

178th BOARD YEAR

LEGISLATIVE ITEMS RECEIVED FOR COMMITTEE REFERRAL

File No.	Rec/Ref:	To:	Title
178-O-042	09/05/23 09/05/23	LU FI	ORD: Authorize The Waukesha County Department Of Parks And Land Use To Accept Cash Donation From The Friends Of Retzer Nature Center And Modify The Department's 2023 Budget To Appropriate Expenditures
178-O-043	09/05/23 09/05/23	LU	ORD: Authorize Application For And Acceptance Of County Conservation Grant For Okauchee Lake, Pewaukee Lake, Oconomowoc And Fox River System Watersheds 2024 Muskellunge Stocking
178-O-044	09/05/23 09/05/23	LU	ORD: Amend The Town Of Ottawa District Zoning Map Of The Waukesha County Zoning Code For The Town Of Ottawa By Rezoning Certain Lands Located In Part Of The NW ¼ And SW ¼ Of Section 18, T6N, R17E, Town Of Ottawa, From The FLP Farmland Preservation District To The R-1 Residential District (RZ122)
178-O-045	09/06/23 09/06/23	LU FI	ORD: Authorize Department Of Parks And Land Use To Apply For And Accept Grant Funding From The State Of Wisconsin Department Of Transportation's Federal Transportation Alternative Grant Program For The New Berlin Trail Rehabilitation Project.
178-O-046	09/06/23 09/06/23	LU	ORD: Adopt The Waukesha County Shoreland Protection Ordinance Violation Forfeiture Schedule (RZ129)
178-O-047	09/06/23 09/06/23	LU	ORD: Adopt The Waukesha County Floodland Protection Ordinance Violation Forfeiture Schedule (RZ130)
178-O-048	09/05/23 09/05/23	PW	ORD: Laying Out, Relocation and Improvement Of County Trunk Highway YY (Pilgrim Road) 250 Feet South Of Fieldstone Drive To Canadian Pacific Railroad. Project I.D. 18-2782(16)
178-R-003	09/05/23 09/05/23	EX	RES: Adopt Five Year Capital Plan
178-O-049	09/01/23 09/05/23	EX	ORD: Amend Chapter 4 of the County Code of Ordinances Regarding Operating Procedures And Rules Related To Nominations and Elections At The Board's Organizational Meeting
178-A-039	09/05/23 09/05/23	EX	APPT: Abby Lorenz Re-appointed to the Waukesha County Airport Operations Commission as the Waukesha County representative.
178-A-040	09/05/23 09/05/23	EX	APPT: Curtis Podd Appointment to serve on the Waukesha County Board of Adjustment as a Waukesha County Representative.
178-O-050	09/06/23 09/06/23	HR FI EX	ORD: Modify the 2023 Waukesha County Budget and Approve Modifications to Compensation and Benefit Structures for Non-Represented Employees

1 AUTHORIZE THE WAUKESHA COUNTY DEPARTMENT OF PARKS AND LAND USE
2 TO ACCEPT CASH DONATION FROM THE FRIENDS OF RETZER NATURE CENTER
3 AND MODIFY THE DEPARTMENT'S 2023 BUDGET TO APPROPRIATE
4 EXPENDITURES
5
6

7 WHEREAS, the Waukesha County Department of Parks and Land Use offers educational
8 outreach programs to strengthen Waukesha County residents, youth, families, businesses, and
9 communities by developing partnerships with community organizations; and
10

11 WHEREAS, education is provided to protect the environment, assist communities with growth
12 and change, increase access to environmental education and educational resources, and provide
13 safe and suitable learning environments for the community and its citizens; and
14

15 WHEREAS, the Waukesha County Department of Parks and Land Use has developed a concept
16 plan to improve the storage, seating, workspace, and presentation capabilities of the Citizen
17 Science Learning Lab at Retzer Nature Center (the "Project"); and
18

19 WHEREAS, the Friends of Retzer Nature Center wishes to donate \$30,000 to the Waukesha
20 County Department of Parks and Land Use in 2023 for the Project; and
21

22 WHEREAS, the cash donation of \$30,000 will be paid to the Waukesha County Department of
23 Parks and Land Use on a reimbursement basis for actual Project expenditures; and
24

25 WHEREAS the Waukesha County Department of Parks and Land Use will purchase laboratory
26 furniture, materials for storage, as well as make facility improvements within the Citizen Science
27 Learning Lab; and
28

29 THE COUNTY BOARD OF SUPERVISORS OF THE COUNTY OF WAUKESHA ORDAINS
30 that the Waukesha County Department of Parks and Land Use is authorized to accept the
31 \$30,000 cash donation for improvements to the Citizen Science Learning Lab at Retzer Nature
32 Center.
33

34 BE IT FURTHER ORDAINED that the Director of Waukesha County Department of Parks and
35 Land Use, or his designee, is authorized to submit reimbursement claims along with necessary
36 supporting documentation to the Friends of Retzer Nature Center.
37

38 BE IT FURTHER ORDAINED that the 2023 Waukesha County Department of Parks and Land
39 Use budget be modified by increasing operating expenses by \$30,000 and other revenues by
40 \$30,000.

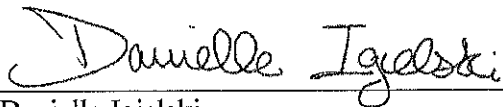
FISCAL NOTE

AUTHORIZE THE WAUKESHA COUNTY DEPARTMENT OF PARKS AND LAND USE
TO ACCEPT CASH DONATION FROM THE FRIENDS OF RETZER NATURE CENTER
AND MODIFY THE DEPARTMENT'S 2023 BUDGET TO APPROPRIATE
EXPENDITURES

This ordinance authorizes the Waukesha County Department of Parks and Land Use to accept donations totaling \$30,000 from the Friends of Retzer Nature Center and to appropriate \$30,000 of operating expenses for improvements to the Citizen Science Learning Lab at the Retzer Nature Center. This ordinance allows for the first phase of the effort to enhance the Citizen Science Learning Lab to begin in 2023. The donations will be used to fund items such as mobile workstations, a movable demonstration cart, extra chairs and a chair storage cart.

An additional \$20,000 worth of expenses funded with donations to continue this effort will be included the Departments 2024 budget request.

The ordinance results in no direct tax levy impact.



Danielle Igielski
Accounting Services Manager
9/1/2023
JE 2023-00009519

1 AUTHORIZE APPLICATION FOR AND ACCEPTANCE OF COUNTY CONSERVATION
2 GRANT FOR OKAUCHEE LAKE, PEWAUKEE LAKE, OCONOMOWOC AND FOX RIVER
3 SYSTEM WATERSHEDS 2024 MUSKELLUNGE STOCKING
4

5 WHEREAS, the Wisconsin Department of Natural Resources (WDNR) has grant funding
6 available through the County Conservation Aids Program for the coordination of fish and game
7 projects under § 23.09(12), Wis. Stats; and
8

9 WHEREAS, Waukesha County has entered into an agreement with The Muskellunge Club of
10 Wisconsin (MCW) to stock fingerlings into Okauchee Lake, Pewaukee Lake and the
11 Oconomowoc and Fox River system watersheds, which is contingent upon the Board
12 authorizing application and acceptance of grant funding; and
13

14 WHEREAS, the MCW has an amount in its budget sufficient to satisfy and has agreed to pay all
15 required matching funds; and
16

17 WHEREAS, the State of Wisconsin requires County application and management of County
18 Conservation Fund projects; and
19

20 WHEREAS, the proposed project will benefit the entire Oconomowoc and Fox River watersheds
21 by helping to maintain a diverse and healthy gamefish population and improving water quality
22 through bio-manipulation; and
23

24 WHEREAS, the grant funds have been included in the Department of Parks of Land Use 2024
25 budget.
26

27 THE COUNTY BOARD OF SUPERVISORS OF THE COUNTY OF WAUKESHA ORDAINS that
28 the Waukesha County Department of Parks and Land Use, through its Director or his designee,
29 is authorized to apply for and accept awarded WDNR County Conservation grant funding
30 available for the stocking of Muskellunge fingerlings into Okauchee Lake, Pewaukee Lake, the
31 Oconomowoc and Fox River system watersheds.
32

33 BE IT FURTHER ORDAINED that the Waukesha County Department of Parks and Land Use
34 will submit to the WDNR reimbursement claims along with necessary supporting documentation
35 within one year of the project end date.

Exhibit A
The Muskellunge Club of Wisconsin Agreement



Waukesha County
Department of Parks and Land Use

Agreement

This Agreement is entered into this ___ day of _____, 2023 between and among Waukesha County (the "County"), a Wisconsin quasi-municipal corporation and The Muskellunge Club of Wisconsin, a Wisconsin nonstock corporation for the purpose of accepting State of Wisconsin County Conservation Funds to allow for the 2024 stocking of Muskellunge fingerlings into Okauchee Lake, Pewaukee Lake, Oconomowoc and Fox River system watersheds ("the Project") and define the Parties' obligations with respect to the Project.

WHEREAS, The Muskellunge Club of Wisconsin is formed to improve muskellunge fishing on County lakes; and

WHEREAS, The Muskellunge Club of Wisconsin desires to add up to 500 (or more dependent on funding) large fingerling and/or yearling muskellunge into the waters of Okauchee Lake, Pewaukee Lake, Oconomowoc and Fox River system watersheds through the Project in 2024; and

WHEREAS, The Muskellunge Club of Wisconsin requests State of Wisconsin County Conservation Grant Funding for its Project; and

WHEREAS, County Conservation Grant Funding must be applied for and managed by Waukesha County pursuant to Wisconsin State Statute § 23.09(12); and

WHEREAS, The Muskellunge Club of Wisconsin agrees to fully assist the County with the application and all reimbursement of financial aid documentation necessary for the Project; and

WHEREAS, The Muskellunge Club of Wisconsin agrees to pay all required matching funds towards the actual cost of the Project; and

WHEREAS, this Project will provide fishermen with future trophy fishing opportunities and help improve water quality.

NOW, THEREFORE, The Muskellunge Club of Wisconsin and the County mutually agree to the following provisions to effectuate the above intentions:

- 1) The term of this Agreement will be September 1, 2023, through September 1, 2024.
- 2) The Muskellunge Club of Wisconsin shall:

- a. Annually by August 1, the Muskellunge Club of Wisconsin will provide the County with Project information regarding stocking totals, dates, project costs and specific locations for Okauchee Lake, Pewaukee Lake, Oconomowoc and Fox River system watersheds muskellunge stocking for purposes of completing the following year application for County Conservation Grants.
 - b. Agree that grant funds received pursuant to this Agreement shall be solely devoted to the Project. The Muskellunge Club of Wisconsin hereby shall complete the Project in the calendar year 2024 and shall obtain any required permits from the WDNR and all other applicable permits required for the Project.
 - c. Manage the muskellunge stocking assuring compliance with all WDNR grant requirements and will assume all future maintenance of the Project.
 - d. Provide timely payment for all required matching funds toward the Project that the County becomes obligated to contribute toward the Project pursuant to Wisconsin Statute Section 23.09(12)(c). The County shall have no financial obligation whatsoever toward the Project.
 - e. Submit to the County all reimbursement requests and information, via email, within one month of project completion including:
 - i. Cancelled checks for all reimbursable project costs
 - ii. Receipts to accompany cancelled checks for all reimbursable costs
 - iii. Fish health certification
 - iv. Permits
 - v. All other project documents requested or relevant
- 3) The County shall:
- a. Annually by Oct. 1, upon receipt of all necessary and required information from The Muskellunge Club of Wisconsin, County will apply to the State of Wisconsin Department of Natural Resources ("WDNR") for a County Conservation Grant for financial aid for the Project.
 - b. Notify The Muskellunge Club of Wisconsin of the financial aid amount if and when a grant is approved by WDNR.
 - c. Process Muskellunge Club of Wisconsin reimbursement requests within 6 months of project completion and receipt of required information from the Muskellunge Club of Wisconsin.
 - d. Submit reimbursement request to the WDNR using grant form 8700-001.
- 4) Throughout the term of this Agreement, The Muskellunge Club of Wisconsin shall carry liability insurance for claims which may occur in carrying out this Agreement, name the County as additional insured on the insurance policies, and provide the County with a certificate of insurance evidencing the required insurance.
- 5) County shall not be held liable for and The Muskellunge Club of Wisconsin hereby releases, waives and discharges County, its boards, commissions, officers, agents, and employees from any and all liability to The Muskellunge Club of Wisconsin for any and all loss, injury or damage, and any claim for damages resulting therefrom, whether known or unknown, past, present or future, on account of any injury, loss, or damage to property suffered by The Muskellunge Club of Wisconsin, their agents, employees, volunteers, contractors or any third-party, whether caused by the act, error, or omission of the County, arising from or in any way related to performance under the terms of this Agreement. The Muskellunge Club of Wisconsin agree to agrees to indemnify, hold harmless, and defend the County, its boards, commissions, officers, agents, and employees from any and all liability including claims, demands, damages, actions or causes of action together with any and all losses, costs, or expenses, including attorney

fees, where such liability is founded upon or grows out of the acts, errors, or omissions of The Muskellunge Club of Wisconsin, its employees, agents or subcontractors.

