

176th BOARD YEAR
LEGISLATIVE ITEMS RECEIVED FOR COMMITTEE REFERRAL

File No.	Rec/Ref:	To:	Title
176-O-097	12/01/21 12/02/21	HR FI	ORD: Approve 2022 Salary Range Adjustment For Seasonal And Temporary Classifications And Broaden The Pay Ranges For Certain Seasonal Classifications
176-O-098	12/01/21 12/02/21	HR FI	ORD: Approve 2022 Salary Range Adjustment To The Non-Represented 2021 Salary Ranges And Modify The Medical Salary Ranges
176-O-099	11/24/21 12/02/21	CB	ORD: Approve Compromise Settlement For Worker's Compensation Case Entitled Bryan Bindel vs. County Of Waukesha
176-O-100	12/01/21 12/02/21	CB	ORD: Approve Settlement Agreements With Certain Opioid Distributors And Manufacturers And Approve Attorney General And Local Government Allocation Agreements
176-O-101	12/03/21 12/06/21	LU	ORD: Reauthorization Of Property Assessed Clean Energy (PACE) Financing Loan Program And Participation In Pace Commission
176-R-006	01/04/22 01/06/22	LU	RES: Approve The Waukesha County Land And Water Resource Management Plan: 2022 Update
176-O-102	01/04/22 01/06/22	EX	ORD: Create Waukesha County Naming Rights And Sponsorship Policy, Amend County Donation Policy And Amend The Text Of The Code Of Ordinances
176-A-025	01/04/22 01/06/22	EX	APPT: Richard Morris to the Wisconsin River Rail Transit Commission
176-A-026	01/04/22 01/06/22	EX	APPT: Karl Nilson to the Wisconsin River Rail Transit Commission
176-A-027	01/05/22 01/06/22	EX	APPT: Betsy Forrest to the Bridges Library Board
176-O-103	01/05/22 01/06/22	JU HR FI	ORD: Modify The 2022 Department Of Emergency Preparedness Budget To Create 1.00 FTE Programs And Projects Analyst Position And Unfund One Regular Full-Time Telecommunicator Position
176-O-104	01/05/22 01/06/22	JU FI	ORD: Modify The 2022 District Attorney's Budget To Accept The Bureau Of Justice Administration Smart Prosecution Grant, Appropriate Grant Expenditures And Create One Regular Part-Time Grant Funded Sunset Position

1 APPROVE THE WAUKESHA COUNTY LAND AND WATER
2 RESOURCE MANAGEMENT PLAN: 2022 UPDATE
3
4

5 WHEREAS Section 92.10, Wisconsin Statutes requires every county in the state to prepare a
6 long-range Land and Water Resource Management (LWRM) Plan as a condition of continuing to
7 receive annual state grant funds to support county land and water conservation programs; and
8

9 WHEREAS Chapter ATCP 50 Wisconsin Administrative Code contains detailed requirements for
10 the LWRM preparation and approval by the Wisconsin Department of Agriculture, Trade and
11 Consumer Protection (DATCP); and
12

13 WHEREAS the Department of Parks and Land Use – Land Resources Division worked with a
14 citizen advisory committee in early 2021 to review draft plan materials and make
15 recommendations for plan revisions; and
16

17 WHEREAS, a final draft of the Waukesha County LWRM Plan: 2022 Update (10 year plan) was
18 posted on the county web page on October 26, 2021 at the following web address:
19 [https://www.waukeshacounty.gov/landandparks/land-and-water-conservation/resources-](https://www.waukeshacounty.gov/landandparks/land-and-water-conservation/resources-management-plan/)
20 [management-plan/](https://www.waukeshacounty.gov/landandparks/land-and-water-conservation/resources-management-plan/) and a public hearing was held on November 10, 2021 with no objections
21 raised; and
22

23 WHEREAS, on November 12, 2021, the DATCP certified the final draft of the Waukesha County
24 LWRM Plan: 2022 Update as compliant with the requirements of Chapter ATCP 50 Wis. Admin.
25 Code and Section 92.10 Wis. Stats.; and
26

27 WHEREAS, on December 7, 2021, the final draft of the Waukesha County LWRM Plan: 2022
28 Update was reviewed and recommended for approval by the Wisconsin Land and Water
29 Conservation Board.
30

31 THE COUNTY BOARD OF SUPERVISORS OF THE COUNTY OF WAUKESHA RESOLVES that the
32 Waukesha County Land and Water Resource Management Plan: 2022 Update is hereby
33 approved.

