



AGENDA
PUBLIC WORKS COMMITTEE
REGULAR MEETING
THURSDAY, JANUARY 21, 2021 – 8:00 AM
ADMINISTRATION CENTER - AUDITORIUM
121 W MAIN STREET, PORT WASHINGTON, WI 53074

The public can access the meeting by viewing the live stream at the link which will be opened five minutes before the call to order:

[Public Works Committee Live Stream](#)

The public can submit comments here: [Public Comment Form](#)
[Public Comment Policy](#) & [Instructions for Submitting Public Comments Online](#)

1. CALL TO ORDER

Roll Call

2. PROPER NOTICE

3. PUBLIC COMMENTS/CORRESPONDENCE/COMMUNICATIONS

4. APPROVAL OF MINUTES

a. November 19, 2020

5. FACILITIES MANAGEMENT

a. Management/Financial/Informational Reports

1. Facilities Financial Reports

2. Facilities Monthly Update

Update on Project Planning Reserves

6. ENERGY ACTION COMMISSION REQUESTS

a. Action Items:

1. Energy Innovation Grant Program Application

2. Membership Renewal Application to Wisconsin Clean Cities Program

7. TRANSIT SERVICES

a. Action Items:

1. Resolution: Authorizing the Establishment of a Trust Fund Account for Specialized Transportation Grant Funds

2. Resolution: Authorize Wisconsin Department of Transportation to Transfer Congestion Mitigation and Air Quality Funds to the Federal Transit Administration

3. Shared Ride Taxi No Show Policy

b. Management/Financial/Informational Reports

1. Transit Financial Report

2. Transit Monthly Update

Cross-County Shared Ride Taxi

Part-time Administrative Staffing

Shared Ride Taxi Accident

Commuter Express Bus

8. HIGHWAYS

a. Action Items:

1. Southeastern Wisconsin Regional Planning Commission's 2021 County Surveyor Services Agreement
2. Tri-Axle Truck Purchase
3. 60" Diesel Grass Mower Purchase
4. Forklift Purchase

b. Management/Financial/Informational Reports

1. Highway Financial Reports
2. Public Works Monthly Update - Jan 2021
 - High Capacity Brine Maker
 - Highland Interchange Funding
 - Washington County CTH M Plat
 - CTH W (Port Washington Road) & Falls Road Intersection

9. NEXT MEETING DATE

Thursday, February 18, 2021

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:	January 21, 2021
DEPARTMENT:	County Clerk
DIRECTOR:	Julie Winkelhorst
PREPARER:	Julie Winkelhorst

Agenda Summary November 19, 2020

[<https://www.co.ozaukee.wi.us/AgendaCenter/ViewFile/Minutes/ 11192020-2813>](https://www.co.ozaukee.wi.us/AgendaCenter/ViewFile/Minutes/11192020-2813)

Public Works Committee**AGENDA INFORMATION SHEET**

AGENDA DATE: January 21, 2021
DEPARTMENT: Facilities Management
DIRECTOR: Jon Edgren
PREPARER: Jon Edgren

Agenda Summary Facilities Financial Reports

ATTACHMENTS:

- Facilities Financials - Jan 2021 (PDF)

Ozaukee County Committee Report

General Fund Facilities Management

For the Twelve Months Ending Thursday, December 31, 2020
 Profit and Loss Statement ACTUAL TO AMENDED BUDGET

	Current Month Actual	2020 YTD Actual	2020 Amended Budget	Budget Balance	% Budget YTD
Revenues					
Interdepartmental Charges	-	\$51,658	\$57,854	\$6,196	89.29%
Other Revenue	\$12	\$32,610	-	(\$32,610)	0.00%
Total Revenues	\$12	\$84,268	\$57,854	(\$26,414)	145.66%
Expenditures					
Salaries	\$66,145	\$578,071	\$565,671	(\$12,400)	102.19%
Fringe Benefits	\$8,993	\$214,337	\$184,710	(\$29,627)	116.04%
Travel/Training	-	-	\$100	\$100	0.00%
Supplies	\$3,523	\$75,579	\$93,212	\$17,633	81.08%
Purchased Services	\$11,190	\$423,405	\$424,938	\$1,533	99.64%
Interdepartment Charges	\$118	\$36,112	\$89,058	\$52,946	40.55%
Other Expenses	-	\$7,924	\$2,889	(\$5,035)	274.28%
Total Operating Expenditures	\$89,969	\$1,335,428	\$1,360,578	\$25,150	98.15%
Capital Outlay					
Buildings & Land	-	\$104,489	-	(\$104,489)	0.00%
Total Capital Outlay	-	\$104,489	-	(\$104,489)	0.00%
Total Expenditures	\$89,969	\$1,439,917	\$1,360,578	(\$79,339)	105.83%
Net Increase (Decrease)	(\$89,957)	(\$1,355,649)	(\$1,302,724)	\$52,925	104.06%

Equity:

Attachment: Facilities Financials - Jan 2021 (6730 : Facilities Financials - Jan 2021)

Ozaukee County Committee Report

Special Revenue Fund Fair Grounds

For the Twelve Months Ending Thursday, December 31, 2020
 Profit and Loss Statement ACTUAL TO AMENDED BUDGET

	Current Month Actual	2020 YTD Actual	2020 Amended Budget	Budget Balance	% Budget YTD
Revenues					
Taxes	-	\$70,044	\$70,044	-	100.00%
Public Charges for Services	\$525	\$93,594	\$206,150	\$112,556	45.40%
Interest Revenue	-	\$17,183	-	(\$17,183)	0.00%
Other Revenue	-	\$2,501	\$3,000	\$499	83.37%
Total Revenues	\$525	\$183,322	\$279,194	\$95,872	65.66%
Expenditures					
Salaries	\$1,762	\$19,384	\$34,248	\$14,864	56.60%
Fringe Benefits	\$173	\$2,462	\$4,046	\$1,584	60.85%
Travel/Training	\$164	\$164	\$450	\$286	36.44%
Supplies	\$554	\$9,940	\$27,600	\$17,660	36.01%
Purchased Services	\$12,283	\$152,759	\$198,700	\$45,941	76.88%
Interdepartment Charges	-	\$4,167	\$7,900	\$3,733	52.75%
Other Expenses	-	\$7,860	\$6,250	(\$1,610)	125.76%
Total Operating Expenditures	\$14,936	\$196,736	\$279,194	\$82,458	70.47%
Capital Outlay					
Total Expenditures	\$14,936	\$196,736	\$279,194	\$82,458	70.47%
Net Increase (Decrease)	(\$14,411)	(\$13,414)	-	\$13,414	0.00%
<i>Equity:</i>					
Governmental Fund Balance	-	(\$203,692)	-	\$203,692	0.00%

Public Works Committee

AGENDA INFORMATION SHEET

AGENDA DATE: January 21, 2021
DEPARTMENT: Administrator
DIRECTOR: Jason Dzwinel
PREPARER: Jason Wittek

Agenda Summary Energy Innovation Grant Program Application

BACKGROUND INFORMATION: The Public Service Commission of Wisconsin and the Wisconsin Office of Energy Innovation put out a Request for Proposals for their Energy Innovation Grant (EIG) Program in October, 2020. It is open to municipalities, school districts, UW system, Non-profits, and manufacturers in Wisconsin. \$7 million is being made available in this round of the EIG grant program. Grant can fund projects that "supports renewable energy and energy storage, energy efficiency and demand response, electric and renewable natural gas vehicles and infrastructure, or comprehensive energy planning". We are proposing to submit an application for the upgrade of the current boiler system in the County Administration Center, under the EIG grant activity of "Energy Efficiency and Demand Response". Grants in this activity can apply for up to \$1,000,000. Building Energy Efficiency activities are to reduce electric or thermal energy use in buildings "via the installation of efficient building technologies", "such as more efficient lighting, improved heating, ventilation and air conditioning". In late 2020, Facilities Management received approval from the Executive Committee to proceed with an Engineering & Design Study of the Administration Center Building boiler system to facilitate a future invitation for bids for the work. This official study will not kick-off until April, 2021, after the January 22 deadline for the EIG Grant.

ANALYSIS: Facilities Management estimates the upgrade to cost approximately \$275,000 - \$400,000. The Energy Action Commission recommended submitting the EIG submittal for at least \$400,000. We are currently working with Engineering firm selected for the Boiler study to obtain an independent cost estimate of the boiler replacement, an estimate of the anticipated Focus on Energy rebates, and the estimated annual energy savings. We will apply for the full cost of the boiler replacement minus the Focus on Energy funding which we will use as matching funds in the grant application. The application is due January 22nd, and the total amounts and narrative are to be finalized before the grant application is approved for submittal by the Public Works Committee on January 21st. This grant has ARRA federal reporting and flow down requirements, that include Buy America and Davis-Bacon wage requirements which the County has experience in administering. The grant selections will be made by the PSC in March, 2021, and if awarded the project period for completion is between Spring, 2021 and Spring, 2022. The PSC will consider the energy savings, funds leveraged and economic impact, equitable distribution of projects and benefits, innovation, and improvement of Wisconsin's energy resiliency in their determination.

FISCAL IMPACT:

Balance Current Year: \$400,000

Next Year's Estimated Cost:

FUNDING SOURCE:

County Levy: \$0

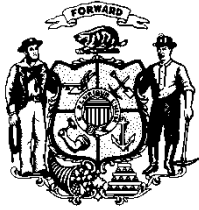
Non-County Levy: \$400,000

Indicate source: Energy Innovation Grant & Focus on Energy Rebates

RECOMMENDED MOTION: Approve Submittal of Energy Innovation Grant

ATTACHMENTS:

- EIGP_2020_Application_Instructions (PDF)



Public Service Commission of Wisconsin

Rebecca Cameron Valcq, Chairperson
Ellen Nowak, Commissioner
Tyler Huebner, Commissioner

4822 Madison Yards Way
P.O. Box 7854
Madison, WI 53707-7854

October 22, 2020

Dear Prospective Applicants:

The Public Service Commission of Wisconsin (Commission) encourages City, Village, Town, County and Tribal Governments, K-12 school districts, universities, public or nonprofit hospitals, municipal water and wastewater utilities, municipal electric utilities, municipal natural gas utilities, University of Wisconsin System campuses and facilities, the Wisconsin Technical College System, 501(c)(3) nonprofit organizations, and manufacturers as defined by Wis. Stat. § 77.51(7h), to apply for grant funding as part of the \$7 million available in the 2020 grant round of the Energy Innovation Grant Program.

The Office of Energy Innovation at the Commission promotes innovative and effective energy programs that benefit Wisconsin's citizens and businesses. The Energy Innovation Grant Program continues to support innovative energy technologies and provide equitable access to the benefits of clean energy, efficiency, and preparedness by reaching broad applicant types. In addition to achieving an applicant's energy goals, projects may address one or more of the program priorities of reducing carbon emissions, mitigating the effects of climate change, promoting equity and inclusion, stimulating the economy, or creating jobs.

Applicants can apply with a project that supports renewable energy and energy storage, energy efficiency and demand response, electric and renewable natural gas (RNG) vehicles and infrastructure, or comprehensive energy planning.

During application evaluation, the Commission will consider, among other factors, the energy savings, additional funds leveraged and economic impact, equitable distribution of projects and benefits, innovation, and improvement of Wisconsin's energy resiliency.

Additional instructions for applicants will be provided in this Request for Proposals. Questions and inquiries may be submitted to OEI@wisconsin.gov.

Sincerely,

Kristy Nieto
Administrator
Division of Digital Access, Consumer, and Environmental Affairs
Public Service Commission of Wisconsin

Telephone: (608) 266-5481
Home Page: <http://psc.wi.gov>

Fax: (608) 266-3957
E-mail: pscrecs@wisconsin.gov

Attachment: EIGP_2020_Application_Instructions (6725 : Energy Innovation Grant Program Application)

Energy Innovation Grant Program 2020 Application Instructions



Proposals Due: January 22, 2021 by 12:00 pm CDT

Date of Issue: October 23, 2020

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1. GENERAL INFORMATION

1.1. Introduction and Background

The Public Service Commission of Wisconsin's Office of Energy Innovation (PSC) is seeking applications for the Energy Innovation Grant Program (EIGP). The EIGP covers a wide variety of energy related projects that reduce energy consumption and support renewable energy and energy storage, energy efficiency and demand response, electric and renewable natural gas (RNG) vehicles and infrastructure, or comprehensive energy planning. The PSC plans to award grants to public and private entities in Wisconsin that meet the eligibility requirements set forth herein. The Commission has allocated up to a total of \$7 million in grants for this round of the EIGP.

The purpose of this document is to provide interested organizations with information to enable them to prepare and submit an application for an Energy Innovation Grant.