- 6) Any lawsuits related to or arising out of disputes under this Agreement shall be commenced and tried in the Circuit Court of Waukesha County, Wisconsin and the County and the Muskellunge Club of Wisconsin shall submit to the jurisdiction of the Circuit Court for such lawsuits. This Agreement and any disputes arising under it shall be governed by the laws of the State of Wisconsin.
- 7) If, through any cause, The Muskellunge Club of Wisconsin fails to fulfill in a timely and proper manner its obligations under this Agreement, or if it violates the covenants, agreements or stipulations of this Agreement, the County shall have the right to terminate this Agreement by giving written notice to The Muskellunge Club of Wisconsin of such termination. The written notice shall be provided to The Muskellunge Club of Wisconsin at least five (5) days before the effective date of such termination. County may permit The Muskellunge Club of Wisconsin a reasonable amount of time to cure a breach of the terms of this Agreement if the breach is amenable to a cure. COUNTY shall not unreasonably withhold such permission.
Notwithstanding the above, The Muskellunge Club of Wisconsin shall not be relieved of liability to the County for damages sustained by the County by virtue of any breach of this Agreement by The Muskellunge Club of Wisconsin. In the event of such termination, The Muskellunge Club of Wisconsin agrees to immediately repay any grant funds which are unused and/or used for a purpose otherwise specified in this Agreement.
- 8) In the event of any violation or breach of this Agreement by The Muskellunge Club of Wisconsin, misuses or misapplication of funds derived from this Agreement by The Muskellunge Club of Wisconsin, any of its officers, directors, agents or representatives, The Muskellunge Club of Wisconsin, to the extent permitted by law, agrees to indemnify and hold harmless the County from any requirement to repay grant funds previously received by The Muskellunge Club of Wisconsin for the Project, including any penalties, expenses, including attorney fees, resulting from such action or omission by The Muskellunge Club of Wisconsin.
- 9) The Muskellunge Club of Wisconsin shall not assume or construe the County's application for funding of this Project to obligate the County to apply for additional or future grant funds on behalf of The Muskellunge Club of Wisconsin to undertake the Project in subsequent years.
- 10) Any lawsuits related to or arising out of disputes under this Agreement shall be commenced and tried in the Circuit Court of Waukesha County, Wisconsin and the County and The Muskellunge Club of Wisconsin shall submit to the jurisdiction of the Circuit Court for such lawsuits. This Agreement and any disputes arising under it shall be governed by the laws of the State of Wisconsin.
- 11) Any and all obligations under this Agreement are conditioned upon the Waukesha County Board of Supervisors (the "Board") authorizing application for and acceptance of State of Wisconsin Department of Natural Resources County Conservation Grant financial aid for the Project. The failure of the Board to so act shall render this Agreement null and void.
- 12) NOTICES: Any and all notices shall be in writing and deemed served upon depositing same with the United States Postal Service as "Certified Mail, Return Receipt Requested", addressed to the

The Muskellunge Club of Wisconsin:

Name: _____

Address: _____

Title: _____

Email: _____

Cell Phone: _____

Waukesha County:

Name: _____

Address: _____

Title: _____

Email: _____

Cell Phone: _____

Signatures Follow

The forgoing conditions are accepted by The Muskellunge Club of Wisconsin this

_____ day of _____, 2023.

The Muskellunge Club of Wisconsin

Signature

Printed Name

Title

The forgoing conditions are accepted by The Muskellunge Club of Wisconsin this

_____ day of _____, 2023.

Waukesha County

By: _____

Dale R. Shaver, Director
Department of Parks and Land Use

Exhibit B State Grant Application Draft

Clear Data Print Save... Submit by Email

State of Wisconsin
Department of Natural Resources
dnr.wi.gov

County Conservation Aids Application and Grant Agreement Form 8700-045A (R 06/22)

Notice: Complete this form to request County Conservation Aids (CCA) under s. 23.09(12), Wis. Stats., for development of habitat on County Forests and for County Fish and Game projects. Collection of this information is authorized under ss. 23.09(11), 23.09(26), 350.12(4), 23.33, and 30.92, Wis. Stats., and chs. NR 7, NR 50, NR 51, and NR 84, Wis. Admin. Code. Personally identifiable information collected will be used for program administration and may be provided to requesters to the extent required by Wisconsin's Public Records law [ss. 19.31-19.39, Wis. Stats.].
See Guidelines Booklet (<https://dnr.wisconsin.gov/aid/CountyConservation.html>) for instructions on how to fill out this form!

Section 1. Required Applicant Data

Applicant Name

Waukesha County Department of Parks and Land Use

Address 515 W. Moreland Blvd	City Waukesha	State WI	ZIP Code 53188
Authorized Representative Name Tori Staab	Title Park Program Specialist		
Contact Phone Number (262) 896-8074	Contact Email tstaab@waukeshacounty.gov		
County Waukesha County	Wisconsin Tribe Name		

Section 2. Project Title, Category, Description and Location

Project Title Stocking of Muskellunge fingerlings in Pewaukee Lake, Okauchee, Lac La Belle, and Fox River

Click on the drop-down box to select the project(s) that apply.

Project Category	Fisheries	Wildlife
Add	Stocking	The placement of fish or wildlife into their natural environment to improve population numbers.
Add	fish stocking	
	(Latitude DD / Longitude DD)	(Latitude DD / Longitude DD)

Section 3. Proposed Budget

<p>1. Do you acknowledge that the CCA Program will reimburse 50% of eligible project costs up to the maximum amount provided by this grant? (Must select Yes to Enter Estimated Total Project Cost) <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>2. Would you like to request additional CCA grant funding, if available, to bring your total request up to 50% of eligible total project costs? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>3. Would you like to request additional CCA grant funding, if available, for a total request of less than 50% of eligible total project costs? (Enter amount in Additional Request box) <input type="radio"/> Yes <input checked="" type="radio"/> No</p> <p>4. Will the project occur on DNR land? <input type="radio"/> Yes <input checked="" type="radio"/> No</p> <p>5. Have you contacted Appropriate DNR staff regarding any potential permits needed for your project? Attach Supporting Documentation <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>6. Resolution is attached (May use Grant Project Resolution Form (8700-388)) <input checked="" type="radio"/> Yes <input type="radio"/> No (Resolutions are good for up to 5 years as long as the resolution would cover the project that is being applied for.)</p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>Estimated Total Project Cost</td> <td>\$10,200.00</td> </tr> <tr> <td>Annual Allocation</td> <td>\$1,537.00</td> </tr> <tr> <td>50% of Est. Total Project Cost</td> <td>\$5,100.00</td> </tr> <tr> <td>Additional Request if available (to bring total up to 50%)</td> <td>\$3,563.00</td> </tr> <tr> <td>Additional Request if available (for a total request of <50%)</td> <td></td> </tr> <tr> <td>Total Grant Award Requested</td> <td>\$5,100.00</td> </tr> <tr> <td>Estimated Grantee Match</td> <td>\$5,100.00</td> </tr> <tr> <td colspan="2" style="text-align: center;">DNR Use Only</td> </tr> <tr> <td>Total DNR Cost Share</td> <td></td> </tr> <tr> <td>Total Sponsor Cost Share</td> <td></td> </tr> </table>	Estimated Total Project Cost	\$10,200.00	Annual Allocation	\$1,537.00	50% of Est. Total Project Cost	\$5,100.00	Additional Request if available (to bring total up to 50%)	\$3,563.00	Additional Request if available (for a total request of <50%)		Total Grant Award Requested	\$5,100.00	Estimated Grantee Match	\$5,100.00	DNR Use Only		Total DNR Cost Share		Total Sponsor Cost Share	
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Estimated Grantee Match	\$5,100.00																				
DNR Use Only																					
Total DNR Cost Share																					
Total Sponsor Cost Share																					

Certification

By submitting this form electronically, I certify that, to the best of my knowledge, the information provided is true and that I represent, both personally and as agent for the Applicant, that I am authorized to execute this agreement and bind the Applicant, either by a duly adopted resolution or otherwise. By signing, I also request a variance to s. NR 50.14(3)(b), Wis. Adm. Code that would allow any unused funds under this grant program to be available beginning on October 1st.

NOTE: Please type your name on the signature line. The email message generated from electronic submittal of this form will be used as an electronic signature.

Signature of Authorized Representative

Date Signed

1 AMEND THE TOWN OF OTTAWA DISTRICT ZONING MAP OF THE WAUKESHA
2 COUNTY ZONING CODE FOR THE TOWN OF OTTAWA BY REZONING CERTAIN
3 LANDS LOCATED IN PART OF THE NW ¼ AND SW ¼ OF SECTION 18, T6N, R17E,
4 TOWN OF OTTAWA, FROM THE FLP FARMLAND PRESERVATION DISTRICT TO THE
5 R-1 RESIDENTIAL DISTRICT
6 (RZ122)
7

8 WHEREAS, after proper notice was given, a public hearing was held and the subject matter of
9 this Ordinance was approved by the Town of Ottawa on August 7, 2023; and
10

11 WHEREAS, the matter was referred to and considered by the Waukesha County Park and
12 Planning Commission, which recommended approval and reported that recommendation to the
13 Land Use, Parks and Environment Committee and the Waukesha County Board of Supervisors,
14 as required by Section 59.69, Wis. Stats.
15

16 THE COUNTY BOARD OF SUPERVISORS OF THE COUNTY OF WAUKESHA ORDAINS
17 that the Town of Ottawa District Zoning Map of the Waukesha County Zoning Code, Waukesha
18 County, Wisconsin, adopted by the Waukesha County Board of Supervisors, on February 26,
19 1959, is hereby amended to rezone certain lands located in part of the NW ¼ and SW ¼ of
20 Section 18, T6N, R17E, Town of Ottawa, from the FLP Farmland Preservation District to the R-
21 1 Residential District, and more specifically described in the “Staff Report and
22 Recommendation” and map on file in the office of the Waukesha County Department of Parks
23 and Land Use and made a part of this Ordinance by reference RZ122.
24

25 BE IT FURTHER ORDAINED that the Waukesha County Clerk shall file a certified copy of
26 this Ordinance with the Town Clerk of Ottawa.
27

28 BE IT FURTHER ORDAINED that this Ordinance shall be in full force and effect upon passage,
29 approval and publication.

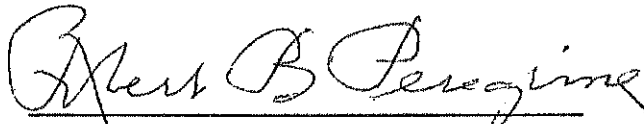
COMMISSION ACTION


The Waukesha County Park and Planning Commission after giving consideration to the subject matter of the Ordinance to amend the Waukesha County Zoning Code hereby recommends **approval** of **RZ122 (Pape)** in accordance with the attached "Staff Report and Recommendation".


PARK AND PLANNING COMMISSION

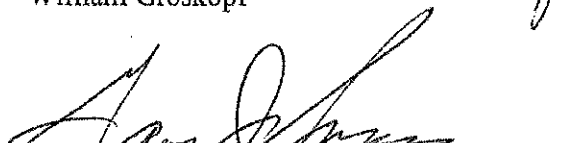
August 17, 2023


James Siepmann, Chairperson


Robert Peregrine


Richard Morris


William Groskopf


Gary Szpara

WAUKESHA COUNTY DEPARTMENT OF PARKS AND LAND USE
STAFF REPORT AND RECOMMENDATION
ZONING MAP AMENDMENT

DATE: August 17, 2023

FILE NO.: RZ122

OWNER/PETITIONER: Dan and June Pape
W395 S3611 Hardscrabble Road
Dousman, WI 53118

TAX KEY NO.: OTWT 1654.999.003

LOCATION:
Lot 3, CSM 9317, Volume 84, Page 274, part of the NW1/4 and SW1/4 of Section 18, T6N, R17E, Town of Ottawa. More specifically, the property is located at the Hardscrabble Road address cited above, containing approximately 76 acres.

EXISTING USE(S):
Single family residence with an attached garage and three accessory buildings, one of which may be used to store commercial vehicles and equipment. A small amount of acreage is also farmed, and approximately 55 acres is wooded and/or undeveloped.

REQUESTED USE:
Rezone a portion of the property in order to divide a 1.2 acre parcel for a family member to construct a new single family residence.

EXISTING ZONING DISTRICT CLASSIFICATION(S):
FLP Farmland Preservation District under the Waukesha County Zoning Code which requires a minimum lot size of 35 acres.

PROPOSED ZONING DISTRICT CLASSIFICATION(S):
R-1 Residential District which requires a minimum lot size of one acre and a minimum average width of 150 feet.

SOIL TYPES:
The proposed land division contains soils that are well drained and are prime agricultural soils of statewide significance.

CONFORMANCE WITH THE WAUKESHA COUNTY COMPREHENSIVE DEVELOPMENT PLAN (WCCDP) AND THE TOWN OF OTTAWA COMPREHENSIVE DEVELOPMENT PLAN (CDP):
The Town CDP designates the land to be divided as Prime Agricultural (35+ acres/dwelling unit). The County's CDP is similar, except the ag category is Farmland Preservation. The proposed zoning change complies with both the Town and County CDP's as the FLP District allows for rezoning of parcels between one and three acres in size (minimum average width of 150 feet) to the R-1 category.

PUBLIC HEARING DATE: August 7, 2023

PUBLIC COMMENT:

Three persons spoke in favor of the request. The petitioner noted no one wants to farm this area of his property anymore as it is too small.

TOWN PLAN COMMISSION ACTION:

On August 7, 2023, the Town of Ottawa Plan Commission unanimously recommended approval of the zoning amendment request to the Waukesha County Park and Planning Commission subject to the Town Planner's report and recommendation.

STAFF ANALYSIS:

The parent parcel is located on the north side of Hardscrabble Road (66' ROW), approximately 2,850 feet east of the county line and where CTH Z turns to the south (refer to Exhibit A). The parent parcel contains wetland, floodplain, ditches and streams, PEC, hydric and prime ag soils as well as soils of statewide significance.

In order to divide the 1.2 acre lot from the parent parcel as proposed (refer to rezone map), the rezone request is required in accordance with the County Zoning Code-FLP District. If the proposed zoning change is approved, the new parcel would be approximately 160 feet in width and used for single family residential purposes. The proposed parcel is located adjacent to Hardscrabble Road where other residences are clustered on small acreage, and on lands that are no longer cultivated, all of which complies with the siting standards for new residences on new lots as outlined in the FLP District. The remnant parcel would be 75.2 acres in size and contain the existing single family residence, attached garage, and three accessory buildings.

Since this is a farmland preservation zoned parcel, density credits are tracked. This parcel has one credit remaining and if the rezone is approved and the land division is recorded, no density credits will remain. The proposed land division will require a Driveway and Access Agreement to be drafted and reviewed and approved by the Town Planner and the Waukesha County Planning and Zoning Division as part of the CSM review process. The Town of Ottawa and the County Park and Planning Commission will also need to consider a lot not abutting a public road (flag lot) and a remnant parcel waiver as part of the CSM review process.

The larger parcel is surrounded by PEC to the west, north, and northeast, FLC and FLP to the southwest, Other Open Lands to be Preserved and PEC to the east, and Rural Density and Other Agricultural Land (County)/Agricultural 10 Acre Density (Town) to the southeast. The adjacent zoning districts are C-1 Overlay (DFA to the north and east; wetlands to west, north and east); EC Overlay to the west, north and east; HG High Groundwater to the west, north and east; FLC and FLP to the southwest; AD-10 to the east.

STAFF RECOMMENDATION:

Based on the above analysis, the Planning and Zoning Division staff recommends **approval** of the request. The proposal is consistent with the Town and County Comprehensive Development Plans and will comply with the Waukesha County Zoning Code in that the proposed one acre plus parcel is

being rezoned to R-1 as required in the FLP District and will meet the required lot size. The next step in the process will be for the property owner to submit a formal Certified Survey Map to the Town of Ottawa and the County Planning and Zoning Division for consideration.

