

177th BOARD YEAR

LEGISLATIVE ITEMS RECEIVED FOR COMMITTEE REFERRAL

File No.	Rec/Ref:	To:	Title
177-O-020	06/07/22 06/09/22	LU	ORD: Amend The Waukesha County Shoreland And Floodland Protection Ordinance District Zoning Map Of The Town Of Merton By Conditionally Rezoning Certain Lands Located In Part Of The NE ¼, NW ¼ And SE ¼ Of Section 6, T8N, R18E, Town Of Merton, Waukesha County, Wisconsin, To Revise The Boundaries Of The C-1 Conservancy (Floodplain) Overlay District And The A-1 Agricultural District To Allow A Portion Of Mason Creek To Be Realigned (RZ95)
177-O-021	06/07/22 06/09/22	LU	ORD: Amend The Waukesha County Shoreland And Floodland Protection Ordinance District Zoning Map Of The Town Of Merton And The Town Of Merton Zoning Ordinance By Rezoning Certain Lands Located In Part Of The NE ¼ Of Section 27, T8N, R18E, Town Of Merton, Waukesha County, Wisconsin, From The R-1 Residential District To The A-1 Agricultural District (RZ96)
177-O-022	06/07/22 06/09/22	LU FI	ORD: Modify The 2022 Community Development Fund Budget To Accept Additional Home Investment Partnership (Home) Program Funds And Actual Community Development Block Grant (CDBG) Program Funds
177-O-023	06/07/22 06/09/22	PW	ORD: Laying Out, Relocation And Improvement Of County Trunk Highway F & Lindsay Rd. Intersection, Project I.D. 2754-00-00
177-O-024	06/07/22 06/09/22	PW FI	ORD: Modify The 2022 Department Of Public Works – Special Purpose Grant Fund For Additional Fixed Asset Purchases And Increase American Rescue Plan Act Funding Revenue
177-O-025	06/07/22 06/09/22	EX FI	ORD: Modify The 2022 Department Of Administration – Special Purpose Grant Fund By \$315,000 And Increase American Rescue Plan Act Funding To Redesign Current Webpage And Transition To Cloud Environment
177-O-026	06/07/22 06/09/22	EX FI	ORD: Modify The 2022-2026 Capital Plan For The Creation Of Capital Project #202215 Enterprise Resource Planning System Replacement And Modify The 2022 Department Of Administration – Special Purpose Grant Fund By \$200,000, Funded With American Rescue Plan Act Funding Revenue
177-O-027	06/08/22 06/09/22	EX HS FI	ORD: Modify The 2022-2026 Capital Plan And 2022 Capital Project Budget To Modify Scope For Capital Project #202014 HHS Technology System Enhancements, Funded With American Rescue Plan Act Funding Revenue
177-O-028	06/08/22 06/09/22	EX HS FI	ORD: Modify The 2022-2026 Capital Plan And 2022 Capital Project Budget To Create Capital Project #202217 Mental Health Center Remodel, Funded With American Rescue Plan Act Funding Revenue
177-A-011	06/08/22 06/09/22	EX	APPT: Amy Barrows to the Silver Lake Management District
177-A-012	06/08/22 06/09/22	EX	APPT: David Eubanks to the Middle Genesee Lake Management District
177-O-029	06/08/22 06/09/22	HS JU FI	ORD: Modify The 2022 Department Of Health And Health Service – Special Purpose Grant Fund For Criminal Justice Collaborating Council Pretrial Supervision And Increase American Rescue Plan Act Funding General Government Revenue

177th BOARD YEAR

LEGISLATIVE ITEMS RECEIVED FOR COMMITTEE REFERRAL

File No.	Rec/Ref:	To:	Title
177-O-030	06/08/22 06/09/22	HS FI	ORD: Modify The Department Of Health And Human Services 2022 Budget And Authorize The Utilization Of Unspent 2021 Grant Funds From The Specialized Transportation Assistance Program For Counties Provided By The Wisconsin Department Of Transportation
177-O-031	06/08/22 06/09/22	CB	ORD: Authorization To Enter Into Settlement Agreement In The Eminent Domain Lawsuit Of The Estate Of Joseph Delmer Putna v. Waukesha County, Case Number 2020-CV-264

1 AMEND THE WAUKESHA COUNTY SHORELAND AND FLOODLAND PROTECTION ORDINANCE
2 DISTRICT ZONING MAP OF THE TOWN OF MERTON BY CONDITIONALLY REZONING CERTAIN
3 LANDS LOCATED IN PART OF THE NE ¼, NW ¼ AND SE ¼ OF SECTION 6, T8N, R18E, TOWN OF
4 MERTON, WAUKESHA COUNTY, WISCONSIN, TO REVISE THE BOUNDARIES OF THE C-1
5 CONSERVANCY (FLOODPLAIN) OVERLAY DISTRICT AND THE A-1 AGRICULTURAL DISTRICT TO
6 ALLOW A PORTION OF MASON CREEK TO BE REALIGNED (RZ95)
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 Merton Town Board on May 9, 2022; 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 59.692 and 60.62, Wis. Stats.
15

16 THE COUNTY BOARD OF SUPERVISORS OF THE COUNTY OF WAUKESHA ORDAINS that the
17 Waukesha County Shoreland and Floodland Protection Ordinance District Zoning Map for the
18 Town of Merton, Waukesha County, Wisconsin, adopted by the Waukesha County Board of
19 Supervisors on June 23, 1970, is hereby amended to conditionally rezone certain lands located
20 in part of the NE ¼, NW ¼ and the SE ¼ of Section 6, T8N, R18E, Town of Merton, Waukesha
21 County, Wisconsin, to revise the boundaries of the C-1 Conservancy (Floodplain) Overlay
22 District and the A-1 Agricultural District to allow a portion of Mason Creek to be realigned, and
23 more specifically described in the "Staff Report and Recommendation" and map on file in the
24 office of the Waukesha County Department of Parks and Land Use and made a part of this
25 Ordinance by reference RZ95, is hereby approved, subject to the following conditions:
26

- 27 1. Within six months after the completion of the watercourse relocation, the petitioners shall
28 apply for a Letter of Map Revision with FEMA for the proposed changes. The petitioners shall
29 obtain FEMA approval of a Letter of Map Revision.
30
- 31 2. Within six months after the completion of the watercourse relocation the petitioners shall
32 submit a final map to be certified by an engineer, that the fill or alteration as approved by
33 Waukesha County has been accomplished to the specifications set forth by this zoning
34 amendment.
35
- 36 3. Prior to commencement of land altering activities and/or land disturbances, a Stormwater
37 Permit from the Waukesha County Land Resources Division shall be obtained.
38
- 39 4. Prior to the commencement of land altering activities and/or land disturbances all required
40 permits from the WDNR and ACOE (if applicable) shall be obtained.
41
- 42 5. Prior to the commencement of any vegetation disturbance, a Vegetation Removal Permit shall
43 be issued by the Waukesha County Planning and Zoning Division.
44

45 BE IT FURTHER ORDAINED that the Waukesha County Clerk shall file a certified copy of this
46 Ordinance with the Town of Merton Clerk.

47

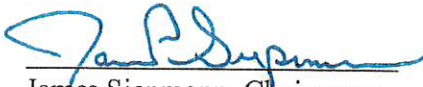
48 BE IT FURTHER ORDAINED that this Ordinance shall be in full force and effect upon passage,
49 approval and publication.

COMMISSION ACTION


The Waukesha County Park and Planning Commission after giving consideration to the subject matter of the Ordinance to amend the Waukesha County Shoreland and Floodland Protection Ordinance hereby recommends **approval** of **RZ95 (Tall Pines Conservancy)** in accordance with the attached "Staff Report and Recommendation".


PARK AND PLANNING COMMISSION

May 19, 2022


James Siepmann, Chairperson


Thomas Michalski, Vice Chairperson


Robert Peregrine


Richard Morris


William Groskopf

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

DATE: May 19, 2022

FILE NO.: RZ95

OWNER: Tall Pines Conservancy, Inc.
P.O. Box 65
Nashotah, WI 53058

TAX KEY NO.: MRTT 0310.998.008

LOCATION:

The property is described as Lot 2, Certified Survey Map No. 11865, part of the SW ¼ of the NE ¼ and the SE ¼ of the NW ¼ and the NW ¼ of the SE ¼ of Section 6, T8N, R18E, Town of Merton and located on Pleasant View Road containing approximately 26.3 acres.

EXISTING ZONING:

County: A-1 Agricultural District, C-1 Conservancy Overlay (Floodplain and Wetland) District, HG High Groundwater District, EC Environmental Corridor Overlay District.

Town: A-1 Agricultural District.

PROPOSED ZONING:

County: A-1 Agricultural District, C-1 Conservancy Overlay (Floodplain and Wetland) District, HG High Groundwater District, EC Environmental Corridor Overlay District.

Town: A-1 Agricultural District.

EXISTING LAND USE: Agriculture and open space

PROPOSED LAND USE:

Revise the boundaries of the C-1 Conservancy (Floodplain) Overlay District to allow a 1,500-foot portion of Mason Creek entirely within the subject property to be realigned to improve water quality in accordance with the recommendation in the Mason Creek Watershed Protection Plan, dated 2017. Due to the stream realignment a slight change in the County shoreland zoning jurisdictional boundary would occur.

PUBLIC HEARING DATE:

April 6, 2022

PUBLIC REACTION:

Several residents attended the public hearing. Many attendees were seeking additional detail about the project including the project scope, timeline, and purpose of the project.

Mark Windisch (W334 N8969 Pleasant View Rd.) expressed concerns about construction traffic and future public traffic if the site was made open to the public.

Sandy Doyle (W288 N8031 Park Dr.) inquired about who would maintain the land after the project was completed.

TOWN PLAN COMMISSION AND TOWN BOARD ACTION:

On April 6, 2022, the Town of Merton Plan Commission recommended approval of the rezone request to the Town Board.

On May 9, 2022, the Town of Merton Board approved the request and made recommendation of the same to Waukesha County. The Town's adopted ordinance is attached as Exhibit A.

COMPLIANCE WITH THE COMPREHENSIVE DEVELOPMENT PLAN FOR WAUKESHA COUNTY AND THE TOWN OF MERTON LAND USE PLAN:

The Comprehensive Land Use Plans for Waukesha County and the Town of Merton designate the property in the Rural Density and Other Agricultural Lands, Primary Environmental Corridor and Open Lands to be Preserved Categories of the Waukesha County Comprehensive Development Plan and Town Land Use Plan.

The proposal to realign the Mason Creek to its historic channel and establish a riparian buffer area, in order to restore natural habitat as well as improve water quality and water clarity in accordance with the recommendations in the Mason Creek Watershed Protection Plan (2017) is consistent with County and Town Plan recommendations.

STAFF ANALYSIS:

The subject property is located on Pleasant View Rd. near the County line and is approximately 26.3 acres in size and is bisected by the Mason Creek. The parcel is surrounded by parcels zoned A-1 Agricultural District and C-1 Conservancy District (Town) which appear to be generally in agricultural and open space use with single family residences on many of the lots. The subject parcel is owned by Tall Pines Conservancy who intend to retain the land as open space within the wetland and floodplain/riparian areas and continue to farm the remaining upland acreage.

There is a mapped 100-year floodplain associated with Mason Creek. The waterway is currently channeled via a deep linear ditch which was modified decades ago from its natural meandering channel and floodplain. The FEMA Flood Insurance Rate Maps (FIRMs) identify a Special Hazard Flood Zone (SHFZ) on the subject lot. The SHFZ is an A ("Approximate") Zone. Within A Zones, the 1% chance (100-year) floodplain is not based on a detailed hydrologic and hydraulic study meaning no base flood elevations have been determined and a regulatory floodway has not been established.

Mason Creek was identified as an important contributor of sediment and phosphorus to both the Oconomowoc River and Rock Rivers. Mason Creek has been listed as an impaired waterway by the USEPA and WDNR according to the 2017 Mason Creek Watershed Protection Plan prepared by SEWRPC. In accordance with the recommendations in that plan, the petitioners are proposing to realign a ¼ mile stretch of the creek (all within the subject lot) and associated floodplain to restore the natural/historic hydrology of the waterway and floodplain and to reestablish a riparian buffer area. The physical changes to the creek will only occur on the subject lot. Having said that, the stream realignment will cause small changes in the flood plain boundary on the subject property as well as lots upstream and downstream of the project area. Those changes are minimal with respect to the acreage involved and should not impact existing structures or buildable areas of nearby properties.

The primary purpose of the project is to reduce sediment loads entering the watershed, reduce sediment loads in the creek from entering North Lake, restore aquatic habitat that will support macroinvertebrate and fish populations (including Brook Trout) as well as prairie restoration within the previously farmed riparian corridor. Significant invasive species management is proposed, including the treatment of reed canary grass to restore sedge meadow habitat. Native revegetation, including trees, is proposed post-project. Additional project narrative provided by the petitioners is attached as Exhibit B and a site plan that shows the proposed realignment of the creek as Exhibit C.

The floodplain boundary will be modified in conjunction with the realignment of the creek. A preliminary hydrologic and hydraulic analysis was conducted by Stantec and approved by DNR to establish base flood elevations and provide a more accurate model of the established A Zone. A further analysis was conducted to determine how the proposed stream realignment would impact those base flood elevations. That study concluded that base flood elevations will not increase and will be slightly reduced at certain cross sections of the waterway within the study area. The DNR has reviewed and approved the flood study of the proposed floodplain. Exhibit C shows existing floodplain boundary in blue cross hatching and the proposed boundary in red.

Though base flood elevations at all cross sections will either remain the same or will be reduced, the Ordinance and DNR require that the petitioners submit a LOMR (Letter of Map Revision) to FEMA for review and approval within six months of the completion of the waterway relocation. This is to ensure the land altering activity and related impact to the floodplain was implemented in accordance with the plan. Approval of the LOMR will also formally revise the effective FIRM (flood map).

On May 4, 2022, the DNR issued a Chapter 30 individual permit to authorize the channel realignment. That permit establishes a very specific time window (May 15th to September 15th) when the project must occur to ensure the work is done during low water periods and to protect fish spawning, movement, and egg incubation periods.

Due the extent of land disturbance proposed, a Stormwater Permit is required from the Waukesha County Land Resources Division prior to commencing any land altering activities and a Vegetation Removal Permit is required from the Planning and Zoning Division to authorize proposed vegetation removal within the C-1 Conservancy Overlay District.

At the public hearing, project representatives from Stantec (Sarah Majerus) and Tall Pines (Chris Gutchenritter) provided additional project detail and addressed several questions from the public which are summarized in the public comments section of this report. They noted that the project is expected to take 8 to 10 weeks. The new channel is first constructed offline and is then tied into the existing upstream and downstream connection points. Ditch plugs are proposed in the old linear channel to create an oxbow pond type wetland hydrology. With respect to questions/concerns about traffic and public access, Mr. Gutchenritter noted that only limited public access is proposed (and is required by their grant funding sources). He noted that limited access does not equate to "open to the public" but means that small scheduled groups will occasionally visit the site for educational purposes. In response to another public question about long term maintenance, he noted that Tall Pines intends continue to own the land and provide long term maintenance of the site.

STAFF RECOMMENDATION:

Based upon the above analysis, Planning and Zoning Division Staff recommends **conditional approval** of the request, subject to the following conditions:

1. Within six months after the completion of the watercourse relocation, the petitioners shall apply for a Letter of Map Revision with FEMA for the proposed changes. The petitioners shall obtain FEMA approval of a Letter of Map Revision.
2. Within six months after the completion of the watercourse relocation the petitioners shall submit a final map to be certified by an engineer, that the fill or alteration as approved by Waukesha County has been accomplished to the specifications set forth by this zoning amendment.
3. Prior to commencement of land altering activities and/or land disturbances, a Stormwater Permit from the Waukesha County Land Resources Division shall be obtained.

4. Prior to the commencement of land altering activities and/or land disturbances all required permits from the WDNR and ACOE (if applicable) shall be obtained.
5. Prior to the commencement of any vegetation disturbance, a Vegetation Removal Permit shall be issued by the Waukesha County Planning and Zoning Division.

The proposed stream realignment will restore the natural river hydrology and riparian buffer which will improve the water quality and reduce the sediment load in Mason Creek, North Lake, and nearby watershed. The project will improve fish and wildlife habitat, will not adversely impact drainage, and will not increase regional flood elevations. As conditioned, the request meets the purpose and intent of the Ordinance.

Respectfully submitted,

Benjamin Greenberg

Ben Greenberg
Senior Planner

Attachments: Exhibits A-C
Map

N:\PRKANDLU\Planning And Zoning\Rezoning\Staff Reports\RZ95 Tall Pines Conservancy Mrt.Doc

ORDINANCE NO. 17.42



COPY

AN ORDINANCE TO AMEND THE DISTRICT ZONING MAP OF WAUKESHA COUNTY SHORELAND AND FLOODLAND PROTECTION ORDINANCE TO REVISE THE BOUNDARIES OF THE C-1 CONSERVANCY OVERLAY DISTRICT RELATED TO TAX PARCEL NO. MRTT 0310.998.008

WHEREAS, Tall Pines Conservancy, LLC, petitioned the Town of Merton to amend the District Zoning Map of Waukesha County Shoreland and Floodland Protection Ordinance to revise the boundaries of the C-1 Conservancy Overlay District related to Tax Parcel No. MRTT 0310.998.008;

WHEREAS, the change in zoning was requested to allow a 1,500 foot portion of Mason Creek to be re-aligned to improve water quality in accordance with the recommendation in the Mason Creek Watershed Protection Plan dated 2017;

WHEREAS, the Town of Merton Plan Commission, Town of Merton Town Board, and Waukesha County Department of Parks and Land Use held a Joint Public Hearing on the request on Wednesday, April 6, 2022; and

The Town Board of Supervisors of the Town of Merton, Waukesha County, Wisconsin, do ordain as follows:

SECTION 1. The District Zoning Map of Waukesha County Shoreland and Floodland Protection Ordinance within the Town of Merton, Wisconsin, dated April 9, 1974, as revised, and notations and references thereon, is hereby amended to revise the boundaries of the C-1 Conservancy Overlay District to permit a 1,500 foot portion of Mason Creek to be re-aligned in the following described lands:

See Exhibit A

SECTION 2. All ordinances or parts of ordinances conflicting with or contravening the provisions of this ordinance are hereby repealed.


SECTION 3. EFFECTIVE DATE. This ordinance shall take effect upon passage, posting and publication as required by law.

