



# MARATHON COUNTY HUMAN RESOURCES, FINANCE AND PROPERTY COMMITTEE **AMENDED** AGENDA

Date & Time of Meeting: **Wednesday, May 8, 2024 at 3:00 pm**

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

Committee Members: John Robinson, Chair; Gayle Marshall, Vice-Chair; Kurt Gibbs, Kody Hart, Ann Lemmer, Scott Poole, Jordan Reynolds

**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 County Strategic Plan, monitor outcomes, review, and recommend to the County Board policies related to human resources initiatives, finance and property of the County.

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 Minutes from the April 10, 2024 HRFC meeting**
5. **Policy Issues Discussion and Potential Committee Determination**
6. **Operational Functions Required by Statute, Ordinance, Resolution, or Policy**
  - A. Items for Discussion and Possible Action by HRFC
    1. Approval of April 2024 Claims and Questioned Costs
  - B. Items for Discussion and Possible Action by HRFC to Forward to County Board
    1. Resolution to Accept \$20,000 Grant Funds for Family Keys Program
    2. Resolution to Accept \$3,000 Grant Funds from United Way
    3. Resolution to Accept Dive Team Equipment Grant through the Aligned Law Enforcement Response Team Program
7. **Educational Presentations and Committee Discussion**
  - A. Review of Standing Committee Related Ordinances Under Section 2.04, Including Mission, Duties & Responsibilities, and Jurisdiction
  - B. Introduction of Departments and Entities that Often Appear Before the Committee
  - C. Strategic Plan
  - D. Review 2022-2024 Committee Work Plan
  - E. Discuss Items for the 2024-2026 Work Plan
  - F. ARPA Projects Update
  - G. Update on Sales Tax Revenue
8. **Next Meeting Date & Time, Announcements and Future Agenda Items**
  - A. Committee members are asked to bring ideas for future discussion.
  - B. Next meeting: Tuesday, May 21, 2024 at 3:00 pm
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 John Robinson            
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 HUMAN RESOURCES, FINANCE AND PROPERTY COMMITTEE AGENDA

Date & Time of Meeting: **Wednesday, April 10, 2024 at 3:00 pm**

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

John Robinson	Present
Alyson Leahy	Present (W)
Kurt Gibbs	Present
Gayle Marshall	Present (W)
Kody Hart	Present
Ann Lemmer	Present
Yee Leng Xiong	Present (W)

Staff Present: Chris Holman, Kim Trueblood, Mike Puerner, Kristi Palmer, Ruth Heinzl, Laura Scudiere, Jessica Blahnik, Kyle Mayo

Others Present: Vice Chair McEwen

## [Meeting Recording](#)

1. **Call Meeting to Order**
2. **Pledge of Allegiance**
3. **Public Comment** - None
4. **Approval of Minutes from the March 26, 2024 HRFC meeting** (:02) – Motion by Lemmer, Second by Gibbs to approve the minutes as presented. Motion carried on a voice vote unanimously.
5. **Policy Issues Discussion and Potential Committee Determination**
6. **Operational Functions Required by Statute, Ordinance, Resolution, or Policy**
  - A. Items for Discussion and Possible Action by HRFC
    1. Approval of March 2024 Claims and Questioned Costs (:02) – Motion by Gibbs, Second by Hart to approve the claims and questioned costs. Motion carried on a voice vote unanimously.
  - B. Items for Discussion and Possible Action by HRFC to Forward to County Board
    1. Resolution Directing Staff to Proceed with an Offer to Purchase for the Regional Forensic Science Center Property (:03) – Motion by Lemmer, Second by Hart to direct staff to proceed with the offer to purchase. Motion carried on a voice vote unanimously.
    2. Resolution to Create 1.0 FTE Forensic Pathologist Position (:16) – Motion by Gibbs, Second by Lemmer to approve the resolution. Motion carried on a voice vote unanimously.
    3. Consideration of Whether to Allocate an Additional \$20,000 of Opioid Litigation Settlement Funds for Purposes of Completing the Gap Analysis of the Continuum of Care for Treatment and Recovery in Marathon County as Called for in Resolution #R-1-24 (:19) – Motion by Gibbs, Second by Lemmer to approve the allocation. Motion carried on a voice vote unanimously.
7. **Educational Presentations and Committee Discussion**
  - A. Update on Listing of Tax Deed Properties on Wisconsin Surplus Auction Site (:24)
  - B. 2023 Year-End Budget to Actual Update (:27)
  - C. In Rem Tax Delinquent Process Update (:37)
  - D. Update on American Rescue Plan Act Spending (:45)
8. **Next Meeting Date & Time, Announcements and Future Agenda Items**
  - A. Committee members are asked to bring ideas for future discussion.
  - B. Next meeting: Tuesday, April 23, 2024 at 3:00 pm
9. **Adjournment** – Motion by Leahy, Second by Lemmer to adjourn. Motion carried on a voice vote unanimously. Meeting adjourned at 4:00 p.m.

