



AGENDA

Eau Claire County Highway Committee
Thursday, August 23, 2018 / 6:15 am
Eau Claire County Highway Department - Room 101
2000 Spooner Avenue, Altoona, WI 54720

1. Call the meeting to order.
2. Confirmation of meeting notice
3. Review/Approval of past committee meeting minutes (8/2) Discussion/Action
4. Public comment
5. Budget Discussion/Action
6. Highway report
 - Highway Commissioner Update – Jon Johnson
 - Operations Update – Brian Spilde
 - Engineering Update – Rod Thorson
7. Payment vouchers (8/3, 8/10, 8/17)
8. Future meeting dates, times, and agenda items
9. Adjourn.

* the Committee may hear comments from the public for up to 30 minutes; not more than 5 minutes/person is allowed; this period is not considered a public hearing.

cc: Members, Media, Kathryn Schauf, Keith Zehms, Nick Smiar, Jon Johnson, Rod Thorson, Brian Spilde

Please note: Upon reasonable notice, efforts will be made to accommodate the need of disabled individuals through sign language interpreters or other auxiliary aids. For additional information or to request the service, contact the County ADA Coordinator at 839-4710, 839-1669 (FAX) or 839-4735 (TDD) or by writing to the ADA Coordinator, Human Resources Department, Eau Claire County Courthouse, 721 Oxford Avenue, Eau Claire, WI 54703.

2019 Budget Summary Expenses

<u>Description</u>	<u>Budget</u>
Administration	599,850.00
Fringe Benefit Fund	1,829,300.00
Machinery Fund	4,120,325.00
County Maintenance	3,926,861.24
County Winter Maintenance	853,000.00
Road Construction	6,525,620.76
Bridge Construction	1,290,000.00
County Aid Bridges	50,000.00
Performance Based Management	50,000.00
Subtotal	<u>19,244,957.00</u>
State Work	2,232,700.00
Local/Department Work	<u>276,200.00</u>
Total	<u>21,753,857.00</u>

2019 Budget Summary Revenues

<u>Description</u>	<u>Budget</u>
Property Tax Levy	1,879,157.00
State Fuel Tax	3,500,000.00
Other Revenues	\$318,400
Fringe Benefit Fund	1,829,300.00
Performance Based Management	50,000.00
Machinery Fund	\$3,142,000
General Fund	\$5,200,000
Vehicle Registration Fee	\$2,300,000
Non Lapsing Fund Balance	<u>400,000.00</u>
Subtotal	<u>\$18,618,857</u>
State Work	\$2,770,000
Local/Department Work	<u>\$365,000</u>
Total	<u>\$21,753,857</u>

Highway

The vision of the Eau Claire County Highway Department is to provide a service to the taxpayer that, to the best of our ability, provides safe and efficient travel through the use of new technology, proper utilization of resources and transparency. Internally we strive to foster a culture of belonging and personal improvement through effective communication and leadership development.

Department Mission

We believe that transportation users of this county need a safe and efficient transportation system that is maintained and improved using all available resources as well as integrating new construction means and methods.

Overview of Expenditures and Revenues

	2017 Actual	2018 Budget	2018 Estimate	2019 Request	2019 Approved	% Change
Expenditures:						
Personnel	\$ 4,254,771	\$ 5,820,169	\$ 4,205,215	\$ 5,729,300		
Services & Supplies	11,654,409	11,671,164	11,562,615	11,904,232		
Equipment	4,191,410	4,510,252	5,232,170	4,120,325		
Total Expenditures	\$ 20,100,590	\$ 22,001,585	\$ 21,000,000	\$ 21,753,857	\$ -	-100.00%
Revenues:						
Federal/State Grants	\$ 2,082,016	\$ 3,545,406	\$ 3,545,000	\$ 3,500,000		
Charges & Fees	8,576,922	8,814,023	8,179,518	8,424,700		
Gen Fund Transfer	7,025,000	6,263,000	6,438,000	7,500,000		
Fund Balance Applied	608,787	1,500,000	300,000	400,000		
Special Levy (Bridge)	50,000	200,000	200,000	50,000		
Property Tax Levy	1,757,865	1,679,156	1,879,157	1,879,157		-100.00%
Total Revenues	\$ 20,100,590	\$ 22,001,585	\$ 20,541,675	\$ 21,753,857	\$ -	

