judgments arising out of or in connection with their work under the provisions of this agreement. The Commission shall seek appropriate counsel to defend any claims filed against those individuals concerning work done under the charter, and shall pay for such legal services.

Section 12 – Liquidation: In the event of liquidation, the assets shall be used for payment of the obligations and debts of the Commission, and the remaining assets, if any, shall be distributed to the remaining partner/members in ratio to past capital contributions by those partners.
ARTICLE III
ORGANIZATION

Section 1 – Officers: The Board shall, at its first official meeting, elect one of its members as chairperson, one as vice-chairperson, one secretary and one treasurer. The posts of secretary and treasurer may be held by one person at the discretion of the Commissioners. The Board shall, after the initial election of officers, elect officers annually at its third meeting in a calendar year.

Section 2 – Quorum: The presence of a simple majority of the members in good standing shall constitute a quorum for Commission action. In the absence of a quorum, any number of Commissioners may adjourn a meeting to a later date.

Section 3 – Majority: All resolutions, ordinances and by-laws must be approved by a majority of the Commissioners present, unless otherwise specified in this Charter.

Section 4 – By-Laws: The chairperson shall have the power to designate a by-laws committee. By-laws shall contain a committee and sub-committee structure, the rights and responsibilities of members, and general operating procedures of the Commission.

ARTICLE IV
POWERS OF THE COMMISSION

Section 1: The Commission, under this agreement, may exercise the power granted by law to it. If the member municipalities have varying powers and duties under Wisconsin law, each may act under this agreement to the extent of its lawful powers and duties. The Commission has the status of a municipality. This section shall supersede any conflicting charter provisions, and shall be liberally construed. The Commission possesses all powers of its members relating to the promotion and operation of transportation systems which enhance the purposes of the Commission as expressed in Article I, Section 3 of this charter. The Commission’s powers include, but are not limited to, the following:

(a) To purchase, lease, use, sell, subsidize, contract for, own, operate or provide for the operation of any transit system or any part thereof or any property or franchise necessary or desirable for the purpose of the Commission, with or from any governmental or private body, including the right to contract for management or any other services.
(b) To conduct or contract for transportation studies and planning, and to coordinate these plans with any political subdivision or public agency, including Wisconsin State agencies.
(c) To employ a transit manager and other employees as it deems necessary to accomplish its purposes. The Commission shall be responsible for hiring the Transit Manager, who shall serve at the will of the Commission. The Transit Manager shall be responsible for the recruitment, hiring and dismissal of all other Commission employees.
(d) To make, amend and repeal all by-laws, rules and regulations not inconsistent with the purposes of this agreement as deemed necessary to the discharge of the powers, duties and other functions of the Commission.
(e) To establish and alter rates, fares and other charges for services and facilities.
(f) To establish and alter schedules and routes and other service parameters.
(g) To apply for and/or accept gifts or grants or money or other property.
(h) To promulgate policies to enhance the operational efficiencies of the transit system.
(i) To adopt, use and alter at will a corporate seal.
(j) To do all acts and things necessary or convenient for the conduct of its business and the general welfare of the Commission in order to carry out the powers granted to it by this charter or any other law.
Section 2 – Board of Commissioners: All actions of the _________ Transit Commission shall be exercised under the control and direction of the Board.

Section 3 – Financing: The Commission, upon approval of the member municipalities, may under Section 66.0301 (4) of the Wisconsin Statutes finance the acquisition, development, remodeling or construction of buildings and facilities for the purposes of the Commission under Sec. 59.58(2) stats. Member municipalities may jointly or separately finance such projects or an agreed upon share of the cost thereof, under Chapter 67, Stats. The Commission may exercise any power of any of its members to borrow funds in the furtherance of the Commission’s contractual functions.

Section 4: Under Section 194.33, Wis. Stats., no common motor carrier of passengers shall operate any motor vehicle within or through any member city, village or town except in compliance with action taken by the Commission on behalf of its members.

