



# MARATHON COUNTY INFRASTRUCTURE COMMITTEE AGENDA

Date & Time of Meeting: **Thursday, October 5, 2023 at 9:00am**

Meeting Location: **Courthouse Assembly Room, Courthouse, 500 Forest Street, Wausau WI 54403**

Committee Members: Craig McEwen, Chair; Chris Dickinson, Vice-Chair; Tom Seubert, Joel Straub, John Robinson, Gary Gisselman, Jasper Hartinger

**Marathon County Mission Statement:** Marathon County Government serves people by leading, coordinating, and providing county, regional, and statewide initiatives. It directly or in cooperation with other public and private partners provides services and creates opportunities that make Marathon County and the surrounding area a preferred place to live, work, visit, and do business. (Last updated: 12-20-05)

**Committee Mission Statement:** Provide leadership for the implementation of the Strategic Plan, monitoring outcomes, reviewing, and recommending to the County Board policies related to technology and infrastructure initiatives of Marathon County which include, but are not limited to highways, airways, waterways, etc.

Persons wishing to attend the meeting by phone may call into the **telephone conference beginning five (5) minutes prior to the start time indicated above using the following number:**

**Phone#: 1-408-418-9388      Access Code: 146 235 4571**

When you enter the telephone conference, **PLEASE PUT YOUR PHONE ON MUTE!**

The meeting will also be broadcasted on Public Access or at <https://tinyurl.com/MarathonCountyBoard>

1. **Call Meeting to Order**
2. **Pledge of Allegiance**
3. **Public Comment (15 Minutes)** (Any person who wishes to address the committee during the "Public Comment" portion of the meetings, must provide his or her name, address, and the topic he or she wishes to present to the Marathon County Clerk, or chair of the committee, no later than five minutes before the start of the meeting. All comments must be germane to a topic within the jurisdiction of the committee.)
4. **Approval of the September 7, 2023, Infrastructure Committee Meeting Minutes**
5. **Policy Issues Discussion and Potential Committee Determination**
6. **Operational Functions Required by Statute, Ordinance, Resolution, or Policy**
  - A. Discussion of HR, Finance & Property Committee's 2024 proposed budget, and possible recommendations regarding modifications.
7. **Educational Presentations and Committee Discussion**
  - A. Highway operation updates: Griesbach
  - B. CCIT Projects: Klein
  - C. Overview of the Marathon County Assemblies Ordinance (12.04) update draft: Miskimins
  - D. 2023 North Central Fall Legislative breakfast, October 6<sup>th</sup>, Stevens Point Holiday Inn: Griesbach
8. **Next Meeting Date & Time, Announcements and Future Agenda Items:**
  - A. Committee members are asked to bring ideas for future discussion.
  - B. Next meeting: Thursday, November 2, 2023 at 9:00am
9. **Adjournment**

\*Any Person planning to attend this meeting who needs some type of special accommodation in order to participate should call the County Clerk's Office at 261.1500 or email [countyclerk@co.marathon.wi.us](mailto:countyclerk@co.marathon.wi.us) one business day before the meeting.

**SIGNED**           s/s Craig McEwen            
Presiding Officer or Designee

EMAILED TO: Wausau Daily Herald, City Pages, and other Media Groups

EMAILED BY: \_\_\_\_\_

DATE & TIME: \_\_\_\_\_

**NOTICE POSTED AT THE COURTHOUSE**

BY: \_\_\_\_\_

DATE & TIME: \_\_\_\_\_



# MARATHON COUNTY INFRASTRUCTURE COMMITTEE AGENDA WITH MINUTES

Date & Time of Meeting: **Thursday, September 7, 2023 at 9:00am**

Meeting Location: **Courthouse Assembly Room, Courthouse, 500 Forest Street, Wausau WI 54403**

Craig McEwen	Excused
Chris Dickinson	Present
Gary Gisselman	Present
Joel Straub	Present
John Robinson	Present
Tom Seubert	Present
Jasper Hartinger	Absent

Staff Present: Jim Griesbach, Kevin Lang, Wesley Yuds, Troy Krezine, Tami Coulson, Michael Puerner  
Others Present: David Baker

1. **Call Meeting to Order** – Vice Chair Dickinson called the meeting to order at 9:05am
2. **Pledge of Allegiance**
3. **Public Comment** – None
4. **Approval of the August 3, 2023, Infrastructure Committee Meeting Minutes**  
Motion by Robinson, Second by Straub to approve the minutes. Motion carried on voice vote, unanimously.
5. **Policy Issues Discussion and Potential Committee Determination**
  - A. Motion to go into closed session (Roll call vote required) pursuant to sec. 19.85(1)(e) for the purpose of deliberating or negotiating the purchase of properties or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, to wit: update and discussion regarding purchase of property for possible future county facility building site.  
Motion by Robinson, Second by Seubert to go into closed session. Motion carried by roll call vote unanimously.
  - B. Motion to return to open session (roll call vote not required).  
Motion by Robinson, Second by Seubert to return to open session. Motion Carried on voice vote unanimously.
  - C. Announcements or action from the committee regarding closed session discussion  
No Action or Announcements from the closed session discussion.
  - D. Restoration of Good Reader Functionality  
County Administrator Lance Leonhard provided an update on Good Reader Functionality and is looking for guidance on a proposed course of action. Discussion was had. No action was taken at this time.
6. **Operational Functions Required by Statute, Ordinance, Resolution, or Policy**
  - A. 2023 Marathon County Bridge/Culvert Aid Resolution  
Deputy Highway Commissioner Kevin Lang presented the resolution for the 2023 County Bridge / Culvert Aid. Motion by Robinson, Seconded by Gisselman approve this resolution and forward to the full County Board. Motion carried on voice vote unanimously.
  - B. Ordinance County Road “K”, Village of Maine Speed Zone Reduction  
Highway Commissioner Jim Griesbach presented the proposed resolution to the Committee for consideration. Motion by Robinson, Second by Straub to approve this resolution and forward to the full County Board. Motion carried on voice vote unanimously.
7. **Educational Presentations and Committee Discussion**
  - A. Update on Ag-roads improvement program (ARIP): Griesbach  
Commissioner Griesbach provide a brief update on the Ag-roads improvement program.
  - B. Broadband update  
Supervisor Robinson presented information on current broadband gaps.
  - C. CCIT Projects: Klein  
CCIT Project Manager Tami Colson provided an update on current CCIT projects.
  - D. Highway summer construction update: Lang  
Deputy Commissioner Lang provided a brief update on the current Highway summer construction projects.

E. North Central Regional Legislative breakfast, October 6<sup>th</sup> Holiday Inn Stevens Point, WI: Griesbach Commissioner Griesbach provided information on the upcoming event and invited Committee members to attend.

8. **Next Meeting Date & Time, Announcements and Future Agenda Items**

A. Committee members are asked to bring ideas for future discussion.

B. Next meeting: Thursday, October 5, 2023 at 9:00am

9. **Adjournment**

Motioned by Name, Second by Name to adjourn. Motion Carried on voice vote, unanimously.

Meeting adjourned at 10:32am

Minutes Prepared by David Holcomb

DRAFT



## Agenda Item Summary

**Airport Board Meeting Date:** September 12, 2023

**Joint Finance Meeting Date:** September 25, 2023

**Agenda Item Title:** #4) Review and Possible Action on the 2024 Central Wisconsin Airport (CWA) Annual Budget

**Staff Responsible:** David Drozd, Assistant Airport Director-Finance

### Background:

- The Joint Airport Board is required to prepare an annual budget and submit it to both Finance Committees for approval. This is included in Resolution No. 300 which was approved in 1977.

### 2024 Budget Notables:

- No county tax levy is requested for 2024.
- Debt service payments total \$532,128.43 for 2024. Of this amount, \$73,484.07 will be paid from Passenger Facility Charge (PFC) fees, and the remaining \$459,128.43 will be paid from the American Rescue Plan Act (ARPA) funding as approved by the Federal Aviation Administration (FAA).
- Federal Capital Projects in 2024 include the following with estimated costs: Ordering a new Airport Rescue and Firefighting (ARFF) truck (\$1 million), an air traffic control tower equipment modernization project (\$1.1 million), the design of a replacement general aviation arrivals and departures building (\$600K), and the construction of a box hangar for large transient aircraft (\$4-\$5 million). Expenses for 2024 include \$400,000 for the local share of the ineligible portion of the large box hangar, and \$180,000 to cover our share of the design costs for a new general aviation arrivals and departure building.
- Local Capital Expenses for 2024 includes the replacement of a pickup truck (\$50,000), new parking lot revenue control equipment for the East Parking Lot (\$60,000), the addition of a compact zero turn mower, a fuel farm backup generator, a loader snowplow, new paint machine, along with the replacement of a zero-turn mower for (\$136,000), and IT network equipment upgrades (\$40,000).
- We are currently fully staffed. No new positions have been requested or budgeted for in 2024. We have budgeted for two potential retirements in 2024.
- The addition of Avelo Airlines will be the biggest change at CWA in 2024. This affordable airline will make the airport more accessible for our current guests and will bring in new guests that have not used the airport before. Early bookings are strong, and data supports additional growth if the Orlando route is supported by our communities. Avelo Airlines has additional aircraft on order and can grow in their strong communities. Parking revenue, concession revenue, and PFC's will be impacted positively.
- American and Delta service will likely be mostly flat in 2024. The pilot shortage has disproportionately affected regional airlines and non-hub airports. Despite strong performance on both, the airlines have been unable to provide CWA with the service needed to meet the demands. Despite this the airport board is aggressively pursuing additional destinations on both American and Delta, including applying for another Small Community Air Service Development Program Grant (SCASDP) or other ways to fund a revenue guarantee to support growth on our legacy carriers.

