



AGENDA  
EXECUTIVE COMMITTEE  
REGULAR MEETING  
**MONDAY, DECEMBER 2, 2024 – 3:00 PM**  
**ADMINISTRATION CENTER - ROOM A-200**  
121 W. MAIN STREET, PORT WASHINGTON, WI 53074

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*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**
- 2. PROPER NOTICE**
- 3. PUBLIC COMMENTS, CORRESPONDENCE, COMMUNICATIONS**
- 4. APPROVAL OF MINUTES**
  - a. November 4, 2024
- 5. ACTION ITEMS**
  - a. Resolution: Allocation of an additional \$44,000 Project Fund funding to the Solar PV Project.
  - b. Resolution: Transfer of Funds – Remaining ARPA Funds to 2024 Ozaukee County Sheriff's Department Salary and Benefit Expense.
  - c. Resolution: Increase of Revenue - Special Revenue Projects Fund
- 6. DISCUSSION ITEMS**
  - a. Mission, Vision, and Values for Ozaukee County
  - b. Executive Committee - Review Strategies and Tactics
  - c. Schedule of County Board Meetings
- 7. COUNTY ADMINISTRATOR'S REPORT**
  - a. Human Service Director Recruitment
  - b. CBRF Update
- 8. COMMITTEE REPORTS**
- 9. NEXT MEETING DATE**

January 13, 2025
- 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.

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**Executive Committee****AGENDA INFORMATION SHEET**

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|---------------------|-------------------------|
| <b>AGENDA DATE:</b> | <b>December 2, 2024</b> |
| <b>DEPARTMENT:</b>  | <b>County Clerk</b>     |
| <b>DIRECTOR:</b>    | <b>Kellie Kretlow</b>   |
| <b>PREPARER:</b>    | <b>Kellie Kretlow</b>   |

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**Agenda Summary** November 4, 2024

<[https://www.ozaukeecounty.gov/AgendaCenter/ViewFile/Minutes/\\_11042024-3495](https://www.ozaukeecounty.gov/AgendaCenter/ViewFile/Minutes/_11042024-3495)>

EXECUTIVE COMMITTEE

## RESOLUTION NO. (ID # 10444)

ALLOCATION OF AN ADDITIONAL \$44,000 PROJECT FUND FUNDING TO THE  
SOLAR PV PROJECT.

WHEREAS, The Ozaukee County Board allocated \$400,000 for Solar Electric PV Systems in its Capital Projects fund for 2024; and

WHEREAS, Ozaukee County released a Request for Proposals in October for three Solar Electric PV Systems on the rooftops of the Administration Center, Highway Department, and Justice Center, ranging in size from 98 kW, 70 kW, and 166 kW respectively, producing 397,000 kWh annually.

WHEREAS, These three systems are estimated to offset 6% of the County's electrical use annually, 23% of the Administration Center, 68% of the Highway Department Building, and 7% of the Justice Center's annual electrical usage.

WHEREAS These three systems are estimated to save the county in total, approximately \$40,000 annually, with an ROI of approximately 11 years, for the County's costs to the project.

WHEREAS, The Focus on Energy incentives reduced substantially from the 2022 analysis, after Capital Project Funds were allocated; and.

WHEREAS This reduction in Focus on Energy incentives require an additional \$44,000 in County costs; and

NOW, THEREFORE, BE IT RESOLVED, by the Ozaukee County Board of Supervisors that an additional \$44,000 of Project Fund funding be allocated to account 401-1-01-60000-037 Solar Electric PV Systems: \$400,000 for a total of \$444,000

Dated at Port Washington, Wisconsin, this 4th day of December 2024.

*SUMMARY: Allocation of \$44,000 of Project Fund funding to to account 401-1-01-60000-037 Solar Electric PV Systems.*

*VOTE REQUIRED: Two-thirds*

EXECUTIVE COMMITTEE

## Executive Committee

### AGENDA INFORMATION SHEET

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|                     |                         |
|---------------------|-------------------------|
| <b>AGENDA DATE:</b> | <b>December 2, 2024</b> |
| <b>DEPARTMENT:</b>  | <b>Administrator</b>    |
| <b>DIRECTOR:</b>    | <b>Jason Dzwinel</b>    |
| <b>PREPARER:</b>    | <b>Jason Dzwinel</b>    |

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**Agenda Summary** Allocation of an additional \$44,000 Project Fund funding to the Solar PV Project.

**BACKGROUND INFORMATION:** Allocation of an additional \$44,000 Project Fund funding to the Solar PV Project.

**ANALYSIS:** The Focus on Energy incentives reduced substantially from the 2022 analysis, after Capital Project Funds were allocated. This reduction in Focus on Energy incentives require an additional \$44,000 in County costs. Approximately, \$211,000 in direct tax credits (Inflation Reduction Act) and Focus on Energy (FOE) incentive funding would reimburse approximately 33% of the project, with approximately 67% coming from the County project fund. and only make up approximately 2.5% of costs, at \$16,759, credited at \$50 rebate per kW size system which means the payback would take 11 years, instead of 10 years that was originally anticipated. Over the 25-year warrantied life of the system, the County will accrue \$1,000,000 in savings, a gain of \$556,000, and an ROI of 125%, an annualized rate of return of 3.3%.

