



SHEBOYGAN COUNTY

Greg Schnell
Transportation Director

February 27, 2017

County Administrator Adam Payne and
County Board of Supervisors

RE: 2016 Transportation Department Annual Report

County Administrator and County Board Supervisors:

Enclosed for your review is a brief summary of the many activities performed by the Sheboygan County Transportation Department - Highway Division and Airport Division. This annual report only depicts a small portion of what our divisions accomplished in a year.

Our Transportation Department – Highway Division once again had a very busy construction and maintenance season. Our services are relied upon by all of Sheboygan County's municipalities in some way or another. The Wisconsin Department of Transportation also relies on our department for all of their maintenance needs.

During 2016 the Highway Division helped develop the transportation proposal that will provide sustainable funding well into the future, without continuing to gain more debt.

As a part of our work load in 2016, we also developed a site plan for consolidating three of our facilities. This venture consumed a tremendous amount of time, and rightly so, this historic event only comes once in a career. This facility will be designed and built to last 80+ years.

The Airport Division is continuing to strive to stay in good standing with the Federal Aviation Administration, Wisconsin Bureau of Aeronautics, our commercial tenants, and our general aviation population. We are preparing to pave on the general aviation side of the airport this summer.

I am very fortunate to have the dedicated staff that I have; they have the skills and abilities to make a very difficult job look easy.

I encourage you to contact me or attend a Transportation Committee meeting, should you have questions. I look forward to working with you in 2017.

Respectfully submitted,



Greg Schnell
Transportation Director

2016 Annual Report

Sheboygan County Transportation Department

Highway Division

MISSION STATEMENT:

Creating Safe and Reliable Transportation – Today and Tomorrow

SUMMARY OF RESPONSIBILITIES:

Communities depend on transportation. It directly affects their quality of life by connecting people to jobs, getting people to and from their activities, bringing tourists to the area and shipping products.

The primary responsibilities of the Highway Division are the maintenance, design and construction of the 449.29 mile system of County Trunk Highways. In addition, the Division functions as the maintenance agency for 170 miles of State Trunk and Interstate Highways within the County, along with 465 miles of local township roads. This equates to 2168.58 lane-miles of maintenance responsibility. Additional major operations include gravel crushing, blacktop production, grading and construction, bridge maintenance and inspection, and roadway marking and signing.

GOALS/OBJECTIVES ACHIEVED IN 2016:

- **Pave 20 miles, including overlays, pulverizing and milling** - Goal not accomplished. We paved approximately 13.27 miles throughout Sheboygan County which was 3.50 miles more than 2015.
- **Chip seal 12 miles** – Goal met, 13.51 miles of county truck highway were chip sealed. Chip seal prolongs the longevity of the pavement for five to seven years; however, our expectation is out to ten years.
- **Complete right-of-way acquisition for CTH “OK”** – Goal met. Construction of CTH “OK” is scheduled to start in July of 2017.
- **Complete all performance based maintenance projects for the Wisconsin Department of Transportation** – Goal met; not only did we complete our projects; we assisted in adjoining counties as well.
- **Complete all projects contracted with municipalities throughout Sheboygan County** – Goal met. However, in the Town of Sheboygan Falls Meadowlark Road was not completed due to the utility not being relocated in time for us to start.
- **Complete the site leveling for our new complex** – Goal not completed. We started in November of 2016 and we are continuing to work on it at this time.
- **Improve the intersection at CTH “M” and CTH “PP”** – Goal not met. This project is currently in design.
- **Complete all projects given to our department from other county departments** – Goal met.

BUDGET STATUS:

Our total 2016 adopted operating budget was \$14,195,248; the total 2016 adjusted operating budget was \$16,195,583.

The Highway Division finished 2016 with an unaudited positive variance of \$865,391. This positive variance is largely due to the amount of municipal and state work that was performed throughout 2016. We adjusted our budget assumptions by approximately \$1.3M for municipal work.

Our department was challenged with levy decrease for 2016. We are happy to report, we met the challenge. Our 2017 approved budget is: \$17,317,668 and tax levy is \$3,821,378.

ISSUES AND CHALLENGES AHEAD:

Transportation is a focal point in Sheboygan County; the Sheboygan County Board recognizes a need for additional funding for not only our county roads but our local municipalities as well. Action was taken in 2016 to implement a one half-cent sales tax to fund transportation needs. As a part of the implementation, the local municipalities will receive \$1.5M for additional road work.

The funds from the sales tax are to be utilized for paving 30 miles annually, rebuilding bridges, reconstruction of roads, and purchasing equipment. The challenge will be completing more than double the paving that we did in the last four years.

As a result of the additional funding and the conditions included in the sales tax ordinance, the local municipalities need to use the funding to improve their roads. Some of the municipalities have an expectation that we will perform some, if not all of the additional work the sales tax funding supports. In addition, the Wisconsin Department of Transportation is also taking a new approach to preserve their infrastructure versus expanding or rebuilding. They have added additional financial resources to their maintenance programs; as the maintenance authority for the Wisconsin Department of Transportation the additional work load will fall to our department. Based on these significant financial changes, we are going to have a significant increase in our workload.

As we prepare for this additional work throughout 2017, we will be evaluating our current staffing level. As mentioned above, the additional workload will equal additional revenue to support additional staff.

