



AGENDA
EXECUTIVE COMMITTEE
REGULAR MEETING
MONDAY, MARCH 1, 2021 – 3:00 PM
ADMINISTRATION CENTER - AUDITORIUM
121 W MAIN STREET, PORT WASHINGTON, WI 53074

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

[Executive Committee Live Stream](#)

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

1. CALL TO ORDER

Roll Call

2. PROPER NOTICE

3. PUBLIC COMMENTS, CORRESPONDENCE, COMMUNICATIONS

4. APPROVAL OF MINUTES

- a. February 1 & 17, 2021

5. ACTION ITEMS

- a. RES.20-81: Supporting State Funding for Equitable Return of Utility Tax Collections to Counties and Municipalities as Utility Aid
- b. Recommendation of Executive Committee Project Submittals to County Board

6. DISCUSSION ITEMS

- a. Long Term Debt
- b. Schedule of County Board Meetings

7. COUNTY ADMINISTRATOR'S REPORT

- a. Redistricting Update
- b. CDBG Grant for Homeless Shelter
- c. Lasata Campus Master Facility Planning

8. COMMITTEE REPORTS

9. NEXT MEETING DATE

April 5, 2021

10. ADJOURNMENT

A quorum of members of committees or the full County Board of Ozaukee County may be in attendance at this meeting for purposes related to committee or board duties, however, no formal action will be taken by these committees or the board at this meeting.

Persons with disabilities requiring accommodations for attendance at this meeting should contact the County Clerk's Office at 262-284-8110, twenty-four (24) hours in advance of the meeting.

Executive Committee**AGENDA INFORMATION SHEET**

AGENDA DATE:	March 1, 2021
DEPARTMENT:	County Clerk
DIRECTOR:	Julie Winkelhorst
PREPARER:	Julie Winkelhorst

Agenda Summary February 1 & 17, 2021February 1, 2021[<https://www.co.ozaukee.wi.us/AgendaCenter/ViewFile/Minutes/_02012021-2846>](https://www.co.ozaukee.wi.us/AgendaCenter/ViewFile/Minutes/_02012021-2846)February 17, 2021[<https://www.co.ozaukee.wi.us/AgendaCenter/ViewFile/Minutes/_02172021-2853>](https://www.co.ozaukee.wi.us/AgendaCenter/ViewFile/Minutes/_02172021-2853)

RESOLUTION NO. 20-81

SUPPORTING STATE FUNDING FOR EQUITABLE RETURN OF UTILITY TAX
COLLECTIONS TO COUNTIES AND MUNICIPALITIES AS UTILITY AID

WHEREAS, shared revenue utility aid payments help counties and municipalities pay for services provided to tax-exempt utility property, and

WHEREAS, these payments-in-lieu of taxes are also viewed as partial compensation for the air pollution, noise, traffic congestion, property maintenance, emergency services and land use limitations caused by the presence of utility property, and

WHEREAS, state has typically retained about eighty percent of utility tax collections for use as General Purpose Revenue (GPR), rather than return those dollars to counties and municipalities where the utilities are located, and

WHEREAS, in 2019-20, the state collected \$351.4 million in utility taxes, but only returned \$75.6 million to local governments as utility aid, and

WHEREAS, Moreover, payments generated through the current utility aid formula aid formula have largely been stagnant, both as a percentage of tax collections and in the actual dollars distributed to counties and municipalities. Stagnant or declining aid results in a burdensome shift in taxes to owners of the remaining taxable property.

NOW, THEREFORE, BE IT RESOLVED, by the Ozaukee County Board of Supervisors that the State Legislators consider an amendment to the State 2021-2023 budget to include a provision in to provide for a fairer, more equitable return of utility tax collections to counties and municipalities as utility aid with an inflationary increase built into the utility aid formula; and

FURTHER RESOLVED, that the State of Wisconsin seek enhanced transparency in utility company asset data to clarify and enhance the analysis of the impacts of tax-exempt utility properties in Wisconsin municipalities; and

FURTHER RESOLVED, that the Ozaukee County Clerk shall send a copy of this resolution to all of the State of Wisconsin Legislators representing Ozaukee County.

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

SUMMARY: The resolution seeks an inflationary increase in utility aid payments to account for the increased costs to municipalities where tax-exempt utility property is sited.

VOTE REQUIRED: Majority

EXECUTIVE COMMITTEE

Executive Committee
AGENDA INFORMATION SHEET

AGENDA DATE:	March 1, 2021
DEPARTMENT:	Administrator
DIRECTOR:	Jason Dzwinel
PREPARER:	Jason Dzwinel

Agenda Summary Supporting State Funding for Equitable Return of Utility Tax Collections to Counties and Municipalities as Utility Aid

BACKGROUND INFORMATION: Ozaukee County a member of the Wisconsin County Utility Tax Association. This is a group of counties, which have power generating facilities in their county.

Public utilities are generally exempt from local property taxes and taxed instead by the state under Chapter 76 of the statutes. Utility-shared revenue payments help municipalities and counties pay for the services they provide to tax-exempt utility property. The payments are also viewed as partial compensation for "disamenities" such as air pollution, noise, traffic congestion, and limitations on land use that are created by certain types of utility property.

The state has typically retained about eighty percent of utility tax collections for use as General Purpose Revenue (GPR), rather than return those dollars to counties and municipalities where the utilities are located. In 2019-20, the state collected \$351.4 million in utility taxes, but only returned \$75.6 million to local governments as utility aid. Moreover, payments generated through the current utility aid formula have largely been stagnant, both as a percentage of tax collections and in the actual dollars distributed to counties and municipalities. Stagnant or declining aid results in a burdensome shift in taxes to owners of the remaining taxable property.

Currently-reported utility company asset data is not accessible to state and local elected officials in a way that allows them to make determinations about current and future utility aid payments in lieu of local general property taxation. Importantly, utility aid is intended to cushion and spread the burden of the loss of revenue due to utility property being exempt from local taxation

The provision of utility aid also helps counties and municipalities offset the cost of providing a variety of services that are required by state law, including emergency management services. The need for increased data transparency has become more apparent due to the fact that local taxpayers in counties and municipalities that rely on utility aid as payment in lieu of general property taxation are only receiving a small fraction of state utility tax collections. Moreover, stagnant or declining utility aid payments has resulted in a further burdensome shift in taxes to owners of the remaining taxable property. Utility aid payments are also at risk of decline due to other factors, including alterations in the energy use mix due to price changes and conservation efforts. In furtherance of the goal of carbon neutrality, Wisconsin is shifting away from

electricity generated by fossil fuels in favor of things like solar and wind power. To provide for greater accountability and oversight of these shared revenue dollars, local government stakeholders, including the Wisconsin County Utility Tax Association, Wisconsin Utility Tax Association, Wisconsin Towns Association, and League of Wisconsin Municipalities are seeking legislation to require the Department of Revenue (DOR) to enhance the transparency of

currently-reported utility company asset data. Access to utility tax collection and utility aid data will also allow elected officials to make better judgments about the utility aid distribution methodology, as well as anticipate changes in state aid due to other factors, such as alterations in the energy use mix

ANALYSIS: The resolution seeks an inflationary increase in utility aid payments to account for the increased costs to municipalities where tax-exempt utility property is sited.

FISCAL IMPACT: Any increase in utility aid would be allocated to the general fund for financing one-time projects or a reduction in debt levies.

RECOMMENDED MOTION: Staff respectfully requests that the committee approve the resolution seeking an increase in utility aid payments.

ATTACHMENTS:

- WCUTA goveversbudgetrequest 9.30.2020_ (PDF)
- LFB Memo 2011-2020 Utility Tax Collections and Utility Aid Payments 102020 (PDF)



WISCONSIN COUNTIES UTILITY TAX ASSOCIATION

25 West Main St. Floor 5 Suite 44 Madison, WI 53703

September 30, 2020

The Honorable Tony Evers
Governor of Wisconsin
115 East, State Capitol
Madison, WI 53703

Dear Governor Evers,

We write to you on behalf our respective organizations to ask that you **include a provision in your 2021-23 budget plan to provide for a fairer, more equitable return of utility tax collections to counties and municipalities as utility aid.**

Given the significant demands on local governments, it is timely to address the absence of **inflationary increases in utility aid formula components** that have contributed to stagnant utility aid payments. Specifically, a **thirteen-year inflationary index** (2005-2018) would generate \$22.5 million more in utility aid payments (catch-up money from this revenue not being indexed for inflation). **Indexing formula components from 2018 onward**, would ensure that payments reflect the increased value of utility property. A memo from the Legislative Fiscal Bureau detailing this proposal is attached for your information.

By way of background, shared revenue utility aid payments help counties and municipalities pay for services provided to tax-exempt utility property. These payments-in-lieu of taxes are also viewed as partial compensation for the air pollution, noise, traffic congestion, property maintenance, emergency services and land use limitations caused by the presence of utility property.

We are concerned that the state has typically retained about eighty percent of utility tax collections for use as General Purpose Revenue (GPR), rather than return those dollars to counties and municipalities where the utilities are located. In 2019-20, the state collected \$351.4 million in utility taxes, but only returned \$75.6 million to local governments as utility aid.

Moreover, payments generated through the current utility aid formula aid formula have largely been stagnant, both as a percentage of tax collections and in the actual dollars distributed to counties and municipalities. Stagnant or declining aid results in a burdensome shift in taxes to owners of the remaining taxable property.

Please know that we are eager to answer any questions you may have or provide additional information. Please contact either Kyle Christiansen at christianson@wicounties.org or (608-663-7120) or Alice O'Connor at aoc@constituencyservices.org or (608-225-9391). We would welcome the opportunity to further discuss this with you.

Thank you for your consideration.

Sincerely,

William Goehring, WCUTA Board Chair , Sheboygan County Supervisor

Walt Christiansen, WCUTA Vice Chair, Jefferson County Supervisor

Robert Keeney, WCUTA Treasurer, Grant County Board Chairman

Kyle Christianson WCA Director of Government Affairs

M. Alice O'Connor, WCUTA Executive Director



Legislative Fiscal Bureau

One East Main, Suite 301 • Madison, WI 53703 • (608) 266-3847 • Fax: (608) 267-6873
Email: fiscal.bureau@legis.wisconsin.gov • Website: <http://legis.wisconsin.gov/lfb>

October 20, 2020

TO: Representative Samantha Kerkman
Room 315 North, State Capitol

FROM: Noga Ardon and Rory Tikalsky

SUBJECT: Historical Utility Tax Collections and Utility Aid Payments

At your request, the attachments provide a 10-year history of utility tax collections and utility aid payments. Attachment 1 shows general fund utility tax collections by utility type for fiscal years 2011 through 2020. Attachment 2 shows utility aid distributions by category and recipient type for tax years 2011 through 2020.

Utilities are exempt from local property taxes, and instead pay utility taxes to the state based on their revenue (gross revenue group) or property value (ad valorem group). In lieu of property tax revenue, utility aid payments are intended to compensate local governments for costs incurred in providing services to public utility properties. Utility aid is paid from a sum-sufficient shared revenue appropriation, funded largely from the state's general fund.

When utility tax collections are deposited in the general fund, they lose their identity, similar to other deposits in the general fund. Therefore, there is no direct relationship between utility tax collections and utility aid payments.

We hope this information is helpful. Please contact us if you have further questions.

NA/RT/lb
Attachments

ATTACHMENT 1

General Fund Utility Tax Collections, State Fiscal Years 2010-11 to 2019-20

Utility Tax Collections	<u>2010-11</u>	<u>2011-12</u>	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2015-16</u>	<u>2016-17</u>	<u>2017-18</u>	<u>2018-19</u>	<u>2019-20</u>
<i>Gross Revenue</i>										
Private Light, Heat & Power	\$227,317,956	\$231,579,943	\$226,078,921	\$232,346,764	\$243,788,828	\$226,050,354	\$229,622,060	\$235,390,222	\$231,473,659	\$225,411,443
Electric Cooperatives	11,554,215	11,164,359	11,275,756	12,089,088	12,231,394	11,747,206	12,045,639	12,464,443	13,353,310	12,751,922
Municipal Light, Heat & Power	3,190,053	3,028,528	3,168,833	3,354,663	3,298,395	3,488,001	2,895,443	3,065,119	2,695,090	2,728,904
Carline	169,256	179,379	182,945	192,812	201,331	159,649	139,082	215,521	269,226	205,187
<i>Ad Valorem</i>										
Telephone	67,021,928	80,976,003	67,340,379	72,198,849	81,943,205	76,473,827	70,782,883	63,590,942	67,196,991	66,173,269
Pipeline	27,108,062	33,673,847	28,396,076	35,463,868	34,994,107	37,315,661	39,726,880	45,530,841	44,884,404	44,513,183
Municipal Electric	4,862,817	5,170,611	4,992,202	5,170,115	5,161,878	4,946,854	4,934,603	4,802,240	4,713,552	4,444,548
Conservation & Regulation	<u>118,961</u>	<u>132,779</u>	<u>129,121</u>	<u>148,513</u>	<u>184,769</u>	<u>214,998</u>	<u>209,447</u>	<u>218,389</u>	<u>331,432</u>	<u>268,319</u>
Total	\$341,343,247	\$365,905,447	\$341,564,233	\$360,964,673	\$381,803,908	\$360,396,549	\$360,356,037	\$365,277,716	\$364,917,663	\$356,496,775
Annual Change		7.2%	-6.7%	5.7%	5.8%	-5.6%	0.0%	1.4%	-0.1%	-2.3%

ATTACHMENT 2

Utility Aid Payments, 2011-2020

	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020*</u>
Utility Aid										
9 Mill Formula & Nuclear Storage	\$23,171,910	\$25,362,861	\$25,890,676	\$25,474,838	\$29,238,319	\$26,412,621	\$26,163,022	\$30,747,648	\$32,680,831	\$35,130,267
Capacity Aid	32,766,333	34,271,933	35,171,933	35,189,933	35,026,533	35,597,133	35,465,833	35,363,933	34,123,133	34,146,853
Incentive Aid	7,349,400	9,175,800	9,175,800	9,352,200	9,424,080	9,413,880	9,375,880	9,405,280	9,553,680	9,520,280
Per Capita Limit, Old vs. New Law	<u>-1,045,003</u>	<u>-1,025,200</u>	<u>-1,043,113</u>	<u>736,656</u>	<u>-931,413</u>	<u>1,534,615</u>	<u>1,335,061</u>	<u>-466,080</u>	<u>-705,901</u>	<u>-965,388</u>
Total	\$62,242,640	\$67,785,394	\$69,195,296	\$70,753,627	\$72,757,519	\$72,958,249	\$72,339,796	\$75,050,781	\$75,651,743	\$77,832,012
Annual Change	4.9%	8.9%	2.1%	2.3%	2.8%	0.3%	-0.8%	3.7%	0.8%	2.9%
County Portion	\$30,928,139	\$32,993,165	\$33,725,712	\$34,426,993	\$35,048,312	\$35,171,959	\$34,893,426	\$36,191,975	\$36,829,192	\$37,739,630
Annual Change	5.6%	6.7%	2.2%	2.1%	1.8%	0.4%	-0.8%	3.7%	1.8%	2.5%
Municipal Portion	\$32,250,062	\$34,792,229	\$35,469,584	\$36,326,634	\$37,709,208	\$37,786,291	\$37,446,370	\$38,858,806	\$38,822,551	\$40,092,382
Annual Change	7.4%	7.9%	1.9%	2.4%	3.8%	0.2%	-0.9%	3.8%	-0.1%	3.3%

* September, 2020, Revised Estimates.

Executive Committee

AGENDA INFORMATION SHEET

AGENDA DATE: March 1, 2021
DEPARTMENT: Administrator
DIRECTOR: Jason Dzwinel
PREPARER: Jason Wittek

Agenda Summary Recommendation of Executive Committee Project Submittals to County Board

BACKGROUND INFORMATION: Below the Committee will find information on the project fund applications from the Standing Committee review of the project proposals from the departments under their oversight. A memo explaining the process is included to aid in understanding. A project feasibility reports is included for each submittal that summarizes the project and details the staff recommendation. Finally, all of the information submitted by the departments is included.

SUMMARY OF COMMITTEE RECOMMENDATIONS: Recommendations are not ranked. All oversight committee have made their recommendations as follows, except for Finance Committee, which meets after this Agenda, so staff recommendations are included at this time. If any recommendations change, Executive Committee will be updated.

PUBLIC SAFETY

- | | |
|--|-----------|
| 1. Vesta 911 System Hardware Refresh | \$220,000 |
| 2. Justice Center 1st Floor Uninterrupted Power Supply | \$85,000 |

PUBLIC WORKS

No Projects Submitted.

FINANCE COMMITTEE (staff recommendations)

- | | |
|---------------------------------------|-----------|
| 1. Network Switch Upgrade | \$175,000 |
| 2. Pinnacle Site Communications Tower | \$150,000 |

HEALTH & HUMAN SERVICES COMMITTEE

- | | |
|--------------------------|----------|
| 1. Audio-Video Equipment | \$40,000 |
|--------------------------|----------|

NATURAL RESOURCES COMMITTEE

- | | |
|---|-----------|
| 1. Lion's Den Gorge Nature Preserve Boardwalk | \$40,000 |
| 2. Shady Lane Caretakers House Roof Repair | \$47,000 |
| 3. Lion's Den Gorge Nature Preserve Paved Parking | \$160,000 |

TOTAL	\$917,000
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Project Funds Available	\$1,100,000
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PARKING LOT - ITEMS NOT RECOMMENDED BY COMMITTEES

No recommendations for the funding of any of the Building projects were made due to the amount of funding required and the reliance of grant funding for specific projects. Staff does recommend consideration of a debt issuance in 2021/2022 that would allow for the completion of these projects. The county will have additional building projects in other departments that would make this approach feasible and affordable given the low costs of debt issuance and the lengthy useful lives of the building projects.

In addition, the county is in discussions with Enterprise Rental and exploring a lease arrangement for the purchase of vehicles countywide, with the exception of the Highway and Sheriff's Department vehicles. Enterprise has a strategic partnership with the Wisconsin Counties Association which provides for a cost-effective alternative to the capital purchasing of vehicles. This lease approach will be vetted internally and presented to the Finance Committee for review later in 2021.

RECOMMENDED MOTION: Staff respectfully requests that the committee consider the projects as proposed and make a ranked recommendation for consideration by the County Board.

SCORING SUMMARY (BLACK RECOMMENDED)

PUBLIC SAFETY COMMITTEE

<u>Project Name</u>	<u>Value & Efficiency</u>	<u>Modernization & Service</u>	<u>Cost</u>
Vesta 9/11 System	360	270	\$220,000
Refresh			
Uninterrupted Power	360	270	\$85,000
Supply			
Sheriff Outdoor Range	N/A	N/A	\$200,000
JC Outdoor Cameras	310	200	\$110,00
Judicial Suite	240	110	\$32,000
COC Cubicles	230	110	\$99,500
A/V & Chairs	270	290	\$29,870

PUBLIC WORKS COMMITTEE

<u>Project Name</u>	<u>Value & Efficiency</u>	<u>Modernization & Service</u>	<u>Cost</u>
No Projects Submitted			

FINANCE COMMITTEE

<u>Project Name</u>	<u>Value & Efficiency</u>	<u>Modernization & Service</u>	<u>Cost</u>
Network Switch Upgrade	360	290	\$175,000
Pinnacle Site Comm	260	310	\$150,000
Tower			
Compensation Study	300	310	\$180,000
County Apparel	240	210	\$20,000

NATURAL RESOURCES COMMITTEE

<u>Project Name</u>	<u>Value & Efficiency</u>	<u>Modernization & Service</u>	<u>Cost</u>
Lion's Den Gorge	370	260	\$40,000
Boardwalk			

Shady Lane Caretaker Roof	360	270	\$47,000
Lion's Den Parking	330	210	\$160,000
Caretakers Truck	260	180	\$80,000
Covered Bridge Paving East	240	140	\$45,000
Covered Bridge Paving West	290	180	\$35,000
OIT Paving	300	260	\$400,000
Mee-Kwon Paving - North	240	140	\$37,000
Mee-Kwon Paving - South	240	140	\$52,000
Covrd Bridge Shelter/Bath	N/A	N/A	\$439,000
Lion's Den Bathroom/Storage	N/A	N/A	\$478,500
Dept. Replacement Vehicle	260	140	\$40,000
Hawthorne Hills Camp	220	270	\$50,000
Hawthorne Hills Bdg	N/A	N/A	\$618,500

ATTACHMENTS:

- 2021 Project Reserve Memo - FINAL (PDF)
- Project Scorecard 2021 (PDF)
- Vesta 911 Feasibility & Submittal (PDF)
- Justice Uninterrupted Power Supply Feasibility & Submittal (PDF)
- Outdoor Range Feasibility & Submittal (PDF)
- Justice Center Cameras Feasibility & Submittal (PDF)
- Judicial Suite Feasibility & Submittal (PDF)
- COC Cubicles Feasibility & Submittal (PDF)
- AV - Chairs Feasibility & Submittal (PDF)
- Network Switch Feasibility & Submittal (PDF)
- Pinnacle Tower Feasibility & Submittal (PDF)
- Compensation-Classification Study Feasibility & Submittal (PDF)
- County Apparel Feasibility & Submittal (PDF)
- Boardwalk Feasibility & Submittal (PDF)
- Caretakers Feasibility & Submittal (PDF)
- Lions Den Paved Parking Feasibility & Submittal (PDF)
- Caretakers Truck Feasibility & Submittal (PDF)
- Covered Bridge Paving East Feasibility & Submittal (PDF)
- Covered Bridge Paving West Feasibility & Submittal (PDF)
- OIT Feasibility & Submittal (PDF)

- MeeKwon Paving North Feasibility & Submittal (PDF)
- MeeKwon Paving South Feasibility & Submittal (PDF)
- Department Replacement Vehicle Feasibility & Submittal (PDF)
- Hawthorne Campground Feasibility & Submittal (PDF)



DEPARTMENT OF ADMINISTRATION
 COUNTY ADMINISTRATOR'S OFFICE
 Jason Dzwinel, County Administrator
 www.co.ozaukee.wi.us

TO: COUNTY DEPARTMENTS

FROM: JASON DZWINEL, COUNTY ADMINISTRATOR

SUBJECT: 2021 PROJECT PROPOSAL PROCESS

DATE: 12/14/2020

BACKGROUND

Through the 2021 Budget Process, the Board and Staff identified funds to be reserved for projects funded through a Request for Proposal process submitted by departments. The current amount of funding available is approximately \$1,000,000 in 2021. Additional funding could be available in 2021, after the 2020 financial closeout. A new county policy adopted in 2018, allows the County Board to add up to fifty-percent of the year-end surplus to the project fund. In an effort to decrease the amount of annual deferral of necessary projects. One of the goals established by the Board and Staff is better capital asset and one-time project planning, and part of this involves finding a regular source of funds for these projects. There is significant pressure on using the base tax levy to fund regular operations, and this leaves little tax available for capital assets or one-time projects.

