In compliance with the Americans with Disabilities Act, any person needing assistance to participate in this meeting, should contact the Office of the County Clerk at (920) 746-2200. Notification 48 hours prior to a meeting will enable the County to make reasonable arrangements to ensure accessibility to that meeting.

AGENDA

1. Call Meeting to Order
2. Establish a Quorum
3. Approve Minutes of April 14, 2021 Facilities & Parks Committee Meeting and the April 19, 2021 Meeting
4. Adopt Agenda / Property Notice
5. Correspondence
6. Public Comment
7. Supervisors Response
8. Department
A. 2022-2025 CIP Facilities and Parks
B. 2022-2025 CIP Facilities and Parks

9. Parks Division
A. Friends of the Door County Parks System Report
B. Revisions of Chapter 12.01(c)(4) and 12.03(c) of Door County
Code – Review/Discuss/Approve
C. Docks Update

10. Facilities Division
A. Resolution 2021-___ Authorization to Proceed – 2016-2020
Development of Residential Options for Sexually Violent Persons
per §980.08, Wis. Stats.
B. Master Planning Proposal by HGA – Library Building, Historic
Museum, 54th Ave (Former Younkers)
C. Resolution 2021-___ - HGA Master Planning Services (Library
Museum Archival Storage)
D. USDA Lease Amendment (Extension) – Door County Government Center

11. Request for Agenda Items for Next Month's Meeting

12. Approval of Agenda Items for Next Month’s Meeting

13. Review of Vouchers, Claims and Bills

14. Next Meeting Date

15. Meeting Per Diem Code

16. Adjourn
Call Meeting to Order
The Wednesday, April 14, 2021 Facilities and Parks Committee meeting was called to order by Chairman Dan Austad at 9:00 a.m. at the Door County Government Center.

Establish a Quorum
Members present: Dan Austad, Susan Kohout, Ken Fisher, David Enigl, Roy Englebert, Nancy Robillard, and Alexis Heim Peter.

Others present: Administrator Ken Pabich, Facilities & Parks Director Wayne Spritka, Parks Manager Burke Pinney, Facilities Manager John Berglund, County Clerk Jill Lau, and Public.

Adopt Agenda / Properly Noticed
Motion by Fisher, seconded by Enigl to approve the agenda. Motion carried by voice vote.

Approve Minutes of March 10, 2021 Facilities & Parks Committee Meeting
Motion by Englebert, seconded by Heim Peter to approve the minutes of the March 10, 2021 Facilities & Parks Committee meeting. Motion carried by voice vote.

Correspondence
No correspondence was presented.

Public Comment
The following persons commented:
• Christine Reid, Forestville Mill Pond

Supervisors Response
• The special meeting on the 19th is open to the public
• Because the County is in litigation the update on the Mill Pond drawdown was not placed on the agenda

Department
Parcel 0220228282641A - Offered as a Donation to the County
Spritka explained the owner of the property has offered to donate the parcel. There are back taxes, special charges on the parcel, and known underground tanks. The recommendation of the department is to not accept the donation of the property.

Motion by Enigl, seconded by Fisher to accept the recommendation of the department and not accept the donation of the property. Motion carried by voice vote.

Door County Sheriff Association - Justice Center Workout Room Lease Extension – Review, Approve
Spritka explained there is a room within the Justice Center that the Sheriff’s Association leases from the County which houses equipment owned by the Sheriff’s Association. This is a 3-year lease extension.

Motion by Robillard, seconded by Kohout to approve extending the lease agreement with the Sheriff’s Association. Motion carried by voice vote.

Parks Division
Friends of the Door County Parks System Report
Jay Renstrom presented a brief recap of the Group noting they are a 501(c)(3) for the Door County Parks. Renstrom reviewed 2020 accomplishments.
A letter from Immel construction was included in the meeting packet and was reviewed. The total construction cost as bid is $921,322; Restoration Project total bid $771,523; Abatement Project total bid $149,799; recommended Construction Contingency of $46,000.

Spritka noted Beno Plumbing is donating all materials and labor costs for the plumbing. There is a historic family connection to Cana Island and Spritka is hopeful the County can work with the Maritime Museum to recognize this.

Motion by Fisher, seconded by Enigl to accept the bids as presented. Motion carried by voice vote.

Spritka noted the project is contingent upon gifts, grants and donations which is being handled by the Maritime Museum. Kevin Osgood, Executive Director of the Maritime Museum, reviewed the fundraising efforts to date. Kevin noted it is anticipated the dollars will be in-hand by the end of May. Administrator Pabich explained the Committee can award the bids contingent upon funding. If no funding comes in what are the next steps? The project would need to come back before the Committee to determine if the project moves forward and if so, where the funding might come from. Discussion and review regarding the payback of Phase III; there is approximately 2.5 years left on the payback. Discussion regarding bridge funding or borrowing from the Unassigned Fund in the event gifts, grants and donations don’t come in.

Motion by Fisher, seconded by Enigl to award the bid contingent upon receiving the funding from the Maritime Museum. Motion carried by voice vote.

Invitation to Bid - Ellison Bluff Road Double Chip Seal, Accept Bids, Review, Award
Pinney noted one bid was received from Scott Construction. The bid received was higher than anticipated. Highway Commissioner Thad Ash has reviewed the project and has provided a recommendation and costs related.

Motion by Enigl, seconded by Kohout to accept the bid. Motion carried by voice vote.

Spritka explained the bid for the double chip seal is $51,336.25. Scott Construction submitted an alternate bid to add 4” of gravel for an additional $50,050. Spritka explained over the past few years the County has added quite a bit of gravel. It is the suggestion of Highway Commissioner Ash to pave the roadway. $48,000 has been budgeted for the project in 2021. The project could be completed over 2 years and over 2 budget cycles. Ash estimated costs to pave the road at $100,000. The Town of Liberty Grove is working towards repairing their section of the roadway. Pinney reported park traffic is increasing year after year. Paving would be a long-term solution for the roadway. Discussion regarding completing the project in its entirety this year.

Motion by Fisher, seconded by Kohout to deny the bid and to proceed with the plan presented and have the road paved by the Highway Department this year and request that the funds be allocated by the Finance Department and County Board. Motion carried by voice vote.

Invitation to Bid - Forestville Dam Safety Walk, Accept Bids, Review, Award
Spritka reported one bid was received from IEI General Contractors Inc. Base bid $39,558.

Motion by Enigl, seconded by Robillard to accept the bid. Motion carried by voice vote.

Motion by Enigl, seconded by Kohout to award the bid to IEI General Contractors, Inc. Motion carried by voice vote.

Update – Harris Property adjacent the Ahnapee State Trail P.I.N. #0100032262544A and P.I.N. #0100032262541A
Pinney reported the property was brought before the Committee last year. Mr. Harris has since withdrawn all offers. The property will no longer be added to the County system.

Facilities Division
DRAFT Invitation to Bid -2021 Fall – 2024 Spring Snow and Ice Removal RFP
Information included in the meeting packet was reviewed.

Motion by Robillard, seconded by Englebert to authorize moving forward with the snow and ice removal RFP. Motion carried by voice vote.
Invitation to Bid – Manufactured Home(s) – Accept Bids, Review, Award
Spritka reported no bids were received after a second bidding process. Spritka reached out to Bay Area Homes to at least obtain a quote. Spritka explained prices of manufactured homes are volatile and change week to week. If ordered now it is anticipated it will be October/November before a home could be delivered. If the Committee decides to move forward Spritka recommends the two-bedroom model (Cottonwood LN). Estimated costs are not to exceed $400,000. Administrator Pabich explained the County has been notified that one release is moving forward; 1 release has been pushed back. The County continues to meet with the Judge to update on the progress of obtaining housing. At this time the County is planning for placement of up to four homes; two homes would be placed on site this year. It was noted there are allowable alternative uses for the homes while the County waits for releasees or when the homes are vacant.

Resolution 2021—Transfer of Non-Budgeted Funds Under § 65.90, Wis. Stats. - Development of Residential Option(s) for Sexually Violent Persons on Supervised Release Per § 980.08, Wis. Stats.
Motion by Heim Peter, seconded by Fisher to approve the draft resolution and send on to the Finance Committee. Motion carried by voice vote.

