

ENROLLED ORDINANCE 166-29

APPROVE REORGANIZATION OF TAX LISTING FUNCTION

WHEREAS, following the retirement of the Real Property Tax Lister the County had an opportunity to evaluate the organizational placement of the tax listing function currently in the Register of Deeds Office, and

WHEREAS, the Human Resources staff in conjunction with staff in the Register of Deeds, Department of Administration, Treasurer's Office, and Department of Parks and Land Use conducted a study on the organizational placement of the tax listing function, and

WHEREAS, it was determined that the County would achieve a number of operational efficiencies through the consolidation of the tax listing and community service representative functions, and

WHEREAS the County will realize fiscal savings associated with the recommended position changes.

THE COUNTY BOARD OF SUPERVISORS OF THE COUNTY OF WAUKESHA ORDAINS that effective upon approval of this ordinance, the tax listing function and 2011 budget be transferred from the Register of Deeds to the Department of Administration and be incorporated into the Department of Administration, Business Office.

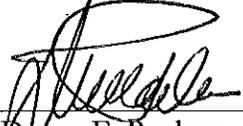
BE IF FURTHER ORDAINED that effective upon approval of this ordinance, one regular full-time position of Real Property Tax Lister in the Register of Deeds Office is abolished, one regular full-time position of Program Assistant be created in the Department of Administration, and that two (2) regular full-time Clerk Typist III positions and one (1) regular full time Clerk Typist II position be transferred from the Register of Deeds to the Department of Administration.

