AGENDA
EXECUTIVE COMMITTEE
REGULAR MEETING
MONDAY, APRIL 4, 2022 – 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 28, 2022
5. **ACTION ITEMS CONT.**
   a. RES.21-70: Recommendation of Executive Committee American Recovery Plan Act Project Submittals to the County Board
   b. RES.21-71: Allocating $1,000,000 of funding for acquisition of the Clay Bluffs Cedar Gorge Nature Preserve Property from American Rescue Plan Act funds
   c. RES.21-72: Establishing the Ozaukee County Emergency Medical Services Grants Program from American Rescue Plan Act Funds
   d. RES.21-73: Abolish the Elective Office of Coroner and Create a Medical Examiner Position
   e. ORD.21-9: Abolish the Elective Office of Coroner and Create Chapter 2.52 of the Ozaukee County Code of Ordinances - Medical Examiner
   f. RES.21-74: Repeal Section 2.01 and 2.05 and Create Section 2.01 of the Ozaukee County Policy and Procedure Manual - Rules of The County Board of Supervisors
6. **DISCUSSION ITEMS**
   a. Schedule of County Board Meetings
7. **COUNTY ADMINISTRATOR'S REPORT**
   a. Wage and Benefit Study
   b. County Board Orientation
   c. Administrative Center Entrance
   d. Health Insurance and Wellness Update
8. **COMMITTEE REPORTS**
9. **NEXT MEETING DATE**
   Monday, MAY 23, 2022
10. **ADJOURNMENT**

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

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

Updated 3/31/2022 10:22 AM

Executive Committee

AGENDA INFORMATION SHEET

AGENDA DATE: **April 4, 2022**
DEPARTMENT: **County Clerk**
DIRECTOR: **Julie Winkelhorst**
PREPARER: **Julie Winkelhorst**

Agenda Summary February 28, 2022

<https://www.co.ozaukee.wi.us/AgendaCenter/ViewFile/Minutes/_02282022-3040>

RESOLUTION NO. 21-70

RECOMMENDATION OF EXECUTIVE COMMITTEE AMERICAN RECOVERY PLAN ACT PROJECT SUBMITTALS TO THE COUNTY BOARD

WHEREAS, The American Rescue Plan Act signed into law by the Federal Government on March 11, 2021 has made available $17,330,133 to Ozaukee County in an effort to provide economic relief to the public following the COVID-19 Pandemic; and

WHEREAS, The American Rescue Plan Act allows units of government receiving the funds to replace lost public sector revenue to provide government services up to the amount of revenue lost due to the pandemic; and

WHEREAS, the public sector revenue loss formulas established by the United States Department of the Treasury in the Coronavirus State and Local Fiscal Recovery Funds Final Rule allow Ozaukee County to allocate $17,330,133 as funds used to replace lost public sector revenue to provide government services by calculating the amount of revenue lost due to the pandemic; and

WHEREAS, American Rescue Plan Act funds used to replace public sector revenue losses are more flexible and may be used for a broad range of government services, programs and projects outside of typical eligible uses of recovery funds under the final rule including capital projects and other one-time operational expenses; and

WHEREAS, the American Rescue Plan Act funds must be obligated by December 31, 2024 for projects scheduled for completion no later that December 31, 2026; and

WHEREAS, the use of American Rescue Plan Act funds for capital projects and other one-time operational expenses allows Ozaukee County to adhere to the legislative timelines in the United States Department of the Treasury in the Coronavirus State and Local Fiscal Recovery Funds Final Rule; and

WHEREAS, county departments submitted proposals for capital projects and other one-time operational expenses to the Department of Administration for evaluation and grading for the review and recommendation by the Standing Committees of the Ozaukee County Board; and

WHEREAS, the projects identified by the Standing Committees of the Ozaukee County Board were reviewed by the Executive Committee culminating in a final list of recommended projects for consideration by the County Board.

NOW, THEREFORE, BE IT RESOLVED, by the Ozaukee County Board of Supervisors that the following projects be approved and adopted for completion from American Rescue Plan Act funds in the line-item accounts detailed below;

401-1-01-60000-030 Jail Division Camera Project: $80,000

401-1-01-60000-031 Jail Uninterrupted Power Supply: $90,000

401-1-01-60000-032 Sheriff Outdoor Range Building: $300,000

401-1-01-60000-033 Justice Center Tuck Pointing Project:$75,000

401-1-01-60000-034 Boiler Replacement at Administration Center: $600,000

401-1-01-60000-035 Fairgrounds Pavilion Building Repair: $155,000

401-1-01-60000-036 Fairgrounds Equipment - Compact Wheel Loader: $85,000

401-1-01-60000-037 Lasata Care Center Chiller Replacement: $325,000

401-1-01-60000-038 Property Appraisal Services for Property Insurance: $30,000

401-1-01-60000-039 SAN Replacement for County Network: $700,000

401-1-01-60000-040 Electric Park Gates Lion's Den and Hawthorne Hills Park: $115,000

401-1-01-60000-041 Maintenance Building Repair Mee-Kwon Park: $40,000

401-1-01-60000-042 Waubedonia Caretaker's House Roof Repairs: $40,000

401-1-01-60000-043 County Park Security Cameras: $40,000

401-1-01-60000-044 Clean Farm Families Crop Incentives: $30,000

401-1-01-60000-045 Air Flow Cover Crop Seeder: $30,000

401-1-01-60000-046 Parks Division Tractor with Cab: $30,000

401-1-01-60000-047 Projects 10% Contingency Fund: $275,000

FURTHER RESOLVED, that a Project Contingency Fund of $275,000 is established due to project cost impacted by the current inflationary environment; and

FURTHER RESOLVED, that any use of the Project Contingency Fund exceeding $10,000 of the budget amounts detailed above shall require approval by the proper Standing Committee, Executive Committee and the Ozaukee County Board of Supervisors; and

FURTHER RESOLVED, that emergency use of the Project Contingency Fund exceeding $10,000, or any non emergency use less than $10,000, shall require approval by the County Administrator in consultation with the County Board Chairperson and the proper Standing Committee Chairperson.

Dated at Port Washington, Wisconsin, this 6th day of April 2022.

SUMMARY: Executive Committee recommendation of projects funded in 2022 with American Rescue Plan Act Funds

VOTE REQUIRED: Two-Thirds of Members Elect

EXECUTIVE COMMITTEE

Executive Committee

AGENDA INFORMATION SHEET

AGENDA DATE: **April 4, 2022**
DEPARTMENT: **Administrator**
DIRECTOR: **Jason Dzwinel**
PREPARER: **Jason Dzwinel**

Agenda Summary Recommendation of Executive Committee American Recovery Plan Act Project Submittals to the County Board

BACKGROUND INFORMATION: Below the Board 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 report is included for each submittal that summarizes the project and details the staff recommendation. Finally, all of the information submitted by the departments are included.

ARPA Funding Strategy: Staff recommends utilizing approximately $2.755 Million of ARPA funding to complete the prioritized Project Fund projects identified below. These approaches are allowable and will allow for the expenditure of funds within ARPA timelines.

SUMMARY OF COMMITTEE RECOMMENDATIONS:

PUBLIC SAFETY COMMITTEE

Project Name	Value & Efficiency	Modernization & Service	Cost
Jail Division Camera	370	290	$78,500
Jail Uninterrupted Power Supply	360	270	$85,191
Sheriff Outdoor Range	270	290	$300,000
NOT RECOMMENDED			
Training Room A/V	*310*	*200*	*$23,000*

PUBLIC WORKS COMMITTEE

Project Name	Value & Efficiency	Modernization & Service	Cost
Justice Center Tuck Pointing	370	290	$75,000
Boiler Replacement-Admin	310	310	$600,000
Fairgrounds Pavilion Repair	330	290	$152,185
Fairgrounds Equipment	330	260	$81,169
NOT RECOMMENDED			
Solar PV - Administration	*300*	*270*	*$95,600*

Justice Center Sidewalk	*340*	*230*	*$24,200*

HUMAN SERVICES COMMITTEE

Chiller Replacement	310	310	$325,000

FINANCE COMMITTEE

Project Name	Value & Efficiency	Modernization & Service	Cost
Property Appraisal	320	270	$30,000
SAN Replacement	320	270	$700,000

NATURAL RESOURCES COMMITTEE

Project Name	Value & Efficiency	Modernization & Service	Cost
Electric Park Gates/Locks	310	320	$113,000
Maintenance Bdng Repair	350	280	$40,000
Waubedonia Caretaker	350	270	$40,000
Park Security Cameras	320	300	$40,000
Clean Farm Families	320	300	$30,000
Air Flow Cover Crop Seeder	310	290	$30,000
Tractor w/Cab	330	280	$28,000
NOT RECOMMENDED			
Wood Chipper	*330*	*220*	*$70,000*
Skid Steer Attachment	*290*	*230*	*$29,000*
Virmond Stormwater	*290*	*210*	*$44,000*
Waubedonia Showers	*220*	*280*	*$215,000*
Hawthorne Hills Camp	*210*	*270*	*$100,000*
MeeKwon Wetland Restoration/Stormwater	*250*	*170*	*$40,000*
Virmond Parking Lot Extension	*220*	*180*	*$64,000*
Hawthorne Hills Paving	*220*	*180*	*$70,000*
MeeKwon Paving-N	*240*	*140*	*$46,000*
Meekwon Paving-S	*240*	*140*	*$52,000*
Hawthorne Hills Camp	*210*	*270*	*$100,000*

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

ATTACHMENTS:

- 2022 Project Reserve Memo_12-13-2021 (PDF)
- Project Scorecard 2022 (PDF)
- Justice Center Point Tuck Project Analysis (PDF)
- 2022 JC Tuck Pointing (PDF)
- Jail Division Camera Project Project Analysis (PDF)

- Sheriff_Jail Camera_COMBINED (PDF)
- Electric Gates Project Analysis (PDF)
- Capital Project Request Form_Electric Parks Gates 1.13.22_ATS011422 (PDF)
- MeeKwon Building Repairs Project Analysis (PDF)
- MeeKwon Maintenance Building_COMBINED (PDF)
- Sheriff_UPS_COMBINED (PDF)
- Jail Control UPS Project Analysis (PDF)
- Waubedonia Caretakers Roof_COMBINED (PDF)
- Waubedonia Caretaker House and Roof Project Analysis (PDF)
- Parks Security Cameras Project Analysis (PDF)
- Capital Project Request Form_Park Building Security Cameras 1.14.22_ATS011422 (PDF)
- Boiler Replacement Project Analysis (PDF)
- Capital Project Request Form_FINAL_2022 - Boiler Replacement (PDF)
- Outdoor Range Improvements Project Analysis (PDF)
- Sheriff_Outdoor Range_COMBINED (PDF)
- CFF Planting Green and Rotational Grazing Project Analysis (PDF)
- CFF Planting Green and Rotational Grazing (PDF)
- Fairgrounds Pavilion Project Analysis (PDF)
- 2022 FG'S Pavilion (PDF)
- New Tractor With Cab Project Analysis (PDF)
- Kubota Tractor_COMBINED (PDF)
- Airflow Cover Crop Seeder Project Analysis (PDF)
- Airflow Seeder Capital Project Request 2022 (PDF)
- Air Flow Seeder INFO (PDF)
- Fairgrounds equipment Project Analysis (PDF)
- 2022 FG'S Equipment (PDF)
- Property appraisal services analysis (PDF)
- Capital Project Request Form_FINAL_2022_Property Insurance Reveiw (PDF)
- SAN replacement analysis (PDF)
- Capital Project Request Form_FINAL_2022_HCI Network (PDF)
- OIT Paving Project Analysis (PDF)
- OIT Paving_COMBINED (PDF)
- Waubedonia Playground Equipment Project Analysis (PDF)
- Waubedonia Playground Equipment_COMBINED(PDF)
- Admin Center Solar Project Analysis (PDF)
- Admin_Solar_COMBINED (PDF)
- Justice Center Sidewalk Replacement Project Analysis (PDF)

- 2022 JC Sidewalk Replacement (PDF)
- Sheriff's Office Training Room Project Analysis (PDF)
- Sheriff_Training Room_COMBINED (PDF)
- New Wood Chipper Project Analysis (PDF)
- Parks Woodchipper_COMBINED (PDF)
- Skid Steer Attachments Project Analysis (PDF)
- Parks Skid Steer Attachments_COMBINED (PDF)
- Virmond County Park Stormwater Wetland Restoration (PDF)
- Virmond Park_Stormwater_Wetland_COMBINED (PDF)
- Waubedonia Showers Project Analysis (PDF)
- Waubedonia Showers_COMBINED (PDF)
- Hawthorne Hills Park Campground Development - Analysis (PDF)
- Hawthorne Hills Campground_COMBINED (PDF)
- MeeKwon Stormwater Runoff and Restoration (PDF)
- MeeKwosn Stormwater_COMBINED (PDF)
- Virmond County Park Parking Lot Extension Project Analysis (PDF)
- Virmond Parking Lot Expansion_COMBINED (PDF)
- Hawthorne Hills Paving_COMBINED (PDF)
- Hawthorne HIlls County Park Paving Project Analysis (PDF)
- Meekwon Road Paving North Project Analysis (PDF)
- MeeKwon Paving North_COMBINED (PDF)
- MeeKwon Road Paving South Project Analysis (PDF)
- MeeKwon Paving South_COMBINED (PDF)
- Chiller Replacement Lasata_Capital Project Request Form_FINAL_2022 (PDF)
- Cover Page_Chiller Replacement Quote_Lasata_J-H (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: 2022 PROJECT PROPOSAL PROCESS

DATE: 12/13/2021

BACKGROUND

Through the 2022 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 $1,200,000 in 2022. Additional funding could be available in 2022, after the 2021 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 levy 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 2022. 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

Attachment: 2022 Project Reserve Memo_12-13-2021 (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County

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: jwittek@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 10 – Materials Available to Departments

January 14 – Materials Due from Departments

January 17-21 – Staff Analysis of Department Projects. Departments provide clarification, if needed.

January 24-28 – Staff follows up with Departments. Review results of analysis presented to Committees.

February 3 – Natural Resources Committee

February 15 – Public Safety Committee

February 17 – Public Works Committee

February 22 – Health and Human Services Committee

February 24 – Finance Committee

February 28 (Tentative) – Executive Committee Reviews

March 16 – County Board Review at Mid-Month Meeting

April 6 – County Board Approves (projects and funds approved for the 2022 Amended Budget)

ATTACHMENTS

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

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

Attachment: 2022 Project Reserve Memo_12-13-2021 (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County

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.										

Attachment: Project Scorecard 2022 (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County Board)

PROJECT FEASIBILITY ANALYSIS

Project Name: Justice Center Tuck Pointing

Project Manager: Ryan Tackes

Project Budget Estimate:

Source	Amount	Grant Info
2022 Capital Project Fund	$75,000	N/A
TOTAL	**$75,000**	

Project Score: Value and Efficiency (370/400) Modernization and Service (290/400)

Project Purpose Summary (from department):

In 2020 it was discovered through an investigation of several exterior window leaks, that the flashing above the windows was not installed correctly and/or failed. Several areas that leaked the worst were repaired. There are several areas that continue to leak and are in need of repair. It would be beneficial to repair these windows to prevent further damage to the interior of the building. Several window ledges are damaged and in need of replacement due to water damage caused by the leaks. When the upper windows leak, the water migrates to the rooms below causing damage to ceiling tiles and in some instances these tiles have become so saturated that they fall.

Proposal Considerations, Risks, and Identified Issues:

This project scored very high due to the level of urgency in mitigating further water damage to the building, and protecting and existing asset, that our employees work in daily. Not repairing the building now, could cause damage and repair costs to increase in the future.

Staff Recommendation:

Staff does recommend funding the Justice Center Tuck Pointing through the project fund.

Attachment: Justice Center Point Tuck Project Analysis (RES.21-70 : Recommendation of Executive Committee Project Submittals to the

Project Reserve Information Sheet	
Project Name:	Justice Center Tuck Pointing
Requested By:	Ryan Tackes
Project Owner:	Facilities Management
Start Date:	5/1/2022

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:	$75,000	

Offsetting Revenue or Savings (If Applicable):

Source	Amount
	TOTAL

Provide a narrative of project costs:

In 2020 it was discovered through an investigation of several exterior window leaks, that the flashing above the windows was not installed correctly and/or failed. Several areas that leaked the worst were repaired. There are several area's that continue to leak and are in need of repair. Approximately $45,000 was spent in 2020 on the repairs that were already completed. The majority of the repairs were done are on the judges chambers windows that are above the jail. Approximately 50% of those windows were repaired at that time. $50,000 of the requested $75,000 is to complete the chambers windows. The remaining $25,000 is to repair the leaking windows on the S. Side of the building.

Attachment: 2022 JC Tuck Pointing (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County Board)

Project Narrative - Define the Current State

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

It would be beneficial to repair these windows to prevent further damage to the interior of the building. Several window ledges are damaged and in need of replacement due to water damage caused by the leaks. When the upper windows leak, the water migrates to the rooms below causing damage to ceiling tiles. In a few instances, ceiling tiles have become so saturated with water that they fall. Fortunately no injury's have been sustained from falling ceiling tiles.

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

Staff spends time and money replacing ceiling tiles and cleaning carpets to keep the water from leaving permanent stains. If these repairs were made, staff could focus on other maintenance requests that require attention.

Project Recommendation - Define the Suggested Course of Action

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

This project is a continuation of Ozaukee Counties vision to create a clean, safe, and well cared for environment.

Describe how the project addresses department objectives or countywide strategy:

This will assist with the need to keep the building as clean and safe as possible.

Attachment: 2022 JC Tuck Pointing (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County Board)

Describe the project's impact on quality of life:
If the windows were left to leak, this could spur possible mold growth that could cause respiratory issues.
Describe the project's impact on health and safety:
This will eliminate the moisture which creates mold growth on interior surfaces. This project will also minimize that chances of an injury be sustained from falling ceiling tiles.
Describe how the project impacts department operations using business objectives:
When time and money are spent cleaning up and replacing damaged materials that otherwise wouldn't need to be replaced, it negatively affects the budget. If the windows were to be repaired, the material and time loss will be spent attending to other maintenance needs throughout the building.

Attachment: 2022 JC Tuck Pointing (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County Board)

BUSINESS OBJECTIVE EXAMPLES – Description will define performance measures

Business Goal/Objective	Description
Increase Revenue	Describe impact on revenue and timelines
Control Costs	Describe impact on costs and timelines
Customer Deliverables	How does the project meet customer expectations
Partnerships	Describe how the project leverages internal and external partnerships
Customer Service	How does the impact improve customer service internally and externally
Investment in Innovation	What is innovative about the approach
Reduce Errors	How will the project reduce errors in work
Improve Safety	How will the project improve safety
Impact on Energy Usage	What is the impact of energy usage
Streamline Business Process	Define efficiencies in process
Ensure Compliance	How does the project ensure legal/policy compliance
Improve Reporting or Transparency	How will the project impact the dissemination of information
Improve Community Outreach	Define impacts on community partnerships
Improve Staff Skills	How will the project improve the analytical or technical skills of staff
Build Performance Measures	How will the project allow for improved reporting of performance
Improve Productivity and Performance	How will the project impact staff output and goal attainment
Development of Leaders	How will the project assist with stability and succession

Attachment: 2022 JC Tuck Pointing (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County Board)

Masonry
Restoration
Incorporated

June 16, 2020

Proposal No. 220-132

Ozaukee County Public Works
Attn: Gerard Behlen
1201 S. Spring St., PO Box 994
Port Washington, WI 53074

Project Location:

1201 S. Spring Street
Port Washington, WI

Inspection summary: I've had the opportunity to conduct a visual inspection of the exterior veneer atop roof-lines in an effort to identify problematic conditions that may be contributing to water infiltration at the interior spaces. The vast majority of the exterior veneer in the areas inspected is in sound condition with the exception of minor cracking of the mortar joints and slight failure of sealant at an expansion joint and vent opening. Tuck-pointing & sealant replacement repairs will be proposed but very similar to the importance of a proper flashing at the I-beam/Flat-plate lintels, through-wall flashings at the lintels and roof-top elevations is just as critical. The original flashings were likely not installed in a manner that would contain the proper termination and end damn details shown in the drawings. This is a common problem. Per our discussion on site, all masonry veneers take on water but water entering the exterior veneer is managed by way of through-wall flashings installed atop the lintels and in this case the point at the roof counterflashing. I will propose two levels of repair at most of the areas to give you options although if it is possible, the through-wall flashing options are highly recommended. Please find enclosed, a proposal to repair the areas we discussed when we met.

1. Scope of Work

A. The building at the above address has been inspected and the following scope of work is recommended:

9522 West Schlinger Avenue
West Allis, WI 53214
Tel 414-259-8111
Cell 414-731-9111
Fax 414-259-0044
tony@masonryrestorationinc.com

Attachment: 2022 JC Tuck Pointing (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County Board)

Trough-wall Flashing Installation at I-beam Flat-plate Window Lintels

1. One course of concrete block located directly above the steel lintel above the designated window openings will be cut out, removed, cleaned and set aside for re-use.
2. Concrete block that are cracked, deteriorated, spalled or otherwise structurally compromised will be discarded and replaced with new matching the existing as closely as possible in color, size and texture.
3. Two courses of brick will be cut out directly above the roof-top counterflashing.
4. Brick that are cracked, deteriorated, spalled or otherwise structurally compromised will be discarded and replaced with new matching the existing as closely as possible in color, size and texture.
5. The existing rigid insulation at each location will be cut horizontally, removed and saved for reinstallation.
6. The existing flashing at each location will be cut off approximately 4 inches above the lintels and rooftop counterflashing.
7. The entirety of the steel lintels will be mechanically cleaned, chemically cleaned and epoxy primed and painted using an epoxy paint topcoat matching the existing as closely as possible in color.
8. Stainless steel drip edge containing a 60° drip relief curl will be installed within a bed of silicone sealant atop the primed and painted steel lintels and likewise installed atop the roof-top counterflashing.
9. "York" stainless steel "flash-vent" flashing containing the appropriate end damn detail and a continuous impregnated fabric weep will be installed atop each newly installed drip edge within a bed of silicone sealant.
10. The top of each newly installed flashing will be secured to the inside web of the I-beam with use of termination bar and the appropriate metal fastener.
11. The top of each termination bar will be chemically cleaned and caulked using a one-part urethane sealant.
12. Previously removed concrete block and brick will be relayed using Type N mortar matching the existing as closely as possible in color and composition.
13. Mortar joints will be struck to match the existing mortar joint profile.
14. The open joint beneath the steel lintel flat-plate and drip edge will be chemically cleaned and caulked using a one-part non-staining silicone sealant matching the brick as closely as possible in color. (The sealant will not be visible as it will be tooled and tucked beneath the drip edge above.)
15. Severely cracked, deteriorated and otherwise unsound mortar joints contained within the veneer sections being repaired will be cut out and tuck-pointed as needed.
16. 100% of the sealant contained within the vertical expansion joints between the flat veneer sections will be cut out, removed and discarded.
17. Each open joint will be mechanically cleaned, chemically cleaned, backed and caulked using a one-part non-staining silicone sealant matching the existing as closely as possible in color.
18. The newly installed sealant will be tooled to a smooth concave profile.
19. The sealant located at the perimeter of the vent in Area #5 will be cut out and replaced.
20. Windows will be visually inspected for failed sealant and replaced as required.

Attachment: 2022 JC Tuck Pointing (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County Board)

6/16/2020
Proposal No. 220-132

This work can be performed for the following sums:

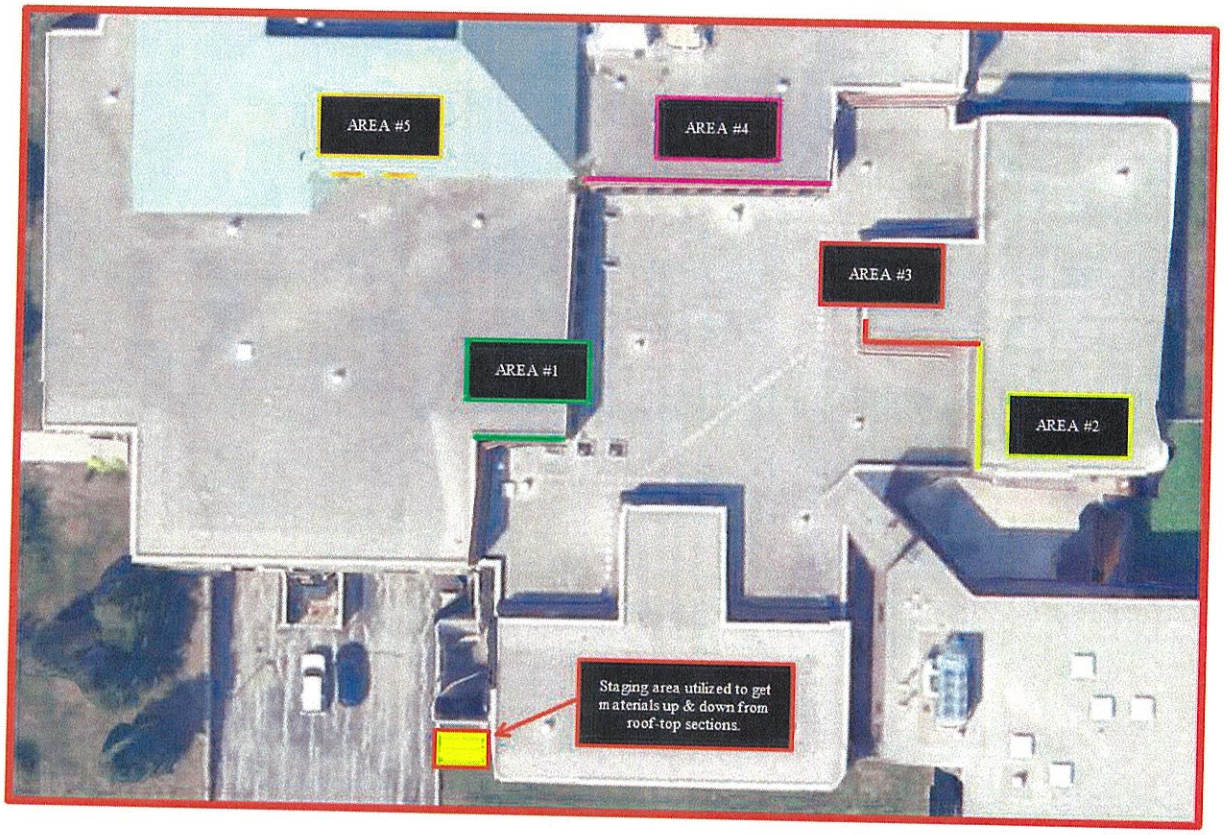
X **Mobilization Fee:**	**$750.00**

Note: Only one mobilization fee will be included for each project occurrence whether it includes one phase or all five. The mobilization covers the cost of scaffolding erection at the staging area, loading and unloading trucks at our shop & on site and getting materials to the rooftop. If only one phase is selected, the mobilization fee will be $750.00. If two, three, four or five phases are chosen, the mobilization fee will be $750.00.

Area #1, Tuckpointing/Caulking Only:	**$1,500.00**
or	
X **Area #1, Through-wall Flashing Installation, Tuckpointing & Caulking:**	**$5,495.00**
Area #2, Tuckpointing/Caulking:	**$1,635.00**
or	
X **Area #2, Through-wall Flashing Installation, Tuckpointing & Caulking:**	**$6,685.00**
Area #3, Tuckpointing/Caulking:	**$1,500.00**
or	
X **Area #3, Through-wall Flashing Installation, Tuckpointing & Caulking:**	**$7,475.00**
Area #4, Tuckpointing/Caulking:	**$2,625.00**
or	
X **Area #4, Through-wall Flashing Installation, Tuckpointing & Caulking:**	**$11,750.00**
X **Area #5, Tuckpointing/Caulking:**	**$950.00**
Area #5, Through-wall Flashing Installation:	**NOT REQUIRED**

Attachment: 2022 JC Tuck Pointing (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County Board)

6/16/2020
Proposal No. 220-132



GENERAL SPECIFICATION - TUCKPOINTING BRICK MASONRY

All exterior brick masonry shall be inspected. Mortar joints which are loose or eroded shall be cut out to a minimum depth of 3/4 inch and as much more as conditions require. Joints with hairline cracks which are otherwise sound shall not be considered defective. After cleaning and flushing with water, joints which have been cut out and all voids in mortar shall be filled with a matching mortar consisting of one part lime, one part Portland cement, to six parts sand. Joints shall be tooled to match existing joints as closely as possible. Completed work shall be wet down to insure proper curing of the mortar.

MATERIALS

a) Delivery, Storage and Handling

1) All materials shall be delivered, stored and handled so as to prevent inclusion of foreign materials and damage of materials by water or breakage.
2) Package materials shall be delivered and stored in original packages until ready for use. Packages or materials showing evidence of water or other damage shall be rejected.

b) Water shall be clean and free from deleterious materials, suitable for drinking, and range from 50 to 70 degrees F.

c) Portland cement shall be non-staining and shall conform to requirements of ASTM C 150, Type II.

Attachment: 2022 JC Tuck Pointing (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County Board)

d) Hydrated lime shall conform to standard specifications of the ASTM C 207, Type N.

e) Sand for mortar shall conform to the ASTM C 144 and shall match original.

MORTAR

a) Lime and Cement Mortar

-One (1) part Portland Cement
-One (1) part Hydrated Lime
-Six (6) parts sand

1) Integral mortar color and texture shall be match existing.
2) The above mortar mix is specified as starting point. Match existing mortar as closely as possible. Submit exact mortar mix selected to owner for approval prior to commencing work.

b) Mixing:

1) All materials for mortar shall be measured by volume, sand and cement mixed dry, hydrated lime added, and then water added to bring to the proper consistency for use.
2) No mortars that have been standing for more than two (2) hours shall be used.
3) Mortar that has stiffened within the above time limit may be re-tempered.

GENERAL SPECIFICATION - METHOD OF SEALANT REMOVAL/INSTALLATION

a) Any condition detrimental to achieving a positive bond shall be corrected.

b) To obtain proper adhesion, all surfaces to be caulked shall be clean, dry and free of foreign material.

c) Where joints are deeper than 1/2", polyethylene joint backing shall be used and packed into the joint to within 1/2" of the surface. A size will be selected so as to allow for a minimum of 30% compression of the backing when inserted into the joint.

d) A one-part urethane sealant shall be applied with a pressure gun so the full bead of sealant is gunned into the joint, filling the joint completely.

e) All beads shall be tooled immediately after application to insure firm, full contact with the inner faces of the joints. Excess materials shall be struck off with a tooling stick or knife.

f) The finished bead shall be flush with the surfaces, or as otherwise indicated. Caulking shall be outlined with masking tape so as to obtain a neat and uniform appearance. Movement and structural cracks which are caulked shall be dusted with a fine grade like sand so as to obtain the appearance, as closely as possible, of mortar.

Attachment: 2022 JC Tuck Pointing (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County Board)

6/16/2020
Proposal No. 220-132

GENERAL SPECIFICATIONS

Contractor shall obtain, pay for, and maintain during the life of this contract, such Workmen's Compensation and Employer's Liability, General Public Liability, and Automobile Liability, bodily injury, including accidental death, as well as for property damage which may arise from operation under this contract.

All workmanship shall be in strict compliance with accepted trade practices and manufacture's specifications. All OSHA regulations including hazard communication laws will be complied with. The owner shall furnish all water and electricity to carry out this work. All necessary scaffold protection for sidewalks, entrances, etc. will be provided by this contractor. Premises will be left in a clean and orderly condition.

"As required by the Wisconsin construction lien law, claimant hereby notifies owner that persons or companies performing, furnishing, or procuring labor, services, materials, plans, or specifications for the constructions on owner's land may have lien rights on owner's land and buildings if not paid. Those entitled to lien rights, in addition to the undersigned claimant, are those who contract directly with the owner or those who give the owner notice within 60 days after they first perform, furnish, or procure labor, services, materials, plans or specifications for construction. Accordingly, owner probably will receive notices from those who perform, furnish, or procure labor, services, materials, plans, or specifications for the construction, and should give a copy of each notice received to the mortgage lender, if any. Claimant agrees to cooperate with the owner and the owner's lender, if any, to see that all potential lien claimants are duly paid."

IF ACCEPTED, PLEASE SIGN AND RETURN ONE COPY, THANK YOU.

TERMS OF PAYMENT: Net 30 days. Progress payments to be made on monthly basis equal to the percentage of work completed. An initial down payment may be requested.

DOWN PAYMENT: A down payment equal to 30% of the contract price.

ACCEPTANCE: This proposal may be revised or withdrawn if not accepted within 30 days of the proposal date. Quotations are subject to correction for stenographic error or all omissions.

CONTINGENCIES: MRI will not be liable for delays caused by strikes, fires, accidents, weather, or other acts of God.

DATE ACCEPTED: _____

Contact Phone Number: _____

MASONRY RESTORATION, INC.

BY: _____
AUTHORIZED OFFICER OR AGENT

BY: Anthony S. Lipek
Anthony S. Lipek

Attachment: 2022 JC Tuck Pointing (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County Board)

PROJECT FEASIBILITY ANALYSIS

Project Name: Jail Division Camera Project

Project Manager: Lt. Wayne Lambrecht

Project Budget Estimate:

Source	Amount	Grant Info
2022 Capital Project Fund	$78,500	N/A
TOTAL	**$78,500**	

Project Score: Value and Efficiency (370/400) Modernization and Service (280/400)

Project Purpose Summary (from department):

The camera's in the Control 5 were installed in 1999 when it was built. The cameras are analog and the current operating system is digital. Analog cameras are being phased out and no longer being produced. In order to update the system, fiber optic cable needs to be run to Control 5 and Cat 6 wire run to the cameras. Not having working cameras poses a security issue for both inmates and staff. We are no longer able to find replacement analog cameras and the new cameras must be digital. The camera system backbone in the Ozaukee County Jail is digital and up to date with current standards. The jail needs to update the cameras and cabling systems in order to provide the best system clarity and coverage to maximize the safety and security of inmates and staff.

Proposal Considerations, Risks, and Identified Issues:

Due to the obsolescence of the current analog camera system, and necessity to integrate with the current digital operating system, this project scored high in all categories. Maintaining security for both inmates and staff, supports the mission and goals of the Sheriff's Department.

Staff Recommendation:

Staff recommends funding the Jail Division Camera Project through the project fund.

Attachment: Jail Division Camera Project Project Analysis (RES.21-70 : Recommendation of Executive Committee Project Submittals to the

Project Reserve Information Sheet	
Project Name:	Jail Division Camera project
Requested By:	Lt. Wayne Lambrecht
Project Owner:	Ozaukee County Sheriff's Office-Sheriff Johnson
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:	$78,500	

Offsetting Revenue or Savings (If Applicable):

Source	Amount
TOTAL	

Provide a narrative of project costs:

This project involves a camera upgrade in the Control 5 Inmate housing area in the Ozaukee County Jail. The project will include running fiber optic cable and Cat 6 cable from Main Control to Control 5 and replacing 20 cameras in the living units and hallway. Our current camera system is outdated and replacement cameras are difficult to find. The equipment and costs associated with this upgrade is as follows:

* Run and terminate 12 strand MM 0M4 Fiber Cable from Control 5 to Main Control
* 20 Bosch 2.0 dome cameras - cameras will have 3-10mm varifocal lens and IP66 housing.
* Furnish and configure 20 Bosch BVMS Pro camera licenses
* Connection to Ozaukee County provided network PoE switches

Attachment: Sheriff_Jail Camera_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the 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 camera's in the Control 5 were installed in 1999 when it was built. The cameras are analog and the current operating system is digital. Analog cameras are being phased out and no longer being produced. In order to update the system, fiber optic cable needs to be run to Control 5 and Cat 6 wire run to the cameras. Not having working cameras poses a security issue for both inmates and staff. We are no longer able to find replacement analog cameras and the new cameras must be digital.

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

The new camera system will allow for better monitoring of inmates in the living units to ensure the safety and security of inmates and staff. The picture quality will be enhanced and provide a clearer view. The Sheriff has a duty to ensure the safety of the inmates housed within the confines of the jail. It is imperative that the equipment we use to meet that goal is properly maintained.

Project Recommendation - Define the Suggested Course of Action

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

The camera system backbone in the Ozaukee County Jail is digital and up to date with current standards. The jail needs to update the cameras and cabling systems in order to provide the best system clarity and coverage to maximize the safety and security of inmates and staff.

Describe how the project addresses department objectives or countywide strategy:

This is a continuation of previous work done to the system to ensure a reliable system is in place. Our primary objective is to provide a safe and secure environment for inmates and staff and this allows us to meet that objective. This will also ensure that we are able to closely monitor inmates for standards set by the state - IE: Prison Rape Elimination Act (PREA).

Attachment: Sheriff_Jail Camera_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County Board)

Describe the project's impact on quality of life:
The camera upgrade will ensure that deputies are able to closely monitor inmate activities between in person checks. The cameras provide much better picture quality and a wider angle which improves security.
Describe the project's impact on health and safety:
The primary mission of the Ozaukee County Jail is to ensure the safety and security of the jail. Ensuring that our camera system is up to date and current will ensure that we are meeting that objective. Deputies monitor these cameras 24/7 and can quickly respond to incidents as they arise.
Describe how the project impacts department operations using business objectives:
The cameras throughout the jail aid Deputies in ensuring the safety of inmates and staff. Deputies monitor inmate activities in the living units, holding cells, hallways, and recreation areas to that rules are being followed. The safety of inmates is our number one priority.

Attachment: Sheriff_Jail Camera_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County Board)

BUSINESS OBJECTIVE EXAMPLES – Description will define performance measures

Business Goal/Objective	Description
Increase Revenue	Describe impact on revenue and timelines
Control Costs	Describe impact on costs and timelines
Customer Deliverables	How does the project meet customer expectations
Partnerships	Describe how the project leverages internal and external partnerships
Customer Service	How does the impact improve customer service internally and externally
Investment in Innovation	What is innovative about the approach
Reduce Errors	How will the project reduce errors in work
Improve Safety	How will the project improve safety
Impact on Energy Usage	What is the impact of energy usage
Streamline Business Process	Define efficiencies in process
Ensure Compliance	How does the project ensure legal/policy compliance
Improve Reporting or Transparency	How will the project impact the dissemination of information
Improve Community Outreach	Define impacts on community partnerships
Improve Staff Skills	How will the project improve the analytical or technical skills of staff
Build Performance Measures	How will the project allow for improved reporting of performance
Improve Productivity and Performance	How will the project impact staff output and goal attainment
Development of Leaders	How will the project assist with stability and succession

Attachment: Sheriff_Jail Camera_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County Board)

DIGICORP

Improving the Productivity of Communication

BUDGET PROPOSAL FOR: Ozaukee County

PROPOSAL DATE: May 13, 2021

ESTIMATED PROJECT COST: $ 22,500.00

SYSTEMS PROPOSED: Network Cabling

PROJECT SCOPE OF WORK: Justice Center Jail

QTY	*DESCRIPTION*	*Extended Price*
1	Run and terminate 12 Strand MM OM4 Fiber cable from Control 5 to Main Control. All ends will be terminated on new fiber patch panels and labeled.	
1	Run (20) Cat 6 cables from Control 5 to Security Camera locations. Camera Vendor will terminate. All cables will be tested and labeled.	
1	**All parts, labor, and travel charges included to complete the SOW.**	
	Project Total	**$ 22,500.00**

PROJECT NOTES: Applicable freight and taxes are not included in the Project Total.
Changes to the Scope of Work will result in price adjustments.

Attachment: Sheriff_Jail Camera_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County Board)

December 30, 2021

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

Dear Superintendent Tackes:

Thank you for requesting the following budget estimate for replacing twenty analog cameras at the Justice Center.

Per our discussion, our proposal will include SGTS, Inc. furnishing and installing (20) new 2.0 Megapixel cameras, along with installing a Cat6 cable for each new camera. Each new camera will include BVMS Pro licensing, programming and configuration to allow camera call up via your touch screen monitors as currently configured. As we don't currently know the locations for the cameras you will be replacing, I have estimated 275 feet of Cat6 for each camera.

If this proposal is approved, I anticipate a site visit or remote conference to review and identify the specific cameras to be replaced as part of this project. Our proposal assumes each of the cameras to be replaced will terminate in the **same headend location**, such as Control 5, or the Radio room, rather than various locations; however we are flexible on this if you have different objectives. Please be aware if multiple headend locations are needed, additional network switches would likely be needed.

TO BE FURNISHED AND INSTALLED

INCLUDES

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

- Furnish and install (20) Bosch 2.0 MP dome cameras - cameras will have 3-10mm varifocal lens and IP66 housing
- Furnish and install (20) Cat6 cables from the determined camera location to the appropriate network switch/headend location
- Remove and responsibly dispose of analog cameras being replaced
- Focus aim and test each new camera
- Furnish and configure (20) Bosch BVMS Pro camera licenses
- Surface Boxes & mounting hardware as required
- Connection to Ozaukee County provided network PoE switches
- Camera Call Up and integration with Touch Screen monitors
- Datasheets and other project documentation

TO BE PROVIDED BY OZAUKEE COUNTY

SGTS, Inc. shall not be responsible for anything not listed in the above scope of work, and the following items:

- Network PoE Switches
- Electrical outlets if needed - none anticipated
- Access to work areas
- Escorts if required
- Fiber installation and connectivity between switch locations

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Attachment: Sheriff_Jail Camera_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County Board)

INVESTMENT

- $ 56,000.00

TERMS

Note: All equipment orders are subject to delays due to availability and supply chain complications related to COVID-19

- Deposit of 33% upon acceptance
- Balance due Net 30 after installation

Thank you for your consideration of this proposal. Please don't hesitate to contact me with any questions or concerns. We look forward to working with you. If the above proposal meets with your approval, please simply return a signed version to me.

Sincerely,	*Accepted by (Authorized client signature)*
Paul Briggs	*Printed Name*
Account Manager	*Date*

Attachment: Sheriff_Jail Camera_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County Board)

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PROJECT FEASIBILITY ANALYSIS

Project Name: Parks Division – Electric Parks Gates & Bathroom Locks

Project Manager: Andrew Struck

Project Budget Estimate:

Source	Amount	Grant Info
2022 Capital Project Fund	$113,000	N/A
TOTAL	**$113,000**	

Project Score: Value and Efficiency (310/400) Modernization and Service (320/400)

Project Purpose Summary (from department):

Parks staff manually open/close each gate & bathroom each day at each park (Mar - Nov) coinciding with park hours (closed 9 pm-6 am). Staff are required to travel to each location in the early morning and evening, resulting in difficult hours to staff, travel time and associated fuel costs. When staffing is limited due to staff shortages and/or vacations/sick, completing the task becomes a burden on other PT/FT employees. Automated gates would be useful for park closings outside normal hours (e.g. hunting at LDGNP, HH Peters reservations), and in conjunction with the proposed security cameras, would facilitate easier fine collections.

Proposal Considerations, Risks, and Identified Issues:

The project scored well in Value and Efficiency due to its Percent of Budget and Budget Impact. This project also scores well in Modernization and Service due to the upgrade in technology and the project purpose. The project has benefits for both employee and park visitors. This project will also help to deter vandalism, particularly in the bathroom pavilions. This project aligns well with the County's Strategic Plan Objective of Enhancing Quality of Life Assets.

Staff Recommendation:

Staff recommends funding the Electric Park Gates through the Capital Project Fund.

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Attachment: Electric Gates Project Analysis (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County Board)

Project Reserve Information Sheet	
Project Name:	Parks Division - Electric Parks Gates & Bathroom Locks
Requested By:	Andrew Struck
Project Owner:	Planning and Parks Department
Start Date:	2022

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
2022 CIP Fund	$113,000	N/A
		N/A
		N/A
		N/A
		N/A
		N/A
		N/A
TOTAL PROJECT COST:	$113,000	

Offsetting Revenue or Savings (If Applicable):

Source	Amount
TOTAL	

Provide a narrative of project costs:

Estimated project costs (per quote) of $113,000 include automated, electric gates for Lion's Den Gorge Nature Preserve, Virmond County Park, HH Peters Youth Camp and Tendick Nature Park, along with automatic locking bathroom doors. This total includes sliding gates and associated posts, controls, ground loops, safety ground loops, safety mechanisms, and other hardware ($80,000). In addition, project costs includes approximately $20,000 for electrical hookups for all locations (which may be less depending on proximity of existing or planned electrical service), and $13,000 for automatic bathroom locks at each of the bathroom pavilions. Electric gates are not proposed for Covered Bridge County Park (nor have gates been used in the recent past at this park) due to the location of the park pavilion near the road and multiple access areas to the Park.

Attachment: Capital Project Request Form_Electric Parks Gates 1.13.22_ATS011422 (RES.21-70 : Recommendation of Executive Committee

Project Narrative - Define the Current State

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

Parks staff manually open/close each gate & bathroom each day at each park (Mar - Nov) coinciding with park hours (closed 9 pm-6 am). Staff are required to travel to each location in the early morning and evening, resulting in difficult hours to staff, travel time and associated fuel costs. When staffing is limited due to staff shortages and/or vacations/sick, completing the task becomes a burden on other PT/FT employees. In addition, only staff that have gate keys can open the gates, which also becomes an issue when other staff are assisting with these duties, or when emergency vehicles need access to the parks outside posted hrs/weekends.

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

Park gates and bathrooms may not be opened in a timely manner per posted park hours or with reservations (HH Peters Youth Camp) on weekends and after hours under the current method if staffing is limited due to sickness, vacations, inclement weather, vehicle issues, etc. Automated, electric gates and automatic bathroom locks can be programmed to open and close based on a timer system, remotely through WIFI or a radio system, or manually on site using a keyless touch pad, saving significant staff time and associated expenses.

Project Recommendation - Define the Suggested Course of Action

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

Automatic lock/gate systems are standard in many park & businesses. The project scope includes installation of (2) 24' bi parting gates (each gate end meets in the middle) at Lion's Den Gorge NP, HH Peters YC and Tendick Nature Park, and a single 21' gate at Virmond County Park. The gates are "sliding" as opposed to "swinging", which is a safer, more efficient system involving less components and long term maintenance. A ground loop is installed to automatically detect traffic leaving the park and open the gate for vehicles still in the park after posted hours, with a safety sensor to ensure the gate will not close until the vehicle exits.

Describe how the project addresses Department objectives or countywide strategy:

Consistent with the POSP and Strategic Plan (III - Enhance Quality of Life Assets, P. 12) to maintain a quality Parks system. Reduces vandalism and the cost of vandalism to the Ozaukee County Park System (recent examples at LDGNP where there were significant costs associated with tree vandalism, signage, stairway damage, etc.).

Attachment: Capital Project Request Form_Electric Parks Gates 1.13.22_ATS011422 (RES.21-70 : Recommendation of Executive Committee

Describe the project's impact on quality of life:
Automatic gates and bathroom locks will increase staff efficiency and improve the quality of the Parks system and associated visitor experience. The project will help minimize vandalism, particularly at the bathroom pavilions and other structures.
Describe the project's impact on health and safety:
Automatic gates come equipped with multiple safety features including in-ground loops and safety loops to automatically open and close for exiting vehicles after normal park hours. In addition, the gates are outfitted with safety measures to avoid pedestrian entrapment and wind damage. Automated gates with a keypad entry will allow emergency vehicles to access parks after hours if staff is unable to immediately respond to situations onsite. The project will help minimize vandalism, particularly at the bathroom pavilions, in conjunction with the proposed security cameras.
Describe how the project impacts department operations using business objectives:
Parks staff manually open/close each gate & bathroom each day at each park (Mar - Nov) coinciding with park hours (closed 9 pm-6 am). Staff are required to travel to each location in the early morning and evening, resulting in difficult hours to staff, travel time and associated fuel costs. When staffing is limited due to staff shortages and/or vacations/sick, completing the task becomes a burden on other PT/FT employees. Automated gates would be useful for park closings outside normal hours (e.g. hunting at LDGNP, HH Peters reservations), and in conjunction with the proposed security cameras, would facilitate easier fine collections.

Attachment: Capital Project Request Form_Electric Parks Gates 1.13.22_ATS011422 (RES.21-70 : Recommendation of Executive Committee

BUSINESS OBJECTIVE EXAMPLES – Description will define performance measures

Business Goal/Objective	Description
Increase Revenue	Describe impact on revenue and timelines
Control Costs	Describe impact on costs and timelines
Customer Deliverables	How does the project meet customer expectations
Partnerships	Describe how the project leverages internal and external partnerships
Customer Service	How does the impact improve customer service internally and externally
Investment in Innovation	What is innovative about the approach
Reduce Errors	How will the project reduce errors in work
Improve Safety	How will the project improve safety
Impact on Energy Usage	What is the impact of energy usage
Streamline Business Process	Define efficiencies in process
Ensure Compliance	How does the project ensure legal/policy compliance
Improve Reporting or Transparency	How will the project impact the dissemination of information
Improve Community Outreach	Define impacts on community partnerships
Improve Staff Skills	How will the project improve the analytical or technical skills of staff
Build Performance Measures	How will the project allow for improved reporting of performance
Improve Productivity and Performance	How will the project impact staff output and goal attainment
Development of Leaders	How will the project assist with stability and succession

Attachment: Capital Project Request Form_Electric Parks Gates 1.13.22_ATS011422 (RES.21-70 : Recommendation of Executive Committee

PROJECT FEASIBILITY ANALYSIS

Project Name: Mee-Kwon County Park - Maintenance Building Repairs

Project Manager: Andrew Struck

Project Budget Estimate:

Source	Amount	Grant Info
2022 Capital Project Fund	$40,000	N/A
TOTAL	**$40,000**	

Project Score: Value and Efficiency (350/400) Modernization and Service (280/400)

Project Purpose Summary (from department):

The siding and window and door trim on both buildings are showing significant deterioration combined with paint peeling. The wood has delamination as evidenced by wood fibers on the back of paint chips. This is usually caused by moisture that has penetrated the wood, and once started, it is an ongoing issue for any subsequent coats unless the boards are replaced. Repainting and recaulking is required to prevent further deterioration and major wood siding and window and door trim repairs in the future for the barn. Repainting of the maintenance building is not a feasible, long-term solution given the condition of the wood siding. This project is consistent with the County Park and Open Space Plan and Ozaukee County Strategic Plan (III. Enhance Quality of Life Assets), and would complement the new maintenance building, the new roof of the old maintenance building, and new caretaker's roof and associated improvements to the residence and overall Park and GC campus.

Proposal Considerations, Risks, and Identified Issues:

This project scored well in Value and Efficiency due to the cost of the project, and the high urgency behind the project. This project scored well in Modernization and Service as well given its high impact on modernization and the project purpose. This project was scored near the top by staff in total points. The pictures provided show more than enough evidence to make this project a priority.

Staff Recommendation:

Staff does recommend funding the building repairs through the project fund.

Attachment: MeeKwon Building Repairs Project Analysis (RES.21-70 : Recommendation of Executive Committee Project Submittals to the

Project Reserve Information Sheet	
Project Name:	Mee-Kwon County Park - Maintenance Building Repairs
Requested By:	Andrew Struck
Project Owner:	Planning and Parks Department
Start Date:	2022

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
2022 CIP Fund	$40,000	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:

Total project costs are approximately $40,000, per recent received contractor proposals. This project would include power washing/sanding, scraping, caulking, primer, and painting the Mee-Kwon County Park barn (approximately $18,000) and residing the old maintenance building at Mee-Kwon County Park with sheet metal siding ($22,000).

Attachment: MeeKwon Maintenance Building_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the

Project Narrative - Define the Current State

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

The siding and window and door trim on both buildings are showing significant deterioration combined with paint peeling. The wood has delamination as evidenced by wood fibers on the back of paint chips. This is usually caused by moisture that has penetrated the wood, and once started, it is an ongoing issue for any subsequent coats unless the boards are replaced. Repainting and recaulking is required to prevent further deterioration and major wood siding and window and door trim repairs in the future for the barn. Repainting of the maintenance building is not a feasable, long-term solution given the condition of the wood siding.

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

The barn siding and window and door trim for both buildings are showing significant deterioration combined with paint peeling. The wood has delamination as evidenced by wood fibers on the back of paint chips. This is usually caused by moisture that has penetrated the wood, and once started, it is an ongoing issue for any subsequent coats unless the boards are replaced. Repainting and recaulking at the barn is required to prevent further deterioration and major wood siding and window and door trim repairs in the future. Repainting to prevent further damage will also protect equipment and supplies stored in the barn. Repainting of the maintenance building is not a feasable, long-term solution given the condition of the wood siding.

Project Recommendation - Define the Suggested Course of Action

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

This project would include power washing/scraping existing siding and trim at the barn to remove all loose and peeling paint to allow for proper surface exposure, caulking all gaps and cracks to seal and protect against moisture, masking areas to prevent overspray, priming, and painting of the wood siding and window and door trim, to be completed by a private contractor. The new color would match existing surrounding County-owned buildings. This project also includes residing the maintenance building with metal siding to match the siding type and color of the new maintenance building siding, and will compliment the new asphalt shingle roof.

Describe how the project addresses Department objectives or countywide strategy:

This project is consistent with the County Park and Open Space Plan and Ozaukee County Strategic Plan (III. Enhance Quality of Life Assets), and would compliment the new maintenance building, the new roof of the old maintenance building, and new caretaker's roof and associated improvements to the residence and overall Park and GC campus.

Attachment: MeeKwon Maintenance Building_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the

Describe the project's impact on quality of life:
This project is consistent with the County Park and Open Space Plan (POSP) and Ozaukee County Strategic Plan (III. Enhance Quality of Life Assets), and would compliment the new maintenance building, the new roof of the old maintenance building, and new caretaker's roof and associated improvements to the residence and overall Park and GC campus.
Describe the project's impact on health and safety:
This project will improve the overall appearance and structural integrity of the Mee-Kwon County Park maintenance buildings and improve visitors and golfers experience to this regional park. It will also prevent moisture and other damage to supplies and equipment stored in the facilities.
Describe how the project impacts department operations using business objectives:
The project would reduce ongoing maintenance and repair costs. This project will improve the overall appearance and structural integrity of the Mee-Kwon County Park maintenance buildings and improve visitors and golfers experience to this regional park. It will also prevent moisture and other damage to supplies and equipment stored in the facilities.

Attachment: MeeKwon Maintenance Building_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the

BUSINESS OBJECTIVE EXAMPLES – Description will define performance measures

Business Goal/Objective	Description
Increase Revenue	Describe impact on revenue and timelines
Control Costs	Describe impact on costs and timelines
Customer Deliverables	How does the project meet customer expectations
Partnerships	Describe how the project leverages internal and external partnerships
Customer Service	How does the impact improve customer service internally and externally
Investment in Innovation	What is innovative about the approach
Reduce Errors	How will the project reduce errors in work
Improve Safety	How will the project improve safety
Impact on Energy Usage	What is the impact of energy usage
Streamline Business Process	Define efficiencies in process
Ensure Compliance	How does the project ensure legal/policy compliance
Improve Reporting or Transparency	How will the project impact the dissemination of information
Improve Community Outreach	Define impacts on community partnerships
Improve Staff Skills	How will the project improve the analytical or technical skills of staff
Build Performance Measures	How will the project allow for improved reporting of performance
Improve Productivity and Performance	How will the project impact staff output and goal attainment
Development of Leaders	How will the project assist with stability and succession

Attachment: MeeKwon Maintenance Building_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the

Attachment: MeeKwon Maintenance Building_COMBINED (RES.21-70 :

Attachment: MeeKwon Maintenance Building_COMBINED (RES.21-70 :

Project Reserve Information Sheet	
Project Name:	Ozaukee County Jail Control UPS (uninterrupted power supply)
Requested By:	Lt. Wayne Lambrecht
Project Owner:	Ozaukee County Sheriff's Office-Sheriff Johnson
Start Date:	May 1, 2022

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:	$85,190.70	

Offsetting Revenue or Savings (If Applicable):

Source	Amount
TOTAL	

Provide a narrative of project costs:

Provide a UPS (Uninterrupted Power Supply) for the jail operations control center (Main Control) as well as Control 2 and Control 3. This project will provide a central power center to provide temporary power to critical systems that operate the jail in the event of a power outage. Those critical systems include the door control systems, intercoms, and video systems. The critical systems are vital to safety and security of the jail. The purpose of the UPS is to provide power from the time the power goes out until the generator kicks in. Approximately 10 seconds of power is supplied, but has the capability of running the systems for several minutes in the event that the generator fails to start. Other benefits that a UPS provides are clean even power to supply delicate electronic devices, and also surge protection to the electronics it's providing power to.

Attachment: Sheriff_UPS_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the 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 control centers in the jail provide safety and security for the entire jail. If the control center loses power until the generator starts, it takes several minutes to reboot all systems to become fully operational and secure.

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

The UPS will provide steady power and surge protection to delicate expensive equipment. Adding the UPS will provide seamless safety and security to the jail in the event of a power outage.

Project Recommendation - Define the Suggested Course of Action

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

With the addition of a central UPS system, it eliminates the need to have several small UPS units, which are high maintenance and not as reliable. The county has installed several central UPS systems to supply power to other critical systems. Those critical systems include radio system, 911 communications center, and video systems for the courts.

Describe how the project addresses department objectives or countywide strategy:

With the ever changing technology and the addition of electronics to operate systems, adding a central UPS that has the ability to easily be expanded, will provide power for critical systems for many years.

Attachment: Sheriff_UPS_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County Board)

Describe the project's impact on quality of life:
This project is imperative to providing steady power to critical operations that control the security of the jail. A lapse in security and visual operations could pose a security risk.
Describe the project's impact on health and safety:
A Central UPS will provide seamless security to the jail when there is a loss of power.
Describe how the project impacts department operations using business objectives:
A UPS will provide power and surge protection to expensive delicate electronics, thus reducing the risk of asset loss, and unexpected maintenance costs that negatively affect the operating budget.

Attachment: Sheriff_UPS_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County Board)

BUSINESS OBJECTIVE EXAMPLES – Description will define performance measures

Business Goal/Objective	Description
Increase Revenue	Describe impact on revenue and timelines
Control Costs	Describe impact on costs and timelines
Customer Deliverables	How does the project meet customer expectations
Partnerships	Describe how the project leverages internal and external partnerships
Customer Service	How does the impact improve customer service internally and externally
Investment in Innovation	What is innovative about the approach
Reduce Errors	How will the project reduce errors in work
Improve Safety	How will the project improve safety
Impact on Energy Usage	What is the impact of energy usage
Streamline Business Process	Define efficiencies in process
Ensure Compliance	How does the project ensure legal/policy compliance
Improve Reporting or Transparency	How will the project impact the dissemination of information
Improve Community Outreach	Define impacts on community partnerships
Improve Staff Skills	How will the project improve the analytical or technical skills of staff
Build Performance Measures	How will the project allow for improved reporting of performance
Improve Productivity and Performance	How will the project impact staff output and goal attainment
Development of Leaders	How will the project assist with stability and succession

Attachment: Sheriff_UPS_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County Board)

J. Miller Electric, Inc.

ELECTRICAL CONTRACTOR
Since 1963

512 S. Park Street, PO Box 587 Port Washington, WI 53074
Phone: 262-284-2646 • Fax: 262-284-6282

Proposal

1/07/2022

Ozaukee County Justice Center
ATTN: Ryan Tackes

Project: Jail UPS Addition, UPS Branch Circuits to Main Control and Control 2 and 3

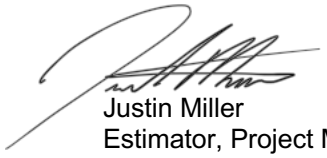
I am pleased to offer the following work for your consideration:

- Labor and materials to complete installation
- Provide and install one 30KVA 120/208 Volt Liebert UPS
  - Integral make-before-break bypass switch
  - UPS to be located in GO38 room
- Provide and install one 150 Amp main breaker 120/208 Volt panelboard
  - 54 circuit
  - Panel to include thirty 20 Amp single pole circuit breakers
  - Panel to be located in GO38 room
- Provide and install Square D 200 Amp double throw switch
- Provide and install one Square D 200 Amp non fused disconnect switch
- Provide and install one 175 Amp three pole Square D circuit breaker
- Provide and install one 2” EMT conduit from basement electrical room to GO38 room
  - Copper conductors
  - Install necessary conduit fittings, straps and junction boxes
  - Wall and floor coring and patching
  - Install fire caulk at all fire wall penetrations
- Provide and install ten 20 Amp 120 Volt circuits to main control
  - Provide and install one 20 Amp duplex receptacle per circuit
- Provide and install three 20 Amp 120 Volt circuits to control 2
  - Provide and install one colored 20 Amp duplex receptacle per circuit
- Provide and install three 20 Amp 120 Volt circuits to control 3
  - Provide and install one colored 20 Amp duplex receptacle per circuit
- Project Notes:
  - All conductors to be copper
  - All UPS conduits to be labeled and color coded
  - Branch circuits and outlets to be labeled
  - Net price includes start up and owner training
  - For budgetary purposes add 20% to net price

Attachment: Sheriff_UPS_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County Board)

- Excludes:
  - Drywall repair and paint
  - 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 $85,190.70.
Prices firm for acceptance within 30 days of quotation. Commodities pricing subject to change.
Electrical gear and UPS pricing to expire after 30 days.