Invitation to Bid - Washington Island Government Center- Bids due April 15, 2021
DRAFT-Resolution 2021—Authorization to Proceed with Phase III Construction-Washington Island, County Government Facility
FYI. This will be considered at the special meeting on Monday, April 19th at 9:00 a.m.

56 N 4th Avenue (Former Younkers Building) – Update
Administrator Pabich updated the Committee that he is working on building a common vision that looks at the Museum, Library, and Miller Art Museum. The intent is to breakout in phases: first phase is the facilitation phase; is there a way to combine all projects or are they all truly separate? A kickoff meeting could be held to identify individual projects and one or two persons from each affiliated group to serve on a committee to study options.

Fair Board Liaison Report
Planning for the 2021 Fair continues.

Request for Agenda Items for Next Month’s Meeting
Nothing as of this meeting.

Review of Vouchers, Claims and Bills
Reviewed.

Next Meeting Date
Regular Meeting – May 12, 2021 – 9:00 a.m.

Meeting Per Diem Code
414.

Adjourn
Motion by Fisher, seconded by Enigl to adjourn. Time: 10:53 a.m. Motion carried.

Respectfully submitted, Jill M. Lau, County Clerk
Call Meeting to Order
The Monday, April 19, 2021 Facilities and Parks Committee meeting was called to order by Chairman Dan Austad at 9:00 a.m. at the Door County Government Center.

Establish a Quorum
Members present: Dan Austad, Susan Kohout, Ken Fisher, David Enigl, Roy Englebert, Nancy Robillard, and Alexis Heim Peter.


Adopt Agenda / Properly Noticed
Motion by Heim Peter, seconded by Robillard to approve the agenda. Motion carried by voice vote.

Correspondence
No correspondence was presented.

Public Comment
No public comments.

Supervisors Response
N/A.

Facilities Division
Invitation to Bid - Washington Island Government Center - Accept Bids, Review, Award
Motion by Fisher, seconded by Englebert to accept the bids. Motion carried by voice vote.

F&P Director Spritka explained two bids were received - Alliance Construction and Zeise Construction. The low bidder is Zeise Construction with a base bid of $1,016,900. Two options were included in the bid packet – 1. to paint all and 2. to repair the in floor tube heating. The bids came in at approximately $200,000 over budget. Spritka recommends awarding the bid to Zeise Construction. Spritka reviewed the reasons the bid came in over budget which included production schedules, transportation disruptions, uncertainty and delays, and interest rates.

Motion by Fisher, seconded by Heim Peter to award Zeise Construction the contract with a base bid of $1,016,900 and approve alternate bid #2 of $5,000, not alternate #1. Motion carried by voice vote.

Resolution No. 2021-__Authorization to Proceed with Phase III Construction-Washington Island, County Government Facility
A draft resolution was distributed and reviewed. Spritka explained the anticipated shortfall which is based on architectural costs, construction costs, fees, permits, and contingency. The draft resolution was amended on line 10 by removing the word base, and changing the bid from $1,016,900 to $1,021,900; line 14 changed from $200,000 to $205,000; line 18 changed from $200,000 to $205,000; line 30 changed from $1,016,900 to $1,021,900; and line 33 changed from $200,000 to $205,000; and to amend lines 13-14/15 to read Whereas, $1,820,000 has been appropriated for the Project, with $2,025,000 (a shortfall of $205,000); and.

Motion by Fisher, seconded by Kohout to approve the draft resolution with noted changes. Motion carried by voice vote.
Resolution No. 2020-111 Cana Island Project Authorization to Proceed with Phase IV – Discussion
Resolution No. 2018-71 Transfer of Non-Budgeted Funds (Cana Island Restoration Phase III) Per 65.90, Wis Stats.

Payback of Fund Discussion
Finance Director Wipperfurth reviewed the Cana Island Reserve including the Maritime Museum Annual Fee/Rental, Maritime Museum Profit and the expenses. Wipperfurth reviewed the advances provided - $365,000 and $150,000 and year one payback of $99,616.53 with total remaining payback of $116,533.89 and a Cana Island Reserve balance of $197,514.91.

Request for Agenda Items for Next Month’s Meeting
Nothing as of this meeting.

Next Meeting Date
Regular Meeting – May 12, 2021 – 9:00 a.m.

Meeting Per Diem Code
419.

Adjourn
Motion by Fisher, seconded by Robillard to adjourn. Time 9:44 a.m. Motion carried.
Project Name: **Gov Center Elevator Replacement**

**Description:**
Full replacement of the Otis Elevator car and mechanical equipment.
Recomend building a project fund prior to replacement unless an emergency replacement is required.

**Location (summarized--detailed project plan, location, and justification to be attached):**
Governmnet Center 4th Ave entrance.

**Justification (summarized--detailed project plan, location, and justification to be attached):**
Governmnet Center National Elevator is 63 years old. Car & mechanical equipment incorporates antiquated technology from 1957. Parts are difficult to aquire for repairs.

**Expenditures (in thousands)**

<table>
<thead>
<tr>
<th>Expenditure Category</th>
<th>Budget 2022</th>
<th>Proposed 2023</th>
<th>Proposed 2024</th>
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<td>Equipment Purchase</td>
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(Note: The oversight committee is to recommend the funding source before moving the C.I.P. forward.)

**Funding Source (in thousands)**

<table>
<thead>
<tr>
<th>Funding Source Category</th>
<th>Budget 2022</th>
<th>Proposed 2023</th>
<th>Proposed 2024</th>
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<tr>
<td>Long Term Financing (15 years to 25 years)</td>
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</table>
February 24, 2020

Reference: Door County Government Center

Below is a brief description of the work involved in modernizing the traction passenger elevator at Door County Government Center. This is a capital budget figure designed to help you plan for a future modernization. Once you are committed to moving forward with the project (within 90 days) a firm proposal with current labor and material pricing will be provided.

The following list shall provide some additional information that will assist you in your review of our scope of work:

- The attached proposal includes a complete modernization scope of work:
  - Complete Elevator Control system – Elevonic R Controller. **Note: This is a regenerative drive controller.**
  - A/C Motor
  - Loadweighing
  - Traveling cable & hoistway wiring
  - New geared machine
  - Emergency brake installation
  - Door operator
  - Fixtures
  - Door interlocks
  - Door restrictor device
  - Roller guides
  - Cab interior and ceiling
  - Governor
  - Car doors cladding
• This new control system will be regenerative, which will allow for energy cost savings.

• Otis REM (Remote Elevator Monitoring) – continuously monitors your elevator 24 hours per day, 7 days per week. Monitors 325 different elevator systems and provides data that assists in reducing downtime and enhancing our preventative maintenance performance.

• We shall provide a professionally managed project. Otis has a detailed process that is in place to effectively manage modernization projects. We are the only elevator company in the Milwaukee area that has a dedicated modernization group.
  o We have a dedicated modernization team that effectively manages the project from start to finish.
    ▪ Modernization Sales Manager
    ▪ Modernization Superintendent
We shall commit to a schedule for the project. We will provide a written schedule once we have ordered materials and we have been given firm ship dates from our factory.

We shall meet with you throughout the project to update you on progress and discuss other issues that arise.

Internally, Otis has routine MSIP modernization project meetings to review status of the project.

We shall coordinate the final inspection by the City of Milwaukee.

We will provide a certificate of final acceptance and completion by the City of Milwaukee.

The following shall provide the schedule for the elevator modernization project.

- 4 weeks preparation time for approval drawings, from award date. (Signal Fixtures)
- Once drawings are approved, lead time for Fabrication and Delivery shall be approximately 10 weeks. Please note that lead times are current and subject to change based on when the order is actually placed.
- Modernization Base Bid Scope of Work for this elevator shall require approximately 24 weeks (12 weeks for each elevator). Be advised that one elevator will be in service at all times.

**Budget Price:** $240,000.00 - $260,000.00

**WORK BY OTHERS**

The following items must be performed by others and you agree to:

*Provide suitable ventilation and cooling equipment, if required, to maintain the machine room ambient temperature between 45°F and 95°F. The relative humidity should not exceed 95 percent non-condensing.*

Provide electrical power for light, tools, hoists, etc. during installation as well as electrical current for starting, testing and adjusting the elevator.