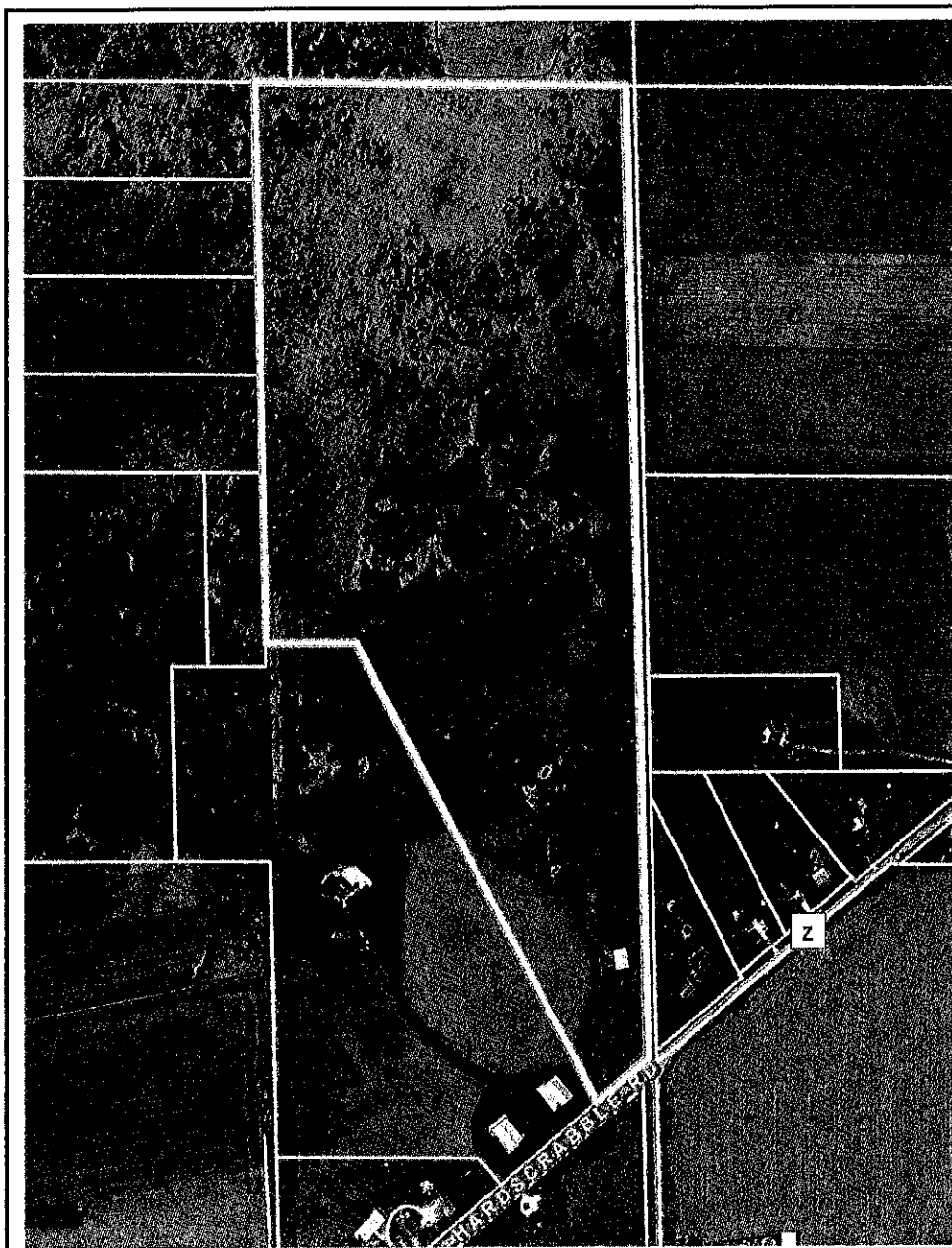
Respectfully submitted,

Sandra L Scherer

Sandy Scherer
Senior Planner

Attachments: Exhibit A
Rezone Map

N:\PRKANDLU\Planning and Zoning\Rezones\Staff Reports\RZ122 Pape owl.doc



Legend

- Municipal Boundar
- Points of Interest
- Parcel_Dimension
- Note_Text_2K
- Lots_2K
 - Lot
 - Unit
 - General Common
 - Outlot
- SimultaneousCon
 - Assessor Plat
 - CSM
 - Condominium
 - Subdivision
- Cartoline_2K
 - EA-Easement_Lin
 - PL-DA
 - PL-Extended_Tie
 - PL-Meander_Line
 - PL-Note
 - PL-Tie
 - PL-Tie_Line
 - <all other values>
- Road Centerlines_
- Railroad_2K
- TaxParcel_2K
- Waterbodies_2K_1
- Waterlines_2K_La

0 580.06 Feet

Notes:

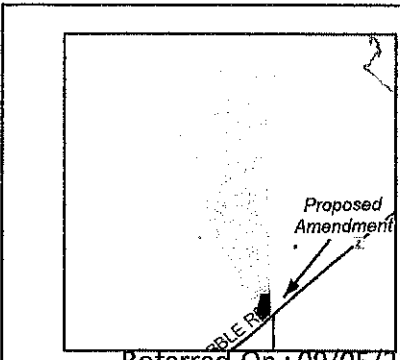
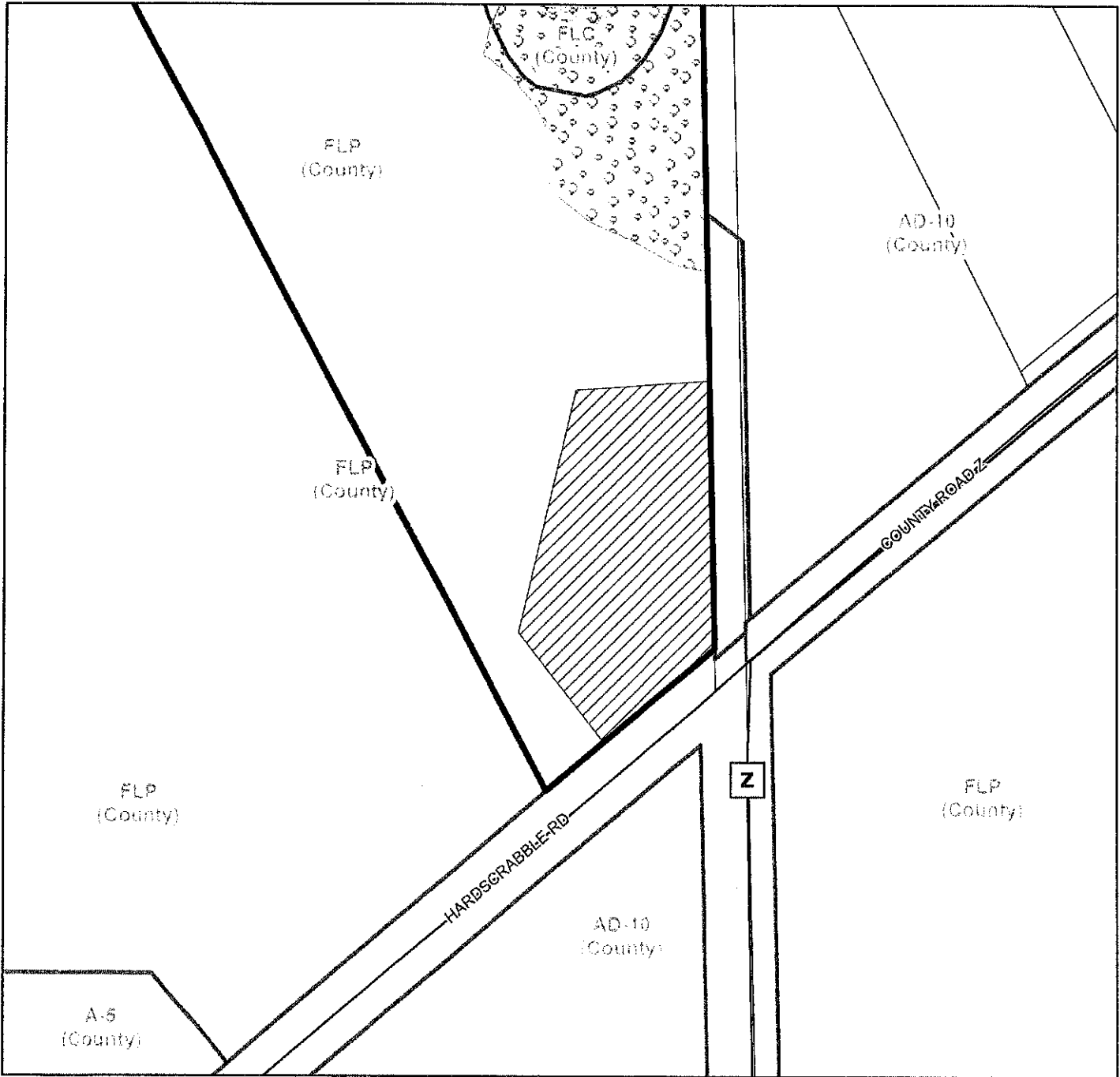
The information and depictions herein are for informational purposes and Waukesha County specifically disclaims accuracy in this reproduction and specifically admonishes and advises that if specific and precise accuracy is required, the same should be determined by procurement of certified maps, surveys, plats, Flood Insurance Studies, or other official means. Waukesha County will not be responsible for any damages which result from third party use of the information and depictions herein, or for use which ignores this warning.






Printed: 6/23/2023

ZONING AMENDMENT

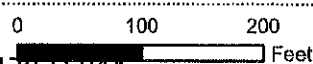
PART OF THE W 1/2 SECTION 18,
TOWN OF OTTAWA



Referred On : 09/05/23

-  CONDITIONAL COUNTY ZONING CHANGE FROM FLP FARMLAND PRESERVATION DISTRICT TO R-1 RESIDENTIAL DISTRICT
-  EC Environmental Corridor Overlay
-  C-1 Conservancy Overlay

FILE.....RZ122
 DATE OF PLAN COMMISSION.....8/17/23
 AREA OF CHANGE.....1.2 ACRES
 TAX KEY NUMBER.....OTWT 1654.999.003



File Number 178-0-044 Referred to: LU

1 AUTHORIZE DEPARTMENT OF PARKS AND LAND USE TO APPLY FOR AND ACCEPT
2 GRANT FUNDING FROM THE STATE OF WISCONSIN DEPARTMENT OF
3 TRANSPORTATION'S FEDERAL TRANSPORTATION ALTERNATIVE GRANT
4 PROGRAM FOR THE NEW BERLIN TRAIL REHABILITATION PROJECT
5

6 WHEREAS, Waukesha County is interested in developing and maintaining lands for public
7 outdoor recreation purposes; and
8

9 WHEREAS, Waukesha County is interested in rehabilitating the westerly section of the
10 County's regional New Berlin Trail (the "New Berlin Trail Rehabilitation Project"); and
11

12 WHEREAS, Waukesha County has budgeted a sum which it anticipates to be sufficient to
13 complete the New Berlin Trail Rehabilitation Project in the Department of Parks and Land Use
14 2024 Pavement Management Capital Project budget; and
15

16 WHEREAS, Waukesha County has determined that financial aid is required to carry out the New
17 Berlin Trail Rehabilitation Project; and
18

19 WHEREAS, the State of Wisconsin Department of Transportation requires an ordinance
20 authorizing the Department of Parks and Land Use to apply for and accept available grant funds
21 for the project.
22

23 THE COUNTY BOARD OF SUPERVISORS OF THE COUNTY OF WAUKESHA ORDAINS
24 that the Department of Parks and Land Use, through its Director or his designee, is authorized to
25 act on behalf of Waukesha County to submit a grant application to the State of Wisconsin
26 Department of Transportation's Federal Transportation Alternative Grant Program for any
27 financial aid that may be available.
28

29 BE IT FURTHER ORDAINED, that the Director of the Department of Parks and Land Use, or
30 his designee, is authorized to execute a grant agreement, in a form to be approved by Corporation
31 Counsel, accept awarded state grant funds, submit reimbursement claims to the State, and take
32 all necessary actions to complete the New Berlin Trail Rehabilitation Project.
33

34 BE IT FURTHER ORDAINED that the Department of Parks and Land Use agrees to comply
35 with state or federal rules for the programs; will maintain the completed project in an attractive,
36 inviting and safe manner; will keep the facilities open to the general public during reasonable
37 hours consistent with the type of facility; and will obtain from the State of Wisconsin
38 Department of Transportation approval, in writing, before any change is made in the use of the
39 project site.

FISCAL NOTE

AUTHORIZE DEPARTMENT OF PARKS AND LAND USE TO APPLY FOR AND ACCEPT
GRANT FUNDING FROM THE STATE OF WISCONSIN DEPARTMENT OF
TRANSPORTATION'S FEDERAL TRANSPORTATION ALTERNATIVE GRANT
PROGRAM FOR THE NEW BERLIN TRAIL REHABILITATION PROJECT

This ordinance authorizes the Waukesha County Department of Parks and Land use to apply for federal Transportation Alternative Program (TAP) grant funding administered through Wisconsin Department of Transportation which is included in the proposed 2024-2028 capital plan as part of the Parks Pavement Management Plan (#201908). The project was updated to include \$787,000 for the rehabilitation of 1.0 mile of pavement on the New Berlin Trail. TAP grant revenue is anticipated to cover 80% of the increased cost. The department intends to apply for Stewardship Program funding from the Wisconsin Department of Natural Resources to cover the remaining costs of the pavement rehabilitation.