DATED: 5/10/2022

TOWN OF MERTON

By: 
Tim Klink, Chairman

ATTEST:


Donna Hann, Clerk

Date Adopted: 5/9/2022
Date Published: 5/10/2022
Effective Date: 5/10/2022

EXHIBIT A

Legal Description of Property

Lot 2 CSM #11865 VOL 119/336 REC AS DOC #4401897 & CORRECTED BY DOC
#4415230 PT SW1/4 OF NE1/4 & SE1/4 OF NW1/4 & NW1/4 OF SE1/4 SEC 6 T8N R18E

Exhibit B

MASON CREEK STREAM REALIGNMENT
TOWN OF MERTON, WAUKESHA COUNTY, WISCONSIN

PROJECT NARRATIVE

Received
02/16/2022
Waukesha County Dept.
of Parks and Land Use

APPLICANT INFORMATION

Property Owner information:

Tall Pines Conservancy, Inc.
Susan Buchanan, Executive Director
P.O. Box 65
W330 N4465 Lakeland Dr. (CTH C)
Nashotah, WI 53058
susanb@tallpinesconservancy.org
Phone: 262-369-0500

Environmental/Engineering Consultant Information:

Sarah Majerus, Environmental Scientist
Stantec
12075 Corporate Pkwy #200
Mequon, WI 53092
sarah.majerus@stantec.com
Phone: 920-627-3183

INTRODUCTION

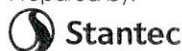
Tall Pines Conservancy (the "Landowner") proposes to realign a degraded section of Mason Creek located in the east portion of their 26.5-acre property along Pleasant View Road (the "Project") in the Town of Merton, Waukesha County, Wisconsin. The Project area comprises approximately 18 acres surrounding a previously straightened section of Mason Creek. The Project area is proposed for stream realignment and riparian buffer restoration, while the remaining 8.5 acres in the west portion of the property will continue to be farmed. Tall Pines Conservancy is requesting Waukesha County permits to complete the Project. A *Project Location Map* and the *Design Plans* are included in Appendix A.

PURPOSE AND NEED

Mason Creek is a 303 (d) listed impaired waterway, located primarily within an agricultural watershed. The portion of Mason Creek within the Project area was historically ditched and channelized and is now incised and laden with sediment. The proposed Project will restore a ¼-mile section of Mason Creek by re-meandering the existing channel through its historic floodplain and establishing riffle-pool sequences with aquatic habitat features that will support macroinvertebrate and fish populations. The existing channel will provide remnant backwater and oxbow wetland habitat.

Habitat restoration activities within the riparian corridor are ongoing and will continue beyond construction. Ongoing efforts include prairie restoration within previously farmed riparian corridor and treatment of reed canary grass to restore sedge meadow habitat. Vegetation clearing will include removal of herbaceous vegetation along the proposed stream corridor. Sod mats will be reserved for placement along the bank of the new channel. Revegetation post-construction will include removal of invasive species, replacement of sod mats along newly established channel banks, native seeding, and tree and shrub planting within the floodplain.

Prepared by:



Page 1

Riparian restoration will contribute to long-term goals of reduced sedimentation and improved water quality within Mason Creek.

PROJECT DETAILS

The project design proposes to re-align approximately 1,420 linear feet of the existing channel within the Project area. Restoration will include abandonment of the existing channel, and creation of a new channel within the historic floodplain. The design is based on stable morphological dimensions with a meandering alignment and a modified profile, to provide a functional lift of the stream system in an effort to provide hydrological reconnection to the existing floodplain. See attached *Design Plans* and *Technical Memorandum* in Appendix A for details.

Prior to commencing site grading, the contractor will install an access road that extends from Pheasant View Road to the Project area, along with a staging area and erosion control devices. Grading activities will include resetting an existing culvert, excavation of a new stream channel, backfill in portions of existing channel, and establishment of adjacent floodplain and wetland habitat. Contractors will work from the upstream sections of each channel and work downstream. Where possible, stream sections will be constructed in the dry. If construction activities must occur within the active channel, a pump around system will be used to divert flow. Revegetation within the riparian buffer will occur throughout the duration of construction and into Fall 2023.

While the intent of this Project is to improve the ecological function, temporary and permanent impacts to existing water resources are proposed as part of construction. Impacts are quantified in Table 1 below and shown on the attached *Design Impact Graphic* (Appendix A).

Table 1: Wetland and Waterway Impacts

Temporary Impacts to Existing Channel					
Net	185.7	LF			Areas where existing channel overlaps with proposed channel
Permanent Impacts to Existing Channel					
Gain	469.2	LF			Proposed channel length less the existing channel length
Loss	259.3	LF			Fill in existing channel areas
Net	209.9	LF			
Temporary Impacts to Existing Wetlands					
Net	118842.1	SF	2.73	AC	40-foot buffer from OHWM, where overlaps delineated wetland
Permanent Impacts to Existing Wetlands					
Gain	11214.5	SF	0.26	AC	Existing channel conversion to wetland & roadbed removed
Loss	26594.5	SF	0.61	AC	Existing wetland conversion to proposed channel & new access road
Net	-15380.0	SF	0.35	AC	

Note: Wetland impacts are based on *SEWRPC Wetland Delineation Report* in Appendix B.

CONSTRUCTION SCHEDULE & EROSION CONTROL

Construction is anticipated to begin in the summer of 2022. Construction start dates are dependent upon the receipt of permits, agency approvals, and other project related development activities.

Typical excavation and grading equipment will be utilized to construct the project and staging areas/access routes will be limited to upland. Downstream receiving wetlands and waterways off site will be protected from potential water quality impacts through the installation of stormwater Best Management Practices (e.g., silt fence, erosion logs, erosion matting, etc.) during pre-construction and post-construction activities and will be removed following establishing greater than 70 percent vegetative growth. Refer to the *Erosion Control Plan* in the attached *Design Plans* for details.

AVOIDANCE AND MINIMIZATION EFFORTS

This project has been designed to minimize impacts to wetlands and waterways, in addition to endangered and cultural resources within the vicinity of the project.

Impacts to wetlands and waterways will be minimized by implementing and maintaining erosion control measures and limiting access to existing routes, as described above and as shown on the attached *Design Plans* in Appendix A.

An Endangered Resources (ER) Review was finalized by WDNR on July 8th, 2020 and recommends timing restrictions and proper erosion control to avoid impacts to the slender madtom. Coordination with WDNR is ongoing, and the Project will comply with the necessary avoidance and minimization recommendations to protect subject species. Refer to the attached *ER Review* (Appendix B) for details.

A Cultural Database Review was conducted in April 2020 to determine the presence or absence of catalogued sites within the Project. No known archaeological sites or historic structures are located within the Project limits. Refer to the attached *Confidential Cultural Resource Database Review and Survey Results* letter (Appendix B) for details.

Precautions will also be taken to prevent the spread of invasive and exotic species due to the proximity of wetland resources to the project area. The following steps shall be taken to avoid transporting invasive and exotic viruses and species:

- 1) Inspect and remove aquatic plants, animals, and mud from the equipment before mobilizing to the site and prior to leaving the site.
- 2) Drain all water from equipment that comes in contact with infested waters before mobilizing to the site. Drain all water from equipment that comes in contact with water prior to leaving the site.
- 3) Dispose of aquatic plants and animals in the trash prior to leaving the site.
- 4) Wash equipment with hot (>104° F) or high-pressure water, steam or allow your equipment to dry thoroughly for 5 days.

Exhibit C

Figure No. 1

Floodplain Exhibit
Tall Pines - Mason Creek

Client/Project
 Mason Creek
 Water Quality Improvement Project

PROJECT LOCATION
 T8N, R18E, S04
 T. of Mason
 Waukesha Co., WI
 193707418
 Prepared by: JMD on 2025-03-21
 Technical Review by: AV on 2025-03-21

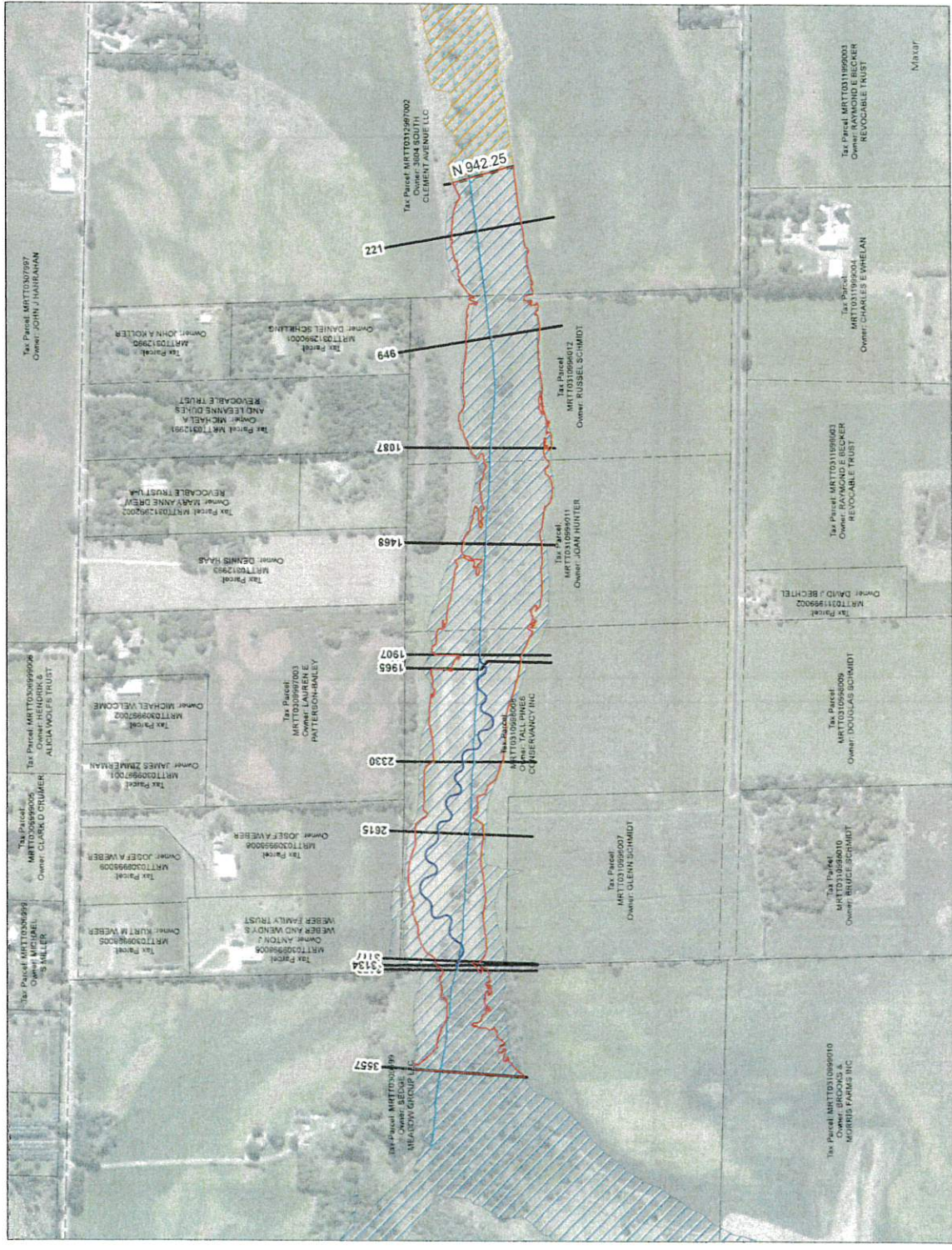


- Legend**
- Tax Parcels
 - Existing Mason Creek
 - Proposed Mason Creek
 - FEMA Cross Sections
 - Proposed Cross Sections
 - Existing FEMA Floodplain
 - Zone AE - 100 Year Floodplain
 - Zone AE - 100 Year Flood Fringe
 - Zone AE - 100 Year Floodway
 - Proposed 100 Year Floodplain

Received
 03/22/2022
 Waukesha County Dept.
 of Parks and Land Use



- Notes**
1. Base Data Source: FEMA, Waukesha County
 2. Data Source Inclusions: FEMA, Waukesha County
 3. Orthophotograph



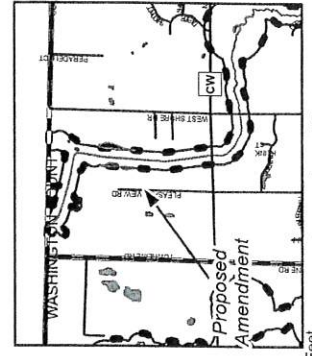
Disclaimer: Stantec assumes no responsibility for data supplied by electronic format. The recipient accepts full responsibility for verifying the accuracy and completeness of the data. The recipient releases Stantec, its officers, employees, consultants and agents, from any and all claims, actions, demands, suits, damages, losses, costs, expenses, and liabilities of any kind, arising from the use of the data.

ZONING AMENDMENT

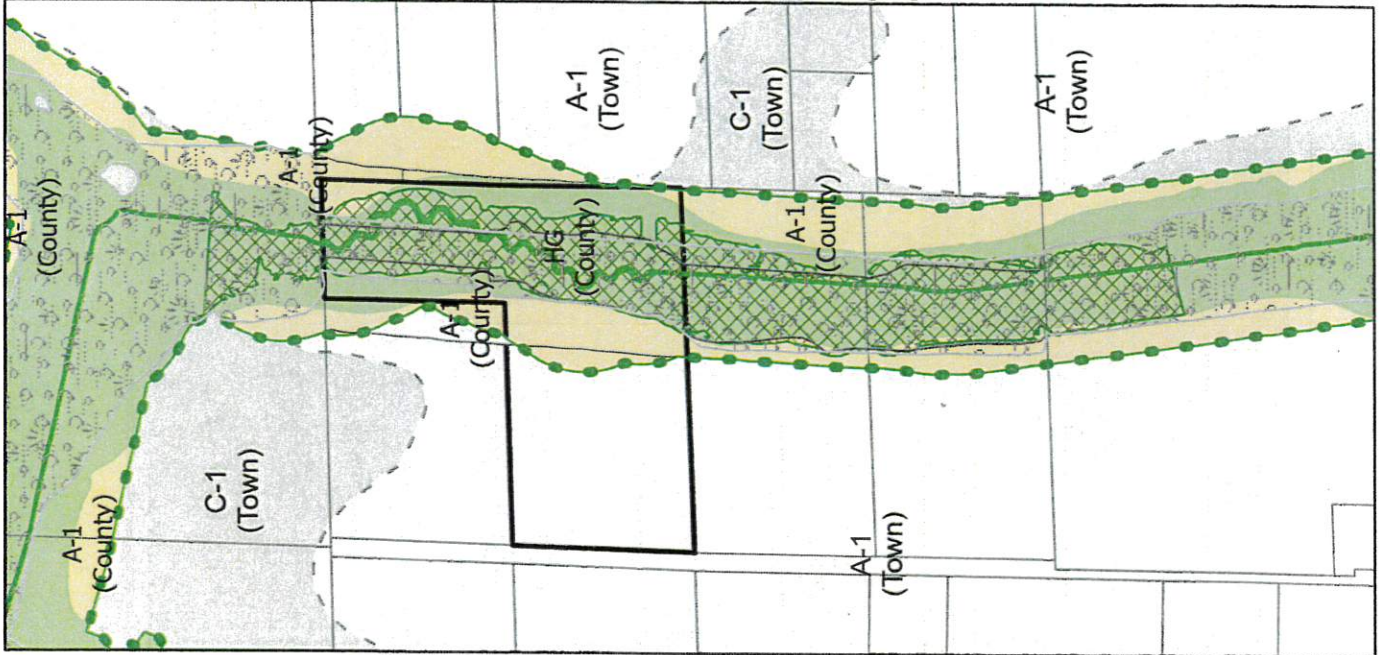
PT OF THE E 1/2 OF SECTION 6,
TOWN OF MERTON

- Proposed Mason Creek alignment
- Proposed Shoreland Jurisdiction
- Proposed 1% Chance Flood
- Existing Mason Creek alignment
- Existing Shoreland Jurisdiction
- Existing 1% Chance Flood (Zone A No Base EI.)
- County Zoning Area
- A-1 Agricultural District
- HG High Groundwater District
- EC Environmental Corridor Overlay District
- C-1 Conservancy (Wetlands) Overlay District
- Town Zoning Area
- C-1 Conservancy District
- A-1 Agricultural District

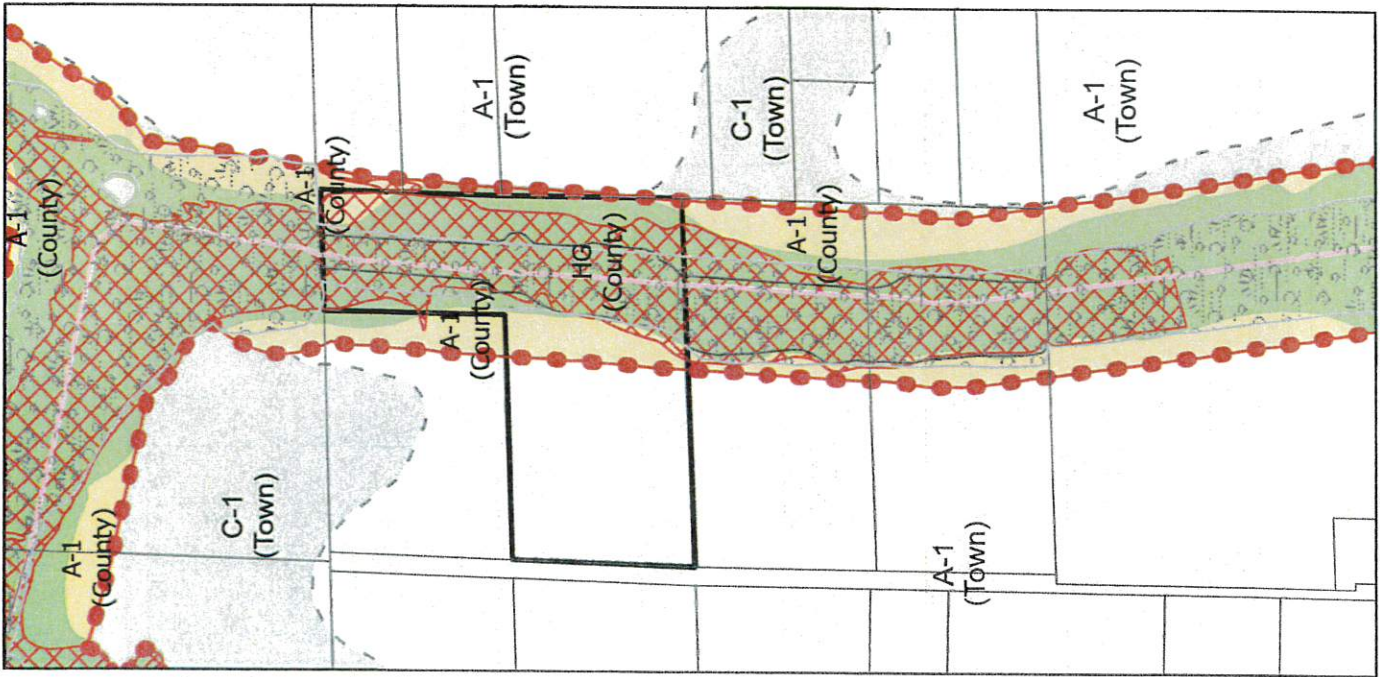
FILE.....RZ95
DATE OF PLAN COMMISSION.....5/19/22
TAX KEY NUMBER.....MULTIPLE