*Provide a smoke detector system, located as required with wiring from the sensing devices to each elevator controller. Should the existing fire safety system require additional work as a result of installing smoke detectors, it will addressed as a change order as an additional cost to the contract.*

*Do any required cutting, including cutouts to accommodate hall signal fixtures, patching and painting of walls, floors or partitions.*

*At no expense to us, others are to provide a dedicated (non-PBX) touch-tone business telephone line terminated in the machine room.*

Provide a lockable, fused disconnect switch or circuit breaker for each elevator per the applicable National Electrical Code with feeder or branch wiring to controller. Size to suit elevator contractor.

Provide a 120 volt AC, 20 amp, single-phase power supply with lockable, fused SPST disconnect switch for each elevator with feeder wiring to each controller for car lights.
Provide standby power unit and means for starting it that will deliver sufficient power to the elevator disconnect switches to operate one or more elevators at a time at full-rated speed. Provide a transfer switch for each feeder for switching from normal power to standby power and a contact on each transfer switch closed on normal power supply with two wires from this contact to one elevator controller. *Intergroup emergency power is not included in this submittal. Should intergroup emergency power be required, it will be addressed as a change order as an additional cost to the contract.*

Provide a safe and dry on-site storage area for elevator material.

Any modification or installation of lights and/or electrical outlets in the machine room and/or pit to be performed by others.

Replace machine room door based on the following:

- Self closing, self locking
- Fire rated with a 1 ½ hour label
- Marked with a sign stating, “Danger – Authorized Personnel Only”
- Swing out from machine room.

Code requires Class ABC fire extinguisher be mounted in elevator machine room. This is usually placed near the strike jamb of the doorway as you enter the machine room.

Convenience outlets are required in the machine room. These shall be ground fault protected.

Ground fault protection shall be provided in the elevator pit.

A moisture proof light is required in each elevator pit. The switch shall be within reach of the access door or lowest terminal floor hoistway door.

We thank you for the opportunity to provide this budget letter. We look forward to further discussion on this elevator modernization. If you have any questions, please feel free to contact me at 262-240-3424.

Sincerely,

Natalie Meyer | Account Manager
**Otis Elevator Company**
9000 North Deerbrook Trail, Suite 100
Milwaukee, Wisconsin 53223 USA
Tel. (262) 240-3424 | Cell. (414) 331-0551
Project Name: Maintenance Garage Addition-F&P

Priority: Urgent/Necessary/Growth-Related (circle one)

Description:
Build one additional garage bays (w/ 14’ door) with floor drains. Built small side restroom and breakroom/office.

Location (summarized--detailed project plan, location, and justification to be attached):
JMP-Complex

Justification (summarized--detailed project plan, location, and justification to be attached):
The current Parks Maintenance Garage is inadequate for maintenance tasks in the parks. There is no running water, there are no floor drains, computers are exposed to salt, dust, flying debris on a regular basis. Certain Pieces of parks equipment does not properly fit in the current building.

Expenditures (in thousands)

<table>
<thead>
<tr>
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(Note: The oversight committee is to recommend the funding source before moving the C.I.P. forward.)

Funding Source (in thousands)

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(all columns are formatted--just enter the amounts with no decimals)
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<td><strong>In Year</strong></td>
<td><strong>Cost</strong></td>
<td><strong>Trade-In Value</strong></td>
<td><strong>Source</strong></td>
<td><strong>Comments</strong></td>
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<td>2020</td>
<td>Ford</td>
<td>Fusion (Silver)</td>
<td>4-door Sedan</td>
<td>3,577</td>
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<td>Per: res #2011-17</td>
<td>2026</td>
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<td>Van</td>
<td>6,127</td>
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<td>2011</td>
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<td>2022</td>
<td>$36,455</td>
<td>$3,980</td>
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<td>2020</td>
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<td>$28,485</td>
<td>$4,500</td>
<td>Tax Levy</td>
<td></td>
</tr>
<tr>
<td>1990</td>
<td>Ford</td>
<td>F600</td>
<td>Aerial Bucket Truck</td>
<td>32,162</td>
<td>maintenance record</td>
<td>2021</td>
<td>$68,800</td>
<td>$3,500</td>
<td>Tax Levy</td>
<td>2021 replacing with a Lift</td>
</tr>
<tr>
<td>2012</td>
<td>Ford</td>
<td>Transit Connect</td>
<td>Minivan-Cargo</td>
<td>27,131</td>
<td>10 years old</td>
<td>2022</td>
<td>$23,010</td>
<td>$2,200</td>
<td>Tax Levy</td>
<td></td>
</tr>
<tr>
<td>2005</td>
<td>Kubota</td>
<td>B3030</td>
<td>Tractor</td>
<td>1,685 hrs</td>
<td>15years</td>
<td>2021</td>
<td>$53,480</td>
<td>$4,600</td>
<td>Tax Levy</td>
<td>recommend defer to 2023</td>
</tr>
<tr>
<td>2017</td>
<td>John Deere</td>
<td>X748</td>
<td>Tractor</td>
<td>327 hrs</td>
<td>15 years</td>
<td>2025</td>
<td>$30,000</td>
<td>$1,000</td>
<td>Tax Levy</td>
<td></td>
</tr>
<tr>
<td>2018</td>
<td>Dodge</td>
<td>3500</td>
<td>1 Ton Service Truck w/ Plow</td>
<td>15 years</td>
<td>2033</td>
<td>$66,993</td>
<td>$3,500</td>
<td>Tax Levy</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2015</td>
<td>Toro</td>
<td>5000 Series</td>
<td>Zero-Turn Mower</td>
<td>10 years old</td>
<td>2025</td>
<td>$13,500</td>
<td>$1,000</td>
<td>Tax Levy</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2016</td>
<td>Bobcat</td>
<td>3400 4x4</td>
<td>Utility Vehicle</td>
<td>10 years old</td>
<td>2025</td>
<td>$16,500</td>
<td>$5,500</td>
<td>Tax Levy</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2018</td>
<td>Gravely</td>
<td>21100/22</td>
<td>Zero Turn Mower</td>
<td>10 years old</td>
<td>2025</td>
<td>$3,200</td>
<td>$2,000</td>
<td>Tax Levy</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2018</td>
<td>John Deere</td>
<td>X580</td>
<td>Garden Tractor</td>
<td>10 years old</td>
<td>2028</td>
<td>$14,500</td>
<td>$Tax Levy</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2017</td>
<td>John Deere</td>
<td>1025R</td>
<td>Utility Tractor</td>
<td>15 years</td>
<td>2032</td>
<td>$27,339</td>
<td>$4,000</td>
<td>Tax Levy</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2008</td>
<td>GMC</td>
<td>3 ton single axle</td>
<td>Dump</td>
<td>150,000 mileage and repair record</td>
<td>2025</td>
<td>$75,000</td>
<td>$10,000</td>
<td>Tax Levy</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2010</td>
<td>Chevrolet</td>
<td>1500</td>
<td>1/2 ton pickup truck</td>
<td>66,668</td>
<td>150,000 mileage and repair record</td>
<td>2023</td>
<td>$27,850</td>
<td>$3,000</td>
<td>Tax Levy</td>
<td></td>
</tr>
<tr>
<td>2011</td>
<td>Chevrolet</td>
<td>2500- Maint 2WD</td>
<td>3/4 ton pickup truck</td>
<td>150,000 mileage and repair record</td>
<td>2023</td>
<td>$28,000</td>
<td>$3,500</td>
<td>Tax Levy</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2012</td>
<td>Chevrolet</td>
<td>2500- Maint 2WD</td>
<td>3/4 ton pickup truck</td>
<td>150,000 mileage and repair record</td>
<td>2024</td>
<td>$28,000</td>
<td>$3,500</td>
<td>Tax Levy</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2013</td>
<td>Ford</td>
<td>Park Director-Escape</td>
<td>SUV</td>
<td>43,568</td>
<td>100,000 miles</td>
<td>2026</td>
<td>$22,000</td>
<td>$2,500</td>
<td>Tax Levy</td>
<td></td>
</tr>
<tr>
<td>2013</td>
<td>Ford</td>
<td>3500</td>
<td>1 ton dump truck</td>
<td>150,000 mileage and repair record</td>
<td>2030</td>
<td>$56,000</td>
<td>$5,000</td>
<td>Tax Levy</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2014</td>
<td>Ford</td>
<td>1500-cleaning 2WD</td>
<td>1/2 ton pickup truck</td>
<td>150,000 mileage and repair record</td>
<td>2020-21</td>
<td>$28,900</td>
<td>$3,000</td>
<td>Tax Levy</td>
<td>Auction Fall of 2021</td>
<td></td>
</tr>
<tr>
<td>2015</td>
<td>Ford</td>
<td>1500-security 2WD</td>
<td>1/2 ton pickup truck</td>
<td>150,000 mileage and repair record</td>
<td>2021</td>
<td>$28,900</td>
<td>$3,000</td>
<td>Tax Levy</td>
<td>Replacement on order 2021</td>
<td></td>
</tr>
<tr>
<td>2021</td>
<td>Ford</td>
<td>F-150</td>
<td>2WD- Long Box</td>
<td>150,000 mileage and repair record</td>
<td>2026</td>
<td>$32,000</td>
<td>$3,500</td>
<td>Tax Levy</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2009</td>
<td>John Deere</td>
<td>Sweeper/Backup</td>
<td>1445 Front Cut Mower with Sweeper attachment</td>
<td>Will not be replaced- back up</td>
<td>NA</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2020</td>
<td>Toro</td>
<td>6000 Series</td>
<td>Zero-Turn Mower</td>
<td>10 years old</td>
<td>2030</td>
<td>$14,364</td>
<td>$1,500</td>
<td>Tax Levy</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2017</td>
<td>John Deere</td>
<td>All Parks</td>
<td>1570 Front Cut Mower</td>
<td>2500 hours and repair record</td>
<td>2025</td>
<td>$32,380</td>
<td>$2,500</td>
<td>Tax Levy</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2007</td>
<td>Case</td>
<td>Parks</td>
<td>590 Backhoe</td>
<td>8000 hours and repair record</td>
<td>2026</td>
<td>$86,000</td>
<td>$15,000</td>
<td>Tax Levy</td>
<td>deferred from 2021 to 2026</td>
<td></td>
</tr>
<tr>
<td>2007</td>
<td>John Deere</td>
<td>Parks</td>
<td>4720 Loader Tractor</td>
<td>3500 hours and repair record</td>
<td>2025</td>
<td>$62,000</td>
<td>$6,800</td>
<td>Tax Levy</td>
<td>deferred from 2020 to 2025</td>
<td></td>
</tr>
<tr>
<td>2019</td>
<td>Ford</td>
<td>F&amp;P</td>
<td>Forklift</td>
<td>8000 hours and repair record</td>
<td>2030</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
AMENDATORY ORDNANCE NO. 2021-___

