



AGENDA
PUBLIC WORKS COMMITTEE
REGULAR MEETING
THURSDAY, NOVEMBER 18, 2021 – 8:00 AM
HIGHWAY DEPARTMENT - MEETING ROOM
410 SOUTH SPRING 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. October 21, 2021

5. PUBLIC HEARING

85.21 Specialized Transportation Assistance Grant

6. FACILITIES MANAGEMENT

a. *Management/Financial/Informational Reports*

1. Facilities Financials

7. TRANSIT SERVICES

a. *Action Items:*

1. 2022 Application for 85.21 Specialized Transportation Assistance Program for Counties
2. Ozaukee County Shared Ride Taxi Driver Incentives
3. Transit Policies and Procedures for Major Changes

b. *Management/Financial/Informational Reports*

1. Transit Monthly Financial Report

8. HIGHWAYS

a. *Discussion Items:*

1. CTH W (STH 33 to Schowalter St.) Reconstruction Design Update
2. County Highway Improvement Program Update
3. Bridge Aid Funding

b. *Management/Financial/Informational Reports*

1. Highway Financials
2. PW Monthly Update - Nov 2021

9. NEXT MEETING DATE

December 16, 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:	November 18, 2021
DEPARTMENT:	County Clerk
DIRECTOR:	Julie Winkelhorst
PREPARER:	Julie Winkelhorst

Agenda Summary October 21, 2021

[<https://www.co.ozaukee.wi.us/AgendaCenter/ViewFile/Minutes/ 10212021-2981>](https://www.co.ozaukee.wi.us/AgendaCenter/ViewFile/Minutes/10212021-2981)

Public Works Committee

AGENDA INFORMATION SHEET

AGENDA DATE: November 18, 2021
DEPARTMENT: Transit
DIRECTOR: Jon Edgren
PREPARER: Julie Winkelhorst

Agenda Summary Public Hearing Notice

ATTACHMENTS:

- Public Hearing Notice 85.21 (PDF)

Notice of Public Hearing Specialized Transportation Grant (85.21)

The Specialized Transportation Assistance Grant application for 2022 is scheduled for a public hearing by the Ozaukee County Public Works Committee on Thursday, November 18, 2021 at 8:00 AM at the Ozaukee County Highway Office, 410 South Spring Street, Port Washington, Wisconsin 53074 for the purpose of receiving comment for Ozaukee County's proposed application for approximately \$239,556 of funding authorized under Section 85.21 of the Wisconsin Statutes to implement its elderly and disabled transportation program:

- Shared-Ride Taxi Service
- Veterans Out-of-County Service
- Aging Service Voucher Program

At the hearing Ozaukee County Public Works Committee will afford an opportunity for interested persons or agencies to be heard with respect to the social, economic, and environmental aspects of the project. Interested persons may submit orally or in writing evidence and recommendations with respect to said project. Transportation may be provided to the meeting for elderly and disabled persons by calling (262) 284-8294. Additionally, written comments will be considered if sent to Ozaukee County Transit Services, PO Box 994, 741 West Oakland Avenue, Port Washington, Wisconsin by November 17, 2021.

A copy of the application for a State grant for the proposed project is currently available for public inspection at Ozaukee County Transit Services, 741 West Oakland Avenue, Port Washington, Wisconsin 53074.

Public Works Committee**AGENDA INFORMATION SHEET**

AGENDA DATE: November 18, 2021
DEPARTMENT: Facilities Management
DIRECTOR: Jon Edgren
PREPARER: Jon Edgren

Agenda Summary Facilities Financials

ATTACHMENTS:

- Facilities Financials - Nov 2021 (PDF)

Ozaukee County Committee Report

General Fund Facilities Management

For the Ten Months Ending Sunday, October 31, 2021

Profit and Loss Statement ACTUAL TO AMENDED BUDGET

	Current Month Actual	2021 YTD Actual	2021 Amended Budget	Budget Balance	% Budget YTD
Revenues					
Interdepartmental Charges	\$4,696	\$46,962	\$57,854	\$10,892	81.17%
Other Revenue	-	\$406	-	(\$406)	0.00%
Total Revenues	\$4,696	\$47,368	\$57,854	\$10,486	81.88%
Expenditures					
Salaries	\$62,626	\$538,129	\$580,411	\$42,282	92.72%
Fringe Benefits	\$17,996	\$165,169	\$207,499	\$42,330	79.60%
Travel/Training	-	\$116	\$100	(\$16)	116.00%
Supplies	\$4,843	\$65,365	\$95,795	\$30,430	68.23%
Purchased Services	\$34,412	\$306,002	\$415,724	\$109,722	73.61%
Interdepartment Charges	\$1,966	\$29,433	\$42,164	\$12,731	69.81%
					1095.86
Other Expenses	-	\$31,999	\$2,920	(\$29,079)	%
Total Operating Expenditures	\$121,843	\$1,136,213	\$1,344,613	\$208,400	84.50%
Capital Outlay					
Total Expenditures	\$121,843	\$1,136,213	\$1,344,613	\$208,400	84.50%
Net Increase (Decrease)	(\$117,147)	(\$1,088,845)	(\$1,286,759)	(\$197,914)	84.62%

Equity:

Attachment: Facilities Financials - Nov 2021 (Facilities Financials - Nov 2021)