800 Feet
Location Map



Proposed Jurisdiction, Floodplain,
and Zoning Boundaries



Existing Jurisdiction, Floodplain,
and Zoning Boundaries

1 AMEND THE WAUKESHA COUNTY SHORELAND AND FLOODLAND PROTECTION ORDINANCE
2 DISTRICT ZONING MAP OF THE TOWN OF MERTON AND THE TOWN OF MERTON ZONING
3 ORDINANCE BY REZONING CERTAIN LANDS LOCATED IN PART OF THE NE ¼ OF SECTION 27,
4 T8N, R18E, TOWN OF MERTON, WAUKESHA COUNTY, WISCONSIN, FROM THE R-1 RESIDENTIAL
5 DISTRICT TO THE A-1 AGRICULTURAL DISTRICT (RZ96)
6

7 WHEREAS, after proper notice was given, a public hearing was held and the subject matter of
8 this Ordinance was approved by the Merton Town Board on April 25, 2022; and
9

10 WHEREAS, the matter was referred to and considered by the Waukesha County Park and
11 Planning Commission, which recommended approval and reported that recommendation to the
12 Land Use, Parks and Environment Committee and the Waukesha County Board of Supervisors,
13 as required by Sections 59.692 and 60.62, Wis. Stats.
14

15 THE COUNTY BOARD OF SUPERVISORS OF THE COUNTY OF WAUKESHA ORDAINS that the
16 Waukesha County Shoreland and Floodland Protection Ordinance District Zoning Map for the
17 Town of Merton, Waukesha County, Wisconsin, adopted on June 23, 1970, and the Town of
18 Merton Zoning Ordinance adopted on October 23, 2007, are hereby amended to rezone certain
19 lands located in part of the NE ¼ of Section 27, T8N, R18E, Town of Merton, from the R-1
20 Residential to the A-1 Agricultural District, and more specifically described in the "Staff Report
21 and Recommendation" and map on file in the office of the Waukesha County Department of
22 Parks and Land Use and made a part of this Ordinance by reference RZ96.
23

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


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

COMMISSION ACTION

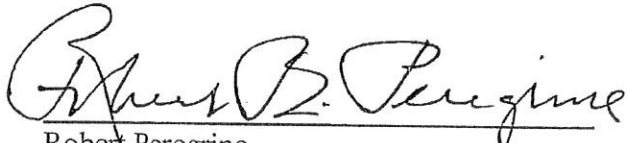
The Waukesha County Park and Planning Commission, after giving consideration to the subject matter of the Ordinance to amend the Waukesha County Shoreland and Floodland Protection Ordinance, hereby recommends approval of (RZ96 Beaumont Farm Legacy) in accordance with the attached "Staff Report and Recommendation".

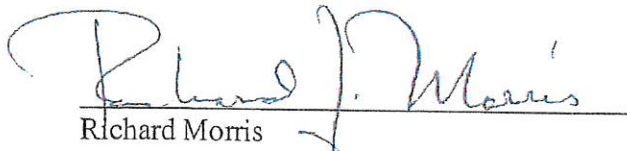
PARK AND PLANNING COMMISSION

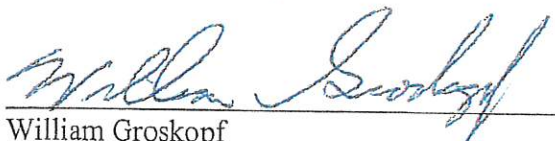
May 19, 2022


James Siepmann, Chairperson


Thomas Michalski, Vice Chairperson


Robert Peregrine


Richard Morris


William Groskopf

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

DATE: May 19, 2022

FILE NO.: RZ96

OWNER: Beaumont Farm Legacy, LLC
243 Four Winds Court
Hartland, WI 53029-8752

TAX KEY NO.: MRTT 0393.999

LOCATION:

The property is located in part of the NE ¼ of Section 27, T8N, R18E, Town of Merton. More specifically the property is located on Beaumont Lane containing approximately 104.5 acres.

EXISTING ZONING:

R-1 Residential District and C-1 Conservancy (wetland) Overlay District (County).
R-1 Residential District and C-1 Conservancy (wetland) District (Town)

* There is mapped Environmental Corridor on the parcel. However, a 2014 delineation by SEWRPC determined there is no Environmental Corridor on the lot.

PROPOSED ZONING:

A-1 Agricultural District and C-1 Conservancy (wetland) Overlay District (County).
A-1 Agricultural District and C-1 Conservancy (wetland) District (Town)

EXISTING LAND USE:

Agriculture and open space.

PROPOSED LAND USE:

Construction of a single-family residence and accessory structures (some farm related) and to utilize the property for agricultural uses.

PUBLIC HEARING DATE:

On April 6, 2022, a joint public hearing was held by the Town of Merton Plan Commission, Town of Merton Town Board and a staff representative from the Waukesha County Department of Parks and Land Use.

PUBLIC REACTION:

David Van Slett (W305N6580 Beaver Lake Rd.) noted that there are existing drainage issues for many of nearby properties near Beaumont Lane.

TOWN PLAN COMMISSION AND TOWN BOARD ACTION:

The Town Board approved the request on April 25, 2022 and recommended the same to Waukesha County. On April 25, 2022, the Town Board adopted Ordinance No. 17.41 (attached as Exhibit A) with an effective date of April 27, 2022.

COMPLIANCE WITH THE COMPREHENSIVE DEVELOPMENT PLAN (CDP) FOR WAUKESHA COUNTY AND THE TOWN OF MERTON LAND USE PLAN:

The Comprehensive Land Use Plans for Waukesha County and the Town of Merton designate the property as Low Density Residential (20K to 1.4 ac/du)

The request to rezone lands to the A-1 Agricultural District is consistent with the CDP which recommends that lands be zoned as used. Since the development rights have been sold and/or eased and the land is to be used predominantly for agricultural and open space purposes, the proposal to rezone is consistent with plan recommendations.

STAFF ANALYSIS:

The subject 104-acre property is just northeast of Beaver Lake along the private Beaumont Lane. The lands are in agricultural use. Approximately 84 acres are located north of Beaumont Lane. Except for one remaining development right, Tall Pines Conservancy has purchased all development rights in perpetuity across the 84-acre portion. The remaining 20 acres south of Beaumont Lane have a 20-year conservation easement established. Upon sunset of the 20-year easement, a maximum of three development rights would become available on a limited portion of those 20 acres.

The owners are planning on constructing a single-family dwelling in addition to accessory buildings. Some of the accessory buildings would be for agricultural purposes. Per the County R-1 Residential District, accessory buildings can not exceed eighteen (18) feet in height, which is considered too low for typical farm buildings and is one of the primary reasons for this request to rezone from a residential district to an agricultural district.

Additional conceptual site plan details show a single-family residence, multiple accessory buildings, multiple driveways, and a proposed pond. The conceptual site plan is attached as Exhibit B. At the public hearing, the owner noted that they would like to commence home construction this summer and hope to put cover crops down this year. Per the Tall Pines easement agreement, they will be installing a perimeter trail along Beaver Lake Rd. and CTH E which will be open to the public. They also plan on planting a significant number of trees along Beaver Lake Road.

Before any permits can be issued for buildings, roads and a pond, a grading and drainage plan will be needed to assess the land altering impacts and to ensure that the project does not result in adverse drainage on nearby properties or roads.

STAFF RECOMMENDATION:

Based upon the above analysis, Planning and Zoning Division Staff recommends **approval** of the request.

The proposed rezone will allow the owner to construct agricultural buildings and utilize the property for agricultural purposes. In addition, the rezone to the A-1 Agricultural District accommodates the continued agricultural use of these lands, is consistent with plan recommendations to zone lands as used and meets the purpose and intent of the Ordinance.

Respectfully submitted,

Benjamin Greenberg

Ben Greenberg
Senior Planner

Attachments: Exhibits A and B
Map

N:\PRKANDLU\Planning And Zoning\Rezoning\Staff Reports\RZ96 Beaumont Farm Legacy Mrt.Doc

EXHIBIT A

RECEIVED
04/28/2022
DEPT OF
PARKS & LAND
USE

ORDINANCE NO. 17.41 Zoning Map

AN ORDINANCE TO AMEND THE DISTRICT ZONING MAP OF THE WAUKESHA COUNTY SHORELAND AND FLOODPLAN PROTECTION ORDINANCE AND TOWN OF MERTON, WAUKESHA COUNTY, WISCONSIN ZONING CODE FROM R-1 RESIDENTIAL DISTRICT TO A-1 AGRICULTURAL DISTRICT AS THEY RELATE TO THE BEAUMONT FARM LEGACY, LLC PROPERTY, TAX PARCEL NO. MRTT 0393.999

WHEREAS, Beaumont Farm Legacy, LLC, petitioned the Town of Merton to rezone Tax Parcel No. MRTT 0393.999 from R-1 Residential District and A-1 Agricultural District;

WHEREAS, the change in zoning was requested to allow the petitioner to construct a single-family residence and accessory structures and to utilize the property for agriculture uses;

WHEREAS, the Town of Merton Plan Commission, Town of Merton Town Board, and Waukesha County Department of Parks and Land Use held a Joint Public Hearing on the rezoning request on Wednesday, April 6, 2022; and

The Town Board of Supervisors of the Town of Merton, Waukesha County, Wisconsin, do ordain as follows:

SECTION 1. The District Zoning Map of the Town of Merton, Wisconsin, dated April 9, 1974, as revised, and notations and references thereon, is hereby amended to zone the following described lands A-1 Agricultural District:

See Exhibit A

SECTION 2. All ordinances or parts of ordinances conflicting with or contravening the provisions of this ordinance are hereby repealed.

SECTION 3. EFFECTIVE DATE. This ordinance shall take effect upon passage, posting and publication as required by law.

DATED: 4/27/2022

TOWN OF MERTON
By: Tom Klink
Tim Klink, Chairman

ATTEST:
Donna Hann
Donna Hann, Clerk

Date Adopted: 4/25/2022
Date Published: 4/25/2022
Effective Date: 4/27/2022

EXHIBIT A

Legal Description of Property

ALL THAT PART OF THE NORTHEAST 1/4 OF SECTION 27, TOWNSHIP 8 NORTH, RANGE 18 EAST, TOWN OF MERTON, WAUKESHA COUNTY, WISCONSIN, BOUNDED AND DESCRIBED AS FOLLOWS:

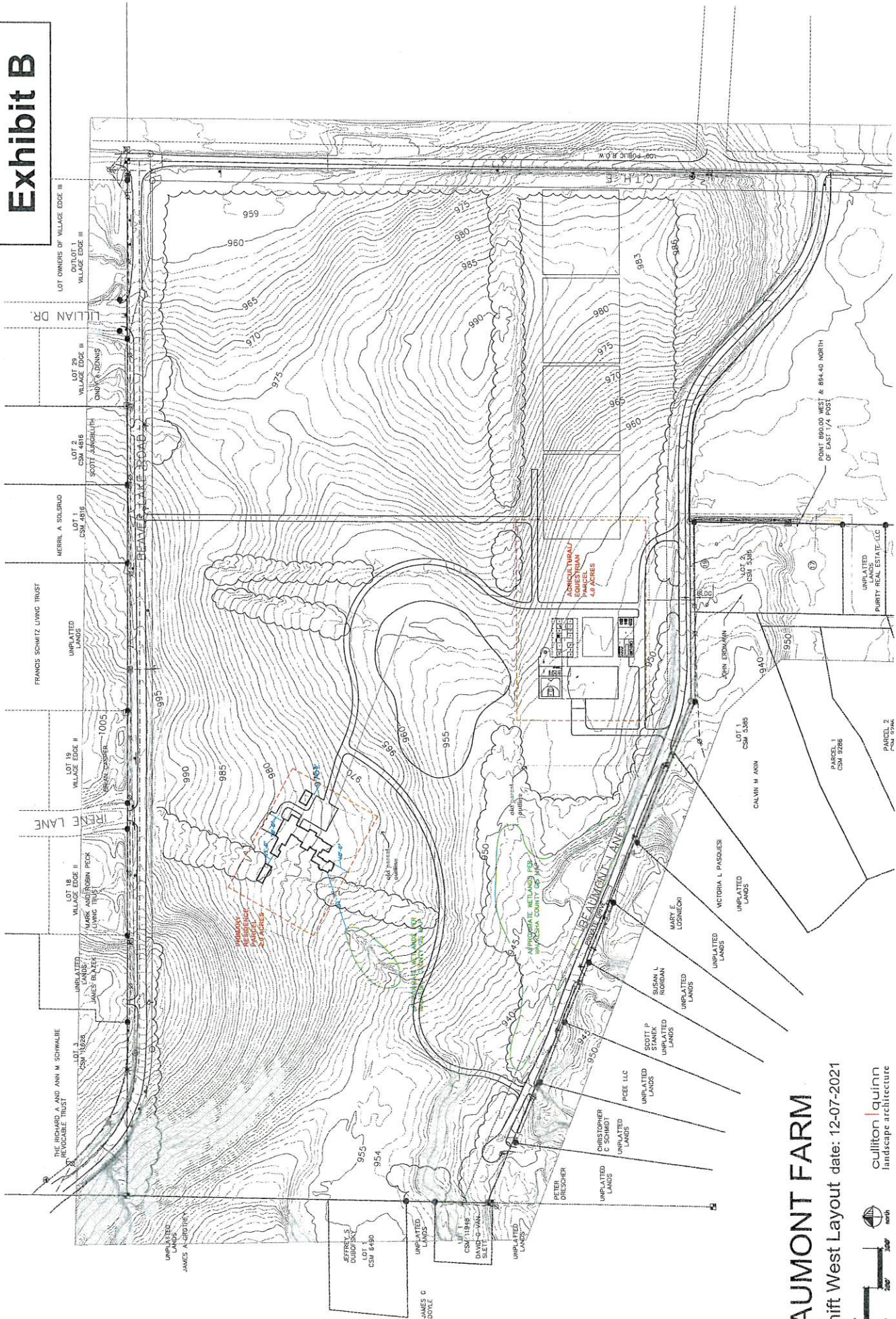
BEGINNING AT A POINT ON THE EAST LINE OF THE NORTHEAST 1/4 OF SECTION 27, SAID POINT BEING NORTH OF AND 40.00 FEET DISTANT FROM THE EAST 1/4 CORNER OF SAID SECTION;

THENCE SOUTH 89° 13' WEST, PARALLEL TO AND 40 FEET DISTANT FROM THE EAST 1/4 LINE OF SAID SECTION, 898.53 FEET; THENCE NORTH, PARALLEL TO THE AFORESAID EAST LINE OF THE NORTHEAST 1/4 OF SECTION 27, 1145.46 FEET TO THE SOUTH LINE OF BEAUMONT LANE; THENCE ALONG SAID SOUTH LINE THE FOLLOWING COURSES: 89.25 FEET ALONG THE ARC OF A CURVE, RADIUS OF 1704.35 FEET; CENTER OF WHICH LIES TO THE SOUTH AND A CHORD BEARING SOUTH 89° 17' EAST, 89.24 FEET TO THE P.T. OF SAID CURVE; THENCE SOUTH 87° 47' EAST, 143.00 FEET TO THE P.C. OF A CURVE; THENCE 124.36 FEET ALONG THE ARC OF SAID CURVE, RADIUS OF 177.04 FEET, CENTER OF WHICH LIES TO THE SOUTHWEST AND A CHORD BEARING SOUTH 67° 39' 30" EAST, 121.83 FEET TO THE P.T. OF SAID CURVE; THENCE SOUTH 47° 32' EAST, 297.35 FEET TO THE P.C. OF A CURVE; THENCE 312.10 FEET, ALONG THE ARC OF SAID CURVE, RADIUS OF 421.09 FEET, CENTER OF WHICH LIES TO THE NORTHEAST AND A CHORD BEARING SOUTH 68° 46' EAST, 305.01 FEET TO THE P.T. OF SAID CURVE; THENCE EAST, PERPENDICULAR TO THE EAST LINE OF THE NORTHEAST 1/4 OF SECTION 27, 50.00 FEET TO SAID EAST LINE; THENCE SOUTH, ALONG SAID EAST LINE, 769.00 FEET TO THE PLACE OF BEGINNING.

AND

ALL THAT PART OF THE NORTHEAST 1/4 OF SECTION 27, TOWNSHIP 8 NORTH, RANGE 18 EAST, TOWN OF MERTON, WAUKESHA COUNTY, WISCONSIN, BOUNDED AND DESCRIBED AS FOLLOWS: BEGINNING AT THE NORTHEAST CORNER OF SECTION 27; THENCE SOUTH 89° 26' WEST, ALONG THE NORTH LINE OF SAID NORTHEAST 1/4, 2636.70 FEET TO THE NORTH 1/4 CORNER OF SECTION 27; THENCE SOUTH 00° 07' WEST, ALONG THE NORTH 1/4 LINE OF SAID SECTION, 936.50 FEET TO THE SOUTH LINE OF BEAUMONT LANE; THENCE ALONG SAID SOUTH LINE THE FOLLOWING COURSES: SOUTH 67° 53' EAST, 1236.33 FEET; THENCE SOUTH 66° 48' EAST, 142.54 FEET; THENCE NORTH 89° 13' EAST, 460.00 FEET TO THE P.C. OF A CURVE; THENCE 89.25 FEET ALONG THE ARC OF SAID CURVE, RADIUS OF 1704.35 FEET; CENTER OF WHICH LIES TO THE SOUTH AND A CHORD BEARING SOUTH 89° 17' EAST, 89.24 FEET TO THE P.T. OF SAID CURVE; THENCE SOUTH 87° 47' EAST, 143.00 FEET TO THE P.C. OF A CURVE; THENCE 124.36 FEET ALONG THE ARC OF SAID CURVE, RADIUS OF 177.04 FEET, CENTER OF WHICH LIES TO THE SOUTHWEST AND A CHORD BEARING SOUTH 67° 39' 30" EAST, 121.83 FEET TO THE P.T. OF SAID CURVE; THENCE SOUTH 47° 32' EAST, 297.35 FEET TO THE P.C. OF A CURVE; THENCE 312.10 FEET ALONG THE ARC OF SAID CURVE, RADIUS OF 421.09 FEET, CENTER OF WHICH LIES TO THE NORTHEAST AND A CHORD BEARING SOUTH 68° 46' EAST, 305.01 FEET TO THE P.T. OF SAID CURVE; THENCE EAST, PERPENDICULAR TO THE EAST LINE OF THE NORTHEAST 1/4 OF SECTION 27, 50.00 FEET TO SAID EAST LINE; THENCE NORTH, ALONG SAID EAST LINE, 1838.10 FEET TO THE PLACE OF BEGINNING.

