

# BOARD OF SUPERVISORS

## Brown County



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### ADMINISTRATION COMMITTEE

Richard Schadewald, Chair; Tom Lund, Vice Chair  
Kathy Lefebvre, Thomas Peters, John Vander Leest

**ADMINISTRATION COMMITTEE MEETING**  
**THURSDAY JUNE 22, 2023**  
**5:30 p.m.**  
**Room 200, Northern Building**  
**305 E. Walnut St., Green Bay**

**NOTICE IS HEREBY GIVEN THAT THE COMMITTEE MAY TAKE ACTION  
ON ANY ITEM LISTED ON THIS AGENDA**

- I. Call to Order.
- II. Approve/Modify Agenda.
- III. Approve/Modify Minutes of May 25, 2023.

#### **Comments from the Public**

#### **Consent Agenda**

1. Administration - Budget Adjustment Log.
2. Child Support – Budget Status Financial Report for April 2023 - Unaudited.
3. County Clerk – Budget Status Financial Report for April 2023 – Unaudited.
4. Treasurer – Budget Status Financial Report for April 2023 – Unaudited.
5. Audit of the bills.

#### **Treasurer**

6. Director's Report.

#### **Child Support**

7. Child Support Director's Report.

#### **Information Technology**

8. IT Director's Report.

#### **BCCAN**

9. BCCAN Director's Report.

#### **County Clerk**

10. County Clerk's Report.

#### **Administration & Human Resources**

11. Director's Reports.
  - a. Comp and Class Discussion.

**Corporation Counsel**

12. Oral Report.

**Action Items including Proposed Resolutions, Ordinances, and Budget Adjustments**

13. Legal Bills - Review and Possible Action on Legal Bills to be paid.  
14. Resolution Regarding Table of Organization Change for the Treasurer's Office – Tax Collection and Financial Positions. 23-076R  
15. Resolution Regarding Table of Organization Change for the Information Technology Department – Systems Technician Positions. 23-078R  
16. Discussion and Possible Action re: Usage of Contingency Funds.

**Communications** – None.

17. **Closed Session** – Preliminary Consideration of Specific Personnel Problems:
- a. **Open Session**: Motion and Recorded Vote pursuant to Wis. Stats. Sec. 19.85(1), regarding going into Closed Session pursuant to Wis. Stats. Sec. 19.85(1)(f), for purposes of considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. 19.85(1)(b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations;
  - b. **Convene into Closed Session**: Pursuant to Wis. Stats. Sec. 19.85(1), the Brown County Administration Committee shall convene into Closed Session pursuant to Wis. Stats. Sec. 19.85(1)(f), for purposes of considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. 19.85(1)(b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations; and
  - c. **Reconvene into Open Session**: The Brown County Administration Committee shall reconvene into Open Session for possible voting and/or other action regarding preliminary consideration of specific personnel problems that were discussed in Closed Session.

**Other**

18. Such Other Matters.  
19. Adjourn.

Rick Schadewald, Chair

Notice is hereby given that action by the Committee may be taken on any of the items which are described or listed in this agenda.

Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.

**PROCEEDINGS OF THE BROWN COUNTY  
ADMINISTRATION COMMITTEE**

Pursuant to Section 19.84 Wis. Stats., a regular meeting of the **Brown County Administration Committee** was held on Thursday, May 25, 2023 in Room 200, Northern Building, 305 E. Walnut Street, Green Bay.

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**Present:** Supervisor Schadewald, Supervisor Lund, Supervisor Vander Leest, Supervisor Peters  
**Excused:** Supervisor Lefebvre  
**Also Present:** Director of Administration Chad Weininger, Corporation Counsel David Hemery, BCCAN Chief Operating Officer August Neverman, Treasurer Zeller, Child Support Director Maria Lasecki, Director of IT Kirsten Holland, Library Director Sarah Sugden; Supervisor Megan Borchardt, and other interested parties

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**I. Call to Order.**

The meeting was called to order by Chair Schadewald at 5:33 p.m.

**II. Approve/Modify Agenda.**

Motion made by Supervisor Lund, seconded by Supervisor Vander Leest to amend and take Item 17 after Item 9 and 19 after 11. Vote taken. **MOTION CARRIED UNANIMOUSLY**

**III. Approve/Modify Minutes of April 27, 2023.**

Motion made by Supervisor Vander Leest, seconded by Supervisor Peters to receive and place on file. Vote taken. **MOTION CARRIED UNANIMOUSLY**

**Comments from the Public** None.

**Consent Agenda**

1. Minutes of the Benefits Advisory Committee of May 5, 2023.
2. Administration - Budget Adjustment Log.
3. Child Support – Budget Status Financial Report for March 2023 - Unaudited.
4. County Clerk - Year-End 2022 Financials – Unaudited.
5. County Clerk – Budget Status Financial Report for March 2023 – Unaudited.
6. Treasurer - Year-End 2022 Financials – Unaudited.
7. Treasurer – Budget Status Financial Report for March 2023 – Unaudited.
8. Audit of the bills.

Motion made by Supervisor Lund, seconded by Supervisor Peters to approve Consent Agenda 1-8. Vote taken. **MOTION CARRIED UNANIMOUSLY**

**Treasurer**

**9. Director's Report.**

Treasurer Zeller referred to Items 6 and 7 and ran through what they might expect for the budget. He referred to his financial reports, provided in the agenda packet.

They had a 30-year employee retire on February 3<sup>rd</sup>, they filled the position for about 4-weeks and the employee stopped coming to work and moved away. They evaluated their entire department over the last two months and plan to bring a Table of Organization Change soon.

**Motion made by Supervisor Lund, seconded by Supervisor Vander Leest to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY**

*Although shown in proper format here, Item 17 was taken at this time.*

**Child Support**

**10. Child Support Director's Report.**

Child Support Director Maria Lasecki informed she gave a Procedural Justice presentation at the States Director's Dialog on May 11, 2023, it was very well received. Directors across the state have requested that a presentation to frontline staff be offered virtually. Two are being scheduled by BCS and Brown County will be assisting in nudging the state in a more client centric approach of service delivery through procedural justice. She's also heading to Madison on June 6<sup>th</sup> to give a similar presentation to DCF policymakers and leadership because procedural justice applies to more than just child support, it's a managerial philosophy, it's a communication theory and it really does work. There's a lot of interest in this even to the extent that she was asked to present at the National Child Support Enforcement Association Leadership Symposium in Anaheim, California and WCSEA has given her a scholarship to defray the expenses to go and do that as well.

The contract for the demonstration grant, which is their Wisconsin's Network for Safety, their Domestic Violence grant will be coming out next week. Money to secure a Safety Coordinator in the department. She'll work with Administration and HR on it.

Their WCSEA \$5,000,000 request in the biennial budget has stuck, which is a very good thing. She was cautiously optimistic. If it does, it will be \$5,000 in each year, additional GPR. The Executive is aware, in order to pull that down, they need levy but they're still only on the levy net. They start out at 33% but they net out at about 10%. It will give them latitude to be able to do more if they can with local support.

**Motion made by Supervisor Vander Leest, seconded by Supervisor Peters to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY**

**Information Technology**

**11. IT Director's Report.**

IT Director Kirsten Holland stated everything was pretty good. They continue to work on their ARPA funded projects, looking for savings where they can and working towards the trend of outages. Regarding their outage report, they will be adding metrics with their new ticketing system and information about any kind of imposing threats and things they're mitigating. They invested a lot of changes in their security, so in conjunction with the Security Committee, they're going to go out to bid and have people come and test the environment to make sure everything they're doing is correctly configured. This was a long-term project they're working on and making big changes and want to be able to produce that report to then come and present.

**Motion made by Supervisor Vander Leest, seconded by Supervisor Peters to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY**

*Back to Item 19 at this time.*

**BCCAN**

**12. BCCAN Director's Report.**

In addition to Director Neverman's written report, provided in the agenda packet, Chair

Schadewald informed they did put in the initial goals. Neverman added they were submitting the initial goals to meet the state broadband grant that they signed up for. They'll also get some free consulting, mapping, etc. as part of that but to get that they had to submit preliminary goals. This was grant money from the state which they got from the feds.

Regarding Bug Tussel, Schadewald stated they probably going to be having a big meeting in June. Their Administration Committee meeting in June will be all 11 contracts and all the Bug Tussel proposals.

**Motion made by Supervisor Lund, seconded by Supervisor Peters to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY**

#### County Clerk

##### **13. County Clerk's Report.**

County Clerk Patrick Moynihan, Jr. referred to the office's financials under Items 4 and 5 stated they were good numbers, between revenues and funds not utilized, the County Clerk's office provided back \$99,000 from last year.

For 2022, the Clerk's Office processed 822 Work Permits. Processed 1,454 Marriage Licenses, the most since 2019 (1,466), the record was 1,714 in 1990. A new record of 4,414 Passport Applications, surpassing the previous record of 3,987.

In addition, he filled the .80 position and she's working out really well.

Open Meetings Voting Board will be live at the July County Board meeting.

**Motion made by Supervisor Vander Leest, seconded by Supervisor Peters to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY**

#### Administration & Human Resources

##### **14. Director's Reports.**

Director Chad Weininger informed there was a dip down in sales tax collections for April and they had to factor in inflation, which was eating up quite a bit of that. Room Tax did a little better but not much better.

Training Video - Only one person was unable to take it. If they're okay with the video and content, they will send it out to all Supervisors and record it. For the folks that have a problem getting into it, they will have one right before the County Board meeting.

Weininger further spoke to the contingency fund and ARPA dollars. He informed the Library was talking about building a larger regional genealogy center and would need contract staff for a few years, around \$100,000 to help digitize everything for accessibility. A contingency request will be coming to this committee.

**Motion made by Supervisor Lund, seconded by Supervisor Vander Leest to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY**

##### **14a. Discussion and Possible Action Regarding Employee Recruitment.**

Weininger informed they set aside \$25,000 in ARPA funds to help with recruitment. In some areas they were doing really well, and, in some areas, they were bleeding. The days of posting a job and putting it on the website was dead. Lund interjected that there were some that the pay

was not correct. Weinger responded they had a process to make the adjustment through Comp, Class, and Market, which they've been doing along with doing a Table of Organization. He provided a recap of the process noting the board has provided Administration with the authority to take care of market readjustments.

Regarding recruitment, they've been relying on the \$25,000 and have been using it very sparingly, which might be causing more problems. Some positions involve hiring headhunters, some are specialty positions, i.e., the 911 Director, to post that in the right places, it costs money. They need more funds to be more aggressive.

He attended a 911 Crisis seminar because it was a nationwide problem and found some tools, they could use like promotional videos of being a 911 Operator. For some people its not always about the dollar but contributing to the community. It targets those people and helps develop that message and they can use it as a recruitment tool, but they need money to help put it out there to the community. It also helps raise the profile of 911 Operators and helps give them a better sense of purpose, they're the first line. There are also other things like internal culture and environments.

He's asking for \$100,000 over two years, roughly \$2,000 a month. When you look at the number of employees they have, and people are only staying 4-years and it's hard. They did spend some money on 911 and with that money, they had about 100 applicants within 2-days. He informed bilingual employees would also be very beneficial to the organization. This committee set aside \$432,000 for additional cost/requests and was asking \$100,000 to be transferred to recruitment and if they don't use it, he'll let them know and they can give to the committee to reallocate to a different project.

**Motion made by Supervisor Lund, seconded by Supervisor Peters to approve the transfer of \$100,000 from ARPA Project #42 to ARPA Project #40. Vote taken. MOTION CARRIED UNANIMOUSLY**

Responding to Lund, regarding policies and nepotism, Weinger informed they've been flexible since COVID in that policy because of employee shortage and the ordinance allows the Director of HR to make exceptions. If it's in the same department and in different divisions, it's easy. What he will not approve is something like if you have a father supervising a son or vice versa.

Regarding essential employees, during COVID they defined who was essential and who was not. They also have snow emergencies and defined who was essential and who was not. Schadewald questioned the recruitment for that, Weinger stated that's really where they're focusing in on and making the adjustments but what they found was they had to be more tactical and briefly explained. He also touched on using retirees for substitutes, that was their go-to. An option could be to do a resolution asking the legislature to change the WRS rule to allow you to work after you get your WRS, and only up to so many hours. For some positions, they can contract out if they have to do it. The goal was not to get to that level. They're always thinking worst case.

#### Corporation Counsel

##### 15. Oral Report.

Corporation Counsel David Hemery stated they had been talking about the union arbitration with the Sheriff's non-sups. They got everything done, evidence and witness wise. The main issues there was short term disability and who it applies to and who doesn't. The other issue was the number of arbitrators, should you have a grievance. All kind of technical stuff, in which he detailed. That hearing is done now, wait 2-weeks for transcripts and then each side has 30-days to submit a brief and then each side has another 14 days to submit response to briefs to

that side and then the arbitrator has everything he needs to start working on an opinion, so he was hoping by November they'll have a decision on their arbitration case.

**Motion made by Supervisor Lund, seconded by Supervisor Vander Leest to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY**

**Action Items including Proposed Resolutions, Ordinances, and Budget Adjustments**

**16. Legal Bills - Review and Possible Action on Legal Bills to be paid.**

**Motion made by Supervisor Lund, seconded by Supervisor Peters to pay the legal bills. Vote taken. MOTION CARRIED UNANIMOUSLY**

**17. Discussion and possible action regarding providing notice to resident homeowners that they must file an application identifying their primary residence in order to receive the WI Lottery Tax Credit. *Held for one month.***

Treasurer Zeller informed the Wisconsin Lottery Gaming Credit was a state credit and the state sends them money to distribute based on a very complicated formula based on the school district in which the parcel is in, and it varies greatly from school district to school district. The reality was that every real property tax bill that went out has this line and column that says lottery and gaming credit. Since 2014, every property tax bill that they produced has a clear note stating at the minimum, "Homeowners, please check for lottery and gaming credit." If there are no numbers on the tax bill in those two columns, then they're not getting it. They have to read their tax bill. This was a responsibility of the property owner.

Further, when they began to have some extra time in 2018 and 2019, they put together and brochure (attached) and printed hundreds and mailed them to every income tax preparer in Brown County and he personally brought them to a dozen of the CPAs and income tax preparers because they gather property tax payments as part of their income tax preparation. This was not a case where they're concealing this.

The State of Wisconsin Department of Revenue takes this very seriously because they are sending out \$240 to them to distribute for every one of these City of Green Bay property tax bills and they only want to provide this credit on properties that are truly eligible for this. His department is audited at least every two years for an effort to be put further to try and discern if the claims were legitimate. The Department of Revenue helps them along with the software that they use for the property tax bills. They do a screen to see like receiving addresses for the property tax bill so if they find one address that's receiving 5, 6, 7 property tax bills then they look at those bills to see if they're all getting a lottery credit, for example a landlord that owns multiple properties which are not eligible, and the state wants those removed.

A few years ago, the state started using Department of Natural Resources, fishing and hunting license applications and they run all the properties through their income tax residency claims, and now they're sharing data with Florida, Arizona, and Texas. He'll get a report that this property owner is claiming residency in another state and are they claiming a lottery credit?

The fact that that one person here has not gotten their lottery credit, the effort is not to be going out and making sure that every eligible property owner is getting it. It's incumbent on him the other way to make sure that only the eligible lottery credit recipients are getting the lottery credit. He's not putting more resources into this as he felt they're already going way beyond the call of duty and is not aware of any other county treasurer that's going out and trying to make accountants aware of the eligibility of the lottery credit and in a timeframe that the property owner can go back and get one year as there's a time limit on late claims.

Schadewald stated they appreciate what Zeller was doing and weren't trying to get him to do more work, a concern was brought in, so they were looking into it.

Responding to a question from Schadewald, DOA Weininger informed generally the realtor will inform buyers of it during the closing process, they'll have the forms to apply for it. However, if you buy a piece of land and build your house, there tends to be a misconnect.

Schadewald stated they just wanted to see where it was on the tax bill. He questioned who the Administration Committee could send notices to? Weininger stated they could give this information to Register of Deeds to give to title companies, send out emails or a newsletter during the tax bill in November/December. Schadewald added they could do a press release or tell state representatives to put it in their newsletters.

Zeller informed they do not retain emails or phone numbers and wouldn't have any way of merging any of that information and they use third party software.

**Motion made by Supervisor Lund, seconded by Supervisor Peters to refer to the September Administration meeting. Vote taken. MOTION CARRIED UNANIMOUSLY**

*Back to Item 10 at this time.*

**18. 2022 Balanced Budget Adjustment.**

Weininger informed this was the yearly balance budget adjustment and ticks and ties all the final numbers before they complete their audit. Overall, the county finished to the positive, roughly about \$1.2 million. Of that, the unassigned, which was the money available, went up about \$600,000 so they had about \$27 million in the set aside account which was roughly about three months of operations. If they look at the total budget of \$92 million of levy, they have about a \$354 million dollar budget, it means they have some sales tax flowing through, but they do get a lot of state and federal money pass-through flowing through.

**Motion made by Supervisor Lund, seconded by Supervisor Peters to approve. Vote taken. MOTION CARRIED UNANIMOUSLY**

**Communications**

**19. Communication from Supervisor Adams re: Restructuring of the Brown County Committees page (attached) to clarify: the different board/commissions/committee structure. Additional helpful information on each "cover page" of committee to show:**

- Background and purpose of committee.
- Meeting Schedule.
- Current member and term limits, committee openings in addition to meeting minutes and agenda.

**Also attached example of City of De Pere who has a very clear and transparent layout. Referred from May County Board.**

Lund believed this was already updated as the info was there.

Weininger stated the larger issue was that they were not just a small municipality where they have a couple committees, the county has statutory created committees and some that the county doesn't do anything with or contract with, and no one has ownership over all the different committees. They have committees that never met or that have disbanded so maybe they eliminate those and do the ones that are currently in existence. He'd be happy to work with the Clerk on that. He believed out of goodwill; the County Board office just sends things out because there is required notification.

Clerk Moynihan interjected he could take this on, he already updates the county directory, but noted, the website has everything she listed but term limits; however, term limits can change. After every County Board meeting, when the County Executive appoints someone, his office goes in and updates it. Schadewald informed some names were listed under the Board of Health that were no longer on the committee. Weininger stated he'd sit down with Moynihan and they can go through it together.

