



MARATHON COUNTY HUMAN RESOURCES, FINANCE & PROPERTY COMMITTEE MEETING AGENDA

Date & Time of Meeting: **Tuesday, March 23, 2021 4:00 p.m.**

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

Members: John Robinson, Chair; Alyson Leahy, Vice-Chair; Craig McEwen, Kurt Gibbs, Yee Leng Xiong, Jonathan Fisher, EJ Stark

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)*

The meeting site identified above will be open to the public. However, due to the COVID-19 pandemic and associated public health directives, Marathon County encourages Public Safety Committee members and the public to attend this meeting remotely. Instead of attendance in person, Committee members and the public may attend this meeting by **telephone conference**. If Committee members or members of the public cannot attend remotely, Marathon County requests that appropriate safety measures, including adequate social distancing, be utilized by all in-person attendees.

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: 146 078 0067

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

- 1. Call Meeting to Order**
- 2. Public Comment Period**
- 3. Approval of the Minutes of the March 9, 2021 Human Resources, Finance and Property Committee Meeting**
- 4. Educational Presentations/Outcome Monitoring Reports**
 - A. Overview of Marathon County Solid Waste Department Landfill Operations, the generation of landfill gas, and potential clean energy generation.
 - B. **Motion to Go into Closed Session** (Roll Call Vote Suggested), pursuant to s. 19.85(1)(e), Wis. Stats., for the Purpose of Deliberating or Negotiating the Purchase of Public Properties, the Investing of Public Funds, or Conducting Other Specified Public Business, Whenever Competitive or Bargaining Reasons Require a Closed Session, to Wit: For the purpose of permitting the Committee to discuss strategies and options for possible purchase of assets located at 172922 Hwy 29, Ringle, WI (Marathon County Solid Waste Management Facility)
 - C. **Motion to Return to Open Session** (No Roll Call Vote Required)
 - D. Announcements and/or possible action on matters discussed in closed session.
 1. In the event Solid Waste Department Administration, along with County Administration, negotiates an offer to purchase, said offer must require approval by the Marathon County Board of Supervisors in open session by specific resolution. Overview of the American Rescue Plan Act and update of next steps - [NACo Overview](#)
 - E. Master Facility Plan – efforts to develop inventory of County facility assets
 - F. Discussion of the Entrepreneurial and Education Center (EEC) Contract for Services and Transitioning to Services Provided by MCDEVCO-Leonhard
- 5. Operational Functions required by Statute, Ordinance, or Resolution:**
 - A. Discussion and Possible Action by Human Resources and Finance and Property Committee-None
 - B. Discussion and Possible Action by Committee to Forward to the County Board for its consideration
 1. Reorganization of Conservation, Planning and Zoning department Management Structure-Leonhard

6. Policy Issues Discussion and Committee Determination

A. Strategic Planning Process-McEwen

7. Announcements:

Next Meeting Date- **April 6, 2021 at 3:30 p.m.**

8. Adjourn

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 715 261-1500 or e-mail infomarathon@mail.co.marathon.wi.us one business day before the meeting.

SIGNED J Robinson/s/K Palmer

Presiding Officer or Designee

NOTICE POSTED AT COURTHOUSE

FAXED TO: Wausau Daily Herald, City Pages, and

FAXED TO: Other Media Groups, Record Review

FAXED BY: K. Palmer

FAXED DATE: 3/19/2021 at 1:00pm

FAXED TIME: _____

BY: K. Palmer

DATE: 3-19-2021 at 1:00 pm

TIME: _____

Posted to the County Website: <https://www.co.marathon.wi.us/Home/Calendar.aspx>



MARATHON COUNTY HUMAN RESOURCES, FINANCE & PROPERTY COMMITTEE MEETING MINUTES

Date & Time of Meeting: **Tuesday, March 9, 2021 3:30 p.m.**

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

Members: **John Robinson, Chair; Alyson Leahy, Vice-Chair; Craig McEwen, Kurt Gibbs-attending at 3:50, Yee Leng Xiong, Jonathan**

Fisher, EJ Stark

Others: **Lance Leonhard, Jason Hake, Kristi Palmer, Molly Adzic, Michael Puerner, Dejan Adzic, Paul Daigle, Jean Maszk, Kim Trueblood, Dave Mack, Lane Loveland, Scott Corbett**

1. Call to Order by Supervisor Robinson at 3:30 pm
2. Public Comment Period -none
3. Approval of the Minutes of the February 23 and 25, 2021 Human Resources, Finance and Property Committee Meeting
Motion by Stark and seconded by Fisher to approve the minutes from February 23 and 25; vote unanimous
4. Educational Presentations/Outcome Monitoring Reports
 - A. Discussion of Governor's Proposed Budget and How it Impacts County Departments over which this Committee has Policy Oversight Responsibility-Robinson discussed a summary of the Governor's budget and based on the proposed budget the committee looked to determine if there are any items that should be forwarded to the Executive Committee. There is \$200M of broadband funding and there seems to be strong support for this item. No formal action taken
5. Operational Functions required by Statute, Ordinance, or Resolution:
 - A. Discussion and Possible Action by Human Resources and Finance and Property Committee
 1. Set Price on Tax Deed Properties:
 - a. 1427 Lake Street Wausau, WI
The appraisal for this property is \$5,000. It is a vacant piece of property and there is not a lot you can do with this land.
Motion by Stark and seconded by McEwen by to set the price at \$5,000; vote unanimous
 - b. 1111 W Bridge Street Wausau, WI
The appraisal on this property is \$8,000. The appraiser has included the cost of demolition from the price of the property and the sales would be "as is".
Motion by Fisher and seconded by Leahy to set the price at \$8,000; vote unanimous
 - c. 315 N 5th Ave Wausau, WI
The appraisal of this property is \$15,000. The house is salvageable
Motion by McEwen and seconded by Leahy to list the property at \$15,000; vote unanimous
 - d. 1405 Brady Street Wausau, WI
The appraisal of this property is \$174,000. It might be hard to get the bids at this price considering that it is a tax deed property. We can list it at the \$174,000 and if we don't get a bid, we can come back and list it for a lower price.
Motion by Gibbs and seconded by Fisher to set the price at the appraised value of \$174,000; vote unanimous
 2. Approval of the February 2021 Claims and Questioned Costs-Palmer
Motion by Stark and seconded by McEwen to approve the February claims; vote unanimous
 3. Authorizations for County Treasurer Connie Beyersdorff to Act on Behalf of the County for Banking Services-BMO Harris-Beyersdorff
The BMO Harris bank is used by the ADRC-CW and needs written authorization for County signatory staff.
Motion by McEwen and seconded by Stark that HRFC is authorizing Connie Beyersdorff, as County Treasurer to be added to the BMO Harris Bank Account and act on behalf of Marathon County and in her capacity County Treasurer and for her to add Steve Cherek as Deputy Treasurer and Kim Trueblood as County Clerk as well; vote unanimous
 4. Acceptance of the Epidemiology and Laboratory Capacity for Infectious Disease Funds-Leonhard
The County has a grant review policy and this is a grant that is being passed to the County through the State of Wisconsin. \$940,900 and a seconded grant for \$675,000. These grants need to be approved by the Standing Committee, the HRFC committee and the County Board.

Motion by Gibbs and seconded by to accept both grants in the amounts of \$675,000 and \$940,000 for Epidemiology and Laboratory Capacity for Infectious Disease Funds; vote unanimous

B. Discussion and Possible Action by Committee to Forward to the County Board for its consideration

1. Interdepartmental Budget Transfers-Palmer

Motion by Fisher and seconded by McEwen to approve the departmental budget transfers; vote unanimous

2. Reorganization of Conservation, Planning and Zoning Department Management Structure

Leonhard discussed the reorganization of the CPZ department. The resolution provides for the change in positions with the abolishment of several positions and creation of other positions.

Motion by McEwen and seconded by Leahy to postpone action on this item until the HRFC March 23 meeting; vote unanimous

6. Policy Issues Discussion and Committee Determination

A. Strategic Planning Process-McEwen

Discussion on the Strategic Plan objectives- 3.8, 7.1, 10.6, 10.12.