1 CREATE WAUKESHA COUNTY NAMING RIGHTS AND SPONSORSHIP POLICY, AMEND COUNTY
2 DONATION POLICY AND AMEND THE TEXT OF THE CODE OF ORDINANCES
3
4

5 WHEREAS the County occasionally receives requests to name County property, buildings,
6 facilities and rooms in honor of groups, businesses or individuals or such groups, businesses or
7 individuals are willing to donate a percentage of construction or remodeling costs to a building,
8 facility or room improvement project in exchange for sponsorship or naming rights; and
9

10 WHEREAS the County's previous sponsorship policy was adopted in 2001 by Enrolled Ordinance
11 155-141, but was not included in the recodification of the County Code in 2003; and
12

13 WHEREAS it is desirable to adopt and maintain a codified policy establishing uniform
14 requirements for the granting of naming and sponsorship of County buildings, facilities and
15 rooms and setting forth the duration of those rights once granted; and
16

17 WHEREAS it is desirable to amend the County's existing donation policy to integrate the Naming
18 Rights and Sponsorship Policy and harmonize the two policies.
19

20 THE COUNTY BOARD OF SUPERVISORS OF THE COUNTY OF WAUKESHA ORDAINS:
21

22 Section 1. The Waukesha County Code of Ordinances shall be amended with the creation of a
23 new Section 3-5 which shall read as follows:
24

25 **Sec. 3-5. Naming and Sponsorship Rights and Recognition Markers.**
26

27 (a) Naming rights relating to a county property, building, facility or room shall only be
28 granted for a contribution equal to or exceeding one hundred percent (100%) of the
29 value of a proposed property dedication, building, facility or room construction or
30 remodeling project based upon construction costs. Final authority to grant the
31 naming rights in accordance with this section shall be vested in the County Board.
32

33 (b) Naming rights shall only be granted for a building, facility or room construction or
34 remodeling project that has been approved as an existing capital project in the five-
35 year capital plan established under Sec. 7-16 and approved by the County Board
36 under Sec. 4-216, or to any such capital project added by amendment to the
37 approved five-year capital plan.
38

39 (c) Sponsorships may be granted for donations to a building, facility or room
40 construction or remodeling project in an amount less than one hundred percent
41 (100%) of the value of a proposed building, facility or room construction or
42 remodeling project or for donations to a project that falls below the capital project
43 threshold. Placement of sponsorship recognition markers appropriate to the level of
44 the donation toward the project may be authorized.
45

- 46 (d) The name and/or logo of the donor awarded naming rights or sponsorship may be
47 included in routine signage throughout the building, facility or room as applicable
48 and in collateral materials, provided that the signage is consistent with the
49 architectural style and landscaped appearance of the building, facility or room and
50 has been approved by the County Executive or his designee.
51
- 52 (e) Any special rights or benefits desired as a condition of a donation for naming rights
53 or sponsorship, including preferential use rights or rights of first refusal for
54 subsequent renewal or extension, shall be incorporated into a written affiliation
55 agreement presented to the County Board for approval. Such special rights or
56 benefits may be subject to conditions established by the County Board and shall be
57 consistent with County policies.
58
- 59 (f) The award of naming rights or sponsorship and the placement of recognition
60 markers shall be for the replacement life of the improvement for which the donation
61 was made, unless otherwise specified in an affiliation agreement.
62
- 63 (g) Receipt of donations for naming rights or sponsorship or for recognition markers are
64 subject to the acceptance and use of cash and noncash donation provisions of Sec.
65 7-90 and 7-91. The County explicitly reserves the right to decline any donation
66 which is deemed to conflict with the mission, services, values or best interests of
67 Waukesha County.
68