**Motion made by Supervisor Lund, seconded by Supervisor Vander Leest to refer to staff and come back in 90 days with recommendations. Vote taken. MOTION CARRIED UNANIMOUSLY**

**20. Such other matters as authorized by law.**

**21. Adjourn.**

**Motion made by Supervisor Peters, seconded by Supervisor Vander Leest to adjourn at 7:28 p.m. Vote taken. MOTION CARRIED UNANIMOUSLY**

**Respectfully Submitted,**

**Patrick W. Moynihan, Jr.  
Recording Secretary**

**Alicia A. Loehlein  
Legislative Specialist - Transcriptionist**

## BUDGET ADJUSTMENT LOG

NUMBER	DATE OF REQUEST	DEPT	DESCRIPTION	CAT	EXEC ACTION/ DATE	BOARD APRRL REQ'D?	BOARD ACTION/DATE
23-105	5/4	PALS	<p>PALS requests to use Specialized Transportation Assistance (Sec. 85.21) Program Trust dollars to fund the purchase of capital items by agencies that provide transportation services to seniors and people with disabilities in Brown County. The Sec. 85.21 Trust currently exceeds the state-imposed cap of \$80,000, and the excess funding will have to be returned to the state if it is not spent. The use of \$100,000 for this purpose was approved by the BC Planning Commission on May 3, and funding awards will be approved by the BC Planning Commission.</p> <p style="text-align: right;"><b>Fiscal Impact: \$100,000</b></p>	7	5/22	Y	PDT 6/27 CB 7/19 Emlid Dept 5/22
23-112	5/9	ADMIN	<p>This budget adjustment for the departments that requested to carry forward funds from the 2022 budget to the 2023 budget which was approved by the County Board as Resolution 14h on 03/16/23. Please see attached.</p> <p style="text-align: right;"><b>Fiscal Impact: \$3,150,855</b></p>	4	5/17	N	Emlid Dept 5/17
23-115	5/22	FACILITIES	<p>*2023* This budget adjustment request is for the allocation of ARPA funds to be used for the 911 Communication Center data room cooling system.</p> <p style="text-align: right;"><b>Fiscal Impact: \$56,150</b></p>	4	5/22	N	Emlid Dept 5/22
23-116	5/23	PSC	<p>*2023* This budget adjustment request is for the reallocation of \$50,000 from ARPA #36 PSC Cofrin Cell Tower to ARPA #22 PSC 911 Dispatch Console. This is related to motion Item #2 on the Special Public Safety Committee agenda dated 2/15/2023 and motion Item #14ei(2) at the 2/15/2023 County Board of Supervisors meeting (carried unanimously).</p> <p style="text-align: right;"><b>Fiscal Impact \$50,000</b></p>	4	5/23	N	Emlid Dept 5/23
23-117	5/23	PALS	<p>This Coastal Management Program grant will fund the first phase of a GIS pilot project called One Map (OM). The OM project will develop a GIS product that accurately maps wetlands and other environmental features in the Duck Creek, East River, and Lower Fox River watersheds in a single integrated process instead of by a variety of different agencies and datasets. The grant funding will be used to cover PALS staff time and technical assistance from a contractor that will be selected through an RFP process. No county funding is needed for this project.</p> <p style="text-align: right;"><b>Fiscal Impact: \$49,900</b></p>	7	5/24	Y	PDT 6/27 CB 7/19 Emlid Dept 5/24

NUMBER	DATE OF REQUEST	DEPT	DESCRIPTION	CAT	EXEC ACTION/ DATE	BOARD APPRL REQ'D?	BOARD ACTION/DATE
23-119	6/7	ADMIN/HR	*2023* This budget adjustment request is for the reallocation of ARPA funds from ARPA #42 Emergency Allocation Fund to ARPA #40 for Human Resources recruitment efforts. <b>Fiscal Impact: \$100,000</b>	4	6/8	N	Emld Dept 6/8



# LSA Budget Performance Report-4 SU 23

## (unaudited)

Fiscal Year to Date 04/30/23  
Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/Rec'd	Prior Year Total
<b>Fund 210 - Child Support</b>										
<b>REVENUE</b>										
Department 017 - Child Support										
Division 001 - General										
4100	General property taxes	399,952.00	.00	399,952.00	33,329.33	.00	133,317.32	266,634.68	33	398,684.00
4302	State grant and aid revenue	1,654,142.00	.00	1,654,142.00	215,608.62	.00	637,658.97	1,016,483.03	39	1,924,996.81
4302.003	State grant and aid revenue Incentives	579,965.00	.00	579,965.00	.00	.00	.00	579,965.00	0	195,634.71
4302.004	State grant and aid revenue GPR	455,382.00	.00	455,382.00	.00	.00	.00	455,382.00	0	491,154.00
4302.007	State grant and aid revenue ELEVATE	160,000.00	.00	160,000.00	.00	.00	.00	160,000.00	0	128,700.62
4302.008	State grant and aid revenue Access and Visitation	38,000.00	.00	38,000.00	.00	.00	.00	38,000.00	0	30,570.07
4600.601	Charges and fees Genetic test	14,500.00	.00	14,500.00	740.55	.00	3,457.21	11,042.79	24	12,545.57
4600.602	Charges and fees Vital statistics	75.00	.00	75.00	55.00	.00	64.48	10.52	86	114.72
4600.603	Charges and fees Paper service	11,000.00	.00	11,000.00	1,284.17	.00	3,613.65	7,386.35	33	10,020.87
4600.604	Charges and fees Non IV-D service	2,000.00	.00	2,000.00	140.00	.00	560.00	1,440.00	28	2,345.00
4601.012	Sales Copy machine use	200.00	.00	200.00	9.25	.00	48.00	152.00	24	127.50
4900	Miscellaneous	.00	.00	.00	32.00	.00	32.00	(32.00)	+++	.00
Division 001 - General Totals		\$3,315,216.00	\$0.00	\$3,315,216.00	\$251,198.92	\$0.00	\$778,751.63	\$2,536,464.37	23%	\$3,194,893.87
Department 017 - Child Support Totals										
Division 001 - General		\$3,315,216.00	\$0.00	\$3,315,216.00	\$251,198.92	\$0.00	\$778,751.63	\$2,536,464.37	23%	\$3,194,893.87
<b>REVENUE TOTALS</b>										
<b>EXPENSE</b>										
Department 017 - Child Support										
Division 001 - General										
5100	Regular earnings	1,964,038.00	.00	1,964,038.00	193,074.68	.00	532,455.99	1,431,582.01	27	1,643,198.07
5102.100	Paid leave earnings Vacation	.00	.00	.00	14,352.54	.00	31,957.03	(31,957.03)	+++	102,526.74
5102.200	Paid leave earnings Personal	.00	.00	.00	2,258.04	.00	13,420.81	(13,420.81)	+++	28,959.53
5102.300	Paid leave earnings Casual time used	.00	.00	.00	1,679.30	.00	8,484.74	(8,484.74)	+++	24,622.45
5102.500	Paid leave earnings Holiday	.00	.00	.00	.00	.00	6,734.40	(6,734.40)	+++	47,562.64
5102.600	Paid leave earnings Other (funeral, jury duty, etc)	.00	.00	.00	12.27	.00	920.96	(920.96)	+++	1,768.24
5102.800	Paid leave earnings Disability	.00	.00	.00	.00	.00	521.52	(521.52)	+++	5,791.60
5103.000	Premium Overtime	2,432.00	.00	2,432.00	78.19	.00	737.71	1,694.29	30	7,003.91
5103.110	Premium Casual time payout	.00	.00	.00	252.05	.00	796.94	(796.94)	+++	9,262.37
5109.100	Salaries reimbursement Short term disability	.00	.00	.00	.00	.00	(521.52)	521.52	+++	(6,028.48)
5110.100	Fringe benefits FICA	150,459.00	.00	150,459.00	15,155.85	.00	42,694.81	107,764.19	28	136,368.27
5110.110	Fringe benefits Unemployment compensation	2,062.00	.00	2,062.00	208.14	.00	586.38	1,475.62	28	1,872.35
5110.200	Fringe benefits Health insurance	386,141.00	.00	386,141.00	44,481.16	.00	125,846.46	260,294.54	33	365,190.79
5110.210	Fringe benefits Dental Insurance	.00	.00	.00	.00	.00	.00	.00	+++	31,182.46
5110.220	Fringe benefits Life Insurance	1,250.00	.00	1,250.00	142.34	.00	358.25	891.75	29	880.96
5110.230	Fringe benefits LT disability insurance	7,674.00	.00	7,674.00	552.15	.00	2,229.37	5,444.63	29	6,324.99
5110.235	Fringe benefits ST disability insurance	10,447.00	.00	10,447.00	774.11	.00	3,125.57	7,321.43	30	8,867.87
5110.240	Fringe benefits Workers compensation Insurance	2,431.00	.00	2,431.00	215.11	.00	632.06	1,798.94	26	2,289.00
5110.300	Fringe benefits Retirement	126,475.00	.00	126,475.00	14,192.92	.00	39,964.31	86,510.69	32	119,635.44
5198	Fringe benefits - Budget only	(353.00)	.00	(353.00)	.00	.00	.00	(353.00)	0	.00
5300	Supplies	6,376.00	.00	6,376.00	1,552.00	.00	2,969.23	3,406.77	47	8,629.49



# LSA Budget Performance Report-4 30 23

## (unaudited)

Fiscal Year to Date 04/30/23  
Exclude Rollup Account

5300.001	Supplies Office	15,000.00	.00	15,000.00	419.27	.00	6,196.47	8,803.53	41	23,233.61
5300.003	Supplies Technology	.00	.00	.00	.00	.00	.00	.00	+++	4,997.82
5300.004	Supplies Postage	33,000.00	.00	33,000.00	6.66	.00	4,390.55	28,609.45	13	29,144.01
5305	Dues and memberships	2,278.00	.00	2,278.00	.00	.00	100.00	2,178.00	4	2,582.50
5306.100	Maintenance agreement Software	4,885.00	.00	4,885.00	.00	.00	64.00	4,821.00	1	1,093.97
5307.100	Repairs and maintenance Equipment	920.00	.00	920.00	.00	.00	.00	920.00	0	920.00
5330	Books, periodicals, subscription	778.00	.00	778.00	302.60	.00	381.99	396.01	49	504.36
5340	Travel and training	3,700.00	.00	3,700.00	(3.21)	.00	71.79	3,628.21	2	5,229.03
5340.100	Travel and training Mileage	300.00	.00	300.00	3.21	.00	44.41	255.59	15	.00
5505	Telephone	.00	.00	.00	.00	.00	83.40	(83.40)	+++	164.08
5505.100	Telephone cell	990.00	.00	990.00	83.80	.00	251.28	738.72	25	823.44
5600	Indirect cost	156,543.00	.00	156,543.00	13,045.25	.00	52,181.00	104,362.00	33	144,787.00
5601.100	Intra-county expense Information Technology	183,412.00	.00	183,412.00	9,032.46	.00	68,849.82	114,562.18	38	136,277.50
5601.200	Intra-county expense Insurance	31,193.00	.00	31,193.00	2,599.42	.00	10,397.68	20,795.32	33	31,223.00
5601.300	Intra-county expense Other departmental	136,000.00	.00	136,000.00	10,370.68	.00	41,014.92	94,985.08	30	120,185.96
5601.400	Intra-county expense Copy center	500.00	.00	500.00	108.80	.00	168.90	331.10	34	557.40
5601.450	Intra-county expense Departmental copiers	4,288.00	.00	4,288.00	357.33	.00	1,429.32	2,858.68	33	4,288.44
5601.550	Intra-county expense Document center	2,045.00	.00	2,045.00	(401.74)	.00	617.47	1,427.53	30	2,941.25
5700	Contracted services	.00	.00	.00	23.25	.00	39.40	(39.40)	+++	503.50
5700.600	Contracted services Access & Visitation	33,952.00	.00	33,952.00	1,200.00	.00	2,400.00	31,552.00	7	10,800.00
5708	Professional services	.00	.00	.00	.00	.00	.00	.00	+++	85.00
5710	Paper service - legal	28,000.00	.00	28,000.00	2,254.56	.00	7,792.27	20,207.73	28	28,898.92
5762	Med exams/autopsies/genetic test	15,000.00	.00	15,000.00	.00	.00	5,842.00	9,158.00	39	15,226.00
5784	Interpreter services	3,000.00	.00	3,000.00	557.50	.00	1,323.00	1,677.00	44	2,805.60
9003.100	Transfer out General Fund	.00	.00	.00	.00	.00	.00	.00	+++	81,712.79
Division 001 - General Totals		\$3,315,216.00	\$0.00	\$3,315,216.00	\$328,940.69	\$0.00	\$1,017,554.69	\$2,297,661.31	31%	\$3,194,893.87
Department 017 - Child Support Totals		\$3,315,216.00	\$0.00	\$3,315,216.00	\$328,940.69	\$0.00	\$1,017,554.69	\$2,297,661.31	31%	\$3,194,893.87
<b>EXPENSE TOTALS</b>		\$3,315,216.00	\$0.00	\$3,315,216.00	\$328,940.69	\$0.00	\$1,017,554.69	\$2,297,661.31	31%	\$3,194,893.87
Fund 210 - Child Support Totals										
<b>REVENUE TOTALS</b>		3,315,216.00	.00	3,315,216.00	251,198.92	.00	778,751.63	2,536,464.37	23%	3,194,893.87
<b>EXPENSE TOTALS</b>		3,315,216.00	.00	3,315,216.00	328,940.69	.00	1,017,554.69	2,297,661.31	31%	3,194,893.87
Fund 210 - Child Support Totals		\$0.00	\$0.00	\$0.00	(\$77,741.77)	\$0.00	(\$238,803.06)	\$238,803.06		\$0.00
Grand Totals										
<b>REVENUE TOTALS</b>		3,315,216.00	.00	3,315,216.00	251,198.92	.00	778,751.63	2,536,464.37	23%	3,194,893.87
<b>EXPENSE TOTALS</b>		3,315,216.00	.00	3,315,216.00	328,940.69	.00	1,017,554.69	2,297,661.31	31%	3,194,893.87
Grand Totals		\$0.00	\$0.00	\$0.00	(\$77,741.77)	\$0.00	(\$238,803.06)	\$238,803.06		\$0.00

### Brown County Clerk Budget Status Report

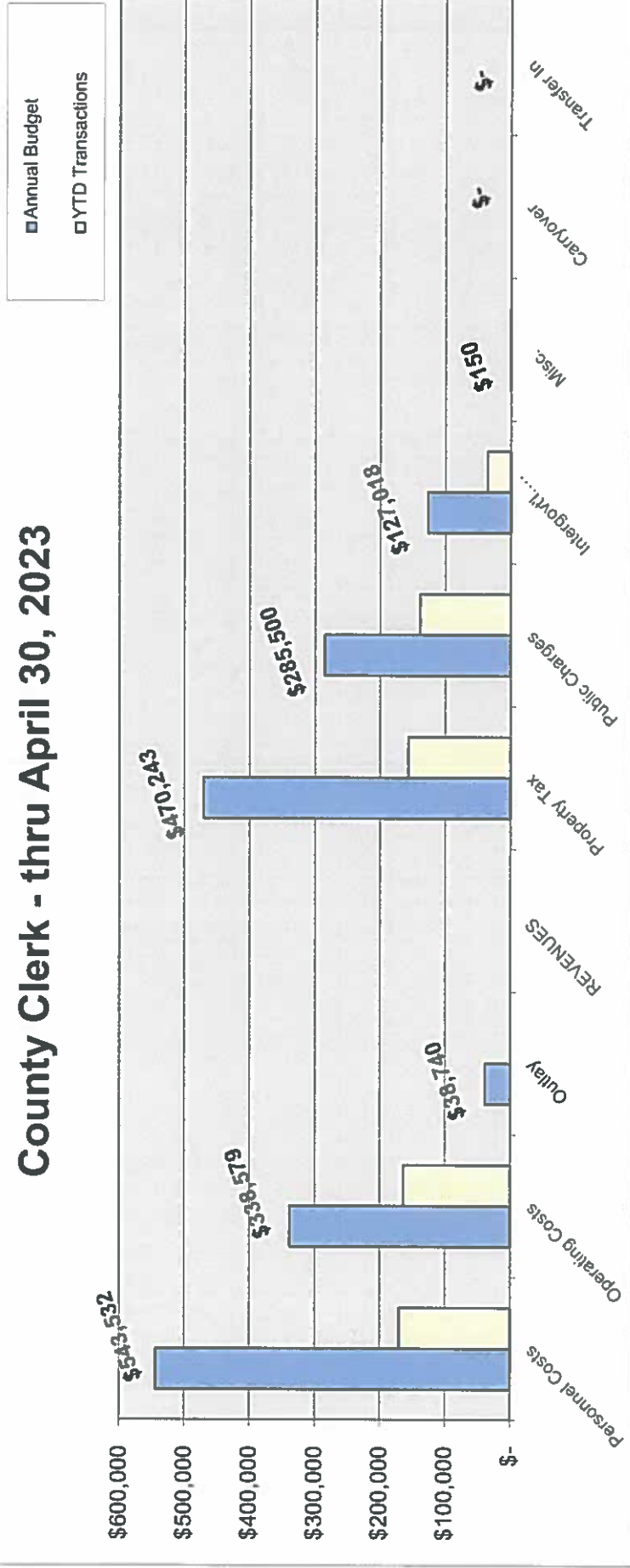
thru April 30, 2023	Annual Budget	YTD Transactions	YTD % Budget
<b>EXPENDITURES</b>			
Personnel Costs	\$ 543,532	\$ 170,527	31%
Operating Costs	\$ 338,579	\$ 163,751	48%
Outlay	\$ 38,740	\$ -	0%
<b>REVENUES</b>			
Property Tax	\$ 470,243	\$ 156,748	33%
Public Charges	\$ 285,500	\$ 138,931	49%
Intergovtl. Charge for Serv.	\$ 127,018	\$ 35,156	28%
Misc.	\$ 150	\$ 92	61%
Carryover	\$ -	\$ -	#DIV/0!
Transfer In	\$ -	\$ -	#DIV/0!