Ozaukee County Committee Report

Special Revenue Fund Fair Grounds

For the Ten Months Ending Sunday, October 31, 2021

Profit and Loss Statement ACTUAL TO AMENDED BUDGET

	Current Month Actual	2021 YTD Actual	2021 Amended Budget	Budget Balance	% Budget YTD
Revenues					
Taxes	\$5,265	\$52,653	\$63,184	\$10,531	83.33%
Public Charges for Services	\$4,786	\$78,910	\$206,150	\$127,240	38.28%
Interest Revenue	\$52,995	\$52,995	-	(\$52,995)	0.00%
Other Revenue	-	\$7	\$3,000	\$2,993	0.23%
Total Revenues	\$63,046	\$184,565	\$272,334	\$87,769	67.77%
Expenditures					
Salaries	\$3,454	\$18,032	\$33,425	\$15,393	53.95%
Fringe Benefits	\$282	\$1,581	\$3,585	\$2,004	44.10%
Travel/Training	\$234	\$1,963	\$500	(\$1,463)	392.60%
Supplies	\$76	\$15,059	\$24,375	\$9,316	61.78%
Purchased Services	\$9,396	\$146,497	\$214,300	\$67,803	68.36%
Interdepartment Charges	\$338	\$11,112	\$7,900	(\$3,212)	140.66%
Other Expenses	-	\$5,540	\$6,250	\$710	88.64%
Total Operating Expenditures	\$13,780	\$199,784	\$290,335	\$90,551	68.81%
Capital Outlay					
Total Expenditures	\$13,780	\$199,784	\$290,335	\$90,551	68.81%
Other Finance (Sources)	-	-	(\$18,000)	(\$18,000)	0.00%
Net Other Financing Sources/Uses	-	-	(\$18,000)	(\$18,000)	0.00%
					1521900
Net Increase (Decrease)	\$49,266	(\$15,219)	(\$1)	\$15,218	.00%
<i>Equity:</i>					
Governmental Fund Balance	-	(\$189,537)	-	\$189,537	0.00%

Attachment: Facilities Financials - Nov 2021 (Facilities Financials - Nov 2021)

Public Works Committee

AGENDA INFORMATION SHEET

AGENDA DATE: November 18, 2021
DEPARTMENT: Transit
DIRECTOR: Jon Edgren
PREPARER: Joy Neilson

Agenda Summary 2022 Application for 85.21 Specialized Transportation Assistance Program for Counties

BACKGROUND INFORMATION: Wisconsin Department of Transportation offers funding assistance for elderly and disabled transit programs through the Wisconsin State Statutes 85.21 Specialized Transportation Assistance Program for Counties. The 2022 proposed allocation for Ozaukee County is \$239,556 and is based on the population of disabled and elderly residents in the county. Funds will be distributed across three programs: Shared-Ride Taxi operations (\$227,356), Transportation for Veterans Out of County (\$5,000), and ADRC Voucher Program (\$7,200).

The application also details how the County will spend down the balance of funds in trust for elderly and disabled transportation. The estimated balance of the 85.21 trust account on 12/31/2021 is \$85,127.97. Transit proposes to use the funds to purchase security cameras for all Shared Ride Taxi vehicles in 2022, and purchase accessible mini buses in 2022 and 2023.

ANALYSIS: Funding for the ADRC Voucher Program increased from \$3,500 in 2021 to \$7,200 in 2022 to reflect the addition of “social activities” as an approved transportation need. The increased budget allows for the distribution of 30 vouchers per month through ADRC to eligible seniors and disabled adults.

The local match for the 85.21 projects is \$47,911 and is included in the 2022 Budget County Levy allocation for the Shared Ride Taxi program. WisDOT allows counties to spend down the balance in trust without additional local match. The estimated costs of the trust fund projects are:

Security Cameras for all Shared Ride Taxi vehicles \$21,765

Mini Bus, Side Load Lift 2022 \$58,000

Mini Bus, Side Load Lift 2023 \$59,000

The security cameras will be used to record safety events both inside and outside of the vehicles, and for driver safety training. STS has agreed to cover the cost of ongoing video storage for the security cameras.

FISCAL IMPACT: Next Year’s Estimated Cost: \$47,911

FUNDING SOURCE: County Levy: \$47,911 Non-County Levy: \$239,556

RECOMMENDED MOTION: Motion requested to approve and accept the 2022 application

for annual 85.21 Specialized Transportation Assistance grant.

ATTACHMENTS:

- OCTS 2022 85.21 Application Workbook (PDF)
- OCTS 2022 Local Review Form (PDF)

2022 APPLICANT INFORMATION FORM

7.a.1.a

For additional information on this Application Workbook,
please refer to the §85.21 Application Guidelines for CY2022

County of **Ozaukee**

Primary Contact for this Grant Program

Name **Joy Neilson-Loomis**

Telephone Number **262-284-8108**

Extension

Email Address jneilson@co.ozaukee.wi.us

Application Preparer (if different than primary contact)

Name

Organization

Telephone Number

Extension

Email Address

Applicant Status

Place your initials in box to the right to certify your eligibility - *You are certifying that the applicant is a county government or an agency of the county department. Private non-profits or Aging Units organized as a non-profit under Wis. Stat. 46.82(1)(a)3 are not eligible to apply for this grant.*

JNL

Organization Info

Place your initials in the box certifying all organization information, including contacts and titles, have been updated in the BlackCat Online Grant Management System (GMS) and are true and correct to the best of your knowledge.

JNL

Federal Grant Match

Please place an "X" next to any federal grant that will be using §85.21 funds as local match.

5310

5307

X

5311

Other (Please explain)

Coordination

Please identify the county's coordinated plan name, goal(s) and page number(s) in which your §85.21 project(s) is/are derived.

Title of Coordinated Plan: **Public Transit Human Services Transportation Coordination Plan for Ozaukee County 2016**

The goal(s) and/or strategies from which your project is included:

Funds to assist in 1) providing transit services for the general public that are accessible to seniors, people with disabilities, low-income persons, or veterans, 2) improve and strengthen services that cross county lines to increase access to regional employment and health centers.

Page number(s) of the Coordinated plan in which the goals may be referenced:

8, 16-18

Assessability

Please indicate whether or not §85.21 state aid will be used for the transportation of persons who cannot walk or persons who walk with assistance during the calendar year.