69 Section 2. Sec. 7-91(a)1. of the Waukesha County Code of Ordinances shall be amended to
70 include the following:
71

- 72 C. Notwithstanding Sec. 7-90, no cash donation proposed for a use that would
73 place any fixture or structure in county facilities or on county lands may be
74 accepted by a department unless the proposed use has been first reviewed by
75 the Directors of the Department of Parks and Land Use and Department of Public
76 Works, or their respective designees, for safety and costs related to installation,
77 ongoing maintenance and operation, and for consistency with county buildings
78 and grounds current and future needs.
79

80 Section 3. Sec. 7-91(a)2. of the Waukesha County Code of Ordinances shall be amended to
81 include the following:
82

- 83 C. Budgeted anticipated cash donations. No further action by the county board is
84 required to accept or appropriate a donation received in association with the
85 county's Naming Rights and Sponsorship policy if receipt of the donation has
86 been anticipated and budgeted for within an existing approved capital project or
87 departmental budget.
88

89 Section 4. Sec. 7-91(b)2.B. of the Waukesha County Code of Ordinances is repealed and
90 recreated to read as follows:
91

92 B. The corporation counsel, in reviewing a special condition determination request,
93 may employ assistance from other administrative staff, and shall consult with
94 the Department of Parks and Land Use and the Department of Public Works
95 when evaluating any in-kind donations of fixtures or structures that would be
96 placed in county facilities or on county lands.
97

98 Section 5. Sec. 7-91(c) of the Waukesha County Code of Ordinances shall be amended to
99 include as an exemption, the following:
100

101 (4) In-kind donations received for and within the scope of an existing building,
102 facility or room capital project approved by the county board in association with the County's
103 Naming Rights and Sponsorship Policy may be accepted by the county without further action
104 regardless of value or special condition.
105

106 BE IT FURTHER ORDAINED that the provisions of this ordinance shall be included and
107 incorporated in the Waukesha County Code of Ordinances and shall be appropriately
108 renumbered to conform to the numbering system contained therein.

MEMO:

DATE: January 4, 2022
TO: Chairman Paul Decker
FROM: Paul Farrow
RE: Reappointment of County Board Supervisor to the Wisconsin River Rail
Transit Commission

I am pleased to submit to the County Board for your consideration, the reappointment of Supervisor Richard Morris to the Wisconsin River Rail Transit Commission. Supervisor Morris has served on the WRRTC faithfully for several years and is enthusiastic to be reappointed to the commission. Should Supervisor Morris' reappointment be approved, his term will expire May of 2023.

PF:kb

cc: Margaret Wartman
Matt Honer



WAUKESHA COUNTY
OFFICE OF THE COUNTY EXECUTIVE

MEMO:

DATE: January 4, 2022
TO: Chairman Paul Decker
FROM: Paul Farrow
RE: Reappointment of County Representative to the Wisconsin River Rail
Transit Commission

I am pleased to submit to the County Board for your consideration, the reappointment of Mr. Karl Nilson to the Wisconsin River Rail Transit Commission. Mr. Nilson has served on the WRRTC faithfully for a number of years and is enthusiastic to be reappointed to the commission. Should Mr. Nilson's reappointment be approved, his term will expire May of 2024.

PF:kb

cc: Margaret Wartman
Matt Honer



WAUKESHA COUNTY
OFFICE OF THE COUNTY EXECUTIVE

MEMO:

DATE: January 5, 2022
TO: Chairman Paul Decker
FROM: Paul Farrow
RE: Appointment of Waukesha County representative to the Bridges Library Board

I am pleased to submit to the County Board for your consideration, the appointment of Ms. Betsy Forrest to the Bridges Library Board. Ms. Forrest is an active participant in the community serving as a volunteer for multiple organizations including the United Way, Eras Senior Network, Waukesha Public Library, and Patched Lives Quilt Guild. Ms. Forrest previously worked for Waukesha County as business manager for the department of public works from 1994 through her retirement in April of 2018. If appointed, Ms. Forrest's term will expire in December 31, 2024.