Expenditures:

Revenues:

**UNAUDITED**

### County Clerk - thru April 30, 2023





# Budget Performance Report

Date Range 01/01/23 - 04/30/23  
Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd
<b>REVENUE</b>									
Fund 100 - General Fund									
Department 019 - County Clerk									
Property taxes									
4100	General property taxes	470,243.00	.00	470,243.00	39,186.92	.00	156,747.68	313,495.32	33%
	<i>Property taxes Totals</i>	<b>\$470,243.00</b>	<b>\$0.00</b>	<b>\$470,243.00</b>	<b>\$39,186.92</b>	<b>\$0.00</b>	<b>\$156,747.68</b>	<b>\$313,495.32</b>	<b>33%</b>
Intergov Revenue									
4700	Intergov charges	127,018.00	.00	127,018.00	.00	.00	35,156.42	91,861.58	28%
	<i>Intergov Revenue Totals</i>	<b>\$127,018.00</b>	<b>\$0.00</b>	<b>\$127,018.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$35,156.42</b>	<b>\$91,861.58</b>	<b>28%</b>
Public Charges									
4400.194	Permits Work permit	1,000.00	.00	1,000.00	100.00	.00	382.50	617.50	38
4400.195	Permits Alarm permits	24,000.00	.00	24,000.00	165.00	.00	23,095.00	905.00	96
4401.192	Licenses Marriage License	88,200.00	.00	88,200.00	6,820.00	.00	18,195.00	70,005.00	21
4401.194	Licenses Dog	4,250.00	.00	4,250.00	.00	.00	.00	4,250.00	0
4600.190	Charges and fees Passport	167,750.00	.00	167,750.00	17,810.47	.00	97,258.08	70,491.92	58
4601.196	Sales Directory	300.00	.00	300.00	.00	.00	.00	300.00	0
	<i>Public Charges Totals</i>	<b>\$285,500.00</b>	<b>\$0.00</b>	<b>\$285,500.00</b>	<b>\$24,895.47</b>	<b>\$0.00</b>	<b>\$138,930.58</b>	<b>\$146,569.42</b>	<b>49%</b>
Miscellaneous Revenue									
4900	Miscellaneous	150.00	.00	150.00	37.00	.00	92.00	58.00	61
	<i>Miscellaneous Revenue Totals</i>	<b>\$150.00</b>	<b>\$0.00</b>	<b>\$150.00</b>	<b>\$37.00</b>	<b>\$0.00</b>	<b>\$92.00</b>	<b>\$58.00</b>	<b>61%</b>
Other Financing Sources									
9002	Transfer in	.00	38,740.00	38,740.00	.00	.00	.00	38,740.00	0
	<i>Other Financing Sources Totals</i>	<b>\$0.00</b>	<b>\$38,740.00</b>	<b>\$38,740.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$38,740.00</b>	<b>0%</b>
Department 019 - County Clerk Totals									
	<b>REVENUE TOTALS</b>	<b>\$882,911.00</b>	<b>\$38,740.00</b>	<b>\$921,651.00</b>	<b>\$64,119.39</b>	<b>\$0.00</b>	<b>\$330,926.68</b>	<b>\$590,724.32</b>	<b>36%</b>
<b>EXPENSE</b>									
Department 019 - County Clerk									
Personnel Costs									
5100	Regular earnings	396,266.00	.00	396,266.00	40,727.67	.00	114,675.00	281,591.00	29
5102.100	Paid leave earnings Vacation	.00	.00	.00	1,737.55	.00	4,494.26	(4,494.26)	+++
5102.200	Paid leave earnings Personal	.00	.00	.00	1,639.77	.00	2,905.24	(2,905.24)	+++
5102.500	Paid leave earnings Holiday	.00	.00	.00	.00	.00	1,251.37	(1,251.37)	+++
5103.000	Premium Overtime	5,963.00	.00	5,963.00	518.30	.00	1,333.63	4,629.37	22
5110.100	Fringe benefits FICA	30,769.00	.00	30,769.00	3,252.34	.00	9,077.77	21,691.23	30
5110.110	Fringe benefits Unemployment compensation	423.00	.00	423.00	44.65	.00	124.60	298.40	29
5110.200	Fringe benefits Health insurance	79,547.00	.00	79,547.00	9,552.73	.00	26,706.47	52,840.53	34
5110.220	Fringe benefits Life Insurance	350.00	.00	350.00	78.31	.00	195.04	154.96	56
5110.230	Fringe benefits LT disability insurance	1,561.00	.00	1,561.00	118.43	.00	493.09	1,067.91	32
5110.235	Fringe benefits ST disability insurance	2,188.00	.00	2,188.00	166.04	.00	691.32	1,496.68	32
5110.240	Fringe benefits Workers compensation insurance	483.00	.00	483.00	45.52	.00	128.25	354.75	27
5110.300	Fringe benefits Retirement	26,054.00	.00	26,054.00	3,021.36	.00	8,450.78	17,603.22	32



# Budget Performance Report

Date Range 01/01/23 - 04/30/23

Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd
<b>EXPENSE</b>									
Department 019 - County Clerk									
Personnel Costs									
5198	Fringe benefits - Budget only	(72.00)	\$0.00	(72.00)	.00	\$0.00	.00	(72.00)	31%
		<i>Personnel Costs Totals</i>							
Operating Expenses									
5300.001	Supplies Office	15,500.00	.00	15,500.00	128.12	.00	3,517.53	11,982.47	23
5300.004	Supplies Postage	15,572.00	.00	15,572.00	2,863.84	.00	7,949.74	7,622.26	51
5304	Printing	500.00	.00	500.00	.00	.00	405.07	94.93	81
5304.100	Printing Forms	25,982.00	.00	25,982.00	.00	.00	25,277.88	704.12	97
5305	Dues and memberships	400.00	.00	400.00	.00	.00	190.00	210.00	48
5306.100	Maintenance agreement Software	56,550.00	.00	56,550.00	.00	.00	46,976.00	9,574.00	83
5307.100	Repairs and maintenance Equipment	21,995.00	.00	21,995.00	.00	.00	2,727.50	19,267.50	12
5310	Advertising and public notice	23,000.00	.00	23,000.00	850.82	.00	8,186.46	14,813.54	36
5330	Books, periodicals, subscription	387.00	.00	387.00	.00	288.00	.00	99.00	74
5340	Travel and training	5,500.00	.00	5,500.00	125.00	.00	778.34	4,721.66	14
5370	Support Services	4,000.00	.00	4,000.00	.00	.00	.00	4,000.00	0
5410.400	Insurance Bond	100.00	.00	100.00	.00	.00	100.00	.00	100
5505	Telephone	2,144.00	.00	2,144.00	264.77	.00	1,068.38	1,075.62	50
5600	Indirect cost	77,899.00	.00	77,899.00	6,491.58	.00	25,966.32	51,932.68	33
5601.100	Intra-county expense Information Technology	50,257.00	.00	50,257.00	2,447.07	.00	18,893.00	31,364.00	38
5601.200	Intra-county expense Insurance	6,112.00	.00	6,112.00	509.33	.00	2,037.32	4,074.68	33
5601.400	Intra-county expense Copy center	20,250.00	.00	20,250.00	5,998.55	.00	13,407.22	6,842.78	66
5601.450	Intra-county expense Departmental copiers	1,907.00	.00	1,907.00	158.92	.00	635.68	1,271.32	33
5601.550	Intra-county expense Document center	524.00	.00	524.00	(103.80)	.00	159.54	364.46	30
5708	Professional services	10,000.00	.00	10,000.00	5,475.00	.00	5,475.00	4,525.00	55
		<i>Operating Expenses Totals</i>							
6110.020	Outlay Equipment	.00	38,740.00	38,740.00	.00	.00	.00	38,740.00	0
		<i>Outlay Totals</i>							
		\$0.00	\$38,740.00	\$38,740.00	\$0.00	\$0.00	\$0.00	\$38,740.00	0%
		<i>Department 019 - County Clerk Totals</i>							
		\$882,111.00	\$38,740.00	\$920,851.00	\$86,111.87	\$288.00	\$334,277.80	\$586,285.20	36%
		<b>EXPENSE TOTALS</b>							
		\$882,111.00	\$38,740.00	\$920,851.00	\$86,111.87	\$288.00	\$334,277.80	\$586,285.20	36%
Fund 100 - General Fund Totals									
		882,911.00	38,740.00	921,651.00	64,119.39	.00	330,926.68	590,724.32	36%
		<b>REVENUE TOTALS</b>							
		882,111.00	38,740.00	920,851.00	86,111.87	288.00	334,277.80	586,285.20	36%
		<b>EXPENSE TOTALS</b>							
		\$800.00	\$0.00	\$800.00	(\$21,992.48)	(\$288.00)	(\$3,351.12)	\$4,439.12	
Grand Totals									
		882,911.00	38,740.00	921,651.00	64,119.39	.00	330,926.68	590,724.32	36%
		<b>REVENUE TOTALS</b>							
		882,111.00	38,740.00	920,851.00	86,111.87	288.00	334,277.80	586,285.20	36%
		<b>EXPENSE TOTALS</b>							
		\$800.00	\$0.00	\$800.00	(\$21,992.48)	(\$288.00)	(\$3,351.12)	\$4,439.12	

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# Budget Performance Report

Date Range 01/01/23 - 04/30/23

Exclude Rollup Account

<b>EXPENSE TOTALS</b>	882,111.00	38,740.00	920,851.00	86,111.87	288.00	334,277.80	586,285.20	36%
Grand Totals	\$800.00	\$0.00	\$800.00	(\$21,992.48)	(\$288.00)	(\$3,351.12)	\$4,439.12	

3

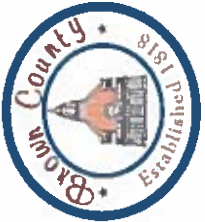


# Treasurer's Budget Performance Report

Date Range 01/01/23 - 04/30/23

Include Rollup Account and Rollup to Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	% Used/Rec'd
<b>Fund 100 - General Fund</b>								
<b>REVENUE</b>								
Department 080 - Treasurer								
Division 001 - General								
4100	General property taxes	(2,374,799.00)	.00	(2,374,799.00)	(197,899.92)	.00	(791,599.68)	33
4108	Interest on taxes	660,000.00	.00	660,000.00	56,448.94	.00	164,817.96	25
4109	Penalties on taxes	200,000.00	.00	200,000.00	18,109.84	.00	46,812.16	23
4110	Penalties on special assessments	35,000.00	.00	35,000.00	1,528.12	.00	6,359.79	18
4490	Ag use conversion	75,000.00	.00	75,000.00	.00	.00	9,334.58	12
<b>Charges and fees</b>								
4600.890	Charges and fees Tax deed	30,000.00	.00	30,000.00	.00	.00	300.00	1
<b>4600 - Charges and fees Totals</b>		<b>\$30,000.00</b>	<b>\$0.00</b>	<b>\$30,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$300.00</b>	<b>1%</b>
4700	Intergovt charges	33,864.00	.00	33,864.00	.00	.00	33,987.20	100
<b>Miscellaneous</b>								
4900	Miscellaneous	4,900.00	.00	4,900.00	.00	.00	451.22	9
4900.150	Miscellaneous Unclaimed funds retained	14,537.00	.00	14,537.00	.00	.00	.00	0
<b>4900 - Miscellaneous Totals</b>		<b>\$19,437.00</b>	<b>\$0.00</b>	<b>\$19,437.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$451.22</b>	<b>2%</b>
4905	Interest	2,029,500.00	.00	2,029,500.00	284,951.57	.00	1,625,480.66	80
4990	Cash Over/Short	.00	.00	.00	(2.29)	.00	(24.06)	+++
<b>Division 001 - General Totals</b>		<b>\$708,002.00</b>	<b>\$0.00</b>	<b>\$708,002.00</b>	<b>\$163,136.26</b>	<b>\$0.00</b>	<b>\$1,095,919.83</b>	<b>155%</b>
Department 080 - Treasurer Totals								
<b>REVENUE TOTALS</b>		<b>\$708,002.00</b>	<b>\$0.00</b>	<b>\$708,002.00</b>	<b>\$163,136.26</b>	<b>\$0.00</b>	<b>\$1,095,919.83</b>	<b>155%</b>



# Treasurer's Budget Performance Report

Date Range 01/01/23 - 04/30/23

Include Rollup Account and Rollup to Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	Encumbrances	YTD Transactions	YTD % Used/ Rec'd
<b>EXPENSE</b>								
Department 080 - Treasurer								
Division 001 - General								
5100	Regular earnings	295,851.00	.00	295,851.00	25,699.16	.00	77,759.36	26
<b>5102</b>	<b>Paid leave earnings</b>							
5102.100	Paid leave earnings Vacation	.00	.00	.00	862.97	.00	3,279.91	+++
5102.200	Paid leave earnings Personal	.00	.00	.00	291.03	.00	1,424.47	+++
5102.500	Paid leave earnings Holiday	.00	.00	.00	.00	.00	751.37	+++
	<b>5102 - Paid leave earnings Totals</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,154.00</b>	<b>\$0.00</b>	<b>\$5,455.75</b>	<b>+++</b>
<b>5103</b>	<b>Premium</b>							
5103.000	Premium Overtime	1,000.00	.00	1,000.00	.00	.00	24.61	2
5103.110	Premium Casual time payout	.00	.00	.00	.00	.00	73.91	+++
	<b>5103 - Premium Totals</b>	<b>\$1,000.00</b>	<b>\$0.00</b>	<b>\$1,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$98.52</b>	<b>10%</b>
<b>5110</b>	<b>Fringe benefits</b>							
5110.100	Fringe benefits FICA	22,709.00	.00	22,709.00	1,900.00	.00	5,943.22	26
5110.110	Fringe benefits Unemployment compensation	312.00	.00	312.00	26.09	.00	81.60	26
5110.200	Fringe benefits Health Insurance	53,691.00	.00	53,691.00	5,773.41	.00	17,572.81	33
5110.220	Fringe benefits Life Insurance	650.00	.00	650.00	75.30	.00	204.81	32
5110.230	Fringe benefits LT disability insurance	1,065.00	.00	1,065.00	76.00	.00	318.60	30
5110.235	Fringe benefits ST disability insurance	1,492.00	.00	1,492.00	106.56	.00	446.70	30
5110.240	Fringe benefits Workers compensation insurance	355.00	.00	355.00	27.42	.00	86.88	24
5110.300	Fringe benefits Retirement	17,586.00	.00	17,586.00	1,826.02	.00	5,394.61	31
	<b>5110 - Fringe benefits Totals</b>	<b>\$97,860.00</b>	<b>\$0.00</b>	<b>\$97,860.00</b>	<b>\$9,810.80</b>	<b>\$0.00</b>	<b>\$30,049.23</b>	<b>31%</b>
5198	Fringe benefits - Budget only	(53.00)	.00	(53.00)	.00	.00	.00	0
<b>5300</b>	<b>Supplies</b>							
5300	Supplies	2,600.00	.00	2,600.00	.00	.00	455.81	18
5300.001	Supplies Office	2,600.00	.00	2,600.00	.00	.00	1,562.62	60
5300.004	Supplies Postage	30,000.00	.00	30,000.00	.00	.00	2,833.16	9
	<b>5300 - Supplies Totals</b>	<b>\$35,200.00</b>	<b>\$0.00</b>	<b>\$35,200.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$4,851.59</b>	<b>14%</b>



# Treasurer's Budget Performance Report

Date Range 01/01/23 - 04/30/23

Include Rollup Account and Rollup to Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	Encumbrances	YTD Transactions	YTD % Used/Rec'd
<b>5304</b>	<b>Printing</b>							
5304.100	Printing Forms	13,800.00	.00	13,800.00	.00	.00	1,997.21	14%
	<b>5304 - Printing Totals</b>	<b>\$13,800.00</b>	<b>\$0.00</b>	<b>\$13,800.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,997.21</b>	<b>14%</b>
5305	Dues and memberships	125.00	.00	125.00	.00	.00	100.00	80
<b>5306</b>	<b>Maintenance agreement</b>							
5306.100	Maintenance agreement Software	195.00	.00	195.00	.00	.00	192.00	98
	<b>5306 - Maintenance agreement Totals</b>	<b>\$195.00</b>	<b>\$0.00</b>	<b>\$195.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$192.00</b>	<b>98%</b>
<b>5307</b>	<b>Repairs and maintenance</b>							
5307.100	Repairs and maintenance Equipment	1,000.00	.00	1,000.00	.00	.00	.00	0
	<b>5307 - Repairs and maintenance Totals</b>	<b>\$1,000.00</b>	<b>\$0.00</b>	<b>\$1,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0%</b>
5310	Advertising and public notice	6,000.00	.00	6,000.00	48.13	.00	6,586.73	110
5330	Books, periodicals, subscription	146.00	.00	146.00	.00	144.00	.00	99
<b>5340</b>	<b>Travel and training</b>							
5340	Travel and training	691.00	.00	691.00	.00	.00	.00	0
5340.100	Travel and training Mileage	200.00	.00	200.00	.00	.00	.00	0
	<b>5340 - Travel and training Totals</b>	<b>\$891.00</b>	<b>\$0.00</b>	<b>\$891.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0%</b>
5390	Miscellaneous	1,000.00	.00	1,000.00	.00	.00	.00	0
5392	Service fees	70,000.00	.00	70,000.00	4,514.44	.00	13,951.58	20
<b>5410</b>	<b>Insurance</b>							
5410.400	Insurance Bond	866.00	.00	866.00	.00	.00	.00	0
	<b>5410 - Insurance Totals</b>	<b>\$866.00</b>	<b>\$0.00</b>	<b>\$866.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0%</b>
<b>5505</b>	<b>Telephone</b>							
5505.100	Telephone cell	72.00	.00	72.00	.00	.00	122.43	170
	<b>5505 - Telephone Totals</b>	<b>\$72.00</b>	<b>\$0.00</b>	<b>\$72.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$122.43</b>	<b>170%</b>



# Treasurer's Budget Performance Report

Date Range 01/01/23 - 04/30/23

Include Rollup Account and Rollup to Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	% Used/Rec'd
<b>5601</b>	<b>Intra-county expense</b>							
5601.100	Intra-county expense Information Technology	53,611.00	.00	53,611.00	2,605.96	.00	20,166.89	38
5601.200	Intra-county expense Insurance	4,826.00	.00	4,826.00	402.17	.00	1,608.68	33
5601.300	Intra-county expense Other departmental	1,510.00	.00	1,510.00	.00	.00	.00	0
5601.350	Intra-county expense Highway	500.00	.00	500.00	.00	.00	.00	0
5601.400	Intra-county expense Copy center	1,000.00	.00	1,000.00	.00	.00	.00	0
5601.450	Intra-county expense Departmental copiers	469.00	.00	469.00	39.08	.00	156.32	33
5601.550	Intra-county expense Document center	5,619.00	.00	5,619.00	(1,105.27)	.00	1,698.77	30
	<b>5601 - Intra-county expense Totals</b>	<b>\$67,535.00</b>	<b>\$0.00</b>	<b>\$67,535.00</b>	<b>\$1,941.94</b>	<b>\$0.00</b>	<b>\$23,630.66</b>	<b>35%</b>
5700	Contracted services	36,514.00	.00	36,514.00	2,863.91	25,669.18	10,844.82	100
5810	Tax deed	50,000.00	.00	50,000.00	.00	.00	.00	0
<b>5815</b>	<b>Tax refund</b>							
5815.100	Tax refund Personal property	10,000.00	.00	10,000.00	2,762.71	.00	2,762.71	28
5815.110	Tax refund Real estate property	20,000.00	.00	20,000.00	.00	.00	.00	0
	<b>5815 - Tax refund Totals</b>	<b>\$30,000.00</b>	<b>\$0.00</b>	<b>\$30,000.00</b>	<b>\$2,762.71</b>	<b>\$0.00</b>	<b>\$2,762.71</b>	<b>9%</b>
	Division 001 - General Totals	\$708,002.00	\$0.00	\$708,002.00	\$48,795.09	\$25,813.18	\$178,402.59	29%
	Department 080 - Treasurer Totals	\$708,002.00	\$0.00	\$708,002.00	\$48,795.09	\$25,813.18	\$178,402.59	29%
	<b>EXPENSE TOTALS</b>	<b>\$708,002.00</b>	<b>\$0.00</b>	<b>\$708,002.00</b>	<b>\$48,795.09</b>	<b>\$25,813.18</b>	<b>\$178,402.59</b>	<b>29%</b>
	Fund 100 - General Fund Totals							
	REVENUE TOTALS	708,002.00	.00	708,002.00	163,136.26	.00	1,095,919.83	155%
	EXPENSE TOTALS	708,002.00	.00	708,002.00	48,795.09	25,813.18	178,402.59	29%
	Fund 100 - General Fund Totals	\$0.00	\$0.00	\$0.00	\$114,341.17	(\$25,813.18)	\$917,517.24	
	Grand Totals							
	REVENUE TOTALS	708,002.00	.00	708,002.00	163,136.26	.00	1,095,919.83	155%
	EXPENSE TOTALS	708,002.00	.00	708,002.00	48,795.09	25,813.18	178,402.59	29%
	Grand Totals	\$0.00	\$0.00	\$0.00	\$114,341.17	(\$25,813.18)	\$917,517.24	

4

# Brown County Child Support

## Director Summary

June 2023

### Performance Measure Comparisons

Federal Performance Measures May	Brown YTD 2022	Brown YTD 2023	Improvement 2022 vs 2023	State Average	Brown vs. State
Court Order Rate	88.13%	88.87%	.74%	85.18%	3.69%
Paternity Establish Rate	98.33%	98.66%	.33%	92.86%	5.80%
Current Supp Collections	75.38%	75.88%	.50%	74.54%	1.34%
Arrears Collection Rate	61.43%	62.80%	1.37%	63.18%	-.38%

### ELEVATE GRANT ACTIVITIES Empowering Lives thru Education, Vocational Assessment, Training & Employment

Currently serving **347** participants  
287 NCPs since 1/1/20 – 222 evaluation and 65 “services only”  
16 NCP’s enrolled since 1/1/2023  
**MAY 2023 = 58 referrals, 2 NCPs enrolled**  
Average wage: **\$17.19**  
Average days before first employer is reported: **58.2** days following enrollment  
Average days before first payment: **51.9** days post enrollment  
New employment in **MAY**: 19 NCPs  
161 Cases actively serving as of 6/12/23

#### Success Stories from ELEVATE Employment Coordinator, Chelsei Batty-Welti

We actively assisted an ELEVATE NCP dad this month who has two children with one mom and three with other CPs. One daughter is living with him full time again and the other has been in shared placement until school ended. This NCP was paying a total of \$1,000/month in child support for all 5 children. We were able to work with the mom of the two children living with him and she agreed to suspend support completely. By having that one order suspended, child support was reduced to \$500/month for the three remaining children not under his care freeing up \$500 to be used to support those in his home.