AMENDMENT OF CHAPTER 12 DOOR COUNTY CODE
PARKS AND RECREATION

TO THE DOOR COUNTY BOARD OF SUPERVISORS:

The Door County Board of Supervisors does hereby ordain as follows:

WHEREAS, The Facilities and Parks Committee has reviewed and recommends amendment of Chapter 12 of the Door County Code entitled “Parks and Recreation;” and

WHEREAS, Amended Chapter 12 Door County Code is attached hereto as Exhibit A and incorporated herein by reference as if set forth in full;

NOW, THEREFORE, BE IT ORDAINED BY THE DOOR COUNTY BOARD OF SUPERVISORS, That Chapter 12 Door County Code is hereby amended as reflected in Exhibit A.

BE IT FURTHER ORDAINED BY THE COUNTY BOARD THAT
This Ordinance shall be in full force and effect from and after its enactment and publication.

SUBMITTED BY:
Facilities & Parks Committee

________________________
Dan Austad, Chairman

________________________
Roy Englebert

________________________
Ken Fisher

________________________
Susan Kohout

________________________
David Enigl

________________________
Alexis Heim Peter

________________________
Nancy Robillard

Certification:
I, Jill M. Lau, Clerk of Door County, hereby certify that the above is a true and correct copy of an ordinance that was enacted on the ___ day of___, 2021 by the Door County Board of Supervisors.

Jill M. Lau
County Clerk, Door County

COUNTERSIGNED

David Lienau, Chairman
Door County Board of Supervisors

Effective Date
CHAPTER 12
PARKS AND RECREATION

12.01 PARK REGULATIONS. The rules and regulations set forth in this chapter shall apply in and are adopted for the management and control of Door County parks and forestlands.

A. Park Property. It shall be unlawful for any person to disturb, molest, deface, destroy, remove, carve or mark on, drive nails in, or injure in any manner any park or forest structure including, but not limited to, buildings, signs, tables, benches, fences, trees, shrubs, plants, lawns or other natural growth, roads, parking lots, or other County property, or to enter by force in any way any building on County property that may be locked or closed to public use. (Ord. 9-97; 3/25/97)

B. Property of Others. It shall be unlawful for any person to disturb, molest, or remove the property or personal effects of others while on County Park or county forest lands.

C. Refuse.
   1. It shall be unlawful for any person to dispose of any garbage, bottles, tin cans, paper, or other waste material generated by park use in any manner except by placing in receptacles provided for such purpose or to dump any such refuse, on county park or forest lands.

   2. No person may dispose of any waste material in any waste disposal receptacle or location if such refuse or material is generated from a permanent or seasonal residence or a business or other commercial operation.

   3. Refuse shall be removed from those areas where waste disposal receptacles are not provided. Charcoal residue shall be left in a grate or fireplace until cool, or placed in receptacles provided for that purpose. (Ord. #28-90; 9/25/90)

   4. The bathing of dogs, horses, washing of cars or clothing is prohibited in any of the lakes or streams in county parks and at improved camp sites on county owned land within the boundaries of county forests, and throwing of bottles, tin cans, garbage, sewage or other refuse in any of the lakes or streams within the boundaries of county parks or county forests is prohibited. (Ord. #28-90; 9/25/90)

D. Dogs. It shall be unlawful for any person to allow dogs to run at large at any time within a county park or at improved campsites on county owned lands within the boundaries of a county forest. All dogs within county parks shall be kept on a leash by the owner at all times. Any dog feces deposited on beaches, trails, or on mowed, groomed or paved areas must be picked up and disposed of properly.

E. Fires. It shall be unlawful for any person to build any campfires or burn rubbish on County Park lands except at designated fireplaces or to throw away any matches, cigarettes, cigars, or pipe ashes without first extinguishing them.
F. **Peddling and Soliciting.** It shall be unlawful for any person to peddle or solicit business of any nature whatever, or to distribute handbills or other advertising material on any county park or county forest lands; or to use the county park or forest lands as a base of commercial operations for soliciting business or peddling outside of county park and forest areas unless first authorized in writing by the Door County Park Board or its duly authorized agent.

G. **Safety.** It shall be unlawful for any person to directly drive an automobile, truck, motorcycle, or other vehicle in a reckless manner or at a speed greater than 25 miles per hour on county park roads, or at a speed greater than that established by signs posted along county forest roads, or to operate any vehicle of gross load in excess of the posted weight limits. All-terrain vehicles (ATV’s) and similar mechanized equipment are prohibited.

H. **Horses.** It shall be unlawful for any person to ride a horse in a careless, negligent, or reckless manner so as to endanger the life, property or person of others on any county park or county forest lands, roads, or trails, or to ride a horse in any manner on the beaches, picnic grounds, camp grounds, or other similar special public use areas on county park or county forest lands. Any horse feces deposited on beaches, trails or on mowed, groomed, or paved areas, must be picked up and disposed of properly.

Ahnapee State Trail County Park is open for use by horses from April 15th to November 15th only. Trail is closed to horses during wet conditions.

I. **Unnecessary Noises.** It shall be unlawful for any person to operate sound trucks, loud speakers or any other mechanical devices that produce undue or unnecessary noises in any county park or on any county forest lands without first obtaining a written permit from the Door County Park Board or its duly authorized agent.