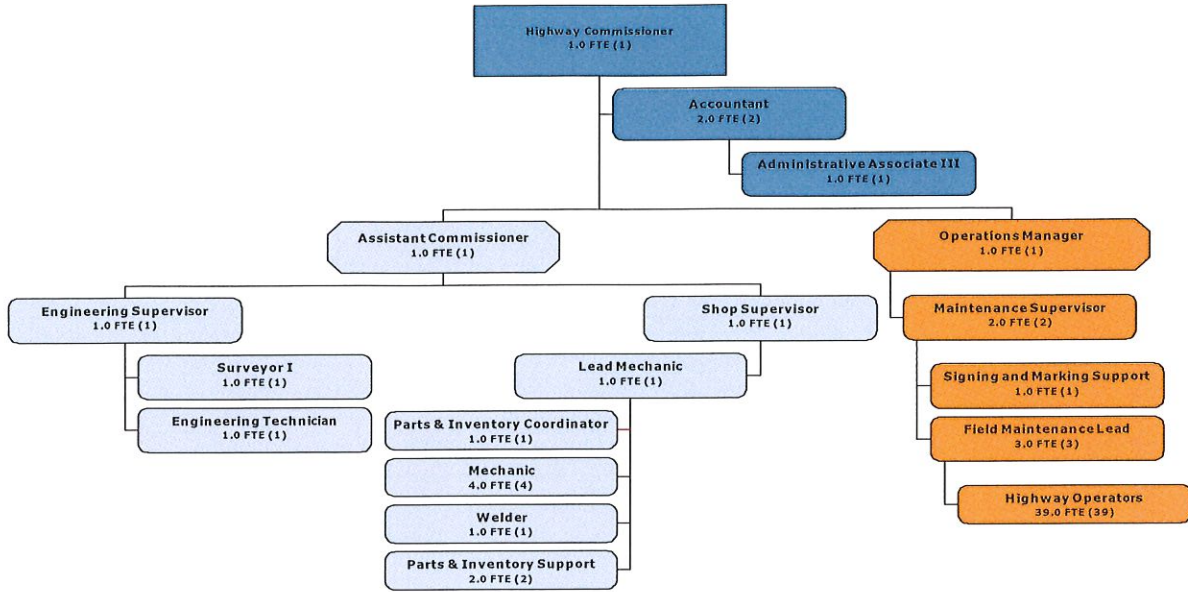
Strategic Direction and Priority Issues

Direction: To achieve a passer rating of 6 or better by developing more efficient maintenance and improvement programs, innovation of new technologies, with a focus on increased system maintenance and contracting of improvement projects. Priority Issues: Maximize use of funding to obtain most increase in highway and bridge condition improvement while continuously looking for process improvement and new funding sources.

Trends and Issues on the Horizon

State Funding is being reduced in improvement programs creating a higher local cost share for our projects. Continue push for use of new technology to provide better services and asset management.

Organizational Chart



#1 Administration			Budget	Levy	FTE's
			\$ 599,850	\$ -	5.00
The Eau Claire County Highway Department's Administration and Finance Division personnel perform all accounting and budgeting activities, broad department conceptual planning, and the majority of direct contacts with the public and various government entities.					
OUTPUTS					
			2016	2017	YTD 2018
# of quarterly budget status reports to Committee on Highways:			4	4	2
Performance Goal	Outcome Measures	Benchmark	2016	2017	YTD 2018
Provide accurate and timely financial information to governing committees and other County departments.	100% of monthly budget status reports will be distributed to the Committee on Highways within 6 weeks of month's end.	100%	75%	100%	100%
Analyze processes for innovation and technological advancement	Number of projects that have been implemented or investigated for operational efficiency		4	1	2
#2 Engineering Services			Budget	Levy	FTE's
			\$ 350,000	\$ -	3.00
The Eau Claire County Highway Department's Engineering and Planning Division personnel develop technical plans and documents, issue utility and entrance permits, and perform bi-annual bridge and pavement inspections. The Division's planning function includes developing multi-year improvement plans for roads and bridges which are then used for budget forecasting, defining construction projects, etc. Engineering consultants and limited-term County employees are also retained to complement County personnel as necessary to accomplish work.					
OUTPUTS					
			2016	2017	YTD 2018
# of County bridges rated below 80% sufficiency standard			39	40	39
# of County bridges rated below 50% sufficiency standard			9	9	8
# of utility permits reviewed:			54	69	48
# of entrance permits reviewed:			29	44	15
Performance Goal	Outcome Measures	Benchmark	2016	2017	YTD 2018
Inspect and condition-rate all County bridges and roads, and provide reports as required by the Wisconsin Department of Transportation.	100% of County bridges and road miles will be rated at least bi-annually.		100%	0%	0%
Provide utility and entrance permit services to contractors, utility companies, and the public.	100% of utility and access permits will be issued after review and compliance with Department standards and requirements.		100%	100%	100%
Utilize State and Federal funding sources for road and bridge improvement projects.	100% of County-specific State and Federal transportation funds will be utilized for road and bridge improvement projects.		100%	100%	100%
Complete project development process for construction projects prior to construction fiscal year.	100% of succeeding year construction projects will have completed project documents and be ready to construct (related with respect to budgeted projects).		80%	80%	20%

