

AGENDA  
CITY OF HARTFORD  
PUBLIC WORKS COMMITTEE  
CITY HALL COUNCIL CHAMBERS  
TUESDAY, MARCH 22, 2022  
6:45 P.M.

1. Call to order.
2. Roll call.
3. Public comment period.
4. Discussion and consideration of approving an agreement for the funding of Transportation Networks Sustainability Plans for the City of Hartford and Town of Farmington with Washington County. (Executive Summary attached)
5. Adjournment

**NOTE:** "PERSONS WITH DISABILITIES REQUIRING SPECIAL ACCOMMODATIONS FOR ATTENDANCE AT THE MEETING SHOULD CONTACT THE CITY CLERK AT LEAST ONE (1) BUSINESS DAY PRIOR TO THE MEETING."

"MEMBERS OF THE COMMON COUNCIL MAY ATTEND THE ABOVE MEETING. PURSUANT TO STATE EX REL. BADKE V. GREENDALE VILLAGE BOARD; 173 WIS 2D 553, 494 N.W. 2D 408 (1993) SUCH ATTENDANCE MAY BE CONSIDERED A MEETING OF THE COMMON COUNCIL. THIS NOTICE IS GIVEN SO THAT MEMBERS OF THE COMMON COUNCIL MAY ATTEND THE MEETING WITHOUT VIOLATING THE OPEN MEETING LAW."

**EXECUTIVE SUMMARY**

**MOU WITH WASHINGTON COUNTY FOR NETWORKS SUSTAINABILITY PLAN**

**BACKGROUND:**

Washington County Board of Supervisors directed the Washington County Highway Department to develop a transportation network sustainability plan which is designed to enhance safe traffic flow, ease congestion and ensure efficient mobility while improving, enhancing, and continuously investing in a safe, reliable, accessible and well-maintained transportation infrastructure.

The City, along with many other municipalities throughout the County are teaming up with the County staff to develop local transportation plans similar to what the County has done.

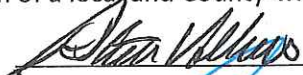
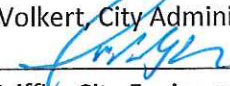
The County has offered to assist in the creation of said local transportation plans with no local cost involved.

**ECONOMIC IMPACT:**

There is no cost for the County to help the City with this plan.

**RECOMMENDATION:**

Staff recommends approval of the Memorandum of Understanding agreement with Washington County for the creation of a local and County-wide transportation network sustainability plan.

REVIEWED BY:  DATE: 3-11-22  
Steve Volkert, City Administrator  
 DATE: 3-11-2022  
John Griffin, City Engineer

Committee Routing: Public Works Committee  
Common Council

March 22nd, 2022  
March 22nd, 2022

**AGREEMENT FOR THE FUNDING OF TRANSPORTATION  
NETWORKS SUSTAINABILITY PLANS FOR THE  
CITY OF HARTFORD AND TOWN OF FARMINGTON**

This Agreement is entered into between Washington County (“the County”), the City of Hartford (“the City”) and the Town of Farmington (“the Town”) for the purpose of establishing the parties’ responsibility for funding and creation of transportation networks sustainability plans for the City of Hartford and Town of Farmington, Washington County.

**WHEREAS**, the Washington County Board of Supervisors directed the Washington County Highway Department to develop a transportation network sustainability plan which is designed to enhance safe traffic flow, ease congestion and ensure efficient mobility while improving, enhancing, and continuously investing in a safe, reliable, accessible and well-maintained transportation infrastructure; and

**WHEREAS**, in accordance with the Board’s directive, the Highway Department developed its first long-range transportation plan known as the 2050 Transportation Network Sustainability Plan (“2050 TNSP”); and

**WHEREAS**, this innovative and groundbreaking plan consists of the following elements: 1) an inventory of all county roadways; 2) a timeline of necessary maintenance with anticipated expenses accounting for anticipated inflation; 3) a summary of best practices for the timing of necessary maintenance; 4) a breakdown of recommended average annual funding necessary to adequately maintain existing roadways; and 5) an analysis of the 2050 Regional Transportation Plan; and

**WHEREAS**, the Town of Farmington and the City of Hartford wish to join with the County in providing citizens with safe, reliable, accessible, and well-maintained roadways by developing local transportation plans similar to the County’s 2050 TNSP; and