**FISCAL IMPACT:** \$44,000 of Project Fund funds.

**RECOMMENDED MOTION:** Staff respectfully requests that the Executive Committee approve a \$44,000 allocation of the Project Fund to complete the Solar PV project.

**ATTACHMENTS:**

- Solar\_Capital Project Request Form\_Revised 2024 (PDF)

| Project Reserve Information Sheet                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                             |                                     |               |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------|-------------------------------------|---------------|
| <b>Project Name:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | Solar Electric PV System - Admin Ctr, Justice Ctr, Hwy Shop |                                     |               |
| <b>Requested By:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | Facilities MGT/DOA                                          |                                     |               |
| <b>Project Owner:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Facilities MGT/DOA                                          |                                     |               |
| <b>Start Date:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Summer/Fall 2024                                            |                                     |               |
| Project Costing - Detail Project Costs                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                             |                                     |               |
| <b>Funding Source (Please Check All that Apply):</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                             |                                     |               |
| <input checked="" type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Project Fund                                                | <input checked="" type="checkbox"/> | Grants        |
| <input type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                             | <input type="checkbox"/>            | Dept. Reserve |
| <input type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                             | <input type="checkbox"/>            | Other         |
| <b>List All Funding Sources Selected:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                             |                                     |               |
| Source                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Amount                                                      | Grant Information                   |               |
| IRA 30% Tax Credit                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | \$213,000                                                   | N/A                                 |               |
| Focus on Energy                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | \$95,000                                                    | N/A                                 |               |
| Project Fund                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | \$400,000                                                   | N/A                                 |               |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                             | N/A                                 |               |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                             | N/A                                 |               |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                             | N/A                                 |               |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                             | N/A                                 |               |
| <b>TOTAL PROJECT COST:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | <b>\$708,000</b>                                            |                                     |               |
| <b>Offsetting Revenue or Savings (If Applicable):</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                             |                                     |               |
| Source                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Amount                                                      |                                     |               |
| Electrical Cost Savings - Annually                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | \$40,000/year                                               |                                     |               |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                             |                                     |               |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                             |                                     |               |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | <b>TOTAL</b>                                                | <b>\$1,000,000 (25 Years)</b>       |               |
| <b>Provide a narrative of project costs:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                             |                                     |               |
| <p>The estimated cost to design-build three Solar PV Systems, on the flat roofs of the Admin Center (98 KW), Justice Center (166 KW), and Hwy Department (70 KW) is approximately \$708,000. \$400,000 is requested from the County project fund; \$213,000 will be applied for from the Inflation Reduction Act's "Elective Pay" provision, which allows municipalities to be eligible for a 30% tax credit; and \$95,000 will be obtained from Focus on Energy's (FOE) renewable energy incentive program. The \$308,000 in tax credit and FOE incentive funding would reimburse approximately 43% of the project, with approximately 57% coming from the County project fund. The County will accrue electrical cost savings of approximately \$40,000 annually. After ten years, the County will have recovered the \$400,000 investment through cost savings. Over the 25 year warrantied life of the system, the County will accrue \$1,000,000 in savings, a gain of \$600,000, and an ROI of 250%, an annualized rate of return of 3.75%.</p> |                                                             |                                     |               |

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

The three solar pv systems would produce 397,000 kWh annually, offsetting approximately 23% of the Admin Center, 68% of Hwy, and 7% of the Justice Center's electrical use. This project would save approximately \$40,000 annually, and has a 10 year payback of project funds requested, and a 25 year cash flow of \$1,000,000. 397,000 kWh produced annually would offset approximately 277 metric tons CO2 producing greenhouse gas emissions.

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

The project would offset 5.6% of the County's electrical use, saving approximately \$40,000 annually. This cost savings could be used to increase capacity for the Facilities Management Dept.

**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 three Solar PV Systems on the County's main campus buildings. DOA would administer the tax credits, and incentive compliance, and bid solicitation, while Facilities Mgt would manage the construction. The project would leverage \$95,000 in prescriptive Focus on Energy funds (non-competitive, but based on fund availability), and a 30% tax credit, typically not available to municipalities, but was made available in the Inflation Reduction Act. \$40,000 saved annually - \$1,000,000 saved 25 years.