Danielle Igielski
Accounting Services Manager
09/05/2023

Waukesha County Shoreland Protection Ordinance Violation Forfeiture Schedule - Page 1

Shoreland Ordinance Section	Offense	Base Forfeiture	Penalty Assessment	Court Costs	Crime Lab/DE A	Justice Information Fee	Jail Assessment	Court Support	Total
3	Noncompliance with General Provisions	\$250.00	\$65.00	\$25.00	\$13.00	\$21.50	\$10.00	\$68.00	\$452.50
3(c)1	Failure to Obtain Zoning Permit Prior to Construction	\$250.00	\$65.00	\$25.00	\$13.00	\$21.50	\$10.00	\$68.00	\$452.50
3(c)3.C	Failure to Comply with Terms of a Permit	\$500.00	\$130.00	\$25.00	\$13.00	\$21.50	\$10.00	\$68.00	\$767.50
3(c)4	Zoning Permit Expired	\$100.00	\$26.00	\$25.00	\$13.00	\$21.50	\$10.00	\$68.00	\$263.50
3(d)3	Junk, Undesirable Buildings or Structures	\$250.00	\$65.00	\$25.00	\$13.00	\$21.50	\$10.00	\$68.00	\$452.50
3(d)5.A	Shoreland Fill Violation	\$1,000.00	\$260.00	\$25.00	\$13.00	\$21.50	\$10.00	\$68.00	\$1,397.50
3(d)5.B	Retaining Wall Violation or Land Altering Violation	\$250.00	\$65.00	\$25.00	\$13.00	\$21.50	\$10.00	\$68.00	\$452.50
3(d)5.C	Streambank and Shoreline Stabilization Violation	\$500.00	\$130.00	\$25.00	\$13.00	\$21.50	\$10.00	\$68.00	\$767.50
3(d)9	Shoreland Cutting Violation	\$1,000.00	\$260.00	\$25.00	\$13.00	\$21.50	\$10.00	\$68.00	\$1,397.50
3(e)1	Failure to Obtain or Noncompliance with Approved Site Plan and/or Plan of Operation or other Use Regulations	\$250.00	\$65.00	\$25.00	\$13.00	\$21.50	\$10.00	\$68.00	\$452.50
3(g)	Noncompliance with Water Performance Standards	\$250.00	\$65.00	\$25.00	\$13.00	\$21.50	\$10.00	\$68.00	\$452.50
3(h)	Noncompliance with Building Location Requirements	\$100.00	\$26.00	\$25.00	\$13.00	\$21.50	\$10.00	\$68.00	\$263.50

Waukesha County Shoreland Protection Ordinance Violation Forfeiture Schedule - Page 2

Shoreland Ordinance Section	Offense	Base Forfeiture	Penalty Assessment	Court Costs	Crime Lab/DEA	Justice Information Fee	Jail Assessment	Court Support	Total
3(i)	Noncompliance with Height Regulations	\$100.00	\$26.00	\$25.00	\$13.00	\$21.50	\$10.00	\$68.00	\$263.50
3(j)	Noncompliance with Area & Building Footprint Regulations	\$100.00	\$26.00	\$25.00	\$13.00	\$21.50	\$10.00	\$68.00	\$263.50
3(k)	Noncompliance with Offstreet Parking Regulations	\$250.00	\$65.00	\$25.00	\$13.00	\$21.50	\$10.00	\$68.00	\$452.50
3(m)	Noncompliance with Mobile Home, Recreational Vehicles and Trailer Regulations	\$100.00	\$26.00	\$25.00	\$13.00	\$21.50	\$10.00	\$68.00	\$263.50
3(n)	Noncompliance with Signage Regulations	\$100.00	\$26.00	\$25.00	\$13.00	\$21.50	\$10.00	\$68.00	\$263.50
3(o)	Noncompliance with Legal Nonconformity	\$250.00	\$65.00	\$25.00	\$13.00	\$21.50	\$10.00	\$68.00	\$452.50
3(q)	Noncompliance with Swimming Pool Regulations	\$100.00	\$26.00	\$25.00	\$13.00	\$21.50	\$10.00	\$68.00	\$263.50
3(r)	Noncompliance with Guesthouse Regulations	\$250.00	\$65.00	\$25.00	\$13.00	\$21.50	\$10.00	\$68.00	\$452.50
3(s)	Noncompliance with Boathouse Regulations	\$500.00	\$130.00	\$25.00	\$13.00	\$21.50	\$10.00	\$68.00	\$767.50
3(t)	Noncompliance with Impervious Surface Standards	\$500.00	\$130.00	\$25.00	\$13.00	\$21.50	\$10.00	\$68.00	\$767.50
3(u)	Noncompliance with Mitigation Standards	\$1,000.00	\$260.00	\$25.00	\$13.00	\$21.50	\$10.00	\$68.00	\$1,397.50

Waukesha County Shoreland Protection Ordinance Violation Forfeiture Schedule - Page 3

Shoreland Ordinance Section	Offense	Base Forfeiture	Penalty Assessment	Court Costs	Crime Lab/DEA	Justice Information Fee	Jail Assessment	Court Support	Total
3(v)	Noncompliance with Protected Adult-Oriented Establishments	\$500.00	\$130.00	\$25.00	\$13.00	\$21.50	\$10.00	\$68.00	\$767.50
4(a)	Failure to Obtain CU Permit	\$250.00	\$65.00	\$25.00	\$13.00	\$21.50	\$10.00	\$68.00	\$452.50
4(d)	Noncompliance with CU Permit	\$500.00	\$130.00	\$25.00	\$13.00	\$21.50	\$10.00	\$68.00	\$767.50
4(f)	Conditional Use Permit Expiration, Modification or Termination	\$250.00	\$65.00	\$25.00	\$13.00	\$21.50	\$10.00	\$68.00	\$452.50
7 through 37	Noncompliance with Zoning District Regulations	\$250.00	\$65.00	\$25.00	\$13.00	\$21.50	\$10.00	\$68.00	\$452.50
38	Noncompliance with Board of Adjustment Decision	\$500.00	\$130.00	\$25.00	\$13.00	\$21.50	\$10.00	\$68.00	\$767.50

Note: The Waukesha County Department of Parks and Land Use is authorized to update this Forfeiture Schedule regarding statutory assessments, fees and costs as those amounts are periodically modified by the Wisconsin Legislature.

Proposed Date of Effect 10/19/23 by Enrolled Ordinance _____

N:\PRKANDLU\Planning and Zoning\Violations\Citations and Legal Action\Citations\Citation Ordinance\Citation forfeiture fee schedules\draft and previous citation forfeiture schedules\2023 fee schedules\2023 Shoreland Citation Schedule.xls

Paul Farrow
County Executive

Dale R. Shaver
Director



Waukesha County
Department of Parks and Land Use

MEMORANDUM

To: Waukesha County Board of Supervisors
From: Jason Fruth, Planning & Zoning Manager
Date: August 30, 2023
Subject: Shoreland and Floodland zoning citation schedule modifications (RZ 129, 130)

On August 22, 2023, the County Board approved the creation of the Waukesha County Floodland Protection Ordinance as a stand alone floodplain zoning ordinance. On the same night, the board also approved changes to the Waukesha County Shoreland & Floodland Protection Ordinance (SFPO) to remove floodplain zoning ordinance provisions from that ordinance and to re-title it as the Waukesha County Shoreland Protection Ordinance. Because of these actions, the existing Waukesha County Shoreland & Floodland Protection Ordinance violation forfeiture schedule needs to be amended and a citation schedule created for the Floodland Protection Ordinance.

The existing SFPO forfeiture schedule is proposed to be modified to eliminate floodplain related zoning matters, reflect ordinance section re-numbering and to update the name of the ordinance consistent with the recent amendments. The proposed changes to the schedule are shown in strike thru and underlined text in the attached Exhibit A. The proposed citation schedule for the Floodland Protection Ordinance includes forfeiture amounts for specific floodplain zoning matters. The base forfeiture amounts for each floodplain zoning offense is set at \$50 consistent with state limitations for such matters.

Forfeiture schedules are referenced in both respective corresponding ordinances. This action will keep the schedules in sync with the recently approved ordinances. Because the board's approval of the two zoning ordinances referenced was conditioned with an effective date of October 19, 2023, these citation schedules are also proposed to have an effective date of the same. The schedules are necessary for the county to be able to fulfill its obligations in enforcing state shoreland zoning and state and federal floodplain zoning standards.

Enclosure

N:\PRKANDLU\Planning and Zoning\Rezoning\Project Files\Waukesha County\Citation schedules\Memo explaining changes.docx

EXHIBIT A

Waukesha County Shoreland and Floodland Protection Ordinance Violation Forfeiture Schedule - Page 1

Shoreland Ordinance Section	Offense	Base Forfeiture	Penalty Assessment	Court Costs	Crime Lab/DEA	Justice Information Fee	Jail Assessment	Court Support	Total
3	Noncompliance with General Provisions	\$250.00	\$65.00	\$25.00	\$13.00	\$21.50	\$10.00	\$68.00	\$452.50
3(c)1.	Failure to Obtain Zoning Permit Prior to Construction	\$250.00	\$65.00	\$25.00	\$13.00	\$21.50	\$10.00	\$68.00	\$452.50
3(c)3.C	Failure to Comply with Terms of a Permit	\$500.00	\$130.00	\$25.00	\$13.00	\$21.50	\$10.00	\$68.00	\$767.50
3(c)4.	Zoning Permit Expired	\$100.00	\$26.00	\$25.00	\$13.00	\$21.50	\$10.00	\$68.00	\$263.50
3(d)3	Junk, Undesirable Buildings or Structures	\$250.00	\$65.00	\$25.00	\$13.00	\$21.50	\$10.00	\$68.00	\$452.50
3(d)5.A.	Floodplain Fill Violation	\$50.00	\$13.00	\$25.00	\$13.00	\$21.50	\$10.00	\$68.00	\$200.50
3(d)5.B.A	Shoreland Fill Violation	\$1,000.00	\$260.00	\$25.00	\$13.00	\$21.50	\$10.00	\$68.00	\$1,397.50
3(d)5.C.B	Retaining Wall Violation or Land Altering Violation	\$250.00	\$65.00	\$25.00	\$13.00	\$21.50	\$10.00	\$68.00	\$452.50
3(d)5.D.C	Streambank and Shoreline Stabilization Violation	\$500.00	\$130.00	\$25.00	\$13.00	\$21.50	\$10.00	\$68.00	\$767.50
3(d)9.	Shoreland Cutting Violation	\$1,000.00	\$260.00	\$25.00	\$13.00	\$21.50	\$10.00	\$68.00	\$1,397.50
3(e)1.	Failure to Obtain or Noncompliance with Approved Site Plan and/or Plan of Operation or other Use Regulations	\$250.00	\$65.00	\$25.00	\$13.00	\$21.50	\$10.00	\$68.00	\$452.50
3(g)	Noncompliance with Water Performance Standards	\$250.00	\$65.00	\$25.00	\$13.00	\$21.50	\$10.00	\$68.00	\$452.50
3(h)	Noncompliance with Building Location Requirements	\$100.00	\$26.00	\$25.00	\$13.00	\$21.50	\$10.00	\$68.00	\$263.50

Waukesha County Shoreland and Floodland Protection Ordinance Violation Forfeiture Schedule - Page 2

Shoreland Ordinance Section	Offense	Base Forfeiture	Penalty Assessment	Court Costs	Crime Lab/DEA	Justice Information Fee	Jail Assessment	Court Support	Total
3(i)	Noncompliance with Height Regulations	\$100.00	\$26.00	\$25.00	\$13.00	\$21.50	\$10.00	\$68.00	\$263.50
3(j)	Noncompliance with Area & Building Footprint Regulations	\$100.00	\$26.00	\$25.00	\$13.00	\$21.50	\$10.00	\$68.00	\$263.50
3(k)	Noncompliance with Offstreet Parking Regulations	\$250.00	\$65.00	\$25.00	\$13.00	\$21.50	\$10.00	\$68.00	\$452.50
3(m)	Noncompliance with Mobile Home, Recreational Vehicles and Trailer Regulations	\$100.00	\$26.00	\$25.00	\$13.00	\$21.50	\$10.00	\$68.00	\$263.50
3(n)	Noncompliance with Signage Regulations	\$100.00	\$26.00	\$25.00	\$13.00	\$21.50	\$10.00	\$68.00	\$263.50
3(o)	Noncompliance with Legal Nonconformity	\$250.00	\$65.00	\$25.00	\$13.00	\$21.50	\$10.00	\$68.00	\$452.50
3(q)	Noncompliance with Swimming Pool Regulations	\$100.00	\$26.00	\$25.00	\$13.00	\$21.50	\$10.00	\$68.00	\$263.50
3(r)	Noncompliance with Guesthouse Regulations	\$250.00	\$65.00	\$25.00	\$13.00	\$21.50	\$10.00	\$68.00	\$452.50
3(s)	Noncompliance with Boathouse Regulations	\$500.00	\$130.00	\$25.00	\$13.00	\$21.50	\$10.00	\$68.00	\$767.50
3(t)	Noncompliance with Impervious Surface Standards	\$500.00	\$130.00	\$25.00	\$13.00	\$21.50	\$10.00	\$68.00	\$767.50
3(u)	Noncompliance with Mitigation Standards	\$1,000.00	\$260.00	\$25.00	\$13.00	\$21.50	\$10.00	\$68.00	\$1,397.50

Referred on: 09/06/23

File Number: 178-O-046

Referred to: LU

Waukesha County Shoreland and Floodland Protection Ordinance Violation Forfeiture Schedule - Page 3

Shoreland Ordinance Section	Offense	Base Forfeiture	Penalty Assessment	Court Costs	Crime Lab/DEA	Justice Information Fee	Jail Assessment	Court Support	Total
3(v)	Noncompliance with Protected Adult-Oriented Establishments	\$500.00	\$130.00	\$25.00	\$13.00	\$21.50	\$10.00	\$68.00	\$767.50
4(a)	Failure to Obtain CU Permit	\$250.00	\$65.00	\$25.00	\$13.00	\$21.50	\$10.00	\$68.00	\$452.50
4(d)	Noncompliance with CU Permit	\$500.00	\$130.00	\$25.00	\$13.00	\$21.50	\$10.00	\$68.00	\$767.50
4(f)	Conditional Use Permit Expiration, Modification or Termination	\$250.00	\$65.00	\$25.00	\$13.00	\$21.50	\$10.00	\$68.00	\$452.50
7 through 37	Noncompliance with Zoning District Regulations	\$250.00	\$65.00	\$25.00	\$13.00	\$21.50	\$10.00	\$68.00	\$452.50
8(e)	Unauthorized Building Within the Floodplain/Floodproofing Violation	\$50.00	\$13.00	\$25.00	\$13.00	\$21.50	\$10.00	\$68.00	\$200.50
38	Noncompliance with Board of Adjustment Decision	\$500.00	\$130.00	\$25.00	\$13.00	\$21.50	\$10.00	\$68.00	\$767.50

~~Per Sec. 87.30(2)(a), Wis. Stats., the maximum forfeiture for floodplain regulatory violations is \$50.00 per day.~~

Note: The Waukesha County Department of Parks and Land Use is authorized to update this Forfeiture Schedule regarding statutory assessments, fees and costs as those amounts are periodically modified by the Wisconsin Legislature.

~~Effective 12/07/2017 Proposed Date of Effect 10/19/23 by Enrolled Ordinance 172-050~~

N:\PRKANDLU\Planning and Zoning\Violations\Citations and Legal Action\Citations\Citation Ordinance\Citation forfeiture fee schedules\draft and previous citation forfeiture schedules\2023 fee schedules\2023 Shoreland Citation Schedule-changes tracked.xls

ADOPT THE WAUKESHA COUNTY FLOODLAND
PROTECTION ORDINANCE VIOLATION FORFEITURE SCHEDULE
(RZ130)

WHEREAS, pursuant to the requirements of Chapter 87.30 of the Wisconsin Statutes, the Waukesha County Board of Supervisors adopted the Waukesha County Floodland Protection Ordinance on August 22, 2023; and

WHEREAS, the Waukesha County Floodland Protection Ordinance provides for citation authority relative to administration of floodplain zoning violations; and

WHEREAS, a violation forfeiture schedule has been prepared to provide for enforcement of floodplain zoning provisions that are contained within the Waukesha County Floodland Zoning Ordinance; and

WHEREAS, the proposed violation forfeiture schedule and staff memorandum have been forwarded to the Land Use, Parks and Environment Committee and the Waukesha County Board of Supervisors.