We also have an NCP mom who has been actively working with ELEVATE for a while now. Her child was in substitute care/Kinship Care although mom and child have been reunified-*always the goal!* We were able to quickly stop her child support order and then redirect NCP dad’s payments from the state back to mom/child. When Chelsi saw mom in court, she thanked her for all the help Chelsei and ELEVATE provided her.

### ACCESS & VISITATION GRANT ACTIVITIES

- Collaborative Co-Parenting sessions are in full swing and going well. Announcements for upcoming sessions as well as the session brochure are included for review.

### OVERALL OPERATIONS & COVID UPDATES

#### Staffing

- We continue to recruit for our Bi-lingual receptionist position. Since last month’s report we have had one retirement after 28 years of service and another resignation in our Specialist role. Requisitions to fill these positions are in the works.

**Operations**

- TouchPay collections continue to demonstrate that ease & convenience of payment remittance matters:

Month	BROWN COUNTY KIOSK				WEB/APP		Total collected per month
	Number of Transactions	Credit Card	Cash	Total CS Collected	Number of Transactions	Total CS Collected	
January	61	25	36	\$19,044.73	31	\$10,726.00	\$29,770.73
February	54	19	35	\$13,544.39	50	\$10,357.00	\$23,901.39
March	72	35	37	\$23,580.15	40	\$17,424.63	\$41,004.78
April	53	22	31	\$14,719.87	49	\$13,695.17	\$28,415.04
				<b>TOTAL CS KIOSK COLLECTED YTD:</b>		<b>TOTAL WEB/APP COLLECTED YTD:</b>	
	240	101	139	\$70,889.14	170	\$52,202.80	\$123,091.94

- Work continues on the 2023 WCSEA Fall Conference. We meet monthly with representatives from the WCSEA planning committee and are busy rounding out the agenda, sponsorships, registration, etc.
- Weekly WINS/SAVES planning meetings occur each Thursday morning from 8:30-10am with members from participating grantee sites and BCS leadership. We are still awaiting issuance of the state contract, which should be coming in the next few days.
- Maria presented on Procedural Justice for Acceptance & Compliance (PJAC) at the BCS All Agency meeting in Madison. BCS is also in the process of setting up two virtual trainings for Brown County to deliver the presentation to front line/supervisor staff across the state. Planning is ongoing for the NCSEA PJAC presentation at the Leadership Symposium and meetings are occurring bi-weekly.

We've rolled out our new PJAC QR code card, which was incredibly well received. The QR code allows participants to easily access the interactive Paternity PJAC tool we created as part of our initiative. Give it a try!

**Procedural Justice for Acceptance & Compliance**



Scan the QR Code to view the interactive map!

- Following the BCS presentation on June 6<sup>th</sup>, Maria spent the afternoon at the capital with Attorney Michael Blumenfeld (WCSEA Legislative Liaison in Madison). They jointly met with legislators/office staff regarding the WCSEA funding 'ask' for this biennial budget. The following offices were on the agenda: Rep Goeben, Rep Steffens, Rep Macco, Sen Wimberger, Rep Shelton, Rep Kitchens, Rep Sortwell
- Our Annual Audit through BCS will be Friday, June 16<sup>th</sup>. Our Bureau of Regional Operations Coordinator will be onsite to review our process/procedures since the last visit.

cc: Troy Streckenbach

# QUESTIONS ABOUT CO-PARENTING YOUR CHILD?

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## COLLABORATIVE CO-PARENTING

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Let's talk about Co-Parenting!

### Parents

Do you have a court order indicating you have visitation with your child, but you've encountered challenges following the order due to a strained relationship with your co-parent?

Are you willing to work with the other parent to agree to a visitation schedule?

Do you have visitation with your child but are unsure how to meet his or her needs while they're in your care?

Collaborative Co-Parenting is an initiative to connect parents with the resources they need to be a positive and consistent presence in the lives of their children. Co-parenting can be challenging; let us help you take the first step toward improving the relationship with your co-parent, by sharing events and resources that can help you navigate the challenges of parenthood.

### Northern Building

305 E Walnut, Green Bay, WI

June 6<sup>th</sup> & 20<sup>th</sup>

Rm 201

10-11am

### Parenting Line

920-448-4090

Please leave name, phone number, and if you are interested in attending the discussion group.

# QUESTIONS ABOUT CO-PARENTING YOUR CHILD?

## COLLABORATIVE CO-PARENTING



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### Northern Building

305 E Walnut, Green Bay, WI

July 11<sup>th</sup> & 25<sup>th</sup>

Rm 201

10-11am

### Parenting Line

920-448-4090

Please leave name, phone number, and if you are interested in attending the discussion group.

The Brown County Child Support Agency supports relationships between children and their parents by offering supportive services under the Access and Visitation Federal Grant.



## Collaborative Co-parenting



Children don't come with instructions, and neither do relationships. This collaborative co-parenting session is an opportunity to join peers in conversation about parenting, and the importance of supportive decision making for the benefit of children.

Brown County Child Support  
305 E. Walnut St., Rm. 405  
Green Bay, WI. 54301-3600  
Phone: 920-448-4090  
Fax: 920-448-4101  
E-mail:  
[BC\\_Child\\_Support@browncountywi.gov](mailto:BC_Child_Support@browncountywi.gov)



Brown County Child Support



## What We Do

The collaborative co-parenting discussion aims to support and encourage healthy parenting practices, including positive co-parenting. It's an opportunity for parents from all walks of life to come together to share and discuss their parenting experiences and offer constructive, practical feedback on how to tackle some of parenting's toughest challenges.

## Resources Offered

The Parenting Line at Brown County Child Support is available for messages by calling 920-448-4090. Please leave a message with your full name and contact number. Include a brief message with the challenges you're facing, and we'll reach out to discuss your concerns. We may invite you to a future discussion session if we are planning to cover a topic you've identified as a concern.

## Do You Have Questions?

Do you have a court order indicating you have visitation with your child, but you've encountered challenges following the order due to a strained relationship with your co-parent?

Are you willing to work with the other parent to agree to a visitation schedule?

Do you have visitation with your child but are unsure how to meet his or her needs while they're in your care?

We cannot provide legal advice, but we can offer suggestions in pursuing avenues of discussions with the other parent. One-on-one appointments, or group discussions may be available to you.

Your relationship with your child is one of the most meaningful things in your life—and theirs! Take time to consider the best ways to keep them feeling safe and healthy emotionally and physically. Parenting is a lifetime commitment; consider how you will make that impact positive.

Some of the topics we'll explore...

- How does your parenting style affect your child?
- Do you work collaboratively when parenting?
- What are the important issues when raising children?
- Do you understand your child's needs?
- Can you set your differences aside for the betterment of your child?

## About...

Collaborative Co-Parenting is an initiative to connect parents with the resources they need to be a positive and consistent presence in the lives of their children. Co-parenting can be challenging; let us help you take the first step toward improving the relationship with your co-parent, by sharing events and resources that can help you navigate the challenges of parenthood.

## Contact Us

Terry Wolfram

Parenting & Engagement Specialist

Brown County Child Support

920-448-4090

## Broadband and BCCAN

### Monthly Report for June 22, 2023 Administrative Committee

Covers 5/16/2022 Thru 6/13/2023 Activity

## Items of Note

### 1. BugTussel Proposal for 270 miles of fiber

- a. PRESENTATION LIKELY 6/22 - Contract Language through Corporation Counsel, Outside Counsel and BugTussel and their Counsel. All fiber details complete.
- b. If BugTussel approved would return approximately \$9m (possibly more) of the \$10m ARPA funds.

### 2. Brown County Broadband Committee & NEWNORTH

- a. WI-PSC Broadband Planning Grant funds split between Brown County & New North – Agreement Intent signed 3/3. Confirmed 4/6 and statewide confirmation. 16 counties participating. Initial report completed by June 2<sup>nd</sup> deadline.
- b. Broadband Committee created an initial broadband plan. That was shared with New North who is in the process of creating a regional report. The report is to be delivered to WI-PSC by June 19<sup>th</sup>. The state sends a report by August 28<sup>th</sup> to the Feds.
- c. First 4 meetings completed and initial plan created – Next Broadband Meeting June 19<sup>th</sup>.
- d. NewNorth Regional planning meets (monthly or as needed)
- e. See Attachment 1: Broadband planning draft timeline.

## Operations, Projects & Activity Updates

3. ARPA Related Fiber Projects Status Update (NO SIGNIFICANT CHANGES)
4. Paperwork active on a number of broadband projects for previous contracts include: Prevea, UWBG Cofrin, 911 Tower at PSC, Chantel St Bridge, GB Schools, Howard Suamico, Ashwaubenon and numerous others.
5. Nearly complete with DFOG/BCCAN (UWGB, St. Norbert, City of DePere and Brown County) agreement to confirm fiber trades.

## Completed Work

6. Submitted Brown County Broadband Planning Deliverables before the deadline.
7. Sewer repair resolved (no liability to County)
8. New North MOU approved and submitted.
9. Attended various broadband related in person and virtual meetings including Humboldt meeting.
10. Updated Internet Speeds Map

<https://browncounty.maps.arcgis.com/apps/webappviewer/index.html?id=ae44a0c299554f7ea4e2561d8270045>

# Attachment 1:

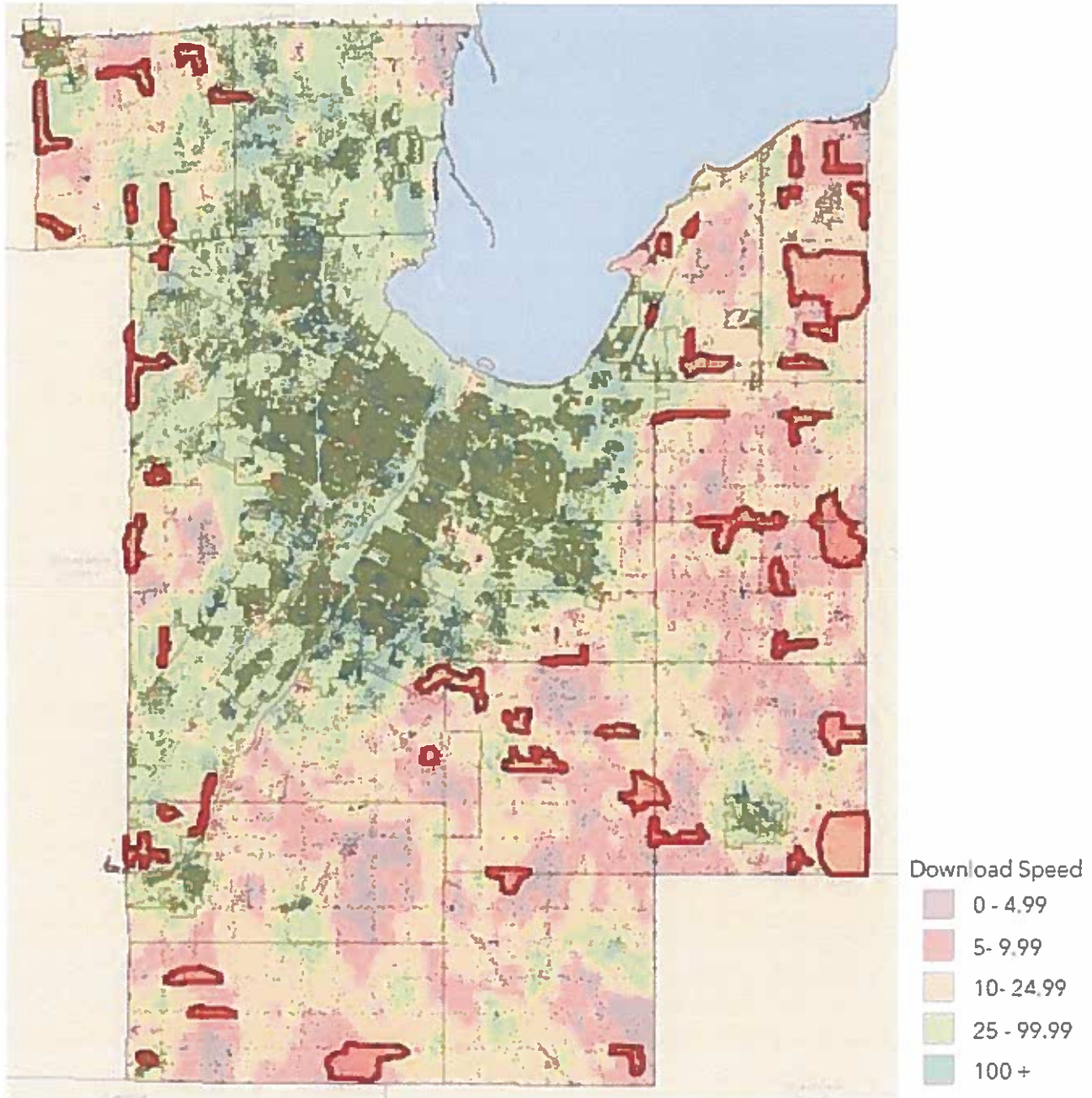
## Calendar for Brown County Broadband Committee

1. **Work to date:** March 15 Resolution created committee. Full committee membership. Initial participation Approved by Troy 3/3. Participation confirmed 4/6. Met June 3 deadline for Brown County Broadband Planning Deliverables.
2. **Ongoing:** Likely about \$10k for funding local activity through the committee (surveys, outreach, mapping etc). Working with New North, UW-Extension, Gov's Task Force on Broadband, Boston Consulting Group, WEDC and other partners.
3. Broadband Committee meetings will continue through 2024. The meetings are IN PERSON and VIRTUAL all County Supervisors are encouraged to attend. Meetings are publicly noticed.
4. Regional Assignments and group and/or Subcommittee Assignments ASAP (Broadband Service Access, Broadband Equity and Broadband Workforce) might be local OR regional OR even statewide for each area. Likely a combination.
  - a. Identify what is being done NOW (current state)
    - i. State/Regional handling workforce, equity local/regional
  - b. Figure out what is missing (needs)
  - c. **Legislative Study project to update statutes (working with NewNorth and other 9 economic regions)**
  - d. Summarize plan to identify or resolve remaining needs/problems (initial goals)
  - e. Assignments per member ongoing
5. NewNorth Initial Regional Broadband Planning Report to WI-PSC Deadline June 19<sup>th</sup>
6. **Broadband Committee June 2023 through Dec 2025 (est)**
  - a. Public communication
  - b. **\*\*Encourage Survey (WISER)\*\***
  - c. Encourage more speed tests (OPTI and WISER)
  - d. Outreach for ACP (affordable connectivity program) and Lifeline
  - e. Broadband Forward and Telecommute Forward work and other activities that would simplify and/or improve broadband improvements.
  - f. Recommendations for broadband planning for municipalities
  - g. Mapping and data analysis for number of UNSERVED and UNDERSERVED in Brown County
  - h. Before grant rounds in 2024
    - i. Ensure Broadband plan is substantially complete (finalize goals and metrics)
    - ii. Select Grant Targets
    - iii. **Figure out 25% match**
    - iv. Prepare draft of grants
    - v. Help educate ISPs on NIST requirement
  - i. Other work as decided by broadband committee and/or admin committee
7. WI-PSC Opens Grants with Rules – likely between Q2 2024 and Q1 2025 (likely multiple rounds for \$800m to \$1.1B)
8. Q2 thru Q1 2025 - Brown County Committee works with provider(s) to **submit WI-PSC grants**
9. Oversight of grant activity as needed. Measurement of progress/success. Public communication
10. Other potential grants from USDA and other sources such as possible Digital Equity funds.

# Attachment 2: Brown County Updated Speed Test Data

Note the red box areas still need additional tests.

Also we need more people taking the **WISER survey** (link for both on [browncountywi.gov/broadband](http://browncountywi.gov/broadband))



DEPARTMENT OF ADMINISTRATION



305 E. WALNUT STREET  
P.O. BOX 23600  
GREEN BAY, WI 54305-3600

CHAD WEININGER

PHONE (920) 448-4037 FAX (920) 448-4036 WEB: [www.browncountywi.gov](http://www.browncountywi.gov)

DIRECTOR

June 13, 2023

Committee Date:  
June 22, 2023

TO: Administration Committee  
FROM: Chad Weinger  
Director of Administration  
SUBJECT: June Director's Report

**I. Risk & Purchasing Department**

Incidents: Since the last report, there were four (4) incidents:

- Storms caused flooding and damage to the pool at Syble Hopp. Total damage less than deductible.
- Northern Building vestibule/stairwell was broken into by drunk person.
- A fire occurred at the South Landfill requiring the fire department to respond.
- Hit & run by citizen driver causing damage to a county vehicle in the Sophie B. parking lot.