**RESOLUTION R-\_\_\_-24**  
**RESOLUTION TO ACCEPT \$3,000.00 GRANT FUNDS FROM UNITED WAY**

**WHEREAS**, Section 65.90(5)(a) dictates that appropriations in the Marathon County budget may not be modified unless authorized by a vote of two-thirds of the entire membership of the County Board of Supervisors; and

**WHEREAS**, Marathon County is the proposed recipient of a \$3,000.00 grant from the United Way for the purpose of providing rental assistance to 4-6 individuals receiving case management services from Marathon County Child Support Agency through its ELEVATE or Children First programs; and

**WHEREAS**, on May 1, 2024, the Health and Human Services Committee recommended that the \$3,000.00 in grant funds be accepted and that the County Board of Supervisors approve a budget transfer to permit the grant funds to be expended as a part of the Marathon County Child Support programs; and

**WHEREAS**, on May 8, 2024, the Human Resources, Finance and Property Committee accepted the \$3,000.00 grant funds and recommended that the County Board of Supervisors approve a budget transfer to permit the grant funds to be expended as a part of the Marathon County Child Support programs.

**NOW, THEREFORE, BE IT RESOLVED**, that the County Board of Supervisors authorizes and directs the budget transfers as listed below:

Transfer from: 291 Grants Fund GR-00xxxx Emergency Food and Shelter Program Grant, Child Support  
CC\_54515 Federal Grant Revenue RC\_43250 Revenues

Transfer to: 291 Grants Fund GR-00xxxx Emergency Food and Shelter Program Grant, Child Support  
CC\_54515 other leases/rentsSC\_55390

Amount: \$3,000.00

**BE IT FURTHER RESOLVED** that a Class 1 Notice of this Transaction be published within ten (10) days of its adoption.

**BE IT FURTHER RESOLVED** that the County Board of Supervisors hereby authorizes and directs the Marathon County Clerk to issue checks pursuant to this Resolution and the Marathon County Treasurer to honor said checks.

Fiscal Impact: this Resolution would transfer \$3,000.00 in grant funds to be utilized as a part of the Marathon County Child Support programs.

**Health and Human Services Committee & Human Resources, Finance, and Property Committee**

Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Abstain \_\_\_\_\_ Absent \_\_\_\_\_ [ ] Voice Vote

Approved and adopted this 21<sup>st</sup> day of May, 2024

Denied this 21<sup>st</sup> day of May, 2024

Approved as to Form:

SEAL

\_\_\_\_\_  
Michael Puerner, Corporation Counsel

Approved as to Financial Impact (if necessary)

Attest:

\_\_\_\_\_  
Kristi Palmer, Finance Director

\_\_\_\_\_  
Kim Trueblood, Marathon County Clerk

**RESOLUTION R-\_\_\_-24**  
**RESOLUTION TO ACCEPT \$20,000.00 GRANT FUNDS FOR FAMILY KEYS PROGRAM**

**WHEREAS**, Section 65.90(5)(a) dictates that appropriations in the Marathon County budget may not be modified unless authorized by a vote of two-thirds of the entire membership of the County Board of Supervisors; and

**WHEREAS**, the Marathon County Board of Supervisors previously approved funding for a program, called Family Keys, which supports child welfare families for whom housing insecurity is a barrier to reunification between parents and children; and