1.2. Scope of the Program

1.2.1. Strategic Objectives

- To support innovative energy technologies that have the potential to serve as a model or better inform decision-makers on emerging trends in the energy sector.
- To help provide equitable access to the benefits of clean energy, efficiency, and preparedness by reaching broad applicant types. This includes applicants who may traditionally face barriers to adopting clean energy solutions and the benefits they provide, or whose communities may be disproportionately impacted by the negative effects of traditional fossil fuel and inefficient energy systems.

1.2.2. Eligible Applicants and Project Activities

1.2.2.1 Eligible Applicants

- Municipalities, Universities, Schools, Hospitals, and Like Entities (MUSH Market): cities, villages, towns, counties, K-12 school districts, tribes, municipal water and wastewater utilities, municipal electric utilities, municipal natural gas utilities, University of Wisconsin System campuses and facilities, Wisconsin Technical College System, public or nonprofit hospitals, and 501(c)(3) nonprofits.
- Manufacturers as defined by Wis. Stat. § 77.51(7h)¹

¹ Wisconsin Stat. § 77.51(7h) provides:

(a) "Manufacturing" means the production by machinery of a new article of tangible personal property or item or property under s. 77.52 (1) (b) or (c) with a different form, use, and name from existing materials, by a process popularly regarded as manufacturing, and that begins with conveying raw materials and supplies from plant inventory to the place where work is performed in the same plant and ends with conveying finished units of tangible personal property or item or property under s. 77.52 (1) (b) or (c) to the point of first storage in the same plant. "Manufacturing" includes:

1. Crushing, washing, grading and blending sand, rock, gravel and other minerals.
2. Ore dressing, including the mechanical preparation, by crushing and other processes, and the concentration, by flotation and other processes, of ore, and beneficiation, including the preparation of ore for smelting.
3. Conveying work in progress directly from one manufacturing process to another in the same plant; testing or inspecting, throughout the manufacturing process, the new article of tangible personal property or item or property under s. 77.52 (1) (b) or (c) that is being manufactured; storing work in progress in the same plant where the manufacturing occurs; assembling finished units of tangible personal property or item or property under s. 77.52

1.2.2.2. Eligible Project Activities and Maximum Grant Requests

The eligible activities and the maximum grant request for each are summarized in the table below. All projects are required to comply with the applicable Federal provisions of the American Recovery and Reinvestment Act (ARRA) including Buy American provisions, Davis-Bacon and Related Acts (DBRA), Historic Preservation, and National Environmental Policy Act (NEPA) (see section 1.3).

- **Activity 1: Renewable Energy and Energy Storage – Maximum Grant Requests Shown Below**
This includes host-owned projects to install a solar photovoltaic (PV) system, a renewable energy system other than solar PV, a standalone battery storage system, or a project that will combine a battery storage system with solar PV or another renewable energy system.
 - **Renewable Energy Systems [other than PV Systems] - \$500,000**
Installation or upgrade of a biogas, biomass, geothermal, solar thermal, wind, or other renewable resource system.
 - **Solar PV Systems – 22% of project cost² up to \$250,000**
Installation or upgrade of a solar PV system.
 - **Energy Storage System - \$250,000**
Installation or upgrade of a battery storage system.
 - **Renewable Energy Systems with Energy Storage System- \$500,000 (Solar PV) | \$750,000 (all other Renewable Energy)**
Installation of a battery storage system combined with installation or upgrade of a solar PV or other renewable energy system. Each of the combined components of a project in this category (renewable energy, solar PV, or energy storage) will be limited to the maximum grant request for that standalone activity shown above, the sum of which is not to exceed the respective maximum grant request provided for this category.

(1) (b) or (c); and packaging a new article of tangible personal property or items or property under s. 77.52 (1) (b) or (c), if the manufacturer, or another person on the manufacturer's behalf, performs the packaging and if the packaging becomes part of the new article as it is customarily offered for sale by the manufacturer.

(b) "Manufacturing" does not include storing raw materials or finished units of tangible personal property under s. 77.52 (1) (b) or (c), research or development, delivery to or from the plant, or repairing or maintaining plant facilities.

² The maximum grant request is calculated by multiplying 22% by the sum of eligible expenses including: Solar PV panels, inverters, racking, balance-of-system equipment, and sales and use taxes on the equipment if applicable; Installation costs and indirect costs; Step-up transformers, circuit breakers, and surge arrestors. For additional guidance, applicants may review the "Guide to the Federal Investment Tax Credit for Commercial Solar Photovoltaics"

(<https://www.energy.gov/sites/prod/files/2020/01/f70/Guide%20to%20the%20Federal%20Investment%20Tax%20Credit%20for%20Commercial%20Solar%20PV.pdf>).

- **Activity 2: Energy Efficiency and Demand Response - \$1,000,000**

This includes projects to conduct building energy efficiency, process efficiency, demand response improvements, or any combination thereof.

- **Building Energy Efficiency.** Reduction of electric and thermal (gas, fuel oil, propane, etc.) energy use in buildings via the installation of efficient building technologies and the application of building science and management techniques, such as more efficient lighting, improved heating, ventilation and air conditioning systems, and water conservation systems.
- **Process Efficiency.** Improvement of the energy intensity of processes related to manufacturing, waste or wastewater treatment for example, by automation or other means. Projects may address unique needs of large energy users or others.
- **Demand Response.** Installation of commercial demand response technology that reduces or shifts electricity usage during peak periods in response to time-based rates and/or demand charges.

- **Activity 3: Electric and Renewable Natural Gas (RNG) Vehicles and Infrastructure - any combination of below up to \$100,000**

This includes projects to procure battery, fuel cell, or compressed natural gas (CNG) off-road, light-medium-, and heavy-duty electric vehicles and host-owned level-2, fuel cell, or CNG charging infrastructure. Applicants seeking to procure CNG vehicles must demonstrate their RNG³ fuel source in order to qualify.

- **Light-Duty and Off-Road - \$5,000 per vehicle**
- **Medium-Duty and Heavy-Duty - \$10,000 per vehicle**
- **Infrastructure: Host-owned level 2 electric vehicle charger, fuel cell charger, or RNG infrastructure - \$50% of cost of infrastructure unit up to \$2,000**

- **Activity 4: Comprehensive Energy Planning - \$100,000**

This category will fund projects undertaking a number of planning efforts including comprehensive energy planning, electric vehicle planning, or a comprehensive energy audit.

- **Comprehensive Energy Planning.** Plan that includes, at a minimum, evaluation of current energy use and sources for facilities and fleets, determination of the applicant's potential for generating energy locally, creation of goals for energy savings and generation. These efforts should include community-wide and stakeholder engagement, and public availability of the plan.
- **Investment Grade Audit.** A comprehensive energy audit that seeks to identify all cost-effective investment opportunities through a combination of engineering analysis of energy-using systems and economic analysis of possible energy saving measures.
- **Electric Vehicle Planning.** A comprehensive plan that addresses fleet conversions and charging infrastructure to precede or complement an applicant's existing electric vehicle fleet.

³ Renewable natural gas (RNG) is a pipeline-quality gas that is fully interchangeable with conventional natural gas and thus can be used in natural gas vehicles. RNG is essentially biogas (the gaseous product of the decomposition of organic matter) that has been processed to purity standards. Like conventional natural gas, RNG can be used as a transportation fuel in the form of compressed natural gas (CNG) or liquefied natural gas (LNG). (https://afdc.energy.gov/fuels/natural_gas_renewable.html)

Activity Summary Table

Activity	Maximum Grant Request
1. Renewable Energy and Energy Storage	See below
Renewable Energy Systems [other than Solar Photovoltaic (PV) Systems]	\$500,000
Solar PV Systems	22% up to \$250,000
Energy Storage System	\$250,000
Renewable Energy Systems with Energy Storage	\$500,000 (Solar PV) \$750,000 (all other Renewable Energy)
2. Energy Efficiency and Demand Response	\$1,000,000
3. Electric Vehicles and Infrastructure	\$100,000 (any combination of below)
Light-Duty and Off-Road Incentive	\$5,000
Medium-Duty and Heavy-Duty Incentive	\$10,000
Infrastructure (host-owned level 2 electric vehicle charger, fuel cell charger, or RNG infrastructure)	50% up to \$2,000 per unit
4. Comprehensive Energy Planning	\$100,000

1.2.3. Ineligible Project Activities.

- Build mass-transit systems or exclusive bus lanes, or for the construction or repair of buildings or structures.
- Purchase land, buildings, or structures, or any interest therein.
- Subsidize fares for public transportation.
- Subsidize utility rate demonstrations or state tax credits for energy conservation or renewable energy measures.
- Conduct research, development, or demonstration of energy efficiency or renewable energy techniques and technologies not commercially available, or purchase equipment for the conduction thereof. However, pilot projects and demonstrations of commercially available energy efficiency or renewable energy techniques and technologies are permitted.

1.3. American Recovery and Reinvestment Act (ARRA or Recovery Act) Provisions

As this program is Federally funded by ARRA, all projects are required to comply as applicable with Buy American provisions, Davis-Bacon and Related Acts (DBRA), Historic Preservation, and National Environmental Policy Act (NEPA). A brief summary of these provisions and available resources are below. For additional resources, visit:

<https://psc.wi.gov/Pages/Programs/OEI/EnergyInnovationGrantProgram.aspx>

Please note, the following summaries are meant to provide general guidance and a starting point for applicants to understand project requirements under the ARRA. However, different and additional requirements may be applicable. The following summaries should not be considered legal advice.

1.3.1. Buy American Provisions [APPLICABLE ONLY TO PUBLIC BUILDINGS AND PUBLIC WORKS⁴]:

- The Buy American provisions of the Recovery Act require that all iron, steel and manufactured goods used in projects funded by the Recovery Act for the construction, alteration, maintenance or repair of a public building or public work be produced in the United States, with some exceptions.
- A Desk Guide to the Buy American Provisions of the American Recovery and Reinvestment Act of 2009: https://www.energy.gov/sites/prod/files/2016/07/f33/buy_american_desk_guide.pdf
- U.S. Department of Energy Buy American website: <https://www.energy.gov/gc/action-center-office-general-counsel/faqs-related-recovery-act/buy-american>

1.3.2. Davis-Bacon and Related Acts (DBRA):

- A Davis-Bacon “Related Act” will often include language further defining work that must be covered by the Davis Bacon Act prevailing wage requirements. The Recovery Act is an example of a DBRA statute. It requires that all laborers and mechanics employed by contractors and subcontractors on projects funded directly by or assisted in whole or in part by and through the Federal Government pursuant to the Recovery Act shall be paid wages at rates not less than those prevailing on projects of a character similar in the locality as determined by the Secretary of Labor.
- The U.S. Department of Labor determines and sets the prevailing wage rates. Wages for specific locations by county and construction type can be found on <https://beta.sam.gov/search?index=wd>
- Desk Guide to The Davis-Bacon Act (including DBRA): <https://www.energy.gov/sites/prod/files/2017/04/f34/DOE%20DBA%20Desk%20Guide%20Rev.%202.0%20April%2010%202017.pdf>
- U.S. Department of Energy Davis Bacon website: <https://www.energy.gov/gc/action-center-office-general-counsel/faqs-related-recovery-act/davis-bacon>

1.3.3. Historic Preservation

- For project activities that involve historical, archeological or cultural resources (includes listed and eligible resources over 50 years old or of cultural significance), a review of the undertaking may be required. However, a number of energy related activities have been previously identified that do not have the potential to cause effects on historic properties, even when historic properties may be present. They are covered by an existing programmatic agreement between the U.S. Department of Energy, the Wisconsin State Historic Preservation Office and certain State agencies.
- Wisconsin State Historic Preservation Programmatic Agreement: https://www.energy.gov/sites/prod/files/2014/01/f7/state_historic_preservation_programmatic_agreement_wi.pdf

⁴ **Public building and public work** means a public building of, and a public work of, a governmental entity (the United States; the District of Columbia; commonwealths, territories, and minor outlying islands of the United States; state and local governments; and multi-state, regional, or interstate entities which have governmental functions). These buildings and works may include, without limitation, bridges, dams, plants, highways, parkways, streets, subways, tunnels, sewers, mains, power lines, pumping stations, heavy generators, railways, airports, terminals, docks, piers, wharves, ways, lighthouses, buoys, jetties, breakwaters, levees, and canals, and the construction, alteration, maintenance, or repair of such buildings and works. (Title 2 part 176.140(a)(2) of the Code of Federal Regulations)

Indian Tribe, Tribal Nations, Native Villages as well as their sub-parts, including bands, chapters and subsidiaries are also considered governmental entities for the purpose of determining if a project involved a “public building or public work”, subject to the Recovery Act Buy American provisions.