Justin Miller
Estimator, Project Manager
J. Miller Electric, Inc.

I hereby agree and accept this proposal.

Signed/ Date:

Print/ Date:

Attachment: Sheriff_UPS_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County Board)

Email: justin.jmillerelectric@gmail.com • Cell: (262) 305 3858

PROJECT FEASIBILITY ANALYSIS

Project Name: Jail Control Uninterrupted Power Supply

Project Manager: Lt. Wayne Lambrecht

Project Budget Estimate:

Source	Amount	Grant Info
2022 Capital Project Fund	$85,190.70	N/A
TOTAL	**$85,190.70**	

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

Project Purpose Summary (from department):

Provide a UPS (Uninterrupted Power Supply) for the jail operations control center (Main Control) as well as Control 2 and Control 3. This project will provide a central power center to provide temporary power to critical systems that operate the jail in the event of a power outage. Those critical systems include the door control systems, intercoms, and video systems. The critical systems are vital to safety and security of the jail. The purpose of the UPS is to provide power from the time the power goes out until the generator kicks in. Approximately 10 seconds of power is supplied, but has the capability of running the systems for several minutes in the event that the generator fails to start. Other benefits that a UPS provides are clean even power to supply delicate electronic devices, and also surge protection to the electronics it's providing power to.

Proposal Considerations, Risks, and Identified Issues:

Protecting existing assets and maintaining jail operational security are priorities for the County and support the mission and goals of the Sheriff's Department. As we continue to invest in technology that improves operations countywide, maintaining cohesive security and mitigating property loss in the event of a power outage becomes critical to operations.

Staff Recommendation:

Staff recommends funding the Jail Control Uninterrupted Power Supply through the project fund.

Attachment: Jail Control UPS Project Analysis (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County Board)

Project Reserve Information Sheet	
Project Name:	Waubedonia County Park Caretakers House and Garage Roof Re
Requested By:	Andrew Struck
Project Owner:	Planning and Parks Department
Start Date:	2022

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
2022 CIP Fund	$40,000	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:

Estimated project costs (per a recent quote) include $24,000 for the Caretakers house roof replacement (metal roof) and $10,000 for Caretakers house garage roof replacement. With a 17% contingency, the total project costs are approximately $40,000. Project elements include removal and disposal of existing shingles, replacement of rotten wood as needed, replace rotted wood soffit, replace all gutter apron and drip edge, install 6ft ice and water shield on evens, 3ft on valleys and all roof penetrations and synthetic underlayment on remainder of roof, replace w-valley (color to match), bath vents and pipe flashing, install new standing seam metal roof, and replace chimney flashing.

Attachment: Waubedonia Caretakers Roof_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County

Project Narrative - Define the Current State

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

The Waubedonia County Park Caretaker's house and garage roofs need full replacements. Both roofs are active leaking, potentially damaging County (including new housing upgrades) and private property (Caretaker personal property).

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

Non-functioning roofs directly impact the house and garage structures and the ability to adequately and safely house the new, full time Park Caretaker. Roof patching or repairs is not feasible due to likely widespread rot of the roof deck, soffit and fascia, non-functioning gutters and downspouts, and possible inadequate venting (not to current code). Roof replacements are also consistent with the recently replaced metal roofs on the Waubedonia County Park pavilion and associated outbuildings.

Project Recommendation - Define the Suggested Course of Action

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

The project costs are estimated based on a recent proposal. Project elements include removal and disposal of existing shingles, replacement of rotten wood as needed, replace rotted wood soffit, replace all gutter apron and drip edge, install 6ft ice and water shield on evens, 3ft on valleys and all roof penetrations and synthetic underlayment on remainder of roof, replace w-valley (color to match), bath vents and pipe flashing, install new standing seam metal roof, and replace chimney flashing. Replacement 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:

Consistent with the County Park and Open Space Plan and Ozaukee County Strategic Plan (III. Enhance Quality of Life Assets). The Department has an obligation to provide a safe, comfortable residence for its Caretaker (requirement and benefit of employment), and the structures are vulnerable to major damage from leaks.

Attachment: Waubedonia Caretakers Roof_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County

Describe the project's impact on quality of life:
Replacement roofs will ensure the Caretakers house and personal and County 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 (new Caretaker (2021) asked about the condition upon accepting the position). In addition, the structures are vulnerable to major damage from roofing leaks.
Describe the project's impact on health and safety:
Replacement roofs will ensure the Caretakers house and personal and County 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 (new Caretaker (2021) asked about the condition upon accepting the position). In addition, the structures are vulnerable to major damage from roofing leaks.
Describe how the project impacts department operations using business objectives:
Replacement roofs will remove the need for ongoing maintenance, protect the building structures, and protect personal and County property. Cost effective due to lifespan costs as the new metal roofs are expected to have a 30-50 year lifespan.

Attachment: Waubedonia Caretakers Roof_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County

BUSINESS OBJECTIVE EXAMPLES – Description will define performance measures

Business Goal/Objective	Description
Increase Revenue	Describe impact on revenue and timelines
Control Costs	Describe impact on costs and timelines
Customer Deliverables	How does the project meet customer expectations
Partnerships	Describe how the project leverages internal and external partnerships
Customer Service	How does the impact improve customer service internally and externally
Investment in Innovation	What is innovative about the approach
Reduce Errors	How will the project reduce errors in work
Improve Safety	How will the project improve safety
Impact on Energy Usage	What is the impact of energy usage
Streamline Business Process	Define efficiencies in process
Ensure Compliance	How does the project ensure legal/policy compliance
Improve Reporting or Transparency	How will the project impact the dissemination of information
Improve Community Outreach	Define impacts on community partnerships
Improve Staff Skills	How will the project improve the analytical or technical skills of staff
Build Performance Measures	How will the project allow for improved reporting of performance
Improve Productivity and Performance	How will the project impact staff output and goal attainment
Development of Leaders	How will the project assist with stability and succession

Attachment: Waubedonia Caretakers Roof_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County

Attachment: Waubedonia Caretakers Roof_COMBINED (RES.21-70 :

PROJECT FEASIBILITY ANALYSIS

Project Name: Waubedonia County Park Caretakers House and Garage Roof Repairs

Project Manager: Andrew Struck

Project Budget Estimate:

Source	Amount	Grant Info
2022 Capital Project Fund	$40,000	N/A
TOTAL	**$40,000**	

Project Score: Value and Efficiency (350/400) Modernization and Service (270/400)

Project Purpose Summary (from department):

The Waubedonia County Park Caretaker's house and garage roofs need full replacements. Both roofs are actively leaking, potentially damaging County (including new housing upgrades) and private property (Caretaker personal property). Non-functioning roofs directly impact the house and garage structures and the ability to adequately and safely house the new, full time Park Caretaker. Roof patching or repairs is not feasible due to likely widespread rot of the roof deck, soffit and fascia, non-functioning gutters and downspouts, and possible inadequate venting (not to current code). Roof replacements are also consistent with the recently replaced metal roofs on the Waubedonia County Park pavilion and associated outbuildings.

Proposal Considerations, Risks, and Identified Issues:

The project scored well, as there is a level of urgency in replacing the Caretaker's house and garage roofs, to prevent further damage. At a relatively low cost of $40,000, replacing the roofs before they get worse mitigates future damage and costs to the County. Providing adequate shelter for our Caretakers are important to retaining quality Parks employees.

Staff Recommendation:

Staff does recommend funding the Caretakers House and Garage Roof Repairs through the project fund.

Attachment: Waubedonia Caretaker House and Roof Project Analysis (RES.21-70 : Recommendation of Executive Committee Project

PROJECT FEASIBILITY ANALYSIS

Project Name: Parks Division – Security Cameras

Project Manager: Andrew Struck

Project Budget Estimate:

Source	Amount	Grant Info
2022 Capital Project Fund	$40,000	N/A
TOTAL	**$40,000**	

Project Score: Value and Efficiency (320/400) Modernization and Service (300/400)

Project Purpose Summary (from department):

New security cameras are needed at Lion's Den Gorge Nature Preserve County Park, Tendick Nature County Park, Virmond County Park and Waubedonia County Park to deter damage and vandalism and increase park safety for visitors, especially with increased park visitor numbers due to the COVID-19 pandemic. Currently Ozaukee County Parks have no security cameras, although cameras will be installed at Covered Bridge County Park as part of the pavilion construction. There have been many significant vandalism issues in Ozaukee County Parks in the past; security cameras with posted signage indicating their presence will deter future vandalism.

Proposal Considerations, Risks, and Identified Issues:

This project scored well across the board, providing value to our citizens by securing our parks, and mitigating the risk of vandalism of our park assets.

Staff Recommendation:

Staff does recommend funding the Parks Security Cameras through the project fund.

Attachment: Parks Security Cameras Project Analysis (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County

Project Reserve Information Sheet	
Project Name:	Parks Division - Security Cameras
Requested By:	Andrew Struck
Project Owner:	Planning and Parks Department
Start Date:	2022

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
2022 CIP Fund	$40,000	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:

Total project costs are approximately $40,000. New security cameras are needed at Lion's Den Gorge Nature Preserve County Park, Tendick Nature County Park, Virmond County Park and Waubedonia County Park to deter damage and vandalism, protect the Department's investment in new, valuable park buildings, infrastructure and stored equipment, and increase park safety for visitors, especially with increased park visitor numbers due to the COVID-19 pandemic. Project costs include the purchase of 12 security cameras (3 per park), camera installation & wiring, and the purchase of camera signage. Covered Bridge County Park will be getting security cameras already as part of the capital bonding project for the pavilion construction. These cameras can be used to follow up with fines for ordinance violations.

Attachment: Capital Project Request Form_Park Building Security Cameras 1.14.22_ATS011422 (RES.21-70 : Recommendation of Executive

Project Narrative - Define the Current State

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

New security cameras are needed at Lion's Den Gorge Nature Preserve County Park, Tendick Nature County Park, Virmond County Park and Waubedonia County Park to deter damage and vandalism and increase park safety for visitors, especially with increased park visitor numbers due to the COVID-19 pandemic. Currently Ozaukee County Parks have no security cameras, although cameras will be installed at Covered Bridge County Park as part of the pavilion construction. There have been many significant vandalism issues in Ozaukee County Parks in the past; security cameras with posted signage indicating their presence will deter future vandalism.

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

New security cameras are needed at Lion's Den Gorge Nature Preserve County Park, Tendick Nature County Park, Virmond County Park and Waubedonia County Park to deter damage and vandalism and increase park safety for visitors, especially with increased park visitor numbers due to the COVID-19 pandemic. Currently Ozaukee County Parks have no security cameras, although cameras will be installed at Covered Bridge County Park as part of the pavilion construction. There have been many significant vandalism issues in Ozaukee County Parks in the past; security cameras with posted signage indicating their presence will deter future vandalism, keeping the park clean, safe and presentable for visitors.

Project Recommendation - Define the Suggested Course of Action

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

New security cameras are needed at Lion's Den Gorge Nature Preserve County Park, Tendick Nature County Park, Virmond County Park and Waubedonia County Park to deter damage and vandalism, protect the department's investment in new, valuable park buildings, and stored equipment (in the pavilions), and increase park safety for visitors, especially with increased park visitor numbers due to the COVID-19 pandemic. Currently Ozaukee County Parks have no security cameras, although cameras will be installed at Covered Bridge County Park as part of the pavilion construction. These cameras can be used to follow up with fines for ordinance violations.

Describe how the project addresses Department objectives or countywide strategy:

This project is consistent with the County Park and Open Space Plan (POSP) and helps the Department meet its mission, particularly the Parks Division, and is consistent with the Ozaukee County Strategic Plan (III. Enhance Quality of Life Assets). It also ensures the safety of the County investment in new buildings (and stored equipment in those pavilions) and visitors to the Parks.

Attachment: Capital Project Request Form_Park Building Security Cameras 1.14.22_ATS011422 (RES.21-70 : Recommendation of Executive

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. Security cameras will deter damage and vandalism and increase park safety for visitors, especially with increased park visitor numbers due to the COVID-19 pandemic. Currently Ozaukee County Parks have no security cameras, although cameras will be installed at Covered Bridge County Park as part of the pavilion construction. There have been vandalism issues in Ozaukee County Parks in the past; security cameras with posted signage indicating their presence will deter future vandalism, keeping the park clean, safe and presentable for visitors.
Describe the project's impact on health and safety:
New security cameras are needed at Lion's Den Gorge Nature Preserve County Park, Tendick Nature County Park, Virmond County Park and Waubedonia County Park to deter damage and vandalism and increase park safety for visitors, especially with increased park visitor numbers due to the COVID-19 pandemic and anticipated increase in users once the new LM public access stairway is completed at Virmond. There have been many significant vandalism issues in Ozaukee County Parks in the past; security cameras with posted signage indicating their presence will deter future vandalism and can be used to follow up with fines for ordinance violations.
Describe how the project impacts department operations using business objectives:
Installation of new security cameras at the mentioned Ozaukee County Parks will protect park infrastructure, especially the new park buildings at Lion's Den Gorge Nature Preserve County Park (and Covered Bridge County Park) and the equipment stored in those pavilions. Security cameras will prevent loss of money from associated costs of damages and vandalism to the new buildings or other areas of the parks. Additionally, security cameras will improve safety for park visitors and can be used to follow up with fines for ordinance violations.

Attachment: Capital Project Request Form_Park Building Security Cameras 1.14.22_ATS011422 (RES.21-70 : Recommendation of Executive

BUSINESS OBJECTIVE EXAMPLES – Description will define performance measures

Business Goal/Objective	Description
Increase Revenue	Describe impact on revenue and timelines
Control Costs	Describe impact on costs and timelines
Customer Deliverables	How does the project meet customer expectations
Partnerships	Describe how the project leverages internal and external partnerships
Customer Service	How does the impact improve customer service internally and externally
Investment in Innovation	What is innovative about the approach
Reduce Errors	How will the project reduce errors in work
Improve Safety	How will the project improve safety
Impact on Energy Usage	What is the impact of energy usage
Streamline Business Process	Define efficiencies in process
Ensure Compliance	How does the project ensure legal/policy compliance
Improve Reporting or Transparency	How will the project impact the dissemination of information
Improve Community Outreach	Define impacts on community partnerships
Improve Staff Skills	How will the project improve the analytical or technical skills of staff
Build Performance Measures	How will the project allow for improved reporting of performance
Improve Productivity and Performance	How will the project impact staff output and goal attainment
Development of Leaders	How will the project assist with stability and succession

Attachment: Capital Project Request Form_Park Building Security Cameras 1.14.22_ATS011422 (RES.21-70 : Recommendation of Executive

PROJECT FEASIBILITY ANALYSIS

Project Name: Boiler Replacement

Project Manager: Joe Hicks

Project Budget Estimate:

Source	Amount	Grant Info
2022 Capital Project Fund	$600,000	N/A
TOTAL	**$600,000**	

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

Project Purpose Summary (from department):

The administrative center boilers and power plant are currently 53 years old and highly inefficient (the original system dates back to 1969). Currently, replacement parts to continue servicing the system require custom fabrication that is both costly and often results in significant time delays. Steam boiler systems require a very high skill level to service and maintain; transitioning to a hydronic (hot water) system would improve overall system efficiency and safety. If project were delayed, current system would require $50k in repairs in 2022 to keep operational. Over the past 15 years, the county has invested over $1MM to get the administrative and historical buildings prepped for hot water/hydronic conversion. Completing this final step would allow the county to avoid ongoing costly expenses to maintain the current system and would provide the county the opportunity to save money on energy costs moving forward.

Proposal Considerations, Risks, and Identified Issues:

The project scored highly in all metrics, except for percentage of project fund budget. While the cost of modernizing the Administrative Center boiler system is high at $600,000; bids could come in lower. Delaying this project would require $50,000 in in repairs to an obsolete system in 2022, which would be sunk costs into an obsolete system. Facilities Management has been planning this project for many years, including obtaining an engineering study in 2021 to provide the estimated probable cost. Early estimates indicated that approximately $20,000 in annual energy costs could be eliminated, as well as a one-time Focus on Energy rebate of $15,000 is estimated. These savings will likely pay for the updated boiler over its useful life.

Staff Recommendation:

Staff recommends funding the Boiler Replacement through the project fund.

Attachment: Boiler Replacement Project Analysis (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County

Project Reserve Information Sheet	
Project Name:	Boiler replacement
Requested By:	Joe Hicks
Project Owner:	Joe Hicks
Start Date:	May of 2022

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:	$600 K	

Offsetting Revenue or Savings (If Applicable):

Source	Amount
TOTAL	$600 K

Provide a narrative of project costs:

Boiler Project costs include the following:

· Removal of the existing steam boiler plant within the administrative building boiler room, including steam to hot water heat exchangers, domestic water heat exchanger, steam piping, and controls.
· Removal of the steam to hot water heat exchangers, steam piping and controls within the existing historic building.
· Design of a new hot water boiler plant within the existing administrative building boiler room. The new boiler plant will be designed to include the existing historic building load. New how water piping will extend from the administrative building to the existing hot water piping within the historic building.
· Electrical power distribution design related to the boiler plant and domestic water system replacement.
· Domestic water calculations and system design required for the domestic water heating system replacement.

Attachment: Capital Project Request Form_FINAL_2022 - Boiler Replacement (RES.21-70 : Recommendation of Executive Committee Project

Project Narrative - Define the Current State

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

The administrative center boilers and power plant are currently 53 years old and highly inefficient (the original system dates back to 1969). Currently, replacement parts to continue servicing the system require custom fabrication that is both costly and often results in significant time delays. Steam boiler systems require a very high skill level to service and maintain; transitioning to a hydronic (hot water) system would improve overall system efficiency and safety. If project were delayed, current system would require $50k in repairs in 2022 to keep operational.

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

Over the past 15 years, the county has invested over $1MM to get the administrative and historical buildings prepped for hot water/hydronic conversion. Completing this final step would allow the county to avoid ongoing costly expenses to maintain the current system and would provide the county the opportunity to save money on energy costs moving forward.

Note - the $600K price tag is the engineers initial cost estimate for the project. My department is currently in the process of preparing to bid out the project pending committee approval. Based on my experience with multiple projects of this scope, I think it's reasonable to expect that the total project costs will come in lower than the engineering estimate of $600K.

Project Recommendation - Define the Suggested Course of Action

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

The project scope is outlined above. Completing the transition to a hot water system takes advantage of system innovations/efficiencies that have greatly improved since the technology of the current 50+ year old system.

Describe how the project addresses department objectives or countywide strategy:

The project is consistent with the county-wide strategy of improving energy efficiency and pursuing ongoing cost savings. This project also allows the department to avoid costly ongoing maintenance expenses.

Attachment: Capital Project Request Form_FINAL_2022 - Boiler Replacement (RES.21-70 : Recommendation of Executive Committee Project

Describe the project's impact on quality of life:
N/A
Describe the project's impact on health and safety:
Hyrdronic systems are generally safer and easier to work on. The current system has resulted in multiple calls to the fire department over the years to address failures to the steam valve controls.
Describe how the project impacts department operations using business objectives:
The 50+ year old current boiler system requires a lot of manpower and costly maintenance/repair solutions and expenses. Transitioning to a new hydronic system would allow for improved efficiency in both areas and help to reduce energy usage for the county.

Attachment: Capital Project Request Form_FINAL_2022 - Boiler Replacement (RES.21-70 : Recommendation of Executive Committee Project

BUSINESS OBJECTIVE EXAMPLES – Description will define performance measures

Business Goal/Objective	Description
Increase Revenue	Describe impact on revenue and timelines
Control Costs	Describe impact on costs and timelines
Customer Deliverables	How does the project meet customer expectations
Partnerships	Describe how the project leverages internal and external partnerships
Customer Service	How does the impact improve customer service internally and externally
Investment in Innovation	What is innovative about the approach
Reduce Errors	How will the project reduce errors in work
Improve Safety	How will the project improve safety
Impact on Energy Usage	What is the impact of energy usage
Streamline Business Process	Define efficiencies in process
Ensure Compliance	How does the project ensure legal/policy compliance
Improve Reporting or Transparency	How will the project impact the dissemination of information
Improve Community Outreach	Define impacts on community partnerships
Improve Staff Skills	How will the project improve the analytical or technical skills of staff
Build Performance Measures	How will the project allow for improved reporting of performance
Improve Productivity and Performance	How will the project impact staff output and goal attainment
Development of Leaders	How will the project assist with stability and succession

Attachment: Capital Project Request Form_FINAL_2022 - Boiler Replacement (RES.21-70 : Recommendation of Executive Committee Project

PROJECT FEASIBILITY ANALYSIS

Project Name: Outdoor Range Improvements

Project Manager: Capt. Marshall Hermann

Project Budget Estimate:

Source	Amount	Grant Info
2022 Capital Project Fund	$300,000	N/A
TOTAL	**$300,000**	

Project Score: Value and Efficiency (320/400) Modernization and Service (300/400)

Project Purpose Summary (from department):

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 rebuild the range building and to complete other improvements to the outdoor 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 tear down and removal of the current range building structure and build a new structure. The new building structure would increase in size and include the addition of a well for running water and holding tank for bathroom plumbing. The building is a one level, single room structure without running water or a bathroom. 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 that are also overgrown. This is the only outdoor firearms range in Ozaukee County made exclusively available for law enforcement agencies to use.

Proposal Considerations, Risks, and Identified Issues:

There is a definite need to modernize the existing range and improve the building structure. The Outdoor Range has been an ongoing need for several years. Due to its higher relative cost, and project funding constraints, it has missed out on funding in past years. Maintaining this critical training facility for County and local law enforcement requires an investment in upgraded facilities, if not through the project fund, then other funding sources.

Staff Recommendation:

Staff does not recommend funding the Outdoor Range Improvements through the project fund at this time. If additional funding becomes available, this project should be given consideration.

Attachment: Outdoor Range Improvements Project Analysis (RES.21-70 : Recommendation of Executive Committee Project Submittals to the

Project Reserve Information Sheet	
Project Name:	Ozaukee County Sheriff's Office Outdoor Range Improvements
Requested By:	Capt. Marshall Hermann
Project Owner:	Ozaukee Sheriff's Office-Sheriff Johnson
Start Date:	06-01-2022

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:	$300,000	

Offsetting Revenue or Savings (If Applicable):

Source	Amount
TOTAL	

Provide a narrative of project costs:

The Ozaukee County Sheriff's Office outdoor range is on a 39-acre parcel of land owned by Ozaukee County and is 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 rebuild the range building and to complete other improvements to the outdoor 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 tear down and removal of the current range building structure and build a new structure. The new building structure would increase in size and include the addition of a well for running water and holding tank for bathroom plumbing.

Attachment: Sheriff_Outdoor Range_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County

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 a bathroom. 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 that are also overgrown. This is the only outdoor firearms range in Ozaukee County made exclusively available for law enforcement agencies to use.

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 these training occurring 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 include the following: tear down and remove the current range building structure; build a new structure with increased size to facilitate classroom teaching, storage of supplies, and designated firearms cleaning areas; install water well and holding tank to facilitate an indoor bathroom; reconfigure the range design within the footprint of the existing area to maximize space and efficiency; remove trees and foliage near the berms and building; install an additional concrete shooting slab between the 3 yard and 15 yard markers (36x60 in size).

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 the recruitment and retention of Sheriff's Office employees.

Attachment: Sheriff_Outdoor Range_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County

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 and Ozaukee County.
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. The current building is deteriorating, experiencing water issues (potential mold), and rodent issues which are all health concerns. As a result the interior of the building has a musty odor and furniture and storage cabinets have been removed to reduce the smell and potential for mice to nest inside.
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 not only by the Sheriff's Office, but also all of the municipal agencies in Ozaukee County and the multi-jurisdictional 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. An updated range would also help our agency potentially bring in and host other trainings for other agencies.

Attachment: Sheriff_Outdoor Range_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County

BUSINESS OBJECTIVE EXAMPLES – Description will define performance measures

Business Goal/Objective	Description
Increase Revenue	Describe impact on revenue and timelines
Control Costs	Describe impact on costs and timelines
Customer Deliverables	How does the project meet customer expectations
Partnerships	Describe how the project leverages internal and external partnerships
Customer Service	How does the impact improve customer service internally and externally
Investment in Innovation	What is innovative about the approach
Reduce Errors	How will the project reduce errors in work
Improve Safety	How will the project improve safety
Impact on Energy Usage	What is the impact of energy usage
Streamline Business Process	Define efficiencies in process
Ensure Compliance	How does the project ensure legal/policy compliance
Improve Reporting or Transparency	How will the project impact the dissemination of information
Improve Community Outreach	Define impacts on community partnerships
Improve Staff Skills	How will the project improve the analytical or technical skills of staff
Build Performance Measures	How will the project allow for improved reporting of performance
Improve Productivity and Performance	How will the project impact staff output and goal attainment
Development of Leaders	How will the project assist with stability and succession

Attachment: Sheriff_Outdoor Range_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County

Cost Breakdown for Outdoor Range

All costs are approximate

Mound System $20,000- $25,000

Holding tank instead of mound system $10,000-$12,000

Well $8000-$10,000

The building cost is approximately $175 per sq. ft.

The Sq. Ft. cost includes electrical, plumbing and hvac

Metal roof add $8000-$10,000 to the overall cost.

Demo and removal of the existing building $4000-$6000

Concrete Slab from 3yd-15yd (36x60) $10,000-$12,000

Attachment: Sheriff_Outdoor Range_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County

Ozaukee County GIS

Search...

Sign in

Parcels (1)

I want to...

Parcel: 040321300000

Tax Data

Property Address:
N5071 COUNTY ROAD Y

Owner Name/Address:
OZAUKEE COUNTY
121 W MAIN ST
PORT WASHINGTON, WI 53074

Report a Problem

Displaying 1 - 1 (Total: 1)

Page 1 of 1

Parcels (1)

Orthoph...

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04-032-04-003.00
28.110 ACS

75.550 ACS

04-032-13-001.00
1.000 ACS

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36.000 ACS

County Highway Y

04-032-14-002.00

04-032-15-004.00
1.150 ACS

04-032-15-002.00
1.150 ACS

04-032-15-003.00
1.150 ACS

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1.000 ACS

04-033-11-002.00
62.425 Acs

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04-033-09-00
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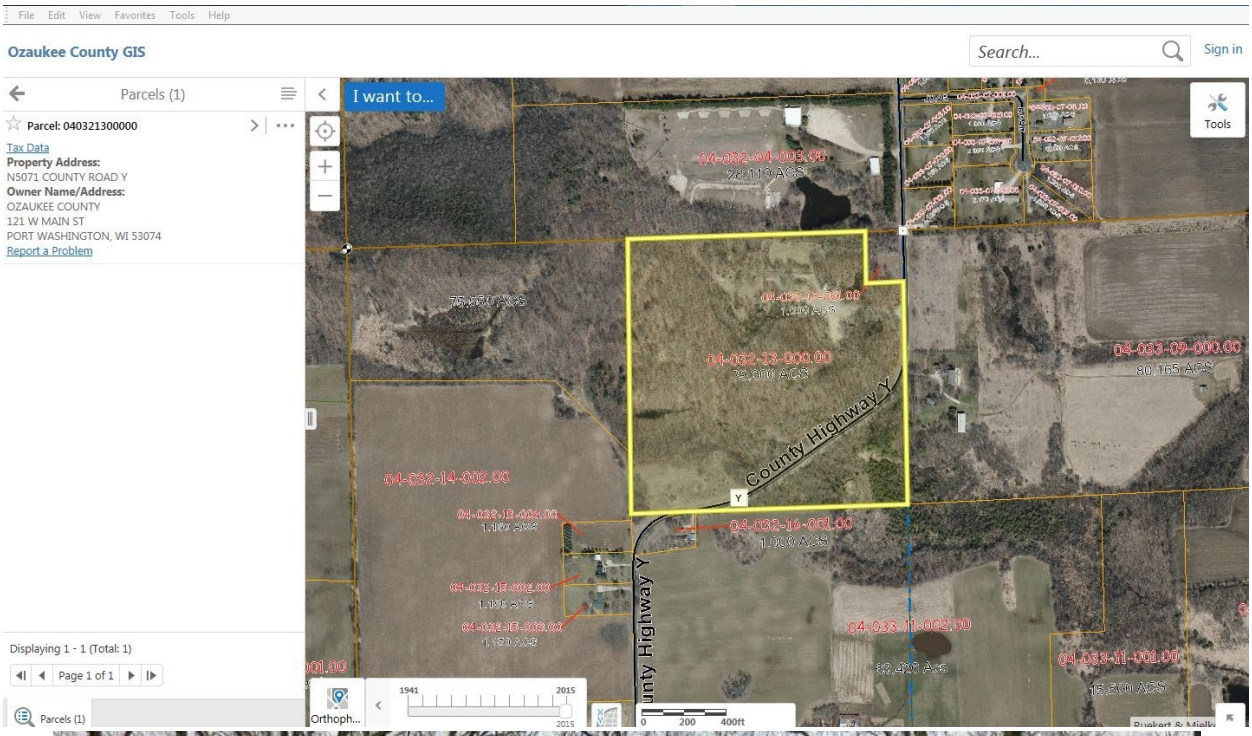
Attachment: Sheriff_Outdoor Range_COMBINED (RES.21-70 : Recommendation of Executive Committee



Attachment: Sheriff_Outdoor Range_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County

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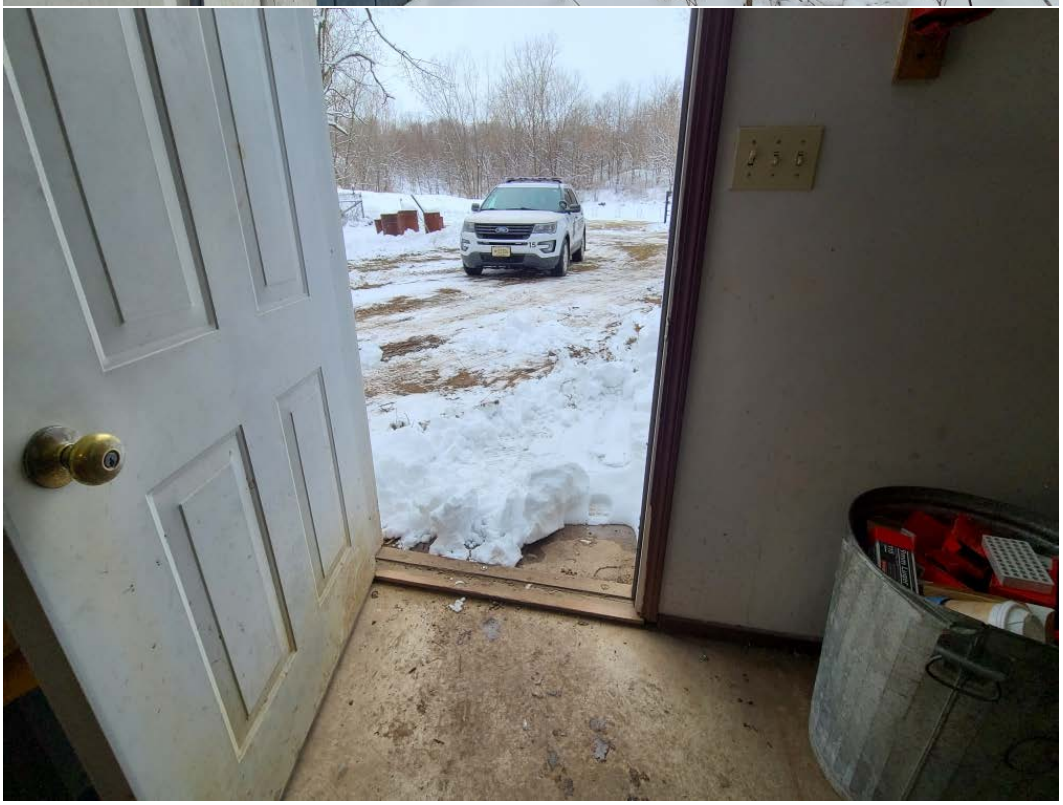

Attachment: Sheriff_Outdoor Range_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County

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Attachment: Sheriff_Outdoor Range_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County

PROJECT FEASIBILITY ANALYSIS

Project Name: Clean Farm Families – Improving Soil Health – Planting Green & Rotational Grazing

Project Manager: Andy Holschbach

Project Budget Estimate:

Source	Amount	Grant Info
2022 Capital Project Fund	$30,000	N/A
DATCP	$7,000	Awarded
TOTAL	**$37,000**	

Project Score: Value and Efficiency (320/400) Modernization and Service (300/400)

Project Purpose Summary (from department):

Planting green is a new cover crop management technique involving no-till planting into actively growing cover crops often followed by crimping of the cover crop. Planting green provides an opportunity to reduce herbicide usage and dramatically improve soil health., further resulting in less runoff and improved water quality. Planting green is considered an ultimate soil health practice. Rotational Grazing or integration of cattle into a cropping system dramatically improves soil health. The funds are for the Clean Farm Families to use as a cost-sharing to promote planting green and rotational grazing. Funds will be used as conservation incentive payments to farmers for utilizing these practices.

Proposal Considerations, Risks, and Identified Issues:

This is a quality proposal. While it didn't score relatively high on level of urgency. It is a low cost – low risk project that will help County farmers adopt new methods of farming, using crop management and rotational grazing, that have a direct impact on lowering the amount of runoff on farmland, which reduces water pollution. This project is in line with the Strategic Plan Objective to Improve Water Quality.

Staff Recommendation:

Staff does not recommend funding the Clean Farm Families – Improving Soil Health – Planting Green & Rotational Grazing at this time, through the project fund. If future funding becomes available, this project should be given additional consideration.

Attachment: CFF Planting Green and Rotational Grazing Project Analysis (RES.21-70 : Recommendation of Executive Committee Project

Project Reserve Information Sheet	
Project Name:	Clean Farm Families - Improving Soil Health - Planting Green & M
Requested By:	Andy Holschbach
Project Owner:	Land & Water Management Department
Start Date:	April 2022

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	$30,000	N/A
DATCP	$7,000	Awarded
		N/A
		N/A
		N/A
		N/A
		N/A
TOTAL PROJECT COST:	$37,000	

Offsetting Revenue or Savings (If Applicable):

Source	Amount
DATCP	$7,000
TOTAL	$7,000

Provide a narrative of project costs:

$30,000 for the Clean Farm Families to use as cost-sharing to promote planting green and rotational grazing. Funds will be used as conservation incentive payments to farmers for utilizing these practices. Planting green is a new cover crop management technique involving no-till planting into actively growing cover crops often followed by crimping of the cover crop. Planting green provides an opportunity to reduce herbicide usage and dramatically improve soil health, further resulting in less runoff and improved water quality. The Clean Farm Families is very interested in having more farmers plant green and is pursuing additional funds to provide adequate cost-sharing. In 2022 the Clean Farm Families established a grazing network in an effort to support farmers interested in establishing rotational grazing systems and is seeking funds to support rotational grazing.

Attachment: CFF Planting Green and Rotational Grazing (RES.21-70 : Recommendation of Executive Committee Project Submittals to the

Project Narrative - Define the Current State

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

The Soil Health foundation consists of five principles which are: soil armor, minimizing soil disturbance, plant diversity, continual live plant/root, and livestock integration. Planting green is considered an ultimate soil health practice. Rotational Grazing or integration of cattle into a cropping system dramatically improves soil health. The Clean Farm Families is putting a greater emphasis on getting more farmers to utilize these two practices, however have limited funds.

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

Level of service will increase as staff work more closely one on one with farmers to perfect planting green and assist in the layout and establishment of rotational grazing systems. Planting green often involves crimping which will result in greater utilization of the county-owned crimper. Working together with the Clean Farm Families also grows farmer-staff relationships resulting in greater accomplishments.

Project Recommendation - Define the Suggested Course of Action

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

Project scope: To get more farmers to plant green and increase the number of rotational grazing systems to improve soil health & water quality. Planting green is a new and innovative practice being promoted throughout the country to improve soil health and reduce the use of herbicides. Rotational grazing is often not utilized or applied adequately to manage the land resource and is also innovative.
The Clean Farm Families in January of 2022 initiated a grazing network to support farmers interested in establishing and or maintaining a rotational grazing system.

Describe how the project addresses department objectives or countywide strategy:

Countywide objective is to improve soil health. The Soil Health foundation consists of five principles which are: soil armor, minimizing soil disturbance, plant diversity, continual live plant/root, and livestock integration. Planting green and integrating cattle via rotational grazing are management technique to improve soil health, water quality and the quality of life.

Attachment: CFF Planting Green and Rotational Grazing (RES.21-70 : Recommendation of Executive Committee Project Submittals to the

Describe the project's impact on quality of life:
The establishment of cover crops is the most significant aspect of the 5 soil health principles. Healthy soils result in greater water infiltration, less soil erosion, improved water quality, reduces amount of fertilizers and chemicals. Farmers following the soil health principles (one of which is keeping the soil covered) result in increased farm profits furthering the sustainability of agricultural land which furthers the preservation of open space. Healthy soils result in a healthy environment and an improved quality of life. Cattle grazing are aesthetically pleasing and when correctly managed improve soil health and water quality.
Describe the project's impact on health and safety:
Healthy soils produce healthy crops that in turn nourish people and animals. Soil health is directly linked to food quality and quantity. Healthy Soil-Healthy Plant, Healthy Food-Healthy People, Cleaner Water- Greater Farm Profits-Less Farmer Stress-Preservation of Farmland as farming is now more profitable.
Describe how the project impacts department operations using business objectives:
This project meets the business objectives of the department: Planting green and rotational grazing are cost effective practices resulting in more farm profitability. One of our goals is to help sustain and protect agricultural lands. Project supports customer needs and expectations, involves partnerships, provides for innovation. Project provides for community outreach and improves the quality of life and the environment.

Attachment: CFF Planting Green and Rotational Grazing (RES.21-70 : Recommendation of Executive Committee Project Submittals to the

BUSINESS OBJECTIVE EXAMPLES – Description will define performance measures

Business Goal/Objective	Description
Increase Revenue	Describe impact on revenue and timelines
Control Costs	Describe impact on costs and timelines
Customer Deliverables	How does the project meet customer expectations
Partnerships	Describe how the project leverages internal and external partnerships
Customer Service	How does the impact improve customer service internally and externally
Investment in Innovation	What is innovative about the approach
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Build Performance Measures	How will the project allow for improved reporting of performance
Improve Productivity and Performance	How will the project impact staff output and goal attainment
Development of Leaders	How will the project assist with stability and succession

Attachment: CFF Planting Green and Rotational Grazing (RES.21-70 : Recommendation of Executive Committee Project Submittals to the

PROJECT FEASIBILITY ANALYSIS

Project Name: Fairgrounds Pavilion Roofing, Siding, and Window Replacement

Project Manager: Ryan Tackes

Project Budget Estimate:

Source	Amount	Grant Info
2022 Capital Project Fund	$152,185	N/A
TOTAL	**$152,185**	

Project Score: Value and Efficiency (330/400) Modernization and Service (290/400)

Project Purpose Summary (from department):

The N. End of the Pavilion was built in 1994. The roof, siding, and windows are in dire need of replacement due to them being original. There are several areas where the siding is rotted completely through. Several areas on the roof are missing shingles, and 1 area over the east porch is beginning to lead. We have also experienced issues with ice damming over the past several years. As part of the overall inspection of the building, it was noted that the roof ventilation is not adequate and the insulation in the attic is well below current standards, which is causing the ice damming issues. The only deficiencies that were noted regarding the S. Pavilion were in regards to the roof. Some shingles are missing and the edges of the shingles are beginning to curl, which indicates the end of its usable life.

Proposal Considerations, Risks, and Identified Issues:

Staff recognizes the need to replace the damaged or rotting areas of the Pavilion before it become a larger problem, and cost. Not funding this in the near future, risks further deterioration and/or costs.

Staff Recommendation:

Staff does not recommend funding the Fairgrounds Pavilion Roofing, Siding, and Window Replacement through the project fund. Funding should be considered if additional funding becomes available.

Attachment: Fairgrounds Pavilion Project Analysis (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County

Project Reserve Information Sheet	
Project Name:	Fairgrounds Pavilion Roofing,Siding, and Window Replacement
Requested By:	Ryan Tackes
Project Owner:	Facilities Managment
Start Date:	5/1/2022

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:	$152,185.00	

Offsetting Revenue or Savings (If Applicable):

Source	Amount
	TOTAL

Provide a narrative of project costs:

The N. End of the Pavilion was built in 1994. The roof, siding, and windows are in dire need of replacement due to them being original. There are several areas where the siding is rotted completely through. Several areas on the roof are missing shingles, and 1 area over the east porch is beginning to leak. We have also experienced issues with ice damming over the past several years. As part of the overall inspection of the building, it was noted that the roof ventilation is not adequate and the insulation in the attic is well below current standards, which is causing the ice damming issues. The scope of work includes, rectifying the ice damming, new fascia, vented soffit, siding, windows on the N pavilion, roof on the entire building, and new gutters on the N. Pavilion.

The only deficiencies that were noted regarding the S Pavilion were in regards to the roof. Some shingles are missing and the edges of the shingles are beginning to curl, which indicates the end of its usable life.

Attachment: 2022 FG'S Pavilion (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County Board)

Project Narrative - Define the Current State

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

It is imperative that the roof and siding get replaced to eliminate the risk of interior water damage or possible mold issues from the leaks. A previous leak caused from the ice damming caused $5000 damage to the remote annunciator for the fire panel.

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

Replacing the roof and siding will eliminate the need to make repairs caused from water damage. Doing the needed updates to the building will allow staff to focus on maintaining other aspects of the fairgrounds.

Project Recommendation - Define the Suggested Course of Action

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

This project will rectify several issues caused by inadequate insulation and replacing materials that have surpassed their usable life. The new materials require minimal maintenance and a long usable life.

Describe how the project addresses department objectives or countywide strategy:

Making these needed repairs is a continuation of the proper maintenance that we do to keep our facilities in top notch condition.

Attachment: 2022 FG'S Pavilion (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County Board)

Describe the project's impact on quality of life:
This project will minimize or even eliminate the chance for mold growth that could cause health hazards.
Describe the project's impact on health and safety:
Mold is a possibility if the roof continues to leak. If interior drywall were to be saturated with water, it could fall causing injury to a person/persons.
Describe how the project impacts department operations using business objectives:
If the roof is replaced, the time and money that is spent patching will no longer have to be spent. Those funds can be allocated to other items that are in need maintenance.

Attachment: 2022 FG'S Pavilion (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County Board)

BUSINESS OBJECTIVE EXAMPLES – Description will define performance measures

Business Goal/Objective	Description
Increase Revenue	Describe impact on revenue and timelines
Control Costs	Describe impact on costs and timelines
Customer Deliverables	How does the project meet customer expectations
Partnerships	Describe how the project leverages internal and external partnerships
Customer Service	How does the impact improve customer service internally and externally
Investment in Innovation	What is innovative about the approach
Reduce Errors	How will the project reduce errors in work
Improve Safety	How will the project improve safety
Impact on Energy Usage	What is the impact of energy usage
Streamline Business Process	Define efficiencies in process
Ensure Compliance	How does the project ensure legal/policy compliance
Improve Reporting or Transparency	How will the project impact the dissemination of information
Improve Community Outreach	Define impacts on community partnerships
Improve Staff Skills	How will the project improve the analytical or technical skills of staff
Build Performance Measures	How will the project allow for improved reporting of performance
Improve Productivity and Performance	How will the project impact staff output and goal attainment
Development of Leaders	How will the project assist with stability and succession

Attachment: 2022 FG'S Pavilion (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County Board)

Insulation
ALLRITE
Home & Remodeling

6438 West Mill Road, Milwaukee, Wisconsin 53218
Office: 414-353-6910 | allrite@allriteremodeling.com

This Master Service Agreement ("Agreement"), dated this 4th day of January, 20 22, is entered into by and between Randy Miller, Inc., d/b/a Allrite Home & Remodeling, Inc. ("Contractor"), and Ryan Tackes ("Owner"), Ozaukee County Fairgrounds ("Address"), 262-284-8399 ("Phone") _____ ("E-mail").

1. **Scope of Work** – Per the parties' discussions, Contractor agrees to Windows & Insulation ("Project"), on Owner's behalf, at _____ ("Address").

In particular, Contractor agrees to: Instillation of New Windows & Insulation ("Project"), using the products, fixtures, and/or materials, as applicable, as follows: - Remove (25) old window units throughout the North building.

~ Any additional rotten wood trim &/or framing found during tear off to not be sound enough to hold a nail, need to be replaced, customer to be notified; will be an additional $60 per man hour plus materials.

1. Measure & install (25) New Sunrise Premium Vinyl Window Units throughout North building.
- Sunrise Window Units to be (24) Casement Style & (1) Double Hung Window.
Windows in the office to be reduced in size to accommodate the desks, carpentry is included.
All New Sunrise Windows: (White Interior / White Exterior).
All Sunrise Windows include their Non-prorated, Transferable, Lifetime Warranty.
All New Sunrise Windows includes Low-E, Argon Gas, N2210-A Energy Efficient Glass, all metal locks, night locks, & aluminum screens.
- Insulated around all openings with spray foam / fiberglass batt where possible.

~ Pricing - (25) New Sunrise Premium Vinyl Windows Installed: = $ 26,975.00
~ Pricing - Convert to (12) Picture Style Window Units & (1) Double Hung: = $ 16,500.00

2. Insulate knee-wall areas. Install one layer of R-13 un-faced fiberglass batt insulation in between vertical stud cavities. Install second layer R-13 fiberglass batt insulation horizontally for total R-value of R-26. Wrap with house wrap & tape all seams. = $ 860.00

- Insulate open joist attic, area above the North building. Blow (14") of cellulose insulation to achieve an R-50 or higher. = $ 4,800.00

Included is the ALLRITE 5-Year Workmanship Warranty. Provided on all the work that we have done.
Any credit card payments are subject to a 3% convenience fee, added to total cost of the project.
Flat & final fees including all taxes, materials, labor, & permits.

2. **Pricing** - The total cost of the Project, including labor, materials, permits and tax, as applicable, shall be: $ 26,975.00, paid as follows:
   $ 9,000.00 upon execution of Agreement.
   [$ _____ on or by _____]
   $ 17,975.00 upon completion of All work stated above .
   [$ _____ on or by _____]

3. **Timeline** - Contractor shall commence work on the Project on or reasonably soon after May 24th, 20 22, and shall complete work on the project on or by July 24th, 20 22, subject to changes to the scope of the Project as requested by Owner and/or delays beyond Contractor's control, as described in paragraphs 5 and 15.

Additional terms and conditions of service are found on the following page. By signing below, Owner hereby acknowledges that Owner has read, understands, and agrees to be bound by all terms and conditions set forth in this Agreement.

Owner / Authorized Agent:		Allrite Home & Remodeling, Inc:	
Signature	Date	Signature	Date

Attachment: 2022 FG'S Pavilion (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County Board)

Customer's Right to Cancel

I, _____ (Name), hereby cancel my contract dated _____, 20____ with Randy Miller, Inc. d/b/a Allrite Home & Remodeling, Inc., at _____ (Address).

Signature: _____ **Date:** _____, 20____

TERMS AND CONDITIONS OF SERVICE

4. **Owner's Responsibilities** – For the duration of the Project, Owner agrees to provide and to be solely responsible for, at Owner's expense: (a) unobstructed access to the Project site from 7:00 AM to 7:00 PM, seven days per week; (b) keeping children and pets away from the Project site; (c) secure storage for Contractor's and/or its subcontractors' tools and equipment used in completing the Project; (d) running water and electricity; (e) removal, protection, and replacement of Owner's personal property, as deemed necessary by Contractor; (f) identifying private utility connections and underground objects or hazards, as well as arranging for any precautionary measures in connection with same, as deemed necessary by Contractor; and (g) testing, containment, and/or removal of any potentially hazardous materials discovered by Contractor, as deemed necessary by Contractor.
5. **Change Orders** – Should Owner request changes to the scope of the Project, such requests shall be made in writing and shall precisely describe the changes requested. Upon receipt of the request, Contractor shall notify Owner of consequent changes to (a) the contract price or payment schedule; and/or (b) start or completion dates. Owner shall, in turn, respond in writing by approving or denying the changes.
6. **Permitting** – The Project, as described in paragraph 1, may require permits from local governmental bodies authorizing the work to be performed. Contractor shall be responsible for the costs of such permits and owner shall provide reasonable assistance, as needed, in procuring same.
7. **Warranties** – Contractor warrants that the Project shall be completed in a professional manner according to industry standards. Contractor makes no other warranties, express or implied, either with respect to the Project as a whole or to the products, fixtures, or materials used in completing the Project, including implied warranties of merchantability, habitability, or fitness for a particular purpose.
8. **Marketing** – Owner agrees to allow Contractor, at Contractor's discretion, to display its sign at the Project site, and to take photographs of the Project site for use in Contractor's marketing and promotional materials. Owner understands and agrees that Owner shall not be entitled to any remuneration for such display or use.
9. **Payment and Default** – Owner agrees to pay Contractor for its services in accordance with paragraph 2. Payments over 30 days past due will accrue interest at a rate of 2% per month. Should collection efforts become necessary, Owner shall be responsible for the actual costs of collection, including attorneys' fees, incurred by Contractor. In the event of a breach of this Agreement by Owner, Owner shall be additionally liable to Contractor in an amount equal to 10% of the total contract price, as set forth in paragraph 2.
10. **Lien Rights** – As required by Wisconsin's construction lien law, Contractor hereby notifies Owner that persons or companies performing, furnishing, or procuring labor, services, materials, plans, or specifications for construction on Owner's land may have lien rights on Owner's land and buildings if not paid in connection with the Project. Those entitled to lien rights, in addition to Contractor, include those who contract directly with Owner, as well as those who give Owner notice within 60 days after they first perform, furnish, or procure labor, services, materials, plans, or specifications for the construction. Accordingly, Owner may receive notices from those who perform, furnish, or procure labor, services, materials, plans, or specifications for the construction and should give a copy of each notice received to Owner's mortgage lender, if any. Contractor agrees to cooperate with Owner and Owner's lender, if any, to see that all potential lien claimants are duly paid.
11. **Lien Waivers** – Notwithstanding paragraph 10 above, Contractor hereby notifies Owner that Owner may request lien waivers from all contractors, subcontractors, and material suppliers at or prior to the time Owner makes any payment in connection with the Project. For further information, please see the notice provided at the bottom of this page.
12. **Insurance** – Owner shall maintain property insurance for the duration of the Project.
13. **Indemnification and Limits of Liability** – Owner agrees to indemnify and hold Contractor harmless from any claims, causes of action, demands, damages, or losses attributable to Owner in connection with the Project, and in any event Contractor's liability, if any, will be limited to the aggregate amount paid to Contractor by Owner under this Agreement.
14. **Dispute Resolution** – In the event of any dispute under this Agreement, the parties agree to comply with section 895.07 of the Wisconsin Statutes as a first resort. Section 895.07 first requires Owner to notify Contractor in writing of any alleged defect in the work performed, and to allow Contractor the opportunity to repair or remedy the alleged defect. Should the procedures set forth in section 895.07 fail to provide for resolution of the dispute to the mutual satisfaction of the parties, the parties agree to submit the dispute to binding arbitration conducted by the Milwaukee NARI Home Improvement Council's Ethics Committee ("Committee"). The decision of the Committee shall be final and may be enforced in any court of competent jurisdiction, in accordance with chapter 788 of the Wisconsin Statutes. Should Contractor prevail in arbitration, Contractor shall be entitled its actual attorneys' fees and costs of collection. The procedures referred to herein shall be the exclusive means of resolving disputes between the parties, and a failure by either party to avail itself of such procedures shall in no event be deemed a waiver of the right to avail itself of such procedures.
15. **Force Majeure** – Contractor shall not be held responsible for any delay or failure to perform under this Agreement arising from acts of God or public enemies, war, insurrection, riot, fire, flood, explosion, natural disaster, labor strike, work interruption, significant economic event, Internet or electronic malfunction, or any other cause beyond Contractor's reasonable control. In the event of any other delay beyond Contractor's control, including delays caused by weather conditions, Contractor shall notify Owner of any necessary changes to start or completion dates.
16. **Governing Law** – This Agreement shall be governed by applicable federal law and by the laws of the state of Wisconsin. Should any provision of this Agreement be declared invalid or unenforceable by a court of competent jurisdiction, the validity and/or enforceability of the remaining parts shall remain unaffected. The language of this Agreement shall not be construed for or against either party.
17. **Entire Agreement** – The terms and conditions set forth in this Agreement capture the full and mutual understanding of the parties with respect to the Project. No other representations by either party constitute any part of this Agreement.
18. **CUSTOMER'S RIGHT TO CANCEL** – You may cancel this agreement by mailing a written notice to Allrite Home & Remodeling, Inc., 6438 West Mill Road, Milwaukee, Wisconsin 53218, before midnight of the third business day after you sign this agreement. If you wish, you may use the top of this page as that notice by filling in the information and mailing to address above.

LIEN WAIVERS

As set forth in paragraph 11 of this Agreement, Owner may request lien waivers from all contractors, subcontractors, and material suppliers at or prior to the time Owner makes any payment in connection with the Project. As required by law, Contractor hereby provides the following notice:

Notice of Consumer's Right to Receive Lien Waivers

If a consumer requests lien waivers, a seller of home improvement services must provide lien waivers from all contractors, subcontractors, and material suppliers. This Wisconsin law protects consumers from having liens filed against their property. Lien waivers prevent the filing of a lien on your home in the event that a contractor does not pay suppliers or subcontractors. For more information about home improvement law, contact the Wisconsin Consumer Protection Bureau at 1-800-422-7128 or visit www.datcp.wi.gov.

OWNER'S INITIALS: _____

Attachment: 2022 FG'S Pavilion (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County Board)

Insulation
ALLRITE Home & Remodeling
6438 West Mill Road, Milwaukee, Wisconsin 53218
Office: 414-353-6910 | allrite@allriteremodeling.com

This Master Service Agreement ("Agreement"), dated this 3rd day of January, 20 22, is entered into by and between Randy Miller, Inc., d/b/a Allrite Home & Remodeling, Inc. ("Contractor"), and Ryan Tackes ("Owner"), Ozaukee County Fairgrounds ("Address"), 262-284-8399 ("Phone") _____ ("E-mail").

1. **Scope of Work** - Per the parties' discussions, Contractor agrees to Roofing, Siding, Soffit, & Fascia ("Project"), on Owner's behalf, at Ozaukee County Fairgrounds ("Address").

In particular, Contractor agrees to: Roofing, Siding, Soffit, & Fascia ("Project"), using the products, fixtures, and/or materials, as applicable, as follows: - Tear off up to (1) layer of old asphalt shingles over the entire building. Remove up to (1) layer of old siding over the North end of the building.
~ Any additional rotten wood roof deck, fascia, &/or framing found during tear off not sound enough to hold a nail, need to be replaced, &/or additional layers are discovered, customer to be notified immediately for change order approval; will be additional $60 per man hour plus materials.
1. Install Ice & Water Shield up to 6ft. up from the gutters, into the warm area of the building, up all rake edges, in all valleys, around all stacks, & roof penetrations.
- Install CertainTeed Synthetic Felt Paper over the rest of the roof.
- Install New Drip Edges & New Sewer Stack Pipe Flashings.
- Measure & install New CertainTeed Landmark Pro Shingles over the entire roof of the building. CertainTeed Shingles with our certifications includes Four Star 50-Year Non-Prorated Transferable Limited Labor & Material Warranty.
~ Pricing - New CertianTeed Landmark Pro Roofing System Installed: = $ 74,600.00
2. Measure & install all new 6" seamless aluminum gutters & 4" downspouts on the North building, in all areas where the old gutters & downspouts have been removed.
All gutters are heavy-duty .032 gaged seamless aluminum, screwed (not nailed), for lasting support.
~ Pricing - New Gutters & Downspout Systems Installed: = $ 5,500.00
3. Cut/drill 2" holes throughout the existing soffit boards, for continues attic intake ventilation.
- Measure & install New Continues Hidden Vent Aluminum Soffit Panel System around the soffit of the North building. Large soffit (24") Soffit Color: (TBD/White).
- Measure & install New Custom Hand Bent Aluminum Fascia Cladding - North building fascia.
~ Pricing - New Aluminum Soffit & Fascia Installed: = $ 6,750.00
4. Install New LP Lap Siding in all areas where the old siding has been removed - North Building.
- All LP Siding projects includes all necessary Corners, 5/4" Block Boards for light fixtures & new matching metal drip caps & counter flashings, & installed per LP's specifications.
~ Pricing - New LP Smartside Lap Siding Installed: = $ 19,800.00
5. Measure & install all new (5/4" x 4") LP Trim Boards around all the windows and entry doors on the North Building, install new (6") Band Board around the lower perimeter of the North building.
~ Pricing - New LP SmartSide Trim Boards Installed: = $ 6,400.00
Included is the Allrite 5-year Workmanship Warranty, on all of the work that we have done.
Any credit card payments are subject to a 3% convenience fee, added to total cost of the project.
Flat & final fees including all taxes, Labor & permits. Discard all waste materials into dumpster.

2. **Pricing** - The total cost of the Project, including labor, materials, permits and tax, as applicable, shall be: $ 113,050.00, paid as follows:
   - $ 40,000.00 upon execution of Agreement.
   - [$ _____ on or by _____]
   - $ 73,050.00 upon completion of all work stated above .
   - [$ _____ on or by _____]

3. **Timeline** - Contractor shall commence work on the Project on or reasonably soon after February 22nd, 20 22, and shall complete work on the project on or by March 22nd, 20 22, subject to changes to the scope of the Project as requested by Owner and/or delays beyond Contractor's control, as described in paragraphs 5 and 15.

Additional terms and conditions of service are found on the following page. By signing below, Owner hereby acknowledges that Owner has read, understands, and agrees to be bound by all terms and conditions set forth in this Agreement.

OWNER / AUTHORIZED AGENT:

Signature _____ Date _____

ALLRITE HOME & REMODELING, INC:

Signature _____ Date _____

Attachment: 2022 FG'S Pavilion (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County Board)

Customer's Right to Cancel

I, _____ (Name), hereby cancel my contract dated _____, 20____ with Randy Miller, Inc. d/b/a Allrite Home & Remodeling, Inc., at _____ (Address).