- What was done or accomplished by this committee in 2020 in regards to the Strategic Plan?
- What are the Committee's plans in 2021 for implementing the Strategic Plan?
- Does your committee understand its role in the Strategic Plan?

Committee members may want to look through the agendas and packets from May 2020 until now as it would be helpful for a continued discussion. Robinson and McEwen will develop a report that will be provided to the Committee for the March 23 educational meeting. No formal action at this time.

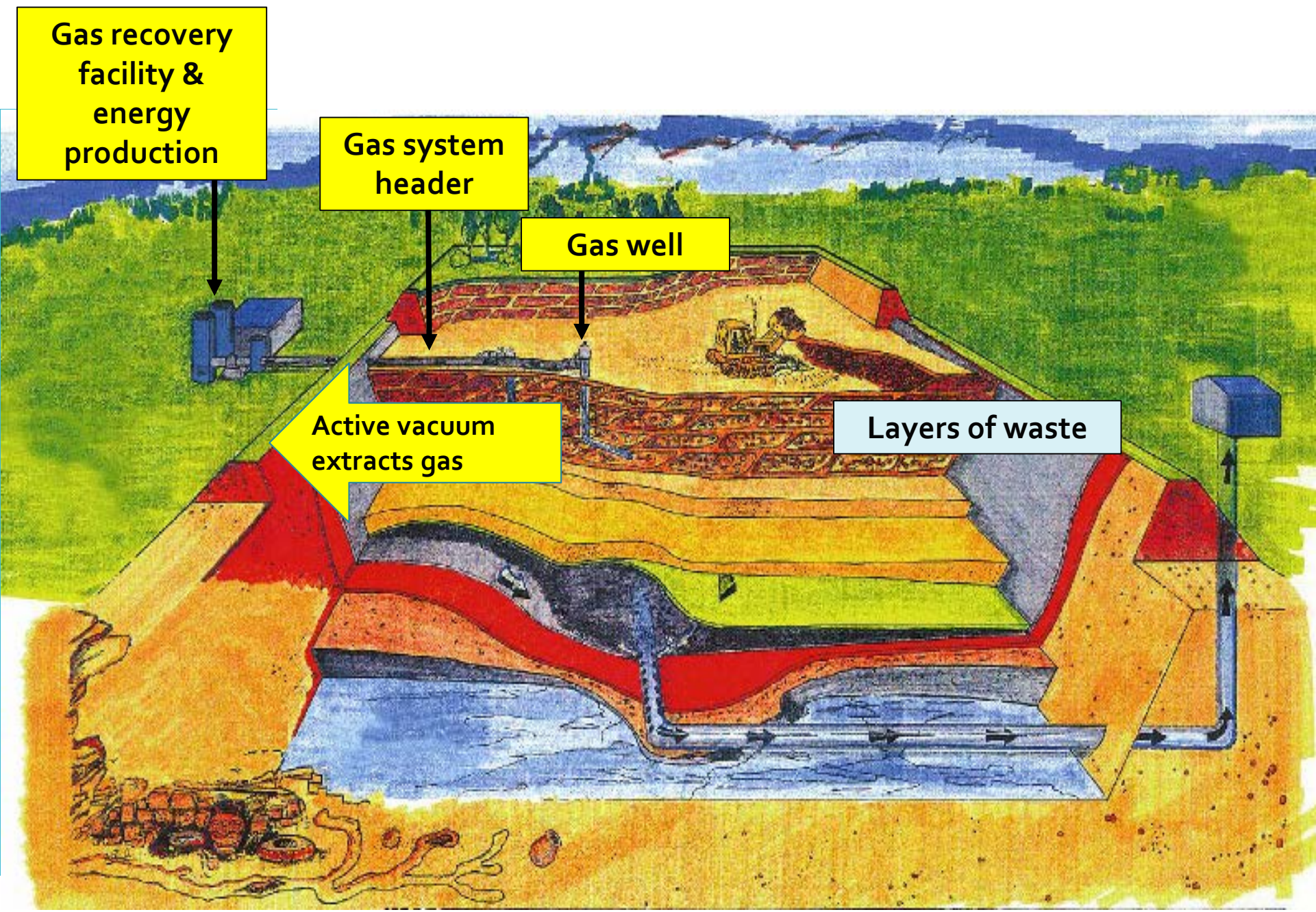
7. Announcements:

Next Meeting Date- March 23, 2021 at 4:00 p.m. Overview of the COVID Rescue plan, Strategic Planning Objectives and Reorganization of Conservation, Planning and Zoning Department Management Structure

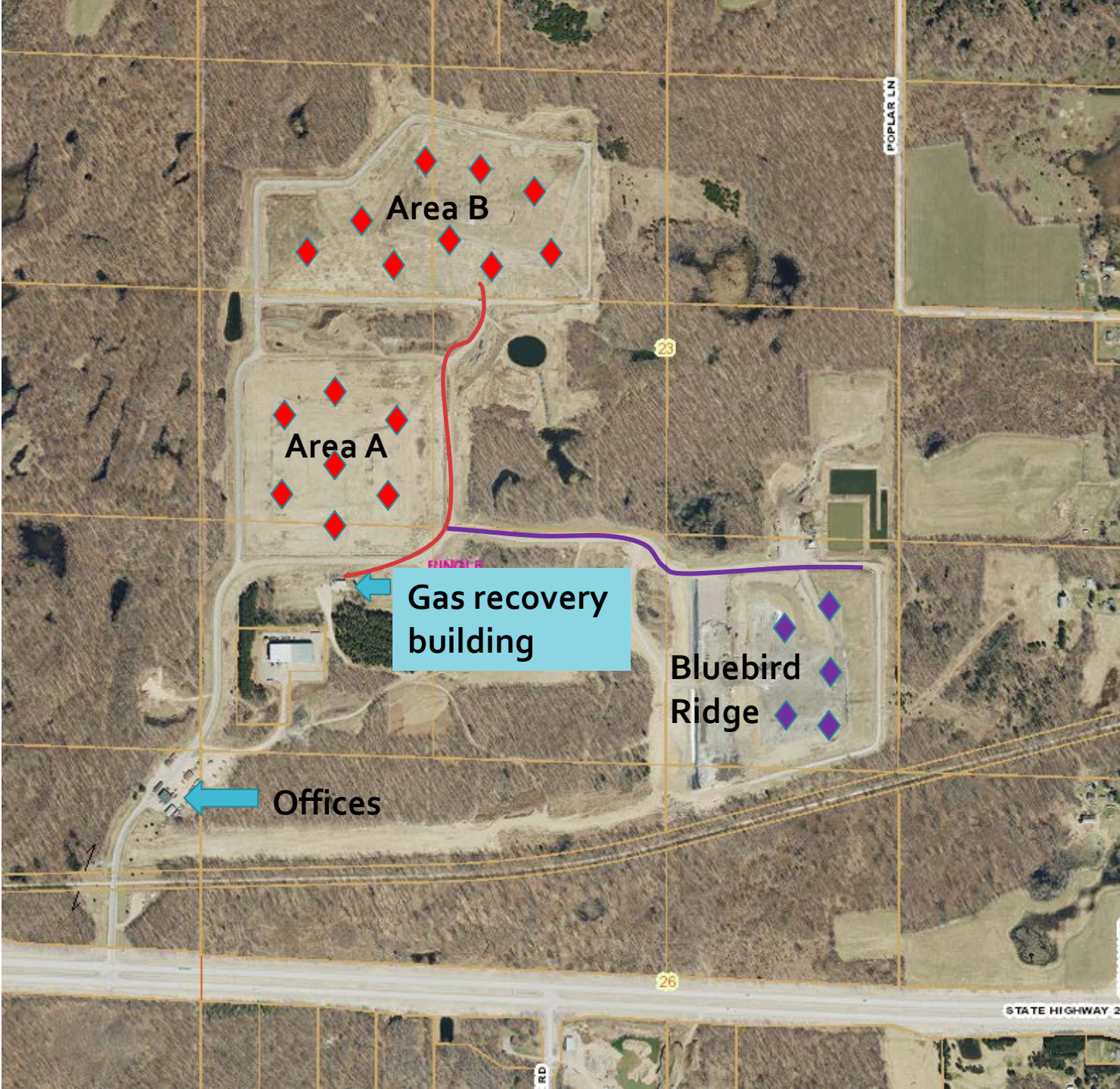
8. Adjourn-Motion to adjourn by McEwen and seconded by Stark at 5:00 pm