PF:kb

cc: Meg Wartman
Karol Kennedy

ELIZABETH (BETSY) L. FORREST

121 Oxford Rd.
Waukesha, WI 53186

(262) 617-5840 (mobile)
bets4est@gmail.com

WORK EXPERIENCE

Waukesha County Government
May 1985 – April 2018

Business Manager, Department of Public Works
September 1994 to April 2018

Provided financial management for an annual operating expenditure budget of about \$31,900,000 and an annual capital expenditure budget of about \$12,900,000. Impact on other DPW divisions and the County included: providing proper financial tools, analysis and oversight so staff had the information necessary to run their programs effectively; assisted divisions with Continuous Process Improvement tools and training to assure cost efficiency; helped to keep the department focused on the department's vision and mission; provided documentation and education of staff on proper and ethical financial procedures to reduce financial risk, increase financial health and be intentional partners in earning the Aaa bond rating status for the County. Chosen as one of the first mentors in the County's newly formed mentor program resulting in the professional success and advancement of mentees.

Senior Financial Analyst, Finance Department
May 1986 to September 1994
Also served as Graduate Student Intern May 1985 to May 1986

Staff responsibility for assisting departments in the preparation of annual budgets; analysis of budget requests including labor resource evaluations; new program analysis; preparation of departmental budget financial reports; and analysis of proposed ordinances for fiscal impact. Accomplishments include significant improvements in budget content and format; developed and implemented training programs for computerized budget system; developed budget operations procedure manual; annual rate development for proprietary funds; assisted in development of Finance Department strategic plan and prepared operational audit of government function.

COMMUNITY INVOLVEMENT

Current Positions

United Way of Greater Milwaukee & Waukesha County

January 2019 – Present

Retire United Steering Committee and Volunteer Engagement Subcommittee

Engaging retired or soon-to-be retired individuals in the community to promote involvement and connection during retirement.

Eras Senior Network

September 2018 – Present

Readers Café Program and Pen Pal Program

Promoting improved writing, reading, communication and relationship building skills with students in the School District of Waukesha

ELIZABETH (BETSY) L. FORREST

St. Matthias Episcopal Church

January 2019 – Present

Treasurer

Support and advise the leadership of St. Matthias Episcopal Church through financial analysis, review and oversight; preparation of annual budget; and act as liaison to the Diocesan Financial office for annual audits. Assist with administering 2020 and 2021 PPP loans and compiling PPP Loan Forgiveness information.

Waukesha Public Library

June 2021 - Present

Board of Trustees

October 2021 – Present

Capital Campaign Committee

Patched Lives Quilt Guild

January 2018 – Present

Newsletter Coordinator

Past Positions

United Way Campaign Ambassador for Waukesha County Government; 2012 – 2017

Waukesha Education Foundation, Chairperson, Vice Chairperson, Treasurer and Board Member; 2005 – 2011

Plowshare Fairtrade Marketplace, Treasurer and Board Member; 2015 – 2018

Hebron Housing Services, Literacy Volunteer; 2014 – 2017

AWARDS AND RECOGNITION

Waukesha Freeman Citizen of the Year 2006

Waukesha South High School Wall of Fame 2015

EDUCATION

University of Wisconsin – Milwaukee

Master of Public Administration, December 1987

University of Wisconsin – La Crosse

Bachelor of Science in Recreation, Minor in Sociology, December 1983

Attended University of Copenhagen, Denmark, August 1982 to January 1983

1 MODIFY THE 2022 DEPARTMENT OF EMERGENCY PREPAREDNESS BUDGET TO CREATE
2 1.00 FTE PROGRAMS AND PROJECTS ANALYST POSITION AND UNFUND
3 ONE REGULAR FULL-TIME TELECOMMUNICATOR POSITION
4

5
6 WHEREAS Waukesha County Department of Emergency Preparedness provides essential
7 emergency management services to Waukesha County, including all municipalities and
8 County departments; and
9

10 WHEREAS strategic initiatives such as emergency response planning, community exercises,
11 disaster management and hazardous materials management are vital to ensure Waukesha
12 County communities are prepared for local disasters and well equipped to respond to
13 emergencies; and
14