YES ☒

NO

(If no, please explain how the Americans with Disabilities Act (ADA) requirements for equivalency of service between ambulatory and non-ambulatory passengers will be met.)

Attachment: OCTS 2022 85.21 Application Workbook (2022 Application for Specialized Transportation Assistance Program for Counties

VEHICLE INVENTORY

7.a.1.a

County of **Ozaukee**

Instructions: Please provide your **entire** specialized transit vehicle inventory.
(Include all vehicles used to transport seniors or individuals with disabilities.)

Vehicle Type <i>(Minivan, Medium Bus, etc.)</i>	Model Year	Current Mileage	No. of Ambulatory / Wheelchair Positions <i>(Ambulatory/Non-Ambulatory)</i>	Funding Source (mark with X)			Place "X" in box to indicate if vehicle is leased to another party.
				5310	85.21	Other	
Minibus	2012	196,422	8A/2+2WC			x	x ☐
ADA Minivan	2014	296,096	4/1WC			x	x ☐
ADA Minivan	2014	197,352	4/1WC			x	x ☐
Hybrid Sedan	2016	217,321	4AMB			x	x ☐
Hybrid Sedan	2016	185,501	4AMB			x	x ☐
ADA Minivan	2016	124,784	3/1WC			x	x ☐
Minibus	2017	173,678	8am/6amb-2wc			x	x ☐
Minibus	2017	185,493	8am/6amb-2wc			x	x ☐
Minibus	2017	174,238	8am/6amb-2wc			x	x ☐
Minibus	2017	149,805	8am/6amb-2wc			x	x ☐
ADA Minivan	2017	139,057	3/1wc			x	x ☐
Hybrid Sedan	2017	149,740	4 Amb			x	x ☐
Hybrid Sedan	2017	145,756	4 Amb			x	x ☐
Minibus	2017	140,818	4A/2WC			x	x ☐
Minibus	2017	143,256	4A/2WC			x	x ☐
Minibus	2018	142,261	4A/2WC			x	x ☐
Minibus	2018	131,758	4A/2WC			x	x ☐
Minibus	2018	88,518	8am/6amb-2wc			x	x ☐
Minibus	2018	138,215	8am/6amb-2wc			x	x ☐
Bariatric Van	2019	73,184	6am/2am-2wc			x	x ☐
Minibus	2019	92,713	8am/6amb-2wc			x	x ☐
Caravan	2019	46,210	6 amb			x	x ☐
Caravan	2019	28,673	6 amb			x	x ☐
Hybrid Sedan	2021	10,924	4 Amb			x	x ☐
Hybrid Sedan	2021	9,376	4 Amb			x	x ☐
Hybrid Sedan	2021	42	4 Amb			x	x ☐
Hybrid Sedan	2021	32	4 Amb			x	x ☐
							☐
							☐

If you have more vehicles than can fit onto one sheet, please add another copy of this sheet.

*Right click on the tab, select **Move or Copy**, select **Vehicle Inventory**, check the box to **Create a copy**, click **OK**.

Attachment: OCTS 2022 85.21 Application Workbook (2022 Application for Specialized Transportation Assistance Program for Counties

THIRD PARTY PROVIDERS

County of **Ozaukee**

Instructions: Please complete the table below for any existing or anticipated third party contracts for your specialized transportation services. Upload a copy of the lease or contract to a folder in the **Resources** tab.
(If there are no projects or vehicles that are contracted or leased out, please put **None** in the first gray box.)

[illegible]

If you have more vehicles than can fit onto one sheet, please add a copy of this sheet.

Right click on tab, select **Move or Copy, select **Vehicle Inventory**, check the box to **Create a copy**, click **OK**.*

TRUST FUND SPENDING PLAN

County of **Ozaukee**

Instructions: Please record your plan on how your county will spend down their trust fund over the next three years.
Be as specific as possible. Do NOT include 2021 purchases made with trust funds.

Expenditure Item <i>If non-vehicle capital purchase, please provide description on second page below.</i>	Planned year of purchase (YYYY)	Project Cost
Security cameras for vehicles	2022	\$21,756.00
Mini Bus, Side Load Lift	2022	\$58,000.00
Mini Bus, Side Load Lift	2023	\$59,000.00
Total projected cost of 3-year plan		\$ 138,756.00

Estimated amount of state aid to be held in trust on 12/31/2021	\$85,127.97
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Will auto calculate based on year entered above	Enter the amount of funds to be added for the next three years. If none, enter 0.		
Spending plan for 2022 = \$ 79,756.00	Funds added for 2022 = \$85,000.00	Estimated balance on 12/31/22 =	\$ 90,371.97
Spending plan for 2023 = \$ 59,000.00	Funds added for 2023 = \$-	Estimated balance on 12/31/23 =	\$ 31,371.97
Spending plan for 2024 = \$-	Funds added for 2024 = \$-	Estimated balance on 12/31/24 =	\$ 31,371.97

Date complete **11/02/2021**Prepared by *Joy Neilson-Loomis*

Narrative for non-vehicle equipment purchases. *Please explain why you are requesting WisDOT approval for an exception. If already received WisDOT approval, please list date approval received. (Hint: Use ALT and Enter to start a new paragraph.)

Ozaukee County is purchasing in-vehicle security cameras to increase safety of the Shared Ride Taxi service. Cameras will be both external and internal facing. Footage will be used for driver safety training, and to record safety events in the vehicle. Pre-approval was provided by Lorrie Olson on 10/20/2021.

For additional space to complete your narrative, please scroll down to second page.

TRUST FUND SPENDING PLAN*Continued*County of **0****Narrative for non-vehicle equipment purchases continued.***(Hint: Use "ALT" and "Enter" to start a new paragraph.)*

PROJECT 1 DESCRIPTION

County of **Ozaukee****Instructions**

- Use this section to describe a specific project that will use s.85.21 funds.
- Hint: Alt and Enter will go to the next line.
- Be sure to complete all three pages for each project.