**WHEREAS**, Marathon County is the proposed recipient of a \$20,000.00 grant from the Greenheck Foundation for the Family Keys program to provide additional investment in up-front costs to support more children and families in their own homes and to build up and strengthen relationships with community-based services; and

**WHEREAS**, on May 1, 2024, the Health and Human Services Committee recommended that the \$20,000.00 grant funds be accepted and that the County Board of Supervisors approve a budget transfer to permit the grant funds to be expended as a part of the Family Keys program; and

**WHEREAS**, on May 8, 2024, the Human Resources, Finance and Property Committee accepted the \$20,000.00 grant funds and recommended that the County Board of Supervisors approve a budget transfer to permit the grant funds to be expended as a part of the Family Keys program.

**NOW, THEREFORE, BE IT RESOLVED**, that the County Board of Supervisors authorizes and directs the budget transfers as listed below:

Transfer from: 291 Grants Fund GR-00xxxx Family Keys Grant, Child Welfare CC\_54509 CNT-0049  
Donations from Private Organizations RC\_48500 Other Misc Revenue CNT\_0049 Child Protective Services

Transfer to: 291 Grants Fund GR-00xxxx Family Keys Grant, Child Welfare CC\_54509 Cost Center SC\_55390  
Other Rents/leases CNT\_0049 Child Protective Services

Amount: \$20,000.00

**BE IT FURTHER RESOLVED** that a Class 1 Notice of this Transaction be published within ten (10) days of its adoption.

**BE IT FURTHER RESOLVED** that the County Board of Supervisors hereby authorizes and directs the Marathon County Clerk to issue checks pursuant to this Resolution and the Marathon County Treasurer to honor said checks.

**Health and Human Services Committee & Human Resources, Finance, and Property Committee**

Fiscal Impact: this Resolution would transfer \$20,000.00 in grant funds to be utilized as a part of the Family Keys program.

Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Abstain \_\_\_\_\_ Absent \_\_\_\_\_ [ ] Voice Vote

Approved and adopted this 21<sup>st</sup> day of May, 2024

Denied this 21<sup>st</sup> day of May, 2024

Approved as to Form:

SEAL

\_\_\_\_\_  
Michael Puerner, Corporation Counsel

Approved as to Financial Impact (if necessary)

Attest:

\_\_\_\_\_  
Kristi Palmer, Finance Director

\_\_\_\_\_  
Kim Trueblood, Marathon County Clerk

**RESOLUTION #R-\_\_\_\_-24**

**Authorizing Maritime Remote Operated Vehicle (ROV) Procurement Pursuant to Aligned Law Enforcement Response Team (ALERT) Grant Funds Via Wisconsin Emergency Management.**

WHEREAS, the Wisconsin Emergency Management, Aligned Law Enforcement Response Team (ALERT) offers grant funds, which are issued to Wisconsin counties or municipalities that participate in Regional Response Teams. The grant provides law enforcement agencies with specialty equipment; and  
WHEREAS, Marathon County is an eligible applicant for Aligned Law Enforcement Response Team (ALERT) Grant funds; and

WHEREAS, the Marathon County Sheriff's Office has identified the purchase of a Maritime Remote Operated Vehicle to overcome the limitations of its current underwater dive/recovery efforts. The purchase of the Remote Operated Vehicle would better serve the Sheriff's Office Dive Team in underwater search and recovery efforts in Marathon County and throughout the ALERT region; and

WHEREAS, in recent years the Sheriff's Office Dive Team has had multiple calls for service in areas where current equipment nor divers can safely operate. These operations include the search for drowning victims, evidence, and vehicle recoveries. The purchase of a Maritime Remote Operated Vehicle would allow the Dive Team personnel to respond to service calls such as these; and

WHEREAS, when unable to respond to a service call in these cases due to the lack of equipment, the Sheriff's Office has had to either delay response / recovery efforts or rely on additional outside resources, often times not arriving on scene in a timely fashion; and

WHEREAS, the Sheriff's Office has received approval from Wisconsin Emergency Management, Aligned Law Enforcement Response Team (ALERT) for the purchase of a Maritime Remote Operated Vehicle boat under this ALERT grant; and

WHEREAS, Marathon County would be awarded the full purchase amount required, having no financial impact to the Sheriff's Office or the Marathon County Budget.