- Increases in revenue will be largely offset by the rising cost of doing business. Throughout 2024 there will be a deliberate effort to optimize airport finances including adjusting parking rates to stay competitive.
- Expenses for 2024 follow a similar trend as in the past few years as costs of goods and services have gone up significantly, with sizable increase in areas such as utilities, fuel, contracted services, and health insurance as examples. We are also budgeting an additional \$30,000 for a marketing campaign as part of our approved Small Community Air Service Development Program (SCASDP) for Avelo Airlines.
- As planned in prior years, we will be using our Fund Balance to cover capital expenses in 2024. Total Fund Balance budgeted in 2024 is \$839,491.

**Debt Service Update:**

- No county issued debt is requested for 2024 and none is anticipated for 2025.
- Both GO Bonds are held by Marathon County. No debt for CWA is held by Portage County.
- Balances for 2025 and beyond (after 2024 payments):
  - 2012 GO Note – 2025-2028 balance \$ 751,500 (of which \$155,109 is PFC eligible)
  - 2015 GO Bond – 2025-2030 balance \$ 1,801,887 (of which \$156,224 is PFC eligible)

**CWA Fund Balance Update:**

- Unrestricted Fund Balance as of 12/31/2022 (audited): \$ 4,539,314 Increase of \$475,094 over 2021
- Restricted Fund Balance (PFC) as of 12/31/2022 (audited): \$ 657,001 Increase of \$150,272 over 2021
- Current PFC Fund Balance as of 8/31/2023: \$ 864,494
- Total net position increased over \$5.4 million from 2021 to 2022.
- Current net position as of 12/31/2022 is \$75,554,925.

**ARPA Airport Grant Funding Update:**

- An ARPA Grant in the amount of \$2,209,388 was awarded on August 10, 2021. Approved uses include payroll, utilities, debt service, and service contracts.
- ARPA funding of \$1,621,815.57 will be submitted in 2023 for reimbursement.
- ARPA funding of \$459,128.43 will be used in 2024 for our debt service obligation that year. This final payment will allow this grant to be closed.
- An ARPA Grant in the amount of \$120,900 was awarded to CWA on August 10, 2021, for concessionaire relief. We will be allocating these funds to qualifying tenants in 2023/2024.
- Balances available as of 8/31/2023:
  - ARPA Grant \$ 2,080,940
  - ARPA Grant-Concessions \$ 120,900

**CWA Airport Improvement Program (AIP) Project History:**

- 2017 - Fuel Farm Rehab/GA Apron/Taxiway C repairs/SRE Loader Mount Blower: \$ 1,316,847
- 2018 - Commercial Apron Repairs/Boarding Bridge Replacement/SRE Snowblower: \$ 5,279,021
- 2019 – Concourse Rehab/Plow, Broom, and Loader purchase/Land Acquisition: \$ 5,966,987
- 2020 – Runway 17/35 Reconstruction/Taxiway B Rehab: \$ 24,166,869
- 2021 – Taxilane E and Flightline Drive/Runway 17/35 Nav aids: \$ 3,158,883
- 2022 – Runway Shift and Lighting Project/Terminal Area Master Plan: \$ 18,857,352
- Total Project Costs: \$ 58,745,959

**2023 Items of Interest:**

- Avelo Airlines – Avelo Airlines officially announced this summer new air service to Orlando, Florida starting October 5, 2023. This was made possible by a DOT grant. CWA was one of 25 communities in 20 states that received a portion of \$16.9 million dollars. This was announced on August 4, 2022. CWA’s grant amount is \$900,000 with the goal of obtaining a low-cost or ultra-low-cost carrier into our market with destinations such as SW Florida, Orlando, or Phoenix AZ. Additional funding sources include Marathon & Portage Counties, in-kind fee waivers, and funds for a marketing campaign. The total package value is just over \$1.5 million.
- Our SCASDP application was amended this summer to include Las Vegas as a destination under the grant with opportunities potentially in 2024.
- Runway 8/26 was closed this spring for the runway shift project. Completion is scheduled this fall for the \$18 million project.
- CWA helped Marathon County Human Resources with the creation of the Pillars of Excellence Leadership Program.
- CWA hosted a triennial mock disaster exercise with local Fire and EMS, as well as our local health care providers.
- CWA received a federal grant of \$608,000 for our air traffic control tower rehabilitation project.
- Terminal Area Master Plan (TAMP) – Preferred alternatives were selected this summer after public hearings and stakeholder meetings. The Airport Layout Plan (ALP) is being updated to reflect this selection.

**Timeline:**

The 2024 CWA Annual Budget will be presented to the Airport Board on Tuesday, September 12, 2023, and the Joint Finance Committee on Monday, September 25, 2023. Upon approval by both entities at these meetings, each owner county will be presented the CWA Annual Budget for approval as part of their comprehensive annual county budget which takes place in November of each year.

**Financial Impact:**

No tax levy is being requested in 2024 from either Marathon or Portage Counties. This budget has been reviewed in advance of this meeting with the Finance Directors from both Marathon & Portage Counties.

**Contributions to Airport Goals:**

- Mission Statement: *Provide premier access to the world through aviation and be a catalyst for economic growth in our communities.*
- Vision Statement: *To be the airport of choice for central and northern Wisconsin.*

**Recommended Action:** Airport staff recommends approval of the 2024 CWA Annual Budget.

**CENTRAL WISCONSIN AIRPORT**

<b>Account Description</b>	<b>2023 (mid-Sept.) Actuals</b>	<b>2023 Amended Budget</b>	<b>2024 Requested Budget</b>
<b>Fund: 605 - Central Wisconsin Airport Fund</b>			
<b>REVENUES</b>			
Federal Grants - Other Federal Payments	-	1,110,659	-
Parking Fees	577,522	-	-
Airport Fuel Flow	659,928	3,023,000	70,000
Airport Fuel Sales	10,496	-	34,000
Lease of Airport Land	102,849	-	100,000
Airport Parking lots, Ramps and Meters	36,050	-	1,200,000
Airport Landing Fees	126,639	-	260,000
Airport Public Charges	298,563	-	1,400,000
Rent of Hangars	119,277	-	220,000
Employer Share of Insurance	20,079	-	-
Employee Share of Insurance	2,057	-	-
Local Department Charges Internal Service Fund	645	-	-
Advertising Income	22,582	-	32,000
Interest Income	-	15,000	24,000
Sale of Other Equipment and Property	73,373	-	-
Other Miscellaneous Revenues	-	-	111,000
Transfer from the General Fund	-	-	-
<b>Transfer from Enterprise Fund</b>	<b>-</b>	<b>2,888,617</b>	<b>1,570,139</b>
Sale of General Fixed Assets	-	35,000	25,000
<b>REVENUES TOTAL</b>	<b>2,050,060</b>	<b>7,072,276</b>	<b>5,046,139</b>
<b>EXPENSES</b>			
Salaries and Wages	883,876	1,270,476	1,407,015
Overtime	34,665	56,994	59,295
Shift Differential	6,008	4,368	3,744
On Call Pay	1,998	-	11,900
Sick Leave Payout	-	-	16,970
Special Activity Pay	-	10,989	-
Uniform Allowance	5,981	7,000	4,450
Other Special Pay	5,885	-	1,600
Social Security	68,897	102,750	113,710
Retirement Employers Share	52,759	83,026	96,800
Dental Insurance	5,882	6,650	8,553
Sick Leave Conversion	-	22,865	-
Life Insurance	338	749	5,113
Workers Compensation	9,972	26,996	32,048
Unemployment Compensation	-	1,342	1,486
Other Employer Contributions	42,696	15,606	10,920
Health Insurance	164,790	249,976	264,805
Accounting and Audit Services	4,100	9,000	9,000
Financial, Banking and Investment Services	25,335	-	40,000
Fringe Benefit Admin Overhead	-	6,000	-
Indirect Cost Expense	-	-	38,000
Architectural, Engineering and Planning Services	16,222	-	70,000

<b>Account Description</b>	<b>2023 (mid-Sept.) Actuals</b>	<b>2023 Amended Budget</b>	<b>2024 Requested Budget</b>
Other Professional Services	23,219	200,000	180,000
Marketing and Promotional Services	36,708	-	90,000
Water	10,857	20,000	24,000
Electric	122,754	180,000	225,000
Natural / Propane Gas	33,388	40,000	50,000
Telephone, Internet and Cable	11,737	23,000	24,000
Road Maintenance Services	-	10,000	-
Contractor Services	1,080	-	-
Pest Extermination	13	-	-
Mowing, Grounds and Landscaping Services	5,055	-	-
Motor Vehicles Repairs Services	511	5,000	5,000
Machinery/Equipment Maintenance Services	1,831	75,000	60,000
Inspection Services	546	-	-
Elevator Maintenance Contractual Services	3,614	-	10,000
Building Repair & Maintenance Services	105,585	10,000	10,000
Building Equipment Maintenance Services	17,028	20,000	30,000
Technology Services	49,992	-	90,000
Contractual Services	1,847	-	10,000
Hardware and Software Maintenance Services	2,666	-	-
IT - Equipment and Hardware	26,401	-	-
Radio Services	1,800	-	-
Fire Protection	2,222	-	-
Copier Charges	1,069	-	2,000
Refuse Collection	4,608	-	8,000
Sundry Contractual Services	4,310	200,000	-
Postage and Courier	504	500	500
Printing and Forms	140	3,500	1,000
Small Office Equipment	-	1,500	-
Software - IT	12,174	120,000	1,500
Equipment & Supplies - IT	1,180	-	-
Office Supplies	15,437	3,000	2,000
Publication Of Legal Notices	577	500	500
Subscriptions	83	100	100
Membership Dues	3,115	9,000	9,000
Registration Fees/tuition	10,584	21,000	21,000
Advertising	2,968	110,000	15,000
Personal Auto Mileage	403	500	500
Vehicle Lease/Rental	2,754	-	-
Commercial Travel	2,519	9,000	9,000
Meals	283	1,100	1,000
Lodging	3,082	8,000	8,000
Meeting Expenses	611	2,000	2,500
Household and Janitorial Supplies	9,495	18,000	25,000
HVAC supplies	5,057	-	5,000
Clothing and Uniforms	2,174	3,000	3,000
Tool Allowance-Employees	215	-	-
Fire Fighting Supplies	546	-	-