Exhibit B



BEAUMONT FARM

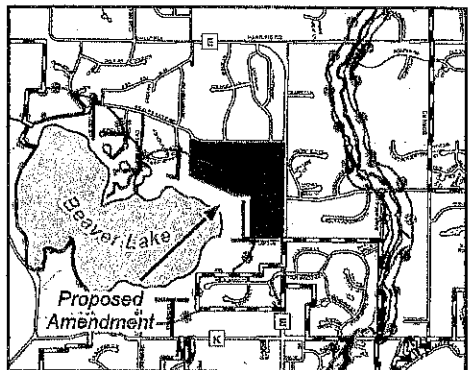
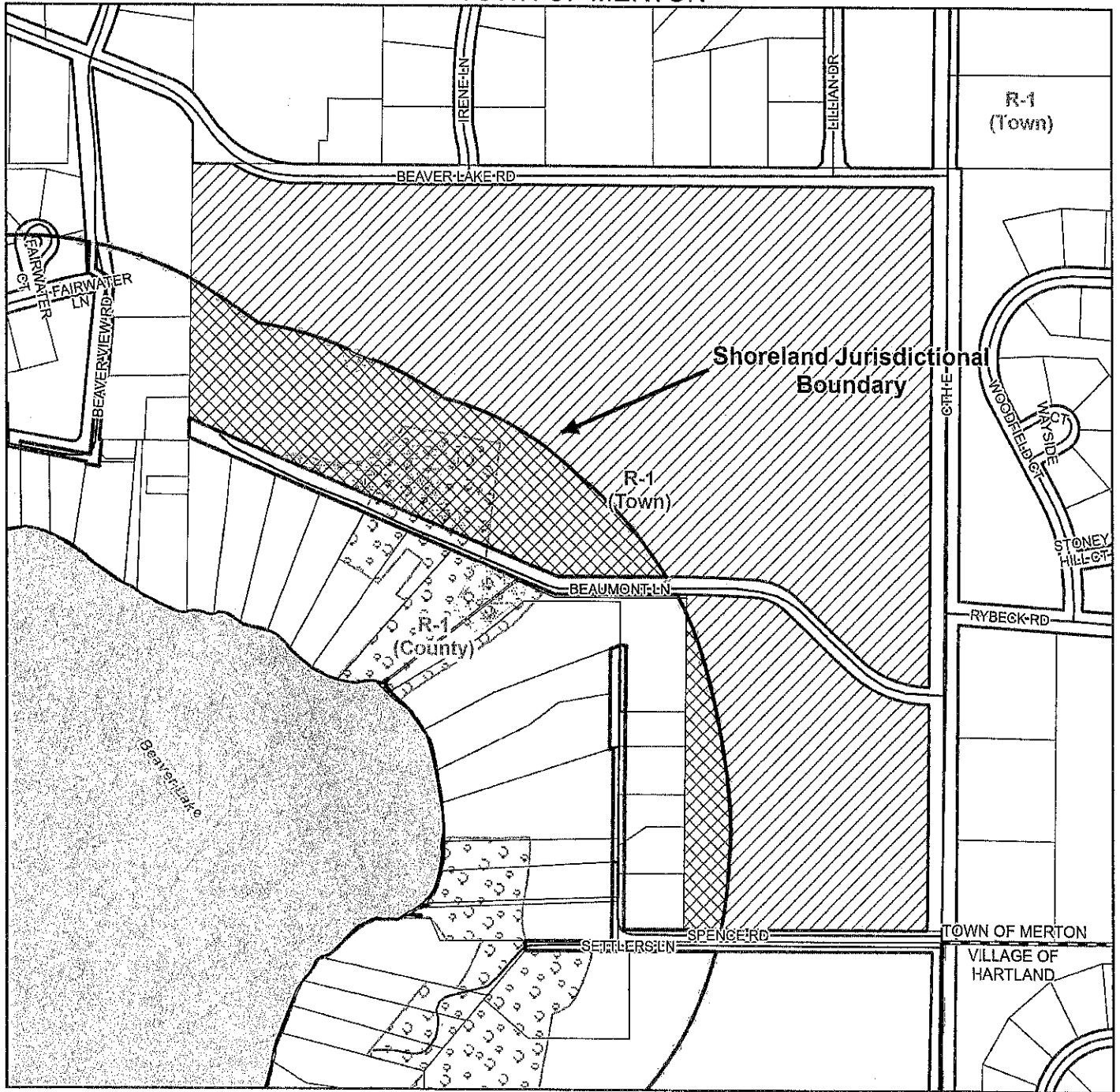
55' Shift West Layout date: 12-07-2021

scale 1" = 250' ±

 culliton | quinn
 landscape architecture

ZONING AMENDMENT

PT OF THE NE 1/4 OF SECTION 27,
TOWN OF MERTON



	COUNTY ZONING AMENDMENT FROM R-1 RESIDENTIAL DISTRICT TO A-1 AGRICULTURAL DISTRICT (21 AC)
	TOWN ZONING AMENDMENT FROM R-1 RESIDENTIAL DISTRICT TO A-1 AGRICULTURAL DISTRICT (83 AC)
	CONSERVANCY (C-1) OVERLAY DISTRICT
	ENVIRONMENTAL CORRIDOR (EC) OVERLAY DISTRICT

FILE.....RZ96

DATE OF PLAN COMMISSION.....5/19/22

AREA OF CHANGE.....104 ACRES

TAX KEY NUMBER.....MRTT0393999

Prepared by the Waukesha County Department of Parks and Land Use

0 300 600 Feet

N

1 MODIFY THE 2022 COMMUNITY DEVELOPMENT FUND BUDGET TO ACCEPT ADDITIONAL HOME
2 INVESTMENT PARTNERSHIP (HOME) PROGRAM FUNDS AND ACTUAL COMMUNITY
3 DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM FUNDS
4
5

6 WHEREAS, the U.S. Department of Housing and Urban Development (HUD) has qualified
7 Waukesha County as an entitlement Urban County and, along with participating counties and
8 municipalities; and
9

10 WHEREAS, Waukesha County is eligible to receive federal funding to provide benefits primarily
11 to low and moderate income households as well as to meet specific community needs through
12 the Community Development Block Grant (CDBG) and HOME Investment Partnership (HOME)
13 programs; and
14

15 WHEREAS, Waukesha County, as the grantee, has been authorized by the Waukesha County
16 Board of Supervisors to participate and accept funding; and
17

18 WHEREAS, the Parks and Land Use Department 2022 Budget included HUD funding estimated
19 at \$1,500,000 for the CDBG program and \$1,460,506 for the HOME program for total HUD
20 funding of \$2,960,506; and
21

22 WHEREAS, the final 2022 HUD grant awarded for the CDBG program is \$38,434 lower for CDBG
23 at \$1,461,566, and is \$173,949 higher for the HOME Program at \$1,634,455; and
24

25 WHEREAS, subgrantees, participating counties and municipalities will enter into subgrantee
26 agreements with Waukesha County to use HUD funds mainly designated to benefit low and
27 moderate income (at-risk) persons and specific needs of participating jurisdictions.
28

29 THE COUNTY BOARD OF SUPERVISORS OF THE COUNTY OF WAUKESHA ORDAINS
30 that that the Community Development program administration is authorized to accept the
31 additional 2022 HUD funding for the HOME program of \$173,949.
32

33 BE IT FURTHER ORDAINED that the 2022 Community Development Fund budget be modified by
34 appropriating operating expenditures of \$173,949 for the HOME program, reducing operating
35 expenditures by \$38,434 in the CDBG program, increasing general government revenue by
36 \$173,949 in the HOME program, and reducing general government revenue \$38,434 in the
37 CDBG program.
38

39 BE IT FURTHER ORDAINED that the Community Development program be authorized to execute
40 agreements or appropriate amendments to existing subgrantee agreements which are deemed
41 reasonable and appropriate by the County Executive and the Community Development Block
42 Grant Board and the HOME Consortium Board.

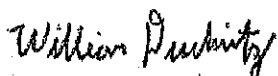
FISCAL NOTE

MODIFY THE 2022 COMMUNITY DEVELOPMENT FUND BUDGET TO ACCEPT ADDITIONAL HOME INVESTMENT PARTNERSHIP (HOME) PROGRAM FUNDS, AND ACTUAL COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM FUNDS

In order to keep the County budget and record keeping consistent with Federal U.S. Department of Housing and Urban Development (HUD) reporting requirements, this ordinance modifies the 2022 Community Development – HOME Investment Partnership Program (HOME) and Community Development Block Grant (CDBG) operating expenditures appropriations to match the HUD-approved HOME and CDBG programs grant amounts. The 2022 HUD awarded amounts for the County's HOME program is at \$1,634,455 which is \$173,949 higher than the 2022 adopted budget appropriations of \$1,460,506. In addition, the 2022 HUD awarded amounts for the County's CDBG program is \$1,461,566, which is \$38,434 less than the 2022 adopted budget appropriations of \$1,500,000. The adopted budget is not based on the final HUD grant notification due to timing delays in receiving the federal budget appropriation grant award notification.

This ordinance also authorizes subgrantee agreements necessary to cover allocations to be made by the County Executive, Community Development Block Grant Board, and the HOME Consortium Board for the changes in funding.

This ordinance results in no direct tax levy impact.



William Duckwitz
Budget Manager
6/7/2022
BAJ# 2022-00003644
CLD

1 LAYING OUT, RELOCATION AND IMPROVEMENT OF COUNTY TRUNK
2 HIGHWAY F & LINDSAY RD. INTERSECTION PROJECT I.D. 2754-00-00
3
4

5 WHEREAS, the County Board of Supervisors of Waukesha County finds that the proper
6 improvement in maintenance of County Trunk Highway F in the City of Pewaukee from a point
7 that is 543.35 feet West of and 15.62 feet South of the East ¼ corner of Section 2, Town 7
8 North, Range 19 East, in the City of Pewaukee, Waukesha County, State of Wisconsin to a point
9 that is 1227.70 feet West of and 338.96 feet South of the Northeast ¼ corner of Section 2, Town
10 7 North, Range 19 East, in the City of Pewaukee, 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. F AT LINDSAY ROAD PROJECT
13 I.D. 2754-05-00."

14
15 THE COUNTY BOARD OF SUPERVISORS OF THE COUNTY OF WAUKESHA DOES ORDAIN that the
16 plat marked "PLAT OF RIGHT OF WAY REQUIRED FOR C.T.H. F AT LINDSAY ROAD PROJECT I.D.
17 2754-05-00" on file in the County Clerk's office is adopted by reference under the authority
18 granted by Section 83.08 and Chapter 32 of the Wisconsin Statutes.
19

20 IT IS FURTHER ORDAINED that County Trunk Highway F in the City of Pewaukee is hereby
21 changed or relocated from a point that is 543.35 feet West of and 15.62 feet South of the East
22 ¼ corner of Section 2, Town 7 North, Range 19 East, in the City of Pewaukee, Waukesha County,
23 State of Wisconsin to a point that is 1227.70 feet West of and 338.96 feet South of the
24 Northeast ¼ corner of Section 2, Town 7 North, Range 19 East, in the City of Pewaukee,
25 Waukesha County, State of Wisconsin, requires certain relocation or changes and the
26 acquisition of certain rights of way as shown on the plat marked "PLAT OF RIGHT OF WAY
27 REQUIRED FOR C.T.H. F AT LINDSAY ROAD PROJECT I.D. 2754-05-00."
28

29 IT IS FURTHER ORDAINED that the County shall acquire those rights of way and other interests
30 as shown on the plat marked "PLAT OF RIGHT OF WAY REQUIRED FOR C.T.H. F AT LINDSAY
31 ROAD PROJECT I.D. 2754-05-00."

R/W PROJECT NUMBER
2754-05-00

FEDERAL PROJECT NUMBER

SHEET NUMBER
1

TOTAL SHEETS
4

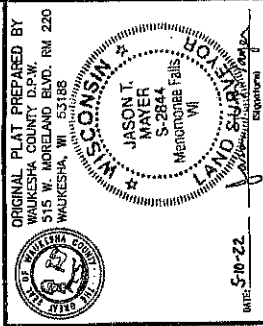
PLAT OF RIGHT OF WAY REQUIRED FOR
C.T.H. F
AT LINDSAY ROAD

CONSTRUCTION PROJECT NUMBER
2754-05-70

WAUKESHA CO.

END RELOCATION ORDER
PROJECT ID: 2754-05-00
STA. 252+00.00
1227.70 FEET WEST OF AND
100 FEET SOUTH OF
THE NE 1/4 CORNER OF
SEC. 2, T. 7 N, R. 19 E.

BEGIN RELOCATION ORDER
PROJECT ID: 2754-05-00
STA. 2289+20.01
Y = 182465.27
X = 89927.30
145.2 FEET WEST OF AND
145.2 FEET SOUTH OF THE
EAST 1/4 CORNER OF SEC.
2, T. 7 N, R. 19 E.



APPROVED FOR
WAUKESHA COUNTY
DEPARTMENT OF PUBLIC WORKS

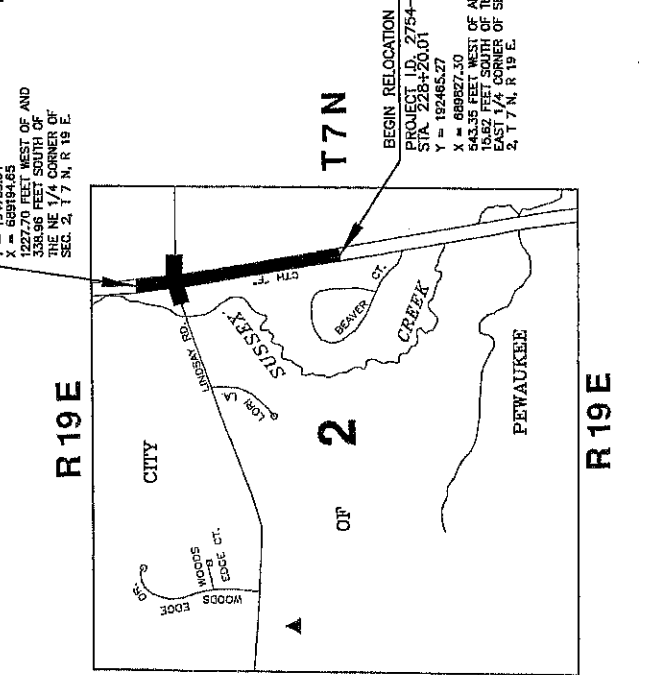
DATE: 5/10/22
Signature: Jason T. Mayer
DIRECTOR

DATE: 5/10/22
Signature: [Signature]
CHIEF ENGINEER

REVISION DATE

STATE OF WISCONSIN
DEPARTMENT OF TRANSPORTATION
APPROVED FOR THE DEPARTMENT

DATE: N/A
Signature: [Signature]



Scale
0 0.25 MI.

Layout

TOTAL NET LENGTH OF CENTERLINE = 0.451 MI. (RURAL)

DATE: 5/6/2022 8:43 AM
PLOT BY: JASON MAYER
PLOT NAME:

CONVENTIONAL SYMBOLS

SECTION CORNER	NON-MONUMENTED	○
NOTATION FOR PROPERTY LINE	FOUND IRON PIN	IP
VALVE (GAS, WATER, ETC.)	VALVE (GAS, WATER, ETC.)	○
MANHOLE FOR TRANSMISSION LINE	MANHOLE FOR TRANSMISSION LINE	○
ELECTRIC POLE	ELECTRIC POLE	○
TELEPHONE POLE	TELEPHONE POLE	○
FEDERAL LABEL TYPE	FEDERAL LABEL TYPE	○
HYDRA. TEL. ELEC. ETC.	HYDRA. TEL. ELEC. ETC.	○
ACCESS CONTROLLED BY ACQUISION	ACCESS CONTROLLED BY ACQUISION	
NO ACCESS (BY STATUTORY AUTHORITY)	NO ACCESS (BY STATUTORY AUTHORITY)	
ACCESS RESTRICTED BY PREVIOUS PROJECT OR CONTROL	ACCESS RESTRICTED BY PREVIOUS PROJECT OR CONTROL	
CONCRETE	CONCRETE	■
ASPHALT	ASPHALT	■
GRAVEL	GRAVEL	■
DIRT	DIRT	■
WOODS	WOODS	■
WATER	WATER	■
SEWER	SEWER	■
STORM SEWER	STORM SEWER	■
UTILITY	UTILITY	■

CONVENTIONAL ABBREVIATIONS

AR	ACCESS RIGHTS
AL	ALUMINUM
ALUM	ALUMINUM
ET AL	AND OTHERS
SK	BACK
CL	CENTERLINE
CSM	CERTIFIED SURVEY MAP
CONC	CONCRETE
CO	COUNTY
CU	CURB
DI	DISTANCE
DIET	DISTRICT
DIR	DIRECTION
DOC	DOCUMENT
DOC	DOCUMENT
EX	EXISTING
EV	EASEMENT
GN	GRID NORTH
GR	GRAND
HE	HIGHWAY EASEMENT
LC	LAND CONTRACT
LC	LAND CONTRACT
LT	LEFT
MON	MONUMENT
MOS	METRIC
MS	METRIC
NO	NOT
OL	OUTLET
OL	OUTLET
P	PAGE
PT	POINT
PT	POINT
PL	PLAT
PC	POINT OF BEGINNING
PC	POINT OF BEGINNING

CURVE DATA

LONG CHORD BEARINGS	LCB
LENGTH OF CURVE	L
ANGLE OF CURVE	A
CENTRAL ANGLE OR DELTA	Δ
LENGTH OF CURVE	L
DIRECTION AHEAD	DA
DIRECTION BACK	DB