Claims: There was one (1) new claim filed since the last report (associated with lawsuit filed-see below).

Lawsuits: There has been one (1) new lawsuit filed since the last report alleging 5th Amendment violations.

Grievances: There have been no grievances filed since the last report.

Purchasing: There are 24 active/open projects. Purchasing published/completed (1) RFQ, (5) RFB's, (1) OTP, and (2) RFP's. Two of these projects are funded with the ½% sales tax - Project 2577 (RFB) Resch Center Sound System and Project 2582 (RFB) Resch Center Bowl Floor Recoating.

**II. Finance Department**

2022 Financial Audit: The auditors completed their fieldwork; however, some additional time is needed to ensure proper reporting of the leases for the County due to a new standard by GASB. The County provided the last items to prepare the financial statements and we hope to review draft financials in June to finalize in July.

2024 Budget: Finance completed the Cost Allocation plan for the 2024 budget, pending any material audit adjustments. We also worked closely to facilitate the Internal service and IT budgets to allow us to calculate the levy targets for departments that will be announced at the end of June.

**III. Tax Increment Finance District**

**IV. ARPA Update**

**V. New World ERP (Logos)/Kronos Projects Update**

Clerk of Courts File Feed

IT is finalizing Import Interface with Clerk of Courts staff and finance. Interface is able to import files from the state report and it is installed in the production environment. We are correcting some of the fields to assist with bookkeeping for the finance team. The project will be completed once Finance/Accounts Payable staff verify the fields are correct on the import report and Clerk of Court staff sign off. We are expecting the project to be closed by June 23 depending on staff availability.

PaperClip (New World to Laserfiche document Interface)

- o Preliminary research and data gathering is complete.
- o Project is back to active. We are still working on scheduling with the LaserFiche vendor. Estimated completion is 4-6 weeks due to staffing.

Staffing

Currently collecting applications for a vacant ERP support specialist position.

Misc tasks

Production to test environment overlays has been completed for New World and Telestaff.

**VI. Contingency Fund Usage**

2023 Beginning Balance	\$300,000
Carryover from 2022	\$384,786
Usage to date	<u>-\$ 35,696</u>
<b>Current balance</b>	<b>\$649,090</b>

Usage Details:

- \$20,696–Public Safety Communications Department 20% match requirement for State of Wisconsin for Public Safety Communications Chapter DMA 2 PSAP Grant (BA 23-032).
- \$15,000–Administration-Risk for safety training needs assessment study (BA 23-032).

**VII. Oral Report**

If you have any questions, please feel free to contact me at 920-448-4035.

cc: Troy Streckenbach – County Executive

**Analysis of 2022 vs 2023 - Room Tax  
Data From Associated Bank's Report**

	2019		2020		2021		2022		2023		Month to Month		Year to Date		Month to Month		Year to Date		Month to Month		Year to Date			
	Deposits Made by Munis - Based on Actual Dates Deposited with Associated Bank										Change 23 vs. 22		Change 23 vs. 22		Change 23 vs. 21		Change 23 vs. 21		Change 23 vs. 20					
	Dollar	Percent	Dollar	Percent	Dollar	Percent	Dollar	Percent	Dollar	Percent	Dollar	Percent	Dollar	Percent	Dollar	Percent	Dollar	Percent	Dollar	Percent	Dollar	Percent	Dollar	Percent
January (December Room Tax)	578,893.15		596,770.70		220,360.75		877,185.10		923,362.04		46,176.94	5.26%	46,176.94	5.26%	703,001.29	319.02%	703,001.29	319.02%	703,001.29	319.02%	703,001.29	319.02%	328,591.34	35.37%
February (January Room Tax)	295,035.89		420,623.16		298,046.12		570,879.37		542,205.56		(28,673.81)	-5.02%	17,503.13	1.21%	244,159.44	81.92%	244,159.44	81.92%	244,159.44	81.92%	244,159.44	81.92%	448,173.74	13.06%
March (February Room Tax)	343,676.86		312,843.69		291,296.21		369,918.41		480,481.55		110,873.14	30.00%	128,376.27	7.05%	189,195.34	64.95%	1,136,356.07	140.34%	1,136,356.07	140.34%	1,136,356.07	140.34%	615,781.60	13.46%
April (March Room Tax)	481,488.04		293,937.96		359,183.86		732,482.95		792,985.37		60,502.42	8.29%	188,878.69	7.41%	423,791.51	114.79%	1,560,147.58	132.34%	1,560,147.58	132.34%	1,560,147.58	132.34%	1,114,829.01	17.24%
May (April Room Tax)	467,587.07		95,496.98		346,885.47		506,166.98		485,823.40		(20,345.58)	-4.02%	168,533.11	5.51%	138,937.93	40.05%	1,699,085.51	111.36%	1,699,085.51	111.36%	1,699,085.51	111.36%	1,505,155.43	19.28%
June (May Room Tax)	470,811.86		157,493.78		527,981.40		427,747.39		-		(427,747.39)	-100.00%	(259,214.28)	-7.44%	(927,081.40)	-100.00%	1,172,024.11	57.09%	1,172,024.11	57.09%	1,347,661.65	15.38%		
July (June Room Tax)	604,184.30		215,378.60		514,568.62		907,753.92		-		(907,753.92)	-100.00%	(1,166,968.20)	-26.57%	(514,568.62)	-100.00%	657,455.49	25.61%	657,455.49	25.61%	1,132,285.05	11.12%		
August (July Room Tax)	723,837.57		289,760.92		719,081.87		782,503.87		-		(782,503.87)	-100.00%	(1,949,472.07)	-37.68%	(719,081.97)	-100.00%	(61,608.48)	-1.87%	(61,608.48)	-1.87%	842,524.13	7.21%		
September (August Room Tax)	761,661.30		352,409.95		784,371.14		644,586.29		-		(644,586.29)	-100.00%	(2,594,038.36)	-44.58%	(784,371.14)	-100.00%	(845,977.62)	-20.78%	(845,977.62)	-20.78%	480,114.18	3.66%		
October (September Room Tax)	928,033.37		287,042.99		156,205.16		1,221,091.87		-		(1,221,091.87)	-100.00%	(3,815,130.23)	-54.19%	(759,205.16)	-100.00%	(1,602,182.78)	-33.19%	(1,602,182.78)	-33.19%	193,071.19	1.28%		
November (October Room Tax)	775,561.29		296,904.12		561,693.65		823,420.30		-		(823,420.30)	-100.00%	(4,638,560.53)	-58.99%	(561,693.65)	-100.00%	(2,163,876.43)	-40.16%	(2,163,876.43)	-40.16%	(103,832.93)	-0.63%		
December (November Room Tax)	503,826.54		197,541.94		732,232.00		743,263.38		-		(743,263.38)	-100.00%	(5,361,813.91)	-62.53%	(732,232.00)	-100.00%	(2,896,108.43)	-47.31%	(2,896,108.43)	-47.31%	(301,374.87)	-1.68%		
	6,831,597.24		3,528,242.79		6,120,976.35		8,606,681.83		3,224,867.92															

**Wisconsin Department of Revenue  
Division of Enterprise Services**

**County Sales Tax Distributions**

Year	January	February	March	April	May	June	July	August	September	October	November	December	Total
2018	14	612,450	1,692,530	1,401,544	2,603,018	2,292,504	2,074,802	2,840,982	2,046,464	2,323,575	2,710,199	2,044,969	22,643,051
2019	2,397,977	2,555,932	1,831,322	1,651,141	2,837,986	2,220,103	2,442,818	3,044,560	2,013,297	2,860,432	2,719,548	1,965,115	28,540,229
2020	2,735,084	2,530,152	2,062,878	2,286,466	2,127,609	1,952,720	2,873,728	2,514,873	2,558,934	2,872,955	2,185,268	2,866,590	29,567,256
2021	2,827,798	2,511,867	2,128,026	2,481,349	2,511,379	2,878,899	3,072,367	2,553,847	3,235,169	2,649,435	2,713,172	3,346,615	32,909,924
2022	2,496,686	3,282,363	2,498,836	2,628,124	2,714,155	3,657,829	2,817,936	3,203,119	3,515,878	2,918,312	3,367,383	3,397,244	36,497,866
2023	2,511,037	4,016,750	2,607,255	2,401,166	3,557,559								15,093,767
Difference from prior year	14,350	734,387	108,419	(226,958)	843,404	778,930	(254,431)	649,272	280,709	268,878	654,211	50,629	165,252,095

**Brown County Administration**  
 Budget Status Report  
 For period ended 4/30/2023  
 Unaudited

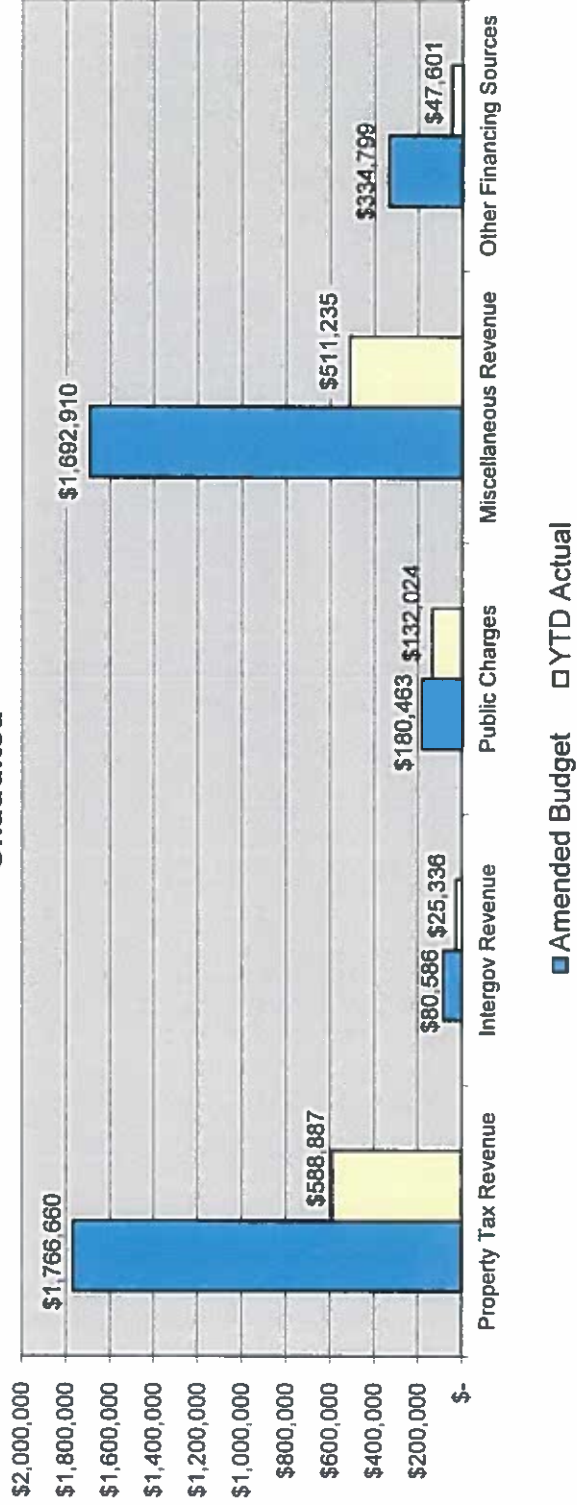
	Amended Budget	YTD Actual	% of Budget
Property Tax Revenue	\$ 1,766,660	\$ 588,887	33%
Miscellaneous Revenue	\$ 80,586	\$ 25,336	31%
Other Financing Sources	\$ 180,463	\$ 132,024	73%
Personnel Costs	\$ 1,692,910	\$ 511,235	30%
Operating Expenses	\$ 334,799	\$ 47,601	14%

**HIGHLIGHTS:**

**Revenues:** Other Financing Sources appear high due to the carryover entry taking place in April.

**Expenses:** Personnel costs are lower due to vacancy of one position. Operating Expenses appear lower because of the unspent ARPA Technical Assistance in Professional Services.

**Administration - April 30, 2023**  
 Unaudited





# Administration Budget Report

Through 4/30/23 \*\*UNAUDITED\*\*  
Prior Fiscal Year Activity Included  
Summary Listing

Account Classification	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/Rec'd	Prior Year YTD
<b>Fund 100 - General Fund - ADMINISTRATION</b>									
<u>REVENUE</u>									
Property taxes	1,766,660		1,766,660	147,222		588,887	1,177,773	33	580,500
Miscellaneous Revenue	80,586		80,586	5,944		25,336	55,250	31	
Other Financing Sources	33,033	147,430	180,463	115,577		132,024	48,439	73	45,173
<b>REVENUE TOTALS</b>	<b>1,880,279</b>	<b>147,430</b>	<b>2,027,709</b>	<b>268,743</b>		<b>746,247</b>	<b>1,281,462</b>	<b>37%</b>	<b>625,673</b>
<u>EXPENSE</u>									
Personnel Costs	1,692,910		1,692,910	191,191		511,235	1,181,675	30	511,945
Operating Expenses	187,369	147,430	334,799	6,017	864	47,601	286,334	14	50,916
<b>EXPENSE TOTALS</b>	<b>1,880,279</b>	<b>147,430</b>	<b>2,027,709</b>	<b>197,208</b>	<b>864</b>	<b>558,836</b>	<b>1,468,009</b>	<b>28%</b>	<b>562,861</b>
<b>Fund 100 - General Fund Totals</b>									
REVENUE TOTALS	1,880,279	147,430	2,027,709	268,743		746,247	1,281,462	37%	625,673
EXPENSE TOTALS	1,880,279	147,430	2,027,709	197,208	864	558,836	1,468,009	28%	562,861
<b>Fund 100 - General Fund Totals</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>33,352</b>	<b>864</b>	<b>115,876</b>	<b>(115,876)</b>		<b>102,894</b>
<b>Fund 730 - Copy and Document Center</b>									
<u>REVENUE</u>									
Intergov Revenue	2,547		2,547	(363)	.00	809	1,738	32%	577
Public Charges	4,000		4,000	992	.00	1,197	2,803	30%	982
Miscellaneous Revenue	197,398		197,398	(3,022)	.00	74,038	123,360	38%	65,643
<b>REVENUE TOTALS</b>	<b>203,945</b>	<b>-</b>	<b>203,945</b>	<b>(2,394)</b>	<b>-</b>	<b>76,044</b>	<b>127,901</b>	<b>37%</b>	<b>67,203</b>
<u>EXPENSE</u>									
Personnel Costs	122,761		122,761	14,450	.00	41,012	81,749	33%	46,221
Operating Expenses	81,889		81,889	3,965	731	35,675	45,483	44%	32,547
<b>EXPENSE TOTALS</b>	<b>204,650</b>	<b>-</b>	<b>204,650</b>	<b>18,415</b>	<b>731</b>	<b>76,687</b>	<b>127,232</b>	<b>28%</b>	<b>78,769</b>
<b>REVENUE TOTALS</b>	<b>203,945</b>	<b>.00</b>	<b>203,945</b>	<b>(2,394)</b>	<b>.00</b>	<b>76,044</b>	<b>127,901</b>	<b>37%</b>	<b>67,203</b>
<b>EXPENSE TOTALS</b>	<b>204,650</b>	<b>.00</b>	<b>204,650</b>	<b>18,415</b>	<b>731.04</b>	<b>76,687</b>	<b>127,232</b>	<b>38%</b>	<b>78,769</b>
<b>Fund 730 - Copy and Document Ctr Totals</b>	<b>(705)</b>	<b>-</b>	<b>(705)</b>	<b>(20,808)</b>	<b>(731)</b>	<b>(644)</b>	<b>670</b>		<b>(11,566)</b>

## ARPA Project Status Report

Proj. #	Department	Committee	Project Name	Approved Projects	Project Amendments	Amended Project Totals	Total Expense	Remaining Bal	Project Status
42	Admin Depts	Admin	Emergency Allocation Fund	414,381	(100,000)	314,381	-	314,381	
5	Admin/Finance	Admin	ARPA Administration Costs	50,000		50,000	8,148	41,853	
47	Admin/HR	Admin	COVID cost recapture - short term disability beginning 3/2021	39,091		39,091	-	39,091	
48	Admin/HR	Admin	COVID Cost recapture - Cost of paid claims for COVID diagnosis (2021-2022)	991,094		991,094	-	991,094	
49	Admin/HR	Admin	COVID cost recapture - Cost of Vaccine administration	180,059		180,059	-	180,059	
50	Admin/HR	Admin	COVID cost recapture - Cost of COVID-19 testing (viral/antibody)	313,780		313,780	-	313,780	
42.1	Administration	Admin	AS400 System Replacement for ROD & Jail/Sheriff New						
43	BCCAN	Admin	Receiving	68,000		68,000	27,450	40,550	
7	County Clerk	Admin	911 Towers to Fiber & Broadband	1,593,481		1,593,481	-	1,593,481	
45	County Clerk	Admin	Clerk Election Machines	27,740		27,740	-	27,740	
46	County Clerk & various	Admin	Election Management System	11,000		11,000	-	11,000	
40	HR	Admin	County-wide Facilities Study & County Clerk Office Remodel	500,000		500,000	-	500,000	
11	IT	Admin	HR Enhance Recruitment Efforts of PSC & Sheriff Positions- Radio, Print, Signage	25,000	100,000	125,000	19,992	105,008	
11.1	IT	Admin	IT - 911 Towers to Fiber & Broadband - Total Approved						
11.1.1	IT	Admin	\$8,914,400	8,835,343		8,835,343	-	8,835,343	
11.1.2	IT	Admin	BCCAN Fiber Documentation	55,000		55,000	14,355	40,645	
11.1.3	IT	Admin	BCCAN Oneida 911 Tower Fiber	17,457		17,457	15,698	1,759	
12	IT	Admin	BCCAN Fiber Green Bay	6,600		6,600	3,177	3,423	
12.1	IT	Admin	IT Equipment - Total Approved \$1,224,710	563,911		563,911	-	563,911	
12.1.1	IT	Admin	IT Versa Storage Devices	8,366		8,366	8,366	0	
12.1.2	IT	Admin	New Server/SAN Environment for Critical Systems	606,976		606,976	606,976	-	COMPLETE
12.3	IT	Admin	IT Equipment to support backup and recovery of Server/SAN Solutions	7,623		7,623	7,623	-	COMPLETE
12.4	IT	Admin	IT UPS Units Northern Building	29,934		29,934	13,630	16,304	
12.5	IT	Admin	IT Server/SAN	7,900		7,900	7,890	10	
13	IT	Admin	IT - Data Center Cooling	208,001		208,001	4,495	203,506	
14	IT	Admin	IT Sheriff Fiber	190,001		190,001	-	190,001	
15	IT	Admin	IT Security	147,000		147,000	145,860	1,140	COMPLETE
16	IT	Admin	IT Backup Recovery Upgrade	91,001		91,001	91,001	-	COMPLETE
51	IT	Admin	Replacement Cycle Network Switches/Routers (48 switches and 15 Routers)	666,000		666,000	56,759	609,241	
52	IT	Admin	Wireless Upgrade (Public/Private) County Wide	240,000		240,000	1,492	238,508	
44	County Board	Ed & Rec	Discover Green Bay Building	150,000		150,000	-	150,000	
17	Library	Ed & Rec	Central Library HVAC Replacements	2,100,000		2,100,000	-	2,100,000	
35	Library	Ed & Rec	Library Multipurpose Room Construction	1,100,000		1,100,000	926,234	173,766	
18	Museum	Ed & Rec	Museum Parking Lot	300,000		300,000	15,305	284,695	
19	Museum	Ed & Rec	Museum Building Control Upgrades	150,000	(6,685)	143,315	10,079	133,237	
53	Museum	Ed & Rec	First Floor Public Restroom Total Renovation & Upgrade	175,000		175,000	-	175,000	
54	Museum	Ed & Rec	Auditorium Audiovisual Equipment Overhaul & Upgrade	150,000		150,000	2,640	147,360	