1.3.4. National Environmental Policy Act (NEPA)

- An applicant selected for an award may be asked to promptly complete an Environmental Questionnaire (EQ) for NEPA review and approval by the U.S. Department of Energy if its project is beyond the scope of the “bounded categories” in an existing NEPA determination, whether because of size, technology, or placement. While an EQ is NOT REQUIRED at this time, applicants are encouraged to review the list of bounded categories and the example EQ below to familiarize themselves with which projects will likely require additional review and the type of information that will be expected.
- Sample EQ:
<https://www.energy.gov/sites/prod/files/2017/04/f34/EERE%20Environmental%20Questionnaire.pdf>
- Bounded Categories that may apply to 2020 EIGP Activities are shown in Attachment C.

1.4. Communication and Frequently Asked Questions

Questions and Clarifications:

For the purpose of the 2020 Application Instructions, **all questions must be submitted in writing via email on or before November 23, 2020**, to:

Email Address:

OEI@wisconsin.gov

Subject Line:

Energy Innovation Grant Application Question

If an Applicant discovers any significant ambiguity, error, conflict, discrepancy, omission, or other deficiency in the 2020 Application Instructions, the Applicant should notify the state immediately by emailing OEI@wisconsin.gov. The Applicant should describe the error and request modification or clarification of the application.

In the event that it becomes necessary to provide additional clarifying data or information, or to revise any part of the 2020 Application Instructions, revisions/amendments and/or supplements will be posted in a Frequently Asked Questions or errata document on the Public Service Commission of Wisconsin’s Electronic Records Filing (ERF) system.

1.5. Subscriptions for Program Participation (NOTE: There is **no cost** to using these services.)

- **ERF Account and Subscription.**
 - Applicants must create an ERF account to upload application documents. Instructions for creating an ERF account are available here:
<https://apps.psc.wi.gov/ERF/ERF/documents/Creating%20an%20ERF%20Account.pdf>.
An “individual” account type is recommended; allow extra time if registering for a “corporate” account.
 - Applicants are encouraged to subscribe to **Docket # 9709-FG-2020** for automatic ERF updates. Click the “e-subscribe” icon on the PSC homepage (<https://psc.wi.gov>).
- **DUNS Account and System for Award Management (SAM) Registration.**
 - Applicants must obtain a Data Universal Number System (**DUNS**) number prior to receiving a grant award and are encouraged to do so as soon as possible and to provide the DUNS number with the application. A DUNS number is a unique nine-character number used to identify your organization. The federal government uses the DUNS

number to track how federal money is allocated. Instructions for obtaining a DUNS number are available here:

<https://www.grants.gov/web/grants/applicants/organization-registration/step-1-obtain-duns-number.html>

- o Applicants must register with **SAM**, which is a web-based ([SAM.gov](https://sam.gov)), government-wide application that collects validates, stores, and disseminates business information about intended federal grant recipients and other partners. Instructions for registering with SAM are available here: <https://www.grants.gov/web/grants/applicants/organization-registration/step-2-register-with-sam.html>

1.6. Procuring and Contracting

The 2020 Application Instructions are issued by the PSC, which is the sole point of contact for the State of Wisconsin during the selection process. For information concerning the EIGP, contact OEI@wisconsin.gov (See 1.4 for instructions on submitting 2020 Application Instructions inquiries).

1.7. Schedule of Events

Listed below are the anticipated dates and times of actions related to this application process. In the event that the PSC finds it necessary to change any of the dates and times in the schedule of events listed below, it will do so by issuing a supplement to the 2020 Application Instructions consistent with 1.4.1.

DATE	EVENT
October 23, 2020	Date of issue of the 2020 Application Instructions
November 23, 2020	Last day for submitting questions and requests for clarification
January 22, 2021	Applications due by <u>12:00 pm CDT on Friday January 22, 2021</u>
February 2021 (TBD)	Screening committee evaluation
March 2021 (TBD)	PSC determination of 2020 Energy Innovation Grant Program Awards
Spring 2021	Contract negotiations and applicable next steps related to NEPA review, etc.
Spring 2021 – Spring 2022	Project performance period

1.8. Definitions

The following definitions are used through the application:

- Applicant means an organization submitting an application in response to this request for grant applications.
- Grantee means an Applicant awarded an Energy Innovation Grant.
- State means State of Wisconsin and includes the PSC.

1.9. Reasonable Accommodations

The PSC does not discriminate on the basis of disability in the provision of programs, services, or employment. Any person with a disability who needs accommodations to participate in this docket or who needs to obtain this document in a different format should contact the docket coordinator listed below. The PSC is located in the Hill Farms State Office Building that is also physically accessible to individuals with disabilities through the entrances on the first floor of the building. Parking for people with disabilities is

available on the ground floor of the parking garage. There is also limited, free handicap visitor parking at the front of the Hill Farms State Office Building.

Please direct questions about this docket or requests for additional accommodations for the disabled to the PSC at (608) 261-6609 or OEI@wisconsin.gov.

2. APPLICATION FORMAT AND PROCEDURES

2.1. Application organization and format

The application should be typed and converted to pdf format. A handwritten application will not be accepted. Editable versions of the required attachments are available on the PSC website (<https://psc.wi.gov/Pages/Programs/OEI/EnergyInnovationGrantProgram.aspx>) and filed under **Docket # 9709-FG-2020** on ERF. The application should be assembled as follows:

- Application Cover Sheet (Attachment A). Fill in the information requested, provide the signature of the authorized representative, convert to a pdf and include as the first page of the grant application. NOTE: Do not use an electronic signature or otherwise lock or require permissions on the PDF to avoid compatibility issues in the ERF system.
- Application Budget Sheet (Attachment B). Complete the budget summary table provided in the excel file, use the text field to provide any additional information. Convert to a PDF and include as the second page of the grant application.
- The following pages of the application should be prepared in a profile format on 8.5" x 11" paper size, 1" margins, no smaller than 11 point font. The application must respond to the headings and subheadings in Section 3.3, 3.4, and 3.5 that are marked in bold font. Each response to a heading and subheading should be separated or otherwise clearly marked.
- If the Applicant is requesting confidential treatment of a portion of its application, then the Applicant must file both the original unredacted version and a second redacted version of their application via ERF.

2.2. Submitting the Application to ERF

The Applicant should convert the entire application to a single pdf and file the application with the PSC using the ERF system. To upload documents to the ERF system, you must be a registered user (it is only necessary to register once, ERF registration carries over year-to-year) (see section 1.5).

- From the Commission's website, <https://psc.wi.gov/Pages/Home.aspx>; log into the ERF system using your user name and password; then select 'ERF Upload;' then select 'Upload Document' from the options on the ERF webpage.
 - On the webpage entitled 'Upload Document', select 'Public' as appropriate; and select 'Existing Docket.' In the three fields for 'Docket ID,' enter the docket number: 9709-FG-2020. Select 'Check Docket.' If you have correctly entered the docket number, the ERF system will display the docket caption: '2020 Energy Innovation Grant Program (EIGP) Funded by a Grant Awarded by the Department of Energy, SEP-Formula, on July 27, 2009.'
 - On the first data entry line, select 'Browse' to choose the application document on your computer, select 'Application' for Document Type, and enter 'EIGP App [insert Applicant Organization Name] [Activity Type/Project Title]' for Document Description. Examples: "EIGP App Best Manufacturer Solar Project"; "EIGP App City of Beautiful Comprehensive Energy Plan". All applications will be electronically time-stamped when uploaded properly.

Applications are public unless otherwise specified. All applications will be posted on ERF under the docket number 9709-FG-2020 and will be available for public inspection shortly after upon filing.

Applicants may request confidential handling of confidential information by submitting a second redacted copy. The filing must comply with the PSC's confidential handling requirements specified in Wis. Admin. Code § PSC 2.12 (see section 2.3).

Late applications will be rejected. Applications MUST be date and time stamped by the PSC's ERF system on or before **12:00 pm CDT on January 22, 2021**. Applications dated and time stamped in another office or submitted in another format will be rejected.

2.3. Designation of Confidential and Proprietary Information and Notary Officer Requirement

Applicants should refrain from requesting confidential status unless necessary, or from requesting confidentiality of the entire application or appendix thereto. Do not provide personally identifiable information. Avoid providing proprietary information unless necessary to describe the project activities. Where only a portion of the information is confidential, confidential status shall only be requested for that portion and not the entire document.

The Applicant must upload both a confidential version and a redacted public version of the application in accordance with the ERF system procedure for submitting a confidential document. Additional information is available in the Electronic Regulatory Filing System User Manual available here: <https://apps.psc.wi.gov/ERF/ERF/documents/user%20manual.pdf>

The applicant should be prepared in advance to respond to the following in Section 2 and Section 3 of the of the confidential upload procedure:

Section 2

Question 4: *There is a reasonable basis to conclude that the record, or portion of a record, is one of the following:*

- *The record contains trade secrets as defined in Wis. Stat. §134.90.*
- *The record contains information which would aid a competitor of a public utility in competition with the public utility making the request under Wis. Stat. §196.14.*
- *The record is an accident report under Wis. Stat. §196.72.*
- *The record is protected business information under Wis. Stat. §196.795(9).*

Question 5: *How the record satisfies number 4.*

Section 3

Execution of Section 3 of the confidential upload procedure satisfies the affidavit requirement under Wis. Admin. Code s. PSC 2.12, so that no traditional affidavit need be created, uploaded, or retained. **If a notary officer is not available to execute Section 3 of the confidential upload procedure, then the filing must include an affidavit attached to the beginning on the confidential version of the document that is the subject of the request.**

☐ Affidavit is attached to the beginning of the confidential document

If notary is available, complete the rest of this section.

Name of Affiant:

State of ▼

County of

Subscribed and sworn to before me on (MM/dd/yyyy)

Name of Notary Officer:

Expiration Date: (MM/dd/yyyy) : ☐ Permanent (No Expiration Date)

In addition, the Applicant is hereby notified that confidential handling of information in portions of its application is not a determination of confidential treatment by the PSC for purposes of Wisconsin's Open Records Law, Wis. Stat. §§ 19.31 to 19.39.

2.4. Multiple Applications

Except as provided in Section 2.5, multiple applications from a single Applicant are not permissible. Any submissions after the original submission from a single Applicant will be rejected.

2.5. Withdrawal of Application

An Applicant may withdraw an application in writing at any time up to the application closing date and time. To accomplish this, the Applicant must submit a written request to withdraw the application, and the request must be signed by an authorized representative of the Applicant and uploaded using the PSC's ERF system. If a previously submitted application is withdrawn before the due date and time, the Applicant may submit another application at any time up to the application closing date and time.

2.6. Right to Reject Applications and Negotiate Grant Terms

The PSC reserves the right to reject any application as filed, and negotiate the terms of the grant award, including the award amount, with any selected Applicant. If negotiations cannot be concluded successfully with an Applicant, as determined solely by the PSC, the PSC may withdraw its award offer.

2.7. Incurring Costs

Neither the PSC nor the state of Wisconsin is liable for any cost incurred by Applicant in preparing this application.

2.8. Notification of Award Decision

All entities and organizations that submit a grant application will be notified in writing of the PSC's decision whether to award the grant as a result of this process (see section 5).

2.9. No Appeal Process

The Applicant may have general remedies under other provisions of Wis. Stat. chs. 196 and 227 if the Applicant believes it is aggrieved by any final award determination. This provision is for information purposes only and is not a determination by the PSC that the Applicant has any protest or appeal rights with respect to the PSC's decision in this grant cycle.

3. APPLICATION CONTENT

An Applicant must include the following information in its application to be eligible for a grant and the application must demonstrate satisfaction of indicated requirements. Reference materials such as letters of support, quotes, or maps are allowable.

The evaluation of an application and selection of an Applicant for an award will be based on the information submitted in the application plus references. Failure to respond to each of the requirements in the application may be the basis for rejecting a response.

Unless at the request of the PSC, Applicants may not submit supplemental information after the deadline.

Elaborate applications (e.g., expensive artwork), beyond that sufficient to present a complete and effective application, are not necessary or desired.

3.1. **Application Cover Sheet** (Attachment A)

3.2. **Application Budget Sheet** (Attachment B)

3.3. **Application Executive Summary** (3 page limit) Use the executive summary to provide an overview of the proposed project.

- **Project Description.** Provide a description of the proposed project activities and outcomes.
- **Key Partners and Stakeholders.** Identify and provide the roles and responsibilities of any project partners or key stakeholder groups.
- **Project Objectives and Metrics.** Provide specific, measurable objectives that describe the desired results of the project. For each objective, identify metrics to measure its progress and success.
- **Reference Materials List.** Provide a list of any reference materials included.