J. **Firearms.** It shall be unlawful for any person to have in his possession or under his control any firearms of any kind unless the same is unloaded and enclosed within a carrying case, and to hunt, trap, or disturb any wild animals or birds at any time within posted areas on county park or county forest land, except as provided in Section No. 12.03(c). (Ord. #23-91; 10/22/91)

K. **Parking.** It shall be unlawful for any person to park / dock or leave unattended any automobiles, trucks, trailers, wagons, motorcycles, boats, or other similar equipment except in areas designated for such purposes, and during times when parks are closed, or to drive vehicles indiscriminately over County Park or county forest lands. (Ord. 4-94; 2/22/94) Overnight parking may be allowed by permit issued at the Parks Director’s discretion

L. **Personal Conduct.** It shall be unlawful for any person to be intoxicated or to engage in any violent, abusive, loud, boisterous, vulgar, lewd, wanton, obscene or otherwise disorderly conduct tending to create or provoke a breach of the peace or to disturb or annoy others while within the boundaries of a county park, or while in or near authorized camp grounds or county owned lands within the boundaries of a county forest.
M. **Enforcement.** Nothing in this section shall prohibit or hinder the county law enforcing officials, its supervisors, or other duly authorized agents or other peace officers, from performing their official duties in any county park or on county forest lands. (Res. #7; 4/18/50)

N. **Penalty Provisions for Chapter 12.01.**

1. Any person found guilty of violating the aforementioned chapter, or any part thereof, shall be subject to a forfeiture of not less than $50 nor more than $500 together with the costs of prosecution and in rueful default of payment of such forfeiture and cost of prosecution shall be imprisoned in the county jail until said forfeiture is paid but not exceeding 60 days.

2. Any person, firm, or corporation, violating this subsection of this chapter may stipulate to the guilt or no contest and may pay to the Door County Parks Department a bond according to a schedule prescribed by the Circuit Court of Door County which is presently set forth in Section 3 of this chapter. Such stipulation will make it unnecessary for the subject charged to appear in court, and will act as a basis for the court to enter judgement and order forfeiture of the bond. Forfeitures, penalty assessments, costs and fees shall be disbursed as provided in Wisconsin Statutes, Section 66.12.

3. **Procedure for enforcement of this ordinance.**
   a. **Schedule of Deposits.** Deposits shall be made in cash, money orders, or certified check to the Door County Parks Department, who shall provide a receipt therefore; and the amount of the bond schedule is hereto fixed at $100.00 plus surcharges of such amount that the Circuit Court of Door County hereafter affixes.

   b. Adoption of this ordinance does not preclude the County Board from adopting any other ordinance or providing for the enforcement of any other law or ordinance relating to the same or other matter. And issuance of a citation hereunder shall not preclude the county or any authorized officer from proceeding under any other ordinance or law or by any other enforcement method to enforce any ordinance, regulation or order.

   c. All ordinances or parts of ordinances contravening the provisions of this ordinance are hereby repealed. (Ord. #10-88; 4/19/88) (Ord. #28-90; 9/25/90) (Ord. #23-91; 10/22/91) (Ord. #4-94; 2/22/94) (Ord. 18-96; 6/25/96) (Ord. 9-97; 3/25/97) (Ord. 2005-12; 3/22/05)
12.02 OPENING AND CLOSING HOURS / CAMPING

A. Door County Parks are open from sunrise to 11:00 p.m.
B. No person shall enter a Door County Park more than one half hour before sunrise or remain in a Door County Park after 11:00 p.m.
C. Exceptions to Opening and Closing Hours, and Prohibited or Restricted Uses:
   1. Uses expressly authorized, in advance and in writing, by the Door County Facilities & Parks Director or Parks Superintendent.
   2. A person who has the prior express written permission of the Door County Facilities & Parks Director or Parks Superintendent to be in the Door County Park before opening or after closing.
   3. A Door County employee engaged in work for the County.
D. Camping is prohibited in Door County Parks
E. Penalties and enforcement of §12.02 include those set forth in Chapter 35 Door County Code.

This amendatory ordinance shall be in full force and effect from and after its enactment and publication. (Ord. #7-88; 4/19/88) (Ord. 18-96; 6/25/96) (Ord. 9-97; 3/25/97) (Ord. 2005-12; 3/22/05) (Ord. 2018-15; 7/24/18)
12.03 PROTECTION OF WILD LIFE AND COUNTY PROPERTY

(a) Firearms / Air Guns / Archery Equipment.
The use of firearms, air guns, and archery equipment is prohibited except as expressly provided herein. Firearms, air guns and archery equipment shall be unloaded, cased, with ammunition not immediately accessible at all times except as noted below.

Firearms and archery equipment used for hunting may be uncased and ready for use only in authorized hunting areas during hunting seasons (See: paragraph (c) below)

(b) Disturbing, Harassing, or Feeding of Wildlife.
Harassing, disturbing, possession or feeding of wildlife is strictly prohibited within Door County Parks.

(c) The following Door County Parks are open to the training of dogs, hunting and trapping from November 15 through April 1, during established seasons and subject to all applicable federal, state and local regulations:

- Ellison Bluff County Park - 88.194 acres
- Door Bluff Headlands County Park - North +122.73 220.13 acres with posted minimum 100 foot residential buffer zone along Southwest portion of park
- Forestville Dam County Park - 79 acres
- Meridian County Park - 92.03141.56 acres
- Sugar Creek County Park - 41.25 acres Eastern 15 acres BOW HUNTING ONLY
- Cave Point County Park – 19 acres BOW HUNTING ONLY
- LaSalle County Park – 23.47 29.33 acres BOW HUNTING ONLY
- Frank E. Murphy County Park – 28 acres BOW HUNTING ONLY

A County Park access permit is required to train dogs, hunt or trap in a County Park. These permits are limited in number, and will be issued by, and at the discretion of, Door County's Parks Director. Individuals must carry this permit on their person at all times while training dogs, hunting or trapping in a County Park.

The following Door County Parks are not open to the training of dogs, hunting and trapping:

- Tornado Memorial County Park
- Baileys Harbor Ridges County Park
- Chaudoirs Dock County Park
- Door Bluff Headlands County Park - Southeast +33 acres
- Cana Island
- Sugar Creek – Western 20 acres including disc golf course
- Robert M. Carmody County Park
- Percy Johnson Memorial County Park
- Lily Bay County Park
- Lyle Harter Matter Sanctuary 40 acres
- John Miles County Park
(d) **Damaging Property.** It shall be unlawful for any person to destroy, molest or deface any natural growth or natural features or any county buildings or property in the county parks of Door County. (Ord. #6-65; 1/17/66). Permanent stands or blinds are prohibited. Screw-in steps are not allowed. Portable stands are allowed, but must be removed at the end of each hunting season. Stands must be labeled with owner's name and address. The cutting of shooting lanes is prohibited.

(e) **Penalty Provisions for Chapter No. 12.03.**

1. Any person found guilty of violating the aforementioned chapter (ordinance), or any part thereof, shall be subject to a forfeiture of not less than $50 nor more than $500 together with the costs of prosecution and in lieu of default of payment of such forfeiture and cost of prosecution shall be imprisoned in the county jail until said forfeiture is paid but not exceeding 60 days.

2. Any person, firm, or corporation, violating this subsection of this chapter may stipulate to the guilt or no contest and may pay to the Door County Parks Department a bond according to a schedule prescribed by the Circuit Court of Door County which is presently set forth in Section 3 of this chapter. Such stipulation will make it unnecessary for the subject charged to appear in court, and will act as a basis for the court to enter judgment and order forfeiture of the bond. Forfeitures, penalty assessments, costs and fees shall be disbursed as provided in Wisconsin Statutes, Section 66.12.

3. **Procedure for enforcement of this ordinance.**
   a. **Schedule of Deposits.** Deposits shall be made in cash, money orders, or certified check to the Door County Parks Department, who shall provide a receipt therefore; and the amount of the bond schedule is hereto fixed at $100.00 plus surcharges of such amount that the Circuit Court of Door County hereafter affixes.

   b. Adoption of this ordinance does not preclude the County Board from adopting any other ordinance or providing for the enforcement of any other law or ordinance relating to the same or other matter. And issuance of a citation hereunder shall not preclude the county or any authorized officer from proceeding under any other ordinance or law or by any other enforcement method to enforce any ordinance, regulation or order.

   c. All ordinances or parts of ordinances contravening the provisions of this ordinance are hereby repealed.