Landfill Gas Recovery Systems & Common Use of Landfill Gas

Landfill basics



MCSWD landfills and gas system



Gas generation in landfills

- Modern landfills are designed to be “dry tombs”
 - Protect human health & the environment from all types of waste
 - Decomposition is done in an oxygen free environment (anaerobically)
 - Full decomposition (organic stability) can take up to a 100 years
 - New technologies are being employed to speed up decomposition process
 - Organic wastes (food, sludge, diapers, non-recyclable paper, etc.) decomposes to produce methane (~ 45%-55% of overall gasses)

Air permit and solid waste permit requirements

- Gas system must be installed within 5 years of first placing waste
- Gas wells placed in pattern to maximize extraction of gasses
- Gas system primary job is to manage odors & limit greenhouse gas emissions
- Well operation established by federal law and each well must:
 - Be under active vacuum at all times
 - Be kept under 138 degree F
 - Be kept under 5% oxygen
 - Gas delivered to a “treatment system” capable of destroying 99.9% non-methanogenic compounds
 - Sampled monthly
 - Collected data reported to DNR and/or EPA
 - Deviations reported immediately
 - Corrective action to deviations in prescribed time or face fines

Uses for landfill gas (treatment systems)

- Candlestick flare
- Electricity production via engines turning turbines
- Compress natural gas (CNG) vehicle fuel
- Low-grade boiler fuel
- Renewable natural gas (pipeline quality)

Overview of the American Rescue Plan Act

NACo Overview

INVENTORY

Central Wisconsin Airport (CWA) Marathon County-65% and Portage-35%. 1,710 acres.

- Terminal Building at 100 CWA Dr Mosinee WI 54455. 2 Floors plus Basement. 70,920 sf.
- Car Rental Facility at 151 CWA Dr Mosinee WI 54455. 8,130 sf.
- Maintenance Shop/Crash & Fire Rescue at 300 CWA Dr Mosinee WI 54455. 2 Floors. 16,374 sf.
- Aircraft Hangar & Corporate Flight Office (FBO) at 400 CWA Dr Mosinee WI 54455. 23,908 sf.
- Air Traffic Control Tower at 300 Aviation Way Mosinee WI 54455. 5 Floors. 1,525 sf.
- Aircraft Hangar and Corporate Flight Office (Wausau Insurance) at 945 State Hwy 153 Mosinee WI 54455. 13,996 sf.
- T-Hangar West at State Hwy 153 Mosinee WI 54455. 20,000 sf.
- T-Hangar East at State Hwy 153 Mosinee WI 54455. 13,409 sf.
- Fuel Farm Facility at State Hwy 153 Mosinee WI 54455. 2,600 sf.
- Sand Storage Building at 823 State Hwy 153 Mosinee WI 54455. 1,920 sf.
- Snow Removal Equipment Cold Storage (South) at 823 State Hwy 153 Mosinee WI 54455. 2,400 sf.
- Snow Removal Equipment Cold Storage (North) at 823 State Hwy 153 Mosinee WI 54455. 4,000 sf.
- Radar Shack at 823 State Hwy 153 Mosinee WI 54455. 80 sf.

City/County Information Technology (CCIT) at 407 Grant St Wausau WI 54403. City Hall/ Not owned by MC.

Courthouse at 500 Forest St Wausau WI 54401. 272,607 sf. (CH 74,200, Shf Admin 83,460, Jail 28,700). 3 Floors.

- Courthouse Related:
 - Branch #1, Branch #2, Branch #3, Branch #4, Branch #5, Branch #6
 - Clerk of Courts
 - District Attorney
 - Hearing Room
 - Jail
 - Justice System
 - Probation & Parole. Currently renting space for \$160,425.36 a year.
 - Sheriff Administration Offices
- Non-Courthouse Related:
 - Corporation Counsel
 - County Administrator
 - County Board
 - County Clerk
 - Employee Resources
 - Finance
 - Maintenance
 - Register of Deeds
 - Treasurer

Highway at 1430 West St Wausau WI 54401.

- Wausau Shop. 8.39 acres (including 1308 West St).

- Blacktop Patch Material, Equipment Storage, Lean to (B010). 7,400 sf.
- Office, Service Shop #1-admin, Repair Shop, Stockroom, Hoist/Wash bay, Truck Storage, Crane, Welding, Stockroom, Patrol Barn, Brine Making (B011). 40,700 sf.
- Sign Shop (B012). 2,880 sf.
- Heated Truck Storage (B013, B015). 18,400 sf.
- Equipment Cold Storage (B014, B016). 19,000 sf.
- Storage (B017). 2,975 sf.
- Salt Storage (B018). 12,040 sf.
- Sand/Salt Storage (B019). 3,500 sf.
- Fuel Station-Diesel Fuel Underground Fuel Station, Fuel System Canopy (BS033).
- Storage #1 Tandem Shed (B013). 16,800 sf.
- Storage #2 – Grn Bld cold (B014). 10,000 sf.
- Storage #3 Blue Bldg. (B016). 9,000 sf.
- Storage #4 Bridge Crew (B015). 1,600 sf.
- Storage #6 Tar Shed (B017). 2,975 sf.
- Salt Shed #7 & Lean-to (B018). 12,040 sf.
- Sand Shed #2 (B019). 3,500 sf.
- Stratford/Edgar Shop. 12.893 acres.
 - Service Shop #2-Wein (B020). 9,000 sf.
 - Storage #5-Wein (B021). 5,400 sf.
 - Heated Storage Equipment & Brine Making (B022). 12,240 sf.
 - Granite Salt Shed-Wein (B023). 1,260 sf.
 - Cold Storage #7-1/2 Fire-Wein (B024). 5,000 sf.
 - Salt Shed #9-Wein (B025). 9,000 sf.
 - Sand Shed #1-Wein (B026). 2,550 sf.
 - Blacktop Storage #10-Wein (B027). 1,600 sf.
- Mosinee Shop. 1.99 acres.
 - Storage #9 & Brine (B031). 3,550 sf.
 - Sand Shed #5 (B032). 900 sf.
 - Salt Shed #10/Sand Shed #5 (B033). 2,500 sf.
- Hatley Shop. 1.91 acres.
 - Service Shop #3 & Brine (B051). 8,880 sf.
 - Salt Shed #11 (B052). 7,000 sf.
 - Material Storage-moved from Elderon-Sand Salt (B053). 900 sf.
- Abbotsford Shop. 2.29 acres.
 - Service Shop #4 & Brine (B061). 7,440 sf.
 - Salt Shed #12 (B062). 7,000 sf.
 - Material Storage-Sand Salt (B063). 2,200 sf.

Juvenile Facility

- Shelter – Detention Center at 7025 Packer Dr Wausau WI 54401. 2 Floors. 43,842 sf.
- Secure Cold Storage & Impound at 7015 Packer Dr Wausau WI 54401. 7,000 sf.

Library Marathon County-building.

- Wausau Branch at 300 N 1st St Wausau WI 54403. 3 Floors. 94,572 sf.

- Other Branches not owned by Marathon County include: Athens (211 Caroline), Edgar (224 S 3rd Ave), Hatley (435 Curtis Ave), Marathon City (515 Washington St), Mosinee (123 Main St), Rothschild (211 Grand Ave), Spencer 105 Park St), Stratford (400 N 4th Ave).

North Central Health Care Facility Marathon County-73%, Langlade-11%, and Lincoln-16%.