In the midst of these challenges, we will also be tasked with staging a move from Elkhart Lake and Plymouth to our new transportation complex at STH 67 and CTH "J". The consolidation will need to be completed by the end of December 2017.

All of these items I have just described are not *issues*; I view them as good things that are only going to create a positive outcome for the taxpayers of Sheboygan County. Are these items challenges? Absolutely, however, challenges are things that force us to make good things happen.

PRIMARY GOALS AND OBJECTIVES FOR 2017:

- Pave 30 miles of county highway
- Chip seal 15 miles of county highway
- Oversee the construction of CTH "RR" bridge
- Finish the design and purchase right of way for CTH "FF" bridge
- Design the CTH "PP" corridor between Highland Road (Kohler) and Taylor Drive
- Design and purchase right of way for the CTH "D" corridor between STH 57 and east of Knepprath Road
- Distribute and spread the topsoil at the new complex
- Reconstruct CTH "OK" from CTH "EE" to CTH "V"
- Perform all tasks asked of us from our local municipalities
- Perform all talked asked of us from the DOT
- Oversee construction of new complex
- Move our Elkhart Lake and Plymouth locations to our new transportation complex

I would like to thank my staff for their dedicated service to Sheboygan County. In addition, I thank County Administrator Adam Payne, the Transportation Committee, and the County Board of Supervisors for their leadership in implementing the sales tax to support transportation. Without roads and bridges we would be on a path to nowhere.

AIRPORT DIVISION

MISSION STATEMENT:

The Airport Division will provide outstanding airport support services, leadership, planning, and development so as to provide a safe, modern, and efficient transportation facility for our citizens, air travelers, airport tenants, and clientele.

SUMMARY OF RESPONSIBILITIES:

The Airport Division is responsible for the development, maintenance, and operation of the airports 1,094 acre airside and landside infrastructure.

The Airport Division is responsible for administering Sheboygan County Code of Ordinance Chapters 61 – 64 which relate to Airport Minimum Standards and Safety.

The Airport Division's three person staff is responsible for keeping this transportation facility operational and is also required to respond to airport incidents, emergencies and other airport related situations 24 hours a day, 365 days a year.

The enhancement and implementation of long-range project planning allows the Airport to qualify for project funding aids under the Federal Aviation Trust Fund which offset 80%-97.5% of capital project costs. Since 1999, forty-three capital improvement projects totaling \$27,393,298 have been completed. Of that total, \$20,495,823 (74.82% of the total cost) was provided by the Federal Aviation Administration (FAA), \$4,698,319 (17.15%) by the Wisconsin Bureau of Aeronautics, and \$2,199,156 (8.62%) by Sheboygan County. The airport is capable of handling transcontinental range jet aircraft. The 1,094-acre airport grounds are well maintained for use 24 hours a day, 365 days a year with approximately 38,000 arrival flight operations. The Sheboygan County Memorial Airport ranks #7 out of Wisconsin's 16 largest general aviation corporate/transport category airports.

GOALS/OBJECTIVES ACHIEVED IN 2016:

- **Complete Taxiway B reconstruction** – Completed, excluding punch list items i.e. landscaping and lighting.
- **Establish agriculture land rental rates for the next three years** – Completed.
- **Line stripe entire airfield** – Completed.
- **Add shoulder gravel to Resource Drive** – Completed.
- **Complete study of fixed base operator management alternative financial analysis** – Completed.
- **Review and revise chapters 61-64 that relate to airport minimum standards and safety, as needed** – Completed.
- **Work with the Wisconsin Bureau of Aeronautics on the runway rehabilitation project to ensure proper strength for the future** – Runway 4/22 work to be finished in spring of 2017.
- **Investigate our options for aircraft rescue and firefighting at the airport** – Will be submitting report by March 2017.

2016 AIRPORT DIVISION OPERATIONAL BUDGET STATUS:

The approved 2016 budget was \$433,651.

The 2016 levy appropriation was \$197,206.

2016 budgeted revenue was \$236,445.

The Airport Division finished 2016 with an unaudited positive variance of \$21,889. This positive variance can be associated with increased maintaining and monitoring operating and interdepartmental expenses.

Our 2017 approved budget is: \$798,032 and tax levy is \$554,148. The airport will benefit by the purchase of some needed capital items in 2017.

AIRPORT DIVISION ISSUES AND CHALLENGES AHEAD:

The challenge for us is exploring the opportunities for our airport to become self-sustaining in the future. Sheboygan County has accepted approximately \$27M in federal funds over the years to improve and expand our infrastructure at the airport. The Federal Aviation Administration would like to see an airport this size be more self-sufficient and potentially produce revenue. Currently the revenue generated at the airport is through fuel flowage fees, land leases, and tax levy. We are exploring our options to introduce a source of sustainable income.

PRIMARY GOALS AND OBJECTIVES FOR 2017:

- Complete surface repair to Runway 4-22
- Resurface Resource Drive
- Complete design for general aviation apron/taxiway resurfacing
- Complete design for corporate taxiways
- Complete analysis of options to bring Aircraft Rescue and Fire Fighting to the airport
- Work with the Wisconsin Bureau of Aeronautics on the 5 year capital plan
- Complete Taxiway B reconstruction project