**Describe how the project addresses Department objectives or countywide strategy:**

(QFRXUDJH WKH XVH RI DOWHUQDWLYH HQHUA VRXUFHV LV DQ REMHFWLYH RI WKH &RXQW\ V (QHUA 6XVWDLQDEOLW\ 3ODQ DGRSWHG E\ 5HVROXWLRQ E\ WKH &RXQW\ %RDUG LQ) HEUXDU\ (YDOXDWLQJ VRODU DW &RXQW\ IDFLOLWLHV LV H[SOLFOLW\ UHFRPPHQGHG 7KH 6XVWDLQDEOLW\ 3ODQ ZDV D UHVXOW RI WKH (QHUA \$FWLRQ 7HDP IRUPDWLRQ DQG VXE VHTXHQW (QHUA \$FWLRQ &RPLVVLQJ WDVNHG ZLWK GHYHORSQJ D SODQ RI DFWLRQ WR LPSOHPHQW SULRULWLJH HQHUA UHODWHG SURMHFWV DQG LQLWLDWLYHV

**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. Three solar pv systems will directly offset our local demand for electricity from the WE Energies power plant located in Ozaukee County.

**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 \$400,000 County investment in the solar pv systems is 10 years. This is a simple payback calculation taking the project fund costs of \$400,000, divided by the annual savings of \$40,000. A savings of 1,000,000 over 25 years, is a 250% ROI, and an annualized Rate of Return of 3.75%. Solar Site Assessments have been obtained by Arch Solar.

## BUSINESS OBJECTIVE EXAMPLES – Description will define performance measures

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

## RESOLUTION NO. (ID # 10440)

TRANSFER OF FUNDS – REMAINING ARPA FUNDS TO 2024 OZAUKEE COUNTY  
SHERIFF'S DEPARTMENT SALARY AND BENEFIT EXPENSES

WHEREAS, Ozaukee County received \$17,330,133 in American Rescue Plan Act of 2021 funding; and

WHEREAS, The full amount of the Ozaukee County allocation has been determined to fall under the Lost Revenue Category of American Rescue Plan Act of 2021; and

WHEREAS, The county has disbursed \$10,320,326.70 to date; and

WHEREAS, The county has \$7,009,803.30 allocated, but yet to be disbursed; and

WHEREAS, American Rescue Plan Act of 2021 funds are required to be spent or obligated by December 31, 2024; and

NOW, THEREFORE, BE IT RESOLVED, by the Ozaukee County Board of Supervisors that the \$7,009,803.70 shall be allocated to the salary and benefit expenditures of the Ozaukee County Sheriff's Department.

Dated at Port Washington, Wisconsin, this 4th day of December, 2024

*SUMMARY: Allocating \$7,009,803.70 of undisbursed American Rescue Plan Act of 2021 to the salary and benefit expenditures of the Ozaukee County Sheriff's Department.*

*VOTE REQUIRED: Majority*

EXECUTIVE COMMITTEE

**Executive Committee**  
**AGENDA INFORMATION SHEET**

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|                     |                         |
|---------------------|-------------------------|
| <b>AGENDA DATE:</b> | <b>December 2, 2024</b> |
| <b>DEPARTMENT:</b>  | <b>Administrator</b>    |
| <b>DIRECTOR:</b>    | <b>Jason Dzwinel</b>    |
| <b>PREPARER:</b>    | <b>Jason Dzwinel</b>    |

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**Agenda Summary** Transfer of Funds – Remaining ARPA Funds to 2024 Ozaukee County Sheriff's Department Salary and Benefit Expenses

BACKGROUND INFORMATION: ARPA Spending Plan for the end of the Spending Period

General Information:

- The County Received \$17,330,133 in total General ARPA Funding in 2021 & 2022
- The County has disbursed \$10,320,326.70 to date
- \$7,009,803.30 is still to be disbursed
- ARPA fund need to be spent or obligated by 12/31/24
- 100% of the County's allocation is classified under the Lost Revenue Category which means the County can spend it on any governmental related expenditure except the restricted areas (debt payments, unfunded pension liabilities, reserve fund balance, lobbying against COVID policies)

ANALYSIS: Since the County's total allocation is under the Lost Revenue Category, Administration is proposing that we spend the remaining balance on Sheriff Salaries in order to use of the remaining balance and not go through the process of Obligating the remaining balance in the hope that it all gets spent on the obligated projects. After December 31, 2024, the County can not change the projects or amount obligated. Thus, if a project cost less than obligated the unspent portion would be returned to the Federal Government. By spending the remaining unspent \$7,009,803.30 on the Sheriff, we avoid that possibility.

By moving the revenue to the sheriff budget, that would generate a surplus in the General Fund at the end of 2024 of an equal amount. The second half of this recommendation would to then transfer \$7,009,803.30 to the ARPA fund to complete the projects already approved but without the time restriction to make sure all the funds are spent and without the risk of unspent funds if a project is under budget. It also alleviates the reporting requirements beyond 2024.

RECOMMENDED MOTION: Staff respectfully requests that the committee approve the transfer of the remaining ARPA funds to the Sheriff's 2024 Budget.