CONVENTIONAL UTILITY SYMBOLS

WATER	—
GAS	—
SEWER	—
STORM SEWER	—
TRANSMISSION LINES	—
CABLE TELEVISION	—
FIBER OPTIC	—
STORM SEWER	—

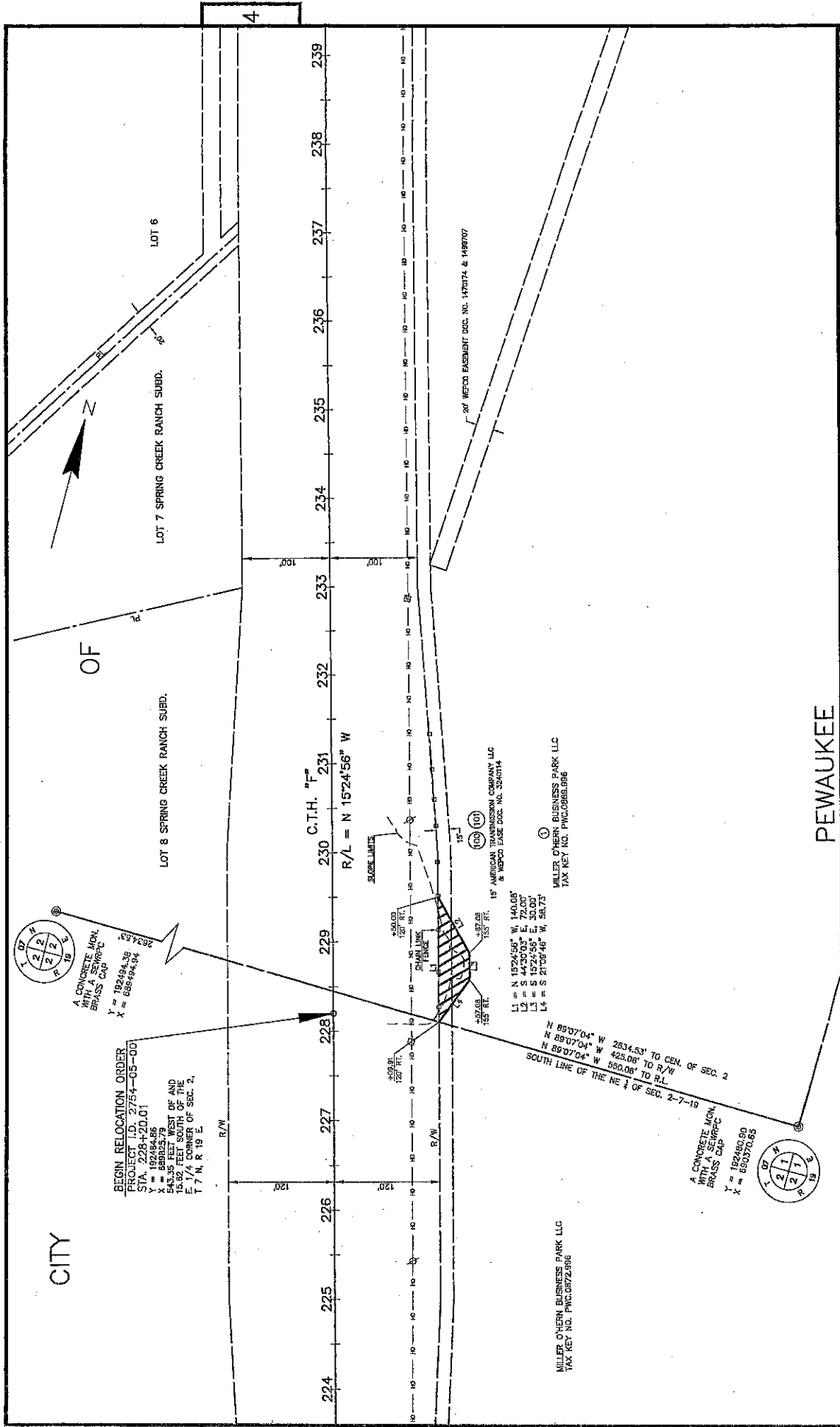
NOTES

HORIZONTAL POSITIONS SHOWN ON THIS PLAN ARE WISCONSIN COUNTY COORDINATES, WAUKESHA COUNTY, NAD83 (2011), IN U.S. SURVEY FEET. VALUES ARE GRID COORDINATES, GRID BEARINGS, AND GRID DISTANCES. GRID DISTANCES MAY BE USED AS GROUND DISTANCES.

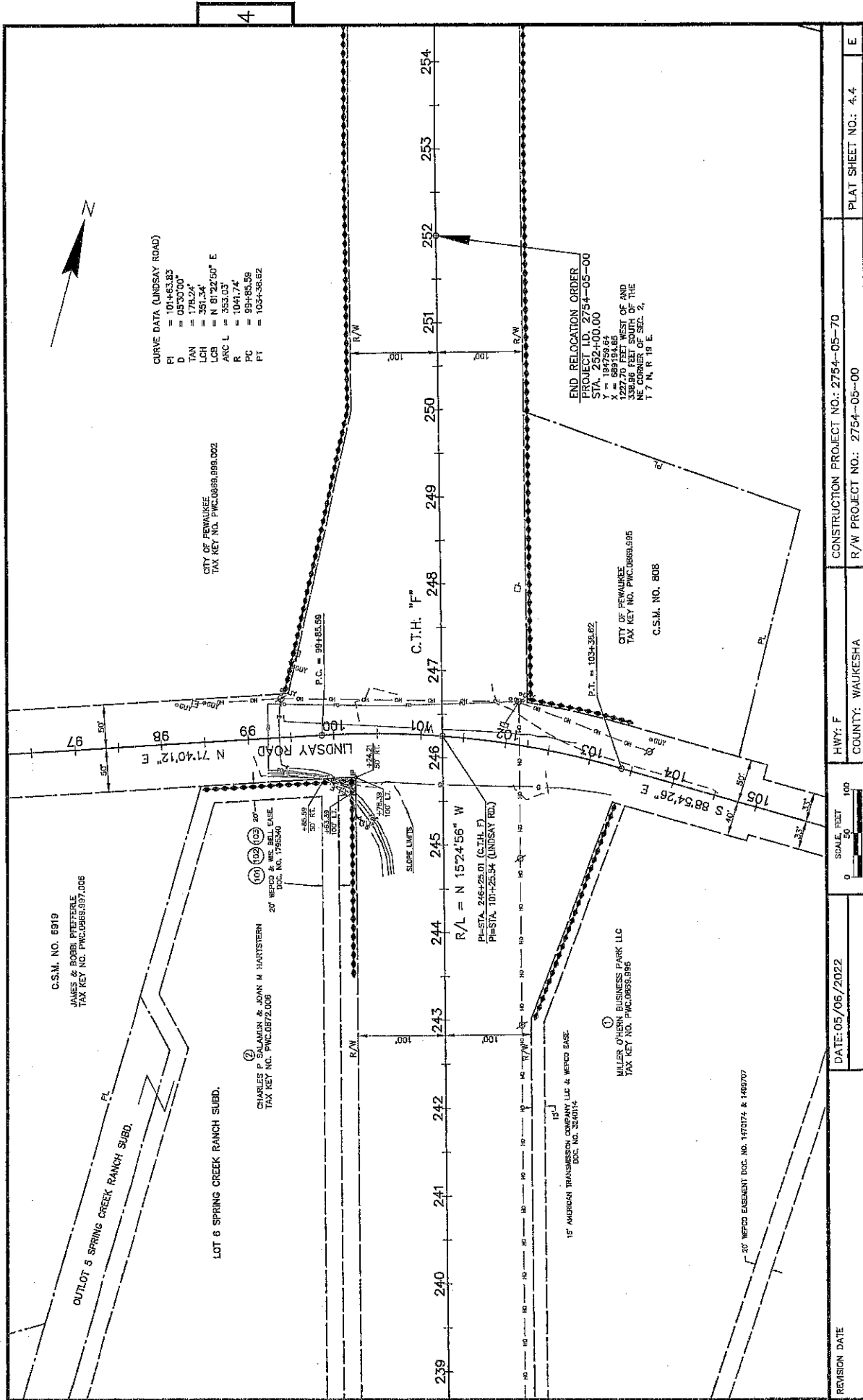
RIGHT OF WAY BOUNDARIES ARE DEFINED WITH COURSES OF THE PERIMETER OF THE HIGHWAY LANDS REFERENCED TO THE U.S. PUBLIC LAND SURVEY OR OTHER SURVEYS OF PUBLIC RECORD.

THE EXISTING HIGHWAY RIGHT OF WAY SHOWN HEREON IS BASED ON THE RIGHT OF WAY PLAT FOR S.T.H. "164" PROJECT NO. 2379-00-20, T 0805(2) EXISTING CERTIFIED SURVEY MAPS, SUBDIVISION PLATS, AND OTHER SURVEYS OF PUBLIC RECORD.

DIMENSIONING TO THE NEW RIGHT OF WAY IS MEASURED ALONG AND PERPENDICULAR TO THE CENTERLINE OF CONSTRUCTION.



REVISION DATE	DATE: 05/06/2022	SCALE: FEET 1"=100'	HWY: JF	CONSTRUCTION PROJECT NO.: 2754-05-70	PLAT SHEET NO.: 4.3
FILE NAME: I:\ADP\ENGINEER\PROJECTS\AT LINDSAY HSIP 2754-05-00\ACAD\FROM PLAT\JOBASE_FALLINDSAY.DWG	DATE: 05/06/2022	SCALE: FEET 1"=100'	COUNTY: WALKESHA	R/W PROJECT NO.: 2754-05-00	E
PLOT BY: JASON MAYER					



CURVE DATA (LINDSAY ROAD)
 PI = 101+463.83
 D = 9530.00'
 TAN = 178.24'
 LCH = 351.34'
 LCB = N 81°22'50" E
 ARC L = 353.03'
 R = 1041.74'
 PC = 99+85.59
 PT = 103+38.62

CITY OF FENWICK
 TAX KEY NO. PWC0888.998.002

END RELOCATION ORDER
 PROJECT ID: 2754-05-00
 STA. 252+00.00
 X = 184759.64
 Y = 897194.85
 1338.98 FEET SOUTH OF THE
 NE CORNER OF SECT. 2,
 T 7 N, R 19 E.

CITY OF FENWICK
 TAX KEY NO. PWC0888.995
 C.S.M. NO. 808

C.S.M. NO. 8919
 JAMES & BOBBI PFEIFFERLE
 TAX KEY NO. PWC0888.997.006

② CHARLES P. SALANDRI & JOAN M. HARTSTERN
 TAX KEY NO. PWC0872.008
 20' WFCO & M.S. BELL EASE
 DOC. NO. 1795340

① MILLER O'HERN BUSINESS PARK LLC
 TAX KEY NO. PWC0886.996
 15' AMERICAN TRANSMISSION COMPANY LLC & WFCO EASE
 DOC. NO. 2460174

20' WFCO EASEMENT DOC. NO. 1470174 & 1495707

REVISION DATE	DATE: 05/06/2022	HWY: F	CONSTRUCTION PROJECT NO.: 2754-05-70	PLAT SHEET NO.: 4.4	E
FILE NAME: I:\N:\D:\P\BUSINESS\PROJECTS\F AT LINDSAY HSP 2754-05-00\ACAD\ROW PLAT\ROWBASE_FALINDSAY.DWG	PLAT DATE: 5/6/2022 8:45 AM	COUNTY: WAUKESHA	R/W PROJECT NO.: 2754-05-00		

1 MODIFY THE 2022 DEPARTMENT OF PUBLIC WORKS – SPECIAL PURPOSE GRANT
2 FUND FOR ADDITIONAL FIXED ASSET PURCHASES AND INCREASE
3 AMERICAN RESCUE PLAN ACT FUNDING REVENUE
4
5

6 WHEREAS, in March 2021, the federal government approved legislation authorizing and funding
7 the American Rescue Plan Act (ARPA) allocating \$350 billion of direct aid to state and local
8 governments through the Coronavirus State and Local Fiscal Recovery Funds (CSLFRF) program;
9 and
10

11 WHEREAS, Waukesha County’s CSLFRF allocation is \$78.5 million which must be spent or
12 obligated by December 31, 2024 and completed by December 31, 2026; and
13

14 WHEREAS, permissible uses of the grant funding include supporting public health; responding
15 to negative economic impacts from the public health emergency; building public sector capacity
16 and addressing administrative needs that were caused or exacerbated by the pandemic;
17 providing premium pay for essential workers; investing in water, sewer, and broadband
18 infrastructure; and recovering lost revenue to fund general government services; and
19

20 WHEREAS, the Waukesha County Board previously accepted CSLFRF funding (Enrolled
21 Ordinance 176-46); and
22

23 WHEREAS, Waukesha County staff established an ARPA Management Response team to
24 prioritize the use of ARPA grant funds to meet the County’s short and long term economic and
25 operational recovery objectives through 12/31/2026; and
26

27 WHEREAS, areas of focus were established in the areas of community development, economic
28 recovery/workforce development, infrastructure, and public health response and enhancement
29 of human services; and
30

31 WHEREAS, the final rule was released in January of 2022 after which projects were reviewed
32 against the allowable uses identified by the American Rescue Plan Act and against the strategic
33 objectives of Waukesha County; and
34

35 WHEREAS, projects that had timeline constraints to complete within the eligible time period
36 were selected to be submitted through ordinance, while all other projects would be included in
37 the next budget cycle; and
38

39 WHEREAS, the Department of Public Works has proposed projects and equipment purchases
40 that address the storm water pollution which is eligible under final grant rules; and
41

42 WHEREAS, this includes the purchase of a vacuum and street sweeper truck to clear debris and
43 pollutants from highways; a brine storage tank and tanker truck for transport and distribution
44 of salt brine, which helps reduce salt usage on roads and affects water quality; and a project to

45 rebuild catch basin structures and the surrounding infrastructure to reduce risk of flooding and
46 improve storm water run-off quality; and

47

48 WHEREAS, the brine tanker truck was originally included in the 2022 adopted budget, with the
49 purchase cost split between the Transportation Fund and the Vehicle Replacement Fund, and
50 this ordinance offsets the need to use available county funds, which doesn't require additional
51 expenditure authority; and

52

53 WHEREAS, Enrolled Ordinance 176-46 authorized the County to fund permissible expenditures,
54 which include eligible base budget expenses in departments or to the Capital Projects Fund for
55 programs and projects approved by the County Board; and

56

57 WHEREAS, total ARPA funding proposed for use in this ordinance totals \$825,000, with
58 \$550,000 covering additional expenditure authority and \$275,000 covering equipment already
59 included in the 2022 budget (i.e., brine tanker truck).

60

61 THE COUNTY BOARD OF SUPERVISORS OF THE COUNTY OF WAUKESHA ORDAINS that the
62 Department of Public Works – Special Purpose Grant Fund be modified to increase the fixed
63 assets budget by \$550,000 for the vacuum and street sweeper truck, brine storage tank, and
64 catch basin infrastructure rebuild project and increase general government revenues by
65 \$550,000 from American Rescue Plan Act funding.

66

67 BE IT FURTHER ORDAINED that the Department of Administration is authorized to claim
68 permissible base budget expenditure allowable under the American Rescue Plan Act –
69 Coronavirus State and Local Fiscal Recovery Funds program, such as for the Brine Tanker Truck.

FISCAL NOTE

MODIFY THE 2022 DEPARTMENT OF PUBLIC WORKS – SPECIAL PURPOSE GRANT
FUND FOR ADDITIONAL FIXED ASSET PURCHASES AND INCREASE
AMERICAN RESCUE PLAN ACT FUNDING REVENUE

This ordinance modifies the 2022 Department of Public World budget to appropriate \$550,000 of additional expenditure authority in the Special Purpose Grant Fund and increases general government revenue of \$550,000 from the American Rescue Plan Act (ARPA) Coronavirus State and Local Fiscal Recovery Funds (CSLFRF) program.

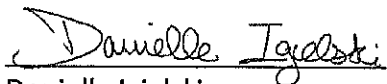
This ordinance is addressing the funding objective of investment in water and sewer infrastructure. The Department proposed the following projects to meet this objective:

Project Title	Project Description	County Objective	Eligible Cost Category	\$ Amount
Road and Catch Basin Sweeper Truck	Adding a vacuum and street sweeper truck to reduce non-point source pollution.	Cost Avoidance/ Return on Investment.	5.9 Nonpoint Source Pollution Management	\$400,000
Brine Tanker Truck	Purchase of 4,000 gallon tanker truck for transportation and distribution of salt brine.	Cost Avoidance/ Return on Investment.	5.9 Nonpoint Source Pollution Management	\$275,000
Catch Basin Rebuild	Rebuilding catch basin structures to reduce risk of flooding and improve storm water run-off quality.	Cost Avoidance/ Return on Investment.	5.6 Stormwater	\$100,000
Recycled Water for Brine	Expand current capacity for brine water with an additional 60,000 gallon tank.	Cost Avoidance/ Return on Investment.	5.9 Nonpoint Source Pollution Management	\$50,000
Subtotal of new expenditure appropriations				\$550,000
Subtotal of projects already included in the 2022 budget (Brine Tanker Truck)				\$275,000
Total Projects				\$825,000

There are instances where CSLFRF will be accounted for outside of the Special Purpose Grant Fund, such as for the Brine tanker truck, which was already appropriated in the 2022 budget split between the Vehicle Replacement Fund and the Transportation Fund using available county resources. In instances where Waukesha County claims base budget expenditures in departments, a separate revenue account is used to track use of these funds.

These projects are being proposed through ordinances versus in the 2023 budget process to limit further significant wear and tear on existing equipment, timing required to procure this equipment, and the time required to hire a contractor and complete the Catch Basin project.

The ongoing operating costs for the catch basin sweeper truck is estimated at \$14,000, which includes fuel, maintenance, and replacement costs, offset by Wisconsin Department of Transportation reimbursement for use on State Highways. The brine tanker truck ongoing operating costs are estimated at \$22,000, which includes the cost of replacement, offset by fuel and staff time saved by reducing the number of trips necessary to distribute salt brine. The brine tank storage is estimated to result in an ongoing savings of \$5,400 by using onsite stormwater, which displaces the need for water utility expenses and reduces the amount of water disposal costs. There are no ongoing costs associated with the catch basin rebuild project.



Danielle Igielski
Accounting Services Manager
6/6/2022
JE 2022-00003616

1 MODIFY THE 2022 DEPARTMENT OF ADMINISTRATION – SPECIAL PURPOSE GRANT FUND
2 BY \$315,000 AND INCREASE AMERICAN RESCUE PLAN ACT FUNDING TO REDESIGN
3 CURRENT WEBPAGE AND TRANSITION TO CLOUD ENVIRONMENT
4
5

6 WHEREAS, in March 2021, the federal government approved legislation authorizing and funding
7 the American Rescue Plan Act (ARPA) allocating \$350 billion of direct aid to state and local
8 governments through the Coronavirus State and Local Fiscal Recovery Funds (CSLFRF) program;
9 and

10
11 WHEREAS, Waukesha County’s CSLFRF allocation is \$78.5 million which must be spent or
12 obligated by December 31, 2024 and completed by December 31, 2026; and

13
14 WHEREAS, permissible uses of the grant funding include supporting public health; responding
15 to negative economic impacts from the public health emergency; building public sector capacity
16 and addressing administrative needs that were caused or exacerbated by the pandemic;
17 providing premium pay for essential workers; investing in water, sewer, and broadband
18 infrastructure; and recovering lost revenue to fund general government services; and

19
20 WHEREAS, the Waukesha County Board previously accepted CSLFRF funding (Enrolled
21 Ordinance 176-46); and

22
23 WHEREAS, Waukesha County staff established an ARPA Management Response team to
24 prioritize the use of ARPA grant funds to meet the County’s short and long term economic and
25 operational recovery objectives through 12/31/2026; and

26
27 WHEREAS, areas of focus were established in the areas of community development, economic
28 recovery/workforce development, infrastructure, and public health response and enhancement
29 of human services; and

30
31 WHEREAS, the final rule was released in January of 2022 after which projects were reviewed
32 against the allowable uses identified by the American Rescue Plan Act and against the strategic
33 objectives of Waukesha County; and

34
35 WHEREAS, projects that had timeline constraints to complete within the eligible time period
36 were selected to be submitted through ordinance, while all other projects would be included in
37 the next budget cycle; and

38
39 WHEREAS, the pandemic revealed opportunities to provide additional services and information
40 to the public through online methods in accordance with modern expectations from
41 constituents; and

42
43 WHEREAS, the county engaged with a consultant to evaluate the current County website and
44 the wide variety of customer service interactions in order to recommend opportunities for cost
45 savings and operating efficiencies, strategies for increasing the County’s digital front door,

46 enhancing online experiences, and determining a long-term strategy for website
47 redevelopment and maintenance; and

48
49 WHEREAS, the DOA-IT division continues to improve county-wide cyber security controls to
50 meet industry benchmarks through new initiatives, starting with the County website in 2022,
51 followed by cloud backups and enhanced computing end-point security services in 2023; and

52
53 WHEREAS, it was determined that a new website is needed, which would be maintained within
54 a cloud environment to provide improved stability, version control, and cyber security; and

55
56 WHEREAS, in the Final Rule, Treasury clarified that investments in cyber security infrastructure
57 and in technology infrastructure resources to improve access to and the user experience of
58 government information technology systems, including to public-facing websites to increase
59 public access and improve public delivery of government programs and services, is eligible; and

60
61 WHEREAS, this project is being proposed through an ordinance versus in the 2023 budget due
62 to the timing needed to hire a contractor to complete the work the required for this transition.