Project Name **Shared Ride Taxi Operations**Third Party Provider **Specialized Transport Services**Date contract last updated **9/30/2021****Type of Service** (Place an "x" next to the type of service you will be providing for this project.)

Volunteer Driver	☐	Voucher Program	☐
Vehicle Purchase	☐	Management Study	☐
Planning Study	☐	Brief description of Study	
Other (provide explanation)	Specialized transportation for elderly and/or disabled residents. Service is provided as part of the Ozaukee County Shared Ride Taxi service, a public		

General Project Summary (Provide a brief description of this project. Use ALT and Enter to start a new paragraph.)

Ozaukee County Transit Services Shared-Ride Taxi Service operates twenty-eight vehicle, which includes: thirteen wheelchair-accessible mini-buses, four wheelchair-accessible mini-vans, eight sedans, and three mini-vans. \$227,356 in 85.21 funds will go towards the Shared-Ride Taxi Service in 2022. Our Shared-Ride Taxi Service provides approximately 67,000 rides in 2020, of which 74% were elderly and/or disabled. The primary trip purpose for the Shared-Ride Taxi Services is employment at 51%, and medical trips at 18%.

PROJECT DESCRIPTION, Continued**Geography of Service**

(List the counties, as well as cities/areas that are serviced though this project. Use ALT and Enter to start a new line.)

Ozaukee County Shared Ride Taxi serves all municipalities within Ozaukee County. Connection service to Milwaukee County is provided at three locations along Brown Deer Road: Brown Deer Park and Ride in

to Milwaukee County is provided at three locations along Brown Deer Road: Brown Deer Park and River Hills, Schroeder Driver in Brown Deer, and Alexian Village in Milwaukee. Drop-off service is provided to Washington County through the Washington Ozaukee Transit Connection pilot program.

Service Hours (Indicate your general hours of service for this project.)

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Start Time	8:00 am	5:00 am	5:00 am	5:00 am	5:00 am	5:00 am	8:30 am
End Time	6:00 pm	11:30 pm	11:30 pm	11:30 pm	11:30 pm	11:30 pm	10:00 pm

Additional description
(if applicable)

Service Requests (Briefly describe how your service is requested for this project.)

Riders request rides by calling dispatch during regular service hours. Riders can also setup subscription ride services as standing orders for ongoing appointments. Riders are encouraged to call 24 hours in advance to guarantee next day services. Same day service is accommodated through available times. OCTS also sends out daily notification phone calls, where riders can cancel or accept their rides the next day, and confirm their pick-up times.

Passenger Eligibility (Briefly indicate passenger eligibility requirements for this project.)

Open to the general public

Passenger Revenue (Briefly describe passenger revenue requirements for this project.)

Shared-Ride Taxi Service- passenger contributions are required on all trips as determined by the fare schedule. The following fare schedule will be used for seniors and disabled passengers; within one zone: \$2.75, two zones - \$3.75, three zones - \$4.50, four zones - \$5.75. Transit Connection fare into Washington County is an additional \$5.75.

PROJECT BUDGET

Section Description	Amount
---------------------	--------

Annual Expenditures

Enter the amount of **total** expenditures for this project.

Total Expenses **\$2,169,579**

*Please note: Breakdown of expenses is not required at this time. You will provide the breakdown of actual expenses in the **Annual Financial Report** that you will submit at the end of the calendar year.

Annual Revenue

Enter the amount for **each** funding source that will be used for this project.

**When complete, please scroll to bottom of this page to ensure the Expenditures minus Revenue equals \$0.*

A. \$85.21 funds from annual allocation	Total from A.	\$227,356
B. \$85.21 funds from trust fund	Total from B.	\$0
C. County Match Funds	Total from C.	\$217,942
D. Passenger Revenue	Total from D.	\$366,991
E. Older American Act (OAA) funding	Total from E.	
F. \$5310 Operating or Mobility Management funds	Total from F.	
G. Other funds (Provide name and/or description and record total amount in the box to the right of the description. Include sources such as other grants and/or programs.)	Total from G.	\$1,357,290
1. State Aid 85.20	Total	\$725,000
2. FTA 5307 CRRSAA	Total	\$632,290
3.	Total	
4.	Total	
5.	Total	
6.	Total	

Revenue Total **\$2,169,579**

Expenditures should equal revenue **\$0**

PROJECT 2 DESCRIPTION

County of **Ozaukee****Instructions**

- Use this section to describe a specific project that will use s.85.21 funds.
- Hint: Alt and Enter will go to the next line.
- Be sure to complete all three pages for each project.

Project Name **Veterans Out of Couty Transportation**

Third Party Provider

Date contract last updated

Type of Service (Place an "x" next to the type of service you will be providing for this project.)

Volunteer Driver		Voucher Program	x
Vehicle Purchase		Management Study	
Planning Study		Brief description of Study	
Other (provide explanation)			

General Project Summary (Provide a brief description of this project. Use ALT and Enter to start a new paragraph.)

Veterans Services Department contracts out rides to Lifestar on a per ride basis. Lifestar utilizes handicap accssible vans operated by paid drivers for wheel chair passengers only.

PROJECT DESCRIPTION, Continued**Geography of Service**

(List the counties, as well as cities/areas that are serviced though this project. Use ALT and Enter to start a new line.)

Service is available from all addresses in Ozaukee County to the VA Medical Center in Milwaukee County.

Service Hours (Indicate your general hours of service for this project.)

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Start Time	7:45 am	7:45 am	7:45 am	7:45 am	7:45 am	7:45 am	7:45 am
End Time	5:00 pm	5:00 pm	5:00 pm	5:00 pm	5:00 pm	5:00 pm	5:00 pm

Additional description
(if applicable)**Service Requests** (Briefly describe how your service is requested for this project.)