**ATTACHMENTS:**

- ARPA Funds Analysis (PDF)
- Budget Amendment Form - Finance (ARPA Allocation to Sheriff) (PDF)

Ozaukee County  
Use of ARPA Funds  
11/18/2024

|                                | Budget               | 2021              | 2022                | 2023                | 2024                | Total to<br>Date     | Remaini ng<br>Budget |                    |
|--------------------------------|----------------------|-------------------|---------------------|---------------------|---------------------|----------------------|----------------------|--------------------|
| COVID Related Expenditu res    | 254,074.S3           | 235,258.71        | 18,815.82           |                     |                     | 254,074.S3           |                      | 219-1-01-S9201-000 |
| EMS Grants to Municipalities   | 3,028,711.60         |                   |                     | 1,512,000.00        | 1,516,711.60        | 3,028,711.60         |                      | 219-2-01-S8000-000 |
| Jail Camera Project            | 80,645.00            |                   | 80,645.00           |                     |                     | 80,645.00            |                      | 219-1-01-60000-001 |
| Jail Uniterupted Power Supply  | 90,000.00            |                   | 45,366.83           | 37,652.87           |                     | 83,019.70            | 6,980.30             | 219-1-01-60000-002 |
| Sheriff Outdoor Range Building | 300,245.47           |                   | 11,657.00           | 288,588.47          |                     | 300,245.47           |                      | 219-1-01-60000-003 |
| Justice Center Tuck Pointing   | 75,000.00            |                   |                     | 70,308.90           |                     | 70,308.90            | 4,691.10             | 219-1-01-60000-004 |
| Boiler Replacement-Admin       | 600,000.00           |                   | 226,978.00          | 354,885.13          | 36,775.00           | 618,638.13           | (18,638.13)          | 219-1-01-60000-005 |
| Fairgrounds Pavilion Repair    | 155,000.00           |                   | 134,301.66          | 10,278.65           |                     | 144,580.31           | 10,419.69            | 219-1-01-60000-006 |
| Fairgrounds Wheel Loader       | 85,000.00            |                   | 84,740.00           |                     |                     | 84,740.00            | 260.00               | 219-1-01-60000-007 |
| Lasata Care Cntr Chiller       | 325,000.00           |                   | 305,000.00          |                     |                     | 305,000.00           | 20,000.00            | 219-1-01-60000-008 |
| Property Appraisal Services    | 30,000.00            |                   | 12,000.00           |                     |                     | 12,000.00            | 18,000.00            | 219-1-01-60000-009 |
| SAN Replacement                | 731,451.76           |                   | 727,570.51          | 3,881.25            |                     | 731,451.76           |                      | 219-1-01-60000-010 |
| Electric Gates - Parks         | 116,712.63           |                   | 34,489.73           | 82,222.90           | 370.00              | 117,082.63           | (370.00)             | 219-1-01-60000-011 |
| Maint Building Repair Mee Kwon | 40,000.00            |                   | 8,234.00            | 31,766.00           |                     | 40,000.00            |                      | 219-1-01-60000-012 |
| Waubedonia Caretakers Roof     | 40,000.00            |                   | 40,000.00           |                     |                     | 40,000.00            |                      | 219-1-01-60000-013 |
| County Park Security Camera's  | 40,000.00            |                   | 236.97              | 39,763.03           |                     | 40,000.00            |                      | 219-1-01-60000-014 |
| Clean Farm Incentives          | 30,000.00            |                   | 30,000.00           |                     |                     | 30,000.00            |                      | 219-1-01-60000-015 |
| Air Flow Cover Crop Seeder     | 30,000.00            |                   | 28,300.00           |                     |                     | 28,300.00            | 1,700.00             | 219-1-01-60000-016 |
| Tractor with Cab - Parks       | 30,000.00            |                   | 30,000.00           |                     |                     | 30,000.00            |                      | 219-1-01-60000-017 |
| Contingency                    | 246,783.00           |                   |                     |                     |                     |                      | 246,783.00           | 219-1-01-60000-018 |
| Employee Onboarding-HR         | 43,065.65            |                   | 43,065.65           |                     |                     | 43,065.65            |                      | 219-1-01-60000-019 |
| Transfer - Sheriff Building    | 1,111,631.00         |                   | 180,544.00          | 931,087.00          |                     | 1,111,631.00         |                      | 219-1-01-81100-405 |
| Tower                          | 1,500,000.00         |                   |                     | 692,679.54          | 48,115.00           | 740,794.54           | 759,205.46           | 219-1-01-60000-020 |
| Ozaukee Interurban Trail       | 300,000.00           |                   |                     |                     | 58,561.54           | 58,561.54            | 241,438.46           | 219-1-01-60000-021 |
| HH Building                    | 150,000.00           |                   |                     | 150,000.00          |                     | 150,000.00           |                      | 219-1-01-60000-022 |
| JC Fire Panel                  | 250,000.00           |                   |                     |                     |                     |                      | 250,000.00           | 219-1-01-60000-023 |
| Highway Salt Brine Building    | 600,000.00           |                   |                     | 13,914.28           | 654,920.76          | 668,835.04           | (68,835.04)          | 219-1-01-60000-024 |
| Advocates of Ozaukee           | 150,000.00           |                   |                     | 150,000.00          |                     | 150,000.00           |                      | 219-1-01-60000-025 |
| Ozaukee Family Sharing         | 80,000.00            |                   |                     | 80,000.00           |                     | 80,000.00            |                      | 219-1-01-60000-026 |
| Ozaukee Family Services        | 200,000.00           |                   |                     | 200,000.00          |                     | 200,000.00           |                      | 219-1-01-60000-027 |
| Ozaukee Food Alliance          | 150,000.00           |                   |                     | 150,000.00          |                     | 150,000.00           |                      | 219-1-01-60000-028 |
| Ozaukee Not for Profit Center  | 200,000.00           |                   |                     | 200,000.00          |                     | 200,000.00           |                      | 219-1-01-60000-029 |
| Portal Incorporated            | 200,000.00           |                   |                     | 200,000.00          |                     | 200,000.00           |                      | 219-1-01-60000-030 |
| United Way of Northern Ozaukee | 100,000.00           |                   |                     | 100,000.00          |                     | 100,000.00           |                      | 219-1-01-60000-031 |
| CBRF                           | 4,500,000.00         |                   |                     |                     | 24,011.00           | 24,011.00            | 4,475,989.00         | 219-1-01-60000-032 |
| Pro Phoenix EMS Software       | 225,000.00           |                   |                     | 63,409.93           | 161,590.07          | 225,000.00           |                      | 219-1-01-60000-033 |
| Dispatch Remodel               | 1,200,000.00         |                   |                     |                     | 179,629.90          | 179,629.90           | 1,020,370.10         | 219-1-01-60000-034 |
|                                | <u>17,288,320.64</u> | <u>235,258.71</u> | <u>2,041,945.17</u> | <u>5,362,437.95</u> | <u>2,680,684.87</u> | <u>10,320,326.70</u> | <u>6,967,993.94</u>  |                    |
| Total County Allocation        | 17,330,133.00        |                   |                     |                     |                     |                      |                      |                    |
| Budgeted Projects              | <u>17,288,320.64</u> |                   |                     |                     |                     |                      |                      |                    |
| Remaining Unbudgeted Funding   | <u>41,812.36</u>     |                   |                     |                     |                     |                      |                      |                    |
| Total County Allocation        | 17,330,133.00        |                   |                     |                     |                     |                      |                      |                    |
| Total Spent thru 10/31/24      | <u>10,320,326.70</u> |                   |                     |                     |                     |                      |                      |                    |
| Remaining Unspent Balance      | <u>7,009,806.30</u>  |                   |                     |                     |                     |                      |                      |                    |