63
64 THE COUNTY BOARD OF SUPERVISORS OF THE COUNTY OF WAUKESHA ORDAINS that the
65 Department of Administration - Special Purpose Grant Fund be modified by increasing
66 operating expenditures by \$315,000 and increasing general governmental revenues from the
67 American Rescue Plan Act for a Website, Cloud, and Cyber Security Infrastructure project.

FISCAL NOTE

MODIFY THE 2022 DEPARTMENT OF ADMINISTRATION – SPECIAL PURPOSE GRANT FUND
BY \$315,000 AND INCREASE AMERICAN RESCUE PLAN ACT FUNDING TO REDESIGN
CURRENT WEBPAGE AND TRANSITION TO CLOUD ENVIRONMENT

This ordinance modifies the 2022 Department of Administration budget to appropriate \$315,000 of additional expenditure authority in the Special Purpose Grant Fund and increases general government revenue of \$315,000 from the American Rescue Plan Act (ARPA) Coronavirus State and Local Fiscal Recovery Funds (CSLFRF) program.

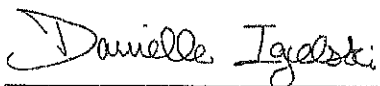
This ordinance is addressing the funding objective of public sector effective service delivery. The department proposed the following projects to meet this objective:

Project Title	Project Description	County Objective	Eligible Cost Category	2022 Budget Amount
County Website redesign	Redesigning the County website and transitioning to a cloud-based environment to improve stability, version control, and cyber security	Enhanced Services	3.4 Public Sector Workforce: Effective Service Delivery	\$315,000

There are instances where CSLFRF will be accounted for outside of the Special Purpose Grant Fund. In instances where Waukesha County claims base budget expenditures in departments, a separate revenue account is used to track use of these funds.

This project is being proposed through ordinance versus in the 2023 budget process due to timing related to hiring a contractor and completing the work required to make this transition.

The estimated annual ongoing impact of enhanced functionality and transitioning the County website to a cloud environment is \$65,000.



Danielle Igielski
Accounting Services Manager
5/27/2022
JE 2022-00003622

1 MODIFY THE 2022-2026 CAPITAL PLAN FOR THE CREATION OF CAPITAL PROJECT #202215
2 ENTERPRISE RESOURCE PLANNING SYSTEM REPLACEMENT AND MODIFY THE 2022
3 DEPARTMENT OF ADMINISTRATION – SPECIAL PURPOSE GRANT FUND BY
4 \$200,000, FUNDED WITH AMERICAN RESCUE PLAN ACT FUNDING REVENUE
5
6

7 WHEREAS, in March 2021, the federal government approved legislation authorizing and funding
8 the American Rescue Plan Act (ARPA) allocating \$350 billion of direct aid to state and local
9 governments through the Coronavirus State and Local Fiscal Recovery Funds (CSLFRF) program;
10 and

11
12 WHEREAS, Waukesha County’s CSLFRF allocation is \$78.5 million which must be spent or
13 obligated by December 31, 2024 and completed by December 31, 2026; and

14
15 WHEREAS, permissible uses of the grant funding include supporting public health; responding
16 to negative economic impacts from the public health emergency; building public sector capacity
17 and addressing administrative needs that were caused or exacerbated by the pandemic;
18 providing premium pay for essential workers; investing in water, sewer, and broadband
19 infrastructure; and recovering lost revenue to fund general government services; and

20
21 WHEREAS, the Waukesha County Board previously accepted CSLFRF funding (Enrolled
22 Ordinance 176-46); and

23
24 WHEREAS, Waukesha County staff established an ARPA Management Response team to
25 prioritize the use of ARPA grant funds to meet the County’s short and long term economic and
26 operational recovery objectives through 12/31/2026; and

27
28 WHEREAS, areas of focus were established in the areas of community development, economic
29 recovery/workforce development, infrastructure, and public health response and enhancement
30 of human services; and

31
32 WHEREAS, the final rule was released in January of 2022 after which projects were reviewed
33 against the allowable uses identified by the American Rescue Plan Act and against the strategic
34 objectives of Waukesha County; and

35
36 WHEREAS, projects that had timeline constraints to complete within the eligible time period
37 were selected to be submitted through ordinance, while all other projects would be included in
38 the next budget cycle; and

39
40 WHEREAS, an Enterprise Resource Planning (ERP) system replacement (discussed below) is
41 eligible for reimbursement under the American Rescue Plan Act eligible cost category of Public
42 Sector Capacity: Effective Service Delivery; and

43
44 WHEREAS, the CSLFRF Final Rule clarified that permissible uses of funds under the Public Sector
45 Capacity: Effective Service Delivery category includes investments in technology to support

46 using data in designing, executing, and evaluating programs, including hiring public sector staff;
47 and

48
49 WHEREAS, a fully integrated ERP system would allow for the County to more effectively utilize
50 financial, time, and personnel data to improve the management of programmatic and
51 administrative operations throughout the County; and

52
53 WHEREAS, in 2018 it was announced that the County's current Human Resources Information
54 System would no longer be enhanced following an acquisition by NeoGov; and

55
56 WHEREAS, in 2021 it was announced that the County's current Financial System would no
57 longer be enhanced following an acquisition by Tyler Technologies; and

58
59 WHEREAS, the current time and attendance system used by the County continues to not meet
60 the needs of 24-hour operations (e.g., 911 Dispatch and Sheriff's Department); and

61
62 WHEREAS, the replacement of all three systems with a fully integrated ERP system will allow for
63 process improvements in areas that currently require complex integrations, through the
64 development of centralized databases, the minimization of shadow- or paper-based systems,
65 establishment of electronic versus manual workflows and processes, more effective
66 communications with management and employees, streamlined payroll processing,
67 management query and reporting tools, and access through mobile applications; and

68
69 WHEREAS, the County is looking to engage a specialist consultant to assist in analyzing the
70 market for government ERP systems and assist in the process of procuring the option which
71 best meets the needs of the County.

72
73 THE COUNTY BOARD OF SUPERVISORS OF THE COUNTY OF WAUKESHA ORDAINS that the
74 Waukesha County Adopted 2022-2026 Capital Plan be modified by creating capital project
75 #202215 Enterprise Resource Planning System Replacement.

76
77 BE IT FURTHER ORDAINED that the 2022 Department of Administration – Special Purpose Grant
78 Fund be modified to appropriate additional expenditures of \$200,000 and increase general
79 government revenue by \$200,000 to contract with a consulting to assist in the process to
80 analyze and procure a new ERP system for the County from American Rescue Plan Act funding.

Project Title:	ERP System Implementation	Project #:	202215
Department:	DOA - Information Technology	Project Type:	Information Technology
Phase:	Formation	Sponsor:	HR Mgr. Renee Gage & Accounting Services Mgr. Danielle Igielski
Budget Action:	New	Manager:	Lance Spranger, IT Manager
Date:	June 7, 2022		

CAPITAL BUDGET SUMMARY				
Year	2022	2023	2024	Total
Project Phase	Software Selection/ Design	Implementation	Implementation	Project
Expenditure Budget	\$200,000	\$2,650,000	\$1,100,000	\$3,950,000
Revenue Budget	\$200,000	\$2,650,000	\$1,100,000	\$3,950,000
Net County Cost	\$0	\$0	\$0	\$0
COST DOCUMENTATION		REVENUE		
Consulting	\$450,000	American Rescue Plan Act Funding		\$3,950,000
Software	\$500,000			
Vendor Implementation	\$2,500,000			
Contingency	\$500,000			
Total Project Cost	\$3,950,000	Total Revenue		\$3,950,000
EXPENDITURE BUDGET	\$3,950,000			

Project Scope & Description: This project addresses the procurement of a cloud based Enterprise Resources Planning System (ERP), inclusive of an integrated Human Resource Information System (HRIS), time and attendance, and financial system. The first year of the project funds will be used to contract with a consulting firm to assist in analysis of the current ERP vendor market and help develop and evaluate RFPs. The project funds in the second year are budgeted to begin implementation after vendor selection. The fully integrated ERP system will allow for process improvements in areas which currently require complex integrations, a centralized database, the minimization of shadow or paper based systems, ability to establish electronic versus manual workflows and processes, more effective communications with management and employees, streamlined payroll processing, management query and reporting tools, and mobile applications.

Specific HR and Payroll areas to be improved include benefits administration (including interfaces with third-party benefit providers), HR administration, Affordable Care Act management, new-hire reporting to meet federal requirements, recruiting, employee self-service (including via mobile device), document management, performance management, management reporting, and dashboards.

The goal of this project would be to implement a fully integrated ERP system, if one product is identified that meets the County needs across all platforms. If a single solution is deemed not viable, then separate software products would be considered.

This project is funded through the American Rescue Plan Act (ARPA) – Coronavirus State and Local Fiscal Recovery Funds (CSLFRF) program. An ERP system replacement is eligible for reimbursement under the CSLFRF category of Public Sector Capacity: Effective Service Delivery. The CSLFRF Final Rule clarified that permissible uses of funds under the Public Sector Capacity: Effective Service Delivery category includes investments in technology to support using data in designing, executing, and evaluating programs, including hiring public sector staff. A fully integrated ERP system would allow for the County to more effectively utilize financial, time, and personnel data to improve the management of programmatic and administrative operations throughout the County.

Location: All County departments.

Analysis of Need: The County is currently utilizing three different software systems to provide these functions. During the implementation of the current HRIS system, it was announced in 2018 that the system (Highline) that was purchased was acquired by NeoGov. Following this acquisition, it became known that the product purchased by the County will be replaced by a solution currently in development. The County conducted a gap analysis with the vendor, and determined that this new product will not meet County needs. In addition, in November of 2021, it was announced that the vendor that purchased the financial system will also no longer enhance or develop the product further. Lastly, the current time and attendance system is complicated to maintain, costly to incorporate any changes, and does not meet the need of county 24-hour operations (e.g., 911 Dispatch and Sheriff's Department).

Alternatives: Continue with the current systems until the vendor is no longer providing support and essential federal requirements (e.g., W2 and 1099 reporting). Pursue the needed Human Resources and financial system functionality in a number of separate projects and systems.

Ongoing Operating Costs: Ongoing annual maintenance costs for the new vendor selected through the RFP process will be approximately \$420,000. These new costs are expected to be partially offset by savings from discontinuing use of the current systems (\$200,000 for HRIS, \$50,000 for the time and attendance system, \$75,000 for the financial management system in annual maintenance fees) and from elimination of other third-party contracts (e.g., vendor for Affordable Care Act reporting) and other operating efficiencies.

Previous Action: None

FISCAL NOTE

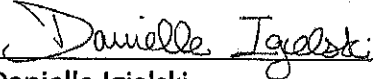
MODIFY THE 2022-2026 CAPITAL PLAN FOR THE CREATION OF CAPITAL PROJECT #202215
ENTERPRISE RESOURCE PLANNING SYSTEM REPLACEMENT AND MODIFY THE 2022
DEPARTMENT OF ADMINISTRATION – SPECIAL PURPOSE GRANT FUND BY
\$200,000, FUNDED WITH AMERICAN RESCUE PLAN ACT FUNDING REVENUE

This ordinance modifies the 2022-2026 capital plan to create capital project #202215 Enterprise Resource Planning System Replacement. This ordinance also modifies the 2022 Department of Administration budget to appropriate \$200,000 in additional expenditure authority in the Special Purpose Grant Fund and increases general government revenue of \$200,000 from the American Rescue Plan Act (ARPA) Coronavirus State and Local Fiscal Recovery Funds (CSLFRF) program.

This ordinance is addressing the funding objective of public sector capacity – effective service delivery. This project meets the County objective of cost avoidance/ROI through replacement of our current Human Resource Information System, Time and Attendance System, and a Financial System. Two of these systems will no longer be enhanced and are required to be replaced (Human Resource Information System and Financial System) and the third system (Time and Attendance) does not meet the operational needs of departments with 24/7/365 operations.

These funds will be used to engage a consultant to assist in the analysis of current process and procedures and assist the county through the vendor selection process.

The net annual ongoing impact of these systems is estimated at approximately \$95,000 (after deducting ongoing software maintenance fees for the current systems, which will go away). It is expected that the County will gain efficiencies through process improvements, centralization of databases, minimization of shadow- or paper-based systems, implementation of electronic workflows, enhanced communication, streamlined processes, better reporting tools, and development of mobile applications.


Danielle Igielski
Accounting Services Manager
6/7/2022
JE 2022-00003623

MODIFY THE 2022-2026 CAPITAL PLAN AND 2022 CAPITAL PROJECT BUDGET TO MODIFY SCOPE
FOR CAPITAL PROJECT #202014 HHS TECHNOLOGY SYSTEM ENHANCEMENTS, FUNDED
WITH AMERICAN RESCUE PLAN ACT FUNDING REVENUE

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WHEREAS, in March 2021, the federal government approved legislation authorizing and funding the American Rescue Plan Act (ARPA) allocating \$350 billion of direct aid to state and local governments through the Coronavirus State and Local Fiscal Recovery Funds (CSLFRF) program; and

WHEREAS, Waukesha County's CSLFRF allocation is \$78.5 million which must be spent or obligated by December 31, 2024 and completed by December 31, 2026; and

WHEREAS, permissible uses of the grant funding include supporting public health; responding to negative economic impacts from the public health emergency; building public sector capacity and addressing administrative needs; provide premium pay for essential workers; investing in water, sewer, and broadband infrastructure; and recovering lost revenue to fund general government services; and

WHEREAS, the Waukesha County Board previously accepted CSLFRF funding (Enrolled Ordinance 176-46); and

WHEREAS, Waukesha County staff established an ARPA Management Response team to prioritize the use of ARPA grant funds to meet the County's short and long term economic and operational recovery objectives through 12/31/2026; and

WHEREAS, areas of focus were established in the areas of community development, economic recovery/workforce development, infrastructure, and public health response and enhancement of human services; and

WHEREAS, the final rule was released in January of 2022, after which projects were reviewed against the allowable uses identified by the American Rescue Plan Act and against the strategic objectives of Waukesha County; and

WHEREAS, projects that had timeline constraints to complete within the eligible time period were selected to be submitted through ordinance, while all other projects would be included in the next budget cycle; and

WHEREAS, the grant final rule allows the use of ARPA funds for establishing or enhancing human services data systems; and

WHEREAS, HHS currently maintains and stores approximately 400 distinct hard-copy paper forms to collect client data; and

42 WHEREAS, HHS is proposing to enhance its current client software systems to allow for direct
43 entry of client data into electronic forms; and

44
45 WHEREAS, elimination of the current paper-based system will provide many long-term benefits,
46 such as providing staff more timely access to client records, increasing staff productivity,
47 enabling cross-division collaboration, and reducing physical storage needs; and

48
49 WHEREAS, there is an existing capital project, #202014 HHS Technology System Enhancements,
50 which was approved by the County Board to enhance public health, behavioral health, and
51 other HHS services and systems for the department; and

52
53 WHEREAS, this ordinance would modify the scope and budget of that project to include this
54 similar system enhancement to transition to a paperless environment; and

55
56 WHEREAS, Enrolled Ordinance 176-46 authorized the County to fund permissible expenditures,
57 which include eligible base budget expenses in departments or to the Capital Projects Fund for
58 programs and projects approved by the County Board; and

59
60 WHEREAS, this project is being proposed as an ordinance instead of in the 2023 budget to help
61 make sure that this potentially complex project (i.e., hiring contract workers, coding hundreds
62 of forms into the software, quality control) has enough time for completion before grant
63 eligibility ends.

64
65 THE COUNTY BOARD OF SUPERVISORS OF THE COUNTY OF WAUKESHA ORDAINS that the 2022-
66 2026 Capital Plan be modified to change the scope for capital project #202014 HHS Technology
67 Enhancements to include the HHS Paperless Project.

68
69 BE IT FURTHER ORDAINED that the 2022 Capital Project #202014 HHS Technology
70 Enhancements budget be modified to increase expenditures by \$52,000 and increase general
71 government revenues from American Rescue Plan Act funding.

Project Title:	HHS Technology Enhancement	Project #:	202014
Department:	DOA - Information Technology	Project Type:	Information Technology
Phase:	Implementation	Sponsor:	Health & Human Services
Budget Action:	C - Scope C - \$ Update C - Rev Update	Manager:	Donn Hoffmann, IT
Date:	June 7, 2022	Dept Mgr	Randy Setzer, HHS

CAPITAL BUDGET SUMMARY						
Year	2020	2021	2022	2023	2024	Total
Project Phase	Design/ Implementation	Implementation	Ordinance			Project
Expenditure Budget	\$330,000	\$400,000	\$52,000	\$366,000	\$305,000	\$1,453,000
Revenue Budget	<u>\$330,000</u>	<u>\$400,000</u>	<u>\$52,000</u>	<u>\$366,000</u>	<u>\$305,000</u>	<u>\$1,453,000</u>
Net Costs After Revenues Applied	\$0	\$0	\$0	\$0	\$0	\$0
COST DOCUMENTATION				REVENUE		
	Public Health/ Clinical Services Application	Contract Application	Paperless Application	Total		
Professional Services & Software	\$401,000	\$135,000	\$629,000	\$1,165,000	America Rescue Plan Act (ARPA)	\$1,453,000
Recurring Fees	\$81,000	\$16,000	\$0	\$97,000		
Contingency	\$74,000	\$23,000	\$94,000	\$191,000		
Total Project Cost	\$556,000	\$174,000	\$723,000	\$1,453,000	Total Revenue	\$1,453,000
EXPENDITURE BUDGET				\$1,453,000	REVENUE BUDGET	\$1,453,000

Project Scope & Description

The Health and Human Services Department uses an electronic health record system, that includes several applications among HHS divisions. This capital project is intended to: (1) Implement a new software solution in the Clinical Services division to improve the tracking, management, and documentation of health claims across third-party care providers, (2) Replace the current Public Health application (Insight) which is being de-supported (discussed below), (3) implement and develop a contract management application, and (4) implement a "paperless" solution by enhancing the current client software product to accept direct entry of client data into electronic forms.