**WHEREAS**, the County wishes to collaborate with the Town and the City in this worthwhile endeavor by funding the development of the Town’s and City’s own transportation sustainability plans via utilizing County Highway and Geographic Information Systems (GIS) staff to develop the plans and by offering the County’s experience and expertise in the implementation of the plans;

**NOW, THEREFORE, THE PARTIES AGREE AS FOLLOWS:**

- 1 The Washington County Highway Department and GIS division shall collaborate independently with the Town of Farmington and the City of Hartford in the development of the Town’s and the City’s respective transportation sustainability plans. In the event either the Town or the City should fail to sign or otherwise comply with this Agreement, the Agreement shall continue between the County and the remaining municipality.
- 2 The Town and the City agree to provide all Data to the County in an electronic format within 3 months of signing this agreement. Data to be provided includes but is not limited to:
  - a. All information included in the State of Wisconsin’s WISLR system. The WISLR system contains information on the road condition (PASER rating), roadway width, pavement type, construction history, maintenance history, etc. The City and Town must review this data and any gaps or errors found in this data must be corrected by the City or Town.

- b. GIS data of roadway network.
- c. Future roadways that are planned. This could be based on an assumption of past roadway expansion.
- d. Sanitary Sewer, Water main, and Storm Sewer network maps, if any.
- e. Any other data the County deems necessary to carry out its obligations under this Agreement.

3 Within three (3) months of the signing of this Agreement, the City and Town shall provide to the County any current Capital Improvement Plans for roads or utilities including Sanitary Sewer, Water main, and Storm sewer.

4 Within three (3) months of the signing of this Agreement, the City and Town shall provide to the County an estimated life of all utilities based in part of the material of the pipes.

5 The County does not warrant the data or any of the information provided to the County by the City or the Town, and thus does not warrant the accuracy of the transportation network sustainability plans. The County will provide estimated inflation costs, but does not warrant future costs.

6 The County will provide staff or consultants to complete the plans at no direct cost to the City or Town. The County will not invoice the City or Town for any direct or indirect costs. The City and Town will be responsible for all costs they incur to compile and review their data and the report and in implementing their respective plans. If a consultant is required, the selected consultant must be agreed upon by all parties.

7 This agreement does not create any duty or responsibility for the County to fund the execution of the plans. The County's only obligation under this agreement is to deliver each the City and the Town a 2050 TNSP.

8 Draft reports will be provided from the County to the City and Town in an electronic format within 4 months of all the data listed in numbers 2-4 above. Those files must be in the original type so the City or Town can edit them; for example, files shall be delivered in WORD, EXCEL, Other Microsoft file format, ArcGIS shape files, etc., rather than solely in Acrobat PDF format. In addition, the files shall be free of any passwords or other locking element that would prevent editing.

9 The City and Town will then be provided 3 months to review the draft plans. A meeting between the County and the municipalities will be scheduled to review the draft plans at the conclusion of the review period.

10 Final plans will be provided within 3 months of the approved draft plans from the County to the City and Town in an electronic format. Those files must be in the original type so the City or Town can edit them; for example, files shall be delivered in WORD, EXCEL, Other Microsoft file format, ArcGIS shape files, etc. rather than solely in Acrobat PDF format. In addition, the files shall be free of any passwords or other locking element that would prevent editing.

- 11 Should either the City or Town not comply with items and dates listed in this agreement, Washington County may terminate this agreement with the non-complying municipality by providing thirty (30) days written notice. Should the county not comply with items and dates listed in this agreement, either the City or Town may sever themselves from this agreement with the County by providing thirty (30) days written notice.
- 12 Any future modifications or updates to the plan will be the sole responsibility of the City and Town.
- 13 This Agreement represents the entire Agreement of the parties as to the subject matter contained herein and shall not be amended except by a writing signed by all parties.

The undersigned represent that they have the full authority of their respective parties to enter into this Agreement.