# Budget Amendment Request Committee Approval Form

5.b.b

TO: Executive Committee

FROM: Finance Department

Department Name

Date of Request: December 2, 2024

Resolution No: \_\_\_\_\_

Period Transfer Recorded: \_\_\_\_\_

Type of Budget Amendment (check one)

Increase of Revenue: ☒ X

Fund Transfer: ☐

Supplemental Appropriations: ☐

| Debit / Expense     |                              |            | Credit / Revenue         |                              |              |
|---------------------|------------------------------|------------|--------------------------|------------------------------|--------------|
| Acct #              |                              | \$         | A/C #                    | 112-1-01-42151-000           | \$ 7,009,806 |
|                     |                              |            |                          |                              |              |
|                     | Pre-request Account's Budget | Changed To |                          | Pre-request Account's Budget | Changed To   |
| Cost Ctr & A/C Desc |                              |            | Cost Ctr & A/C Desc      |                              |              |
| Acct #              |                              | \$ -       | A/C #                    |                              | \$ -         |
|                     |                              |            |                          |                              |              |
|                     | Pre-request Account's Budget | Changed To |                          | Pre-request Account's Budget | Changed To   |
| Cost Ctr & A/C Desc |                              |            | Cost Ctr & A/C Desc      |                              |              |
| Acct #              |                              | \$ -       | A/C #                    |                              | \$ -         |
|                     |                              |            |                          |                              |              |
|                     | Pre-request Account's Budget | Changed To |                          | Pre-request Account's Budget | Changed To   |
| Cost Ctr & A/C Desc |                              |            | Cost Ctr & A/C Desc      |                              |              |
| Acct #              |                              | \$ -       | A/C #                    |                              | \$ -         |
|                     |                              |            |                          |                              |              |
|                     | Pre-request Account's Budget | Changed To |                          | Pre-request Account's Budget | Changed To   |
| Cost Ctr & A/C Desc |                              |            | Cost Ctr & A/C Desc      |                              |              |
| Acct #              |                              | \$ -       | A/C #                    |                              | \$ -         |
|                     |                              |            |                          |                              |              |
|                     | Pre-request Account's Budget | Changed To |                          | Pre-request Account's Budget | Changed To   |
| Cost Ctr & A/C Desc |                              |            | Cost Ctr & A/C Desc      |                              |              |
| Acct #              |                              | \$ -       | A/C #                    |                              | \$ -         |
|                     |                              |            |                          |                              |              |
|                     | Pre-request Account's Budget | Changed To |                          | Pre-request Account's Budget | Changed To   |
| Cost Ctr & A/C Desc |                              |            | Cost Ctr & A/C Desc      |                              |              |
| Total Debits: -     |                              |            | Total Credits: 7,009,806 |                              |              |