WHEREAS, the Sheriff's Office, its Dive Team, and citizens and visitors of Marathon County would greatly benefit from the provision of a Maritime Remote Operated Vehicle that provides a greater ability to respond to incidents regardless of location or water conditions; and

NOW THEREFORE BE IT RESOLVED that the Marathon County Board of Supervisors approves the receipt and use of \$108,450.00 in grant funds to procure a Maritime Remote Operated Vehicle for use by the Marathon County Sheriff's Office.

BE IT FURTHER RESOLVED, that the County Board authorizes the amendment of the 2024 budget to reflect the encumbrance and expenditure of the funds identified herein.

FISCAL NOTE: This resolution authorizes the acceptance of the ROV equipment with a value \$108,450.00 via the ALERT Grant via Wisconsin Emergency Management to the Marathon County Sheriff's Office. No additional County levy is required to obtain the equipment.

LEGAL NOTE: The County Board is authorized to take this action pursuant to §§ 59.01 and 59.51, Wis. Stats. As an amendment to the adopted 2024 County Budget, this Resolution requires a 2/3 vote of the entire membership of the County Board pursuant to § 65.90(5)(a), Wis. Stats.

HUMAN RESOURCES, FINANCE, AND PROPERTY COMMITTEE & PUBLIC SAFETY COMMITTEE

Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Abstain \_\_\_\_\_ Absent \_\_\_\_\_ [ ] Voice Vote

Approved and adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2024

Denied this \_\_\_\_\_ day of \_\_\_\_\_, 2024

Approved as to Form:

SEAL

\_\_\_\_\_  
Michael Puermer, Corporation Counsel

Approved as to Financial Impact (if necessary)

Attest:

\_\_\_\_\_  
Kristi Palmer, Finance Director

\_\_\_\_\_  
Kim Trueblood, Marathon County Clerk

# MARATHON COUNTY

## Budget Transfer Authorization Request Form

This form must be completed electronically and emailed to **Season Welle, Kristi Palmer**, and to your Department Head. This email will confirm that your Department Head acknowledges and approves this transfer. Forms that are incomplete, incorrect, out-of-balance, or that have not been sent to your Department Head will be returned. The Finance Department will forward completed forms to the Marathon County Human Resources, Finance & Property Committee.

**DEPARTMENT:** Sheriff

**BUDGET YEAR:** 2024

**TRANSEFER FROM:**

Action	Account Number	Account Description	Amount
Revenue Increase	291 Grant Fund CC 57210 CIP Law Enforcement  RC_43211 Indirect Federal Grant  GR-00xxxxx 2024 ALERT Grant	Sheriff Support Services Law Enforcement Equipment	\$108,450.00

**TRANSEFER TO:**

Action	Account Number	Account Description	Amount
Revenue Decrease	291 Grant Fund CC 57210 CIP Law Enforcement SC_58190 Other Capital Equipment  GR-00xxxxx 2024 ALERT Grant	Sheriff Support Services Law Enforcement Equipment	\$108,450.00
Expenditure Increase			

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I, the undersigned, respectfully request that the Human Resources, Finance & Property Committee approve the following change in budget / transfer of funds as discussed in the attached supplemental information.

**Requested By:** Chad Billeb, Sheriff **Date Completed:** 5/6/2024

**COMPLETED BY FINANCE DEPARTMENT:**

Approved by Human Resources, Finance & Property Committee: \_\_\_\_\_ Date Transferred: \_\_\_\_\_

**MARATHON COUNTY**  
**Budget Transfer Authorization Request – Supplemental Information**

Attach this supplemental information to the original Budget Transfer Authorization Request Form. All questions must be completed by the requesting department or the Budget Transfer Authorization Request Form will be returned.

- 1) What is the name of this Program/Grant? (DO NOT use abbreviations or acronyms)  
 Sheriff's Office Maritime Remote Operated Vehicle
  
- 2) Provide a brief (2-3 sentence) description of what this program does.  
 The Sheriff's Office is receiving a grant from the Wisconsin Department of Emergency Management for a Remote Operated Vehicle. This vehicle will be used to assist divers in the event there is a need to recover a drowning victim or evidence. The equipment significantly limits the risk to personnel who would otherwise enter the water.
  