<b>Account Description</b>	<b>2023 (mid-Sept.) Actuals</b>	<b>2023 Amended Budget</b>	<b>2024 Requested Budget</b>
Gasoline and Diesel Fuel	46,991	90,000	110,000
Motor Vehicle Fluids - Oil, Grease, Antifreeze, Windshield W	9,973	-	-
Motor Vehicle Parts & Supplies	7,095	35,000	35,000
Tires & Tubes	2,195	-	-
Plow Blades	3,814	-	-
Consumable Tools/Supplies	2,645	6,000	6,000
Shop Equipment-Tools-Supplies	2,781	-	15,000
Welding Supplies	286	-	-
Machinery and Equipment Parts	22,845	30,000	30,000
Radio Parts & Supplies	435	2,000	-
Sign Parts/supplies	286	-	-
Painting Supplies	125	-	-
Plumbing and Electrical Supplies	8,633	15,000	15,000
Safety Supplies	170	-	-
Vehicle Registration	166	-	-
Other Supplies	66,375	200,000	220,000
Small Hardware/Wire/Nails	621	1,000	1,000
Other Metal Products	-	1,500	1,500
Other Building Materials	166	500	500
Other Raw Materials	-	20,000	20,000
Electrical Fixtures	-	5,000	-
Asphalt and Asphalt Filler	65	25,000	30,000
Insurance Equipment Premium	-	12,000	12,000
Insurance Auto Liability Premium	-	5,000	5,000
Insurance Professional Liability	-	58,000	-
Insurance General Liability	21,890	-	62,000
Insurance Boiler Premium	-	1,000	2,000
Insurance Building & Contents	-	13,000	14,000
Insurance Other Premiums	-	23,000	24,000
Equipment Rent	622	-	-
Taxes and Payments in Lieu of Taxes	3,394	-	-
Bond Principal	-	435,000	382,479
Notes Payable-principal	-	-	76,650
Bond Interest	-	100,663	-
Transfer To Airport Fund	-	1,185,126	-
IT Equipment and Hardware - Capital	-	-	40,000
Other Capital Equipment	-	-	136,000
Other Capital Equipment-Rolling Stock	38,922	190,000	50,000
General Municipal Buildings	-	50,000	-
Airport Facilities	-	-	580,000
Parking Lot Improvements	-	-	60,000
Corrections buildings	-	1,600,000	-
<b>EXPENSES TOTAL</b>	<b>2,112,637</b>	<b>7,072,276</b>	<b>5,046,139</b>
<b>REVENUE GRAND TOTALS:</b>	2,050,060	7,072,276	5,046,139
<b>EXPENSE GRAND TOTALS:</b>	2,112,637	7,072,276	5,046,139
<b>NET GRAND TOTALS:</b>	<b>(62,577)</b>	-	-

Central Wisconsin Airport  
 605 Central Wisconsin Airport Fund  
 All Cost Centers

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	<u>FY2023</u>	<u>FY2023</u>	<u>FY2024</u>
Accounts	<u>Actuals (thru mid-Sept.)</u>	<u>FY23 County Amended</u>	<u>FY24 Requested Budget</u>
<b>Revenues</b>			
Intergovernmental Charges for Service	0	3,058,000	0
Intergovernmental Revenue	0	1,110,659	0
Miscellaneous Revenue	73,373	15,000	135,000
Public Charges for Services	1,976,687	0	3,316,000
Other Financing Sources	0	2,888,617	1,595,139
<b>Total Revenues</b>	<b>2,050,060</b>	<b>7,072,276</b>	<b>5,046,139</b>
<b>Expenses</b>			
Building Materials	852	53,000	53,000
Capital Outlay	38,922	1,960,000	866,000
Contractual Services	514,496	798,000	975,000
Debt Service	0	535,663	459,129
Fixed Charges	25,906	112,000	119,000
Operating Expenses	248,713	1,753,826	535,600
Personnel Services	1,283,747	1,859,787	2,038,410
<b>Total Expenses</b>	<b>2,112,637</b>	<b>7,072,276</b>	<b>5,046,139</b>
<b><u>Net Change</u></b>	<b><u>-62,577</u></b>	<b><u>0</u></b>	<b><u>0</u></b>

## CCITC Operating Budget

	<u>2024</u>	<u>2023</u>	
Total Operating Budget	\$ 4,844,400	\$ 4,931,910	-1.8%
PC Support Funded Salaries & Benefits	\$ (1,082,953)		\$ (87,510)
Budget to Allocate to Levy	\$ 3,761,447		

Operating Allocation:	City of Wausau	Marathon County	NCHC	
Salaries & Benefits (Non PC Staff)	\$604,741	\$1,241,929	\$581,251	See Below
Other Benefits	\$8,984	\$17,841	\$7,955	Time Study
Professional Services	\$44,525	\$44,525	\$44,525	Shared Equally
Utility Services	\$21,533	\$21,533	\$21,533	Shared Equally
Network Security	\$66,966	\$144,577	\$182,495	User Count
Network Maintenance	\$31,926	\$68,926	\$87,003	User Count
Other Special Services	\$800	\$800	\$800	Shared Equally
Hardware & Software Maintenance	\$46,485	\$46,485	\$46,485	Shared Equally
City & County Only Software	\$41,549	\$96,948		30/70
Discretionary Operating	\$22,586	\$22,586	\$22,586	Shared Equally
Fixed Charges	\$56,887	\$56,887	\$56,887	Shared Equally
	\$946,982	\$1,763,036	\$1,051,520	
Share of Outside Revenue	(\$34,866)	(\$69,242)	(\$30,875)	Time Study

Direct Charges	\$ 472,735	\$ 846,135	\$ 337,430
Total Requested 2024 CCITC Levy	<u>\$1,384,851</u>	<u>\$2,539,929</u>	<u>\$1,358,075</u>

IT Cost Allocation	City of Wausau	Marathon County	NCHC
2024 Requested Levy	\$1,384,851	\$2,539,929	\$1,358,075
2023 Levy	\$1,351,974	\$2,598,677	\$1,205,611
Increase/(Decrease)	\$32,877	(\$58,748)	\$152,464
% Change	2.4%	-2.3%	12.6%

Included in IT Cost Allocation Above	City of Wausau	Marathon County	NCHC
Direct Costs			
2024	\$472,735	\$846,135	\$337,430
2023	\$402,109	\$771,737	\$227,575
Increase/(Decrease)	\$70,626	\$74,398	\$109,855
% Change	17.6%	9.6%	48.3%

Time Study	2020	2021	2022	3-Year Average	Prior 3-Year Average
City of Wausau	23.4%	27.8%	26.2%	25.8%	21.6%
Marathon County	51.1%	49.3%	53.5%	51.3%	45.2%
NCHC	25.4%	22.9%	20.3%	22.9%	33.2%

User Count		
City of Wausau	302	17.0%
Marathon County	652	36.7%
NCHC	823	46.3%
	<u>1777</u>	

### Salary & Benefit Allocation

Financial Staff	Shared Equally
Security Staff/Infrastructure Manager	User Count
EndPoint Manager	PC Tech Time Study

Help Desk Staff	Ticket Count
PC/Network Staff	Funded by PC/Network Support Fees - Not included in Operating Allocation
Other Staff	Tim Study Allocation

*NCHC allocation does not include Application Analysts*

**Ticket Count**

City of Wausau	1442	13.5%
Marathon County	4013	37.6%
NCHC	5215	48.9%
	<u>10670</u>	