**Reason for Request (Be Specific).** Also fill out Support Document for County Board.

Record remaining ARPA funds that are classified as lost revenue under the ARPA guidelines to offset Sheriff wages in 2024. This will bring the ARPA allocation down to zero at the end of 2024.

Department Head Signature

TYPE IN Oversight Committee Chairperson's Name

Oversight Committee Members

Finance Committee Members

Date of Meeting

Date of Meeting

Date Amended: \_\_\_\_\_

Budget Amended By: \_\_\_\_\_

## RESOLUTION NO. (ID # 10446)

## INCREASE OF REVENUE - SPECIAL REVENUE PROJECTS FUND

RESOLVED, by the Ozaukee County Board of Supervisors, that budgets be increased in the accounts as follows:

*Department / Program*

|              | <u>Account Number</u> | <u>Account Name</u>                                 | <u>AMOUNT</u> | <u>AMOUNT</u> |
|--------------|-----------------------|-----------------------------------------------------|---------------|---------------|
| General Fund |                       |                                                     |               |               |
| Expense      | 101-0-00-81000-219    | Operating Transfer to Special Revenue Projects Fund | \$7,009,806   |               |
| Revenue      | 219-1-1-71100-101     | Operating Transfer from General Fund                |               | \$7,009,806   |

Dated at Port Washington, Wisconsin, this 4th day of December 2024.

*SUMMARY: Operating Transfer from General Fund to Special Revenue Projects Fund*

*VOTE REQUIRED: Two-Thirds of Members Elect*

EXECUTIVE COMMITTEE

**Executive Committee**  
**AGENDA INFORMATION SHEET**

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|                     |                         |
|---------------------|-------------------------|
| <b>AGENDA DATE:</b> | <b>December 2, 2024</b> |
| <b>DEPARTMENT:</b>  | <b>Administrator</b>    |
| <b>DIRECTOR:</b>    | <b>Jason Dzwinel</b>    |
| <b>PREPARER:</b>    | <b>Jason Dzwinel</b>    |

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**Agenda Summary** Increase of Revenue - Special Revenue Projects Fund

BACKGROUND INFORMATION: Transfer of General Fund Revenue to Special Revenue Project Fund 219.

ANALYSIS: This transfer will move the excess General Fund revenue to the Special Revenue Project Fund 219 where it can be expended.

RECOMMENDED MOTION: Staff respectfully requests that the committee approve the transfer.

**ATTACHMENTS:**

- Budget Amendment Form - Finance (Transfer to Fund 219 from GF) (PDF)



# Budget Amendment Request Committee Approval Form

5.c.a

TO: Executive Committee

FROM: Finance Department

Department Name

Date of Request: December 2, 2024

Resolution No: \_\_\_\_\_

Period Transfer Recorded: \_\_\_\_\_

Type of Budget Amendment (check one)

Increase of Revenue: \_\_\_\_\_

Fund Transfer: ☒

Supplemental Appropriations: \_\_\_\_\_

| Debit / Expense     |                              |              |
|---------------------|------------------------------|--------------|
| Acct #              | 101-0-00-81100-219           | \$ 7,009,806 |
|                     |                              | -            |
|                     | Pre-request Account's Budget | Changed To   |
| Cost Ctr & A/C Desc |                              |              |
| Acct #              |                              | \$ -         |
|                     |                              | -            |
|                     | Pre-request Account's Budget | Changed To   |
| Cost Ctr & A/C Desc |                              |              |
| Acct #              |                              | \$ -         |
|                     |                              | -            |
|                     | Pre-request Account's Budget | Changed To   |
| Cost Ctr & A/C Desc |                              |              |
| Acct #              |                              | \$ -         |
|                     |                              | -            |
|                     | Pre-request Account's Budget | Changed To   |
| Cost Ctr & A/C Desc |                              |              |
| Acct #              |                              | \$ -         |
|                     |                              | -            |
|                     | Pre-request Account's Budget | Changed To   |
| Cost Ctr & A/C Desc |                              |              |
| Acct #              |                              | \$ -         |
|                     |                              | -            |
|                     | Pre-request Account's Budget | Changed To   |
| Cost Ctr & A/C Desc |                              |              |
| Total Debits:       |                              | 7,009,806    |