ARTICLE V
INTERGOVERNMENTAL COOPERATION

Section 1 - Intergovernmental Agreements: This commission may enter into agreements under Section 66.0301, Wis. Stats. and any future amendments to this section, with any municipality, as defined in Sec. 66.0301, Stats. or with any private entity.

ARTICLE VI
FINANCING

Section 1 – Budget Preparation: The Transit Manager or the Manager’s designee, or any other person directed by the Board shall, annually, prior to the 15th day of September, prepare an operating budget for the Transit System, and shall present it to the Board for consideration and approval. Board approval of the budget shall be accomplished prior to the expenditure of funds in the following fiscal year beginning on January 1.

Section 2 – Budget Review: The Board shall have full authority to amend in any manner the proposed budget, and, before final passage of the budget, shall send copies of it to the member municipalities for their review and approval.

Section 3 – Budget Hearing: The Board shall establish and date and place for a public hearing and review of the proposed budget after its initial presentation to the Board but before the Board’s final approval.

Section 4 – Final Approval: Final approval of the budget shall be made by the Board. Upon final approval of the budget by the Board and the Wisconsin Department of Transportation, the Board shall certify it to each member together with a statement of the member’s share thereof. Each member’s share of the budget shall be an integral part of the budget, and should, as closely as possible, reflect that body’s transit budget in the year preceding the municipality’s initiation of membership in the Commission. Cash contributions from partners may be reduced by the provision of “in-kind” service of state and federal matching items.

Section 5 – Capital Expenditures: Each member/partner shall pay an equal share of capital costs unless the Board, upon a 2/3 vote, approves a different distribution of capital costs. Each such distribution must be voted on separately.

Section 6- Payment: Each member shall pay half of its allocated local share by January 31 of the Commission’s fiscal year, and the balance by June 30. Budget allocations as provided for in Section 4 hereof, approved by member/partners shall be a legal debt for which the Commission may bring legal action.

ARTICLE VII
PUBLIC NOTICE OF MEETINGS

Section 1 – Notification: The Commission will publish in each County’s official newspaper and mail to each partner notice of regular and special meetings, submitting with such notice the time and place of such meeting and a copy of the proposed agenda. Such notice should be made at least 10 calendar days prior to the meeting date. If a member is added from outside of the County of Ozaukee or the County of Washington, such notices shall be published in that county’s official newspaper as well.

Section 2 – Rules: All meetings shall be open to the public, and the Board shall establish reasonable regulations to enable members of the public to be heard on any matter coming before the Board. Section 3 – Records: All minutes and budget records of the Commission shall be deemed public records, and shall be made available to the public under reasonable rules and regulations. The Board shall establish charges for copies of documents made available to the public. Documents and records exempted from disclosure under either the Public Records or the Open Meetings laws shall not be made public.

ARTICLE VIII
ACCOUNTING AND BUDGETARY PROCEDURES

Section 1 – Procedures: The Commission shall establish appropriate accounting and budgetary procedures in its by-laws.

Section 2 – Annual Audit: An annual audit shall be performed by an independent certified public accountant hired by the Commission to audit the accounting and budgetary records of the Commission. This shall be started within 180 days after the close of each fiscal year, and completed within 60 days of inception. Certified copies of the annual audit shall be filed with the governing board of each member/partner. The Commission shall cooperate with all audits performed by the Wisconsin Department of Transportation.

Section 3 – Financial Statement: Upon completion of the audit, the Commission shall publish an annual financial statement which shall be furnished to the governing bodies of each member and made available to the public.

ARTICLE IX
EFFECTIVE DATE

Section 1 – Effective Date: This charter shall become effective upon ratification and execution by the members.

ARTICLE X
AMENDMENTS

Section 1 – Procedure: This Charter may be amended by a two-thirds vote of the Board and subsequent ratification by a majority vote of the governing bodies of the members.

Section 2 – Effective Date: Upon ratification, amendments shall become effective when copies of said amendments have been published in the official county newspaper of each County in which a member municipality is located.