- 3) This program is: (Check one)  
 An Existing Program.  
 A New Program.
  
- 4) What is the reason for this budget transfer?  
 Carry-over of Fund Balance.  
 Increase/Decrease in Grant Funding for Existing Program.  
 Increase/Decrease in Non-Grant Funding (such as tax levy, donations, or fees) for Existing Program.  
 Set up Initial Budget for New Grant Program.  
 Set up Initial Budget for New Non-Grant Program  
 Other. Please explain: [Click here to enter description](#)
  
- 5) If this Program is a Grant, is there a "Local Match" Requirement?  
 This Program is not a Grant.  
 This Program is a Grant, but there is no Local Match requirement.  
 This Program is a Grant, and there is a Local Match requirement of: (Check one)  
 Cash (such as tax levy, user fees, donations, etc.)  
 Non-cash/In-Kind Services: (Describe) [Click here to enter description](#)
  
- 6) Does this Transfer Request increase any General Ledger 8000 Account Codes? (Capital Outlay Accounts)  
 No.

Yes, the Amount is Less than \$30,000.

Yes, the Amount is \$30,000 or more AND: (Check one)

The capital request HAS been approved by the CIP Committee.

The capital request HAS NOT been approved by the CIP Committee.

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**COMPLETED BY FINANCE DEPARTMENT:**

Is 10% of this program appropriation unit or fund? \_\_\_\_\_

Is a Budget Transfer Resolution Required? \_\_\_\_\_



Marathon County ARPA Grant Program through April 30,2024

Row Labels	Sum of Amended Budget	Sum of Total ARPA project costs	Sum of Budget Remaining
<b>Complete</b>	<b>6,459,389.00</b>	<b>6,459,389.00</b>	<b>-</b>
2023 CIP Jail Kitchen Project phase 1	64,205.00	64,205.00	-
2023 County Utilities*	404,200.00	404,200.00	-
Acquisition of Properties Located Adjacent to County Owned Properties	768,000.00	768,000.00	-
DNR Boat Enforcement Patrol Grant	48,137.00	48,137.00	-
NCHC Operating 2023*	1,850,000.00	1,850,000.00	-
North Central Healthcare Remodel*	3,115,010.00	3,115,010.00	-
Participation in Uniquely Wisconsin Tourism Campaign*	50,000.00	50,000.00	-
PTO Balance Liability Reduction*	159,837.00	159,837.00	-
<b>In Process</b>	<b>14,849,934.00</b>	<b>3,515,814.09</b>	<b>11,334,119.91</b>
22BM-01C NCHC HVAC Replacement/A&B Remodel ARPA phase 2	3,879,458.00	458,646.01	3,420,811.99
24BM-02C ARPA Library HVAC	2,832,224.00	30,467.52	2,801,756.48
24ME-01R Medical Examiner Rolling Stock ARPA	395,000.00	91,079.90	303,920.10
24PO-01C ARPA East Gate Hall Remodel	396,825.00	74,141.01	322,683.99
24SH-01C ARPA Sheriff Pub Safety Training and Resource Cntr (TRC)	1,818,207.00	1,078.00	1,817,129.00
24SH-01R Sheriff Rolling Stock 2024	333,696.00	109,669.37	224,026.63
2023 CIP East Gate Hall Boiler Replacement	179,300.00	170,497.50	8,802.50
2023 CIP Jail Kitchen Project phase 2	604,000.00	222,898.09	381,101.91
County Support of CWA Small Community Air Service Grant	195,000.00	83,871.51	111,128.49
Courtroom and Jail AudioVideo Enhancements	630,000.00	595,865.05	34,134.95
Dancy Radio Tower Project	371,860.00	69,118.01	302,741.99
District Attorney Victim Witness Program Staff	90,064.00	55,002.96	35,061.04
Hire Broadband Service Provider	57,000.00	-	57,000.00
Lease Space within Community Partners Campus	42,900.00	21,448.50	21,451.50
Marathon Park Water Service Design and construction	1,024,400.00	945,794.01	78,605.99
Regional Forensic Science Center	2,000,000.00	586,236.65	1,413,763.35
<b>Not Started</b>	<b>3,717,094.00</b>	<b>-</b>	<b>3,717,094.00</b>
24BM-01C 1100 Lakeview Campus Exterior Signage	261,855.00	-	261,855.00
24IT-01T PC Upgrade	166,000.00	-	166,000.00
24IT-02T Network/Server Upgrade	101,000.00	-	101,000.00
24IT-03T Video Equipment Upgrade	40,000.00	-	40,000.00
24IT-04T Voice Equipment/Phone	40,000.00	-	40,000.00
24IT-05T Workday Enhancements	80,000.00	-	80,000.00
24IT-06T Move Critical IT Hub off River Dr	233,000.00	-	233,000.00
24IT-07T Update West side Jail Cameras	50,000.00	-	50,000.00
24IT-08T City/County Asset Management Software -Job Costing	150,000.00	-	150,000.00
24IT-09T Assembly Room Microphones	99,000.00	-	99,000.00
24IT-10T Contract management Software	75,000.00	-	75,000.00
24IT-11T Fiber Optics (Bug Tussel) Turn Fiber On	274,000.00	-	274,000.00
24PO-02C Dells of Eau Claire Replacements-Dump Station	36,549.00	-	36,549.00
24PO-03C Cherokee Park Bathroon Facility	81,400.00	-	81,400.00
24PO-04C Nine Mile Forest Septic System	273,720.00	-	273,720.00
24PR-01R Parks Rolling Stock 2024	173,460.00	-	173,460.00
County Support for PSC Broadband Grants	1,087,010.00	-	1,087,010.00
Resolution Supporting Appications to PSC for Boardband Expansion	495,100.00	-	495,100.00
<b>Total -ARPA 04/30/2024</b>	<b>25,026,417.00</b>	<b>9,975,203.09</b>	<b>15,051,213.91</b>