15 WHEREAS the Emergency Preparedness Department has analyzed operations and identified
16 unmet needs in emergency management planning and hazardous material management
17 program areas; and
18

19 WHEREAS the 2022 adopted budget includes 1.00 FTE telecommunicator position largely
20 dedicated to emergency management planning functions; and
21

22 WHEREAS a recent vacancy allows Emergency Preparedness to address the identified
23 emergency management need by hiring a programs and projects analyst dedicated to
24 emergency preparedness activities; and
25

26 WHEREAS department management estimates that the Programs and Projects Analyst
27 position will cost \$93,150; and
28

29 WHEREAS no additional funding is needed within the 2022 budget position reflecting the
30 department management's request that the existing 1.00 FTE telecommunicator position be
31 unfunded making approximately \$72,300 available for the position; and
32

33 WHEREAS the remaining \$20,850 is available from levy funded operating expenses that are
34 identified to be below budget within the Communications Center.
35

36 THE COUNTY BOARD OF SUPERVISORS OF THE COUNTY OF WAUKESHA ORDAINS that, effective
37 upon final approval of this ordinance, the Department of Emergency Preparedness is authorized to
38 unfund 1.00 FTE regular, full-time Telecommunicator, Open Range 6 (\$23.27/hour minimum,
39 \$27.03/hour mid-point, \$30.78/hour maximum) and create 1.00 FTE Programs and Projects
40 Analyst position, Open Range 10 (\$28.29/hour minimum, \$32.85/hour mid-point, \$37.40/hour
41 maximum).
42

43 BE FURTHER ORDAINED that the Department of Emergency Preparedness 2022 budget be
44 modified to increase personnel costs by \$20,850 and decrease operating expenses by \$20,850
45 to fund the incremental cost increase associated with the creation of 1.00 FTE Programs and
46 Projects Analyst.

FISCAL NOTE


MODIFY THE 2022 DEPARTMENT OF EMERGENCY PREPAREDNESS BUDGET TO CREATE
1.00 FTE PROGRAMS AND PROJECTS ANALYST POSITION AND UNFUND
ONE REGULAR FULL-TIME TELECOMMUNICATOR POSITION

This ordinance requests the unfunding of a currently vacant Telecommunicator position, Open Range 6 (\$23.27/hour minimum, \$27.03/hour mid-point, \$30.78/hour maximum) and the creation of one Programs and Projects Analyst position, Open Range 10 (\$28.29/hour minimum, \$32.85/hour mid-point, \$37.40/hour maximum).

The previous incumbent in the now-vacant Telecommunicator position was providing support to the Disaster Management division. The department believes that nature of work is more appropriately carried out by a Programs and Projects Analyst. Some of these program areas include: Emergency Operation Center trainings for county staff; county-wide full-scale emergency exercises, such as County Highway Operations requesting assistance with exercises associated with weather/highway conditions; partnerships with non-profit entities in the community, such as the American Red Cross, Salvation Army, and United Way; assisting municipal emergency management officials with their own community plans; reviewing the Comprehensive Emergency Management Plan (CEMP) with county departments; and preparing off-site response plans for facilities with extremely hazardous substances (EHS). The reason this position was not included in the 2022 Budget Request was because the department was unaware that the position would be vacant at the time.

The 1.00 FTE Programs and Projects Analyst position is estimated to cost \$93,150. The 1.00 FTE unfunded Telecommunicator position is currently budgeted at \$72,300. The remaining expenditure authority to fund this position will consist of a \$20,850 transfer from operating expenses to personnel expenses to cover the remaining costs. The operating accounts that are being reduced in the Communication Center's budget includes \$12,000 from telephone line expenses resulting from receiving preferable pricing through an alternative vendor and \$8,850 from a software maintenance account, which department management anticipate will be underspent.

This ordinance results in no tax levy impact.