ARTICLE XI
SEVERABILITY

If any article, section, subsection, sentence, clause or provision of this Charter is held invalid, illegal or unenforceable, the remainder of this document shall not be affected.
Public Works Committee

AGENDA INFORMATION SHEET

AGENDA DATE: October 17, 2019
DEPARTMENT: Transit
DIRECTOR: Jon Edgren
PREPARER: Joy Neilson

Agenda Summary  Transit Ridership

ATTACHMENTS:

- 2019 Shared-Ride Stats Oct (PDF)
- Summerfest Ridership 2019 (PDF)
## Shared-Ride Taxi Ridership

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<th>Mar</th>
<th>Apr</th>
<th>May</th>
<th>Jun</th>
<th>Jul</th>
<th>Aug</th>
<th>Sep</th>
<th>Oct</th>
<th>Nov</th>
<th>Dec</th>
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<th>Average</th>
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### Same month 2019 vs 2018

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*Packet Pg. 44*
Summerfest Ridership History

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Public Works Committee

AGENDA INFORMATION SHEET

AGENDA DATE: October 17, 2019
DEPARTMENT: Transit
DIRECTOR: Jon Edgren
PREPARER: Joy Neilson

Agenda Summary: Transit Financial Report

ATTACHMENTS:
  • Transit_October 2019 (PDF)
<table>
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<tr>
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<th>2019 Amended Budget</th>
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<td>Taxes</td>
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<td><strong>Capital Outlay</strong></td>
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<tr>
<td>Equipment &amp; Furniture</td>
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<td>($21,571)</td>
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<tr>
<td><strong>Net Increase (Decrease)</strong></td>
<td>($223,662)</td>
<td>$131,019</td>
<td>($131,019)</td>
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</tbody>
</table>

**Equity:**
- Governmental Fund Balance

$423,976
ORDINANCE NO. (ID # 5916)

AMENDING SECTION 6.04 (7)(M-N) OF THE OZAUKEE COUNTY CODE OF ORDINANCES PERTAINING TO HIGHWAY ACCESS CONTROL CODE - DESIGN STANDARDS FOR RESIDENTIAL PARCEL ACCESSES

An Ordinance amending Section 6.04(7)(m,n) of the Ozaukee County Code of Ordinances pertaining to Highway Access Control Design Standards.

The County Board of Supervisors of the County of Ozaukee does ordain that Section 6.04(7)(m&n) of the Ozaukee County Code of Ordinances be amended as follows:

6.04 HIGHWAY ACCESS CONTROL

(7) DESIGN STANDARDS. Driveways and roads with access onto a C.T.H. must comply with the following design standards:

(m) Type “1” access. Private driveways with access to one or two agricultural or one to four residential parcels must have a driveway width of 16 to 24 feet and a return radius of 20 feet with-in the right-of-way on any county trunk highway. (See drawing)

(n) Type “2” access standards must be used for residential uses with 3 - 20 units and commercial or industrial driveways with up to 25,000 square feet. (See drawing)

This Ordinance shall take effect upon enactment and publication.

Dated at Port Washington, Wisconsin, this 6th day of November 2019.

SUMMARY: Ordinance change to increase the number of homes allowed on a standard driveway from two (2) to four (4).

VOTE REQUIRED: Majority

PUBLIC WORKS COMMITTEE
Agenda Summary: Amending Section 6.04 (7)(m-n) of the Ozaukee County Code of Ordinances pertaining to Highway Access Control Code - Design Standards for Residential Parcel Accesses.

BACKGROUND INFORMATION: Access to County Highways is based upon standards in Ozaukee County Ordinances, Chapter 6 - Highways, Section 4 - Highway Access Control. Specifically, in regards to the design of the access for residential parcels, inclusion of accel, decel and/or bypass lanes are dependent on the type of development and traffic volume.

Currently, Ozaukee County Code requires any Residential Access with 3 or more parcels to install accel & decel lanes, and possibly bypass lanes based upon the Highway’s traffic volume. (See attached Access Design Standards.)