3.4. **Application Narrative and Merit Review Criteria** (15 page limit, excluding reference materials). In the application narrative, provide additional project details that correspond to the merit review criteria.

3.4.1. **Eligibility and ability to achieve the objectives.** Provide the information required to demonstrate the eligibility of the Applicant and the acknowledgement of ARRA applicability to the project. Demonstrate how the Applicant's organizational and staff experience will assist them to achieve the objectives. Applicants may sub-contract activities. Any sub-contractors should be identified if known.

3.4.2. **Budget Justification and Cost Share ("Match")** Provide a cost basis for each line item on which costs were entered on Attachment B - Budget Sheet. Identify what costs or portions thereof are anticipated to be grant-funded or funded by the applicant's share of the project cost ("cost share" or "match").

Match is encouraged, but optional, and cannot include other federal funding. Matching fund sources should be identified, e.g. Focus on Energy funding, state, local, or private funds, tax incentives, etc.

3.4.3. **Savings and Payback.** Describe any expected savings associated with operations and maintenance and its impact on financial outcomes, labor, or other resources. As applicable, describe the expected payback from the grant activities and the methodology used to calculate it.

3.4.4. **Energy Savings and Environmental Impact.** Describe the effectiveness of the project in saving or producing clean energy in terms of kilowatts, kilowatt hours, therms, gallons of gasoline, etc. Applicants may access the EPA Greenhouse Gas (GHG) Equivalencies Calculator here: <https://www.epa.gov/energy/greenhouse-gas-equivalencies-calculator> to quantify emissions

reductions (carbon, other GHGs, etc.) associated with estimated project energy savings. Assertions of energy savings and emissions savings will be vetted through this platform by the screening committee.

3.4.5. Equity and Energy Justice. Equitable engagement of and benefit to communities of color, low-income communities, and other impacted communities that may be historically left out or disproportionately negatively affected by climate change and inefficient or traditional energy systems due to race, ability, income level, age, geographic region, language, or other factors; applicants may choose to demonstrate the impact of the proposed project on the aforementioned communities. Impact may be demonstrated through response to a particular need, direct engagement, jobs created, emissions avoided or other metric.

3.4.6. Financial Leverage and Economic Impact. Describe why EIGP funding is needed to move forward with the project, including the likelihood of the project to move forward with and without it. Provide additional description of the funds and investments that would be leveraged by an Energy Innovation Grant. For example, describe the economic impact of the project in terms of cost savings, job creation (direct or potential for future), overall stimulus to the local or state economy, etc.

3.4.7. Existing Energy Planning Efforts. Provide evidence of underway or existing energy planning and its impact on the likelihood of achieving success in the project. Applicants may list previous endeavors (e.g. ISO 50001, Energy Independent Communities planning) to illustrate their current or past efforts. (Links, references, and excerpts are preferred to large attachments).

3.4.8. Energy Resiliency. Describe whether the project impacts energy resiliency, the capacity to recover more quickly in the event of an energy outage. For example, explain the context within which your project adds to the resiliency of the applicant's facility, community, etc.

3.4.9. Education and Awareness. Describe, if it is, how the project is paired with a behavior modification program, curriculum development, process or operational improvement plan, or other educational or training component that would increase the likelihood of success of the project. Applicants may choose to discuss the potential for the project to serve as a model for other entities and any plans for education and outreach to increase awareness.

3.4.10. Innovation. Describe how the project is innovative in its use of technology, methodology, engagement of partners, impact to stakeholders, or some other element and whether it could be replicated by other organizations.

3.5. Reference Materials

4. APPLICATION SELECTION AND AWARD PROCESS

A screening committee will conduct an initial review for eligibility, project merit evaluation and ranking for consideration by the PSC. The PSC will consider the applications and committee evaluation for the final award determination at one of its regularly scheduled open meetings. However, the PSC is not bound by the screening committee's merit evaluation and ranking. PSC staff expects the screening committee process to conclude in February, 2021 for award determinations by the PSC in March, 2021 (see 1.7.).

5. GRANT AWARD AND TERMS AND CONDITIONS

5.1. Grant performance Period and Funding

Unless provided otherwise in writing, any Energy Innovation Grant award will have a grant term beginning on the date the grant agreement is counter-signed by the Commission, and expiring automatically and without notice on the grant performance period end date identified in the grant agreement. All costs must be incurred during the grant performance period. Grant funds are issued in a single reimbursement payment upon project completion and receipt of a complete and satisfactory final performance report and request for reimbursement, which must include detailed supporting documentation for all costs. Final performance reports and reimbursement payments are due 90 days after the grant performance period end date. Projects that are completed early may submit final performance reports and requests for reimbursement early.

Except as otherwise provided in writing, upon expiration, any unused balance in a grant award account or purchase order will be reallocated to an appropriate reserve fund. A grantee may request a waiver of this expiration by filing such a request on the PSC's ERF system. A waiver request should provide an explanation for the project delay and a schedule for completing the project.

5.2. Reporting

5.2.1. State and Federal reporting requirements. Applicants will be expected to submit quarterly, final, and on-request, reports to the PSC on the activities, progress of the project, and grant costs to satisfy state and federal reporting requirements. Certain reporting requirements shall continue to be required post-disbursement.

5.2.2. American Recovery and Reinvestment Act (ARRA). Applicants will be expected to comply with the reporting requirements of the ARRA that impact wage rates, equipment sourcing, environmental impact reporting, and historic preservation.

5.3. Order Awarding Grants

The PSC will determine in writing which applicants will receive an Energy Innovation Grant in the current grant cycle by issuing an order awarding grants in the appropriate proceeding. The order and grant award agreement will specify certain terms and conditions that the PSC finds appropriate and necessary for the administration of the approved grant projects. The order will likely require that each approved grant applicant inform the PSC whether it accepts the grant award as ordered and described in a grant award agreement, including the amount of the grant award and the terms and conditions ordered by the PSC and provided in the grant award agreement. Failure of a grantee to comply with the PSC's order, including any terms and conditions specified or incorporated in the order or grant award agreement, may result in cancellation of an award.

5.4. Grant Award Agreement Compliance

The PSC reserves the right to incorporate State and Federal contract provisions into any grant award agreement negotiated with any organization submitting a response to this application. Failure of the successful Applicant to accept the obligations in a grant award agreement will result in cancellation of the award.

5.5. Termination of Grant Award

The PSC may terminate a grant award for any reason at any time at its sole discretion by delivering ten (10) days written notice to the Applicant/grantee. Upon termination, the PSC's liability will in no event

exceed the pro rata cost of the services performed as of the date of termination, plus expenses incurred with the prior written approval of the PSC. In no event will the PSC's liability exceed the total amount of the grant awarded to the Applicant/grantee. In the event that the Applicant terminates the grant award, for any reason whatsoever, such termination will require written notice to that effect and shall be filed by the Applicant on the PSC's ERF system not less than ten (10) days prior to said termination. If termination is delivered by Applicant, no grant proceeds will be dispersed and all costs and expenses incurred by the Applicant will not be reimbursed.



**Public Service Commission of Wisconsin
Office of Energy Innovation
Energy Innovation Grant Program**



6.a.1.a

ATTACHMENT A - COVER SHEET

SECTION I - Provide information summarizing the project proposal.				
Project Title:				
PSC Grant Request (\$):		Applicant Cost Share (\$):		Project Total (\$):
Choose one Eligible Activity				
☐ Renewable Energy & Energy Storage	☐ Energy Efficiency & Demand Response	☐ Electric & RNG Vehicles & Infrastructure	☐ Comprehensive Energy Planning	
Acknowledgement of ARRA Applicability. Check all that apply. (see Section 1.3 of Application Instructions)				
☐ Buy American: Alteration, maintenance or repair of a public building or public work.				
☐ Davis Bacon and Related Acts: Use of laborers or mechanics employed by contractors and subcontractors.				
☐ Historic Preservation: Project involves historical (over 50 years old), archeological or cultural resources.				
☐ National Environmental Policy Act (NEPA): Project activity is NOT covered by the list shown in Section 1.3.3.				
SECTION II - Provide information for your organization, signatory, and primary contact for the project.				
Applicant Type:	☐ City	☐ Village	☐ Town	☐ County
☐ Tribal Nation	☐ Manufacturer		☐ K-12 School District	
☐ University of Wisconsin System	☐ Wisconsin Technical College System		☐ 501(c)(3) nonprofit	
☐ Municipal Utility (water, wastewater, electric, natural gas)		☐ Hospital (public or nonprofit)		
Name (on W-9):				
Address (on W-9):				
County or Counties Served by Project:				
DUNS Number or CAGE Code:				
NAICS Code:				
Authorized Representative/Signatory (Person authorized to submit applications and sign contracts)			Primary Contact (if different from Authorized Representative)	
Name:			Name:	
Title:			Title:	
Phone:			Phone:	
E-mail:			E-mail:	
Signature of the Authorized Representative				

Attachment: EIGP_2020_Application_Instructions (6725 : Energy Innovation Grant Program Application)

ATTACHMENT B – BUDGET SHEET

<https://psc.wi.gov/Documents/OEI/EIGP/EIGPAppBudgetSheet.xlsx>

ATTACHMENT C – NEPA BOUNDED CATEGORIES APPLICABLE TO THE ACTIVITIES OF THE OFFICE OF ENERGY INNOVATION (“STATE ENERGY OFFICE”) IN 2020

DOE has determined the following Bounded Categories of activities that are funded by SEP-ALRD-2020, or ARRA Financing Programs and/or funds repurposed from ARRA Financing Programs, are categorically excluded from further NEPA review, absent extraordinary circumstances, cumulative impacts, or connected actions that may lead to significant impacts on the environment, or any inconsistency with “integral elements” (as contained in 10 C.F.R. Part 1021) as they relate to a particular project:

Bounded Categories:

1. Administrative activities associated with management of the designated State Energy Office and management of programs and strategies to encourage energy efficiency and renewable energy, including energy audits.
2. Development and implementation of programs and strategies to encourage energy efficiency and renewable energy such as policy development and stakeholder engagement.
3. Development and implementation of training programs.
4. Development and implementation of building codes including inspection services, and associated activities to support code compliance and promote building energy efficiency.
5. Implementation of financial incentive programs including rebates and energy savings performance contracts for existing facilities; grants and loans to support energy efficiency, renewable energy and energy/water saving projects. All project activities funded under a financial incentive program must be listed within the Bounded Categories in this NEPA determination.
6. Funding commercially available energy or energy/water efficiency or renewable energy upgrades, provided that projects adhere to the requirements of the respective state’s DOE executed Historic Preservation Programmatic Agreement, and are installed in existing buildings, and are limited to:
 - a. Installation of insulation;
 - b. Installation of energy efficient lighting;
 - c. HVAC upgrades (to existing systems);
 - d. Weather sealing;
 - e. Purchase and installation of energy efficient or energy/water efficient home appliances and equipment (including, but not limited to, energy or water monitoring and control systems, thermostats, furnaces and air conditioners);
 - f. Retrofit of energy efficient pumps and motors, for such uses as (but not limited to) waste water treatment plants, where it would not alter the capacity, use, mission or operation of an existing facility.
 - g. Retrofit and replacement of windows and doors; and
 - h. Installation of Combined Heat and Power System - systems sized appropriately for the buildings in which they are located, not to exceed peak electrical production at 300kW.
7. Development, implementation, and installation of onsite renewable energy technology from renewable resources, provided that projects are installed in or on an existing structure or within the boundaries of a facility and limited to:
 - a. Solar Electricity/Photovoltaic - appropriately sized system or unit not to exceed 60 kW.
 - b. Wind Turbine - 20 kW or smaller.
 - c. Solar Thermal (including solar thermal hot water) - system must be 200,000 BTU per hour or smaller.
 - d. Ground Source Heat Pump - 5.5 tons of capacity or smaller, horizontal/vertical, ground, closed-loop system.
 - e. Biomass Thermal - 3 MMBTUs per hour or smaller system with appropriate Best Available Control Technologies (BACT) installed and operated.
8. Installation of fueling pumps and systems for fuels such as compressed natural gas, hydrogen, ethanol and other commercially available biofuels, (but not storage tanks) installed on the site of a current fueling station.
9. Purchase of alternative fuel vehicles.
10. Installation of electric vehicle charging stations installed on existing facilities.