PROCESS

In 2019, the Executive Committee met and approved a concept for staff to design and implement a Project Proposal Process, which will continue in 2021. With this input from the Executive Committee, Staff has finalized an evaluation process intending to prioritize projects into various quartiles. The evaluation is based on a set of criterion established by the Executive Committee and Staff. The evaluation places less emphasis on a hard 1 through 30 ranking of projects and more emphasis on putting projects into a quadrant that highlights the impact of the project. This allows the Board and Staff to focus less on rankings and understand the general priority of all projects.

PROCESS REQUIREMENTS AND ELIGIBILITY

The intention of this funding is to provide an opportunity for Departments that are typically unable to fund their projects using tax levy during the annual budget process. Funding is available to Departments within the rules and eligibility highlighted below:

1. Projects are tax levy supported. Projects could use Enterprise or Special Revenue funds to offset some of the tax levy, but overall the project would not be completed without tax levy investment.
2. Projects can be capital (example: replacement of existing asset, purchase of new asset, new building/service, etc) or a one-time project that is not capital related (consulting services studying operations, innovation, business process improvement, etc). Projects could include both components.
3. The number of projects requested is up to the discretion of departments. This includes any projects that a department has submitted in prior requests during a budget process. It should

121 W. Main Street, P. O. Box 994, Port Washington, WI 53074

Phone: (262) 284-8198 Metro: (262) 238-8198 Fax: (262) 284-8199 Metro Fax: (262) 238-8199



DEPARTMENT OF ADMINISTRATION
 COUNTY ADMINISTRATOR'S OFFICE
 Jason Dzwinel, County Administrator
www.co.ozaukee.wi.us

also include any projects the department has not submitted in the past because they might have assumed it would not be approved due to the constant deferral of projects in prior budget processes.

4. Projects should be in the near-term of the County's 5-year CIP plan. Projects should be shovel ready for start and completion within the next 2 years.
5. Consult with Administration if you have any questions about projects you are considering.
6. Submit projects via email to the following emails: jwittek@co.ozaukee.wi.us; muselding@co.ozaukee.wi.us

PROJECT PROPOSAL CALENDAR

The dates below indicate the timeline for this process. The process relies on the County's Committee process for input and recommendations. The Board will approve the final plan.

December 14 – Materials Available to Departments

January 15 – Materials Due from Departments

January 18-22 – Staff Analysis of Department Projects. Departments provide clarification, if needed.

January 25-29 – Staff follows up with Departments. Review results of analysis presented to Committees.

February 4 – Natural Resources Committee

February 16 – Public Safety Committee

February 18 – Public Works Committee

February 23 – Health and Human Services Committee

February 25 – Finance Committee

March 1 – Executive Committee Reviews

March 17 – County Board Review at Mid-Month Meeting

April 7 – County Board Approves (projects and funds approved for the 2021 Amended Budget)

ATTACHMENTS

1. **Business Case Analysis Form**
2. **Evaluation Scorecard**

VALUE AND EFFICIENCY										
Percentage of Project Budget expended - Project's percentage of available budget. Inverse score to project cost.	10	20	30	40	50	60	70	80	90	100
This is a measurement of input and the scarcity of resources. Assumption is that the project fund is limited and due to scarcity projects requiring a higher percentage of the total budget limits the ability to fund project in the current year or future funding cycles.										
Operational Budget Impact - Net of project revenues and ongoing operational expenses.	10			40			70			100
Operational Cost	\$50,000 - \$25,000			\$25,000 - \$5,000			\$5,000 - \$0			<\$0
This is a measurement of how the project will impact the operational budget. Projects creating efficiencies, revenue streams, cost savings and with limited risk should score well on the operational budget impact scale.										
Health and Safety - Impacts of potential health hazards, public safety, and risk to citizens and employees will be addressed by this project.	10	20	30	40	50	60	70	80	90	100
Negligible			Marginal					Critica		
This is a measurement of the project's impact on health and safety, public, environmental and risk mitigation.										
Project Urgency - Project need is imminent, consider risk of delay.	10	20	30	40	50	60	70	80	90	100
Desired			Necessary					Urgen		
This is a measurement the level of need for project completion. Consideration should be given to the impact of project delay, legal requirements, the viability of project alternatives.										

MODERNIZATION AND SERVICE										
Modernization - Proposals include innovative solutions and/or leverages technology or partnerships to improve business processes. Project maintains or enhances existing assets.	10	20	30	40	50	60	70	80	90	100
Low Impact			ON BUSINESS PROCESS					High Impact		
This is a measurement of the project's innovation, how it was selected over other viable alternative, and how it leverages partnerships.										
Project purpose - Project addresses a recognized problem and/or need that is supported by data or information. Project links back to departmental strategy, service.	10	20	30	40	50	60	70	80	90	100
Does Not Meet Need			PROPOSAL MEETS NEED					Quality Solution		
Assess the quality of the proposal, the consideration of alternatives and the final recommendation.										
Quality of Life - Proposal leads to a positive impact on customer's improving quality of life.	10	20	30	40	50	60	70	80	90	100
Low Impact			ON QUALITY OF LIFE					High Impact		
Consideration should be given to the departmental mission and how the project will impact specific measures of quality of life under the mission.										
Customer Satisfaction - Proposal satisfies customer need or request.	10	20	30	40	50	60	70	80	90	100
Low Satisfaction			CUSTOMER SATISFACTION					High Satisfaction		
Consideration should be given to the needs of the service population, as well as, how the customer requests of the project or service. Customers include both the internal and external persons served.										

PROJECT FEASIBILITY ANALYSIS

Project Name: Vesta 911 System Hardware Refresh

Project Manager: Sheriff's Office

Project Budget Estimate:

Source	Amount
2021 Capital Project Fund	\$218,729.56
TOTAL	\$218,728.56

Project Score: Value and Efficiency (360/400) Modernization and Service (270/400)

Project Purpose Summary (from department):

The Vesta 911 system is due for a required hardware refresh in 2021. The cost includes the hardware refresh, warranty and support costs, mapping software that the system utilizes and 6 additional monitors. The Vesta 911 system is an integral part of the Ozaukee County Dispatch Center. The hardware refresh is needed to ensure that the system has the most up to date software. This will ensure that all 911 calls made by citizens in Ozaukee County are routed correctly.

Proposal Considerations, Risks, and Identified Issues:

The project scored exceptionally well due to the necessity of maintaining the performance of the 9/11 emergency system. The Vesta 9/11 system ranked 4th in projects scored. The operational performance of the 9/11 system in Ozaukee County is of direct correlation to public safety outcomes. The scoring committee found there to be a level of urgency and direct impact on the health and safety for Ozaukee County residents by maintaining operational readiness for emergency 9/11 situations. Updating existing software and hardware resulted in a high score on the modernization and service aspects of the scorecard.

Staff Recommendation:

Staff recommends consideration for funding the Vesta 911 System Hardware Refresh project.

Project Reserve Information Sheet			
Project Name:	Vesta 911 System Hardware Refresh		
Requested By:	Lt. Wayne Lambrecht		
Project Owner:	Ozaukee County Sheriff's Office		
Start Date:	Upon Approval		
Project Costing - Detail Project Costs			
Funding Source (Please Check All that Apply):			
☒	Project Fund	☐	Grants
☐		☐	Dept. Reserve
☐		☐	Other
List All Funding Sources Selected:			
Source	Amount	Grant Information	
		N/A	
		N/A	
		N/A	
		N/A	
		N/A	
		N/A	
		N/A	
TOTAL PROJECT COST:		218,728.56	
Offsetting Revenue or Savings (If Applicable):			
Source		Amount	
		TOTAL	
Provide a narrative of project costs:			
The Vesta 911 system is due for a required hardware refresh in 2021. The cost includes the hardware refresh, warranty and support costs, mapping software that the system utilizes and 6 additional monitors.			

Project Narrative - Define the Current State

Describe the need, urgency, or gap in service and risk of delay from a customer perspective:

The Vesta 911 system is an integral part of the Ozaukee County Dispatch Center. The hardware refresh is needed to ensure that the system has the most up to date software. This will ensure that all 911 calls made by citizens in Ozaukee County are routed correctly.

Describe how the project impacts the department's level of service:

The Ozaukee County Sheriff's Office relies upon the Vesta system to route all 911 calls received from landline and cellular phones. Our number one priority is to process and respond to all requests for emergency assistance. The Vesta 911 System routes these calls to the Dispatch Center so we can send the necessary emergency personnel to the incident.

Project Recommendation - Define the Suggested Course of Action

Define the project scope and why the project is an innovative solution:

This project involves the hardware refresh of the Vesta 911 system. The hardware refresh will ensure that the system is working at its top performance level. The current system is at its end of life.

Describe how the project addresses department objectives or countywide strategy:

The project will allow the Ozaukee County Dispatch Center to continue to receive 911 calls from citizens that require emergency assistance. The Mission of the Ozaukee County Sheriff's Office is to serve the citizens of today for a better tomorrow. The system upgrade is needed to continue to provide a high level of service to the citizens we serve.

Describe the project's impact on quality of life:

When citizens pick up the phone and dial 911 they expect the call to be immediately answered and emergency personnel sent. This system update will allow us to continue to provide a high level of service that the citizens have come to expect.

Describe the project's impact on health and safety:

The Vesta 911 hardware refresh project allows the Sheriff's Office Dispatcher's to route vital emergency personnel to emergencies.

Describe how the project impacts department operations using business objectives:

Partnerships: The Sheriff's Office currently dispatches for four (4) other agencies. To keep this partnership strong, we need a properly working 911 system so not to decrease the services we provide not only our agencies citizens, but the four (4) additional jurisdictions we dispatch for.

Customer Service: This is enhanced with better technology allowing for the prompt dispatch of law enforcement, fire personnel and EMTs to an emergency.

Improve Safety: Safety is the number one priority at the Sheriff's Office. Without a properly functioning 911 system the safety of all citizens and businesses is in jeopardy.



A Lifeline in the Moments that Matter

Quotation For

Ozaukee County Sheriff
1201 S. Spring Street
Port Washington, WI 53074
262-284-8430

Vendor

BAYCOM, Inc.
Kate Premo
W239N2890 Pewaukee Rd
Pewaukee, WI 53072
414-546-7628
kpremo@baycominc.com

Quote # KP0826

VESTA 911 SYSTEM HARDWARE REFRESH

Date 8/26/2020
Quote valid until 9/25/2020

ITEM ID	QTY	DESCRIPTION	UNIT PRICE	TOTAL PRICE
A	1	VESTA 9-1-1 LICENSING V911 R7.DOC MED UPGRADE V911 CAD INTERFACE LICENSE UPGRADE	\$0.00	\$0.00
B	1	VM MEDIUM SERVER BUNDLE V-DL MED SVR BNDL SNGL 2-POST RELAY RACK MNT KIT	\$31,181.25	\$31,181.25
C	6	VESTA® WORKSTATION EQUIPMENT WKST HP Z2 G4 SFF W/O OS WINDOWS 10 LTSC LIC NIC PCIE SNGL ADPTR CARD BASIC SAM HDWR KIT SAM EXT SPKR KIT V911 IWS CFG V911 IWS STG FEE CPR/SYSPREP MEDIA IMAGE	\$4,185.00	\$25,110.00
D	2	NETWORK EQUIPMENT FIREWALL 60E VPN CFG SVCS CFG NTKW DEVICE	\$1,128.75	\$2,257.50
E	1	VESTA ANYALYTICS UPGRADE V-ANLYT 3.3 DOC/MED UPGD V-ANLYT STD LIC UPGD V-ANLYT USER LIC UPGD V-ANLYT STD SEAT LIC MIG VESTA ANALYTICS MODULES V-ANLYT ADV RPT PKG LIC V-ANLYT STD ADD-ON WKST HP Z2 G4 SFF W/O OS WINDOWS 10 LTSC LIC NIC PCIE SNGL ADPTR CARD GENERIC WKST CFG FEE	\$14,711.00	\$14,711.00

Attachment: Vesta 911 Feasibility & Submittal (6843 : Recommendation of Executive Committee Project Submittals to County Board)

F	192	VESTA FIELD ENGINEERING SERVICES	\$125.00	\$24,000.00
G	1	BAYCOM ONSITE INSTALLATION AND CONFIGURATION LABOR	\$16,830.00	\$16,830.00
H	1	ONE YEAR VESTA & BAYCOM SERVICE & SUPPORT 24/7 ONSITE AND REMOTE SUPPORT SECURITY PATCHES, SOFTWARE UPDATES EXCLUDES WINDOWS UPDATES	\$18,795.00	\$18,795.00
		<u>WARRANTY OPTIONS AND ESSENTIAL SPARE EQUIPMENT</u>		
I	1	ONSITE BACKROOM ESSENTIAL REPLACEMENT HARDWARE *required to prevent down time due to part replacement. MED 1000B CHASSIS SPARE MED 1000 FXO-LS BNDL MED 1000 FXS-O BNDL MED 1000B PWR SPLY BNDL MED 1000B CPU BNDL TS-4 PORT TERMINAL SVR CBL PATCH BLUE 3FT SWITCH 2960-X+CBL 24-PORT	\$7,966.81	\$7,966.81
J		RECOMMENDED WORKSTATION HARDWARE REPLACEMENTS		
	1	WKST HP Z2 G4 SFF W/O OS	\$1,580.00	OPTIONAL
	1	WINDOWS 10 LTSC LIC	\$116.25	OPTIONAL
	1	NIC PCIE SNGL ADPTR CARD	\$103.75	OPTIONAL
	1	BASIC SAM HDWR KIT	\$1,446.25	OPTIONAL
	1	SAM EXT SPKR KIT	\$210.00	OPTIONAL
	1	GENERIC WKST CFG FEE	\$0.00	OPTIONAL
K	2	EXTENDED 5 YEAR WARRANTY-SERVERS	\$11,156.00	OPTIONAL
	6	EXTENDED 5 YEAR WARRANTY-6 WORKSTATION	\$1,706.25	OPTIONAL
		<u>OPTIONAL COMMAND POST MOBILE POSITION</u>		
L	1	VESTA® Command POST MOBILE POSITION VPRIME MLTP PER SEAT LIC V911 IRR LIC/DOC/MED LAPTOP ZBOOK15 G6 W/O OS & WARR 3YR WINDOWS 10 LTSC LIC DOCK STATION THUNDERBOLT KIT KYBD/MOUSE BNDL KEYPAD 24 KEY USB CBL 12FT CPOST BASIC SAM HDWR KIT SAM EXT SPKR KIT V911 IWS CFG CPR/SYSPREP MEDIA IMAGE	\$15,650.00	OPTIONAL
M	1	ONE YEAR VESTA & BAYCOM SUPPORT ON COMMAND POST	\$2,128.75	OPTIONAL
		COMMAND POST OPTION TOTAL \$17,778.75		

N	1	VESTA® MAP LOCAL-CALL MAPPING AND RAPID SOS VMAP LOCAL R3 PREM LIC-KEY/MED VMAP LOCAL PREM LIC ONLY VMAP LOCAL GIS SVCS 8GB RAM DDR Z2 8GB RAM ZBOOK 15 G5/G6 2 SESSIONS E-LEARN VESTA MAP LOCAL AGENT TRNG 1 SESSION E-LEARN VMAP LOCAL GIS DATA HUB TRNG	\$40,145.00	OPTIONAL
O	1	BAYCOM AND VESTA FIELD ENG-STANDARD	\$6,930.00	OPTIONAL
P	1	1 YEAR SUPPORT AND RAPID SOS YEARLY SUBSCRIPTION	\$6,882.50	OPTIONAL

MAPPING AND RAPID SOS OPTION TOTAL
\$53,957.50

Approved By

PO #

Total :	\$140,851.56
Shipping:	\$20.00
Tax:	EXEMPT
Total:	\$140,871.56

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All of the information listed on this proposal is confidential and proprietary information.

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Attachment: Vesta 911 Feasibility & Submittal (6843 : Recommendation of Executive Committee Project Submittals to County Board)



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\$169.99**22-Inch Dual Pack**
\$309.9924-Inch
\$189.9924-Inch Dual Pack
\$283.99**Standing screen display size** 22 Inches**Resolution** FHD 1080i**Display Technology** LCD**Brand** ViewSonic**Model Name** VG2249_H2

PROJECT FEASIBILITY ANALYSIS

Project Name: Justice Center 1st Floor Uninterrupted Power Supply

Project Manager: Mary Lou Mueller / Ryan Tackes

Project Budget Estimate:

Source	Amount
2021 Capital Project Fund	\$85,000
TOTAL	\$85,000

Project Score: Value and Efficiency (360/400) Modernization and Service (270/400)

Project Purpose Summary (from department):

The need and the urgency of the JC-1-UPS project will protect our \$400,000 technology project in the courtroom and is the backbone for future upgrades for all the departments and security services on the Justice Center 1st floor. Funding for this gap of reliability and functionality remains to be a driving issue to modernize the electrical capabilities of the 1st floor of the Justice Center.

Proposal Considerations, Risks, and Identified Issues:

The project scored exceptionally well and ranked 3rd in projects scored. This project allows the Clerk of Courts to continue to evolve and respond to the desire for remote services, providing a higher level of service now, as well as allowing for more efficient technological upgrades in the future. The level of urgency and direct impact on the health and safety contributed significantly to its score. The amount of data produced and stored by the Clerk of Courts also requires sufficient investment to protect in the public's interest. The project scored well on the modernization and service aspects of the scorecard as it will greatly improve the outdated equipment currently in use, allowing for emergency generator access if needed.

Staff Recommendation:

Staff recommends consideration for fund for the Justice Center 1st Floor Uninterrupted Power Supply project.

Project Reserve Information Sheet			
Project Name:	Justice Center 1st Floor Uninterrupted Power Supply (JC-1-UPS)		
Requested By:	Mary Lou Mueller, Clerk of Circuit Court		
Project Owner:	Mary Lou Mueller / Ryan Tackes		
Start Date:	As available		
Project Costing - Detail Project Costs			
Funding Source (Please Check All that Apply):			
☐	Project Fund	☐	Grants
☐	Dept. Reserve	☒	2021 Project Funding
☐	Other		
List All Funding Sources Selected:			
Source	Amount	Grant Information	
2021 Project Funding	\$85,000	N/A	
		N/A	
		N/A	
		N/A	
		N/A	
		N/A	
		N/A	
TOTAL PROJECT COST:	\$85,000		
Offsetting Revenue or Savings (If Applicable):			
Source	Amount		
	TOTAL	N/A	
Provide a narrative of project costs:			
See Exhibit A for bid outline of the associated costs.			