\_\_\_\_\_  
 Signature  
 Town of Farmington,  
 Name/Title: \_\_\_\_\_  
 Date: \_\_\_\_\_

\_\_\_\_\_  
 Signature  
 City of Hartford  
 Name/Title: \_\_\_\_\_  
 Date: \_\_\_\_\_

\_\_\_\_\_  
 Josh Schoemann  
 Washington County Executive  
 Date: \_\_\_\_\_

1 **WASHINGTON COUNTY, WISCONSIN**

2 Date of enactment: \_\_\_\_\_

3 Date of publication: \_\_\_\_\_

4  
5  
6 **2021 RESOLUTION XX**

7  
8 **Resolution Authorizing the County to Assist the City of Hartford and**  
9 **Town of Farmington to Develop Transportation Sustainability Plans**

10  
11 **WHEREAS**, the Washington County Board of Supervisors directed the Washington  
12 County Highway Department to develop a transportation network sustainability plan which is  
13 designed to enhance safe traffic flow, ease congestion and ensure efficient mobility while  
14 improving, enhancing, and continuously investing in a safe, reliable, accessible and well-  
15 maintained transportation infrastructure; and

16  
17 **WHEREAS**, in accordance with the Board’s directive, the Highway Department  
18 developed its first long-range transportation plan known as the 2050 Transportation Network  
19 Sustainability Plan; and

20  
21 **WHEREAS**, this innovative and groundbreaking plan consists of the following elements:  
22 1) an inventory of all county roadways; 2) a timeline of necessary maintenance with anticipated  
23 expenses accounting for anticipated inflation; 3) a summary of best practices for the timing of  
24 necessary maintenance; 4) a breakdown of recommended average annual funding necessary to  
25 adequately maintain existing roadways; and 5) an analysis of the 2050 Regional Transportation  
26 Plan; and

27  
28 **WHEREAS**, it is anticipated that 100% of the cost of maintaining, reconstructing, and  
29 resurfacing the County’s roadways will be fully funded under this plan, thus benefitting  
30 Washington County taxpayers and all citizens who travel through Washington County; and

31  
32 **WHEREAS**, the Town of Farmington and the City of Hartford wish to join with the  
33 County in providing citizens with safe, reliable, accessible, and well-maintained roadways by  
34 developing local transportation plans similar to the County’s; and

35  
36 **WHEREAS**, the County wishes to collaborate with the Town and the City in this  
37 worthwhile endeavor by funding the development of the Town’s and City’s own transportation  
38 sustainability plans via utilizing County Highway and Geographic Information Systems (GIS) staff  
39 to develop the plans and by offering the County’s experience and expertise in the implementation  
40 of the plans;

41  
42 **NOW, THEREFORE, BE IT RESOLVED** by the Washington County Board of  
43 Supervisors that the Washington County Highway Department and GIS division is authorized to  
44 collaborate with the Town of Farmington and the City of Hartford in the development of the  
45 Village’s and the City’s transportation sustainability plans.

1 **BE IT FURTHER RESOLVED** that the County will assist with and fund the  
2 development of the plans and provide as much technical expertise as possible to make this  
3 worthwhile collaboration a benefit to County taxpayers and all those who travel through  
4 Washington County.

5  
6 **BE IT FURTHER RESOLVED** that the County Attorney's Office is authorized to  
7 prepare a Memorandum of Understanding between the County, the Town of Farmington, and the  
8 City of Hartford outlining the responsibilities of the parties in the creation and implementation of  
9 the plans.

10  
11 \_\_\_\_\_  
12  
13 VOTE REQUIREMENT FOR PASSAGE: 2/3 of members elect

14  
15 RESOLUTION SUMMARY: Resolution authorizing the County to utilize staff to assist the City  
16 of Hartford and Town of Farmington to develop transportation sustainability plans.

17  
18 Approved as to form: Introduced by members of the PUBLIC WORKS  
19 \_\_\_\_\_ COMMITTEE as filed with the County Clerk.

20 Bradley S. Stern, County Attorney

21 Dated \_\_\_\_\_ Jeffrey D. Schleif, Chairperson

22  
23 Approved: Considered \_\_\_\_\_

24 \_\_\_\_\_ Adopted \_\_\_\_\_

25 Josh Schoemann, County Executive Ayes \_\_\_\_\_ Noes \_\_\_\_\_ Absent \_\_\_\_\_

26 Dated \_\_\_\_\_ Voice Vote \_\_\_\_\_

27  Veto

28  Partial Veto

29  
30 (Costs to the County include staff time and supplies (such as paper). The County is not adding  
31 any additional staff to perform these duties.)