AGENDA
PUBLIC WORKS COMMITTEE
REGULAR MEETING
THURSDAY, SEPTEMBER 19, 2024 – 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**
2. **PROPER NOTICE**
3. **PUBLIC COMMENTS/CORRESPONDENCE/COMMUNICATIONS**
4. **APPROVAL OF MINUTES**
   a. August 22, 2024
5. **DISCUSSION ITEM**
   a. Public Works Committee 2025 Budget Review
6. **FACILITIES MANAGEMENT**
   a. Management/Financial/Informational Reports
      1. Facilities Financials - Sept 2024
7. **TRANSIT SERVICES**
   a. Discussion Items:
      1. Transit - Ridership - Sept 2024
   b. Management/Financial/Informational Reports
      1. Transit Financials - Sept 2024
      2. Transit - Monthly Update - Sept 2024
8. **HIGHWAYS**
   a. Action Items:
      1. Resolution: Town Road Bridge Aid for Town of Cedarburg's Cedar Creek Road Culvert
      2. Resolution: Town Road Bridge Aid for Town of Cedarburg's Cedar Creek Bridge
      3. Resolution: Union Pacific Railroad's CTH Q Crossing Repair Request
      4. CTH W & CTH C Engineering Consultant Rankings
      5. Commercial Driver's License Reimbursement Agreement
   b. Management/Financial/Informational Reports
      1. Hwy Financials - Sept 2024
      2. Hwy - Monthly Update - Sept 2024
9. **NEXT MEETING DATE**
   October 17, 2024
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.

Updated 9/13/2024 11:50 AM

Public Works Committee

AGENDA INFORMATION SHEET

AGENDA DATE: **September 19, 2024**
DEPARTMENT: **County Clerk**
DIRECTOR: **Karen Niemuth**
PREPARER: **Tyler Quaas**

Agenda Summary August 22, 2024

<https://ozaukeecounty.gov/AgendaCenter/ViewFile/Minutes/_08222024-3456>

PUBLIC WORKS COMMITTEE

Public Works Committee

AGENDA INFORMATION SHEET

AGENDA DATE: September 19, 2024
DEPARTMENT: Administrator
DIRECTOR: Jason Dzwinel
PREPARER: Jason Dzwinel

Agenda Summary Public Works Committee 2025 Budget Review

The following are highlights from the 2025 Proposed Budget for the departments reporting to the Public Works Committee:

PUBLIC WORKS COMMITTEE				
Account Description	2024 Adopted	2025 Proposed	Variance $	Variance %
220-County Fairgrounds	$119,017	$119,017	$0	0.00%
109-Facilities Management	$1,413,890	$1,529,078	$115,188	8.15%
205-Highway County Roads & Bridges	$3,315,491	$3,922,857	$607,366	18.32%
601-Highway Department	$133,000	$133,000	$0	0.00%
211-Transit Services	$248,828	$399,431	$150,603	60.52%
LEVY BY COMMITTEE	$5,230,226	$6,135,123	$904,897	17.30%
County Administrator's Recommendation		*-$757,969*	*$146,928*	*2.81%*

Highway Department

- Internal Service Fund 601: Flat budget for 2025, includes $133,000 in tax levy for local aid.
- County Roads & Bridges fund increases by $607,366 (18.3%) compared to 2024.
- More projects may be completed next year, but factors like material costs and project complexity may affect this.
- Historically, 6-7 miles of road constructed annually.
- Tax levy has remained flat for years; department uses reserves for extra projects.

Expansion Request:

- $8,000 annually for a night shift premium.

County Administrator Recommendation

- *Reduction of $607,000 of tax levy in County Roads in Bridges Fund*
    - *Delay of a county highway project in 2025 - direction to Highway securing additional town work (summer or winter), state projects or work with Planning and Parks. Planning and Parks has secured grant funds for the CTH W project in Saukville and has a new grant for Sucker Creek that assumes $2.4M in Highway work through the life span of the project. Some of the Sucker Creek work will be done in 2025.*

Transit Department (2025):

- Tax levy increases by $150,603 (60%) compared to 2024.
- Budget is over 75% Purchased Services; only manages Shared Ride Taxi now.
- Express Bus Service was eliminated in 2024.
- Salaries and Benefits increase by $27,474 (21%) compared to 2024.
- Shared Ride Taxi Purchased Services increase by $483,000.
- Highway Vehicle maintenance increases by $5,000.
- Express Bus revenue eliminated; Shared Ride Taxi revenue increases by $375,000.
- Expansion Requests: None.

County Administrator Recommendation

- *Eliminate the 2025 tax levy increase of $150,603.*
    - *In 2025 the county will move from urban to rural funding, the full financial impact of this is an unknown. The recommendation is to not increase the tax levy in 2025 for two reasons. One, in 2021 the county budget set aside $200,000 of tax levy that was allocated to Express Bus Operations in the Project Fund when the bus was operated using CARES/ARPA funds. Two, the Transit fund has a fund balance of $2.2 million.*

Facilities - Admin Building (2025):

Tax levy increases by $25,171 (4.2%) over 2024.

Department expenses increase by $27,315 (4.5%).

Janitorial revenue tied to Human Services Fund increases with salary and benefit changes.

Expansion Requests: None.

Facilities - Justice Center (2025):

Tax levy increases by $98,491 (12%) over 2024.

No revenues budgeted for the Justice Center.

Salaries and Benefits increase by $88,087 (16.6%); Health Insurance increases by $56,532 (10.6%).

Other Operating Expenses increase by $10,404.

Expansion Requests: None.

ATTACHMENTS:

- Public Works Committee Departmental Budgets (PDF)

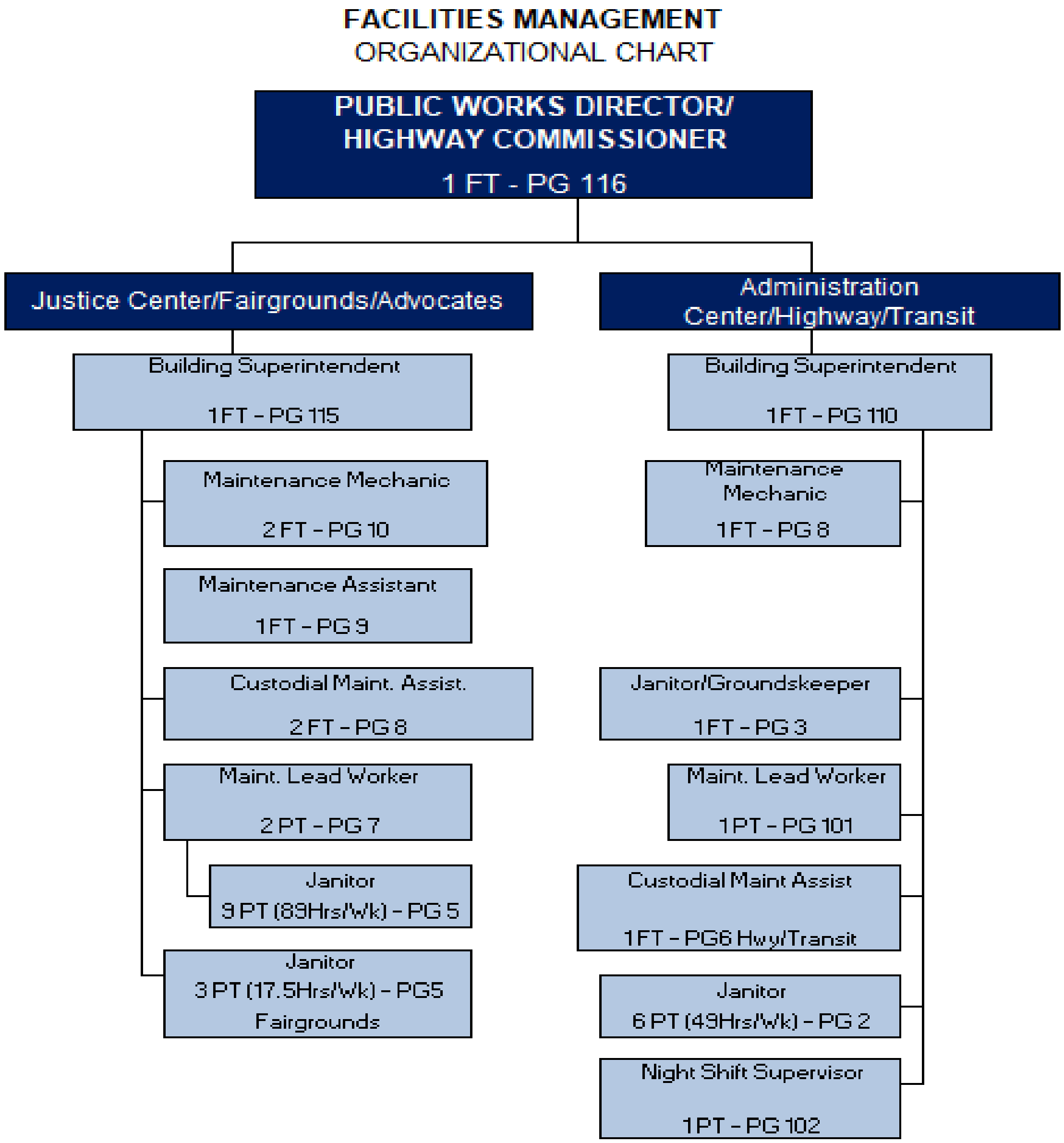
PUBLIC WORKS COMMITTEE

Facilities - Administration Building

Budget Report

Mission

Facilities Management's objective is to provide the county, its employees and the public a clean and safe environment in which to conduct business for the Administration Center; the Port Washington, Waubeka and Cedarburg highway locations; and the Transit building. Our efforts will be to do this as efficiently and economically as possible.



Programs and Services

The Facilities Management strives to maintain a high quality of maintenance and service to Ozaukee County buildings with less and more efficient staff members.

Performance Metrics

Facilities Management — *OzMETRICS*

Performance Metrics	FY 19	FY 20	FY 21	FY 22	FY 2023
Administration Center					
Energy Cost Intensity ($\$/\text{ft}^2$)	$1.10	$1.02	$1.09	$0.88	$0.93
Energy Use Intensity (kBtu/ft^2)	80	75.8	70.4	72	57.1
Budget ($\$/\text{ft}^2$)	$6.26	$6.26	$6.50	$6.32	$6.65
Justice Center					
Energy Cost Intensity ($\$/\text{ft}^2$)	$2.09	$2.11	$2.03	$2.08	$2.22
Energy Use Intensity (kBtu/ft^2)	134	133	132	145.1	140.3
Budget ($\$/\text{ft}^2$)	$4.77	$4.77	$4.88	$5.02	$5.61

Budget Highlights

The Facilities - Admin Building Current Service Level Budget increases tax levy by $25,171 or 4.2% over the 2024 Adopted Budget tax levy. Expenses in the Department show an increase of $27,315 or 4.5% over the 2024 Adopted Budget.

The revenue is the janitorial space that is charged to the Human Services Fund. This revenue increase follows any salary and benefit increases.

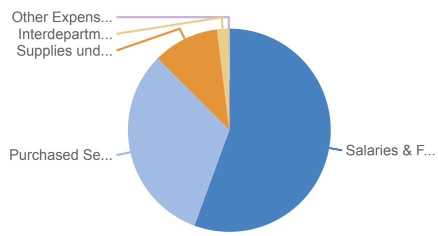
Expansion Requests

There are no expansion requests in 2024.

Facilities - Administration Center - Tax Levy

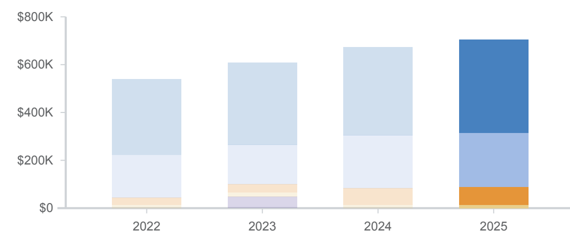
	2022 Actual	2023 Actual	2024 Adopted	2025 Budget Request
Revenues	$55,708	$62,774	$74,386	$76,530
Expenses	$537,996	$610,290	$675,475	$702,790
REVENUES LESS EXPENSES	**-$482,287**	**-$547,516**	**-$601,089**	**-$626,260**

Facilities - Administration Center - Expenses by Type



$702,790.00
Expenses in 2025

Facilities - Administration Center - Expenses by Type



$702,790.00
Expenses in 2025

Most of the increase in expenses is due to a $18,044 increase in **Salaries and Benefits**. This 4.8% increase is due to normal increases in personnel costs. **Regular Salaries** increase by $13,146 or 4.8%. **Health Insurance** increases by $2,595 or 5%. **Overtime** was increased in 2024 to account for taking over snow shoveling responsibilities. Most other operating accounts increase slightly from last year's budget.

Facilities - Administration Center - Expenses by Type

	2022 Actual	2023 Actual	2024 Adopted	2025 Budget Request
Equipment & Software	$0	$44,962	$0	$0
Interdepartmental Charges	$10,146	$19,622	$12,026	$12,667
Other Expenses	$1,120	$1,120	$1,120	$1,120
Purchased Services	$178,748	$164,766	$218,128	$223,908
Salaries & Fringe Benefits	$316,603	$343,489	$372,736	$390,780
Supplies under $5,000	$31,379	$36,331	$71,465	$74,315
TOTAL	**$537,996**	**$610,290**	**$675,475**	**$702,790**

Facilities - Administration Center - Revenues by Type

	2022 Actual	2023 Actual	2024 Adopted	2025 Budget Request
Interdepartmental Revenue for County Services	$55,486	$62,608	$74,386	$76,530
Other (Donations/One-time/Misc)	$222	$166	$0	$0
TOTAL	**$55,708**	**$62,774**	**$74,386**	**$76,530**

Facilities - Administration Center CIP Requests

DEPARTMENT:	Admin Center - Public Works

PROJECT NAME	STRATEGIC OBJECTIVE	PRIMARY SOURCE OF FUNDING	FUNDING SOURCE COMMENT	2025	2026	2027	2028	2029	TOTAL
north porch roof historical building		Tax Levy (Budget Process)		50,000					50,000
		Other (explain in comments)							-

PROJECT DESCRIPTION:

Replace 32 year old roof.