- NCHC at 1100 Lakeview Dr Wausau WI 54403. 2 Floors. 188,644 sf.
 - Corporate Administration (HR, Purchasing, Finance, Quality).
 - Physicians Lounge
 - Pharmacy
 - Community Treatment
 - Birth to Three
 - Cafeteria
 - FCM Shop
 - Garage. 2,352 sf.
 - Lakeside Recovery – Medically Monitored Substance Abuse Treatment & Recovery (MMT) and Community Based Residential Facility (CBRF)
 - Crisis Center (Emergency/Suicide Prevention on 1st Floor).
 - Behavioral Health (Psychiatric Hospital, Alcohol Detox, Substance Abuse Day Treatment, Outpatient Services, and Community Treatment).
 - Volunteer Services
 - Fashion Boutique
- Lake View Center (LVC) at 1000 Lakeview Dr Wausau WI 54403. 110,478 sf.
 - Health Department at Ste 100. 2 Floors.
 - Employee Wellness Clinic at Ste 200.
 - Facilities & Capital Management at Ste 300. 8,107 sf.
 - Aquatic Center – Pool
 - Theater
 - Adult Day Services (ADS) & Prevocational Services
- Lake View Professional Plaza (LVPP) at 1200 Lakeview Dr Wausau WI 54403. 3 Floors. 46,320 sf.
 - Inlusa at Ste 100 (1st, 2nd, 3rd Floors). 21,279 sf. (8,754, 10,181, 2,344). Currently renting space for \$267,551.55 a year.
 - Special Education at Ste 350. 5,642 sf.
 - Laundry
- Mount View Care Center (MVCC) at 2400 Marshall St Wausau WI 54403. 2 Floors. 108,463 sf.
 - Nursing Home
 - Post-acute Care – South Shore & North Winds Vent Community (1st Floor).
 - Reflections Long Term Care – Northern & Southern Penthouse (2nd Floor).
 - Memory Care – Evergreen Place, Gardenside Crossing, and Lake View Heights (2nd Floor).
 - Housekeeping Supervisor Office
 - Gift Shop
- Group Homes
 - Chadwick
 - Heather
- Supported Apartments
 - Andrea
 - Riverview

- Forest/Jackson
- Fulton Street
- Jelinek 1 & 2

Parks, Recreation, and Forestry Marathon County and City of Wausau.

- Operations Shop at 900 Pardee St Wausau WI 54401.
- Parks
 - Amco at 125773 County Rd L Athens WI 54411. 39 acres.
 - Restroom. East end of park. 13'6"x13'6". 182.25 sf. 1976.
 - Open Shelter. East end of parking lot. 26'x18'. 468 sf. 1970.
 - Well Shelter. South of parking lot. 14'x10' slab. 140 sf. 1966
 - Playground (PITO). West of parking lot. 43'x67'. 2,881 sf.
 - Parking Lot. 20 parking spaces.
 - Parking Lot. 50'x30'. 1,500 sf. 6 parking spaces.
 - Ashley at 1600 Sandy Creek Rd Mosinee WI 54455. 160 acres.
 - Big Eau Pleine at 135695 Eau Pleine Park Rd Mosinee WI 54455. 1,453 acres.
 - Open Shelter. Pickerel Bay.
 - Well Pump Shelter #6. Pickerel Bay.
 - Open Shelter. Fishing point picnic area.
 - Dump Station/Septic (PITO). Ranger Station.
 - Well (PITO). Ranger Station.
 - Ranger Station. Across from horse parking.
 - Utility Building (well) #1.
 - Open Shelter. North of horse parking.
 - Open Shelter. North of horse parking.
 - Restroom. North of horse parking.
 - Firewood Shelter. West unit campground registration.
 - Open Shelter. West of Ranger Station.
 - Well (PITO). West unit campground registration.
 - Electric Service (PITO). West unit campground.
 - Restroom. West unit adjacent W7.
 - Open Shelter. West unit adjacent W39.
 - Restroom. West unit adjacent W39.
 - Parking Lot. West unit adjacent North.
 - Parking Lot. West unit center parking.
 - Parking Lot. West unit South parking.
 - Restroom. West unit beach area.
 - Playground (PITO). West unit beach area.
 - Restroom. West unit beach area.
 - Grill shelter #17. West unit beach.
 - Well Pump Shelter. West unit beach.
 - Enclosed Shelter #19. West unit beach.
 - Open Shelter #18. West unit beach.
 - West Unit Boat Launch Pier. West unit.
 - Well Pump Shelter #5. Group campground.
 - Open Shelter #21. Group campground.
 - Restroom. Group campground.

- Horse Barn #23. South unit. S of disc golf.
- Firewood Shelter. South unit campground.
- Restroom (2 total). South unit N of firewood shelter.
- Boat Launch Parking Lot. South unit campground.
- Well. South unit campground by firewood shelter.
- Restroom. South unit campground adj. #99.
- Restroom. South unit campground adj. #63.
- Firewood Shelter. South unit.
- Perimeter Fence 2 12' double gates. South unit firewood sales.
- Parking Lot. South unit adj. firewood sales.
- Open Shelter. South unit picnic area.
- Open Shelter #27. South unit picnic area.
- Well Pump #7. South unit picnic area.
- Restroom. South unit boat launch area.
- South Boat Parking Lot. South unit boat launch area.
- Boat Launch Parking Lot. South unit boat launch area.
- Boat Launch. South unit campground.
- Big Rapids at 217116 Cruze Ln Stratford WI 54484. 33 acres.
 - Restroom – vault type. Upper unit NW parking lot. 14'6"x12'. 174 sf. 1980.
 - Open Shelter. Upper unit adjacent to river. 30'x20'. 600 sf. 1971. 4 permanent tables, 2 grills.
 - Playground Structures (PITO). Upper unit center. 42'x72'. 3,024 sf.
 - Dam (PITO). River. 1965.
- Blue Gill Bay at 3800 Bluegill Ave Wausau WI 54401. 98 acres.
 - Boat Launch Piers – 4 (PITO). North end of park. 18'x26'. 468 sf.
 - Shelter #3. South of boat launch. 1979.
 - Boat Parking (PITO). 30 parking spaces.
 - Parking (PITO). 69'x108'. 7,452 sf. 2002. 32/3ADA parking spaces.
 - Restroom. North park entrance. 24'x27'. 648 sf. 1988.
 - Fishing Pier (PITO). Lagoon, East of south parking. 20'x8'. Plank 6' x 10'. 126.8 sf.
 - Shelter #6. North of South parking lot. 18'x26'. 648 sf. 1969.
 - Restroom. North of South parking lot. 8' x 25'. 200 sf. 1982.
 - Playground (PITO). South lot. 32'x44'. 1,408 sf.
 - Parking (PITO). South of South parking lot. 18'x224 (4 total). 4,032 sf. 80/3 ADA parking spaces.
 - Shelter #4. 30'x48'. 1,440 s. 1969.
- Cherokee at 108042 County Highway N Colby WI 54421. 69 acres.
 - Playground (PITO). East of main shelter. 74'x34'. 2,516 sf.
 - Restroom #5. East of playground. 9'x25'. 225 sf. 1970.
 - Octagon Shelter. East of main shelter. 7' sides. 1955.
 - Enclosed Shelter #1. West of playground. 46'x68'. 3,128 sf. 1930.
 - Well Pump Shelter #3. Adjacent to enclosed shelter. 13'x15'. 195'. 1968.
 - Open Shelter. West of enclosed shelter. 16'x21'. 336 sf. 1968.
 - Parking Lot (PITO). Adjacent to main park road. 20'x355'. 7,100 sf. 33 parking spaces.
- Courthouse Square at 500 Forest St Wausau WI 54401. .42 acres.
- DC Everest at 1800 S 3rd Ave Wausau WI 54401. 12.1 acres.
 - Restroom. Center of park. 25'x8'. 200 sf. 1986.