## ARPA Project Status Report

Proj. #	Department	Committee	Project Name	Approved Projects	Project Amendments	Amended Project Totals	Total Expense	Remaining Bal	Project Status
55	Museum	Ed & Rec	Parking Lot Infrastructure for EV Charging Conduit Only	25,000		25,000	-	25,000	
3	NEW Zoo	Ed & Rec	Zoo & Adventure Park Operational Shortfall	715,333		715,333	715,033	300	COMPLETE
56	NEW Zoo	Ed & Rec	Penguin Life Support Filtration System Replacement	325,000		325,000	-	325,000	
57	NEW Zoo	Ed & Rec	Parking Lot Repaving	350,000		350,000	-	350,000	
1	Parks	Ed & Rec	Expo Operational Shortfall	250,000		250,000	147,742	102,258	
4	Parks	Ed & Rec	Reforestation Camp Campground	837,721		837,721	837,721	-	COMPLETE
20	Parks	Ed & Rec	Resch Expo & Center Venue for Tourism	250,000		250,000	-	250,000	
58	Parks	Ed & Rec	Fox River Trail Paving	300,000		300,000	-	300,000	
59	Parks	Ed & Rec	Expo Center Marketing Program	250,000		250,000	-	250,000	
60	Parks	Ed & Rec	Eagles Nest Development	2,000,000		2,000,000	25,027	1,974,973	
61	Parks	Ed & Rec	Bay Shore Shower & Restroom Replacement	1,250,000		1,250,000	-	1,250,000	
62	Parks	Ed & Rec	Tipper Truck	85,000		85,000	-	85,000	
63	Parks	Ed & Rec	Bay Shore Restroom Scope Revision (Flush vs. Pit Toilets)	75,000		75,000	-	75,000	
64	Parks	Ed & Rec	Fairgrounds Midway Repaving	31,886		31,886	-	31,886	
41	County Board	Executive	Board Office Meeting Space Rent	6,290		6,290	6,290	-	
6	County Board	Executive	Contribution to Green Bay Tourism Center	500,000		500,000	-	500,000	
120	ADRC	HS	Food Truck Completion	34,500		34,500	-	34,500	
9	HHS	HS	Health & Human Services Nonprofit Grants	1,000,000		1,000,000	328,782	671,218	
65	HHS	HS	Non-profit Grant Program	1,000,000		1,000,000	-	1,000,000	
67	HHS	HS	Medical Records Upgrades	300,000		300,000	-	300,000	
68	HHS	HS	Staff Education Training	200,000		200,000	-	200,000	
69	HHS	HS	New Employee Referral Bonuses	50,000		50,000	-	50,000	
70	HHS	HS	New Employee Sign-on Bonuses Nursing Positions	100,000		100,000	-	100,000	
121	HHS	HS	Psychiatrist Residency Program	200,000		200,000	-	200,000	
122	HHS	HS	Sophie Beaumont Building reconfiguration/upgrade	300,000		300,000	-	300,000	
123	HHS	HS	Shelter Care & Family Ctr furniture & equipment replacement	50,000		50,000	-	50,000	
124	HHS	HS	Family Center renovation	50,000		50,000	-	50,000	
126	HHS	HS	Vehicle purchase (4)	160,000		160,000	-	160,000	
128	HHS	HS	Birth certificates for homeless	20,000		20,000	-	20,000	
10	HHS - Public Health	HS	Public Health License Waivers	1,000,000		1,000,000	396,333	603,667	
125	HHS - Public Health	HS	Anti-Fentanyl and Opioid Media Campaign	200,000		200,000	47,067	152,933	
66	HHS-CS	HS	Our Place Maintenance/Improvements	300,000		300,000	-	300,000	
71	HHS-CTC	HS	Negative Pressure Room	330,000		330,000	-	330,000	
72	HHS-CTC	HS	HVAC Air Filtration System	550,000		550,000	-	550,000	
73	Syble Hopp	HS	Syble Hopp West Wing & Gym HVAC Update	245,000		245,000	244,164	836	COMPLETE
127	Syble Hopp	HS	Southwing air cooled chiller replacement for A/C	120,000		120,000	3,650	116,350	
34	Syble Hopp	HS	Syble Hopp Dehumidifier	250,000		250,000	41,268	208,732	DELAYED
74	Veterans	HS	Community Outreach & Engagement	30,000		30,000	7,744	22,256	
75	Veterans	HS	Security Window	5,000		5,000	3,550	1,450	COMPLETE
24	Facilities	PD&T	Law Enforcement Center - HVAC Upgrades	515,000		515,000	-	515,000	
25	Facilities	PD&T	Courthouse - HVAC Upgrades	300,000		300,000	-	300,000	
26	Facilities	PD&T	Sophie Beaumont - HVAC Upgrades	400,000		400,000	-	400,000	

## ARPA Project Status Report

Proj. #	Department	Committee	Project Name	Approved Projects	Project Amendments	Amended Project Totals	Total Expense	Remaining Bal	Project Status
27	Facilities	PD&T	Building Access Upgrades	250,000	-	250,000	-	250,000	
28	Facilities	PD&T	Museum HVAC Upgrades	150,000	6,685	156,685	156,685	-	
29	Facilities	PD&T	Northern Building - HVAC Upgrades	150,000	-	150,000	-	150,000	
30	Facilities	PD&T	Jail/911 Center - Air, Heating, Cooling-Replace 6 Existing Energy Recovery Wheels	100,000	-	100,000	-	100,000	
76	Facilities	PD&T	Sheriff Office - HVAC Upgrades	500,000	-	500,000	-	500,000	
77	Facilities	PD&T	Jail Heat Recovery System	250,000	-	250,000	-	250,000	
31	Highway	PD&T	Highway Radios	500,000	-	500,000	404,972	95,028	
81	Highway	PD&T	CTH A Stormwater Drainage Improvements	500,000	-	500,000	16,983	483,017	
78	LandCon	PD&T	Groundwater Monitoring & Cover Crop/No-till Plan	180,000	-	180,000	38,185	141,815	
79	LandCon	PD&T	East River Trail Initiative	500,000	-	500,000	-	500,000	
38	PALS	PD&T	Planning/Public Works Southern Bridge Connector	600,000	-	600,000	36,676	563,324	
80	Port	PD&T	Port Development - Pulliam Plant Bylby Avenue	2,634,499	-	2,634,499	-	2,634,499	
21	Port & Resource	PD&T	Port Development	1,300,000	-	1,300,000	-	1,300,000	
82	UW EXT	PD&T	Community Gardens	15,000	-	15,000	-	15,000	
83	UW EXT	PD&T	Program to Urban Youth	13,130	-	13,130	8,009	5,122	
84	VARIOUS PDT DEPTS	PD&T	Potential Fuel & Other Deficits	424,257	-	424,257	286,074	138,183	
39	Circuit Courts	Public Safety	Circuit Courts DAR Equipment & Wiring Courtroom & Commissioner Hearing Room	23,056	-	23,056	23,056	-	
8	Court System	Public Safety	Circuit Courts Branch 3 Courtroom Upgrade	43,500	-	43,500	-	43,500	
85	Courts	Public Safety	Branch 8 Audio upgrades for blended hearings with existing audio / video system (Kramer HD-Multi-viewer)	45,500	-	45,500	-	45,500	
86	Courts	Public Safety	CCA / CCB - upgrades for blended in-person and Zoom hearings	45,000	-	45,000	-	45,000	
87	Courts	Public Safety	Drinking Fountain (bubbler) Upgrade - with bottle filler option	24,000	-	24,000	-	24,000	
88	Courts	Public Safety	Supplemental Pay for Bailiffs	60,840	-	60,840	4,053	56,787	
89	Courts	Public Safety	LTE - Clerk II / Typist	104,025	-	104,025	6,022	98,003	
90	DA	Public Safety	LTE Staffing (LTE ADAs/Legal Assistants/Clerk)	928,250	-	928,250	35,847	892,403	
91	DA	Public Safety	Paper Service-Legal 2023	20,000	-	20,000	20,000	-	
92	DA	Public Safety	Paper Service-Legal 2024	20,000	-	20,000	-	20,000	
93	DA	Public Safety	Witness Fee/Expert Witness/Witness Fee Travel-2023	15,000	-	15,000	624	14,376	
94	DA	Public Safety	Witness Fee/Expert Witness/Witness Fee Travel-2024	15,000	-	15,000	-	15,000	
95	DA	Public Safety	6 Laptops/docking stations/keyboard/mouse for LTES	9,000	-	9,000	8,269	731	
96	DA	Public Safety	12 Monitors for LTES	2,040	-	2,040	1,800	240	COMPLETE
97	DA	Public Safety	6 Cubicle buildout/desks/electrical for LTES	24,000	-	24,000	-	24,000	
98	DA	Public Safety	6 Licensing for LTES	2,190	-	2,190	-	2,190	
99	DA	Public Safety	6 chairs for LTES	2,100	-	2,100	-	2,100	
100	ME	Public Safety	Officer Vehicle	40,000	-	40,000	38,858	1,142	
101	ME	Public Safety	Officer Forensic Technology	15,000	-	15,000	-	15,000	
102	ME	Public Safety	Medical Examiner Supplies PPE	15,742	-	15,742	15,611	131	
2	PSC	Public Safety	911 Call handling System replacement	471,000	-	471,000	428,996	42,004	COMPLETE
22	PSC	Public Safety	PSC Dispatch Console Upgrade	408,000	50,000	458,000	438,096	19,904	
23	PSC	Public Safety	PSC 911 Emergency Operation Equipment Upgrade	150,000	-	150,000	2,426	147,574	

## ARPA Project Status Report

Proj. #	Department	Committee	Project Name	Approved	Project	Amended	Total Expense	Remaining Bal	Project Status
				Projects	Amendments	Project Totals			
36	PSC	Public Safety	IT Replacement of Cofrin Cell Tower/911	2,200,000	(50,000)	2,150,000	1,400,863	749,137	
103	PSC	Public Safety	Back-up 911 Center Radio Consoles	470,636		470,636	352,500	118,136	
104	PSC	Public Safety	UPS Units	240,864		240,864	-	240,864	
32	Sheriff	Public Safety	Jail Kitchen Resconstruction	725,000		725,000	76,002	648,998	
33	Sheriff	Public Safety	Sheriff Firing Range	160,000		160,000	16,155	143,845	COMPLETE
37	Sheriff	Public Safety	Sheriff Office Portable & Squad Radio Replacement	717,000		717,000	-	717,000	
105	Sheriff	Public Safety	Video court, program room and conference room updates	27,000		27,000	-	27,000	
106	Sheriff	Public Safety	Fully equipped inmate transport vehicles (4)	250,000		250,000	179,803	70,197	
107	Sheriff	Public Safety	Squad Car	72,549		72,549	-	72,549	
108	Sheriff	Public Safety	SWAT Plates	29,134		29,134	29,118	16	
109	Sheriff	Public Safety	Bear Cat Repairs	55,500		55,500	-	55,500	
110	Sheriff	Public Safety	Mixing Kettle	133,638		133,638	-	133,638	
111	Sheriff	Public Safety	Jail Convection Oven Replacement	15,500		15,500	-	15,500	
112	Sheriff	Public Safety	Jail Insulated Heated Holding Cabinet replacement	6,000		6,000	4,763	1,237	
113	Sheriff	Public Safety	Drug Task Force Handheld mass spectrometer purchase	68,000		68,000	-	68,000	
114	Sheriff	Public Safety	Halligan Tool & Sledgehammer for squad cars	14,750		14,750	2,803	11,947	
115	Sheriff	Public Safety	Squad Car Emergency Lights addition	7,500		7,500	7,500	-	
			Replacement of Voice Activated Radio Dispatched Alarm						
116	Sheriff	Public Safety	(VARDA) system	17,500		17,500	823	16,677	
117	Sheriff	Public Safety	Pursuit Intervention Technique (PIT) equipment replacement	8,750		8,750	-	8,750	
118	Sheriff	Public Safety	Jail-Oleoresin Capsicum (OC) spray replacement	500		500	371	129	
119	Sheriff	Public Safety	Patrol enclosed trailer	11,378		11,378	3,000	8,378	

HUMAN RESOURCES DEPARTMENT

Brown County

305 E. WALNUT STREET  
 P.O. BOX 23600  
 GREEN BAY, WI 54305-3600

PHONE (920) 448-4071 FAX (920) 448-6277 WEB: [www.browncountywi.gov](http://www.browncountywi.gov)

Committee Date:  
 June 22, 2023

June 13, 2023  
 TO: Administration Committee

FROM: C. Weinger  
 Director of Administration

SUBJECT: June Director's Report

I. HR Update

- HR has been trying out new recruitment avenues for hard-to-fill positions.
- The bi-annual sexual harassment training has been assigned to county employees, to be completed by the end of the year.
- HR is taking over badge access operations and are currently auditing the existing files.

II. Budget Report



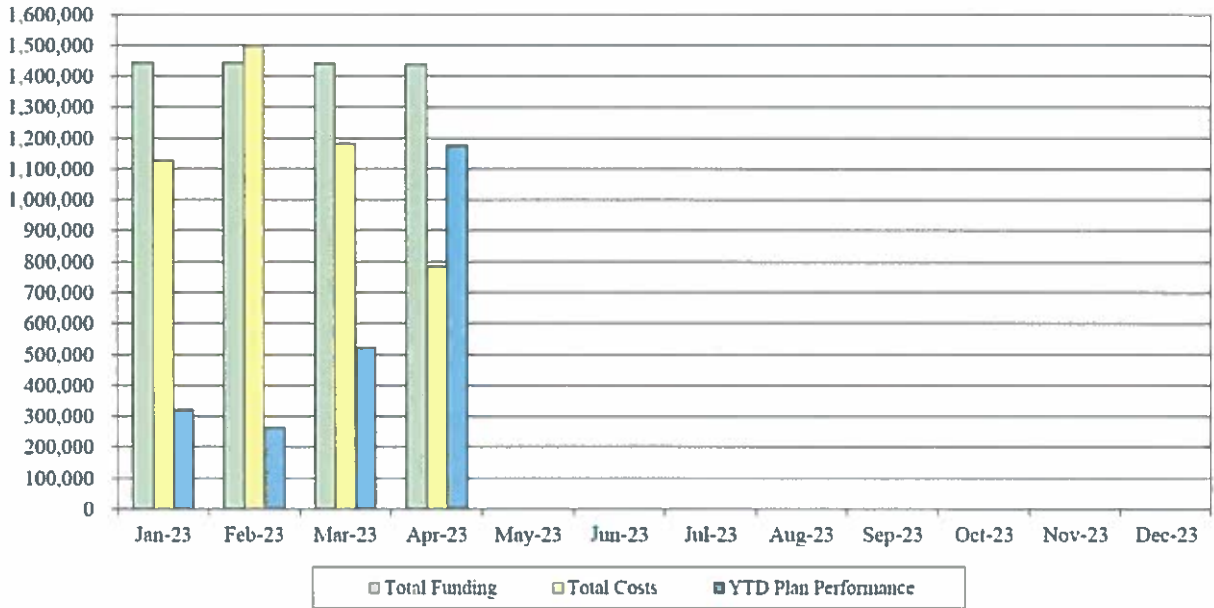
Budget by Organization Report - UNAUDITED