PRIORITY: Urgent

PROJECT NAME	STRATEGIC OBJECTIVE	PRIMARY SOURCE OF FUNDING	FUNDING SOURCE COMMENT	2025	2026	2027	2028	2029	TOTAL
east porch roof Historical building		Tax Levy (Budget Process)		27,000					27,000
		Other (explain in comments)							-

PROJECT DESCRIPTION:

Replace 30 plus year old roof.

PRIORITY: Required

PROJECT NAME	STRATEGIC OBJECTIVE	PRIMARY SOURCE OF FUNDING	FUNDING SOURCE COMMENT	2025	2026	2027	2028	2029	TOTAL
admin. Center garage roof		Tax Levy (Budget Process)			26,000				26,000
		Other (explain in comments)							-

PROJECT DESCRIPTION:

Replace garage roof. It is over 30 years old.

PRIORITY: Required

Position Changes

2025 Budget: No Changes

2024 Adopted Budget: $5,000 increase Overtime

2023 Adopted Budget: No Changes

2022 Adopted Budget: 2 FT positions upgraded

2021 Adopted Budget: No Changes

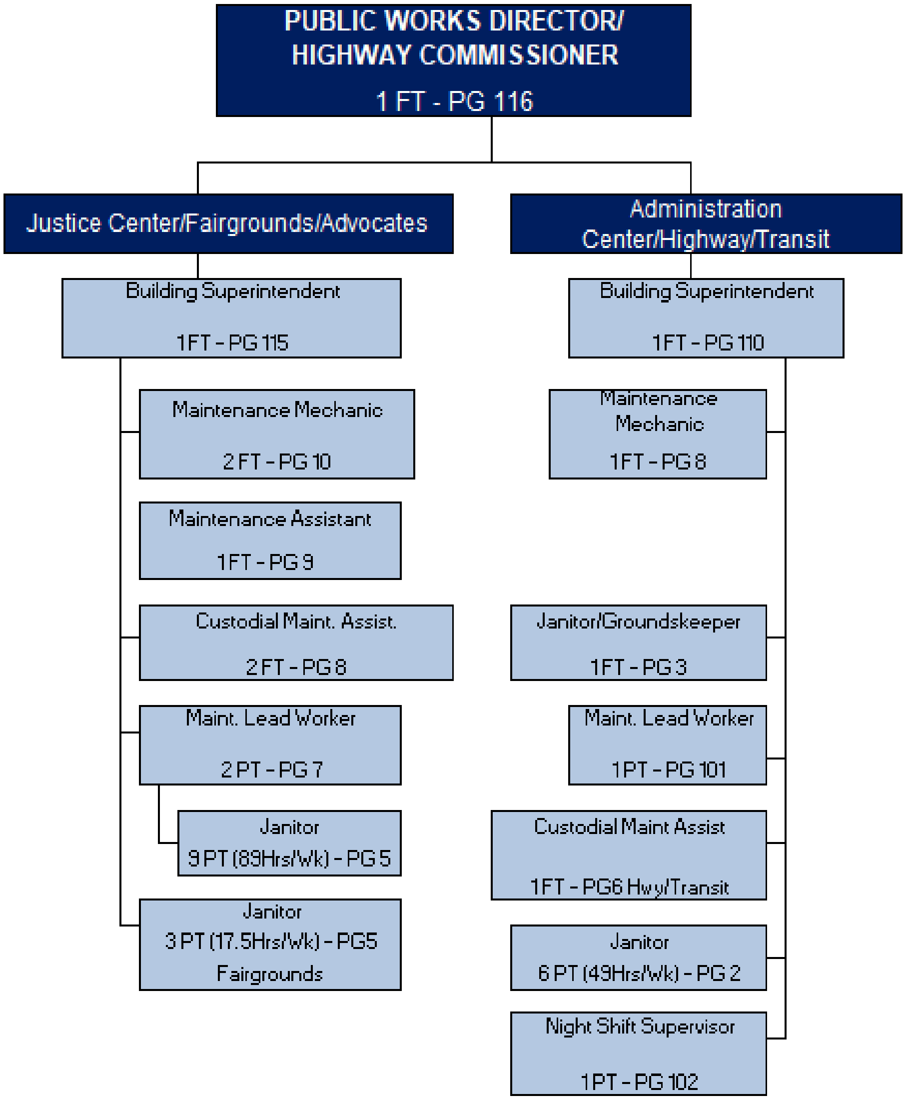
Facilities - Justice Center

Budget Report

Mission

Facilities Management's objective is to provide the county, its employees and the public a clean and safe environment in which to conduct business. Our efforts will be to do this as efficiently and economically as possible.

FACILITIES MANAGEMENT
ORGANIZATIONAL CHART



Programs & Services

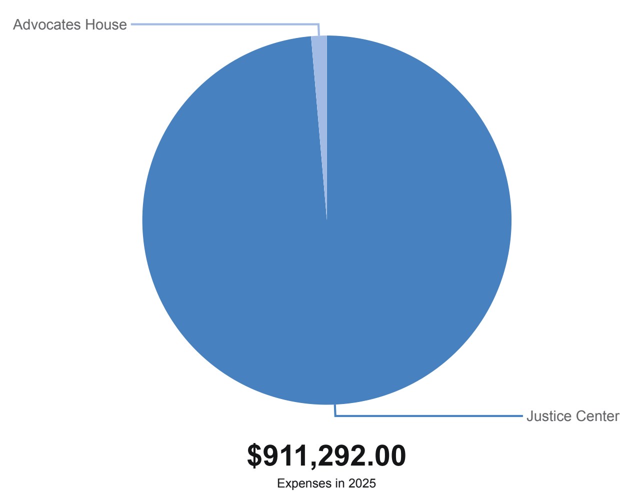
The Facilities - Justice Center staff is responsible for the day-to-day maintenance of the Justice Center. Some of the responsibilities include complete building repair and maintenance as needed including security, HVAC, electrical, plumbing and kitchen equipment as well as the structure itself. In addition, routine grounds and building maintenance. The Superintendent of the Justice Center is also responsible to maintain the Advocates House (leased out to a local non-profit) and the County Fairgrounds. The Fairgrounds is a separate fund (see that fund budget page for more information).

Performance Metrics

Facilities Management	OzMETRICS				
Performance Metrics	**FY 19**	**FY 20**	**FY 21**	**FY 22**	**FY 2023**
Administration Center					
Energy Cost Intensity ($/ft^2)	$1.10	$1.02	$1.09	$0.88	$0.93
Energy Use Intensity (kBtu/ft^2)	80	75.8	70.4	72	57.1
Budget ($/ft^2)	$6.26	$6.26	$6.50	$6.32	$6.65
Justice Center					
Energy Cost Intensity ($/ft^2)	$2.09	$2.11	$2.03	$2.08	$2.22
Energy Use Intensity (kBtu/ft^2)	134	133	132	145.1	140.3
Budget ($/ft^2)	$4.77	$4.77	$4.88	$5.02	$5.61

Justice Center and Advocates House

Data Updated Aug 01, 2024, 2:55 PM



Budget Highlights

The Facilities - Justice Center Current Service Level Budget increases tax levy by $98,491 or 12% over the 2024 Adopted tax levy, and the expenses increase by the same amount. Most of the increase is due to health insurance. There are no **Revenues** budgeted in the Justice Center, and the graphs below will not show revenues. The expenses also include the facility for the Advocates.

Salaries and Benefits increases by $88,087 or 16.6% over last year's budget. **Regular Salaries** increase by $27,844 or 6.4%, and **Health Insurance** increases by $56,532 or 10.6%. All **Other Operating Expenses** increase by $10,404 from last year.

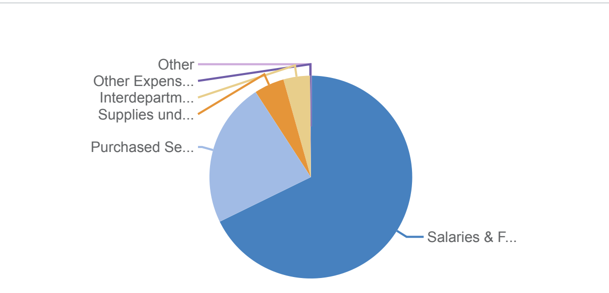
Expansion Requests

There are no expansion requests for 2025.

Facilities - Justice Center - Tax Levy

	2022 Actual	2023 Actual	2024 Adopted	2025 Budget Request
Expenses	$780,878	$847,083	$812,801	$911,292
REVENUES LESS EXPENSES	**-$780,878**	**-$847,083**	**-$812,801**	**-$911,292**

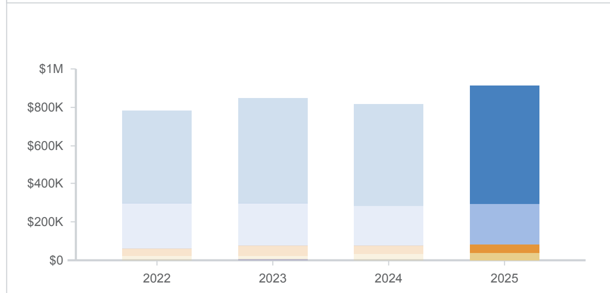
Facilities - Justice Center - Expenses by Type



$911,292.00

Expenses in 2025

Facilities - Justice Center - Expenses by Type



$911,292.00

Expenses in 2025

Facilities - Justice Center - Expenses by Type

	2022 Actual	2023 Actual	2024 Adopted	2025 Budget Request
Interdepartmental Charges	$17,230	$20,754	$29,090	$38,494
Other Expenses	$1,891	$1,891	$1,150	$1,150
Purchased Services	$241,160	$223,276	$209,250	$210,250
Salaries & Fringe Benefits	$481,918	$549,477	$529,411	$617,498
Supplies under $5,000	$38,587	$50,307	$43,800	$43,800
Travel/Mileage/Conference&Meetings	$93	$1,378	$100	$100
TOTAL	**$780,878**	**$847,083**	**$812,801**	**$911,292**

Advocates House - Expense by Type

	2022 Actual	2023 Actual	2024 Adopted	2025 Budget Request
Interdepartmental Charges	$0	$79	$2,000	$2,000
Purchased Services	$0	$223	$10,000	$10,000
Supplies under $5,000	$0	$0	$500	$500
TOTAL	**$0**	**$301**	**$12,500**	**$12,500**

Facilities - Justice Center CIP Requests

DEPARTMENT:	Facilities - Justice Cntr

PROJECT NAME	STRATEGIC OBJECTIVE	SOURCE OF FUNDING	SOURCE COMMENT	2025	2026	2027	2028	2029	TOTAL
99 Jail Addition Roof Replacement		Tax Levy (Budget Process)				300,000			300,000
		Other (explain in comments)							-

PROJECT DESCRIPTION:

The roof is 25 years old with a life expectancy of 28-30 years.

PRIORITY:	Required

PROJECT NAME	STRATEGIC OBJECTIVE	SOURCE OF FUNDING	SOURCE COMMENT	2025	2026	2027	2028	2029	TOTAL
JC Tuck Pointing		Tax Levy (Budget Process)		75,000	50,000				125,000
		Other (explain in comments)							-

PROJECT DESCRIPTION:

Continue Tuck Pointing and Reflashing of the leaking windows throughout the building. Approximatley $115,000 have already be spent on reflashing and tuck pointing.

PRIORITY:	Required

PROJECT NAME	STRATEGIC OBJECTIVE	SOURCE OF FUNDING	SOURCE COMMENT	2025	2026	2027	2028	2029	TOTAL
Justice Center Boiler Replacement		Tax Levy (Budget Process)				200,000			200,000
		Other (explain in comments)							-

PROJECT DESCRIPTION:

The current boilers at the Justice Center are 32 years old. The anticipated life expectancy of 40 years.

PRIORITY:	Required

PROJECT NAME	STRATEGIC OBJECTIVE	SOURCE OF FUNDING	SOURCE COMMENT	2025	2026	2027	2028	2029	TOTAL
Justice Center Fire Alarm System		Tax Levy (Budget Process)				200,000			200,000
		Other (explain in comments)							-

PROJECT DESCRIPTION:

The original Fire Alarm System that monitors the Justice Center is 32 years old. The devices (smoke detectors, fire dampers, and pull stations) will need to be replaced with units that conform to current standards.

PRIORITY:	Required

Position Changes

2025 Budget:

2024 Proposed Budget: No Changes

2023 Adopted Budget: No Changes

2022 Adopted Budget: 2 FT Maintenance Mechanics upgraded

2021 Adopted Budget: No Changes

County Fairgrounds

Budget Report

Mission

Ozaukee County Fairgrounds hosts a variety of fairs, events, and special occasions. The beautiful facilities are located in the heart of Ozaukee County and offer ample space and parking along with unique shopping, dining and lodging nearby.

Budget Highlights

The Fairgrounds budget is always adjusted based on the contractual obligations with the Curlers and other factors like revenue for rental of facilities. The 2025 budget does not increases rental **revenue** from the 2024 Adopted Budget. **Salaries** are up about $21,000 or 25% compared to last year. Reservations for facilities has been strong and we anticipate enough revenue to offset expense increases in the short-term. Tax levy will likely need to increase in the next few years due to annual expense increases, and rental fees will be evaluated in relation to the market.

This budget is overseen by the Buildings Superintendent of the Justice Center facility.

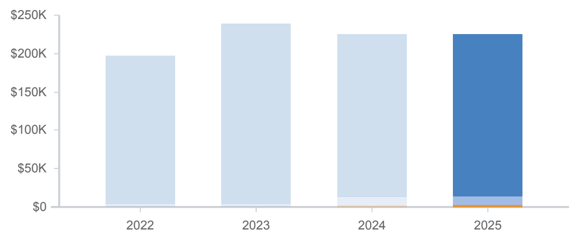
Expansion Requests

There are no expansion requests in 2025.