- Concession Shelter. NE corner of park near river. 26'x18'. 468 sf. 1989.
- Bleachers (PITO). Adjacent to River for Ski show. 21'x10 rows (2 sets).
- Park Lighting – entryway and parking (PITO).
- 2 Boat ramps with piers (PITO). Water/river East & South. 24'x4'.
- Fishing Pier (PITO). South edge in river. 35'x10'. Pier 35'x6'. Dock 560'.
- Dells of the Eau Claire at 235890 CTH Y Aniwa WI 54409. 278 acres.
 - Enclosed Shelter (Hess House). East of Y, North end of park.
 - Restroom. Adj. to beach.
 - Open Shelter #13. Adj. to beach.
 - Parking Lot. Adj. to beach.
 - Parking Lot. Adj. to beach.
 - Enclosed Shelter #1. W of Hwy, N of water.
 - Open Well Pump Shelter. E of enclosed shelter.
 - Open Firewood Shelter. N of enclosed shelter.
 - Parking Lot. E of enclosed shelter.
 - Parking Lot. S of playground.
 - Restroom. W of playground.
 - Playground. NW of enclosed shelter.
 - Parking Lot. W of enclosed shelter.
 - Parking Lot. NE of group campground.
 - Open Shelter. NE of group campground.
 - Open Shelter. N of playground, W of Y.
 - Parking Lot. N of playground, W of Y.
 - Amphitheater. N of group campground.
 - Restroom. SW area of group campground.
 - High Bridge. W of Y near W park boundary.
 - Restroom. S of river, W of Y.
 - Parking Lot. S of river, W of Y.
 - Open Shelter. S of river, W of Y.
 - Restroom. E of Y, campground.
 - Firewood Shed. N of campground.
 - Well. N of campground.
 - Manager's Cabin. E of Y, E of campground.
 - Shed. Adj. to manager's cabin.
 - Dam. Adj. to manager's cabin.
- Duane L Corbin Shooting Range at 217980 Rifle Rd Mosinee WI 54455. 100 acres.
 - Lodge (classroom). 30'x50'. 1,500 sf.
 - Parking Lot. 20'x127'. 2,540 sf. 9/1 ADA parking spaces.
 - Toilet. 28'x24'. 672 sf. 1968.
 - Septic with mount (PITO).
 - 22 shooting benches – 14 covered (PITO). Benches 1-22. 1-6 14'x932', 7-14 14'x118'. 1-6 1,302 sf. 7-14 652 sf. 76'x (3).
 - 3 retaining walls (PITO). Benches 15-20. Office. 20'x16'. 320 sf.
 - 2 Retaining Walls (PITO). Benches 7-14. 100'x (2).
 - 3 Retaining Walls (PITO). Benches 1-6. 120'x (1), 100' x (2).
 - 600 Yard Range – 13 benches 13 covered (PITO). Benches 1-13. 15'x119'. 1,785 sf.
 - Parking Lot. 20'x536'. 10,720 sf. 48/2 ADA parking spaces.

- 600 Yark Bunker (PITO). Benches 1-13. 8' high 120' long. 960 sf. 1967.
- Eastbay Sports Complex at 602 E Kent St Wausau WI 54401. 66.6 acres.
 - Concessions Restroom. North of main lot. 40'x28'. 1,120 sf.
 - Play Structure (PITO). East of concessions. 60'x80'. 4,800 sf.
 - Field Lighting (PITO). Championship field.
 - Score Board (PITO). Championship field. 8'x19'. 152 sf.
 - Soccer Goals (PITO). All fields. 24 sets.
 - Maintenance & Equipment Storage. North end. 30'x40'. 1,200 sf.
 - Fuel System (PITO). North of maintenance building. 10'x12'. 120 sf.
 - Perimeter Fence (PITO). Gates. 1,780'x6'. 10,680 sf.
- Library Park at 106 W Washington St Wausau WI 54401. 1 acres.
- Marathon Park at 1201 Stewart Ave Wausau WI 54401. 78 acres.
 - 41 Junction Bathroom. N of junction.
 - Junction Playground. N of junction.
 - 40 Junction. N of exhibition hall.
 - 45 Electrical Vault 1. E of junction.
 - 44 Electrical Vault 2. E of junction.
 - 43 Big Kitchen. E of junction.
 - Campground Electrical.
 - 30 Tourist Cabin. E campground.
 - Campground Shower. E campground.
 - 28 Picnic Shelter. W of grandstand.
 - Playground. W of grandstand.
 - Midway Lights.
 - Roadway Lights.
 - 29 West Substation. West entrance.
 - 27 Pole Barn. SW of grandstand.
 - Electric Substation. W of grandstand.
 - Water Boxes (2) 1 RPZ. W of grandstand.
 - Perimeter Fence (2 Roller Gates, 2 Swing Gates). Grandstand.
 - 22 Grandstand. Center of park.
 - Grandstand Restroom (Shelter #5). SE of grandstand.
 - Grandstand Lighting (7 Poles, 9 Flood, 16 Drop Lights).
 - Tennis Courts / Basketball (1 Panel, 8 Light Poles). West of MPB #1.
 - Food Court Electric (2 Poles, 5 Panels). West of Tennis Courts.
 - Horse Arena Announcers Booth. West of Horse Arena.
 - Horse Arena. West of MPB #2.
 - 49 Ticket Booth.
 - 50 Ticket Booth.
 - Stone Walls. East entrance N.
 - Stone Walls. East entrance S.
 - 48 Red School House. East end N of EGH.
 - 47 Meeting Hall. N of school house.
 - 46 NE Ticketbooth.
 - Stone Walls. NE entrance.
 - Iron Exterior Fence. West & North perimeter.
 - 42 Shelter #1. N open shelter.

- Marquee. N entrance.
 - 36 Ticket Booth.
 - 32 Shelter #3 w/Fireplace. E of campground.
 - 33 Electric Sub. N of grandstand.
 - 34 Restrooms. Midway.
 - Playground. N of midway restroom.
 - 35 Shelter #2. N entrance.
 - Playground. N entrance.
 - 37 Octagon Shelter. W pool cabin.
 - Vendor Camp Pads. W of splashpad.
 - Spray Pad w/8 Play Features.
 - Train.
 - 39 Train Shelter. W of junction.
 - 38 Pool Cabin. N of spraypad.
 - 54 Spraypad Mechanical Bldg. W of spraypad.
 - Bleacher Seating (5 sets). Adj. to horse arena
 - South Perimeter Fence. South of property line.
 - Ice Rink Shelter. South of horse arena.
 - Ice Rink Shelter. S of horse arena.
 - 10 South Entrance Ticket Booth. S entrances.
 - 9 Horse Stables. S of MPB #1.
 - 11 MPB #1. S of exhibition.
 - 7 MPB #2, Compressor Room. South of exhibition.
 - 7 MPB Concession, Locker Rooms, Office.
 - Fire Supression Room. N MPB #2.
 - Propane Storage. S MPB #2.
 - 5 Poultry Barn. E of MPB #2.
 - 4 Rabbit Barn #3. E of poultry barn.
 - 6 Judging Pavillion. N of poultry barn.
 - 3 Cattle barn 1. N of judging pavilion.
 - 2 Cattle Barn 2. N of cattle barn 1.
 - 1 East Gate Hall, N of cattle barn 2.
 - 13 Exhibition Building. W of East Gate Hall.
 - 14 Farm Museum. East side of exhibition bldg block.
 - 16 Garage. West side of exhibition bldg.
 - 51 Log Shelter. East entrance.
- Mission Lake Park at 211017 County Park Rd Hatley WI 54440. 93 acres.
 - Parking Lot. West side North lot. 64'x239'. 15,296 sf. 53 parking spaces.
 - Parking Lot. West side South lot. 62'x239'. 14,818 sf. 50/3 ADA parking spaces.
 - Restroom. Adjacent to beach. 12'x15'. 180 sf. 1969.
 - Playground (PITO). SE of beach restroom. 76'x35'. 2,660 sf.
 - Open Shelter. East of boat launch. 37'x54'. 1,998 sf. 1982.
 - Well Pump Shelter. East of boat launch. 11'x15'. 165 sf.
 - Boat Launch (PITO). SW area of park. 4.5'x35'. 157'6" sf.
 - Parking lot. Boat launch. 184'x38'. 6,992 sf. 9 parking spaces.
 - Restroom. North of boat launch. 12'x15'. 180 sf.