Through 04/30/23  
 Prior Fiscal Year Activity Included  
 Detail Listing

Classification	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget Transactions	YTD % Used/Rec'd	Prior Year Total
<b>Fund 100 - General Fund</b>									
<b>REVENUE</b>									
Department 064 - Human Resources									
Division 001 - General									
Property Taxes	1,073,245.00	.00	1,073,245.00	85,270.42	.00	341,081.68	682,163.32	33	1,060,939.00
Public Charges	.00	.00	.00	.00	.00	.00	.00	+++	.00
Miscellaneous Revenue	2,000.00	.00	2,000.00	189.00	.00	567.00	1,433.00	28	1,969.00
Other Financing Sources	.00	145,327.00	145,327.00	137,719.00	.00	137,719.00	7,608.00	95	86,756.99
Division 001 - General Totals	\$1,075,245.00	\$145,327.00	\$1,170,572.00	\$223,178.42	\$0.00	\$479,367.68	\$691,204.32	41%	\$1,149,664.99
Department 064 - Human Resources Totals	\$1,075,245.00	\$145,327.00	\$1,170,572.00	\$223,178.42	\$0.00	\$479,367.68	\$691,204.32	41%	\$1,149,664.99
<b>REVENUE TOTALS</b>	<b>\$1,075,245.00</b>	<b>\$145,327.00</b>	<b>\$1,170,572.00</b>	<b>\$223,178.42</b>	<b>\$0.00</b>	<b>\$479,367.68</b>	<b>\$691,204.32</b>	<b>41%</b>	<b>\$1,149,664.99</b>
<b>EXPENSE</b>									
Department 064 - Human Resources									
Division 001 - General									
Personnel Costs	709,353.00	.00	709,353.00	76,437.39	.00	215,654.41	493,698.59	30	604,728.53
Operating Expenses	315,892.00	\$145,327.00	461,219.00	11,928.78	72.00	98,048.90	363,098.10	21	288,153.87
Division 001 - General Totals	\$1,025,245.00	\$145,327.00	\$1,170,572.00	\$88,366.17	\$72.00	\$313,703.31	\$856,796.69	27%	\$892,874.40
Department 064 - Human Resources Totals	\$1,025,245.00	\$145,327.00	\$1,170,572.00	\$88,366.17	\$72.00	\$313,703.31	\$856,796.69	27%	\$892,874.40
<b>EXPENSE TOTALS</b>	<b>\$1,025,245.00</b>	<b>\$145,327.00</b>	<b>\$1,170,572.00</b>	<b>\$88,366.17</b>	<b>\$72.00</b>	<b>\$313,703.31</b>	<b>\$856,796.69</b>	<b>27%</b>	<b>\$892,874.40</b>
<b>Fund 100 - General Fund Totals</b>	<b>1,025,245.00</b>	<b>145,327.00</b>	<b>1,170,572.00</b>	<b>223,178.42</b>	<b>.00</b>	<b>479,367.68</b>	<b>691,204.32</b>	<b>41%</b>	<b>1,149,664.99</b>
<b>REVENUE TOTALS</b>	<b>1,025,245.00</b>	<b>145,327.00</b>	<b>1,170,572.00</b>	<b>223,178.42</b>	<b>.00</b>	<b>479,367.68</b>	<b>691,204.32</b>	<b>41%</b>	<b>1,149,664.99</b>
<b>EXPENSE TOTALS</b>	<b>1,025,245.00</b>	<b>145,327.00</b>	<b>1,170,572.00</b>	<b>88,366.17</b>	<b>72.00</b>	<b>313,703.31</b>	<b>856,796.69</b>	<b>27%</b>	<b>892,874.40</b>
<b>Fund 100 - General Fund Totals</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$134,812.25</b>	<b>(\$72.00)</b>	<b>\$165,664.37</b>	<b>(\$165,592.37)</b>		<b>\$256,790.59</b>
<b>Fund 130 - Employee Events</b>									
<b>REVENUE</b>									
Department 064 - Human Resources									
Division 032 - Employee Recognition/Social									
Public Charges	9,800.00	.00	9,800.00	2,632.18	.00	2,632.18	6,967.82	27	10,178.33
Miscellaneous Revenue	250.00	.00	250.00	.00	.00	.00	250.00	0	272.96
Other Financing Sources	.00	.00	.00	.00	.00	.00	.00	+++	.00
Division 032 - Employee Recognition/Social Totals	\$9,850.00	\$0.00	\$9,850.00	\$2,632.18	\$0.00	\$2,632.18	\$7,217.82	27%	\$10,451.29
Department 064 - Human Resources Totals	\$9,850.00	\$0.00	\$9,850.00	\$2,632.18	\$0.00	\$2,632.18	\$7,217.82	27%	\$10,451.29
<b>REVENUE TOTALS</b>	<b>\$9,850.00</b>	<b>\$0.00</b>	<b>\$9,850.00</b>	<b>\$2,632.18</b>	<b>\$0.00</b>	<b>\$2,632.18</b>	<b>\$7,217.82</b>	<b>27%</b>	<b>\$10,451.29</b>
<b>EXPENSE</b>									
Department 064 - Human Resources									
Division 032 - Employee Recognition/Social									
Operating Expenses	9,850.00	.00	9,850.00	.00	.00	.00	9,850.00	0	10,349.59
Division 032 - Employee Recognition/Social Totals	\$9,850.00	\$0.00	\$9,850.00	\$0.00	\$0.00	\$0.00	\$9,850.00	0%	\$10,349.59
Department 064 - Human Resources Totals	\$9,850.00	\$0.00	\$9,850.00	\$0.00	\$0.00	\$0.00	\$9,850.00	0%	\$10,349.59
<b>EXPENSE TOTALS</b>	<b>\$9,850.00</b>	<b>\$0.00</b>	<b>\$9,850.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$9,850.00</b>	<b>0%</b>	<b>\$10,349.59</b>



### Medical Summary Graph



### Brown County - Dental Funding Analysis Report

Plan Name:  
Dental Plan

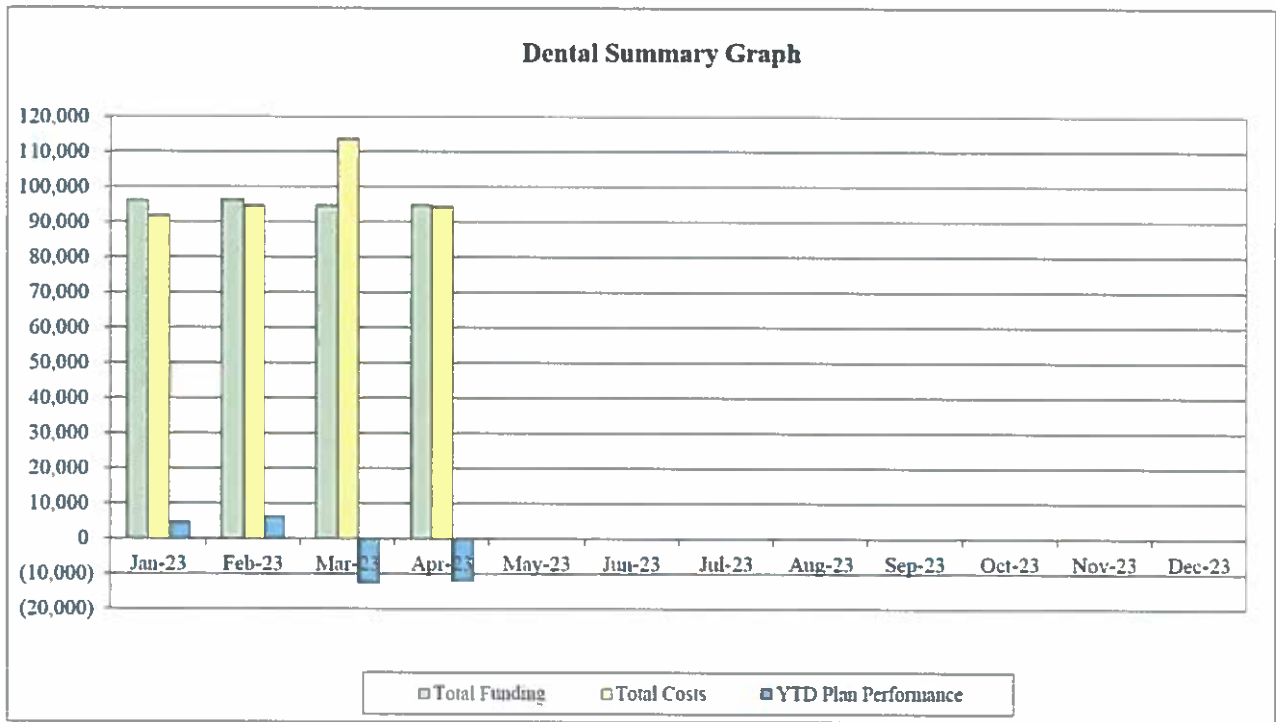
Prepared By: LSI Insurance Services  
Date Prepared: 06/23/23  
Plan Year: 01/01/23 - 12/31/23

Dental Carriers:  
Delta Dental (Group #002) 1

Total Monthly Funding	
Single	Family
\$8,177	\$114,452

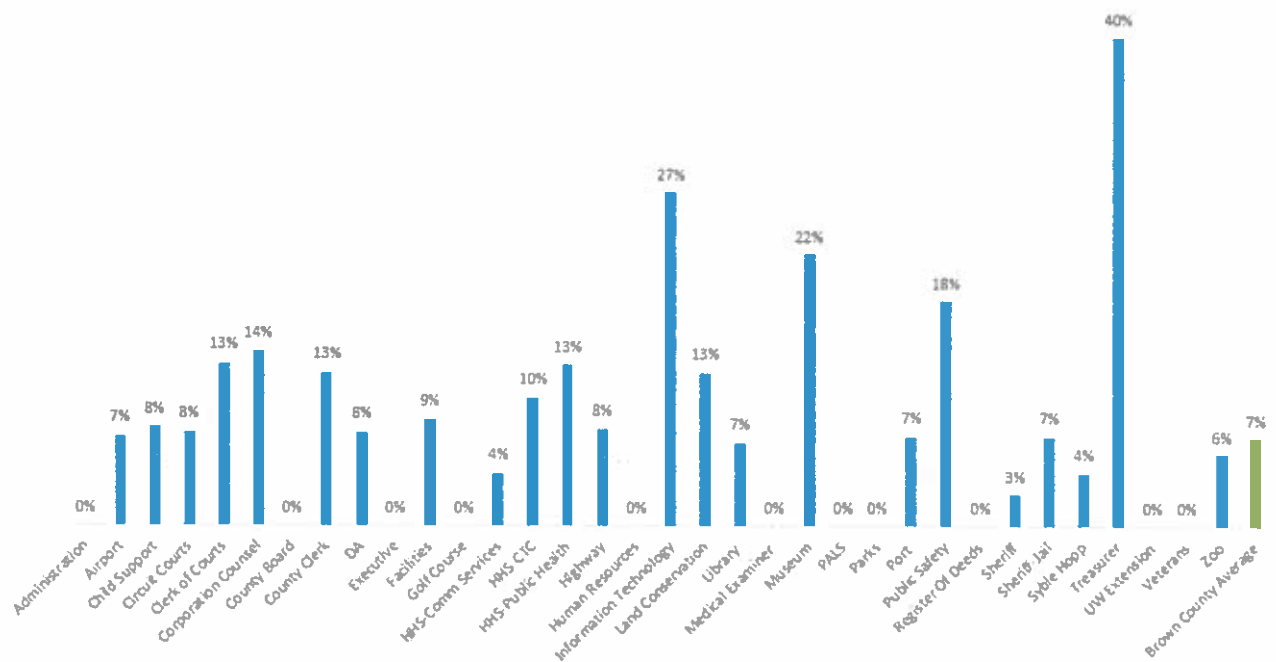
Total Monthly Fund Costs	
Single	Family
\$3,340	\$3,440
Sum of Total Monthly Fund Costs	
\$3,340	\$3,440

	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Total
<b>Monthly Enrollment</b>													
Single	308	301	302	302									1,213
Family	714	716	700	703									2,833
<b>Total</b>	<b>1,024</b>	<b>1,017</b>	<b>1,002</b>	<b>1,005</b>									<b>4,046</b>
<b>Total Funding</b>													
Single	14,232.00	14,282.72	14,333.44	14,333.44									\$57,181.60
Family	\$1,838.00	\$2,087.02	\$9,254.00	\$9,277.80									\$326,718.48
<b>Sum of Total Funding</b>	<b>\$20,070.00</b>	<b>\$25,369.74</b>	<b>\$23,587.44</b>	<b>\$23,611.24</b>									<b>\$383,900.08</b>
<b>Fund Costs</b>													
Single	1,100.00	1,103.43	1,106.89	1,108.80									\$4,419.12
Family	2,217.00	2,334.47	2,382.00	2,392.20									\$11,326.17
<b>Sum of Total Fund Costs</b>	<b>\$3,317.00</b>	<b>\$3,437.90</b>	<b>\$3,488.89</b>	<b>\$3,501.00</b>									<b>\$15,745.29</b>
<b>Classroom Costs</b>													
Dental Claims	\$8,034.00	\$1,018.00	\$9,954.00	\$9,783.00									\$378,489.00
<b>Sum of Total Classroom Costs</b>	<b>\$8,034.00</b>	<b>\$1,018.00</b>	<b>\$9,954.00</b>	<b>\$9,783.00</b>									<b>\$378,489.00</b>
<b>Total Costs</b>	<b>\$11,331.00</b>	<b>\$12,455.90</b>	<b>\$13,442.89</b>	<b>\$13,282.00</b>									<b>\$516,934.29</b>
<b>Funding Less Costs</b>	<b>\$8,739.00</b>	<b>\$12,913.84</b>	<b>\$10,144.55</b>	<b>\$10,329.24</b>									<b>\$366,965.79</b>
<b>YTD Plan Performance</b>	<b>\$8,739.00</b>	<b>\$12,913.84</b>	<b>\$10,144.55</b>	<b>\$10,329.24</b>									<b>\$366,965.79</b>
<b>YTD % of Total Costs to Funding</b>													133.13%
<b>YTD Average Monthly Cost Per Employee</b>	\$89.14	\$127.42	\$134.16	\$132.94									\$132.84



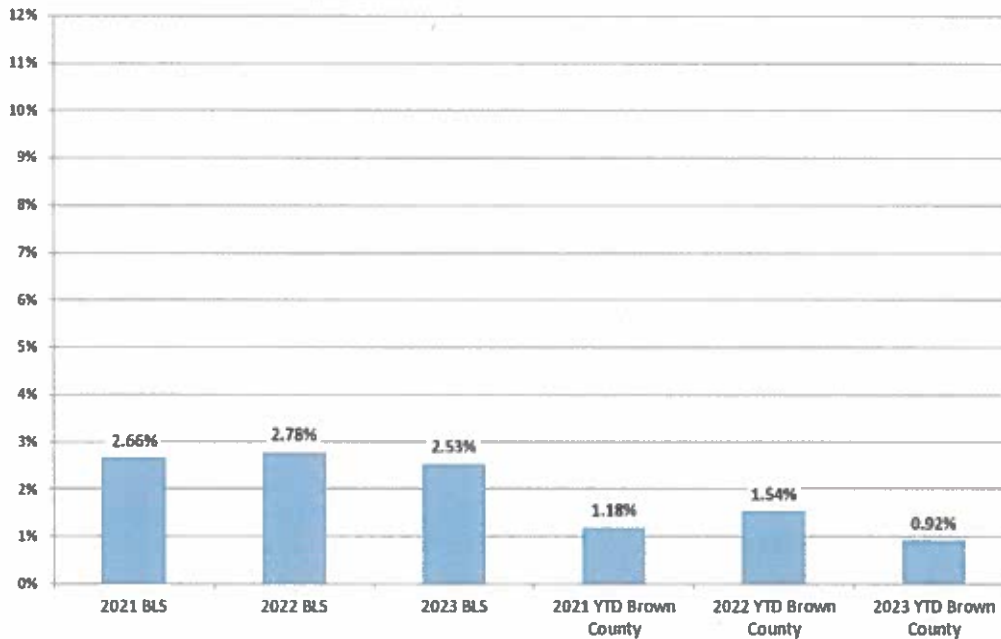
#### IV. Staffing Levels

Brown County - Departmental Turnover 2023 YTD



Department	Total in Department	#Total Left/Transferred	# EE transferred out	# EE who have left	Resigned	Retired	Discharged	Turnover Percentage	Open Recruitments
Administration	20							0%	0
Airport	27	2		2	2			7%	0
Child Support	37	3		3	3			8%	1 FT
Circuit Courts	26	2		2	2			8%	2 FT
Clerk of Courts	30	4		4	3	1	1	13%	2 FT
Corporation Counsel	7	1		1			1	14%	1 FT
County Board	1							0%	0
County Clerk	8	1	1					13%	0
DA	26	2		2	2			8%	2 FT
Executive	3							0%	0
Facilities	46	4	1	3	3			9%	1 PT
Golf Course	3							0%	0
HHS-Comm Services	366	16	2	14	11	2	1	4%	18 FT 2 PT
HHS-CTC	181	19	1	18	11	5	1	10%	23 FT 29 PT
HHS-Public Health	38	5		5	5			13%	3 FT
Highway	101	8		8	5	3		8%	3 FT
Human Resources	9							0%	0
Information Technology	22	6		6	6			27%	2 FT
Land Conservation	8	1		1	1			13%	1 FT
Library	117	8		8	8			7%	3 FT 1 PT
Medical Examiner	12							0%	1 FT
Museum	9	2		2	2			22%	0
PALS	21							0%	0
Parish	15							0%	1 FT 5 LTE
Port	27	2	1	1	1			7%	0
Public Safety	76	14		14	14			18%	11 FT
Register Of Deeds	9							0%	0
Sheriff	192	5	1	4	1	3		3%	7 FT
Sheriff-Jail	149	11	1	10	8	1	1	7%	24 FT
Syble Hopp	92	4		4	3	1		4%	0
Treasurer	5	2		2	1	1		40%	0
UW Extension	5							0%	1 LTE
Veterans	5							0%	0
Zoo	17	1		1			1	6%	1 FT
Totals/Average	1710	123	8	115	92	19	5	8%	

### Brown County Turnover Report



YTD April  
2023

Turnover % = the number of people who left voluntarily/ YTD avg # of employees at month

Benchmark BLS \* - State and Local Government, Excluding Education  
 The quit counts include voluntary separations by employees except for retirements, layoffs, discharges (resulting from mergers, downsizing, or closings), transfers, short term/seasonal employees, deaths, disability, etc.  
 \* Bureau of Labor Statistics



VI. Other:

If you have any questions, please feel free to contact me at 920-448-4035.

cc: Troy Streckenbach – County Executive

**ATTORNEY BILLS SUBMITTED TO THE ADMIN COMMITTEE - June 2023**

LAW FIRM	INVOICE NUMBER	DATE	AMOUNT	FOR
ATTOLAS LAW, S.C.	1005-0001	11/7/2022	5,939.50	Professional services rendered through 10/31/2022
ATTOLAS LAW, S.C.	1005-0001	12/2/2022	3,581.00	Professional services rendered through 11/30/2022
<b>Freelance Reporting</b>	1769	1/3/2023	\$639.60	Prohibited Practice Complaint
<b>VonBriesen</b>	9948-35	5/16/2023	\$ 787.50	Prohibited Practice Complaint
<b>VonBriesen</b>	9948-33	5/16/2023	\$ 94.50	2022 Deputy Negotiations
<b>ATTY. GARY WICKERT</b>	12W27	6/1/2023	\$1,932.25	Airport General
<b>Total ----</b>			<b>\$12,974.35</b>	

100.010.001.5710



700 W. Virginia St, Suite 307  
Milwaukee, WI 53204  
(414) 644-0391

**RECEIVED BY**

Federal Tax ID: 87-4368670

**JUN 09 2023**

11/07/2022  
Statement No: 573

**Brown County**  
**Dave Hemery**  
**david.hemery@browncountywi.gov**

Brown County  
Corporation Counsel

Brown County: General  
1005-0001

**Professional services rendered through 10/31/2022**

			Hours	Rate	Amount
10/4/2022	KMO	Analyze legal considerations related to broadband expansion (.7); draft correspondence regarding legal analysis related to broadband (.7).	1.4	240.00	336.00
10/5/2022	ATP	Confer with K Owens regarding interpretation of s. 66.1103 and application to loan of county revenues to private broadband provider.	0.2	325.00	65.00
10/16/2022	ATP	Analysis of statutes and materials regarding scope of s. 66.1103.	0.2	325.00	65.00
Sub-total Fees:					<u>\$466.00</u>

**Rate Summary**

Kylie M. Owens	1.40 hours at 240.00/hr	336.00
Andrew T. Phillips	0.40 hours at 325.00/hr	130.00
Total hours:	<u>1.80</u>	

**Payments**

4/25/2022	Payment 4/25/2022	1,252.50
10/4/2022	Payment 10/4/2022	487.50
Sub-total Payments:		<u>\$1,740.00</u>

Total Current Billing:	\$466.00
Previous Balance Due:	\$7,213.50
Total Payments:	<u>(\$1,740.00)</u>
Total Now Due:	<b>\$5,939.50</b>

**ACH Instructions:**

Bank: Johnson Bank  
555 Main Street  
Racine, WI 53403

Account Name: Attolles Law, s.c.  
Account Number: 1002373559  
Routing Number: 075911852  
Account Type: Checking

100.016.001.5716



700 W. Virginia St, Suite 307  
Milwaukee, WI 53204  
(414) 644-0391

Brown County  
Dave Hemery  
david.hemery@browncountywi.gov

Brown County, General  
1005-0001

RECEIVED BY

JUN 09 2023

Brown County  
Corporation Counsel

Federal Tax ID: 87-4368670

12/02/2022  
Statement No: 659

Professional services rendered through 11/30/2022

			Hours	Rate	Amount
11/1/2022	KMO	Research regarding authority related to funding broadband through tax revenue.	2.2	240.00	528.00
11/2/2022	KMO	Research regarding broadband expansion and draft analysis of such.	4.9	240.00	1,176.00
11/15/2022	ATP	Emails regarding Treasurer vacancy and appointment.	0.2	325.00	65.00
Sub-total Fees:					\$1,769.00

Rate Summary

Kylie M. Owens	7.10 hours at 240.00/hr	1,704.00
Andrew T. Phillips	0.20 hours at 325.00/hr	65.00
Total hours:	<u>7.30</u>	

Payments

10/4/2022	Payment 10/4/2022	487.50
11/8/2022	Payment 11/8/2022	4,127.50
Sub-total Payments:		\$4,615.00

Total Current Billing:	\$1,769.00
Previous Balance Due:	\$6,427.00
Total Payments:	(\$4,615.00)
Total Now Due:	\$3,581.00

**ACH Instructions:**

Bank: Johnson Bank  
555 Main Street  
Racine, WI 53403

Account Name: Attolles Law, s.c.