(Ord. #9-88; 4/19/88) (Ord. #23-91; 10/22/91) (Ord. #24-92; 7/28/92)
(Ord. #18-96; 6/25/96) (Ord. 2005-12; 3/22/05) (Ord. 2010-01; 3/23/10)
12.04 REGULATING SNOWMOBILE AND RECREATIONAL VEHICLES ON COUNTY OWNED PROPERTY.

(1) It shall be unlawful for any snowmobile or recreational vehicle to be permitted on any part or portion of the land under the jurisdiction of the Door County Park System except those areas so designated and clearly marked for that purpose. All-terrain vehicles (ATV's) and similar mechanized equipment are prohibited.

(2) It shall be the duty of the Law Enforcement Agencies of Door County to enforce the provisions of this ordinance.

(3) Any parent or legal guardian who allows a minor child to operate a snowmobile or recreational vehicle on county lands designated as Door County Parks also violates this ordinance.

(4) Any person violating any of the provisions of this chapter shall upon conviction thereof, forfeit not less than $200 nor more than $500 together with the costs of prosecution, and in rueful default of payment of the forfeiture and costs of prosecution, shall be imprisoned in the County Jail not exceeding sixty (60) days.

(5) Any person, firm, or corporation, violating any of the subsections of this chapter may stipulate to the guilt or no contest and may pay to the Door County Parks Department a bond according to a schedule prescribed by the Circuit Court of Door County which is presently set forth in Section 6 of this chapter. Such stipulation will make it unnecessary for the subject charged to appear in court, and will act as a basis for the court to enter judgement and order forfeiture of the bond. Forfeitures, penalty assessments, costs and fees shall be disbursed as provided in Wisconsin Statutes, Section 66.12.

(6) Procedure for enforcement of this chapter.

(a) Schedule of Deposits. Deposits shall be made in cash, money orders, or certified check to the Door County Parks Department, who shall provide a receipt therefore; and the amount of the bond schedule is hereto fixed at $200.00 plus surcharges of such amount that the Circuit Court of Door County hereafter affixes.

(b) Adoption of this ordinance does not preclude the County Board from adopting any other ordinance or providing for the enforcement of any other law or ordinance relating to the same or other matter. And issuance of a citation hereunder shall not preclude the county or any authorized officer from proceeding under any other ordinance or law by any other enforcement method to enforce any ordinance, regulation or order.

(c) All ordinances or parts of ordinances contravening the provisions of this ordinance are hereby repealed.

(Ord. #8-88; 4/19/88) (Ord. #18-96; 6/25/96) (Ord. 2005-12; 3/22/05)
COUNTY OWNED DOCKS & LAUNCH RAMPS

A. Boat and Other Watercraft Launching Fees
   1. Boat launching fees shall not exceed the maximum allowable amount under §NR 1.91(11) Wisconsin Adm. Code, as it now exists or is hereafter revised.
   2. Boat launching fees include:
      (a) Daily Launch Fee;
      (b) Season Pass; and
      (c) Differential Fee based on residency.
   3. Boat launching fees shall be established by the Building and Grounds Committee, subject to review and approval by the Board of Supervisors.
   4. Information regarding boat launching fees shall be prominently posted at all County owned public boating access sites.
   5. No person may use (i.e., launch, and/or land watercraft) a County owned public boating access site without first paying the applicable boat launching fee, obtaining a daily pass or season pass, and displaying the pass so it is visible through the windshield of a vehicle or (if carry-in access) prominently displayed on the watercraft.
   6. Daily passes and season passes are not transferable.
   7. A self-help mechanism to obtain a daily pass and season pass shall be provided at all County owned public boating access sites.

B. Fuel / Lubricants for Boats and Other Watercraft
   1. The fueling or lubrication of watercraft is potentially hazardous (e.g., may result in personal injury and/or property damage) and poses a risk of pollution (e.g., to groundwater and/or lakes).
   2. Fueling or lubrication of boats or other watercraft at docks or launch ramps is, with one exception, strictly prohibited. The sole exception being that fueling of boats or watercraft is allowed at Chaudoir’s Dock Park from the lessee’s fuel dispensing facility.

C. Enforcement and Penalties
   1. Forfeiture of not less than $100 for each day of continued violation, plus applicable costs, fees, and surcharges.
   2. Issuance of a citation as set forth in Chapter 35 Door County Code.

D. Non-Exclusivity
   1. The adoption and authorization for use of a citation under this section shall not preclude the governing body from adopting any other ordinance or providing for the enforcement of any other law or ordinance relating to the same or any other matter.
   2. The issuance of a citation under this section shall not preclude the proceeding under any other ordinance or law relating to the same or any other matter.
   3. The proceeding under any other ordinance or law relating to the same or any other matter shall not preclude the issuance of a citation under this section.

This ordinance shall be in full force and effect from and after its enactment and publication.

(Ord. #27-88; 10/25/88) (Ord. 2-93; 1/26/93) (Ord. 18-96; 6/25/96) (Ord. 9-97; 3/25/97)
(Ord. 12-99; 8/24/99) (Ord. 21-00; 12/28/00) (Ord. 2005-12; 3/22/05) (Ord. 2012-08; 2/28/12)
12.06 PORTABLE ICE FISHING SHELTERS

A. Definition
1. “Ice Fishing Shelter” … Shall be construed to include any building, fish shanty, vehicle, tent, or similar enclosure that may be used on the ice for fishing purposes.
2. “Portable” … Capable of being moved or transported.

B. Off Ice Regulations
1. No person shall locate, place or store a portable fishing shelter within a Door County Park, unless the portable fishing shelter is registered and posted as set forth hereinafter.
2. Any person intending to locate, place or store a portable fishing shelter within a Door County Park shall:
   a) file a (completed and executed) application for a portable fishing shelter registration number and permit with the Door County Facilities and Parks Department; and
   b) concurrently pay a thirty-five-dollar ($35.00) application fee for a seasonal portable ice fishing shelter permit.
3. Upon submission of a completed and executed application and payment of the fee, provided there is space available, the Facilities and Parks Department will issue a permit and registration number to the applicant to be used only by the applicant for the applicant's portable fishing shelter.
4. The registration number shall be clearly displayed on the outside of the portable fishing shelter at all times it is located, placed or stored on Door County Park property.
5. All portable ice fishing shelters must be removed from Door County Parks property by March 1 of each year.
6. Any portable ice fishing shelter left after March 1 of each year may be removed and disposed of by Door County. All costs of such removal and disposition shall be paid by the person in whose name the portable ice fishing shelter was registered. Such costs shall be in addition to any forfeitures, costs, fees, and surcharges imposed for failure to timely remove the shelter.

C. Enforcement and Penalties.
1. Forfeiture of not less than one-hundred-dollars ($100.00) for each day of continued violation, plus applicable costs, fees, and surcharges.
2. Issuance of a citation as set forth in Chapter 35 Door County Code.

D. Non-Exclusivity.
1. The adoption and authorization for use of a citation under this section shall not preclude the governing body from adopting any other ordinance or providing for the enforcement of any other law or ordinance relating to the same or any other matter.
2. The issuance of a citation under this section shall not preclude the proceeding under any other ordinance or law relating to the same or any other matter.
3. The proceeding under any other ordinance or law relating to the same or any other matter shall not preclude the issuance of a citation under this section.

(Ord. #2019-12; 10/25/2019)
April 15th 2021

Piney Parks Findings

First location diver went to bottom, diver reported material wasn’t bad but they did replace chains and inspected anchor point. The silt/mud bottom was consistent.

The last chains on first location the bottom was very soft and made locating anchors impossible because of mud depth and consistency of mud itself. Could not find chains or anchor in location.

*Recommend a new anchor block and chains in this area.*

The second location on the ramp the chains are in good condition and no signs of damage, diver extended chain length of the buoy to reach surface. Diver was able to find two anchor for buoys but unable to find the third one. Possibly buried under heavy mud.