ANALYSIS: Based upon Mr. Thomas Diener’s request at last month’s Public Works Committee (PWC) meeting and direction from the PWC, I’ve drafted a revision to the Highway Access Control code to increase the number of parcels allowed on a Type “1” Access from two (2) parcels to four (4) parcels.

The revision would correspond to Washington County’s Access Code and align the Type “1” Access to a standard Minor Land Division or Certified Survey Map.

FISCAL IMPACT: N/A

FUNDING SOURCE: N/A

RECOMMENDED MOTION: Recommend approval of the Access Code revision as presented, and forward to the County Board for an ordinance revision.

ATTACHMENTS:
- Oz Cty Access Control Code - Vision & Access Diagrams(PDF)
OZAUKEE COUNTY
VISION CORNERS

4.25' ELEVATION
CENTER OF LANE

3.5' ELEVATION
CENTER OF ACCESS

TYPE 1 & 2

GUIDE DIMENSIONS FOR VISION TRIANGLES
STOP CONTROL ON MINOR ROADS

<table>
<thead>
<tr>
<th>SPEED LIMIT</th>
<th>DISTANCE &quot;D&quot; IN FEET</th>
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<tbody>
<tr>
<td>25</td>
<td>200'</td>
</tr>
<tr>
<td>30</td>
<td>200'</td>
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<tr>
<td>35</td>
<td>250'</td>
</tr>
<tr>
<td>40</td>
<td>300'</td>
</tr>
<tr>
<td>45</td>
<td>400'</td>
</tr>
<tr>
<td>50</td>
<td>500'</td>
</tr>
<tr>
<td>55</td>
<td>500'</td>
</tr>
</tbody>
</table>

TYPE 1 ACCESS

TYPE 2 ACCESS

TYPE 3 ACCESS

EXAMPLE: GIVEN DESIGN SPEED IS 60 MPH ON THE MAJOR HIGHWAY AND 50 MPH ON THE MINOR HIGHWAY

SOLUTION: READING FROM THE DIMENSION TABLE, THE LEGS OF THE VISION TRIANGLE ARE A=600 FEET AND B=150 FEET

ACCESS CROSS-SECTION
Public Works Committee

AGENDA INFORMATION SHEET

AGENDA DATE: October 17, 2019
DEPARTMENT: Highway
DIRECTOR: Jon Edgren
PREPARER: Jon Edgren

Agenda Summary: Authorize an Intersection Control Study by TADI at CTH NN & CTH Y

BACKGROUND INFORMATION: At the September 19th Public Works Committee meeting, Traffic Analysis & Design Inc. (TADI) presented their Safety Screening Report. Within the presentation, we specifically discussed the CTH NN & CTH Y (Granville Rd) intersection, and the potential for obtaining outside funding through the Wisconsin Department of Transportation’s (WisDOT) Highway Safety Improvement Program (HSIP).

The first step is to meet with WisDOT to discuss our project’s HSIP potential. John Campbell (TADI) & I have a meeting scheduled for Monday, October 14th with Dan Dedrick (WisDOT Safety Engineer) to go over the basics of the intersection and the accident history.

ANALYSIS: Following the meeting, if I feel CTH NN & CTH Y Intersection has good potential for approval within the HSIP or other programs, then I’ll request an Intersection Control Study proposal by TADI to begin the process of documenting the traffic issues through Traffic Counts and further detailed analysis, which are key components in the HSIP grant applications, in which WisDOT will pay 90% of costs related to a project if approved.

As a reminder, the HSIP funds typically will pay 90% of all related costs. Ozaukee County upgraded the CTH V & CTH W intersection in 2016 with traffic signals, and received roughly $900,000 in HSIP grant funding for the over $1,000,000 engineering design and construction costs.