Fairgrounds - Tax Levy

	2022 Actual	2023 Actual	2024 Adopted	2025 Budget Request
Revenues	$197,579	$239,202	$225,634	$225,634
Expenses	$259,603	$389,254	$344,651	$376,391
REVENUES LESS EXPENSES	**-$62,024**	**-$150,052**	**-$119,017**	**-$150,757**

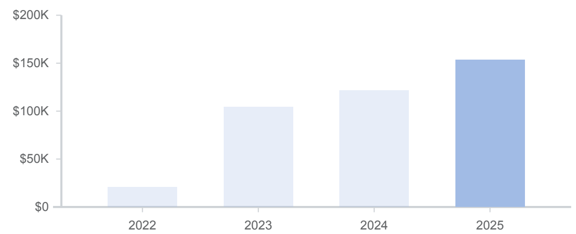
Fairgrounds - Revenues



$225,634.00

Revenues in 2025

Fairgrounds - Salaries and Benefits



$153,343.00

Expenses in 2025

Fairgrounds - Expenses by Type

	2022 Actual	2023 Actual	2024 Adopted	2025 Budget Request
Interdepartmental Charges	$13,588	$9,836	$11,473	$11,823
Other Expenses	$6,055	$5,250	$6,250	$6,250
Purchased Services	$200,271	$239,180	$179,800	$179,800
Salaries & Fringe Benefits	$20,267	$104,105	$121,953	$153,343
Supplies under $5,000	$18,404	$30,105	$24,675	$24,675
Travel/Mileage/Conference&Meetings	$1,017	$779	$500	$500
TOTAL	**$259,603**	**$389,254**	**$344,651**	**$376,391**

Fairgrounds - Revenues by Type

	2022 Actual	2023 Actual	2024 Adopted	2025 Budget Request
Interest	$4,012	$3,627	$10,000	$10,000
Other (Donations/One-time/Misc)	$1	$55	$3,000	$3,000
Public Charges for County Services	$193,566	$235,521	$212,634	$212,634
TOTAL	**$197,579**	**$239,202**	**$225,634**	**$225,634**

Fairgrounds CIP Requests

There are no CIP requests.

Position Changes

2025 Budget Changes: No Changes

2024 Adopted Budget: No Changes

2023 Adopted Budget: No Changes

2022 Adopted Budget: Replace PT help with 1 FT Maintenance. No FTE impact.

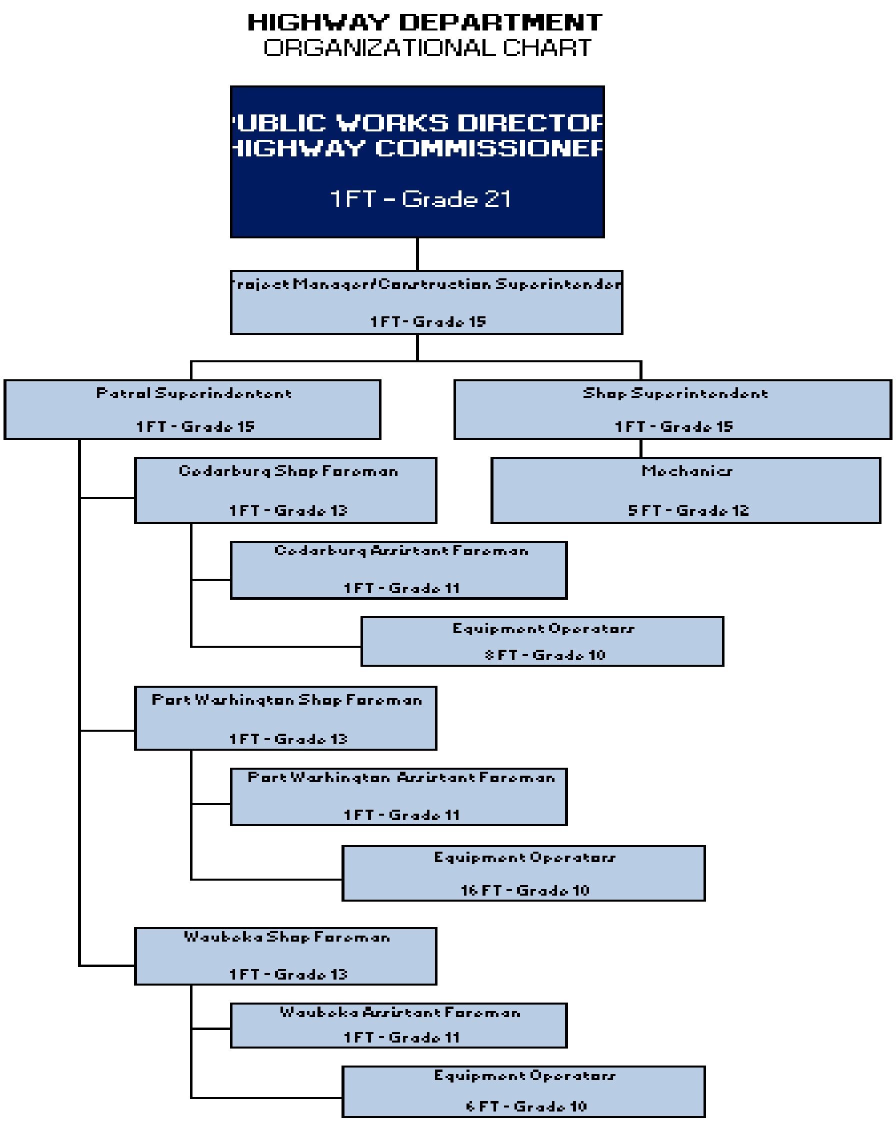
2021 Adopted Budget: No Changes

Highway Department

Budget Report

Mission

The Ozaukee County Highway Department seeks to provide and maintain the highest quality transportation system possible, one that balances the desires of County taxpayers for safety, speed and efficiency, and to provide for it in a fiscally responsible manner.



Programs and Services

Our goal is to construct and maintain the Ozaukee County transportation system. Working under contract of the State of Wisconsin Department of Transportation, services are provided to maintain 27 miles of Interstate Highway, 152 County Roads, 64 miles of State Trunk Highways, and provide maintenance to townships throughout the county.

The primary purpose of the Highway Department is to provide and maintain quality transportation infrastructure in the county. The programs all serve that purpose. The Highway Administration provides the county-wide planning and assessment of the infrastructure for all of the roads, bridges, culverts, and other assets as needed.

Highway Operations is responsible for the maintenance and replacement of all highway equipment used throughout the department to perform its various services. The goal is to set schedules for replacement; determine cost-effective purchases; and developing the department's plan for capital improvements.

General Maintenance consists of work performed on the infrastructure, like roads and bridges. This can include the interstate system, town roads where work is performed under a contract with the town, county roads, and other assets as needed. Activities can vary depending on the project, such as: patrolling, surface maintenance, shoulder maintenance, pavement marking, lighting, and sign repair.

Another service involves the provision of Winter Maintenance services on State highways, interstate highways (I-43), and weather monitoring. The costs of maintenance of these roads are reimbursed by contract. Activities can vary depending on the project; examples include patrolling, snow removal, application of ice control, or other services depending on weather conditions.

Construction is another service provided by the department. This involves a major project designed to significantly improve the respective infrastructure. In-house and outsourced engineering, right of way acquisition, road base and surfacing of roadways with asphalt or concrete. Construction typically happens when the infrastructure is beyond its useful life. The Highway Department provides services to numerous County Departments. The Department is often contracted by other local units of government to provide similar services. These projects are direct revenue to the department.

Performance Metrics

Highway

OzMETRICS

Performance Metrics	FY 19	FY 20	FY 21	FY 22	FY 2023
Highway					
Average Paser Rating	7.49	7.49	7.56	7.6	7.29
Centerline Miles Chipsealed	13.1	4.8	3.4	3.7	5.3
Centerline Miles Paved	8.0	10.1	6.3	6.9	5.3
Cost of Centerline Miles Chipsealed	$280,924	$106,624	$96,855	$165,466	$177,216
Cost of Centerline Miles Paved	$1,468,142	$1,730,127	$1,848,510	$1,302,070	$1,696,709
Centerline Cost per Mile - Paved	$183,518	$171,299	$293,414	$188,706	$320,133
Centerline Cost per Mile - Chipsealed	$21,444	$22,213	$28,486	$44,721	$33,436
Gravel Cost per Ton	$5.01	$6.77	$5.39	$7.60	$5.43
Hotmix Cost per Ton	$46.67	$41.54	$42.33	$58.20	$56.52
PASER Rating Greater than 5	93%	93%	93%	93%	95%
Percentage of Labor Billings - County	55%	57%	58%	56%	58%
Percentage of Labor Billings - Others	7%	8%	8%	8%	8%
Percentage of Labor Billings - State	28%	23%	23%	22%	21%
Percentage of Labor Billings - Towns	11%	12%	11%	14%	13%

Strategic Objectives

Strategic Goal: Provide a Safe and Efficient Transportation System for All Ozaukee County Residents
Strategic Objective: (A) Assess Existing Operations
1) We've been performing past reviews of projects at year-end to collect data on better cost estimating.
2) We've been investigating expanded salt brine operations, which is better financially and environmentally for Ozaukee County.

Strategic Objective: (B) Focus on Highway Transportation Planning
1) Performed analysis of County Highways for widening needs, and focused upcoming WisDOT Grant funding towards those highways.
2) Opitz Gravel Pit is beginning to enter 3rd of 7 sections. Anticipate seeking our next gravel source within a couple years.

Budget Highlights

The Highway Department remains flat for the 2025 Current Service Level Budget and includes the typical $133,000 in tax levy for local aide.

County Roads & Bridges fund is up $607,366 or 18.3% compared to the 2024 adopted budget. This amount represents potentially completing more projects next year, but a lot of factors will impact their ability to complete more work. Historically 6-7 miles of road constructed each year. Cost of materials and complexity of project will impact the total number of miles. The tax levy has been held flat for several years, and the department has been allowed to utilize reserves (depending on fund balances) for additional projects.

Expansion Requests for 2025:
Night shift premium for employees choosing to work on the night shift. The estimated impact of this will be $8,000 each year.

County Roads & Bridges - Tax Levy

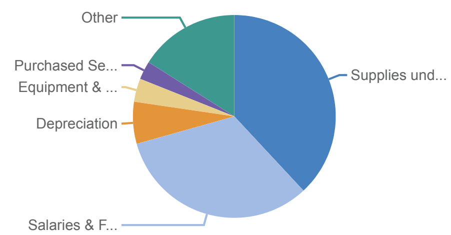
	2022 Actual	2023 Actual	2024 Adopted	2025 Budget Request
Revenues	$1,659,573	$1,681,734	$2,297,061	$1,751,975
Expenses	$4,956,391	$5,420,185	$5,612,552	$5,674,832
REVENUES LESS EXPENSES	**-$3,296,818**	**-$3,738,451**	**-$3,315,491**	**-$3,922,857**

Attachment: Public Works Committee Departmental Budgets (Public Works Committee 2025 Budget Review)

Highway - Tax Levy

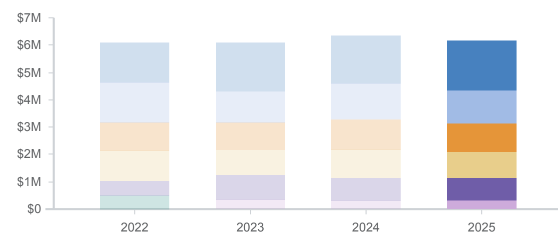
	2022 Actual	2023 Actual	2024 Adopted	2025 Budget Request
Revenues	$9,179,324	$10,003,500	$10,527,384	$10,851,934
Expenses	$9,810,374	$10,425,273	$10,660,384	$10,984,934
REVENUES LESS EXPENSES	**-$631,049**	**-$421,773**	**-$133,000**	**-$133,000**

Highway - Expenses by Type



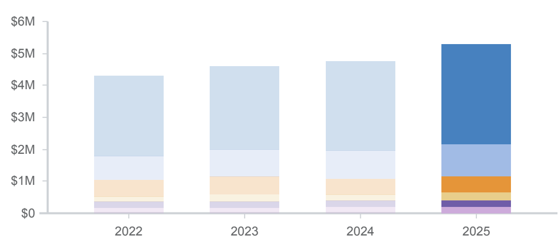
$10,984,934.00
Expenses in 2025

Highway - Supplies and Materials



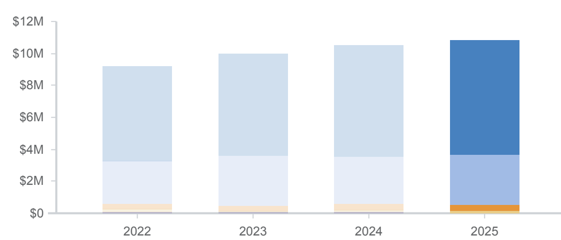
$6,155,313.00
Expenses in 2025

Highway - Salaries and Benefits



$5,266,972.00
Expenses in 2025

Highway - Revenues by Type



$10,851,934.00
Revenues in 2025

County Roads & Bridges - Expenses by Type

	2022 Actual	2023 Actual	2024 Adopted	2025 Budget Request
Interdepartmental Charges	$4,531,391	$5,420,185	$5,612,552	$5,674,832
Operating Transfers Out	$425,000	$0	$0	$0
TOTAL	**$4,956,391**	**$5,420,185**	**$5,612,552**	**$5,674,832**

County Roads & Bridges - Revenues by Type

	2022 Actual	2023 Actual	2024 Adopted	2025 Budget Request
Fund Balance Applied (Budget Only)	$0	$0	$545,086	$0
Intergovernmental Rev (State, Federal, Local)	$1,659,573	$1,676,734	$1,751,975	$1,751,975
Other (Donations/One-time/Misc)	$0	$5,000	$0	$0
TOTAL	**$1,659,573**	**$1,681,734**	**$2,297,061**	**$1,751,975**