William Duckwitz
Budget Manager
1/4/2022
AJK JE#2022-00000021

1 MODIFY THE 2022 DISTRICT ATTORNEY'S BUDGET TO ACCEPT THE BUREAU OF JUSTICE
2 ADMINISTRATION SMART PROSECUTION GRANT, APPROPRIATE GRANT EXPENDITURES AND
3 CREATE ONE REGULAR PART-TIME GRANT FUNDED SUNSET POSITION
4
5

6 WHEREAS the Bureau of Justice Assistance (BJA), has made available Smart Prosecution –
7 Innovative Prosecution Solutions grant funds totaling \$7.5 Million in individual grant awards
8 that cannot exceed \$340,000 for the two-year funding period of 2022-2023; and
9

10 WHEREAS the purpose of the grant funding is to provide funding to secure resources to help
11 reduce crime and increase public safety through the utilization of innovative or evidence-based
12 prosecution strategies; and
13

14 WHEREAS Waukesha County District Attorney's Office applied for and received \$340,000 for
15 2022 and 2023 to create a Cyber Unit team with the goal of reducing the amount of time that it
16 takes to review and make charging decisions on complex computer-enabled crimes, reduce the
17 amount of time that it takes to respond to discovery demands, and increase the efficiency of
18 cyber-enabled crime prosecution by providing additional software and hardware technology to
19 meet statutory prosecution and discovery requirements; and
20

21 WHEREAS the District Attorney's Office will utilize grant funding to create one regular part-time
22 Administrative Assistant sunset position to focus on cyber enabled crimes and assist with case
23 discovery requirements; and
24

25 WHEREAS the District Attorney's Office will also utilize grant funding to pay for 0.25 FTE
26 temporary extra help position to assist with evidence gathering and organization as well as a
27 contract with the state for 1.00 FTE Assistant District Attorney for case development and
28 prosecution; and
29

30 WHEREAS the Districts Attorney's Office will also utilize grant funding to purchase software to
31 assist with case investigation efforts, computer equipment for use by the additional staff and to
32 assist with discovery requirements, and indirect charges as permitted under the grant.
33

34 THE COUNTY BOARD OF SUPERVISORS OF THE COUNTY OF WAUKESHA ORDAINS
35 that the Waukesha County District Attorney's Office is authorized to accept the Smart
36 Prosecution – Innovative Prosecution Solutions grant of \$340,000 from the Bureau of Justice
37 Administration (BJA), and create one regular part-time sunset Administrative Assistant position,
38 Step Range 5 (16.94/hour minimum, 19.47/hour mid-point, \$21.94/hour maximum).
39

40 BE IT FURTHER ORDAINED that the 2022 District Attorney's Office Budget be modified to
41 increase personnel costs by \$43,984, operating expenses by \$111,467, interdepartmental
42 expenses by \$14,549, and general government revenues by \$170,000.

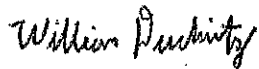
FISCAL NOTE

MODIFY THE 2022 DISTRICT ATTORNEY'S BUDGET TO ACCEPT THE BUREAU OF JUSTICE
ADMINISTRATION SMART PROSECUTION GRANT, APPROPRIATE GRANT EXPENDITURES AND
CREATE ONE REGULAR PART-TIME GRANT FUNDED SUNSET POSITION

This ordinance authorizes the District Attorney's Office to accept \$340,000 of Smart Prosecution grant funding from the Bureau of Justice Assistance (BJA). This ordinance also modifies the 2022 District Attorney budget by increasing personnel costs by \$43,984, operating expenses by \$111,467, interdepartmental charges by \$14,549, and general government revenues by \$170,000. The grant period is through 9/30/23, and the remaining \$170,000 of this grant will be included in the department's 2023 budget request.

Personnel costs include the creation of one new regular part-time Administrative Assistant and 0.25 FTE of temporary extra help. The Administrative Assistant is a sunset position, and will be reduced or eliminated when funding is reduced or eliminated. Operating expenses include \$96,157 for a contracted ADA Prosecutor provided through the state, \$14,471 for software and computer equipment, and \$839 of other operating expenses. Interdepartmental charges consist of indirect cost recovery of \$14,549.

This ordinance does not result in a direct tax levy impact.



William Duckwitz
Budget Manager
01/04/2022
CLD JE#2022-00000022