#3 County Road Maintenance			Budget	Levy	FTE's
			\$ 4,779,861	\$ 1,879,157	14.00
The Eau Claire County Highway Department's Operations and Maintenance Division personnel perform the following general County road maintenance activities: pavement marking and traffic signing, pavement crack sealing and seal coating, bituminous and concrete patching, shouldering, brush trimming/removal, mowing, general maintenance, and winter snow and ice removal. Personnel also participate in mandated safety testing and job-related training. Roadway contractors, limited-term County employees, and others are also retained to complement County personnel as necessary to accomplish work.					
OUTPUTS					
			2016	2017	YTD 2018
Number of road miles striped:			148	121	106
Number of road miles crack filled per year:			86.75	72	101
Number of road miles receiving seal coats:			33.9	31	33
Number of road miles receiving single-pass mowing:			440	440	842
Number of dollars spent to perform summer maintenance on county roads			\$ 3,523,796	\$ 2,270,412	\$ 2,156,766
OUTPUTS					
Performance Goal	Outcome Measures	Benchmark	2016	2017	YTD 2018
Maintain County Highway System of 6.0 rating	40% of County road mileage will receive traffic striping annually		88%	72%	62%
	30% of road mileage will receive crack filling/sealing annually.		68%	57%	80%
	16% of road mileage will receive sealcoating annually.		50%	46%	50%
Maintenance funding needs	Number of Dollars needed to fund the summer maintenance program to a rating of 6		\$ 3,523,000	\$ 4,116,432	\$4,300,000.00
Maintain roadsides.	100% of County roads will receive at least single-pass mowing twice per year.		60%	100%	100%
Maintain bridges.	5-year average biannual bridge system sufficiency rating will be greater than 80.		78	78	78
	100% of all bridge maintenance work items identified by biannual bridge inspections will be performed.		40%	40%	50%
#4 Highway and Bridge Construction			Budget	Levy	FTE's
			\$ 7,515,620	\$ 50,000	12.00
Eau Claire County Highway Department personnel construct County roads and bridges. Roadway contractors, limited-term County employees, and others are also retained to complement County personnel as necessary to accomplish work.					
OUTPUTS					
			2016	2017	YTD 2018
Number of miles of road improvements			16.7	14.56	17.85
Number of bridges replaced:			1	1	1
Number of miles of road overlaid:			2	0	3.5
5-year average biannual road system rating:			5.19	5.19	5.19
Number of road miles with pavement rated in very poor and failed condition (2 or less)			131.7	116.4	98.55
5-year average biannual bridge system sufficiency rating:			77.9	78	78
Cost per mile analysis (reconditioned)			\$ 389,222	\$ 190,000	\$ 223,000
Cost per mile analysis (reconstruction)				\$ 490,000	\$ 975,000
Cost per mile analysis (pavement replacement)				\$ 145,000	\$ 165,000
Performance Goal	Outcome Measures	Benchmark	2016	2017	YTD 2018
Improve highway system rating to 6.0	Complete 20 miles of road improvements annually	(miles)	(miles)	(miles)	(miles)
	20	20	8.3	18.7	21.35
	Optimize roadway and bridge reconstruction / rehabilitation timing.	15	8.3 (50 year LC)	16.7 (25.02 year LC)	17.85
	5-year average bridge replacement will be 1.2 bridges per year to achieve average 60-year life cycle (LC).		1	0	1

#5 Work for/with State and Local Governmental Unit Partners			Budget	Levy	FTE's
			\$ 2,558,900	\$ -	13.00
Eau Claire County Highway Department personnel perform roadway engineering, construction, and maintenance work for/with the Wisconsin Department of Transportation, other local government units, and County departments as requested.					
OUTPUTS					
			2016	2017	YTD 2018
Revenue generated performing roadway maintenance/construction work for Wisconsin Department of Transportation:			\$ 2,781,397	\$ 2,353,740	\$ 2,442,990
Revenue generated performing roadway maintenance/construction work for Town of Union:			\$ 134,394	\$ 113,750	\$ 116,737
Number of local government units receiving/sharing Department services:			16	18	18
Revenue generated performing work for local governmental units and other County departments (excluding Town of Union):			\$ 306,000	\$ 298,083	\$ 411,371
Performance Goal	Outcome Measures	Benchmark	2016	2017	YTD 2018
Perform road and bridge maintenance and construction work for Wisconsin Department of Transportation.	100% of Wisconsin Department of Transportation budget will be expended annually.		130%	75%	100%
Perform road and bridge maintenance and construction work for the local governmental units and County departments.	100% of Town of Union budget will be expended annually.		110%	60%	88%
#6 Equipment Fleet Operations			Budget	Levy	FTE's
			\$ 4,120,325	\$ -	10.00
(NOTE: this is not a separate program, but rather provides support for all Highway Department programs)					
OUTPUTS					
			2016	2017	YTD 2018
Number of On Road large fleet units				54	53
Number of On Road small fleet units				24	23
Number of off road fleet units			69	57	57
Number of On Road large fleet units exceeding 10 years of age			26	29	25
Number of On Road small fleet units exceeding 10 years of age				9	4
Number of off road fleet units exceeding 15 years of age			14	22	21
Performance Goal	Outcome Measures	Benchmark	2016	2017	YTD 2018
Increase fleet and shop efficiency	Cost of repair parts		\$ 656,441	\$ 784,000	\$ 344,042
	Inventory cost		\$ 383,976	\$ 337,017	\$ 105,994
Incidental Labor			Budget	Levy	FTE's
			\$ 1,829,300	\$ -	7.00
Totals			Budget	Levy	FTE's
			\$ 21,753,856	\$ 1,929,157	64.00