Highway - Expenses by Type

	2022 Actual	2023 Actual	2024 Adopted	2025 Budget Request
Buildings	$163,669	$185,615	$0	$30,000
Depreciation	$1,125,435	$1,091,992	$1,133,724	$1,081,630
Equipment & Software	$581,058	$649,727	$39,900	$600,000
Grants	$166,606	$170,303	$133,000	$133,000
Interdepartmental Charges	-$2,924,377	-$3,372,978	-$2,242,541	-$3,193,405
Other Expenses	$33,232	$546,926	$194,531	$416,200
Purchased Services	$281,052	$452,256	$272,531	$473,800
Salaries & Fringe Benefits	$4,289,915	$4,600,232	$4,758,305	$5,266,972
Supplies under $5,000	$6,079,255	$6,073,971	$6,354,634	$6,155,313
Travel/Mileage/Conference&Meetings	$14,528	$27,230	$16,300	$21,424
TOTAL	**$9,810,374**	**$10,425,273**	**$10,660,384**	**$10,984,934**

Highway - Revenues by Type

	2022 Actual	2023 Actual	2024 Adopted	2025 Budget Request
Interdepartmental Revenue for County Services	$2,667,435	$3,115,432	$2,932,021	$3,113,023
Intergovernmental Revenue for County Services	$5,899,447	$6,428,529	$7,006,355	$7,204,571
Intergovernmental Rev (State, Federal, Local)	$61,811	$36,873	$87,610	$7,000
Licenses & Permits	$379,507	$345,849	$394,022	$399,270
Other (Donations/One-time/Misc)	$171,124	$76,818	$107,376	$128,070
TOTAL	**$9,179,324**	**$10,003,500**	**$10,527,384**	**$10,851,934**

Highway CIP Requests

See attached

Highway - CIP

	2022 Actual	2023 Actual	2024 Adopted	2025 Budget Request
Buildings	$163,669	$185,615	$0	$30,000
Equipment & Software	$581,058	$649,727	$39,900	$600,000
TOTAL	**$744,727**	**$835,341**	**$39,900**	**$630,000**

Position Changes

2025 Budget: Night Shift Premium estimated at $8,000 per year

2024 Adopted Budget: 1 Equipment Operator (not approved)

2023 Adopted Budget: 1 Equipment Operator (not approved)

2022 Adopted Budget: $1 Premium for Foremans (approved)

2021 Adopted Budget: Added 1 Equipment Operator (approved)

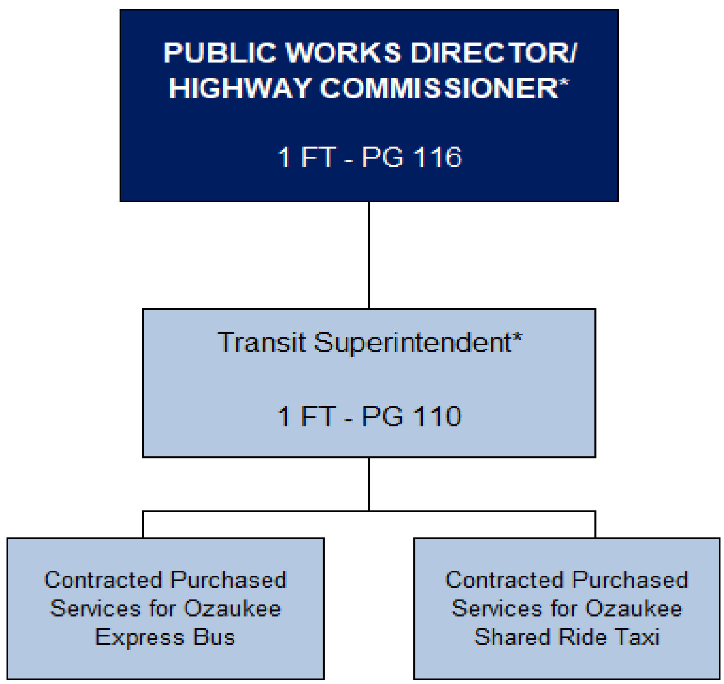
Transit Services

Budget Report

Mission

The mission of the Ozaukee County Transit Services Department is to provide reliable, convenient, safe public transportation that efficiently and effectively meets the varied travel needs of the community and significantly enhances the quality of life for all.

TRANSIT SERVICES
ORGANIZATIONAL CHART



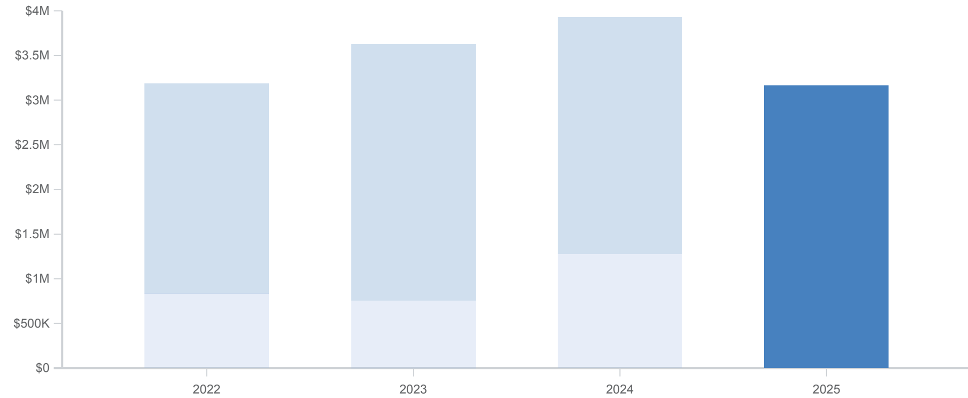
* Revenue Funded Position

Programs and Services

The goal of this program is to provide an economical and environmentally friendly way to transport employees to and from their sources of employment, and to provide transportation alternatives for those in need. Activities of this program include bus and route operation, route planning, bus maintenance, and program and grant administration. The dark blue bar in the graph below is the Shared Ride Taxi and represents about 76% of the entire expenses. The rest, about 24%, is the Express Bus service. Starting in 2025, the Express Bus service has been eliminated due to a lack of ridership and increasing costs.

Transit - Expenses by Program

Data Updated Jul 31, 2024, 2:36 PM



$3,165,851.00

Expenses in 2025

Strategic Objectives

Strategic Objective C. Implement Innovative Public Transportation Solutions
• Implemented a new routing and dispatch software for the Shared Ride Taxi.
• Partnered with Interfaith Caregivers of Ozaukee County to apply for grant funding to implement a Coordinated Transportation Committee for Ozaukee County. This is a direct response to the County's community outreach meeting for ARPA projects. The purpose of the Coordinated Transportation Committee is to increase coordination among transportation providers, thereby reducing gaps in transportation needs.
Strategic Objective D. Expand Regional Transportation Services
• Completed pilot offering cross-county Shared Ride Taxi service with Washington County. Both counties adopted a new MOU to continue offering the service.
• Initial project plan approved to begin exploration and outreach to establish a flexible route bus service between Milwaukee and Ozaukee counties.
• Transit is exploring alternatives to the current commuter bus service to Milwaukee to increase efficiency.

Budget Highlights

The Transit Department 2025 Current Service Level Budget increases tax levy by $150,603 or 60% over the 2024 Adopted Tax Levy. Unlike other County departments, this budget is over 75% Purchased Services. Staff is responsible for managing only the Shared Ride Taxi. The Express Bus Service was eliminated in 2024. **Salaries and Benefits** increase by $27,474 or 21% compared to last year's budget. One position was eliminated in 2024 after the decision not to pursue a combined Washington and Ozaukee County system. There have been several years of various changes to the expenses and revenues in this budget, and it has made this budget fluctuate from year-to-year. There have also been some turnover and position changes in the last few years.

Purchased Services in the Shared Ride Taxi increases by about $483,000, and the Express Bus is eliminated altogether. Maintenance Contracts increase by $10,000. Highway Vehicle maintenance increases by $5,000.

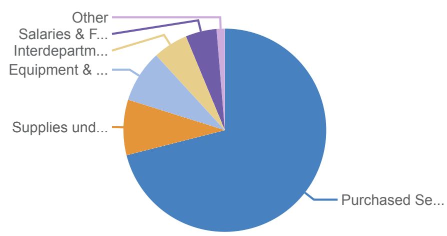
Revenues in the Express Bus are completely eliminated. **Other Revenue** in the Shared Ride Taxi increases by $375,000 compared to last year.

Expansion Requests
There are no expansion requests in the department for 2025.

Transit - Tax Levy

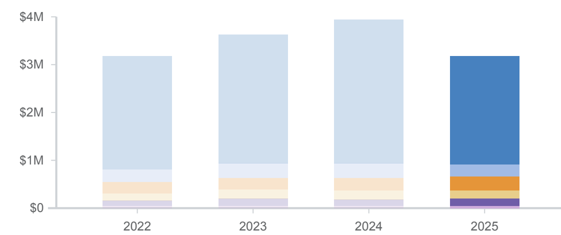
	2022 Actual	2023 Actual	2024 Adopted	2025 Budget Request
Revenues	$2,991,329	$3,433,298	$3,676,303	$2,766,420
Expenses	$3,183,306	$3,626,322	$3,925,131	$3,165,851
REVENUES LESS EXPENSES	**-$191,977**	**-$193,023**	**-$248,828**	**-$399,431**

Transit - Expenses by Type



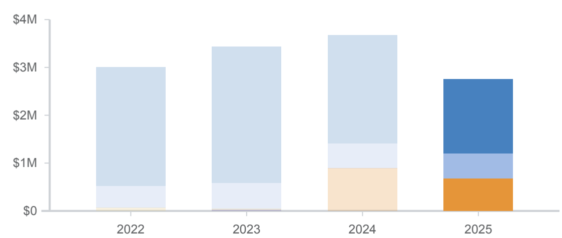
$3,165,851.00
Expenses in 2025

Transit - Expenses by Type



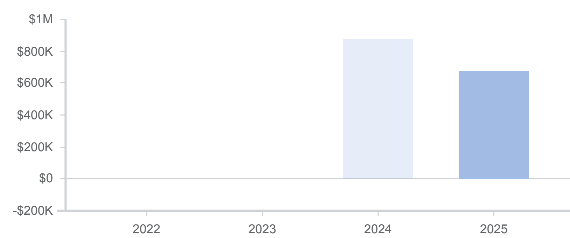
$3,165,851.00
Expenses in 2025

Transit - Revenues by Type



$2,766,420.00
Revenues in 2025

Transit - Covid and Stimulus Funding



$676,833.00
Revenues in 2025

Transit - Expenses by Type

	2022 Actual	2023 Actual	2024 Adopted	2025 Budget Request
Equipment & Software	$254,361	$314,685	$293,250	$263,250
Interdepartmental Charges	$148,478	$200,484	$184,980	$176,165
Other Expenses	$41,524	$38,163	$39,364	$35,599
Purchased Services	$2,382,864	$2,688,230	$2,998,515	$2,249,041
Salaries & Fringe Benefits	$111,983	$153,749	$129,513	$156,987
Supplies under $5,000	$243,584	$229,114	$273,009	$278,809
Travel/Mileage/Conference&Meetings	$512	$1,897	$6,500	$6,000
TOTAL	**$3,183,306**	**$3,626,322**	**$3,925,131**	**$3,165,851**

Transit - Revenues by Type

	2022 Actual	2023 Actual	2024 Adopted	2025 Budget Request
Fines/Forfeitures/Penalties	$430	$0	$6,300	$0
Interest	$3,351	$14,371	$0	$0
Intergovernmental Revenue for County Services	$53,320	$38,389	$0	$0
Intergovernmental Rev (State, Federal, Local)	$2,473,841	$2,835,864	$2,262,417	$1,581,337
Other (Donations/One-time/Misc)	$7,956	$1,073	$883,086	$682,833
Public Charges for County Services	$452,431	$543,602	$524,500	$502,250
TOTAL	**$2,991,329**	**$3,433,298**	**$3,676,303**	**$2,766,420**

Transit CIP Request

Transit CIP

	2022 Actual	2023 Actual	2024 Adopted	2025 Budget Request
Operations				
Shared Ride Taxi	$254,361	$314,685	$293,250	$263,250
OPERATIONS TOTAL	**$254,361**	**$314,685**	**$293,250**	**$263,250**
TOTAL	**$254,361**	**$314,685**	**$293,250**	**$263,250**

DEPARTMENT:	Transit

PROJECT NAME	STRATEGIC OBJECTIVE	PRIMARY SOURCE OF FUNDING	FUNDING COMMENT	2025	2026	2027	2028	2029	TOTAL
Vehicle Replacement		Tax Levy (Budget Process)		263,250	279,045	295,788	313,535	332,347	1,483,965
		Grants							-

PROJECT DESCRIPTION:
Annual replacement of taxis. Assume 6% annual increase due to inflation.

Position Changes

2025 Adopted Budget: No Changes

2024 Proposed Budget: Eliminate Transit Analyst due to change in organizational structure with Washington County. Position is 100% utilized by Washington County.