Reservations are made at least 24 hours in advance by contacting Veterans Services.

Passenger Eligibility (Briefly indicate passenger eligibility requirements for this project.)

Non-ambulatory Veterans

Passenger Revenue (Briefly describe passenger revenue requirements for this project.)

\$10 per ride

PROJECT BUDGET**Section Description****Amount****Annual Expenditures**Enter the amount of **total** expenditures for this project.**Total Expenses****\$5,000**

*Please note: Breakdown of expenses is not required at this time. You will provide the breakdown of actual expenses in the **Annual Financial Report** that you will submit at the end of the calendar year.

Annual Revenue

Enter the amount for **each** funding source that will be used for this project.

**When complete, please scroll to bottom of this page to ensure the Expenditures minus Revenue equals \$0.*

A. \$85.21 funds from annual allocation	Total from A.	\$5,000
B. \$85.21 funds from trust fund	Total from B.	
C. County Match Funds	Total from C.	
D. Passenger Revenue	Total from D.	
E. Older American Act (OAA) funding	Total from E.	
F. \$5310 Operating or Mobility Management funds	Total from F.	
G. Other funds	Total from G.	\$0

(Provide name and/or description and record total amount in the box to the right of the description. Include sources such as other grants and/or programs.)

1.		Total	
2.		Total	
3.		Total	
4.		Total	
5.		Total	
6.		Total	

Revenue Total \$5,000

Expenditures should equal revenue

\$0

PROJECT 3 DESCRIPTION

County of **Ozaukee**

Instructions

- Use this section to describe a specific project that will use s.85.21 funds.
- Hint: Alt and Enter will go to the next line.
- Be sure to complete all three pages for each project.

Project Name **ADRC and Aging Services Voucher Program**

Third Party Provider **Specialized Transport Services/Ozaukee County Transit**

Date contract last updated

Type of Service (Place an "x" next to the type of service you will be providing for this project.)

Volunteer Driver	☐	Voucher Program	☐
Vehicle Purchase	☐	Management Study	☐
Planning Study	☐	Brief description of Study	
Other (provide explanation)	Transportation to meal sites, medical appointments, social activities, and grocery shopping		

General Project Summary (Provide a brief description of this project. Use ALT and Enter to start a new paragraph.)

The ADRC of Ozaukee County will purchase taxi vouchers to distribute to elderly and disabled clients to utilize the Shared-Ride Taxi Service to reach Ozaukee County congregate meal sites, attend medical appointments, attend social activities, and complete grocery shopping to obtain food.

PROJECT DESCRIPTION, Continued

Geography of Service

(List the counties, as well as cities/areas that are serviced through this project. Use ALT and Enter to start a new line.)

Ozaukee County Shared Ride Taxi serves all municipalities within Ozaukee County. Connection service to Milwaukee County is provided at three locations along Brown Deer Road: Brown Deer Park and Ride in

to Milwaukee County is provided at three locations along Brown Deer Road: Brown Deer Park and River Hills, Schroeder Driver in Brown Deer, and Alexian Village in Milwaukee.

Service Hours (Indicate your general hours of service for this project.)

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Start Time	8:00 am	5:00 am	5:00 am	5:00 am	5:00 am	5:00 am	8:30 am
End Time	6:00 pm	11:30 pm	11:30 pm	11:30 pm	11:30 pm	11:30 pm	10:00 pm

Additional description
(if applicable)

Service Requests (Briefly describe how your service is requested for this project.)

Adults with disabilities and seniors contact the ADRC, and the ADRC distributes vouchers to eligible callers to use the Shared-Ride Taxi to reach Ozaukee County congregate meal sites, attend medical appointments, attend social activities, or go grocery shopping to obtain food

Passenger Eligibility (Briefly indicate passenger eligibility requirements for this project.)

Seniors over age 60 and disabled adults age 18 years or older who need transportation to reach an Ozaukee County congregate meal site, attend medical appointments, attend social activities, or go grocery shopping to obtain food.

Passenger Revenue (Briefly describe passenger revenue requirements for this project.)

PROJECT BUDGET

Section Description	Amount
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Annual Expenditures

Enter the amount of **total** expenditures for this project.

Total Expenses **\$7,200**

*Please note: Breakdown of expenses is not required at this time. You will provide the breakdown of actual expenses in the **Annual Financial Report** that you will submit at the end of the calendar year.

Annual Revenue

Enter the amount for **each** funding source that will be used for this project.

**When complete, please scroll to bottom of this page to ensure the Expenditures minus Revenue equals \$0.*

A. \$85.21 funds from annual allocation	Total from A.	\$7,200
B. \$85.21 funds from trust fund	Total from B.	
C. County Match Funds	Total from C.	
D. Passenger Revenue	Total from D.	
E. Older American Act (OAA) funding	Total from E.	
F. \$5310 Operating or Mobility Management funds	Total from F.	
G. Other funds	Total from G.	\$0

(Provide name and/or description and record total amount in the box to the right of the description. Include sources such as other grants and/or programs.)

1.		Total	
2.		Total	
3.		Total	
4.		Total	
5.		Total	
6.		Total	

Revenue Total \$7,200

Expenditures should equal revenue

\$0

COUNTY ELDERLY TRANSPORTATION
2022 PROJECT BUDGET SUMMARY

7.a.1.a

County of

Project Name

Shared Ride Taxi Operations	Veterans Out of Couty Transportation	ADRC and Aging Services Voucher Program	0	0	0	0	0	Totals	

Project Expenses

Total Project Expenses	\$2,169,579.00	\$5,000.00	\$7,200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,181,779.00
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Project Revenue by Funding Source

\$85.21 Annual Allocation	\$227,356.00	\$5,000.00	\$7,200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$239,556.00
\$85.21 Trust Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
County funds	\$217,942.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$217,942.00
Passenger Revenue	\$366,991.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$366,991.00
Older American Act (OAA)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$5310 grant funds	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total from other funds	\$1,357,290.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,357,290.00
1.	\$725,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$725,000.00
2.	\$632,290.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$632,290.00
4.	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
5.	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
6.	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Expenses - revenue =	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
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LOCAL REVIEW FORM

Are the committees or commissions on aging, county aging unit and boards (created under ss. 51.42 and 51.437, Stats.) part of the county's Transportation Coordination Committee or equivalent?