Signature: _____ **Date:** _____, 20____

TERMS AND CONDITIONS OF SERVICE

4. **Owner's Responsibilities** – For the duration of the Project, Owner agrees to provide and to be solely responsible for, at Owner's expense: (a) unobstructed access to the Project site from 7:00 AM to 7:00 PM, seven days per week; (b) keeping children and pets away from the Project site; (c) secure storage for Contractor's and/or its subcontractors' tools and equipment used in completing the Project; (d) running water and electricity; (e) removal, protection, and replacement of Owner's personal property, as deemed necessary by Contractor; (f) identifying private utility connections and underground objects or hazards, as well as arranging for any precautionary measures in connection with same, as deemed necessary by Contractor; and (g) testing, containment, and/or removal of any potentially hazardous materials discovered by Contractor, as deemed necessary by Contractor.
5. **Change Orders** – Should Owner request changes to the scope of the Project, such requests shall be made in writing and shall precisely describe the changes requested. Upon receipt of the request, Contractor shall notify Owner of consequent changes to (a) the contract price or payment schedule; and/or (b) start or completion dates. Owner shall, in turn, respond in writing by approving or denying the changes.
6. **Permitting** – The Project, as described in paragraph 1, may require permits from local governmental bodies authorizing the work to be performed. Contractor shall be responsible for the costs of such permits and owner shall provide reasonable assistance, as needed, in procuring same.
7. **Warranties** – Contractor warrants that the Project shall be completed in a professional manner according to industry standards. Contractor makes no other warranties, express or implied, either with respect to the Project as a whole or to the products, fixtures, or materials used in completing the Project, including implied warranties of merchantability, habitability, or fitness for a particular purpose.
8. **Marketing** – Owner agrees to allow Contractor, at Contractor's discretion, to display its sign at the Project site, and to take photographs of the Project site for use in Contractor's marketing and promotional materials. Owner understands and agrees that Owner shall not be entitled to any remuneration for such display or use.
9. **Payment and Default** – Owner agrees to pay Contractor for its services in accordance with paragraph 2. Payments over 30 days past due will accrue interest at a rate of 2% per month. Should collection efforts become necessary, Owner shall be responsible for the actual costs of collection, including attorneys' fees, incurred by Contractor. In the event of a breach of this Agreement by Owner, Owner shall be additionally liable to Contractor in an amount equal to 10% of the total contract price, as set forth in paragraph 2.
10. **Lien Rights** – As required by Wisconsin's construction lien law, Contractor hereby notifies Owner that persons or companies performing, furnishing, or procuring labor, services, materials, plans, or specifications for construction on Owner's land may have lien rights on Owner's land and buildings if not paid in connection with the Project. Those entitled to lien rights, in addition to Contractor, include those who contract directly with Owner, as well as those who give Owner notice within 60 days after they first perform, furnish, or procure labor, services, materials, plans, or specifications for the construction. Accordingly, Owner may receive notices from those who perform, furnish, or procure labor, services, materials, plans, or specifications for the construction and should give a copy of each notice received to Owner's mortgage lender, if any. Contractor agrees to cooperate with Owner and Owner's lender, if any, to see that all potential lien claimants are duly paid.
11. **Lien Waivers** – Notwithstanding paragraph 10 above, Contractor hereby notifies Owner that Owner may request lien waivers from all contractors, subcontractors, and material suppliers at or prior to the time Owner makes any payment in connection with the Project. For further information, please see the notice provided at the bottom of this page.
12. **Insurance** – Owner shall maintain property insurance for the duration of the Project.
13. **Indemnification and Limits of Liability** – Owner agrees to indemnify and hold Contractor harmless from any claims, causes of action, demands, damages, or losses attributable to Owner in connection with the Project, and in any event Contractor's liability, if any, will be limited to the aggregate amount paid to Contractor by Owner under this Agreement.
14. **Dispute Resolution** – In the event of any dispute under this Agreement, the parties agree to comply with section 895.07 of the Wisconsin Statutes as a first resort. Section 895.07 first requires Owner to notify Contractor in writing of any alleged defect in the work performed, and to allow Contractor the opportunity to repair or remedy the alleged defect. Should the procedures set forth in section 895.07 fail to provide for resolution of the dispute to the mutual satisfaction of the parties, the parties agree to submit the dispute to binding arbitration conducted by the Milwaukee NARI Home Improvement Council's Ethics Committee ("Committee"). The decision of the Committee shall be final and may be enforced in any court of competent jurisdiction, in accordance with chapter 788 of the Wisconsin Statutes. Should Contractor prevail in arbitration, Contractor shall be entitled its actual attorneys' fees and costs of collection. The procedures referred to herein shall be the exclusive means of resolving disputes between the parties, and a failure by either party to avail itself of such procedures shall in no event be deemed a waiver of the right to avail itself of such procedures.
15. **Force Majeure** – Contractor shall not be held responsible for any delay or failure to perform under this Agreement arising from acts of God or public enemies, war, insurrection, riot, fire, flood, explosion, natural disaster, labor strike, work interruption, significant economic event, Internet or electronic malfunction, or any other cause beyond Contractor's reasonable control. In the event of any other delay beyond Contractor's control, including delays caused by weather conditions, Contractor shall notify Owner of any necessary changes to start or completion dates.
16. **Governing Law** – This Agreement shall be governed by applicable federal law and by the laws of the state of Wisconsin. Should any provision of this Agreement be declared invalid or unenforceable by a court of competent jurisdiction, the validity and/or enforceability of the remaining parts shall remain unaffected. The language of this Agreement shall not be construed for or against either party.
17. **Entire Agreement** – The terms and conditions set forth in this Agreement capture the full and mutual understanding of the parties with respect to the Project. No other representations by either party constitute any part of this Agreement.
18. **CUSTOMER'S RIGHT TO CANCEL** – You may cancel this agreement by mailing a written notice to Allrite Home & Remodeling, Inc., 6438 West Mill Road, Milwaukee, Wisconsin 53218, before midnight of the third business day after you sign this agreement. If you wish, you may use the top of this page as that notice by filling in the information and mailing to address above.

LIEN WAIVERS

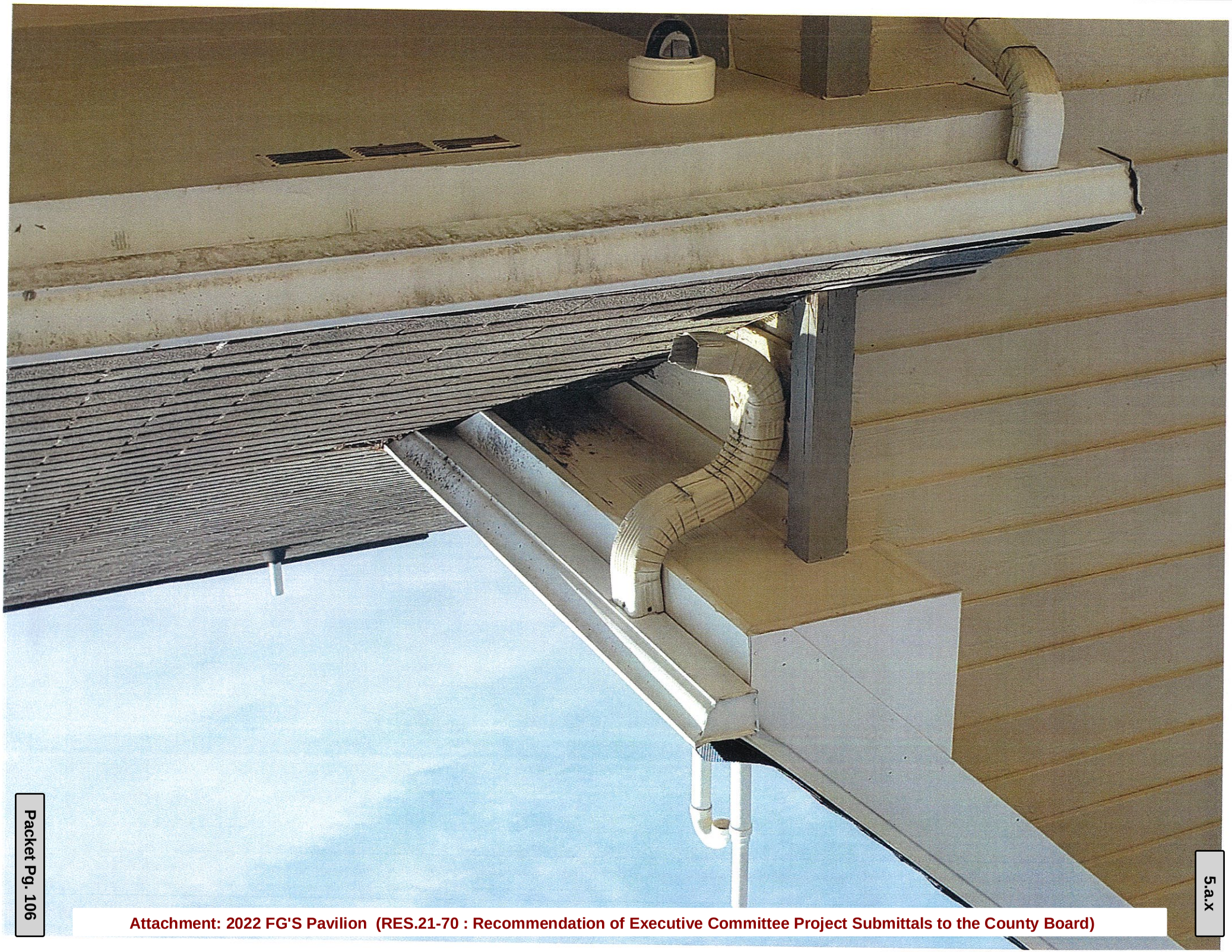
As set forth in paragraph 11 of this Agreement, Owner may request lien waivers from all contractors, subcontractors, and material suppliers at or prior to the time Owner makes any payment in connection with the Project. As required by law, Contractor hereby provides the following notice:

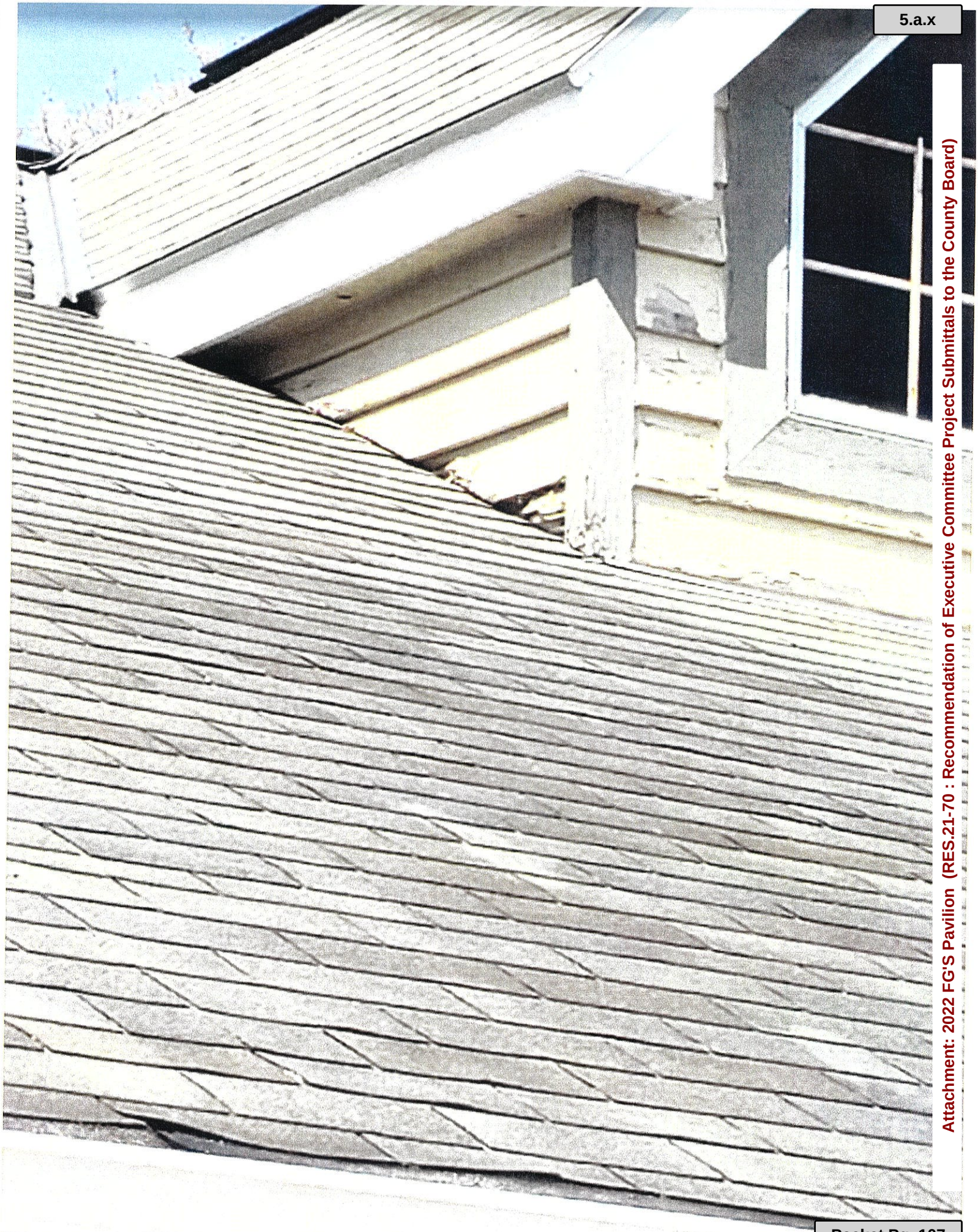
Notice of Consumer's Right to Receive Lien Waivers

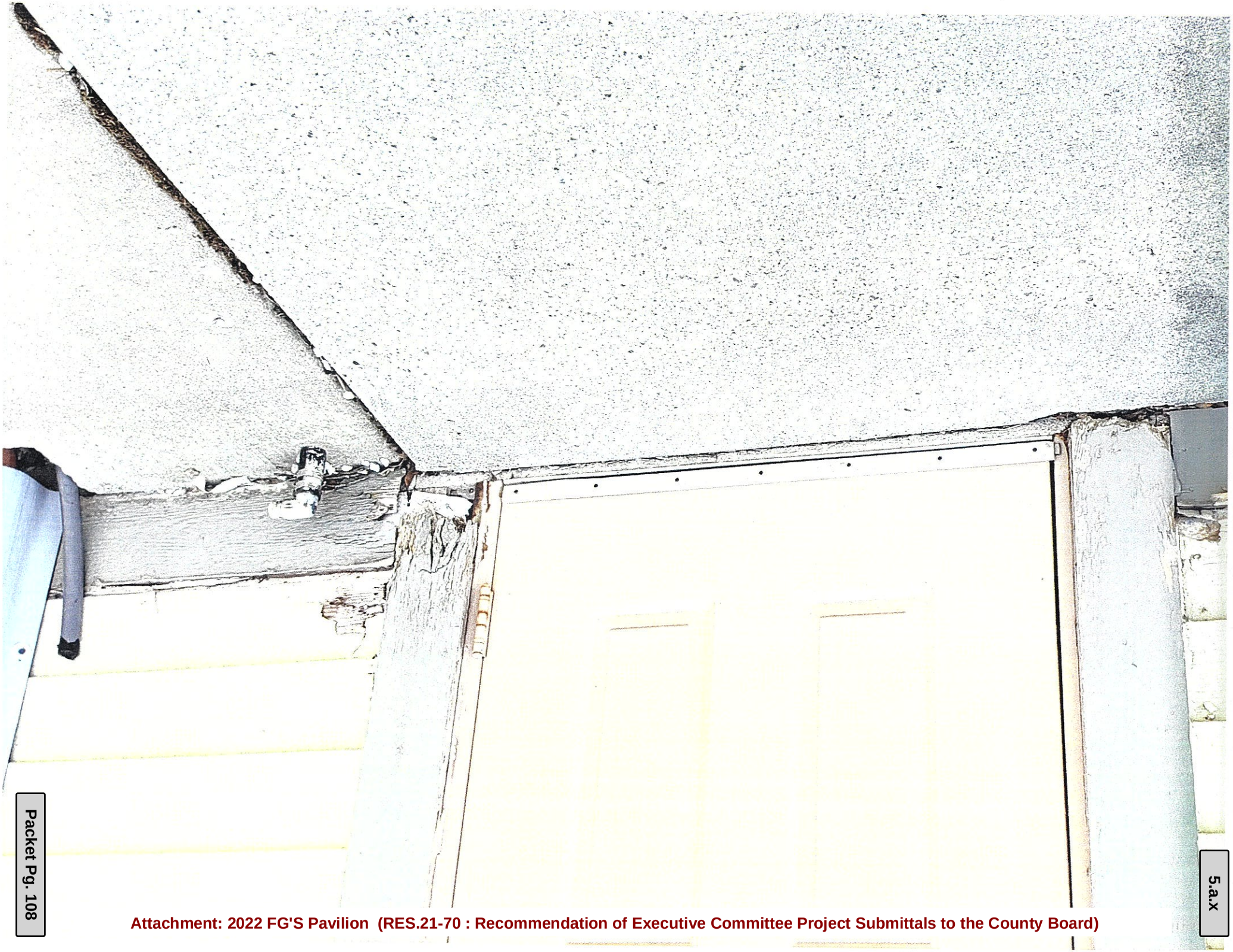
If a consumer requests lien waivers, a seller of home improvement services must provide lien waivers from all contractors, subcontractors, and material suppliers. This Wisconsin law protects consumers from having liens filed against their property. Lien waivers prevent the filing of a lien on your home in the event that a contractor does not pay suppliers or subcontractors. For more information about home improvement law, contact the Wisconsin Consumer Protection Bureau at 1-800-422-7128 or visit www.datcp.wi.gov.

OWNER'S INITIALS: _____

Attachment: 2022 FG'S Pavilion (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County Board)







PROJECT FEASIBILITY ANALYSIS

Project Name: Parks Division – New Tractor With Cab

Project Manager: Andrew Struck

Project Budget Estimate:

Source	Amount	Grant Info
2022 Capital Project Fund	$28,000	N/A
TOTAL	**$28,000**	

Project Score: Value and Efficiency (330/400) Modernization and Service (280/400)

Project Purpose Summary (from department):

The current tractor has an open sided rain canopy that does not protect the operator from the elements (e.g., wind, snow, rain, debris, etc) or from air borne poisonous or phototoxic plants (poison ivy, wild parsnip, etc) nor allow for air conditioning or heat. A tractor with a cab would allow for more efficient, safe work in inclement weather, in particular, when heat (late fall) and air conditioning (mid summer) are desired. Kubota does not currently offer a suitable cab attachment for the existing tractor and there are no aftermarket options available.

Proposal Considerations, Risks, and Identified Issues:

While there is a demonstrated need to upgrade the current tractor, the level of urgency in relation to other projects is smaller. A tractor with a closed canopy, and heat and air conditioning would be a considerably more comfortable working condition.

Staff Recommendation:

Staff does not recommend funding the New Tractor With Cab, at this time through the project fund. If future funding becomes available, this project should be given additional consideration.

Attachment: New Tractor With Cab Project Analysis (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County

Project Reserve Information Sheet	
Project Name:	Parks Division - New Tractor With Cab
Requested By:	Andrew Struck
Project Owner:	Planning and Parks Department
Start Date:	2022

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
2022 CIP Fund	$28,000	N/A
		N/A
		N/A
		N/A
		N/A
		N/A
		N/A
TOTAL PROJECT COST:	$28,000	

Offsetting Revenue or Savings (If Applicable):

Source	Amount
Trade in value for existing M5060 Kubota tractor	$14,000
TOTAL	$14,000

Provide a narrative of project costs:

Total project costs are approximately $28,000 for the purchase of a new Kubota MX6000. This includes an approximate $42,000 purchase price with a $14,000 trade-in value for the current Parks Division Kubota M5060 tractor. The current tractor has an open sided rain canopy that does not protect the operator from the elements (e.g., wind, snow, rain, debris, etc) nor allow for air conditioning or heat. It also does not protect the user from air borne poisonous or phototoxic plants (poison ivy, wild parsnip, etc). The MX6000 includes a cab that would allow for more efficient, safe work in inclement weather, in particular, when heat (late fall) and air conditioning (mid summer) are desired.

Attachment: Kubota Tractor_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the 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 current tractor has an open sided rain canopy that does not protect the operator from the elements (e.g., wind, snow, rain, debris, etc) or from air borne poisonous or phototoxic plants (poison ivy, wild parsnip, etc) nor allow for air conditioning or heat. A tractor with a cab would allow for more efficient, safe work in inclement weather, in particular, when heat (late fall) and air conditioning (mid summer) are desired. Kubota does not currently offer a suitable cab attachment for the existing tractor and there are no aftermarket options available.

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

The current tractor has an open sided rain canopy that does not protect the operator from the elements (e.g., wind, snow, rain, debris, etc) nor allow for air conditioning or heat. It also does not protect the user from air borne poisonous or phototoxic plants (poison ivy, wild parsnip, etc). A tractor with a cab would allow for more efficient, safe work in inclement weather, in particular, when heat (late fall) and air conditioning (mid summer) are desired. Kubota does not currently offer a suitable cab attachment for the existing tractor and there are no aftermarket options available.

Project Recommendation - Define the Suggested Course of Action

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

The current tractor has an open sided rain canopy that does not protect the operator from the elements (e.g., wind, snow, heat, rain, debris, etc) nor allow for air conditioning or heat. It also does not protect the user from poisonous or phototoxic plants. A tractor with a cab would allow for more efficient, safe work in inclement weather, in particular, during the fall months. Kubota does not currently offer a suitable cab attachment for the existing tractor and there are no aftermarket options available. This project would include a trade-in for the existing Kubota M5060 tractor to reduce purchase costs for the new Kubota MX6000.

Describe how the project addresses Department objectives or countywide strategy:

This project is consistent with the Park and Open Space Plan and helps the Department meet its mission, particularly in the Parks Division. It is also consistent with the Ozaukee County Strategic Plan. It also protects the health and safety of Parks employees and provides a safer environment for their work.

Attachment: Kubota Tractor_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County Board)

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. It also protects the health and safety of Parks employees and provides a safer environment for their work. The current tractor has an open sided rain canopy that does not protect the operator from the elements (e.g., wind, snow, rain, debris, etc) nor allow for air conditioning or heat. It also does not protect the user from air borne poisonous or phototoxic plants (poison ivy, wild parsnip, etc).
Describe the project's impact on health and safety:
The new tractor will improve Department staff safety through use of reliable and safe equipment. It also protects the health and safety of Parks employees and provides a safer environment for their work.
Describe how the project impacts department operations using business objectives:
The new tractor will enable staff to operate the tractors during the entire calendar year, including in inclement weather. The new tractor will improve Department staff safety through use of reliable and safe equipment. It also protects the health and safety of Parks employees and provides a safer environment for their work. The current tractor has an open sided rain canopy that does not protect the operator from the elements (e.g., wind, snow, rain, debris, etc) nor allow for air conditioning or heat. It also does not protect the user from air borne poisonous or phototoxic plants (poison ivy, wild parsnip, etc).

Attachment: Kubota Tractor_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County Board)

BUSINESS OBJECTIVE EXAMPLES – Description will define performance measures

Business Goal/Objective	Description
Increase Revenue	Describe impact on revenue and timelines
Control Costs	Describe impact on costs and timelines
Customer Deliverables	How does the project meet customer expectations
Partnerships	Describe how the project leverages internal and external partnerships
Customer Service	How does the impact improve customer service internally and externally
Investment in Innovation	What is innovative about the approach
Reduce Errors	How will the project reduce errors in work
Improve Safety	How will the project improve safety
Impact on Energy Usage	What is the impact of energy usage
Streamline Business Process	Define efficiencies in process
Ensure Compliance	How does the project ensure legal/policy compliance
Improve Reporting or Transparency	How will the project impact the dissemination of information
Improve Community Outreach	Define impacts on community partnerships
Improve Staff Skills	How will the project improve the analytical or technical skills of staff
Build Performance Measures	How will the project allow for improved reporting of performance
Improve Productivity and Performance	How will the project impact staff output and goal attainment
Development of Leaders	How will the project assist with stability and succession

Attachment: Kubota Tractor_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County Board)

Attachment: Kubota Tractor_COMBINED (RES.21-70 : Recommendation of Executive Committee Project

PROJECT FEASIBILITY ANALYSIS

Project Name: Airflow Cover Crop Seeder – A Step Toward Healthy Soils

Project Manager: Andy Holschbach

Project Budget Estimate:

Source	Amount	Grant Info
2022 Capital Project Fund	$30,000	N/A
TOTAL	**$30,000**	

Project Score: Value and Efficiency (310/400) Modernization and Service (290/400)

Project Purpose Summary (from department):

The establishment of cover crops is the most significant aspect of soil health. An airflow seeder is an implement typically not found on a farm. Farmers can hire a cooperative to airflow seed. However, having a local airflow seeder with staff and Clean Farm Families support will result in more farmers using the seeder increasing cover crop acreage. This seeder also affords the ability to establish cover crops under different planting scenarios not typically used such as frost-seeding, seeding prior to manure incorporation, and seeding into soybeans prior to harvest.

Proposal Considerations, Risks, and Identified Issues:

This project scored relatively well, accept for the level of urgency. This project meets the County Strategic Plan objective to Improve Water Quality, by supporting Clean Farm Families program efforts to establish cover crops on Ozaukee County farms.

Staff Recommendation:

Staff does not recommend funding the Airflow Cover Crop Seeder at this time, through the project fund. If future funding becomes available, this project should be given additional consideration.

Attachment: Airflow Cover Crop Seeder Project Analysis (RES.21-70 : Recommendation of Executive Committee Project Submittals to the

Project Reserve Information Sheet	
Project Name:	Airflow Cover Crop Seeder - A Step Toward Healthy Soils
Requested By:	Andy Holschbach
Project Owner:	Land & Water Management Department
Start Date:	April 2022

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	$30,000	N/A
		N/A
		N/A
		N/A
		N/A
		N/A
		N/A
TOTAL PROJECT COST:	$30,000	

Offsetting Revenue or Savings (If Applicable):

Source	Amount
User Fee	$6,000/year resulting in 5 year payback
TOTAL	$30,000 in 5 years

Provide a narrative of project costs:

Cost of pull type airflow cover crop seeder recommended by the Clean Farm Families to increase cover crop acreage and improve soil health is approximately $30,000. Users will pay $4.00/acre. Anticipate 1,500 plus acres planted annually resulting in $6,000/year, providing a 5 year equipment payback. Some of the user fee will be utilized for equipment maintenance and repair

Attachment: Airflow Seeder Capital Project Request 2022 (RES.21-70 : Recommendation of Executive Committee Project Submittals to the

Project Narrative - Define the Current State

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

The establishment of cover crops is the most significant aspect of soil health. An airflow seeder is an implement typically not found on a farm. Farmers can hire a cooperative to airflow seed. However,having a local airflow seeder with staff and Clean Farm Families support will result in more farmers using the seeder increasing cover crop acreage. This seeder also affords the ability to establish cover crops under different planting scenarios not typically used such as frost-seeding, seeding prior to manure incorporation, and seeding into soybeans prior to harvest.

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

Level of service will dramatically increase as staff work more closely one on one with farmers to establish cover crops, especially when using methods they may not have ever considered before as described above. Providing equipment helps to grow farmer-staff relationships and allows everyone to learn together. The backing and support of the Clean Farm Families also increases farmer-staff relationships resulting in greater accomplishments.

Project Recommendation - Define the Suggested Course of Action

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

Scope: To increase the amount of cover crops established annually by providing equipment farmers can use themselves which otherwise is not readily available. The airflow seeder also provides the ability to establish cover crops under different planting scenarios not typically used such as frost-seeding, seeding prior to manure incorporation, and seeding into soybeans prior to harvest.

Describe how the project addresses department objectives or countywide strategy:

Countywide objective is to improve soil health by having all the cropland protected by a cover crop and not be bare following a harvested crop. The airflow seeder will serve as another tool in the tool box to get more farmers to establish more cover crops. An airflow seeder with a 60' seeding width is appealing to farmers as they can get more cover crops established in a shorter period of time.

Attachment: Airflow Seeder Capital Project Request 2022 (RES.21-70 : Recommendation of Executive Committee Project Submittals to the

Describe the project's impact on quality of life:
The establishment of cover crops is the most significant aspect of soil health. Healthy soils result in greater water infiltration, less soil erosion, improved water quality, reduces amount of fertilizers and chemicals. Farmers following the soil health principles (one of which is keeping the soil covered) result in increased farm profits furthering the sustainability of agricultural land which furthers the preservation of open space. Healthy soils result in a healthy environment and an improved quality of life.
Describe the project's impact on health and safety:
Healthy soils produce healthy crops that in turn nourish people and animals. Indeed, soil quality is directly linked to food quality and quantity. Healthy Soil-Healthy Plant-Healthy Food-Healthy People-Cleaner Water- Greater Farm Profits-Less Farmer Stress-Preservation of Farmland as farming is now more profitable
Describe how the project impacts department operations using business objectives:
This project meets the business objectives of the department: Seeder provides revenue to payback cost in 5 years, costs are controlled, supports customer needs and expectations, involves partnerships, provides for innovation, working together reduces errors, since planter provides a 60' wide seed spread reduces fuel usage, provides for community outreach and builds and improves the quality of life and the environment.

Attachment: Airflow Seeder Capital Project Request 2022 (RES.21-70 : Recommendation of Executive Committee Project Submittals to the

BUSINESS OBJECTIVE EXAMPLES – Description will define performance measures

Business Goal/Objective	Description
Increase Revenue	Describe impact on revenue and timelines
Control Costs	Describe impact on costs and timelines
Customer Deliverables	How does the project meet customer expectations
Partnerships	Describe how the project leverages internal and external partnerships
Customer Service	How does the impact improve customer service internally and externally
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Development of Leaders	How will the project assist with stability and succession

Attachment: Airflow Seeder Capital Project Request 2022 (RES.21-70 : Recommendation of Executive Committee Project Submittals to the

Ideal for: *Distribution of granular product such as herbicide, cover crop or low rate fertilizer and micro nutrients. Drive options allow for towing behind tractors or pick up trucks.*

245 & 246 Applicators

Salford's Valmar 245 and 246 applicators have over a decade of service on farms and in rental fleet operations.

The Valmar Venturi metering system is renowned for simple calibration and accurate application, primarily in low rate, granular herbicide application. The meters are accurate and gentle enough to be used for seed and gas driven models can be rented for towing behind pickup trucks.

The 245 model has left/right section control and the 246 model has 4 section control that can be controlled manually.

Unique Features

- Top speed 20 mph
- 245 - 50 foot application width
- 246 - 60 foot application width
- Optional gas drive allows for use with pickup trucks
- Highly accurate Valmar Venturi metering
- Simple to calibrate and clean out for use with multiple products
- Self-leveling booms
- 60 speed ground drive with adjustment in 5% increments
- 246 - poly tank holds 60 cubic feet
- 245 - painted stainless steel holds 40 cubic feet

245 & 246 Pull-Type Specifications

Hopper
- 245: 40 cubic feet
  Mild steel with 2 component primer and 2 component urethane top coat paint
- 246: 60 cubic feet
  Polyurethane tank
- Weather tight lid
- Product level sight gauge
- Hopper bottom shut-off gates

Booms
- 245: 50 foot spread, breakaway tips
- 246: 60 foot spread, breakaway tips
- Self-leveling
- Manual fold

Metering
- Ground driven
- 245: Half shut-off on either side
- 246: 4 section shut-off
- 245: 28 groove plastic fluted metering roller – 12 groove available for more coarse material or higher rates
- 246: Stainless steel metering
- In-cab electric clutch control and air manifold monitor
- 60 speed gearbox with 5% between settings
- Air manifold and Venturi system drop for easy cleaning

Fan
- Hydraulic drive: 11.5 GPM – hydraulic lines to hitch included
- 245/246: 9 HP gas engine fan drive
- 18 inch impeller

Chassis
- 245: 6000 lb rubber torsion axle
- 245: 12.5 L – 15 inch tires
- 246: 7000 lb rubber torsion axle
- 246: 14L - 16.1 implement tires
- 6 bolt hubs

Options
- 12 groove roller assemblies for coarse material
- Agitator kit
- 245: Stainless steel metering
- 246: Stainless steel metering is standard

Dimensions/Shipping Information
- Height: 6 feet 8 inches
- Width: 7 feet 8 inches
- Length: 18 feet
- 245: Weight: 2250 pounds
- 246: Weight: 3100 pounds

245 & 246 PULL-TYPE GRANULAR APPLICATORS

FAN DRIVE OPTIONS

- The 245 and 246 models are available with either hydraulic or gas powered fan drive and are operated from a tractor or pickup truck

SECTION CONTROL

- Valmar 245 has manually controlled left/right section control
- Valmar 246 has manually controlled 4 section control

SELF-LEVELING BOOM

- The Valmar 245 & 246 feature self-leveling booms to follow ground contours for the most accurate application

GROUND DRIVEN METERING

- The ground driven metering option comes with a 60 speed gear box that is adjustable in 5% increments

AT SALFORD WE ARE ALWAYS WORKING TO IMPROVE. SPECIFICATIONS MAY CHANGE WITHOUT NOTICE.

As a first step, Salford Group has taken the necessary precautions to protect our employees and customers from COVID-19. Our manufacturing team is working hard to keep equipment delivery on schedule, and our service, parts, engineering, and sales departments are operating at full capacity. In order to maintain social distancing, we will only call on you in person when it is safe to do so. We continue to serve you in other ways at this time - including phone calls and/or video calls. We are grateful for your business, and thank you and your health and prosperity as you ensure our food supply is safe & secure.

Attachment: Air Flow Seeder INFO (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County Board)

VALMAR 246 PNEUMATIC GRANULAR APPLICATOR

Built Tough for Commercial and On-Farm Application

REQUEST A QUOTE

Are you interested in a quote or demonstration of the Valmar 246? Please fill out the form below and one of our Territory Managers will be in touch shortly.

After more than a decade of use on farms and in rental fleet operations, Salford's Valmar 245 has been upgraded to become its next generation – the Salford Valmar 246.

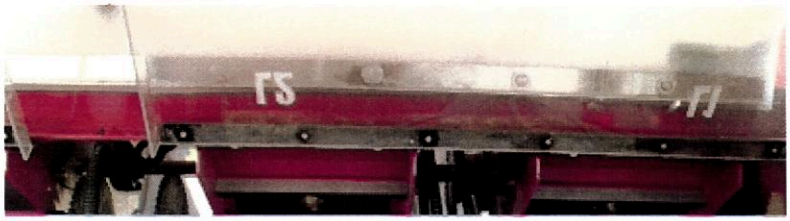
Salford's Valmar 246 features much of the same proven technology of its predecessor, including its Valmar Venturi metering system – renowned for simple calibration, accurate application, and being easy to clean out.

UNIQUE FEATURES

- Top speed 20 mph
- 245 - 50 foot boom / 246 - 60 foot boom
- Gas drive allows for use with pickup trucks
- Highly accurate Valmar Venturi metering
- Simple to calibrate and clean out for use with multiple products
- Self-leveling booms
- 60 speed ground drive with adjustment in 5% increments
- 246 - poly tank holds 60 cubic feet
- 4 Section control that can be controlled manually or with ISOBUS compatible terminals.

A BETTER APPLICATOR THROUGH BETTER DESIGN

Whether you're seeding or applying herbicide, a Salford - Valmar 246 Pull-Typ Granular Applicator is designed to deliver unparalleled accuracy under a wic variety of ground conditions. Its rugged construction is sturdy enough to withstand the rigors of commercial use, making it the right choice for a rent fleet, custom applicator, or a farm operation. Moreover, the 246 incorporates number of innovative features designed to make material application easier, safer and more precise than ever before.



Attachment: Air Flow Seeder INFO (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County Board)

First name*

Last name

Phone number*

Email*

State/Provice*

Please Select

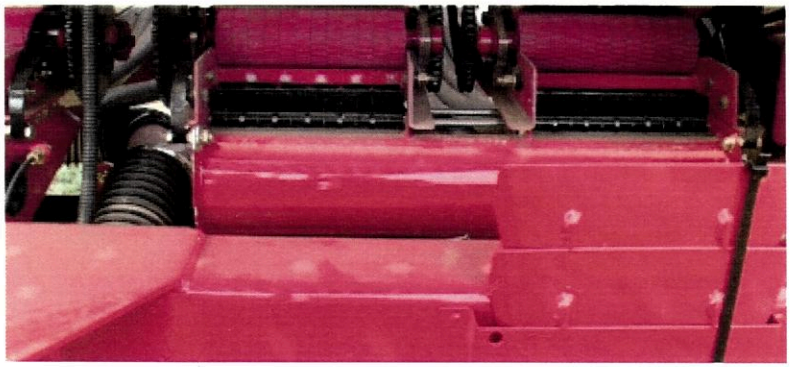
Postal code*

How can we help you?*

Please Select

Message to Salford

Submit



EXCEPTIONALLY ACCURATE METERING SYSTEM

The 246 applicator achieves its accuracy, thanks to a ground-driven meterinc system that ensures the precise application rate regardless of ground speed. with most Valmar units, the 246 uses our 60-speed gearbox that allows the application rates in increments of five percent. Drive ratio changes are made the gearbox, eliminating the need to move chains and realign sprockets. For cropping conditions that require a rate change on the go, an optional Altern Rate Kit can be added to allow an instantaneous rate change on the go.

Model	Section Control	Metering Drive Options
245	*Half Shut-Off on Either Side*	*Ground Driven*
246	*4 Section Shut-Off*	*Ground Driven OR Hydraulically Driven**

**ECU and harness to tractor included - no display.*

Roller options for both models include either 28 groove plastic fluted meter rollers or 12 groove (available for more coarse materials or higher rates).

GREATER, MORE UNIFORM COVERAGE

The 246's wide 60-ft. boom and large 60-cu.-ft. hopper enables operators to cover more acres between fills. Equally important, the self-leveling boom ensures a uniform spread pattern, regardless of field conditions. For safety, th boom also features breakaway tips to help minimize damage that may occu from striking an obstacle in the field.

SIMPLE CALIBRATION

Attachment: Air Flow Seeder INFO (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County Board)

5.a.ac

Calibrating an applicator is necessary to ensure proper flow rates, especially when determining the setting for new products, seeds or seed mixtures. The 246 applicator makes this process easier by allowing the venturi and manifol system to be dropped so that a funnel tray can be inserted for easy collectio product. Operators can use the crank handle (provided) to simulate ground travel and establish precise calibration for any product. The funnel also make emptying the hopper an easy and safe procedure.

EASIER MAINTENANCE AND CLEANING

The 246 applicators feature a number of innovations that make maintenance and cleaning easier. One important feature is the convenient hopper-bottom slide gates which allow the rollers to be removed for cleaning or inspection. Access to the rollers and venturi system is also easier due to moveable plexi-glass shields which protect the metering system.

SECTION CONTROL

The 246 has a four section shut off, half shut off on either side that allows use to effectively control the spreader for a more accurate and environmentally friendly application when we are becoming more aware of the need to cont where our inputs are applied. Having this control allows users to turn off different sections in areas where fertilizer already has been applied, thus reducing waste.

Attachment: Air Flow Seeder INFO (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County Board)

BOOMS

The boom width of the 246 is now 60-feet, compared to the 50-foot booms o its predecessor. This added boom width enables even faster applications, pai with a top speed of 20 mph, while maintaining accuracy and low rate capabilities. The added boom width also comes with an upgraded suspensic which maintains its self-leveling abilities and allows it to follow the ground's contours.

HOPPER

Like Salford's Valmar 56 Series, Salford's Valmar 246 features the new, high-density polyethylene hopper. The new hopper features improved resistance the elements, and allows producers to visually monitor the hopper's product level from the cab.

Salford's Valmar 246 hopper has increased to 60 cubic feet, compared to the cubic feet of its predecessor. The 60 cubic foot hopper takes between two to three mini-bulks of product, depending on product density. With 50% more capacity, the producer will reduce stops for fill ups.

FAN

As with the 245, the fan on the 246 can be either gas or hydraulically driven. optional hydraulically driven fan requires 11 GPM, and includes hydraulic line to the hitch. The optional gas engine eliminates the need for a hydraulic syst and allows it to be towed by many different machines, including a pickup tru

Salford's Valmar applicators are ideally suited for battling herbicide resistant weeds like wild oats. Salford's Valmar equipment are the applicators of choic for products like Edge®, Fortress® or Avadex®.

**Edge®, Fortress® and Avadex® are products of Gowan Company.*

FEATURES

Hopper:

Fan:

Attachment: Air Flow Seeder INFO (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County Board)

- 60 cubic feet
- Plastic tank with SS meter
- Weather tight lid
- Product level sight gauge
- Hopper bottom shut-off gates

Booms:

- 60-foot spread, breakaway tips
- Self-leveling
- Manual fold
- 1 ½-inch OD tubes, 12 outlets per side

Metering:

- Ground driven
- 4 Sections Shut-off: Half shut-off on either side
- 28-groove plastic fluted metering roller – 12-groove available for more coarse material or higher rates
- In-cab electric clutch control and air manifold monitor
- 60-speed gearbox with 5% between settings
- Air manifold and venturi system drop for easy cleaning
- Hydraulic drive: 10.5 GPM – hydraulic lines to hitch included
- 18-inch impeller with 4-inch outlet
- Operates at 3200-4000 RPM

Chassis:

- 7,000-pound rubber torsion axle
- 6 bolt hubs
- 12.5 L – 15 in. tires

Options:

- 12-groove roller assemblies for coarse material
- Agitator kit

Dimensions/Shipping Information:

- Height: 6 ft. 8 in.
- Width: 7 ft. 8 in.
- Length: 18 ft.
- Weight: 2250 lb.

Note: Many features common t the 55 Series Implement-Mount

VALMAR SERIES CATALOG

Attachment: Air Flow Seeder INFO (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County Board)

PHOTOS

VALMAR PULL-TYPE AIR BOOMS

9620 AIR BOOM
8700 AIR BOOM
8600 AIR BOOM
5500 AIR BOOM
246 PNEUMATIC BOOM
245 PNEUMATIC BOOM

VALMAR CHASSIS MOUNTED AIR

GRANULAR APPLICATORS

ST-SERIES

FERTI-GO 4S
ST-10 PATHFINDER CART
ST-6 PATHFINDER CART
ST-12 FRAME MOUNT
ST-10 FRAME MOUNT
ST-6 FRAME MOUNT
ST-4 FRAME MOUNT

56 SERIES

6056 PULL-

BBI SPINNER SPREADERS

HYDRAULIC DRIVE

MAGNASPREAD
MAGNASPREAD 2
MAGNASPREAD 3
JOHN DEERE® CHASSIS MOUNTED SPINNER SPREADER
CHASSIS MOUNTED SPINNER SPREADER
JAVELIN SPINNER

LITTER / LIME SPREADERS

ENDURANCE HYDRAULIC DRIVE PULL-TYPE ENDURANCE TRUCK MOUNT

HALO

HALO HSD
HALO AERWAY

INDEPENDENT SERIES

I-1100
I-1200
I-2100
I-2200
I-4100
I-4200

VERTICAL TILLAGE

THE INDEPENDENT SERIES
AERWAY® AG

CONVENTIONAL TILLAGE

5200 ENFORCER

CULTIVATORS

450 S-TINE
550 S-TINE
700 S-TINE

MOLDBOARD PLOWS

6200 MOLDBOARD

AERWAY® A

AERWAY® C
DOUBLE RO
AERWAY® C
FLEX SINGL
ROW

AERWAY® I & PASTURE

AERWAY® CLASSIC
AERWAY® A

AERWAY® HARROWS ATTACHMENTS

AERWAY®
AWATS
SEEDER

Attachment: Air Flow Seeder INFO (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County Board)

BOOMS

JOHN DEERE®
CHASSIS
MOUNTED AIR
BOOM

CASE IH®
CHASSIS
MOUNTED AIR
BOOM

TYPE
4056 PULL-
TYPE
6056 FRAME
MOUNT
4056 FRAME
MOUNT

SMALL GRANULAR APPLICATORS

1255 INTER-
ROW BANDING
OR
BROADCAST
APPLICATOR
456
PERSERVATIVE
APPLICATOR

SPREADER
OPTION
SNIPER
LIBERTY HDR
(Hydraulic
Drive)
GRASSHOPPER
HDR
(Hydraulic
Drive)

MECHANICAL DRIVE

TROOPER
LIBERTY
GRASSHOPPER
CRICKET AG &
TURF
CRICKET
VINEYARD

HARROWS FOR
I-SERIES

PLOW
8200 TANDEM
FLEX-TRAIL
PLOW

AERWAY
HARROWS

ORCHARDS

VINEYARDS

AERWAY®
AWV3 SERI

SALFORD

Salford Group is a global leader in the engineering and manufacturing of tillage and application equipment, with facilities in Iowa, Georgia, Ontario, Manitoba, and Russia. The company dedicates its ongoing innovation efforts to precision, durability, versatility in the field, and improving the economics of farming for producers worldwide.

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Attachment: Air Flow Seeder INFO (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County Board)

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Attachment: Air Flow Seeder INFO (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County Board)

PROJECT FEASIBILITY ANALYSIS

Project Name: Fairgrounds Equipment

Project Manager: Ryan Tackes

Project Budget Estimate:

Source	Amount	Grant Info
2022 Capital Project Fund	$81,169	N/A
TOTAL	**$81,169**	

Project Score: Value and Efficiency (310/400) Modernization and Service (180/400)

Project Purpose Summary (from department):

As part of the 2022 budget for the fairgrounds, a full time maintenance position was created and approved. To create the position, the out sourcing for snow removal was eliminated from the budget to help offset the financial burden. In order to efficiently be able to handle the snow removal in house, an adequate piece of equipment needs to be purchased. After some extensive research and consulting with staff, a compact wheel loader will have the most universal uses.

Proposal Considerations, Risks, and Identified Issues:

In order to properly maintain the fairground in winter months, and respond to snow events, this proposal has merit. There are some increased revenues to be obtained by providing snow removal in-house for the Curling Club, at approximately $2,500 per year. The useful life for this equipment is approximately 20 years with good maintenance.

Staff Recommendation:

Staff does not recommend funding the Fairgrounds equipment through the project fund, at this time. If future funding becomes available, this project should be given additional consideration.

Attachment: Fairgrounds equipment Project Analysis (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County

Project Reserve Information Sheet	
Project Name:	Fairgrounds Equipment
Requested By:	Ryan Tackes
Project Owner:	Facilities Management
Start Date:	5/1/2022

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:	$81,169.00	

Offsetting Revenue or Savings (If Applicable):

Source	Amount
TOTAL	

Provide a narrative of project costs:

As part of the 2022 budget for the fairgrounds, a full time maintenance position was created and approved. To create the position, the out sourcing for snow removal was eliminated from the budget to help offset the financial burden. In order to efficiently be able to handle the snow removal in house, an adequate piece of equipment needs to purchased. After some extensive research and consulting with staff, a compact wheel loader will have the most universal uses.

Attachment: 2022 FG'S Equipment (RES.21-70 : Recommendation of Executive Committee Project Submittals to the 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 order to provide a clean safe parking lot for patrons, this piece of equipment is vital to be able to accomplish the needs.

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

Purchasing the proper tool will positively impact the services provided. Having the right equipment will allow staff to efficiently remove the snow and ice in a timely manner.

Project Recommendation - Define the Suggested Course of Action

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

Additional/Proper equipment leads to efficiency and reduces the need for more staff. It also decreases the response time by not relying on an outside contractor. The staff on site will be able to monitor and respond quicker to snow events.

Describe how the project addresses department objectives or countywide strategy:

This will allow our staff to be in control of the job being performed, which will lead to a better service being performed. We strive to provide the best, most cost effective service possible.

Attachment: 2022 FG'S Equipment (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County Board)

Describe the project's impact on quality of life:
This purchase will assist in providing a nice clean environment for the citizens of Ozaukee County to be able to enjoy.
Describe the project's impact on health and safety:
Proper Snow and Ice Control will minimize the chances of an injury sustained from a slippery/snowy surface not being properly cared for.
Describe how the project impacts department operations using business objectives:
As part of the contract with the Milwaukee Curling club, they are required to pay for their own snow removal. By adding this piece of equipment, the county will receive payment for the service provided to the Curling Club, rather than an outside contractor. This will in turn help pay for the equipment being purchased. The curling club averages approximately $3000 annually in snow removal costs.

Attachment: 2022 FG'S Equipment (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County Board)

BUSINESS OBJECTIVE EXAMPLES – Description will define performance measures

Business Goal/Objective	Description
Increase Revenue	Describe impact on revenue and timelines
Control Costs	Describe impact on costs and timelines
Customer Deliverables	How does the project meet customer expectations
Partnerships	Describe how the project leverages internal and external partnerships
Customer Service	How does the impact improve customer service internally and externally
Investment in Innovation	What is innovative about the approach
Reduce Errors	How will the project reduce errors in work
Improve Safety	How will the project improve safety
Impact on Energy Usage	What is the impact of energy usage
Streamline Business Process	Define efficiencies in process
Ensure Compliance	How does the project ensure legal/policy compliance
Improve Reporting or Transparency	How will the project impact the dissemination of information
Improve Community Outreach	Define impacts on community partnerships
Improve Staff Skills	How will the project improve the analytical or technical skills of staff
Build Performance Measures	How will the project allow for improved reporting of performance
Improve Productivity and Performance	How will the project impact staff output and goal attainment
Development of Leaders	How will the project assist with stability and succession

Attachment: 2022 FG'S Equipment (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County Board)

Product Quotation

Quotation Number: 35762D036301
Date: 2021-12-15 10:58:46

Ship to	Bobcat Dealer	Bill To
Ozaukee County Justice Center Attn: Ryan Tackes 1201 S Spring Street Port Washington, WI 53074 Phone: (262) 284-8399 Email: rtackes@co.ozaukee.wi.us	Bobcat Plus, Inc,Butler,WI 12411 WEST SILVER SPRING DRIVE BUTLER WI 53007-1002 Phone: (262) 781-1199 Fax: (262) 781-0735 ---------- Contact: John Janicek Phone: 262-781-1199 Cellular: 262-307-6993 E Mail: jjanicek@bobcatplus.com	Ozaukee County Justice Center Attn: Ryan Tackes 1201 S Spring Street Port Washington, WI 53074 Phone: (262) 284-8399

Description	Part No	Qty	Price Ea.	Total
Snow Pusher Pro, 8 ft (96 in.) Includes angle blade and removable pusher box	7385513	1	$9,892.00	$9,892.00
Description	**Part No**	**Qty**	**Price Ea.**	**Total**
Avant 755i with DLX Cab and AC on Roof (57 hp Kohler Turbo Diesel 1903 TCR)		1	$71,680.00	$71,680.00
--- 320/15-15 HD Turf Tires			$0.00	
--- Anti-Slip Valve			$0.00	
--- Attachment Control Switch Pack with Opticontrol			$0.00	
--- Hydraulic Attachment Coupling Plate			$0.00	
--- Rear Side Weight Kit (397 lb)			$0.00	
--- Engine Block Heater			$0.00	
--- Wheel Hub Tiedown Brackets			$0.00	
Avant XL Light Material Bucket (71" Width, 24.74 cu-ft struck, 31.8 cu-ft heaped)	A36343	1	$1,612.00	$1,612.00
Avant Adapter to Full Size Skid Steer Plate	A435531	1	$990.00	$990.00
Avant XHD Pallet Forks	A36589	1	$1,021.00	$1,021.00
--- Bolt on Back Frame	A36346		$0.00	
Avant Hydraulic Adapter		1	$342.00	$342.00

Total of Items Quoted		**$85,537.00**
Other Charges:	Dealer Assembly	**$400.00**
Other Charges:	Freight Charges	**$300.00**
Quote Total - US dollars		**$86,237.00**

Notes:

All prices subject to change without prior notice or obligation. This price quote supersedes all preceding price quotes.

Customer Acceptance: Purchase Order: _____

Authorized Signature:

Print:_____ **Sign:**_____ **Date:** _____

Attachment: 2022 FG'S Equipment (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County Board)

Product Quotation

Quotation Number: 35762D036299
Date: 2021-12-14 12:19:36

Ship to	Bobcat Dealer	Bill To
Ozaukee County Justice Center Attn: Ryan Tackes 1201 S Spring Street Port Washington, WI 53074 Phone: (262) 284-8399 Email: rtackes@co.ozaukee.wi.us	Bobcat Plus, Inc,Butler,WI 12411 WEST SILVER SPRING DRIVE BUTLER WI 53007-1002 Phone: (262) 781-1199 Fax: (262) 781-0735 ---------- Contact: John Janicek Phone: 262-781-1199 Cellular: 262-307-6993 E Mail: jjanicek@bobcatplus.com	Ozaukee County Justice Center Attn: Ryan Tackes 1201 S Spring Street Port Washington, WI 53074 Phone: (262) 284-8399

Description	Part No	Qty	Price Ea.	Total
Bobcat L65 Compact Wheel Loader 2" Retractable Seat Belt 55 HP 2.4L Turbocharged Bobcat engine with integrated Diesel Oxidation Catalyst (DOC) Advanced Attachment Mode (Remote Hand Throttle) Articulation Lock Bar Automatic Park Brake with Slope Assist Auxiliary Hydraulics with pressure release couplers Back-up Alarm Battery Disconnect Switch Bobcat Standard 5"" Display Bucket Level Indicator Cup Holders Differential Lock Dual Quick Charge USB / 12 V power outlet Engine and Hydraulics Systems De-rate Front Horn Glow Plugs Inching Pedal Instrumentation: Hourmeter, RPM, System Voltage; Engine Temperature and Fuel Gauges; Warning Lights	M0701	1	$73,506.00	$73,506.00
Interior Storage Compartments Keyless Ignition Lift Arm Support Machine IQ Ready (device is an accessory) Mudguards Operator Canopy: Roll Over Protective Structure (ROPS) meets ISO 3471; Falling Object Protective Structure (FOPS) meets ISO 3449 Level II Power Bob-Tach Retrieval Pin Road Lights - Halogen (Front) Side Rear View Mirrors Spark Arrester Muffler Standard 365/70 R18 Tires Standard Flow Auxiliary Hydraulics with pressure release coupler Tie Down Points Tilt and Telescoping Steering Column Two Speed Travel Vinyl Suspension Seat Work lights - LED (2 front & 2 rear) Z-Bar Mechanical Self Leveling				
HVAC Cab Comfort Package Enclosed Cab with HVAC Front and rear wiper / washer Dome light Rear defrost	M0701-P01-C02	1	$8,651.00	$8,651.00
Automatic Ride Control Attachment Control Device (7 pin connector) Radio Ready Cloth suspension Seat				
L65 Light Material Bucket	7352444	1	$3,073.00	$3,073.00
CWL Pallet Fork Frame	7353072	1	$1,067.00	$1,067.00
Snow Pusher Pro, 8 ft (96 in.) Includes angle blade and removable pusher box	7385513	1	$8,859.00	$8,859.00

Total of Items Quoted		**$95,156.00**
Dealer P.D.I.		**$400.00**
Freight Charges		**$877.00**
Dealer Assembly Charges		**$0.00**
Other Charges:	Material and Logistics	**$5,670.00**
Discount	Bobcat Municipal Discount	**($20,934.00)**

Attachment: 2022 FG'S Equipment (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County Board)

Quote Total - US dollars **$81,169.00**

Notes:

All prices subject to change without prior notice or obligation. This price quote supersedes all preceding price quotes.

Customer Acceptance: Purchase Order: _____

Authorized Signature:

Print:_____ **Sign:**_____ **Date:** _____

Attachment: 2022 FG'S Equipment (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County Board)

-- Standard Features --

-- Custom Options --

Kubota

R Series

R540R43

* * * EQUIPMENT IN STANDARD MACHINE * * *

ENGINE

V2607 Tier 4 Final Kubota Diesel Engine
4 Cylinders, 4 Cycle
47.9 Net HP @ 2400 rpm
Features:
5 Second Quick Preheat System
Automatic Regeneration
Dual Element Air Cleaner
Fuel / Water Separator
Refueling Assistant
Self-Bleed Fuel System

BASIC UNITS

R540R3 with:
ROPS/FOPS A/C Cab
100% On-Demand Differential Lock
Rear Counter Weight
Without:
Quick Coupler
Buckets
Options

OPERATIONAL DIMENSIONS w/ SSL Coupler

Bucket Capacity (SAE J742) 0.85 cu yd.
Tipping Load Straight w/ Bucket (SAE Rating) 6,437 lbs.
Tipping Load Straight w/ Pallet Forks (SAE Rating) 4,960 lbs.
Hinge Pin Height 10' 7"
Dump Height at Fully Raised Position 8' 0"
Maximum Dump Angle 45°
Reach Fully Raised at Maximum Dump Angle 2' 7"
Loader Bucket Breakout Force 8,183 lbs.
Steering Angle (each way) 40°
Frame Oscillation Angle (Total) 8°
Standard Tire Size (Bridgestone) 365/70 R18 8 ply
Traction Force 6,541 lbs
Auxiliary Hydraulic Flow 14.2 gpm @ 2,700 psi

FEATURES

±40° Articulated Steering, 8° Frame Oscillation
2 Head Lights, Front and Rear Signal Lights
Articulation Transport Lock
Auxiliary Hydraulics @ 14.2 gpm. Single Lever
Digital Control Panel w/ Diagnostics
FOPS (Falling Object Protective Structure, Level 1, ISO 3449)
Grease Gun Holder
Hybrid Link Loader System, Loader Arm Support
Hydraulic Quick Coupler In-Cab Control
Hydrostatic Transmission w/ Two Speeds
Inching and brake pedal, Left Side
Maintenance Free Battery
Multifunction Operating Lever w/ Lockouts,
Float, Mechanical Linkage, Direction and speed control
On Demand, 100% Differential Lock
Parking Brake, Spring Applied, Hydraulic Release
Power Steering, Tilt Steering Wheel w/ Steering Knob
Radio Ready
Retractable Seat Belt
ROPS (Roll-over Protective Structure, ISO 3471)
Service Brakes, Wet Type Disk Brakes, Enclosed
Side Mirrors, 12V Power Outlet
SSL Type or Euro Type Quick Couplers
Suspension Seat w/ Headrest
Cup Holder
Towing Pin

R540R43 Base Price:	$75,312.00
(1) 72" GENERAL PURPOSE BUCKET FOR SSL COUPLER K7172-72" GENERAL PURPOSE BUCKET FOR SSL COUPLER	$2,624.00
(1) HYDRAULIC QUICK COUPLER/ R540 & R640 K7164-HYDRAULIC QUICK COUPLER/ R540 & R640	$3,388.00
(1) 48" PALLET FORK SSL QC K7177-48" PALLET FORK SSL QC	$1,942.00
Suggested List Price w/ Options:	$83,266.00
Available Manufacturer Rebates:	
Cash Customer Instant Rebate Up To:	($2,500.00)

***Taxes, shipping & handling, surcharges, assembly charges, destination, freight and/or delivery charges are not included.**

This MSRP configuration program is for informational purposes only. In all instances, the user of this program must consult with an authorized Kubota Dealer for complete purchase, warranty and safety information. Special pricing and promotions may be available on certain models. See your Kubota Dealer for details and individuals Dealer product pricing. All prices are shown in U.S. Dollars. Quotes are for products sold in the United States only.

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Attachment: 2022 FG'S Equipment (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County Board)

Attachment: 2022 FG'S Equipment (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County Board)

Compact Wheel Loaders / L65 Compact Wheel Loader

L65 Loader Specifications & Options

See the L65 compact wheel loader specs and compare with other models.

▩ Standard ✓ Optional N/A Not Applicable

Units US

	L65 T4 V2
Emissions Tier (EPA)	Tier 4
Engine Cooling	Liquid
Engine Fuel	Diesel
Horsepower	55 hp
Turbocharged Engine	✓

Performance

Rated Operating Capacity with Bucket (Straight)	3,133 lb
Rated Operating Capacity with Bucket (Articulated)	2,618 lb
Rated Operating Capacity with Forks (Straight)	3,759 lb
Rated Operating Capacity with Forks (Articulated)	3,172 lb
Tipping Capacity with Bucket (Straight)	6,266 lb
Tipping Capacity with Bucket (Articulated)	5,236 lb
Operating Weight	9944 lb

Capacities

Fuel Tank	20.8 gal

Hydraulic System

Auxiliary Std Flow	19.8 gal/min

Drive System

Drive Type	Hydrostatic with 2-speed gearbox and Speed Management

Dimension

Length with Standard Bucket	218 in
Width (over tires)	69.7 in
Width (with bucket)	74.8 in
Inside Turning Radius w Bucket	2000 mm
Turning Radius Outside	169.2 in
Outside Turning Radius w Forks	4591 mm
Wheelbase	82.7 in
Articulation Angle	40°
Oscillation Angle	8°
Dump Angle @ Maximum Height	45°
Ground Clearance	11.3 in
Height to Bucket Hinge Pin	10.58 ft
Rollback Angle	55°
Tire Size	365/70 R18
Wheel Tread	55.5 in

Attachment: 2022 FG'S Equipment (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County Board)

Features

Operator Canopy	✓
Enclosed Operator Cab w HVAC	■
Mechanical Susp Seat	■
Air Ride Susp Seat	N/A
Joystick Control	■
Keyed Ignition	✓
Keyless Ignition	■
Speedometer	■
Hour Meter	■
Tilt and Telescoping Steering Wheel	■
Travel Foot Pedal	■
Cup Holders	■
Front and Rear Work Lights	■
Road Lights	■
Rotating Flashing Beacon	✓
Four Way Flasher	■
Turn Signals	■
Advanced Attachment Control	■
Auxiliary Hydraulics	■
Engine Derate	■
Glow Plug Engine Preheat	■
High Flow	N/A
Hydrostatic Transmission	■
Tilt Lock Out	■
Two Speed Travel	■
Z Bar Linkage	■
Backup Alarm	■
Horn	■
Lift Arm Lockout with Manual Bypass	■

Attachment: 2022 FG'S Equipment (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County Board)

PROJECT FEASIBILITY ANALYSIS

Project Name: Property Appraisal Services

Project Manager: Jason Dzwinel

Project Budget Estimate:

Source	Amount	Grant Info
2022 Capital Project Fund	$30,000	N/A
TOTAL	**$30,000**	

Project Score: Value and Efficiency (320/400) Modernization and Service (270/400)

Project Purpose Summary (from department):

Ozaukee County is seeking to engage a qualified and professional valuation/consulting firm to provide detailed property appraisals for aid in insurance reporting requirements and risk management goals for County-owned properties. The County has not completed a comprehensive review of our assets in more than a decade. The purpose is to provide Ozaukee County with supportable insurable values for owned buildings/structures, contents and site improvements.