FISCAL IMPACT:

Balance Current Year: TO BE DETERMINED

Next Year’s Estimated Cost: --

FUNDING SOURCE:

County Levy: X Non-County Levy: -- Indicate source: --

RECOMMENDED MOTION: If completed, I will distribute TADI’s Intersection Control Study proposal for review and approval.
Public Works Committee

AGENDA INFORMATION SHEET

AGENDA DATE: October 17, 2019
DEPARTMENT: Highway
DIRECTOR: Jon Edgren
PREPARER: Jon Edgren

Agenda Summary: Status Update on Public Works Department Items

ATTACHMENTS:
- PW Comm_JEE^Hwy Report - 10-17-19 (PDF)
The following are status updates on various Public Works Department items:

**FACILITIES:**

1) **War Memorial Update**
   Construction of the War Memorial has gone well, and the project is wrapping up within a couple weeks.

2) **Sidewalk Construction**
   The Justice Center will have some detoured employees and visitors over the next few weeks as Superintendent Behlen has a contractor replacing various sections of concrete sidewalk around the exterior of the building. He’s worked with the contractor to perform some weekend work to avoid as much conflict with staff and visitors as possible.

3) **Administration Center Public Address System**
   Superintendent Hicks has overseen completion of the project, and there were no issues except for a few alarms during the Executive Committee’s Budget meeting!

4) **Administration Center Chillers**
   Superintendent Hicks has the Chillers on order, and currently estimates installation during November.

**HIGHWAY:**

5) **STH 33 & CTH I Intersection**
   Given several fatalities at the STH 33 & CTH I Intersection over the last several years, WisDOT hired RA Smith Engineering Consultants to perform a Road Safety Audit, which included meeting with members of WisDOT, State Patrol, Ozaukee County Sheriff & Highway Departments, and local government officials. Their draft report has been distributed, and they are anticipating a recommendation for a roundabout to be constructed when practical and creation of an All-Way Stop in the interim.

6) **I-43 Expansion**
   Given inclusion of the I-43 Expansion from Silver Spring Drive to STH 60 within the State Budget, WisDOT is moving forward again on the project. Initial discussions have estimated construction around 2021/2022. I’ve scheduled a meeting with the Project Manager on Tuesday, October 15th, to obtain more information and provide some input on design concerns.

\OZCTY06\Highway\Public Works Committee\Agendas\2019\10-17-19\PW Comm_JEE\Hwy Report - 10-17-19.docx
<table>
<thead>
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<th>AGENDA DATE:</th>
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<tbody>
<tr>
<td>DEPARTMENT:</td>
<td>Public Works Department</td>
</tr>
<tr>
<td>DIRECTOR:</td>
<td>Jon Edgren</td>
</tr>
<tr>
<td>PREPARER:</td>
<td>Jon Edgren</td>
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**Agenda Summary**: Highway Financials

**ATTACHMENTS**:

- Hwy Dept Financials - Oct 2019 (PDF)
### Special Revenue Fund County Roads and Bridges

**For the Eight Months Ending Saturday, August 31, 2019**

**Profit and Loss Statement ACTUAL TO AMENDED BUDGET**

<table>
<thead>
<tr>
<th></th>
<th>Current Actual</th>
<th>2019 YTD Actual</th>
<th>2019 Amended Actual</th>
<th>Budget Balance</th>
<th>YTD Budget Balance</th>
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<tbody>
<tr>
<td><strong>Revenues</strong></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Taxes</td>
<td></td>
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<td><strong>Total Revenues</strong></td>
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<td>$4,810,250</td>
<td>($255,269)</td>
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**Expenditures**

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<th>2019 Amended Actual</th>
<th>Budget Balance</th>
<th>YTD Budget Balance</th>
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<tr>
<td>Interdepartment Charges</td>
<td>$113,318</td>
<td>$3,374,256</td>
<td>$1,435,994</td>
<td>70.15%</td>
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<tr>
<td><strong>Total Operating Expenditures</strong></td>
<td>$113,318</td>
<td>$3,374,256</td>
<td>$1,435,994</td>
<td>70.15%</td>
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**Capital Outlay**

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<tbody>
<tr>
<td><strong>Total Expenditures</strong></td>
<td>$113,318</td>
<td>$3,374,256</td>
<td>$1,435,994</td>
<td>70.15%</td>
</tr>
</tbody>
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<p>| | | | | |</p>
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</thead>
<tbody>
<tr>
<td>Net Increase (Decrease)</td>
<td>($113,318)</td>
<td>$1,691,263</td>
<td>- ($1,691,263)</td>
<td>0.00%</td>
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**Equity:**

