

**CITY OF WAUKESHA****Administration**

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<b>Committee:</b> Transit Commission	<b>Date:</b> 10/4/2018
<b>Common Council Item Number:</b> 18-1445	<b>Date:</b> 10/16/2018
<b>Submitted By:</b> Fred Abadi- Public Works	<b>City Administrator Approval:</b> Kevin Lahner, City Administrator KL
<b>Finance Department Review:</b> Rich Abbott, Finance Director RA	<b>City Attorney's Office Review:</b> Brian Running, City Attorney BER
<b>Subject:</b> Approval of Amendment 1 to the Wisconsin Department of Transportation (WisDOT) 2018 Mass Transit Operating Assistance Agreement.	

**Details:**

This item is to seek the approval to amend the 2018 WisDOT Mass Transit Operating Assistance Agreement. An error was made in the second payment of the WisDOT 2018 Mass Transit Assistance payments. The City received the full amount of the contract vs the usual second payment for quarters 2-4 of 2018 less a 10% hold back.

The 10% is usually held back until WisDOT completes an audit of the transit system's expenses for the year. If all expenses are considered eligible than the Transit System will receive up to the full 10% of the hold back.

Basically the City (& Waukesha County) were paid in full for 2018 and the amendment is to acknowledge this and that the City/County acknowledges that they may need to reimburse WisDOT back some funds if the WisDOT audit finds ineligible expenses or expenses were not high enough to fully utilize all of the State funds.

**Options & Alternatives:**

No viable alternatives as the funds have already been received.

**Financial Remarks:**

The City received a higher than expected payment from the State. The Hold Back amount was just under \$383,000. The City Finance Director has been made aware of this overpayment.

**Executive Recommendation:**

Recommend approval.