Proposal Considerations, Risks, and Identified Issues:

Due to the decade or more since the last property appraisal, the County likely requires an update to our County owned property appraisals, to ensure insurance premiums are accurate and supported. This appraisal would allow the County to re-bid its property insurance in 2022.

Staff Recommendation:

Staff does not recommend funding through the project fund at this time, but should ARPA funds be made available as the Executive Committee and County Board outline their strategy, this project should be considered at that time.

Attachment: Property appraisal services analysis (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County

Project Reserve Information Sheet	
Project Name:	Property Appraisal Services
Requested By:	Jason Dzwinel
Project Owner:	Jason Dzwinel
Start Date:	Q2 2022

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	$30,000	N/A
		N/A
		N/A
		N/A
		N/A
		N/A
		N/A
TOTAL PROJECT COST:		

Offsetting Revenue or Savings (If Applicable):

Source	Amount
TOTAL	

Provide a narrative of project costs:

Ozaukee County is seeking to engage a qualified and professional valuation/consulting firm to provide detailed property appraisals for aid in insurance reporting requirements and risk management goals for County-owned properties.

Attachment: Capital Project Request Form_FINAL_2022_Property Insurance Reveiw (RES.21-70 : Recommendation of Executive Committee

Project Narrative - Define the Current State

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

The county has not completed a comprehensive review of our assets in more than a decade. The purpose is to provide Ozaukee County with supportable insurable values for owned buildings/structures, contents, and site improvements.

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

When property values are carried over from year to year (usually with trend/inflation factors applied), the value often becomes overstated. New construction will sometimes be insured at full construction cost without taking insurance exclusions (land costs, underground utilities, portions of foundation, etc.) into consideration - which may substantially lower the insurable value of the subject property. These two situations can cause overstatement of the insurable value of property which is directly related to the premium dollars spent by the County.

Project Recommendation - Define the Suggested Course of Action

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

The project will engage a consultant to review this county's assets and detail insurable value. This will reestablish the value of the assets for insurance purposes. The county has seen significant increases in the property value in recent renewals. These increases are due to actuarial assumptions not a physical review of the assets.

Describe how the project addresses department objectives or countywide strategy:

The benefit is to review the value of assets so that property insurance can be put out to bid in 2022.

Attachment: Capital Project Request Form_FINAL_2022_Property Insurance Reveiw (RES.21-70 : Recommendation of Executive Committee

Describe the project's impact on quality of life:
NA
Describe the project's impact on health and safety:
NA
Describe how the project impacts department operations using business objectives:
This project will make sure the quoted premium is based on the value of county assets and assist in replacing assets if a claim is made.

Attachment: Capital Project Request Form_FINAL_2022_Property Insurance Reveiw (RES.21-70 : Recommendation of Executive Committee

BUSINESS OBJECTIVE EXAMPLES – Description will define performance measures

Business Goal/Objective	Description
Increase Revenue	Describe impact on revenue and timelines
Control Costs	Describe impact on costs and timelines
Customer Deliverables	How does the project meet customer expectations
Partnerships	Describe how the project leverages internal and external partnerships
Customer Service	How does the impact improve customer service internally and externally
Investment in Innovation	What is innovative about the approach
Reduce Errors	How will the project reduce errors in work
Improve Safety	How will the project improve safety
Impact on Energy Usage	What is the impact of energy usage
Streamline Business Process	Define efficiencies in process
Ensure Compliance	How does the project ensure legal/policy compliance
Improve Reporting or Transparency	How will the project impact the dissemination of information
Improve Community Outreach	Define impacts on community partnerships
Improve Staff Skills	How will the project improve the analytical or technical skills of staff
Build Performance Measures	How will the project allow for improved reporting of performance
Improve Productivity and Performance	How will the project impact staff output and goal attainment
Development of Leaders	How will the project assist with stability and succession

Attachment: Capital Project Request Form_FINAL_2022_Property Insurance Reveiw (RES.21-70 : Recommendation of Executive Committee

PROJECT FEASIBILITY ANALYSIS

Project Name: SAN Replacement

Project Manager: Jason Dzwinel

Project Budget Estimate:

Source	Amount	Grant Info
2022 Capital Project Fund	$700,000	N/A
TOTAL	**$700,000**	

Project Score: Value and Efficiency (300/400) Modernization and Service (290/400)

Project Purpose Summary (from department):

The county's surface area shortage network is in need of a refresh. The switch infrastructure supporting the network replaced in 2021 was the first phase of this project and development of a hyper-converged network which will replace the stand-alone SAN and virtual network infrastructure. The project will increase the IT Department's ability to leverage the benefits of virtualization. One of the primary benefits of this approach is that it will allow staff to more efficiently manage the hardware, but it will significantly reduce the footprint of the physical infrastructure.

Proposal Considerations, Risks, and Identified Issues:

Maintaining security of the IT infrastructure is paramount as the County hosts the network for all our County users and police departments countywide. Reducing the physical infrastructure will provide energy savings as well, supporting the sustainability goals.

Staff Recommendation:

Staff does not recommend funding through the project fund at this time, but should ARPA funds be made available as the Executive Committee and County Board outline their strategy, this project should be considered at that time.

Attachment: SAN replacement analysis (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County Board)

Project Reserve Information Sheet	
Project Name:	SAN Replacement
Requested By:	Jason Dzwinel
Project Owner:	Jason Dzwinel
Start Date:	Q2 2022

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	$700,000	N/A
		N/A
		N/A
		N/A
		N/A
		N/A
		N/A
TOTAL PROJECT COST:		

Offsetting Revenue or Savings (If Applicable):

Source	Amount
TOTAL	

Provide a narrative of project costs:

The county's surface area storage network is in need of a refresh. The switch infrastructure supporting the network replaced in 2021 was the first phase of this project and the development of a hyper-converged network which will replace the stand alone SAN and virtual network infrastructure.

Attachment: Capital Project Request Form_FINAL_2022_HCI Network (RES.21-70 : Recommendation of Executive Committee Project

Project Narrative - Define the Current State

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

The current hardware is more than five years old. Moreover this solution will enhance the back-up and recovery ability for the county network if compromised by a cybersecurity incident. The network supports every county user and every police department in the county.

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

The project will increase the IT Department's ability to leverage the benefits of virtuailzation. One of the primary benefits of this approach is that it will allow staff to more efficiently manage the hardware, but it will significantly reduce the footprint of the physical infrastructure. This will reduce the amount of hardware running at the Administration Center, Justice Center and Highway Department reducing energy costs.

Project Recommendation - Define the Suggested Course of Action

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

This approach combines two separate pieces of network infrastructure, reducing the need to support this hardware. It enhances virtualization and the county's cybersecurity approach.

Describe how the project addresses department objectives or countywide strategy:

Efficiency and security are core values of the IT Department.

Attachment: Capital Project Request Form_FINAL_2022_HCI Network (RES.21-70 : Recommendation of Executive Committee Project

Describe the project's impact on quality of life:
The county network supports every county employee and public safety user countywide.
Describe the project's impact on health and safety:
See above
Describe how the project impacts department operations using business objectives:
See above.

Attachment: Capital Project Request Form_FINAL_2022_HCI Network (RES.21-70 : Recommendation of Executive Committee Project

BUSINESS OBJECTIVE EXAMPLES – Description will define performance measures

Business Goal/Objective	Description
Increase Revenue	Describe impact on revenue and timelines
Control Costs	Describe impact on costs and timelines
Customer Deliverables	How does the project meet customer expectations
Partnerships	Describe how the project leverages internal and external partnerships
Customer Service	How does the impact improve customer service internally and externally
Investment in Innovation	What is innovative about the approach
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Improve Safety	How will the project improve safety
Impact on Energy Usage	What is the impact of energy usage
Streamline Business Process	Define efficiencies in process
Ensure Compliance	How does the project ensure legal/policy compliance
Improve Reporting or Transparency	How will the project impact the dissemination of information
Improve Community Outreach	Define impacts on community partnerships
Improve Staff Skills	How will the project improve the analytical or technical skills of staff
Build Performance Measures	How will the project allow for improved reporting of performance
Improve Productivity and Performance	How will the project impact staff output and goal attainment
Development of Leaders	How will the project assist with stability and succession

Attachment: Capital Project Request Form_FINAL_2022_HCI Network (RES.21-70 : Recommendation of Executive Committee Project

PROJECT FEASIBILITY ANALYSIS

Project Name: Repaving Portions of the Ozaukee Interurban Trail

Project Manager: Andrew Struck

Project Budget Estimate:

Source	Amount	Grant Info
2022 Capital Project Fund	$250,000	N/A
2022 WisDot TAP	$999,212	Applied For
TOTAL	**$1,249,015**	[redacted]

Project Score: Value and Efficiency (320/400) Modernization and Service (260/400)

Project Purpose Summary (from department):

The OIT is 20 years old in 2022. The pavement has been maintained (crack sealing, reshoulder) & some small portions have been repaved, but many sections are showing significant signs of breaking down. 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 2021, a daily average of 942 people utilized the trail.

Proposal Considerations, Risks, and Identified Issues:

This project has been an on-going need for the last few years. Funding was secured and lost a couple of years ago. 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 relative high cost, and higher scoring proposals, it did not make the cut for funding at this time.

Staff Recommendation:

Staff does not recommend allocating funding to Repaving the Ozaukee Interurban Trail at this time, through the project fund. If grants are secured, additional funding should be considered, as the match to the project is 20%.

Attachment: OIT Paving Project Analysis (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County Board)

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:	2022

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
2022 CIP Fund	$250,000	N/A
2022 WisDot TAP	$999,212	Applied For
		N/A
		N/A
		N/A
		N/A
		N/A
TOTAL PROJECT COST:	$1,249,015	

Offsetting Revenue or Savings (If Applicable):

Source	Amount
HWY Completed Shouldering/Culvert	$17,670
TOTAL	$17,670

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 approximately $1,249,015. Project costs are estimated based on recent quotes from the Highway Department. All OIT major shouldering has been completed, which was partially covered by an awarded FEMA/WEM grant. Project costs include engineering and design and surveying (as applicable), construction oversight, construction activities, and restoration to be completed by local force account support (e.g., Highway Department). A pending WisDOT Transportation Aids Program (TAP) program grant will support project costs. If TAP funds are not awarded, this request would represent about a 20% project completion if phased.

Attachment: OIT Paving_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the 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 OIT is 20 years old in 2022. The pavement has been maintained (crack sealing, reshoulder) & 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 utilized the trail (514,162 counted trips from 1/1/20 to 12/31/20). In 2021, a daily average of 942 people utilized the trail (343,772 total counted trips from 1/1/21 to 12/31/21). The P&P Department has expended significantly more dollars on pavement 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 - 2021, representing a significant investment. The County has also recently (last 5 years) replaced several large culverts with grants (FEMA). WisDOT TAP funds are awarded under a competitive request for proposals and CIP funds will provide the required local match amount for this significant TAP 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 and priority goals, consistent with the Ozaukee County Strategic Plan (III. Enhance Quality of Life Assets, P. 12).

Attachment: OIT Paving_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County Board)

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 in many locations as a result of the pavement condition.
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 P&P Dept maintenance expenditures (e.g. patching the trail).

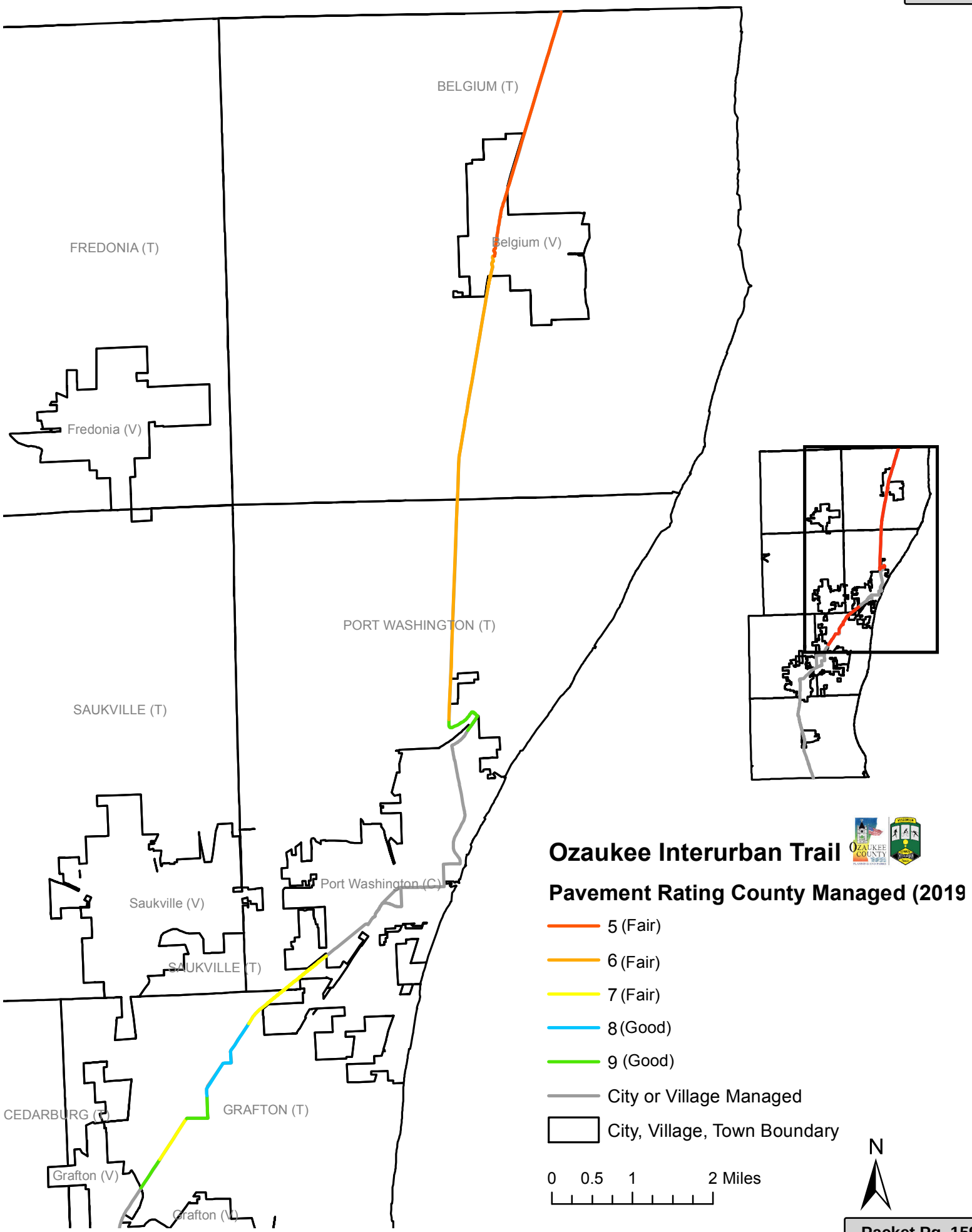
Attachment: OIT Paving_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County Board)

BUSINESS OBJECTIVE EXAMPLES – Description will define performance measures

Business Goal/Objective	Description
Increase Revenue	Describe impact on revenue and timelines
Control Costs	Describe impact on costs and timelines
Customer Deliverables	How does the project meet customer expectations
Partnerships	Describe how the project leverages internal and external partnerships
Customer Service	How does the impact improve customer service internally and externally
Investment in Innovation	What is innovative about the approach
Reduce Errors	How will the project reduce errors in work
Improve Safety	How will the project improve safety
Impact on Energy Usage	What is the impact of energy usage
Streamline Business Process	Define efficiencies in process
Ensure Compliance	How does the project ensure legal/policy compliance
Improve Reporting or Transparency	How will the project impact the dissemination of information
Improve Community Outreach	Define impacts on community partnerships
Improve Staff Skills	How will the project improve the analytical or technical skills of staff
Build Performance Measures	How will the project allow for improved reporting of performance
Improve Productivity and Performance	How will the project impact staff output and goal attainment
Development of Leaders	How will the project assist with stability and succession

Attachment: OIT Paving_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County Board)

Ozaukee County Interurban Trail - 2019 Pavement Ratings on County Managed Se



Attachment: OIT Paving_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County Board)

Map created by Ozaukee County Planning and Parks Departm

PROJECT FEASIBILITY ANALYSIS

Project Name: Waubedonia County Park – Playground Equipment

Project Manager: Andrew Struck

Project Budget Estimate:

Source	Amount	Grant Info
2022 Capital Project Fund	$65,000	N/A
TOTAL	**$65,000**	

Project Score: Value and Efficiency (300/400) Modernization and Service (270/400)

Project Purpose Summary (from department):

The current playground equipment and surrounds do not meet the new State law requirements for safety and accessibility (e.g. ADA). The current playground is heavily used by children and families during gatherings using the rented shelters and tennis courts. The replacement is needed to comply with new State regulations and to provide a safe environment for children to play. Per the POSP, several visioning sessions included updated/bigger playground facilities as a recommendation (p. 199).

Proposal Considerations, Risks, and Identified Issues:

While the current playground equipment is dated, the project scored lower on level of urgency, modernization and health and safety, in relation to other project submittals.

Staff Recommendation:

Staff does not recommend funding the Playground Equipment through the project fund.

Attachment: Waubedonia Playground Equipment Project Analysis (RES.21-70 : Recommendation of Executive Committee Project Submittals to

Project Reserve Information Sheet	
Project Name:	Waubedonia County Park - Playground Equipment
Requested By:	Andrew Struck
Project Owner:	Planning and Parks Department
Start Date:	2022

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
2022 CIP Fund	$65,000	N/A
		N/A
		N/A
		N/A
		N/A
		N/A
		N/A
TOTAL PROJECT COST:	$65,000	

Offsetting Revenue or Savings (If Applicable):

Source	Amount
TOTAL	

Provide a narrative of project costs:

Total project costs are approximately $65,000, based on recent costs for the playground installation at Virmond County Park.

Attachment: Waubedonia Playground Equipment_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the

Project Narrative - Define the Current State

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

The current playground equipment and surrounds do not meet the new State law requirements for safety and accessibility (e.g. ADA). The current playground is heavily used by children and families during gatherings using the rented shelters and tennis courts. The replacement is needed to comply with new State regulations and to provide a safe environment for children to play. Per the POSP, several visioning sessions included updated/bigger playground facilities as a recommendation (p. 199).

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

The current playground equipment and surrounds do not meet the new State law requirements for safety and accessibility (e.g. ADA). The current playground is heavily used by children and families during gatherings using the rented shelters and tennis courts. The replacement is needed to comply with new State regulations and to provide a safe environment for children to play.

Project Recommendation - Define the Suggested Course of Action

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

The project includes site preparation, purchase and installation of ADA compliant, nature-based playground equipment, mulch, and plastic or composite border timbers recessed into the ground at an appropriate height.

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. This project also addresses CIP project 115-21, beginning in 2013, and is consistent with the Ozaukee County Strategic Plan (III. Enhance Quality of Life Assets, P. 12).

Attachment: Waubedonia Playground Equipment_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the

Describe the project's impact on quality of life:
This project will improve the quality of the Park System.
Describe the project's impact on health and safety:
The current playground equipment and surrounds do not meet the new State law requirements for safety and accessibility (e.g. ADA). The current playground is heavily used by children and families during gatherings using the rented shelters and tennis courts. The replacement is needed to comply with new State regulations and to provide a safe environment for children to play.
Describe how the project impacts department operations using business objectives:
This project will help Department staff improve the quality of the Park System, and provide an additional park amenity that will help increase visitation and reservations (e.g., camping).

Attachment: Waubedonia Playground Equipment_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the

BUSINESS OBJECTIVE EXAMPLES – Description will define performance measures

Business Goal/Objective	Description
Increase Revenue	Describe impact on revenue and timelines
Control Costs	Describe impact on costs and timelines
Customer Deliverables	How does the project meet customer expectations
Partnerships	Describe how the project leverages internal and external partnerships
Customer Service	How does the impact improve customer service internally and externally
Investment in Innovation	What is innovative about the approach
Reduce Errors	How will the project reduce errors in work
Improve Safety	How will the project improve safety
Impact on Energy Usage	What is the impact of energy usage
Streamline Business Process	Define efficiencies in process
Ensure Compliance	How does the project ensure legal/policy compliance
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Build Performance Measures	How will the project allow for improved reporting of performance
Improve Productivity and Performance	How will the project impact staff output and goal attainment
Development of Leaders	How will the project assist with stability and succession

Attachment: Waubedonia Playground Equipment_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the

Waubedonia County Park

Legend

- Trails
- Structures
- Asphalt Pavement
- Gravel Pavement
- Camping
- Park Boundary
- Woods
- Bike Trail Connection
- Boat Launch
- Campsite
- Drinking Water
- Firewood
- Picnic
- Restroom

N

0 175 350 525 700 Feet

Map Produced By:
Ozaukee County Planning and Parks Department
3/2/2018

Attachment: Waubedonia Playground Equipment_COMBINED (RES.21-70 : Recommendation of Executive

PROJECT FEASIBILITY ANALYSIS

Project Name: Solar Electric PV System – Admin Center

Project Manager: DOA/Facilities Mgt

Project Budget Estimate:

Source	Amount	Grant Info
2022 Capital Project Fund	$95,600	N/A
EIG-PSC Grant	$250,000	Applied For
Focus On Energy	$14,400	Not Applied For
TOTAL	**$360,000**	

Project Score: Value and Efficiency (300/400) Modernization and Service (270/400)

Project Purpose Summary (from department):

A 114 KW solar pv system would produce 138,959 kWh annually, offsetting approximately 24% of the Admin Center's annual electric usage, and 2% of County's overall usage. This project would save $13,605 annually, and has a 7 year payback of project funds requested, and a 30 year cash flow of $645,000. 138,959 kWh produced annually would offset approximately 96 metric tons CO2 producing greenhouse gas emissions, approximately 1.25% of our annual GHG emissions. The Admin Center roof was redone in 2013.

Proposal Considerations, Risks, and Identified Issues:

This project has a relatively high up-front cost, but if grant funding is secured, the project would pay for itself in approximately seven years. Without grant funding, the payback is approximately 20 years. This project supports the County's Sustainability Plan.

Staff Recommendation:

Staff does not recommend funding the Solar Electric PV System through the project fund. If grant funding does become available, additional consideration should be given to funding the project.

Attachment: Admin Center Solar Project Analysis (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County

Project Reserve Information Sheet	
Project Name:	Solar Electric PV System - Admin Center
Requested By:	DOA/Facilities Mgt
Project Owner:	DOA/Facilities Mgt
Start Date:	Summer/Fall 2022

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
EIG-PSC Grant	$250,000	Applied For
Focus on Energy	$14,400	Not Applied For
Project Fund	$95,600	N/A
		N/A
		N/A
		N/A
		N/A
TOTAL PROJECT COST:	$360,000	

Offsetting Revenue or Savings (If Applicable):

Source	Amount
Electrical Cost Savings - Annually	$13,605 first year
TOTAL	

Provide a narrative of project costs:

The estimated cost to design-build a 114 KW solar (pv) system on the flat roof of the Administration Center is $360,000. $95,600 is requested from the County project fund; $250,000 has been applied for from the Public Service Commission's (PSC) - Energy Innovation Grant (EIG) program; and $14,400 will be obtained from Focus on Energy's (FOE) prescriptive 2022 renewable energy incentive program. The EIG grant and FOE incentive are both reimbursed, after the project has been invoiced. $264,400 in EIG grant and FOE incentive funding would pay for approximately 73% of the project costs, with approximately 27% coming from the County project fund. The County will accrue electrical cost savings of approximately $13,605 annually. After seven years, the County will have recovered the $95,600 investment through electrical cost savings. Over the 30 year life of the system, the County will accrue $645,000 in savings, an ROI of 79%, an annualized rate of return of 2%.

Attachment: Admin_Solar_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County Board)

Project Narrative - Define the Current State

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

A 114 KW solar pv system would produce 138,959 kWh annually, offsetting approximately 24% of the Admin Center's annual electric usage, and 2% of County's overall usage. This project would save $13,605 annually, and has a 7 year payback of project funds requested, and a 30 year cash flow of $645,000. 138,959 kWh produced annually would offset approximately 96 metric tons CO2 producing greenhouse gas emissions, approximately 1.25% of our annual GHG emissions. The Admin Center roof was redone in 2013.

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

The project would offset Administration Center electrical costs by 24%, saving approximately $13,605 annually. This cost savings could be used to increase capacity for the Facilities Management Dept, which is annually cash strapped for ongoing maintenance, repairs, and staffing.

Project Recommendation - Define the Suggested Course of Action

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

Facilities Mgt and DOA propose to implement an approximate 114 KW size solar PV system on the Administration Center's roof. DOA would administer the grant applications & compliance, and bid solicitation, while Facilities Mgt would manage the construction. The project would leverage $14,400 in prescriptive Focus on Energy funds (non-competitive, but based on fund availability). A Energy Innovation Grant was applied for in January, 2022. These funds have federal requirements, which DOA staff have managed previously, and may not be available again. $13,605 saved annually - $645,000 saved 30 years, based on 3.5% rate escalation.

Describe how the project addresses department objectives or countywide strategy:

"Encourage the use of alternative energy sources", is an objective of the County's Energy & Sustainability Plan, adopted by Resolution 15-49, by the County Board in February, 2016. Evaluating solar at County facilities is explicitly recommended. The Sustainability Plan was a result of the Energy Action Team formation, and subsequent Energy Action Commission tasked with developing a plan of action to implement prioritized energy-related projects and initiatives.

Attachment: Admin_Solar_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County Board)

Describe the project's impact on quality of life:
Ozaukee County was formerly designated a non-attainment area for National Ambient Air Quality Standards for ozone, carbon monoxide or particulate matter as recently as 2011 by the Environmental Protection Agency (EPA). Ozaukee County is currently designated a maintenance area by the EPA. A 130 KW solar pv system will directly offset our local demand for electricity from the WE Energies power plant located in Ozaukee County. Offsetting greenhouse gas emissions by 98 metric tons of carbon dioxide, equal to 21 vehicles driven annually, and 121 acres of forest sequestered carbon.
Describe the project's impact on health and safety:
Offsetting our own energy demands, and contributing renewable energy into the public grid is one small step towards reducing the negative environmental externalities of our own energy demand. The impacts of energy-use are far reaching environmentally. As we reduce or offset our demand, we also become more resilient financially, leading to a more fiscally healthy County and Facilities Mgt Dept.
Describe how the project impacts department operations using business objectives:
The expected payback time for the $95,600 County investment in the 114 KW pv system is 7 years. This is a simple payback calculation taking the project fund costs of $95,600, divided by the annual savings of $16,605 plus a 3.5% rate escalation assumption. A gain of $645,000 over 30 years, a 79% ROI, and annualized Rate of Return of 2%. A solar site assessment from Performance Services is included for information.

Attachment: Admin_Solar_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County Board)

BUSINESS OBJECTIVE EXAMPLES – Description will define performance measures

Business Goal/Objective	Description
Increase Revenue	Describe impact on revenue and timelines
Control Costs	Describe impact on costs and timelines
Customer Deliverables	How does the project meet customer expectations
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Attachment: Admin_Solar_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County Board)

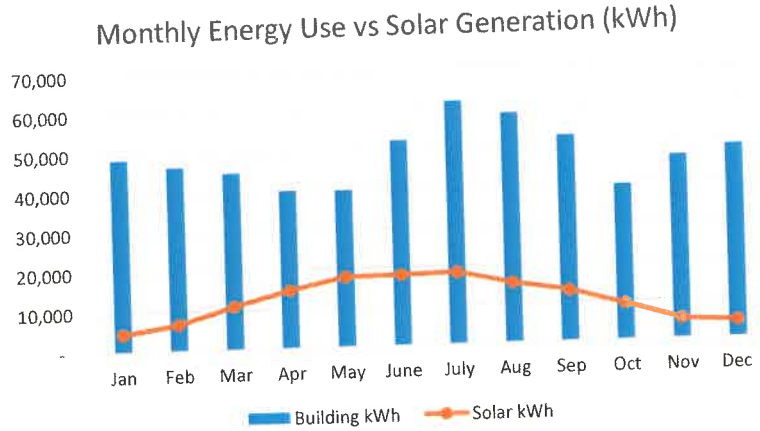
Performance Services

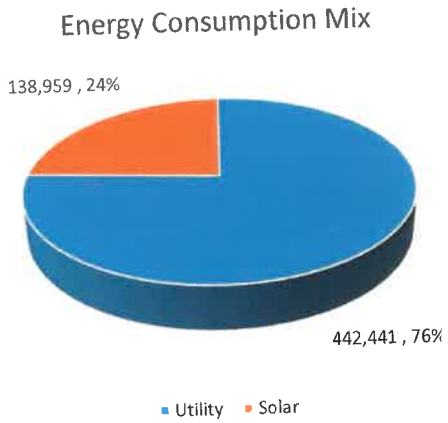
SOLAR PROJECT - SUMMARY

Project Site: Court House (Admin Facility)

Solar PV System Summary	
Solar PV DC System Size:	114.8 kW
Solar PV AC System Size:	66.6 kW
PV System Type:	Roof-Mount
PV System Annual Generation:	138,959 kWh
Building Annual kWh Usage:	581,400 kWh

Project Financial Summary	
PSI Estimated Budget:	$ 360,000
Cumulative Savings, Year 1:	$ 13,605
Cumulative Savings, Year 30:	$ 645,426
System Expected Lifespan:	30+ years





Attachment: Admin_Solar_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County Board)

Performance Services

SOLAR PROJECT - CASH FLOW

Project Site: Court House (Admin Facility)

Utility Information / Assumptions

Electric Utility: WE Energies

On-Peak Consumption Rate:	$	0.0783	per kWh
Off-Peak Consumption Rate:	$	0.0561	per kWh
Demand Rate:	$	13.823	per kW
On-Peak Net Metering Rate:	$	0.0461	per kWh
Off-Peak Net Metering Rate	$	0.0384	per kWh
Annual Rate Escalation:		3.50%	
Annual Solar Degradation:		0.50%	
REC Sale Price:	$	-	per REC

1,000 Kwh @ 4/6

Year	Utility Cost - Without Project	Utility Cost - With Project	Utility Cost Savings	REC Income	Annual Savings	Cumulative Savings
1	$ (66,705)	$ (53,100)	$ 13,605	$ -	$ 13,605	$ 13,605
2	$ (69,039)	$ (55,029)	$ 14,011	$ -	$ 14,011	$ 27,616
3	$ (71,456)	$ (57,027)	$ 14,429	$ -	$ 14,429	$ 42,044
4	$ (73,957)	$ (59,098)	$ 14,859	$ -	$ 14,859	$ 56,903
5	$ (76,545)	$ (61,243)	$ 15,302	$ -	$ 15,302	$ 72,205
6	$ (79,224)	$ (63,466)	$ 15,758	$ -	$ 15,758	$ 87,963
7	$ (81,997)	$ (65,769)	$ 16,228	$ -	$ 16,228	$ 104,192
8	$ (84,867)	$ (68,154)	$ 16,712	$ -	$ 16,712	$ 120,904
9	$ (87,837)	$ (70,626)	$ 17,211	$ -	$ 17,211	$ 138,115
10	$ (90,911)	$ (73,187)	$ 17,724	$ -	$ 17,724	$ 155,839
11	$ (94,093)	$ (75,841)	$ 18,253	$ -	$ 18,253	$ 174,092
12	$ (97,387)	$ (78,589)	$ 18,797	$ -	$ 18,797	$ 192,889
13	$ (100,795)	$ (81,437)	$ 19,358	$ -	$ 19,358	$ 212,247
14	$ (104,323)	$ (84,388)	$ 19,935	$ -	$ 19,935	$ 232,182
15	$ (107,974)	$ (87,445)	$ 20,530	$ -	$ 20,530	$ 252,712
16	$ (111,753)	$ (90,611)	$ 21,142	$ -	$ 21,142	$ 273,854
17	$ (115,665)	$ (93,892)	$ 21,773	$ -	$ 21,773	$ 295,626
18	$ (119,713)	$ (97,291)	$ 22,422	$ -	$ 22,422	$ 318,048
19	$ (123,903)	$ (100,812)	$ 23,091	$ -	$ 23,091	$ 341,139
20	$ (128,240)	$ (104,460)	$ 23,779	$ -	$ 23,779	$ 364,918
21	$ (132,728)	$ (108,239)	$ 24,489	$ -	$ 24,489	$ 389,407
22	$ (137,373)	$ (112,155)	$ 25,219	$ -	$ 25,219	$ 414,626
23	$ (142,182)	$ (116,210)	$ 25,971	$ -	$ 25,971	$ 440,597
24	$ (147,158)	$ (120,412)	$ 26,746	$ -	$ 26,746	$ 467,343
25	$ (152,308)	$ (124,765)	$ 27,543	$ -	$ 27,543	$ 494,886
26	$ (157,639)	$ (129,274)	$ 28,365	$ -	$ 28,365	$ 523,251
27	$ (163,157)	$ (133,946)	$ 29,211	$ -	$ 29,211	$ 552,462
28	$ (168,867)	$ (138,785)	$ 30,082	$ -	$ 30,082	$ 582,544
29	$ (174,777)	$ (143,798)	$ 30,979	$ -	$ 30,979	$ 613,523
30	$ (180,895)	$ (148,991)	$ 31,903	$ -	$ 31,903	$ 645,426
TOTAL	$ (3,443,468)	$ (2,798,042)	$ 645,426	$ -	$ 645,426	

Attachment: Admin_Solar_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County Board)

PROJECT FEASIBILITY ANALYSIS

Project Name: Justice Center Sidewalk Replacement

Project Manager: Ryan Tackes

Project Budget Estimate:

Source	Amount	Grant Info
2022 Capital Project Fund	$24,200	N/A
TOTAL	**$24,200**	

Project Score: Value and Efficiency (340/400) Modernization and Service (230/400)

Project Purpose Summary (from department):

In 2020 the War Memorial was rebuilt and several sidewalks were replaced. There are 4 areas of sidewalks that were quoted, but the work was not completed due to money constraints. The 4 remaining areas need to be replaced to repair the trip hazards. I've included a 10% increase to the original quote to cover any increases in material costs.

Proposal Considerations, Risks, and Identified Issues:

The project scored lower in relation to other projects in its impact on quality of life and customer satisfaction, and did not make the cut for funding.

Staff Recommendation:

Staff does not recommend funding the Justice Center Sidewalk Replacement through the project fund.

Attachment: Justice Center Sidewalk Replacement Project Analysis (RES.21-70 : Recommendation of Executive Committee Project Submittals

Project Reserve Information Sheet

Project Name:	Justice Center Sidewalk Replacemnt
Requested By:	Ryan Tackes
Project Owner:	Facilities Management
Start Date:	5/1/2022

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:	$24,200	

Offsetting Revenue or Savings (If Applicable):

Source	Amount
	TOTAL

Provide a narrative of project costs:

In 2020 the War Memorial was rebuilt and several sidewalks were replaced. There are 4 area's of sidewalks that were quoted, but the work was not completed due to money constraints. The 4 remaining areas need to be replaced to repair the trip hazards. I've included a 10% increase to the original quote to cover any increases in material costs.

Attachment: 2022 JC Sidewalk Replacement (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County Board)

Project Narrative - Define the Current State

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

If this project were delayed, it could potentially cause someone to trip and fall resulting in serious injury.

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

If an employee were to get injured on one of the trip hazards, it could result not only in a loss of productivity, but a monetary loss to the county.

Project Recommendation - Define the Suggested Course of Action

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

Replacing the sidewalks before a problem arises limits the chances of spending unnecessary funds for either emergency repairs or personal injury.

Describe how the project addresses department objectives or countywide strategy:

This project is a continuation of Ozaukee Counties emphasis on creating and maintaining a clean safe environment for it's citizens and employees.

Attachment: 2022 JC Sidewalk Replacement (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County Board)

Describe the project's impact on quality of life:
The project will minimize the possibility of an injury.
Describe the project's impact on health and safety:
This project will create a safer environment for the citizens and employees that utilize the sidewalks.
Describe how the project impacts department operations using business objectives:
Moving forward with this project before it becomes an emergency. An emergency could negatively affect the daily operating budget if a contractor was called in to complete in an expedited time line.

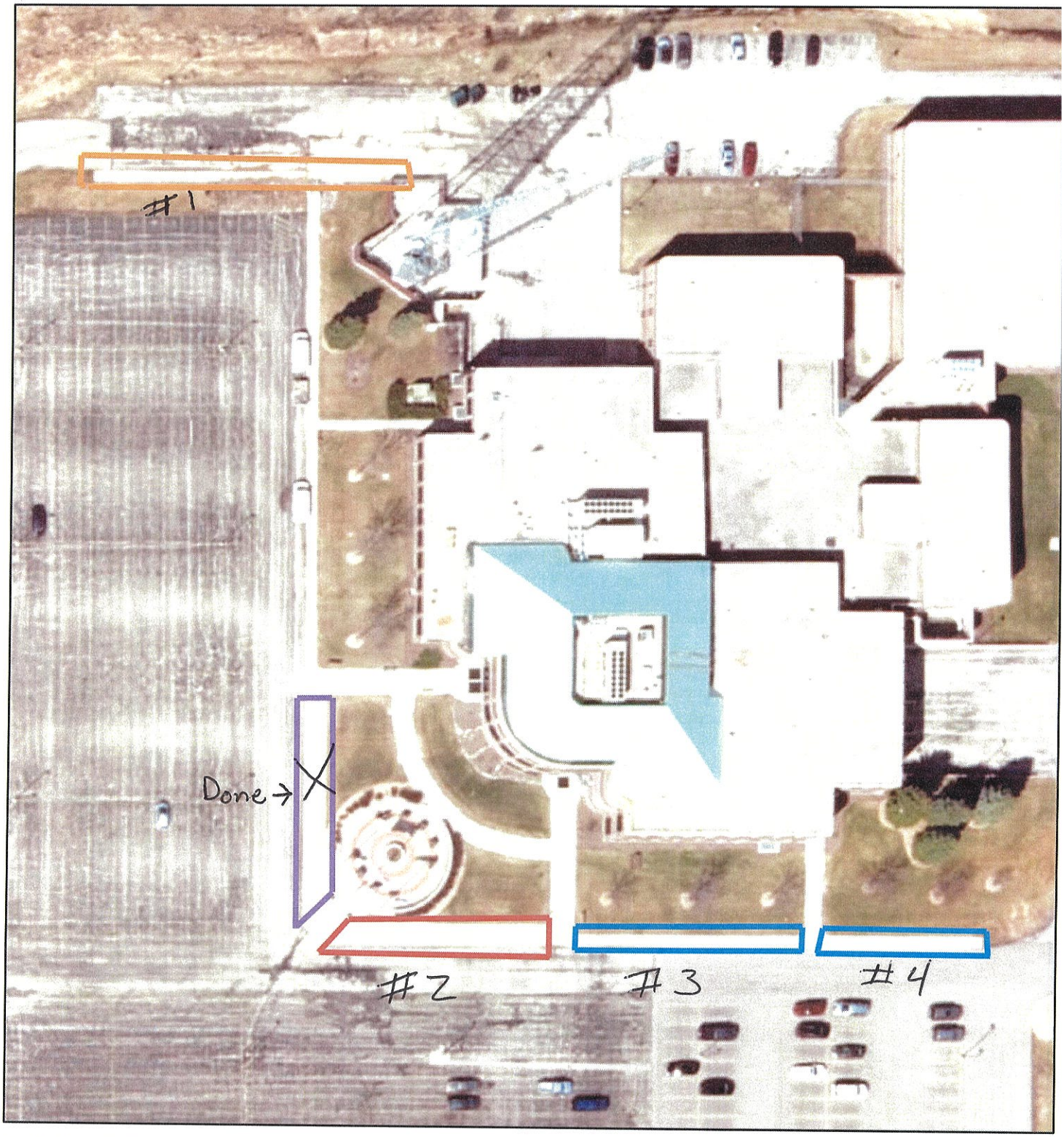
Attachment: 2022 JC Sidewalk Replacement (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County Board)

BUSINESS OBJECTIVE EXAMPLES – Description will define performance measures

Business Goal/Objective	Description
Increase Revenue	Describe impact on revenue and timelines
Control Costs	Describe impact on costs and timelines
Customer Deliverables	How does the project meet customer expectations
Partnerships	Describe how the project leverages internal and external partnerships
Customer Service	How does the impact improve customer service internally and externally
Investment in Innovation	What is innovative about the approach
Reduce Errors	How will the project reduce errors in work
Improve Safety	How will the project improve safety
Impact on Energy Usage	What is the impact of energy usage
Streamline Business Process	Define efficiencies in process
Ensure Compliance	How does the project ensure legal/policy compliance
Improve Reporting or Transparency	How will the project impact the dissemination of information
Improve Community Outreach	Define impacts on community partnerships
Improve Staff Skills	How will the project improve the analytical or technical skills of staff
Build Performance Measures	How will the project allow for improved reporting of performance
Improve Productivity and Performance	How will the project impact staff output and goal attainment
Development of Leaders	How will the project assist with stability and succession

Attachment: 2022 JC Sidewalk Replacement (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County Board)

Parcel Information



2/13/2020, 2:12:26 PM

Lines
- Override 1
- Override 2
- Override 3
- Override 4

1:1,128

0 0.01 0.01 0.02 mi

0 0.01 0.02 0.04 km

Attachment: 2022 JC Sidewalk Replacement (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County Board)

Ozaukee County Land Information

QUOTE

JL Concrete & Masonry LLC

JL Concrete &Masonry LLC
N74W7116 Walnut st
Cedarburg WI 53012
4148033731

BILL TO

Ozaukee County Justice Center
1201 Spring St
Port Washington WI 53074

QUOTE # 125
QUOTE DATE 02/07/2020

QTY	DESCRIPTION	UNIT PRICE	AMOUNT
1	South Sidewalk: -Remove existing concrete sidewalk, including 18inch thickened edge with rebar and dispose of. -Pour new sidewalk with finished curb and thick edge 5 inches thick using 6 bag low chert concrete reinforced with fibermesh and 3/8 rebar. -seal concrete after curing with siloxane sealer.	8,300.00	8,300.00
1	South sidewalk next to memorial: -Remove existing concrete sidewalk, including 18inch thickened edge with rebar and dispose of. -Pour new sidewalk with finished curb and thick edge 5 inches thick using 6 bag low chert concrete reinforced with fibermesh and 3/8 rebar. -seal concrete after curing with siloxane sealer.	7,950.00	7,950.00
Done → 1	West Sidewalk next to memorial: -Remove existing concrete sidewalk, including 18inch thickened edge with rebar and dispose of. -Pour new sidewalk with finished curb and thick edge 5 inches thick using 6 bag low chert concrete reinforced with fibermesh and 3/8 rebar. -seal concrete after curing with siloxane sealer.	7,950.00	7,950.00
1	North sidewalk at bottom of steps:	5,750.00	5,750.00

Attachment: 2022 JC Sidewalk Replacement (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County Board)

PROJECT FEASIBILITY ANALYSIS

Project Name: Sheriff's Office Training Room

Project Manager: Tony Young

Project Budget Estimate:

Source	Amount	Grant Info
2022 Capital Project Fund	$23,070	N/A
TOTAL	**$23,070**	

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. It is dated and is no longer working to expectations. 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 end of life and needs to be updated. The Sheriff's Office has been holding more state wide trainings with 40 - 60 attendees. With our current setup trainers have been unable to use equipment or have been limited in what they can use for training. 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 quality of our AV equipment.

Proposal Considerations, Risks, and Identified Issues:

The project scored low on its effect on health and safety, as compared to other project submittals, bringing its overall score down.

Staff Recommendation:

Staff does not recommend funding the Sheriff's Office Training Room through the project fund.

Attachment: Sheriff's Office Training Room Project Analysis (RES.21-70 : Recommendation of Executive Committee Project Submittals to the

Project Reserve Information Sheet	
Project Name:	Sheriff's Office Training Room
Requested By:	Tony Young
Project Owner:	Sheriff's Office-Sheriff Johnson
Start Date:	After 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:	23,070.00	

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.

Total project cost will be $23,070

Attachment: Sheriff_Training Room_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County

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. It is dated and is no longer working to expectations. 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 end of life and needs to be updated.

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

The Sheriff's Office has been holding more state wide trainings with 40 - 60 attendees. With our current setup trainers have been unable to use equipment or have been limited in what they can use for training. We are also limited in what we can use it for for in-house training sessions. We have had negative reviews from trainers and attendees on the quality of our AV equipment. This not only makes the department look bad but the County as a whole.

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 holding these types of trainings. As of now it does not make the agency look like the leading agency that we are known to be. With this upgrade we will be able to host training and in-service with no limitations.

Attachment: Sheriff_Training Room_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County

Describe the project's impact on quality of life:
As mentioned below, a majority of the training is officer safety. With new equipment attendees will be able to see and hear situational videos. With the current setup, video is very washed out and the sound system/video audio has a constant hum making it very difficult to hear.
Describe the project's impact on health and safety:
The trainings we hold in this room are mostly officer safety focused. With updated equipment the attendees will have a better 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 off site training, impact on operations would be possible causing overtime and not having Deputies on site to respond to emergencies if needed. It is crucial to have staff on site even if they are in training or in in-service as some of the trainings are a week long.

Attachment: Sheriff_Training Room_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County

BUSINESS OBJECTIVE EXAMPLES – Description will define performance measures

Business Goal/Objective	Description
Increase Revenue	Describe impact on revenue and timelines
Control Costs	Describe impact on costs and timelines
Customer Deliverables	How does the project meet customer expectations
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Development of Leaders	How will the project assist with stability and succession

Attachment: Sheriff_Training Room_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County

Sound Designs
6310 West Donges Bay Road
Mequon, Wisconsin 53092
United States

(262) 242-5599
bryan@sound-designs.net
www.sound-designs.net
Bryan Koutsky
bryan@sound-designs.net
(262) 623-2911

Quote

Tony Young
1201 South Spring Street
Port Washington, Wisconsin 53074
United States

tyoung@co.ozaukee.wi.us

Presented By
Sound Designs

Quote Number
Q-20

Presented On
Dec 22 2020

Version
1

Attachment: Sheriff_Training Room_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County Board)

Sound Designs - Your Technology Expert Since 1991

As your trusted technology advisor, it is our goal to develop solutions keeping in mind the end user experience. We treat each project uniquely and we listen to each client's needs to provide a custom-made solution. We strive to provide the best quality in our work and invest in continuous innovation. We work to provide our customers with the best brands and technology available in home automation and audiovisual. Developing and coordinating projects from concept to completion. Actively participating in the research and study of each projects needs: choice of system architecture, technology, planning of installations, one-site tracking and system documentation for all participants (architects, developers, interior designers, installers and our clients.

Project Overview

Locations

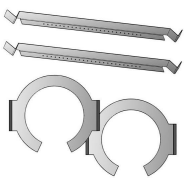
Conference Room $22,562.55

ITEM		QTY	UNIT PRICE	TOTAL
	Araknis Networks AN-110-SW-R-8 110 Series Unmanaged+ Gigabit Switch | 8 Rear Ports	1	$122.40	$122.40
	Binary B3-StereoMiniRCA-2 B3 Series 3.5mm Mini Stereo to Dual RCA Male - 6.5 Ft (2 M)	1	$12.61	$12.61
	Binary B4-HD2-2 B4 Series 4K Ultra HD High Speed HDMI Cable with Ethernet 2m	3	$34.98	$104.94
	Binary B4-VGA-10FT B4 Series Male to Male VGA Cable - 10 Ft (3 M)	1	$49.27	$49.27

Attachment: Sheriff_Training Room_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County Board)

	Binary B6-4K2-2 B6 Series 4K Ultra HD Premium Certified High Speed HDMI Cable with GripTek 2m	2	$44.96	~~$89.92~~
	Binary B8-FIBER2-4KHDR-50 B8 Series Active 4K Ultra HD with HDR High Speed Fiber Optic HDMI Cables 50m	3	$698.95	$2,096.85
BM	Binary Misc Parts Misc Parts	10	$35.00	$350.00
	Comprehensive XLRP-PP-10ST Standard Series XLR Plug to RCA Plug Audio Cable 10ft	2	$12.99	$25.98
	Control4 C4-CBL3.5-DB9B 3.5mm to DB9 Serial Cable	1	$19.00	$19.00
	Control4 C4-EA3-V2 EA-3 Entertainment and Automation Controller V2	1	$949.00	$949.00
	Control4 C4-T4T10-BL T4 Series 10" Tabletop Touchscreen (Black)	1	$1,080.00	$1,080.00
CP	Control4 P8-HDBT2-L-66-S Pulse Eight video matrix switch.	1	$4,600.00	$4,600.00

Attachment: Sheriff_Training Room_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County Board)

CP	Control4 P8-HDBT2-L-RX-S. Receiver for Pulse Eight	6	$299.00	$1,794.00
	ICE Cable 16-2CS/Box/Black/1000 16AWG, 2 Conductor, 65 Strand, Reduced Jacket Wall Thickness	1	$400.00	$400.00
	Panamax M8-AV-PRO Max 8 AV Pro - 8 AC; Coax and Tel; AVM, Line Filtration	1	$209.95	$209.95
	Shure PGXD1485X8 Wireless Lavalier Mic System	1	$561.00	$561.00
	Shure SCM262 Stereo microphone mixer	1	$286.00	$286.00
	Shure ULXD2/B87A BETA 87A microphone with handheld transmitter	1	$630.00	$630.00
	Sonance PS-C63 C-BRACKET & TILE BRIDGE C-Bracket & Tile Bridge	3	$72.00	$216.00
	Sonance VP62R 6.5" Visual Performance Series 2-Way In-Ceiling Speakers [Pair]	3	$421.00	$1,263.00

Attachment: Sheriff_Training Room_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County Board)

	Sony BDP-S5500 3D Blu-ray disc player with Wi-Fi pro	1	$139.99	$139.99
	Sony KD43X85J 43" Diagonal X80J 4K HDR LED TV	2	$649.99	$1,299.98
	Sony KD85X85J 85" Diagonal X85J 4K HDR LED TV	1	$3,199.99	$3,199.99
	Strong SM-RR-F-XL Razor Series Fixed Mount - X-Large 49"-90"	1	$263.52	$263.52
	Triad Speakers TS-AMS8-V2 8-Source, 8-Zone Audio Matrix Switch V2	1	$1,400.00	$1,400.00
	Triad Speakers TS-PAMP4-100 4-Zone/8-Channel Power Amplifier, 100 WPC @ 4 ohm	1	$1,333.20	$1,333.20
	Wirepath NST-RG6-500-BLK RG6 CCS Coaxial Cable - 500 ft. Nest in Box (Black)	1	$65.95	$65.95

Attachment: Sheriff_Training Room_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County Board)

Labor

Installation	3.25d	$2,993.45
Total	3.25d	**$2,993.45**

Summary

Product	$22,562.55
Labor	$2,993.45
Subtotal	**$25,556.00**
Tax	$0.00
Total Price	**$25,556.00**

Payment Terms

	Billing Date	Due Date	Amount

Upon acceptance, customer agrees to pay 50% deposit, which will all Sound Designs to order any products in the proposal.

Deposit (50%)	$12,778.00
Upon Completion (50%)	$12,778.00

Attachment: Sheriff_Training Room_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County Board)

Signature

Signature

Date

Attachment: Sheriff_Training Room_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County Board)

PROJECT FEASIBILITY ANALYSIS

Project Name: New Wood Chipper

Project Manager: Andrew Struck

Project Budget Estimate:

Source	Amount	Grant Info
2022 Capital Project Fund	$70,000	N/A
TOTAL	**$70,000**	

Project Score: Value and Efficiency (330/400) Modernization and Service (320/400)

Project Purpose Summary (from department):

A new wood chipper is needed to assist with tree and shrub removals as a result of the significant impact of emerald ash borer (e.g. many dead ash trees), increase invasive species removals (supported by multiple large grants), management of imperils tree damage and regular hazard tree maintenance in the Park System. This equipment is required to manage the increased workload on the Parks staff and the current woodchipper (over 24 years old) has required significant and extensive repairs the last few years and lacks many safety features (e.g., emergency pull ropes) found on newer models. Sharing use of the existing golf course division woodchipper is not feasible due to existing daily use and maintenance requirements.

Proposal Considerations, Risks, and Identified Issues:

While the current woodchiper is dated, the project scored lower in overall relative benefit to our citizens, and quality of life in relation to other project proposals. There may be potential to share woodchippers in the Highway Department, during different times of year.

Staff Recommendation:

Staff does not recommend funding the New Wood Chiopper through the project fund.

Attachment: New Wood Chipper Project Analysis (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County

Project Reserve Information Sheet	
Project Name:	Parks Division - New Wood Chipper
Requested By:	Andrew Struck
Project Owner:	Planning and Parks Department
Start Date:	2022

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
2022 Project Fund	$70,000	N/A
		N/A
		N/A
		N/A
		N/A
		N/A
		N/A
TOTAL PROJECT COST:	$70,000	

Offsetting Revenue or Savings (If Applicable):

Source	Amount
TOTAL	

Provide a narrative of project costs:

Total project costs are approximately $70,000 for a new Morbark Eeger Beever 1621x wood chipper. A new wood chipper is needed to assist with tree and shurb removals as a result of the significant impact of emerald ash borer (e.g. many dead ash trees), increase invasive species removals (supported by multiple large grants), management of imprelis tree damage and regular hazard tree maintenance in the Park System. This equipment is required to manage the increased workload on the Parks staff and the current woodchipper (over 24 years old) has required significant and extensive repairs the last few years and lacks many safety features (e.g., emergency pull ropes) found on newer models. It is currently out of operation again and the Department has incurred significant costs renting woodchippers (when available). The golf course woodchipper has not been available due to the significant workloads throughout the Golf Courses on regular basis.

Attachment: Parks Woodchipper_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County Board)

Project Narrative - Define the Current State

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

A new wood chipper is needed to assist with tree and shurb removals as a result of the significant impact of emerald ash borer (e.g. many dead ash trees), increase invasive species removals (supported by multiple large grants), management of imprelis tree damage and regular hazard tree maintenance in the Parks. Sharing use of the existing golf course division woodchipper is not feasible due to existing daily use and maintenance requirements. In addition, the existing Parks wood chipper is over 24 years old, has reached the end of its functional life cycle and lacks many safety features (e.g., emergency pull ropes) found on newer models.

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

A new wood chipper is needed to assist with tree and shurb removals as a result of the significant impact of emerald ash borer (e.g. many dead ash trees), increase invasive species removals (supported by multiple large grants), management of imprelis tree damage and regular hazard tree maintenance in the Park System. This equipment is required to manage the increased workload on the Parks staff and the current woodchipper (over 24 years old) has required significant and extensive repairs the last few years and lacks many safety features (e.g., emergency pull ropes) found on newer models. Sharing use of the existing golf course division woodchipper is not feasible due to existing daily use and maintenance requirements.

Project Recommendation - Define the Suggested Course of Action

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

A new wood chipper is needed to assist with tree and shurb removals as a result of the significant impact of emerald ash borer (e.g. many dead ash trees), increase invasive species removals (supported by multiple large grants), management of imprelis tree damage and regular hazard tree maintenance in the Parks. Sharing use of the existing golf course division woodchipper is not feasible due to existing daily use and maintenance requirements. In addition, the existing Parks wood chipper is over 24 years old, has reached the end of its functional life cycle and lacks many safety features (e.g., emergency pull ropes) found on newer models.

Describe how the project addresses Department objectives or countywide strategy:

This project is consistent with the County Park and Open Space Plan (POSP) and Ozaukee County Strategic Plan (III. Enhance Quality of Life Assets) and helps the Department meet its mission, particularly Parks. The Department has immediate woodchipper needs associated with ongoing and planned Parks projects and regular maintenance as well as multiple federal, state, and local grants associated with invasive species management and ash tree removal. The current woodchipper is far past its useful life and unsafe for users.

Attachment: Parks Woodchipper_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County Board)

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. The Department has immediate woodchipper needs associated with ongoing and planned Parks projects and regular maintenance as well as multiple federal, state, and local grants associated with invasive species management and ash tree removal. The current woodchipper is far past its useful life and unsafe for users.
Describe the project's impact on health and safety:
The new woodchipper will improve Department staff safety through use of reliable and safe equipment and include current recommended safety features such as emergency pull ropes, bottom feed stop bar, panic bar, flexible rubber curtain flaps not found on the existing model.
Describe how the project impacts department operations using business objectives:
A new woodchipper will remove the need and significant cost of ongoing woodchipper rentals (when available... much harder to get rental units now), scheduling and pick up of rental units when needed (e.g. Conservation Corps groups working), significant and costly repairs (to the existing Parks Division woodchipper) and sharing of the newer Golf Course Division existing woodchipper, which has not been feasible due to the significant and daily use by the Golf Course Division.

Attachment: Parks Woodchipper_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County Board)

BUSINESS OBJECTIVE EXAMPLES – Description will define performance measures

Business Goal/Objective	Description
Increase Revenue	Describe impact on revenue and timelines
Control Costs	Describe impact on costs and timelines
Customer Deliverables	How does the project meet customer expectations
Partnerships	Describe how the project leverages internal and external partnerships
Customer Service	How does the impact improve customer service internally and externally
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Improve Reporting or Transparency	How will the project impact the dissemination of information
Improve Community Outreach	Define impacts on community partnerships
Improve Staff Skills	How will the project improve the analytical or technical skills of staff
Build Performance Measures	How will the project allow for improved reporting of performance
Improve Productivity and Performance	How will the project impact staff output and goal attainment
Development of Leaders	How will the project assist with stability and succession

Attachment: Parks Woodchipper_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County Board)

Attachment: Parks Woodchipper_COMBINED (RES.21-70 : Recommendation

PROJECT FEASIBILITY ANALYSIS

Project Name: Skid Steer Attachments

Project Manager: Andrew Struck

Project Budget Estimate:

Source	Amount	Grant Info
2022 Capital Project Fund	$29,000	N/A
TOTAL	**$29,000**	

Project Score: Value and Efficiency (290/400) Modernization and Service (220/400)

Project Purpose Summary (from department):

Snowblower attachment will provide staff with additional flexibility in clearing snow throughout the Parks system, especially during heavy snowfall where traditional vehicle/plow use can be limited, inefficient, and may damage existing equipment. The side arm brush cutter can be used throughout the Parks System and OIT. This piece of machinery is capable of going around sign posts, trimming vertically and trimming along steep ditch lines, along with traditional horizontal grass and brush clearing applications on flatter surfaces. The OIT can be very difficult and unsafe to plow at times due to heavy snow or ice and the snowblower would greatly assist this effort particularly over the bridges on the OIT. The Department has had damage to its vehicles as a result of plowing the OIT during heavy snowfall given overhanging branches and wet and slippery conditions on a narrow path with deep side ditches.

Proposal Considerations, Risks, and Identified Issues:

While flexibility in department operation is important, this project scored lower in level of urgency, and quality of life, and net benefit to the customer.

Staff Recommendation:

Staff does not recommend funding the Skid Steer Attachments through the project fund.

Attachment: Skid Steer Attachments Project Analysis (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County

Project Reserve Information Sheet	
Project Name:	Parks Division - Skid Steer Attachments
Requested By:	Andrew Struck
Project Owner:	Planning and Parks Department
Start Date:	2022

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
2022 CIP Fund	$29,000	N/A
		N/A
		N/A
		N/A
		N/A
		N/A
		N/A
TOTAL PROJECT COST:	$29,000	

Offsetting Revenue or Savings (If Applicable):

Source	Amount
TOTAL	

Provide a narrative of project costs:

Total project costs are approximately $29,000 for skid steer attachments, which includes a snowblower ($12,500), and a side arm brush cutter ($16,500). A snowblower attachment will provide staff with additional flexibility in clearing snow throughout the Parks system, especially during heavy snowfall where traditional vehicle/plow use can be limited, inefficient, and may damage existing equipment. Specifically, this piece of equipment could be used on the bridges for the Ozaukee Interurban Trail and the Trail itself. The side arm brush cutter can cut both horizontally and vertically, providing additional flexibility for park and trail maintenance. This piece of equipment also has particular applicability to maintaining the Ozaukee Interurban Trail and trails throughout the Park System (e.g. Lion's Den Gorge Nature Preserve), which currently require rental equipment or hand trimming (taking a significant amount of staff hours).

Attachment: Parks Skid Steer Attachments_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the

Project Narrative - Define the Current State

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

A snowblower attachment will provide staff with additional flexibility in clearing snow throughout the Parks system, especially during heavy snowfall where traditional vehicle/plow use can be limited, inefficient, and may damage existing equipment. The side arm brush cutter can cut both horizontally and vertically. This is required to maintain the quality and safety of the OIT as well as prolong the life of the pavement and shouldering. Currently, the Highway Department uses their side mower attachment on the tractor, but it has limitations for removing brush back far enough along the Trail and also cutting anything vertically.