Public Works Committee

AGENDA INFORMATION SHEET

AGENDA DATE: January 21, 2021
DEPARTMENT: Administrator
DIRECTOR: Jason Dzwinel
PREPARER: Jason Wittek

Agenda Summary Membership Renewal Application to Wisconsin Clean Cities Program

BACKGROUND INFORMATION: Provided by Lorrie Lisek, Executive Director: Wisconsin Clean Cities is a 501-C(3) non-profit organization operated through the US Department of Energy Clean Cities Program. We are one of nearly 100 Clean Cities organizations around the country. Since 2011 we have assisted in securing over \$20 million in grant funding for sustainable transportation projects in WI and throughout the country. We work closely with our state agencies to ensure success of our projects and programs. Additionally we provide education and outreach throughout the state. In 2019 we hosted or were part of over 30 events throughout the state. As a fuel neutral organization, WCC supports the implementation of alternative fuels, vehicles and technologies to promote our nation's energy security and provide for economic development. Our national affiliation provides a great network for projects that are developing throughout the country allowing us to gain first-hand knowledge of successes and barriers. Additionally our partnership with the National Renewable Energy Labs provides access to tools that have been developed to provide additional assistance in decision making processes.

WCC also actively engages with groups throughout the state to collaborate on projects and events. Our membership is quite diverse and provides for a great interactive base.

ANALYSIS: The cost for an annual membership is \$500. Participating in our second year of Wisconsin Clean Cities will allow the Energy Action Commission to continue to broaden its understanding of alternative fuels and technologies available to vehicle fleets.

FISCAL IMPACT:

Balance Current Year: Next Year's Estimated Cost: \$500

FUNDING SOURCE:

County Levy: \$500 Non-County Levy: Indicate source: DOA membership budget

RECOMMENDED MOTION: Approve Renewing Membership to WI Clean Cities

ATTACHMENTS:

- Ozaukee County- Invoice 1111 (PDF)
- WCC 2021 Level Up! (PDF)

**Wisconsin Clean Cities, Inc.**

231 W. Michigan St., P321
Milwaukee, WI 53203

6.a.2.a

Invoice

Date

01/06/21

Invoice No.

1111

Please note temporary mailing address below.**Bill To**

Ozaukee County
Jason Wittek
PO Box 994
Port Washington, WI. 53074

P.O. Number

Terms

Due Date

02/01/21

Item	Description	Quantity	Rate	Amount
1111	WCC 2021 Membership Dues - Bronze Membership		500.00	500.00

Thank you for supporting Wisconsin Clean Cities!

Subtotal \$500.00

Sales Tax \$0.00

Total \$500.00

Please pay invoice via Paypal on our website at
www.wicleancities.org or mail check to
10115 Ravenwood Dr., Suite B., St. John, IN 46373

Attachment: Ozaukee County- Invoice 1111 (6717 : Review/Approve Membership to WI Clean Cities)

WISCONSIN CLEAN CITIES

DRIVING WISCONSIN FORWARD



Dear Jason,

Thank you for your partnership over the past year. 2020 was a year like no other and we thank you for your continued support. Wisconsin Clean Cities experienced tremendous successes in 2020, thanks to the unwavering dedication of members like you. Your support enables us to support the nation's energy and economic security by building partnerships to advance affordable domestic transportation fuels, energy efficient mobility systems and other fuel-saving technologies and practices.

Now is the time to strengthen your commitment to advance sustainable transportation with our 2021 **"Level Up!"** Membership Program. Wisconsin Clean Cities members report gaining new clients and operational cost savings as a result of networking and information received through our events, activities and access to our password-protected Member Center database containing contact information for all of our members. Higher levels of membership yield greater returns on investment, including increased visibility for your brand in our marketing materials. Advertising your support of Wisconsin Clean Cities informs your clients and colleagues that they too, are doing their part for a sustainable future when working with you.

With the support of members like you, our 2020 successes included:

- Working as a subrecipient on 10 multi-year, state & federal grant-funded projects focused on increasing EV charging access and vehicle adoption, assisting rural communities in transitioning to cleaner fuels & vehicles, addressing NGV market barriers and more.
- Contributing to the Governor's Task Force on Climate Change report by providing information on EVs.
- Hosting 23 in-person & virtual events.
- Procuring funds for the development of alternative fuel infrastructure & supporting vehicles throughout Wisconsin.
- Partnering with Clean Cities coalitions & our members on the Michigan to Montana I-94 Clean Fuel Corridor project to fill sustainable transportation infrastructure gaps along I-94, including the addition of EV charging stations and propane stations.

Over the past decade, Wisconsin Clean Cities members have displaced more than 178 million gasoline gallon equivalents and 668,000 tons of greenhouse gas emissions. That's the equivalent of removing more than 342,000 passenger vehicles from the road for one year.

Wisconsin Clean Cities depends on your continued support to continue to **Drive Wisconsin Forward!**

Enclosed please find an invoice reflecting your current membership level along with additional membership opportunities. Please consider stepping your membership up to the next level. If you would like to **"Level Up!"** your membership, discuss funding or other opportunities specific to your organization's goals or if you have any questions, please contact our Program Specialist Kelly Verbeke at kelly.verbeke@wicleancities.org.

Thank you for your continued support and partnership. Your commitment continues to **Drive Wisconsin Forward** toward a future fostering economic, environmental and energy security. **We appreciate you!**

Sincerely,

Lorrie Lisek
Executive Director
lorrie.lisek@wicleancities.org

Wisconsin Clean Cities
c/o Legacy Environmental Services
10115 Ravenwood Drive, Suite 300
St. John, Indiana 46783
Office: (414) 221-3961
Fax: (414) 221-3961
info@wicleancities.org

Packet Pg. 31

Attachment: WCC 2021 Level Up! (6717 : Review/Approve Membership to WI Clean Cities)

RESOLUTION NO. (ID # 6718)

AUTHORIZING THE ESTABLISHMENT OF A TRUST FUND ACCOUNT FOR
SPECIALIZED TRANSPORTATION GRANT FUNDS

WHEREAS, Ozaukee County receives annual funding from the State of Wisconsin for Specialized Transit through the Specialized Transportation Assistance Program pursuant to § 85.21 of the Wisconsin Statutes; and

WHEREAS, the 2020 grant award of \$300,835.00 to Ozaukee County included a County matching contribution of \$45,954.00 for which the County's required contribution has been met; and

WHEREAS, § 85.21(3)(c) of the Wisconsin Statutes authorizes counties to hold aid received in trust for "acquiring or maintaining equipment used for services authorized" and Trans 1.05(2) of the Wisconsin Administrative Code also states that a County may retain and hold in trust all or part of the allocated aid which it receives "for the purchase or maintenance of transportation equipment"; and

WHEREAS, the State Department of Transportation has interpreted § 85.21(3)(c) and Trans 1.05(2) broadly to allow the expenditure of trust funds on projects, such as pilot studies, that demonstrate long-term county investment in the Specialized Transportation Assistance Program; and

WHEREAS, Counties with trust arrangements are required to follow specific rules set forth in Trans 1.05(2)(a) through (f) governing management and use of trust funds; and

WHEREAS, pursuant to the rule in Trans 1.05(2)(a), the county board of supervisors must "by resolution authorize the establishment of an account in which aids retained in trust shall be deposited and accounted separately from current aids and receipts from other sources" and such resolution "shall be provided to the department"; and

WHEREAS, pursuant to the rule in Trans 1.05(2)(b), the balance of aid held in trust "may not exceed an average daily balance on a quarterly basis of \$80,000"; and

WHEREAS, Ozaukee County is expected to have an excess of \$85,000 in § 85.21 funds at the end of 2020 and is eligible to create a § 85.21 Trust for which funds are expected to be used in 2021 and 2022 for the Shared Ride Taxi Cross County Pilot Program and the average daily balance on a quarterly basis will be less than \$80,000 in 2021; and

WHEREAS, Section 2.01(2)(d) and 2.03(1)(a)4.f. of the Ozaukee County Policy and Procedure Manual states that any transfers in excess of \$25,000 from unreserved, undesignated fund balances or retained earnings shall be made upon the recommendation of the appropriate standing committee and by resolution adopted by a vote of 2/3 of the Board members elect; and

WHEREAS, Section 2.01(2)(e)(3) of the Ozaukee County Policy and Procedure Manual states that Grant Acceptances involving Public works expenditures requiring formal specifications, public notices or bids per § 59.52(29)(a), Wis. Stats., require the approval of the appropriate Standing Committee and full County Board.

NOW, THEREFORE, BE IT RESOLVED by the Ozaukee County Board of Supervisors that this Board authorizes the creation of a § 85.21 trust fund and authorizes the transfer of 2020

excess Specialized Transportation Assistance Program aids to the fund.

BE IT FURTHER RESOLVED that a copy of this resolution be forwarded to the State of Wisconsin Department of Transportation along with a plan outlining the proposed use of the funds placed in trust.

Dated at Port Washington, Wisconsin, this 3rd day of February 2021.

SUMMARY: The State of Wisconsin Department of Transportation requires a resolution creating a trust be passed by a recipient's County Board of Supervisors to maintain access to allocated funds not used in any fiscal year.

VOTE REQUIRED: Two-Thirds of Members Elect.

PUBLIC WORKS COMMITTEE

Public Works Committee
AGENDA INFORMATION SHEET

AGENDA DATE:	January 21, 2021
DEPARTMENT:	Transit
DIRECTOR:	Jon Edgren
PREPARER:	Joy Neilson

Agenda Summary Authorizing the Establishment of a Trust Fund Account for Specialized Transportation Grant Funds

Ozaukee County received \$229,770 in grant funding from the Wisconsin Department of Transportation under the section 85.21 of Wisconsin Statutes to provide specialized transportation services for seniors and individual with disabilities in 2020. The amount allocated toward Shared Ride Taxi operations was \$221,270. Due to reduced ridership and service hours, and an increase in funding through CARES Act, Transit Services did not use the full allocation of 85.21 funds in 2020. The State allows recipients to hold the unused funds in a trust with the following conditions:

1. A county board of supervisors must authorize establishment of this fund by board resolution which must be submitted to WisDOT for approval.
2. Expenditures of aid from a county's trust fund shall be made according to a plan approved by the department. The county's plan should indicate what the trust fund will be used to purchase. A plan may be amended at any time with the department's approval.
3. Aid may be held in trust only for "capital-like" expenditures for items having an expected useful life of at least two years. These purchases must be related to providing transportation service for seniors or individuals with disabilities.
4. All assets must be expended, and a county may not establish a permanent minimum balance.
5. Balance may not exceed \$80,000.
6. Counties shall maintain records showing the dates and amounts of deposits to the trust fund; the dates, amounts and purposes of expenditures from the fund; and interest earned by the fund.

Funds in the trust cannot be used for on-going operations. They are primarily meant for capital purchases, but approved pilot programs can also access the funds. Use of the trust funds will not impact annual 85.21 funding for operations support. Once a trust is established, Ozaukee County can continue to add surplus 85.21 funds received from subsequent year allocations. Neither state

law nor administrative rule specifies how long funds may be held in trust; however, WisDOT suggests counties develop a plan to spend funds held in trust over a three-year span.

ANALYSIS: Transit Services expects to have \$85,000 in unspent 85.21 funds for 2020. Establishing a trust allows Ozaukee County to hold on to unspent grant funding. Since the local share has already been paid, there is no additional local share requirement to access these funds. Per WisDOT, the Cross-County Pilot program will qualify for use of these funds as it is a limited pilot operation.

FISCAL IMPACT: Balance Current Year: \$85,000 Next Year's Estimated Cost: \$0

FUNDING SOURCE:

County Levy: \$0 Non-County Levy: \$85,000 Indicate source: WisDOT 85.21

RECOMMENDED MOTION: Recommend the County Board pass the resolution to establish a trust for unused 85.21 funds.

RESOLUTION NO. (ID # 6719)

AUTHORIZE WISCONSIN DEPARTMENT OF TRANSPORTATION TO TRANSFER
CONGESTION MITIGATION AND AIR QUALITY FUNDS TO THE FEDERAL TRANSIT
ADMINISTRATION

WHEREAS, the Wisconsin Department of Transportation (WisDOT) administers the Congestion Mitigation and Air Quality (CMAQ) program, a federal program that assists local agencies with projects that improve air quality and reduce congestion through bicycle and pedestrian, traffic flow, diesel retrofit, and public transit projects in Wisconsin's non-attainment and maintenance areas; and

WHEREAS, the Ozaukee County Public Works Committee approved the CMAQ application, including estimated local share for 2022 and 2023, on August 22, 2019; and

WHEREAS, Ozaukee County has been allocated \$76,800.00 in CMAQ funding from the 2020-2024 grant program cycle for the Mini-bus Hybrid Conversion project; and

WHEREAS, CMAQ grants are 80% federally funded and 20% locally funded; and

WHEREAS, WisDOT requires approval from the Ozaukee County Board of Supervisors authorizing WisDOT to transfer CMAQ funds to the Federal Transit Administration (FTA) disbursement through the 5307 formula grant program.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors does authorize WisDOT to transfer \$76,800.00 in CMAQ funds to the FTA for Ozaukee County Transit's Mini-bus Hybrid Conversion Project for use in 2022-2023.