2023 Adopted Budget: 1 new Transit Analyst position shared between Ozaukee and Washington County.

2022 Adopted Budget: No Changes

2021 Adopted Budget: No Changes

Public Works Committee

AGENDA INFORMATION SHEET

AGENDA DATE: **September 19, 2024**
DEPARTMENT: **Facilities Management**
DIRECTOR: **Jon Edgren**
PREPARER: **Jon Edgren**

Agenda Summary Facilities Financials - Sept 2024

ATTACHMENTS:

- Facilities Financials - Sept 2024 (PDF)

PUBLIC WORKS COMMITTEE

Ozaukee County Committee Report

General Fund Facilities Management

For the Eight Months Ending Saturday, August 31, 2024

Profit and Loss Statement ACTUAL TO AMENDED BUDGET

	Current Month Actual	2024 YTD Actual	2024 Amended Budget	Budget Balance	% Budget YTD
Revenues					
Interdepartmental Charges	$6,074	$48,591	$74,386	$25,795	65.32%
Other Revenue	-	$45	-	($45)	0.00%
Total Revenues	**$6,074**	**$48,636**	**$74,386**	**$25,750**	**65.38%**
Expenditures					
Salaries	$80,590	$508,567	$724,702	$216,135	70.18%
Fringe Benefits	$22,343	$192,924	$177,445	($15,479)	108.72%
Travel/Training	$122	$319	$100	($219)	319.00%
Supplies	$11,151	$65,424	$115,265	$49,841	56.76%
Purchased Services	$50,532	$327,172	$427,378	$100,206	76.55%
Interdepartment Charges	$1,791	$57,276	$41,116	($16,160)	139.30%
Other Expenses	-	$2,465	$2,270	($195)	108.59%
Total Operating Expenditures	**$166,529**	**$1,154,147**	**$1,488,276**	**$334,129**	**77.55%**
Capital Outlay					
Total Expenditures	**$166,529**	**$1,154,147**	**$1,488,276**	**$334,129**	**77.55%**
Net Increase (Decrease)	**($160,455)**	**($1,105,511)**	**($1,413,890)**	**($308,379)**	**78.19%**

Equity:

Attachment: Facilities Financials - Sept 2024 (Facilities Financials - Sept 2024)

Ozaukee County Committee Report

Special Revenue Fund Fair Grounds

For the Eight Months Ending Saturday, August 31, 2024

Profit and Loss Statement ACTUAL TO AMENDED BUDGET

	Current Month Actual	2024 YTD Actual	2024 Amended Budget	Budget Balance	% Budget YTD
Revenues					
Taxes	$9,918	$79,345	$119,017	$39,672	66.67%
Public Charges for Services	$10,348	$102,911	$212,634	$109,723	48.40%
Interest Revenue	-	-	$10,000	$10,000	0.00%
Other Revenue	-	$41	$3,000	$2,959	1.37%
Total Revenues	**$20,266**	**$182,297**	**$344,651**	**$162,354**	**52.89%**
Expenditures					
Salaries	$15,745	$37,500	$82,276	$44,776	45.58%
Fringe Benefits	$4,246	$6,040	$39,677	$33,637	15.22%
Travel/Training	$231	$562	$500	($62)	112.40%
Supplies	$1,152	$15,051	$24,675	$9,624	61.00%
Purchased Services	$13,950	$143,354	$179,800	$36,446	79.73%
Interdepartment Charges	$298	$17,347	$11,473	($5,874)	151.20%
Other Expenses	-	$5,250	$6,250	$1,000	84.00%
Total Operating Expenditures	**$35,622**	**$225,104**	**$344,651**	**$119,547**	**65.31%**
Capital Outlay					
Total Expenditures	**$35,622**	**$225,104**	**$344,651**	**$119,547**	**65.31%**
Net Increase (Decrease)	**($15,356)**	**($42,807)**	**-**	**$42,807**	**0.00%**
Equity:					
Governmental Fund Balance	-	($204,265)	-	$204,265	0.00%

Attachment: Facilities Financials - Sept 2024 (Facilities Financials - Sept 2024)

Public Works Committee

AGENDA INFORMATION SHEET

AGENDA DATE: **September 19, 2024**
DEPARTMENT: **Transit**
DIRECTOR: **Jon Edgren**
PREPARER: **Jon Edgren**

Agenda Summary Transit - Ridership - Sept 2024

ATTACHMENTS:

- PWC - Transit Ridership - SEPTEMBER 2024 (PDF)

PUBLIC WORKS COMMITTEE

2024 OZ CO EXPRESS BUS				
MONTH	SERVICE DAYS IN MONTH	PAX	COST/ TRIP	NET COST/ TRIP
January	22	803	$58.25	$53.52
February	21	797	$56.02	$51.89
March	21	676	$66.05	$59.89
April	22	704	$66.44	$62.84
May	22	527	$88.76	$85.25
June	20	448	$94.92	$91.92
July	22			
August	22			
September	20			
October	23			
November	20			
December	21			

Express Bus Ridership Report

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Totals	Average
2011	7,812	7,181	8,740	7,810	7,731	7,559	6,826	7,608	7,776	7,933	7,868	7,051	**91,895**	**7,658**
2012	7,446	8,197	8,178	7,652	8,103	7,608	7,222	8,184	7,559	8,716	7,700	7,011	**93,576**	**7,798**
2013	7,680	7,704	7,737	7,834	8,217	7,110	7,432	7,120	7,562	8,490	7,249	6,872	**91,007**	**7,584**
2014	7,292	6,570	7,229	7,495	7,442	7,224	6,890	6,787	7,135	7,135	7,974	6,759	**85,932**	**7,161**
2015	6,774	6,110	6,859	6,629	5,875	6,756	5,985	6,335	6,525	6,798	6,271	6,063	**76,980**	**6,415**
2016	6,255	6,798	7,273	6,779	6,525	6,549	6,150	7,190	6,806	7,058	6,859	6,359	**80,601**	**6,717**
2017	6,829	6,495	7,525	6,595	7,003	6,087	5,068	5,615	5,710	6,236	5,471	4,727	**73,361**	**6,113**
2018	6,018	5,560	5,917	5,595	5,540	4,852	4,748	5,538	4,916	5,789	4,805	3,889	**63,167**	**5,264**
2019	4,062	4,568	4,927	4,804	4,515	3,876	3,934	4,213	4,176	4,855	3,830	3,529	**51,289**	**4,274**
2020	4,420	4,400	2,171										**10,991**	**3,664**
2021								44	526	577	596	471	**2,214**	**443**
2022	89		544	811	907	1,028	976	1,068	920	1,042	941	671	**8,997**	**818**
2023	631	529	634	553	542	517	486	519	449	833	730	713	**7,136**	**595**
2024	803	797	676	704	527	448							**3,955**	**659**
Same month 2024 vs 2023	**27.3%**	**50.7%**	**6.6%**	**27.3%**	**-2.8%**	**-13.3%**								
Same month 2023 vs 2022	**609.0%**		**16.5%**	**-31.8%**	**-40.2%**	**-49.7%**	**-50.2%**	**-51.4%**	**-51.2%**	**-20.1%**	**-22.4%**	**6.3%**		
Same month 2023 vs 2019	**-84.5%**	**-88.4%**	**-87.1%**	**-88.5%**	**-88.0%**	**-86.7%**	**-87.6%**	**-87.7%**	**-89.2%**	**-82.8%**	**-80.9%**	**-79.8%**		

2024 OZ CO SHARED RIDE TAXI				
MONTH	**SERVICE DAYS IN MONTH**	**TOTAL TRIPS**	**COST/ TRIP**	**NET COST/ TRIP**
January	30	7,447	$21.78	$16.82
February	29	7,748	$20.06	$19.84
March	31	7,387	$21.51	$22.43
April	30	8,082	$20.48	$18.83
May	30	7,823	$21.14	$19.31
June	30	7,082	$21.96	$19.96
July	30	7776	$22.65	$19.85
August	31	7930	$21.97	$19.06
September	29			
October	31			
November	29			
December	30			

Shared Ride Taxi (SRT) Ridership Report

	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec	Totals	Average
2010 Monthly Ridership	5,820	5,665	6,795	6,251	5,803	5,858	5,928	5,666	6,353	6,870	6,870	6,709	**74,588**	**6,216**
2011 Monthly Ridership	6,479	5,819	7,561	6,724	6,786	6,433	5,850	6,775	6,872	6,997	6,854	6,736	**79,886**	**6,657**
2012 Monthly Ridership	7,780	7,901	7,811	7,240	7,721	6,875	6,769	7,511	7,193	8,807	7,869	7,274	**90,751**	**7,563**
2013 Monthly Ridership	8,343	7,809	8,221	8,148	8,403	7,356	7,619	7,612	7,727	8,778	8,202	8,102	**96,320**	**8,027**
2014 Monthly Ridership	8,238	9,244	10,091	10,203	10,106	9,204	8,983	8,475	9,004	9,863	8,461	8,719	**110,591**	**9,216**
2015 Monthly Ridership	8,900	8,835	9,812	9,523	9,208	9,030	8,611	8,496	9,070	9,613	8,578	8,837	**108,513**	**9,043**
2016 Monthly Ridership	9,448	9,601	9,968	9,830	9,282	9,172	8,642	9,374	9,345	9,915	9,547	9,445	**113,569**	**9,464**
2017 Monthly Ridership	10,218	9,810	10,512	9,399	9,732	9,222	8,773	9,934	9,543	10,338	9,584	9,214	**116,279**	**9,690**
2018 Monthly Ridership	10,143	9,513	10,122	9,565	9,764	8,805	8,376	9,173	8,746	10,245	9,259	8,424	**112,135**	**9,345**
2019 Monthly Ridership	8,816	9,252	9,921	10,021	9,648	8,337	8,056	8,798	8,609	9,667	8,535	8,046	**107,706**	**8,976**
2020 Monthly Ridership	9,024	8,706	6,011	2,549	2,717	4,275	5,135	5,205	5,926	6,155	5,308	5,456	**66,467**	**5,539**
2021 Monthly Ridership	5,568	6,103	6,443	6,396	5,814	6,140	5,770	6,022	5,970	6,083	5,924	6,194	**72,427**	**6,036**
2022 Monthly Ridership	6,091	6,263	5,783	6,429	6,097	6,328	5,924	7,163	7,134	7,248	6,852	6,453	**77,765**	**6,480**
2023 Monthly Ridership	7,326	6,853	7,678	6,926	7,499	6,761	6,251	7,035	6,714	7,412	6,929	6,535	**83,919**	**6,993**
2024 Monthly Ridership	7,447	7,748	7,387	8,082	7,823	7,082	7,776	7,930					**61,275**	**7,659**
Same month 2023 vs 2024	**1.7%**	**13.1%**	**-3.8%**	**16.7%**	**4.3%**	**4.7%**	**24.4%**	**12.7%**	**-100.0%**	**-100.0%**	**-100.0%**	**-100.0%**		
Same month 2024 vs 2019	**-15.5%**	**-16.3%**	**-25.5%**	**-19.3%**	**-18.9%**	**-15.1%**	**-3.5%**	**-9.9%**	**-100.0%**	**-100.0%**	**-100.0%**	**-100.0%**		

MONTH	TOTAL TRIPS	HOURS	INVOICE	LESS FARES
January	7,447	4,930	$162,197.00	$125,276.50
February	7,748	4,725	$155,452.50	$153,686.25
March	7,387	4,830	$158,907.00	$165,707.25
April	8,082	4,930	$162,197.00	$149,155.15
May	7,823	4,930	$162,197.00	$147,555.00
June	7,082	4,625	$152,162.50	$138,282.95
July	7,776	4,930	$172,057.00	$150,790.85
August	7930	4991	$174,185.90	$151,161.20
September				
October				
November				
December				
TOTAL	**61,275**	**38,891**	**$1,299,355.90**	**$1,181,615.15**

Shared Ride Taxi (SRT): Cross-County Trips

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Totals	Average
2021	N/A	N/A	N/A	82	80	136	156	125	102	132	126	93	**1,032**	**115**
2022	149	140	191	201	201	179	159	211	198	208	165	182	**2,184**	**182**
2023	215	202	212	169	181	182	183	231	239	219	195	210	**2438**	**203**
2024	158	156	166	145	164	124	142	131					**1186**	**148**
Same month 2023 vs 2024	-27%	-23%	-22%	-14%	-9%	-32%	-22%	-43%	-100%	-100%	-100%	-100%		

Public Works Committee

AGENDA INFORMATION SHEET

AGENDA DATE: **September 19, 2024**
DEPARTMENT: **Transit**
DIRECTOR: **Jon Edgren**
PREPARER: **Jon Edgren**

Agenda Summary Transit Financials - Sept 2024

ATTACHMENTS:

- Transit Financials - Sept 2024 (PDF)

PUBLIC WORKS COMMITTEE

Ozaukee County Committee Report
Special Revenue Fund Transit Services
For the Eight Months Ending Saturday, August 31, 2024
Profit and Loss Statement ACTUAL TO AMENDED BUDGET

	Current Month Actual	2024 YTD Actual	2024 Amended Budget	Budget Balance	% Budget YTD
Revenues					
Taxes	$20,736	$165,885	$248,828	$82,943	66.67%
Intergovernmental Revenues	$243,495	$599,587	$2,262,417	$1,662,830	26.50%
Public Charges for Services	$35,421	$195,571	$524,500	$328,929	37.29%
Intergovernmental Charges	-	$1,721	-	($1,721)	0.00%
Fines/Forfeitures/Penalties	-	-	$6,300	$6,300	0.00%
Interest Revenue	$561	$5,945	-	($5,945)	0.00%
Other Revenue	$346	$15,396	$883,086	$867,690	1.74%
Total Revenues	**$300,559**	**$984,105**	**$3,925,131**	**$2,941,026**	**25.07%**
Expenditures					
Salaries	$12,764	$73,033	$111,628	$38,595	65.43%
Fringe Benefits	$3,216	$21,549	$17,885	($3,664)	120.49%
Travel/Training	$932	$1,947	$6,500	$4,553	29.95%
Supplies	$22,542	$267,406	$273,009	$5,603	97.95%
Purchased Services	$174,976	$1,444,114	$2,998,515	$1,554,401	48.16%
Interdepartment Charges	$5,717	$129,228	$184,980	$55,752	69.86%
Other Expenses	$1,000	$44,944	$39,364	($5,580)	114.18%
Total Operating Expenditures	**$221,147**	**$1,982,221**	**$3,631,881**	**$1,649,660**	**54.58%**
Capital Outlay					
Equipment & Furniture	($21,150)	$274,299	$293,250	$18,951	93.54%
Total Capital Outlay	**($21,150)**	**$274,299**	**$293,250**	**$18,951**	**93.54%**
Total Expenditures	**$199,997**	**$2,256,520**	**$3,925,131**	**$1,668,611**	**57.49%**
Net Increase (Decrease)	**$100,562**	**($1,272,415)**	**-**	**$1,272,415**	**0.00%**
Equity:					
Governmental Fund Balance	-	($2,311,924)	-	$2,311,924	0.00%

Attachment: Transit Financials - Sept 2024 (Transit Financials - Sept 2024)

Public Works Committee

AGENDA INFORMATION SHEET

AGENDA DATE: **September 19, 2024**
DEPARTMENT: **Transit**
DIRECTOR: **Jon Edgren**
PREPARER: **Jon Edgren**

Agenda Summary Transit - Monthly Update - Sept 2024

ATTACHMENTS:

- Transit - PWC Monthly Update - 9-19-24 - REV JEE (PDF)