THE COUNTY BOARD OF SUPERVISORS OF THE COUNTY OF WAUKESHA ORDAINS that the following violation forfeiture schedule of the Waukesha County Floodland Protection Ordinance is hereby adopted:

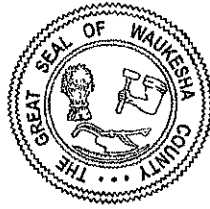
Waukesha County Floodland Protection Ordinance Violation Forfeiture Schedule									
Floodland Ordinance Section	Offense	Base Forfeiture	Penalty Assessment	Court Costs	Crime Lab/DEA	Justice Information Fee	Jail Assessment	Court Support	Total
1.5	Noncompliance with General Provisions	\$50.00	\$13.00	\$25.00	\$13.00	\$21.50	\$10.00	\$68.00	\$200.50
2	Noncompliance with General Floodplain Standards	\$50.00	\$13.00	\$25.00	\$13.00	\$21.50	\$10.00	\$68.00	\$200.50
2.5	Floodplain Fill Violation	\$50.00	\$13.00	\$25.00	\$13.00	\$21.50	\$10.00	\$68.00	\$200.50
3-5	Noncompliance with District Regulations	\$50.00	\$13.00	\$25.00	\$13.00	\$21.50	\$10.00	\$68.00	\$200.50
6	Noncompliance with Legal Nonconformity	\$50.00	\$13.00	\$25.00	\$13.00	\$21.50	\$10.00	\$68.00	\$200.50
7.5	Floodproofing Violation	\$50.00	\$13.00	\$25.00	\$13.00	\$21.50	\$10.00	\$68.00	\$200.50
7.3	Noncompliance with Board of Adjustment Decision	\$50.00	\$13.00	\$25.00	\$13.00	\$21.50	\$10.00	\$68.00	\$200.50

Per Sec. 87.30(2)(a), Wis. Stats., the maximum forfeiture for floodplain regulatory violations is \$50.00 per day.

Note: The Waukesha County Department of Parks and Land Use is authorized to update this Forfeiture Schedule regarding statutory assessments, fees and costs as those amounts are periodically modified by the Wisconsin Legislature.

24
25
26

BE IT FURTHER ORDAINED that the effective date of this forfeiture schedule shall be October 19, 2023.



Waukesha County
Department of Parks and Land Use

MEMORANDUM

To: Waukesha County Board of Supervisors
From: Jason Fruth, Planning & Zoning Manager
Date: August 30, 2023
Subject: Shoreland and Floodland zoning citation schedule modifications (RZ 129, 130)

On August 22, 2023, the County Board approved the creation of the Waukesha County Floodland Protection Ordinance as a stand alone floodplain zoning ordinance. On the same night, the board also approved changes to the Waukesha County Shoreland & Floodland Protection Ordinance (SFPO) to remove floodplain zoning ordinance provisions from that ordinance and to re-title it as the Waukesha County Shoreland Protection Ordinance. Because of these actions, the existing Waukesha County Shoreland & Floodland Protection Ordinance violation forfeiture schedule needs to be amended and a citation schedule created for the Floodland Protection Ordinance.

The existing SFPO forfeiture schedule is proposed to be modified to eliminate floodplain related zoning matters, reflect ordinance section re-numbering and to update the name of the ordinance consistent with the recent amendments. The proposed changes to the schedule are shown in strike thru and underlined text in the attached Exhibit A. The proposed citation schedule for the Floodland Protection Ordinance includes forfeiture amounts for specific floodplain zoning matters. The base forfeiture amounts for each floodplain zoning offense is set at \$50 consistent with state limitations for such matters.

Forfeiture schedules are referenced in both respective corresponding ordinances. This action will keep the schedules in sync with the recently approved ordinances. Because the board's approval of the two zoning ordinances referenced was conditioned with an effective date of October 19, 2023, these citation schedules are also proposed to have an effective date of the same. The schedules are necessary for the county to be able to fulfill its obligations in enforcing state shoreland zoning and state and federal floodplain zoning standards.

Enclosure

N:\PRKANDLU\Planning and Zoning\Rezoning\Project Files\Waukesha County\Citation schedules\Memo explaining changes.docx

EXHIBIT A

Waukesha County Shoreland and Floodland Protection Ordinance Violation Forfeiture Schedule - Page 1

Shoreland Ordinance Section	Offense	Base Forfeiture	Penalty Assessment	Court Costs	Crime Lab/DEA	Justice Information Fee	Jail Assessment	Court Support	Total
3	Noncompliance with General Provisions	\$250.00	\$65.00	\$25.00	\$13.00	\$21.50	\$10.00	\$68.00	\$452.50
3(c)1.	Failure to Obtain Zoning Permit Prior to Construction	\$250.00	\$65.00	\$25.00	\$13.00	\$21.50	\$10.00	\$68.00	\$452.50
3(c)3.C	Failure to Comply with Terms of a Permit	\$500.00	\$130.00	\$25.00	\$13.00	\$21.50	\$10.00	\$68.00	\$767.50
3(c)4.	Zoning Permit Expired	\$100.00	\$26.00	\$25.00	\$13.00	\$21.50	\$10.00	\$68.00	\$263.50
3(d)3	Junk, Undesirable Buildings or Structures	\$250.00	\$65.00	\$25.00	\$13.00	\$21.50	\$10.00	\$68.00	\$452.50
3(d)5.A.	Floodplain Fill Violation	\$50.00	\$43.00	\$25.00	\$13.00	\$21.50	\$10.00	\$68.00	\$200.50
3(d)5.B.A	Shoreland Fill Violation	\$1,000.00	\$260.00	\$25.00	\$13.00	\$21.50	\$10.00	\$68.00	\$1,397.50
3(d)5.C.B	Retaining Wall Violation or Land Altering Violation	\$250.00	\$65.00	\$25.00	\$13.00	\$21.50	\$10.00	\$68.00	\$452.50
3(d)5.D.C	Streambank and Shoreline Stabilization Violation	\$500.00	\$130.00	\$25.00	\$13.00	\$21.50	\$10.00	\$68.00	\$767.50
3(d)9.	Shoreland Cutting Violation	\$1,000.00	\$260.00	\$25.00	\$13.00	\$21.50	\$10.00	\$68.00	\$1,397.50
3(e)1.	Failure to Obtain or Noncompliance with Approved Site Plan and/or Plan of Operation or other Use Regulations	\$250.00	\$65.00	\$25.00	\$13.00	\$21.50	\$10.00	\$68.00	\$452.50
3(g)	Noncompliance with Water Performance Standards	\$250.00	\$65.00	\$25.00	\$13.00	\$21.50	\$10.00	\$68.00	\$452.50
3(h)	Noncompliance with Building Location Requirements	\$100.00	\$26.00	\$25.00	\$13.00	\$21.50	\$10.00	\$68.00	\$263.50

Waukesha County Shoreland and Floodland Protection Ordinance Violation Forfeiture Schedule - Page 2

Shoreland Ordinance Section	Offense	Base Forfeiture	Penalty Assessment	Court Costs	Crime Lab/DEA	Justice Information Fee	Jail Assessment	Court Support	Total
3(i)	Noncompliance with Height Regulations	\$100.00	\$26.00	\$25.00	\$13.00	\$21.50	\$10.00	\$68.00	\$263.50
3(j)	Noncompliance with Area & Building Footprint Regulations	\$100.00	\$26.00	\$25.00	\$13.00	\$21.50	\$10.00	\$68.00	\$263.50
3(k)	Noncompliance with Offstreet Parking Regulations	\$250.00	\$65.00	\$25.00	\$13.00	\$21.50	\$10.00	\$68.00	\$452.50
3(m)	Noncompliance with Mobile Home, Recreational Vehicles and Trailer Regulations	\$100.00	\$26.00	\$25.00	\$13.00	\$21.50	\$10.00	\$68.00	\$263.50
3(n)	Noncompliance with Signage Regulations	\$100.00	\$26.00	\$25.00	\$13.00	\$21.50	\$10.00	\$68.00	\$263.50
3(o)	Noncompliance with Legal Nonconformity	\$250.00	\$65.00	\$25.00	\$13.00	\$21.50	\$10.00	\$68.00	\$452.50
3(q)	Noncompliance with Swimming Pool Regulations	\$100.00	\$26.00	\$25.00	\$13.00	\$21.50	\$10.00	\$68.00	\$263.50
3(r)	Noncompliance with Guesthouse Regulations	\$250.00	\$65.00	\$25.00	\$13.00	\$21.50	\$10.00	\$68.00	\$452.50
3(s)	Noncompliance with Boathouse Regulations	\$500.00	\$130.00	\$25.00	\$13.00	\$21.50	\$10.00	\$68.00	\$767.50
3(t)	Noncompliance with Impervious Surface Standards	\$500.00	\$130.00	\$25.00	\$13.00	\$21.50	\$10.00	\$68.00	\$767.50
3(u)	Noncompliance with Mitigation Standards	\$1,000.00	\$260.00	\$25.00	\$13.00	\$21.50	\$10.00	\$68.00	\$1,397.50

Waukesha County Shoreland and Floodland Protection Ordinance Violation Forfeiture Schedule - Page 3

Shoreland Ordinance Section	Offense	Base Forfeiture	Penalty Assessment	Court Costs	Crime Lab/DEA	Justice Information Fee	Jail Assessment	Court Support	Total
3(v)	Noncompliance with Protected Adult-Oriented Establishments	\$500.00	\$130.00	\$25.00	\$13.00	\$21.50	\$10.00	\$68.00	\$767.50
4(a)	Failure to Obtain CU Permit	\$250.00	\$65.00	\$25.00	\$13.00	\$21.50	\$10.00	\$68.00	\$452.50
4(d)	Noncompliance with CU Permit	\$500.00	\$130.00	\$25.00	\$13.00	\$21.50	\$10.00	\$68.00	\$767.50
4(f)	Conditional Use Permit Expiration, Modification or Termination	\$250.00	\$65.00	\$25.00	\$13.00	\$21.50	\$10.00	\$68.00	\$452.50
7 through 37	Noncompliance with Zoning District Regulations	\$250.00	\$65.00	\$25.00	\$13.00	\$21.50	\$10.00	\$68.00	\$452.50
8(e)	Unauthorized Building Within the Floodplain/Floodproofing Violation	\$50.00	\$13.00	\$25.00	\$13.00	\$21.50	\$10.00	\$68.00	\$200.50
38	Noncompliance with Board of Adjustment Decision	\$500.00	\$130.00	\$25.00	\$13.00	\$21.50	\$10.00	\$68.00	\$767.50

~~Per Sec. 87.30(2)(a), Wis. Stats., the maximum forfeiture for floodplain regulatory violations is \$50.00 per day.~~

Note: The Waukesha County Department of Parks and Land Use is authorized to update this Forfeiture Schedule regarding statutory assessments, fees and costs as those amounts are periodically modified by the Wisconsin Legislature.

~~Effective 12/07/2017 Proposed Date of Effect 10/19/23 by Enrolled Ordinance 172-050~~

N:\PRKANDLU\Planning and Zoning\Violations\Citations and Legal Action\Citations\Citation Ordinance\Citation forfeiture fee schedules\draft and previous citation forfeiture schedules\2023 fee schedules\2023 Shoreland Citation Schedule-changes tracked.xls

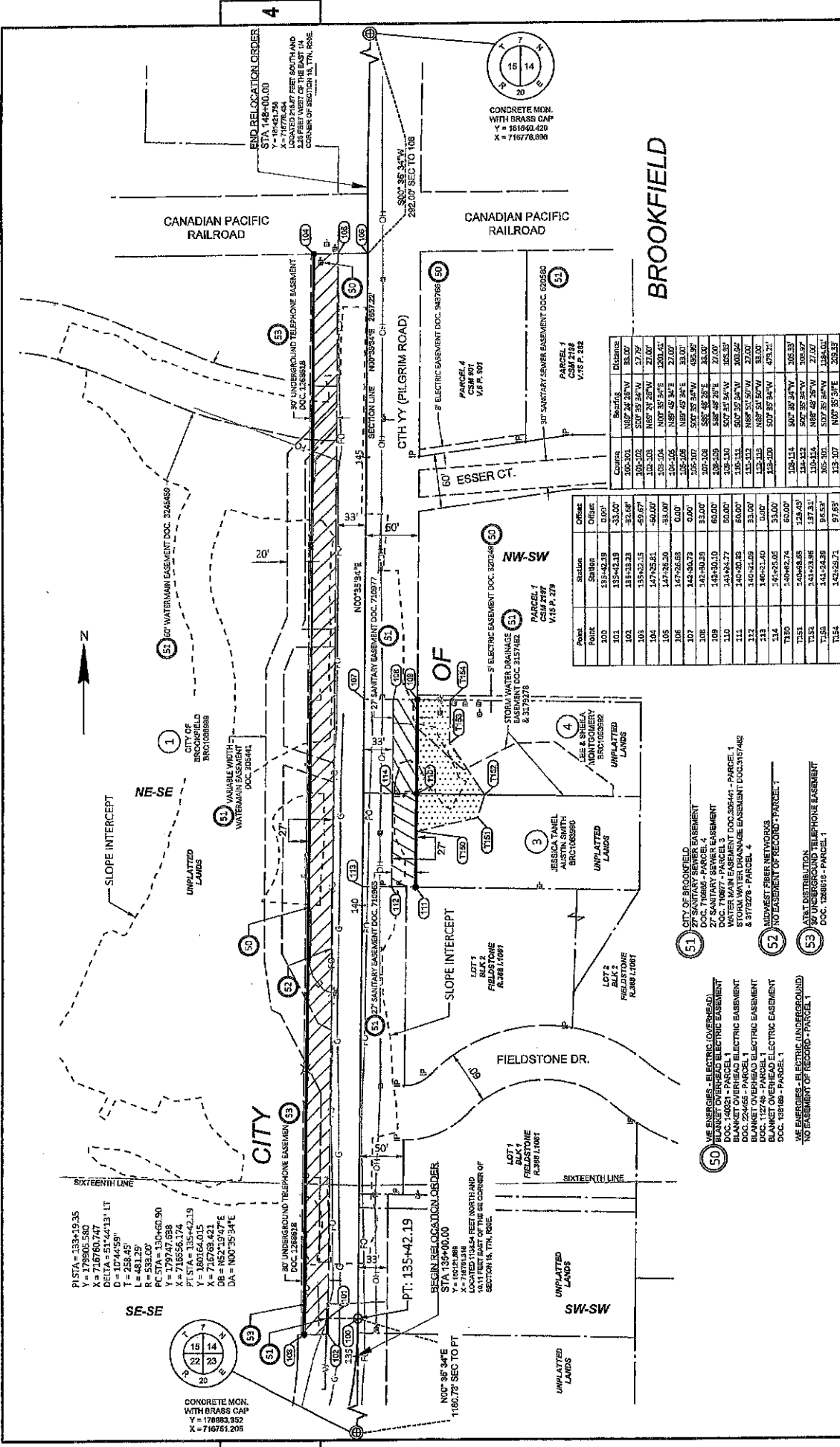
1 LAYING OUT, RELOCATION AND IMPROVEMENT OF COUNTY TRUNK HIGHWAY
2 YY (PILGRIM ROAD) 250 FEET SOUTH OF FIELDSTONE DRIVE TO CANADIAN
3 PACIFIC RAILROAD. PROJECT I.D. 18-2782(16)
4