BE IT FURTHER RESOLVED that the Ozaukee County Transit Department's 2022 operating budget shall provide for the local match of 20% or \$15,360.

FURTHER RESOLVED that the County Clerk is authorized and directed to transmit a certified copy of this resolution to the Southeastern Wisconsin Regional Planning Commission.

Dated at Port Washington, Wisconsin, this 3rd day of February 2021.

SUMMARY: This resolution authorizes WisDOT to transfer CMAQ funds for Ozaukee County Transit's Hybrid Conversion project to the FTA for administration.

VOTE REQUIRED: Majority

PUBLIC WORKS COMMITTEE

Public Works Committee
AGENDA INFORMATION SHEET

AGENDA DATE:	January 21, 2021
DEPARTMENT:	Transit
DIRECTOR:	Jon Edgren
PREPARER:	Joy Neilson

Agenda Summary Authorize Wisconsin Department of Transportation to Transfer Congestion Mitigation and Air Quality Funds to the Federal Transit Administration

BACKGROUND INFORMATION: Ozaukee County was awarded \$76,800 in Congestion Mitigation and Air Quality (CMAQ) funding from the 2020-2024 grant program cycle for Ozaukee County Transit's Mini-bus Hybrid Conversion Project. The project and grant application were presented to and approved by the Public Works Committee on August 22, 2019 for use in 2022 and 2023.

CMAQ funds were allocated by the Wisconsin Department of Transportation (WisDOT), but will be administered through the Federal Transit Administration (FTA). WisDOT requires a resolution, passed by the County Board, to transfer funds on behalf of Ozaukee County.

Project Summary

Ozaukee County operates a Shared-Ride Taxi Service, providing 9,345 rides per month with a fleet of mini-busses, minivans, and sedans. The county is moving towards using hybrid vehicles in the fleet to maximize fuel efficiency and minimize environmental impact, including emissions of CO₂ and fine particulates. Ozaukee County seeks CMAQ grant funding to convert up to 6 mini-busses over 2 years into hybrid vehicles through the installation of XLH Hybrid System kit by XL Fleet Electrification. Each kit is expected to increase MPG efficiency by 25% and reduce emissions by 20% per the manufacturer. This is an overall reduction of 35,468 gallons of fuel burned in the Shoreline Non-attainment Zone over the useful life of 6 vehicles, or an estimated total of 3,941 fewer gallons burned in 2022 and 5,911 in 2023 for the initial four and six vehicle conversions over the two-year project.

Each kit is estimated to cost \$16,000, which includes the kit, installation, and data services. The total estimated cost for the kits will be \$64,000 in 2022 and \$32,000 in 2023. Maintenance of the kits will be performed by Ozaukee County Highway Department mechanics. XL Fleet offers certification in their technology at no cost. This will also allow for the transfer of the kits to new vehicles, since the useful life of the hybrid battery and electronics systems will surpass the useful life of the vehicle.

Ozaukee County is unlikely to convert the minibus fleet into hybrids without a CMAQ grant; the cost savings from increased fuel economy does not cover the cost of the conversion kits over the life of the vehicle. However, a CMAQ grant covering 80% of the cost for conversion will allow

the County to proceed with hybrid conversion of the fleet on the least efficient vehicles.

ANALYSIS: The Resolution is necessary to access the allocated funds.

FISCAL IMPACT:

Balance Current Year: 0

Next Year's Estimated Cost: \$64,000 in 2022; \$32,000 in 2023

FUNDING SOURCE:

County Levy: \$12,800 in 2022; \$6,000 in 2023

Non-County Levy: \$51,200 in 2022; \$25,600 in 2023 Indicate source: CMAQ FTA 5307

RECOMMENDED MOTION: Recommend the County Board pass the resolution authorize the Wisconsin Department of Transportation to request transfer of Congestion Mitigation and Air Quality funds to the Federal Transit Administration.

Public Works Committee

AGENDA INFORMATION SHEET

AGENDA DATE: January 21, 2021
DEPARTMENT: Transit
DIRECTOR: Jon Edgren
PREPARER: Joy Neilson

Agenda Summary Shared Ride Taxi No Show Policy

BACKGROUND INFORMATION:

Summary

Ozaukee County and Washington County have different policies for handling No Show riders. A “No Show” is defined as a client not being ready to depart, not being there when the driver arrives or not having the fare for the ride. This difference has been identified as an area that could create confusion when doing cross-county rides.

Both counties allow for a 21-day suspension if a rider no shows 3 times in 60 days. Dialysis patients are exempt from the No Show Policy in both counties. The major differences are:

	Ozaukee	Washington
Fees	\$5.00 adult /\$2.50 senior or disabled fee for a no-show. Occurs after each no-show. Fee must be paid before a new ride can be scheduled.	No fee. Riders in a 21-day suspension can opt to pay \$10.00 to end the suspension early. No discounted rate is given.
Administration	Riders with no shows can be barred from riding for an indeterminate number of days, until they pay each late fee. No requirement of where and how to pay the fees.	Riders are contacted after two no shows, and the policy is explained. Suspension is given after the 3 rd no show. Fee must be paid to the Shared Ride Taxi office to end suspension early.

Policies

Ozaukee County Shared Ride Taxi No Show Policy

A “No Show” is defined as a client not being ready to depart, not being there when the driver arrives or not having the fare for the ride. Three no-shows within a 60-day period can result in up to a one-month suspension.

Once reinstated, if a second occurrence happens within 60 days, the suspension will be extended up to 45 days. After the third infraction, the suspension will be up to 60 days. Further habitual

violations will result in disciplinary action up to and including ineligibility to use the Ozaukee County Shared-Ride Taxi.

A “No Show” is determined when we arrive for the passenger at the time we notified the passenger we would be there, within a window of 30 minutes each side of the scheduled time. When we arrive for the passenger, the driver will notify dispatch that the passenger is not present. At that time, the dispatcher will make every attempt to contact the passenger. If the passenger cannot be contacted within 3 minutes, that driver will be advised by dispatch to “No Show” and proceed.

If the “No Show” was made on the first leg of their travel itinerary then all other trips scheduled for the day will be cancelled. *(1). The passenger who no-showed will have to pay a penalty of five dollars \$5.00 or \$2.50 for Senior Citizens or Disabled individuals. This no-show fee must be paid prior to making further trip arrangements and/or (2). Ozaukee County shall have the right to suspend service or impose other disciplinary actions for an individual for a given amount of time, up to and including permanent suspension from use of the Ozaukee County Shared-Ride Taxi. Determination of the nature of the disciplinary action or on the length of time suspended shall be made by the Transit Director as deemed appropriate.*

Suspensions or disciplinary actions can be appealed to the Public Works Committee for further review and consideration upon receipt of a written notice of appeal to the Transit Director. Said notice should contain a detailed explanation of the reasons for modifying the disciplinary or suspension action imposed.

Drivers are not to go back for a passenger at the first leg of their travel itinerary. This passenger must reschedule their travel plans for another day.

If the No Show happens on any other leg of their trip, we will make every attempt to get back to pick them up at the first available time allocated.

At no time will we “No Show” a dialysis passenger on any leg of a trip unless advised by the passenger and/or the clinic.

Approved by the Public Works Committee February 2, 2006. Amended on May 3, 2007; Amended on July 17, 2008.

Washington County Shared Ride Taxi No Show Policy

o. A No Show is defined as: (1) the client not being present when driver arrives for pick up. (2) the client not being ready within 5 minutes of when the driver arrives for your scheduled pick up time. (3) the client calls to cancel a ride less than one (1) hour prior their schedules pick up time or cancels the ride at the door when the driver arrives. (4) not having the required fare for the ride.

p. Note about pick up times: If one has an appointment pick up, this means the shared ride taxi could arrive 1 hour prior to your appointment time. For example one has a doctor appointment or a start time for work; let's say for 9:00am. This means that the shared ride taxi

could arrive as early as 8:00am to make sure you arrive at your appointment time. A regular pick time has a 30 minute window. For example if one requests a pick up time for 3:00pm, the shared ride taxi could arrive from 3:00pm to 3:30pm. On the day of your ride, one can always call to confirm a more exact pick up time so one does not have to worry about a no show

q. When the shared ride taxi driver arrives for a client and the client cannot be located, the driver will notify dispatch the client is not present. At that time dispatch will attempt to contact the passenger. If the client can not be contacted within three minutes, the driver will be advised by dispatch of a No Show and proceed on with their route. Note: at no time will shared ride taxi “no show” a dialysis client unless advised by the client and/or the dialysis clinic.

r. Three No Shows occurring within a rolling 60-day period will result in a 21-day suspension of service.

s. After the first two No Shows within a rolling 60-day period, dispatch will call the client and issue him/her a warning and advise the client of the no show policy.

t. After the third No Show a 21-day suspension will be instated by the County Transit Manager.

u. The client can either appeal the suspension for reinstatement, in writing; to the Washington County Transit Manager, 900 Lang Street, West Bend, WI 53090 (the appeal must address all 3 no shows). OR

v. The client can be reinstated for service and have the suspension lifted by paying a fine of \$10.00. The no show fine must be paid to the driver when the client schedules their next ride or in person at the shared ride taxi dispatch office (510 Schoenhaar Drive, West Bend, WI 53090). The client must notify dispatch that this is the action the client will be taking. If the fine is not paid at the client’s next scheduled ride the client will not be able to ride until the fine is paid.

w. Further habitual violations and/or excessive No Shows may result in additional periods of suspension of service up to and including ineligibility to use the Shared Ride Taxi Service.

ANALYSIS: The difference in the No-Show policies may create confusion during the cross-county pilot program. For example, a rider who no-showed in Ozaukee County may not be able to ride for not paying a fee, but is still eligible for Washington County rides.

In 2019, the Shared Ride Taxi had 2912 no shows, accounting for 2.7% of ridership. No show fee revenue totaled \$7,961 in 2019. No shows accounted for 2.5% of rides in Washington County in the same year. The fee does not deter riders from no shows, and creates extra work for dispatch and management staff. Therefore, the recommendation is to align the No Show policies by eliminating the per no show fee and adopting Washington County’s administration.

FISCAL IMPACT: Eliminating the no show fee will result in a revenue loss of \$8,000 per year. In 2021, the loss will be covered through CARES Act operations funding. Going forward, the loss will be calculated into operations need for 85.20 and 85.21 grants.

Balance Current Year: \$8,000 Next Year’s Estimated Cost: \$8,000

FUNDING SOURCE:

County Levy: \$2,400

Non-County Levy: \$5,600

Indicate source: WisDOT 85.20, WisDOT 85.21

RECOMMENDED MOTION: Amend Ozaukee County Transit's No Show Policy for the Shared Ride Taxi by eliminating the fee and aligning the administration with Washington County Transit's No Show Policy.

Public Works Committee**AGENDA INFORMATION SHEET**

AGENDA DATE:	January 21, 2021
DEPARTMENT:	Transit
DIRECTOR:	Jon Edgren
PREPARER:	Joy Neilson

Agenda Summary Transit Financial Report

Ozaukee Transit continues to operate significantly under budget overall, due to the suspension of the Ozaukee Express and reduced ridership on the Shared Ride Taxi. The increase in Other Expenses can be attributed to pandemic supplies and external vehicle repair from deer collisions.

