

CITY OF CHIPPEWA FALLS, WISCONSIN

NOTICE OF PUBLIC MEETING

In accordance with the provisions of the Wisconsin State Statutes, Sec. 19.84, notice is hereby given that a public meeting of the:

AMENDED

Committee No. 1
Revenues, Disbursements, Water and Wastewater

Will be held on **Thursday, November 9, 2017 at 9:30 AM, Council Chambers, City Hall, 30 West Central Street, Chippewa Falls, WI.**

Items of business to be discussed or acted upon at this meeting are shown on the attached agenda below:

1. **Discuss Proposal for the Administration of the Chippewa Falls Shared Ride Taxi Program with services to be provided by West Central Wisconsin Regional Planning Commission. Possible recommendations to the Council.**
2. **Review 2018 Budget data and issues affecting the budget including but not limited to proposed expenditures, revenues and personnel benefits. Possible recommendations to the Council.**
3. **Adjournment**

NOTICE IS HEREBY GIVEN THAT A MAJORITY OF THE CITY COUNCIL MAY BE PRESENT AT THIS MEETING TO GATHER INFORMATION ABOUT A SUBJECT OVER WHICH THEY HAVE DECISION MAKING RESPONSIBILITY.

NOTE: REASONABLE ACCOMMODATIONS FOR PARTICIPATION BY INDIVIDUALS WITH DISABILITIES WILL BE MADE UPON REQUEST. FOR ADDITIONAL INFORMATION OR TO REQUEST THIS SERVICE, CONTACT THE CITY CLERK AT 726-2719.

PLEASE NOTE THAT ATTACHMENTS TO THIS AGENDA MAY NOT BE FINAL AND ARE SUBJECT TO CHANGE. THIS AGENDA MAY BE AMENDED AS IT IS REVIEWED.

CERTIFICATION OF OFFICIAL NEWSPAPER

I hereby certify that a copy of this notice has been posted on the City Hall bulletin board and a copy has been given to the Chippewa Herald on November 7, 2017 at 6:00 pm by BNG.

I hereby certify that an amended copy of this notice has been posted on the City Hall bulletin board and a copy has been given to the Chippewa Herald on November 8, 2017 at 9:15 am by BNG.



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**Proposal for the Administration of the Chippewa Falls Shared Ride Taxi Program
with services to be provided by
West Central Wisconsin Regional Planning Commission**

In response to a request from the City of Chippewa Falls (the City), the West Central Wisconsin Regional Planning Commission (WCWRPC) has compiled the following proposal to administer the Chippewa Falls Shared Ride Taxi (SRT) program. Under this proposal, the City would contract with WCWRPC, for a defined set of services currently provided by City staff. All other aspects of the program would continue as currently funded, contracted, and provided. Responsibilities to be included in an agreement for administrative services are as follows:

Responsibilities of WCWRPC

- Compile and submit annual State and Federal Operating Assistance Funding applications
- Prepare State and Federal quarterly reports - operating statistics, expenses and revenues
- Implement program in conformance with all State and Federal regulations
- Maintain all contracts between the City and FTA, the City and State, and the City and the Service Provider
- Maintain all program elements for Triennial Review
- Maintain records and provide records as needed for annual State audits
- Prepare and submit required City annual budget documents
- Staff and administer Chippewa Falls Transit Board
- Administer annual budget
- Attend required State and Federal training meetings and conferences
- Maintain records and provide records as needed for annual City audits
- Execute any contract and budget negotiation with service provider in non-bidding years
- Respond to and work with service provider to resolve client complaints
- Monitor contractor performance, insuring conformance with all State and Federal regulations
- Facilitate the purchase of vehicles with federal and local funding, coordinated through WisDOT
- Utilize local vehicle auction facility to sell vehicles taken out of service
- Prepare all program and capital bid documents, following all bidding policy requirements

Responsibilities of the City

- Transfer all files and records pertinent to the responsibilities listed above to WCWRPC
- Assign an individual to participate as Chippewa-Eau Claire MPO Technical Committee member
- Maintain daily face-to-face consumer functions of the SRT program, such as any and all certifications of riders and companions/assistants eligibility
- Coordination of City budget requirements with WCWRPC
- Transition of agreements and authorizations, as necessary, with State and Federal funding agencies
- Requisition and receive all state and federal funding
- Make all payments, as reviewed by WCWRPC, to service provider

Time/Cost

WCWRPC estimates the time necessary to accomplish their tasks to be approximately one day per week, averaged over a year. Based on the estimated time required, WCWRPC proposes a total cost not to exceed \$38,000 for CY2018. The costs for administrative services incurred would be requisitioned quarterly, on an hourly basis.