- Parking Lot. Center of park East of beach. 366'x74'. 27,084 sf. 58/3 ADA parking spaces.
 - Open Shelter. North of boat launch restroom. 22'x29'. 638 sf.
 - Open Shelter. North end of park, North of boat launch restroom. 22'x29'. 638 sf.
- Mountain Bay Trail at Trailhead Municipal St Weston WI 54476.
 - Information Building/Restrooms. Trailhead. 32'x16'. 512 sf.
 - Open Picnic Shelter. Trailhead East of parking. 18'x15'. 270 sf.
 - Bridge (PITO). .4 miles East of CTH J. 54'x14'. 756 sf.
 - Open Picnic Shelter. Landfill Lot. 14'x12'. 168 sf.
 - Bridge (PITO). 1.2 miles East of Duncan at Hatley. 105'x15'. 1,575 sf.
 - Bridge (PITO). .6 miles East of Emonsville Rd. 14'x12'. 168 sf.
 - Bridge (PITO). 1.2 miles East of Emonsville Rd. 14'x13'. 182 sf.
 - Bridge (PITO). 1.4 miles East of Emonsville Rd. 1,350'x12'. 16,200 sf.
 - Restroom. Norrie West of lot. 8'x8'. 64 sf.
 - Well Shelter. Norrie East of lot. 14'x8'. 112 sf.
- 45N 90W Geographical Marker at 5651 Meridian Rd Athens WI 54411. .1 acre.
 - Monument. 45'x90'.
- Rib Falls Park at 1725 CTH S Edgar WI 54426. 315 acres.
 - Restroom. Center of park. 26'6"x11'. 292 sf. 1991.
 - Open Shelter. South end of park. 26'x18'. 468 sf. 1990.
 - Playground (PITO). 36'x75'. 2,700 sf.
 - Dam (PITO). River.
- Sunnyvale Park at 1000 S 72nd Ave Wausau WI 54401. 300 acres.
 - Electrical Vault. West end of park. 8'x8'. 64 sf.
 - Retaining Wall w/2-2 11 ½ ' stair sections. North end of lake. 175'2"x11 1/2 '.
 - Restroom 1. West restroom, North of lake. 12'x16'. 192 sf.
 - Restroom 2. East restroom, North of lake. 12'x16'. 192 sf.
 - 1 Picnic Shelter. West parking area. 18'x26'. 468 sf. 1975.
 - 2 Picnic Shelter. East parking lot. 18'x26'. 468 sf. 1976.
 - Fishing Pier (PITO). East end of lake. 1987 project 2012.
 - RC Shelter. RC park. 18'x26'. 468 sf.
 - Chain Link Fence 6-4' (PITO). RC park. 310'.
 - Bridge (PITO).
- Sunnyvale Softball Complex at 1000 S 66th Ave Wausau WI 54401. 72 acres.
 - Concessions Restrooms Open Shelter. Center of park. 100'x24'. 2,400 sf. 1980.
 - Open Shelter. Volleyball courts. 26'x18'. 468 sf. 1981.
 - Maintenance Garage. East of entrance. 24'x20'. 480 sf. 1980.
 - Electrical Shed. Between diamond 1 & 2. 7'x9'. 63 sf. 1983.
 - Open Shelter. Between diamond 1 & 2. 18'x26'. 468 sf. 1986.
 - 5 Diamonds (PITO).
 - 10 Dugouts – 1 w/press box (PITO). 20'x5'. 100 sf. 1979.
 - Press Box (PITO). 1983.
 - 10 Bleachers (PITO). 18'x21' (10 seats).
 - 5 Scoreboards (PITO). 10'x10'. 100 sf.
 - Fencing (PITO). 6'x4745'. 28,470 sf.
 - Electrical/Storage Shed. Diamond 5. 20'x14'. 280 sf.
 - Electrical Shed. Between diamond 3 & 4. 7'x9'. 63 sf.

- Open Shelter. Between diamond 3 & 4. 18'x26'. 468 sf. 1986.
 - Field Lighting (PITO).
- Trappe River Dells at T12401 N 73rd St Wausau WI 54401. 80 acres.
- Bern Wetland Forest at Town of Bern. 269 acres.
- Burma Road Forest at Town of Mosinee. 1,480 acres.
 - Restroom. North end of Burma Rd. 8'x12'. 96 sf.
- Elderson Forest Unit at Town of Elderon. 280 acres.
- Harrison-Hewitt Forest at Town of Harrison. 9,115 acres.
- Kronenwetter Forest at Town of Kronenwetter. 5,171 acres.
- Leather Camp Forest Unit at Town of Guenther. 5,248 acres.
- Nine Mile County Forest Recreation Area at Town of Rib Mountain. 4,894 acres.
 - Restroom. SW end of East parking lot. 12'x15'. 180 sf.
 - Parking Lot. East of Chalet. 195'x350'. 68,250 sf. 240 parking spaces.
 - Parking Lot. North of Chalet. 140'x730'. 102,200 sf. 420 parking spaces.
 - Parking Lot. West of Chalet. 135'x145'. 19,575 sf. 72 parking spaces.
 - Enclosed Shelter (Chalet). East of garage. 50'x102'. 5,100 sf.
 - Light Poles – 6 (PITO). Around Chalet. 16'x13'. 208 sf.
 - Enclosed Shelter (Wax Shack). West of chalet. 60'x106'. 6,360 sf.
 - Pellet Boiler/Hopper – External (PITO). Garage/South of garage.
 - Electrical Panel (PITO). NW of Chalet.
- Ringle Marsh Forest Unit at Town of Ringle. 3,028 acres.
- Wisconsin River Forest at T12401 N 73rd St Wausau WI 54401. 289.5 acres.

River Drive at 54401.

- 210 River Drive 12,096 sf. 2 Floors. (Electric Bill/ \$10,739.02 – Gas/ \$2,122.87). Built in 1965.
 - Conservation, Planning, and Zoning
- 212 River Drive 17,535 sf. (Electric Bill/ \$14,934.83 – Gas/ \$2,808.67). Built in 1965.
 - Parks, Recreation, and Forestry (Admin Office) at Ste 2.
 - UW Extension at Ste 3. 3,529 sf.
 - Veterans
 - Wausau Kayak and Canoe
 - Meeting Rooms (1, 2, 3, 4, and 5). 4,220 sf.
- 326 River Drive 5,846 sf. (Electric Bill/ \$5,088.79 – Gas/ \$2,203.74). Built in 1965. Currently renting building for \$70,347.36 a year.
 - Farm Services Agency (USDA)

Sheriff Shooting Range

- Shooting Range at 217980 Rifle Rd Mosinee WI 54455.

Sheriff Tower Sites

- 29 West Wayside (tower site equip bldg) at 2392 STH 29 Town of Johnson.
- Athens (water tank) at 1209 Utility Dr Athens WI 54411.
- Bevent (tower site equip bldg) at 205825 S CTH Y Town of Bevent.
- Brokaw (water tank) at 5401 N 32nd Ave Brokaw WI 54417.
- Colby (water tank) at 700 Industrial Dr Colby WI 54421.
- Dancy (tower site equip bldg) at 139289 CTH C Town of Bergen.

- Elm Street (tower site equip bldg) at 1125 Maple St Wausau WI 54401.
- Everest Metro (Weston Municipal Courthouse) at 5303 Mesker St Schofield WI 54476.
- Hatley Shop (tower site equip bldg) at 229175 Helf Rd Town of Plover.
- Hewitt (tower site equip bldg) at 243391 CTH Q Town of Hewitt.
- Mosinee Shop (tower site equip bldg) at 590 Florence St. Mosinee WI 54455.
- Rib Mountain (tower site equip bldg) at 4650 Park Rd Town of Rib Mountain.
- Spencer (water tank) at 514 Park St Spencer WI 54479.
- Stratford (water tank) at 118430 STH 153 Stratford WI 54484.

Social Services at 400 E Thomas St Wausau WI 54403. 34,000 sf.

- Social Services. 3 Floors. 26,528 sf.
- Marathon County Employee Credit Union. 3,528 sf. Currently renting space for \$62,657.28 a year.

Solid Waste

- Scale Office at 172900 State Hwy 29 E Ringle WI 54471. 1,500 sf.
- Maintenance Shop at 172900 State Hwy 29 E Ringle WI 54471. 2 Floors. 3,200 sf.
- Pole Building at 172900 State Hwy 29 E Ringle WI 54471. 1,800 sf.
- West Garage at 172900 State Hwy 29 E Ringle WI 54471. 700 sf.
- Hazardous Material Garage at 172900 State Hwy 29 E Ringle WI 54471. 1,500 sf.
- Gas Recovery at 172900 State Hwy 29 E Ringle WI 54471. 1,400 sf.
- Area A Landfill at 172900 State Hwy 29 E Ringle WI 54471.
- Area B Landfill at 172900 State Hwy 29 E Ringle WI 54471.
- BBR Landfill at 172900 State Hwy 29 E Ringle WI 54471.
- Landfill Property at 172900 State Hwy 29 E Ringle WI 54471.
- Hwy Q / Weston Ave Property Hwy Q / Weston Ave.
- Mountain Bay Pergola at 172900 State Hwy 29 E Ringle WI 54471. 256 sf.
- Kasten House at 222780 Duncan Rd Ringle WI 54471. 1,600 sf.
- Kasten Pole Building at 222780 Duncan Rd Ringle WI 54471. 1,500 sf.
- Kasten Barn at 222780 Duncan Rd Ringle WI 54471. 2,418 sf.
- Kasten Milk House at 222780 Duncan Rd Ringle WI 54471. 168 sf.
- Kasten Shed at 222780 Duncan Rd Ringle WI 54471. 102 sf.

