

Watertown Department of Public Health

To: Mayor Stocks & Finance Committee

From: Carol Quest, Health Officer/Director

Date: February 3, 2026

Subject: Fee update for Lodging & Recreational Water License Chemistry Inspection

Background

2026 DATCP Lodging License Fee Update

As an agent health department of the Wisconsin Department of Agriculture, Trade and Consumer Protection (DATCP), our local fees are affected by contractual requirements set forth by DATCP.

The updated fee schedule reflects the addition of new license categories and adjustments to fees for DATCP lodging facilities.

UPDATED CATEGORIES AND FEES:

The legislature approved the updated ATCP 72 Hotels, Motels, and Tourist Rooming Houses in October 2025. The new code will have an effective date of January 25, 2026.

The revised ATCP 72 includes increased fees and new and updated license categories. The categories are divided into three different types and leveled by number of keyed units.

The Health Department is required to provide and include the same license categories as provided by ATCP 72. Attached is an updated fee schedule based on ATCP 72 fees and categories. Pre-inspection fees for Tourist Rooming House(s) were adjusted based on internal evaluation of actual cost of staff time and resources. A 15% reimbursement fee will be applied to base fees to have accurate funds to reimburse DATCP as required by contract.

New fees will be in effect starting April 1, 2026 as cited in ATCP 72.

2026 Monthly Recreational Water License Chemistry Inspections Update

Per Health Department policy, chemistry inspections of recreational water licenses are conducted monthly to ensure safe recreational water operations for the public.

Recreational water licenses that complete six consecutive months without a chemistry-related closure are removed from monthly chemistry inspections. These licenses return to the annual routine inspection schedule. Monthly chemistry inspections are resumed only if chemistry levels are found to be out of range during a subsequent routine inspection.

Since this change, 21 of the 27 recreational water licenses have been removed from monthly chemistry inspections. Six licenses have remained on monthly chemistry inspections for 18 months or longer.

Currently, if a recreational water license is ordered to close during a monthly chemistry inspection, a Temporary Order to Cease Operations is issued. A re-inspection is conducted and a \$100 re-inspection fee is assessed. If chemistry levels remain out of range during the re-inspection, a second re-inspection is required and a \$150 fee is assessed. This cycle continues until the Temporary Order to Cease Operations is terminated once the chemistry has been corrected.

RECOMMENDED UPDATED FEES AND PROCEDURE:

Effective July 1, 2026, recreational water facilities on monthly chemistry inspection that are closed due to a chemistry violation will be assessed a special reinspection fee. The fee will be \$500 per closure and is consistent with the proposed fee schedule.

A recreational water license will be placed on monthly chemistry inspection if water quality standards in ATCP 76.14 are not met during an annual routine inspection. Licenses currently on increased chemistry inspection will remain on increased chemistry inspection. Licenses that fail to correct water chemistry within the timeframe specified in a Temporary Order will be suspended.

Recreational water licenses will remain on monthly chemistry inspection until six consecutive months of compliant chemistry results. If six consecutive months are not achieved within 12 months of the annual inspection date, the license will be suspended. If the conditions of the suspension order are not met by June 30th of that license year, the license will not be renewed. The fine for operating a recreational water facility without a license is \$500.00 per day.

These fee changes do **not** apply to re-inspections for violations and closure criteria that are **not** related to chemistry. Those fees will remain \$100.00 for the first, and \$150.00 for the second and subsequent re-inspections.

Budget Goal

Encourage community growth by assessing opportunities, involving all stakeholders, environmental needs, modern code and policy priorities.

Financial Impact

The financial impact will be neutral. The increased cost will cover increased staff time required to meet the inspections requirements and the increased reimbursement to the Department of Agriculture, Trade and Consumer Protection.

Recommendation

The Department respectfully requests your approval of this updated fee schedule, which will ensure that we continue to meet our contractual obligations and provide essential inspection services without disruption.