| Credit / Revenue    |                              |              |
|---------------------|------------------------------|--------------|
| A/C #               | 219-1-01-71100-101           | \$ 7,009,806 |
|                     |                              | -            |
|                     | Pre-request Account's Budget | Changed To   |
| Cost Ctr & A/C Desc |                              |              |
| A/C #               |                              | \$ -         |
|                     |                              | -            |
|                     | Pre-request Account's Budget | Changed To   |
| Cost Ctr & A/C Desc |                              |              |
| A/C #               |                              | \$ -         |
|                     |                              | -            |
|                     | Pre-request Account's Budget | Changed To   |
| Cost Ctr & A/C Desc |                              |              |
| A/C #               |                              | \$ -         |
|                     |                              | -            |
|                     | Pre-request Account's Budget | Changed To   |
| Cost Ctr & A/C Desc |                              |              |
| A/C #               |                              | \$ -         |
|                     |                              | -            |
|                     | Pre-request Account's Budget | Changed To   |
| Cost Ctr & A/C Desc |                              |              |
| A/C #               |                              | \$ -         |
|                     |                              | -            |
|                     | Pre-request Account's Budget | Changed To   |
| Cost Ctr & A/C Desc |                              |              |
| Total Credits:      |                              | 7,009,806    |

Reason for Request (Be Specific). Also fill out Support Document for County Board.

Transfer funds from the General Fund to Fund 219 to complete prior approved projects.

Department Head Signature

Oversight Committee Members

TYPE IN Oversight Committee Chairperson's Name

Finance Committee Members

Date of Meeting

Date of Meeting

Date Amended: \_\_\_\_\_

Budget Amended By: \_\_\_\_\_

## Executive Committee

### AGENDA INFORMATION SHEET

**AGENDA DATE:** December 2, 2024  
**DEPARTMENT:** Administrator  
**DIRECTOR:** Jason Dzwinel  
**PREPARER:** Jason Dzwinel

#### Agenda Summary Mission, Vision, and Values for Ozaukee County

#### Mission, Vision, and Values for Ozaukee County

**Mission Statement:** "Ozaukee County is on a mission to... “Deliver innovative life experiences thanks to safe communities, sustainable recreation, led by responsive and safe governance.”

**Vision Statement:** "By 2030, Ozaukee County will be known as a leader in municipal governance, delivering innovative and impactful services that set the standard statewide.”

#### **Core Values: FIRST**

**Fiscal Stability:** Principle that high performance requires fiscal stability, using forward thinking financial strategies ensures that resources are available for future investment.

**Improve Continuously:** Fostering a culture committed to personal and organizational improvement, learning, best practice and technological improvements that assess performance and focuses on quality.

**Respect and Kindness:** Approaching interactions with coworkers and the public with empathy, delivering services with care, respect and a human touch.

**Strength Through Teams:** Belief that the sharing of ideas between coworkers, departments and community partners allows work to create meaningful change.

**Tenacious Quality:** Commitment to high standards, honesty and transparency in all aspects of work, actions and communications.

EXECUTIVE COMMITTEE

## Executive Committee

### AGENDA INFORMATION SHEET

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|                     |                         |
|---------------------|-------------------------|
| <b>AGENDA DATE:</b> | <b>December 2, 2024</b> |
| <b>DEPARTMENT:</b>  | <b>Administrator</b>    |
| <b>DIRECTOR:</b>    | <b>Jason Dzwinel</b>    |
| <b>PREPARER:</b>    | <b>Jason Dzwinel</b>    |

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**Agenda Summary** Executive Committee - Review Strategies and Tactics

The committee is asked to review the strategies and tactics from the current Strategic Plan to determine which should be carried forward into the subsequent plan and new tactic for the plan period.

**ATTACHMENTS:**

- Strategy and Tactics Sheets - Executive Committee (PDF)

|                     |
|---------------------|
| EXECUTIVE COMMITTEE |
|---------------------|

# EXECUTIVE COMMITTEE

## OBJECTIVE: Strengthen Our Long-Term Financial and Budget Processes

| TACTICS                                                                                                                    | SUCCESS ACCOMPLISHMENTS COMPLETE CONTINUE |
|----------------------------------------------------------------------------------------------------------------------------|-------------------------------------------|
| Report providing data on how budget is used to accomplish strategic objectives (2021Q2)                                    | 100% Complete                             |
| Research the County's Budget and Management System's ability to link the budget numbers with strategic objectives (2020Q2) | 100% Complete                             |
| Address funding deferrals for capital and one-time special projects                                                        | 100% Complete                             |
| Commitment to project fund process                                                                                         | 100% Complete                             |
| Provide decision-makers with all options for funding capital needs                                                         | 100% Complete                             |
| Develop an inventory of projects and create a 5 year CIP document                                                          | 100% Complete                             |
| Balance fiscal restraints and fund priorities with efficiency                                                              | 100% Complete                             |
| Provide policy, financial, and budgetary analysis to aide decision-making                                                  | 100% Complete                             |
| Provide communication and transparency to County Board members                                                             | 100% Complete                             |
| Analyze quality of budget process and develop recommendations for enhancements and changes.                                | 100% Complete                             |
| Evaluate ways to share equipment, develop innovative partnerships, or seek mergers when appropriate (TBD)                  | 100% Complete                             |
| Develop framework for connecting the budget with strategic planning and priorities                                         | 100% Complete                             |
| NEW TACTIC                                                                                                                 | MEASURES                                  |