☐ Yes

☒ No

If you selected No, you **MUST** include evidence of their review of this application and upload it to the Online Grant Management section for "Local Review" with this form.

Such evidence may include:

- Written endorsements
- Recommendations or criticism
- Minutes of meetings attended by the above organizations at which the application was discussed

The 2022 application was presented and discussed at the Ozaukee County Commission on Aging on Monday, October 11, 2021. No changes were recommended.

Public Works Committee

AGENDA INFORMATION SHEET

AGENDA DATE: November 18, 2021
DEPARTMENT: Transit
DIRECTOR: Jon Edgren
PREPARER: Joy Neilson

Agenda Summary Ozaukee County Shared Ride Taxi Driver Incentives

BACKGROUND INFORMATION: Ozaukee County Shared Ride Taxi continues to struggle with a shortage of drivers. All Taxi operations staff are employees of Specialized Transport Services (STS). Recruitment and retention strategies in place include:

- Wage increases for all drivers (Ozaukee County pass-through)
- Retention bonus of \$500 for current employees (STS)
- Referral bonus of \$250 (STS)
- Hiring bonus of \$250 (STS)

Transit Superintendent Neilson-Loomis met with STS management to discuss what Ozaukee County could do to further support their efforts. STS suggested an additional hiring bonus of \$750, payable after 3 months of employment. The bonus would be billed directly to Ozaukee County. It would be in place a minimum of 6 months, and maximum on one year.

ANALYSIS: STS' market analysis of entry level service wages in Ozaukee and Washington County found that drivers hourly wages are within the reasonable range of other transit providers (\$12.56-\$17.26), but \$0.50 -1.50 below the mean for customer service and delivery jobs, even at the increased rate. An additional bonus would help to attract new drivers.

STS has hired 4 part-time drivers in the past month. An additional 2 full-time drivers or 4-6 part time drivers are needed to be at full staffing. The cost impact for Ozaukee County to add a bonus would be minimal, and will be covered in full by pandemic relief grants.

FISCAL IMPACT: Balance Current Year: \$6,000 Next Year's Estimated Cost:

FUNDING SOURCE: County Levy: Non-County Levy: \$6,000

Indicate source: FTA 5307 CARES Act

RECOMMENDED MOTION: Approve an additional bonus pass through for new STS drivers of \$750, payable after 3 months of employment.

Public Works Committee

AGENDA INFORMATION SHEET

AGENDA DATE: November 18, 2021
DEPARTMENT: Transit
DIRECTOR: Jon Edgren
PREPARER: Joy Neilson

Agenda Summary Transit Policies and Procedures for Major Changes

BACKGROUND INFORMATION: Ozaukee County Transit is required to have written policies and procedures to solicit and consider public comment before increasing fares or implementing major service reductions per 49 USC 5307 and FTA C4710.1. Grant recipients are able to define what constitutes a “major reduction” to services.

Ozaukee County Transit Services developed a policy that was adopted by the Public Works Committee on November 15, 2018. Changes are recommended to further define a “major reductions” and update the notification process of public hearings. These changes are intended to increase the ability of Ozaukee Transit to respond to unplanned or catastrophic events that could affect operations of the Shared Ride Taxi or Commuter Bus service.

ANALYSIS:

Current Policy:

Ozaukee County Transit Services - Public Comment Process for Fare Increases and Service Reductions

- (1) Ozaukee County will afford the opportunity for interested persons or agencies to be heard with respect to proposed major reductions in service and fare increases by holding a public hearing at an Ozaukee County Board of Public Works meeting. Comments may also be submitted in writing up to the date and time of the public hearing to: Public Hearing Comments-Ozaukee Transit, PO Box 994, Port Washington, WI 53074. Public comments are also accepted via e-mail or fax prior to the meeting.
- (2) Public Comments are heard by the Ozaukee County Public Works Committee and considered prior to any changes being made. The comments are taken into consideration by the Committee members and questions or changes to the proposals by the governing bodies.
- (3) The public will be notified of proposed farebox increases and major service reductions, and invited to make public comment at the Public Works Committee meeting:
 - (a) Via informational handouts on the Ozaukee Express buses and our Shared-Ride taxi vehicles

(b) Via public notices published in local newspapers

(4) “Major” service reductions are defined as:

(a) A 10% reduction in service hours

Adopted by the Ozaukee County Public Works Committee, November 15, 2018.

Recommended Changes:

(3) The public will be notified of proposed farebox increases and major service reductions, and invited to make public comment at the Public Works Committee meeting:

(a) Via informational handouts on the Ozaukee Express buses and our Shared-Ride taxi vehicles

(b) Via public notices published in local newspapers

(c) Via Ozaukee Transit social media and website pages

(4) “Major” service reductions are defined as:

(a) A 10% reduction in **annual scheduled** service hours, and

(b) Lasting a minimum of 60 days in any 12-month period, and

(c) Not related to a response for a national, state, or local emergency

(5) Service reductions that do not meet the definition of “major” service reductions will be communicated at least 21 days before the reduction. Public comments can be received via email at Transit@co.ozaukee.wi.us, in writing addressed to Ozaukee Transit, or at any Public Works Committee meeting. Service reductions will be communicated on the following platforms:

a. Via informational handouts on the Ozaukee Express buses and/or our Shared-Ride Taxi vehicles

b. Via Ozaukee Transit social media and website pages

FISCAL IMPACT: N/A **FUNDING SOURCE:** N/A

RECOMMENDED MOTION: Adopt the recommended changes to the Public Comment Process for Fare Increases and Service Reductions.