Project Narrative - Define the Current State

Describe the need, urgency, or gap in service and risk of delay from a customer perspective:

The need and the urgency of the JC-1-UPS project will protect our \$400,000 technology project in the courtroom and is the backbone for future upgrades for all the departments and security services on the Justice Center 1st floor.

Funding for this gap of reliability and functionality remains to be a driving issue to modernize the electrical capabilities of the 1st floor of the Justice Center.

Describe how the project impacts the department's level of service:

Our investment of the soon to be newly installed courtroom technology will be undermined if we do not update the electrical wiring and install surge protection.

A simple analogy is buying a 1950's home with a fuse box and relying on this to operate a modern stove or refrigerator and have a light bulb on. You will constantly be tripping the circuit and creating a hazard.

We need to protect our investment in technology by upgrading our infrastructure within the building to be able to continue to offer remote access to litigants and modern courtrooms within the building.

Project Recommendation - Define the Suggested Course of Action

Define the project scope and why the project is an innovative solution:

Update Justice Center 1st Floor Uninterrupted Power Supply is not so much innovative as it is a common solution to power outages, brownouts and surges that could destroy data and equipment. Keeps individuals in the building safe from harm, reducing county liability.

Describe how the project addresses department objectives or countywide strategy:

The project addresses step one of the need to update infrastructure to be able to have access to generator power to all of the first floor to ensure the continuity of access to the courts and to protect our sizable investment in technology.

Describe the project's impact on quality of life:

Electricity is one of those items we take for granted. When it works, it is invisible to the user. When it doesn't work, we can't do our jobs. As we have seen with the pandemic, the Constitution does not care if we have the tools to continue with our ability to ensure justice for litigants, we are required to figure it out. This is one of the down sides of being heavily reliant on technology.

Describe the project's impact on health and safety:

The Justice Center 1st floor has limited access to the generator. Court security loses access to their computers when the power goes out for a while, until connecting with the backup generator. This causes delays in rebooting, processing court users, unable to monitor courtrooms and other areas of the Justice Center, during this crucial period. Courtrooms, judicial suites and the Clerk of court's office completely lose power and have no access to a generator. This causes total black out areas which include bathrooms and interior courtrooms for staff, juries and court users.

Describe how the project impacts department operations using business objectives:

Our business objective is to remain functional even in times of extreme disasters. Providing for the much needed Justice Center 1st Floor Uninterrupted Power Supply (JC-1-UPS) will be the required infrastructure to be able to one day utilize power from an emergency generator.



J. Miller Electric, Inc.

ELECTRICAL CONTRACTORS

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Proposal

1/12/2021

Ozaukee County Justice Center
ATTN: Ryan Tackes, Shawn Anderson

Project: 1st Floor Courts UPS, UPS Branch Circuits

I am pleased to offer the following work for your consideration:

- Labor and materials to complete installation
- Provide and install one new 2 ½" EMT conduit raceway
 - Copper conductors
 - Install necessary conduit fittings, straps and junction boxes
 - Power to be derived from 120/208 Volt generator panel
 - Install one new Square D three pole 150 Amp circuit breaker
 - Conduit to be installed from basement electrical room to 1st floor corner closet
 - Wall and floor coring and patching
 - Install fire caulk for all fire wall penetrations
- Provide and install one new 30KVA 120/208 Volt Liebert UPS
 - Integral make-before-break UPS bypass switch
 - UPS to be installed in 1st floor corner closet
- Provide and install one 200 Amp 250 Volt fused disconnect in 1st floor corner closet
 - Install three 150 Amp fuses
- Provide and install one 125 Amp 120/208 Volt 30 circuit Square D panelboard, main lug
 - Panel to be filled with single pole 20 Amp circuit breakers
 - Panel to be installed in 1st floor corner closet
- Provide and install new colored EMT conduits and circuits to the following locations...
 - CSU, Three 20 Amp 120 Volt circuits
 - Exposed Wiremold raceway to be installed near CSU
 - F4, Two 20 Amp 120 Volt circuits
 - F3, Two 20 Amp 120 Volt circuits
 - F2, Two 20 Amp 120 Volt circuits
 - F1, Two 20 Amp 120 Volt circuits
 - Install one colored duplex receptacle per circuit at each location
 - Coordinate receptacle locations with building superintendent
- Net price includes two-year UPS maintenance agreement \$3,140.00
- Scissor Lift

- Project Notes:
 - All conductors to be copper
 - All UPS conduits to be labeled and color coded
 - Branch circuits and outlets to be labeled
 - UPS and UPS panel sized to accommodate future UPS loads
 - Net price includes UPS start up and owner training
 - Coordinate conduit path and installation with building superintendent
 - Coordinate wall and floor coring with building superintendent
 - For budgetary purposes add 10% to net price
- Excludes: OT labor

The above design and scope of work is confidential and proprietary to J. Miller Electric, Inc.
 I will proceed with the above based on a net price of \$83,060.15.
 Prices firm for acceptance within 30 days of quotation.



Justin Miller
 Project Manager
 J. Miller Electric, Inc.

I hereby agree and accept this proposal.

Signed/ Date:

Print/ Date:

PROJECT FEASIBILITY ANALYSIS

Project Name: Outdoor Range Improvements

Project Manager: Sheriff Jim Johnson

Project Budget Estimate:

Source	Amount
2021 Capital Project Fund	\$200,000
TOTAL	\$200,000

Project Score: Value and Efficiency () Modernization and Service ()

Project Purpose Summary (from department):

The building is a one level, single room structure without running water or bathroom plumbing. Since its construction in the 1990's the building has seen little improvements and is in a current state of deterioration. There is evidence of rodents nesting in the building and there is a leak in the roof. The building is made of standard construction materials built upon a concrete slab. The building is surrounded by overgrown foliage. The 50-yard range area is surrounded by dirt berms on three sides, however there are no berms or sound barriers on the east side which face a neighboring residential subdivision.

Proposal Considerations, Risks, and Identified Issues:

The DOA Committee did not score this project.

Staff Recommendation:

Staff does not recommend funding the Outdoor Range Improvements through the Capital Project Fund at this time. However, staff does recommend the consideration of funding for the project through a 2021/2022 debt issuance.

Project Reserve Information Sheet			
Project Name:	Ozaukee County Sheriff's Office Outdoor Range Improvements		
Requested By:	Capt. Marshall Hermann		
Project Owner:	Sheriff Jim Johnson		
Start Date:	06-01-2021		
Project Costing - Detail Project Costs			
Funding Source (Please Check All that Apply):			
☒	Project Fund	☐	Grants
☐		☐	Dept. Reserve
☐		☐	Other
List All Funding Sources Selected:			
Source	Amount	Grant Information	
		N/A	
		N/A	
		N/A	
		N/A	
		N/A	
		N/A	
		N/A	
TOTAL PROJECT COST:		200000	
Offsetting Revenue or Savings (If Applicable):			
Source		Amount	
		TOTAL	
Provide a narrative of project costs:			
The Ozaukee County Sheriff's Office outdoor range is located on a 39-acre parcel of land owned by Ozaukee County and located at N5071 CTH Y in the Town of Fredonia. The footprint of the existing range includes a 50-yard shooting area and a single-story, one room, range building which was constructed by Sheriff's Office staff in the early 1990's. Since its initial construction, the range building has seen little improvements and is currently in a state of deterioration. The need to repair or rebuild the range building, along with numerous other improvements to the range area, has been identified in order to provide an acceptable level of training and service and to plan for future use. Project costs would include the repair or rebuilding of the current range building structure, addition of a well for running water and holding tank for bathroom plumbing, and the reconfiguration of the range to maximize its space within the existing footprint.			

Project Narrative - Define the Current State

Describe the need, urgency, or gap in service and risk of delay from a customer perspective:

The building is a one level, single room structure without running water or bathroom plumbing. Since its construction in the 1990's the building has seen little improvements and is in a current state of deterioration. There is evidence of rodents nesting in the building and there is a leak in the roof. The building is made of standard construction materials built upon a concrete slab. The building is surrounded by overgrown foliage. The 50-yard range area is surrounded by dirt berms on three sides, however there are no berms or sound barriers on the east side which face a neighboring residential subdivision.

Describe how the project impacts the department's level of service:

Each year the state training and standards requirements in law enforcement have expanded putting the burden on law enforcement agencies to increase their annual training curriculum. The outdoor range is a training location used year round by the Sheriff's Office and other local police municipalities. Firearms, Defense and Arrest Tactics, Vehicle Contacts, Tactical Emergency Medical Services, Less-Lethal munitions, and K9 operations are a few of the topics trained at the outdoor range. Each year the Sheriff's Office provides a minimum of 24 hours of training for each of its 98 sworn staff members. The majority of this training occurs at the Sheriff's Office outdoor range. Improvements to the outdoor range and range building will help provide a safe and comfortable learning environment for law enforcement. A better trained law enforcement staff in turn will provide a higher quality of service to the citizens of Ozaukee County. Training will also help reduce the potential of complaints and litigation against the Sheriff's Office and Ozaukee County.

Project Recommendation - Define the Suggested Course of Action

Define the project scope and why the project is an innovative solution:

Improvements would potentially include the following: repair/rebuild of the current range building structure to facilitate classroom teaching, storage of supplies and designated firearms cleaning areas; install water well and holding tank to facilitate an indoor bathroom; potential 2nd level of range building or separate structure for multi-use training room; reconfiguration of range design within the footprint of the existing area to maximize space and efficiency; dedicated parking space that does not impede Highway Department storage buildings; removal of foliage near the berms and building; additional berm or sound barrier to reduce noise.

Describe how the project addresses department objectives or countywide strategy:

The Sheriff's Office department objectives and strategy include providing training opportunities to encourage staff member's individual growth, prepare them for critical situations that they will face in their daily law enforcement duties, prepare staff for future roles within the Sheriff's Office, and to provide a safe learning environment. Upgrades to the outdoor range will provide additional training opportunities which also help with recruitment and retention of Sheriff's Office employees.

Describe the project's impact on quality of life:

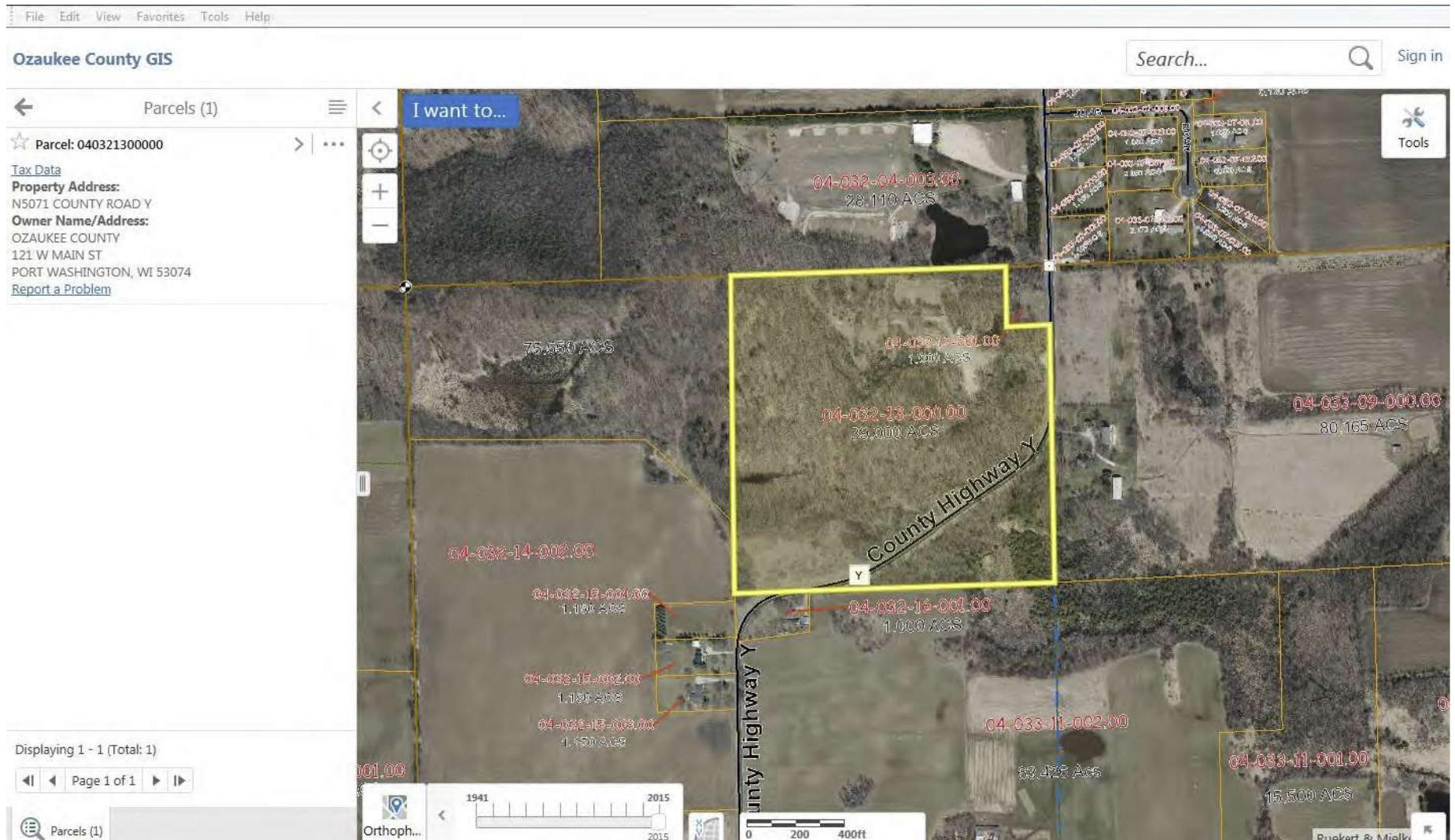
A proper training environment will help improve training opportunities for Sheriff's Office staff who in return will be able to provide a better quality of overall service to the citizens, keep our community and employees safe, and to protect the unique quality of life that we have in Ozaukee County. This will also help reduce the potential for citizen complaints and litigation against the Sheriff's Office.

Describe the project's impact on health and safety:

A proper training environment will help improve the quality of training the Sheriff's Office staff receives. Improvements to training will help deputies make better decisions during critical situations that will keep both our staff and the citizens of Ozaukee County safe.

Describe how the project impacts department operations using business objectives:

The outdoor range is an opportunity to promote partnerships with other municipal law enforcement agencies within Ozaukee County. It is used by many agencies and also used by multi-jurisdictional collaborations including the Special Response Team. An improved training environment will help keep staff up to date with current training trends, skills, and tactics, promote the safety of deputies and citizens, and reduce errors in decision making while improving work performance.



Attachment: Outdoor Range Feasibility & Submittal (6843 : Recommendation of Executive Committee

















PROJECT FEASIBILITY ANALYSIS

Project Name: Outdoor Security Camera Replacement and Upgrade at Justice Center

Project Manager: Jeff Sauer

Project Budget Estimate:

Source	Amount
2021 Capital Project Fund	\$110,000
TOTAL	\$110,000

Project Score: Value and Efficiency (310/400) Modernization and Service (200/400)

Project Purpose Summary (from department):

The current security cameras on the outer perimeter of the Justice Center are at their end of life and in need of replacing. The camera coverage is marginal and has areas that are not viewable by the current system. The upgrade would provide a security improvement for the Justice Center assets, employees, and citizens that access the Justice Center on a daily basis.

The video monitoring system workstations are near their end of life. The workstations allow viewing access throughout the building including the Jail, Court Screening, and Dispatch.

Proposal Considerations, Risks, and Identified Issues:

The project scored well in Value and Efficiency given it's demonstrated impact on the health and safety of the staff at the Justice Center. While staff, acknowledges the functionality and useful life considerations of the current camera system, the project was deemed necessary but not necessarily urgent at this time. Future consideration should be given to this project.

Staff Recommendation:

Staff does not recommend consideration of funding for the Outdoor Security Camera Replacement and Upgrade at Justice Center.

Project Reserve Information Sheet			
Project Name:	Outdoor Security Camera Replacement and Upgrade at Justice C		
Requested By:	Captain Jeff Sauer		
Project Owner:	Ozaukee County Sheriff's Office		
Start Date:	Upon Approval		
Project Costing - Detail Project Costs			
Funding Source (Please Check All that Apply):			
☒ Project Fund	☐ Grants	☐ Dept. Reserve	☐ Other
List All Funding Sources Selected:			
Source	Amount	Grant Information	
		N/A	
		N/A	
		N/A	
		N/A	
		N/A	
		N/A	
		N/A	
		N/A	
TOTAL PROJECT COST:	110,000.00		
Offsetting Revenue or Savings (If Applicable):			
Source	Amount		
TOTAL			
Provide a narrative of project costs:			
Installation of new Axis Multi Stream IP cameras to the outer perimeter of the Justice Center. This installation will improve the visual coverage of the Justice Center and the parking lots surrounding. Part of the project would include replacement of video monitoring workstations throughout the Justice Center. The equipment and costs associated with this upgrade is as follows: 10 Axis Multi Stream cameras with attached PTZ 10 Axis Q series exterior housing with 4 x 5.0 Megapixel lens 40 Bosch IP camera connection licenses 10 Axis Wall Mounts 10 Axis corner mount adapters 10 Axis Adapter Kit for mounts 10 Gigabit PoE++Injector 7 Precision 3630 Tower-Two Monitor Workstations			

Project Narrative - Define the Current State

Describe the need, urgency, or gap in service and risk of delay from a customer perspective:

The current security cameras on the outer perimeter of the Justice Center are at their end of life and in need of replacing. The camera coverage is marginal and has areas that are not viewable by the current system. The upgrade would provide a security improvement for the Justice Center assets, employees, and citizens that access the Justice Center on a daily basis.

The video monitoring system workstations are near their end of life. The workstations allow viewing access throughout the building including the Jail, Court Screening, and Dispatch.

Describe how the project impacts the department's level of service:

The Sheriff's Office will be able to provide a higher level of security for all users of the Justice Center. The proposed upgrade of the Axis multi stream camera addresses the historical problem of the current cameras not being able to view the entire area of desired coverage, or being focused in an area other than where the activity is occurring.

Project Recommendation - Define the Suggested Course of Action

Define the project scope and why the project is an innovative solution:

The upgrade to multi stream high resolution IP cameras will provide enhanced analytical features. This will increase the security at the Justice Center. It will also give the Sheriff's Office an enhanced investigative tool when incidents occur around the outer perimeter of the building.

Describe how the project addresses department objectives or countywide strategy:

Increased security around the Justice Center will help Ozaukee County protect its employees and its assets.

Describe the project's impact on quality of life:

The safety and security of everyone who uses the Justice Center will be an upgrade to their quality of life.

Describe the project's impact on health and safety:

The replacement of aging, end of life cameras and equipment will provide enhanced security for the county employees. County assets will be protected.

Describe how the project impacts department operations using business objectives:

Improve safety-better monitoring of the public, employees and inmates. Evidence to investigate when an incident occurs.

January 5, 2021

Captain Jeff Sauer
Ozaukee County Sheriff's Department
1201 S Spring Street
Port Washington, WI 53074

Dear Cpt. Sauer:

Thank you for requesting the following quotation for furnishing and installing an Axis multi-lens camera with attached Axis PTZ, as demonstrated at your facility on December 2, 2020. As a follow up to the demonstration, we hosted a meeting with Axis where we connected the Axis cameras to Bosch BVMS software. We tested the ability to utilize various camera software features. The results were very positive. I do want to emphasize that it will be important to work closely with you to develop an outline of the various priority zones and tracking features which are desired at the time of installation. The proposed solution addresses the historical problem of PTZ cameras not being able to view the entire area of desired coverage, or being focused in an area other than the area where activity is occurring.

If the cameras proposed are used as a replacement for an existing Bosch PTZ, there will be four additional Bosch BVMS camera connections requiring a channel license, plus the reuse of the existing license. Lastly, as we know there will be eventual replacement of all the analog cameras at the Justice Center, we strongly encourage you to look at options for installing a fiber backbone to replace the existing copper connectivity between the various switch locations at the facility. The network traffic associated with an all IP camera deployment will require fiber transmission for optimal performance. It will also be necessary to add various managed network PoE switches at the same time.