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<tr>
<td>Governmental Fund Balance</td>
<td>- ($1,674,891)</td>
<td>- $1,674,891</td>
<td>0.00%</td>
<td></td>
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</tbody>
</table>
### Internal Service Fund Highway Department

**For the Eight Months Ending Saturday, August 31, 2019**

#### Profit and Loss Statement

**ACTUAL TO AMENDED BUDGET**

**Current Month** | 2019 YTD | 2019 Amended Budget | % Budget Balance | % Budget YTD
--- | --- | --- | --- | ---
**Revenues**
Taxes | - | $133,000 | $133,000 | - | 100.00%
Intergovernmental Revenues | - | $197,541 | $412,900 | $215,359 | 47.84%
Intergovernmental Charges | $354,747 | $4,360,936 | $5,801,530 | $1,440,594 | 75.17%
Interdepartmental Charges | $54,114 | $1,424,326 | $2,852,380 | $1,428,054 | 49.93%
Licenses & Permits | $11,057 | $94,081 | $204,172 | $110,091 | 54.08%
Other Revenue | $20,028 | $90,971 | $59,738 | ($31,233) | 152.28%
**Total Revenues** | $439,946 | $6,300,855 | $9,463,720 | $3,162,865 | 66.58%

**Expenditures**
Salaries | $202,675 | $1,803,438 | $2,867,594 | $1,064,156 | 62.89%
Fringe Benefits | $76,462 | $668,998 | $1,125,588 | $456,590 | 59.44%
Travel/Training | $1,641 | $4,807 | $3,500 | ($1,307) | 137.34%
Supplies | $496,342 | $3,737,693 | $5,229,280 | $1,491,587 | 71.48%
Purchased Services | $6,171 | $634,552 | $826,819 | $192,267 | 76.75%
Interdepartment Charges | ($189,008) | ($1,320,431) | ($3,176,821) | ($1,856,390) | 41.56%
Depreciation | - | - | $1,076,100 | $1,076,100 | 0.00%
Grants | $11,871 | $75,957 | $133,000 | $57,043 | 57.11%
Other Expenses | $4,097 | $142,393 | $233,421 | $91,028 | 61.00%
**Total Operating Expenditures** | $610,251 | $5,747,407 | $8,318,481 | $2,571,074 | 69.09%

#### Capital Outlay

**Equipment & Furniture** | $7,395 | $438,533 | $1,064,939 | $626,406 | 41.18%
**Buildings & Land** | $7,782 | $44,407 | $80,300 | $31,893 | 60.28%
**Total Capital Outlay** | $15,177 | $486,940 | $1,145,239 | $658,299 | 42.52%

**Total Expenditures** | $625,428 | $6,234,347 | $9,463,720 | $3,229,373 | 65.88%

**Net Increase (Decrease)** | ($185,482) | $66,508 | - | ($66,508) | 0.00%

**Equity:**
**Retained Earnings** | - | ($131,571) | - | $131,571 | 0.00%
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<thead>
<tr>
<th>Vend/Cust/Emp Name</th>
<th>Amount</th>
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</thead>
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<td>ASTEC INC Total</td>
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<td>AT&amp;T (PO BOX 5080) Total</td>
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<td>ATLAS BUS SALES Total</td>
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<td>FIVE CORNERS DODGE INC Total</td>
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<td>HEIN RECLAMATION &amp; CONSTRUCTION INC Total</td>
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<td>INDUSTRIAL RECYCLERS INC. Total</td>
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<td>OFFICE DEPOT Total</td>
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## September 2019

**Highway Department Payables**

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<td>POMPS TIRE SERVICE INC Total</td>
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<td>SAUKVILLE FEEDS Total</td>
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<td>SERWE IMPLEMENT MUNICIPAL SALES CO., LLC Total</td>
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