



AGENDA
EXECUTIVE COMMITTEE
SPECIAL MEETING
WEDNESDAY, JANUARY 20, 2021 – 8:15 AM
VIRTUAL MEETING
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:

[Executive Committee Live Stream](#)

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

THIS MEETING HAS BEEN CHANGED TO VIRTUAL ONLY

1. CALL TO ORDER

Roll Call

2. PROPER NOTICE

3. PUBLIC COMMENT

4. ACTION ITEMS

RES.20-69: Authorizing the Submission of Additional Projects for a Community Development Block Grant Application

5. 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 1/15/2021 1:15 PM

RESOLUTION NO. 20-69

AUTHORIZING THE SUBMISSION OF ADDITIONAL PROJECTS FOR A COMMUNITY
DEVELOPMENT BLOCK GRANT APPLICATION

WHEREAS, Federal monies are available under the community Development Block Grant (CDBG) program, administered by the Wisconsin Department of Administration (DOA) Division of Energy, Housing and Community Resources (DEHCR) for the purpose of the provision or improvement of public facilities (CDBG-PF CLOSE); and

WHEREAS, Resolution No. 20-66 was approved by the County Board on January 6, 2021 authorizing the Human Services Board to prepare and file an application to DOA for two projects: ADA Improvements at HH Peters Youth Camp & Hawthorne Hills Golf Course and Lasata Heights Renovation of 20 Apartments; and

WHEREAS, a public meeting and due consideration by the Human Services Board will be held on January 26, 2021, and that, upon their recommendation, an application be submitted to DOA for the following additional projects: Lasata Heights Apartment Common Areas, Lasata Crossings Kitchen Upgrades, Lasata Care Center HVAC and Lighting improvements; and

WHEREAS, it is necessary for the Ozaukee County Board of Supervisors to approve the preparation and filing of an application for Ozaukee County to receive funds from this program; and

WHEREAS, the Ozaukee County Board of Supervisors has reviewed the need for the additional proposed project and the benefits to be gained there from.

NOW, THEREFORE, BE IT RESOLVED, the Ozaukee County Board of Supervisors does hereby approve and authorize the preparation and filing of an application for the above named additional projects authorize the County Board Chairperson to sign all necessary documents on behalf of Ozaukee County.

FURTHER RESOLVED, that authority is granted to the Human Services Board to take the necessary steps to prepare and file the application for funds under this program in accordance with this resolution.

FURTHER RESOLVED, that all remaining loans under the Ozaukee County Revolving Loan Fund Program be returned to the State of Wisconsin Department of Administration under the close out program.

Dated at Port Washington, Wisconsin, this 20th day of January, 2021.

SUMMARY: Revolving Loan Closeout Program Approval for Additional Projects.

VOTE REQUIRED: Majority

EXECUTIVE COMMITTEE

Executive Committee
AGENDA INFORMATION SHEET

AGENDA DATE:	January 20, 2021
DEPARTMENT:	Administrator
DIRECTOR:	Jason Dzwinel
PREPARER:	Jason Dzwinel

Agenda Summary Authorizing the Submission of Additional Projects for a Community Development Block Grant Application

BACKGROUND INFORMATION: Late last week the county had a call with the Revolving Loan Funds (RLF) Close Out program staff from the State DOA. This was a meeting with a new representative and the explanation of the program was different from what was originally presented. The county has an opportunity to complete more projects at the Lasata Campus. The public notice and plan to move ahead with the Health and Human Services Committee, as approved by the County Board on January 6th, remains intact and on schedule.

After the meeting with the state staff is it evident that the county should attempt to fund projects that will allow us to expend the entire RLF balance of \$850,000, in addition to, the \$270,000 which is the total of the principal of the outstanding RLF loans. The primary reason being that if the full amount is expended the county can collect the principal and interest on the current loans and the money can be expended by the county without strings attached. They will be 100% county funds.