**HIGHWAY DEPARTMENT**

Updated 10/4/2023 1:15 pm-Mapping update

<b>Account Description</b>	<b>2023 (mid-Sept.) Actuals</b>	<b>2023 Amended Budget</b>	<b>2024 Requested Budget</b>	<b>Updated Notes</b>
<b>Fund: 610 - Highway Fund</b>				
<b>REVENUES</b>				
Other Taxes	1,594,140	2,960,000	2,980,000	Wheel Tax
State Grants - General Transportation Aids	2,949,272	2,879,380	2,949,272	
State Grants Local Road Improvement Program (LRIP)	-	426,538	-	CHIPS Aid
Other Permits	35,366	-	40,000	
Employer Share of Insurance	98,209	-	-	
Employee Share of Insurance	10,109	-	-	
Local Department Charges Internal Service Fund	1,863	-	-	
State Highway Transportation	2,645,565	3,986,786	3,922,368	
Other Services to State Government	117,537	-	359,805	
Non-Highway Activity Revenues	-	404,516	145,000	
Highway Public Charges	-	25,000	-	
Transportation Fees	-	3,072,261	191,626	
Other Services to Local Governments	14,076	-	20,000	
Revenues from Non-Highway Activities in Highway Fund	65,305	3,500,000	3,798,000	
Highway Transportation Revenues	126,930	388,060	2,861,729	
Internal Service Insurance Allocations	-	-	-	
Interest Income	-	250,000	250,000	
Property Sales	-	2,238,951	-	
Sale of Highway Equipment and Property	74,121	-	466,099	
Sale of Recyclable Materials	20,941	9,100	9,100	
Recoveries Damage to Other Property	9,187	1,500	1,500	
Other Miscellaneous Internal Service	-	895,574	-	
Other Miscellaneous Revenues	2,279	-	-	
Refund of Expenditures	4,269	-	-	
Transfer from the Enterprise Fund	-	8,804,614	5,222,082	Transfer from Enterprise Fund
Transfer from Capital Projects Fund	-	805,007	-	2024-Transfers from Enterprise Fund
<b>REVENUES TOTAL</b>	<b>7,769,168</b>	<b>30,647,287</b>	<b>23,216,581</b>	
<b>EXPENSES</b>				
Salaries and Wages	2,926,606	5,355,829	5,074,400	
Overtime	281,817	-	-	
Special Activity Pay	-	164,000	277,971	
On Call Pay	15,260	-	-	
Sick Leave Payout	-	29,000	191,626	
Tool Allowance	900	-	0	
Uniform Allowance	60	-	-	
Other Special Pay	24,797	(34,500)	-	
Social Security	234,769	749,178	375,947	
Retirement Employers Share	178,662	635,643	291,048	
Dental Insurance	20,533	75,221	28,856	
Sick Leave Conversion	-	298,393	-	
Life Insurance	1,250	4,859	16,067	
Workers Compensation	32,072	193,033	107,577	
Unemployment Compensation	-	9,792	4,230	
Other Employer Contributions	128,799	122,526	46,088	
Medicare	-	-	12,244	
Health Insurance	823,217	2,723,050	1,273,927	
Architectural, Engineering and Planning Services	83,495	-	-	
Other Professional Services	268,647	7,878,189	3,135,842	
Water	6,626	8,600	8,200	
Electric	43,385	45,000	55,650	
Sewer	114	-	-	
Natural / Propane Gas	46,230	67,000	90,144	
Telephone, Internet and Cable	7,269	12,880	10,890	
Road Maintenance Services	572	-	-	
Contractor Services	610,582	-	55,000	
Machinery/Equipment Maintenance Services	4,439	143,420	-	
Inspection Services	997	-	-	
Building Repair & Maintenance Services	125,327	-	174,545	
Building Equipment Maintenance Services	548	-	-	
Technology Services	33,831	35,855	33,500	
IT - Equipment and Hardware	156	-	-	
DOT Project Services/Charges	257,619	150,000	300,000	
Radio Services	18,307	3,420	3,420	
Copier Charges	2,198	-	3,960	
Refuse Collection	24,279	-	-	
Postage and Courier	-	50	50	
Printing and Forms	31	5,060	600	

**HIGHWAY DEPARTMENT**

Updated 10/4/2023 1:15 pm-Mapping update

Account Description	2023	2023	2024	Updated Notes
	(mid-Sept.) Actuals	Amended Budget	Requested Budget	
Training Supplies	188	-	-	
Small Office Equipment	2,733	8,000	8,000	
Equipment & Supplies - IT	156	-	-	
Office Supplies	1,967	9,225	8,500	
Publication Of Legal Notices	725	-	-	
Membership Dues	794	1,385	1,885	
Licenses and Certifications	-	515	2,090	
Registration Fees/tuition	842	-	-	
Employee Auto Allowance	-	-	250	
Personal Auto Mileage	-	450	-	
Commercial Travel	1,147	-	-	
Meals	32	1,400	1,000	
Lodging	1,301	-	-	
Meeting Expenses	3,591	16,650	34,750	
Clothing and Uniforms	13,647	10,700	14,600	
Tool Allowance-Employees	-	6,000	5,000	
Highway Miscellaneous Shop Supplies	35	-	600	
Gasoline and Diesel Fuel	518,575	1,550,000	1,850,000	
Motor Vehicle Fluids - Oil, Grease, Antifreeze, Windshield V	34,365	125,100	132,000	
LP Gas - Vehicles	17	-	-	
Motor Vehicle Parts & Supplies	619,781	152,000	837,000	
Tires & Tubes	34,874	-	185,000	
Machinery and Equipment Parts	-	1,510,840	763,000	
Consumable Tools/Supplies	44,596	60,000	60,000	
Shop Equipment-Tools-Supplies	53,425	128,600	120,100	
Welding Supplies	730	-	-	
Radio Parts & Supplies	550	-	-	
Sign Parts/supplies	877	-	-	
Vehicle Registration	20	-	-	
Other Supplies	9,999	600	-	
Metal Culverts	352,240	-	-	
Sand and Gravel	4,310	70,000	70,000	
Granite	3,956	-	-	
Other Raw Materials	1,339,780	10,974,445	9,699,123	
Asphalt and Asphalt Filler	3,896,070	160,000	160,000	
Insurance Equipment Premium	-	100,122	105,129	
Insurance Auto Liability Premium	-	48,594	51,024	
Insurance Professional Liability	-	41,950	-	
Insurance General Liability	-	-	44,048	
Insurance Boiler Premium	-	146	153	
Insurance Building & Contents	-	6,574	6,903	
Insurance Other Premiums	-	496	521	
Equipment Rent	88,143	4,646,550	4,475,800	
Depreciation	-	-	13,000	
Fees & Permits	1,955	296,411	-	
Interest Expense (Non-debt)	314	-	-	
Accrued Interest Expense	2	-	-	
Bad Debt Expense	595,660	-	-	
Other Losses	-	22,400	21,900	
Other Capital Equipment-Fuel Handling	84,423	150,000	295,000	
Other Capital Equipment-Rolling Stock	-	957,600	2,615,305	Rolling Stock Expense in Hwy Fund
General Municipal Buildings-Buildings and Grounds	-	62,000	-	
Law Enforcement Buildings-Bridge Aid	-	-	-	Bridge Aid (2023) remapped
Highway Buildings	27	-	45,000	
Bridges, Piers and Seawalls	622,931	612,500	458,663	Actual Bridge Aid Expense (2023) 2024 budget
Roadway Concrete Improvements	572	-	-	
<b>EXPENSES TOTAL</b>	<b>14,538,745</b>	<b>40,406,751</b>	<b>33,657,126</b>	
<b>REVENUE GRAND TOTALS:</b>	<b>7,769,168</b>	<b>30,647,287</b>	<b>23,216,581</b>	
<b>EXPENSE GRAND TOTALS:</b>	<b>14,538,745</b>	<b>40,406,751</b>	<b>33,657,126</b>	
<b>NET GRAND TOTALS:</b>	<b>(6,769,577)</b>	<b>(9,759,464)</b>	<b>(10,440,545)</b>	

Highway  
610 Highway Fund  
All Cost Centers

Accounts	<u>FY2023</u> <u>Actuals (thru mid-Sept.)</u>	<u>FY2023</u> <u>FY23 County Amended</u>	<u>FY2024</u> <u>FY24 Requested Budget</u>
<b>Revenues</b>			
Intergovernmental Charges for Service	2,969,412	13,490,597	11,298,528
Intergovernmental Revenue	2,949,272	3,305,918	2,949,272
Licenses and Permits	35,366	0	40,000
Miscellaneous Revenue	110,797	1,281,151	726,699
Public Charges for Services	110,181	0	0
Taxes	1,594,140	2,960,000	2,980,000
Other Financing Sources	0	9,609,621	5,222,082
<b>Total Revenues</b>	<b>7,769,168</b>	<b>30,647,287</b>	<b>23,216,581</b>
<b>Expenses</b>			
Building Materials	5,596,357	11,204,445	9,929,123
Capital Outlay	707,953	1,782,100	3,413,968
Contractual Services	1,534,623	8,344,364	3,871,151
Debt Service	2	0	0
Fixed Charges	90,412	5,140,843	4,696,578
Grants, Contributions, Indemnities and	595,660	22,400	21,900
Operating Expenses	1,344,997	3,586,575	4,024,425
Personnel Services	4,668,743	10,326,024	7,699,981
<b>Total Expenses</b>	<b>14,538,745</b>	<b>40,406,751</b>	<b>33,657,126</b>
<b><u>Net Change</u></b>	<b><u>-6,769,577</u></b>	<b><u>-9,759,464</u></b>	<b><u>-10,440,545</u></b>

## Highway Department

### **Budget Notes: General**

The 2023 Amended Budget was entered early in 2023 by the Finance Department. Adjustments have not been made by the Highway Department to correct account descriptions.

### **Budget Notes: Revenues**

Highway has been working with Chems/DOT consultant. Certain entries for 2023 Actual are still forthcoming (ie. Machinery & Equipment charges, etc.). Actual revenues for 2023 will be more in line with the 2024 budget. 2022 and prior, the Highway Department recorded interdepartment revenues and offsetting expenses for labor, parts, etc. The 2023 Amended Budget was prepared in this way. However, this practice was eliminated in Workday.