5 WHEREAS, the County Board of Supervisors of Waukesha County finds that the proper
6 improvement in maintenance of County Trunk Highway YY in the City of Brookfield from a
7 point that is 1138.54 feet North of and 10.11 feet East of the Southeast corner of Section 15,
8 Town 7 North, Range 20 East, in the City of Brookfield, Waukesha County, State of Wisconsin
9 to a point that is 218.67 feet South of and 2.26 feet West of the East ¼ corner of Section 15,
10 Town 7 North, Range 20 East, in the City of Brookfield, Waukesha County, State of Wisconsin,
11 requires certain relocation or changes and the acquisition of certain rights of way as shown on
12 the plat marked "PLAT OF RIGHT OF WAY REQUIRED FOR C.T.H. YY (PILGRIM ROAD)
13 250 FEET SOUTH OF FIELDSTONE DRIVE TO CANADIAN PACIFIC RAILROAD.
14 PROJECT I.D. 18-2782(16)
15

16 THE COUNTY BOARD OF SUPERVISORS OF THE COUNTY OF WAUKESHA DOES
17 ORDAIN that the plat marked "PLAT OF RIGHT OF WAY REQUIRED FOR C.T.H. YY
18 (PILGRIM ROAD) 250 FEET SOUTH OF FIELDSTONE DRIVE TO CANADIAN PACIFIC
19 RAILROAD. PROJECT I.D. 18-2782(16) on file in the County Clerk's office is adopted by
20 reference under the authority granted by Section 83.08 and Chapter 32 of the Wisconsin Statutes.
21

22 IT IS FURTHER ORDAINED that County Trunk Highway YY in the City of Brookfield is
23 hereby changed or relocated from a point that is 1138.54 feet North of and 10.11 feet East of the
24 Southeast corner of Section 15, Town 7 North, Range 20 East, in the City of Brookfield,
25 Waukesha County, State of Wisconsin to a point that is 218.67 feet South of and 2.26 feet West
26 of the East ¼ corner of Section 15, Town 7 North, Range 20 East, in the City of Brookfield,
27 Waukesha County, State of Wisconsin, in accordance with the plat marked "PLAT OF RIGHT
28 OF WAY REQUIRED FOR C.T.H. YY (PILGRIM ROAD) 250 FEET SOUTH OF
29 FIELDSTONE DRIVE TO CANADIAN PACIFIC RAILROAD. PROJECT I.D. 18-2782(16)
30

31 IT IS FURTHER ORDAINED that the County shall acquire those rights of way and other
32 interests as shown on the plat marked "PLAT OF RIGHT OF WAY REQUIRED FOR C.T.H.
33 YY (PILGRIM ROAD) 250 FEET SOUTH OF FIELDSTONE DRIVE TO CANADIAN
34 PACIFIC RAILROAD. PROJECT I.D. 18-2782(16)



RI STA = 135+42.35
 V = 179806.580
 X = 716760.747
 DELTA = 51°44'13" LT
 D = 10744.59'
 T = 258.45'
 L = 481.29'
 R = 538.00'
 Y = 179747.693
 X = 716556.174
 PT STA = 135+42.19
 Y = 1800166.015
 X = 716769.421
 DB = NS2-19°47'E
 DA = N00°35'34"E



Point	Station	Offset	Course	Bearing	Distance
100	135+42.19	0.00'	100-101	N02°26'28"W	83.00'
101	135+42.19	-33.00'	101-102	S07°35'34"W	27.79'
102	135+42.19	-32.68'	102-103	N82°28'28"W	27.00'
103	135+42.19	-59.67'	103-104	N82°28'28"W	27.00'
104	135+42.19	-90.00'	104-105	N82°28'28"W	27.00'
105	135+42.19	-93.00'	105-106	N82°28'28"W	27.00'
106	135+42.19	-93.00'	106-107	N82°28'28"W	27.00'
107	135+42.19	0.00'	107-108	S82°48'25"E	33.00'
108	135+42.19	60.00'	108-109	S88°48'25"E	27.00'
109	135+42.19	60.00'	109-110	S07°57'34"W	205.54'
110	135+42.19	60.00'	110-111	S07°57'34"W	205.54'
111	135+42.19	60.00'	111-112	N88°51'50"W	27.00'
112	135+42.19	60.00'	112-113	N88°51'50"W	27.00'
113	135+42.19	60.00'	113-114	S07°57'34"W	205.54'
114	135+42.19	60.00'	114-115	S07°57'34"W	205.54'
115	135+42.19	60.00'	115-116	S07°57'34"W	205.54'
116	135+42.19	60.00'	116-117	N00°35'34"E	205.54'
117	135+42.19	60.00'	117-118	N00°35'34"E	205.54'
118	135+42.19	60.00'	118-119	N00°35'34"E	205.54'
119	135+42.19	60.00'	119-120	N00°35'34"E	205.54'
120	135+42.19	60.00'	120-121	N00°35'34"E	205.54'
121	135+42.19	60.00'	121-122	N00°35'34"E	205.54'
122	135+42.19	60.00'	122-123	N00°35'34"E	205.54'
123	135+42.19	60.00'	123-124	N00°35'34"E	205.54'
124	135+42.19	60.00'	124-125	N00°35'34"E	205.54'
125	135+42.19	60.00'	125-126	N00°35'34"E	205.54'
126	135+42.19	60.00'	126-127	N00°35'34"E	205.54'
127	135+42.19	60.00'	127-128	N00°35'34"E	205.54'
128	135+42.19	60.00'	128-129	N00°35'34"E	205.54'
129	135+42.19	60.00'	129-130	N00°35'34"E	205.54'
130	135+42.19	60.00'	130-131	N00°35'34"E	205.54'
131	135+42.19	60.00'	131-132	N00°35'34"E	205.54'
132	135+42.19	60.00'	132-133	N00°35'34"E	205.54'
133	135+42.19	60.00'	133-134	N00°35'34"E	205.54'
134	135+42.19	60.00'	134-135	N00°35'34"E	205.54'
135	135+42.19	60.00'	135-136	N00°35'34"E	205.54'
136	135+42.19	60.00'	136-137	N00°35'34"E	205.54'
137	135+42.19	60.00'	137-138	N00°35'34"E	205.54'
138	135+42.19	60.00'	138-139	N00°35'34"E	205.54'
139	135+42.19	60.00'	139-140	N00°35'34"E	205.54'
140	135+42.19	60.00'	140-141	N00°35'34"E	205.54'
141	135+42.19	60.00'	141-142	N00°35'34"E	205.54'
142	135+42.19	60.00'	142-143	N00°35'34"E	205.54'
143	135+42.19	60.00'	143-144	N00°35'34"E	205.54'
144	135+42.19	60.00'	144-145	N00°35'34"E	205.54'
145	135+42.19	60.00'	145-146	N00°35'34"E	205.54'
146	135+42.19	60.00'	146-147	N00°35'34"E	205.54'
147	135+42.19	60.00'	147-148	N00°35'34"E	205.54'
148	135+42.19	60.00'	148-149	N00°35'34"E	205.54'
149	135+42.19	60.00'	149-150	N00°35'34"E	205.54'
150	135+42.19	60.00'	150-151	N00°35'34"E	205.54'
151	135+42.19	60.00'	151-152	N00°35'34"E	205.54'
152	135+42.19	60.00'	152-153	N00°35'34"E	205.54'
153	135+42.19	60.00'	153-154	N00°35'34"E	205.54'
154	135+42.19	60.00'	154-155	N00°35'34"E	205.54'
155	135+42.19	60.00'	155-156	N00°35'34"E	205.54'
156	135+42.19	60.00'	156-157	N00°35'34"E	205.54'
157	135+42.19	60.00'	157-158	N00°35'34"E	205.54'
158	135+42.19	60.00'	158-159	N00°35'34"E	205.54'
159	135+42.19	60.00'	159-160	N00°35'34"E	205.54'
160	135+42.19	60.00'	160-161	N00°35'34"E	205.54'
161	135+42.19	60.00'	161-162	N00°35'34"E	205.54'
162	135+42.19	60.00'	162-163	N00°35'34"E	205.54'
163	135+42.19	60.00'	163-164	N00°35'34"E	205.54'
164	135+42.19	60.00'	164-165	N00°35'34"E	205.54'
165	135+42.19	60.00'	165-166	N00°35'34"E	205.54'
166	135+42.19	60.00'	166-167	N00°35'34"E	205.54'
167	135+42.19	60.00'	167-168	N00°35'34"E	205.54'
168	135+42.19	60.00'	168-169	N00°35'34"E	205.54'
169	135+42.19	60.00'	169-170	N00°35'34"E	205.54'
170	135+42.19	60.00'	170-171	N00°35'34"E	205.54'
171	135+42.19	60.00'	171-172	N00°35'34"E	205.54'
172	135+42.19	60.00'	172-173	N00°35'34"E	205.54'
173	135+42.19	60.00'	173-174	N00°35'34"E	205.54'
174	135+42.19	60.00'	174-175	N00°35'34"E	205.54'
175	135+42.19	60.00'	175-176	N00°35'34"E	205.54'
176	135+42.19	60.00'	176-177	N00°35'34"E	205.54'
177	135+42.19	60.00'	177-178	N00°35'34"E	205.54'
178	135+42.19	60.00'	178-179	N00°35'34"E	205.54'
179	135+42.19	60.00'	179-180	N00°35'34"E	205.54'
180	135+42.19	60.00'	180-181	N00°35'34"E	205.54'
181	135+42.19	60.00'	181-182	N00°35'34"E	205.54'
182	135+42.19	60.00'	182-183	N00°35'34"E	205.54'
183	135+42.19	60.00'	183-184	N00°35'34"E	205.54'
184	135+42.19	60.00'	184-185	N00°35'34"E	205.54'
185	135+42.19	60.00'	185-186	N00°35'34"E	205.54'
186	135+42.19	60.00'	186-187	N00°35'34"E	205.54'
187	135+42.19	60.00'	187-188	N00°35'34"E	205.54'
188	135+42.19	60.00'	188-189	N00°35'34"E	205.54'
189	135+42.19	60.00'	189-190	N00°35'34"E	205.54'
190	135+42.19	60.00'	190-191	N00°35'34"E	205.54'
191	135+42.19	60.00'	191-192	N00°35'34"E	205.54'
192	135+42.19	60.00'	192-193	N00°35'34"E	205.54'
193	135+42.19	60.00'	193-194	N00°35'34"E	205.54'
194	135+42.19	60.00'	194-195	N00°35'34"E	205.54'
195	135+42.19	60.00'	195-196	N00°35'34"E	205.54'
196	135+42.19	60.00'	196-197	N00°35'34"E	205.54'
197	135+42.19	60.00'	197-198	N00°35'34"E	205.54'
198	135+42.19	60.00'	198-199	N00°35'34"E	205.54'
199	135+42.19	60.00'	199-200	N00°35'34"E	205.54'
200	135+42.19	60.00'	200-201	N00°35'34"E	205.54'
201	135+42.19	60.00'	201-202	N00°35'34"E	205.54'
202	135+42.19	60.00'	202-203	N00°35'34"E	205.54'
203	135+42.19	60.00'	203-204	N00°35'34"E	205.54'
204	135+42.19	60.00'	204-205	N00°35'34"E	205.54'
205	135+42.19	60.00'	205-206	N00°35'34"E	205.54'
206	135+42.19	60.00'	206-207	N00°35'34"E	205.54'
207	135+42.19	60.00'	207-208	N00°35'34"E	205.54'
208	135+42.19	60.00'	208-209	N00°35'34"E	205.54'
209	135+42.19	60.00'	209-210	N00°35'34"E	205.54'
210	135+42.19	60.00'	210-211	N00°35'34"E	205.54'
211	135+42.19	60.00'	211-212	N00°35'34"E	205.54'
212	135+42.19	60.00'	212-213	N00°35'34"E	205.54'
213	135+42.19	60.00'	213-214	N00°35'34"E	205.54'
214	135+42.19	60.00'	214-215	N00°35'34"E	205.54'
215	135+42.19	60.00'	215-216	N00°35'34"E	205.54'
216	135+42.19	60.00'	216-217	N00°35'34"E	205.54'
217	135+42.19	60.00'	217-218	N00°35'34"E	205.54'
218	135+42.19	60.00'	218-219	N00°35'34"E	205.54'
219	135+42.19	60.00'	219-220	N00°35'34"E	205.54'
220	135+42.19	60.00'	220-221	N00°35'34"E	205.54'
221	135+42.19	60.00'	221-222	N00°35'34"E	205.54'
222	135+42.19	60.00'	222-223	N00°35'34"E	205.54'
223	135+42.19	60.00'	223-224	N00°35'34"E	205.54'
224	135+42.19	60.00'	224-225	N00°35'34"E	205.54'
225	135+42.19	60.00'	225-226	N00°35'34"E	205.54'
226	135+42.19	60.00'	226-227	N00°35'34"E	205.54'
227	135+42.19	60.00'	227-228	N00°35'34"E	205.54'
228	135+42.19	60.00'	228-229	N00°35'34"E	205.54'
229	135+42.19	60.00'	229-230	N00°35'34"E	205.54'
230	135+42.19	60.00'	230-231	N00°35'34"E	205.54'
231	135+42.19	60.00'	231-232	N00°35'34"E	205.54'
232	135+42.19	60.00'	232-233	N00°35'34"E	205.54'
233	135+42.19	60.00'	233-234	N00°35'34"E	205.54'
234	135+42.19	60.00'	234-235	N00°35'34"E	205.54'
235	135+42.19	60.00'	235-236	N00°35'34"E	205.54'
236	135+42.19	60.00'	236-237	N00°35'34"E	205.54'
237	135+42.19	60.00'	237-238	N00°35'34"E	205.54'
238	135+42.19	60.00'	238-239	N00°35'34"E	205.54'
239	135+42.19	60.00'	239-240	N00°35'34"E	205.54'
240	135+42.19	60.00'	240-241	N00°35'34"E	205.54'
241	135+42.19	60.00'	241-242	N00°35'34"E	205.54'
242	135+42.19	60.00'	242-243	N00°35'34"E	205.54'
243	135+42.19	60.00'	243-244	N00°35'34"E	205.54'
244	135+42.19	60.00'	244-245	N00°35'34"E	205.54'
245	135+42.19	60.00'	245-246	N00°35'34"E	205.54'
246	135+42.19	60.00'	246-247	N00°35'34"E	205.54'
247	135+42.19	60.00'	247-248	N00°35'34"E	205.54'
248	135+42.19	60.00'	248-249	N00°35'34"E	205.54'
249	135+42.19	60.00'	249-250	N00°35'34"E	205.54'
250	135+42.19	60.00'	250-251	N00°35'34"E	205.54'
251	135+42.19	60.00'	251-252	N00°35'34"E	205.54'
252	135+42.19	60.00'	252-253	N00°35'34"E	205.54'
253	135+42.19	60.00'	253-254	N00°35'34"E	205.54'
254	135+42.19	60.00'	254-255	N00°35'34"E	205.54'
255	135+42.19	60.00'	255-256	N00°35'34"E	205.54'
256	135+42.19	60.00'	256-257	N00°35'34"E	205.54'
257	135+42.19	60.00'	257-258	N00°3	