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

A snowblower attachment will provide staff with additional flexibility in clearing snow throughout the Parks system, especially during heavy snowfall where traditional vehicle/plow use can be limited, inefficient, and may damage existing equipment. The side arm brush cutter can be used throughout the Parks System and OIT. This piece of machinery is capable of going around sign posts, trimming vertically and trimming along steep ditch lines, along with traditional horizontal grass and brush clearing applications on flatter surfaces. The OIT can be very difficult and unsafe to plow at times due to heavy snow or ice and the snowblower would greatly assist this effort particularly over the bridges on the OIT. The Department has had damage to its vehicles as a result of plowing the OIT during heavy snowfall given overhanging branches and wet and slippery conditions on a narrow path with deep side ditches.

Project Recommendation - Define the Suggested Course of Action

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

A snowblower attachment will provide staff with additional flexibility in clearing snow throughout the Parks System, especially during heavy snowfall where traditional vehicle/plow use can be limited, inefficient, and may damage existing equipment. The side arm brush cutter would allow the Parks staff to be more flexible and proactive in clearing vegetation in the Parks System trail network and along the OIT, and is more effective than the current side mower attachment used by the Highway Department (for the OIT only), as it is capable of going around sign posts, trimming vertically, and trimming along steep ditch lines.

Describe how the project addresses Department objectives or countywide strategy:

This project addresses CIP project 115-43, 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 and priority goals.

Attachment: Parks Skid Steer Attachments_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the

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. Improved, effective maintenance of the OIT through use of the side arm brush mower 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 vegetation can create a safety hazard and potential liability and injuries have already occurred.
Describe the project's impact on health and safety:
The snowblower attachment will improve Department staff safety through use of reliable and safe equipment. Improved, effective maintenance of the OIT through use of the side arm brush mower and snowblower 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 vegetation can create a safety hazard and potential liability and injuries have already occurred.
Describe how the project impacts department operations using business objectives:
The snowblower attachment will enable staff to have additional flexibility in snow removal operations, and will reduce maintenance and damage to vehicles equipped with snowplows. The side arm brush mower would allow the Parks staff to be more flexible and proactive in clearing vegetation from along Parks trail network and OIT as it is capable of going around sign posts, trimming vertically, and trimming along steep ditch lines. This machinery and associated results from regular vegetation maintenance will also prolong the life of the OIT pavement and shouldering.

Attachment: Parks Skid Steer Attachments_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the

BUSINESS OBJECTIVE EXAMPLES – Description will define performance measures

Business Goal/Objective	Description
Increase Revenue	Describe impact on revenue and timelines
Control Costs	Describe impact on costs and timelines
Customer Deliverables	How does the project meet customer expectations
Partnerships	Describe how the project leverages internal and external partnerships
Customer Service	How does the impact improve customer service internally and externally
Investment in Innovation	What is innovative about the approach
Reduce Errors	How will the project reduce errors in work
Improve Safety	How will the project improve safety
Impact on Energy Usage	What is the impact of energy usage
Streamline Business Process	Define efficiencies in process
Ensure Compliance	How does the project ensure legal/policy compliance
Improve Reporting or Transparency	How will the project impact the dissemination of information
Improve Community Outreach	Define impacts on community partnerships
Improve Staff Skills	How will the project improve the analytical or technical skills of staff
Build Performance Measures	How will the project allow for improved reporting of performance
Improve Productivity and Performance	How will the project impact staff output and goal attainment
Development of Leaders	How will the project assist with stability and succession

Attachment: Parks Skid Steer Attachments_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the

Attachment: Parks Skid Steer Attachments_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the

Blue Diamond Swing Arm Brush Cutter Attachment

Attachment: Parks Skid Steer Attachments_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County

PROJECT FEASIBILITY ANALYSIS

Project Name: Virmond Stormwater Wetland Restoration

Project Manager: Andrew Struck

Project Budget Estimate:

Source	Amount	Grant Info
2022 Capital Project Fund	$44,000	N/A
WCMP	$96,000	Applied For
Brookby Fund	$20,000	Not Applied For
TOTAL	**$160,000**	

Project Score: Value and Efficiency (290/400) Modernization and Service (210/400)

Project Purpose Summary (from department):

Surface water runoff in Park has changed over the years causing some bluff instability along the eastern portion of the Park near depressional wetlands. Adjacent residential development on neighboring properties to the north have prevented the continued discharge of surface water from these wetlands and has caused ponding on Park property. Neighbors to the north of the Park have expressed concern over the ponded water and potential impacts to the residential and other structures on their properties. Proposed solutions include capturing drainage from existing wetlands within this area and discharging it to the west in an expanded wetland. The expanded wetland would provide additional storage prior to discharging off-site to the north, away from the affected neighboring properties and consistent with the original drainage, and would fit the aesthetics of the site and overall restoration goals for the park. CIP and matching funding would support the design, engineering, and construction and restoration activities for this expanded wetland area, completion of additional wetland delineations and construction of a groundwater monitoring well.

Proposal Considerations, Risks, and Identified Issues:

This project scored lower in net benefit to health and safety, quality of life, and customer satisfaction in relation to other project submittals.

Staff Recommendation:

Staff does not recommend funding the Virmond Stormwater Wetland Restoration through the project fund.

Attachment: Virmond County Park Stormwater Wetland Restoration (RES.21-70 : Recommendation of Executive Committee Project Submittals

Project Reserve Information Sheet	
Project Name:	Virmond County Park Stormwater Wetland Restoration
Requested By:	Andrew Struck
Project Owner:	Planning and Parks Department
Start Date:	2022

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
2022 CIP Fund	$44,000	N/A
WCMP	$96,000	Applied For
Brookby Fnd	$20,000	Not Applied For
		N/A
		N/A
		N/A
		N/A
TOTAL PROJECT COST:	$160,000	

Offsetting Revenue or Savings (If Applicable):

Source	Amount
TOTAL	

Provide a narrative of project costs:

Estimated project costs of $160,000 will support stormwater wetland restoration activities at Virmond County Park that will resolve drainage issues, bluff impacts and complaints by the neighbors of impacts. Specifically, this includes the design and engineering (concept designs already completed per the groundwater and stormwater study), construction, and restoration activities for an expanded wetland area to capture surface water drainage from existing wetlands within a problematic northeast area of the Park and discharge to the west into an expanded wetland. Design and engineering will be completed by consultants, and construction and restoration activities will be completed by P&P Department, the HWY Department, youth conservation corps, and volunteer assistance. CIP funding will support final engineering and design and construction and restoration activities and will be used as required match to the pending Wisconsin Coastal Management Program (WCMP) and Brookby Foundation grants.

Attachment: Virmond Park_Stormwater_Wetland_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the

Project Narrative - Define the Current State

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

Surface water runoff in Park has changed over the years causing some bluff instability along the eastern portion of the Park near depressional wetlands. Adjacent residential development on neighboring properties to the north have prevented the continued discharge of surface water from these wetlands and has caused ponding on Park property. Neighbors to the north of the Park have expressed concern over the ponded water and potential impacts to the residential and other structures on their properties.

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

In the 2000s, drainage improvements by the County (directional bore pipe installation and sump crock) were constructed to aid in the discharge of the ponding water to the toe of the bluff; however, over the years, the construction has failed (due to shifts in the bluff) and the system is no longer functioning. In addition to the ponded water concerns, the drainage is impacting bluff stability and the overall trail network within the Park, requiring extra levels of staff effort for routine trail maintenance.

Project Recommendation - Define the Suggested Course of Action

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

Proposed solutions include capturing drainage from existing wetlands within this area and discharging it to the west in an expanded wetland. The expanded wetland would provide additional storage prior to discharging off-site to the north, away from the affected neighboring properties and consistent with the original drainage, and would fit the aesthetics of the site and overall restoration goals for the park. CIP and matching funding would support the design, engineering, and construction and restoration activities for this expanded wetland area, completion of additional wetland delineations and construction of a groundwater monitoring well.

Describe how the project addresses Department objectives or countywide strategy:

Consistent with the POSP and draft Strategic Plan to maintain a quality Parks system, and WCMP Coastal Resiliency grants (2020 and 2021) to support development of a Master Plan for the Park and to complete a stormwater and groundwater study as part of the Master Plan, which considers the relationship between wetlands, drainage patterns, existing and planned infrastructure (parking lot areas) and other facilities (public access stairway to Lake Michigan). Consistent with the Ozaukee County Strategic Plan (P. 13).

Attachment: Virmond Park_Stormwater_Wetland_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the

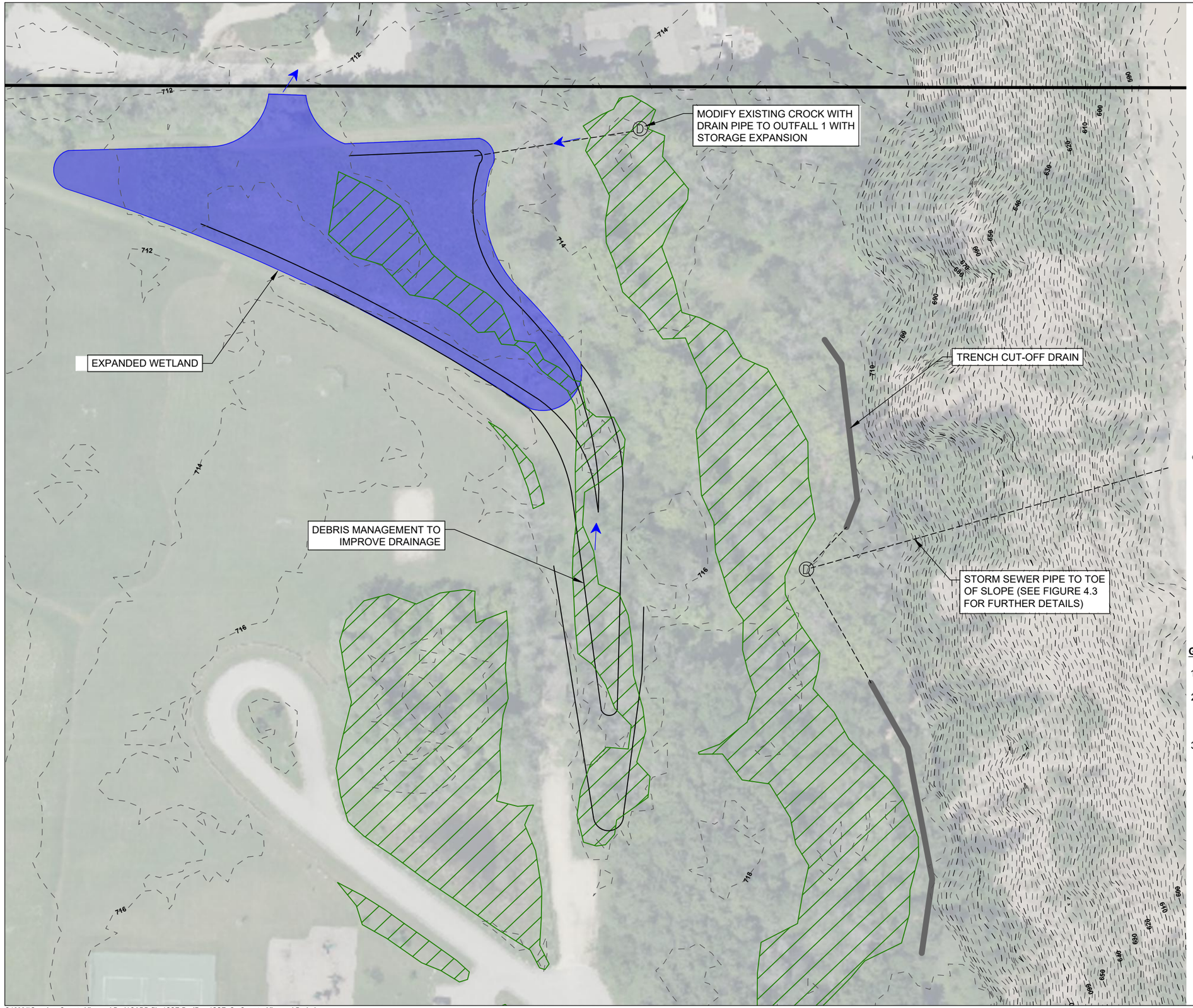
Describe the project's impact on quality of life:
This expanded wetland area (restoration of existing wetlands and hydric soils) would provide additional storage and manage peak flows prior to discharging away from the bluff edge and off-site to the north through an existing culvert under the private residential drive and through an existing ravine down the bluff to Lake Michigan, away from the affected neighboring properties and structures. These improvements would be consistent with the original drainage patterns and also fit the aesthetics of the site and overall restoration goals for the park.
Describe the project's impact on health and safety:
The expanded wetland will have active storage volume that will detain water and allow total suspended solids and associated phosphorus and other pollutants to settle, and will have sediment storage capacity. Native vegetation plantings will provide habitat for a variety of native insects, birds, and associated pollinators and mitigate water quality impacts by filtering and retention of solids and pollutants from stormwater runoff, assist with stabilizing the disturbed ground within the restoration areas and mitigate the loss of the native ash tree canopy due to invasive emerald ash borer (EAB).
Describe how the project impacts department operations using business objectives:
Project activities will help alleviate extra, ongoing trail and bluff maintenance associated with current drainage patterns. The neighbors to the north have also expressed significant concerns about damage to structures.Activities also include completion of additional wetland delineations to further inform surface water drainage and to update the Master Plan and help guide future improvement projects in the Park (e.g., parking lot expansion). Similarly, installation of a groundwater monitoring well near the project area will assist with planning for groundwater related recommendations as included in the surfacewater and groundwater study.

Attachment: Virmond Park_Stormwater_Wetland_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the

BUSINESS OBJECTIVE EXAMPLES – Description will define performance measures

Business Goal/Objective	Description
Increase Revenue	Describe impact on revenue and timelines
Control Costs	Describe impact on costs and timelines
Customer Deliverables	How does the project meet customer expectations
Partnerships	Describe how the project leverages internal and external partnerships
Customer Service	How does the impact improve customer service internally and externally
Investment in Innovation	What is innovative about the approach
Reduce Errors	How will the project reduce errors in work
Improve Safety	How will the project improve safety
Impact on Energy Usage	What is the impact of energy usage
Streamline Business Process	Define efficiencies in process
Ensure Compliance	How does the project ensure legal/policy compliance
Improve Reporting or Transparency	How will the project impact the dissemination of information
Improve Community Outreach	Define impacts on community partnerships
Improve Staff Skills	How will the project improve the analytical or technical skills of staff
Build Performance Measures	How will the project allow for improved reporting of performance
Improve Productivity and Performance	How will the project impact staff output and goal attainment
Development of Leaders	How will the project assist with stability and succession

Attachment: Virmond Park_Stormwater_Wetland_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the



N

0 80 160 Feet

LEGEND:

- PROPERTY BOUNDARY
- EXISTING CONTOURS (MAJOR - 10' INTERVAL)
- EXISTING CONTOURS (MINOR - 2' INTERVAL)
- MAPPED WETLANDS (WISCONSIN WETLAND INVENTORY)
- PREVIOUSLY DELINEATED WETLAND
- Ⓓ CONCEPTUAL CATCH BASIN
- CONCEPTUAL STORM SEWER PIPE
- CONCEPTUAL TRENCH CUT-OFF DRAIN
- PROPOSED GRADING CONTOURS
- CONCEPTUAL EXPANDED WETLAND
- STORMWATER FLOW DIRECTION

GENERAL NOTES:

1. AERIAL BASE MAP WAS OBTAINED FROM AUTOCAD CIVIL 3D ONLINE IMAGERY (2011) .
2. DRAINAGE AREAS WERE DELINEATED UTILIZING A BASE MAP OF EXISTING TOPOGRAPHY OBTAINED FROM OZAUKEE COUNTY AND ON-SITE OBSERVATIONS.
3. CULVERT LOCATIONS WERE OBTAINED FROM VISUAL OBSERVATIONS, COUNTY PROVIDED, AND CITY OF MEQUON DATA.

STORMWATER SOLUTIONS ENGINEERING LLC
247 W. FRESHWATER WAY, SUITE 410
MILWAUKEE, WI 53204
PHONE: (414) 810-1245
WWW.STORMWATER-SOLUTIONSENGINEERING.COM

GZA GeoEnvironmental Engineers and Scientists
www.gza.com
17975 WEST SARAH LANE, SUITE
BROOKFIELD, WI 53045
PHONE: (262) 754-2560
WWW.GZA.COM

OZAUKEE COUNTY
PLANNING AND PARKS DEPARTM
121 W MAIN ST, #220
PORT WASHINGTON, WI 53074

SHEET NAME: CONCEPTUAL DRAINAGE DESIGN - AREA 1

PROJECT NAME: SURFACE WATER AND GROUNDWATER STUDY FOR VIRMOND PARK

PROJECT ADDRESS: 10606 NORTH LAKESHORE DRIVE

ISSUED FOR:	REV:	DA

DRAWN BY:	KLK
REVIEWED BY:	ARC
APPROVED BY:	CBG
DATE:	July 2021

SEAL AND SIGNATURE

PROJECT NUMBER:

SITE NUMBER:

FIGURE

S:\2021\Ozaukee County Virmond Park\CADD files\SSE-ProjBase\SSE_Oz County_Virmond Park.dwg

Attachment: Virmond Park_Stormwater_Wetland_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the

PROJECT FEASIBILITY ANALYSIS

Project Name: Waubedonia County Park Showers

Project Manager: Andrew Struck

Project Budget Estimate:

Source	Amount	Grant Info
2022 Capital Project Fund	$215,000	N/A
TOTAL	**$215,000**	

Project Score: Value and Efficiency (220/400) Modernization and Service (280/400)

Project Purpose Summary (from department):

Camping at Waubedonia Park is an extremely popular activity, as the 11 campsites are routinely reserved and the campgrounds are at capacity through most of the camping season. There are no current shower facilities in Waubedonia Park to serve campers and/or tennis players. In addition, the Department utilizes youth conservation corps assistance for support within the Parks system each year, and several conservation corps (e.g., WisCorps, AmeriCorps NCCC) require lodging with access to showers. With available showers, the camping rates could be increased and camping stays would likely be consistently longer.

Proposal Considerations, Risks, and Identified Issues:

While showers could be desirable for some campers, the campground does not suffer issues with being reserved and used throughout the camping season in spite of no available showers. At a relatively higher project cost, the project scored lower in urgency, and health and safety benefits.

Staff Recommendation:

Staff does not recommend funding the Waubedonia Park Showers through the project fund.

Attachment: Waubedonia Showers Project Analysis (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County

Project Reserve Information Sheet	
Project Name:	Parks Division - Waubedonia County Park Showers
Requested By:	Andrew Struck
Project Owner:	Planning and Parks Department
Start Date:	2022

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
2022 CIP Fund	$215,000	N/A
		N/A
		N/A
		N/A
		N/A
		N/A
		N/A
TOTAL PROJECT COST:	$215,000	

Offsetting Revenue or Savings (If Applicable):

Source	Amount
TOTAL	

Provide a narrative of project costs:

Total project costs are approximately $215,000, based on recent proposal submitted for the Hawthorne Hills Golf Course bathroom addition ADA project. The project includes construction of an external entry shower room on the existing bathroom/pavilion building and associated connection to the Fredonia WWTP through the existing grinder pump. The bathrooms and shower rooms would also serve the tennis courts as well the campsites. With available showers, the camping rates could be increased and camping stays would likely be consistently longer.

Attachment: Waubedonia Showers_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County Board)

Project Narrative - Define the Current State

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

Camping at Waubedonia Park is an extremely popular activity, as the 11 campsites are routinely reserved and the campgrounds are at capacity through most of the camping season. There are no current shower facilities in Waubedonia Park to serve campers and/or tennis players. In addition, the Department utilizes youth conservation corps assistance for support within the Parks system each year, and several conservation corps (e.g., WisCorps, AmeriCorps NCCC) require lodging with access to showers.

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

Camping at Waubedonia County Park is an extremely popular activity, as the 11 campsites are routinely reserved and the campgrounds are at capacity through most of the camping season. There are no current shower facilities in Waubedonia County Park to serve campers or other park patrons (e.g., tennis players), and the Department has received several requests from campers to construct bathrooms at Waubedonia County Park.

Project Recommendation - Define the Suggested Course of Action

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

The project includes construction of an external entry shower room on the existing bathroom/pavilion building and associated connection to the Fredonia WWTP through the existing grinder pump. The bathrooms and shower rooms would also serve the tennis courts as well the campsites. With available showers, the camping rates could be increased and camping stays would likely be consistently longer.

Describe how the project addresses Department objectives or countywide strategy:

This project addresses CIP project 115-05, starting in 2015. Consistent with the POSP and helps the Department meet its mission, particularly Parks. The facilities would help host Corps Teams that work in the County Parks for several weeks at a time and alleviate staff time in assisting with finding shower accommodations elsewhere. Waubedonia County Park experienced its highest usage and reservations in 2020-2021 and this trend is expected to increase (even after COVID impacts).

Attachment: Waubedonia Showers_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County Board)

Describe the project's impact on quality of life:
Showers would provide quality facilities for campers and users of Waubedonia County Park.
Describe the project's impact on health and safety:
Showers would provide quality facilities for campers and users of Waubedonia County Park.
Describe how the project impacts department operations using business objectives:
Department business operations would see efficiencies. Costs for staff to clean and maintain the showers would be offset by increased revenue through additional reservations and longer reservations as a result of the shower facilities.

Attachment: Waubedonia Showers_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County Board)

Attachment: Waubedonia Showers_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County Board)

BUSINESS OBJECTIVE EXAMPLES – Description will define performance measures

Business Goal/Objective	Description
Increase Revenue	Describe impact on revenue and timelines
Control Costs	Describe impact on costs and timelines
Customer Deliverables	How does the project meet customer expectations
Partnerships	Describe how the project leverages internal and external partnerships
Customer Service	How does the impact improve customer service internally and externally
Investment in Innovation	What is innovative about the approach
Reduce Errors	How will the project reduce errors in work
Improve Safety	How will the project improve safety
Impact on Energy Usage	What is the impact of energy usage
Streamline Business Process	Define efficiencies in process
Ensure Compliance	How does the project ensure legal/policy compliance
Improve Reporting or Transparency	How will the project impact the dissemination of information
Improve Community Outreach	Define impacts on community partnerships
Improve Staff Skills	How will the project improve the analytical or technical skills of staff
Build Performance Measures	How will the project allow for improved reporting of performance
Improve Productivity and Performance	How will the project impact staff output and goal attainment
Development of Leaders	How will the project assist with stability and succession

Waubedonia County Park

Legend

- Trails
- Structures
- Asphalt Pavement
- Gravel Pavement
- Camping
- Park Boundary
- Woods
- Bike Trail Connection
- Boat Launch
- Campsite
- Drinking Water
- Firewood
- Picnic
- Restroom

N

0 175 350 525 700 Feet

Map Produced By:
Ozaukee County Planning and Parks Department
3/2/2018

Attachment: Waubedonia Showers_COMBINED (RES.21-70 : Recommendation of Executive Committee

PROJECT FEASIBILITY ANALYSIS

Project Name: Hawthorne Hills Park Campground Development

Project Manager: Andrew Struck

Project Budget Estimate:

Source	Amount	Grant Info
2022 Capital Project Fund	$50,000	N/A
WDNR Stewardship	$50,000	Not Applied For
TOTAL	**$100,000**	

Project Score: Value and Efficiency (210/400) 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.

Attachment: Hawthorne Hills Park Campground Development - Analysis (RES.21-70 : Recommendation of Executive Committee Project

Project Reserve Information Sheet	
Project Name:	Hawthorne Hills Park Campground Development
Requested By:	Andrew Struck
Project Owner:	Planning and Parks Department
Start Date:	2022

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
2022 Project Fund	$50,000	N/A
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 under the 2022 budget is requested. A future Wisconsin Department of Natural Resources Knowles-Nelson Stewardship grant (May 2022) 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 this request. The Stewardship grant would also require public bathrooms be accessible from the campground area, so this request is consistent with the award of the Hawthorne Hills Park Multi-Purpose Building project capital 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).

Attachment: Hawthorne Hills Campground_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the

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, especially with usage of the online reservation system. 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 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).

Attachment: Hawthorne Hills Campground_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the

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.

Attachment: Hawthorne Hills Campground_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the

BUSINESS OBJECTIVE EXAMPLES – Description will define performance measures

Business Goal/Objective	Description
Increase Revenue	Describe impact on revenue and timelines
Control Costs	Describe impact on costs and timelines
Customer Deliverables	How does the project meet customer expectations
Partnerships	Describe how the project leverages internal and external partnerships
Customer Service	How does the impact improve customer service internally and externally
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Improve Safety	How will the project improve safety
Impact on Energy Usage	What is the impact of energy usage
Streamline Business Process	Define efficiencies in process
Ensure Compliance	How does the project ensure legal/policy compliance
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Improve Community Outreach	Define impacts on community partnerships
Improve Staff Skills	How will the project improve the analytical or technical skills of staff
Build Performance Measures	How will the project allow for improved reporting of performance
Improve Productivity and Performance	How will the project impact staff output and goal attainment
Development of Leaders	How will the project assist with stability and succession

Attachment: Hawthorne Hills Campground_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the

PIONEER VILLAGE

PROPOSED
MULTI-USE BUILDING

PIONEER VILLAGE - CARETAKER

HAWTHORNE HILLS COUNTY PARK

2.49 acres

HAWTHORNE HILLS COUNTY PARK

1.12 acres

1.92 acres

3.30 acres

HAWTHORNE HILLS - H.H. PETERS
YOUTH CAMP

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)

Attachment: Hawthorne Hills Campground_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the

PROJECT FEASIBILITY ANALYSIS

Project Name: Mee-Kwon County Park Wetland Restoration and Stormwater Management

Project Manager: Andrew Struck

Project Budget Estimate:

Source	Amount	Grant Info
2022 Capital Project Fund	$40,000	N/A
WCMP	$38,000	Awarded
WDNR UNPS & SWM	$45,000	Awarded
TOTAL	**$215,000**	

Project Score: Value and Efficiency (150/400) Modernization and Service (170/400)

Project Purpose Summary (from department):

This project is removing an unnecessary, redundant portion of asphalt near the Mee-Kwon County Park Golf Course clubhouse and create two stormwater treatment wetlands in its place to manage runoff from the golf course parking lot and meet TMDL requirements. The project will include pavement removal, repaving approach areas, culvert installation, earthwork, vegetation restoration, and flow inlet and outlet protection. Design and engineering are underway under secured WDNR Urban Nonpoint Source and Stormwater Management (UNPS & SWM) and Wisconsin Coastal Management Program (WCMP) grants. CIP funding will support engineering and design, construction and restoration activities to be completed by Department staff and the Highway Department.

Proposal Considerations, Risks, and Identified Issues:

This project scored relatively low across the board. While mitigating runoff from County parking lots is important, the project scored low on urgency, and having relatively low impact on health and safety, quality of life, and customer satisfaction.

Staff Recommendation:

Staff does not recommend funding the Mee-Kwon Wetland Restoration and Stormwater Management through the project fund.

Attachment: MeeKwon Stormwater Runoff and Restoration (RES.21-70 : Recommendation of Executive Committee Project Submittals to the

Project Reserve Information Sheet	
Project Name:	Mee-Kwon County Park Wetland Restoration & Stormwater Mana
Requested By:	Andrew Struck
Project Owner:	Planning and Parks Department
Start Date:	2022

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
2022 CIP Fund	$40,000	N/A
WCMP	$38,000	Awarded
WDNR UNPS & SWM	$45,000	Awarded
		N/A
		N/A
		N/A
		N/A
TOTAL PROJECT COST:	$123,000	

Offsetting Revenue or Savings (If Applicable):

Source	Amount
TOTAL	

Provide a narrative of project costs:

This project is removing an unnecessary, redundant portion of asphalt near the Mee-Kwon County Park Golf Course clubhouse and create two stormwater treatment wetlands in its place to mange runoff from the golf course parking lot and meet TMDL requirements. The project will include pavement removal, repaving approach areas, culvert installation, earthwork, vegetation restoration, and flow inlet and outlet protection (see attached concept plans). Design and engineering is underway under secured WDNR Urban Nonpoint Source and Stormwater Management (UNPS & SWM) and Wisconsin Coastal Management Program (WCMP) grants. CIP funding will support engineering and design, construction and restoration activities to be completed by Department staff and the Highway Department for a total estimated project cost of $123,000.

Attachment: MeeKwosn Stormwater_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County

Project Narrative - Define the Current State

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

This project will result in the treatment of stormwater from the project area and will remove approximately 90% of the total suspended solids and 60% of the total phosphorus loads (TMDL requirements) from the project drainage areas to Pigeon Creek, the Milwaukee River and Lake Michigan. Suspended solids and phosphorus in runoff negatively affect the water quality of coastal waters. This reduction in loading will contribute to the total reductions required by the Total Maximum Daily Loads (TMDLs) established for the Milwaukee River, tributary to Lake Michigan.

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

This project will remove an unnecessary, redundant portion of asphalt near the Mee-Kwon Park Golf Course clubhouse which is in need of repair or replacement. The pavement has been in poor condition, as several portions are cracked and potholed, and the road has not been repaired in many years. Recent hauling of fill (over 1000 loads) from the Little Menomonee River Corridor Habitat Restoration and Mequon Thiensville Dam Fishway improvement projects by the Highway Department has further damaged and broken down the pavement. This section of the road would receive a poor to fair PASER rating given the significant breakdown of the pavement.

Project Recommendation - Define the Suggested Course of Action

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

The project objectives are to reduce the area of impervious pavement and associated maintenance of that pavement, treat stormwater runoff from the clubhouse parking lot to improve water quality and reduce peak flows for downstream neighbors and streams, and create a natural aesthetic amenity near the clubhouse and new hiking trail. CIP and grant funds will support pavement removal, repaving approach areas, culvert installation, earthwork, vegetation restoration, and flow inlet and outlet protection. Construction and restoration activities will be completed by the P&P and HWY Departments.

Describe how the project addresses Department objectives or countywide strategy:

Project activities meet overall goals as listed in the Comprehensive Plan for Ozaukee County: 2035 (P. 176, 277, 279-282, 452, 456), Park and Open Space Plan for Ozaukee County (P. 18), Ozaukee County Land and Water Resource Management Plan (P. 49, 89), A Farmland Preservation Plan for Ozaukee County (P. 193-195), and the Ozaukee County Strategic Plan (P. 13).

Attachment: MeeKwosn Stormwater_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County

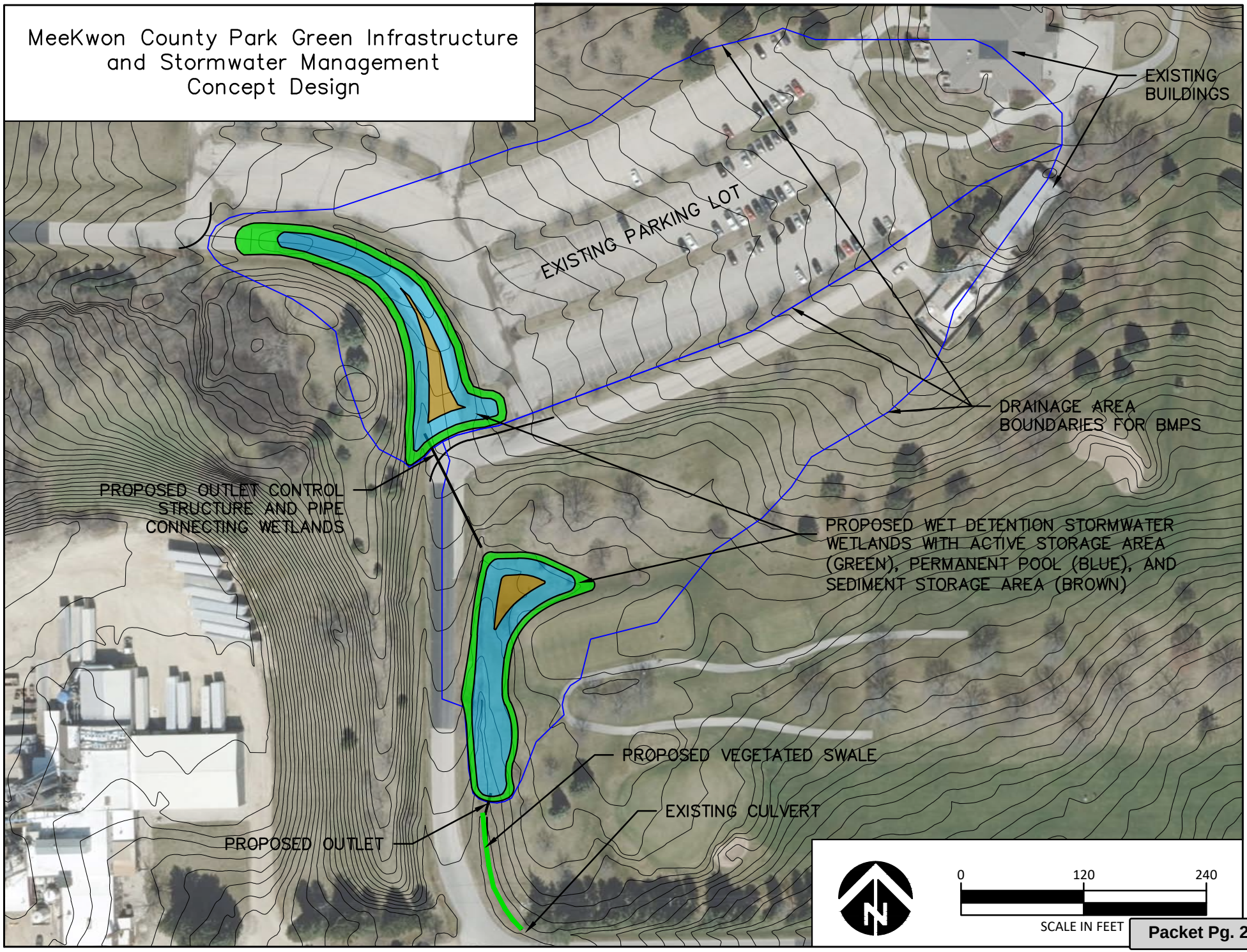
Describe the project's impact on quality of life:
In addition to the stormwater benefits, the wetlands will be planted with locally native vegetation that will provide habitat for a variety of native insects, birds and associated pollinators. Given the location at the entrance to the parking lot for the golf course, it will also provide outreach opportunities associated with the importance of protecting water quality, the value of native vegetation, and the ability to incorporate native vegetation attractively into landscaping, even within golf course settings.
Describe the project's impact on health and safety:
This system will be designed to remove approximately 90% of the total suspended solids and 60% of the total phosphorus loads from the project drainage areas. This reduction in loading will contribute to the total reductions required by the Total Maximum Daily Loads (TMDLs) established for the Milwaukee River (tributary to Lake Michigan). The project will be located in a very visible, publicly accessible area near the entrance to the parking lot for the golf course and immediately alongside a new hiking trail and a golf course tee box.
Describe how the project impacts department operations using business objectives:
This project will remove the time and expense for ongoing pavement maintenance repairs, is complimentary to CIP requests to repave the adjacent roads (north and south) to to the clubhouse, and will and improve visitors and golfers experience to this regional park. CIP funding would be used as required match for the secured WDNR UNPS & SWM and WCMP grants.

Attachment: MeeKwosn Stormwater_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County

BUSINESS OBJECTIVE EXAMPLES – Description will define performance measures

Business Goal/Objective	Description
Increase Revenue	Describe impact on revenue and timelines
Control Costs	Describe impact on costs and timelines
Customer Deliverables	How does the project meet customer expectations
Partnerships	Describe how the project leverages internal and external partnerships
Customer Service	How does the impact improve customer service internally and externally
Investment in Innovation	What is innovative about the approach
Reduce Errors	How will the project reduce errors in work
Improve Safety	How will the project improve safety
Impact on Energy Usage	What is the impact of energy usage
Streamline Business Process	Define efficiencies in process
Ensure Compliance	How does the project ensure legal/policy compliance
Improve Reporting or Transparency	How will the project impact the dissemination of information
Improve Community Outreach	Define impacts on community partnerships
Improve Staff Skills	How will the project improve the analytical or technical skills of staff
Build Performance Measures	How will the project allow for improved reporting of performance
Improve Productivity and Performance	How will the project impact staff output and goal attainment
Development of Leaders	How will the project assist with stability and succession

Attachment: MeeKwosn Stormwater_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County



Attachment: MeeKwosn Stormwater_COMBINED (RES.21-70 : Recommendation of Executive Committee

PROJECT FEASIBILITY ANALYSIS

Project Name: Virmond Parking Lot Extension

Project Manager: Andrew Struck

Project Budget Estimate:

Source	Amount	Grant Info
2022 Capital Project Fund	$64,000	N/A
TOTAL	**$64,000**	

Project Score: Value and Efficiency (220/400) Modernization and Service (180/400)

Project Purpose Summary (from department):

Estimated project costs of $64,000 will support a parking lot expansion project at Virmond County Park. Specifically, this includes grading and construction of an asphalt parking lot south of the playground, east of the pavilion, and west of the existing parking lot across the driveway to the west (see attached map). Construction activities would be completed by the Ozaukee County Highway Department and activities include excavation, grading, paving, pavement markings, and bioswales to combat runoff and prevent further bluff erosion. The parking lot is often 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. Virmond County Park is a highly visited park in the Ozaukee County Park System (not including the GC's), with 2021 annual counts of 174,967 and a daily average of 508 counts per day.

Proposal Considerations, Risks, and Identified Issues:

This project scored relatively low in urgency, and impact on health and safety.

Staff Recommendation:

Staff does not recommend funding Virmond Parking Lot Extension through the project fund.

Attachment: Virmond County Park Parking Lot Extension Project Analysis (RES.21-70 : Recommendation of Executive Committee Project

Project Reserve Information Sheet	
Project Name:	Virmond County Park Parking Lot Expansion
Requested By:	Andrew Struck
Project Owner:	Planning and Parks Department
Start Date:	2022

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
2022 CIP Fund	$64,000	N/A
		N/A
		N/A
		N/A
		N/A
		N/A
		N/A
TOTAL PROJECT COST:	$64,000	

Offsetting Revenue or Savings (If Applicable):

Source	Amount
TOTAL	

Provide a narrative of project costs:

Estimated project costs of $64,000 will support a parking lot expansion project at Virmond County Park. Specifically, this includes grading and construction of an asphalt parking lot south of the playground, east of the pavilion, and west of the existing parking lot across the driveway to the west (see attached map). Construction activities would be completed by the Ozaukee County Highway Department and activities include excavation, grading, paving, pavement markings, and bioswales to combat runoff and prevent further bluff erosion.

Attachment: Virmond Parking Lot Expansion_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the

Project Narrative - Define the Current State

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

The demands for parking have outstripped the availability. Currently, the parking lot is often 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 reduced visitor access and a potential issue for emergency (e.g. fire, police, and first responders). This project will be designed to accommodate additional visitor parking and emergency parking and staging needs.

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

Virmond County Park is a highly visited park in the Ozaukee County Park System (not including the GC's), with 2021 annual counts of 174,967 and a daily average of 508 counts per day. 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 reduced visitor access and a potential issue for emergency (e.g. fire, police, and first responders). This project will be designed to accommodate additional visitor parking and emergency parking and staging needs.

Project Recommendation - Define the Suggested Course of Action

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

This includes grading and construction of an asphalt parking lot south of the playground, east of the pavilion, and west of the existing parking lot across the driveway to the west (see attached map). Construction activities would be completed by the Ozaukee County Highway Department and activities include excavation, grading, paving, pavement markings, and bioswales to combat runoff and prevent further bluff erosion, as recommended in the 2021 Master Plan for the Park.

Describe how the project addresses Department objectives or countywide strategy:

Consistent with the POSP and draft Strategic Plan to maintain a quality Parks system, and WCMP Coastal Resiliency grants (2020 and 2021) to support development of a Master Plan for the Park and to complete a stormwater and groundwater study as part of the Master Plan, which considers the relationship between wetlands, drainage patterns, existing and planned infrastructure (parking lot areas) and other facilities (public access stairway to Lake Michigan). This project was recommended in the Master Plan and associated drainage studies.

Attachment: Virmond Parking Lot Expansion_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the

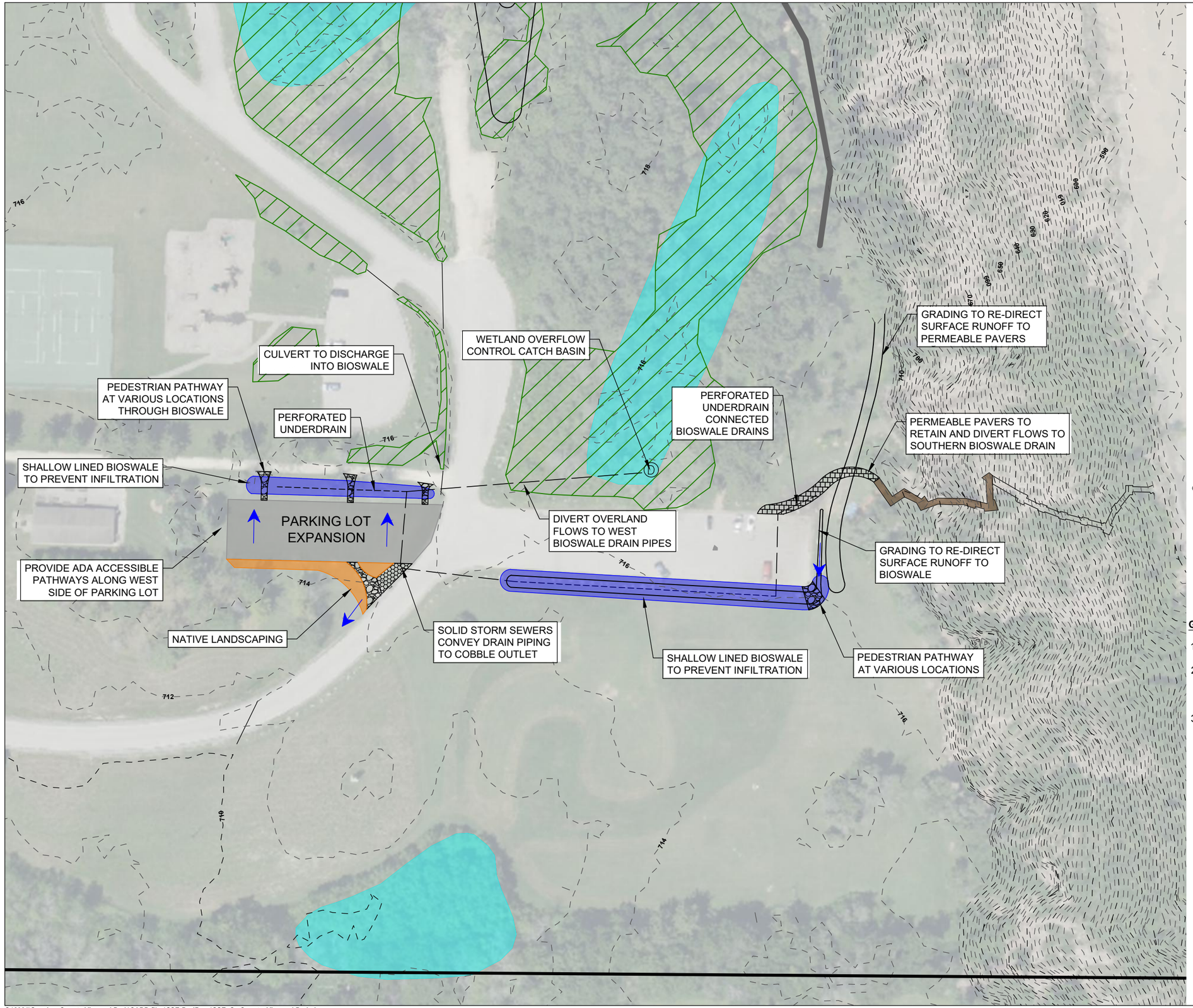
Describe the project's impact on quality of life:
The demands for parking have outstripped the availability. Currently, the parking lot is often completely filled and parking happens along the park road. This parking along the park road has resulted in the breaking of shoulder pavement and ground rutting of the adjacent areas. It has also resulted in reduced visitor access and a potential issue for emergency (e.g. fire, police, and first responders). This project will be designed to accommodate additional visitor parking and emergency parking and staging needs.
Describe the project's impact on health and safety:
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 reduced visitor access and a potential issue for emergency (e.g. fire, police, and first responders). This project will be designed to accommodate additional visitor parking and emergency parking and staging needs.
Describe how the project impacts department operations using business objectives:
An expanded parking area and addressing drainage issues would reduce ongoing maintenance associated with paved shoulder breakage and rutting.

Attachment: Virmond Parking Lot Expansion_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the

BUSINESS OBJECTIVE EXAMPLES – Description will define performance measures

Business Goal/Objective	Description
Increase Revenue	Describe impact on revenue and timelines
Control Costs	Describe impact on costs and timelines
Customer Deliverables	How does the project meet customer expectations
Partnerships	Describe how the project leverages internal and external partnerships
Customer Service	How does the impact improve customer service internally and externally
Investment in Innovation	What is innovative about the approach
Reduce Errors	How will the project reduce errors in work
Improve Safety	How will the project improve safety
Impact on Energy Usage	What is the impact of energy usage
Streamline Business Process	Define efficiencies in process
Ensure Compliance	How does the project ensure legal/policy compliance
Improve Reporting or Transparency	How will the project impact the dissemination of information
Improve Community Outreach	Define impacts on community partnerships
Improve Staff Skills	How will the project improve the analytical or technical skills of staff
Build Performance Measures	How will the project allow for improved reporting of performance
Improve Productivity and Performance	How will the project impact staff output and goal attainment
Development of Leaders	How will the project assist with stability and succession

Attachment: Virmond Parking Lot Expansion_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the



N

0 80 160 Feet

LEGEND:

- PROPERTY BOUNDARY
- EXISTING CONTOURS (MAJOR - 10' INTERVAL)
- EXISTING CONTOURS (MINOR - 2' INTERVAL)
- MAPPED WETLANDS (WISCONSIN WETLAND INVENTORY)
- PREVIOUSLY DELINEATED WETLANDS
- Ⓓ CONCEPTUAL CATCH BASIN
- CONCEPTUAL STORM SEWER PIPE
- CONCEPTUAL UNDERDRAIN PIPE
- CONCEPTUAL TRENCH CUT-OFF DRAIN
- PROPOSED GRADING CONTOURS
- CONCEPTUAL BIOSWALE
- CONCEPTUAL STORMWATER FLOW DIRECTION

GENERAL NOTES:

1. AERIAL BASE MAP WAS OBTAINED FROM AUTOCAD CIVIL 3D ONLINE IMAGERY (2011) .
2. DRAINAGE AREAS WERE DELINEATED UTILIZING A BASE MAP OF EXISTING TOPOGRAPHY OBTAINED FROM OZAUKEE COUNTY AND ON-SITE OBSERVATIONS.
3. CULVERT LOCATIONS WERE OBTAINED FROM VISUAL OBSERVATIONS, COUNTY PROVIDED, AND CITY OF MEQUON DATA.

STORMWATER SOLUTIONS ENGINEERING LLC
247 W. FRESHWATER WAY, SUITE 410
MILWAUKEE, WI 53204
PHONE: (414) 810-1245
WWW.STORMWATER-SOLUTIONS ENGINEERING.COM

GZA GeoEnvironmental Engineers and Scientists
www.gza.com
17975 WEST SARAH LANE, SUITE
BROOKFIELD, WI 53045
PHONE: (262) 754-2560
WWW.GZA.COM

OZAUKEE COUNTY
PLANNING AND PARKS DEPARTM
121 W MAIN ST, #220
PORT WASHINGTON, WI 53074

SHEET NAME: CONCEPTUAL DRAINAGE DESIGN - AREA 2

PROJECT NAME: SURFACE WATER AND GROUNDWATER STUDY FOR VIRMOND PARK

PROJECT ADDRESS: 10606 NORTH LAKESHORE DRIVE

ISSUED FOR:	REV:	DA

DRAWN BY:	KLK
REVIEWED BY:	ARC
APPROVED BY:	CBG
DATE:	July 2021

SEAL AND SIGNATURE

PROJECT NUMBER:

SITE NUMBER:

FIGURE

Attachment: Virmond Parking Lot Expansion_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the

S:\2021\Ozaukee County Virmond Park\CADD files\SSE-ProjBase\SSE_Oz County_Virmond Park.dwg

Project Reserve Information Sheet	
Project Name:	Parks Division - Hawthorne Hills County Park Paving
Requested By:	Andrew Struck
Project Owner:	Planning and Parks Department
Start Date:	2022

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
2022 CIP Fund	$70,000	N/A
		N/A
		N/A
		N/A
		N/A
		N/A
		N/A
TOTAL PROJECT COST:	$70,000	

Offsetting Revenue or Savings (If Applicable):

Source	Amount
TOTAL	

Provide a narrative of project costs:

Total project costs are approximately $70,000 per a recent Ozaukee County Highway Department estimate, which would come from this request (2022). Repaving would be completed by the Highway Department and activities include excavation, grading, paving, and shouldering.

Attachment: Hawthorne Hills Paving_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County

Project Narrative - Define the Current State

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

This project would pave the remaining park road and parking areas below the crest of the hill and also patch areas on the driveway / parking at HH Peters Youth Camp. The current roadway cannot be plowed in the winter due to the steep hill. Paving this portion would allow for winter plowing and year-round park access. The Highway Department will be contracted to do the work.

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

The remaining park road and parking areas are gravel, which can get wet/muddy. Visitors have complained about the surface conditions and inability to access all areas of the park during the winter when the current road cannot be plowed.

Project Recommendation - Define the Suggested Course of Action

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

Repaving would be completed by the Highway Department and activities include excavation, grading, paving, shouldering, and patching. This request is consistent with the CIP award for the Hawthorne Hills Park Multi-Purpose Building project.

Describe how the project addresses Department objectives or countywide strategy:

Paving remaining portions of Hawthorne Hills County Park is recommended in the Ozaukee County Park and Open Space Plan (p. 95), and this project represents CIP project 115-01, beginning in 2014. This project is also consistent with the Ozaukee County Strategic Plan (III. Enhance Quality of Life Assets, P. 12). This request is also consistent with the CIP award for the Hawthorne Hills Park Multi-Purpose Building project.

Attachment: Hawthorne Hills Paving_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County

Describe the project's impact on quality of life:
This project would improve visitor experience for visitors of Hawthorne Hills County Park, including year-round access.
Describe the project's impact on health and safety:
Poor parking and road 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. Visitors have complained about the lack of winter access due to unplowed roads.
Describe how the project impacts department operations using business objectives:
Paving the park road and park areas would reduce required, ongoing maintenance.

Attachment: Hawthorne Hills Paving_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County

BUSINESS OBJECTIVE EXAMPLES – Description will define performance measures

Business Goal/Objective	Description
Increase Revenue	Describe impact on revenue and timelines
Control Costs	Describe impact on costs and timelines
Customer Deliverables	How does the project meet customer expectations
Partnerships	Describe how the project leverages internal and external partnerships
Customer Service	How does the impact improve customer service internally and externally
Investment in Innovation	What is innovative about the approach
Reduce Errors	How will the project reduce errors in work
Improve Safety	How will the project improve safety
Impact on Energy Usage	What is the impact of energy usage
Streamline Business Process	Define efficiencies in process
Ensure Compliance	How does the project ensure legal/policy compliance
Improve Reporting or Transparency	How will the project impact the dissemination of information
Improve Community Outreach	Define impacts on community partnerships
Improve Staff Skills	How will the project improve the analytical or technical skills of staff
Build Performance Measures	How will the project allow for improved reporting of performance
Improve Productivity and Performance	How will the project impact staff output and goal attainment
Development of Leaders	How will the project assist with stability and succession

Attachment: Hawthorne Hills Paving_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County

Hawthorne Hills Park and Golf Course

0 550 1,100 2,200 Feet

N

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

Attachment: Hawthorne Hills Paving_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County

PROJECT FEASIBILITY ANALYSIS

Project Name: Hawthorne Hills County Park Paving

Project Manager: Andrew Struck

Project Budget Estimate:

Source	Amount	Grant Info
2022 Capital Project Fund	$70,000	N/A
TOTAL	**$70,000**	

Project Score: Value and Efficiency (220/400) Modernization and Service (180/400)

Project Purpose Summary (from department):

This project would pave the remaining park road and parking areas below the crest of the hill and also patch areas on the driveway / parking at HH Peters Youth Camp. The current roadway cannot be plowed in the winter due to the steep hill. Paving this portion would allow for winter plowing and year-round park access. The Highway Department will be contracted to do the work. The remaining park road and parking areas are gravel, which can get wet/muddy. Visitors have complained about the surface conditions and inability to access all areas of the park during the winter when the current road cannot be plowed.

Proposal Considerations, Risks, and Identified Issues:

This project scored low in urgency and impact on health and safety and modernization.

Staff Recommendation:

Staff does not recommend funding the Hawthorne Hills County Park Paving through the project fund.

Attachment: Hawthorne Hills County Park Paving Project Analysis (RES.21-70 : Recommendation of Executive Committee Project Submittals to

PROJECT FEASIBILITY ANALYSIS

Project Name: Mee-Kwon Road Paving North

Project Manager: Andrew Struck

Project Budget Estimate:

Source	Amount	Grant Info
2022 Capital Project Fund	$37,000	N/A
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 needs 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. 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.

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 funding the Mee-Kwon Road Paving North Showers through the project fund.

Attachment: Meekwon Road Paving North Project Analysis (RES.21-70 : Recommendation of Executive Committee Project Submittals to the

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 Fun	$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_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the 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.

Attachment: MeeKwon Paving North_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County

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.

Attachment: MeeKwon Paving North_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County

BUSINESS OBJECTIVE EXAMPLES – Description will define performance measures

Business Goal/Objective	Description
Increase Revenue	Describe impact on revenue and timelines
Control Costs	Describe impact on costs and timelines
Customer Deliverables	How does the project meet customer expectations
Partnerships	Describe how the project leverages internal and external partnerships
Customer Service	How does the impact improve customer service internally and externally
Investment in Innovation	What is innovative about the approach
Reduce Errors	How will the project reduce errors in work
Improve Safety	How will the project improve safety
Impact on Energy Usage	What is the impact of energy usage
Streamline Business Process	Define efficiencies in process
Ensure Compliance	How does the project ensure legal/policy compliance
Improve Reporting or Transparency	How will the project impact the dissemination of information
Improve Community Outreach	Define impacts on community partnerships
Improve Staff Skills	How will the project improve the analytical or technical skills of staff
Build Performance Measures	How will the project allow for improved reporting of performance
Improve Productivity and Performance	How will the project impact staff output and goal attainment
Development of Leaders	How will the project assist with stability and succession

Attachment: MeeKwon Paving North_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County

Mee-Kwon County Park

Attachment: MeeKwon Paving North_COMBINED (RES.21-70 : Recommendation of Executive Committee

OZAUKEE COUNTY PLANNING AND PARKS

PARKS, RECREATION, AND CULTURE DIVISION

0 500 1,000 2,000 Feet

N

Map Produced By: Ozaukee County Planning and Par
4/11/2018

PROJECT FEASIBILITY ANALYSIS

Project Name: Mee-Kwon Road Paving South

Project Manager: Andrew Struck

Project Budget Estimate:

Source	Amount	Grant Info
2022 Capital Project Fund	$63,000	N/A
TOTAL	**$63,000**	

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., 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. Recent hauling of fill (over 1000 loads) from the Little Menomonee River Corridor Habitat Restoration and Mequon Thiensville Dam Fishway improvement projects 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 funding the Mee-Kwon Road Paving South through the project fund.

Attachment: MeeKwon Road Paving South Project Analysis (RES.21-70 : Recommendation of Executive Committee Project Submittals to the

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:	2022

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
2022 CIP Fund	$63,000	N/A
		N/A
		N/A
		N/A
		N/A
		N/A
		N/A
TOTAL PROJECT COST:	$63,000	

Offsetting Revenue or Savings (If Applicable):

Source	Amount
TOTAL	

Provide a narrative of project costs:

Total project costs are approximately $63,000 per a recent Ozaukee County Highway Department estimate, which would come from this budget request (2022). Repaving would be completed by the Highway Department and activities include excavation, pavement removals, grading, re-paving, and reshouldering. 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.

Attachment: MeeKwon Paving South_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the 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. Recent hauling of fill (over 1000 loads) from the Little Menomonee River Corridor Habitat Restoration and Mequon Thiensville Dam Fishway improvement projects 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. 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 (III. Enhance Quality of Life Assets, P. 12) and recently approved and accepted projects and grants.

Attachment: MeeKwon Paving South_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County

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, and in 2021, 78,133 golfers visited the park (through November).
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.

Attachment: MeeKwon Paving South_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County

BUSINESS OBJECTIVE EXAMPLES – Description will define performance measures

Business Goal/Objective	Description
Increase Revenue	Describe impact on revenue and timelines
Control Costs	Describe impact on costs and timelines
Customer Deliverables	How does the project meet customer expectations
Partnerships	Describe how the project leverages internal and external partnerships
Customer Service	How does the impact improve customer service internally and externally
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Development of Leaders	How will the project assist with stability and succession

Attachment: MeeKwon Paving South_COMBINED (RES.21-70 : Recommendation of Executive Committee Project Submittals to the County

Mee-Kwon County Park

OZAUKEE COUNTY PLANNING AND PARKS

PARKS, RECREATION, AND CULTURE DIVISION

0 500 1,000 2,000 Feet

N

Map Produced By: Ozaukee County Planning and Par
4/11/2018

Attachment: MeeKwon Paving South_COMBINED (RES.21-70 : Recommendation of Executive Committee

Project Reserve Information Sheet	
Project Name:	Chiller Plant Replacement
Requested By:	Lasata Care Center
Project Owner:	Monte Hale/Chris Kuemmerlein
Start Date:	4- 2022 4-5 wk lead time to order unit. demo could start now

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	325,000.00	N/A
		N/A
		N/A
		N/A
		N/A
		N/A
		N/A
TOTAL PROJECT COST:	325000.00	

Offsetting Revenue or Savings (If Applicable):

Source	Amount
Focus on Energy Rebates	unknown at the time of this request
Cedarburg Light and Water	savings unknown at the time of this request
TOTAL	

Provide a narrative of project costs:

base bid of $293,500.00 from J& H to demo and replace current water cooled chiller system to updated air cooled chiller system includes the following:
*Permits
*Isolation, Refrigerant Recovery and existing system demo and disposal
*Structural Steel and engineering for existing cooling tower rails modification
*Provide and set air cooled chiller with remote evaporator and 5 yr compressor warranty
*Refrigeration piping and specialty package
*Primary secondary pump with VFD package
*Chilled piping with insulation
*Line voltage electrical
*Low voltage controls with integration into existing BAS system
*System start up and first year warranty.

Attachment: Chiller Replacement Lasata_Capital Project Request Form_FINAL_2022 (RES.21-70 : Recommendation of Executive Committee

Project Narrative - Define the Current State

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

Current chiller was installed in 1996 (26 years old). There is a failed seal in the motor shaft that is seized up and cannot be repaired. The failed seal is causing the unit to leak significant amounts of oil -- currently being serviced and refilled every 2 weeks to keep the unit functional

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

We will be better able to control fluctuating temperatures within the building to keep our staff, residents, and visitors more comfortable in the summer months.

This new air cooled system will save on water usage and costs annually as well as bi-weekly servicing costs replacing lost oil

Project Recommendation - Define the Suggested Course of Action

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

This project moves us from a dated water cooled cooling system to an air cooled system which is far more energy efficient

Describe how the project addresses department objectives or countywide strategy:

This project is in line with the County's goal of being more energy efficient

Attachment: Chiller Replacement Lasata_Capital Project Request Form_FINAL_2022 (RES.21-70 : Recommendation of Executive Committee

Describe the project's impact on quality of life:
This unit services the entire central area of Lasata on all 3 floors -- it also serves the east and west side ceiling units in the resident hallways making temperatures much easier to control and maintain for little to no fluctuations from unit to unit.
Describe the project's impact on health and safety:
This project allows us to replace the obsolete water tower. This tower holds the water that flows through the old unit keeping it cooled -- this tower needs to be treated chemically annually to help prevent the risk of legionnaires disease. The cost of this treatment annually is $2000. but still does not 100 % eradicate the risk of disease spread.
Describe how the project impacts department operations using business objectives:
This project will help us better manage building operational costs so we can focus our enterprise funds back to the direct care of our residents

Attachment: Chiller Replacement Lasata_Capital Project Request Form_FINAL_2022 (RES.21-70 : Recommendation of Executive Committee

BUSINESS OBJECTIVE EXAMPLES – Description will define performance measures

Business Goal/Objective	Description
Increase Revenue	Describe impact on revenue and timelines
Control Costs	Describe impact on costs and timelines
Customer Deliverables	How does the project meet customer expectations
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Attachment: Chiller Replacement Lasata_Capital Project Request Form_FINAL_2022 (RES.21-70 : Recommendation of Executive Committee

J&H Heating
INCORPORATED

1220 Mineral Springs Drive
Port Washington, WI 53074
Phone: (262) 284-5589
Fax: (262) 284-3389

To: Lasata Senior Living Campus
Attn: Monte Hale
Email: mhale@co.ozaukee.wi.us

From: Chris Wittig
Date: January 11, 2022
Re: Chiller Plant Replacement Project

This quote is a result of site visits and discussions on Air Cooled Chiller Plant options to replace existing water-cooled plant.