Thank you,

Michael Trapp
WHEREAS, The development of residential option(s) for sexually violent persons per §980.08, Wis. Stats. (hereinafter “Project”) has been the subject of myriad resolutions, including Resolution No. 2020-108 (adopted 12-15-2020), and Resolution No. 2021-37 (adopted 04-21-2021); and

WHEREAS, Site evaluation, site selection, project feasibility and design phase services are substantially complete; and

WHEREAS, It is recommended that Door County move forward with the procurement phase and construction phase, and see the Project through to completion.

NOW THEREFORE, BE IT RESOLVED, by the Door County Board of Supervisors that the procurement phase and construction phase of the Project are hereby authorized to proceed.

BE IT FURTHER RESOLVED, by the Door County Board of Supervisors, that the County Administrator or their designee, subject to general oversight of the Facilities & Parks Committee, is authorized to see the Project through to completion.

SUBMITTED BY: FACILITIES & PARKS COMMITTEE

Dan Austad, Chairperson
Alexis Heim Peter
Roy Englebert
Susan Kohout
David Enigl
Nancy Robillard
Ken Fisher

Certification:
I, Jill M. Lau, Clerk of Door County, hereby certify that the above is a true and correct copy of a resolution that was adopted on the 25th day of May, 2021 by the Door County Board of Supervisors.

Jill M. Lau
County Clerk, Door County
April 23, 2021

Ken Pabich
County Administrator
Door County Administrator’s Office
421 Nebraska Street
Sturgeon Bay, WI 54235

Re: Door County Facilities Study
HGA Master Planning Services Proposal

Dear Mr. Pabich:

It was a pleasure meeting and talking with you last week about the opportunity to conduct a facility planning study of several of the great organizations that are located in downtown Sturgeon Bay:

- Door County Historical Museum
- Sturgeon Bay Library
- Miller Art Museum
- Door County’s Archival Storage operation

The goals of the study are to build upon previously completed facility assessments and develop a comprehensive and cohesive long-term vision and plans for their renovation and expansion. The results of this Report will provide important information regarding the master planning concepts and construction cost estimates for each of the proposed facilities conceptual plans.

Project Description and Scope
The project will be divided into the following two primary Phases:

Phase 1: Facility Master Plan Concepts + Cost Model Estimates
Phase 1 Deliverables include the following:
- Summary of Planning Concepts for each of the facilities
- Recommended Facility Plans
- Cost Model Estimates
**Phase 2: Facility Schematic Design Concepts + Budget Estimates**

Phase 2 Deliverables include the following:

- Advancement of Phase 1 Concepts into Schematic Design Documents for each of the five facilities including conceptual floor plans, 3-D form, basic elevations and building sections and rendered views
- Scope of Work Descriptions and Cost Model Estimates for each of the facilities

**Primary Tasks of Basic Services and Expected Deliverables Details.**

HGA will provide the following as basic services:

**Phase 1 Tasks:**

A. Collect and Review the previous Studies (Door County to provide)
B. Preparation, Participation in and Documentation of the Project Kick-Off Meeting that includes all of the Door County leadership and all of the organizations/stakeholder groups
C. Establish and Document the Project Goals and Objectives
D. Preparation, Participation in and Documentation of individual virtual meetings with the 4 individual facility stakeholders to review and understand their needs and any changes that have occurred since the last Study was completed
E. Develop facility master plan conceptual options for each organization/facility
F. Preparation, Participation in and Documentation of individual virtual meetings with the 4 individual facility stakeholders to review strengths and challenges of options and work toward their preferred direction
G. Review Meeting with Leadership Team to discuss outcomes of individual stakeholder meetings / and plan potential next steps
H. Preparation of Budget Models for the facilities preferred conceptual options; budgeting to include projected high-level building systems and infrastructure needs
I. Preparation, Participation in and Documentation of Over-all Combined Facilities Planning Meeting that includes all of the Door County leadership and all of the organizations/stakeholder groups
J. Refine Concepts and Budgets based on Leadership / Stakeholder Meeting
K. Preparation, Participation in and Documentation of individual virtual meetings with the 4 individual facility stakeholders to review Final Concept and Budget for their facility and establish support and refine any last updates to their preferred direction
L. Prepare Final PowerPoint Presentation and Report
M. Preparation, Participation in and Documentation of Final Presentation to County Board and Committees
Phase 2 Tasks:

A. Based on the established direction of the Master Planning efforts for the facilities, HGA will continue to develop each facility to a Schematic Design Level that includes the following basic documentation:
   - conceptual floor plans (highlighting renovation and expansion areas)
   - 3-D form and imagery
   - Basic elevations showing materiality
   - Building section
   - Narrative Specifications including basic infrastructure and systems needs

B. Preparation, Participation in and Documentation of an In-Progress SD Review Meeting that includes all of the Door County leadership and all of the organizations/stakeholder groups

C. Preparation of Schematic Design Cost Estimates for the individual projects

D. Preparation, Participation in and Documentation of a Final SD Review Meeting that includes all of the Door County leadership and all of the organizations/stakeholder groups

E. Final SD Documents in electronic pdf format

HGA Fees.

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<thead>
<tr>
<th>Phase 1 Tasks</th>
<th>Proposed Staff</th>
<th>Proposed Hours</th>
<th>Fee Amount</th>
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<tr>
<td>1A. Collect and Review the previous Studies (Door County to provide)</td>
<td>Jim, Kevin, + support</td>
<td>10</td>
<td>$1,650</td>
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<tr>
<td>1B. Preparation, Participation in and Documentation of the Project Kick-Off Meeting that includes all of the Door County leadership and all of the organizations/stakeholder groups; (1) 1.5 hour meeting</td>
<td>Jim, + support, minor Kevin</td>
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<td>1C. Establish and Document the Project Goals + Objectives</td>
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<tr>
<td>1D Preparation, Participation in and Documentation of individual virtual meetings with the 4 individual facility stakeholders to review, understand their needs and any changes that occurred since the last Study; (4) 1 hour mtgs</td>
<td>Jim, + support, minor Kevin</td>
<td>20</td>
<td>$3,300</td>
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<tr>
<td>1E. Develop facility master plan conceptual options for each organization/facility</td>
<td>Jim, + support, minor Kevin</td>
<td>40</td>
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<tr>
<td>1F. Preparation, Participation in and Documentation of individual virtual meetings with the 4 individual facility stakeholders to review strengths and challenges of options and work toward their preferred direction</td>
<td>Jim, + support, minor Kevin</td>
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<td>$2,475</td>
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</table>
1G. Review Meeting with Leadership, Team to discuss outcomes of individual stakeholder meetings / and plan potential next steps; (1) 1.5 hour meeting

<table>
<thead>
<tr>
<th></th>
<th>Name</th>
<th>Time</th>
<th>Cost</th>
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<tbody>
<tr>
<td>Jim,+ support, minor Kevin</td>
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1H. Preparation of Budget Models for the 4 facilities preferred conceptual options; budgeting to include projected high-level building systems and infrastructure needs as reviewed + documented by HGA MEP team

<table>
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<tr>
<td>Joe T., minor Kevin + Jim, minor HGA MEPs</td>
<td>25</td>
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1I. Preparation, Participation in and Documentation of Over-all Combined Facilities Planning Meeting that includes all of the Door County leadership and all of the organizations/stakeholder groups; (1) 1.5 hour meeting + prep

<table>
<thead>
<tr>
<th></th>
<th>Name</th>
<th>Time</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jim,+ support, minor Kevin</td>
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<td>$2,475</td>
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1J. Refine Concepts and Budgets based on Leadership / Stakeholder Meeting

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<th>Time</th>
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<tbody>
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<td>Joe T., Jim, + support, MEPs, minor Kevin</td>
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<td>$3,300</td>
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1K. Preparation, Participation in and Documentation of individual virtual meetings with the 4 individual facility stakeholders to review Final Concept and Budget for their facility and establish support and refine any last updates to their preferred direction; (4) 1 hour mtgs

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<td>Jim,+ support, minor Kevin</td>
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1L. Prepare Final PowerPoint Presentation and Report

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1M. Preparation, Participation in and Documentation of Final Presentation to County Board and Committees

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<th></th>
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<tbody>
<tr>
<td>Jim,+ support, minor Kevin</td>
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<td>$1,650</td>
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</table>