ANALYSIS: Staff have worked with the Lasata team to identify additional projects that will fit the parameters of the Close Out program and allow the county to maximize the available funding. The list is comprised of the following:

Four additional projects have also been identified:

- Lasata Crossings Kitchen Upgrades: \$150,000
- Carpet and Lighting Replacement for the North Lasata Heights Apartments: \$100,000
- Exterior Lighting Upgrades: \$80,000
- Upgrades to the boiler control panel and HVAC controls at the Care Center: \$80,000

FISCAL IMPACT: An additional \$410,000 in projects to be included with the \$610,000-\$710,000 of projects identified

FUNDING SOURCE: CBDG RLF Close Out Funds

RECOMMENDED MOTION: Approve

ATTACHMENTS:

- Project Feasibility Analysis - Additional RLF Projects (PDF)

PROJECT FEASIBILITY ANALYSIS

Project Name: Lasata Crossings Kitchen Upgrades

Project Manager: Lasata Management Team

Project Budget Estimate:

Source	Amount
2020 Capital Project Fund	\$150,000
<u>TOTAL</u>	<u>\$150,000</u>

Project Purpose Summary (from department):

When the Lasata Crossings facility was constructed the kitchen was not designed to be a full service kitchen. It has historically been used as a full service kitchen to serve the needs of the residents. The upgrade will allow for a full service kitchen and improve meal delivery at the Crossings and the Heights

Proposal Considerations, Risks, and Identified Issues:

Two minor risks are identified for the project. One, the project will be required to adhere to the Davis-Bacon and Buy American Guidelines, which will increase the overall costs. Two, if final bids are in excess of the budget estimates cost overruns will be paid from the cash balances of the Lasata Campus. The use of the CDBG funds significantly mitigates these risks as the majority of the funding is from non-county sources.

PROJECT FEASIBILITY ANALYSIS

Project Name: Carpet and Lighting Replacement for the North Lasata Heights Apartments

Project Manager: Lasata Management Team

Project Budget Estimate:

Source	Amount
2020 Capital Project Fund	\$100,000
<u>TOTAL</u>	<u>\$100,000</u>

Project Purpose Summary (from department):

When the 30 Lasata Heights apartments on the south end of the faculty were upgraded the common areas were upgraded, this project will upgrade the common areas of the north end of the faciity to a similar level.

Proposal Considerations, Risks, and Identified Issues:

Two minor risks are identified for the project. One, the project will be required to adhere to the Davis-Bacon and Buy American Guidelines, which will increase the overall costs. Two, if final bids are in excess of the budget estimates cost overruns will be paid from the cash balances of the Lasata Campus. The use of the CDBG funds significantly mitigates these risks as the majority of the funding is from non-county sources.

PROJECT FEASIBILITY ANALYSIS

Project Name: Exterior Lighting Upgrades

Project Manager: Lasata Management Team

Project Budget Estimate:

Source	Amount
2020 Capital Project Fund	\$80,000
<u>TOTAL</u>	<u>\$80,000</u>

Project Purpose Summary (from department):

The replacement of the exterior lighting at the Care Center was identified as an energy saving project at the campus during an energy audit. The return on investment on this project is anticipated to be approximately 7 years.

Proposal Considerations, Risks, and Identified Issues:

Two minor risks are identified for the project. One, the project will be required to adhere to the Davis-Bacon and Buy American Guidelines, which will increase the overall costs. Two, if final bids are in excess of the budget estimates cost overruns will be paid from the cash balances of the Lasata Campus. The use of the CDBG funds significantly mitigates these risks as the majority of the funding is from non-county sources.

PROJECT FEASIBILITY ANALYSIS

Project Name: Upgrades to the boiler control panel and HVAC controls at the Care Center

Project Manager: Lasata Management Team

Project Budget Estimate:

Source	Amount
2020 Capital Project Fund	\$80,000
<u>TOTAL</u>	<u>\$80,000</u>

Project Purpose Summary (from department):

The upgrades to the boiler control and HVAC were identified as an energy saving project at the campus during an energy audit. The return on investment on this project is anticipated to be approximately 10 years.

Proposal Considerations, Risks, and Identified Issues:

Two minor risks are identified for the project. One, the project will be required to adhere to the Davis-Bacon and Buy American Guidelines, which will increase the overall costs. Two, if final bids are in excess of the budget estimates cost overruns will be paid from the cash balances of the Lasata Campus. The use of the CDBG funds significantly mitigates these risks as the majority of the funding is from non-county sources.