FURNISH, INSTALL & PROGRAM

SGTS, Inc. shall be responsible for the above described scope of work, and the following items:

- **Axis Multi Stream "Spaceship" camera with attached PTZ**
 - (1) Axis Q series exterior housing with 4 X 5.0 Megapixel lens 20.0 Megapixel total
 - (1) Axis Q series exterior PTZ with Laser Focus 2.0 Megapixel
 - (4) Bosch IP camera connection license-Qty
 - (1) Axis wall mount
 - (1) Axis corner mount adapter
 - (1) Axis Adapter Kit for above mounts
 - (1) Gigabit PoE++ Injector
 - Set up viewing areas for fixed view cameras
 - Programming and testing

INVESTMENT: \$ 7,855

Prices are valid until March 04, 2021

- **Impact on Video System Storage**

The Axis camera upgrade alternatives to the Bosch PTZ cameras currently used require **more** storage capacity because of the increased number of camera lenses utilized by the 360 degree cameras. The server/storage configuration proposed July 14, 2020 assumed the existing 2.0 MP PTZ cameras would remain deployed. By upgrading to a multi lense camera, we are effectively adding an additional 20 MP at each camera location to be upgraded. Because our previous storage calculations **did** factor in upgrades to numerous **indoor cameras** throughout your facility, the new multihead cameras can utilize storage space originally slated for other upgraded cameras. To maintain the ability to achieve 121 days minimum storage, we will perform new storage calculations to determine the storage requirements for multiple new exterior cameras.

EXCLUDES

- 120 VAC Circuits (none anticipated)
- Condition of any previously installed equipment
- Aerial lift if required will be provided by Ozaukee County

Thank you very much for providing us with this opportunity to be of continued service to Ozaukee County. I especially appreciate your patience as we performed the behind-the-scenes engineering work and the equipment specification with our vendor partners to best meet your objectives now and in the future. We look forward to working with you. If you are prepared to move forward, please highlight or initial the change orders you would like to accept, and return a signed version to me.

Sincerely,

Paul Briggs

Account Manager

Accepted by (Authorized client signature)

Printed Name

Date

December 23, 2020

Ryan Tackes, Building Superintendent
Ozaukee County
1201 S Spring Street
Port Washington, WI 53074

Dear Ryan:

Thank you for requesting the following proposal for replacement of the existing workstation known as **BVMS WS One**, currently installed in the Sgt's Office.

SCOPE OF WORK

SGTS, Inc. will furnish and install the following:

- (1) Precision 3630 Tower - Two Monitor Workstation
- (1) Second NIC card
- (1) misc. cable adapters as may be required

INCLUDES

- In-house set up and testing of new workstation PC,
- Installation of any relevant patches, configuration and testing
- Load and configure a current version of BVMS software
- Field installation and commissioning of new workstation
- One Year Warranty on all SGTS labor - Dell computer warranty is covered against defects for 3 years

The on-site work for this project is expected to be completed in one work day. We have used PMP pricing for the labor and travel costs associated with this quote.

INSTALLED PRICE: \$ 3,760

Prices are subject to change after 60 days

TERMS

Due upon completion - Net 30

Prices are valid for 60 Days

We look forward to working with you. If the above proposal meets with your approval, please return a signed version to me.

Sincerely,

Paul Briggs

Account Manager

Accepted by (Authorized client signature)

Printed Name

Date

PROJECT FEASIBILITY ANALYSIS

Project Name: Judicial Suite Reception Replacement

Project Manager: Mary Lou Mueller

Project Budget Estimate:

Source	Amount
2021 Capital Project Fund	\$32,000
TOTAL	\$32,000

Project Score: Value and Efficiency (240/400) Modernization and Service (110/400)

Project Purpose Summary (from department):

The reception area of the judge's chambers should reflect the dignity and importance of the Judge's position. Currently, the office furniture consists of relics of the initial cubicle system for the Justice Center. The cubicle system does not support the current needs of the deputy Clerk IV's assigned to the judiciary. The equipment could also cause hazards which would create a liability to the County.

Proposal Considerations, Risks, and Identified Issues:

The project failed to score well in its impact on health and safety, and the replacement of furniture lacked urgency necessarily. While an improved work space contributes to the quality of life and satisfaction of staff, and presentation of the office, it was deemed of lower impact.

Staff Recommendation:

Staff does not recommend funding consideration for the Judicial Suite Reception Replacement project at this time. Staff recommends the department work with Facilities Management to identify opportunities to upgrade the office incrementally over time.

Project Reserve Information Sheet										
Project Name:	COC Judicial Suite Reception Replacement									
Requested By:	Mary Lou Mueller, Clerk of Circuit Court									
Project Owner:	Mary Lou Mueller									
Start Date:										
Project Costing - Detail Project Costs										
Funding Source (Please Check All that Apply):										
☒ Project Fund	☐ Grants	☐ Dept. Reserve ☐ Other								
List All Funding Sources Selected:										
Source	Amount	Grant Information								
Project Fund	\$32,000	N/A								
		N/A								
		N/A								
		N/A								
		N/A								
		N/A								
		N/A								
		N/A								
TOTAL PROJECT COST:	\$32,000									
Offsetting Revenue or Savings (If Applicable):										
Source	Amount									
	TOTAL									
Provide a narrative of project costs:										
<table> <tbody> <tr> <td>4 reception desks with turn</td> <td>\$20,000</td> </tr> <tr> <td>4 Kneespace Credenzas</td> <td>\$ 9,000</td> </tr> <tr> <td>Shipping</td> <td>\$ 2,600</td> </tr> <tr> <td>10% contingency</td> <td>\$ 310</td> </tr> </tbody> </table>			4 reception desks with turn	\$20,000	4 Kneespace Credenzas	\$ 9,000	Shipping	\$ 2,600	10% contingency	\$ 310
4 reception desks with turn	\$20,000									
4 Kneespace Credenzas	\$ 9,000									
Shipping	\$ 2,600									
10% contingency	\$ 310									

Project Narrative - Define the Current State

Describe the need, urgency, or gap in service and risk of delay from a customer perspective:

The reception area of the judge's chambers should reflect the dignity and importance of the Judge's position. Currently, the office furniture consist of relics of the initial cubicle system for the Justice Center.
The cubicle system does not support the current needs of the deputy Clerk IV's assigned to the judiciary. The equipment is also could cause hazards which would create a liability to the county.

Describe how the project impacts the department's level of service:

While the Deputy Clerk IV's could and can work in any environment, the office furniture is 30 plus years old. Function and form has improved for modern office furniture to facilitate better usage with computers, monitors and laptops to improve productivity.

Project Recommendation - Define the Suggested Course of Action

Define the project scope and why the project is an innovative solution:

The scope of the project would be to replace the old outdated worn cubicle pieces with modern functional judicial suite appropriate office furniture.
The project is not innovative, but necessary to modernize the office landscape to provide functioning equipment among all staff.

Describe how the project addresses department objectives or countywide strategy:

The County should invest in modern office furniture to present a cohesive presentation of our buildings instead of the patchwork of mismatched handed down left overs.

Describe the project's impact on quality of life:

Quality of life is represented by the County's ability to reflect our shared vision of the respect, dignity and importance of the judiciary.

Describe the project's impact on health and safety:

The impact of the replacement office furniture will remove hazards from the workplace. Thereby removing liability from the County.

Describe how the project impacts department operations using business objectives:

By providing the proper replacement furniture this department ensures the continued dignity, respect and importance of the office of the judiciary.

5.b.g



Attachment: Judicial Suite Feasibility &

Packet Pg. 56

5.b.g



Attachment: Judicial Suite

Packet Pg. 57

PROJECT FEASIBILITY ANALYSIS

Project Name: COC Outer Office Cubicle Replacement

Project Manager: Mary Lou Mueller

Project Budget Estimate:

Source	Amount
2021 Capital Project Fund	\$99,500
TOTAL	\$99,500

Project Score: Value and Efficiency (230/400) Modernization and Service (110/400)

Project Purpose Summary (from department):

The Clerk of court's outer office has not had office furniture updated since the creation of the Justice Center. The cubicles are in need of replacement. There is limited infrastructure wiring for electrical outlets, network wiring and other peripherals. This has caused issues with how much equipment can be used at a time. There are no longer replacements parts available within the county to repair or replace part failures.

Proposal Considerations, Risks, and Identified Issues:

Overall, the project did not score well when compared to other projects. The lack of defined urgency and impact on overall health & safety contributed to its low score. While the project would improve the working environment, the impact to external customer bases are not apparent.

Staff Recommendation:

Staff does not recommend funding consideration for the Office Cubicle Replacement project at this time. Staff recommends the department work with Facilities Management to identify opportunities to upgrade the electrical infrastructure. This project should be given some consideration for an incremental approach funded through the operating budget.

Project Reserve Information Sheet			
Project Name:	COC Outer Office Cubicle Replacement		
Requested By:	Mary Lou Mueller, Clerk of Circuit Court		
Project Owner:	Mary Lou Mueller		
Start Date:	As soon as possible		
Project Costing - Detail Project Costs			
Funding Source (Please Check All that Apply):			
☒ Project Fund	☐ Grants	☐ Dept. Reserve	☐ Other
List All Funding Sources Selected:			
Source	Amount	Grant Information	
Project Fund	\$99,500	N/A	
		N/A	
		N/A	
		N/A	
		N/A	
		N/A	
		N/A	
TOTAL PROJECT COST:	\$99,500		
Offsetting Revenue or Savings (If Applicable):			
Source	Amount		
	TOTAL		
Provide a narrative of project costs:			
7 Cubicles at a estimated cost of \$99,500 See attachment A			

Attachment: COC Cubicles Feasibility & Submittal (6843 : Recommendation of Executive Committee Project Submittals to County Board)

Project Narrative - Define the Current State

Describe the need, urgency, or gap in service and risk of delay from a customer perspective:

The Clerk of court's outer office has not had office furniture update since the creation of the Justice Center. The cubicles are in need of replacement. There is limited infrastructure wiring for electrical outlets, network wiring and other peripherals. This has caused issues with how much equipment can be used at a time. There are no longer replacements parts available within the county to repair or replace part failures.

Describe how the project impacts the department's level of service:

The cubicles structure and available parts for construction limit placement and usage in the clerk of courts department. The failure of one more panel will cause a domino effect of loss work space for at least one staff member.

The current cubicles are composed of cloth panels which are hard to clean and are showing increasing wear and tear.
The limitation of hardware placement restricts social distancing and quite space for staff to work.

Project Recommendation - Define the Suggested Course of Action

Define the project scope and why the project is an innovative solution:

Purchasing new cubicles would give options to properly distance staff, utilize additional electric connection and provide a healthier, easier to clean work environment.

Describe how the project addresses department objectives or countywide strategy:

Describe the project's impact on quality of life:

New cubicles would allow staff to be more efficient in both work flow and ability to serve the public over the phone in a manner that would not affect other staff members.

Describe the project's impact on health and safety:

The current cubicles are unhealthy because they can not be cleaned properly due their cloth paneling. Safer because we would not be overloading the panel circuitry.

Describe how the project impacts department operations using business objectives:

For the above listed reasons, new cubicles would reduce hazards and provide a healthier work environment.



SAPPHIRE CUBICLE SYSTEM



PROJECT FEASIBILITY ANALYSIS

Project Name: Training Room Audio Visual Replacement & chair replacement

Project Manager: Sheriff's Office

Project Budget Estimate:

Source	Amount
2021 Capital Project Fund	\$29,870
TOTAL	\$29,870

Project Score: Value and Efficiency (270/400) Modernization and Service (290/400)

Project Purpose Summary (from department):

The AV equipment in the Sheriff's Office training room is in need of replacement. The equipment was installed in 2008 as part of a Homeland Security grant. At the time to meet the grant funds available some of the equipment installed was refurbished with a two-year extended warranty. Some of the equipment is no longer functioning. The video quality is very poor and the audio for presentations and videos is, for the most part, unusable. The AV equipment currently in the room is at its end of life and needs to be replaced with modern technology. The chairs are also at their end of life.

Proposal Considerations, Risks, and Identified Issues:

While there is a need to replace the A/V equipment and chairs, it was not recommended to be funded at this time due to a lack of capital funding.

Staff Recommendation:

Staff does not recommend funding at this time.

Project Reserve Information Sheet			
Project Name:	Sheriff's Office Training Room Audio Visual Replacement & chair		
Requested By:	Undersheriff Knowles and Tony Young		
Project Owner:	Ozaukee County Sheriff's Office		
Start Date:			
Project Costing - Detail Project Costs			
Funding Source (Please Check All that Apply):			
☒ Project Fund	☐ Grants	☐ Dept. Reserve	☐ Other
List All Funding Sources Selected:			
Source	Amount	Grant Information	
Project Fund (video)	\$23,070.00	N/A	
Project Fund (chairs)	\$6800.00	N/A	
		N/A	
		N/A	
		N/A	
		N/A	
		N/A	
TOTAL PROJECT COST:	\$29,870.00		
Offsetting Revenue or Savings (If Applicable):			
Source	Amount		
	TOTAL		
Provide a narrative of project costs:			
The project cost from Sound Designs is \$21,970. There is also a cost of \$1,100 to add new electrical outlets for the main presentation TV and secondary TV for viewing at the back of the room as estimated by Facilities & Maintenance Department. Total project cost of the audio/visual portion will be \$23,070. The conference room chairs are old, some are dilapidated and stained. After numerous department, county wide and State trainings, evaluations indicated the chairs were uncomfortable to sit in an extended period of time. To replace 40 chairs would cost approximately \$6800.00 which would cover a low cost, comfortable chair purchased from Amazon. See attached proposal from Sound Design.			

Attachment: AV - Chairs Feasibility & Submittal (6843 : Recommendation of Executive Committee Project Submittals to County Board)

Project Narrative - Define the Current State

Describe the need, urgency, or gap in service and risk of delay from a customer perspective:

The AV equipment in the Sheriff's Office training room is in need of replacement. The equipment was installed in 2008 as part of a Homeland Security grant. At the time to meet the grant funds available some of the equipment installed was refurbished with a two year extended warranty. Some of the equipment is no longer functioning. The video quality is very poor and the audio for presentations and videos is, for the most part, unusable. The AV equipment currently in the room is at its end of life and needs to be replaced with modern technology. The chairs are also at their end of life.

Describe how the project impacts the department's level of service:

The Sheriff's Office has been sponsoring state wide training session in which the average attendance is 50 individuals. With our current setup trainers have been unable to use equipment or have had difficulty connecting to our AV system. We are also limited in what we can use it for in-house training sessions. We have had negative reviews from trainers and attendees on the poor quality of our AV equipment, as well as our chairs. The overhead projector is expensive to maintain due to the bulb assembly having to be replaced every 18 months at a cost of \$279.00.

Project Recommendation - Define the Suggested Course of Action

Define the project scope and why the project is an innovative solution:

Work with the vendor Sound Designs to design a system that best fits the room and the departments needs. This project will be modeled off of the current AV system in the jury assembly room that was recently updated.

Suggested replacements:

- Replace projector with TV
- Add additional TV or TV's at the side of the room for viewing
- Upgrade speakers and sound system in the room
- Add the ability to play Blue Ray's and DVD's
- Upgrade AV control panel

Describe how the project addresses Department objectives or countywide strategy:

This room is the face of the department and the county while hosting law enforcement trainings. It does not make the us look like the leading County agency that we are. With this upgrade we will be able to host trainings and in-service sessions with our community partners thus reducing everyone's travel expenses and time away from their agencies, as well as ours.

Describe the project's impact on quality of life:

A majority of the training is officer safety related. With new equipment they will be able to conduct interactive training sessions that involve more than one type of media. Our current video setup is washed out and the audio sound system has a constant hum making it very difficult to hear, especially in the back of the room. With the every changing climate of law enforcement, up-to-date, in-house training is imperative to keeping our deputies trained with the most recent, suggested techniques regularly. This cannot be done regularly if the deputies have to travel for all trainings.

Describe the project's impact on health and safety:

The training sessions we hold in this room are mostly officer safety focused. With updated equipment the attendees will have a better, regular training experience.

Describe how the project impacts department operations using business objectives:

With the equipment failing we may have to start looking at other locations for training. If we had to do more off site training that would increase the cost of the Sheriff's Office training and travel budget, as well as less training to be had. Also when deputies are away from the office for training it is difficult to recall them to respond to emergency situations. The Sheriff's Office has invested in their deputies by making them certified training officers. The use of these training officers is important to keeping training costs down and offering regular training with minimal travel and overnight time.



Contact:

1/10/2020

Tony Young

Sound Designs, Inctyoung@co.ozaukee.wi.us

262-242-5599

6310. W. Donges Bay Rd.

Mequon, WI., 53092

www.sound-designs.net**Proposal**

Ozaukee County Training Room
1201 S. Spring St.
Port Washington, WI

Audio/Video

	<u>Retail</u>	<u>Sell</u>
Move existing cable box to rack	\$ -	\$ -
Remove Existing Projector		
(1) Utilize Existing Wall Mount AV Rack	\$0.00	\$0.00
(1) Sony 85" Motionflow XR 960 4K HDR Smart HDTV - XBR85X850G	\$3,499.00	\$2,799.00
(1) Sanus Fixed Wall Bracket	\$319.00	\$289.00
(1) Sony Blu-ray/CD player	\$149.00	\$139.00
(6) In-ceiling Trimless Speakers	\$1,350.00	\$1,263.00
(6) In-ceiling Tile Bridges	\$216.00	\$216.00
(1) Control4 EA3 System Controller	\$1,000.00	\$949.00
(1) 10" Tabletop Touchscreen	\$1,200.00	\$1,080.00
(1) Panamax 8-Outlet Surge Protector	\$238.00	\$214.00
(1) Zektor 6X4X8 HDMI Video Audio Matrix Switcher	\$5,999.00	\$5,399.00
(1) 4-Zone/8-Channel Power Amplifier, 100 WPC @ 4 ohm	\$1,400.00	\$1,299.00
(1) Microphone System Stereo Mic Mixer	\$358.00	\$322.00
(1) Handheld Microphone	\$755.00	\$679.00
(1) Lavalier And Belt Clip	\$600.00	\$561.00
(2) XLR To Rca Cable	\$52.00	\$48.00
(1) HDMI, Wall Plate For Computer Video Feed	\$55.00	\$55.00
(1) HDMI, VGA, 1/8" Mini audio cable Wall Plate For By Desk	\$55.00	\$55.00
(1) 8 Port Gigabit Internet Switch	\$98.00	\$75.00
(2) 50' Fiber Optic HDMI Cable	\$890.00	\$798.00
(3) 2M HDMI High Speed W/Ethernet HDMI Cables	\$70.00	\$63.00
(4) 2M Ethernet Cables	\$38.00	\$32.00
(1) Tripp-Lite UPS (output volt Amp capacity (VA):500	\$329.00	\$260.00
(1) C4 3.5mm Cable	\$42.00	\$39.00

Side TV's

Move Existing Right TV Up To Middle Of The Room

(2) Sony 43" XBR Ultra HD 4K HDR LED Smart HDTV - XBR-43X800G	\$1,298.00	\$1,196.00
(1) Pole Mount TV Mount	\$249.00	\$199.00
(1) HDBaseT HDMI Video Balun	\$425.00	\$399.00
(1) 50' Fiber Optic HDMI Cable	\$445.00	\$399.00

Wire

200ft 14/2 Speaker Wire (white)	\$183.00	\$116.00
100ft. Coaxial Cable	\$42.00	\$42.00

Misc. Hardware and Parts

(approx. \$150-\$300)	\$225.00	\$225.00
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Installation Labor/Programming

(approx. \$2500-\$3500)	\$2,760.00	\$2,760.00
-------------------------	------------	------------

Subtotal:	\$24,339.00	\$21,970.00
Sales Tax:		N/A
Subtotal:		<u>\$21,970.00</u>

Electrical Outlets Provided By Others Est. Cost \$1100

Thanks, Brian
Sound Designs
office# 262-242-5599
cell# 414-234-9949
email: brian@sound-designs.net

PROJECT FEASIBILITY ANALYSIS

Project Name: Network Switch Upgrade

Project Manager: Steve Mirgai

Project Budget Estimate:

Source	Amount
2021 Capital Project Fund	\$175,000
TOTAL	\$175,000

Project Score: Value and Efficiency (360/400) Modernization and Service (290/400)

Project Purpose Summary (from department):

This project will replace the network switches in all of the primary county facilities, Administration Center, Justice Center, Highway and Transit. This piece of network infrastructure were last replaced in 2007-2008 and is the first step in a two year refresh of the fiber, switches and SAN.

Proposal Considerations, Risks, and Identified Issues:

The project scored well in areas of Value and Efficiency given the high level of urgency of the project, to maintain network efficiency through up-to-date network infrastructure. The project would modernize the County network infrastructure and will provide future opportunities to upgrade county security infrastructure as well. Overall, the project ranked 2nd on our scorecard.

Staff Recommendation:

Staff recommends consideration for funding the Network Switch Upgrade project.

Project Reserve Information Sheet			
Project Name:	Network Switch Upgrade		
Requested By:	Jason Dzwinel		
Project Owner:	Steve Mirgai		
Start Date:	Q2 2021		
Project Costing - Detail Project Costs			
Funding Source (Please Check All that Apply):			
☒ Project Fund	☐ Grants	☐ Dept. Reserve	☐ Other
List All Funding Sources Selected:			
Source	Amount	Grant Information	
Project Fund	175,000	N/A	
		N/A	
		N/A	
		N/A	
		N/A	
		N/A	
		N/A	
TOTAL PROJECT COST:	\$175,000		
Offsetting Revenue or Savings (If Applicable):			
Source	Amount		
	TOTAL		
Provide a narrative of project costs:			
This project will replace the network switches in all of the primary county facilities, Administration Center, Justice Center, Highway and Transit.			