### **Budget Notes: Expenses**

Actual expenses for 2023 will be more in line with the 2024 budget. 2022 and prior, the Highway Department recorded interdepartment revenues and offsetting expenses for labor, parts, etc. The 2023 Amended Budget was prepared in this way. However, this practice was eliminated in Workday.

### **Budget Notes: Net Grand Totals**

2023 Actuals will be more in line the the 2023 Amended Budget. 2024 Budget increase is primarily due to the the \$1.6MM increase in the Capital Rolling Stock Budget that is funded with Highway Fund Balance. 2024 Budget in reality is Status Quo for operational revenues and expenses and personnel.



**HIGHWAY DEPARTMENT**

Account Description	2023 (mid-Sept.) Actuals	2023 Amended Budget	2024 Requested Budget	Notes:
<b>Fund: 610 - Highway Fund</b>				
<b>REVENUES</b>				
Other Taxes	1,594,140	-	2,980,000	Wheel Tax
State Grants - General Transportation Aids	2,949,272	2,879,380	2,949,272	GTA
State Grants Local Road Improvement Program (LRIP)	-	3,386,538	-	Wheel Tax/CHIPS Aid
Other Permits	35,366	-	40,000	Permit Fees
Employer Share of Insurance	98,209	-	-	HR Adj
Employee Share of Insurance	10,109	-	-	HR Adj
Local Department Charges Internal Service Fund	1,863	-	-	
State Highway Transportation	2,645,565	3,986,786	3,922,368	RMA/DMA/TMA/LFA
Other Services to State Government	117,537	-	359,805	
Non-Highway Activity Revenues	-	404,516	145,000	State Reimb/Admin Fees (2023)
Highway Public Charges	-	25,000	-	Permit Fees
Transportation Fees	-	3,072,261	191,626	Incidental Labor Cost Pool/Local Govt Work (2023)
Other Services to Local Governments	14,076	-	20,000	
Revenues from Non-Highway Activities in Highway Fund	65,305	3,500,000	3,798,000	Highway Machinery & EQ (2023)
Highway Transportation Revenues	126,930	388,060	2,861,729	
Internal Service Insurance Allocations	-	-	-	
Interest Income	-	250,000	250,000	
Property Sales	-	2,238,951	-	Purchase Materials to Internal Cost Centers/Fuel Handling Costs
Sale of Highway Equipment and Property	74,121	-	466,099	
Sale of Recyclable Materials	20,941	-	9,100	
Recoveries Damage to Other Property	9,187	-	1,500	
Other Miscellaneous Internal Service	-	906,174	-	Field Tools/TOWP/WC Cost Pools - Internal Service Cost Centers
Other Miscellaneous Revenues	2,279	-	-	
Refund of Expenditures	4,269	-	-	
Transfer from the General Fund	-	8,804,614	-	
Transfer from Capital Projects Fund	-	805,007	5,222,082	
<b>REVENUES TOTAL</b>	<b>7,769,168</b>	<b>30,647,287</b>	<b>23,216,581</b>	
<b>EXPENSES</b>				
Salaries and Wages	2,926,606	5,355,829	5,074,400	
Overtime	281,817	-	-	
Special Activity Pay	-	164,000	277,971	
On Call Pay	15,260	-	-	
Sick Leave Payout	-	29,000	191,626	
Tool Allowance	900	-	0	

**HIGHWAY DEPARTMENT**

<b>Account Description</b>	<b>2023 (mid-Sept.) Actuals</b>	<b>2023 Amended Budget</b>	<b>2024 Requested Budget</b>
<b>Fund: 610 - Highway Fund</b>			
Uniform Allowance	60	-	-
Other Special Pay	24,797	(34,500)	-
Social Security	234,769	749,178	375,947
Retirement Employers Share	178,662	635,643	291,048
Dental Insurance	20,533	75,221	28,856
Sick Leave Conversion	-	298,393	-
Life Insurance	1,250	4,859	16,067
Workers Compensation	32,072	193,033	107,577
Unemployment Compensation	-	9,792	4,230
Other Employer Contributions	128,799	122,526	46,088
Medicare	-	-	12,244
Health Insurance	823,217	2,723,050	1,273,927
Architectural, Engineering and Planning Services	83,495	-	-
Other Professional Services	268,647	7,878,189	3,135,842
Water	6,626	8,600	8,200
Electric	43,385	45,000	55,650
Sewer	114	-	-
Natural / Propane Gas	46,230	67,000	90,144
Telephone, Internet and Cable	7,269	12,880	10,890
Road Maintenance Services	572	-	-
Contractor Services	610,582	-	55,000
Machinery/Equipment Maintenance Services	4,439	143,420	-
Inspection Services	997	-	-
Building Repair & Maintenance Services	125,327	-	174,545
Building Equipment Maintenance Services	548	-	-
Technology Services	33,831	35,855	33,500
IT - Equipment and Hardware	156	-	-
DOT Project Services/Charges	257,619	150,000	300,000
Radio Services	18,307	3,420	3,420
Copier Charges	2,198	-	3,960
Refuse Collection	24,279	-	-
Postage and Courier	-	50	50
Printing and Forms	31	5,060	600
Training Supplies	188	-	-
Small Office Equipment	2,733	8,000	8,000
Equipment & Supplies - IT	156	-	-

**Notes:**

**Personnel Costs:**

2023 (mid-Sept.) Actuals	2023 Amended Budget	2024 Requested Budget
4,668,743	10,326,024	7,699,981

**Infrastructure**

**HIGHWAY DEPARTMENT**

Account Description	2023 (mid-Sept.) Actuals	2023 Amended Budget	2024 Requested Budget	Notes:
<b>Fund: 610 - Highway Fund</b>				
Office Supplies	1,967	9,225	8,500	
Publication Of Legal Notices	725	-	-	
Membership Dues	794	1,385	1,885	
Licenses and Certifications	-	515	2,090	
Registration Fees/tuition	842	-	-	
Employee Auto Allowance	-	-	250	
Personal Auto Mileage	-	450	-	
Commercial Travel	1,147	-	-	
Meals	32	1,400	1,000	
Lodging	1,301	-	-	
Meeting Expenses	3,591	16,650	34,750	
Clothing and Uniforms	13,647	10,700	14,600	
Tool Allowance-Employees	-	6,000	5,000	
Highway Miscellaneous Shop Supplies	35	-	600	
Gasoline and Diesel Fuel	518,575	1,550,000	1,850,000	
Motor Vehicle Fluids - Oil, Grease, Antifreeze, Windshield W	34,365	125,100	132,000	
LP Gas - Vehicles	17	-	-	
Motor Vehicle Parts & Supplies	619,781	152,000	837,000	
Tires & Tubes	34,874	-	185,000	
Machinery and Equipment Parts	-	1,510,840	763,000	Field Tools, Fuel Handling, Machinery & Equipment Cost Pools (2023); Machinery & Eq (2024)
Consumable Tools/Supplies	44,596	60,000	60,000	
Shop Equipment-Tools-Supplies	53,425	128,600	120,100	
Welding Supplies	730	-	-	
Radio Parts & Supplies	550	-	-	
Sign Parts/supplies	877	-	-	
Vehicle Registration	20	-	-	
Other Supplies	9,999	600	-	
Metal Culverts	352,240	-	-	
Sand and Gravel	4,310	70,000	70,000	
Granite	3,956	-	-	
Other Raw Materials	1,339,780	10,974,445	9,699,123	
Asphalt and Asphalt Filler	3,896,070	160,000	160,000	
Insurance Equipment Premium	-	100,122	105,129	
Insurance Auto Liability Premium	-	48,594	51,024	
Insurance Professional Liability	-	41,950	-	
Insurance General Liability	-	-	44,048	

<b>Other Raw Materials</b>		
2023 (mid-Sept.) Actuals	2023 Amended Budget	2024 Requested Budget
5,244,116	11,204,445	9,929,123

**HIGHWAY DEPARTMENT**

<b>Account Description</b>	<b>2023 (mid-Sept.) Actuals</b>	<b>2023 Amended Budget</b>	<b>2024 Requested Budget</b>	<b>Notes:</b>
<b><i>Fund: 610 - Highway Fund</i></b>				
Insurance Boiler Premium	-	146	153	
Insurance Building & Contents	-	6,574	6,903	
Insurance Other Premiums	-	496	521	
Equipment Rent	88,143	4,646,550	4,475,800	EQ Rent of Hwy EQ and Rentals
Depreciation	-	-	13,000	
Fees & Permits	1,955	296,411	-	Access Road County Parks/Forest Units
Interest Expense (Non-debt)	314	-	-	
Accrued Interest Expense	2	-	-	
Bad Debt Expense	595,660	-	-	2022 A/P to be paid out of Workday in 2023
Other Losses	-	22,400	21,900	
Other Capital Equipment	84,423	-	295,000	
Other Capital Equipment-Rolling Stock	-	150,000	2,615,305	Fuel Handling Upgrades (2023); Rolling Stock (2024)
General Municipal Buildings	-	62,000	-	Capital Outlay - Buildings
Law Enforcement Buildings	-	612,500	-	Culvert Aid
Highway Buildings	27	-	45,000	
Bridges, Piers and Seawalls	622,931	-	458,663	Culvert Aid
Roadway Concrete Improvements	572	-	-	
<b>EXPENSES TOTAL</b>	<b>14,538,745</b>	<b>39,449,151</b>	<b>33,657,126</b>	
<b>REVENUE GRAND TOTALS:</b>	7,769,168	30,647,287	23,216,581	
<b>EXPENSE GRAND TOTALS:</b>	14,538,745	39,449,151	33,657,126	
<b>NET GRAND TOTALS:</b>	<b>(6,769,577)</b>	<b>(8,801,864)</b>	<b>(10,440,545)</b>	

