

RESOLUTION NO.: 164—2013-14

TO THE HONORABLE, THE OUTAGAMIE COUNTY BOARD OF SUPERVISORS

LADIES AND GENTLEMEN:

MAJORITY

1 Outagamie County departments have voiced needs for additional space for offices and
2 programs and many of these needs appear to be competing for the same potential spaces.
3 Resolution 129-2012-13 authorized the formation of the Space Needs Study Ad Hoc
4 Committee to identify and address current and future space needs. The committee
5 reviewed professional study recommendations made in 1999, 2000, 2003, 2004 and 2010.
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7 In addition to the request for needs, discussions have been initiated regarding the
8 downtown campus of the County and the outlying areas of County owned lands and the
9 potential uses and requirements of all locations. The Space Needs Study Ad Hoc
10 Committee recommends that the Sheriff's Administration be moved to the Brewster
11 Street location as the first step in making all the remaining actions take place.
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13 The committee further recommends that a consultant be retained to confirm the
14 recommendation of the committee's first step. Upon completion of step one the
15 consultant will provide a recommendation regarding the utilization of the vacated space
16 as well as recommendations for space needs that have been identified up to the year 2030.
17 To assist in determining the options available and the associated costs, it is desirous to
18 initiate a complete downtown campus space needs study, issue RFQ's for the hiring of a
19 consultant to complete said study, and review and discuss the study findings so that the
20 Outagamie County Board can make an informed decision on the future direction for
21 Outagamie County.
22

23 NOW, THEREFORE, the undersigned members of the Property, Airport, Recreation, and
24 Economic Development Committee recommends adoption of the following resolution.

25 BE IT RESOLVED, that the Outagamie County Board of Supervisors does support and authorize
26 the relocation of the Sheriff's Department Administration to the Brewster Street site, and

27 BE IT FURTHER RESOLVED, upon completion of step one the consultant will complete a
28 space needs study for all downtown campus offices and programs, and

29 BE IT STILL FURTHER RESOLVED, that with passage of this resolution, the County is
30 authorized to prepare and disseminate request for qualifications, review the responses, and engage a
31 consultant all of which shall be reviewed by a Space Needs Study Committee as an oversight committee

1 comprised of supervisors and administrative personnel, which shall also be responsible for the study
2 throughout its progression, and

3 BE IT FINALLY RESOLVED, that the Outagamie County Clerk be directed to forward a copy
4 of this resolution to the Outagamie County Executive’s Office, the Legislative Services Office and the
5 Outagamie County Sheriff.

6 Dated this ____ day of March, 2014

7 Respectfully Submitted,
8 PROPERTY, AIRPORT, RECREATION &
9 ECONOMIC DEVELOPMENT COMMITTEE

10 _____
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14 Dean Culbertson

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18 _____
19 Tanya Rabec

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21 Travis Thyssen

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25 Duly and officially adopted by the County Board on: _____

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27 Signed: _____
28 Board Chairperson County Clerk

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30 Approved: _____ Vetoed: _____

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32 Signed: _____
33 County Executive

A BRIEF HISTORY OF THE RECOMMENDATION TO RELOCATE THE SHERIFF'S DEPARTMENT ADMINISTRATION

July 19, 1999 – Miller Wagner Coenen McMahan - \$12,000 – Building Evaluation and Study

Aug. 6, 1999 - Administrative Study – **Health Care Facility Study for Proposed 300 Bed Huber Facility**

Dec. 10, 1999 - Sheriff and the Finance Director report – **Huber Law Facility Analysis**

By the year 2000, the county had identified critical space needs issues with Huber Law, the Courts, the District Attorney's office and the Health & Human Services

2000 – Miller Wagner Coenen McMahan - \$4,053.68 - Office Space Needs Assessment – October 10, 2000

This report investigated interdepartmental relationships and indicates Sheriff Admin. could relocate without significantly impacting their effectiveness

Res. 161-1999-2000 – Authorize employment of an architectural/engineering firm to cost out a conceptual design of a new Huber Law Facility/Sheriff Admin. to be located on the Brewster Street site – March 2000

2000 – Venture Architect - \$27,553 - Concept Design and Cost Estimate, Outagamie County Work Release Facility, 350 Beds Expandable to 700 Beds – September 27, 2000

2001 Space Needs Committee recommend that a new 350 bed Huber Law facility be built at W. Brewster St. site and that the Sheriff's Dept. Admin. be incorporated into the new Huber Facility at the W. Brewster St. site

Res. 64-2001-2002 – Recommends the construction of a 350 bed Huber Law/ Sheriff Admin. facility at W. Brewster St. Other groups in the Justice Center needs can be addressed by the vacated space – August 2001

2003 – Zimmerman Design Group – Up to \$15,000 - City-County Law Enforcement Facilities, Outagamie County, City of Appleton – September 30, 2003

Res.184-2003-04 – Auth. hiring consultant to determine feasibility and costs of using Wells-Fargo and Bay Title properties for parking/space needs requirement and to use the study results to compare with the option of joining in the City of Appleton in its plan to expand the Police Department building – March 2004

Res. 29-2004-05 – Appointed exploration team consisting of County Exec., the Sheriff, the Finance Director, Director of Facilities and Land Use to meet with the City of Appleton and report back to the County Board by September 30, 2004 regarding the shared law enforcement facility.

2010 - McMahan Engineers - \$23,5000

2013-McMahan Engineers- \$6,400

System Upgrade for Admin Bldg

Outagamie County Parking Study

2010 Memo of Understanding from Gary Whipp “Moving the Sheriff to new location is the first step in making all the remaining actions take place.”

Mr. Whipp refers to 2012 CIP 10-23 which moves the Sheriff's Administration and the Emergency Operations Center to a newly constructed or remodeled facility and to CIP 10-19 which remodels the vacated area.