Attachment: Network Switch Feasibility & Submittal (6843 : Recommendation of Executive Committee Project Submittals to County Board)

Project Narrative - Define the Current State

Describe the need, urgency, or gap in service and risk of delay from a customer perspective:

This piece of network infrastructure were last replaced in 2007-2008 and is the first step in a two year refresh of the fiber, switches and SAN.

Describe how the project impacts the department's level of service:

This infrastructure supports the county computer network at all of our primary facilities in Port Washington.

Project Recommendation - Define the Suggested Course of Action

Define the project scope and why the project is an innovative solution:

The project will set the stage for the upgrade of the SAN and allow IT staff to migrate to an environment that supports a more secure disaster recovery approach.

Describe how the project addresses department objectives or countywide strategy:

Safety and security of the county network is the primary objective of IT.

Describe the project's impact on quality of life:

There is no direct impact on quality of life. This project upgrades the network infrastructure upon which every department that relies on a PC, laptop or the Internet to serve their customers uses.

Describe the project's impact on health and safety:

See quality of life section above.

Describe how the project impacts department operations using business objectives:

The project will enhance safety and security and will allow for the elimination of a paid disaster recovery solution when complete.

PROJECT FEASIBILITY ANALYSIS

Project Name: Pinnacle Site Communications Tower

Project Manager: Jason Dzwinel

Project Budget Estimate:

Source	Amount
2021 Capital Project Fund	\$150,000
Radio Debt Interest Earnings	\$200,000
Washington County	\$350,000
TOTAL	\$700,000

Project Score: Value and Efficiency (260/400) Modernization and Service (310/400)

Project Purpose Summary (from department):

Washington County is in the beginning stages of upgrading their radio system. Radio coverage on the northeast end of Washington County and the northwest end of Ozaukee County has been difficult due to the topography. This proposal would construct a communications tower on county-owned property in the Town of Fredonia known as the "Pinnacle Site." The proposal is to split the costs 50/50 between both counties. The proposal for the joint tower remedies a gap in radio coverage for both counties. It will also accomplish an important redundancy in the microwave link that creates the network that the radio system uses for communications. Currently, the microwave is a 'line' between the towers at the Justice Center and Mee Kwon, with a small redundancy due to the connection on the Harrington Beach DNR tower. This upgrade would create a 'loop' design so that if any single point in the loop failed, the other sites would still have the capability to support the system

Proposal Considerations, Risks, and Identified Issues:

The project scored well in the areas of Modernization and Service. The project would increase radio coverage on the northwest end of Ozaukee County, and eliminate the gap in radio service coverage. The projects impact on quality of life and customer satisfaction by improving desired network redundancy and enhancing system interoperability bolstered its score. The opportunity to share costs with Washington County is also a contributing factor in the recommendation to fund this tower now. When compared with other projects, the project scored reasonably well.

Staff Recommendation:

Staff recommends consideration for funding the Pinnacle Site Communications Tower project.

Project Reserve Information Sheet			
Project Name:	Pinnacle Site Communications Tower		
Requested By:	Jason Dzwinel		
Project Owner:	Jason Dzwinel		
Start Date:	Q 3-4 2021		
Project Costing - Detail Project Costs			
Funding Source (Please Check All that Apply):			
☒ Project Fund	☐ Grants	☐ Dept. Reserve	☐ Washington Co Other
List All Funding Sources Selected:			
Source	Amount	Grant Information	
Project Fund	150,000	N/A	
Washington Co	350,000	N/A	
Radio Debt	200,000	N/A	
		N/A	
		N/A	
		N/A	
		N/A	
TOTAL PROJECT COST:	700,000		
Offsetting Revenue or Savings (If Applicable):			
Source	Amount		
	TOTAL		
Provide a narrative of project costs:			
Washington County is in the beginning stages of upgrading their radio system. Radio coverage on the northeast end of Washington County and the northwest end of Ozaukee County has been difficult due to the topography. This proposal would construct a communications tower on county-owned property in the Town of Fredonia known as the "Pinnacle Site." The proposal is to split the costs 50/50 between both counties.			

Attachment: Pinnacle Tower Feasibility & Submittal (6843 : Recommendation of Executive Committee Project Submittals to County Board)

Project Narrative - Define the Current State

Describe the need, urgency, or gap in service and risk of delay from a customer perspective:

The proposal for the joint tower remedies a gap in radio coverage for both counties. It will also accomplish an important redundancy in the microwave link that creates the network that the radio system uses for communications. Currently, the microwave is a 'line' between the towers at the Justice Center and Mee Kwon, with a small redundancy due to the connection on the Harrington Beach DNR tower. This upgrade would create a 'loop' design so that if any single point in the loop failed, the other sites would still have the capability to support the system.

Describe how the project impacts the department's level of service:

In the event of a catastrophic failure, a failure in the 'line' design of the microwave would significantly impact public safety and dispatch communications in some areas of the county. This 'loop' design has been a necessary upgrade and the proposal to cost share is important. Moreover, by co-locating the communications equipment at the Pinnacle Site, Ozaukee and Washington Counties radio communication infrastructure will take another step forward to integration, allowing each dispatch center to act as a full-backup enhancing geospatial redundancy.

Project Recommendation - Define the Suggested Course of Action

Define the project scope and why the project is an innovative solution:

The project cost shares, establishes a desired network redundancy, and enhances system interoperability between Ozaukee and Washington counties.

Describe how the project addresses department objectives or countywide strategy:

Redundancy and interoperability are two critical objectives in countywide radio communications. Intergovernmental cooperation is also a countywide strategy.

Describe the project's impact on quality of life:

Quality of life is enhanced by providing a more stable public safety communications environment with enhanced coverage.

Describe the project's impact on health and safety:

The failure of the communications system would have a significant impact on public safety. This project guards against that type of catastrophic failure.

Describe how the project impacts department operations using business objectives:

The project leverages an external partnership and improves safety.

PROJECT FEASIBILITY ANALYSIS

Project Name: Compensation and Classification Study

Project Manager: Chris McDonell

Project Budget Estimate:

Source	Amount
2021 Capital Project Fund	\$180,000
TOTAL	\$180,000

Project Score: Value and Efficiency (300/400) Modernization and Service (310/400)

Project Purpose Summary (from department):

The goal of the County is to update the current classification and compensation system utilizing accepted practices in the management and design of compensation systems to attract and retain qualified workers who will be paid an equitable wage/salary and benefit package; and enable the County to maintain a competitive position with other comparable counties and private companies within the same geographic area.

Proposal Considerations, Risks, and Identified Issues:

The compensation and classification scored well when compared to other projects. The project would update and modernize the County's pay scale and ensure competitiveness within the employee market. As our employees are our greatest asset, it important to recruit and retain quality employees to deliver value to our citizens. Give then high cost of the study, further details and quotes are necessary to move forward.

Staff Recommendation:

Staff does not recommend consideration for funding the Compensation and Classification Study project at this time. Additional quotes are being obtained before funding consideration.

Project Reserve Information Sheet			
Project Name:	Compensation and Classification Study		
Requested By:	Human Resources		
Project Owner:	Chris McDonell, HR Director		
Start Date:			
Project Costing - Detail Project Costs			
Funding Source (Please Check All that Apply):			
☒	Project Fund	☐	Grants
☐		☐	Dept. Reserve
☐		☐	Other
List All Funding Sources Selected:			
Source	Amount	Grant Information	
Project Fund	\$180,000	N/A	
		N/A	
		N/A	
		N/A	
		N/A	
		N/A	
		N/A	
		N/A	
TOTAL PROJECT COST:	\$180,000		
Offsetting Revenue or Savings (If Applicable):			
Source	Amount		
N/A	N/A		
	TOTAL		
Provide a narrative of project costs:			
Costs would fund an agreement with a vendor to conduct a compensation and classification study.			

Project Narrative - Define the Current State

Describe the need, urgency, or gap in service and risk of delay from a customer perspective:

The goal of the County is to update the current classification and compensation system utilizing accepted practices in the management and design of compensation systems to attract and retain qualified workers who will be paid an equitable wage/salary and benefit package; and enable the County to maintain a competitive position with other comparable counties and private companies within the same geographic area.

Describe how the project impacts the department's level of service:

A compensation study will ensure that the County is paying our employees fairly, will help to attract and retain exceptional employees, and promotes organizational effectiveness.

Project Recommendation - Define the Suggested Course of Action

Define the project scope and why the project is an innovative solution:

Scope of work is attached.

Describe how the project addresses Department objectives or countywide strategy:

This project directly aligns to Strategic Plan Focus Area V – Develop Our Culture & Employees. The study will allow the County to maintain competitive wages and benefits.

Describe the project's impact on quality of life:

The County is a service provider and we are only as good as our employees who provide the services. We will have a better chance at retaining our best employees if we provide a competitive wage/salary and benefit package.

Describe the project's impact on health and safety:

The County has lost staff due to low wages from departments that directly impact the health and safety of our residents, such as: Public Health, Highway, Lasata, and the Sheriff's Office.

Describe how the project impacts department operations using business objectives:

The County will have a better chance at retaining our best employees if we provide a competitive wage/salary and benefit package, which will ensure we maintain high performance and meet customer expectations.

Background

Under the guidance of the County Administrator and County Board, 20 departments and approximately 825 employees (including seasonal and temporary), run the day-to-day operations within the county.

The 2019 Classification Listings/Job Titles/Pay Ranges may be found on the Ozaukee County website: <http://www.co.ozaukee.wi.us/DocumentCenter/View/12794/Chapter---3>

Scope of Services

The study shall evaluate the County's present classification, compensation and benefit structure as compared to the specific job market for comparable positions in the public and private sectors, exclusive of represented law enforcement. The consultant shall perform or provide the following:

- A. Conduct four (4) project information meetings with employees to explain the scope of the project, methods used, and the employee role.
- B. Review all current job classifications, excluding represented law enforcement, and analyze, document and validate job definition or purpose; working relationships; essential functions; education, experience and other skills, knowledge and abilities; level of authority, including judgment and decision making, supervision received and exercised, and special requirements, including licensing/certification requirements and work environment.
- C. Conduct interviews with employees and appropriate supervisory and management staff, as required.
- D. Establish appropriate benchmarking standards and conduct salary surveys as needed for positions with the 9 identified comparable counties and other local public and/or private entities. The 9 comparable counties are: Fond du Lac (103k), Dodge, Washington, Sheboygan, Waukesha, La Crosse (118k), Marathon (135k), Walworth and Rock County.
 1. Dodge (88k), Eau Claire (104k), Jefferson (85k), Racine (196,000), Rock (163,000), Sheboygan (115k), Walworth (104k), Washington (135k), Waukesha (403,000)
- E. Identify potential pay compression issues and provide alternative solutions.
- F. Recommend classification of each position relative to exempt and non-exempt status, in accordance with Federal Fair Labor Standards Act (FLSA) and the Wisconsin Wage and Hour regulations.
- G. Apply a job evaluation system to all positions to balance internal relationships with market factors.
- H. Discuss with County leadership the issue of pay progression with appropriate consideration for both length of service and performance. Make recommendation to consider ways to recognize employee excellence including options, feasibility and associated costs for the design and implementation of a pay-for-performance system.
- I. Design pay range options that are consistent with the County's pay policy, outlining the pros and cons of each option and estimated cost to implement. Discuss with County leadership possibility of combining all classifications into one wage scale.

- J. Recommend allocations of each position to an appropriate classification and pay grade based on internal equity and marketplace considerations.
- K. Provide a recommendation for a process for internal maintenance of the classification and compensation system to deal with positions that evolve over time or require different tasks than when first created.
- L. Review current Compensation Ordinances and policies and recommend any changes to be consistent with the County's total compensation system. (Sections 4.03 of the County's Policy & Procedure Manual address these issues and are available at <https://www.co.ozaukee.wi.us/DocumentCenter/View/2505/Chapter--4>)
- M. Assist the County in development and implementation of a total compensation policy that meets the needs of the County in fairness, internal equity, competitive compensation, and ease of administration. These should include, but not be limited to, the appropriate relationship between pay and benefits, the appropriate market(s), the County's intended target for pay practices in relation to the market, the frequency of review of this kind of compensation/classification study, a process for determining cost-of-living increases.
- N. Conduct employee classification appeals after plan adoption.
- O. Present progress reports to the Finance Committee, Executive Committee and/or County Board as requested, particularly at critical points in the study.
- P. Present the final results of the study to the Finance Committee, Executive Committee, and the County Board of Supervisors.
- Q. Present to the County a final report and overall plan that is clear and understandable, and summarizes the information gathering process, findings, and the estimated cost of wage recommendations and an implementation plan.
- R. Update job descriptions to accurately reflect essential job duties and requirements, in compliance with ADAAA and other applicable laws.

PROJECT FEASIBILITY ANALYSIS

Project Name: County Apparel

Project Manager: Chris McDonell

Project Budget Estimate:

Source	Amount
2021 Capital Project Fund	\$20,000
TOTAL	\$20,000

Project Score: Value and Efficiency (240/400) Modernization and Service (210/400)

Project Purpose Summary (from department):

Designated funds would be used to purchase Ozaukee County branded apparel for employees.

Proposal Considerations, Risks, and Identified Issues:

Overall, the project scored lower than other recommended projects.

Staff Recommendation:

Staff does not recommend consideration for funding the County Apparel project.

Project Reserve Information Sheet			
Project Name:	County Apparel		
Requested By:	Human Resources		
Project Owner:	Chris McDonell, HR Director		
Start Date:			
Project Costing - Detail Project Costs			
Funding Source (Please Check All that Apply):			
☒ Project Fund	☐ Grants	☐ Dept. Reserve	☐ Other
List All Funding Sources Selected:			
Source	Amount	Grant Information	
Project Fund	\$20,000	N/A	
		N/A	
		N/A	
		N/A	
		N/A	
		N/A	
		N/A	
TOTAL PROJECT COST:	\$20,000		
Offsetting Revenue or Savings (If Applicable):			
Source	Amount		
N/A	N/A		
	TOTAL		
Provide a narrative of project costs:			
Designated funds would be used to purchase Ozaukee County branded apparel for employees.			

Attachment: County Apparel Feasibility & Submittal (6843 : Recommendation of Executive Committee Project Submittals to County Board)

Project Narrative - Define the Current State

Describe the need, urgency, or gap in service and risk of delay from a customer perspective:

In the past, the County would purchase branded apparel in bulk and store it in the Department of Administration. Employees could purchase the items or Department Heads could request items for their staff. The clothing items would sit in storage for many years and eventually become outdated.

Describe how the project impacts the department's level of service:

Branded apparel can boost an organization's image of professionalism and expertise in the eyes of visitors. It creates a sense of unity and togetherness, which may boost our organizational culture. It keeps our employees looking uniform. Employees appreciate receiving branded apparel.

Project Recommendation - Define the Suggested Course of Action

Define the project scope and why the project is an innovative solution:

Instead of purchasing items in bulk, the HR Department has worked with Silk Screen Specialists, of Grafton, WI, to develop an Ozaukee County Apparel store where department heads can order branded apparel for staff on demand.

Describe how the project addresses department objectives or countywide strategy:

This project aligns to Strategic Plan Focus Area V - Develop Our Culture and Employees. Branded apparel helps to boost an employer's brand, welcome new employees, and creates cohesion in internal teams.

Describe the project's impact on quality of life:

Organizational culture has a direct impact on employee engagement and retention, which will effect county services.

Describe the project's impact on health and safety:

Organizational culture has a direct impact on employee engagement and retention, which will effect county services.

Describe how the project impacts department operations using business objectives:

Organizational culture has a direct impact on employee engagement and retention, which will effect county services.

PROJECT FEASIBILITY ANALYSIS

Project Name: Lion's Den Gorge Nature Preserve - Boardwalk

Project Manager: Andrew Struck

Project Budget Estimate:

Source	Amount
2021 Capital Project Fund	\$40,000
WDNR Stewardship	\$40,000
TOTAL	\$80,000

Project Score: Value and Efficiency (370/400) Modernization and Service (260/400)

Project Purpose Summary (from department):

This capital project would fund the replacement of the current boardwalk / pier / deck with a new floating boardwalk/pier/deck. The current structure is no longer ADA accessible due to sinking and shifting of the piers. The current structure is approximately 14 years old and is also showing signs of deterioration in the beams/joists due to the higher water levels.

Proposal Considerations, Risks, and Identified Issues:

The project tied for the 3rd highest rank of the projects scored. It scored extremely well in Value and Efficiency due to its relatively low cost. The necessity of the project as well as the dramatic impact on improving the health and safety of using the boardwalk for park visitors contributed to the high score. A new floating boardwalk would return it to ADA accessibility, and reduce the chance of serious injury. Due to the overall urgency of the project and modernization benefits, the project scored well.

Staff Recommendation:

Staff recommends consideration of funding for the Lion's Den Gorge Nature Preserve – Boardwalk.

Project Reserve Information Sheet			
Project Name:	Lion's Den Gorge Nature Preserve - Boardwalk		
Requested By:	Andrew Struck		
Project Owner:	Planning and Parks Department		
Start Date:	2021		
Project Costing - Detail Project Costs			
Funding Source (Please Check All that Apply):			
☒	Project Fund	☐	Grants
☐		☐	Dept. Reserve
☐		☐	Other
List All Funding Sources Selected:			
Source	Amount	Grant Information	
2021 County CIP Fund	\$40,000	Applied For	
WDNR Stewardship	\$40,000	N/A	
		N/A	
		N/A	
		N/A	
		N/A	
		N/A	
		N/A	
TOTAL PROJECT COST:	\$80,000		
Offsetting Revenue or Savings (If Applicable):			
Source	Amount		
	TOTAL		
Provide a narrative of project costs:			
Total project costs are approximately \$80,000, which would come from this capital fund request (2021) and a future WDNR Stewardship grant request (May 2021). This capital project would fund the replacement of the current boardwalk / pier / deck with a new floating boardwalk/pier/deck. Demolition of the existing pier/deck and construction of the new floating pier/deck would be completed by the Highway Department.			

Project Narrative - Define the Current State

Describe the need, urgency, or gap in service and risk of delay from a customer perspective:

This capital project would fund the replacement of the current boardwalk / pier / deck with a new floating boardwalk/pier/deck. The current structure is no longer ADA accessible due to sinking and shifting of the piers. The current structure is approximately 14 years old and is also showing signs of deterioration in the beams/joists due to the higher water levels.

Describe how the project impacts the department's level of service:

Lion's Den Gorge Nature Preserve is the most visited park in the Ozaukee County Park System, with 2020 annual counts of 269,202 and a daily average of approximately 768 counts (highest of all years on record, approximately a 121% increase from 2019). During the July 4, 2021 holiday weekend, counts were approximately 4,363 per day. The current structure is no longer ADA accessible due to sinking and shifting of the piers. The current structure is approximately 14 years old and is also showing signs of deterioration in the beams/joists due to the higher water levels.

Project Recommendation - Define the Suggested Course of Action

Define the project scope and why the project is an innovative solution:

This capital project would fund the replacement of the current boardwalk / pier / deck with a new floating boardwalk/pier/deck. See attached map.

Describe how the project addresses Department objectives or countywide strategy:

This project addresses CIP project 115-52, starting in 2017.

Describe the project's impact on quality of life:

Lion's Den Gorge Nature Preserve is the most visited park in the Ozaukee County Park System, with 2020 annual counts of 269,202 and a daily average of approximately 768 counts (highest of all years on record, approximately a 121% increase from 2019). During the July 4, 2021 holiday weekend, counts were approximately 4,363 per day. Visitors use the existing structure to access portions of the park which are inaccessible by other trails or methods.

Describe the project's impact on health and safety:

Lion's Den Gorge Nature Preserve is the most visited park in the Ozaukee County Park System, with 2020 annual counts of 269,202 and a daily average of approximately 768 counts (highest of all years on record, approximately a 121% increase from 2019). During the July 4, 2021 holiday weekend, counts were approximately 4,363 per day. Visitors use the existing structure to access portions of the park, which are inaccessible by other trails or methods. The current structure is no longer ADA accessible due to sinking and shifting of the piers. The current structure is approximately 14 years old and is also showing signs of deterioration.

Describe how the project impacts department operations using business objectives:

The structure continues to deteriorate and requires replacement. Replacement in 2021 could yield savings by reusing portions of the existing structure that are still sound, intact, and or suitable for re-use.