Central Wisconsin Airport  
 605 Central Wisconsin Airport Fund  
 All Cost Centers

\*

Accounts	<u>FY2023</u> <u>Actuals (thru mid-Sept.)</u>	<u>FY2023</u> <u>FY23 County Amended</u>	<u>FY2024</u> <u>FY24 Requested Budget</u>
<b>Revenues</b>			
Intergovernmental Charges for Service	0	3,058,000	0
Intergovernmental Revenue	0	1,110,659	0
Miscellaneous Revenue	73,373	15,000	135,000
Public Charges for Services	1,976,687	0	3,316,000
Other Financing Sources	0	2,888,617	1,595,139
<b>Total Revenues</b>	<b>2,050,060</b>	<b>7,072,276</b>	<b>5,046,139</b>
<b>Expenses</b>			
Building Materials	852	53,000	53,000
Capital Outlay	38,922	1,960,000	866,000
Contractual Services	514,496	798,000	975,000
Debt Service	0	535,663	459,129
Fixed Charges	25,906	112,000	119,000
Operating Expenses	248,713	1,753,826	535,600
Personnel Services	1,283,747	1,859,787	2,038,410
<b>Total Expenses</b>	<b>2,112,637</b>	<b>7,072,276</b>	<b>5,046,139</b>
<b><u>Net Change</u></b>	<b><u>-62,577</u></b>	<b><u>0</u></b>	<b><u>0</u></b>

# CCITC Operating Budget

	<u>2024</u>		<u>2023</u>	
Total Operating Budget	\$ 4,844,400		\$ 4,931,910	-1.8%
PC Support Funded Salaries & Benefits	\$ (1,082,953)			\$ (87,510)
Budget to Allocate to Levy	\$ 3,761,447			

Operating Allocation:	City of Wausau	Marathon County	NCHC	
Salaries & Benefits (Non PC Staff)	\$604,741	\$1,241,929	\$581,251	See Below
Other Benefits	\$8,984	\$17,841	\$7,955	Time Study
Professional Services	\$44,525	\$44,525	\$44,525	Shared Equally
Utility Services	\$21,533	\$21,533	\$21,533	Shared Equally
Network Security	\$66,966	\$144,577	\$182,495	User Count
Network Maintenance	\$31,926	\$68,926	\$87,003	User Count
Other Special Services	\$800	\$800	\$800	Shared Equally
Hardware & Software Maintenance	\$46,485	\$46,485	\$46,485	Shared Equally
City & County Only Software	\$41,549	\$96,948		30/70
Discretionary Operating	\$22,586	\$22,586	\$22,586	Shared Equally
Fixed Charges	\$56,887	\$56,887	\$56,887	Shared Equally
	\$946,982	\$1,763,036	\$1,051,520	
Share of Outside Revenue	(\$34,866)	(\$69,242)	(\$30,875)	Time Study

Direct Charges	\$ 472,735	\$ 846,135	\$ 337,430
Total Requested 2024 CCITC Levy	<u>\$1,384,851</u>	<u>\$2,539,929</u>	<u>\$1,358,075</u>

IT Cost Allocation	City of Wausau	Marathon County	NCHC
2024 Requested Levy	\$1,384,851	\$2,539,929	\$1,358,075
2023 Levy	\$1,351,974	\$2,598,677	\$1,205,611
Increase/(Decrease)	\$32,877	(\$58,748)	\$152,464
% Change	2.4%	-2.3%	12.6%

Included in IT Cost Allocation Above	City of Wausau	Marathon County	NCHC
Direct Costs			
2024	\$472,735	\$846,135	\$337,430
2023	\$402,109	\$771,737	\$227,575
Increase/(Decrease)	\$70,626	\$74,398	\$109,855
% Change	17.6%	9.6%	48.3%

Time Study	2020	2021	2022	3-Year Average	Prior 3-Year Average
City of Wausau	23.4%	27.8%	26.2%	25.8%	21.6%
Marathon County	51.1%	49.3%	53.5%	51.3%	45.2%
NCHC	25.4%	22.9%	20.3%	22.9%	33.2%

User Count		
City of Wausau	302	17.0%
Marathon County	652	36.7%
NCHC	823	46.3%
	<u>1777</u>	

## Salary & Benefit Allocation

Financial Staff	Shared Equally
Security Staff/Infrastructure Manager	User Count
EndPoint Manager	PC Tech Time Study

## **2024 Budget Highlights - August 2023 Board Meeting**

### Salary

- 2023 Budget included 8% for salary adjustments for McGrath and Pay for Performance.
  - Actual = McGrath 3.5% (January 2023); PFP 2.75% (August 2023)
  - 2024 Budget has 2% for PFP
- Total Salaries decreased .8% in 2024

### Benefits Increases:

- Dental 2%
- Health 18%
- WRS 6.9% from 6.8%
- CCITC Benefit increases have been mitigated due to new staff enrolling in single coverage vs. family coverage.

### Professional Services:

- Increased audit budget to account for new software and new GASB requirements
- Consulting includes funds for strategic planning.

### Special Services:

- 52174 Hardware & Software Maintenance
  - Dropped Sage
  - Moved Intellitime to Direct Charges
- 52175 Network Security
  - Dropped Varonis (\$83K) – Replaced with Direct Charge Azure license

### Discretionary Operating:

- 53142 Software IT – Includes increase in TDX costs

### Fixed Charges:

- Reduced the number of parking spaces
- Office rental in 2023 included funds for office remodel (\$15K).
  - Actual remodel cost \$3,000

## Microsoft Enterprise Mobility + Security / E3 licensing

### Summary:

The Mobility and Security suite is an add-on to our existing Office 365 licenses. This suite includes additional protection for data by ensuring that no mobile application can access data (including email) until the device is enrolled in Mobile Device Management (MDM).

This licensing allows people to securely reset their passwords with the same application they use today.

The suite allows us to define a password policy that reduces the use of common words and frequently “guessed” passwords. People will have the option to use a phrase in place of a password and reduce the frequency of password changes.

People are currently required to provide MFA at seemingly random times that we cannot control. We will be able to define what situations require MFA for every login and reduce the frequency for people in the office. Now that MFA has become more common, attackers know that some people will just click through the MFA prompt not knowing when they should be prompted.

As we move toward more cloud solutions, CCITC will be better able to control access through Single Sign-On (SSO) and group membership to provide additional information security.

Detailed in the costing section is an option to only purchase a single product from the suite.

### Included Products:

- Azure Active Directory Premium P1 – Provides password write back to on-premises active directory for SSPR (Self-Service password Reset), and conditional access.
- Microsoft Intune – (MDM) Mobile Device Management
- Advanced Threat Analytics – Advanced logging and threat reporting for Azure
- Azure Rights Management – protection for sensitive files by controlling access and movement.
- Server Client Access License – typically purchased separately (\$60K+)
- Azure Information Protection P1 – Discover, Classify, Protect and Govern sensitive data.
  - No roadmap has been provided by MS for 2024

### Only included in Azure Active Directory Premium P1

- Azure Active Directory Premium P1 – Provides password write back to on-premises active directory for SSPR (Self-Service password Reset), and conditional access.
- Advanced Threat Analytics – Advanced logging and threat reporting for Azure
- Azure Information Protection P1 – Discover, Classify, Protect and Govern sensitive data.
  - No roadmap has been provided by MS for 2024

NOT included, would need e5 license (+\$60 user/year).

- Defender for Cloud apps
- Defender for Identity.



## Microsoft Enterprise Mobility + Security / E3 licensing

### Pricing:

This suite is only applicable to the 1700 Office 365 users. Pricing is per user, per month and is billed to CCITC monthly.

We will not be renewing our \$83,965 Varonis subscription for 2024.

The total subscription estimate is \$197,880 for 2024. The table below shows the actual budget change.