ATTACHMENTS:

- Dec Transit Financial Report 2020 (PDF)

Ozaukee County Committee Report
Special Revenue Fund Transit Services
For the Twelve Months Ending Thursday, December 31, 2020
Profit and Loss Statement ACTUAL TO AMENDED BUDGET

7.b.1.a

	Current Month Actual	2020 YTD Actual	2020 Amended Budget	Budget Balance	% Budget YTD
Revenues					
Taxes	-	\$588,811	\$588,811	-	100.00%
Intergovernmental Revenues	-	\$1,763,975	\$2,338,346	\$574,371	75.44%
Public Charges for Services	\$26,894	\$410,621	\$891,000	\$480,379	46.09%
Intergovernmental Charges	-	\$24,237	-	(\$24,237)	0.00%
Fines/Forfeitures/Penalties	\$417	\$4,380	\$8,400	\$4,020	52.14%
Other Revenue	\$18,785	\$25,888	\$28,000	\$2,112	92.46%
Total Revenues	\$46,096	\$2,817,912	\$3,854,557	\$1,036,645	73.11%
Expenditures					
Salaries	\$9,409	\$84,406	\$106,361	\$21,955	79.36%
Fringe Benefits	\$1,289	\$52,094	\$41,362	(\$10,732)	125.95%
Travel/Training	-	\$5,000	\$7,000	\$2,000	71.43%
Supplies	\$7,890	\$184,460	\$290,600	\$106,140	63.48%
Purchased Services	\$85,959	\$1,196,445	\$3,073,300	\$1,876,855	38.93%
Interdepartment Charges	\$7,106	\$82,616	\$144,200	\$61,584	57.29%
Other Expenses	\$11,131	\$51,838	\$38,305	(\$13,533)	135.33%
Total Operating Expenditures	\$122,784	\$1,656,859	\$3,701,128	\$2,044,269	44.77%
Capital Outlay					
Equipment & Furniture	-	\$69,297	\$247,017	\$177,720	28.05%
Total Capital Outlay	-	\$69,297	\$247,017	\$177,720	28.05%
Total Expenditures	\$122,784	\$1,726,156	\$3,948,145	\$2,221,989	43.72%
Other Finance (Sources)	-	-	(\$21,571)	(\$21,571)	0.00%
Net Other Financing Sources/Uses	-	-	(\$21,571)	(\$21,571)	0.00%
Net Increase (Decrease)	(\$76,688)	\$1,091,756	(\$72,017)	(\$1,163,773)	-1515.97%
Equity:					
Governmental Fund Balance	-	(\$278,475)	-	\$278,475	0.00%

Attachment: Dec Transit Financial Report 2020 (6721 : Transit Monthly Financials)

Public Works Committee

AGENDA INFORMATION SHEET

AGENDA DATE: January 21, 2021
DEPARTMENT: Highway
DIRECTOR: Jon Edgren
PREPARER: Jon Edgren

Agenda Summary Southeastern Wisconsin Regional Planning Commission's 2021 County Surveyor Services Agreement

BACKGROUND INFORMATION: The Southeastern Wisconsin Regional Planning Commission (SEWRPC) has served as the Ozaukee County Deputy Surveyor since March, 2012, and as the County Surveyor since February, 2017. SEWRPC performs numerous duties including the replacement of broken, disturbed and missing U.S. Public Land Survey corner monuments and ancillary witness and bench marks, and the preparation of related records.

ANALYSIS: The proposed agreement (attached) covers the period from January 1st to December 31st, 2021 at a total cost of \$52,487.

The past contracts amounts were:

2013: \$38,000

2014: \$37,868

2015 to 2020: \$52,487

As an aside, in the past I have mentioned potential additional options aimed at starting a more proactive approach to maintaining Ozaukee County's Public Land Survey system versus the current reactive approach. However, while I continue to explore those options, I don't believe that they'd impact any SEWRPC activity as part of this contract for 2021.

FISCAL IMPACT:

Balance Current Year: \$52,487 Next Year's Estimated Cost: --

FUNDING SOURCE:

County Levy: X

RECOMMENDED MOTION: Approve SEWRPC's 2021 County Surveyor Services Agreement.

ATTACHMENTS:

- SEWRPC- Ozaukee County Surveyor - 2021 Contract (PDF)

AGREEMENT

COUNTY SURVEYOR SERVICES: OZAUKEE COUNTY 2021

THIS AGREEMENT, entered into this ____ day of _____ 2021, by and between the Southeastern Wisconsin Regional Planning Commission (hereinafter referred to as the “Commission”); and Ozaukee County (hereinafter referred to as the “County”).

WITNESSETH:

WHEREAS, on April 23, 1970, the County abolished the elected office of County Surveyor in favor of employing a County Surveyor pursuant to Section 59.12 (now 59.20 (2)(c)) of the *Wisconsin Statutes*, to carry out the functions and duties of a County Surveyor as set forth in Section 59.45 (previously Sections 59.60 and 59.635) of the *Wisconsin Statutes*; and

WHEREAS, the County Surveyor is responsible for: (1) perpetuating the corners of the U.S. Public Land Survey which are subject to destruction, removal, and burial through construction and other activities; (2) maintaining the horizontal and vertical control survey networks in Ozaukee County which assign State Plane Coordinate values as warranted and referred to the North American Datum of 1983 with the National Readjustment of 2011 and the North American Datum of 1927 to each monumented U.S. Public Land Survey corner, and elevations also as warranted and referred to the North American Vertical Datum of 1988 and National Geodetic Vertical Datum of 1929 to the monuments and accessory bench marks; (3) preparing records of the U.S. Public Land Survey corners and bench marks as monumented by the County Surveyor (dossier sheets) and attendant control survey diagrams; (4) maintaining a record of the surveys made for such perpetuation; and (5) receiving, indexing, and filing as a public record, a copy of each land survey plat prepared by a land surveyor practicing in Ozaukee County; and

WHEREAS, the Commission maintains a staff knowledgeable, experienced, and fully qualified to perform the statutory duties of a County Surveyor; and

WHEREAS, Ozaukee County desires to employ the Commission as an Independent Contractor to perform the statutory duties of a County Surveyor; and

WHEREAS, the Commission has indicated its willingness to serve as Ozaukee County Surveyor; and

WHEREAS, Section 66.0301 of the *Wisconsin Statutes* authorizes the Commission to enter into contracts with local units of government and their agents for the furnishing of services required by law.

NOW, THEREFORE, in consideration of these premises and of their mutual and dependent promises and agreements, the parties hereto contract and agree as follows:

1. SEWRPC assigns Mr. Robert W. Merry, Chief Surveyor of the Commission, to serve as Ozaukee County Surveyor until SEWRPC no longer performs the County Surveyor function under a professional services contract; and

2. Scope of Work

In general, the Commission shall serve as County Surveyor for Ozaukee County and in such capacity be responsible for the duties enumerated in Section 59.45 of the *Wisconsin Statutes* on behalf of Ozaukee County. More specifically, the Commission will perform the following functions:

a. Perpetuation of the U.S. Public Land Survey System

The Commission shall as required perpetuate the U.S. Public Land Survey System section, quarter-section, meander and witness corners and attendant horizontal and vertical control survey networks and network data within Ozaukee County. The survey monumentation, and the attendant land and control surveys, shall be carried out in accordance with all Statutory requirements; the specifications for such monumentation and attendant land and control surveys, and related documentation as set forth in SEWRPC Technical Report No. 7, "Horizontal and Vertical Survey Control in Southeastern Wisconsin", Third Edition, August 1996; and good surveying practice.

Fieldwork will include the replacement of broken, disturbed, and missing U.S. Public Land Survey corner monuments and ancillary witness and bench marks and the preparation of related records. The work will also include the perpetuation U.S. Public Land Survey System corner monuments corner locations in preparation for proposed construction and other activities, including particularly street and highway construction activities, that would otherwise lead to destruction of U.S. Public Land Survey System corner monuments and loss of true corner locations.

b. Electronic Dissemination of Survey Data

The Commission shall make all of the data on the location and monumentation of the U.S. Public Land Survey System corners and the attendant horizontal and vertical control survey data collected and collated through the County Surveyor function in Ozaukee County available on the Commission's Land Information Website. Including the "Record of U.S. Public Land Survey" documents (corner dossier sheets) and the control survey diagrams. In addition, the Commission shall cooperate with the State Cartographer's Office to ensure that survey data for Ozaukee County is also available for public website viewing.

c. Filing and Dissemination of Plats of Survey

The Wisconsin Statutes require that the County Surveyor provide a repository for filing of all land survey plats prepared by private surveyors operating within Ozaukee County and facilitate the dissemination of such plats to potential users including private surveyors, public works engineers, assessors and appraisers, attorneys, property owners, and interested citizens. The Commission agrees to work with the Ozaukee County Highway Department, to enable the Highway Department to serve as the repository for the plats filed with the County Surveyor.

d. Ad Hoc Land Survey Needs

The Commission will respond to specific requests from cognizant Ozaukee County officials to perform boundary and topographic surveys in support of County operations, including surveys for acquiring or disposing of County owned lands. Such survey work will not extend, however, to the right-of-way surveys for county or state trunk highways and all engineering related surveying consistent with providing both alignment and grade for a road or construction related project.

3. Timing

The work to be performed under this Agreement shall be carried out from January 1, 2021, through December 31, 2021.

4. Compensation

The County shall pay to the Commission the following sum as payment for the professional services described in Section 2 during calendar year 2021: \$52,487. The Commission shall submit equal invoices to the County at the beginning of each calendar quarter.

5. Annual Report

The Commission shall submit to the County an annual report of services provided under this agreement by January 31, 2022.

6. Non-Discrimination

There shall be no discrimination against any employee who is employed in the performance of the services to be performed under this contract or against any applicant for such employment because of gender, race/color, religion, limited English proficiency, age, disability, low income, or national origin. This provision shall include, but not be limited to: employment, upgrading, demotion, or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training including apprenticeship.

IN WITNESS WHEREOF, the Commission and the County have executed this agreement as of the date first written above.

ATTESTING WITNESS:

By _____
Kevin J. Muhs, Deputy Secretary

**SOUTHEASTERN WISCONSIN REGIONAL
PLANNING COMMISSION**

By _____
Charles L. Colman, Chairman

ATTESTING WITNESS:

By _____

OZAUCKEE COUNTY, WISCONSIN

By _____
Jason G. Dzwinel,
County Administrator

Public Works Committee

AGENDA INFORMATION SHEET

AGENDA DATE: January 21, 2021
DEPARTMENT: Highway
DIRECTOR: Jon Edgren
PREPARER: Jon Edgren

Agenda Summary Tri-Axle Truck Purchase

BACKGROUND INFORMATION: As part of the proposed 2021 Highway Department Budget, the purchase of a Tri-Axle Truck was approved with a budget amount of \$300,000, including dump body, plow, wing, controls, set-up, etc... We currently have 15 Tri-Axle Trucks in our fleet, and try to maintain a standard turnover of Highway Department equipment and vehicles.

We anticipate replacing a 1994 Ford L9000 with 240,000 miles that has a rusted-out dump body, bent tailgate, worn out transmission and deteriorated suspension and steering. This truck would be sold upon completion of the set-up of the new truck.

As part of the 2020 Highway Department Budget, we solicited for bids on a Tri-Axle truck, and the Public Works Committee approved the purchase of a Freightliner 114SD from Truck Country for \$115,840. As a part of that bid, we required the supplier to include a price for an additional Tri-Axle Truck for 2021 if approved in the Ozaukee County Budget. Lake Country's 2021 Tri-Axle purchase was set at \$117,340, and they have committed to standing by their quote.

ANALYSIS: Typically, we bid or obtain quotes for all equipment or vehicle purchases, but given the ability to utilize last year's bid price and the benefit of maintaining a consistent Tri-Axle fleet, I believe that our best option would be to purchase another Freightliner 114SD Tri-Axle Truck from Truck Country for \$117,340. The remaining budgeted funds are used for the dump body, plow, wings, controls, set-up, warranty, etc...

FISCAL IMPACT:

Balance Current Year: \$117,340 Next Year's Estimated Cost: --

FUNDING SOURCE:

County Levy: N/A

Non-County Levy: X Indicate source: Highway Department's Equipment Fund

RECOMMENDED MOTION: Approve the purchase of a Freightliner 114SD Tri-Axle Truck from Truck Country.

Public Works Committee

AGENDA INFORMATION SHEET

AGENDA DATE: January 21, 2021
DEPARTMENT: Highway
DIRECTOR: Jon Edgren
PREPARER: Jon Edgren

Agenda Summary 60" Diesel Grass Mower Purchase

BACKGROUND INFORMATION: As part of the 2021 Highway Department Budget, the purchase of a 60" Diesel Grass Mower was approved with a budget amount of \$25,000.

The proposed purchase would replace a 2003 Kubota F3060 with approximately 2,200 hours and excessive wear to the deck, axles and bearings, and expected significant maintenance expenses. We anticipate trading in the mower to the selected supplier.

ANALYSIS: Scott Palubiski, Shop Superintendent, requested prices from three suppliers, and received the following quotes:

Model	Supplier	Trade-In	Final Cost
2020 Kubota F2690	John P. Lochen Co.	\$4,000	\$14,865*
2020 John Deere 1550	Riesterer & Schnell	\$0	\$20,400
2020 John Deere 1550	Mid-State Equipment	\$0	\$21,370

***Recommendation by Highway Staff**

Based upon the quotes received, equipment research and discussion with staff, Highway staff recommends the 2020 Kubota F2690 from John P. Lochen Co.

Additionally, we will be purchasing a second 60" Discharge Deck that will allow repair to a Mower Deck, but keep the Mower active in the field. Total overall cost is expected to be less than \$18,000.