Lion's Den Gorge Nature Preserve



Attachment: Boardwalk Feasibility & Submittal (6843 : Recommendation of Executive Committee Project Submittals to County Board)



0 300 600 1,200 Feet



Map Produced By: Ozaukee County
Planning and Parks Department
4/13/2018

PROJECT FEASIBILITY ANALYSIS

Project Name: Shady Lane Caretakers House Roof Repairs

Project Manager: Andrew Struck

Project Budget Estimate:

Source	Amount
2021 Capital Project Fund	\$47,000
TOTAL	\$47,000

Project Score: Value and Efficiency (360/400) Modernization and Service (270/400)

Project Purpose Summary (from department):

The Shady Lane Parks Superintendent's house roof needs a full replacement. This roof has been leaking for the last few years, potentially damaging County and private property. A replacement roof will remove the need for ongoing maintenance, protect the rest of the building structure, and protect personal property. Cost effective due to lifespan costs as the new roofs are expected to have a 30-50-year lifespan, particularly the metal roof.

Proposal Considerations, Risks, and Identified Issues:

The project scored well in Value and Efficiency given the risk of future damage due to water leaks at the Caretaker's house. Providing adequate housing for our caretaker is part of the Department's objectives, and quality of life for our caretaker, and will also reduce the on-going maintenance liability of the roof, and increased deterioration.

Staff Recommendation:

Staff recommends consideration of funding for the Shady Lane Caretaker house roof repairs.

Project Reserve Information Sheet			
Project Name:	Shady Lane Caretakers House Roof Repairs		
Requested By:	Andrew Struck		
Project Owner:	Planning and Parks Department		
Start Date:	2021		
Project Costing - Detail Project Costs			
Funding Source (Please Check All that Apply):			
☒	Project Fund	☐	Grants
☐		☐	Dept. Reserve
☐		☐	Other
List All Funding Sources Selected:			
Source	Amount	Grant Information	
2021 County CIP Fun	\$47,000	Applied For	
		N/A	
		N/A	
		N/A	
		N/A	
		N/A	
		N/A	
		N/A	
TOTAL PROJECT COST:	\$47,000		
Offsetting Revenue or Savings (If Applicable):			
Source		Amount	
		TOTAL	
Provide a narrative of project costs:			
Project costs include \$47,000 for the Shady Lane Parks Superintendent house roof replacement (metal roof), which includes replacement of gutters, downspouts, and roof venting per code. A quote for \$18,500 was also received for an asphalt shingle roof replacement. With an approximate 15% contingency, the total project costs are approximately \$47,000 for the metal roof (recommended) or \$21,275 for the asphalt roof.			

Project Narrative - Define the Current State

Describe the need, urgency, or gap in service and risk of delay from a customer perspective:

The Shady Lane Parks Superintendent's house roof needs a full replacement. This roof has been leaking for the last few years, potentially damaging County and private property.

Describe how the project impacts the department's level of service:

Non-functioning roofs directly impact the house structure and the ability to adequately and safely house the Park Superintendent. Roof patching or repairs is not feasible due to widespread rot of the roof deck, soffit and fascia, non-functioning gutters and downspouts, and inadequate venting (not to current code).

Project Recommendation - Define the Suggested Course of Action

Define the project scope and why the project is an innovative solution:

The Department has received competitive proposals for the roof replacement. The proposals include removal of all existing roofing down to the deck, removal of all downspouts and gutters, hauling all garbage away, and installation of new metal roofs, vents, pipe flashing, soffit and fascia, gutters, and downspouts. Replacements will alleviate ongoing repair costs, structure damage and potential costs for damaged equipment and/or personal property.

Describe how the project addresses Department objectives or countywide strategy:

This project is consistent with the POSP and Strategic Plan. The Department has an obligation to provide a safe, comfortable residence for its Parks Superintendent (requirement and benefit of employment), and the structure is vulnerable to major damage with active leaks.

Describe the project's impact on quality of life:

A replacement roof will ensure the Park Superintendent's house and personal property is protected and safe from the elements. The Department has an obligation (requirement of employment and benefit to employee) to provide a safe, comfortable residence. This deficiency may impact employee morale and retention. In addition, the structure itself is vulnerable to major damage with active leaks in the roof.

Describe the project's impact on health and safety:

A replacement roof will ensure the Parks Superintendent's house and personal property is protected and safe from the elements. The Department has an obligation (requirement of employment and benefit to employee) to provide a safe, comfortable residence. This deficiency may impact employee morale and retention. In addition, the structure itself is vulnerable to major damage with active leaks in the roof.

Describe how the project impacts department operations using business objectives:

A replacement roof will remove the need for ongoing maintenance, protect the rest of the building structure, and protect personal property. Cost effective due to lifespan costs as the new roofs are expected to have a 30-50 year lifespan, particularly the metal roof.

PROJECT FEASIBILITY ANALYSIS

Project Name: Lion's Den Gorge Nature Preserve - Paved Parking

Project Manager: Andrew Struck

Project Budget Estimate:

Source	Amount
2021 Capital Project Fund	\$159,000
TOTAL	\$159,000

Project Score: Value and Efficiency (330/400) Modernization and Service (210/400)

Project Purpose Summary (from department):

Lion's Den Gorge Nature Preserve has been a highly successful addition to the Ozaukee County Park System, and as such, the demands for parking have outstripped the availability. Currently, on numerous occasions the parking lot is completely filled and parking happens along the park road. This parking along the park road has resulted in the breaking of shoulder pavement and ground rutting of the adjacent areas. It has also resulted in restricted access and a potential issue for emergency (e.g. fire and police) response. Therefore, this capital improvement project proposes to pave the shoulder areas and provide additional paved parking.

Proposal Considerations, Risks, and Identified Issues:

The project scored relatively well due to the health and safety impact increased paved parking. The nature preserve has seen an increase in emergency vehicle requests over the last several months due to the increased usage of the park. The project would provide better access to emergency vehicles. While the project scored well, others scored higher to obtain available funding.

Staff Recommendation:

Staff does not recommend funding consideration for Lion's Den Paved Parking project at this time. Future consideration should be given to this project.

Project Reserve Information Sheet			
Project Name:	Lion's Den Gorge Nature Preserve - Paved Parking		
Requested By:	Andrew Struck		
Project Owner:	Planning and Parks Department		
Start Date:	2021		
Project Costing - Detail Project Costs			
Funding Source (Please Check All that Apply):			
☒ Project Fund	☐ Grants	☐ Dept. Reserve	☐ Other
List All Funding Sources Selected:			
Source	Amount	Grant Information	
2021 County CIP Fund	\$159,000	Applied For	
		N/A	
		N/A	
		N/A	
		N/A	
		N/A	
		N/A	
TOTAL PROJECT COST:	\$159,000		
Offsetting Revenue or Savings (If Applicable):			
Source	Amount		
	TOTAL		
Provide a narrative of project costs:			
Total project costs are approximately \$159,000 per a recent Ozaukee County Highway Department estimate, which would come from this capital fund request (2021). Construction would be completed by the Highway Department and activities include excavation, pavement removals, grading, re-paving, and possible installation of a culvert and catch basin. This will also accommodate for emergency vehicle parking and use including pavement markings.			

Project Narrative - Define the Current State

Describe the need, urgency, or gap in service and risk of delay from a customer perspective:

Lion's Den Gorge Nature Preserve has been a highly successful addition to the Ozaukee County Park System, and as such, the demands for parking have outstripped the availability. Currently, on numerous occasions the parking lot is completely filled and parking happens along the park road. This parking along the park road has resulted in the breaking of shoulder pavement and ground rutting of the adjacent areas. It has also resulted in restricted access and a potential issue for emergency (e.g. fire and police) response. Therefore, this capital improvement project proposes to pave the shoulder areas and provide additional paved parking.

Describe how the project impacts the department's level of service:

Lion's Den Gorge Nature Preserve is the most visited park in the Ozaukee County Park System (not including the GCs), with 2020 annual counts of 269,202 and a daily average of approximately 768 counts (highest of all years on record, approximately a 121% increase from 2019). During the July 4, 2021 holiday weekend, counts were approximately 4,363 per day. As such, demands for parking have outstripped the availability, reducing visitor access and causing other issues (e.g. Sheriff responses).

Project Recommendation - Define the Suggested Course of Action

Define the project scope and why the project is an innovative solution:

This capital improvement project proposes to pave the shoulder areas, address drainage issues, and provide additional paved parking for visitors and emergency vehicles to meet demands and reduce breaking of existing shoulder pavement and rutting of the adjacent natural areas and wetlands.

Describe how the project addresses Department objectives or countywide strategy:

This project addresses CIP project 115-19, starting in 2013. This is consistent with the County Strategic Plan and the Park and Open Space Plan for Ozaukee County.

Describe the project's impact on quality of life:

Lion's Den Gorge Nature Preserve is the most visited parks in the Ozaukee County Park System (not including the GCs), with with 2020 annual counts of 269,202 and a daily average of approximately 768 counts (highest of all years on record, approximately a 121% increase from 2019). During the July 4, 2021 holiday weekend, counts were approximately 4,363 per day. As such, demands for parking have outstripped the availability, reducing visitor access and causing other issues (e.g. Sheriff responses).

Describe the project's impact on health and safety:

Lion's Den Gorge Nature Preserve is the most visited park in the Ozaukee County Park System, with 2020 annual counts of 269,202 and a daily average of approximately 768 counts (highest of all years on record, approximately a 121% increase from 2019). During the July 4, 2021 holiday weekend, counts were approximately 4,363 per day. As such, demands for parking have outstripped the availability. Visitors have been parking on High Bluff Drive out to Lake Shore Road and CTH C on busy days, causing potential safety concerns, restricted access, and a potential issue for emergency (e.g. fire and police) response.

Describe how the project impacts department operations using business objectives:

Paving the shoulder areas, providing additional paved parking, and addressing drainage issues would reduce ongoing maintenance associated with paved shoulder breakage and rutting of adjacent natural areas and wetlands.

Planning & Parks Staff:

- Mark edge of workzone
- Remove all trees

Estimated Construction:

TIMELINE: +/-4 weeks for grading, gravel, paving and striping.
 GRADING & GRAVEL COST: +/--\$60,000
 CULVERT COST: +/--\$14,000
 PAVING COST: +/--\$85,000
 TOTAL COST = \$159,000

Install culvert and possible catch basin

Existing 10' gravel shoulder. Grade out another 20', add base course, pave and stripe for angled parking.

Excavate ground, install base course, pave and stripe, reinstall porta-potty

Remove pavement, raise grade and repave.

Pave existing gravel for Emergency Vehicles. Sign and stripe designated area

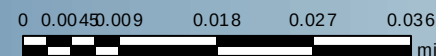
Legend

	Tax Parcel		CSM		US Highway		Town/Public Road
	Gap		Cemetery Plat		State Highway		Railroad Centerline
	Overlap		Condominium Plat		County Road		Ramp
	Historical Parcel Lines		Subdivision Plat		Private Road		
	Assessors Plat		Plat of Survey				

Product of the LAND INFORMATION OFFICE

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DISCLAIMER: This map is not a substitute for an actual field survey or onsite investigation. The accuracy of this map is limited to the quality of the records from which it was assembled.



PROJECT FEASIBILITY ANALYSIS

Project Name: Planning and Parks Department - Parks Replacement Vehicle

Project Manager: Andrew Struck

Project Budget Estimate:

Source	Amount
2021 Capital Project Fund	\$80,000
TOTAL	\$80,000

Project Score: Value and Efficiency (260/400) Modernization and Service (180/400)

Project Purpose Summary (from department):

This will be the primary vehicle for Waubedonia Park maintenance and H.H. Peters Youth Camp inspection, as well as the Waubedonia Park Caretaker's vehicle for garbage removal, wood hauling and all other miscellaneous responsibilities. This will also be a primary snow removal vehicle for H.H. Peters Youth Camp, Hawthorne Hills County Park, Tendick Nature County Park, Waubedonia County Park and the Ozaukee Interurban Trail as well as a back-up snowplow vehicle.

Proposal Considerations, Risks, and Identified Issues:

While the project would address future needs of the department, the project scored lower in areas of health and safety and urgency. In addition, the project does not make significant impact in customer satisfaction. Compared to other projects, it did not score as well.

Staff Recommendation:

Staff recommends the Parks Department work with the Public Works Department to identify a vehicle that will be “retired” that fits the needs of the Parks Department’s request or work with the Budget Office to make payments to the general fund over subsequent years.

Project Reserve Information Sheet			
Project Name:	Planning and Parks Department - Parks Replacement Vehicle		
Requested By:	Andrew Struck		
Project Owner:	Planning and Parks Department		
Start Date:	2021		
Project Costing - Detail Project Costs			
Funding Source (Please Check All that Apply):			
☒	Project Fund	☐	Grants
☐		☐	Dept. Reserve
☐		☐	Other
List All Funding Sources Selected:			
Source	Amount	Grant Information	
2021 County CIP Fun	\$80,000	Applied For	
		N/A	
		N/A	
		N/A	
		N/A	
		N/A	
		N/A	
TOTAL PROJECT COST:	\$80,000		
Offsetting Revenue or Savings (If Applicable):			
Source	Amount		
	TOTAL		
Provide a narrative of project costs:			
This project includes purchase of a new truck (e.g., Ford Super Duty F-350) for the Parks Division for \$80,000. Specifically, this truck is needed for our Waubedonia Park Caretaker. This includes purchase of a new truck with a plow package (e.g. suspension) and attachments, including a lift gate and v-plow. The existing 2008 F-350 Ford Truck has 158,642 miles.			

Project Narrative - Define the Current State

Describe the need, urgency, or gap in service and risk of delay from a customer perspective:

This will be the primary vehicle for Waubedonia Park maintenance and H.H. Peters Youth Camp inspection, as well as the Waubedonia Park Caretaker's vehicle for garbage removal, wood hauling and all other miscellaneous responsibilities. This will also be a primary snow removal vehicle for H.H. Peters Youth Camp, Hawthorne Hills County Park, Tendick Nature County Park, Waubedonia County Park and the Ozaukee Interurban Trail as well as a back-up snowplow vehicle.

Describe how the project impacts the department's level of service:

Staff has a daily need for an additional reliable truck for daily, varied use in the Parks System.

Project Recommendation - Define the Suggested Course of Action

Define the project scope and why the project is an innovative solution:

A reliable vehicle will help alleviate truck needs associated with ongoing maintenance issues with existing trucks and enable staff to meet the daily usage needs as described above. The Highway Department recommended purchasing through the State of Wisconsin Government Contract. This ensures the best available municipal pricing without Ozaukee County having to do the bid work internally. This also ensures the bid requirements have been satisfied. The truck that is being replaced will be kept for continued limited use for seasonal work and as a back-up.

Describe how the project addresses Department objectives or countywide strategy:

This project addresses CIP project 115-44, starting in 2014. A reliable vehicle will help alleviate truck needs associated with ongoing maintenance issues with existing trucks and enable staff to meet the daily usage needs as described above.

Describe the project's impact on quality of life:

This project will help Department staff improve the quality of the Park System and natural areas.

Describe the project's impact on health and safety:

The new truck will improve Department staff safety through use of a reliable and safe vehicle.

Describe how the project impacts department operations using business objectives:

A reliable vehicle will help alleviate truck needs associated with ongoing maintenance issues with existing trucks and enable staff to meet the daily usage needs as described above.

PROJECT FEASIBILITY ANALYSIS

Project Name: Covered Bridge Park – Parking Lot Construction (East)

Project Manager: Andrew Struck

Project Budget Estimate:

Source	Amount
2021 Capital Project Fund	\$45,500
TOTAL	\$45,000

Project Score: Value and Efficiency (240/400) Modernization and Service (140/400)

Project Purpose Summary (from department):

The north entrance and parking lot is gravel, which can get wet/muddy. The south entrance road pavement is in poor condition, as several portions are cracked and potholed, and the road has not been repaired in several years. Visitors have complained about the surface conditions, especially those visitors for weddings (7 in 2019) and other formal events.

Proposal Considerations, Risks, and Identified Issues:

The project failed to score well in Value and Efficiency given the lack of urgency and impact on health and safety. Subsequently the project did not substantially improve department services or increase customer satisfaction, contributing to its low score.

Staff Recommendation:

Staff does not recommend funding the Cover Pride Park – Parking Lot Construction project at this time.

Project Reserve Information Sheet				
Project Name:		Covered Bridge Park – Parking Lot & Entrance Road Paving (east side)		
Requested By:		Andrew Struck		
Project Owner:		Planning and Parks Department		
Start Date:		2021		
Project Costing - Detail Project Costs				
Funding Source (Please Check All that Apply):				
☒	Project Fund	☐	Grants	☐ Dept. Reserve ☐ Other
List All Funding Sources Selected:				
Source	Amount	Grant Information		
2021 County CIP Fund	\$45,500	Applied For		
		N/A		
		N/A		
		N/A		
		N/A		
		N/A		
		N/A		
TOTAL PROJECT COST:		\$45,500		
Offsetting Revenue or Savings (If Applicable):				
Source		Amount		
		TOTAL		
Provide a narrative of project costs:				
Total project costs are approximately \$45,500 per Highway Department estimates, which would come from this capital fund request. Construction activities would be completed by the Highway Department and would include paving of the north entrance and parking lot (currently gravel) (~\$36,000), and repaving of the south entrance from Covered Bridge Road to the existing paved parking lot (~\$9,500).				

Total project costs are approximately \$45,500 per Highway Department estimates, which would come from this capital fund request. Construction activities would be completed by the Highway Department and would include paving of the north entrance and parking lot (currently gravel) (~\$36,000), and repaving of the south entrance from Covered Bridge Road to the existing paved parking lot (~\$9,500).

Project Narrative - Define the Current State

Describe the need, urgency, or gap in service and risk of delay from a customer perspective:

The north entrance and parking lot is gravel, which can get wet/muddy. The south entrance road pavement is in poor condition, as several portions are cracked and potholed, and the road has not been repaired in several years. Visitors have complained about the surface conditions, especially those visitors for weddings (7 in 2019) and other formal events.

Describe how the project impacts the department's level of service:

Covered Bridge County Park is a highly visited park in the Ozaukee County Park System, with approximately 32,070 total visits between 1/1/18 and 9/26/18 with a daily average of 120 visits (though accurate counting is limited by the open access of the park). Visitors have complained about the condition of the south entrance drive and north parking lot area. The park is a stop for many annual large events such as Tour De Cure (over 100 riders), Wisconsin Women Cycling (50-100 riders), and Tour de Belle Vin Ride (50-100 riders). Also, the Park is a routine stop for private bus tours (OCTC). Covered Bridge Park is a draw throughout the Midwest with additional tours guided by the Ozaukee County Historical Society. This project will improve the quality of Department service, reduce ongoing maintenance costs, and improve the visitors experience to this regional Park.

Project Recommendation - Define the Suggested Course of Action

Define the project scope and why the project is an innovative solution:

Construction activities would be completed by the Highway Department and would include paving of the north entrance and parking lot (currently gravel), and repaving of the south entrance from Covered Bridge Road to the existing paved parking lot. The Department will pursue a cost sharing agreement with the Town of Cedarburg, who owns the south entrance road (Town Road to the parking lot). This project would also compliment the proposed new building and storage area project for the park.

Describe how the project addresses Department objectives or countywide strategy:

New pavement for the north entrance and parking lot is recommended in the Ozaukee County Park and Open Space Plan (p. 95). Repaving the south entrance is a necessary maintenance item. The pedestrian trail through the park was recently paved as part of upgrades to the pedestrian bridge and park.

Describe the project's impact on quality of life:

This project would improve visitor experience for visitors of Covered Bridge Park, a highly visited site in the Park System (32,070 total visits between 1/1/18 and 9/26/18 with a daily average of 120 visits, though accurate counting is limited by the open access of the park).

Describe the project's impact on health and safety:

Current conditions do not provide a quality level of service to park users and poses a potential issues for emergency (e.g. fire and police) response. Water has ponded/froze in potholed sections on the south entrance, causing unsafe conditions. The north gravel entrance and parking lot is not an ideal solution at this location. Visitors have complained about the surface conditions and the gravel tends to become potholed and hold water/ice, leading to potential safety concerns.

Describe how the project impacts department operations using business objectives:

The project would reduce ongoing maintenance and repair costs. In particular, the north entrance and parking lot can become flooded in the spring or in larger flood events, leading to washouts and costly repairs (e.g., August 2018 flooding event/FEMA declaration). In addition, the gravel parking lot requires on-going maintenance and expense for regrading and graveling at least twice a year.

Covered Bridge County Park



Attachment: Covered Bridge Paving East Feasibility & Submittal (6843 : Recommendation of Executive



PROJECT FEASIBILITY ANALYSIS

Project Name: Covered Bridge Park – Parking Lot Construction (west)

Project Manager: Andrew Struck

Project Budget Estimate:

Source	Amount
2021 Capital Project Fund	\$35,000
TOTAL	\$35,000

Project Score: Value and Efficiency (290/400) Modernization and Service (180/400)

Project Purpose Summary (from department):

There is no parking access on the new 4.84 acre parcel. To reach this area, staff and visitors need to park in the existing lots on the east side of Covered Bridge Road and cross the road, which is dangerous due to high vehicular speeds and limited visibility on the road. Parking on the west side of Covered Bridge Road was envisioned when the County added this parcel to Covered Bridge County Park.