Scope of Work
Permits
Isolation, Refrigerant Recovery, and Existing System Demo and Disposal
Structural Steel, and Engineering for existing Cooling Tower Rails modification
Provide and Set Air Cooled Chiller with Remote Evaporator and 5 year Compressor Warr Options
Refrigeration Piping and Specialty Package
Primary Secondary Pump with VFD Package and Specialty Options
Chilled Piping with Insulation
Line Voltage Electrical
Low Voltage Controls with integration into existing BAS System
System Start-Up and First Year Warranty

Notes:
Current lead time on material is 15-20 weeks from time of order.

Quote # 011122-1656
BASE BID: $293,500.00

Thank you.

Chris Wittig
Service Manager
J & H Heating, Inc.

Attachment: Cover Page_Chiller Replacement Quote_Lasata_J-H (RES.21-70 : Recommendation of Executive Committee Project Submittals to

RESOLUTION NO. 21-71

ALLOCATING $1,000,000 OF FUNDING FOR ACQUISITION OF THE CLAY BLUFFS CEDAR GORGE NATURE PRESERVE PROPERTY FROM AMERICAN RESCUE PLAN ACT FUNDS

WHEREAS, The American Rescue Plan Act signed into law by the Federal Government on March 11, 2021 has made available $17,330,133 to Ozaukee County in an effort to provide economic relief to the public following the COVID-19 Pandemic; and

WHEREAS, the use of American Rescue Plan Act funds for the acquisition of land is allowable as funds available under the revenue loss calculation can be expended for any public purpose under the United States Department of the Treasury in the Coronavirus State and Local Fiscal Recovery Funds Final Rule; and

WHEREAS, on March 4, 2015, the Ozaukee County Board of Supervisors, in Resolution No. 14-71, outlined conditions for the acquisition and designation of part of the NW ¼ and SW ¼, Section 3 and part of the NW ¼, Section 10, T. 10 N., R. 22 E., City of Port Washington, Ozaukee County, Wisconsin (hereafter "Clay Bluffs Cedar Gorge Nature Preserve Property"), as an official Ozaukee County Park in the Ozaukee County Park System for passive-use, non-motorized, outdoor recreational public use, access and development; and

WHEREAS, the Ozaukee County Board of Supervisors, in Resolution No. 20-15, approved the acquisition and designation of Clay Bluffs Cedar Gorge Nature Preserve Property with the support of grants applied for by the Planning and Parks Department and Ozaukee Washington Land Trust (hereafter "OWLT") and directed the Ozaukee County Planning and Parks Department to seek out grant applications to cover the balance of the initial acquisition cost and to report any funding deficit to the Natural Resource Committee and the County Board; and

WHEREAS, on April 12, 2016, Ozaukee County signed a formal Memorandum of Understanding and Intergovernmental Cooperation Agreement between Ozaukee County, the City of Port Washington, and OWLT for the acquisition of the Clay Bluffs Cedar Gorge Nature Preserve Property; and

WHEREAS, the Ozaukee County Board of Supervisors, in Resolution No. 20-16, expressed support for the submittal of an application by OWLT to the Wisconsin Department of Natural Resources Knowles-Nelson Stewardship Grant Program for funding to carry out the project, but that OWLT has not yet obtained required approval from the Joint Finance Committee for such grant and now appears unlikely that it will; and

WHEREAS, the Ozaukee County Planning and Parks Department has exercised due diligence in securing multiple grants sufficient to cover the balance of the acquisition cost but an approximate $1,500,000 funding shortfall remains; and

WHEREAS, a grant obtained from the United States Fish and Wildlife Service's (hereafter "USFWS") Joint Venture Program in the amount of $300,000 is set to expire in June 2022, which expiration will interfere with additional grant funds of nearly $800,000 that are tied to the aforementioned USFWS grant; and

WHEREAS, OWLT's current offer to purchase Clay Bluffs Cedar Grove Nature Preserve Property for the sum of $5,000,000 will expire in September 2022; and

WHEREAS, OWLT has formally pledged its commitment to provide an additional $500,000 in acquisition funds if the County can provide an additional $1,000,000.

NOW, THEREFORE, BE IT RESOLVED, by the Ozaukee County Board of Supervisors that $1,000,000 of the American Rescue Plan Act funds allocated to Ozaukee County shall be apportioned for the acquisition and designation of part of the NW ¼ and SW ¼, Section 3 and part of the NW ¼, Section 10, T. 10 N., R. 22 E., City of Port Washington, Ozaukee County, Wisconsin, the Clay Bluffs Cedar Gorge Nature Preserve Property, as an official Ozaukee County Park in the Ozaukee County Park System for passive-use, non-motorized, outdoor recreational public use, access and development; and

NOW, THEREFORE, BE IT RESOLVED, by the Ozaukee County Board of Supervisors that the $1,000,000 of funding for acquisition of the Clay Bluffs Cedar Gorge Nature Preserve Property from American Rescue Plan Act funds in the line-item accounts detailed below;

401-1-01-60000-048 Clay Bluffs Cedar Gorge Nature Preserve Property: $1,000,000.

Dated at Port Washington, Wisconsin, this 6th day of April 2022.

SUMMARY: $1,000,000 of funding for acquisition of the Clay Bluffs Cedar Gorge Nature Preserve Property from American Rescue Plan Act funds.

VOTE REQUIRED: Two-Thirds of Members Elect

EXECUTIVE COMMITTEE

Executive Committee

AGENDA INFORMATION SHEET

AGENDA DATE: **April 4, 2022**
DEPARTMENT: **Ozaukee County Board**
DIRECTOR: **Jason Dzwinel**
PREPARER: **Jason Dzwinel**

Agenda Summary Allocating $1,000,000 of funding for acquisition of the Clay Bluffs Cedar Gorge Nature Preserve Property from American Rescue Plan Act funds

BACKGROUND INFORMATION: The proposed amendment will amend the Resolution allocating American Rescue Plan Act Funds allocating a sum of $1,000,000 for the acquisition of the Clay Bluffs Cedar Gorge Nature Preserve Property. These funds will be used to fund the final twenty percent of the $5,000,000 needed to purchase the property. The Ozaukee Washington Land Trust (OWLT) has not yet obtained required approval from the Joint Finance Committee for a Wisconsin Department of Natural Resources Knowles-Nelson Stewardship Grant Program to carry out the project. The Joint Finance Committee has not indicated that there will be any legislative action on the OWLT's Knowles-Nelson Stewardship Grant.

ANALYSIS: This motion will amend the ARPA Project Fund resolution to include $1,000,000 for the purchase. Under the Project Fund Scorecard the project received a 190 for Value & Efficiency and 280 for Modernization & Service.

FISCAL IMPACT: $1,000,000

FUNDING SOURCE: ARPA Funds

County Levy: $0

RECOMMENDED MOTION: Supervisor Melotik and Ross respectfully request that the resolution be approved to include budget line item 401-1-01-60000-048 - Clay Bluffs Cedar Gorge Nature Preserve Property Acquisition: $1,000,000

ATTACHMENTS:

- Cedar Gorge Memo Supervisors Melotik and Ross (PDF)

Executive Committee

AGENDA INFORMATION SHEET

AGENDA DATE: **April 4, 2022**
DEPARTMENT: **County Board**
SPONSORS: **Supervisors Melotik and Ross**

Agenda Summary Allocating $1,000,000 of funding for acquisition of the Clay Bluffs Cedar Gorge Nature Preserve Property from American Rescue Plan Act funds

Background: **Background material for resolution to allocate up to $1,000,000 of the American Rescue Plan Act funding to acquisition of 132-acre Clay Bluffs Cedar Gorge Nature Preserve.**

The County has been striving for over a decade to protect a significant portion of this property and make it available to the public. It is a unique coastal property with wetlands, woods and the striking bluffs that provide majestic views of Lake Michigan and when water levels permit, a much sought-after Lake Michigan frontage. Centrally located, it would be a companion park to the County's most visited park—Lion's Den Gorge Nature Preserve—reducing pressure on that park while increasing public accessibility to the Lake Michigan shoreline including the National Lake Michigan Water Trail and National Marine Sanctuary.

Some of the early County efforts involved working with a private developer that had designs of integrating public and private use. That effort failed when the developer proved unable to secure funding needed to make the project a reality. Since then, the Ozaukee Washington Land Trust has proven to be a reliable partner in securing private funds and community support to acquire, restore and protect the property.

OWLT and Ozaukee County have a memorandum of understanding that describes their partnership. This agreement would allow OWLT to purchase the 132-acre property using OWLT and County funding and then transfer title to Ozaukee County immediately after closing. The transfer would also include a conservation easement to protect the long-term natural resources and values on the site.

Waukesha State Bank holds title to the property and has accepted OWLT's offer to purchase for $5,000,000. All appraisals of the property reveal a current value of well in excess of that price. The latest state appraisal revealed a value of $5,930,000, nearly $1 million and 20% greater than the asking price. Indeed, after that appraisal, the very similar property to the immediate north sold for $5,000,000, despite the fact it has 94 fewer acres.

Funding Sources. OWLT fundraising efforts have benefited from very strong community support for what will ultimately be a county park, and they have raised and committed $1,000,000 to the acquisition. In addition, OWLT applied for a Knowles-Nelson Stewardship

Attachment: Cedar Gorge Memo Supervisors Melotik and Ross (RES.21-71 : $1,000,000 of funding for acquisition of the Clay Bluffs Cedar

grant that was approved by the WDNR at $2.3 million. The Stewardship grant approval process for grants greater than $250,000 requires review by the Joint Committee for Finance (JFC). Although no formal response has ever been received from the JFC, OWLT negotiated with a JFC representative to receive a $1.6 million "offer" in lieu of the amount approved by the DNR. And now, even that amount is unlikely since an anonymous legislator (as seemingly allowed by JFC procedures) has objected to any funds transfer within the JFC's purview.

From the beginning of this journey, there has been consistent county board support for the project, including supportive resolutions and the commitment of $200,000 from County funds. In addition, as a result of county leadership and staff energy, their relationships, and the expenditure of political capital, the county has secured grants that now total nearly $2.6 million dollars.

Funding Gap. If the Knowles-Nelson funding is not available to OWLT, a last-minute funding gap will have opened that could de-rail this project. The size of that gap now stands between $1.4 and $1.5 million dollars. If the County commits an additional $1 million dollars, OWLT's Board of Directors has formally pledged their commitment of an additional $500,000 in time for closing on the property, considering the federal funding grant deadlines. Together these additional funds will allow the project to be completed.

	A	B	C	D
1	**Costs and Funding Sources for Clay Bluffs / Cedar Gorge project**			
2				
3	**Purchase Price of Property**		**$5,000,000**	
4				
5	**Funding Sources**			
6	County Project funds (alocated previously)	$ 200,000		
7	USFWS GLRI JV Phase I	$ 300,000		
8	USFWS GLRI JV Phase II	$ 261,000		
9	WI Coastal Management Program / NOAA	$ 250,000		
10	Town of Grafton	$ 10,000		
11	USFWS Natl Coastal Wetlands Conservation Program	$ 538,290		
12	USFS Community Forest Service	$ 600,000		
13	USEPA - GLRI, via DNR's Office of Great Water (OGW)	$ 450,000		*Provisional*
14	OWLT (Current donations)	$ 1,000,000		
15	**TOTAL**		**$3,609,290**	
16				
17	**Estimated closing, land survey or grant compliance**		**$ 40,000**	
18				
19	**Estimated Shortfall**		**$1,430,710**	
20				
21	**Additonal funding required**			
22	ARPA funding from County (est of 2/3 of shortfall)	$ 953,807		
23	OWLT additional funding (est of 1/3 of shortfall)	$ 476,903		
24	**Additional funding**		**$1,430,710**	

Appropriateness of use of ARPA funds. The use of ARPA funds for this specific purpose has been reviewed by the county administrator, finance director and corporation counsel. All agree that this is an acceptable use within the framework established by the federal government.

Urgency. This allocation of funds cannot await future board meetings or future boards. The OWLT offer to purchase expires in September 2022. It will take at least 3-4 months of accelerated effort to finalize the required paperwork for each grant, collect and compile the funds (from the various sources) and bring to closing the needed amount to effect purchase of the property. Of even greater immediacy, one of the USFWS grants expires in June 2022. Since that grant is tied to other USFWS grants, the federal grant funding structure that supports the purchase of this property will begin to deteriorate at that point.

Benefit to Ozaukee Countians.

Attachment: Cedar Gorge Memo Supervisors Melotik and Ross (RES.21-71 : $1,000,000 of funding for acquisition of the Clay Bluffs Cedar

Protecting the best open spaces for public use is a hallmark of this country and this state and is a well-acknowledged function of government. The Ozaukee County board has a remarkable opportunity to allocate this ARPA money as a permanent ARPA investment for our residents that will yield dividends in the years and decades ahead.

It's no secret that Ozaukee countians and visitors enjoy the natural resources of the county. Open spaces and park opportunities consistently rank in the top three desires of polled residents. Lion's Den Gorge is our most visited county park, seeing 300,000 visitors a year. Attendance numbers at parks surged during the pandemic's first two years, reflecting the desire to be outdoors. And likely, those visitors enjoyed the widely acknowledged mental health benefits with being outdoors. And park visitors from out-of-county help support local businesses.

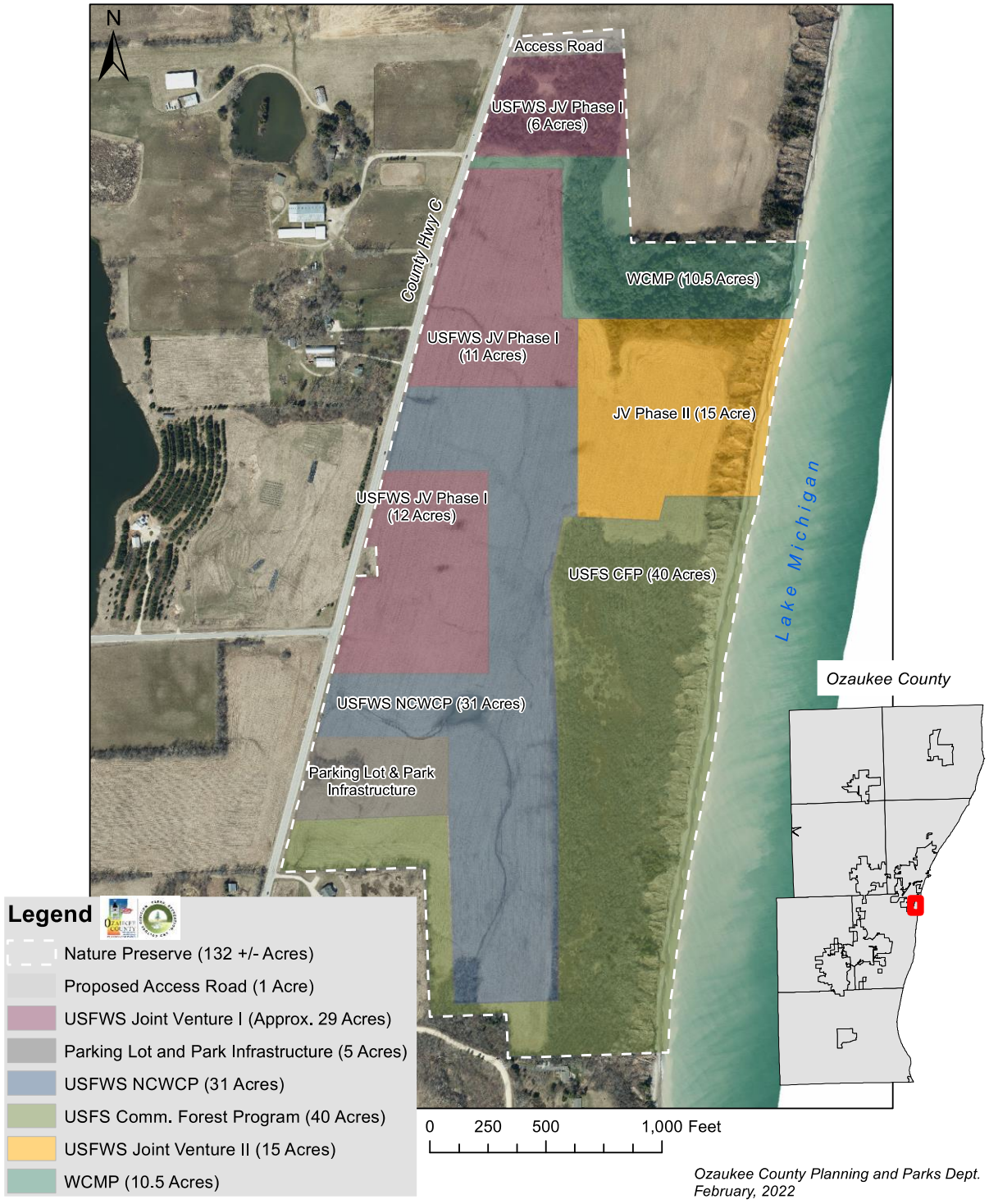
Ozaukee County is expected to see substantial population growth in the next two decades, increasing pressure on open space. Land prices will continue to go up--if it is even available for purchase for uses like parks. And once it is lost to development, it is likely gone forever. Our children and grandchildren will not be disappointed by our reservation of this land onto public purposes. Especially at the bargain rate this deal represents.

Proposed by:

Paul Melotik and Bruce Ross

Attachment: Cedar Gorge Memo Supervisors Melotik and Ross (RES.21-71 : $1,000,000 of funding for acquisition of the Clay Bluffs Cedar

Clay Bluffs Cedar Gorge Nature Preserve
Grant Project Areas



Ozaukee County Planning and Parks Dept.
February, 2022

Attachment: Cedar Gorge Memo Supervisors Melotik and Ross (RES.21-71 : $1,000,000 of funding for acquisition of the Clay Bluffs Cedar

RESOLUTION NO. 21-72

ESTABLISHING THE OZAUKEE COUNTY EMERGENCY MEDICAL SERVICES GRANTS PROGRAM FROM AMERICAN RESCUE PLAN ACT FUNDS

WHEREAS, the provision of fire and emergency medical services in Ozaukee County is a base level expectation of all citizens and taxpayers; and

WHEREAS, historically nine municipal fire and emergency medical services departments have steadfastly provided protection to the public when fire or medical events impact their lives, relying primarily on a paid-on-call or volunteer staffing model; and

WHEREAS, requests for emergency medical services constitute eighty percent of calls for service from the municipal fire and emergency medical services departments countywide; and

WHEREAS, requests for emergency medical services by senior age populations in Ozaukee County encompass more than other age groups and demographic projections anticipate nearly 34% growth in the senior populations from 2020-2040; and

WHEREAS, increasing demand for emergency medical services and the unsustainability in the paid-on-call or volunteer staffing model result in one Ozaukee County community with a response time under the State of Wisconsin average response time of eight minutes and six seconds and some with times in excess of fourteen minutes; and

WHEREAS, a recent analysis of the provision of fire and emergency medical services in Ozaukee County by the Wisconsin Policy Forum revealed,

1. The primary weakness that must be immediately addressed in Ozaukee County pertains to EMS response, as opposed to fire response.

2. If policymakers wish to consider options to move toward full-time staffing models and achieve service levels approaching those of the North Shore Fire Department, then they would be served best from both a financial and programmatic perspective by doing so collaboratively as opposed to individually.

NOW, THEREFORE, BE IT RESOLVED, that the Ozaukee County Board of Supervisors authorizes the designation of $5,000,000 of the American Rescue Plan Act 2021 funds be allocated to Ozaukee County to assist participating local municipalities to recruit and retain up to eighteen Fire Paramedic positions countywide establishing the Ozaukee County EMS Grants Program; and

FURTHER RESOLVED, that the Ozaukee County EMS Grants Program is established with the following grant terms:

1. Municipalities operating a fire and emergency medical services department may apply for a three-year grant of $200,000 per year to recruit and retain Fire Paramedic positions in their municipality; and
2. Municipalities applying for the Ozaukee County EMS Grants Program that submit applications with an agreement to consolidate services with another municipality are eligible for $100,000 per year per each consolidating municipality; and

3. If three or more municipalities applying for the Ozaukee County EMS Grants Program consolidate services with three or more municipalities capital awards can be applied for up to $100,000 per municipality; and
4. Municipalities must provide a budget narrative demonstrating how the Fire Paramedic positions recruited will improve the response times for the municipal EMS services; and
5. Municipalities must provide information on the current personnel and operating budget expenses and revenues, current budget restraints, current fire and EMS community responding statistics, call volumes; and
6. Municipalities must identify matching funds contributed by the municipality or municipalities that will be used to recruit and retain Fire Paramedic positions under the Ozaukee County EMS Grants Program; and
7. Municipalities must provide a sustainability plan including;
    a. Analysis of all associated fees, assessments, taxes, etc. and the best possible formula for cost recovery; and
    b. Identify revenue sources for consideration, municipal levy limit impact and alternative revenue sources, and any requested ongoing county property tax levy support; and
    c. Develop a projected integrated budget for applications consolidating one or more consolidating municipality; and
8. All participating municipal government(s) must approve a sustainability plan before May 1, 2023 to continue funding under the Ozaukee County EMS Grants Program to remain eligible for ongoing funding under the program; and

FURTHER RESOLVED, that the Ozaukee County Board of Supervisors authorizes the County Administrator and County Sheriff to develop a grant application process for the Ozaukee County EMS Grants Program with a goal of recruiting and retaining up to eighteen Fire Paramedic positions countywide with the oversight of the Ozaukee County Public Safety Committee to review the submitted grant applications and approve requests satisfying grant terms; and

FURTHER RESOLVED, that all grants approved and funding amounts awarded under the Ozaukee County EMS Grants Program will be reported to the Ozaukee County Board of Supervisors when approved by the Ozaukee County Public Safety Committee; and

FURTHER RESOLVED, that the Ozaukee County Board of Supervisors authorizes the County Administrator and County Sheriff to enter into Memorandums of Understanding with participating local municipalities awarding funds under the Ozaukee County EMS Grants Program with the oversight of the Ozaukee County Public Safety Committee.

FURTHER RESOLVED, that all participating municipal government(s) in the Ozaukee County EMS Grants Program must report, by March 1, 2024, the impact of the funding on:

1. EMS staffing levels per day from December 1, 2021 until December 31, 2023; and
2. EMS community responding statistics and call volumes from December 1, 2021 until December 31, 2023; and
3. Operating budget expenses and revenues from January 1, 2022 until December 31, 2023; and

4. All efforts and funding allocated to the sustainability plan as approved by the participating municipal government.

Dated at Port Washington, Wisconsin, this 6th day of April 2022.

SUMMARY: Establishing the Ozaukee County Emergency Medical Services Grants Program from American Rescue Plan Act Funds.

VOTE REQUIRED: Two Thirds Members Elect

EXECUTIVE COMMITTEE

Executive Committee

AGENDA INFORMATION SHEET

AGENDA DATE: **April 4, 2022**
DEPARTMENT: **Administrator**
DIRECTOR: **Jason Dzwinel**
PREPARER: **Jason Dzwinel**

Agenda Summary Establishing the Ozaukee County Emergency Medical Services Grants Program from American Rescue Plan Act Funds

BACKGROUND INFORMATION: This resolution will earmark $5,000,000 of the Ozaukee County American Rescue Plan Act funding to develop the Ozaukee County EMS Grants Program.

ANALYSIS: A recent analysis of the provision of fire and emergency medical services in Ozaukee County by the Wisconsin Policy Forum revealed (report brief attached),

1. The primary weakness that must be immediately addressed in Ozaukee County pertains to EMS response, as opposed to fire response.

2. If policymakers wish to consider options to move toward full-time staffing models and achieve service levels approaching those of the North Shore Fire Department, then they would be served best from both a financial and programmatic perspective by doing so collaboratively as opposed to individually.

The Ozaukee County EMS Grants Program allows each municipality operating a fire department to apply for grants to fund staffing EMS positions countywide. It establishes the grant terms. It requires a sustainability plan to be developed as part of the application process.

The grant application process will be developed with the County Sheriff's and County Administrator's Office, the Public Safety Committee will review and recommend the amounts of grant funding for the approval of the County Board.

FISCAL IMPACT: $5,000,000 of the Ozaukee County American Rescue Plan Act funding

ATTACHMENTS:

- FirstResponse_Brief (PDF)
- Oz Chiefs FF-Medic Proposal 03-09-22 (PDF)

REPORT BRIEF

FIRST RESPONSE

Addressing fire and emergency medical service challenges in Ozaukee County

Attachment: FirstResponse_Brief (RES.21-72 : Ozaukee County EMS Grants Program)

WISCONSIN POLICY FORUM

As part of the metro Milwaukee region and home to several burgeoning suburbs, many might assume that Ozaukee County is served by robust fire and emergency medical services (EMS) that rival those of neighboring Milwaukee or Waukesha counties. A closer look, however, reveals that is not the case. Relying largely on part-time paid and unpaid volunteers, the fire and rescue departments that serve Ozaukee County all take a comparatively bare-boned and inexpensive approach. That approach has been a justifiable source of community pride and has generally served the communities well over time, but it is now showing severe signs of distress.

In this report, at the behest of Ozaukee County's municipal leaders, the Wisconsin Policy Forum explores options that Ozaukee County's municipal governments may wish to consider to collaboratively respond to their growing fire and EMS service delivery challenges. The analysis was conducted with the input and cooperation of administrators and fire chiefs from each of the participating departments. Its purpose was not to recommend a specific strategy and implementation plan, but instead to develop a range of potential collaborative approaches.

Overview of Departments

Ozaukee County is served by nine fire departments that are dispersed geographically throughout the county. As shown in the table below, there are differences among the nine in terms of governance, staffing models, and EMS licenses. Still, all of the Ozaukee County departments provide both fire and EMS and offer ambulance transport (with the exception of Belgium, which contracts with Fredonia and Port Washington for transport).

Summary of Ozaukee County fire department characteristics

Name	Type	Staffing Model	ALS License
Mequon Fire Department	Municipal	Paid-on-call	Paramedic
Grafton Fire Department	Municipal	Combination	Paramedic
Port Washington Fire Department	Municipal	Paid-on-call	Paramedic
Cedarburg Fire Department*	Municipal	Volunteer/POC	AEMT
Thiensville Fire Department	Municipal	Paid-on-call	Paramedic
Saukville Fire Department	Municipal	Paid-on-call	AEMT
Fredonia Fire Department	Municipal	Paid-on-call	AEMT
Belgium Fire Department	Independent District	Volunteer	EMR
Waubeka Fire Department	Independent District	Volunteer	AEMT

* Cedarburg only pays part-time responders for ambulance transports but not for other calls.

There are very few full-time fire/EMS employees in Ozaukee County, with each of the departments instead making extensive use of part-time or volunteer staff. Only one department, the Grafton FD, could be considered a combination department, meaning that it staffs its station with both full-time firefighter/emergency medical technicians (EMTs) and paid-on-call (POC) or hourly employees. The Mequon FD also is moving to that model in 2021 with the addition of three full-time positions. Three of the departments are true volunteer departments in which the chief is generally the only paid employee.

Attachment: FirstResponse_Brief (RES.21-72 : Ozaukee County EMS Grants Program)

EMS calls account for 80% of total calls in Ozaukee County. As shown in the table, the Mequon, Port Washington, and Grafton departments have the highest activity levels. Call volumes are growing in most jurisdictions, with increases exceeding 30% in Fredonia, Port Washington, Saukville, and Grafton. **This growth in calls for service is an important development that merits consideration by policymakers.**

Calls for service trends, 2015 to 2019

	2015	2019	% Change
Mequon Fire Department	1,917	2,323	21.2%
Grafton Fire Department	1,131	1,471	30.1%
Port Washington Fire Department	1,334	1,748	31.0%
Cedarburg Fire Department	1,045	1,162	13.1%
Thiensville Fire Department	677	777	14.8%
Saukville Fire Department	378	506	33.9%
Fredonia Fire Department	284	381	34.2%
Belgium Fire Department	190	229	20.5%
Waubeka Fire Department	103	98	-4.9%
Total	7,059	8,695	23.5%

An important aspect of response is whether and to what extent departments maintain staff who are stationed physically at the fire house and ready to immediately respond to a call. These ready-to-respond staff can be full-time, salaried employees or part-time staff who are paid at an hourly rate to be on site during a specified shift (the latter are known as paid-on premise or POP employees). Shift staffing can be in place 24/7 or only for daytime hours, when call volumes are higher.

Differences in call volumes help explain the range of different staffing models across jurisdictions. In areas with fewer than two or three calls per day, there may not be a financial justification for having fire or rescue crews available to respond from stations on a 24/7 basis. Consequently, assuming sufficient POC staff can be recruited and retained, a POC model may be appropriate.

The adjacent table breaks down each department's paid staffing (using fill-time equivalents, or FTEs) and shows the important variations in use of shift staffing versus POC staff. [1] Four of the departments have regularly scheduled shifts at their stations, although only Grafton and Mequon have true 24/7 shifts. Port Washington seeks but is not always able to staff a full-time paramedic and supplements that with a POP shift from 6 am to 6 pm. Fredonia has one full-time EMT at its station.

Paid staffing breakdown by department

	Chief/Admin	Shift FTE	POC FTE	Total FTE
Mequon Fire Department	3.00	7.29	18.52	28.82
Grafton Fire Department	2.50	4.41	8.14	15.04
Port Washington Fire Department	1.31	6.44	3.40	11.15
Cedarburg Fire Department	1.90	1.50	1.47	4.87
Thiensville Fire Department	2.01	0.00	3.40	5.42
Saukville Fire Department	0.50	0.00	5.52	6.02
Fredonia Fire Department	0.00	1.00	1.39	2.39
Belgium Fire Department	0.00	0.00	0.00	NA
Waubeka Fire Department	0.00	0.00	0.00	NA
Total	11.23	20.64	41.83	73.70

[1] The table reflects 2019 actual staffing and budgets unless significant changes occurred since that time. In those cases, we updated FTE numbers to reflect actions taken in 2020 and 2021 budgets. Grafton and Thiensville calculations reflect 2020 budgets and Mequon and Cedarburg numbers are updated to reflect 2021 budgets. Also, volunteer hours worked in Waubeka, Belgium, Thiensville, and Cedarburg are not reflected as these are not "paid" FTE hours.

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Attachment: FirstResponse_Brief (RES.21-72 : Ozaukee County EMS Grants Program)

Response times are an important measure of service levels and are influenced significantly by staffing models. The table shows EMS average response times as provided by the nine departments. Given that Grafton and Mequon have at least some 24/7 shift staffing, it is not surprising that those two departments have the lowest turnout times[2] for EMS and fire calls. More rural departments, which rely on a general page and serve larger geographic areas, have longer turnout times. Travel time, meanwhile, is a reflection of station location and geographic service area.

EMS average response times

	EMS - Average Response Time in Minutes		
	Turnout time	Travel time	Total Response Time
Mequon Fire Department	4.00	5.50	9.50
Grafton Fire Department	3.00	4.00	7.00
Port Washington Fire Department	5.75	3.75	9.50
Cedarburg Fire Department	7.90	3.60	11.50
Thiensville Fire Department	5.19	3.51	8.70
Saukville Fire Department	7.95	4.80	12.75
Fredonia Fire Department*	6.1/6.3	2.3/5.8	8.4/12.1
Belgium Fire Department	5.87	3.03	8.90
Waubeka Fire Department	10.50	3.90	14.40

* For Fredonia, we show response times both for calls within the village and town of Fredonia (the first number) and for ambulance calls to which the department responds in Belgium.

While readers may wish to gauge whether the response times for the Ozaukee County departments are satisfactory, it is difficult to opine on that question. Different staffing models, geographies, and service expectations among different fire departments makes it difficult to use response time comparisons or statewide or national standards to measure service quality. Nevertheless, **it is certainly worth noting that with the exception of Grafton, EMS response times for the Ozaukee County departments generally do not measure up well with statewide and national averages and/or standards**.

With regard to fire department budgets, there is wide variation between the Ozaukee County departments in the costs borne by taxpayers (see chart on following page). Some consistency does exist in the north between the departments in Waubeka, Belgium, Saukville, and Fredonia, which is linked to their similar staffing and response models. Similarly, Mequon and Grafton, the two departments that make greatest use of full-time staff, have similar net per capita spending levels. Overall, per capita fire and EMS spending levels in Ozaukee County are considerably lower than those we have seen in other counties where we have conducted fire and EMS service sharing studies, including Milwaukee, Racine, and La Crosse counties.

Key Challenges and Observations

There is no "right" or "wrong" fire department staffing and operational framework, and each of the models employed in Ozaukee County may be perfectly suited to a particular community based on the needs and expectations of its residents. In fact, the dedication of part-time and volunteer staff and the ability of several departments to sustain their operations through fundraising and other creative means is impressive.

[2] Turnout times represent the time between the receipt of a call and when a response is on the road.

Attachment: FirstResponse_Brief (RES.21-72 : Ozaukee County EMS Grants Program)

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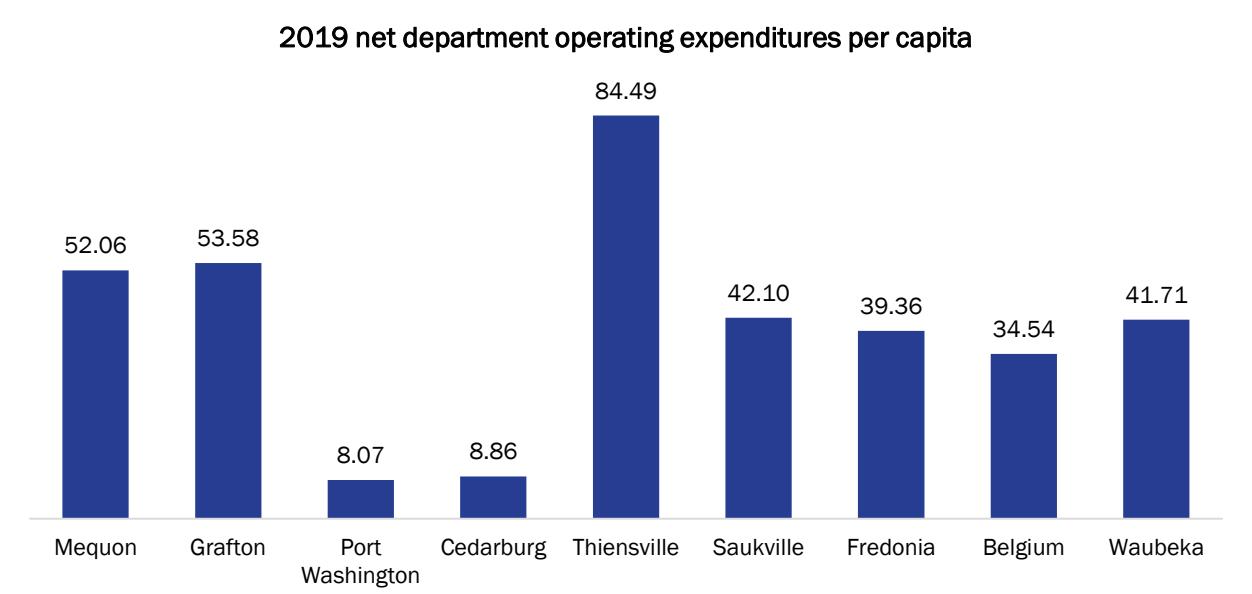

Nevertheless, we identified some pressing issues that affect each of the participants and that may benefit from collective planning and coordination as departments seek to resolve them:

- **Calls for service are increasing** for all nine departments, which have added to the pressure on all departments to enhance staffing and response levels.
- At the same time that call volumes are growing, each department is **struggling to recruit and retain part-time or volunteer staff** and each has expressed serious concerns about the sustainability of a model that relies upon such staff going forward.
- While there is no precise standard for EMS responses times to equally apply to each of the nine departments, it is clear to us that **EMS response times in Ozaukee County merit improvement.**
- **Paramedic and overall staffing levels in Port Washington are particularly stretched thin**, which has negative ramifications for other departments given Port Washington's central location and its role in providing either primary or back-up advanced life support services to neighboring jurisdictions.

Most notably, **the departments' challenges during the final weeks of 2020 should serve as an urgent call to action for greater investment in full-time staff**. Paid-on-call staffing challenges were on full display as a surge in COVID-19 cases and the year-end holidays depleted rosters and rendered several departments unable to respond to service calls for extended periods of time.

When one department is unable to field a response, response times suffer as neighboring departments must pick up the slack. Meanwhile, those neighboring departments – which have invested sufficiently to ensure service interruptions do not occur in *their* communities – experience severe stress, with command and line staff often forced to work extended hours and juggle multiple calls from multiple jurisdictions. Overall, **this is an unsustainable situation that merits immediate consideration and action.**

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Attachment: FirstResponse_Brief (RES.21-72 : Ozaukee County EMS Grants Program)

Summary of options for change

We considered and broadly modeled a spectrum of service sharing and consolidation options that may allow the study participants to grapple with their challenges in a manner that would be less expensive and more effective than if they attempted to do so individually. None of these options are mutually exclusive, and they could be pursued progressively over time.

Our first tier of options involves strategies the Ozaukee County departments could undertake collaboratively while **maintaining the independence of each department**. The first would strategically station four full-time paramedic interceptors across the county as a means of boosting paramedic response capacity county-wide; while the second envisions a collective effort to boost the number of full-time shifts at strategic station locations to ensure sufficient capacity when call volumes are high or POC staff are scarce. This option also anticipates a higher and more formalized level of mutual aid. Cost sharing negotiations would be required to implement these options, but implementation from a programmatic perspective could occur relatively quickly.

Tier 1: Near-Term Options

Option	Description
Paramedic Supplement	Four 24/7 paramedics stationed strategically across Ozaukee County to provide 24/7 response as a supplement to EMS response capability of existing departments; paramedics could be employed by health systems, the county, or a private contractor with the cost allocated to municipalities.
Add FT staff countywide	Provide a minimum of two full-time firefighter/EMS responders at several stations throughout the county to improve EMS response times, enhance mutual aid capacity, and decrease reliance on POC staff. This option would rely on a far more extensive and formalized approach to mutual aid that could include additional automatic aid agreements or "closest unit response."

Our next tier of options involves two approaches to **partially consolidate the Ozaukee County fire departments**. These options would move the departments further in the direction of a full-time staffing model, while allowing costs to be shared among multiple communities. The first looks at the prospect of merging pairs of departments in Ozaukee County. We use Grafton and Saukville as a model since those two departments are currently sharing a chief. Our second partial consolidation option examines a hypothetical scenario in which the existing Ozaukee County departments merge into two departments – one that would cover the northern part of the county and the other the southern portion.

Tier 2: Partial Consolidation Options

Option	Description
Two-Way Consolidation	Two departments consolidate their operations as a means of sharing the cost of enhanced full-time staffing while also seeking administrative and apparatus efficiencies; a Grafton-Saukville hypothetical consolidation plan is presented for illustrative purposes.
Two Ozaukee County Departments	The nine departments consolidate into Northern Ozaukee County and Southern Ozaukee County departments as a means of moving toward full-time staffing while also securing the service-level benefits and efficiencies associated with large departments.

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Attachment: FirstResponse_Brief (RES.21-72 : Ozaukee County EMS Grants Program)

Our final tier of options presents two different models for a **single consolidated fire department to serve all of Ozaukee County**. The two models differ both in their ratio of full-time to part-time staff and the number of 24/7 shifts maintained at each station. The first model is designed to approximate the staffing model used by the North Shore Fire Department, while the second is a lower-priced approach that may more appropriately reflect Ozaukee County's call volumes and density.

A single consolidated department would perhaps best position Ozaukee County citizens and taxpayers to maximize the general benefits of consolidation. For example, the department's larger size might make it better able to recruit and retain high-quality staff; create a more efficient command and operational structure; and house a leaner fleet of vehicles. Conversely, because of the differences in demographics and service demands that exist in different parts of Ozaukee County's large geography, a "one size fits all" approach may not be optimal.

Tier 3: Full Consolidation Options

Option	Description
Higher-Price Staffing Model	Ozaukee County is served by a single consolidated department that uses mostly full-time firefighter/EMS responders to staff a combined 38 shifts on a 24/7 basis across eight of the county's 11 stations. The remaining three stations would be staffed with POC personnel.
Lower-Price Staffing Model	Ozaukee County is served by a single consolidated department that uses a combination of full-time and part-time firefighter/EMS responders to staff a combined 25 shifts on a 24/7 basis across seven of the county's 11 stations. The remaining four stations would be staffed with POC personnel.

Options Comparison

As summarized in the table below, each option would necessitate substantial additional taxpayer investment, which is not surprising given the relatively low level of investment that is currently occurring. However, while the price tags may be difficult for policymakers and citizens to swallow, they cannot be considered in a vacuum.

It is clear that *some* sizable increased investment is warranted to move toward full-time fire department staffing. This will be important not only to ensure that the service-level issues cited above are addressed, but also as a means of ensuring equity. Indeed, the current situation – in which certain departments that have invested more heavily are being asked to pick up slack for others – would appear to be unsustainable.

Fiscal impacts of six options

Consolidation Option	Total Expenditures	Addl. Net Expenditures	Per Capita Addl. Net Expenditures
Option 1 – Paramedic Supplement	$5,820,903	$1,449,307	$16.02
Option 2 – Enhanced FT Staffing	$7,083,146	$2,711,550	$29.98
Option 3 – Grafton-Saukville	$1,765,611	$741,718	$33.99
Option 4 – Northern & Southern Depts.	$9,321,404	$4,949,808	$54.73
Option 5 - Higher-Cost Consolidated	$12,227,538	$7,855,941	$86.86
Option 6 - Lower-Cost Consolidated	$8,192,202	$3,820,605	$42.24

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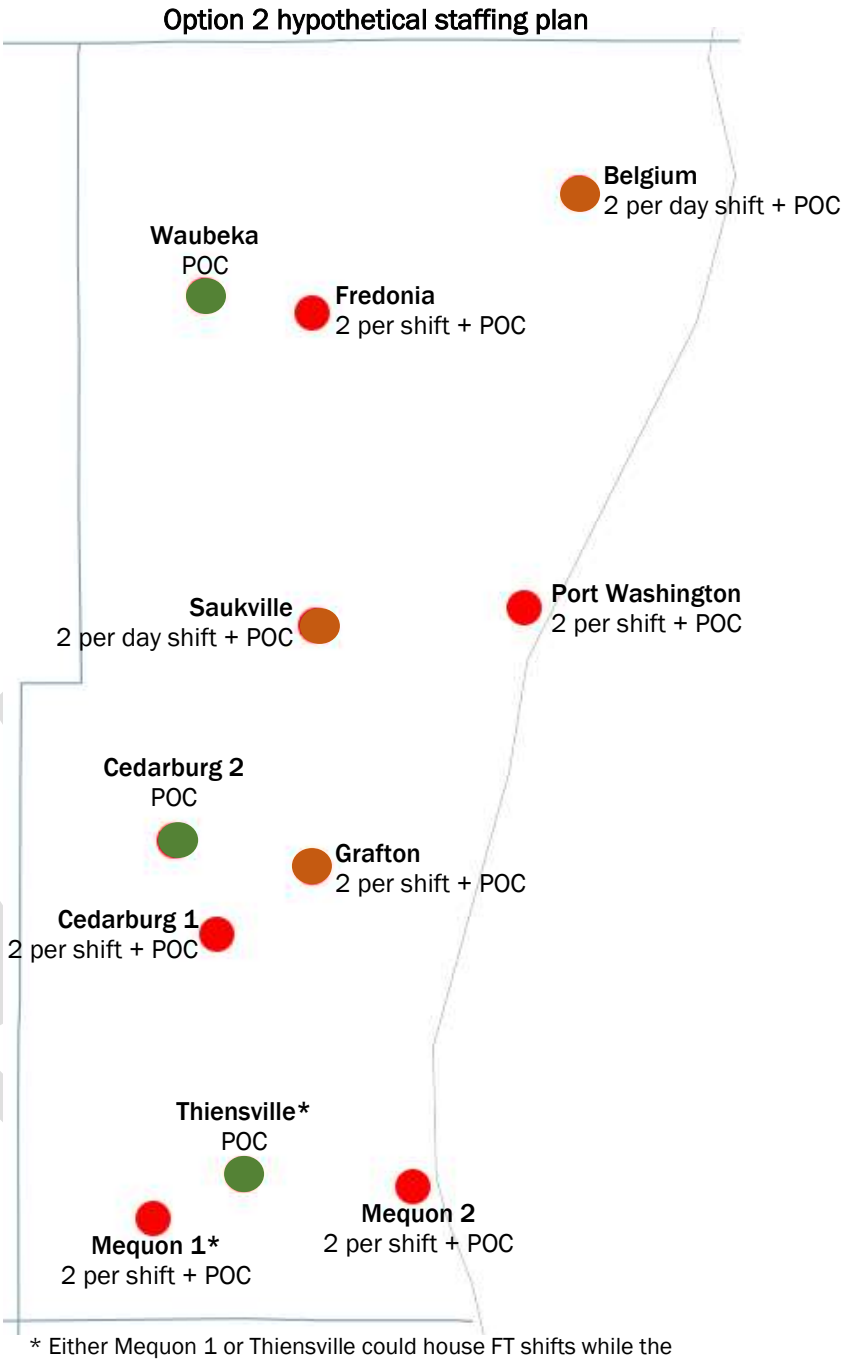
Attachment: FirstResponse_Brief (RES.21-72 : Ozaukee County EMS Grants Program)

The cost differential among the various options is largely attributed to the extent to which they would allow Ozaukee County to move toward 24/7 station staffing and reduce reliance on POC staff. For example, as shown on the adjacent map, the premise of Option 2 is to ensure a 24/7 onsite presence of at least two firefighter/paramedics or firefighter/EMTs at several stations throughout the county while maintaining the nine independent departments. This would ensure that a two-person crew would be available to immediately respond to an EMS call at multiple, geographically dispersed locations at any given time. Each department would continue to rely on POC staff to supplement the two individuals working on station shifts for fire response, as well as for some instances in which there are multiple EMS calls.



* Either Mequon 1 or Thiensville could house FT shifts while the other would use POC for fire response.

The consolidation models are more complicated because they would merge existing departments into larger departments that would require new governance and cost allocation structures. They assume a much higher level of full-time staffing similar to other large departments throughout Wisconsin.

As shown on the map on the following page, our model in which the nine departments merge into two would have five individuals stationed on a 24/7 basis in Port Washington and two in Fredonia to anchor response in the northern part of the county. In the south, four or five firefighter/EMS responders would be at stations at all times in Grafton, Cedarburg 1, and both Mequon stations. An advantage of the two-department approach is the opportunity to design a service model for each half of the county that is more appropriately suited to their respective call volumes, demographics, and financial capacities.

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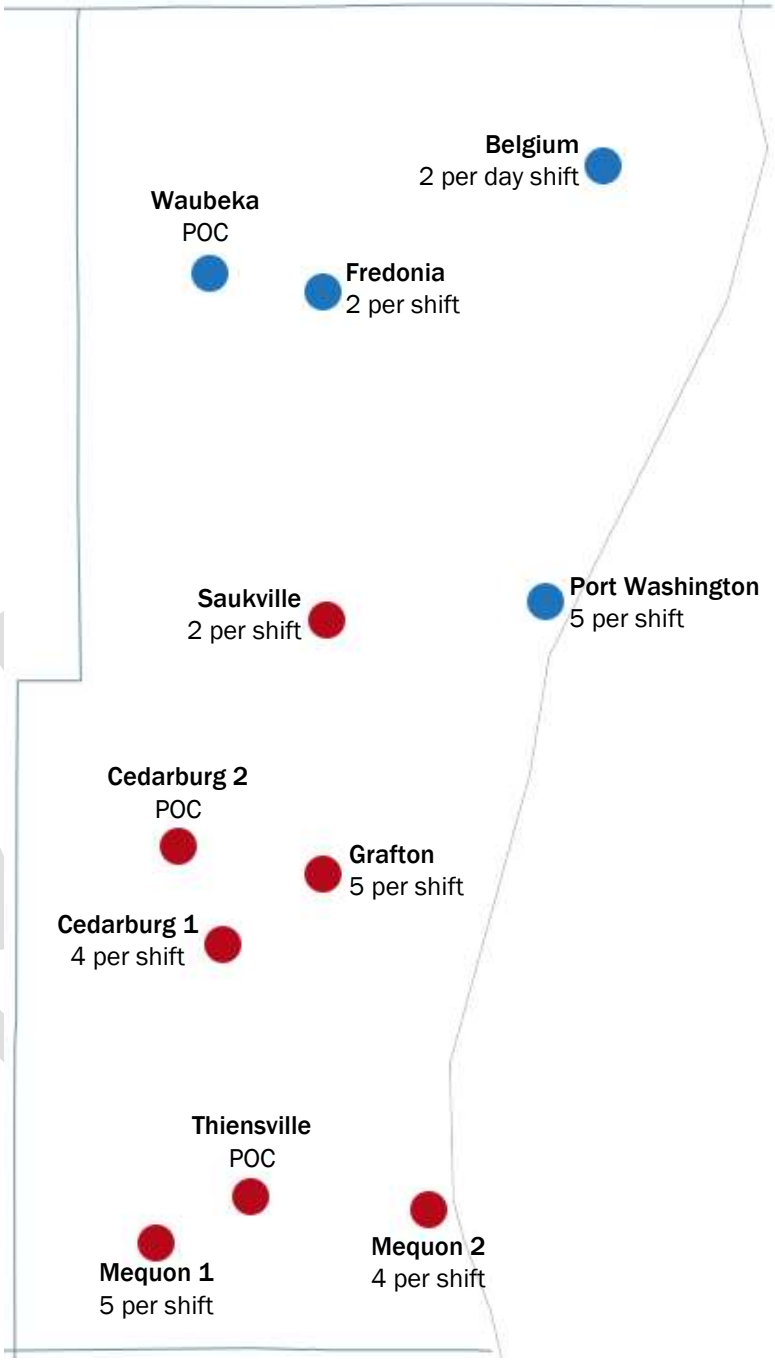
Attachment: FirstResponse_Brief (RES.21-72 : Ozaukee County EMS Grants Program)

Finally, our full consolidation models would provide the opportunity for even better coordination of staff resources and apparatus while providing a vastly enhanced level of service compared to the current state. Our lower-price full consolidation model would call for four or five individuals on shifts on a 24/7 basis at 5 of the 11 station locations and two on shifts during the daytime at two additional stations. This may represent a reasonable middle ground for policymakers who wish to explore the benefits of a single department consolidation option but also wish to maintain a balanced combination of full-time and part-time staff that is consistent with Ozaukee County's call volumes.

Option 4 hypothetical shift staffing plan (North department stations in blue and South department stations in red)



It is important to note that the substantial additional cost of the consolidation options is *not linked to the act of consolidating*. Instead, it reflects our premise that if consolidation is to occur, then that reflects (at least in part) a sentiment by elected leaders that they need to substantially enhance staffing and service quality. While that entails extra cost, the cost likely would be lower than if the same pursuit occurs by each department independently.

For example, our lower-price full consolidation model would reduce the number of apparatus housed throughout the county from 82 to 56. Also, the larger departments under either our two-department or single department consolidation models would enhance staff recruitment and retention by establishing expanded pay scales and career ladders; reduce the need for overtime to cover for vacation and sick leave by allowing commanders to easily shift staff among multiple stations; and enhance service effectiveness by allowing leaders to strategically deploy staff and apparatus on a regional level. A larger department also could produce greater capacity to engage in proactive efforts to reduce call volumes, such as use of community paramedicine and enhanced fire/EMS education and prevention.

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Attachment: FirstResponse_Brief (RES.21-72 : Ozaukee County EMS Grants Program)

Conclusion

Our analysis of fire and EMS service sharing and consolidation opportunities in Ozaukee County finds that while the nine fire departments maintain strong working relationships that help plug some service gaps, they also face severe challenges that promise to intensify over time. In fact, **those challenges are now sufficiently acute to justify immediate investment in service and staffing enhancements**, which would be most effective and efficient if made as part of broad-based, systemic collaboration.

The crux of the problem is as follows:

- At a time when EMS calls for service are increasing, **most departments have limited rosters of paid-on-call and volunteer responders and are having great difficulty recruiting new part-time firefighters and EMTs**. In addition, while Ozaukee County departments have a high ratio of paramedics to other licensed EMS responders, the available capacity of paramedics is limited. These staffing challenges pose a particular problem during daytime hours, at times when there are multiple EMS calls within the same or neighboring jurisdictions, and in the case of multi-alarm fires or other major incidents.

- **EMS response times are below the standards one might expect in a largely suburban service area, which similarly stems from the departments' heavy reliance on POC responders**. Perhaps most alarming – given the impact on response times – is the frequency with which some departments must rely on mutual aid for EMS response because staffing challenges preclude them from assembling sufficient staff to respond on their own. This challenge became particularly acute in the final weeks of 2020, when a surge of COVID-19 cases combined with typical holiday shortages to put several departments out of service for extended periods.

To address these challenges, we present three tiers of increasingly comprehensive options that policymakers could pursue to improve service levels and response times. The less advanced options would maintain the independence of the nine existing departments as well as existing response patterns, which may be preferable to some given the different needs and service expectations of smaller and larger communities within the county. Yet, while maintaining local control, these options would not provide the same level of service improvement and would fail to take advantage of some of the natural efficiencies that flow from consolidation.

We acknowledge that the price tags associated with our broad options may be difficult for policymakers and citizens to swallow. However, if advanced options are deemed too expensive for now, then the less advanced options – perhaps phased in over several budgets – would allow the communities to start slowly and build toward more comprehensive collaborative approaches. A slower approach may also be necessary given the possible restrictions to enhanced fire and EMS spending that may be posed by state property tax levy limits and expenditure restraints, which may require legislative action to address.

Overall, we hope this analysis sheds light on Ozaukee County's fire and EMS challenges and the need to respond both swiftly and thoughtfully. Going forward, we would be pleased to support any efforts to implement the policy options cited in this report or otherwise assist the region in pursuing greater intergovernmental cooperation.

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Attachment: FirstResponse_Brief (RES.21-72 : Ozaukee County EMS Grants Program)

Ozaukee County Firefighter/Paramedic Support and Consolidation Proposal

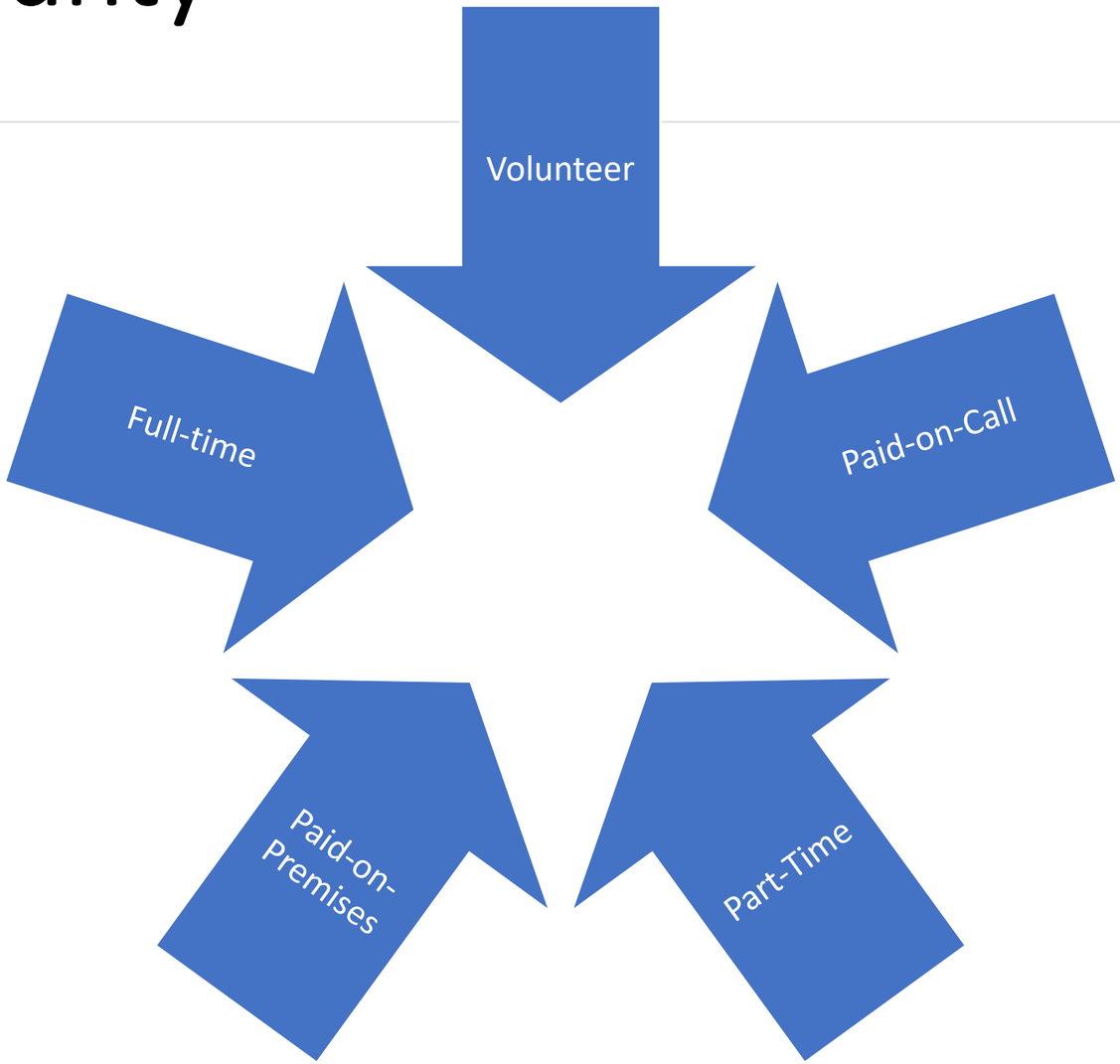
Plan initiated by Sheriff James Johnson in coordination with

Ozaukee County Fire Chiefs & City-Village-Town Administrators

March 15, 2022

Attachment: Oz Chiefs FF-Medic Proposal 03-09-22 (RES.21-72 : Ozaukee County EMS Grants Program)

Complex Make-Up of Fire-EMS Staffing In Ozaukee County



Attachment: Oz Chiefs FF-Medic Proposal 03-09-22 (RES.21-72 : Ozaukee County EMS Grants Program)

What is The Problem?