**Total HGA Fee for Phase 1**

|                        |               | 226          | $37,290 |

**Recommended Contingency (used only with approval of Door County):**

<table>
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<tr>
<th></th>
<th>Name</th>
<th>Time</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jim,+ support, staff as req.</td>
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</table>

**Phase 2 Fees:** Since the exact nature of the renovation, re-use, and potential expansion for each of the facilities will not be determined until the end of Phase 1, we would propose that the fee for Phase 2 Scope be determined after completion of the concepts and scope for each of the buildings.
Expenses such as travel, meals, mileage, printing for meetings or presentations are estimated as to not to exceed cost below. Expenses can be broken out as follows:

- **Printing** $500 (estimated – we will only bill for prints made for the project)
  - Two (2) hard copy sets of the major deliverable packages
  - Miscellaneous printing for on-site meetings
- **Travel/Meals** $2,500
  - Meals + Mileage incurred on 2 project site visits for 2 staff

The following are **not** included, if requested they will be considered reimbursable expenses that are in addition to the Total Project Fee:

- Additional hard copy printed sets of Draft or Final Report Deliverables (above what is noted above)
- Additional in-person or virtual meetings not included in the proposed Task List descriptions

**HGA Team.**

HGA is proposing the following team members for the project:

- Principal/Project Manager: Kevin Allebach
- Master Planner/Concept Design: Jim Shields
- Cost Estimator: Joe Tarlizzo
- Design Support as required
- MEP Engineers as required

**Schedule.**

HGA is proposing the following Scheduling Roadmap to complete the project (Due to Covid-19 many of the meetings will be held virtually):

- The HGA team will begin work the week of April 29, 2021 and complete work in the month of August 2021

**Assumptions.**

HGA has made the following assumptions in preparation of this proposal:

- HGA understands that Door County will provide the previous studies completed on the buildings in this study
- HGA has included only very high-level Mechanical, Electrical, Plumbing engineering conceptual services to define potential major scope and $/SF costs for the proposed renovation/additions
- HGA has NOT anticipated Structural or Civil Engineering support as a part of our services
- HGA has not included AV/Technology Engineering services as a part of project scope
- HGA has not included any abatement or environmental assessments in our scope

We look forward to working with you on the Door County Facilities Study. Please let me know if there are any questions about our proposal.

Sincerely,

Kevin Allebach, Principal
Resolution No. 2021-__

HGA MASTER PLANNING SERVICES
LIBRARY, MUSEUMS & ARCHIVAL STORAGE

TO THE DOOR COUNTY BOARD OF SUPERVISORS:

WHEREAS, A review of the current state of the Door County Library’s (Sturgeon Bay Branch), Miller Art Museum’s, Door County Historical Museum’s, and Door County’s Archival Storage’s services, facilities, staffing and other resources, and structure has taken place over the last few years; and

WHEREAS, While this review included discussions and forecasts of future needs, consensus has not been reached regarding outcomes, direction, or how to get there from here; and

WHEREAS, The suggested next step in the process involves master planning services, to assist in: a) identifying and establishing future goals and objectives; and b) development of practical and concrete strategies (i.e., make decisions as to priorities and allocation of resources necessary) to achieve these goals and objectives; and

WHEREAS, It is recommended that Door County move forward with Phase 1 of the master planning services as set forth in HGA’s April 23, 2021, proposal (attached hereto as Addendum 1, and incorporated herein by reference as if fully set forth);

NOW THEREFORE, BE IT RESOLVED, by the Door County Board of Supervisors that Phase 1 of the master planning services, as set forth in HGA’s April 23, 2021, proposal, is hereby authorized to proceed.

BE IT FURTHER RESOLVED, by the Door County Board of Supervisors, that the County Administrator or their designee, subject to general oversight of the Facilities & Parks Committee, is to oversee Phase 1 of HGA’s master planning services.

SUBMITTED BY: FACILITIES & PARKS COMMITTEE

Dan Austad, Chairperson
Alexis Heim Peter
Roy Englebert
Susan Kohout
David Enigl
Nancy Robillard
Ken Fisher

Certification:
I, Jill M. Lau, Clerk of Door County, hereby certify that the above is a true and correct copy of a resolution that was adopted on the 25th day of May, 2021 by the Door County Board of Supervisors.
THIS AMENDMENT is made and entered into between County of Door

whose address is: 421 Nebraska Street; Sturgeon Bay WI 54235

hereinafter called the Lessor, and the UNITED STATES OF AMERICA, hereinafter called the Government:

WHEREAS, the parties hereto desire to amend the above Lease to extend lease term.

NOW THEREFORE, these parties for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, covenant and agree that the said Lease is amended, effective upon execution by the Government as follows:

1. Effective upon execution by the Government, the lease period of the above described premises will be extended from October 1, 2021 through September 30, 2024.

2. Effective October 1, 2021, the Government will pay the Lessor annual rent of $6,359.22 payable at the rate of $529.93 per month (representing $7.21* per square foot for 882 net rentable square feet of office space) in arrears. (*Rates may be rounded.)

3. The Lessor must have an active/updated registration in the System for Award Management (SAM) System (https://www.sam.gov) upon receipt of this lease Amendment. The Government will not process rent payments to Lessors without an active/updated SAM Registration.

(Continued on next page...)

This Lease Amendment contains 2 pages.

All other terms and conditions of the lease shall remain in force and effect.

IN WITNESS WHEREOF, the parties subscribed their names as of the below date.

FOR THE LESSOR: FOR THE GOVERNMENT:

Signature: ___________________________ Signature: ___________________________
Name: ______________________________ Name: ___________________________
Title: ______________________________ Title: Lease Contracting Officer, USDA
Entity Name: _________________________ Date: ___________________________

WITNESSED FOR THE LESSOR BY:

Signature: ___________________________
Name: ______________________________
Title: ______________________________
Date: ______________________________
(Amendment continued...) ...parties covenant and agree that the said Lease is amended as follows:

4. Janitorial requirements now include the following:

   **Cleaning and Disinfecting requirements.** The Lessor shall routinely wipe down all solid, high contact surfaces in common and high traffic areas using soap and water, followed by a disinfectant from the EPA-registered list of products. Cleaning staff shall use products in accordance with directions provided by the manufacturer, including the use of personal protective equipment (PPE), if applicable. Disinfection application and products should be chosen so as to not damage interior finishes or furnishings.

   “Routinely,” for purposes of this section, is defined as no less than once daily. More frequent cleaning and disinfection may be required based on level of use.

   **Examples of common and high traffic areas include, but are not limited to,** handrails, door knobs, key card scan pads, light switches, countertops, table tops, water faucets and handles, elevator buttons, sinks, toilets and control handles, restroom stall handles, toilet paper and other paper dispensers, door handles and push plates, water cooler and drinking fountain controls. Disinfected surfaces should be allowed to air dry.
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<tr>
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<th>Invoice Description</th>
<th>Status</th>
<th>Invoice Date</th>
<th>Due Date</th>
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<td>Refund-didn't want Cty boat launch, wanted City of Sturgeon Bay</td>
<td>Batch Date 04/06/2021</td>
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## Accounts Payable Invoice Report

**G/L Date Range:** 04/06/21 - 05/03/21

**Report By Department - Batch - Vendor - Invoice Summary Listing**

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### Accounts Payable Invoice Report

**G/L Date Range:** 04/06/21 - 05/03/21

**Report By Department - Batch - Vendor - Invoice Summary Listing**

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<td>4/6/21 Labels and copy paper, printer ink</td>
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<td>4720 JD tire-front right, 4 - 17&quot; tire changes</td>
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Run by Denise Denil on 05/05/2021 02:21:02 PM
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<th>Vendor</th>
<th>Status</th>
<th>Hold Reason</th>
<th>Invoice Date</th>
<th>Due Date</th>
<th>G/L Date</th>
<th>Received Date</th>
<th>Payment Date</th>
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<td>2784 - VIKING ELECTRIC SUPPLY</td>
<td>S004612187.001 Lights for Pinney Park parking lot</td>
<td>2784 - VIKING ELECTRIC SUPPLY</td>
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<td>39595 - ZARNOTH BRUSH WORKS INC</td>
<td>0184537-IN Kubota tractor brush</td>
<td>39595 - ZARNOTH BRUSH WORKS INC</td>
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