# EXECUTIVE COMMITTEE

## OBJECTIVE: Develop and Implement Performance Management

| TACTICS                                                                           | SUCCESS ACCOMPLISHMENTS COMPLETE CONTINUE |
|-----------------------------------------------------------------------------------|-------------------------------------------|
| Provide clear, accurate information for County Board                              | 100% Complete                             |
| Ensure performance metrics guide Oversight Committee decision-making              | 100% Complete                             |
| Simplify and Improve Internal and External Communication and Information Provided | 100% Complete                             |
| Prioritize with County Board about the level of data provided                     | 100% Complete                             |
| Create a "curriculum" webpage of County training/orientation info                 | 100% Complete                             |
| Better prepare new board committee members                                        | 100% Complete                             |
| Standardize presentations of projects                                             | 100% Complete                             |
| Schedule Department Head Meetings a year-out (2020Q1)                             | 100% Complete                             |
| Utilize OpenGov for standardized Committee Reports                                | 100% Complete                             |
| Proper focus on policy issues                                                     | 100% Complete                             |
| Simplify and Improve Internal and External Communication and Information Provided | 100% Complete                             |
| Develop shared benchmarks                                                         | 0%                                        |
| Develop Key Performance Indicators / metrics across all departments               | 100% Complete                             |
| NEW TACTIC                                                                        | MEASURES                                  |

# EXECUTIVE COMMITTEE

## OBJECTIVE: Enhance Our Communication, Website and Marketing

| TACTICS                                                                                                                                                                       | SUCCESS  | ACCOMPLISHMENTS                 | COMPLETE | CONTINUE |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|---------------------------------|----------|----------|
| Track phone and email requests for information to better tailor outreach and provide on- the-spot answers and direction for most common requests for services and information |          | Funding removed from 0% budget  |          |          |
| Implement OpenGov transparency portal (public facing budget platform)                                                                                                         | 100%     | Complete                        |          |          |
| Develop information campaigns annually                                                                                                                                        | 0%       |                                 |          |          |
| Build awareness of community resources related to County services                                                                                                             |          | Website Upgrade 50% Underway    |          |          |
| Train county staff on use of County website content management platform                                                                                                       | 100%     | Complete                        |          |          |
| Spotlight employee good works and accomplishments via social media and public relations                                                                                       |          | Funding removed from 0% budget  |          |          |
| Utilize CivicSend website tool to reach citizens via email, text, and social media                                                                                            |          | Website Upgrade 50% Underway    |          |          |
| Develop tools to increase citizen, municipal, and non-profit partner input and profile                                                                                        | 0%       |                                 |          |          |
| Implement a social media management platform                                                                                                                                  |          | Funding removed from 0% budget  |          |          |
| Develop a comprehensive communications strategy (2021Q1)                                                                                                                      | 0%       |                                 |          |          |
| Evaluate the need for creation of a division of marketing                                                                                                                     |          | Funding removed from 50% budget |          |          |
| Hire Chief Information Officer or Communications Director (2020Q1)                                                                                                            | 0%       |                                 |          |          |
| Promote and market business like amenities, i.e. Lasata, Golf Courses, parks                                                                                                  |          | Funding removed from 0% budget  |          |          |
| Establish budget for marketing activities                                                                                                                                     |          | Funding removed from 50% budget |          |          |
| Optimize website and social media outreach                                                                                                                                    |          | Departmental 25% Facebook Pages |          |          |
| Consolidate Marketing and communications for County services and attributes                                                                                                   | 0%       |                                 |          |          |
| NEW TACTIC                                                                                                                                                                    | MEASURES |                                 |          |          |

# EXECUTIVE COMMITTEE

**OBJECTIVE: Highlight Ozaukee County Governments' Role in Making Us a Premier Destination**

| TACTICS                                                       | SUCCESS  | ACCOMPLISHMENTS             | COMPLETE | CONTINUE |
|---------------------------------------------------------------|----------|-----------------------------|----------|----------|
| Centralized information for the county                        | 0%       | Funding removed from budget |          |          |
| Develop social media marketing of events                      | 100%     | Marketing Contract Position |          |          |
| Market the County facilities and assets                       | 100%     | Marketing Contract Position |          |          |
| Promote tourism                                               | 0%       | Funding removed from budget |          |          |
| Low taxes with great services                                 | 100%     |                             |          |          |
| Good roads                                                    | 100%     |                             |          |          |
| Affordable housing (not low income) for entry level employees | 0%       |                             |          |          |
| Attract business                                              | 0%       | Funding removed from budget |          |          |
| NEW TACTIC                                                    | MEASURES |                             |          |          |