Microsoft Enterprise Mobility + Security / E3 licensing						
Subscription	Rate	People	Annual Total	City	County	NCHC
Azure EMS/E3	\$9.70	1700	\$197,880.00	\$33,045.96	\$76,381.68	\$88,452.36
Drop Varonis			<b>\$83,965.00</b>			
Total			\$113,915.00	\$19,023.81	\$43,971.19	\$50,920.01

Azure Active Directory P1 Only						
Subscription	Rate	People	Annual Total	City	County	NCHC
Azure P1	\$5.56	1700	\$113,424.00	\$18,941.81	\$43,781.66	\$50,700.53
Drop Varonis			<b>\$83,965.00</b>			
			\$29,459.00	\$4,919.65	\$11,371.17	\$13,168.17

Help Desk Staff	Ticket Count
PC/Network Staff	Funded by PC/Network Support Fees - Not included in Operating Allocation
Other Staff	Tim Study Allocation

*NCHC allocation does not include Application Analysts*


**Ticket Count**

City of Wausau	1442	13.5%
Marathon County	4013	37.6%
NCHC	5215	48.9%
	<u>10670</u>	


# Active Projects (25)

Wed 9/27/23 4:46 PM

Master Priority ^	Name ⇅	Description ⇅	End ⇅	Health ⇅	Status Comments ⇅	Percent Complete ⇅	Status Name ⇅
	ERP Implementation	Implementation of ERP project for City of Wausau and County of Marathon. This project will include Teller, Tracker and ChemsPro/RT Vision.	Fri 7/28/23	<input type="checkbox"/> Green	<p>Changed Percent Complete from 97% to 98%. The final outstanding task for Collaborative implementation consultants is the entry of audit adjustments for December 2022 ending balances. Now anticipated to completed early October.</p> <p>Due to change in timeline and priority on our side, the final load of assets will be done by CVS Support consultants in November. This will enable us to close out the Collaborative implementation contract.</p> <p>The remaining scope and tasks were moved to Phase II.</p>	98%	In Progress
	Moving SIP trunks from our current T1s	Moving SIP trunks from our current T1s	Fri 8/25/23	<input type="checkbox"/> Green	Continued work on moving fax lines to our fax server for email delivery.	85%	In Progress
	Back-up 911 Center Build	Currently, the 911 Center has limited capabilities should evacuation of the Center be needed. We have positions established in the Jail, however, a separate physical location is needed for Disaster Planning/response.	Fri 7/28/23	<input type="checkbox"/> Green	No ETA yet on ESINet	65%	In Progress
	Project Portfolio Management Tool	<p>CCITC Board requesting a review of our Project Prioritization process that we are currently utilizing to approve and prioritize projects and assign work. Currently we have more project work than resources to accommodate the incoming requests.</p> <p>Project scope was broadened to implement an integrated Project Portfolio Management and IT Service Management solution. Goal is to have integrated work management for CCITC staff across projects and service management.</p>	Mon 7/31/23	<input type="checkbox"/> Green	Have resolved a few issues after moving NCHC user access requests to TeamDynamix. Project closure will be scheduled for October, beginning with a Lessons Learned team meeting.	99%	In Progress

	RFP for Multi-Function Device vendor	The Marco printing contract is coming due for renewal. We will be putting the MFD contract out for RFP and will renew prior to August when the contract expires. Inventory and assessment of MFD needs to be completed prior to creating the RFP.  Complete contracting with selected vendor.	Mon 7/31/23	 Yellow	Changed Percent Complete from 65% to 75%. Contract negotiations with Marco are underway. Walkthroughs with Marco have begun to evaluate how many and models of multi-function devices needed in each City, County and NCHC department.	75%	In Progress
1	Workday ERP Phase 2	Complete scope identified in the ERP Implementation project, plus additional scope identified to increase efficiencies or optimize the system.	Tue 4/30/24	<input type="checkbox"/> Green	Changed Percent Complete from 60% to 70%. Collaborative Solutions would like to close out remaining scope by the end of September. Any remaining tasks are to be moved to their Collaborative Value Services Support (CVS).  Adaptive Planning: Adaptive budgeting is now past the post-production support period. The CIP portion of budget configuration pushed to 2024.  Reporting: Reporting needs are now considered routine support. Our outside consultants have rolled off as reporting needs are being met internally.  Integrations:  Amazon - pushed to February of 2024 due to Finance resource constraints Procurement Cards  City pushing procurement card roll out to 2024 County and CCITC scheduled to be used for the cycle starting Sept/Oct. End user training and documentation is being finalized.	70%	In Progress
2	Teller Phase 2	Increase efficiencies and optimize the system and processes for cash receipting.	Sun 12/31/23	<input type="checkbox"/> Green	The switch to the new credit card readers is almost complete. Set-up issues remain at ADRC and CWA. Phase 2 kick off meeting was held to determine what to include in phase 2. The updated list from Teller is due in by the end of September. Costs will be brought before the Governance Committee for approval. In the meantime, priority is being given to completion of outstanding issues from Phase 1.	15%	In Progress

3	Lake View buildings on NCHC campus remodeling	Remodeling projects for the Lake View buildings on the NCHC campus	Fri 10/27/23	<input type="checkbox"/> Green	<p>Changed Percent Complete from 95% to 97%. New AV equipment was installed in the Lake View conference center, including Cisco room kits and large displays in each conference room, hallway room scheduling signs and digital displays in the lobby.</p> <p>Training on the AV system for a large group of administrative assistants, CCITC staff, and other interested parties is scheduled for Sept 29.</p>	97%	In Progress
4	18NC100 NCHC Addition and Remodel	Construction for the final phases of the North Central Healthcare campus master facility plan will require CCITC to provide network infrastructure and provision/move desktop hardware. IT costs will be covered by funding already approved for 2018 NCHC master facility plan.	Fri 10/27/23	<input type="checkbox"/> Green	Pharmacy move to the renovated Mount View was completed. The final moves for Community Treatment and Outpatient services are scheduled for Oct 18-20.	95%	In Progress
5	Server 2012 remediation	Microsoft Server 2012 and 2012/R2 will be at end of support on October 10th 2023. Once the server is end of support, no security updates will be available. Each of the 170+ servers will need to either decommissioned, newly built on a current operating system, upgraded in place or moved to Azure so they will receive security updates.	Thu 2/29/24	<input type="checkbox"/> Green	<p>Changed Percent Complete from 70% to 75%. Are making steady progress at shutting down servers running MS Server 2012 operating system. Many applications were moved to new servers, while some servers were upgraded in place. Decommissioning of the old servers is in full swing with the Oct 10 deadline for losing MS support coming up. Have begun to identify servers that will not be able to move to new version of MS Server by Oct 10 to determine if need to purchase MS Extended Security Updates.</p>	75%	In Progress
6	Marathon County Judiciary Video Court	Currently the Marathon County Circuit Courts are utilizing Zoom to manage court cases and hearings that are approved by the State Supreme Court. Marathon County Judges and the Court Commissioner are in need of a robust and reliable video court solution that is not dependent upon a third-party solution. An effective solution would provide significant efficiencies and move cases along more expeditiously.	Fri 12/29/23	<input type="checkbox"/> Green	<p>Changed Percent Complete from 75% to 80%. Continued to install power and data cabling in courtrooms in preparation for the new AV equipment installation. Branch 1 AV install began this week. Remaining courtrooms will have new AV installs completed throughout Oct and Nov.</p>	80%	In Progress
7	Interface Request - Modify INT023 for Highway for Cost Center	The current interface that brings time entries from RTVision and sends to Workday for Highway does not take cost center into consideration. This causes a considerable amount of extra work to make sure the appropriate cost centers entries are made.	Sat 9/30/23	<input type="checkbox"/> None	RT Vision interface to Workday project request was approved and converted to a project.	0%	New

8	RFP - Internet Firewall replacement	Last year, responding to COVID we upgraded our VPN firewalls. Now we are also reaching capacity limits on our Internet facing firewalls. Replace existing redundant Firewalls for greater capacity and secured access to the Internet.	Fri 9/29/23	<input type="checkbox"/> Green	Changed Percent Complete from 20% to 40%. We have narrowed the selection to three platforms. Final quotes and demonstration this week. Intend to have contract signed by 10/13/2023	40%	In Progress
9	Chassis switch replacements - County	Replacement plan for the Cisco 4506 switches that will be end of life in 2023. Planning a phased approach for replacement of 3 to 5 switches per year. A switch creates a computer network by connecting multiple computer devices together. Each PC, laptop, printer, cameras, phone, etc on our network physically has a cable that goes to a wiring closet and plugs in to a switch. Typically, each switch has 48 ports to connect 48 different devices together.	Fri 11/3/23	<input type="checkbox"/> Green	Four chassis switches are prepped and ready. We will schedule installation in OCT.	45%	In Progress
10	Fiber connection from Courthouse to Police and Fire and Metro	Our current connection to the police, fire and Community Development is via ancient Charter cable that we were granted in the 1980s as part of the cable franchise agreements for Marcus cable. With legal changes that happened in Madison within the last few years we cannot expect to continue to get that connection for free. In addition, it's not as fast as fiber.	Fri 10/27/23	<input type="checkbox"/> Green	Changed Percent Complete from 20% to 35%. Elexco has completed most of the boring. Fiber installation and splicing to continue in OCT.	35%	In Progress
11	Asset Management	Department is looking to choose an AM software for both its vertical and in-ground infrastructure. Once a software is selected an engineering firm will be hired to implement the software for use by selected divisions of the department.  Per Project Prioritization Committee can proceed with system selection but the goal is to implement a solution that meets both City and County needs.	Mon 12/30/24	<input type="checkbox"/> Green	Expect to start an RFP to hire a consultant to assist with this project in September.  Next steps: 3rd Quarter 2023 - Release RFP 4th Qtr 2023 / 1st Qtr 2024 - Select Vendor - Contract 2024 - Implement Facility Management (Vertical Assets) portion of project. 2025 - Fleet Vehicle Maintenance / Horizontal Asset Inclusion (Sewers / Streets, etc).	1%	In Progress
12	E911 location services Redsky	RedSky Cloud based location reporting for compliance with FCC requirements for E911	Sun 12/31/23	 Yellow	This is on the back burner due to remodeling projects and Server 2012 remediation. Will pick up in OCT.	30%	In Progress
13	Superior DR Buildout	Superior DR Buildout	Thu 8/31/23	<input type="checkbox"/> Green	Changed Percent Complete from 95% to 99%. There are a few remaining SQL monitoring tools that need to be refined. This is nearly complete and we expect to close the project within two weeks.	99%	In Progress