Public Works Committee**AGENDA INFORMATION SHEET**

AGENDA DATE: November 18, 2021
DEPARTMENT: Transit
DIRECTOR: Jon Edgren
PREPARER: Joy Neilson

Agenda Summary Transit Monthly Financial Report

Ozaukee County Transit continued operations of the Shared Ride Taxi service and Commuter Bus without reducing scheduled hours. No major purchases or changes occurred in October.

ATTACHMENTS:

- Oct PW Committee Report 2021 (PDF)

Ozaukee County Committee Report
Special Revenue Fund Transit Services
For the Ten Months Ending Sunday, October 31, 2021
Profit and Loss Statement ACTUAL TO AMENDED BUDGET

7.b.1.a

	Current Month Actual	2021 YTD Actual	2021 Amended Budget	Budget Balance	% Budget YTD
Revenues					
Taxes	\$43,388	\$433,884	\$520,661	\$86,777	83.33%
Intergovernmental Revenues	-	\$1,536,549	\$2,382,313	\$845,764	64.50%
Public Charges for Services	\$48,900	\$347,759	\$614,500	\$266,741	56.59%
Intergovernmental Charges	\$39,955	\$39,955	-	(\$39,955)	0.00%
Fines/Forfeitures/Penalties	\$296	\$1,250	\$6,300	\$5,050	19.84%
Interest Revenue	\$11	\$104	-	(\$104)	0.00%
Other Revenue	-	\$33,605	\$392,155	\$358,550	8.57%
Total Revenues	\$132,550	\$2,393,106	\$3,915,929	\$1,522,823	61.11%
Expenditures					
Salaries	\$10,496	\$72,900	\$115,287	\$42,387	63.23%
Fringe Benefits	\$5,659	\$46,168	\$40,514	(\$5,654)	113.96%
Travel/Training	\$1,191	\$1,691	\$4,500	\$2,809	37.58%
Supplies	\$6,940	\$175,631	\$291,656	\$116,025	60.22%
Purchased Services	\$343,306	\$925,964	\$3,102,188	\$2,176,224	29.85%
Interdepartment Charges	\$17,758	\$113,996	\$147,754	\$33,758	77.15%
Other Expenses	\$1,000	\$42,310	\$39,031	(\$3,279)	108.40%
Total Operating Expenditures	\$386,350	\$1,378,660	\$3,740,930	\$2,362,270	36.85%
Capital Outlay					
Equipment & Furniture	-	\$100,020	\$280,703	\$180,683	35.63%
Total Capital Outlay	-	\$100,020	\$280,703	\$180,683	35.63%
Total Expenditures	\$386,350	\$1,478,680	\$4,021,633	\$2,542,953	36.77%
Other Finance (Sources)	-	-	(\$105,703)	(\$105,703)	0.00%
Net Other Financing Sources/Uses	-	-	(\$105,703)	(\$105,703)	0.00%
Net Increase (Decrease)	(\$253,800)	\$914,426	(\$1)	(\$914,427)	-91442600.00%
Equity:					
Governmental Fund Balance	-	(\$1,261,968)	-	\$1,261,968	0.00%

Attachment: Oct PW Committee Report 2021 (Transit Monthly Financial Report)

Public Works Committee**AGENDA INFORMATION SHEET**

AGENDA DATE: November 18, 2021
DEPARTMENT: Highway
DIRECTOR: Jon Edgren
PREPARER: Jon Edgren

Agenda Summary Highway Financials

ATTACHMENTS:

- Hwy Financials - Nov 2021 (PDF)

Ozaukee County Committee Report

Special Revenue Fund County Roads and Bridges

For the Nine Months Ending Thursday, September 30, 2021

Profit and Loss Statement ACTUAL TO AMENDED BUDGET

	Current Month Actual	2021 YTD Actual	2021 Amended Budget	Budget Balance	% Budget YTD
Revenues					
Taxes	\$276,291	\$2,486,618	\$3,315,491	\$828,873	75.00%
Intergovernmental Revenues	-	\$1,180,389	\$1,631,438	\$451,049	72.35%
Total Revenues	\$276,291	\$3,667,007	\$4,946,929	\$1,279,922	74.13%
Expenditures					
Interdepartment Charges	\$532,043	\$4,101,856	\$5,141,300	\$1,039,444	79.78%
Total Operating Expenditures	\$532,043	\$4,101,856	\$5,141,300	\$1,039,444	79.78%
Capital Outlay					
Total Expenditures	\$532,043	\$4,101,856	\$5,141,300	\$1,039,444	79.78%
Other Finance (Sources)	-	-	(\$194,371)	(\$194,371)	0.00%
Net Other Financing Sources/Uses	-	-	(\$194,371)	(\$194,371)	0.00%
Net Increase (Decrease)	(\$255,752)	(\$434,849)	-	\$434,849	0.00%
<i>Equity:</i>					
Governmental Fund Balance	-	(\$1,646,809)	-	\$1,646,809	0.00%

Attachment: Hwy Financials - Nov 2021 (Highway Financials - Nov 2021)