Training Resource Center (TRC) at 7255 Stewart Ave Wausau WI 54401. 16,588 sf.

- Offices, Vehicle Washing Bay, Storage, and Garage

University Wisconsin Stevens Point–Wausau Marathon County-building.

- Campus Building at 518 S 7th Ave Wausau WI 54401.
- Public Policy Institute/Theater at 505 S 7th Ave Wausau WI 54401.
- Field House at 600 S 7th Ave Wausau WI 54401.
- Marathon Hall Dormitory at 615 S 7th Ave Wausau WI 54401.
- Art Shop/West 626 S 7th Ave Wausau WI 54401.
- Art Building/East at 650 S 7th Ave Wausau WI 54401.
- Dorm Field House at 615 Garfield Wausau WI 54401.
- Boiler House at 630 S 7th Ave Wausau WI 54401.

1212 West Street at 54401.

- Cold Storage

1308 West Street at 54401. 1 Floor w/mezzanine. 11,682 sf. (Electric Bill/ \$5,025.12 – Gas/ \$2,273.15). Built in 1995.

- Emergency Management
- Medical Examiner
- Heated Storage

RESOLUTION NO. _____

**REORGANIZATION OF THE CONSERVATION, PLANNING, AND ZONING
MANAGEMENT STRUCTURE**

WHEREAS, the Marathon County Conservation, Planning, and Zoning Department (CPZ) has identified an opportunity to reorganize the department’s management structure as a result of realigning certain responsibilities after the retirement of the Director in September 2020.

WHEREAS, County Administration and Employee Resources deemed it prudent to evaluate all the management positions due to changes in responsibilities across the entire management team; and

WHEREAS, County Administration and the Employee Resources department submitted a proposal to:

1. Abolish 1.0 FTE Planning Analyst (Environmental Resource Specialist), Pay Grade C42 and Create 1.0 FTE CPZ Manager (Land Resources Manager), Pay Grade C52
2. Abolish 1.0 FTE Senior CPZ Manager (Land and Water Director), Pay Grade D61 and Create 1.0 FTE CPZ Manager (Conservation Manager), Pay Grade C52
3. Abolish 1.0 FTE Accounting Professional (CPZ Administrative Manager), Pay Grade C41 and Create 1.0 FTE Financial Supervisor (CPZ Administrative Manager),C51

WHEREAS, the request for reorganization of the CPZ Department was referred to the Human Resources, Finance and Property Committee for review, pursuant to §4.20 of the General Code of Ordinances for Marathon County; and

WHEREAS, the Human Resources, Finance and Property Committee has reviewed the proposed new structure at their meetings on 3/9/2021 and 3/23/2021, and recommends its adoption; and

WHEREAS, on March 16, 2021, the Environmental Resources Committee has reviewed the proposed new structure and recommends its adoption; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of the County of Marathon does ordain the following and approves the implementation of the reorganization as follows:

- (1)
 - A. Abolish 1.0 FTE Planning Analyst (Environmental Resource Specialist), Pay Grade C42 and Create 1.0 FTE CPZ Manager (Land Resources Manager), Pay Grade C52
 - B. Abolish 1.0 FTE Senior CPZ Manager (Land and Water Director), Pay Grade D61 and Create 1.0 FTE CPZ Manager (Conservation Manager), Pay Grade C52
 - C. Abolish 1.0 FTE Accounting Professional (CPZ Administrative Manager), Pay Grade C41 and Create 1.0 FTE Financial Supervisor (CPZ Administrative Manager),C51
- (2) Effective 04/04/2021 or the beginning of the first pay period following the approval of this resolution.

DATED: March 23, 2021

HUMAN RESOURCES, FINANCE AND PROPERTY COMMITTEE

_____	_____
_____	_____
_____	_____

ESTIMATED FISCAL IMPACT STATEMENT: No fiscal impact. The reorganization is budget-neutral given the current pay level of employees who will be stepping into the newly created positions. Therefore, no amendment to the budget is necessary.

2021 Mini Reorganization
Conservation, Planning and Zoning Department
February / March 2021

Summary:

As provided by the New Position Request form submitted by Conservation, Planning and Zoning after the retirement of the CPZ Director, in September, the department took the initiative to realign some duties to improve efficiencies and authorize the appropriate staff to make decisions relative to the scope of responsibility particularly in for the Land Resource staff. There is sufficient documentation provided to support significant changes in duties and responsibilities to warrant consideration of the management team reorganization.

After review and discussions between County Administration and Employee Resources, it was determined that due to the removal and reassignment of various duties among the management team, it would be prudent to evaluate the entire management team structure as this time. At the request of Employee Resources, each member of the management team in CPZ had submitted an updated Position Description Questionnaire for evaluation. This includes the new management level position requested for a Land Resource Manager.

Employee Resources has reviewed and applied the Decision Band Method as instructed by Fox Lawson and Associates to determine the appropriate placement of CPZ’s management team within the County’s Classification Compensation Structure.

Current Classification (Working Title) - DBM	Incumbent	Classification Recommendation - DBM
NEW POSITION (Land Resource Manager) Currently Planning Analyst – C42	Lane Loveland	CPZ Manager (Land Resource Manager) – C52
CPZ Director – D63	Vacant	No Change. CPZ Director – D63
Senior CPZ Manager (Land and Water Program Director) – D61	Paul Daigle	CPZ Manager (Conservation Program Manager) – C52
Planning CPZ Manager (Planning and Regulatory Program Manager) – C52	Dave Mack	No change. CPZ Manager (Planning Program Manager) – C52
Accounting Professional (CPZ Administrative Manager) – C43	Diane Hanson	Financial Supervisor (CPZ Administrative Manager) – C51

It is our recommendation to create three equal **CPZ Managers** in the areas defined above (Land Resource, Conservation Programs and Planning Program Manager) and one Administrative Manager (Financial and Administrative direction). Each of the Managers will report directly to the CPZ Director. Each manager will be responsible for the full operations, policy development, regulatory compliance, building relationships with business partners, customer service, increasing utilization of services offer in the community as well as building strong teams, fair assessment of performance evaluations, and demonstrate leadership in the achievement of objectives defined in the Marathon County Strategic Plan.

The creation of the Land Resource Manager will shift responsibilities for zoning, onsite water treatment and non-metallic mining programs and five full time staff from the current Senior CPZ Manger (Land and Water Program Director), so we are recommending taking that role from a higher level DBM D61 to the classification of CPZ Manager at the DBM C52. The department implemented this transfer of duties and responsibilities at the end of 2020 in an effort to determine if this change would improve efficiencies. It has proven to be an effective change that has helped streamline processes and given appropriate authority for decisions at the Manager level of related programs. It also gives each manager the authority to provide direction and performance feedback directly to the staff assigned to each area.

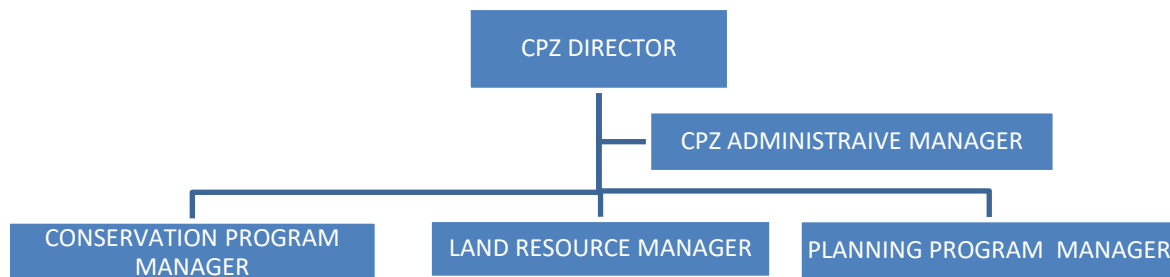
We have seen extensive growth in the programs and services needed in the community provided by the Conservation, Planning and Zoning department over the years, and this reorganization creating three managers with full authority over their program areas has proven to be an effective change. This new structure clarifies responsibility of programs and delegates managers to ensure sufficient resources and staff are available to meet the growing needs and growth in programs.