## 2022 HRFPC Committee Work Plan

### Proposed

At the August 23<sup>rd</sup> HRFPC Meeting the Committee Identified four priority work items

ARPA,

American Rescue Plan Act (ARPA)  
and other Federal Grants

Establish criteria for the review and ranking of projects

Property Management,

Policy on sale/disposition  
of excess county property

Tied into Long Term Facilities Plan,  
develop a process for disposition of  
surplus property.

Tax Delinquent Property  
Process - policy setting

Review recent legislation and  
establish guidelines, policies and  
expectations relating to tax deed  
foreclosure and sale/transfer of  
property

Long term facilities plan

Establish goals for long term facility  
and property management

TIF

Tax Increment Financing - pursue  
legislative recommendation and  
criteria for guiding representative  
on local committee

Evaluate impacts that TIFs are having on county and  
develop recommendations on changes to state laws.  
Evaluate County participation on Joint Review  
Committees, what criteria should be used to evaluate TIF  
plans?

Cultural Competence

Promote cultural competence in  
County employment policies and  
in the design and delivery of  
County programs and services.

Develop plan and monitor implementation of plan to  
address cultural competencies.

<b>Marathon County 2024 Budget Process Timeline</b>	
<b>CIP BUDGET PROCESS</b>	
Capital Project Requests for 2024 and Requested changes to existing five-year CIP due to Deputy County Administrator (DCA) of Internal Services and Public Works	<b>by May 1</b>
Recommendation from DCA and CIP review team to County Administrator	<b>by May 29</b>
Administrator reports to HR Finance & Property Committee on the requests and provides initial perspective on organizational needs and receives feedback (Report provided to County Board by HRFC Chair and staff)	<b>June</b>
County Administrator conducts final review with DCA and Makes Final Recommendation	<b>July</b>
Resolution Approving 2024 CIP Projects and Board receives five-year capital plan (presentation to Board on August 17)	<b>August 22</b>
<b>OPERATING BUDGET PROCESS</b>	
COTW - Budget Summit led by HR Finance & Property Committee Chair, Board Chair, County Administration: <ul style="list-style-type: none"> <li>- Budget 101</li> <li>- Mandatory / Discretionary Program Overview</li> <li>- Funding sources – levy, state aids, revenues (contracts, user fees)</li> <li>- Overview of Budget Priorities</li> <li>- Overview of Current Budget Assumptions</li> <li>- Review of Committee jurisdiction for program modification recommendation</li> </ul>	<b>April</b>
Standing Committees consider program modification recommendations at respective committee meetings	<b>May</b>
HR Finance & Property Committee Recommends Budget Priorities	<b>May</b>
County Board Considers and Adopts Budget Priorities	<b>May</b>
Administration shares budget priorities and program modifications with Department Heads	<b>June</b>
New Position Request due to HR Director	<b>by June 1</b>
HR Finance & Property Committee Recommends Budget Assumptions for inclusion in Department Budgets	<b>July</b>
County Board Adopts Budget Assumptions for inclusion in Department Budgets	<b>July 18</b>
Budget Assumptions built into payroll for development of draft Departmental Operating Budgets	<b>August</b>