Location: Department of Health and Human Services

Analysis of Need

The Clinical Services Division relies on multiple contracted third-party entities to provide care to clients. Currently, the billing process is very manual and time consuming, requiring HHS staff to document and correct billing submissions from the third-party entities. Department management indicates that it is frequently six months behind in reviews and billing. An electronic solution would allow HHS to enhance and streamline the process. System functionality may include the ability to aggregate clinical data to provide a broad picture of the population levels, facilitate care coordination across providers, track clinical quality control measures and outcomes, and manage authorizations and claims across providers.

The current Public Health application was built upon a Microsoft SQL 2007 server, which is being de-supported. There is a three-year extended support period that ends by June 2022. After that, there will be no additional security updates, which would put the system at risk. Implementation of a new, industry-standard billing module is expected to promote efficiencies by eliminating workaround business processes: Clinical and billing staff time on progress notes; case management billing pre-verification; remittance and reconciliation; maintaining multiple databases, spreadsheets, paper inventory; and duplication of time and effort.

HHS maintains several contracts with third-party service providers. The contract application would allow for improved document management, including versioning control, application of metadata, routing among parties (including external entities), and ongoing post-execution management of the contract. Implementation of an automated contract application would generate operational efficiencies and reduce risk. While immediately beneficial to HHS, it is believed that this application will be scalable for use county-wide.

HHS currently collects approximately 400 documents and forms in paper format from clients. The department is looking to set up for direct entry of current paper forms into myAvatar, myinsight and other state systems. The project supports the contracted services of IT professions to build all forms into existing systems. The long-term benefits include:

- Provide timely, simultaneous access by multiple internal staff to a client's record that will improve client safety, enhance quality of patient care, and improve the flow of information.
- Provide timely, simultaneous access by administrative and other agency operations to a client's record, increasing staff productivity and efficiencies in work processes throughout the organization.
- Ensure higher integrity of the record by improving the timeliness of filing into the record, providing electronic workflow that routes charts for dictation and reports for signatures, and allows charts to be completed remotely.

Project Title:	HHS Technology Enhancement	Project #:	202014
Department:	DOA - Information Technology	Project Type:	Information Technology
Phase:	Implementation	Sponsor:	Health & Human Services
Budget Action:	C - Scope C - \$ Update C - Rev Update	Manager:	Donn Hoffmann, IT
Date:	June 7, 2022	Dept Mgr	Randy Setzer, HHS

- Support compliance efforts with HIPAA, the Joint Commission, and other regulatory bodies and agencies affecting reimbursement.

This capital project is funded by American Rescue Plan Act (ARPA) – Coronavirus State and Local Fiscal Recovery Funds (CSLFRF) funding. This capital project would constitute enhancements to public health, behavioral health, and other HHS services and systems, which are eligible under ARPA-CSLFRF.

Alternatives

HHS will explore multiple software solutions to find a cost-effective solution that meet the Clinical Services and Public Health divisions' functionality needs. For the contract application, county staff evaluated Microsoft SharePoint as a solution, but it would not be scalable county wide due to complex routing requirements. Regarding the paperless applications, the department could continue to operate with hard-copy paper forms but not gain efficiencies and other benefits identified above.

Ongoing Operating Costs

Department management currently estimate that the ongoing cost for the Clinical Services Division application at about \$81,000. However, streamlining the billing process is expected to save staff time that is currently devoted to documenting and correcting supporting data. The ongoing costs for the new Public Health application are expected to be at or below the ongoing costs for the existing application, resulting in no net increase in operating costs. The ongoing incremental cost of the contract management application is estimated at \$16,000 per year. The transition to paperless applications is expected to generate operational benefits, including more efficient access to client records, easier cross-division collaboration, and a reduction in physical storage needs. The transition to digital forms will also marginally reduce office supply costs.

Previous Action

The current electronic health records systems were implemented as part of the HHS Automated System capital project (#200109). Approved as a new capital project in the 2020 – 2024 capital plan. Approved with a cost update in the 2021-2025 capital plan. Modified with a cost, scope, revenue update through enrolled ordinance during 2021 (Ord 176-42).

FISCAL NOTE

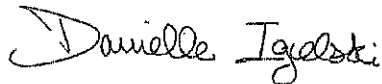
MODIFY THE 2022-2026 CAPITAL PLAN AND 2022 CAPITAL PROJECT BUDGET TO MODIFY SCOPE FOR CAPITAL PROJECT #202014 HHS TECHNOLOGY SYSTEM ENHANCEMENTS, FUNDED WITH AMERICAN RESCUE PLAN ACT FUNDING REVENUE

This ordinance modifies the scope of capital project #202014 HHS Technology System Enhancements to convert current paper forms into electronic forms. In addition, this ordinance modifies the 2022 capital project budget for #202014 HHS Technology System Enhancements to appropriate \$52,000 of additional expenditure authority and increases general government revenue by \$52,000 from the American Rescue Plan Act (ARPA) Coronavirus State and Local Fiscal Recovery Funds (CSLFRF) program.

This project is eligible for ARPA-CSLFRF funding through the objective of Public Sector Capacity and Effective Service Delivery for Health and Human Service System enhancements. The department currently utilizes approximately 400 distinct paper forms to collect client data. The department is requesting to convert these paper forms into electronic forms to allow for direct entry of client data into existing systems. This initiative would reduce the amount of paper forms collected, handled, and stored by the department by nearly 300,000 paper forms annually.

This project is being proposed through ordinance versus in the 2023 budget process to provide sufficient time to hire a contractor and for the contractor to build the 400 electronic forms into existing system.

This project is expected to generate operational benefits, including more efficient access to client records, easier cross-division collaboration, and a reduction in physical storage needs. The transition to digital forms will also marginally reduce office supply costs.



Danielle Igielski
Accounting Services Manager
6/7/2022
JE# 2022-00003667

1 MODIFY THE 2022-2026 CAPITAL PLAN AND 2022 CAPITAL PROJECT BUDGET TO CREATE
2 CAPITAL PROJECT #202217 MENTAL HEALTH CENTER REMODEL, FUNDED WITH
3 AMERICAN RESCUE PLAN ACT FUNDING REVENUE
4
5

6 WHEREAS, in March 2021, the federal government approved legislation authorizing and funding the
7 American Rescue Plan Act (ARPA) allocating \$350 billion of direct aid to state and local governments
8 through the Coronavirus State and Local Fiscal Recovery Funds (CSLFRF) program; and
9

10 WHEREAS, Waukesha County's CSLFRF allocation is \$78.5 million, which must be spent or obligated by
11 December 31, 2024 and completed by December 31, 2026; and
12

13 WHEREAS, permissible uses of the grant funding include supporting public health; responding to
14 negative economic impacts from the public health emergency; building public sector capacity and
15 addressing administrative needs; providing premium pay for essential workers; investing in water,
16 sewer, and broadband infrastructure; and recovering lost revenue to fund general government services;
17 and
18

19 WHEREAS, the Waukesha County Board previously accepted CSLFRF funding (Enrolled Ordinance 176-
20 46); and
21

22 WHEREAS, Waukesha County staff established an ARPA Management Response team to prioritize the
23 use of ARPA grant funds to meet the County's short and long term economic and operational recovery
24 objectives through 12/31/2026; and
25

26 WHEREAS, areas of focus were established in the areas of community development, economic
27 recovery/workforce development, infrastructure, and public health response and enhancement of
28 human services; and
29

30 WHEREAS, the final rule was released in January of 2022, after which projects were reviewed against the
31 allowable uses identified by the American Rescue Plan Act and against the strategic objectives of
32 Waukesha County; and
33

34 WHEREAS, projects that had timeline constraints to complete within the eligible time period were
35 selected to be submitted through ordinance, while all other projects would be included in the next
36 budget cycle; and
37

38 WHEREAS, the department of Health and Human Services (HHS) operates a 28-bed inpatient hospital for
39 acute mental health crises at the Mental Health Center (MHC); and
40

41 WHEREAS, for several years the MHC has operated far below this 28-bed capacity, with fewer clients
42 due to several factors, including utilizing HHS- and other community-provided resources to more
43 effectively transition patients back to the community following an acute inpatient stay, identifying
44 alternatives to inpatient care, and difficulty recruiting positions to provide greater coverage; and
45

46 WHEREAS, the lower census makes it difficult to generate client fee revenues to cover the MHC's fixed
47 cost; and
48

49 WHEREAS, a capital project to remodel the facility and reduce the inpatient acute crisis hospital to 16-
50 beds will allow the department to reduce operational costs and generate net tax levy savings; and
51

52 WHEREAS, under Medicaid regulations, reducing the size of the inpatient hospital to 16 beds or fewer
53 would make care provided to 21-64 year-olds eligible for reimbursement, providing additional federal
54 funding to recover costs for clients that otherwise lack insurance coverage; and
55

56 WHEREAS, the County currently lacks a crisis stabilization facility to provide a complementary subacute
57 level of service, meant to help transition patients from crisis inpatient care when there are challenges
58 that prevent safe discharge to the community; and
59

60 WHEREAS, a Crisis Stabilization unit would also help HHS manage census levels at the inpatient hospital
61 by being able to more quickly transition patients to a more appropriate level of care; and
62

63 WHEREAS, downsizing the current MHC operations would free up both financial resources and space to
64 fund and create a Crisis Stabilization unit; and
65

66 WHEREAS, remodeling the MHC would also free up space to bring all 24/7 clinical teams under one roof,
67 including the Crisis Services team and Court Monitoring Services that are currently housed at the Human
68 Services Center building, helping to generate synergies and greater cross-coverage care with inpatient
69 services; and
70

71 WHEREAS, this remodeling project would also provide replacement for old workstations, replace the
72 existing building entrance with a more secure and energy efficient structure, and other needed
73 upgrades; and
74

75 WHEREAS, this remodeling project is eligible for ARPA-CSLFRF funding, which may be used to address
76 prevention, treatment, recovery, and harm reduction for mental health, substance use, and other
77 behavioral health challenges; and
78

79 WHEREAS, HHS is seeking approval for this capital project outside of the normal capital plan review
80 schedule, to account for longer-than-normal construction timelines that have occurred due to recent
81 supply chain issues, so that the project is more likely to be complete in time for the 2024 budget.
82

83 THE COUNTY BOARD OF SUPERVISORS OF THE COUNTY OF WAUKESHA ORDAINS that the 2022-2026
84 Capital Plan be modified to create capital project #202217 Mental Health Center Remodel.
85

86 BE IT FURTHER ORDAINED that the 2022 Capital Project budget in the Department of Health and Human
87 Services – Special Purpose Grant Fund be modified to increase expenditures by \$875,000 and increase
88 use of general government revenues from the American Rescue Plan Act by \$875,000 for capital project
89 #202217 Mental Health Center Remodel.

Project Title:	Mental Health Center Remodel	Project #:	202217
Department:	Public Works - Buildings	Project Type:	Renovation/Upgrade
Phase:	Formation	Sponsor:	Health and Human Services
Budget Action:	New	Manager:	Allison Bussler, DPW Director
Date:	June 8, 2022	Map / Image:	Click Here

CAPITAL BUDGET SUMMARY						
Year	2022	2023	2024	2025	2026	Total
Project Phase	Design/Constr	Construction				Project
Expenditure Budget	\$875,000	\$283,000	\$0	\$0	\$0	\$1,158,000
Revenue Budget	\$875,000	\$283,000	\$0	\$0	\$0	\$1,158,000
Net Costs After Revenues Applied	\$0	\$0	\$0	\$0	\$0	\$0
COST DOCUMENTATION	<u>2022</u>	<u>2023</u>	<u>Total</u>	REVENUE		
Design	\$30,000		\$30,000	American Rescue Plan		
Construction	\$782,000	\$262,000	\$1,044,000	Act Funding \$1,158,000		
Contingency	\$63,000	\$21,000	\$84,000			
Total Project Cost	\$875,000	\$283,000	\$1,158,000	Total Revenue \$1,158,000		
EXPENDITURE BUDGET	\$875,000	\$283,000	\$1,158,000	REVENUE BUDGET \$1,158,000		

Project Scope & Description

This project is to remodel the Mental Health Center (MHC) to reduce the current inpatient care unit and convert that space unit into a new Crisis Stabilization unit service. The project also creates space for the Crisis Services and Court Monitoring teams to relocate from the Human Services Center to the MHC. This will require the remodel of approximately 2,500 square feet, which includes removing and replacing the nurse/patient service counters, offices, and room signage, as well as making patient room modifications and upgrading the entrance to be more energy efficient and provide better control and security.

This project would also upgrade the workstations for the Community Support Program unit and Treatment & Support Services Unit that are already collocated at the MHC. These programs have also grown over the years in response to increasing demand from the community for their case management services. This project would also replace cubicle workstations for both programs as well as carpeting. The project would also include some minor remodeling of other impacted areas, including converting an existing group room into a staff kitchenette and break area to replace the current space slated to be remodeled for Crisis Services/Court Monitoring.

Location

Mental Health Center, 1501 Airport Road, Waukesha, WI 53086

Analysis of Need

The Mental Health Center (MHC) was constructed in 1994 and has operated the inpatient unit for 28 years. Over the past several years the inpatient unit has been experiencing a trend in decreasing average daily census/annual patient days. The reasons behind this trend include positive developments in utilizing HHS and other community resources to more effectively transition patients back into the community following an acute inpatient stay, as well as to identify alternatives to inpatient admissions when these are avoidable. These strategies align with the mandate to seek the least restrictive environment for appropriate patient/client care. As a result, Waukesha County no longer needs to maintain a 28-bed inpatient psychiatric hospital.

In addition to declining demand for inpatient psychiatric beds at the MHC, staffing the hospital has proved increasingly challenging over the past several years. Psychiatry is a specialty that has experienced significant declines in the workforce over the past decade, coupled with increased demand for these services. This has resulted in increased challenges recruiting psychiatrists to staff the hospital. Nursing shortages can be a perennial challenge but were exacerbated by the COVID-19 pandemic and its impact on the healthcare workforce. The hospital nursing leaders have struggled over the past year in particular to find qualified candidates for open nursing and certified nursing positions as a result. Also, under Medicaid rules, reducing the size of the inpatient hospital to 16 beds or less, would make 21-64 year-olds eligible for federal funding, helping recover more costs for clients that would otherwise lack insurance coverage.

While Waukesha County benefits from having an acute care psychiatric hospital at the MHC, it lacks the complementary subacute level of care known as a Crisis Stabilization facility. Neighboring counties have these facilities and have realized the benefits of avoiding acute hospitalizations as well as transitioning patients from inpatient care to subacute care when there are other placement challenges that do not allow for a safe discharge to the community. Milwaukee County is an example, and they run several Crisis Stabilization facilities via a contracted partnership with a local nonprofit agency. The first challenge with opening these facilities is finding an appropriate location to house them. The current inpatient facility design is conducive to a remodeling plan that would enable the county to downsize the inpatient hospital to 16 beds, and also to create a 12-bed Crisis Stabilization unit.

Project Title:	Mental Health Center Remodel	Project #:	202217
Department:	Public Works - Buildings	Project Type:	Renovation/Upgrade
Phase:	Formation	Sponsor:	Health and Human Services
Budget Action:	New	Manager:	Allison Bussler, DPW Director
Date:	June 8, 2022	Map / Image:	Click Here

The MHC has become a regional resource to other neighboring counties via contracts for acute inpatient services, which helps maintain a stable census when there would otherwise be more beds available. Many of these counties also lack Crisis Stabilization facilities and have expressed interest in access to these beds as well should the county open such a facility. This would enable the Crisis Stabilization unit to serve as a regional resource for surrounding counties.

In addition, this remodel project would provide an opportunity to bring all 24/7 clinical teams under one roof because there is currently underutilized space at the MHC. The Crisis Services team is currently located at the Human Services Center (HSC) building but are space-constrained and physically separated from the inpatient team at the MHC. This project includes a plan to relocate the Crisis Services teams to the MHC. This would include the Clinical Therapists that staff the 24/7 crisis response team as well as the newly created community-based Crisis Stabilization services, and the Court Monitoring services (also currently located at the HSC). The remodeling plan would accommodate the existing teams and allow for anticipated future growth, particularly within Crisis Stabilization and Court Monitoring services. Having all these teams collocated at the MHC will allow for more synergies and cross-coverage with the inpatient services.

Alternatives

The county could continue to maintain the MHC acute crisis hospital facility without remodeling, but with fewer staff, as warranted by lower census levels. However, this would leave significant amounts of underutilized space, and the county would lose the opportunity to establish an on-site Crisis Stabilization unit and collocate all 24/7 clinical teams to enhance cross-coverage care.

Alternatives to creating a Crisis Stabilization unit at the MHC would include looking for opportunities to house this facility in the community, or contracting with another county for access to their Crisis Stabilization beds. There may be challenges to finding a suitable location for a new facility in the community, and the county would likely have limited access to this level of care with other counties, depending on bed availability.

Ongoing Operating Costs

Reducing the capacity of the Mental Health Inpatient hospital is expected to result in lower staffing and other costs of about \$760,000, partially offset by a net reduction in client fee revenue of \$382,000 from a lower budgeted census. Factoring in additional Medicaid eligibility funding for a hospital with 16 or fewer beds (mentioned previously) of \$158,000, the net levy savings from this change is estimated at \$536,000.

Department management anticipates requesting to use most of these savings to help fund its proposed new subacute Crisis Stabilization unit at the MHC. Department management estimates that this new program area would cost approximately \$1,036,000, which includes additional personnel costs for a human services supervisor to oversee the operation, contracted staffing to serve clients, and other expenses. Operational expenses would be partially offset by projected client fee revenues of about \$588,000, resulting in an increase in net levy need of about \$448,000.

The total impact of these changes are estimated at \$88,000 of net levy savings when fully operational. Department management anticipates making most of these changes in the 2024 budget to align with the completion of the capital project. Please note that these estimates are based on the latest cost information available (for 2023 budget development purposes) and will be updated for the 2024 budget process.

Previous Action

None

FISCAL NOTE

**MODIFY THE 2022-2026 CAPITAL PLAN AND 2022 CAPITAL PROJECT BUDGET TO CREATE
CAPITAL PROJECT #202217 MENTAL HEALTH CENTER REMODEL, FUNDED WITH
AMERICAN RESCUE PLAN ACT FUNDING REVENUE**

This ordinance modifies the 2022-2026 Capital Plan to create capital project #202217 Mental Health Center Remodel. This ordinance also modifies the 2022 Capital Project budget to increase expenditures \$875,000 in the Department of Health and Human Services – Special Purpose Grant Fund.