Ozaukee County Committee Report

Internal Service Fund Highway Department

For the Nine Months Ending Thursday, September 30, 2021

Profit and Loss Statement ACTUAL TO AMENDED BUDGET

	Current Month Actual	2021 YTD Actual	2021 Amended Budget	Budget Balance	% Budget YTD
Revenues					
Taxes	\$11,083	\$99,750	\$133,000	\$33,250	75.00%
Intergovernmental Revenues	-	\$8,094	\$127,125	\$119,031	6.37%
Intergovernmental Charges	\$430,781	\$4,980,605	\$6,246,296	\$1,265,691	79.74%
Interdepartmental Charges	\$388,822	\$2,392,256	\$2,752,760	\$360,504	86.90%
Licenses & Permits	\$8,742	\$102,284	\$369,501	\$267,217	27.68%
Other Revenue	\$2,195	\$131,368	\$61,562	(\$69,806)	213.39%
Total Revenues	\$841,623	\$7,714,357	\$9,690,244	\$1,975,887	79.61%
Expenditures					
Salaries	\$253,746	\$2,321,325	\$2,942,942	\$621,617	78.88%
Fringe Benefits	\$92,018	\$896,611	\$1,261,872	\$365,261	71.05%
Travel/Training	\$764	\$10,584	\$11,037	\$453	95.90%
Supplies	\$565,374	\$5,189,537	\$6,021,675	\$832,138	86.18%
Purchased Services	\$7,837	\$167,403	\$158,819	(\$8,584)	105.40%
Interdepartment Charges	(\$162,602)	(\$2,041,778)	(\$3,540,158)	(\$1,498,380)	57.67%
Depreciation	\$97,067	\$873,600	\$1,164,800	\$291,200	75.00%
Grants	\$16,356	\$95,878	\$133,000	\$37,122	72.09%
Other Expenses	\$8,269	\$234,963	\$289,258	\$54,295	81.23%
Total Operating Expenditures	\$878,829	\$7,748,123	\$8,443,245	\$695,122	91.77%
Capital Outlay					
Equipment & Furniture	\$61,270	\$638,347	\$1,059,000	\$420,653	60.28%
Buildings & Land	\$8,784	\$108,766	\$188,000	\$79,234	57.85%
Total Capital Outlay	\$70,054	\$747,113	\$1,247,000	\$499,887	59.91%
Total Expenditures	\$948,883	\$8,495,236	\$9,690,245	\$1,195,009	87.67%
					7808790
Net Increase (Decrease)	(\$107,260)	(\$780,879)	(\$1)	\$780,878	0.00%
Equity:					
Retained Earnings	-	(\$154,901)	-	\$154,901	0.00%

Attachment: Hwy Financials - Nov 2021 (Highway Financials - Nov 2021)

Public Works Committee**AGENDA INFORMATION SHEET**

AGENDA DATE: November 18, 2021
DEPARTMENT: Highway
DIRECTOR: Jon Edgren
PREPARER: Jon Edgren

Agenda Summary PW Monthly Update - Nov 2021

ATTACHMENTS:

- PW Comm_JEE^PW Monthly Report - 11-18-21 (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: August 14, 2021

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

HIGHWAY:

1) CTH W (STH 33 to Schowalter St) Reconstruction Design Update

RA Smith, our consulting engineers for the CTH W Project, have completed their initial alternative sketches for the proposed reconstruction. Generally, their goal was to bring the highway above the 10-year storm event (typically 2-3') and shift the highway away from the Milwaukee River if possible. (See attached drawing.)

Unfortunately, given the poor soil conditions and anticipating re-building the highway to a stronger structural level, all of the options given have significantly higher cost estimates than we originally anticipated. Our original grant estimate with the Public Works Committee in October of 2020 was a \$1,500,000 project with a \$1,000,000 Multimodal Local Supplement (MLS) program grant.

RA Smith's initial estimates are:

- Alternative 1: \$2,370,000
- Alternative 2: \$2,670,000
- Alternative 3: \$2,946,000

Given the complexity of the project and need to acquire right-of-way, my intent at this point is to continue moving forward, but push the expected construction until 2024.

2) County Highway Improvement Program Update

In late September, the Wisconsin Department of Transportation (WisDOT) released information for their Local Road Improvement Program (LRIP), which distributes funds for highway construction through the Town Road Improvement (TRI), Municipal Street Improvement (MSI) & County Highway Improvement (CHI) programs in each County. I am in process of working with Ozaukee County's Towns, Cities & Villages on their applications.

For the CHI program, Ozaukee County has received the following grant funds:

- CHI: \$189,000 – We anticipate applying these funds, with previously approved CHI funding, to reconstructing the CTH LL & CTH KK intersection. This intersection was part of a previous concrete reconstruction project in 2020, but we were didn't complete the entire project as we were short CHI funds to maintain the desired 50/50 split.
- CHI-Discretionary (CHID): \$322,000 – We anticipate applying these funds to a project in 2-3 years, but we're waiting for completion of our bi-annual PASER Rating process to select that project. PASER Ratings involve driving every mile of County Highway, and rating the condition of the pavement based upon various factors.
- CHI-Supplemental (CHIS): \$577,000 – We anticipate applying these funds to the CTH W (STH 33 to Schowalter St) project given the potential high construction costs. Given the original construction cost estimates were for \$1,000,000 in grants & \$500,000 in levy/reserves, then these funds with the most expensive option would revise the potential spending on the project to \$1,577,000 in grants & \$1,369,000 in levy/reserves. Currently, we're around \$1,600,000 in reserves, but we'll continue to seek other grants and lower the construction costs if possible.

\\OZCTY06\Highway\Public Works Committee\Agendas\2021\11-18-21\PW Comm_JEE^PW Monthly Report - 11-18-21.docx



CTH W, STH 33 TO SCHOWALTER STREET OZAUKEE COUNTY ALTERNATIVES MEETING PROJECT AREA OVERVIEW	raSmith CREATIVITY BEYOND ENGINEERING W62 N588 Washington Ave., Ste. 201 Cedarburg, WI 53012-2074 (262) 781-1000 rasmith.com Brookfield, WI Milwaukee, WI Appleton, WI Madison, WI Cedarburg, WI Naperville, IL Irvine, CA	DATE	DESCRIPTION