The final member of the management team is currently an Accounting Professional (CPZ Administrative Manager). After review of the duties and responsibilities, it is the recommendation that we elevate this position to one that is equitable to other Administrative Managers who deliver financial and administrative direction across the department. A key expectation is to streamline and centralize the support functions and create consistency across all programs provided by CPZ. This position provides extensive support across programs and assists with department budget and grant applications and tracking for each of the managers in Conservation, Planning, and Zoning. The Administrative Manager plays an integral role in planning and coordinating the resources and operations related to financial and administrative support. After application of the Decision Band Method, based on the diversity and complexity of the duties performed and the level of decision making authority, we recommend at DBM rating of C51 for this position.

Recommended classification: The recommendations is provided above.

1. Abolish 1.0 FTE Planning Analyst (Environmental Resource Specialist) and Create 1.0 FTE CPZ Manager (Land Resources Manager)
2. Abolish 1.0 FTE Senior CPZ Manager (Land and Water Director) and Create 1.0 FTE CPZ Manager (Conservation Manager)
3. Abolish 1.0 FTE Accounting Professional (CPZ Administrative Manager) and Create 1.0 FTE Financial Supervisor (CPZ Administrative Manager)

Summary of Organizational Structure of CPZ Management Team after Reorganization:



See spreadsheet.

2021 Anticipated Fiscal Impact: \$0.00

CPZ Mini Reorg

2021 BUDGET PLANNING - NEW POSITION COST

Abolish 1.0 FTE Planning Analyst (Environmental Resource Specialist)

Item	Projected 2021 Rates	Minimum	Mid-Point	Maximum	Incumbent Current Rate
DBM C42 at Full-time		\$54,263	\$65,116	\$78,247	\$68,453
Health - Family	\$1,917.55	\$23,011	\$23,011	\$23,011	\$23,011
Dental - Family	\$62.14	\$746	\$746	\$746	\$746
FICA Retirement Rate	6.20%	\$3,364	\$4,037	\$4,851	\$4,244
FICA Medicare Rate	1.45%	\$787	\$944	\$1,135	\$993
Unemployment Insurance	0.10%	\$54	\$65	\$78	\$68
Retirement - Employer	6.75%	\$3,663	\$4,395	\$5,282	\$4,621
Worker's Comp - Clerical	0.05%	\$27	\$33	\$39	\$34
PEHP	\$21	\$546	\$546	\$546	\$546
Total Estimated Cost for 1 FTE:		\$86,461	\$98,893	\$113,935	\$102,716

Loveland

Abolish 1.0 FTE Senior CPZ Manager (Land and Water Program Director)

Item	Projected 2021 Rates	Minimum	Mid-Point	Maximum	Incumbent Current Rate
DBM C61 at Full-time		\$66,783	\$83,422	\$103,109	\$91,000
Health - Family	\$1,917.55	\$23,011	\$23,011	\$23,011	\$23,011
Dental - Family	\$62.14	\$746	\$746	\$746	\$746
FICA Retirement Rate	6.20%	\$4,141	\$5,172	\$6,393	\$5,642
FICA Medicare Rate	1.45%	\$968	\$1,210	\$1,495	\$1,320
Unemployment Insurance	0.10%	\$67	\$83	\$103	\$91
Retirement - Employer	6.75%	\$4,508	\$5,631	\$6,960	\$6,143
Worker's Comp - Clerical	0.05%	\$33	\$42	\$52	\$46
PEHP	\$21	\$546	\$546	\$546	\$546
Total Estimated Cost for 1 FTE:		\$100,803	\$119,863	\$142,415	\$128,545

Daigle

Abolish 1.0 FTE Accounting Professional (CPZ Administrative Manager)

Item	Projected 2021 Rates	Minimum	Mid-Point	Maximum	Incumbent Current Rate
DBM C43 at Full-time		\$57,311	\$68,772	\$82,640	\$75,962
Health - Family	\$1,917.55	\$23,011	\$23,011	\$23,011	\$23,011
Dental - Family	\$62.14	\$746	\$746	\$746	\$746
FICA Retirement Rate	6.20%	\$3,553	\$4,264	\$5,124	\$4,710
FICA Medicare Rate	1.45%	\$831	\$997	\$1,198	\$1,101
Unemployment Insurance	0.10%	\$57	\$69	\$83	\$76
Retirement - Employer	6.75%	\$3,868	\$4,642	\$5,578	\$5,127
Worker's Comp - Clerical	0.05%	\$29	\$34	\$41	\$38
PEHP	\$21	\$546	\$546	\$546	\$546
Total Estimated Cost for 1 FTE:		\$89,952	\$103,081	\$118,967	\$111,317
Cost Saving abolish three:		\$277,216	\$321,837	\$375,317	\$342,578

Hanson

Create 2 (1.0 FTE) CPZ Managers (Land Resource Manager and Conservation Program Manager)

Item	Projected 2010 Rates	Minimum	Mid-Point	Maximum	Proposed Rate for Loveland	Proposed Rate for Daigle
DBM CS2 at 2.0 Full-time		\$65,702	\$78,843	\$94,742	\$68,453	\$91,000
Health - Family	\$1,917.55	\$23,011	\$23,011	\$23,011	\$23,011	\$23,011
Dental - Family	\$62.14	\$746	\$746	\$746	\$746	\$746
FICA Retirement Rate	6.20%	\$4,074	\$4,888	\$5,874	\$4,244	\$5,642
FICA Medicare Rate	1.45%	\$953	\$1,143	\$1,374	\$993	\$1,320
Unemployment Insurance	0.10%	\$66	\$79	\$95	\$68	\$91
Retirement - Employer	6.75%	\$4,435	\$5,322	\$6,395	\$4,621	\$6,143
Worker's Comp - Clerical	0.05%	\$33	\$39	\$47	\$34	\$46
PEHP	\$21	\$546	\$546	\$546	\$546	\$546
Total Estimated Cost for 1 FTE:		\$99,566	\$114,617	\$132,830	\$102,716	\$128,545
Cost of 2 FTES:		\$199,132	\$229,234	\$265,660		

No change to wages already within new pay range.

Create 1.0 FTE Financial Supervisor (CPZ Administrative Manager)

Item	Projected 2010 Rates	Minimum	Mid-Point	Maximum	Proposed Rate for Hanson
DBM CS1 at 1.0 FTE		\$61,127	\$73,351	\$88,144	\$75,962
Health - Family	\$1,917.55	\$23,011	\$23,011	\$23,011	\$23,011
Dental - Family	\$62.14	\$746	\$746	\$746	\$746
FICA Retirement Rate	6.20%	\$3,790	\$4,548	\$5,465	\$4,710
FICA Medicare Rate	1.45%	\$886	\$1,064	\$1,278	\$1,101
Unemployment Insurance	0.10%	\$61	\$73	\$88	\$76
Retirement - Employer	6.75%	\$4,126	\$4,951	\$5,950	\$5,127
Worker's Comp - Clerical	0.05%	\$31	\$37	\$44	\$38
PEHP	\$21	\$546	\$546	\$546	\$546
Total Estimated Cost for 1 FTE:		\$94,324	\$108,327	\$125,272	\$111,317
Cost to create three new positions:		\$293,456	\$337,561	\$390,932	\$342,578

Potential increase in cost after reorganization: \$16,240 \$15,724 \$15,615

Mack is currently a CPZ Manager (Planning Manager at CS2 at annual wage of \$86,944 for comparison)
Also current vacant CPZ Director - D63: Salary Range: Min\$72,587- Mid\$920,735-Max\$112,148 (Incumbent was at \$105,456)