The county currently operates a Mental Health Center (MHC) inpatient hospital for acute crisis care with a physical capacity of 28 beds (two 14-bed units). For several years, the MHC has operated with significantly fewer clients than capacity allows for (see table 1 below). The Department of Health and Human Services (HHS) indicates that this is due to a number of factors, including utilizing HHS- and other community-provided resources to more effectively transition patients back to the community following an acute inpatient stay and identifying alternatives to inpatient care. In addition, the county has had difficulty recruiting positions at the MHC, including psychiatrists and nurses, which limits the capacity for coverage.

Table 1: Days of Care & Average Daily Population Served at Mental Health Inpatient Hospital

	2013 Act	2014 Act	2015 Act	2016 Act	2017 Act	2018 Act	2019 Act	2020 Act	2021 Act	2022 Bud
Days of Care	6,204	6,000	5,973	6,443	6,311	7,692	6,821	5,790	5,062	6,600
Avg Daily Pop.	17.0	16.4	16.4	17.6	17.3	21.1	18.7	15.8	13.9	18.1

Lower MHC census levels have made it difficult for HHS to generate client fee revenue to cover its fixed costs. The proposed project would remodel the facility to be more in-line with actual census levels, from a 28-bed facility down to a 16-bed facility. Department management believes that the smaller capacity should be able to absorb patient caseloads going forward because a new subacute Crisis Stabilization service unit (discussed below) will allow for HHS to more quickly transition patients out of the inpatient hospital into a more appropriate level of care.

This is estimated to reduce program costs at the MHC by about \$760,000 (see table 2 on next page, reference #1), which includes a reduction in staffing of about 9 FTE, including fewer psychiatric technicians, registered nurses, and other positions. There would also be smaller reductions in variable operating expenses including lower prescription drug costs, and reductions in interdepartmental charges, largely from lower technology costs related to fewer staff. Similarly, budgeting for fewer clients would result in lower budgeted client fee revenue of about \$382,000 (ref #2). This would be partially offset by an expansion in Medicaid eligibility for clients. Department management indicates that the county would receive additional Medicaid revenues, estimated at \$158,400 (ref #3), as a result of reducing the existing MHC acute crisis inpatient hospital capacity. Under current regulations, clients aged 21-64 are not eligible for Medicaid reimbursement for treatment at inpatient facilities larger than 16 beds. By reducing the capacity of the facility, the county would begin to receive revenue for clients in this age range that otherwise had no funding source (e.g., private insurance). Overall, there is a projected net favorable levy impact of \$536,000 (ref #4) from reducing the size of the inpatient hospital.

Department management anticipates requesting to use most of these savings to help fund its proposed new subacute Crisis Stabilization unit at the MHC. Department management estimates that this new program area would cost approximately \$1,036,000 (ref #5), which includes additional personnel costs for

a human services supervisor to oversee the operation, contracted staffing to serve clients and other operating expenses, and related interdepartmental charges, mostly for technology and collections services. Operational expenses would be partially offset by projected client fee revenues of about \$588,000 (ref #6), resulting in an increase in net levy need of about \$448,000 (ref #7).

The total impact of these changes is estimated to reduce tax levy need by about \$88,000 annually (ref #8) when fully operational.

Department management anticipates making most of these changes in the 2024 budget to align with the completion of the capital project. Please note that the figures presented in table 2 are based on the latest cost information available (for 2023 budget development purposes) and will be updated for the 2024 budget process.

Table 2: Project Operating Impact

Ref # Mental Health Center - Acute Crisis Inpatient Hospital				
	2022 Budget		Projected	Change
	Status Quo		Modifications (b)	
Expenditures				
	Personnel Costs	\$ 5,166,708	\$ 4,485,976	\$ (680,732)
	Operating Expenses	\$ 1,034,824	\$ 978,008	\$ (56,816)
	Interdepartmental Charges (a)	\$ 867,710	\$ 845,567	\$ (22,143)
#1	Subtotal Expenses	\$ 7,069,242	\$ 6,309,551	\$ (759,691)
#2	Revenues	\$ 2,942,865	\$ 2,561,125	\$ (381,740)
#3	New Medicaid Revenues for MHC		\$ 158,400	\$ 158,400
#4	Tax Levy - MHC	\$ 4,126,377	\$ 3,590,026	\$ (536,351)
Ref # Subacute Crisis Stabilization				
	N/A		Projected	Change
			Modifications	
Expenditures				
	Personnel Costs		\$ 122,305	\$ 122,305
	Operating Expenses		\$ 826,496	\$ 826,496
	Interdepartmental Charges		\$ 87,644	\$ 87,644
#5	Subtotal Expenses		\$ 1,036,445	\$ 1,036,445
#6	Revenues		\$ 588,499	\$ 588,499
#7	Tax Levy - Crisis Stabilization	\$ -	\$ 447,946	\$ 447,946
#8	TOTAL TAX LEVY IMPACT	\$ 4,126,377	\$ 4,037,972	\$ (88,405)

(a) For comparability purposes, the 2022 adopted budget is restated to exclude \$90,000 of DPW-Facility Maintenance charges and one-time General Fund balance use for facility improvements at the MHC.

(b) Projected 2024 program expenses and revenues are expressed in 2023 dollars for comparability purposes and will be updated for cost-to-continue increases during 2024 budget development.

This capital project would be funded through the American Rescue Plan Act (ARPA) – Coronavirus State and Local Fiscal Recovery Fund (CLSFRRF) program, which makes funding available to address prevention,

treatment, recovery, and harm reduction for mental health, substance use, and other behavioral health challenges.

The department is seeking approval for this capital project outside of the normal capital plan review schedule to help ensure that there is enough lead time to complete construction and prepare operations for the 2024 budget. Recent supply chain issues have extended the timeline necessary to acquire materials for construction.

William Duckwitz

William Duckwitz

Budget Manager

6/7/2022

JE# 2022-00003668



WAUKESHA COUNTY
OFFICE OF THE COUNTY EXECUTIVE

MEMO:

DATE: June 7, 2022
TO: Paul Decker, County Board Chair
FROM: Paul Farrow, County Executive
RE: Appointment of Amy Barrows to the Silver Lake Management District

This letter is submitted to recommend Amy Barrows as a replacement for David Zimmermann as the Waukesha County representative on the Silver Lake Management District Board. Mrs. Barrows works as the Planner for the Village of Summit. She has over 20 years of professional experience in land use planning, shoreland zoning, and environmental regulation. She is well qualified to help the Silver Lake Management District fulfill its mission to maintain high quality water in Silver Lake.

It is this background that makes Amy an outstanding appointee to the Silver Lake Management District Board.



WAUKESHA COUNTY
OFFICE OF THE COUNTY EXECUTIVE

MEMO:

DATE: June 7, 2022
TO: Paul Decker, County Board Chair
FROM: Paul Farrow, County Executive
RE: Appointment of David Eubanks to the Middle Genesee Lake Management District

This letter is submitted to recommend David Eubanks as a replacement for former Supervisor David Zimmermann as the Waukesha County representative on the Middle Genesee Lake Management District Board. Mr. Eubanks works for Ace Precision and resides directly across N. Dousman Road from Middle Genesee Lake. His professional responsibilities include environmental permitting and monitoring. He is well qualified to help the Middle Genesee Lake Management District fulfill its mission to maintain high quality water in Middle Genesee Lake.

It is this background that makes David an outstanding appointee to the Middle Genesee Lake Management District Board.

1 MODIFY THE 2022 DEPARTMENT OF HEALTH AND HEALTH SERVICE – SPECIAL PURPOSE GRANT
2 FUND FOR CRIMINAL JUSTICE COLLABORATING COUNCIL PRETRIAL SUPERVISION AND
3 INCREASE AMERICAN RESCUE PLAN ACT FUNDING GENERAL GOVERNMENT REVENUE
4
5

6 WHEREAS, in March 2021, the federal government approved legislation authorizing and funding
7 the American Rescue Plan Act (ARPA) allocating \$350 billion of direct aid to state and local
8 governments through the Coronavirus State and Local Fiscal Recovery Funds (CSLFRF) program;
9 and
10

11 WHEREAS, Waukesha County's CSLFRF allocation is \$78.5 million, which must be spent or
12 obligated by December 31, 2024, and completed by December 31, 2026; and
13

14 WHEREAS, permissible uses of the grant funding include supporting public health; responding
15 to negative economic impacts from the public health emergency; building public sector capacity
16 and addressing administrative needs; provide premium pay for essential workers; investing in
17 water, sewer, and broadband infrastructure; and recovering lost revenue to fund general
18 government services; and
19

20 WHEREAS, the Waukesha County Board previously accepted CSLFRF funding (Enrolled
21 Ordinance 176-46); and
22

23 WHEREAS, Waukesha County staff established an ARPA Management Response team to
24 prioritize the use of ARPA grant funds to meet the County's short and long term economic and
25 operational recovery objectives through 12/31/2026; and
26

27 WHEREAS, areas of focus were established in the areas of community development, economic
28 recovery/workforce development, infrastructure, and public health response and enhancement
29 of human services; and
30

31 WHEREAS, the final rule was released in January of 2022, after which projects were reviewed
32 against the allowable uses identified by the American Rescue Plan Act and against the strategic
33 objectives of Waukesha County; and
34

35 WHEREAS, projects that had timeline constraints to complete within the eligible time period
36 were selected to be submitted through ordinance, while all other projects would be included in
37 the next budget cycle; and
38

39 WHEREAS, Waukesha County Criminal Justice Coordinating Council (CJCC) operates a pretrial
40 supervision program that monitors a defendant while the court case progresses through the
41 justice system; and
42

43 WHEREAS, the program increases public safety by providing supervision of defendants through
44 the use of electronic monitoring devices, as well as through ongoing drug/alcohol testing, court
45 date reminders, service referrals, and regular meetings with case managers; and

46
47 WHEREAS, the pandemic caused challenges for the program, as case processing days, coupled
48 with an increase in cases referred for supervision resulted in the program being at over-
49 capacity; and

50
51 WHEREAS, the pretrial supervision program has a backlog of cases due to the courts not
52 operating during a portion of the pandemic and then operating at reduced caseloads; and

53
54 WHEREAS, the CJCC will add one contracted services case manager to allow for approximately
55 60 more defendants at any given time, which will better enable the program to manage existing
56 caseloads and new referrals to the program; and

57
58 WHEREAS, these costs are eligible under final ARPA grant rules that allow for reimbursement
59 under the category of public sector capacity: administrative needs that were caused by or
60 exacerbated by the pandemic; and

61
62 WHEREAS, this project is being proposed in an ordinance instead of the 2023 budget so that it
63 corresponds with the existing Courts Backlog project that is already underway (enrolled
64 ordinance 176-67).

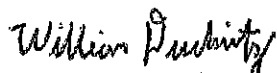
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66 THE COUNTY BOARD OF SUPERVISORS OF THE COUNTY OF WAUKESHA ORDAINS that the 2022
67 Waukesha County Department of Health and Human Services – Special Purpose Grant Funds be
68 modified to appropriate additional, operating expenditures of \$32,000 to hire one additional
69 contracted case manager for an increase in the number of pretrial supervision cases and
70 increase general government revenue from American Rescue Plan Act funding by \$32,000.

FISCAL NOTE

MODIFY THE 2022 DEPARTMENT OF HEALTH AND HEALTH SERVICE – SPECIAL PURPOSE GRANT
FUND FOR CRIMINAL JUSTICE COLLABORATING COUNCIL PRETRIAL SUPERVISION AND
INCREASE AMERICAN RESCUE PLAN ACT FUNDING GENERAL GOVERNMENT REVENUE

This ordinance modifies the 2022 Department of Health and Human Services – Special Purpose Grant Fund budget to increase operating expenditures by \$32,000, and increase general government revenues from the American Rescue Plan Act (ARPA) by \$32,000. The Criminal Justice Collaborating Council plans to use this funding to support one additional contracted case manager position for the pretrial supervision program to address a backlog in caseload resulting from the pandemic. The cost estimate of \$32,000 reflects a partial-year. Department management anticipates continuing this contracted position through 2023, at a full-year cost of \$67,000 and funded with ARPA revenues, to correspond with the Courts Backlog Project approved during 2021 (enrolled ordinance 176-67).

These costs are eligible under final ARPA grant rules that allow for reimbursement under the category of public sector capacity: administrative needs that were caused by or exacerbated by the pandemic.



William Duckwitz
Budget Manager
6/7/2022
JE# 2022-00003664

1 MODIFY THE DEPARTMENT OF HEALTH AND HUMAN SERVICES 2022 BUDGET AND AUTHORIZE
2 THE UTILIZATION OF UNSPENT 2021 GRANT FUNDS FROM THE SPECIALIZED
3 TRANSPORTATION ASSISTANCE PROGRAM FOR COUNTIES PROVIDED BY
4 THE WISCONSIN DEPARTMENT OF TRANSPORTATION
5
6

7 WHEREAS, in 2021, the Waukesha County Department of Health and Human Services received a
8 grant of \$1,037,719 from the Specialized Transportation Assistance Program for Counties,
9 authorized by Wisconsin Statute Section 85.21 and administered by the Wisconsin Department
10 of Transportation (“DOT Grant Funding”); and
11

12 WHEREAS, Health and Human Services had \$23,056 of unspent DOT Grant Funding at the end
13 of 2021 that was to be returned to the Wisconsin Department of Transportation; and
14

15 WHEREAS, in April 2022, the Wisconsin Department of Transportation amended the grant
16 contract to allow unspent 2021 DOT Grant Funding to be utilized in 2022 contingent on the
17 submission of a DOT Grant Funding expenditure plan to the Wisconsin Department of
18 Transportation by June 30, 2022; and
19

20 WHEREAS, the DOT Grant Funding must be utilized for one-time purchases related to
21 specialized transportation services; and
22

23 WHEREAS, the Wisconsin Department of Transportation requires a 20% tax levy match on DOT
24 Grant Funding; and
25

26 WHEREAS, Health and Human Services proposes using DOT Grant Funding of \$16,991 (of the
27 \$23,056 available) and \$3,398 of existing base budget tax levy available in the Health and
28 Human Services’ 2022 adopted budget (for the 20% match) to reimburse a contracted
29 specialized transportation provider \$20,389 for vehicle maintenance, repairs, and replacement
30 of their two-way radio communication system; and
31

32 WHEREAS, this ordinance does not result in a direct tax levy impact as the expenses are one-
33 time, and the local match will be covered by estimated unspent tax levy in the 2022 budget;
34 and
35

36 WHEREAS, the remaining unspent 2021 DOT Grant Funding of \$6,065 will be returned to the
37 Wisconsin Department of Transportation.
38

39 THE COUNTY BOARD OF SUPERVISORS OF THE COUNTY OF WAUKESHA ORDAINS
40 that the Waukesha County Department of Health and Human Services is authorized to
41 carryforward \$16,991 of 2021 grant funds from the Specialized Transportation Assistance
42 Program for Counties, authorized by Wisconsin Statute Section 85.21 and administered by the
43 Wisconsin Department of Transportation.
44

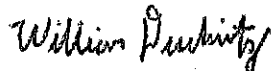
45 BE IT FURTHER ORDAINED that the 2022 Waukesha County Department of Health and Human
46 Services – Aging and Disability Resource Center – General Fund budget be modified to increase
47 general government revenues by \$16,991 and increase operating expenses by \$16,991.

FISCAL NOTE

MODIFY THE DEPARTMENT OF HEALTH AND HUMAN SERVICES 2022 BUDGET AND AUTHORIZE
THE UTILIZATION OF UNSPENT 2021 GRANT FUNDS FROM THE SPECIALIZED
TRANSPORTATION ASSISTANCE PROGRAM FOR COUNTIES PROVIDED BY
THE WISCONSIN DEPARTMENT OF TRANSPORTATION

This ordinance authorizes the Department of Health and Human Services – Aging and Disability Resource Center – General Fund to utilize the carryover of \$16,991 of Wisconsin Department of Transportation - Specialized Transportation grant funding from 2021 to 2022. This funding, along with \$3,398 of tax levy match, will provide \$20,389 to a contracted specialized transportation provider for vehicle maintenance, repairs, and replacement of their two-way radio communication system. The grant funds must be committed by June 30, 2022, and be used by December 31, 2022.

This ordinance does not result in a direct tax levy impact as the 20% tax levy match of \$3,398 will be covered by estimated available tax levy as a result of vacant positions and is already included in the 2022 budget.



William Duckwitz
Budget Manager
6/7/2022
CD JE#2022-00003586

1 AUTHORIZATION TO ENTER INTO SETTLEMENT AGREEMENT IN THE EMINENT
2 DOMAIN LAWSUIT OF THE ESTATE OF JOSEPH DELMER PUTNA
3 V. WAUKESHA COUNTY, CASE NUMBER 2020-CV-264
4

5 WHEREAS, Waukesha County undertook a highway project (Project ID 2759-03-00)
6 to reconstruct and improve County Trunk Highway M (North Avenue) in the City of Brookfield; and

7 WHEREAS, as part of the highway project and in accordance with Chapters 83 and 32,
8 Wisconsin Statutes, the County acquired by eminent domain a small amount of land in fee
9 title and a temporary limited easement for construction purposes from the property owned by
10 Joseph Delmer Putna at 13300 W. North Avenue in the City of Brookfield; and

11 WHEREAS, pursuant to Chapter 32 of the Wisconsin Statutes, Joseph Delmer Putna appealed
12 the Award of Damages to circuit court for a jury trial on the determination of just compensation
13 to be paid for the property; and

14 WHEREAS, Joseph Delmer Putna passed away during the pendency of the lawsuit and his
15 estate has been substituted as a party; and

16 WHEREAS, the parties were court-ordered to attend mediation, which took place on May 11,
17 2022, and resulted in a settlement agreement, the terms of which are conditioned upon
18 approval by the Waukesha County Board of Supervisors; and

19 WHEREAS the continuation of the litigation causes substantial financial risk to all parties; and

20 WHEREAS it has been determined that settlement of the litigation at this time is in the best
21 interest of Waukesha County; and

22 THE COUNTY BOARD OF SUPERVISORS OF THE COUNTY OF WAUKESHA ORDAINS that the
23 settlement of the lawsuit of the Estate of Joseph Delmer Putna v Waukesha County,
24 Waukesha County Circuit Court Case Number 2020-CV-264 is approved according to the
25 terms of the settlement agreement, which is on file with the Department of Public Works and
26 was previously shared with the County Board.

27 BE IT FURTHER ORDAINED that the Waukesha County Corporation Counsel, or his designee, is
28 authorized to finalize the settlement of the eminent domain lawsuit and execute any
29 documents or releases, as necessary.