FISCAL IMPACT:

Balance Current Year: \$18,000 Next Year's Estimated Cost: --

FUNDING SOURCE:

County Levy: --

Non-County Levy: X

Indicate source: Highway Department's Equipment Fund

RECOMMENDED MOTION: Approve the 2020 Kubota F2690 from John P. Lochen Co. as recommended by staff.

Public Works Committee

AGENDA INFORMATION SHEET

AGENDA DATE: January 21, 2021
DEPARTMENT: Highway
DIRECTOR: Jon Edgren
PREPARER: Jon Edgren

Agenda Summary Forklift Purchase

BACKGROUND INFORMATION: As part of the 2021 Highway Department Budget, the purchase of a used Forklift was approved with a budget amount of \$20,000.

The proposed purchase would add a Forklift to our fleet, and allow for a permanent placement of a Forklift at our Waubeka Shop. A Forklift would be able to assist Waubeka with installation and maintenance on snow plow trucks and equipment, maintenance on large tractors and other vehicle and facility maintenance.

ANALYSIS: Scott Palubiski, Shop Superintendent, requested prices from three suppliers, and received the following quotes:

Model	Supplier	Capacity	Hours	Cost
2011 Yale	YES	6,000 lbs.	5,379	\$17,550*
2013 C5 Cushion	Crown Lift	6,000 lbs.	N/A	\$19,938
2011 Yale	YES	5,000 lbs.	5,000	\$21,370

***Recommendation by Highway Staff**

Based upon the quotes received, equipment research and discussion with staff, Highway staff recommends the 2011 Yale from Yes Equipment Services, Inc. (YES).

One caveat is that Shop Superintendent Palubiski hasn't performed a final inspection on any of the potential Forklifts as the Suppliers continue renting the equipment until an official offer has been made. Therefore, the final purchase may vary, but, if altered, would be reported at a future meeting and stay less than the budgeted amount.

FISCAL IMPACT:

Balance Current Year: \$20,000 Next Year's Estimated Cost: --

FUNDING SOURCE:

County Levy: --

Non-County Levy: X

Indicate source: Highway Department's Equipment Fund

RECOMMENDED MOTION: Approve the 2011 Yale from Yes Equipment Services, Inc. (YES).

Public Works Committee**AGENDA INFORMATION SHEET**

AGENDA DATE:	January 21, 2021
DEPARTMENT:	Highway
DIRECTOR:	Jon Edgren
PREPARER:	Jon Edgren

Agenda Summary Highway Financial Reports

ATTACHMENTS:

- Hwy Financials - Jan 2021 (PDF)

Ozaukee County Committee Report

Special Revenue Fund County Roads and BridgesFor the Eleven Months Ending Monday, November 30, 2020
Profit and Loss Statement ACTUAL TO AMENDED BUDGET

	Current Month Actual	2020 YTD Actual	2020 Amended Budget	Budget Balance	% Budget YTD
Revenues					
Taxes	-	\$3,315,491	\$3,315,491	-	100.00%
Intergovernmental Revenues	-	\$1,631,438	\$1,414,759	(\$216,679)	115.32%
Other Revenue	-	\$3,000	-	(\$3,000)	0.00%
Total Revenues	-	\$4,949,929	\$4,730,250	(\$219,679)	104.64%
Expenditures					
Interdepartment Charges	\$143,533	\$5,231,474	\$4,730,250	(\$501,224)	110.60%
Total Operating Expenditures	\$143,533	\$5,231,474	\$4,730,250	(\$501,224)	110.60%
Capital Outlay					
Total Expenditures	\$143,533	\$5,231,474	\$4,730,250	(\$501,224)	110.60%
Net Increase (Decrease)	(\$143,533)	(\$281,545)	-	\$281,545	0.00%
Equity:					
Governmental Fund Balance	-	(\$1,931,579)	-	\$1,931,579	0.00%

Ozaukee County Committee Report

Internal Service Fund Highway Department

For the Eleven Months Ending Monday, November 30, 2020

Profit and Loss Statement ACTUAL TO AMENDED BUDGET

	Current Month Actual	2020 YTD Actual	2020 Amended Budget	Budget Balance	% Budget YTD
Revenues					
Taxes	-	\$133,000	\$133,000	-	100.00%
Intergovernmental Revenues	-	\$39,356	\$123,890	\$84,534	31.77%
Intergovernmental Charges	\$264,927	\$4,530,663	\$5,964,445	\$1,433,782	75.96%
Interdepartmental Charges	\$78,229	\$3,737,688	\$2,733,619	(\$1,004,069)	136.73%
Licenses & Permits	\$6,786	\$112,324	\$353,475	\$241,151	31.78%
Other Revenue	\$41,440	\$139,118	\$79,738	(\$59,380)	174.47%
Total Revenues	\$391,382	\$8,692,149	\$9,388,167	\$696,018	92.59%
Expenditures					
Salaries	\$226,255	\$2,662,262	\$2,873,366	\$211,104	92.65%
Fringe Benefits	\$90,288	\$1,083,961	\$1,109,836	\$25,875	97.67%
Travel/Training	\$2,314	\$9,897	\$11,138	\$1,241	88.86%
Supplies	\$184,563	\$5,487,283	\$5,857,121	\$369,838	93.69%
Purchased Services	\$7,571	\$1,337,482	\$155,119	(\$1,182,363)	862.23%
Interdepartment Charges	(\$48,250)	(\$2,192,863)	(\$3,551,128)	(\$1,358,265)	61.75%
Depreciation	\$1,013,837	\$1,013,837	\$1,117,500	\$103,663	90.72%
Grants	\$10,481	\$130,720	\$133,000	\$2,280	98.29%
Other Expenses	\$7,350	\$200,670	\$369,015	\$168,345	54.38%
Total Operating Expenditures	\$1,494,409	\$9,733,249	\$8,074,967	(\$1,658,282)	120.54%
Capital Outlay					
Equipment & Furniture	-	\$628,772	\$1,066,200	\$437,428	58.97%
Buildings & Land	\$33,287	\$61,110	\$247,000	\$185,890	24.74%
Total Capital Outlay	\$33,287	\$689,882	\$1,313,200	\$623,318	52.53%
Total Expenditures	\$1,527,696	\$10,423,131	\$9,388,167	(\$1,034,964)	111.02%
Net Increase (Decrease)	(\$1,136,314)	(\$1,730,982)	-	\$1,730,982	0.00%
<i>Equity:</i>					
Retained Earnings	-	(\$150,235)	-	\$150,235	0.00%

Attachment: Hwy Financials - Jan 2021 (6729 : Hwy Financials - Jan 2021)

Public Works Committee**AGENDA INFORMATION SHEET**

AGENDA DATE: January 21, 2021
DEPARTMENT: Highway
DIRECTOR: Jon Edgren
PREPARER: Jon Edgren

Agenda Summary Public Works Monthly Update - Jan 2021

ATTACHMENTS:

- PW Comm_JEE^Hwy Report - 1-21-21 (PDF)



Ozaukee County Highway Department

410 South Spring Street

Port Washington, Wisconsin 53074-0994

Jon E. Edgren, P.E. – Director of Public Works

Phone 262-238-8335

Fax 262-238-8343

TO: Public Works Committee
FROM: Jon E. Edgren, Director of Public Works
SUBJECT: Public Works Monthly Report
DATE: January 14th, 2021

The following are status updates on various Public Works Department items:

FACILITIES:

1) Project Planning Reserves

Ozaukee County Administration Department recently sought applications for Department's projects for funding through General Reserves. After internal discussion, the Facilities Department didn't submit any applications. The Administration Center already received approval for the Boiler Study, and the scope of the South Parking Lot Wall reconstruction has been reduced to fit the project within normal maintenance activities. The Justice Center is planning to utilize rollover remaining 2020 funding to allow for completion of the concrete sidewalk replacements and additional masonry tuckpointing.

TRANSIT:

2) Part-time Administrative Staffing

When Joy Neilson-Loomis started as the Ozaukee/Washington Transit Superintendent, we combined our two Transit Superintendent positions into a single position. However, we understood that we would plan to add some administrative staffing to assist with the day-to-day activities over the long-term. However, given the continued discussions on "joint versus independent" operations, we've been in a holding pattern with any staffing decisions. With no determined outcome on the horizon, we've asked Washington County to share costs for some part-time assistance as we continue discussions and begin analysis on the Cross-County Shared Ride Taxi service.

3) Shared Ride Taxi Accident

In November, a Specialized Transport Service, Inc. (STS) driver caused an accident, and recently the Ozaukee County Shared Ride Taxi (SRT) vehicle has been declared a total loss by STS's Insurance representative. Transit Superintendent Neilson-Loomis will be working with STS to replace the vehicle as soon as possible.

4) Commuter Express Bus

Transit Superintendent Neilson-Loomis has been working with the Milwaukee County Transit System (MCTS) staff to work through various practical scenarios if Ozaukee County chose to revise our past Commuter Express Bus service. She'll continue to develop options and

associated estimated costs with assistance from SEWRPC based upon feedback from the Public Works Committee (PWC) and MCTS.

Currently, MCTS doesn't envision Ozaukee County's Express Bus service re-starting anytime before June, but if the PWC is interested in terminating the Express Bus service, we would anticipate the need to proceed relatively quickly. We would envision discussion on the item at the February PWC meeting, action at the March PWC meeting and action at the County Board meeting in April or May. Transit Superintendent Neilson-Loomis will also ask the Federal Transit Administration (FTA) if there are any other Public Hearings or determinations required to shut down the Express Bus service.

Otherwise, we anticipate that any re-activation of the Express Bus Service could be significantly supported through Transit's CARES Act funding to give additional time to determine the actual re-start ridership.

HIGHWAY:

5) High Capacity Brine Maker

Patrol Superintendent Borden installed Fill Tanks in December, and the High Capacity Brine Maker (HCBM) installation was completed on January 13th. While we haven't experienced a difficult winter to this point, we are definitely already recognizing the benefits of the HCBM. While we anticipated increasing our brine usage, we've been surprised by the increase by several municipalities that buy our brine. Following our first set of storms for the season, our staff were working for 6-8 days simply to re-fill our tanks and the municipal tank requests. We anticipate turning the same requests around within 1-2 days with the new system, and we're also considering a larger distribution tanker trailer.

6) Highland Interchange Funding

At November's PWC meeting, Supervisor Grabow requested an update on the status of the Highland Interchange Funding. Currently, there is \$488,250 in the segregated account.

However, that includes some funds that weren't originally supposed to be included in the account, it doesn't include any proceeds for the southern parcel, which was originally offered for purchase by Casey's General Market for \$500,000, and it hasn't recognized a reduction of \$274,000 for Wisconsin Department of Transportation's (WisDOT) required purchase of Access Rights.

Per the original Intergovernmental agreement between the City of Mequon and Ozaukee County, we are responsible for splitting the "local share" for the Highland Road Interchange, which is currently estimated at \$3,475,000 in WisDOT's State-Municipal Agreement (SMA) with the City of Mequon. However, there's also a clause that states Ozaukee County will not be responsible for more than \$1,725,000, so that should be our maximum outlay.

7) Washington County CTH M Plat

Washington County has started a design process for reconstruction CTH M (Wausaukee Road) along Ozaukee County's border. As part of the reconstruction, Washington County is planning to obtain right-of-way (ROW) on the east side of the highway, which is in the City of Mequon.

In order to obtain ROW, Washington County must file a Final Plat & Relocation Order in the County where the land acquisition is taking place. Therefore, while Ozaukee County has no jurisdiction over CTH M and has no responsibility for any costs, we anticipate Washington County submitting their CTH M Final Plat & Relocation Order for approval in Ozaukee County in the coming months.

8) CTH W (Port Washington Road) & Falls Road Intersection

The Town of Grafton hosted a virtual meeting with Highway Commissioner Edgren and representatives of the Village of Grafton regarding the intersection and continued development in that area. The CTH W & Falls Road intersection is recognized for a poor level of service, and expansion of residential subdivisions in the Village and a commercial development near the intersection is expected to exacerbate the situation.

However, as there is little accident history at the intersection, it wouldn't be expected to qualify for WisDOT's Highway Safety Improvement Program (HSIP) funding that Ozaukee County has utilized for our CTH V & CTH W and CTH NN & CTH Y Traffic Signal improvements. Otherwise, Ozaukee County does have some precedent for cost-sharing on developments to upgrade County Highways, which were primarily supported by developers.

The Town of Grafton and/or Village of Grafton are anticipated to develop cost estimates and may approach Ozaukee County in the future about participating in a cost-sharing project.

\\OZCTY06\Highway\Public Works Committee\Agendas\2021\1-21-21\PW Comm_JEE^Hwy Report - 1-21-21.docx