<p>Department Draft Budgets Distributed to Department Heads</p> <p>Department Heads Initial Budget Requests entered in system</p> <p>County Administrator/Finance Director Reviews Department Budgets with Department Heads</p> <p>County Administrator develops 2024 Budget</p>	<p><b>August / September</b></p>
<p>County Administrator Presents Preliminary Budget to HR Finance &amp; Property Committee and County Board of Supervisors (single meeting); HRFC accepts budget</p>	<p><b>September 26 (County Board voting meeting)</b></p>
<p>Amendments to proposed 2024 Budget are due from supervisors for consideration by HR Finance &amp; Property Committee prior to publication</p>	<p><b>Friday, October 6</b></p>
<p>Final Review &amp; Recommendation of Budget by HRFC (morning of 10.16 deadline)</p> <p>Publication Notice to Newspapers</p> <p>COTW Budget Presentation highlighting changes to budget</p>	<p><b>October (Oct. 11 is HRFC)</b></p>
<p>Public Hearing on the Budget</p>	<p><b>November 2</b></p>
<p>Deadline for Amendments from County Board supervisors based on public hearing feedback</p>	<p><b>November 6</b></p>
<p>HR Finance &amp; Property Committee to review proposed budget amendments received after Public Hearing</p>	<p><b>November 8</b></p>
<p>County Board Adoption of Budget</p>	<p><b>November 9</b></p>

Monthly Sales Tax Distributions

Year	January	February	March	April	May	June	July	August	September	October	November	December	Year
2021	1,170,110	1,233,609	1,021,873	1,147,619	1,272,204	1,720,920	1,333,356	1,204,094	1,506,009	1,211,067	1,265,944	1,464,501	15,551,307
2022	1,094,001	1,455,687	1,118,320	1,170,186	1,145,105	1,614,526	1,355,295	1,386,160	1,560,765	1,357,124	1,520,877	1,501,391	16,279,439
2023	1,140,917	1,725,237	1,167,671	1,028,948	1,419,650	1,538,473	1,386,537	1,654,786	1,457,215	1,305,869	1,688,596	1,386,963	16,900,861
2024	966,914	2,019,485	1,189,030	865,365	--	--	--	--	--	--	--	--	5,040,793

Year-to-Date Sales Tax Distributions

Year	January	February	March	April	May	June	July	August	September	October	November	December
2021	1,170,110	2,403,720	3,425,592	4,573,211	5,845,415	7,566,334	8,899,691	10,103,785	11,609,794	12,820,861	14,086,805	15,551,307
2022	1,094,001	2,549,688	3,668,009	4,838,195	5,983,300	7,597,827	8,953,122	10,339,282	11,900,047	13,257,171	14,778,048	16,279,439
2023	1,140,917	2,866,154	4,033,825	5,062,772	6,482,422	8,020,895	9,407,431	11,062,217	12,519,433	13,825,302	15,513,899	16,900,861
2024	966,914	2,986,399	4,175,429	5,040,793	--	--	--	--	--	--	--	--

'24 vs '23 (%)	-15.3%	4.2%	3.5%	-0.4%								
'24 vs '23 (\$)	(174,003)	120,245	141,604	(21,979)	--	--	--	--	--	--	--	--

Monthly Sales Tax Distributions (2021-2024)