14	Desktop Hardware Asset Tracking in TeamDynamix	Load all hardware assets into TeamDynamix and create workflows to track new hardware purchase requests, purchasing, installations, and moves to maintain accurate record of where hardware is located and who it is assigned to. Reports to be developed to pull hardware inventory for billing.	Fri 8/25/23	<input type="checkbox"/> Green	Are still checking physical hardware with what is recorded in TeamDynamix. Will run preliminary billing reports from the TeamDynamix hardware assets before closing the project.	90%	Post Go-live
15	Special Assessment Application	City of Wausau Special assessments are imposed on only some (not all) real estate parcels within a jurisdiction, generally to defray the cost of capital improvements to those parcels (ex: pavements, sidewalks, sewers, drains). These improvements are presumed to benefit the public and are of special benefit to such parcels of property.	Fri 8/18/23	<input type="checkbox"/> Green	The Special Assessment (saMgr) project is going through the final validation of current amount owed in the new application vs the old application.	95%	In Progress
16	Open Records Management application selection and implementation	Currently the tracking of open record requests is a manual process. Want to implement an IT Application for tracking open records that would allow: Initiating open record request through a portal for public or by City/County/NCHC employees. Reporting on open requests. Tracking assignments, redaction, and online delivery of materials thru portal.	Fri 12/29/23	<input type="checkbox"/> Green	Changed Percent Complete from 50% to 75%. Training scheduled for County departments, City training has been completed.  1 more round of changes to contract needed to include Cyber Breach notifications and BAA signed for all 3 supported entities.	75%	In Progress
17	Windows 11	Transition from Microsoft Windows 10 to Windows 11. This process effects almost all endpoint laptops and desktops. The process needs to be started and to a state that we can deploy all new machines that come with Windows 11 installed and do not have downgrade rights to Windows 10 (coming in fall of 2023), and the remaining upgrades need to be completed by the Windows 10 End of Life (EOL) on 10/14/2025.	Mon 9/1/25	<input type="checkbox"/> Green	We have ordered and received 840 G9 laptops for CCITC that we will be using as test machines, 1 is deployed and the other 2 are waiting on a license for Smart deploy	1%	In Progress
18	Opsgenie	Opsgenie is a notification platform that will allow our email alerts to be directed to the appropriate on-call CCITC staff. Escalation and response is built into the platform.	Fri 12/29/23	<input type="checkbox"/> Green	Due to resource constraints, no significant work this period.	16%	In Progress

19	New Sewer TV Equipment Software	Current PipeTech software is at end of life. The version we currently have won't update our current ArcMap versions. We will evaluate our current vendor (Pipetech) as well as other software companies. This new software is needed to improve our asset management of our City's Sewer Collection System. It will keep track of the sewer lines that have been televised, as well as our new/added duty of data collection on the private sewer lateral locations. This software can track footages of televised maintenance for DNR reports, as well as many other query needs.	Thu 2/29/24	□ Green	Changed Percent Complete from 10% to 15%. Working with quotes from vendors and looking for ways to reduce costs and ensuring we get the best value/cost we can. IT Pipes and Wincan are 2 vendors being considered.	15%	In Progress
20	Metro Ride CAD AVL/Technology Project	The City of Wausau requests \$1,277,045 in American Rescue Plan (ARP) Funds for capital expenses incurred by the Wausau Area Transit System, d.b.a. Metro Ride. This project will allow Metro Ride to procure its first ever CAD AVL system which will provide riders with up to the minute transit information and better communications between dispatch and bus operators. It also will address long needed replacement of shop equipment that is beyond its useful life. The projects are funded at 100% Federal	Fri 12/29/23	— None	Converted Project Request with Status of Requested to Project with Status of New and a Health of None.	0%	New
			9/1/2025				



# 12.04 Large Assemblies Ordinance Overview

Laurie Miskimins; CPZ Director, Shad Harvey; Land Resources Manager,  
Garrett Pagel; Land Use Specialist



# Reason for Update

2022 Review by Corporation Counsel found:

- Potentially Unconstitutional
- Unenforceable



# Work Group

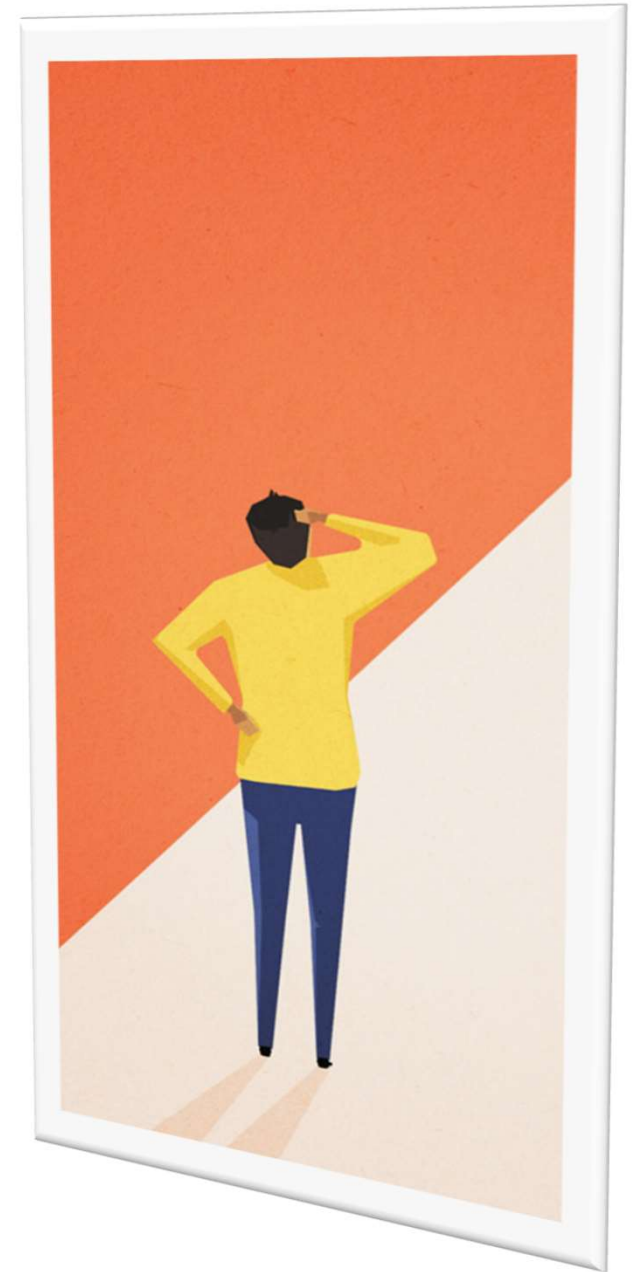
- A work group was created to analyze and create an enforceable ordinance that regulates large assemblies in Marathon County to protect public health and safety.
- The Work Group consists of Members from:
  - Environmental Resource Committee
  - Public Safety Committee
  - Infrastructure Committee
  - Marathon County Staff from:
    - Conservation ,Planning & Zoning
    - Emergency Management
    - Health
    - Parks, Recreation & Forestry
    - Highway
    - Sheriffs' Office



# Purpose of Ordinance\*

- Regulate the assembly of large numbers of individuals in excess of those who would normally be requiring the services of the health, sanitary, fire, police, transportation and utility agencies which are regularly provided in the County;
- Regulate the assembly of large numbers of individuals in excess of those who regularly occupy the event location to minimize adverse impacts to surrounding properties and uses.

\* All slides from this point forward are in reference to the DRAFT Ordinance being reviewed by the committees and Town.



# Applicability



## Where?

All unincorporated areas of Marathon County regardless of zoning status.



## Why?

The objective is to protect people and the resources of Marathon County.

# Threshold for Application

- 3,000 or more attendees at any one time, or in aggregate over the course of 8 consecutive hours.



# Exceptions

- Established
  - Places of Worship
  - Stadiums
  - Athletic Fields
  - Arenas
  - Auditoriums
  - Coliseums
- Business where the primary product of said business is providing regular event space (Must be correctly zoned and have all necessary permits (Town, County, State, Federal)).



# Exceptions cont'

- The ordinance fees shall not apply to government sponsored events held on government owned property where the proceeds are returned to the government/community, nor to assemblies required to be licensed by other laws, rules, resolutions or ordinances and regulations of Marathon County. NOTE: This does not exempt organizations from any other local regulations or any zoning ordinances in effect where the event is taking place.



# Fees and Recovery



- The applicant shall submit a fee for an Assembly Permit as specified in the associated Schedule of Fees.
  - Fee schedule as well as insurance and liability are still being developed in cooperation with corporation counsel.
- Recovery (Extraordinary Services)
  - Events that require County owned materials and/or staff labor may be subject to additional fees based on demands/requirements to meet the request.

# Implementation

- All applications will be submitted to CPZ and distributed to the applicable departments for their individual review based on standards listed in the ordinance.
- Enforcement
  - Specifics regarding enforcement and violations are being developed by staff and Corporation Counsel.



# Timeline for Adoption

September  
2023  
Work Group  
developed draft  
ordinance.

November  
2023  
Receive final  
input from  
Standing  
committees and  
Towns

January 2024  
Presentation to  
County Board  
and target  
adoption

October 2023  
Informational  
presentations to  
Standing committees  
& Town outreach

December  
2023/January  
2024  
Final Ordinance  
presentations  
to Standing  
committees

# Your Role

- Review draft ordinance
  - Draft ordinance will be sent to you via email on (DATE)
- Provide feedback and comments
  - Submit comments to CPZ by November 10th



# Questions



# Contact Information

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