APPROVE REORGANIZATION OF TAX LISTING FUNCTION

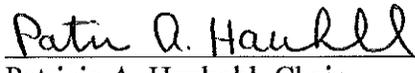
Presented by:  
Personnel Committee

Approved by: Land Use, Parks  
and Environment Committee

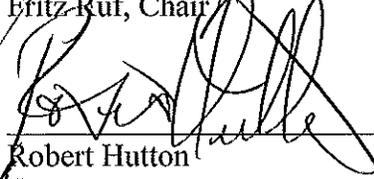
Approved by:  
Finance Committee

  
Duane E. Paulson, Chair

  
Fritz Ruf, Chair

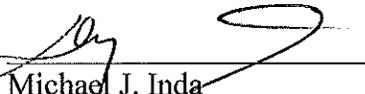
  
Patricia A. Haukoehl, Chair

  
Kathy A. Chivaverotti  
*Daniel J. Drayner*

  
Robert Hutton

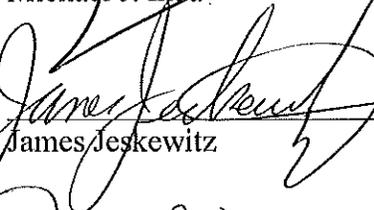
  
Dave Falstad

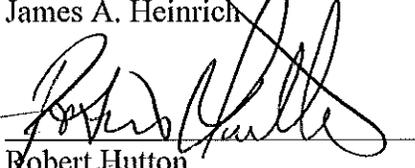
  
Paul L. Decker

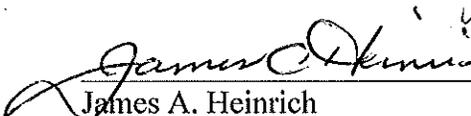
  
Michael J. Inda

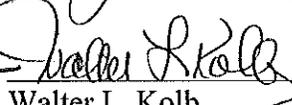
*absent*  
James A. Heinrich

  
Peter Gundrum

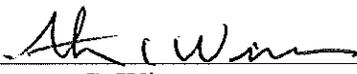
  
James Jeskewitz

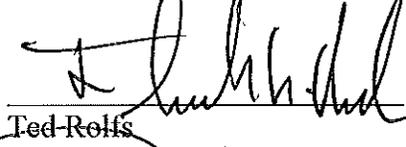
  
Robert Hutton

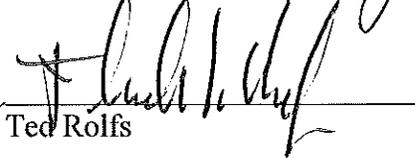
  
James A. Heinrich

  
Walter L. Kolb

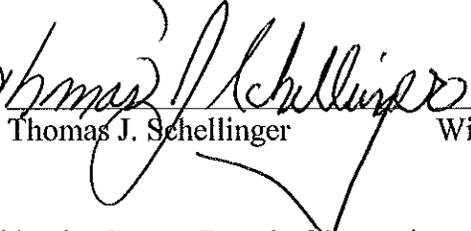
  
Pamela Meyer

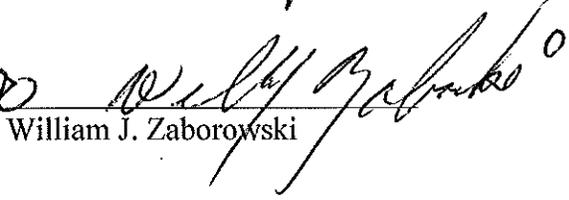
  
Steven C. Wimmer

  
Ted Rolfs

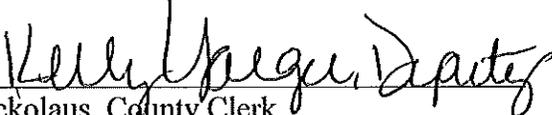
  
Ted Rolfs

*absent*  
Gilbert W. Yerke

  
Thomas J. Schellinger

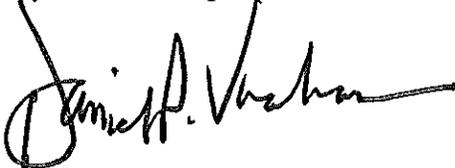
  
William J. Zaborowski

The foregoing legislation adopted by the County Board of Supervisors of Waukesha County, Wisconsin, was presented to the County Executive on:

Date: 6/29/11,   
Kathy Nickolaus, County Clerk

The foregoing legislation adopted by the County Board of Supervisors of Waukesha County, Wisconsin, is hereby:

Approved: X  
Vetoed: \_\_\_\_\_

Date: 6-29-11,   
Daniel P. Vrakas, County Executive

## FISCAL NOTE

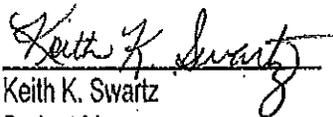
### Reorganization of the Tax Listing function from Register of Deeds to the Department of Administration

This ordinance organizationally transfers the Register of Deeds – Tax Listing program budget and function to the Department of Administration (DOA) – Business Office in June 2011 (p. 246 in the 2011 Adopted Budget book).

In addition to the transfer of Tax Listing program staff from the Register of Deeds to DOA, the ordinance also proposes staff changes resulting in cost savings. This includes creating 1.0 Full Time Equivalent (FTE) Program Assistant (assumed to be filled beginning mid-year, 2011) and abolishes 1.0 FTE vacant Real Property Tax Lister position upon adoption. The estimated fiscal impact is more than offset by abolishing the vacant 1.0 FTE Real Property Tax Lister position.

	<u>2011 Estimated Net Tax</u>	<u>2012 Estimated Net Tax</u>
	<u>Levy Fiscal Impacts</u>	<u>Levy Fiscal Impacts</u>
Program Assistant	\$34,000	\$65,900
Real Property Tax Lister	(\$81,400)	(\$83,000)
<i>Estimated net tax levy fiscal impact:</i>	(\$47,400)	(\$17,100)

Estimated personnel costs and tax levy savings in 2011 are higher than 2012 mainly due to the Program Assistant position being filled for approximately 7 months in 2011, as opposed to 12 months in 2012.



Keith K. Swartz  
Budget Manager  
05/03/11

WAUKESHA COUNTY BOARD OF SUPERVISORS

V

DATE-06/28/11

(ORD) NUMBER-1660019

1 D. FALSTAD.....AYE  
3 R. HUTTON.....AYE  
5 J. JESKEWITZ.....AYE  
7 P. HAUKOHL.....AYE  
9 J. HEINRICH.....AYE  
11 F. RUF.....AYE  
13 P. DECKER.....  
15 P. MEYERS.....AYE  
17 J. TORTOMASI.....AYE  
19 S. WIMMER.....AYE  
21 W. ZABOROWSKI.....AYE  
23 D. DRAEGER.....AYE  
25 G. YERKE.....AYE

2 T. ROLFS.....AYE  
4 J. DWYER.....AYE  
6 J. BRANDTJEN.....AYE  
8 T. SCHELLINGER....AYE  
10 D. SWAN.....AYE  
12 P. WOLFF.....AYE  
14 M. INDA.....  
16 D. PAULSON.....AYE  
18 K. CUMMINGS.....AYE  
20 P. JASKE.....  
22 P. GUNDRUM.....  
24 W. KOLB.....AYE

TOTAL AYES-21

TOTAL NAYS-00

CARRIED \_\_\_\_\_

DEFEATED \_\_\_\_\_

UNANIMOUS K

TOTAL VOTES-21