Proposal Considerations, Risks, and Identified Issues:

The project scored reasonably well in Value and Efficiency due to the urgency and impact on health and safety. The project does improve department services and increase customer satisfaction. However, compared to other projects it did not score well.

Staff Recommendation:

Staff does not recommend funding the Cover Pride Park – Parking Lot Construction project at this time.

Project Reserve Information Sheet			
Project Name:	Covered Bridge Park – Parking Lot Construction (west)		
Requested By:	Andrew Struck		
Project Owner:	Planning and Parks Department		
Start Date:	2021		
Project Costing - Detail Project Costs			
Funding Source (Please Check All that Apply):			
☒	Project Fund	☐	Grants
☐		☐	Dept. Reserve
☐		☐	Other
List All Funding Sources Selected:			
Source	Amount	Grant Information	
2021 County CIP Fun	\$35,000	Applied For	
		N/A	
		N/A	
		N/A	
		N/A	
		N/A	
		N/A	
TOTAL PROJECT COST:	\$35,000		
Offsetting Revenue or Savings (If Applicable):			
Source	Amount		
	TOTAL		
Provide a narrative of project costs:			
Total project costs are approximately \$35,000 per an Ozaukee County Highway Department estimate, which would come from this capital fund request. Construction activities would be completed by the Highway Department and would include site grading and construction and paving of a small parking lot (10-15 spaces) for the new park addition (4.84 acres) on the west side of Covered Bridge Road. Private foundation grant funding is also being pursued to assist with the overall cost (pending).			

Project Narrative - Define the Current State

Describe the need, urgency, or gap in service and risk of delay from a customer perspective:

There is no parking access on the new 4.84 acre parcel. To reach this area, staff and visitors need to park in the existing lots on the east side of Covered Bridge Road and cross the road, which is dangerous due to high vehicular speeds and limited visibility on the road. Parking on the west side of Covered Bridge Road was envisioned when the County added this parcel to Covered Bridge County Park.

Describe how the project impacts the department's level of service:

Covered Bridge County Park is a highly visited park in the Ozaukee County Park System, with approximately 32,070 total visits between 1/1/18 and 9/26/18 with a daily average of 120 visits (though accurate counting is limited by the open access of the park). The park is a stop for many annual large events such as Tour De Cure (over 100 riders), Wisconsin Women Cycling (50-100 riders), and Tour de Belle Vin Ride (50-100 riders). Also, the Park is a routine stop for private bus tours (OCTC). Covered Bridge Park is a draw throughout the Midwest with additional tours guided by the Ozaukee County Historical Society. There is no parking or formal access to the west park parcel. This project will improve the quality of Department service and improve the visitors experience to this regional Park.

Project Recommendation - Define the Suggested Course of Action

Define the project scope and why the project is an innovative solution:

Construction activities would be completed by the Highway Department and would include grading, construction and paving of a parking lot on the west park parcel that would accommodate approximately 10-15 cars. Clearing and grubbing of the project area has already been completed by Department staff with the support of conservation corps groups. Other large tree removals are occurring this winter (2021) by Department staff (ash and other large tree removals). This project and funding would also serve as grant match (private foundation grant - pending).

Describe how the project addresses Department objectives or countywide strategy:

Construction of a parking lot on the west park parcel would align with general goals for the park in the Ozaukee County Park and Open Space Plan (p. 95) and passive-use recreational goals included in Resolution 17-62 (designation of the western parcel as an official addition to Covered Bridge County Park).

Describe the project's impact on quality of life:

This project would improve visitor experience for visitors of Covered Bridge Park, a highly visited site in the Park System (32,070 total visits between 1/1/18 and 9/26/18 with a daily average of 120 visits, though accurate counting is limited by the open access of the park).

Describe the project's impact on health and safety:

There is no parking or current formal access on the new 4.84 acre parcel. To reach this area, staff and visitors need to park in the existing lots on the east side of Covered Bridge Road and cross the road, which is dangerous due to high vehicular speeds and limited visibility on the road. It is also particularly inefficient and dangerous for Parks Division staff to carry supplies and equipment across the road for park projects and maintenance.

Describe how the project impacts department operations using business objectives:

This project would improve visitor experience for visitors of Covered Bridge Park, a highly visited site in the Park System (32,070 total visits between 1/1/18 and 9/26/18 with a daily average of 120 visits, though accurate counting is limited by the open access of the park). It would also improve safety and efficiencies for staff to access this parcel for park projects and maintenance.

Covered Bridge County Park



Attachment: Covered Bridge Paving West Feasibility & Submittal (6843 : Recommendation of Executive



PROJECT FEASIBILITY ANALYSIS

Project Name: Repaving Portions of the Ozaukee Interurban Trail

Project Manager: Andrew Struck

Project Budget Estimate:

Source	Amount	Grant Status
2021 Capital Project Fund	\$400,000	N/A
2021 WisDot CMAQ	700,000	Not Applied For
TOTAL	\$1,100,000	

Project Score: Value and Efficiency (300/400) Modernization and Service (260/400)

Project Purpose Summary (from department):

The OIT is 18 years old in 2020. The pavement has been maintained (crack sealing) and some small portions have been repaved, but many sections are showing significant signs of breaking down. The Highway Dept. has completed a detailed PASER rating of the Trail and pavement condition. Shouldering and culvert replacements have been ongoing to address significant erosion. Several portions of pavement are cracked and potholed, causing trail user and complaints and multiple cyclist injuries (e.g. broken collarbone). A larger repaving project is required to maintain the quality of the pavement and make it safe for Trail users.

Proposal Considerations, Risks, and Identified Issues:

The project proposal scored reasonably well for both value and efficiency, and modernization and service. Repaving the trails would significantly reduce the risk of serious injury, deeming the project more urgent. The high usage and quality of life improvements contributed significantly to the high score. The project is directly related to the mission and purpose of the Department and is supported by the Strategic Plan. But ultimately, due to the high cost, and higher scoring proposals, it did not make the cut for funding at this time.

Staff Recommendation:

Staff does not recommend funding of the trail at this time, but if grant funding becomes available, further consideration of funding should be given.

Project Reserve Information Sheet			
Project Name:	Repaving Portions of the Ozaukee Interurban Trail		
Requested By:	Andrew Struck		
Project Owner:	Planning and Parks Department		
Start Date:	2021		
Project Costing - Detail Project Costs			
Funding Source (Please Check All that Apply):			
☒	Project Fund	☒	Grants
☐		☐	Dept. Reserve
☐		☐	Other
List All Funding Sources Selected:			
Source	Amount	Grant Information	
2021 County CIP Fund	\$400,000	N/A	
2021 WisDot CMAQ	\$700,000	Not Applied For	
		N/A	
		N/A	
		N/A	
		N/A	
		N/A	
TOTAL PROJECT COST:	\$1,100,000		
Offsetting Revenue or Savings (If Applicable):			
Source	Amount		
HWY Completed Shouldering/Culvert	\$82,000		
	TOTAL	\$82,000	
Provide a narrative of project costs:			
Total project costs to shoulder and repave the entire 13 mile County-managed portion of the Ozaukee Interurban Trail (OIT) is \$1,100,000. Project costs are estimated based on using a private contractor. Total project costs will be less if completed by local force account (Highway Department), which would not require detailed engineering and design. All OIT shouldering has been completed (or will be in early 2021), which was partially covered by an awarded FEMA/WEM grant. Project costs include engineering and design, surveying, construction oversight, construction activities, and restoration to be completed by consultants and contractors selected through public bidding. A future, pending WisDot Congestion Mitigation and Air Quality Improvement (CMAQ) program grant will support project costs. If CMAQ funds are not awarded, this CIP request would represent about 50% project completion if done by local force account work.			

Project Narrative - Define the Current State**Describe the need, urgency, or gap in service and risk of delay from a customer perspective:**

The OIT is 18 years old in 2020. The pavement has been maintained (crack sealing) and some small portions have been repaved, but many sections are showing significant signs of breaking down. The Highway Dept. has completed a detailed PASER rating of the Trail and pavement condition (attached). Shouldering and culvert replacements have been ongoing to address significant erosion. Several portions of pavement are cracked and potholed, causing trail user and complaints and multiple cyclist injuries (e.g. broken collarbone). A larger repaving project is required to maintain the quality of the pavement and make it safe for Trail users.

Describe how the project impacts the department's level of service:

Several portions of pavement are cracked, buckled and potholed, causing trail user complaints and multiple cyclist injuries. Portions of the shoulder has been eroded, also causing a safety concern. A larger repaving project is required to maintain the quality of the pavement and make it safe for trail users. In 2018, a daily average of 695 people utilized the trail (216,345 total counted trips from 1/1/18 to 11/5/18, 311 counting days). In 2019, a daily average of 1,127 people used the trail (354,707 total counted trips from 1/1/19-12/31/19, 315 counting days). In 2020, a daily average of 1,405 people have utilized the trail (514,162 counted trips from 1/1/20 to 12/31/20). Trail usage is up by 25% in 2020 when compared to 2019. The Department staff and Highway Department have expended significantly more dollars on maintenance in the last few years due to trail and pavement conditions.

Project Recommendation - Define the Suggested Course of Action**Define the project scope and why the project is an innovative solution:**

This capital project is to re-pave and shoulder the entire County-maintained portion of the OIT (approximately 13 miles). The County has coordinated with We-Energies to replace (and pay for) multiple culverts on the OIT in 2020, representing a significant investment. The County has also recently (last 5 years) replaced several large culverts with grants (FEMA). WisDOT CMAQ funds are awarded under a competitive request for proposals and would cover approximately 50% of the total project costs, which is a significant amount under this grant program. CIP funds will provide the required local match amount for this significant CMAQ investment.

Describe how the project addresses Department objectives or countywide strategy:

This project addresses CIP project 115-36, starting in 2014. Consistent with the 2020 - 2024 Strategic Plan Quality of Life - Recreational; Park and Open Space Plan; Comp Plan for Ozaukee County 2035 (development/enhancement of OIT), consistent with the Route of the Badger regional and connected trail network vision and the OIT Advisory Council mission.

Describe the project's impact on quality of life:

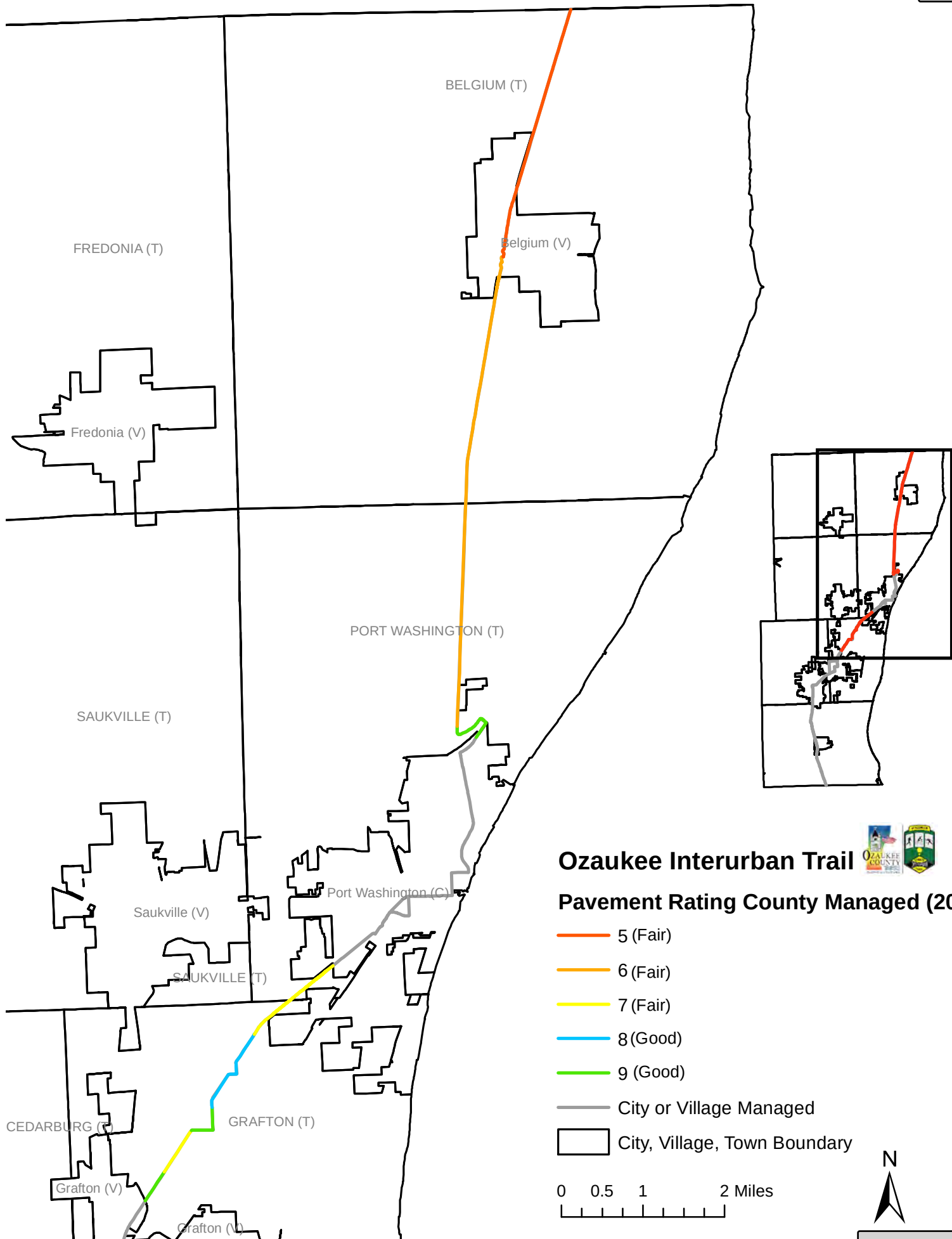
OIT improvements will help address the OIT Advisory Council mission to promote the safe public use of the OIT for transportation, recreation, health, education, economic development, and enjoyment of Ozaukee County's unique cultural, historical and natural resources. The current trail condition is a safety hazard and potential liability and injuries have already occurred.

Describe the project's impact on health and safety:

The Planning and Parks Department has completed incremental paving, shouldering, and culvert replacements over the past several years in strategic areas as funding allowed. The Department has been proactive in receiving FEMA grant funds to support the shouldering and some culvert work and private cost share funding and coordination with We-Energies for additional culvert replacements. However, while these efforts have addressed drainage issues, they have been inadequate to fully address safety concerns throughout the entire OIT. A large scale paving project will improve the OIT conditions and alleviate safety issues.

Describe how the project impacts department operations using business objectives:

Completion of a large scale paving project will protect the investment of several recent culvert replacement projects (some cost-shared with private landowners and completed by We-Energies) and other existing culverts, which may be impacted by erosion issues from poor shoulder conditions. In addition, this effort will extend the life of the Trail pavement for another 15-20 years and significantly reduce recent on-going staff and Highway maintenance expenditures (e.g. patching the trail).



PROJECT FEASIBILITY ANALYSIS

Project Name: Mee-Kwon County Park - Road Paving (north)

Project Manager: Andrew Struck

Project Budget Estimate:

Source	Amount
2021 Capital Project Fund	\$37,000
TOTAL	\$37,000

Project Score: Value and Efficiency (240/400) Modernization and Service (140/400)

Project Purpose Summary (from department):

The Mee-Kwon County Park road from the lower parking lot (near the pond) to the golf course parking lot is in need of repaving. The pavement has been in poor condition, as several portions are cracked and potholed, and the road has not been repaired in several years. Recent hauling of fill (over a 1000 loads) from the Little Menomonee River Corridor Habitat Restoration project by the Highway Department has further damaged and broken down the pavement.

Proposal Considerations, Risks, and Identified Issues:

The project failed to score well in Value and Efficiency due to the minimal impact on improving health and safety, and the urgency was deemed minimal. The project would improve the current infrastructure at the Park, but the impact on quality of life and modernization failed to materialize. Overall, the project did not score well.

Staff Recommendation:

Staff does not recommend consideration of funding for the Mee-Kwon County Park - Road Paving (north) project at this time.

Project Reserve Information Sheet			
Project Name:	Mee-Kwon County Park - Road Paving (north)		
Requested By:	Andrew Struck		
Project Owner:	Planning and Parks Department		
Start Date:	2021		
Project Costing - Detail Project Costs			
Funding Source (Please Check All that Apply):			
☒ Project Fund	☐ Grants	☐ Dept. Reserve	☐ Other
List All Funding Sources Selected:			
Source	Amount	Grant Information	
2021 County CIP Fund	\$37,000	Applied For	
		N/A	
		N/A	
		N/A	
		N/A	
		N/A	
		N/A	
TOTAL PROJECT COST:	\$37,000		
Offsetting Revenue or Savings (If Applicable):			
Source	Amount		
	TOTAL		
Provide a narrative of project costs:			
Total project costs are approximately \$37,000 per a recent Ozaukee County Highway Department estimate, which would come from this capital fund request (2021). Repaving would be completed by the Highway Department and activities include excavation, pavement removals, grading, re-paving, and reshouldering. This would also serve as match to existing WDNR grant funding for stormwater management at Mee-Kwon County Park and Golf Course.			

Attachment: Meekwon Paving North Feasibility & Submittal (6843 : Recommendation of Executive Committee Project Submittals to County

Project Narrative - Define the Current State

Describe the need, urgency, or gap in service and risk of delay from a customer perspective:

The Mee-Kwon County Park road from the lower parking lot (near the pond) to the golf course parking lot is in need of repaving. The pavement has been in poor condition, as several portions are cracked and potholed, and the road has not been repaired in several years. Recent hauling of fill (over a 1000 loads) from the Little Menomonee River Corridor Habitat Restoration project by the Highway Department has further damaged and broken down the pavement.

Describe how the project impacts the department's level of service:

Mee-Kwon County Park and Golf Course is a highly visited site in the Ozaukee Park System. Re-paving of the park road is required to meet usage demands and safety. The park road was recently paved (as part of a fish passage grant project) from Bonniwell Road to and including the lower parking lot area (by the sledding hill); however, the portion of the road up the hill to the golf course is in very poor shape and is breaking down quickly impacting service.

Project Recommendation - Define the Suggested Course of Action

Define the project scope and why the project is an innovative solution:

This capital improvement project proposes to repave the road from the lower parking lot (near the pond) to the golf course parking lot. This is part of a phased project, as the park road from Bonniwell Rd to the lower parking lot has been repaved in recent years. This project would also serve as match to the recently awarded and accepted Wisconsin Department of Natural Resources (WDNR) Urban Non-Point Source & Stormwater Management (UNPS & SWM) grant to construct a stormwater management and wetland restoration project west of the golf course parking lot.

Describe how the project addresses Department objectives or countywide strategy:

New pavement for the Mee-Kwon County Park roadway is recommended in the Ozaukee County Park and Open Space Plan (p. 95). It is also consistent with recent approved projects and grants.

Describe the project's impact on quality of life:

Onsite surveys of park users during the summer of 2010 indicated that Mee-Kwon County Park and Golf Course is one of the most popular County parks. In 2020, 40,712 golfers visited the park.

Describe the project's impact on health and safety:

Poor pavement conditions do not provide a quality level of service to park users and poses a potential issue for emergency (e.g. fire and police) response. Water has ponded/froze in potholed sections, causing unsafe conditions.

Describe how the project impacts department operations using business objectives:

Repaving the road would reduce required, ongoing maintenance, and provides for match for the WDNR UNPS & SWM grant.

Mee-Kwon County Park



Proposed repaving
area

Attachment: MeeKwon Paving North Feasibility & Submittal (6843 : Recommendation of Executive



PROJECT FEASIBILITY ANALYSIS

Project Name: Mee-Kwon County Park - Road Paving (south)

Project Manager: Andrew Struck

Project Budget Estimate:

Source	Amount
2021 Capital Project Fund	\$52,000
TOTAL	\$52,000

Project Score: Value and Efficiency (240/400) Modernization and Service (140/400)

Project Purpose Summary (from department):

The Mee-Kwon County Park road from Green Bay Road to Fromm Family Foods, Inc., needs repaving. The pavement has been in poor condition, as several portions are cracked and potholed and sinking/holding water, and the road has not been fully repaired in several years. This section of park road sees heavy truck traffic from Fromm Family Foods, Inc., who has cost shared with the County in the past on road repaving.

Proposal Considerations, Risks, and Identified Issues:

This project scored low in Value and Efficiency due to the minimal impact on improving health and safety, and the urgency was deemed minimal. The project would improve the current infrastructure at the Park, but the impact on quality of life and modernization failed to materialize. Overall, the project did not score well.