ADOPT FIVE-YEAR CAPITAL PLAN

1 WHEREAS, the County Board's Executive Committee completed its review of capital projects
2 proposed in the County Executive's (2024-2028) Capital Projects Plan; and
3

4 WHEREAS, the Executive Committee prepared a listing of recommended capital projects for
5 adoption by the Waukesha County Board of Supervisors as the Waukesha County Five-Year
6 (2024-2028) Capital Projects Plan; and
7

8 WHEREAS, the Waukesha County Board of Supervisors has completed its review and made any
9 changes through amendments to the (2024-2028) Capital Projects Plan; and
10

11 WHEREAS, a copy of the Capital Projects Plan is available from the Department of
12 Administration and online at the County's website, www.waukeshacounty.gov/capitalplan.
13

14 THE COUNTY BOARD OF SUPERVISORS OF THE COUNTY OF WAUKESHA
15 RESOLVES that the Waukesha County Five-Year (2024-2028) Capital Projects Plan, on file in
16 the Office of the County Clerk, is hereby adopted.

1 AMEND CHAPTER 4 OF THE COUNTY CODE OF ORDINANCES REGARDING
2 OPERATING PROCEDURES AND RULES RELATED TO NOMINATIONS AND
3 ELECTIONS AT THE BOARD'S ORGANIZATIONAL MEETING
4

5 WHEREAS, the County Board is elected in the spring of even years; and
6

7 WHEREAS, at the first meeting after each regular election at which members are elected for full
8 terms, the County Board elects a chairperson, vice chairperson, 2nd vice chairperson, and two at-
9 large executive committee members; and
10

11 WHEREAS, the County Board's executive committee consists of the county board chairperson,
12 first vice chairperson, second vice chairperson, two members elected by the county board of
13 supervisors and two members appointed by the county board chairperson. Each member of the
14 executive committee chairs a standing committee of the County Board; and
15

16 WHEREAS, in an effort to increase transparency, two sets of changes to the Organization
17 Meeting procedures are proposed. The first is to have supervisors declare their interest in a
18 leadership position ahead of time so the slate of candidates are known going into the meeting, to
19 expressly allow additional nominations from the floor, and to discontinue the use of an
20 informal/nominating ballot. The second change is to allow all candidates the option to speak at
21 the Organizational Meeting prior to voting.
22

23 THE COUNTY BOARD OF SUPERVISORS OF THE COUNTY OF WAUKESHA ORDAINS
24 that Sec. 4-64 of the County Code be amended and restated as follows:
25

26 **Sec. 4-64 Organization.**
27

- 28 (a) The county board of supervisors, at the first meeting after each regular election at which
29 members are elected for full terms, shall elect a member chairperson, a member vice
30 chairperson, a member 2nd vice chairperson, and two (2) at-large members of the
31 executive committee.
- 32 (b) County board supervisors can declare their candidacy for chairperson, vice chairperson,
33 2nd vice chairperson, and/or at-large member of the executive committee one week prior
34 to the organizational meeting through procedures established by the county board office.
- 35 (c) Candidates who have formally declared their candidacy for an open position need not be
36 further nominated. Additional nominations may be made from the floor. Declarations of
37 candidacy and floor nominations shall not prevent balloting for any other member.
- 38 (d) Each candidate will be given the option to speak for up to five (5) minutes prior to
39 balloting.
- 40 (e) Ballots shall be cast for chairperson, vice chairperson and 2nd vice chairperson
41 separately, shall be by secret ballot, and shall be cast until a member receives the vote of
42 the majority of the members present. The same procedure shall be used for the election of
43 two at-large members of the executive committee except that such ballots shall not be
44 secret.
- 45 (f) For the protection of the minority, it is not permissible to suspend this section by any
46 procedure.

47

48 BE IT FURTHER ORDAINED that Sec. 4-105(b) of the County Code be amended and restated
49 as follows:

50

51 (b) The executive committee shall consist of the county board chairperson, first vice chairperson,
52 second vice chairperson, two (2) at-large members elected by the county board of supervisors at
53 the organizational meeting in even-numbered years, and two (2) members appointed by the
54 county board chairperson.



WAUKESHA COUNTY
OFFICE OF THE COUNTY EXECUTIVE

DATE: August 8, 2023
TO: Chairman Paul Decker
FROM: Paul Farrow
RE: Appointment of Curtis Podd to the Board of Adjustment

I am pleased to submit to the County Board for your consideration, the appointment of Curtis Podd to serve on the Waukesha County Board of Adjustment as a Waukesha County Representative.

Mr. Podd owns and manages a realty group as well as a residential and commercial properties management firm. He previously owned and operated a general contracting business for condos, single family homes and multi family.

Curtis now lives with his family in the Town of Merton at W288 N8453 Northbay Rd. It is the experience as a builder and realtor that will make Mr. Podd an outstanding addition to the Waukesha County Board of Adjustment. Mr. Podd's term will expire July 2026.

Mr. Curtis Podd will be replacing Richard Nawrocki, who's term is expiring.

cc: Meg Wartman
Dale Shaver



WAUKESHA COUNTY
OFFICE OF THE COUNTY EXECUTIVE

MEMO:

DATE: August 7, 2023
TO: Paul Decker, County Board Chairman
FROM: Paul Farrow, County Executive
RE: Re-Appointment of Abby Lorenz to Waukesha County Airport Operations Commission

I am pleased to submit to the County Board for your consideration of the re-appointment of Abby Lorenz to the Waukesha County Airport Operations Commission as the Waukesha County representative. Ms. Lorenz lives at 1224 N. Dousman Rd., Oconomowoc, WI 53006. She has served a term on this board which consists of 6 years. If considered, her term will expire August 2029.

Ms. Lorenz is a vital Commissioner for the Airport Operations Commission. She has become very knowledgeable about staff, operations, tenant and user feedback. This includes budget and general marketing and operational issues. She provides professional, constructive advice and is very participative at meetings.

Thank you for your consideration.

cc: Michael Crowley, Waukesha County Supervisor

1 MODIFY THE 2023 WAUKESHA COUNTY BUDGET
2 AND APPROVE MODIFICATIONS TO COMPENSATION AND BENEFIT STRUCTURES
3 FOR NON-REPRESENTED EMPLOYEES
4

5 WHEREAS, the Waukesha County total compensation system is reviewed and updated to stay in
6 alignment with the competitive labor market and the County's compensation philosophy; and
7

8 WHEREAS, Waukesha County has historically engaged in a process to validate and adjust the
9 compensation policy as necessary to ensure market competitiveness through the periodic
10 engagement (5-year cycle) of outside compensation analysts; and
11

12 WHEREAS, the County 2023 budget approved and funded a compensation consultant to conduct
13 a total compensation market study and to make recommendations on salary structures, benefits,
14 and the pay-for-performance system; and
15

16 WHEREAS, the total compensation philosophy is to remain competitive with both the public and
17 private sector labor markets to enable the County to recruit, hire and retain highly qualified and
18 experienced employees; and
19

20 WHEREAS, modifications to the compensation and benefit structures will contribute to the
21 County's long-term strategic and fiscal objectives; and
22

23 WHEREAS, the consultant concluded that the County's total compensation lags behind the
24 private sector overall and lags behind the public sector in certain areas; and
25

26 WHEREAS, the study conclusions lead to recommendations to adjust the pay range assignments
27 for seventy (70) classifications, modify the base performance award system to be aligned more
28 closely with the private sector, modify the base and non-base award eligibility for effective level
29 performance, modify the non-base award for employees at range maximum, modify the vacation
30 benefit for newly-hired exempt and non-exempt employees, modify the vacation exception
31 policy, modify the provision of holiday and floating holidays, modify the maximum amount of
32 compensatory time accrued, modify the insurance effective dates for new hires, and provide
33 competency based merit increases for Telecommunicators; and
34

35 WHEREAS, surveys of local hospital systems indicate that the industry standard is to provide a
36 shift premium differential for psychiatric technicians working in psychiatric hospitals/units,
37 which the County does not provide for its psychiatric technicians; and
38

39 WHEREAS, the County provides a shift premium differential to the registered nurses who work
40 at the mental health center, and providing a shift premium for psychiatric technicians would
41 bring alignment with the two classifications working with the same population, and aid in
42 County recruitment and retention efforts; and
43

44 WHEREAS, the County has the flexibility to hire experienced staff above the minimum of the
45 salary range for all classifications, but has limited authority to grant accelerated vacation benefits
46 upon hire for experienced individuals, currently limited to those individuals in law enforcement,
47 corrections and telecommunications; and
48

49 WHEREAS, it would be beneficial in recruitment and retention efforts to expand the successful
50 policy to all county classifications and permit the acceleration of vacation benefits for newly
51 hired experienced staff; and

52
53 WHEREAS, the County will provide for the 2023 fiscal impact of this ordinance through a
54 combination of affected departmental base budget resources and the appropriation of American
55 Rescue Plan Act Plan revenues when needed; and

56
57 WHEREAS, each year the county makes comprehensive salary range adjustments for all non-
58 represented, seasonal, and temporary salary ranges to continue efforts to remain competitive, and
59 this ordinance includes a salary range adjustment of three percent (3.0%) for the 2024 budget
60 year; and

61
62 WHEREAS, the County will provide for the 2024 fiscal impact of this ordinance in the County
63 Executive's proposed budget for 2024.

64
65 THE COUNTY BOARD OF SUPERVISORS OF THE COUNTY OF WAUKESHA ORDAINS
66 that the following modifications to the compensation structure and policies be adopted, effective
67 October 21, 2023:

- 68
69 I. Modify the Base Performance Award policy by increasing the maximum performance
70 award levels by one percentage (1%) point.
71
72 II. Modify the Non-Base Performance Award policy by increasing the maximum performance
73 award level by one percentage (1%) point for employees at the maximum of the range.
74
75 III. Modify the Base and Non-Base Performance Award policy to allow Effective performance
76 rated employees to be eligible for Base and Non-Base Performance Awards.
77
78 IV. Modify the performance award policy to provide competency-based merit increases for
79 Telecommunicators during a training period until full competency has been attained.
80
81 V. Modify the job classification range assignments as set forth below.

82
83 **Classifications to Realign to New Salary Ranges – Effective October 21, 2023**

84
85 **Open Salary Ranges**

	Current	2023 Annual	New	2023 Annual
<u>Job Classification</u>	<u>Range</u>	<u>Salary Range</u>	<u>Range</u>	<u>Salary Range</u>
88 Environmental Health Specialist	O-02	\$41,018 - \$54,267	O-05	\$47,445 - \$62,774
89 Registered Dietetic Technician	O-03	\$43,035 - \$56,950	O-04	\$45,219 - \$59,800
90 Senior Administrative Specialist	O-03	\$43,035 - \$56,950	O-05	\$47,445 - \$62,774
91 Volunteer Program Specialist	O-03	\$43,035 - \$56,950	O-05	\$47,445 - \$62,774
92 Veterans' Services Specialist	O-04	\$45,219 - \$59,800	O-05	\$47,445 - \$62,774
93 Commitment Hearings Coordinator	O-05	\$47,445 - \$62,774	O-06	\$49,858 - \$65,936
94 Departmental Executive Assistant	O-05	\$47,445 - \$62,774	O-06	\$49,858 - \$65,936
95 Economic Support Specialist	O-05	\$47,445 - \$62,774	O-06	\$49,858 - \$65,936
96 Exposition Center Worker	O-05	\$47,445 - \$62,774	O-06	\$49,858 - \$65,936