- Long EMS Response Times:
  - Affecting Patient Care
  - Some Paramedic Response Times Exceed 25 Minutes
  - Ambulances Commonly Required to be Relocated
  - During County-wide Periods of *High Call Volume* most County Ambulances are In-Use
- Ozaukee Fire Departments Largely Rely on Volunteers or P-O-C:
  - Significant Decline of Volunteerism
  - Large Gaps in EMS Coverage
  - Burnout of Overused Volunteers/POC
  - Increasing Training and Certification Requirements
- Service Shortages
  - Not enough Properly Trained Personnel to Respond in a Timely Manner
  - Not enough Required Apparatus Responding in Required Time

Attachment: Oz Chiefs FF-Medic Proposal 03-09-22 (RES.21-72 : Ozaukee County EMS Grants Program)

EMS Training Levels

EMR

• EMERGENCY MEDICAL RESPONDER

- Perform basic interventions with minimal equipment.
- 70 hours of training for certification (144 hours in 2023 or 2024)

EMT

• EMERGENCY MEDICAL TECHNICIAN

- Provide basic emergency medical care and transportation for critical and emergent patients.
- 180 hours of training for certification (252 hours in 2023 or 2024)

AEMT

• ADVANCED EMERGENCY MEDICAL TECHNICIAN

- Provide basic and limited advanced emergency medical care and transportation for critical and emergent patients.
- 160 hours of training for certification (216 hours in 2023 or 2024)

Paramedic

• PARAMEDIC

- Primarily focus on providing advanced emergency medical care for critical and emergent patients.
- 1200+ hours of training for certification

Attachment: Oz Chiefs FF-Medic Proposal 03-09-22 (RES.21-72 : Ozaukee County EMS Grants Program)

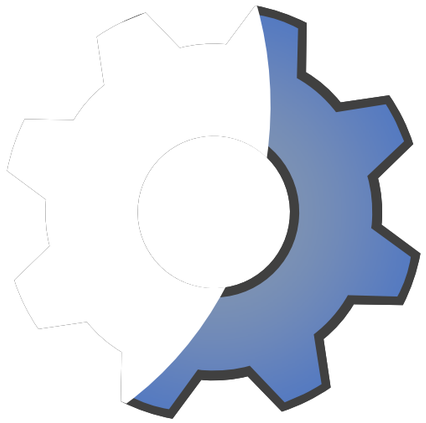
Ozaukee County Full-Time Fire Department Staffing

- **Mequon**: Fire Chief, 3 Paramedic Chief Officers, 3 FF/Medic's — 7-FTE
- **Thiensville**: 1-Paramedic Chief Officer, 1-FF/Medic — 2-FTE
- **Cedarburg**: 1-AEMT Chief Officer, 1-AEMT Officer, 1-FF/AEMT — 3-FTE
- **Grafton**: Fire Chief, 1 Paramedic Chief Officer, 3 FF/Medic's — 5-FTE
- **Port Washington**: Fire Chief, 2-FF/Medic's — 3-FTE
- **Saukville**: 2-FF/Medic's — 2-FTE
- **Fredonia**: 1-AEMT — 1-FTE

Attachment: Oz Chiefs FF-Medic Proposal 03-09-22 (RES.21-72 : Ozaukee County EMS Grants Program)

Plan to Fix County Fire/EMS

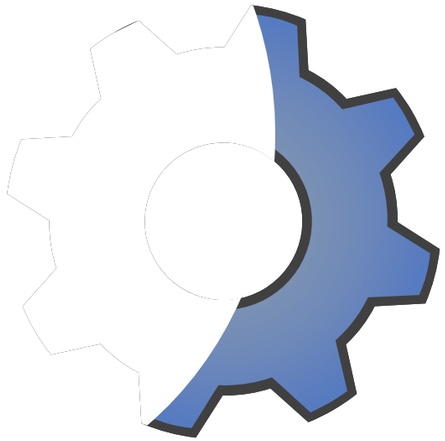
Phase 1



CAD Updates

- Resource Availability
- Ambulance Tracking
- Unit Recommendations
- Fire Station Paging

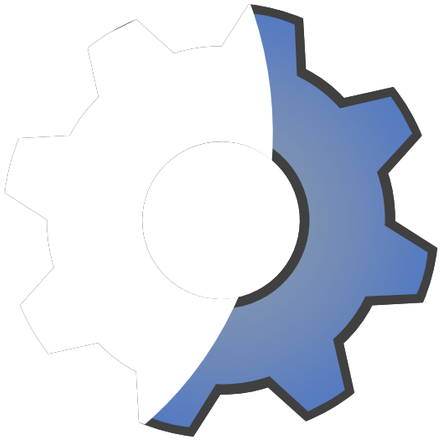
Phase 2



Fire Station Modifications

- Station Modifications for Sleeping Quarters
- Medical Equipment & Supply Needs

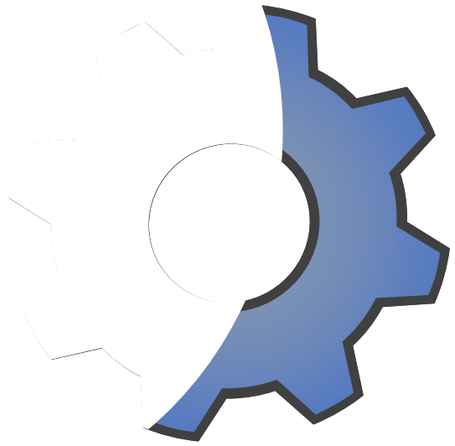
Phase 3



6 FF/Medics A Day

- Up to 30 months
- County Funded

Phase 4

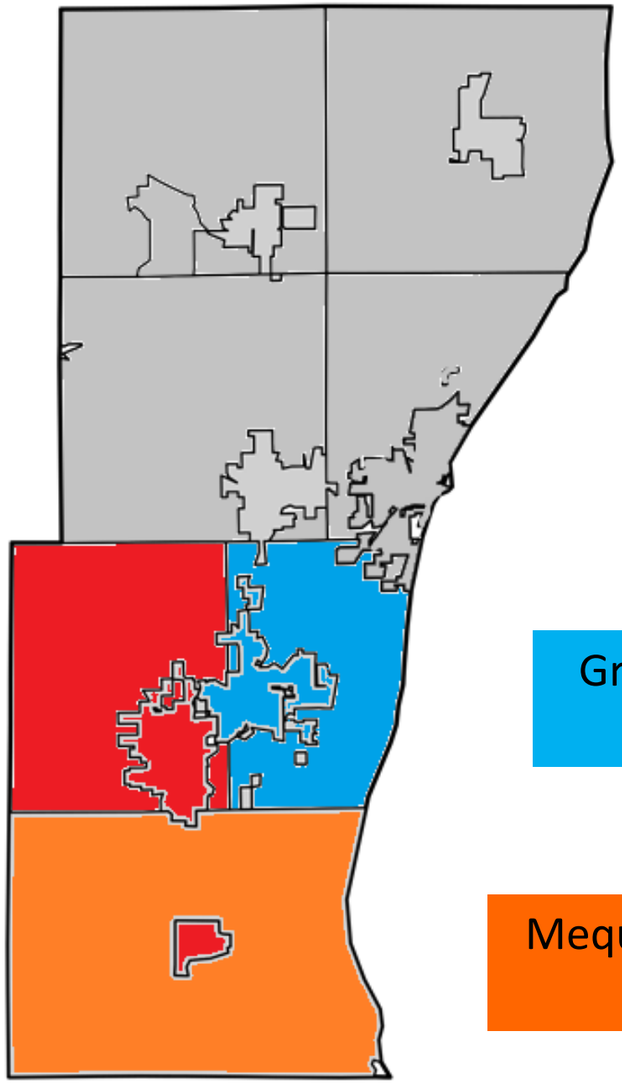


County Funded Fire/EMS System

- All 14 Communities
- Modern Organization
- Sustainable Model

Attachment: Oz Chiefs FF-Medic Proposal 03-09-22 (RES.21-72 : Ozaukee County EMS Grants Program)

Current Paramedic Coverage Regions



Port Washington Primary Paramedic Coverage/Intercept Area

Grafton Primary Paramedic Coverage Area

Thiensville Primary Paramedic/Intercept Coverage Area

Mequon Primary Paramedic Coverage Area

Attachment: Oz Chiefs FF-Medic Proposal 03-09-22 (RES.21-72 : Ozaukee County EMS Grants Program)

Immediate Firefighter/Paramedic Augmentation

- Six (6) Firefighter/Paramedic's added to Daily Ozaukee County Coverage
  - Eighteen (18) Needed for 24/7 Coverage
  - Does not include Overtime/Vacation/Sick
- 24-7 Firefighter/Paramedic Assignment:
  - Fredonia Fire Station
  - Port Washington Fire Station
  - Saukville Fire Station
  - Grafton Fire Station
  - Cedarburg Fire Station #1
  - Mequon/Thiensville (TBD)

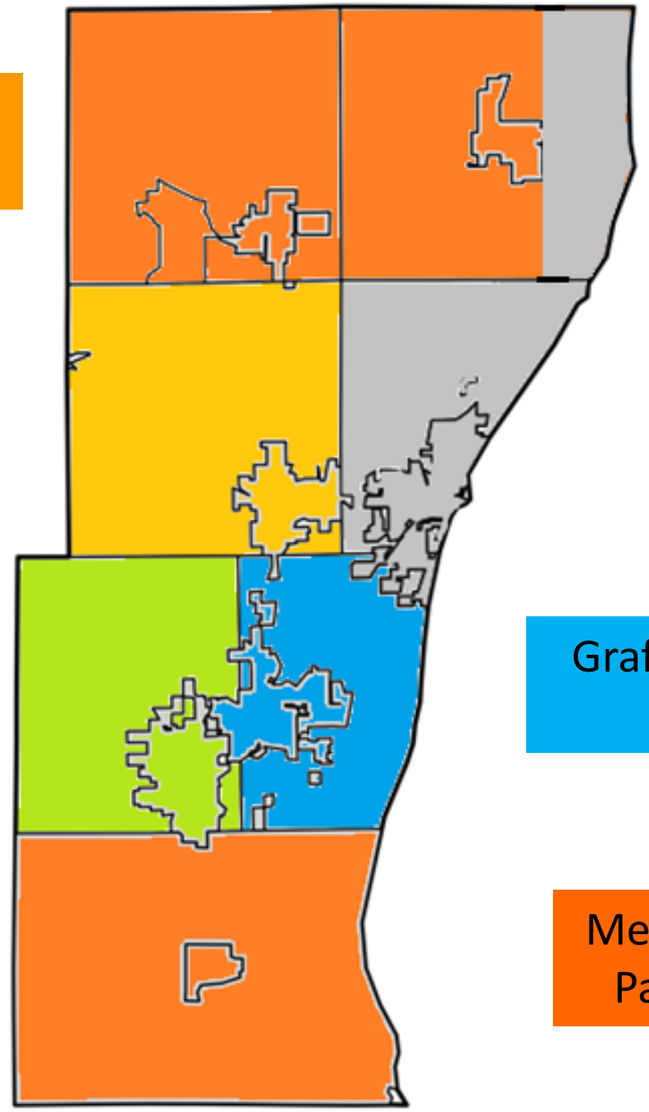
Attachment: Oz Chiefs FF-Medic Proposal 03-09-22 (RES.21-72 : Ozaukee County EMS Grants Program)

Proposed Paramedic Coverage Regions

Fredonia/Belgium Primary Paramedic Coverage Area

Saukville Primary Paramedic Coverage Area

Cedarburg Primary Paramedic Coverage Area



Port Washington Primary Paramedic Coverage Area

Grafton Primary Paramedic Coverage Area

Mequon/Thiensville Primary Paramedic Coverage Area

Attachment: Oz Chiefs FF-Medic Proposal 03-09-22 (RES.21-72 : Ozaukee County EMS Grants Program)

Firefighter/Paramedic Cost Estimates

- Cost Estimations Based on 30 months Duration
- 18 County Funded Firefighter/Paramedics
- Many variables effect Estimate
- Employee Cost Estimates based on Mid-range of 2022 Pay Scale with Annual Step Increases

Year 1 (Months 0-12)	Year 2 (Months 13-24)	Year 3 (Month 25-30)	TOTAL
$ 1,900,000.00	$ 2,100,000.00	$ 1,140,000.00	$ 5,140,000.00

Attachment: Oz Chiefs FF-Medic Proposal 03-09-22 (RES.21-72 : Ozaukee County EMS Grants Program)

Fire Station Modifications & Supplies

- Fire Station Modifications *Examples*:
  - Dorm Room Modification
  - Beds
  - Lockers
- Paramedic Supplies *Examples*:
  - Paramedic Hardware: Bags, Storage, Drug Secure Lock-up
  - Paramedic Operational Equipment: Laryngoscope, Medications, Controlled Substances

Attachment: Oz Chiefs FF-Medic Proposal 03-09-22 (RES.21-72 : Ozaukee County EMS Grants Program)

Delivery of Improved Fire/EMS thru Consolidation

1

Phase – 1
Update CAD and Paging

Process :
Improved Existing Software

Target :
Mid 2022

Deliverables :
Real-time Medic Positioning & Dispatch

2

Phase – 2
Hire & Assign 18 FF/Medics

Process :
County Funded Staffing Augmentation

Target :
4th Quarter 2022

Deliverables :
Improved- County Medic & EMS Response

3

Phase – 3
County Fire/EMS Study

Process :
County Funded Consolidation Study

Target :
4-22 to 12-22

Deliverables :
Options/Design for Sustainable Modern Fire/EMS System

4

Phase – 4
Consolidation Implementation

Process :
Recommendation of Study

Target :
October 2024

Deliverables :
Modern Sustainable Fire/EMS System

Attachment: Oz Chiefs FF-Medic Proposal 03-09-22 (RES.21-72 : Ozaukee County EMS Grants Program)

Expected Outcomes

Improved County-wide EMS Coverage

Improved Response Times

Delivery of Higher EMS Skill Level Sooner

Attachment: Oz Chiefs FF-Medic Proposal 03-09-22 (RES.21-72 : Ozaukee County EMS Grants Program)

Ozaukee County EMS Grants Program

- Allocation of $5,000,000 of County American Recovery Plan Act Funds to temporarily bolster the EMS ranks countywide.
  - Development of a competitive grant program
  - Incentives for a regional approach
- Up to nine three-year $200,000 per year grants to fund EMS positions
  - Additional $100,000 per each municipality developing a regional application
  - $300,000 in capital grants for three or more municipalities with regional application.

Attachment: Oz Chiefs FF-Medic Proposal 03-09-22 (RES.21-72 : Ozaukee County EMS Grants Program)

Regional Approach – WI Policy Forum

- The primary weakness that must be immediately addressed in Ozaukee County pertains to EMS response, as opposed to fire response.
- If policymakers wish to consider options to move toward full-time staffing models and achieve service levels approaching those of the North Shore Fire Department, then they would be served best from both a financial and programmatic perspective by doing so collaboratively as opposed to individually.

Attachment: Oz Chiefs FF-Medic Proposal 03-09-22 (RES.21-72 : Ozaukee County EMS Grants Program)

Buy-in and sustainability are primary

- The Ozaukee County EMS Grants program provides incentives for municipalities to think regionally.
- The Ozaukee County EMS Grants program requires applications to address sustainability.
  - Clarity early on in the process
  - Likely will require ongoing county levy support

Attachment: Oz Chiefs FF-Medic Proposal 03-09-22 (RES.21-72 : Ozaukee County EMS Grants Program)

Grant Application

- County Requirements:
  - Budget narrative demonstrating improvements to response times for the municipal EMS services
  - Detail on current personnel and operating budget expenses and revenues, current budget restraints
  - Establishes a baseline of current fire and EMS community responding statistics and call volumes
  - Identifying matching funds contributed by the municipality

Attachment: Oz Chiefs FF-Medic Proposal 03-09-22 (RES.21-72 : Ozaukee County EMS Grants Program)

Sustainability Plan

- Sustainability plan by July 1, 2023 including;
  - Analyzing all associated fees, assessments, taxes, etc. and formulate the best possible formula for cost recovery; and
  - Develop a projected integrated budget; and
  - Identify revenue sources for consideration, levy limit impact and alternative revenue sources, including ongoing county property tax levy support

Attachment: Oz Chiefs FF-Medic Proposal 03-09-22 (RES.21-72 : Ozaukee County EMS Grants Program)

RESOLUTION NO. 21-73

ABOLISH THE ELECTIVE OFFICE OF CORONER AND CREATE A MEDICAL EXAMINER POSITION

WHEREAS, Article 6, Section 4 of the Wisconsin Constitution and Section 59.34 (1) (a) of the Wisconsin Statutes provide that counties may institute a Medical Examiner system to perform the statutory duties of Coroner; and

WHEREAS, the current Ozaukee County Coroner's term will expire on January 2, 2023; and

WHEREAS, the establishment of a Medical Examiner position will provide the County with the opportunity to establish qualifications for appointment to the position; and

NOW, THEREFORE, BE IT RESOLVED, by the Ozaukee County Board of Supervisors that the elected office of Coroner is abolished as of January 2, 2023 and a Medical Examiner system creating a full-time position of Medical Examiner to best ensure the continuation of qualified and efficient services under Section 59.34 of the Wisconsin Statutes is instituted; and

FURTHER RESOLVED, that the Medical Examiner pay grade shall be analyzed and adopted as recommended by the 2022 Compensation and Classification Study; and

FURTHER RESOLVED, that the County Clerk is directed to delete the word “Coroner” and replace with the words “Medical Examiner” in County Ordinances and the Ozaukee County Policy and Procedure Manual (P&P). Excluding Chapter 3 of the P&P, which will be updated as part of the 2023 budget process.

Dated at Port Washington, Wisconsin this 6th day of April 2022.

SUMMARY: Abolishing the Elective Office of Coroner and establish a Medical Examiner position.

VOTE REQUIRED: Majority

PUBLIC SAFETY COMMITTEE

03/15/22 Public Safety Committee APPROVE AND FORWARD

Mr. Dzwinel outlined the request to consider hiring a medical examiner position versus maintaining the current elective coroner position.

Mr. Dzwinel clarified that the timeline is such that a decision would need to be made no later than the November 8 General Election. Candidates for the office of coroner will begin circulating nomination papers from April 15 thru June 1.

Mr. McDonell explained that with the Medical Examiner position, Ozaukee County could continue to use Milwaukee County for pathology, reviewed the budget impact, support staff would remain status quo, and accountability of the position.

Discussion and questions regarding the benefits of this transition, budget impact, and how the process was communicated to the coroner.

Mr. Deppisch spoke to his length of service, comparable counties regarding budget impact and support staff, services performed, and how this possible transition was communicated to him.

Discussion and questions continued on Mr. Deppisch's attendance at committee meetings, support staff, current structure, accountability, additional cost, and scope of work.

Sheriff Johnson supports the change creating accountability and professionalism to the office.

Discussion on the process to move forward to the County Board, the need for information to make an informed decision, and the timeline.

The intent will be to move this forward to the Executive Committee and ultimately the County Board; however, the direction from the committee is that staff needs to provide more information on the breakdown of the costs, and be clear on issues and challenges for wanting to change this position.

Motion to approve the resolution in order to move the resolution forward to the Executive Committee.

RESULT:	**APPROVE AND FORWARD [UNANIMOUS]**	**Next: 4/4/2022 3:00 PM**
MOVER:	J. Braverman, Supervisor District 24	
SECONDER:	D. Becker, Vice-Chairperson	
AYES:	R. Nelson, D. Becker, J. Braverman	
EXCUSED:	S. Whitworth, E. Stelter	

Public Safety Committee

AGENDA INFORMATION SHEET

AGENDA DATE: **April 4, 2022**
DEPARTMENT: **Human Resources**
DIRECTOR: **Chris McDonell**
PREPARER: **Chris McDonell**

Agenda Summary Abolish the Elective Office of Coroner and Create a Medical Examiner Position

BACKGROUND: The Wisconsin Constitution mandates an office of coroner or medical examiner in each of the 72 counties in the state. Ozaukee County may choose to elect a coroner or appoint a medical examiner dependent upon county board action. Neither the coroner nor medical examiner needs to be a physician; however, a strong understanding of disease process, pathology, and investigative process is desirable. The current Ozaukee County Coroner's term will expire on January 2, 2023.

The coroner, medical examiner or their designee (chosen among deputies) is responsible for responding to death scenes that meet reportable criteria. They initiate an investigation, examine and photograph the deceased, and document the circumstances of death. Further, they determine the need for further investigation via autopsy or some other form of physical examination in a clinical setting.

Examples of Duties/Services:

- Initiate an investigation on all deaths reportable under Wis. Stat. Ch. 979 and contact the appropriate agencies for assistance.
- Interact with next of kin of deceased, law enforcement personnel, attorneys, and physicians.
- Interview witnesses.
- Order medicolegal autopsies.
- Obtain lab samples for testing or screening by the Wisconsin State Laboratory of Hygiene or an
- independent laboratory.
- Record facts, observations, and conclusions pertaining to the death scene.
- Determine the cause and manner of death, as well as testify regarding such opinion if requested.

- Sign death certificates, cremation permits, and any other required documents.
- Complete reports of inquests and investigations.
- Prepare a budget, develop department policies, and enforce existing standard operating policies.
- Interact with funeral homes, hospitals, and other coroners/medical examiners throughout the state.

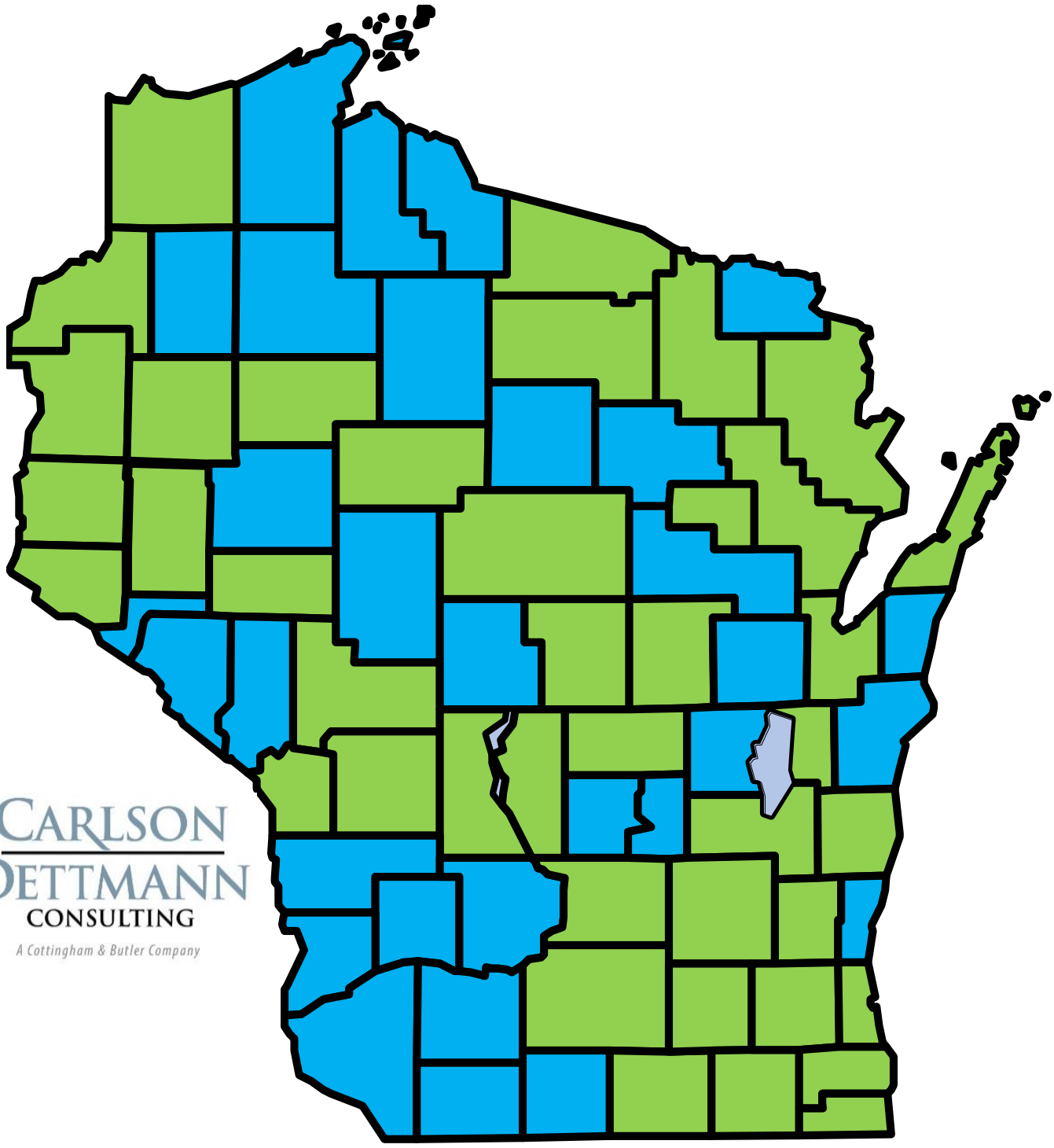
FINANCIAL IMPACT: An approximate $50,000 increase is estimated due to wages and benefits.

RECOMMENDED MOTION: Staff recommends approving the resolution to abolish the elective office of coroner and to institute a medical examiner system, and to create the position of medical examiner.

ATTACHMENTS:

- WI Counties Map (PDF)
- Corporation Counsel Memo (PDF)
- Medical Examiner Info (PDF)

Coroner vs Medical Examiner



CARLSON DETTMANN CONSULTING
A Cottingham & Butler Company

Coroner

Medical Examiner

Attachment: WI Counties Map (RES.21-73 : ABOLISH THE ELECTIVE OFFICE OF CORONER AND INSTITUTE A MEDICAL EXAMINER SYSTEM.)

OZAUKEE COUNTY
OFFICE OF THE CORPORATION COUNSEL

Rhonda K. Gorden
Corporation Counsel

Rik Kluessendorf
Assistant Corporation Counsel

To: Jason Dzwinel

From: Rhonda Gorden
Corporation Counsel

Date: March 8, 2022

Re: Institution of Medical Examiner System

You requested a memo on the process of transitioning from the constitutional office of Coroner to a Medical Examiner, the authority therefore, the qualifications to serve as a Coroner versus a Medical Examiner and other statutory provisions regarding the performance of duties in the absence of a Coroner.

CONSTITUTIONAL AND STATUTORY PROVISIONS CREATING THE OFFICES OF CORONER AND MEDICAL EXAMINER

The elected Constitutional office of Coroner is established in Article VI, Section 4 of the Wisconsin Constitution which states

> 1. a. Except as provided in pars. (b) and (c) and sub. (2), coroners . . . shall be chosen by the electors of the respective counties once in every 2 years.
>
> 1. b. Beginning with the first general election at which the governor is elected which occurs after the ratification of this paragraph . . . coroners in counties in which there is a coroner shall be chosen by the electors of the respective counties . . . for the term of 4 years.

Article VI, Section 4 also provides the option of having a medical examiner system in lieu of a Coroner as follows

> 2. The offices of coroner . . . in counties having a population of 500,000 or more are abolished. Counties not having a population of 500,000 shall have the option of retaining the elective office of coroner or instituting a medical examiner system. Two or more counties may institute a joint medical examiner system.

Wisconsin statute also authorizes counties to institute a Medical Examiner system, thereby eliminating the Office of Coroner.

1201 South Spring Street, Room 221, Port Washington, Wisconsin 53074-0994
Telephone: 262-284-8400 Milw. Metro: 262-238-8400 Fax: 262-284-8366 Milw. Metro: 262-238-8366

Attachment: Corporation Counsel Memo (RES.21-73 : ABOLISH THE ELECTIVE OFFICE OF CORONER AND INSTITUTE A MEDICAL EXAMINER

> § 59.34 (1)(a) . . . in any county with a population of 750,000 or more and all counties which have instituted the medical examiner system . . .
>
> § 59.20 (2)(b) . . . Except as provided in this paragraph, beginning in 2006 and quadrennially thereafter, a coroner shall be chosen at the general election by the electors of each county in which there is a coroner, for the term of 4 years. No coroner shall be elected in counties having a population of 750,000 or more or in counties in which a medical examiner system is instituted.

Unlike Coroners, Medical Examiners are appointed, not elected. Relevant statute states that

> § 59.34 (1)(a) . . . Except as provided under s. 59.38 (5) [applicable in counties with a county executive], the board shall appoint the medical examiner. The office may be occupied on a full-time or part-time basis and the officeholder shall be paid compensation as the board by ordinance provides.

In counties with a County Administrator, the County Administrator "[a]ppoint[s] and supervise[s] the heads of all departments of the county except those elected by the people and except where the statutes provide that the appointment shall be made by elected officers; but the county administrator shall also appoint and supervise all department heads where the law provides that the appointment shall be made by a board or commission, by the chairperson of the county board or by the county board." § 59.18 (2)(b), Wis. Stats.

Construing §§ 59.34 (1)(a) and 59.18 (2)(b) together presents some ambiguity regarding who is to appoint the Medical Examiner in counties with a County Administrator. There are competing reasonable interpretations that 1) the County Board will appoint the Medical Examiner or 2) the County Administrator will appoint the Medical Examiner, subject to confirmation by the County Board. The ambiguity was brought to the attention of WCA counsel who may be providing a memo on the issue in the near future.

STATUTORY PROVISIONS ON THE QUALIFICATIONS TO SERVE AS CORONER VERSUS MEDICAL EXAMINER

There are no statutory provisions imposing certain qualifications for the positions of Coroner and Medical Examiner. The only restriction on who may run for, and be elected, Coroner is the requirement that the candidate be "an elector of the county." § 59.20 (1), Wis. Stats.

An Attorney General opinion, 69 OAG 45 (1980), provides an answer to the question posed by the Kenosha County District Attorney of "[w]hat qualifications, if any, must be met by a prospective appointee under a county-wide medical examiner program?" The Attorney General states that the Wisconsin Statutes offer the following guidance.

Chapter 63, County and City Civil Service. A civil service system is required for Milwaukee County but optional for all other counties at this time. When a county participates in a civil service system, Chapter 63 provides that candidates must complete either a competitive or noncompetitive examination. A competitive examination "include[s] minimum training and

Attachment: Corporation Counsel Memo (RES.21-73 : ABOLISH THE ELECTIVE OFFICE OF CORONER AND INSTITUTE A MEDICAL EXAMINER

experience requirements . . . job-related in compliance with appropriate validation standards." Alternatively, when certain circumstances exist, candidates may complete a noncompetitive examination. Relevant to the position of Medical Examiner, a noncompetitive examination would "[r]equir[e] highly specialized or technical training which can be adequately demonstrated by possession of related certification or licensing." §§ 63.08 (1)(b) and (2)(a)2., Wis. Stats.

The legislature has assigned duties to Coroners/Medical Examiners in Section 59.34 and Chapter 979 of the Wisconsin Statutes. The Attorney General advocates for counties to "carefully consider what the Legislature had in mind when it provided for establishing the office of medical examiner" while highlighting the following assigned duty

> Whenever requested by the court or district attorney, the medical examiner shall testify to facts and conclusions disclosed by autopsies performed by him or her, at his or her direction or in his or her presence; shall make physical examinations and tests incident to any matter of a criminal nature up for consideration before either the court or district attorney upon request; shall testify as an expert for either the court or the state in all matters where the examinations or tests have been made; and shall perform such other duties of a pathological or medicolegal nature as may be required.

The Attorney General concludes that "the Legislature intends that the office of medical examiner be occupied by one who is able to be qualified as an expert witness in the field of pathology." The Attorney General suggests that counties may "determine that these functions could best be fulfilled by a licensed physician certified in pathology" or "adopt less stringent standards which might be better suited to the needs of the particular community" remaining consistent with the "legislative intent to obtain an ['']expert['] for the job." The Attorney General further references the statutory provision regarding expert testimony, § 907.02, Wis. Stats. This provision requires that the witness be "qualified as an expert by knowledge, skill, experience, training, or education." 69 OAG 45.

Clearly, counties instituting a Medical Examiner system are able to ensure that the individual performing the statutory duties assigned to Coroners and Medical Examiners has the specialized expertise necessary to perform them. Whereas, any eligible County voter may be elected Coroner.

THE STATUTORY DUTIES OF CORONERS VERSUS MEDICAL EXAMINERS

Section 59.34 lists the duties of Coroners and Medical Examiners. When a County institutes a Medical Examiner system, some of these duties vest in the Medical Examiner and some do not.

The following statutory duty is "vested" in the Medical Examiner position when a county institutes a Medical Examiner system.

§ 59.34 (1)

(a) Participate in inquest proceedings when required by law.

Attachment: Corporation Counsel Memo (RES.21-73 : ABOLISH THE ELECTIVE OFFICE OF CORONER AND INSTITUTE A MEDICAL EXAMINER

Pursuant to § 59.34 (1)(a), "[t]he duties performed by the county coroner and not vested in the medical examiner shall be performed by the clerk." The balance of duties listed in § 59.34 do not vest in the Medical Examiner. These duties are surprising in that they appear out of place with duties commonly associated with the role of Coroners and Medical Examiners. The reason for this is that the office of Coroner (originally Crowner) is a centuries-old, vaguely-defined office established by the King of England in his effort to collect taxes, deal with corrupt Sheriffs and manage other matters as the need arose. The Coroner's responsibility for death investigation evolved from a system of taxation imposed on death for the purpose of raising revenue. More revenue was obtainable if it was established that a death was caused by murder.[1]

The non-vested duties in § 59.34 include performing "all the powers and duties of sheriff . . . until a sheriff is elected or appointed and qualified" and "when the sheriff for any cause is committed to the jail of that county, be keeper thereof during the time that the sheriff remains a prisoner therein." § 59.34 (1)(b), Wis. Stats. The non-vested duties further include the duty to "[s]erve and execute process of every kind and perform all other duties of the sheriff when the sheriff is a party to the action and whenever the clerk of the circuit court addresses the original or other process in any action to the coroner . . ., execute the same in like manner as the sheriff might do in other cases" and "[p]erform all other duties that are required by law." § 59.34 (1)(c) and (d), Wis. Stats.

The above establishes that the historical duties of Coroners not associated with duties related to death will be reassigned to the County Clerk if a Medical Examiner system is instituted.

There are numerous other specific duties and responsibilities related to death that are assigned to Coroners/Medical Examiners throughout the Wisconsin Statutes. These provisions make no distinction between the position of Coroner and Medical Examiner. See, e.g., §§ 30.67, 48.981, 69.18, 146.71, 146.82, 157.06, 252.15, 346.71, 350.155, 979.01, 979.10.

TRANSITION PROCESS FROM CORONER TO MEDICAL EXAMINER SYSTEM AND TIMING ISSUES

The County Board may act by ordinance or resolution to institute a Medical Examiner system. § 59.02 (1), Wis. Stats. Codifying the action in our ordinances will more readily inform future officials of this significant legislative act. For this reason, it is recommended that an ordinance be enacted.

As the Coroner is a Constitutional county officer, whose term is prescribed by the Constitution, no action by a County to abolish the officer of Coroner and institute a Medical Examiner system can be made effective until the end of the incumbent Coroner's term. The Attorney General has opined that the Office of Coroner may be abolished "irrespective of the fact that nomination papers have been circulated and filed for the election of a coroner under the present system." 63 OAG 361. For this reason, a decision to abolish the Office of Coroner in this election year should be made prior to the election, ideally as early as possible.

[1] Balko, Radley and Tucker Carrington, *The Cadaver King & the Country Dentist*, PublicAffairs, 2018, pp. 37-39.

Advantages of Medical Examiner System

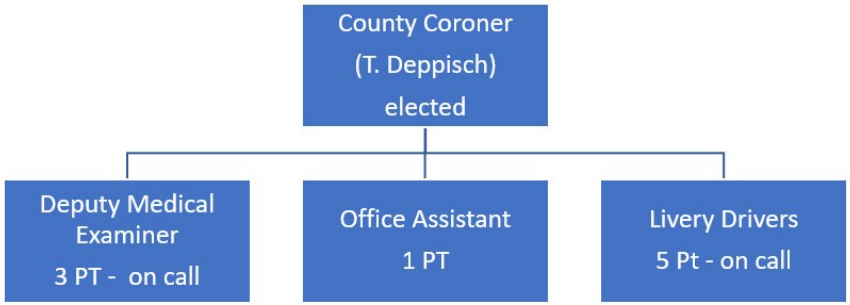
- County could explore a shared medical examiner department with another county.
  - For example, Dane County provides Chief Medical Examiner, Deputy Chief Medical Examiner and Deputy Medical Examiner services for Rock County.
- Increased accountability
  - An appointed ME would report to the County Administrator and participate in budget and public safety committee meetings.
  - Performance issues could be addressed efficiently.
- Ability to set education and experience requirements for the ME
  - The difference between a Coroner and a Medical Examiner is how you get the job. Coroners are elected officials, and Medical Examiners are appointed by County government.

Concerns

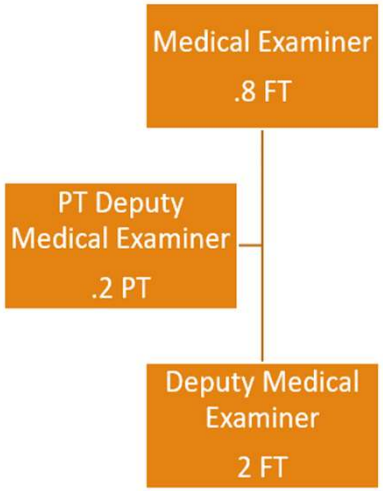
- Recruiting and retaining a Medical Examiner
- More expensive
  - If the county hired a full-time Medical Examiner it would be a cost increase of approximately $50,000 - $60,000 annually. It is uncertain if the department would need to be restructured or additional staff hired, which would be an additional cost increase if needed.

County	FTE 2022 Budget	Population	2021 Statistics					
			Autoposies	Cremations	Death Investigations	Deaths	Transports	**Taxy Levy Required**
Ozaukee	1.13	89,221	34	766	97	1241	121	**$ 64,422**
Sheboygan	1.15	115,340	35	844	348	?	Contract	**$ 96,902**
Washington	3	136,034	115	824 permits (350 views)	721 (225 scene/496 phone)	1191	130	**$ 386,146**

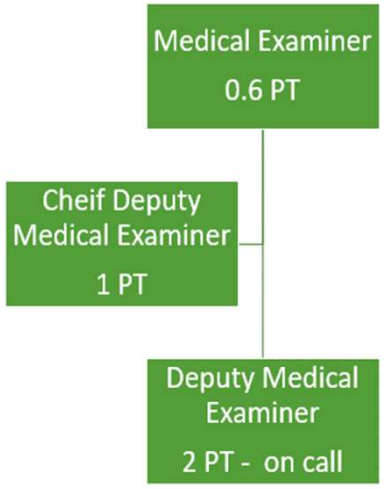
CORONER'S OFFICE
OZAUKEE COUNTY
ORGANIZATIONAL CHART



MEDICAL EXAMINER
WASHINGTON COUNTY
ORGANIZATIONAL CHART



MEDICAL EXAMINER
SHEBOYGAN COUNTY
ORGANIZATIONAL CHART



Attachment: Medical Examiner Info (RES.21-73 : ABOLISH THE ELECTIVE OFFICE OF CORONER AND

Stakeholder Feedback

- Feedback from 5 Ozaukee funeral homes
  - Timm is great to us and we have had no issues. They are professional to work with.
  - I have never had any issues working with Timm. He serves Ozaukee County above and beyond.
  - Timm does an awesome job. He is on time and takes care of what is needed.
  - We like Timm. He is easy to work with and knows our operation.
  - Timm is great and easy to work with.

- Feedback from local police departments
  - I am satisfied with the work of the Coroner's office. However, if the switch to a Medical Examiner system would guarantee someone with more medical and investigative technique then I would support the change. Sometimes is seems the Coroner's staff just comes out to collect the bodies, and I'm not sure how much medical background they had – it can seem more like a collection process and less investigative.
  - Overall we do not have many issues with the Coroner's office. However, there are times when communication from the office is lacking and that puts us behind the 8-ball on investigations.

- Feedback from current Coroner Department staff
  - Timm is very laid back and flexible. He understands that it's hard to find good drivers.
  - Timm is efficient, thorough, and a good Coroner. I can't think of anyone who has a negative opinion of him. I have always had a positive experience with Timm. Timm maintains a welcoming environment in the Coroner's office.
  - Timm is a great person. I can always ask him questions and we have a good working relationship with the police departments.
  - I have a very good working relationship with Timm. I would be discouraged if Timm was ousted against his will.
  - Timm is great and easy to work with.

Attachment: Medical Examiner Info (RES.21-73 : ABOLISH THE ELECTIVE OFFICE OF CORONER AND

Stakeholder Feedback

- Feedback from the District Attorney, Adam Gerol
  - I believe the job in the hands of a professional Medical Examiner would guarantee a higher level of sophistication. Right now it is dependent on who the public will elect. My primary concern with switching to a ME system is if we can recruit and retain an examiner.

Attachment: Medical Examiner Info (RES.21-73 : ABOLISH THE ELECTIVE OFFICE OF CORONER AND

ORDINANCE NO. 21-9

ABOLISH THE ELECTIVE OFFICE OF CORONER AND CREATE CHAPTER 2.52 OF THE OZAUKEE COUNTY CODE OF ORDINANCES - MEDICAL EXAMINER

An Ordinance creating Section 2.52 of the Ozaukee County Code of Ordinances pertaining to Instituting a Medical Examiner System.

The County Board of Supervisors of the County of Ozaukee does ordain that Section 2.52 of the Ozaukee County Code of Ordinances be created as follows:

2.52 MEDICAL EXAMINER

(1) CORONER POSITION ABOLISHED. Effective January 2, 2023, the office of County Coroner is abolished.

(2) MEDICAL EXAMINER. There is created a position of Ozaukee County Medical Examiner. The medical examiner shall have the duties and powers outlined under Wis. Stat. 59.34 through 59.39 and such other applicable statutory provisions under such qualifications and such rates of compensation for the performance of duties as may be affixed by the County Board.

This Ordinance shall take effect upon enactment and publication

Dated at Port Washington, Wisconsin this 6th day of April 2022

SUMMARY: Abolishing the Elective Office of Coroner and Instituting a Medical Examiner System.

VOTE REQUIRED: Majority

PUBLIC SAFETY COMMITTEE

03/15/22 **Public Safety Committee** **APPROVE AND FORWARD**

Motion to approve the ordinance to move forward to the Executive Committee with the previous resolution.

RESULT:	**APPROVE AND FORWARD [UNANIMOUS]**	**Next: 4/4/2022 3:00 PM**
MOVER:	J. Braverman, Supervisor District 24	
SECONDER:	D. Becker, Vice-Chairperson	
AYES:	R. Nelson, D. Becker, J. Braverman	
EXCUSED:	S. Whitworth, E. Stelter	

Public Safety Committee

AGENDA INFORMATION SHEET

AGENDA DATE: **April 4, 2022**
DEPARTMENT: **Human Resources**
DIRECTOR: **Chris McDonell**
PREPARER: **Julie Winkelhorst**

Agenda Summary Abolish the Elective Office of Coroner and Create Chapter 2.52 of the Ozaukee County Code of Ordinances - Medical Examiner

RESOLUTION NO. 21-74

REPEAL SECTION 2.01 AND 2.05 AND CREATE SECTION 2.01 OF THE OZAUKEE COUNTY POLICY AND PROCEDURE MANUAL - RULES OF THE COUNTY BOARD OF SUPERVISORS

RESOLVED, by the Ozaukee County Board of Supervisors that Sections 2.01 County Board Procedures and 2.05 County Board of Supervisors be repealed and replaced with Section 2.01 Rules of The County Board of Supervisors.

2.01 RULES OF THE COUNTY BOARD OF SUPERVISORS

(1) The governing body of Ozaukee County shall be known as the Ozaukee County Board of Supervisors.

(a) The County Board shall consist of twenty-six (26) Supervisors representing twenty-six (26) Districts within Ozaukee County.

(b) The County Board shall serve a two (2) year term expiring on the third (3rd) Tuesday in April in the even numbered years.

(c) The role of the County Board is to set the strategic mission and priorities for the County, establish the general policies by which the County is guided in its management of County affairs, consider and act upon resolutions and ordinances, provide financial oversight and support of the mission and priorities of Ozaukee County

(d) The County Board appoints the County Administrator and monitors the County Administrator's management of the daily operations and implementation of policy.

(e) The County Board may exercise any of the powers conferred on it by the laws of the State of Wisconsin in accordance with the Ozaukee County Code of Ordinances and the County Board Rules contained herein and the Ozaukee County Policy and Procedure Manual.

(2) Purpose:

(a) The purpose of these Rules is to provide a procedure to protect the participation rights of County Board Supervisors, to ensure equal application of those rights, to maintain order and decorum, and to protect the interests of their constituents.

(b) The County Board has adopted these Rules to ensure that County Board business is conducted in a smooth and organized manner.

(c) The County Board Rules are reviewed in even numbered years and if any changes are proposed, those changes will be voted on at the first Regular Meeting in April and adopted by a two-thirds (2/3) vote of the Supervisors present.

(d) The Rules may be suspended by a two-thirds (2/3) vote of the Supervisors present and voting.

(e) The Rules may be amended by Resolution at any Regular Meeting of the County Board by a two-thirds (2/3) vote of Supervisors present and voting.

(f) Rules of Decorum for all meetings of the County Board:

1. County Board Supervisors shall address the County Board Chairperson as "Chairperson" or as he/she wishes to be addressed.

2. County Board Supervisors shall refer to other County Board members in a respectful manner.

3. County Board Supervisors shall refrain from speaking until recognized by the Chairperson.

4. If two members request to speak at the same time the Chairperson shall use his/her discretion to recognize the member to speak first.

5. County Board Supervisors shall address all remarks to the Chairperson, maintain a courteous tone & avoid injecting a personal tone into the debate

6. County Board members shall only speak to the subject under debate.

7. Remarks must be confined to the merits of the pending question and germane.

8. County Board Supervisors shall refrain from personal attacks or questioning a member's motives.

9. County Board Supervisors shall refrain from the use of another members first name.

10. County Board Supervisors have an obligation to obey legitimate orders of the Chairperson.

11. The County Board Chairperson shall:

    (1) Protect the County Board from obviously frivolous or dilatory motions by refusing to recognize them.

    (2) Enforce the rules relating to debate and those relating to order and decorum within the assembly.

    (3) Make necessary rulings on questions of parliamentary procedure.

12. The County Board Chairperson may enter debate in rare instances and shall relinquish the chair in instances of lengthy debate.

(3) Session of the County Board of Supervisors: Session is defined as a single two-year term

of the Ozaukee County Board of Supervisors. A session commences on the 3rd Tuesday in April following the biennial election of County Board Supervisors and terminates the 3rd Monday in April following the next biennial election of County Board Supervisors.

(4) Meetings

(a) Organizational Meetings:

1. The County Board shall convene on the 3rd Tuesday of April, in each year, for the purposes of organization per Sec. 59.11(1)(c), Wis. Stats.

a. At the organizational meeting in April of each even numbered year, the County Board shall elect one of its members Chairperson of the County Board and Executive Committee for a term of two years, or until a successor is elected and qualified.

b. The County Board, immediately following the election of the Chairperson, shall then elect one of its members Vice-Chairperson of the County Board and Executive Committee for the same term, who, in the temporary absence or disability of the Chairperson, shall perform the duties of the Chairperson. If the position of Chairperson becomes permanently vacant, the Vice-Chairperson shall perform the duties of the Chairperson until a successor is elected and qualified.

c. The County Board, immediately following the election of the Vice-Chairperson, shall then elect one of its members 2nd Vice-Chairperson of the County Board and Executive Commit-tee for the same term, who, in the temporary absence or disability of the Vice-Chairperson, shall perform the duties of the Vice-Chairperson. If the position of Vice-Chairperson becomes permanently vacant, the 2nd Vice-Chairperson shall succeed the Vice-Chairperson and an election shall be held for the 2nd Vice-Chairperson.

d. All vacancies of County Board Chairperson, Vice-Chairperson, and 2nd Vice-Chairperson shall be elected within two meetings of the vacancy.

(1) The County Board Chairperson, Vice Chairperson and Second Vice Chairperson shall be chosen in the following manner:

(a) The County Clerk shall serve as a temporary County Board Chairperson to receive nominations for County Board Chairperson

(b) Nominations for Vice-Chairperson and 2nd Vice-Chairperson shall be called for by the County Board Chairperson and may be made by any County Board Supervisor.

(2) Nomination and Election Procedure:

(a) The person nominated shall immediately state an objection if he or she wishes the nomination to be withdrawn from consideration.

(b) Nominations need not be seconded and shall be recorded by the Clerk.

(c) The Chairperson shall request if additional nominations are to be made and, when hearing no additional nominations, shall close nominations.

(d) If only one candidate receives a nomination for County Board Chairperson, Vice-Chairperson, and 2nd Vice-Chairperson the Chairperson may request that the nominee be elected by unanimous consent.

(e) After closing nominations, and absent a motion to reopen nominations, the County Board shall proceed with the election of one of the nominees.

(f) Nominees may address the County Board and their candidacy with a three-minute comment period if requested.

(g) Votes for the nominees shall be cast via secret written ballot.

(h) The Clerk and County Administrator shall serve as ballot tabulators.

(i) If any nominee receives a majority of the votes cast, he or she shall be declared elected.

(j) If no nominee receives a majority of the votes cast, successive votes shall be undertaken until one of the nominees receives a majority of the votes cast.

(k) Secret ballots cast in the election of the Chairperson, Vice-Chairperson and Second Vice-Chairperson shall not be available for public inspection

(b) Budget Meetings:

1. The County Board shall convene the annual meeting on the first Wednesday in November, in each year, for the purpose of transacting general business and approving the annual County Budget per Sec. 59.11(1)(a), Wis. Stats.

(c) Regular Meetings:

1. The County Board shall convene on the first and third Wednesday of each month at 9:00 A.M. for the purpose of transacting general business.

a. The meeting scheduled for the third Wednesday shall primarily be for the purpose of receiving information

b. Regular meetings may be cancelled at the discretion of the Chairperson when he or she determines there is insufficient business to conduct, it is unlikely that quorum will be obtained or for any other reason demonstrating that a meeting would be an unproductive use of time.

c. Any four (4) or more Supervisors of the County Board together may request that the meeting scheduled for the first Wednesday of each month be scheduled at 6:00 P.M.

to provide for public input on Resolutions and Ordinances before the County Board.

(1) The request shall be submitted in writing to the County Board Chairperson and must be approved by the Executive Committee.

(2) No regular meeting of the County Board shall be rescheduled to 6:00 P.M. with less than seven (7) days' notice.

2. Order of Business:

a. The order of business shall be as follows (this may be changed by consent of a majority of the Supervisors present):

(1) Call to order

(2) Pledge of Allegiance to the Flag

(3) Approval of minutes

(4) Public comment (limit 3 minutes per person and 12 minutes per issue)

(a) Legislative Update

(b) Chairperson's Proclamation

(5) Communications

(6) Claims

(7) Report of County Administrator

(8) Resolutions

(9) Ordinances

(10) Numbered Reports

(11) Committee Appointments / Reappointments

(12) Committee Reports and Supervisor Announcements

(13) Adjournment

(d) Special Meetings:

1. In accordance with Sec. 59.11(2)(a), Wis. Stats, a written request of a majority of the Supervisors elect, addressed and delivered to the County Clerk is required to call special meetings of the County Board of Supervisors:

2. The request shall:

a. Specify the time and place of the meeting.

b. Specify the purpose of the meeting.

c. Be delivered not less than 48 hours before the meeting is to be held.

(e) Public Informational Meetings:

1. The County Board may conduct public informational meetings on any matter to gather input on matters of public importance.

2. The purpose of an informational meeting it to give the public an opportunity to express their views, comments or opinions to the County Board.

3. Any four (4) or more Supervisors of the County Board together may request that a public informational meeting be held.

4. The request shall:

a. Specify the time and place of the public informational meeting.

b. Specify the purpose of the public informational meeting.

c. Be submitted in writing to the County Board Chairperson and must be approved by the Executive Committee.

d. No public informational meeting of the County Board shall be scheduled with less than seven (7) days' notice.

5. No action may be taken at a public informational meeting unless specified on the agenda.

a. During public informational meetings. Section 2.05(d) of the Policy and Procedure Manual: Public Attendance and Comment at Board Meetings shall apply.

b. During public informational meetings Section 2.05(e)(8) of the Policy and Procedure Manual: Meeting Rules shall apply unless suspended by a two-thirds vote of the Supervisors present.

(f) Adjournment:

1. A meeting of the County Board may be adjourned, subject to the call of the Chairperson, or to a day certain upon motion and majority vote of the Supervisors present.

(g) Public Attendance and Comment at County Board Meetings:

1. A period for public comment will be provided at every meeting. The purpose of public comment is to provide non-County Board members that reside in the County

an opportunity to comment on matters over which the County Board has authority.

2. The rules of decorum followed by County Board members apply to non-members in attendance at County Board Meetings. The use of signs is prohibited. Applause or heckling in response to a speaker's remarks and other conduct that disrupts the meeting or is disrespectful of others is prohibited.

3. The time allocated for public comment shall not exceed 3 minutes per speaker and 12 minutes per issue.

4. Public comment is not permitted on personnel matters, matters that have previously been the subject of a public hearing or are the subject of quasi-judicial hearings. Candidates for office may not use public comment for campaign purposes but may introduce themselves and state what office they are seeking.

5. Public Commenters:

a. Must be present in person.

b. Must complete a card stating their name, address and the matter on which they wish to speak.

c. May not yield their time to others.

d. May not speak until they have been recognized by the Chairperson.

e. Must verbally state their name and address.

f. Must make all remarks to the Chairperson.

g. May speak or read something but may not play video or audio recordings.

6. The Chairperson may limit comment that is redundant.

7. County Board Supervisors wishing to ask questions for clarification or assistance in understanding comments presented must address their inquiries to the Chairperson. The Chairperson may refer matters raised in public comment to a committee or the County Administrator.

(h) Meeting Rules:

1. Except as modified by the rules herein, the rules of the parliamentary practice in Robert's Rules of Order Newly Revised 12th Edition, or subsequently revised version, shall govern in all cases where they are applicable and not in conflict with the Rules.
2. The County Board shall sit with open doors, and all persons conducting themselves in an orderly manner may attend, except that the County Board may convene in closed session for the reasons provided in Wis. Stat. § 19.85.

a. Closed Sessions:

(1) A meeting of the County Board, upon a motion duly made and carried, may be convened in closed session under one or more of the exemptions provided in Sec. 19.85, Wis. Stats.

(2) The motion shall be carried by majority vote by roll call and the vote of each member shall be ascertained and recorded in the minutes.

(3) No motion to convene in closed session may be adopted unless the County Board Chairperson announces to those present at the meeting at which such motion is made:

1. The nature of the business to be considered in such closed session
2. The specific exemption or exemptions by which such closed session is authorized.
3. No business may be considered at any closed session except that which relates to matters contained in the County Board Chairperson's announcement of the closed session.
4. If the agenda indicates that the County Board will return to open session, the motion to re-convene into open session shall be carried by majority vote in such a manner that the vote of each member is ascertained and recorded in the minutes.

b. To prevent Open Meetings Law violations, all communications between County Board Supervisors during County Board meetings shall be conducted verbally.

(1) In cases where verbal communication is impossible, due to injury, illness or disability, the County Board Chairperson shall approve an alternate communication means.

(2) County Board Supervisors shall not engage in any electronic communication with other County Board Supervisors during County Board meetings.

(3) Electronic devices may be used during meetings only to read and review meeting materials and information pertinent to matters being discussed on the floor.

3. The Chairperson shall preserve order and decorum, and shall decide all questions of order subject to appeal and reversal by majority vote of Supervisor's present.

4. The Chairperson may consult with the Corporation Counsel when deciding questions of order.

5. No Supervisor shall be interrupted while speaking, unless it is to call the Supervisor to request a Point of Order or Point of Privilege

6. Any Supervisor called to order by the Chairperson shall immediately cease debate, unless permitted to explain.

7. Each Supervisor shall activate his or her call switch to address the Chairperson when

they wish to speak.

8. Supervisors shall avoid leaving the County Board room unless for good cause.

a. Supervisors leaving a meeting and not returning shall request a Personal Point of Privilege to alert the body of their absence.

b. When the point of order is recognized by the County Board Chairperson the Supervisor may leave.

(i) Presentation and Form of Motions:

1. Every motion received by the Chairperson shall be seconded and restated by the Chairperson prior to debate.

a. Motions shall be made in writing when requested by any Supervisor of the County Board.

b. When a main motion or motion to amend contains more than one point capable of being decided on its own, a Motion to Divide the Question may be made, and the Clerk shall separate said motion and restate each part before debate or a vote is taken thereon.

c. After a motion is stated by the Chairperson, it is in the possession of the County Board, it may be withdrawn at any time before amendment or decision upon concurrence of the mover and seconder. If withdrawn, it shall not be entered upon the minutes of the meeting.

2. The source of all reports, resolutions, or any communications to be considered or reviewed by the County Board must identify the sponsoring Supervisor or Committee.

3. No Supervisor shall be permitted to speak more than twice on the same question unless by permission of the County Board.

4. When all who wish to speak on any question before the Board have expressed their views, the Chairperson shall put the question. No Supervisor shall be permitted to speak while the question is being put.

5. Any Supervisor desiring to terminate debate may call for the previous question when recognized by the County Board Chairperson.

a. The County Board Chairperson shall ask if there is any objection to closing the debate.

b. If a Supervisor objects to the call of the previous question, the County Board Chairperson may call for a motion to end the debate.

c. If the motion has been seconded the County Board Chairperson must immediately take a vote as to whether to order the previous question.

d. To close the debate requires a two-thirds (2/3) vote of the County Board.

(j) Voting Procedures:

1. Quorum:

a. A majority of the Supervisors entitled to a seat on the County Board shall constitute a quorum.

b. In the absence of a quorum no discussion or business may be conducted.

2. Voting:

a. Every Supervisor present when a question is put shall vote unless a conflict of interest or other special cause exists.

(1) All requests to excuse a Supervisor from voting shall be made before debate on the question pending.

(2) Any Supervisors wishing to be so excused may make a brief verbal statement of the reason for such request, and the question upon such motion shall then be taken without further debate.

b. County Board Supervisors must be physically present to attend, participate and vote.

c. Hierarchy of Motions: When a question is before the County Board, no motions shall be in order except the following said motions shall have preference in the order arranged:

(1) To adjourn:

(a) A motion to adjourn is always in order and shall be decided without debate.

(b) This Rule shall not authorize any Supervisor to move an adjournment when another Supervisor has the floor or when the County Board is voting.

(2) To take a recess

(3) To raise a question of privilege

(4) To lay on the table: a motion to table shall be decided without debate.

(5) For the previous question

(6) To limit or extend the limits on debate

(7) To postpone to a certain time

(8) To commit or refer to a committee

(9) To divide the question

(10) To amend

(11) Postpone indefinitely

(12) Main motion

d. Prior to the Chairperson's announcement of the results of a vote on any question, Supervisors have the right to change their vote by making a request to do so and announcing the change to the Clerk.

e. Thereafter, Supervisors shall not be allowed to change their vote, even by unanimous consent.

f. Votes cast in error using the electronic voting system may be appealed to the Chairperson and subject to the Chairperson's discretion.

3. All questions presented to the County Board shall be determined by a majority of the Supervisors present unless otherwise required by law, ordinance, or these rules.

4. When the County Board is equally divided on a question, the question is lost.

a. Any Supervisor voting on either side of the question, when the board is equally divided, may move to reconsider said question by a two-thirds (2/3rds) vote.

5. A motion to reconsider brought after a motion that is lost due to a tie vote must be made and acted upon at the same meeting. The electronic voting board shall be utilized to record the vote regarding every action pertaining to each ordinance and resolution and shall also be utilized for any other vote when requested by any Supervisor.

6. No Supervisor may vote on a question by proxy at a County Board meeting.

7. In the event the electronic voting system would fail to operate, a voice roll call vote will be taken by the County Clerk.

a. For the first vote conducted in this manner, the Supervisor from District 1, will be the first person to vote.

b. For the second vote conducted in this manner, the Supervisor from District 2, will be the first person to vote, etc.

8. Every Supervisor indicated present on the electronic voting system, shall vote aye, nay, or abstain unless the County Board for a special reason shall excuse a Supervisor.

a. Supervisors may cast the following votes:

(1) Aye

(2) Nay

(3) Abstain: votes to abstain shall be counted for purposes of determining quorum and majority

9. No subject matter shall be voted upon more than twice in a Session, per section 2.01(3) of these rules, unless by permission of a two-thirds vote of the County Board Supervisors elected.

10. The vote or abstention of each Supervisor on resolutions and ordinances shall be noted in the County Board meeting minutes to reflect the position taken by each Supervisor. The published minutes shall reflect only the minority vote and abstentions.

11. No motion for reconsideration shall be received unless made by a Supervisor who voted on the prevailing side in the first instance. Such motion shall be made at the same meeting or at either of the next two regularly scheduled monthly meetings

(k) County Board Agendas:

1. Creation of the agenda is the duty of the County Clerk, under the direction of the County Board Chairperson per s.59.23(2)(a), Wis. Stats. The Clerk shall provide the agenda to the County Board Supervisors, by email to their official County Board Supervisor email address, not less than 48 hours before each meeting.

2. All agenda items shall be filed with the County Clerk at least 7 (seven) days prior, or as soon as practicable to each County Board meeting.

3. Ordinances and Resolutions

a. Any Supervisor may introduce a resolution on matters falling within the delegated legislative powers and privileges granted to the County or the performance of the legal duties charged upon the County by presenting such resolution to the Chairperson of the applicable standing committee or to the County Board Chairperson.

b. Ordinances and resolutions must be reviewed by all applicable oversight committees before being placed on the agenda unless the Chairperson determines that County Board action on a matter is necessary and extraordinary circumstances exist which make it impossible to obtain committee review due to time constraints.

c. The County Board Chairperson shall refer all resolutions presented to him or her to the applicable standing committee within 20 calendar days.

d. If the standing committee does not consider a resolution within 60 days from the time it was referred to it, and the resolution falls within the delegated legislative powers

and privileges granted to the County or the performance of the legal duties charged upon the County, the Supervisor may file the resolution with the County Clerk for placement on the County Board agenda.

e. All matters not appearing on the agenda for a particular Board meeting shall be out of order and shall not be considered at that meeting in accordance with Sec. 19.83(1), Wis. Stats.