Staff Recommendation:

Staff does not recommend consideration of funding for the Mee-Kwon County Park - Road Paving (south) project at this time.

Project Reserve Information Sheet			
Project Name:	Mee-Kwon County Park - Road Paving (south)		
Requested By:	Andrew Struck		
Project Owner:	Planning and Parks Department		
Start Date:	2021		
Project Costing - Detail Project Costs			
Funding Source (Please Check All that Apply):			
☒ Project Fund	☐ Grants	☐ Dept. Reserve	☐ Other
List All Funding Sources Selected:			
Source	Amount	Grant Information	
2021 County CIP Fund	\$52,000	Applied For	
		N/A	
		N/A	
		N/A	
		N/A	
		N/A	
		N/A	
TOTAL PROJECT COST:	\$52,000		
Offsetting Revenue or Savings (If Applicable):			
Source	Amount		
	TOTAL		
Provide a narrative of project costs:			
Total project costs are approximately \$52,000 per a recent Ozaukee County Highway Department estimate, which would come from this capital fund request (2021). Repaving would be completed by the Highway Department and activities include excavation, pavement removals, grading, re-paving, and reshouldering.			

Attachment: Meekwon Paving South Feasibility & Submittal (6843 : Recommendation of Executive Committee Project Submittals to County

Project Narrative - Define the Current State

Describe the need, urgency, or gap in service and risk of delay from a customer perspective:

The Mee-Kwon County Park road from Green Bay Road to Fromm Family Foods, Inc., is in need of repaving. The pavement has been in poor condition, as several portions are cracked and potholed and sinking/holding water, and the road has not been fully repaired in several years. This section of park road sees heavy truck traffic from Fromm Family Foods, Inc., who has cost shared with the County in the past on road repaving.

Describe how the project impacts the department's level of service:

Mee-Kwon County Park and Golf Course is a highly visited site in the Ozaukee Park System. Re-paving of the park road is required to meet usage demands and safety. This road is also under an easement from Fromm Foods, Inc. for trucking to their facility with upgrades as necessary to maintain this access.

Project Recommendation - Define the Suggested Course of Action

Define the project scope and why the project is an innovative solution:

This capital improvement project proposes to repave the road from Green Bay Road to Fromm Family Foods, Inc. This is part of a phased project, as the park road from Bonniwell Rd to the lower parking lot has been repaved in recent years, in addition to incremental paving and repairs on this section of park road. This project would also serve as match to the recently awarded and accepted Wisconsin Department of Natural Resources (WDNR) Urban Non-Point Source & Stormwater Management (UNPS & SWM) grant to construct a stormwater management and wetland restoration project west of the golf course parking lot.

Describe how the project addresses Department objectives or countywide strategy:

New pavement for the Mee-Kwon County Park roadway is recommended in the Ozaukee County Park and Open Space Plan (p. 95). This project is also consistent with the County Strategic Plan and recently approved and accepted projects and grants.

Describe the project's impact on quality of life:

Onsite surveys of park users during the summer of 2010 indicated that Mee-Kwon County Park and Golf Course is one of the most popular County parks. In 2020, 40,712 golfers visited the park.

Describe the project's impact on health and safety:

Poor pavement conditions do not provide a quality level of service to park users and poses a potential issue for emergency (e.g. fire and police) response. Water has ponded/froze in potholed sections, causing unsafe conditions.

Describe how the project impacts department operations using business objectives:

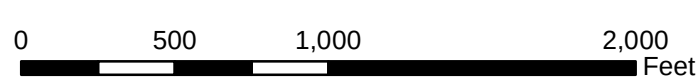
Repaving the road would reduce required, ongoing maintenance, and provides for match for the WDNR UNPS & SWM grant.

Mee-Kwon County Park



Proposed repaving
area (sections as
needed)

Attachment: MeeKwon Paving South Feasibility & Submittal (6843 : Recommendation of Executive



PROJECT FEASIBILITY ANALYSIS

Project Name: Replacement Vehicle

Project Manager: Andrew Struck

Project Budget Estimate:

Source	Amount
2021 Capital Project Fund	\$40,000
TOTAL	\$40,000

Project Score: Value and Efficiency (260/400) Modernization and Service (140/400)

Project Purpose Summary (from department):

This project includes purchase of a new SUV for \$40,000. Staff across all Department Divisions currently uses a 2003 Chevy Blazer on a daily basis for travel to and from project locations, meetings, conferences, etc. This vehicle has had ongoing maintenance issues over the last several years and is no longer reliable. The Blazer currently has 116,035 miles (Jan 2021).

Proposal Considerations, Risks, and Identified Issues:

While the Department may have a need for a new SUV, it was deemed to have be more desirable rather than urgent at this time. The impact on modernization and current service levels was also thought to be of lower impact.

Staff Recommendation:

Staff recommends that the Planning & Parks Department work with the Budget Office to devise a plan to purchase the vehicle in a future budget, and to make payments back to the General Fund in subsequent years until paid for by the Department. This method has been used for other departments purchasing vehicles. If funds can be allocated in the current budget year for 20% of the purchase price, the purchase can be facilitated in 2022 Budget.

Project Reserve Information Sheet			
Project Name:	Planning and Parks Department Replacement Vehicle		
Requested By:	Andrew Struck		
Project Owner:	Planning and Parks Department		
Start Date:	2021		
Project Costing - Detail Project Costs			
Funding Source (Please Check All that Apply):			
☒	Project Fund	☐	Grants
☐		☐	Dept. Reserve
☐		☐	Other
List All Funding Sources Selected:			
Source	Amount	Grant Information	
2021 County CIP Fun	\$40,000	N/A	
		N/A	
		N/A	
		N/A	
		N/A	
		N/A	
		N/A	
		N/A	
TOTAL PROJECT COST:	\$40,000		
Offsetting Revenue or Savings (If Applicable):			
Source	Amount		
	TOTAL		
Provide a narrative of project costs:			
This project includes purchase of a new SUV for \$40,000. This will replace the existing Blazer used by the Director (as well as other staff). The Blazer currently has 116,035 miles (Jan 2021).			

Project Narrative - Define the Current State

Describe the need, urgency, or gap in service and risk of delay from a customer perspective:

Staff across all Department Divisions currently uses a 2003 Chevy Blazer on a daily basis for travel to and from project locations, meetings, conferences, etc. This vehicle has had ongoing maintenance issues over the last several years and is no longer reliable. The Blazer currently has 116,035 miles (Jan 2021).

Describe how the project impacts the department's level of service:

Staff has a daily need for a reliable SUV for travel to and from project locations, meetings, conferences, and for hauling supplies, materials, and equipment to complete fieldwork activities, including tree planting, invasive species management, and for fisheries and water quality monitoring.

Project Recommendation - Define the Suggested Course of Action

Define the project scope and why the project is an innovative solution:

A reliable vehicle will remove ongoing maintenance issues and enable staff to meet the daily usage needs as described above. The Highway Department recommended purchasing through the State of Wisconsin Government Contract. This ensures the best available municipal pricing without Ozaukee County having to do the bid work internally. This also ensures the bid requirements have been satisfied.

Describe how the project addresses Department objectives or countywide strategy:

A reliable vehicle will remove ongoing maintenance issues and enable staff to meet the daily usage needs as described above. The Highway Department has noted on several occasions that the Chevy Blazer is in need of replacement.

Describe the project's impact on quality of life:

This project will help Department staff improve the quality of the Park System and natural areas.

Describe the project's impact on health and safety:

The new SUV will improve Department staff safety through use of a reliable and safe vehicle.

Describe how the project impacts department operations using business objectives:

The new SUV will remove the need and cost of ongoing maintenance of the existing Blazer, which has been significant over the last several years with repairs to the AC, steering, brakes, etc.

PROJECT FEASIBILITY ANALYSIS

Project Name: Hawthorne Hills Park Campground Development

Project Manager: Andrew Struck

Project Budget Estimate:

Source	Amount	Grant Info
2021 Capital Project Fund	\$50,000	N/A
WDNR Stewardship	\$50,000	Not Applied For
TOTAL	\$100,000	

Project Score: Value and Efficiency (220/400) Modernization and Service (270/400)

Project Purpose Summary (from department):

Aside from Waubedonia County Park (11 campsites), no additional camping is available within the Ozaukee County Park System and the Waubedonia County Park camping locations, especially RV/Trailer camping, are routinely fully booked. Currently, this camping activity is not accommodated or permitted for at Hawthorne Hills County Park, although it has been used in this way by the OCHS events. Waubedonia County Park experienced its highest usage and reservations in 2020 and this trend is expected to increase (even after COVID impacts).

Proposal Considerations, Risks, and Identified Issues:

The project failed to score well in Value and Efficiency due to the lack of urgency of the project and its low impact on health and safety. The project scored reasonably well in Modernization and Service given its high impact on serving the department's mission and improving the quality of life of park users. However, compared to other projects it did not score as well, combined with the limited amount of available capital project funds. Future consideration should be given to this project as it meets County's Strategic Plan Objective of Enhancing Quality of Life Assets.

Staff Recommendation:

Staff does not recommend funding the Campground through the project fund.

Project Reserve Information Sheet			
Project Name:	Hawthorne Hills Park Campground Development		
Requested By:	Andrew Struck		
Project Owner:	Planning and Parks Department		
Start Date:	2021		
Project Costing - Detail Project Costs			
Funding Source (Please Check All that Apply):			
☒ Project Fund	☒ Grants	☐ Dept. Reserve	☐ Other
List All Funding Sources Selected:			
Source	Amount	Grant Information	
2021 County CIP Fund	\$50,000	Applied For	
WDNR Stewardship	\$50,000	Not Applied For	
		N/A	
		N/A	
		N/A	
		N/A	
		N/A	
TOTAL PROJECT COST:	\$100,000		
Offsetting Revenue or Savings (If Applicable):			
Source	Amount		
	TOTAL		
Provide a narrative of project costs:			
The total project costs for Phase I of the campground development are estimated at \$100,000. \$50,000 in project capital reserve funds is requested. A future Wisconsin Department of Natural Resources Knowles-Nelson Stewardship grant (May 2021) in the amount of approximately \$50,000 would also provide funding for the campgrounds. This grant requires a 50% match, which would be provided for from the project reserve capital funds. The Stewardship grant would also require public bathrooms be accessible from the campground area, so this request is contingent upon award of the Hawthorne Hills Park Multi-Purpose Building project reserve request. Ongoing staff and maintenance costs for the building and the bathrooms would be offset by campground revenue (including from OCHS events) (approximately \$20,000 annually).			

Project Narrative - Define the Current State

Describe the need, urgency, or gap in service and risk of delay from a customer perspective:

Aside from Waubedonia County Park (11 campsites), no additional camping is available within the Ozaukee County Park System and the Waubedonia County Park camping locations, especially RV/Trailer camping, are routinely fully booked. Currently, this camping activity is not accommodated or permitted for at Hawthorne Hills County Park, although it has been used in this way by the OCHS events. Waubedonia County Park experienced its highest usage and reservations in 2020 and this trend is expected to increase (even after COVID impacts).

Describe how the project impacts the department's level of service:

Aside from Waubedonia County Park (11 campsites), no additional camping is available within the Ozaukee County Park System and the Waubedonia County Park camping locations, especially RV/Trailer camping, are routinely fully booked. This project represents Phase I of the campground development, which includes up to approximately 25-30 sites. Several OCHS events (including the annual Civil War reenactment and Antique Tractor show) include many participants, vendors, and volunteers traveling from miles away, who stay overnight for the weekend. In addition, youth conservation corps teams (e.g., AmeriCorps NCCC, WisCorps) annually assist the Planning and Parks Department during multi-week stays throughout the year. Their accommodations have included lodging at the H.H. Peters Youth camp and/or camping at Waubedonia Park, which takes up highly-sought reservations at both locations.

Project Recommendation - Define the Suggested Course of Action

Define the project scope and why the project is an innovative solution:

This project represents Phase I of the campground development, which includes up to approximately 25-30 sites. Approximately 2 acres of the Phase I site has already been filled, graded, and stabilized by the HWY Dept using fill (~936 yards) from the Little Menomonee River Fish and Wildlife Area project, which was supported by outside grants (~ \$100,000). The campground would utilize external entry, indoor bathrooms and showers at the Multi-Purpose building, and also connection to an existing well. The campground would be developed in conjunction with the Multi-Purpose building and designed to accommodate both tent campers and RV campers.

Describe how the project addresses Department objectives or countywide strategy:

This project is consistent with the POSP and helps the Department meet its mission, particularly Parks. The campground would help host Corps Teams that work in the County Parks for several weeks at a time and free up lodging space at HH Peters Youth Camp for scout and other rentals and also free up camping space at Waubedonia County Park. Waubedonia County Park experienced its highest usage and reservations in 2020 and this trend is expected to increase (even after COVID impacts).

Describe the project's impact on quality of life:

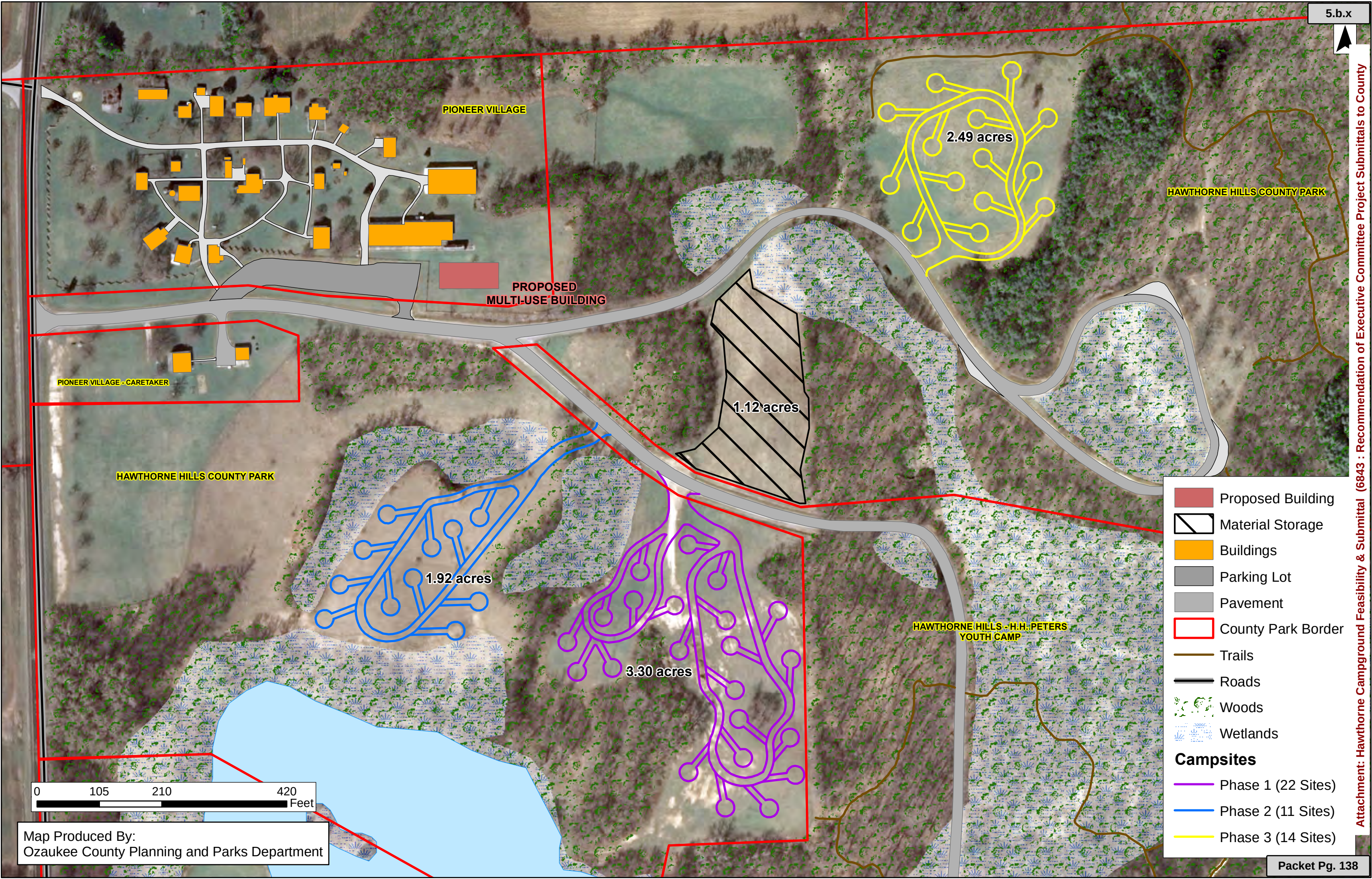
The campground at Hawthorne Hills County Park would capitalize on the overflow from Harrington Beach State Park, which has been booked almost every week during the summer since it opened. The campground complex would also capitalize on OCHS events where many participants/vendors come from miles away and stay overnight for the weekend (currently not a permitted activity). Camping is not currently accommodated for at Hawthorne Hills County Park. The Department, thru grant funds (~\$100K), filled/leveled the campsite areas. This campground would also support the HH County Park complex by providing visitors easy access Pioneer Village and HHGC.

Describe the project's impact on health and safety:

Multiple locations have been considered during prior planning, particularly in relation to the requirement that campgrounds must be located within 100 yards of an accessible public bathroom. The campground is also planned to be developed in conjunction with the construction of the shared bathrooms / showers at the multi-purpose building. The public bathroom and showers would be constructed with locking outside entry, so that the facility could be shared by visitors to Pioneer Village or campers at the campground. Electrical service would be provided to at least half of the campgrounds from the main line running to H.H. Peters Youth Camp.

Describe how the project impacts department operations using business objectives:

This campground would differ from that at Waubedonia County Park in that most of the sites would accommodate trailer campers and RV campers. In addition, the "build-out" of the campground sites would result in significantly more sites than Waubedonia County Park can accommodate. The campground would also capitalize on being part of the Hawthorne Hills County Park complex, which includes Pioneer Village, Hawthorne Hills Golf Course (HHGC) (golfing and restaurant), and Shady Lane (fishing, hiking). Increased revenue from the camping facilities would offset staff maintenance and upkeep costs at the outside entry public bathrooms and campground.



PIONEER VILLAGE

PROPOSED
MULTI-USE BUILDING

PIONEER VILLAGE - CARETAKER

HAWTHORNE HILLS COUNTY PARK

HAWTHORNE HILLS COUNTY PARK

HAWTHORNE HILLS - H.H. PETERS
YOUTH CAMP

2.49 acres

1.12 acres

1.92 acres

3.30 acres

0 105 210 420 Feet

Map Produced By:
Ozaukee County Planning and Parks Department

- Proposed Building
- Material Storage
- Buildings
- Parking Lot
- Pavement
- County Park Border
- Trails
- Roads
- Woods
- Wetlands
- Campsites**
 - Phase 1 (22 Sites)
 - Phase 2 (11 Sites)
 - Phase 3 (14 Sites)

Executive Committee

AGENDA INFORMATION SHEET

AGENDA DATE: March 1, 2021
DEPARTMENT: Administrator
DIRECTOR: Jason Dzwinel
PREPARER: Jason Dzwinel

Agenda Summary Long Term Debt

Discuss the approach to issue debt for large-scale building projects.

Tentative Plan to include the refinancing of radio lease and 2013 Capital Projects Debt and identified projects:

Radio Lease: Refinance amount \$1,964,481.76 - 10 year level repayment schedule with an examination of shorter term to maximize repayment.

Refinance 2022 & 2023 principal payments that are callable from the 2013 GO debt \$1,520,000. This could be part of the lease repayment schedule over 10 years examination of shorter term to maximize repayment.

Capital Projects:

Cover Bridge Shelter: \$500,000

Lions Den Shelter: \$500,000

Parks Storage Building: \$800,000

Sheriff Storage Building: \$1,000,000

Highland Interchange Road Work: \$1,300,000

The above should be \$4,100,000 with a 20 year repayment schedule with no payments in 2021. The refinance the 2013 GO debt, that would allow the county to have a level repayment schedule for the 20 year term.

The new total to issue would be approximately \$7,584,482 (\$3,484,482 refinance and \$4,100,000 new money)

Tentative borrowing schedule:

1. March 17th - Board to act upon an Initial Resolution for the Borrowing for the Projects - Need $\frac{3}{4}$ approval of the full Board
 - Bond Counsel requires "Not to Exceed" Project estimate amount by March 8th
 - Finalize the exact amounts between March 17th and the final bidding date on April 6th
2. April 7th - Board to act upon an Final Award Resolution to accept the winning bid from April 6th and lock-in the interest Final Rates - simple majority approval
3. Can adjust the timeline to target approval on April 21st if more time is required to finalize the scope of the projects and have Board discussions.