PUBLIC WORKS COMMITTEE

Ozaukee County Transit Services
410 South Spring Street
P.O. Box 994
Port Washington, Wisconsin 53074-0994
Jon Edgren – Director of Public Works
Kara Ottum – Transit Superintendent
www.ozaukeetransit.com

Phone 262.284.8108

TO: Public Works Committee
FROM: Kara Ottum, Transit Superintendent
SUBJECT: Transit Monthly Update
DATE: 19 September 2024

1) Transportation Development Plan (TDP)

- Ozaukee County has formally requested a focused TDP to be completed by SEWRPC
  - Increased efficiencies
  - Reverse commute
  - Fares & fare structure
- The focused TDP is expected to be conducted in 2027

2) Vehicles

- SRT Fleet
  - Replacement Schedule
    - 4 vehicles each year
  - Slated for replacement next:
    - (1) 2016 Toyota Prius with a Chrysler Pacifica
    - (2) 2017 Toyota Prius' with Chrysler Pacificas
    - (1) 2017 Ford Metrolite with ADA-accessible Mini-Bus

3) Site & Facility Projects

- Majority of proposed Facility Improvements were abandoned as the Federal Transit Administration staff deemed that they didn't involve a large enough impact of Transit operations.
- Moving forward with projects that can be completed by HWY Dept. staff
- Replaced lockers, picnic tables & locking collars in vehicles

4) Marketing Updates

- Website is close to relaunching
- Brochure update is in process

RESOLUTION NO. (ID # 10281)

TOWN ROAD BRIDGE AID FOR TOWN OF CEDARBURG'S CEDAR CREEK ROAD CULVERT

WHEREAS, Wisconsin State Statutes allow for Townships to seek fifty-percent (50%) funding for bridges or culverts with a 36-inch or greater span through their respective County as prescribed in Wisconsin State Statutes Section 82.08 - Town bridges or culverts; construction and repair; county aid; and

WHEREAS, the Town Board of the Town of Cedarburg, by resolution, passed and adopted on September 4th, 2024, a petition for aid to replace a 48-inch culvert under Cedar Creek Road, 900-ft west of Covered Bridge Road; and

WHEREAS, the aforementioned culvert is in poor condition and needs to be replaced; and

WHEREAS, the proposed culvert will meet the standards and specifications for design and construction set by Wisconsin Department of Transportation (WisDOT); and

WHEREAS, the Town requests that the County equally share in 50% of the cost of the culvert replacement, which is estimated to cost $40,000 or $20,000 each; and

WHEREAS, the county's share of this culvert replacement will be levied against the Town Parcels in Ozaukee County; and

NOW, THEREFORE, BE IT RESOLVED by the Ozaukee County Board of Supervisors that the Petition is hereby granted.

BE IT FURTHER RESOLVED that upon the filing of written notice with the County Public Works Committee by the Town of Cedarburg Town Board that the work has been completed and accepted by the Town Board, the County's share of the project costs shall be disbursed to the Town upon approval by the Public Works Committee and acquisition of the levied funds by the County Clerk.

Dated at Port Washington, Wisconsin, this 2nd day of October, 2024.

SUMMARY: Town of Cedarburg's Bridge Aid Request to Replace Culvert on Cedar Creek Road.

VOTE REQUIRED: Majority

PUBLIC WORKS COMMITTEE

Public Works Committee

AGENDA INFORMATION SHEET

AGENDA DATE: September 19, 2024
DEPARTMENT: Highway
DIRECTOR: Jon Edgren
PREPARER: Jon Edgren

Agenda Summary Town Road Bridge Aid for Town of Cedarburg's Cedar Creek Road Culvert

BACKGROUND INFORMATION:

Wisconsin State Statute 82.08 - Town Bridges or Culverts; Construction and Repair; County Aid (attached) provides Townships with a method to assist in the reconstruction of larger culverts or bridges by obtaining reimbursement of 50% of construction related costs from their County. The County's portion will be levied against Town parcels within the County.

Section (2)(b) does allow for County's to refuse these petitions, but only if the County Board hasn't granted County Bridge Aid previously. However, Ozaukee County has approved County Bridge Aid at various times, so I believe that there is no ability to decline the request.

In this particular case, the Town of Cedarburg is planning to replace a 48-inch diameter culvert under Cedar Creek Road, 900-ft west of Covered Bridge Road. It is eligible as it's larger than 36-inches, which is the minimum size to be eligible for Town Road Bridge Aid.

The Town of Cedarburg has already purchased the culvert, and worked with Ozaukee County to develop a rough total cost estimate, which was established at $40,000. Therefore, the Town and County would each be responsible for $20,000. Attached is the Town of Cedarburg's petition.

ANALYSIS:

The Town of Cedarburg is planning for replacement of the culvert under Cedar Creek Road this Fall. As part of Wisconsin State Statute 82.08 (5) Supervision over Design, Construction, and Cost, the County Highway Committee, along with the Town Board if interested, is given full charge of construction. Therefore, if the proposed work is able to be completed by County staff, then we plan to perform the construction.

Attached is the proposed resolution directing the set-aside of funds for the Town of Cedarburg's request. Per Section (2)(a), the funds should be set aside in a separate account administered by the Highway Department for future payments.

FISCAL IMPACT:

Balance Current Year: --

Next Year's Estimated Cost: $20,000

FUNDING SOURCE:

County Levy: $20,000 (Apportionment to Ozaukee County Town Parcels)

Non-County Levy: --

Indicate source: --

RECOMMENDED MOTION:

Approve the Town of Cedarburg's Town Road Bridge Aid request for Cedar Creek Road Culvert, and forward to the Ozaukee County Board for approval.

ATTACHMENTS:

- WI State Statutes - 82.08 - Town Bridges & County Aid - REV (PDF)
- Res. 2024-7 Cedar Creek Road Culvert Aid Request Resolution (PDF)

82.08 Town bridges or culverts; construction and repair; county aid.

(1) Petitions. A town that has voted to construct or repair any bridge or culvert that is on, or that after the construction will be connected to, an existing highway maintained by the town may file a petition for county ai with the county highway commissioner. The petition shall describe the location and size of the bridge or culver and shall contain a statement that the town has provided the funds required by sub. (3).

(2) Funding requirements.

(a) Except as provided in par. (b), upon receipt of a petition for a bridge or culvert with a 36-inch or greater span, or a structure of equivalent capacity to carry water, the county board shall appropriate the sum required by sub. (3) and shall levy a tax therefor. The tax, when collected, shall be held in a separate account administere by the county highway committee.

(b) If on January 1, 2003, a county has a policy of providing funding only for bridges and culverts larger than the requirement of par. (a), the county may refuse to fund bridges and culverts that do not meet the minimum requirements of that policy. The minimum size bridge or culvert that a county is required to fund under this section may be raised, but not lowered, by the affirmative vote of a majority of the towns in the county. The county board of any county that has never granted aid under this section may, in its discretion, refuse all petitions under sub. (1).

(3) Shared cost. The town and county shall each pay one-half of the cost of construction or repair. In determinir the cost of construction or repair of any bridge or culvert, the cost of constructing or repairing any approach nc exceeding 100 feet in length shall be included.

(4) Emergency petition. Whenever the construction or repair of any bridge or culvert must be made without delay, the town board may file its petition with the county clerk and the county highway committee, explaining the necessity for immediate construction or repairs. It shall then be the duty of the town board and the county highway committee to construct or repair the bridge or culvert as soon as practicable. The construction or repa of a bridge or culvert undertaken pursuant to this subsection shall entitle the town to the same county aid that the town would have been entitled to had it filed its petition with the county board as provided in sub. (1).

(5) Supervision over design, construction, and cost.

(a) Except as provided under par. (b), the county highway committee and the town board shall have full charge of design, sizing, letting, inspecting, and accepting the construction or repair, but the town board may leave the matter entirely in the hands of the county highway committee. The county highway committee and the towr board must agree on the cost of the project and must consult each other during construction.

(b) For a project receiving funds under s. 84.18, supervision and control of construction of the project shall be as provided under s. 84.18 (6).

(6) Construction requirements. No county order may be drawn under sub. (2) for the construction of a bridg or culvert unless the design and construction comply with requirements under s. 84.01 (23).

(7) No tax. Except as provided in ss. 61.48 and 84.14 (3), nothing contained in this section shall authorize the lev of a tax upon the property in any city or village that is required to maintain its own bridges.

(8) Administration charge. The county may charge the towns that apply for aid under this section an administration charge. The administration charge shall be fixed as a percentage of the total costs of administering aid under this section and the percentage shall be no more than the percentage that the county charges the state for records and reports.

History: 1977 c. 190; 1981 c. 296; 1983 a. 192 s. 303 (2); 1983 a. 532; 2003 a. 214 ss. 140 to 145, 147, 159; Stats. 2003 82.08; 2013 a. 152; 2023 a. 162.

NOTE: 2003 Wis. Act 214, which affected this section, contains extensive explanatory notes.

The county is obligated to pay its half of the cost of construction or repair of a bridge even if the final cost exceeds the amount the town requested in the petition. An estimate is sufficient in a petition for aid. Costs need not be determine exactly. Town of Grand Chute v. Outagamie County, 2004 WI App 35, 269 Wis. 2d 657, 676 N.W.2d 540, 03-1897.

The bridge at issue in this case was not a "bridge on a highway maintainable by the town" under s. 81.38 [now this section] because the bridge aid petition did not request funding to help connect the bridge to a highway maintainable by the town, there was no existing highway extending to the planned bridge site at the time of the petition, and the bridge was not connected to a highway maintainable by the town upon completion. Section 81.38 requires funding fo only those bridges built on highways in existence at the time of a bridge's construction. Town of Madison v. County of Dane, 2008 WI 83, 311 Wis. 2d 402, 752 N.W.2d 260, 06-2554.

Although a 2003 act changed the phrase “highway maintainable" to “highway maintained," this amendment change the substantive meaning of the statute. Town of Madison v. County of Dane, 2008 WI 83, 311 Wis. 2d 402, 752 N.W.2d 260, 06-2554.

NOTE: The above annotations cite to s. 81.38, the predecessor statute to this section.

Menu

The Town of Cedarburg, Wisconsin

IN THE NAME AND BY THE AUTHORITY OF THE TOWN OF CEDARBURG, WISCONSIN

RESOLUTION #2024-7

"Resolution Petitioning Ozaukee County Bridge Construction and Repair Funding for the Cedar Creek Road Culvert"

WHEREAS, the Town of Cedarburg is an unincorporated Town within Ozaukee County, Wisconsin; and

WHEREAS, the Town Public Works Department maintains specified culverts in the Town of Cedarburg, with the culvert on Cedar Creek Road 900' West of Covered Bridge Road; and

WHEREAS, the Town Board of Supervisors is respectfully petitioning Ozaukee County for 50% of any costs not paid with funding through the Town of Cedarburg Capital Budget for such culvert replacement as allowed by Chapter 82 of WI State statutes as follows:

- Ozaukee County is designated the responsibility of determining priorities of projects for the use of County funding eligible for projects, such as this culvert replacement.
- This 48" diameter culvert being on Cedar Creek Road 900' West of Covered Bridge Road has been identified as being deficient.
- The Town of Cedarburg budgeted funds within the Capital Budget to cover the Town portion.
- The estimated cost is $40,000, with the Town respectfully requesting from Ozaukee County funding of +/-$20,000.
- The project is set to be constructed in 2024.

NOW THEREFORE, BE IT RESOLVED that the Town Board of Supervisors in Cedarburg, Wisconsin, does hereby petition Ozaukee County for reimbursement of 50% of any costs not paid with the Town Capital Budget for such culvert construction repair/replacement as allowed by Chapter 82 of WI State Statute.

Passed and adopted this 4th day of September 2024.

____
David M. Salvaggio, Town Chairman

Attest:

____
Jack Johnston, Assistant Administrator/Clerk

RESOLUTION NO. (ID # 10282)

TOWN ROAD BRIDGE AID FOR TOWN OF CEDARBURG'S CEDAR CREEK BRIDGE

WHEREAS, Wisconsin State Statutes allow for Townships to seek fifty-percent (50%) funding for bridges or culverts with a 36-inch or greater span through their respective County as prescribed in Wisconsin State Statutes Section 82.08 - Town bridges or culverts; construction and repair; county aid; and

WHEREAS, the Town Board of the Town of Cedarburg, by resolution, passed and adopted on September 4th, 2024, a petition for aid to replace the Cedar Creek Road Bridge (P45-0038), 2,000-ft east of County Trunk Highway (CTH) I; and

WHEREAS, the aforementioned bridge is in poor condition and needs to be replaced; and

WHEREAS, the proposed bridge will meet the standards and specifications for design and construction set by Wisconsin Department of Transportation (WisDOT); and

WHEREAS, the bridge replacement is estimated to have a total construction cost of $1,686,359, but the Town received a Wisconsin Department of Transportation (WisDOT) grant to cover 80% of the costs leaving the Town to cover $338,072; and

WHEREAS, the Town has requested for Ozaukee County to split the construction cost of the project, which would have the County and Town responsible for approximately $138,586 each; and

WHEREAS, the county's share of this bridge replacement will be levied against the Town Parcels in Ozaukee County during the 2026 Budget.

NOW, THEREFORE, BE IT RESOLVED by the Ozaukee County Board of Supervisors that the Petition is hereby granted.

BE IT FURTHER RESOLVED that upon the filing of written notice with the County Public Works Committee by the Town of Cedarburg Town Board that the work has been completed and accepted by the Town Board, the County's share of the project costs shall be disbursed to the Town upon approval by the Public Works Committee and acquisition of the levied funds by the County Clerk.

Dated at Port Washington, Wisconsin, this 2nd day of October, 2024.

SUMMARY: Town of Cedarburg's Bridge Aid Request for Cedar Creek Bridge.

VOTE REQUIRED: Majority

PUBLIC WORKS COMMITTEE

Public Works Committee

AGENDA INFORMATION SHEET

AGENDA DATE: **September 19, 2024**
DEPARTMENT: **Highway**
DIRECTOR: **Jon Edgren**
PREPARER: **Jon Edgren**

Agenda Summary Town Road Bridge Aid for Town of Cedarburg's Cedar Creek Bridge

BACKGROUND INFORMATION:

The Town of Cedarburg has a second Town Road Bridge Aid request similar to the previous item for the Cedar Creek Culvert.