97	Housekeeping Supervisor	O-05	\$47,445 - \$62,774	O-06	\$49,858 - \$65,936
98	Human Resources Assistant	O-05	\$47,445 - \$62,774	O-08	\$54,954 - \$72,717
99	Maintenance Mechanic I	O-05	\$47,445 - \$62,774	O-06	\$49,858 - \$65,936
100	Park Maintenance Worker	O-05	\$47,445 - \$62,774	O-06	\$49,858 - \$65,936
101	Senior Fiscal Specialist	O-05	\$47,445 - \$62,774	O-07	\$52,333 - \$69,222
102	Victim Witness Specialist	O-05	\$47,445 - \$62,774	O-06	\$49,858 - \$65,936
103	Carpenter	O-06	\$49,858 - \$65,936	O-07	\$52,333 - \$69,222
104	Engineering Technician	O-06	\$49,858 - \$65,936	O-07	\$52,333 - \$69,222
105	Fraud Investigator	O-06	\$49,858 - \$65,936	O-07	\$52,333 - \$69,222
106	Maintenance Mechanic II	O-06	\$49,858 - \$65,936	O-07	\$52,333 - \$69,222
107	Paralegal	O-06	\$49,858 - \$65,936	O-07	\$52,333 - \$69,222
108	Park Foreman	O-06	\$49,858 - \$65,936	O-07	\$52,333 - \$69,222
109	Patrol Worker	O-06	\$49,858 - \$65,936	O-07	\$52,333 - \$69,222
110	Payroll Coordinator	O-06	\$49,858 - \$65,936	O-08	\$54,954 - \$72,717
111	Public Communications Specialist	O-06	\$49,858 - \$65,936	O-07	\$52,333 - \$69,222
112	Stock Clerk	O-06	\$49,858 - \$65,936	O-07	\$52,333 - \$69,222
113	Support Staff Supervisor	O-06	\$49,858 - \$65,936	O-07	\$52,333 - \$69,222
114	Buyer	O-07	\$52,333 - \$69,222	O-08	\$54,954 - \$72,717
115	Crew Leader	O-07	\$52,333 - \$69,222	O-08	\$54,954 - \$72,717
116	Financial Analyst	O-07	\$52,333 - \$69,222	O-08	\$54,954 - \$72,717
117	Maintenance Mechanic III	O-07	\$52,333 - \$69,222	O-09	\$57,720 - \$76,336
118	Mechanic	O-07	\$52,333 - \$69,222	O-08	\$54,954 - \$72,717
119	Sign/Signal Maintenance Worker	O-07	\$52,333 - \$69,222	O-08	\$54,954 - \$72,717
120	Golf Course Superintendent	O-08	\$54,954 - \$72,717	O-09	\$57,720 - \$76,336
121	Lead Mechanic	O-08	\$54,954 - \$72,717	O-09	\$57,720 - \$76,336
122	Office Services Coordinator	O-08	\$54,954 - \$72,717	O-10	\$60,611 - \$80,122
123	Environmental Health Sanitarian	O-09	\$57,720 - \$76,336	O-11	\$63,627 - \$84,157
124	Medical Coder	O-09	\$57,720 - \$76,336	O-07	\$52,333 - \$69,222
125	Special Prosecutor	O-09	\$57,720 - \$76,336	O-14	\$73,653 - \$97,386
126	Circuit Court Supervisor	O-10	\$60,611 - \$80,122	O-11	\$63,627 - \$84,157
127	Lead Environmental Health Sanitarian	O-10	\$60,611 - \$80,122	O-12	\$66,810 - \$88,400
128	Public Communications Coordinator	O-10	\$60,611 - \$80,122	O-11	\$63,627 - \$84,157
129	Circuit Court Division Coordinator	O-11	\$63,627 - \$84,157	O-12	\$66,810 - \$88,400
130	Clerk of Juvenile Court	O-11	\$63,627 - \$84,157	O-12	\$66,810 - \$88,400
131	Deputy County Clerk	O-11	\$63,627 - \$84,157	O-12	\$66,810 - \$88,400
132	Deputy County Treasurer	O-11	\$63,627 - \$84,157	O-12	\$66,810 - \$88,400
133	Electrician	O-11	\$63,627 - \$84,157	O-12	\$66,810 - \$88,400
134	Senior Buyer	O-11	\$63,627 - \$84,157	O-13	\$70,158 - \$92,768
135	Corrections Lieutenant	O-12	\$66,810 - \$88,400	O-13	\$70,158 - \$92,768
136	Communications Center Supervisor	O-13	\$70,158 - \$92,768	O-14	\$73,653 - \$97,386
137	Executive Assistant (Press Secretary/PIO)	O-13	\$70,158 - \$92,768	O-17	\$85,301 - \$112,778
138	Chief Deputy Clerk of Circuit Court	O-14	\$73,653 - \$97,386	O-15	\$77,355 - \$102,294
139	Principal Buyer	O-15	\$77,355 - \$102,294	O-17	\$85,301 - \$112,778
140	Registered Nurse Supervisor	O-17	\$85,301 - \$112,778	O-18	\$89,523 - \$128,918
141	Senior Attorney	O-18	\$89,523 - \$128,918	O-19	\$94,016 - \$135,408
142	Nursing/Patient Services Coordinator	O-19	\$94,016 - \$135,408	O-20	\$98,696 - \$142,147
143	Principal Assistant Corporation Counsel	O-20	\$98,696 - \$142,147	O-21	\$103,646 - \$149,282
144	InfoTech Infrastructure Administrator	O-21	\$103,646 - \$149,282	O-23	\$114,275 - \$164,528

145 Information Technology Manager O-25 \$125,986 - \$181,397 O-28 \$145,870 - \$210,059

146

147 **Step Salary Ranges**

148

149 **Job Classification**

150 Public Health Technician

151 Senior Dining Manager

152 Administrative Assistant

153 Human Services Support Specialist

154 Administrative Specialist

155 Fiscal Assistant

156 Fiscal Specialist

157 Food Service Specialist

158 Correctional Officer

159 Licensed Practical Nurse

160 Registered Nurse

161

162 BE IT FURTHER ORDAINED effective January 1, 2024, the insurance effective dates for
163 health, dental, vision, flexible spending account (FSA), and supplemental benefit insurances be
164 effective the first of the month following the date of hire for newly hired non-represented and
165 represented employees.

166

167 BE IT FURTHER ORDAINED that effective January 1, 2024, Martin Luther King Day is added
168 as a County recognized paid holiday for non-represented regular full-time and regular part-time
169 employees.

170

171 BE IT FURTHER ORDAINED that effective February 1, 2024, an additional Floating Holiday
172 be granted to non-represented regular full-time and regular part-time employees, which is earned
173 annually on February 1st.

174

175 BE IT FURTHER ORDAINED that the following vacation policy changes be adopted October
176 1, 2023:

177

178 I. Newly hired non-represented non-exempt regular full-time employees will receive up to ten
179 (10) days of vacation prorated in their first calendar year and, on January 1st of their second
180 calendar year, will receive ten (10) days of vacation. Newly hired non-represented non-
181 exempt regular part-time employees will receive up to forty (40) hours of vacation prorated
182 in their first calendar year and, on January 1st of their second calendar year, will receive
183 forty (40) hours of vacation.

184

185 II. Newly hired non-represented exempt regular full-time employees will receive up to fifteen
186 (15) days of vacation prorated in their first calendar year and, on January 1st of their second
187 calendar year, will receive fifteen (15) days of vacation. Newly hired non-represented
188 exempt regular part-time employees will receive up to sixty (60) hours of vacation prorated
189 in their first calendar year and, on January 1st of their second calendar year, will receive
190 sixty (60) hours of vacation.

191

192 III. On an exception basis, the Director of Administration and Human Resources Manager,
193 may approve, when warranted upon hire, advanced placement into the vacation accrual
194 schedule based upon prior related work experience for difficult-to-recruit and difficult-to-
195 retain qualified candidates in competitive recruitment processes.
196

197 BE IT FURTHER ORDAINED that effective October 1, 2023, non-represented non-exempt
198 employees may accrue up to forty (40) hours maximum of compensatory time at any given time.
199

200 BE IT FURTHER ORDAINED that effective October 21, 2023, that Psychiatric Technicians
201 assigned to the Mental Health Center are eligible for the shift premium as follows:
202

203	2 nd shift Monday through Friday.....	\$1.85 per hour
204	2 nd shift Saturday and Sunday.....	\$2.85 per hour
205	3 rd shift Monday through Thursday	\$2.35 per hour
206	3 rd shift Friday through Sunday	\$3.35 per hour
207	1 st shift Saturday and Sunday.....	\$1.85 per hour
208		

209 BE IT FURTHER ORDAINED that effective December 30, 2023, a salary range adjustment of
210 three percent (3.0%) will be applied to the non-represented, seasonal and temporary 2023 salary
211 ranges.
212

213 BE IT FURTHER ORDAINED that the 2023 Non-Departmental budget be modified to
214 appropriate \$291,200 in personnel costs and increase general government revenues from the
215 American Rescue Plan Act – Coronavirus State and Local Fiscal Recovery Fund program by
216 \$291,200 to be available for the Department of Administration to transfer to departmental
217 budgets if needed to cover the impact of the salary and benefit changes made in this ordinance.

FISCAL NOTE

MODIFY THE 2023 WAUKESHA COUNTY BUDGET AND APPROVE MODIFICATIONS TO COMPENSATION AND BENEFIT STRUCTURES FOR NON-REPRESENTED EMPLOYEES

This ordinance implements multiple changes necessary to maintain market competitiveness identified in the County's 2023 Compensation Study. The financial analysis of the proposed changes is based on a projection comparing the County's current compensations structure with the one proposed in this ordinance. Please note that the projection below excludes the compensation study impacts from the salary range assignment change for Telecommunicators that was already approved by the County in July (enrolled ordinance 178-34). A summary roll-up of all changes is provided at the end for the following items:

Modify job classification range assignments

The changes to the salary structure will be effective October 21, 2023. The estimated cost to the County is as follows:

Compensation Study – Salary and Benefit Cost Estimate		
	2023	2024
Wage Cost	\$254,400	\$1,348,930
WRS and FICA Cost	\$36,800	\$194,920
Total Cost	\$291,200	\$1,543,850

The estimated cost of these salary structure changes was conservatively calculated by projecting the impact to existing staff and assuming current vacant positions are filled. Employees in the open ranges will receive a 1% pay increase for each pay grade increase. If this results in a salary lower than the minimum of the new range, the employee will instead be placed at that minimum. Employees in step ranges will be placed in the closest step in their new range that is not less than their current pay plus 1% for every pay grade increase.

Modify performance award system

The changes to the performance award system will be effective for 2023 performance evaluations and utilized in 2024 performance awards.

	Current System		Proposed System	
	Base Award	Non-Base Award	Base Award	Non-Base Award
Below the midpoint	0% - 2%	0% - 3%	0% - <u>3%</u>	0% - 3%
Above the midpoint	0% - 1%	0% - 4%	0% - <u>2%</u>	0% - 4%
At the maximum	0%	0% - 4%	0%	0% - <u>5%</u>
Eligible Performance	Commendable or Exceptional		<u>Effective</u> , Commendable, or Exceptional	

Performance evaluation and award instructions to supervisors will be revised to reflect availability of larger base awards, consisting of an increase in the maximum award for employees below the mid-point from 2% to 3% and for employees above the mid-point from 1% to 2%. This policy

change will give supervisors the flexibility to utilize more of the scale to communicate performance levels to employees while moving employees through pay ranges to reflect market value. The additional costs of higher base building performance pay is estimated at \$410,000 and has been factored into 2024 personnel budgets. The maximum non-base award for employees at the top of the range increases from 4% to 5% to allow for reasonable performance-based compensation, in recognition that these employees can no longer progress further into their pay range. This is expected to affect relatively few employees.

Provide new hires benefits upon the start of employment

This ordinance provides access to health, dental, vision, flexible spending account (FSA), and supplemental benefit insurances on the 1st day of the month following date of hire effective January 1, 2024. The estimated cost of providing earlier access to benefits is approximately \$120,000 annually, which is expected to be offset by vacancy and turnover savings resulting from newer employees generally earning less than the previous incumbent and the time the position is vacant between resignation and filling the position. This proposed change and resulting estimate includes both non-represented and unionized employees.

Provide one additional holiday and one additional floating holiday

The proposed changes of providing one additional holiday for Martin Luther King Day starting January of 2024 and one additional floating holiday effective February 1, 2024 for employees will impact 24/7 operations with minimum staffing requirements through increased overtime costs. The estimated cost of this change is approximately \$224,000 annually. This proposed change and resulting estimate excludes unionized employees.

Modify vacation balances available to employees in their first and second year of employment

	Current System*		Proposed System*	
	1 st year	2 nd year	1 st year	2 nd year
Non- Exempt	5 days upon hire	Earn 1 day per month during previous year with maximum of 10 in 2 nd year	Up to 10 days prorated based on start date	10 days
Exempt	10 days upon hire	10 days	Up to 15 days prorated based on start date	15 days

*Amounts listed are for regular full-time employees. The vacation amounts for regular part-time employees are half.

The proposed changes to the vacation accrual rate for employees in their first and second year of employment will impact 24/7 operations with minimum staffing requirements through increased overtime costs. The effective date of this change is October 1, 2023 with an estimated annual cost of \$56,000 for this benefit modification. This proposed change and resulting estimate excludes unionized employees.

Create shift premiums for Psychiatric Technicians

This ordinance provides the same shift premiums for the Psychiatric Technicians that are paid to Registered Nurses working at the Mental Health Center. The effective date for these shift premiums is October 21, 2023 with an estimated additional annual cost of approximately \$40,000. Department management anticipates being able to absorb this cost within their 2023 budget, and it has been built into the 2024 budget.

Adjust the salary range for non-represented, seasonal and temporary positions

This ordinance authorizes a 3% across-the-board (ATB) wage increase for all non-represented 2023 salary ranges effective December 30, 2023. This includes all employees except elected officials and those represented by a collective bargaining agreement. The ATB was factored into initial 2024 budget assumptions and target setting and was absorbed by departments through the normal budgeting process. The fiscal impact of these changes is illustrated below:

	2023 Wages & Benefits Base	2024 ATB Changes	2024 Wages & Benefits Base	%
Salaries	\$85,439,512	\$2,572,974	\$88,012,486	3.0%
Retirement	\$6,108,108	\$182,928	\$6,291,036	3.0%
Social Security	\$6,492,767	\$197,201	\$6,689,968	3.0%
Total	\$98,040,387	\$2,953,103	\$100,993,490	3.0%

Modify 2023 Non-Departmental budget for fiscal impact

This ordinance modifies the 2023 Non-Departmental budget to account for the above budget costs related to changes from the compensation study that are effective in 2023. The budget modification will be accounted for in the Non-Departmental budget due to the uncertainty of which departments will require additional appropriations. There continues to be a high rate of vacancy and turnover throughout the County, which can offset the additional costs approved in this ordinance. As the year progresses, these Non-Departmental budget appropriations will only be transferred to departments if their current 2023 personnel budget is unable to absorb these increases.

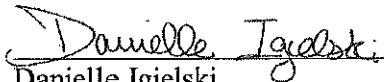
Summary of Ordinance Changes

	2023	2024
<u>Proposed Changes</u>		
Modify job classification range assignments	\$291,200	\$1,543,850
Modify performance award system	\$0	\$410,000
New hires benefits upon the start of employment	\$0	\$120,000
Additional holidays	\$0	\$224,000
Additional vacation for new hires	\$0	\$56,000
Shift premiums for psychiatric technicians	\$0	\$40,000
2024 ATB salary range adjustment	\$0	\$2,953,100
Total Changes	\$291,200	\$5,346,950
 <u>Revenue Source</u>		
American Rescue Plan Act funding	\$291,200	\$977,000
Tax levy	\$0	\$742,000
Other revenue sources	\$0	\$104,000
(a) Base budget adjustment	\$0	\$3,523,950
Total Revenue	\$291,200	\$5,346,950

(a) Base budget adjustments mostly include the annual across-the-board salary adjustment and performance pay, which are addressed during the normal budget development process. These costs are covered with a combination of tax levy allocated during the target setting process and other outside revenues.

In addition to the changes proposed in this ordinance, an additional \$343,000 of American Rescue Plan Act funding was provided to Emergency preparedness to fund the 2024 impact of salary changes associated with pay increases provided to telecommunicators through ordinance 178-34.

The 2024 proposed budget includes sufficient expenditure authority for the changes proposed in this ordinance.


 Danielle Igielski
 Accounting Services Manager
 09/05/2023