4. In emergency situations, the County Board agenda may be revised, to allow consideration of additional items, within twenty-four (24), hours of the posted date and time of the meeting. In no case may the notice be less than two (2), hours before the meeting in accordance with Sec. 19.84(3), Wis. Stats.

(l) County Board Policy Oversight: The County Board shall direct and guide all County policy

1. The following items require approval beyond the Standing Committee level:

a. Budgetary Oversight: Review, amend and approve the annual County budget per Sec. 65.90, Wis. Stats.

b. Personnel Oversight: All modifications of County positions require approval of the County Board through the annual budget process, including but not limited to:

(1) Creation of new positions

(2) Changes in hours

(3) Changes in pay rates

(4) Personnel changes, not anticipated in the annual budget process, require the approval of:

(a) The appropriate Standing Committee

(b) Finance Committee

(c) County Board

(5) The Policy and Procedures Manual listing positions, pay ranges, and pay rates shall be updated to reflect any changes in positions

(6) A separate schedule detailing personnel changes in the annual budget process will be approved in addition to the annual budget

(7) Confirm the appointment of non-elected department heads by a majority vote

c. Collective Bargaining Agreements: Approval of collective bargaining agreements requires a majority vote of the Ozaukee County Board of Supervisors

d. Transfers of Funds: Transfer of funds from any County funds exceeding $25,000 requires County Board approval.

(1) A two-thirds majority vote of the Board members elect is required for approval of transfers from any of the County's unreserved, undesignated fund balances or retained earnings.

e. Grant Acceptances involving:

(1) Hiring of new personnel

(2) County funds

(3) Public works expenditures requiring formal specifications, public notices or bids per Sec. 59.52(29)(a), Wis. Stats., require the approval of the appropriate Standing Committee and full County Board unless Wis. Stats. delegate acceptance authority to a Standing Committee

(4) Grant Funded Positions:

(a) The Policy and Procedure Manual shall list, and mark with an asterisk, those positions, or any portions of positions supported with grant funds; upon termination of grant funds the position, or any portion thereof shall be eliminated

(b) The County Board may approve continuation of grant funded position, or any portion of the position thereof upon the termination of grant funds

f. Contracts and Agreements: Approval of all contracts, intergovernmental, or other agreements unless approval authority has been previously delegated to a Standing Committee or Department or otherwise authorized by law.

g. Establish Boards and Commissions: in keeping with the purposes and objectives of the Committee, to satisfy statutory requirements, and to encourage community involvement

(1) Appointments to Boards, Commissions, and Ad Hoc Groups shall be:

(a) Recommended by the County Administrator per Sec. 59.18(2)(c), Wis. Stats

(b) Approved by the full County Board

(c) The County Board Chairperson, shall appoint a chairperson and vice-chairperson at the first meeting after being established by a Standing Committee unless State statutes prescribe another process.

h. Acquisition and disposition of County property per Sec. 59.52(6) Wis. Stats.

(5) Duties of the County Board Chairperson

(a) The Chairperson is a member of the County Board, and has the same rights in debate as any other Supervisor. However, the Chairperson is also obligated to maintain impartiality and fairness to the debate when presiding over the County Board.

(b) The Chairperson shall ensure the County Board and individual Supervisors act consistently with the County Board's Rules and Policies.

(c) The Chairperson shall preside at County Board meetings in an efficient and effective manner and shall set the general tone for each meeting through positive leadership.

(d) The Chairperson shall be an ex-officio member of all Standing Committees, and may vote only in the absence of a member of the Committee if there is no quorum.

(e) The County Board Chairperson or designee shall represent the county at all ceremonial events or functions when requested and shall represent the county upon request of groups or organizations to present county positions or programs

(f) As provided in Sec. 59.12(1), Wis. Stats., the County Board Chairperson shall:

1. Administer oaths to persons required to be sworn concerning any matter submitted to the County Board or a Committee thereof, or concerning any matter in connection with their powers and duties.

2. Countersign all ordinances of the County Board and countersign all county orders.

3. Preside at all County Board meetings when present.

4. Transact all necessary County Board business with local and county officials.

5. Sign or countersign contracts negotiated by various Committees, unless the Committee designates a signatory.

6. Expedite all such laws as may be resolved upon by the County Board

7. Take care that all federal, state, and local laws, rules and regulations pertaining to the County government are faithfully carried out and adhered to.

8. The Chairperson shall be a member of the Executive Committee and serve as its Chairperson.

9. Appointment Powers

a. In the event that a seat on the County Board becomes vacant County Board Chairperson shall select a successor.

(1) The County Board Chairperson shall interview interested candidates.

(2) The County Board shall approve the appointment.

b. Following the Organizational Meeting in April of each even-numbered year the Chairperson shall appoint County Board Supervisors as members of the five (5) Standing Committees and make appointments to all other committees within the Chairperson's province, subject to the approval of the County Board prior to June 1 of that year, per Sec. 59.13(1), Wis. Stats.

c. In each odd numbered year, the Chairperson may appoint County Board Supervisors as members of the five (5) Standing Committees and make appointments to all other committees within the Chairperson's province, subject to the approval of the County Board prior to June 1 of that year, per Sec. 59.13(1), Wis. Stats.

d. The Chairperson shall also appoint or reappoint individuals to Committees within the Chairperson's province, throughout the year as vacancies occur or as terms on specific Committees expire, subject to the approval of the County Board, unless otherwise provided by Statute.

e. The Chairperson shall designate the Standing Committees' Chairperson and Vice-Chairperson, unless otherwise provided by Statute or by the County Policy and Procedure Manual.

10. Removal, Death or Disability of the County Board Chairperson.

a. The County Board Chairperson can be removed by a majority vote of the County Board Supervisors elect.

b. In the event of the death, disability or removal of the County Board Chairperson, the County Board shall elect a new Chairperson following the election procedure herein for County Board Chairpersons.

(6) Duties of the Vice Chairperson.

(a) In the event of the County Board Chairperson's absence, disability or incapacity for a period exceeding 14 days, a Vice-Chairperson or 2nd Vice-Chairperson, in order of succession, shall assume all duties of the Chairperson and receive a salary equivalent to that of the Chairperson for the proportionate time such duties are assumed.

(b) The Vice-Chairperson shall serve on the Executive Committee.

(7) Duties of the 2nd Vice-Chairperson.

(a) The 2nd Vice-Chairperson shall, in the case of the absence, disability or incapacity of the Chairperson shall perform the duties of the Vice-Chairperson.

(b) The 2nd Vice-Chairperson shall, in the case of the absence, disability or incapacity of the Vice-Chairperson shall perform the duties of the Vice-Chairperson.

(c) The 2nd Vice-Chairperson shall, in the case of the absence, disability incapacity of the Chairperson and Vice-Chairperson shall perform the duties of the Chairperson.

(d) The 2nd Vice-Chairperson shall serve on the Executive Committee.

(8) Compensation of the County Board:

(a) Salaries:

1. In conformance with Sec. 59.10(3)(i), Wis. Stats., an annual salary for all Supervisors to be next elected shall be set at the annual meeting by a two-thirds vote of the Supervisors entitled to a seat, which shall be for all services for the county, including all committee services.

2. The County Board Chairperson's salary shall be established in the same manner as (4)(a)1. at a rate three times that of the annual salary of a Supervisor.

a. Any Supervisor, including the Chairperson, may reject any or all of his or her salary by giving proper written notice to the County Clerk per 66.0505(3) Wis. Stats.

b. The salary established above shall be all-inclusive for:

(1) All meetings of the County Board

(2) Standing and Statutory Committees and Commissions

(3) Labor negotiations

(4) Ad-hoc meetings

(5) Fact finding

(6) Any other meeting, County or otherwise, to which a Supervisor has been appointed, elected or attends for any purpose.

c. Additional meetings, conferences, conventions, etc., may be authorized with the prior approval of the County Board Chairperson or the Executive Committee.

d. Mileage:

(1) In addition to the salary established above, County Board Supervisors shall be paid the same automobile travel allowance established for other officials and employees.

(a) In going to and returning from by the most usual and traveled route to meetings of the County Board and of the several Committees of the County Board.

(b) Mileage shall be paid for attendance at not to exceed two Committee meetings in any one day.

(c) Payment of mileage claims shall be made following approval of said claims by the County Board at the February and August meetings each year.

e. Supervisors of the County Board of Supervisors shall be compensated for such other expenses necessarily incurred in the performance of their duties as approved by the Chairperson of the County Board.

f. If a quorum is not present for a Committee meeting, those present may not conduct any business, but those who are present are entitled to compensation as provided for in this code.

FURTHER RESOLVED, that the County Clerk shall renumber the remaining Sections of Chapter 2 of the Ozaukee County Policy and Procedure Manual to align with the repealing of Sections 2.01 County Board Procedures and 2.05 County Board of Supervisors.

Dated at Port Washington, Wisconsin, this 6th day of April 2022.

SUMMARY: Repeal Section 2.01 and 2.05 and Create Section 2.01 of the Ozaukee County Policy and Procedure Manual - Rules of The County Board of Supervisors.

VOTE REQUIRED: Majority

EXECUTIVE COMMITTEE

Executive Committee

AGENDA INFORMATION SHEET

AGENDA DATE: **April 4, 2022**
DEPARTMENT: **Administrator**
DIRECTOR: **Jason Dzwinel**
PREPARER: **Jason Dzwinel**

Agenda Summary Repeal Section 2.01 and 2.05 and Create Section 2.01 of the Ozaukee County Policy and Procedure Manual - Rules of The County Board of Supervisors

It is recommended best practice for County Boards to adopt County Board Rules in advance of a new County Board term. The current County Board Rules were adopted when the Policy and Procedure Manual was created and while amended for specific items, there has not been a comprehensive review since.

The County Administrator reviewed the County Board Rules of a majority of Wisconsin Counties to identify areas where the Ozaukee County Board Rules were deficient or in need of an update. The draft was also reviewed with the Corporation Counsel and the County Clerk and is presented for review and discussion.

This proposed update will place the County Board Rules in Section 2.01 of the Policy and Procedure Manual. The remaining sections will be renumbered accordingly. The sections pertaining to specific committees will be relocated to the appropriate committee section in the Policy and Procedure Manual.

The new County Board Rules include new language on the following:

- The role and responsibilities of the County Board - 2.01(1)
- The purpose of the rules - 2.01(2)
- Rules of decorum - 2.01(2)(f)
- The process to elect the County Board Chairperson, Vice-Chairperson, and 2nd Vice-Chairperson - 2.01(4)(a)(d)
- Closed sessions of the County Board - 2.01(4)(h)(a)
- Open meetings law compliance - 2.01(4)(h)(b))
- The presentation of motions - 2.01(4)(i)
- Voting procedures - 2.01(4)(j)
- Clarifying language on the hierarchy of motions - 2.01(4)(h)(2)(c)

- Duties of the County Board Chairperson, Vice-Chairperson, and 2nd Vice-Chairperson - 2.01(6)

ATTACHMENTS:

- WCA County Board Rules (PDF)
- CH II - CB RULES_FINAL_Draft_Understruck (PDF)

COUNTY BOARD RULES

The Foundation for Well-Run Meetings

—Andrew T. Phillips, von Briesen & Roper, s.c.

After the April elections, Wis. Stat. § 59.11(1)(c) requires the county board to meet on the third Tuesday of April to organize and transact business. The organizational meeting provides an opportunity for counties to elect leadership and establish the rules that will govern the board for the next two years. This article will address a component of that biennial county organizational process critical to the effective operation of the county board – the county board rules.

COUNTY BOARD RULES

State statutes, local rules, and *Robert's Rules of Order* all provide guidance on how county business is conducted. There is no statute that requires counties to adopt county board rules. However, there are a few statutes that require county boards to conduct business in a specified manner. For example, Wis. Stat. § 19.81, *et seq.*, Wisconsin's Open Meetings Law, requires that meetings of county boards and committees of the board be open to the public consistent with certain notice requirements. Beyond Open Meetings Law requirements, other statutes require that county boards maintain certain committees, such as the county highway committee, and specify committee membership and the method for appointing members to the committee. Still other statutes identify required county board officers and the method for electing those officers, such as board chair. With the exception of these relatively few required procedures, counties are free to organize and conduct business in a manner similar to any other deliberative assembly.

PROCESS

To begin the process of reviewing and suggesting modifications to the current board rules, the current board or a committee should review the rules and propose amendments, as necessary, prior to the organizational meeting. In addition, counties should consider codifying the rules in ordinance such that they become a permanent feature of the county code.

CONTENT

There are three basic components to a set of county board rules: (1) county board officers; (2) organization of the county board; and (3) county board rules of procedure. Common drafting considerations for each of these three categories are discussed below.

COUNTY BOARD OFFICERS

The statutes require counties to elect a chair and vice chair. However, counties should consider whether additional officer positions, such as 2nd vice chair or sergeant-at-arms, are desirable. A 2nd vice chair is beneficial when the chair and vice chair are absent or they both wish to speak on an issue and need to step down as the presiding officer. Once the officer positions are established, any rules and duties relating to the particular office should be codified.

The statutory duties of the board chair and vice chair are contained in Wis. Stat. § 59.12; however, the statute only provides the minimum duties. Counties are free to add to those duties at the discretion of the board. For example, the rules could specify whether the board chair is an automatic member of a committee or committees, whether the board chair is able to fill in for absent committee members at com-

continues

Attachment: WCA County Board Rules (RES.21-74 : Review County Board Rules)

mittee meetings, how the vice chair assumes chair responsibilities in the absence of the chair, and what happens in the event the chair seat is vacated. In addition, the rules should specify that the board chair maintains the right to vote (not just on tie votes) and whether the board chair makes committee appointments, serves as chair of other committees, and sets the county board agenda.

Some of the duties of a board chair as described in Wis. Stat. § 59.12 are as follows:

- Perform all duties required of the chair.
- May administer oaths to persons required to be sworn.
- Countersign all ordinances of the board.
- Preside at meetings and when directed by ordinance.
- Countersign all county orders.
- Transact all necessary board business with local and county officers.
- Expedite all measures resolved upon by the board.
- Take care that all federal, state, and local laws pertaining to county government are enforced.

Some of the duties of the vice chair as described in Wis. Stat. § 59.12 are to perform the chair's duties when the chair is unable due to disability or absence, as well as attend official events representing the county in the absence of the chair. Other rules to consider are whether the vice chair should receive the chair's salary if the chair is disabled or incapacitated for any length of time. Additionally, in the event of death or resignation, if the vice chair becomes chair or whether a special election is held.

Similarly, if a county establishes the position of sergeant-at-arms, the board rules should provide guidance on the powers of the sergeant-at-arms. A

Big or small, construction projects can present administrative and financial challenges. The terms of the relationship between a county and its architect, construction manager and contractors is typically built upon a set of contract templates that rarely provide the "one size fits all" solution as advertised. Our Government Law Group has decades of experience working with the AIA contract set and has negotiated hundreds of millions of dollars of construction deals. No matter the size or complexity of the project, having the right contractual terms from the outset is critical. We know how to put our clients in the best position for success and, more importantly, we know county government.

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sergeant-at-arms may be used to gather members for the start of a meeting, remove unruly members of the board or public as directed by the chair, notify board members or the public of special events or procedures, contact department heads, or distribute materials to board members relevant to agenda topics.

A process and rules for removal of board officers should also be stated. A motion filed with the clerk, introduction of a resolution, majority versus two-thirds vote of the members, and cause such as inefficiency, neglect of duty, official misconduct or malfeasance in office are all points to consider. However, the attorney general's office opined that a board chair may be removed at will by a simple majority of the members and it is advisable that a county consider the same process for other board officers. The process for removal of committee officers or committee members, if allowed, should specify the responsible party – be it the board, board chair, or committee.

ORGANIZATION OF THE BOARD

The second part of the rules relates to how the board is organized.

Standing committees. These are the "permanent" board committees. In some cases, the statutes require that the board establish certain committees, e.g., the county highway committee. In other instances, the board may want to establish a permanent committee even if not required by statute, e.g., the finance committee. Some of the duties and responsibilities may include:

- Provide policy oversight.
- Provide policy direction and make program recommendations.
- Recommend policy and planning initiatives.
- Monitor certain activities.
- Act as a liaison.
- Advise the county board.

The rules should specify:

- The number of members, odd number if possible, and how members are appointed whether it is the board chair, board election, or a committee on committees;
- If members are allowed to serve on multiple committees;
- The officers of each committee and whether they are elected by the committee or appointed by the chair;
- If the board chair is a member, ex-officio member, voting member or allowed to fill in for absent members;
- The removal process of officers and members, whether by the board chair, the county board or the committee, by a majority or super majority and with or without cause; and
- The authority of the chair to preside at meetings, set agendas, schedule meetings, and make reports on behalf of the committee.

All of the board's standing committees and each committee's duties or charge should be contained within the rules.

Other committees. The rules should specify how additional "ad hoc" committees are created and populated. In addition, the rules should specify that "ad hoc" committees are automatically discharged once the purpose for the committee's creation is satisfied.

Committee procedure. All committees should follow a uniform set of procedural rules. The procedural rules should likely address: (a) meeting minutes; (b) staff involvement; (c) budget involvement; (d) process for introducing and considering items of business; (e) responsibility for the agenda (coordinate posting and notice form with county clerk); (f) committee officer elections or appointment and removal; (g) any rules for "ex officio" members; (h) meeting schedule; (i) ability to call special meetings and similar matters.

Public appearances. While the Open Meetings Law allows the public access to public meetings, it

continues

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does not require public participation in meetings. Certain matters, such as matters related to zoning, require public hearings. In other cases, committees will allow public comment on matters appearing on the meeting agenda. The board rules should specify the process for public hearings and public comment. Common considerations for public participation include the following:

- Should the public be limited to speaking to a specific agenda item?
- Should members of the public be encouraged to speak at the committee level?
- Specify time period, e.g., three, four, or five minutes.
- Clarify if board members are allowed to speak as a matter of right at committee meetings.
- Specify that board members should not be allowed to discuss or participate in debate, if not a member of the committee.
- Should members of the public be required to register?
- Are members allowed to ask questions?
- Are the rules different for a public hearing versus a public comment?

Meeting Minutes. It is important to coordinate with the county clerk's office on the form, content, and responsibility for minutes given the clerk's responsibility under Wis. Stat. § 59.23. While the county clerk is responsible for the minutes, the clerk may delegate functions to staff related to taking and filing the minutes.

PROCEDURAL RULES

The final section of the board rules relates to how the board conducts its business.

Board Meetings. The board rules should specify the following as it relates to meetings of the county board:

- Specify meeting dates and times.
- Specify if the chair may cancel meetings or call special meetings.
- Allow the chair to designate special budget meetings during the budget process with no other business.
- Specify rules for committee of the whole.
- Allow the chair to schedule public hearings.

Form of Resolutions. The transaction of official business should be in ordinance or resolution format. All resolutions and ordinance amendments should be sponsored by a supervisor and allow for co-sponsors. Drafting of certain resolutions and ordinances can be limited to certain departments such as the corporation counsel preparing ordinance amendments, and the finance director preparing budget amendments. The rules should define the introduction process; i.e., submit to county clerk, board chair, committee, by certain date, etc. Likewise, if there is a preferred review process for the corporation counsel or finance director, that process should be codified.

Referral of Resolutions. Resolutions and ordinance amendments should proceed before a committee before going to the county board. The rules could authorize the chair or committee to refer a resolution to an appropriate standing committee, board, or commission. The matter's primary sponsor should be invited and allowed to speak at the committee meeting.

Board Action on Resolutions. The rules should define the process for placing resolutions and ordinance amendments on the agenda once the committees have acted. A motion before the board could be the committee recommendation (there is no need for formal motion or second). Consider requiring all amendments to resolutions and ordinance amendments to be in writing.

Attachment: WCA County Board Rules (RES.21-74 : Review County Board Rules)

Seating Arrangements for Board Meetings. The rules should designate the process for supervisor seat selection. Likewise, the rules should designate seating for the public, press, staff, corporation counsel, county clerk, administrator, department heads, and a place for the public to address the board.

Agenda - Order of Business. The rules should specify the order of business for all county board meetings. The order of business could include:

- Call to order.
- Roll call.
- Pledge of Allegiance.
- Special matters & announcements.
- Approval of bills & accounts.
- Approval of county board minutes.
- Consent calendar.
- Reports on zoning petition.
- Motions from previous meetings.
- Ordinances.
- Award of contracts.
- Resolutions.
- Special order of business.
- Adjournment.

Conduct at County Board Meetings. This is a very important part of the rules as it establishes the foundation for an orderly, deliberative process. The rules should specify that:

- Committees should not meet when the board is in session.
- Supervisors, visitors, staff, and others shall at all times conduct themselves in a respectful manner.
- No conversation is allowed on the board floor or in the visitor's section.
- All electronic devices shall be kept in the silent mode.
- Supervisors shall use county-provided electronic devices in accordance with policy.
- A designee should be chosen to distribute literature – supervisors, county board staff, sergeant-at-arms, county clerk, administrator, etc. – not the general public.

County Board Voting. The rules should indicate that any supervisor should be able to request a roll call vote as long as it is done prior to the next order of business. The vote should be recorded in the minutes. Roll call votes should, if possible, be taken in a rotating fashion per meeting so that the same supervisor is not always casting the first ballot. Supervisors should be in their seats when voting.

Defining a "Session." A session determines when business can be brought back before the assembly. A session may be one meeting, one year, the term of supervisors, or as determined in the rules.

Parliamentary Procedure. The rules should specify the latest edition of *Robert's Rules of Order, Newly Revised,* 11th Edition (RONR) as the rules governing the board. In addition, to the extent the board adopts rules that vary from the procedure in RONR (as is expressly allowed in RONR), those variations should be codified in the board rules. It is also a good idea to provide basic information concerning *Robert's Rules* within the board rules as an easy reference for supervisors.

CONCLUSION

Codifying county board rules may seem like a daunting task. However, by breaking the task into the sections identified above, the task becomes much more manageable. In addition, there are a variety of resources available to assist counties in the process. If you would like additional information relating to board rules or the process for adopting board rules, please do not hesitate to contact the authors at 1.866.404.2700. ◆

Attachment: WCA County Board Rules (RES.21-74 : Review County Board Rules)

2.1 RULES OF THE COUNTY BOARD OF SUPERVISORS

(1)The governing body of Ozaukee County shall be known as the Ozaukee County Board of Supervisors.

(a)The County Board shall consist of twenty-six (26) Supervisors representing twenty-six (26) Districts within Ozaukee County.

(b)The County Board shall serve a two (2) year term expiring on the third (3rd) Tuesday in April in the even numbered years.

(c)The role of the County Board is to set the strategic mission and priorities for the County, establish the general policies by which the County is guided in its management of County affairs, consider and act upon resolutions and ordinances, provide financial oversight and support of the mission and priorities of Ozaukee County

(d)The County Board appoints the County Administrator and monitors the County Administrator's management of the daily operations and implementation of policy.

(e)The County Board may exercise any of the powers conferred on it by the laws of the State of Wisconsin in accordance with the Ozaukee County Code of Ordinances and the County Board Rules contained herein and the Ozaukee County Policy and Procedure Manual.

(2)Purpose:

(a)The purpose of these Rules is to provide a procedure to protect the participation rights of County Board Supervisors, to ensure equal application of those rights, to maintain order and decorum, and to protect the interests of their constituents.

(b)The County Board has adopted these Rules to ensure that County Board business is conducted in a smooth and organized manner.

(c)The County Board Rules are reviewed in even numbered years and if any changes are proposed, those changes will be voted on at the first Regular Meeting in April and adopted by a two-thirds (2/3) vote of the Supervisors present.

(d)The Rules may be suspended by a two-thirds (2/3) vote of the Supervisors present and voting.

(e)The Rules may be amended by Resolution at any Regular Meeting of the County Board by a two-thirds (2/3) vote of Supervisors present and voting.

(f)Rules of Decorum for all meeting of the County Board:

1.County Board Supervisors shall address the County Board Chairperson as "Chairperson," or as he/she wishes to be addressed

2.County Board Supervisors shall refer to other County Board members in a respectful manner.

3.County Board Supervisors shall refrain from speaking until recognized by the Chairperson.

4.If two members request to speak at the same time the Chairperson shall use his/her discretion to recognize the member to speak first.

5.County Board Supervisors shall address all remark to the Chairperson, maintain a courteous tone & avoid injecting a personal tone into the debate

6.County Board members shall only speak to the subject under debate.

7.Remarks must be confined to the merits of the pending question and germane.

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8.County Board Supervisors shall refrain from personal attacks or questioning a member's motives.

10. Duties of the Chairperson: County Board Supervisors have an obligation to obey legitimate orders of the Chairperson.

11. The County Board Chairperson shall:

(1)Protect the County Board from obviously frivolous or dilatory motions by refusing to recognize them.

(2)Enforce the rules relating to debate and those relating to order and decorum within the assembly.

(3)Make necessary rulings on questions of parliamentary procedure.

12. The County Board Chairperson may enter debate in rare instances and shall relinquish the chair in instances of lengthy debate.

~~(1)~~(3) Session of the County Board of Supervisors: Session is defined as a single two-year term of the Ozaukee County Board of Supervisors. A session commences on the 3rd Tuesday in April following the biennial election of County Board Supervisors and terminates the 3rd Monday in April following the next biennial election of County Board Supervisors. (20-34)

~~(2)~~(4) Meetings

(a) Organizational Meetings: (10-75), (20-37), (20-62)

1. The County Board shall convene on the 3rd Tuesday of April, in each year, for the purposes of organization per Sec. 59.11(1)(c), Wis. Stats.

a. At the organizational meeting in April of each even numbered year, the County Board shall elect one of its members Chairperson of the County Board and Executive Committee for a term of two years, or until a successor is elected and qualified.

b. The County Board, immediately following the election of the Chairperson, shall then elect one of its members Vice-Chairperson of the County Board and Executive Committee for the same term, who, in the temporary absence or disability of the Chairperson, shall perform the duties of the Chairperson. ~~In the event of a permanent vacancy of~~ If the position of Chairperson becomes permanently vacant, the Vice-Chairperson shall perform the duties of the Chairperson until a successor is elected and qualified.

c. The County Board, immediately following the election of the Vice-Chairperson, shall then elect one of its members 2nd Vice-Chairperson of the County Board and Executive Commit-tee for the same term, who, in the temporary absence or disability of the Vice-Chairperson, shall perform the duties of the Vice-Chairperson. ~~In the event of a permanent vacancy of~~ If the position of Vice-Chairperson becomes permanently vacant, the 2nd Vice-Chairperson shall succeed the Vice-Chairperson and an election shall be held for the 2nd Vice-Chairperson.

d.All vacancies of ~~Board~~County Board Chairperson, Vice-Chairperson, and 2nd Vice-Chairperson shall be elected within two meetings of the vacancy.

(1)The County Board Chairperson, Vice Chairperson and Second Vice Chairperson shall be chosen in the following manner:

(a)The County Clerk shall serve as a temporary County Board Chairperson to receive nominations for County Board Chairperson

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(b) Nominations for Vice-Chairperson and 2nd Vice Chairperson ~~the office to be filled~~ shall be called for by the County Board Chairperson and may be made by any ~~Supervisor of the~~ County Board Supervisor.

(2)Nomination and Election Procedure:

(a)The person nominated shall immediately state an objection if he or she wishes the nomination to be withdrawn from consideration.

(b)Nominations need not be seconded and shall be recorded by the Clerk.

(c)The Chairperson shall request if additional nominations are to be made and, when hearing no additional nominations, shall close nominations.

(d)If only one candidate receives a nomination for County Board Chairperson, Vice-Chairperson, and 2nd Vice-Chairperson the Chairperson may request that the nominee be elected by unanimous consent.

(e)After closing nominations, and absent a motion to reopen nominations, the County Board shall proceed with the election of one of the nominees.

(f)Nominees may address the County Board and their candidacy with a three-minute comment period if requested.

(g)Votes for the nominees shall be cast via secret written ballot.

(h)The Clerk and County Administrator shall serve as ballot tabulators.

(i)If any nominee receives a majority of the votes cast, he or she shall be declared elected.

(j)If no nominee receives a majority of the votes cast, successive votes shall be undertaken until one of the nominees receives a majority of the votes cast.

(k)Secret ballots cast in the election of the Chairperson, Vice-Chairperson and Second Vice-Chairperson shall not be available for public inspection

~~2.~~(b) Budget Meetings:

~~3.~~1.The County Board shall convene the annual meeting on the first Wednesday in November, in each year, for the purpose of transacting general business ~~of the Board~~ and approving the annual County Budget per Sec. 59.11(1)(a), Wis. Stats.

~~4.~~(c) Regular Meetings: (21-56)

~~a.~~1.The County Board shall convene on the first and third Wednesday of each month at 9:00 A.M. for the purpose of transacting general business.

~~(1)~~a. The meeting scheduled for the third Wednesday shall primarily be for the purpose of receiving information

~~(2)~~b. Regular meetings may be cancelled at the discretion of the Chairperson when he or she determines there is insufficient business to conduct, it is unlikely that quorum will be obtained or for any other reason demonstrating that a meeting would be an unproductive use of time.

~~b.~~c.Any four (4) or more Supervisors of the County Board together may request that the meeting scheduled for the first Wednesday of each month be scheduled at 6:00 P.M. to provide for public input on Resolutions and Ordinances before the County Board.

~~(a)~~(1) The request shall be submitted in writing to the County Board Chairperson and must be approved by the Executive Committee.

~~(b)~~(2) No regular meeting of the County Board shall be rescheduled to 6:00

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with less than seven (7) days' notice.

~~c.~~2.Order of Business: (10-74), (18-64), (21-12)

~~(1)~~a. The order of business shall be as follows (this may be changed by consent of a majority of the Supervisors present):

~~(a)~~(1) Call to order

~~(b)~~(2) Pledge of Allegiance to the Flag

~~(c)~~(3) Approval of minutes

~~(d)~~(4) Public comment (limit 3 minutes per person and 12 minutes per issue)

~~1.~~(a) Legislative Update

~~2.~~(b) Chairperson's Proclamation

~~(e)~~(5) Communications

~~(f)~~(6) Claims

~~(g)~~(7) Report of County Administrator

~~(h)~~(8) Resolutions

~~(i)~~(9) Ordinances

~~(j)~~(10) Numbered Reports

~~(k)~~(11) Committee Appointments / Reappointments

~~(l)~~(12) Committee Reports and Supervisor Announcements

~~(m)~~(13) Adjournment

~~5.~~(d) Special Meetings:

~~a.~~1.In accordance with Sec. 59.11(2)~~,~~(a), Wis. Stats, a written request of a majority of the Supervisors elect, addressed and delivered to the County Clerk ~~of Ozaukee County~~ is required to call special meetings of the County Board of Supervisors:

~~b.~~2.The request shall:

~~(1)~~a. Specify the time and place of the meeting.

~~(2)~~b. Specify the purpose of the meeting.

~~(3)~~c. Be delivered not less~~more~~ than 48 hours before the meeting is to be held.

~~6.~~(e) Public Informational Meetings: (21-56)

~~a.~~1.The County Board may conduct public informational meetings on any matter to gather input on matters of public importance.

~~b.~~2.The purpose of an informational meeting it to give the public an opportunity to express their views, comments or opinions to the County Board.

~~c.~~3.Any four (4) or more Supervisors of the County Board together may request that a public informational meeting be held.

~~d.~~4.The request shall:

~~(1)~~a. Specify the time and place of the public informational meeting.

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~~(2)~~b. Specify the purpose of the public informational meeting.

~~(3)~~c. Be submitted in writing to the County Board Chairperson and must be approved by the Executive Committee.

~~(4)~~d. No public informational meeting of the County Board shall be scheduled with less than seven (7) days' notice~~s~~.

~~e.~~5. No action may be taken at a public informational meeting unless specified on the agenda.

~~f.~~a. During public informational meetings. Section 2.05(d) of the Policy and Procedure Manual: Public Attendance and Comment at Board Meetings shall apply.

~~g.~~b. During public informational meetings Section 2.05(e)(8) of the Policy and Procedure Manual: Meeting Rules shall apply unless suspended by a two-thirds vote of the Supervisors present.

~~(b)~~(f) Adjournment:

1. A meeting of the County Board may be adjourned, subject to the call of the Chairperson ~~of the Board~~County Board, or to a day certain upon motion and~~, by a~~ majority vote of the Supervisors present.

~~(c)Quorum:~~

~~1.A majority of the Supervisors entitled to a seat on the County Board shall constitute a quorum.~~

~~(d)~~(g) Public Attendance and Comment at ~~Board~~County Board Meetings: (20-60)

1. A period for public comment will be provided at every meeting. The purpose of public comment is to provide non-County Board members that reside in the County an opportunity to comment on matters over which the County Board has authority.

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2. The rules of decorum followed by County Board members apply to non-members in attendance at County Board Meetings. The use of signs is prohibited. Applause or heckling in response to a speaker's remarks and other conduct that disrupts the meeting or is disrespectful of others is prohibited.
3. The time allocated for public comment shall not exceed 3 minutes per speaker and 12 minutes per issue.
4. Public comment is not permitted on personnel matters, matters that have previously been the subject of a public hearing or are the subject of quasi-judicial hearings. Candidates for office may not use public comment for campaign purposes but may introduce themselves and state what office they are seeking.
5. Public Commenters:

a. Must be present in person.

b. Must complete a card stating their name, address and the matter on which they wish to speak.

c. May not yield their time to others.

d. May not speak until they have been recognized by the Chairperson.

e. Must verbally state their name and address.

f. Must make all remarks to the Chairperson.

g. May speak or read something but may not play video or audio recordings.

6. The Chairperson may limit comment that is redundant.
7. County Board ~~member~~Supervisors wishing to ask questions for clarification or assistance in understanding comments presented must address their inquiries to the Chairperson. The Chairperson may refer matters raised in public comment to a committee or the County Administrator.

~~(e)~~(h) Meeting Rules:

1.Except as modified by the rules herein, the rules of the parliamentary practice in Robert's Rules of Order Newly Revised 12th Edition, or subsequently revised version, shall govern in all cases where they are applicable and not in conflict with the Rules.

2.The County Board shall sit with open doors, and all persons conducting themselves in an orderly manner may attend, except that the County Board may convene in closed session for the reasons provided in Wis. Stat. § 19.85.

a.Closed Sessions:

(1)A meeting of the County Board, upon a motion duly made and carried, may be convened in closed session under one or more of the exemptions provided in Sec. 19.85, Wis. Stats.

(2)The motion shall be carried by majority vote by roll call and the vote of each member shall be ascertained and recorded in the minutes.

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(3)No motion to convene in closed session may be adopted unless the County Board Chairperson announces to those present at the meeting at which such motion is made:

1.The nature of the business to be considered in such closed session

2.The specific exemption or exemptions by which such closed session is authorized.

3.No business may be considered at any closed session except that which relates to matters contained in the County Board Chairperson's announcement of the closed session.

4.If the agenda indicates that the County Board will return to open session, the motion to re-convene into open session shall be carried by majority vote in such a manner that the vote of each member is ascertained and recorded in the minutes..

b.To prevent Open Meetings Law violations, all communications between County Board Supervisors during County Board meetings shall be conducted verbally.

(1)In cases where verbal communication is impossible, due to injury, illness or disability, the County Board Chairperson shall approve an alternate communication means.

(2)County Board Supervisors shall not engage in any electronic communication with other County Board Supervisors during County Board meetings.

~~1.~~(3)Electronic devices may be used during meetings only to read and review meeting materials and information pertinent to matters being discussed on the floor.

~~2.The rules herein set forth shall not be suspended or amended except by a two-thirds vote of the Supervisors present.~~

~~3.~~The Chairperson shall preserve order and decorum, and shall decide all questions of order~~,~~ subject to ~~an~~ appeal and reversal by majority vote~~of~~ of Supervisor's present~~the Board~~~~County Board~~.

~~3.~~4.The Chairperson may consult with the Corporation Counsel when deciding questions of order. ~~A majority of the County Board may appeal the decision.~~

5. No Supervisor shall be interrupted while speaking, unless it is to call the Supervisor to ~~order~~ request a Point of Order or Point of Privilege.~~-~~

~~4.~~6.Any Supervisor called to order by the Chairperson shall immediately cease debate, unless permitted to explain.

7.Each Supervisor shall activate his or her call switch to address the Chairperson when they wish to speak.

8.Supervisors shall avoid leaving the County Board room unless for good cause.

a.Supervisors leaving a meeting and not returning shall request a Personal Point of Privilege to alert the body of their absence.

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~~5.~~b.When the point of order is recognized by the County Board Chairperson the Supervisor may leave.

(i)Presentation and Form of Motions:

1.Every motion received by the Chairperson shall be seconded and restated by the Chairperson prior to debate.

a.Motions shall be made in writing when requested by ~~the Chairperson~~ any Supervisor of the County Board.

b.When a main motion or motion to amend contains more than one point capable of being decided on its own, a Motion to Divide the Question may be made, and the Clerk shall separate said motion and restate each part before debate or a vote is taken thereon.

~~6.~~c. After a motion is stated by the Chairperson, it is in the possession of the County Board, it may be withdrawn at any time before amendment or decision upon concurrence of the mover and seconder. If withdrawn, it shall not be entered upon the minutes of the meeting.

~~7.~~2.The source of all reports, resolutions, or any communications to be considered or reviewed by the County Board must identify the sponsoring Supervisor or Committee. (07-37)

~~8.~~3.No Supervisor shall be permitted to speak more than twice on the same question unless by permission of the ~~Board~~County Board.

4.When all who wish to speak on any question before the Board have expressed their views, the Chairperson shall put the question. No Supervisor shall be permitted to speak while the question is being put.

5.Any Supervisor desiring to terminate debate may call for the previous question when recognized by the County Board Chairperson.

a.The County Board Chairperson shall ask if there is any objection to closing the debate.

b.If a Supervisor objects to the call of the previous question, the County Board Chairperson may call for a motion to end the debate.

c.If the motion has been seconded the County Board Chairperson must immediately take a vote as to whether to order the previous question.

~~9.~~d.To close the debate requires a two-thirds (2/3) vote of the County Board.

~~10.1. When a question is before the Board, no motions shall be in order except the following said motions shall have preference in the order arranged~~

~~a. To adjourn~~

~~b.~~a. ~~To lay on the table~~

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~~c.~~a. ~~For the previous question~~

~~d.~~a. ~~To postpone~~

~~e.~~a. ~~To divide~~

~~f.~~a. ~~To correct or amend~~

~~11.~~1. ~~County Board Supervisors must be physically present to attend, participate and vote. (09-37)~~

~~(f)~~(j) Voting Procedures: (20-62)

1. Quorum:

a.A majority of the Supervisors entitled to a seat on the County Board shall constitute a quorum.

b.In the absence of a quorum no discussion or business may be conducted.

2. Voting:

a.Every Supervisor present when a question is put shall vote unless a conflict of interest or other special cause exists.

(1)All requests to excuse a Supervisor from voting shall be made before debate on the question pending.

(2)Any Supervisors wishing to be so excused may make a brief verbal statement of the reason for such request, and the question upon such motion shall then be taken without further debate.

b.County Board Supervisors must be physically present to attend, participate and vote. (09-37)

c.Hierarchy of Motions: When a question is before the ~~Board~~, no motions shall be in order except the following said motions shall have preference in the order arranged

(1) To adjourn:

(a)A motion to adjourn is always in order and shall be decided without debate.

(b) This Rule shall not authorize any Supervisor to move an adjournment when another Supervisor has the floor or when the County Board is voting.

(2)To take a recess

(3)To raise a question of privilege

(4) To lay on the table: a motion to table shall be decided without debate.

(5) For the previous question

(6) To limit or extend the limits on debate

(7) To postpone to a certain time

(8) To commit or refer to a committee

(9) To divide the question

(10) To ~~correct or~~ amend

(11) Postpone indefinitely

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(12) Main motion

~~County Board Supervisors must be physically present to attend, participate and vote. (09-37)~~

d. Prior to the Chairperson's announcement of the results of a vote on any question, Supervisors have the right to change their vote by making a request to do so and announcing the change to the Clerk.

e. Thereafter, Supervisors shall not be allowed to change their vote, even by unanimous consent.

f. Votes cast in error using the electronic voting system may be appealed to the Chairperson and subject to the Chairperson's discretion.

~~1.~~3. All questions presented to the County Board shall be determined by a majority of the Super-visors present unless otherwise required by law, ordinance, or these rules.

4. When the ~~Board~~County Board is equally divided on a question, the question is lost.

a. Any Supervisor voting on either side of the question, when the board is equally divided, may move to reconsider said question by a two-thirds (2/3rds) vote.

per section 2.01(3) of these rules, ~~3.~~5. The electronic voting board shall be utilized to record the vote regarding every action pertaining to each ordinance and resolution and shall also ~~o~~ be utilized for any other vote when re-quested by any Supervisor.

~~4.~~6. No Supervisor may vote on a question by proxy~~for another Supervisor(s)~~ at a ~~Board~~County Board. ~~or Committee meeting~~

~~5.~~7. In the event the electronic voting system would fail to operate, a voice roll call vote will be taken by the County Clerk. (10-83)

a. For the first vote conducted in this manner, the Supervisor from District 1 ~~(one)~~, will be the first person to vote.

b. For the second vote conducted in this manner, the Supervisor from District 2 ~~(two)~~, will be the first person to vote, etc.

~~6.~~8. Every Supervisor indicated present, ~~-~~ on the electronic voting system, shall vote aye, nay, or abstain unless the ~~Board~~County Board for a special reason shall excuse a Supervisor. (10-83)

a. Supervisors may cast the following votes:

(1) Aye

(2) Nay

(3) Abstain: votes to abstain shall be counted for purposes of determining quorum and majority

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~~7.~~9.No subject matter shall be voted upon more than twice in a~~the~~ S~~s~~session, per section 2.01(3) of these rules, unless by permission of a two-thirds vote of the ~~Supervisors elect of the Board~~County Board Supervisors elected.

~~8.~~10. The vote or abstention of each ~~member~~Supervisor on resolutions and ordinances shall be noted in the ~~Board~~County Board meeting minutes to reflect the position taken by each ~~member~~Supervisor ~~present~~. The published minutes shall reflect only the minority vote and abstentions. (07-11)

~~9. A motion to adjourn is always in order and shall be decided without debate.~~

~~10. A motion to table shall be decided without debate.~~

11. No motion for reconsideration shall be received unless made by a Supervisor who voted on the prevailing side in the first instance. Such motion shall be made at the same meeting or at either of the next two regularly scheduled monthly meetings

12.~~All budget changes or appropriations of money shall be made only by the adoption of a resolution or ordinance passed in accordance with Sec. 59.60(9),(a), Wis. Stats. The vote on said resolution or ordinance shall be sustained by a two-thirds vote of the Supervisors elect.~~

13.~~Matters that come before the Board may be referred to appropriate Committees by the Chair-person without motion.~~

~~(g)~~(k) County Board Agendas: (20-37), (20-62)

1. Creation of the agenda is the duty of the County Clerk, under the direction of the County Board Chairperson per s.59.23(2)(a), Wis. Stats.~~, and~~ The Clerk shall ~~circulated~~ provide the agenda to the County Board Supervisors, by email to their official County Board Supervisor email address, not less than 48 hours before each meeting.
2. All agenda items shall be filed with the County Clerk at least 7 (seven) days prior, or as soon as practicable to each County Board meeting.
3. Ordinances and Resolutions

a. Any Supervisor may introduce a resolution on matters falling within the delegated legislative powers and privileges granted to the County or the performance of the legal duties charged upon the County by presenting such resolution to the Chairperson of the applicable standing committee or to the County Board Chairperson.

b. Ordinances and resolutions must be reviewed by all applicable oversight committees before being placed on the agenda unless the Chairperson determines that County Board action on a matter is necessary and extraordinary circumstances exist which make it impossible to obtain committee review due to time constraints.

c. The County Board Chairperson shall refer all resolutions presented to him or her to the applicable standing committee within 20 calendar days.

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d. If the standing committee does not consider a resolution within 60 days from the time it was referred to it, and the resolution falls within the delegated legislative powers and privileges granted to the County or the performance of the legal duties charged upon the County, the Supervisor may file the resolution with the County Clerk for placement on the County Board agenda.

4.~~The County Clerk shall compile from the information filed an agenda containing the business to be presented at the next meeting of the County Board.~~

a.~~The agenda, and a copy of each ordinance, resolution, and report listed thereon, whenever possible, shall be emailed to each Supervisor and to each department head approximately one week prior to a Board meeting.~~

~~b.~~e.All matters not appearing on the agenda for a particular Board meeting shall be out of order and shall not be considered at that meeting in accordance with Sec. 19.83(1), Wis. Stats.

4. In emergency situations, the County Board agenda may be revised, to allow consideration of additional items, within twenty-four (24), hours of the posted date and time of the meeting. In no case~~,~~ may~~can~~ the notice be less than two (2), hours before the meeting in accordance with~~per~~ Sec. 19.84(3), Wis. Stats.

(l)County Board Policy Oversight: the County Board shall direct and guide all County policy

1.The following items require approval beyond the Standing Committee level:

a.Budgetary Oversight: Review, amend and approve the annual County budget per Sec. 65.90, Wis. Stats.

b.Personnel Oversight: All modifications of County positions require approval of the County Board through the annual budget process, including but not limited to: (17-58)

(1)Creation of new positions
(2) Changes in hours
(3)Changes in pay rates
(4)Personnel changes, not anticipated in the annual budget process, require the approval of:
a) The appropriate Standing Committee
b) (6) Finance Committee
c) County Board
(5)The Policy and Procedures Manual listing positions, pay ranges, and pay rates shall be updated to reflect any changes in positions
(6) A separate schedule detailing personnel changes in the annual budget process will be approved in addition to the annual budget
(7) Confirm the appointment of non-elected department heads by a majority vote

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c. Collective Bargaining Agreements: Approval of collective bargaining agreements requires a majority vote of the Ozaukee County Board of Supervisors

d. Transfers of Funds: Transfer of funds from any County funds exceeding $25,000 requires County Board approval (08-34)

(1) A two-thirds majority vote of the Board members elect is required for approval of transfers from any of the County's unreserved, undesignated fund balances or retained earnings.

e. Grant Acceptances involving:

(1) Hiring of new personnel

(2) County funds

(3) ~~Public works expenditures requiring formal specifications, public notices or bids per Sec. 59.52(29)(a), Wis. Stats., require the approval of the appropriate Standing Committee and full County Board unless Wis. Stats. delegate acceptance authority to a Standing Committee~~

(4) Grant Funded Positions:

a) The Policy and Procedure Manual shall list, and mark with an asterisk, those positions, or any portions of positions supported with grant funds; upon termination of grant funds the position, or any portion thereof shall be eliminated

b) The County Board may approve continuation of grant funded position, or any portion of the position thereof upon the termination of grant funds

f. Contracts and Agreements: Approval of all contracts, intergovernmental, or other agreements unless approval authority has been previously delegated to a Standing Committee or Department or otherwise authorized by law.

g. Establish Boards and Commissions: in keeping with the purposes and objectives of the Committee, to satisfy statutory requirements, and to encourage community involvement

(1) Appointments to Boards, Commissions, and Ad Hoc Groups shall be: (10-74)

a. Recommended by the County Administrator per Sec. 59.18(2),(c), Wis. Stats o.

b. Approved by the full County Board

c. The County Board Chairperson, shall appoint a chairperson and vice-chairperson at the first meeting after being established by a Standing Committee unless State statutes prescribe another process

h. Acquisition and disposition of County property per Sec. 59.52(6) Wis. Stats. (09-14)

~~(3) Committee General Procedures.~~

~~(a) Parliamentary Procedure:~~

~~1. Except as modified by the following rules, the rules of the parliamentary practice in Robert's Rules of Order Newly Revised 12th Edition, or subsequently revised version, shall govern in all cases where they are applicable.~~

~~2. The Statutory Boards and Commissions shall select their own Chairperson and Vice-Chair-person by election.~~

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3.No county employee, either full-time or part-time, may serve as a Committee, Board, or Commission, Chairperson or Vice-Chairperson that has any type of oversight responsibility involving that employee.

4.Section 2.05(2)(e)11. of this manual shall apply to attendance of County Board and citizen members at meetings of Standing Committees except when permission is granted to County Board Supervisors to attend by teleconference pursuant to the provision in Section 2.03(8)(a) of this manual. (08-54)(20-35)

(b) Quorum: (16-60)

1.A quorum is defined as a majority of the authorized number of Committee members. All standing Committees shall consist of five Board members. The Natural Resources Commit-tee shall also contain a Farm Service Agency representative for agricultural soil and water conservation related issues only. (07-37)

2.If any of the members of the Committee are not in attendance then any member of the Executive Committee or the Chairperson's designee may act as members of the Committee.

3.When a majority is not in attendance, all present shall be entitled to their per diem, if applicable, and mileage.

(c)Closed Sessions:

1.A meeting of a Committee, upon a motion duly made and carried, may be convened in closed session under one or more of the exemptions provided in Sec. 19.85, Wis. Stats.

a.The motion shall be carried by majority vote by rolle call and in such manner that the vote of each member shall beis ascertained and recorded in the minutes.

b.No motion to convene in closed session may be adopted unless the Committee Chairperson announces to those present at the meeting at which such motion is made:

(1)The nature of the business to be considered in such closed session

(2)The specific exemption or exemptions by which such closed session is claimed to be authorized.

(3)No business may be considered at any closed session except that which relates to matters contained in the Committee Chairperson's announcement of the closed session.

c.A Committee may not commence a meeting, subsequently convene in closed session, and thereafter reconvene again in open session within 12 (twelve) hours after completion of the closed session unless the agenda for the meeting indicates that the Committee will return to open session at an approximate time to be indicated on the agenda.

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(1)If the agenda indicates that the Committee will return to open session, the motion to re-convene into open session shall be carried by majority vote in such a manner that the vote of each member is ascertained and recorded in the minutes. (09-37)

(d)Public Comment: (20-60)

1.Section 2.05(2)(d)1., 2., 4., 5.a., d., e., and 6. of this manual shall apply to public comment at committee meetings.

2.County Board Supervisors that are non-members of the committee may participate as non-voting members of the committee on any item noticed on the agenda for discussion or action.

(e)Motions and Voting:

1.Any member of a committee may make a motion.

2.A motion that does not receive a second will be considered lost.

3.All members of the Committee members present shall vote "aye", "nay" or "abstain" on each motion unless excused for a valid reason.

4.The Chairperson must always vote last in order to break a tie vote or to create a tie vote.

5.A tie vote will cause the motion to be lost.

6.A roll call vote will be taken if a committee member requests such a vote. Such a vote must be taken on a motion to go into closed session.

(f)Committee Agendas:

1.Committee agendas are normally prepared by staff personnel in collaboroperation with the Committee Chairperson and County Administrator.

2.Any member of a Committee shall have the right to have any particular item placed on the agenda for a specific meeting.

3.Agendas are normally prepared and forwarded to the County Clerk's office one week before a meeting.

4.Theat County Clerk's office will then shall post copies and forward copies to the news media to comply with Sec.19.84, Wis. Stats.

5.If it becomes necessary to amend an agenda that has previously been distributed, a copy of such revised agenda must be received in the County Clerk's office at least 24 hours before the anticipated start of the meeting.

6.A prescribed Committee attendance form must be completed for each meeting and is to be filed in the County Clerk's Office as soon as possible after each meeting

(5)Duties of the County Board Chairperson

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(a)The Chairperson is a member of the County Board, and has the same rights in debate as any other Supervisor. However, the Chairperson is also obligated to maintain impartiality and fairness to the debate when presiding over the County Board.

(b)The Chairperson shall ensure the County Board and individual Supervisors act consistently with the County Board's Rules and Policies.

(c)The Chairperson shall preside at County Board meetings in an efficient and effective manner and shall set the general tone for each meeting through positive leadership.

(d)The Chairperson shall be an ex-officio member of all Standing Committees, and may vote only in the absence of a member of the Committee if there is no quorum.

~~(4)~~ (e) The County Board Chairperson or designee shall represent the county at all ceremonial events or functions when requested and shall represent the county upon request of groups or organizations to present county positions or programs

~~(a)~~(f) As provided in Sec. 59.12(1), Wis. Stats., the County Board Chairperson shall:

~~(b)~~1. Administer oaths to persons required to be sworn concerning any matter submitted to the ~~Board~~County Board or a Committee thereof, or concerning any matter in connection with their powers and duties.

~~(c)~~2. Countersign all ordinances of the County Board and countersign all county orders.

~~(d)~~3. Preside at all County Board meetings when present.

~~(e)~~4. Transact all necessary County Board business with local and county officials.

~~(f)~~5. Sign or countersign contracts negotiated by various Committees, unless the Committee designates a signatory.

~~(g)~~6. Expedite all such laws as may be resolved upon by the County Board

~~(h)~~7. Take care that all federal, state, and local laws, rules and regulations pertaining to the County government are faithfully carried out and adhered to.

~~(i)~~8. The Chairperson shall be a member of the Executive Committee and serve as its Chairperson.

9.Appointment Powers

a.In the event that a seat on the County Board becomes vacant County Board Chairperson shall select a successor.

(1)The County Board Chairperson shall interview interested candidates.

~~(j)~~(2) The County Board shall approve the appointment.

~~1.~~b.Following the Organizational Meeting in April of each even-numbered year the Chairperson shall appoint County Board ~~member~~Supervisors as members of the five (5) Standing Committees and make appointments to all other committees within the Chairperson's province, subject to the approval of the County Board prior to June 1 of that year, per ~~Wis Stats~~ Sec. 59.13(1), Wis. Stats. (10-74)(12-72)

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~~2.~~c.In each odd numbered year, the Chairperson may appoint County Board ~~member~~Supervisors as members of the five (5) Standing Committees and make appointments to all other committees within the Chairperson's province, subject to the approval of the County Board prior to June 1 of that year, per ~~Wis Stats~~ Sec. 59.13(1), Wis. Stats. (10-74)(12-72)

~~3.~~d.The Chairperson shall also appoint or reappoint individuals to Committees within the Chairperson's province, throughout the year as vacancies occur or as terms on specific Committees expire, subject to the approval of the County Board, unless otherwise provided by Statute.(12-72)

e. The Chairperson shall designate the Standing Committees' Chairperson and Vice-Chairperson, unless otherwise provided by Statute or by the County Policy and Procedure Manual. (12-72)

10.Removal, Death or Disability of the County Board Chairperson.

a.The County Board Chairperson can be removed by a majority vote of the ~~entire membership of the~~ County Board Supervisors elect.

~~The removed County Board Chairperson would assume the role of a County Board supervisor.~~

b.In the event of the death, disability or removal of the County Board Chairperson, the County Board shall ~~endeavor to~~ elect a new Chairperson following the election procedure ~~set forth~~ herein for County Board Chairpersons.

~~Upon election of a new Chairperson, the Vice-Chairpersons shall resume their respective roles as Vice-Chairpersons to extent such person(s) perform or performed the duties of the Chairperson.~~

(6)Duties of the ~~First~~ Vice Chairperson.

~~(a)~~In the event of the County Board Chairperson's~~the~~ absence ~~from the county~~, disability or incapacity ~~of the Chairperson~~ for a period exceeding 14 days, a V~~v~~ice Chairperson or 2nd Vice Chairperson, in order of succession, shall assume all duties of the Chairperson and receive a salary equivalent to that of the Chairperson for the proportionate time such duties are assumed.

~~(b)~~The ~~first~~ V~~v~~ice Chairperson shall serve on the Executive Committee.

(7) Duties of the 2nd~~Second~~ Vice Chairperson.

(a)The 2nd Vice Chairperson shall, in the case of the absence, disability or incapacity of the Chairperson shall perform the duties of the Vice Chairperson.

(b) The 2nd Vice Chairperson shall, in the case of the absence, disability or incapacity of the Vice Chairperson shall perform the duties of the Vice Chairperson.

(c)The 2nd Vice Chairperson shall, in the case of the absence, disability incapacity of the Chairperson and Vice Chairperson shall perform the duties of the Chairperson.

(d) The 2nd V~~v~~ice Chairperson shall serve on the Executive Committee

. ~~(5)~~ (8) Compensation of the County Board: (18-64)

(a) Salaries:

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1. In conformance with Sec. 59.10(3),(i), Wis. Stats., an annual salary for all Supervisors to be next elected shall be set at the annual meeting by a two-thirds vote of the ~~member~~Supervisors entitled to a seat, which shall be for all services for the county, including all committee services.
2. The County Board Chairperson's salary shall be established in the same manner as (4)(a)1. at a rate three times that of the annual salary of a Supervisor.

a. Any Supervisor, including the Chairperson, may reject any or all of his or her salary by giving proper written notice to the County Clerk per 66.0505(3) Wis. Stats.

b. The salary established above shall be all-inclusive for:

(1) All meetings of the County Board

(2) Standing and Statutory Committees and Commissions

(3) Labor negotiations

(4) Ad-hoc meetings

(5) Fact finding

(6) Any other meeting, County or otherwise, to which a Supervisor has been appointed, elected or attends for any purpose.

c. Additional meetings, conferences, conventions, etc., may be authorized with the prior approval of the County Board Chairperson or the Executive Committee.

d. Mileage:

(1) In addition to the salary established above, County Board Supervisors shall be paid the same automobile travel allowance established for other officials and employees, (07-58)

(a) In going to and returning from by the most usual and traveled route to meetings of the County Board and of the several Committees of the County Board.

(b) Mileage shall be paid for attendance at not to exceed two Committee meetings in any one day.

(c) Payment of mileage claims shall be made following approval of said claims by the County Board at the February and August meetings each year.

e. Supervisors of the County Board of Supervisors shall be compensated for such other expenses necessarily incurred in the performance of their duties as approved by the Chairperson of the County Board.

f. If a quorum is not present for a Committee meeting, those present may not conduct any business, but those who are present are entitled to compensation as provided for in this code.

~~(6) Citizen Appointees: (10-74), (20-5)~~

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(a)Non-County Board members, who are non-government employees, approved by vote of the County Board, to serve as members on various Boards, Commissions, Committees, et al, if not otherwise compensated, shall be paid the same sum per day as every grand and petit Juror as stated in (7)(d) whether attending meetings in-person or virtually. All members, including government employees, shall be paid the prevailing Internal Revenue Service mileage reimbursement rate for attending meetings of said Board, Commission or Committee. Non County Board members shall:

1.Attend at least seventy (70) percent of the meetings of the Committees, Boards, and Com-missions to which they are appointed annually.

2.Report to the Ozaukee County Clerk's Office when unable to attend meetings of their ap-pointed Committees, Boards, and Commissions.

(b)Attendance Policy: Members of the public appointed to represent Ozaukee County on Commit-tees, Boards, and Commissions may be removed from their appointment for:

1.Failure to comply with sections (10)(a)1 and 2 as stated above.

2. Consecutive absences of more than two (2) meetings.

(c)The Executive Committee will consider removal of citizen appointees on a case-by-case basis.

(7)Compensation for Services & Expenses: (10-74)

(a)Officials and employees (including volunteer drivers for the home-delivered meals program) shall be paid the prevailing Internal Revenue Service mileage reimbursement rate as a travel allowance for the use of privately owned automobiles in the transaction of official county business.

(b)Members of the Ozaukee County Board of Canvassers are to be paid the sum of $15.00 for each hour and election inspectors acting as tabulators during a recount are to be paid the sum of $12.00 for each hour actually spent in official service and shall be paid the prevailing Internal Revenue Service mileage reimbursement rate for mileage actually traveled in attending any and all meetings of the Board of Canvassers in the discharge of their duties, pursuant to the provisions of Section 7.60 of the Wisconsin Statutes. (17-23)

(c)Assessors attending meetings called by the State Department of Revenue pursuant to Section 73.06 (1) of the Wisconsin Statutes are to be paid the sum of $18.00 per day for each day's at-tendance at such meetings and shall be paid the prevailing Internal Revenue Service mileage re-imbursement rate in coming and returning from the place of meetings.

(d)Every grand and petit Juror summoned upon any venire is to be paid the sum of $25.00 for each half day of actual attendance upon any Circuit Court and mileage pursuant to the provisions of Section 756.25 (1) of the Wisconsin Statutes.

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~~(e)Compensation for services and expenses, other than the travel allowance in section (a), shall not apply to employees covered by a collective bargaining agreement unless otherwise stated.~~

~~(f)Compensation for Commissioners of Condemnation:~~

~~1.Commissioners of Condemnation appointed pursuant to the provisions of Section 32.08 of Wis. Stats. shall be compensated for actual service at the rate of $12.50 per hour.~~

~~2.~~3.~~Commissioners shall also receive the same automobile travel allowance established for other officials and employees in a resolution annually adopted by the County Board.~~

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