In this particular case, the Town of Cedarburg is planning to replace the Cedar Creek Road Bridge (P45-0038), which is 2,000-ft east of County Trunk Highway (CTH) I.

The total estimated construction cost is $1,686,359, but the Town has received a WisDOT grant to cover 80% of the construction costs, which would leave the Town of Cedarburg with an estimated cost of $338,072. The Town of Cedarburg has requested Ozaukee County to split the construction cost portion of the estimate, which would have Ozaukee County cover $138,586.

Attached is the Town of Cedarburg’s petition.

ANALYSIS:

Attached is the proposed resolution directing the set-aside of funds for the Town of Cedarburg’s request. Per Section (2)(a), the funds should be set aside in a separate account administered by the Highway Department for future payments.

However, the Town of Cedarburg is planning for replacement of the Cedar Creek Road Bridge in 2026, so the funds won’t need to be set aside until the 2026 Budget.

FISCAL IMPACT:

Balance Current Year: --

Next Year’s Estimated Cost: $138,586 (2026)

FUNDING SOURCE:

County Levy: $138,586 (Apportionment to Ozaukee County Town Parcels)

Non-County Levy: --

Indicate source: --

RECOMMENDED MOTION:

Approve the Town of Cedarburg's Town Road Bridge Aid request for Cedar Creek Road Bridge, and forward to the Ozaukee County Board for approval.

ATTACHMENTS:

- Res. 2024-6 Cedar Creek Bridge Aid Request Resolution (PDF)

The Town of Cedarburg, Wisconsin

IN THE NAME AND BY THE AUTHORITY OF THE TOWN OF CEDARBURG, WISCONSIN

RESOLUTION #2024-6

"Resolution Petitioning Ozaukee County Bridge Construction and Repair Funding for the Cedar Creek Road Bridge P45-0038"

WHEREAS, the Town of Cedarburg is an unincorporated Town within Ozaukee County, Wisconsin; and,

WHEREAS, the Town Public Works Department maintains specified bridges in the Town of Cedarburg, with the bridge on Cedar Creek Road (P45-0038) over Cedar Creek being one of those bridges; and,

WHEREAS, the Town Board of Supervisors is respectfully petitioning Ozaukee County for 50% of any costs not paid with funding through the State/Municipal Agreement for such bridge construction and repair as allowed by Chapter 82 of WI State statutes as follows:

- Ozaukee County is designated the responsibility of determining priorities of projects for the use of County funding eligible for projects, such as this bridge construction/repair.
- This bridge is located approximately 2,000 feet east of County Highway I on Cedar Creek Road, and the bridge has been identified as being deficient.
- The Town of Cedarburg was awarded a State/Municipal Agreement for a State-Let Local Bridge Project for the bridge on Cedar Creek Road (P45-0038) over Cedar Creek funding up to 80% of the project costs up to a limit of $1,348,287, with total project length of 145 feet and the existing bridge length of 85', which was approved by the Town Board.
- Estimated total cost is $1,686,359. The Town's share is estimated at +/-$338,072 (design engineering + construction costs), with the Town respectfully requesting from Ozaukee County funding of +/-$138,586 (50% of the construction only costs allowed by Ch 82 of WI State statutes).
- The town and county shall each pay one-half of the cost of construction or repair. In determining the cost of construction or repair of any bridge or culvert, the cost of constructing or repairing any approach not exceeding 100 feet in length shall be included.
- The project is set to be constructed in 2026.

NOW THEREFORE, BE IT RESOLVED that the Town Board of Supervisors in Cedarburg, Wisconsin, does hereby petition Ozaukee County for reimbursement of 50% of any costs not paid with State funding for such bridge construction/repair as allowed by Chapter 82 of WI State Statute.

Passed and adopted this 4th day of September 2024.

David M. Salvaggio, Town Chairman

Attest:

Jack Johnston, Assistant Administrator/Clerk

Attachment: Res. 2024-6 Cedar Creek Bridge Aid Request Resolution (T-Cedarburg Bridge Aid)

RESOLUTION NO. (ID # 10283)

UNION PACIFIC RAILROAD'S CTH Q CROSSING REPAIR REQUEST

WHEREAS, County Trunk Highway (CTH) Q (Ulao Road), a County Highway and public street within the Town of Grafton, crosses the tracks of the Union Pacific Railroad at-grade crossing (Crossing #180124M); and

WHEREAS, section 86.12 of the Wisconsin statutes requires railroads to maintain public at-grade crossings in good condition and repair for public travel; and

WHEREAS, the CTH Q crossing is not in good condition with low spots, loose panels and failing asphalt; and

WHEREAS, the CTH Q crossing has generated complaints for over two years from residents, businesses and public officials;

WHEREAS, Ozaukee County hereby requires that the Union Pacific Railroad to pave, plank, repair, change or otherwise improve the crossing, as the needs require.

NOW, THEREFORE, BE IT RESOLVED, that the County Board hereby directs the Ozaukee County Public Works Director to serve a copy of this resolution upon the Union Pacific Railroad requesting repair of the rail-highway crossing at CTH Q in the Town of Grafton, Ozaukee County.

BE IT FURTHER RESOLVED, that in the event that the Union Pacific Railroad fails to repair the CTH Q crossing within 30-days after service of the resolution, the County Board hereby directs the Public Works Director to take all necessary steps to petition the Office of the Commissioner of Railroads for an investigation and order for the repair of the rail-highway crossing of CTH Q with the tracks of the Union Pacific Railroad in the Town of Grafton, Ozaukee County.

Dated at Port Washington, Wisconsin, this 2nd day of October, 2024.

SUMMARY: Request to Union Pacific to repair CTH Q railroad crossing.

VOTE REQUIRED: Majority

PUBLIC WORKS COMMITTEE

Public Works Committee

AGENDA INFORMATION SHEET

AGENDA DATE: **September 19, 2024**
DEPARTMENT: **Highway**
DIRECTOR: **Jon Edgren**
PREPARER: **Jon Edgren**

Agenda Summary Union Pacific Railroad's CTH Q Crossing Repair Request

BACKGROUND INFORMATION:

The Union Pacific Railroad has a crossing on CTH Q (Ulao Road), just east of I-43, that has been generating complaints for a couple years. We've reached out to the Union Pacific Railroad a few times, and directed residents to contact their Problem and/or Emergency Reporting Line as well.

Some work has been performed, but there continue to be loose panels and low spots causing vehicles to swerve around portions of the crossing. Also, there continues to be complaints arising from the rough nature of the crossing.

In order to start a formal process to require a rough crossing repair through the State of Wisconsin Office of the Commissioner of Railroads (OCR), Ozaukee County needs to pass a resolution, and then serve the resolution to Union Pacific before filing a formal OCR complaint. (See attached.)

ANALYSIS:

Attached is the proposed resolution requesting Union Pacific's attention to repair and/or replace the existing CTH Q Railroad Crossing.

Given the complaints, and the timeframe required to file a formal repair request through the OCR, we recommend moving forward with the resolution at this time. If Union Pacific performs repairs in the near future, no formal complaint would be required to be filed.

FISCAL IMPACT:

Balance Current Year: --

Next Year's Estimated Cost: --

FUNDING SOURCE:

County Levy: --

Non-County Levy: --

Indicate source: --

RECOMMENDED MOTION:

Approve the Union Pacific Railroad's CTH Q Crossing Repair Request resolution, and forward to the Ozaukee County Board for approval

ATTACHMENTS:

- OCR - Rough Crossing Process (PDF)

tate of Wisconsin
›ffice of the Commissioner of Railroads

Rough Crossing Process

Before proceeding with the rough crossing process, the Office of the Commissioner of Railroads (OCR) requires that the municipality report conditions to the railroad. The OCR can provide the municipality contact information to report the issues to the railroad. Reporting the crossing to the railroad can avert the need to go through the formal complaint and hearing process.

Rough crossing repairs. Section 86.12 of state law requires the railroad to maintain all at-grade crossings in good condition for travel. If the railroad fails to do so, the highway authority can enforce this law through the OCR. The statute requires a two-step process.

First, the governing body of the municipality must pass a resolution demanding the repairs and serve it upon the railroad. "Serving" is the formal delivery of legal documents to the railroad's registered legal agent. The mailing addresses for railroad registered agents are found here: OCR Railroad Registered Agents (wi.gov) (/pages/railroadRegisteredAgents.aspx) Correspondence to the railroad must include the municipality contact name, phone, and email. You are required to mail your resolution to the railroad registered agent via certified mail, so you have evidence that your resolution was delivered to the railroad. This certified mail receipt is required to show proof of service on the railroad should a formal complaint be filed later. The railroad then has 30 days under the statute to repair the crossing. If they fail to do so, the highway authority may file a formal complaint with the OCR. Individuals may not file formal rough crossing complaints directly with the OCR; instead, they should contact the local highway authority regarding the condition of the crossing.

The filing of the formal complaint must also be authorized by the local governing body. The governing body may either pass two separate resolutions or include authorization to the municipal staff to file the complaint in the original resolution if the railroad fails to repair the crossing. A sample resolution for the combined complaint can be found in the FAQ section of the OCR's website under OCR Legal Process: https://ocr2016-auth-prod.wi.gov/Pages/ResolutionRoughCrossing.aspx (/Pages/ResolutionRoughCrossing.aspx)

Formal complaints are to be submitted electronically through the 'Electronic Records Filing' system on the OCR website, https://ocr.wi.gov (/) a minimum of 30 days after serving the railroad registered agent. Once the OCR receives the formal complaint and supporting documentation (petition, copy of resolution(s), and proof of service of railroad registered agent via certified mail receipt), we schedule a hearing to take testimony on the complaint. The hearing will be held in Madison and available by phone in the local municipality. At the hearing, the municipality has to demonstrate that the railroad has not kept the crossing "in good condition and repair for highway travel". This showing is often made using photos of the crossing (sometimes with a ruler/tape measure if there is a difference in elevation between the rail and the roadway surface) and testimony. Testimony could include the number of complaints the city has received about the crossing or that the crossing feels rough when driving over it. The testimony is usually given by the municipal engineer or Director of Public Works, but can also be given by local elected officials and individual residents.

After the hearing, the OCR decides whether the crossing requires repairs and if so, orders the railroad to repair the crossing by a date certain.

Attachment: OCR - Rough Crossing Process (CTH Q RR Repair)

Contact Information

4822 Madison Yards Way
Suite S633
Madison, WI 53705

Resources

Wisconsin Railroads (/pages/WIRailroads.aspx)

Federal Rail Administration (https://railroads.dot.gov/)

Operation Lifesaver (https://www.facebook.com/WisconsinOperationLifesaver/)

(https://www.wisconsin.gov/)

Public Works Committee

AGENDA INFORMATION SHEET

AGENDA DATE: **September 19, 2024**
DEPARTMENT: **Highway**
DIRECTOR: **Jon Edgren**
PREPARER: **Jon Edgren**

Agenda Summary CTH W & CTH C Engineering Consultant Rankings

BACKGROUND INFORMATION:

In June, the Ozaukee County Public Works Committee (PWC) authorized approval of the State Municipal Agreement (SMA) for the redesign of the Traffic Signals at the County Trunk Highway (CTH) W (N. Port Washington Rd) & CTH C (Pioneer Rd) intersection through the Wisconsin Department of Transportation's (WisDOT) Highway Safety Improvement Program (HSIP). WisDOT will fund 90% of the eligible design and construction costs, and the County will pay 10% of the eligible costs and any non-participating costs.

Selection of a Design Engineer for the project is performed by Ozaukee County, but we are required to follow WisDOT's Quality Based Selection (QBS) process. The QBS process involves interested Engineering Consultants submitting Statement of Qualifications (SOQ) for the CTH W & CTH C Intersection project.

I distributed the Request for Qualifications (RFQ) to nine (9) Engineering Consultants, and six (6) firms submitted their Statement of Qualifications (SOQ). The review committee, consisting of myself, Tim Weyker (City of Mequon's Deputy Director of Public Works) and Warren Guettel (Ozaukee County Highway Dept's Construction Superintendent) independently reviewed and ranked each SOQ.

ANALYSIS:

On Tuesday, September 10th, the review committee met to discuss our thoughts and rankings of all submitted SOQ's. Following discussion regarding each firm's Project Understanding/Approach, Firm Background/Personnel Experience and Reliability, the mutually agreed upon rankings were generated as follows:

1) Ayres Associates
2) RA Smith
3) GRAEF
4) Strand Associates
5) JT Engineering
6) Westwood

If approved by the Public Works Committee, these rankings will be forwarded to WisDOT, and the next step would be negotiation of the scope and fees for the design contract.

FISCAL IMPACT:

Balance Current Year: --

Next Year's Estimated Cost: --

FUNDING SOURCE:

County Levy: --

Non-County Levy: --

Indicate source: --

RECOMMENDED MOTION:

Approve the CTH W & CTH C Engineering Consultant Rankings as submitted by the review committee.

PUBLIC WORKS COMMITTEE

Public Works Committee

AGENDA INFORMATION SHEET

AGENDA DATE:	**September 19, 2024**
DEPARTMENT:	**Highway**
DIRECTOR:	**Jon Edgren**
PREPARER:	**Jon Edgren**

Agenda Summary Commercial Driver's License Reimbursement Agreement

BACKGROUND INFORMATION:

In May, Ozaukee County posted an open position for a Highway Department Equipment Operator in our Port Washington Shop. In the following 3-months, we received over 20 applications, and performed three (3) interviews. However, we didn't feel that any applicant was a good fit, so we closed the open posting until reopening the recruitment recently.

As a requirement for the Equipment Operator position, Ozaukee County requires a Type A Commercial Driver's License (CDL-A), which allows the driver to operate any combination of vehicles with a Gross Vehicle Weight Rating (GVWR), actual weight, or registered weight over 26,000 pounds provided the GVWR, actual weight, or registered weight of the towed vehicle(s) is more than 10,000 pounds.

We require this of all Equipment Operators due to the frequency of our staff needing to haul other pieces of equipment, and removing the need for our Patrol Superintendent to monitor who can haul equipment and wanting to ensure that we don't accidentally put an Operator in an unlawful position if they only have a CDL-B, which only allows hauling of trailers below 10,000 pounds.

We've found that some of the applicants with construction experience only have the CDL-B, and, due to changes in Federal Requirements in 2022, they would need to attend a training class whether they're going for a CDL for the first time or upgrading a CDL from B to A.

Therefore, we're proposing a CDL Agreement (attached) that we'd ask Human Resources to engage with selected applicants in order to spend up to $5,000 in training costs for the employee during their initial months on the job, and give Ozaukee County the ability to require payback of the training costs if the employee resigns within the first three (3) years of employment. Upon successful completion of the three (3) years, the employee would no longer owe any payback to Ozaukee County.

ANALYSIS:

The Highway Department has typically been able to find CDL-A applicants, but, in the past, when we did hire CDL-B applicants, we were able to work with them during the course of the work day to acquire the appropriate training in advance of their testing. However, given the revised Federal requirements, formal class room training is now required. Therefore, we generated this agreement as an option if we feel our best candidate requires a new or upgraded CDL.

FISCAL IMPACT:

Balance Current Year: --

Next Year's Estimated Cost: --

FUNDING SOURCE:

County Levy: --

Non-County Levy: --

Indicate source: --

RECOMMENDED MOTION:

Approve the use of the Commercial Driver's License Reimbursement Agreement as needed for future hires.

ATTACHMENTS:

- Oz Cty Hwy - CDL Reimbursement Agreement - 8-30-24 (PDF)

PUBLIC WORKS COMMITTEE

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

REIMBURSEMENT AGREEMENT FOR
CLASS A COMMERICAL DRIVERS LICENSE (CDL) TRAINING

This Reimbursement Agreement (the "Agreement") is entered into voluntarily by and between Ozaukee County ("Employer") and the below listed individual ("Employee").

As I, the Employee, have applied for and been selected as an Equipment Operator for the Ozaukee County Highway Department, but need to obtain my Commercial Driver's License (CDL) Class A, B, C & N Endorsement, I, ______________________, understand and agree to the following:

A. Employer will provide and directly cover the cost of the CDL training performed by an outside trainer, including required materials and online modules (collectively referred to as the "CDL course"). Employer will provide the CDL course in accordance with all Federal and State rules and regulations necessary for licensure. Employer will provide the CDL course in the estimated amount of $4,000.00.

B. As a condition of receiving the CDL course, Employee agrees to comply with the following terms and conditions:

   a. Employee agrees to attend Entry Level Driver Training (ELDT).
   b. Employee will take and successfully pass the Theory Training Assessment with a minimum 80% passing grade and participate in Behind-the-wheel Training to demonstrate proficiency sufficient to pass the State administered CDL skills test.
   c. Employee will successfully pass the State administered CDL skills test and obtain a Class A-B-C CDL, manual transmission, with Endorsement N (Tank Vehicles) with no restrictions.

C. Employer will compensate Employee's regular wages for the class and test time. Any study time spent outside of class by the Employee will not be compensable. No meal or mileage reimbursement will be granted.

D. Employee agrees to remain actively employed with Employer's Highway Department, for a period of thirty-six (36) months, following the date of receipt of the CDL.

E. Should Employee fail to obtain the CDL in accordance with item B above, voluntarily terminate their employment with Employer's Highway Department prior to the thirty-six (36) month date, have their CDL license revoked prior to the thirty-six (36) month date, or have their employment be terminated for cause prior to the thirty-six (36) month date (individually or collectively referred to as a "Reimbursement Event"), Employee agrees to reimburse the Employer the cost of the CDL course. Employer and Employee agree the reimbursement amount will be either the actual cost of the CDL course or the estimated cost indicated in item A, whichever is less. Employer agrees to provide an itemized accounting of the cost of the CDL course.

F. If a Reimbursement Event occurs, the Employee agrees to reimburse the Employer either in one lump sum or eighteen (18) monthly payments starting the month following the Reimbursement Event. If the Employee chooses to reimburse the Employer with eighteen (18) equal payments, said payments shall be in the amount of $250.00 and shall be paid to the order of the "Ozaukee County Highway Department" at the Ozaukee County Treasurer's Office.

G. This Agreement shall be canceled in its entirety, with no reimbursement due, upon completion of thirty-six (36) months of continued employment or in the event of Employee's death, a permanent layoff of the Employee, a termination without cause of the Employee, or a permanent disability of the Employee prior to the thirty-six (36) month date.

____

Employee Signature Date

____

Jon E. Edgren, P.E., Highway Commissioner Date

____

Christopher McDonell, Human Resources Director Date

Public Works Committee

AGENDA INFORMATION SHEET

AGENDA DATE: **September 19, 2024**
DEPARTMENT: **Highway**
DIRECTOR: **Jon Edgren**
PREPARER: **Jon Edgren**

Agenda Summary Hwy Financials - Sept 2024

ATTACHMENTS:

- Highway Financials - Sept 2024 (PDF)

PUBLIC WORKS COMMITTEE

Ozaukee County Committee Report

Special Revenue Fund County Roads and Bridges

For the Seven Months Ending Wednesday, July 31, 2024

Profit and Loss Statement ACTUAL TO AMENDED BUDGET

	Current Month Actual	2024 YTD Actual	2024 Amended Budget	Budget Balance	% Budget YTD
Revenues					
Taxes	$276,291	$1,934,036	$3,315,491	$1,381,455	58.33%
Intergovernmental Revenues	$875,566	$1,451,989	$1,751,975	$299,986	82.88%
Total Revenues	**$1,151,857**	**$3,386,025**	**$5,067,466**	**$1,681,441**	**66.82%**
Expenditures					
Interdepartment Charges	$1,039,684	$3,115,280	$5,612,552	$2,497,272	55.51%
Total Operating Expenditures	**$1,039,684**	**$3,115,280**	**$5,612,552**	**$2,497,272**	**55.51%**
Capital Outlay					
Total Expenditures	**$1,039,684**	**$3,115,280**	**$5,612,552**	**$2,497,272**	**55.51%**
Other Finance (Sources)	-	-	($545,086)	($545,086)	0.00%
Net Other Financing Sources/Uses	**-**	**-**	**($545,086)**	**($545,086)**	**0.00%**
Net Increase (Decrease)	**$112,173**	**$270,745**	**-**	**($270,745)**	**0.00%**
Equity:					
Governmental Fund Balance	-	($757,070)	-	$757,070	0.00%

Ozaukee County Committee Report

Internal Service Fund Highway Department

For the Seven Months Ending Wednesday, July 31, 2024

Profit and Loss Statement ACTUAL TO AMENDED BUDGET

	Current Month Actual	2024 YTD Actual	2024 Amended Budget	Budget Balance	% Budget YTD
Revenues					
Taxes	$11,083	$77,583	$133,000	$55,417	58.33%
Intergovernmental Revenues	-	-	$87,610	$87,610	0.00%
Intergovernmental Charges	$522,534	$4,095,425	$7,006,355	$2,910,930	58.45%
Interdepartmental Charges	$849,253	$1,408,466	$2,932,021	$1,523,555	48.04%
Licenses & Permits	$11,619	$81,886	$394,022	$312,136	20.78%
Other Revenue	$9,287	$76,098	$107,376	$31,278	70.87%
Total Revenues	**$1,403,776**	**$5,739,458**	**$10,660,384**	**$4,920,926**	**53.84%**
Expenditures					
Salaries	$308,018	$2,008,238	$3,422,402	$1,414,164	58.68%
Fringe Benefits	$117,571	$876,746	$1,335,903	$459,157	65.63%
Travel/Training	$1,560	$4,440	$16,300	$11,860	27.24%
Supplies	$1,269,026	$2,976,160	$6,354,634	$3,378,474	46.83%
Purchased Services	$31,179	$192,819	$272,531	$79,712	70.75%
Interdepartment Charges	($598,163)	($936,401)	($2,242,541)	($1,306,140)	41.76%
Depreciation	$84,795	$593,565	$1,133,724	$540,159	52.36%
Grants	$15,084	$95,725	$133,000	$37,275	71.97%
Other Expenses	$152,635	$254,826	$194,531	($60,295)	131.00%
Total Operating Expenditures	**$1,381,705**	**$6,066,118**	**$10,620,484**	**$4,554,366**	**57.12%**
Capital Outlay					
Equipment & Furniture	$51,306	$233,980	$39,900	($194,080)	586.42%
Total Capital Outlay	**$51,306**	**$233,980**	**$39,900**	**($194,080)**	**586.42%**
Total Expenditures	**$1,433,011**	**$6,300,098**	**$10,660,384**	**$4,360,286**	**59.10%**
Net Increase (Decrease)	**($29,235)**	**($560,640)**	**-**	**$560,640**	**0.00%**
Equity:					
Retained Earnings	-	($563,551)	-	$563,551	0.00%

Attachment: Highway Financials - Sept 2024 (Hwy Financials - Sept 2024)

Public Works Committee

AGENDA INFORMATION SHEET

AGENDA DATE: **September 19, 2024**
DEPARTMENT: **Highway**
DIRECTOR: **Jon Edgren**
PREPARER: **Jon Edgren**

Agenda Summary Hwy - Monthly Update - Sept 2024

ATTACHMENTS:

- PW Comm_JEE^PW Monthly Update - 9-19-24 (PDF)

PUBLIC WORKS COMMITTEE

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: Highway Monthly Update
DATE: September 12, 2024

The following are status updates on various Highway Department items:

1) Financial Questions

At the August Public Works Committee (PWC) meeting, Supervisor Grabow asked a couple questions regarding Highway Financials. Below are the subjects, and my response following discussion with Julie Dzwinel, Highway Department's Financial Analyst:

1) Low percentage of Licenses & Permits (17% of $323,000):

The amount is similar to past years, and is due to a large influx of Records & Reports Fees (4% of billings) for County projects that don't get accounted for until Year End Close.

2) Low percentage of Supplies (26% of $4.6M):

The amount is similar to past years, and is due to the majority of paving, of which asphalt is a supply, occurring in July through October.

2) CTH C (Pioneer Rd) & CTH Y (Granville Rd) Accidents

Supervisor Wolf asked for an accident review of the intersection over the last year, and especially focusing on since we installed flashing "Cross Traffic Does Not Stop" signage in early March of 2024. Attached is a summary of the accidents over the last several years.

In essence, there were a similar number of accidents from 2017 to 2022 per year (1, 3, 4, 3, 3, 2), and 2023 was on a similar pace with one (1) accident in the first nine months of 2023. However, in the final three months of 2023, there were six (6) accidents with another three (3) accidents in the first two months of 2024. Therefore, that five months was more than the previous three years combined.

Since installation of the flashing "Cross Traffic Does Not Stop" signage, there has been two (2) accidents in the seven months since with one (1) occurring about a week after installation of the signs.

CTH C (Pioneer Rd) & CTH Y (Granville Rd)
Accident History

CRSHDATE	COMMENTS	ISSUE	Failure to Yield Direction	Failure to Yield Thru Directio
8/22/2017	NB at Stop Sign; Hit by EB vehicle	Failure to Yield	NB	EB
9/20/2018	SB thru Stop Sign; Hit EB (B)	Failure to Stop		
10/9/2018	SB at Stop Sign; Hit by EB vehicle; EB hit NB at Stop Sign ('C)	Failure to Yield	SB	EB
12/17/2018	NB at Stop Sign; Hit by WB vehicle ('C)	Failure to Yield	NB	WB
6/5/2019	SB at Stop Sign; Hit by WB vehicle	Failure to Yield	SB	WB
6/26/2019	SB at Stop Sign; Hit by EB vehicle ('C)	Failure to Yield	SB	EB
8/2/2019	SB at Stop Sign; Hit by WB vehicle	Failure to Yield	SB	WB
8/9/2019	SB at Stop Sign; Hit by WB vehicle ('C)	Failure to Yield	SB	WB
1/3/2020	SB & NB at Stop Signs; Both turned East; Hit Each other			
4/18/2020	NB at Stop Sign; Hit by WB vehicle; Thought she had room.	Failure to Yield	NB	WB
4/25/2020	SB at Stop Sign; Hit by EB vehicle	Failure to Yield	SB	EB
2/4/2021	NB at Stop Sign; Hit by WB vehicle	Failure to Yield	NB	WB
6/14/2021	SB at Stop Sign; Hit by WB vehicle	Failure to Yield	SB	WB
6/29/2021	SB at Stop Sign; Hit by WB vehicle	Failure to Yield	SB	WB
10/21/2022	NB at Stop Sign; Hit by WB vehicle	Failure to Yield	NB	WB
10/31/2022	EB & WB on CTH C; EB turned north in front of WB			
6/1/2023	WB; SB at Stop Sign; SB didn't Yield & hit by WB ('C)	Failure to Yield	SB	WB
9/3/2023	SB ran Stop Sign; Hit EB (B)	Failure to Stop		
9/8/2023	SB at Stop Sign; Hit by WB vehicle	Failure to Yield	SB	WB
10/17/2023	SB at Stop Sign; Hit by WB vehicle ('C)	Failure to Yield	SB	WB
11/21/2023	SB & NB at Stop Signs; NB went straight & SB turned east; SB hit NB.			
11/27/2023	SB at Stop Sign; Hit WB vehicle	Failure to Yield	SB	WB
12/3/2023	SB at Stop Sign; Hit by WB vehicle; WB hit by EB	Failure to Yield	SB	WB
1/8/2024	SB at Stop Sign; Hit by EB vehicle	Failure to Yield	SB	EB
2/11/2024	SB at Stop Sign; Hit by WB vehicle	Failure to Yield	SB	WB
2/22/2024	NB failing to stop at Stop Sign; NB hit WB vehicle	Failure to Stop		
3/14/2024	SB at Stop Sign; Hit by EB vehicle	Failure to YIeld	SB	EB
6/6/2024	SB at Stop Sign; Hit WB vehicle	Failure to Yield	SB	WB

Failure to Yield Accidents: 22

NB vs EB	1
NB vs WB	4
SB vs EB	5
SB vs WB	12
	22