Account Number: 1002373559

Routing Number: 075911852

Account Type: Checking

100.016.001.5716

Freelance Reporting  
1158 MATHER ST  
Green Bay, WI 54303  
(920)497-7006  
jbouressa@freelancereporting.net  
www.freelancereporting.net

# Invoice



**BILL TO**

James Macy  
von Briesen & Roper, SC  
55 Jewelers Park Drive  
Neenah, WI 54956

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
1769	01/03/2023	\$639.60	02/02/2023	Net 30	

PLEASE DETACH TOP PORTION AND RETURN WITH YOUR PAYMENT.

DATE	DESCRIPTION	QTY	RATE	AMOUNT
12/01/2022	Brown County Sheriff's Department v Brown County Hearing before the Wisconsin Employment Relations Commission before: Peter G. Davis Re: Prohibited Practice Complaint	136	4.50	612.00
	Postage	1	15.00	15.00
	1% - Applied on Mar 5, 2023	1	6.27	6.27
	1% - Applied on Apr 5, 2023	1	6.33	6.33
	<b>BALANCE DUE</b>			<b>\$639.60</b>

**RECEIVED BY**

**MAY 31 2023**

Brown County  
Corporation Counsel

100.016.001.5716



von Briesen & Roper, s.c. | Attorneys at Law

RECEIVED BY

MAY 19 2023

Brown County  
Corporation Counsel

Brown County  
Attn: David Hemery  
305 East Walnut Street  
P.O. Box 23600  
Green Bay, WI 54305-3600

Invoice Date: May 16, 2023  
Invoice Number: 425773  
Attorney: James R. Macy  
Tax ID: 39-1576289

*For Professional Services through April 30, 2023*

**Matter:** Prohibited Practice Complaint  
**Matter Number:** 009948-00035

Total Fees	\$	<u>787.50</u>
Total Due This Invoice	\$	787.50
Previous Balance Due	\$	<u>7,024.50</u>
<b>Amount Due</b>	<b>\$</b>	<b><u>7,812.00</u></b>

For any questions regarding this invoice or if you would like to receive invoices via email, please contact:  
Korrey J. Dickens at korrey.dickens@vonbriesen.com or (414) 287-1382

To pay your invoice via credit card, please visit: <https://vonbriesen.com/payments>

This invoice is subject to Attorney Client Privilege

Brown County

Invoice Date:  
Invoice Number:  
Matter Number:

May 16, 2023  
425773  
009948-00035

---

**Time Detail**

<u>Date</u>	<u>Initials</u>	<u>Description</u>	<u>Hours</u>	<u>Amount</u>
04/25/23	JRM	Preparation of responses to hearing examiner in response to status quo questions.	1.10	346.50
04/26/23	JRM	Research regarding status quo caselaw; further responses to hearing examiner.	1.10	346.50
04/27/23	JRM	Emails to County concerning Waupaca decision and impact of same.	0.30	94.50
<b>Total Fees</b>			<b>2.50</b>	<b>\$787.50</b>
<b>Previous Balance Due</b>				<b>\$7,024.50</b>
<b>Matter Total</b>				<b>\$7,812.00</b>

# vonBriesen

von Briesen & Roper, s.c. | Attorneys at Law

Brown County  
Attn: David Hemery  
305 East Walnut Street  
P.O. Box 23600  
Green Bay, WI 54305-3600

Invoice Date:  
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May 16, 2023  
425773  
James R. Macy  
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This invoice is subject to Attorney Client Privilege

100.016.001.5710

# Von Briesen

von Briesen & Roper, s.c. | Attorneys at Law

RECEIVED BY

MAY 19 2023

Brown County  
Corporation Counsel

Brown County  
Attn: David Hemery  
305 East Walnut Street  
P.O. Box 23600  
Green Bay, WI 54305-3600

Invoice Date: May 16, 2023  
Invoice Number: 425772  
Attorney: James R. Macy  
Tax ID: 39-1576289

*For Professional Services through April 30, 2023*

**Matter:** 2022 Deputy Negotiations  
**Matter Number:** 009948-00033

Total Fees	\$	<u>94.50</u>
Total Due This Invoice	\$	94.50
Previous Balance Due	\$	<u>5,834.50</u>
<b>Amount Due</b>	<b>\$</b>	<b><u>5,929.00</u></b>

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Brown County

Invoice Date:  
Invoice Number:  
Matter Number:

May 16, 2023  
425772  
009948-00033

---

**Time Detail**

<u>Date</u>	<u>Initials</u>	<u>Description</u>	<u>Hours</u>	<u>Amount</u>
04/12/23	JRM	Emails with Association concerning process for hearing and use of a court reporter.	0.30	94.50
		<b>Total Fees</b>	<b>0.30</b>	<b>\$94.50</b>
		<b>Previous Balance Due</b>		<b>\$5,834.50</b>
		<b>Matter Total</b>		<b>\$5,929.00</b>

# Von Briesen

von Briesen & Roper, s.c. | Attorneys at Law

Brown County  
Attn: David Hemery  
305 East Walnut Street  
P.O. Box 23600  
Green Bay, WI 54305-3600

Invoice Date:  
Invoice Number:  
Attorney:  
Tax ID:

May 16, 2023  
425772  
James R. Macy  
39-1576289

---

*For Professional Services through April 30, 2023*

**Matter:** 2022 Deputy Negotiations  
**Matter Number:** 009948-00033

Total Fees	\$	<u>94.50</u>
Total Due This Invoice	\$	94.50
Previous Balance Due	\$	<u>5,834.50</u>
<b>Amount Due</b>	<b>\$</b>	<b><u>5,929.00</u></b>

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To pay your invoice via credit card, please visit: <https://vonbriesen.com/payments>  
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[www.vonbriesen.com](http://www.vonbriesen.com) 411 East Wisconsin Avenue, Suite 1000 Milwaukee, WI 53202-4409 Phone 414-276-1122 Fax 414-238-6446

100.016.001.5716

RECEIVED BY

JUN 01 2023

Brown County  
Corporation Counsel

GARY A. WICKERT, S.C.

Attorney and Counselor at Law  
801 E. WALNUT • P.O. BOX 1656  
GREEN BAY, WISCONSIN 54305

Gary A. Wickert

Telephone (920) 433-9425

Fax (920) 432-9188  
wicklaw@gbonline.com

June 1, 2023

Brown County Airport  
P.O. Box 23600  
Green Bay, WI 54305-3600

Re: General Corporate Matters  
Our File No. 12 W 27

STATEMENT

<u>DATE:</u>	<u>FOR SERVICES RENDERED:</u>	<u>HOURS:</u>
5/5	Email from Sue Bertrand re: Lamar; Review revised Lamar Agreement; Email to Sue Bertrand re: Lamar	.35
	Email from Sue re: Oneida Road; Review Oneida Road sub-file; Email to Maryjo Nash at Oneida re: Oneida Road	.60
5/10	Email from Mike Demerath re: Wingate;	
	Email to Sue Bertrand re: Wingate	.15
5/18	Phone conference with Sue Bertrand re: TURO	.15
5/24	Email from Sue and review Lamar revisions; Email to Sue Bertrand	.70
	Email from/to Sue Bertrand	.10
5/30	Review Lamar file	1.75
	Phone conference with Sue Bertrand re: Lamar; Review TURO file; Email to RCI-re: CFC	.50
5/31	Revise Lamar Lease; Prepare Lease Modification Summary; Email to Sue Bertrand re: Lamar	1.20
	Review response re: TURO/CFC query	.40
6/1	Phone conference with Sue Bertrand re: Lamar-Early Termination	.65
	TOTAL HOURS	6.55

6.55 HOURS @ \$295.00 PER HOUR= \$1,932.25

AMOUNT DUE ON ACCOUNT: \$1,932.25

Thank you.  
GAW/crs

Approved *Marty Piette*  
June 1, 2023

July 19, 2023

TO THE HONORABLE CHAIRMAN AND MEMBERS  
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

**RESOLUTION REGARDING TABLE OF ORGANIZATION CHANGE**  
**FOR THE TREASURER'S OFFICE -**  
**TAX COLLECTION AND FINANCIAL POSITIONS**

**WHEREAS**, a table of organization request was submitted by the Treasurer's Office ("Department"); and

**WHEREAS**, the Department has evaluated its office structure and has determined one of its vacant positions should be reduced to part-time, and would also like to increase the wages of some positions to assist with recruitment and retention; and

**WHEREAS**, Human Resources, in conjunction with the Department, recommends the following changes to the Departments' table of organization: the **deletion** of one (0.84 FTE) LTE Tax Collection Help position, one (1.0 FTE) Financial Specialist position, and two (1.0 FTE) Account Clerk II positions; and the **addition** of one (0.84 FTE) LTE Tax Collection Help position, one (1.0 FTE) Financial Specialist position, one (1.0 FTE) Account Clerk II position and one (0.60 FTE) Account Clerk II position, all to be effective July 23, 2023.

**NOW, THEREFORE, BE IT RESOLVED** by the Brown County Board of Supervisors, that the following changes to the Departments' table of organization, as described above and below in the Budget Impact section of this resolution, are hereby approved: the **deletion** of one (0.84 FTE) LTE Tax Collection Help position, one (1.0 FTE) Financial Specialist position, and two (1.0 FTE) Account Clerk II positions; and the **addition** of one (0.84 FTE) LTE Tax Collection Help position, one (1.0 FTE) Financial Specialist position, one (1.0 FTE) Account Clerk II position and one (0.60 FTE) Account Clerk II position, all to be effective July 23, 2023.

**Budget Impact: Treasurer's Office**

<b>Annual Budget Impact</b>	<b>FTE</b>	<b>Addition/ Deletion</b>	<b>Salary</b>	<b>Fringe</b>	<b>Total</b>
<b>LTE Tax Collection Help</b> \$15.00/hr Position #900.900.080 Hours: 1754	0.84	Deletion	(\$26,310)	(\$2,071)	(\$28,381)
<b>LTE Tax Collection Help</b> \$17.00/hr Position # 900.900.080 Hours:1754	0.84	Addition	\$29,818	\$2,348	\$32,166
<b>Financial Specialist</b> \$22.77/hr Position #101.051.080 Hours:2080	1.0	Deletion	(\$47,362)	(\$16,656)	(\$64,018)
<b>Financial Specialist</b> \$24.00/hr Position # 101.051.080 Hours:2080	1.0	Addition	\$49,920	\$17,556	\$67,476
<b>Account Clerk II</b> \$20.07/hr Position # 101.041.080 Hours:1950	1.0	Deletion	(\$39,137)	(\$14,293)	(\$53,430)
<b>Account Clerk II</b> \$20.07/hr Position #101.041.080 Hours:2080	1.0	Addition	\$41,746	\$14,771	\$56,517
<b>Account Clerk II</b> \$20.07/hr Position # 102.041.080 Hours:1950	1.0	Deletion	(\$39,137)	(\$14,442)	(\$53,579)
<b>Account Clerk II</b> \$20.07/hr Position # 102.041.080 Hours:1248	0.6	Addition	\$25,048	\$9,008	\$34,056
<b>Annual Budget Impact</b>					<b>(\$9,193)</b>

<b>Partial Budget Impact (07/23- 12/31/23)</b>	<b>FTE</b>	<b>Addition/ Deletion</b>	<b>Salary</b>	<b>Fringe</b>	<b>Total</b>
<b>LTE Tax Collection Help</b> \$15.00/hr Position #900.900.080 Hours: 1754	0.84	Deletion	(\$11,576)	(\$911)	(\$12,487)
<b>LTE Tax Collection Help</b> \$17.00/hr Position # 900.900.080 Hours:1754	0.84	Addition	\$13,120	\$1,033	\$14,153
<b>Financial Specialist</b> \$22.77/hr Position #101.051.080 Hours:2080	1.0	Deletion	(\$20,839)	(\$7,328)	(\$28,167)
<b>Financial Specialist</b> \$24.00/hr Position # 101.051.080 Hours:2080	1.0	Addition	\$21,965	\$7,724	\$29,689
<b>Account Clerk II</b> \$20.07/hr Position # 101.041.080 Hours:1950	1.0	Deletion	(\$17,220)	(\$6,289)	(\$23,509)
<b>Account Clerk II</b> \$20.07/hr Position #101.041.080 Hours:2080	1.0	Addition	\$18,368	\$6,499	\$24,867
<b>Account Clerk II</b>	1.0	Deletion	(\$17,220)		(\$23,574)

\$20.07/hr Position # 102.041.080 Hours:1950					(\$6,354)
<b>Account Clerk II</b> \$20.07/hr Position # 102.041.080 Hours:1248	0.6	Addition	\$11,021	\$3,963	\$14,984
<b>Partial Budget Impact</b>					(\$4,044)

*Fiscal Note: This resolution does not require an appropriation from the General Fund. The anticipated fiscal result will be a decrease in personnel costs.*

Respectfully submitted,  
ADMINISTRATION COMMITTEE

Approved By:

\_\_\_\_\_  
TROY STRECKENBACH  
COUNTY EXECUTIVE

Date Signed: \_\_\_\_\_

23-076R  
Authored by Treasurer's Office  
Final Draft Approved by Corporation Counsel's Office

BOARD OF SUPERVISORS ROLL CALL # \_\_\_\_\_

Motion made by Supervisor \_\_\_\_\_

Seconded by Supervisor \_\_\_\_\_

SUPERVISORS	DIST. #	AYES	NAYS	ABSTAIN	EXCUSED
ANTONNEAU	1				
DE WANE	2				
NICHOLSON	3				
JACOBSON	4				
THENO	5				
LEFEBVRE	6				
FRIBERG	7				
BORCHARDT	8				
EVANS	9				
VANDER LEEST	10				
BUCKLEY	11				
LANDWEHR	12				
DANTINNE, JR	13				

SUPERVISORS	DIST. #	AYES	NAYS	ABSTAIN	EXCUSED
AVERY	14				
FULLER	15				
KASTER	16				
VAN DYCK	17				
HOPKINS	18				
ADAMS	19				
COENEN	20				
SCHULTZ	21				
PETERS	22				
SUENNEN	23				
SCHADEWALD	24				
LUND	25				
DENEYS	26				

Total Votes Cast \_\_\_\_\_

Motion:      Adopted \_\_\_\_\_ Defeated \_\_\_\_\_ Tabled \_\_\_\_\_

# Brown County

305 E. WALNUT STREET  
P.O. BOX 23600  
GREEN BAY, WI 54305-3600

## RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

**DATE:** 5/24/2023  
**REQUEST TO:** Administration and County Board  
**MEETING DATE:** 6/22/23 and 7/19/23, respectively  
**REQUEST FROM:** Paul Zeller, Treasurer  
**REQUEST TYPE:**  New resolution  Revision to resolution  
 New ordinance  Revision to ordinance

**TITLE:** RESOLUTION REGARDING TABLE OF ORGANIZATION CHANGE FOR THE TREASURER'S OFFICE - TAX COLLECTION AND FINANCIAL POSITIONS

### ISSUE/BACKGROUND INFORMATION:

#### Changes in the Treasurer's Office Over Time Making the Hour Reduction Possible:

1. Decentralization of deposits due to courier service - Less time spent processing counter cash deposits delivered to the office by other departments
2. Municipalities collecting has reduced 1st installment collections from 100,000 to 20,000 (80%). If Allouez changes, this number could go the 85%, and less in person payments.
3. Payroll's bi-weekly printing, folding, and sorting of payroll stubs was replaced by direct deposit
4. A portion of A/P checks moving from electronic payments reducing printing and folding times.
5. Less lottery credit administration needed as municipalities are responsible for adding the credits during the 1st installment period.
6. Online payment volume has continued to increase as consumer behavior changes
7. Online payment processing has become much more streamlined with a new tax system- manually re-keying is no longer needed.
8. Tax receipts are available online and not mailed, saving time on printing, postage, and envelopes.
9. Potential for **personal property elimination** in 2023, reducing the total number of bills by about 6%.
10. **Personal Property assessments** would no longer need to be loaded and balanced. This is a more time-consuming process than real estate.
11. Investments recorded on a monthly consolidated basis vs. transaction by transaction

### ACTION REQUESTED:

The Department is requesting to delete existing positions and recreate the positions at the proposed wage rates.

### FISCAL IMPACT:

*NOTE: This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.*

1. What is the amount of the fiscal impact? \$0
2. Is it currently budgeted?  Yes  No  N/A (if \$0 fiscal impact)
  - a. If yes, in which account?  
If no, how will the impact be funded?  
funding is from an external source, is it one-time  or continuous?
3. Please provide supporting documentation of fiscal impact determination.

**COPY OF RESOLUTION OR ORDINANCE IS ATTACHED**

July 19, 2023

TO THE HONORABLE CHAIRMAN AND MEMBERS  
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

**RESOLUTION REGARDING TABLE OF ORGANIZATION CHANGE  
FOR THE INFORMATION TECHNOLOGY DEPARTMENT -  
SYSTEMS TECHNICIAN POSITION**

**WHEREAS**, a table of organization request was submitted by the Information Technology Department (“Department”); and

**WHEREAS**, the job description and job duties were re-evaluated for their current ESA I role and they better reflect the role of a Systems Technician, which warrants a pay increase; and

**WHEREAS**, Human Resources, in conjunction with the Department, recommends the following changes to the Departments’ table of organization: the **deletion** of one (1.0 FTE) ESA I San/Server position; and the **addition** of one (1.0 FTE) Systems Technician position, all to be effective July 23, 2023.

**NOW, THEREFORE, BE IT RESOLVED** by the Brown County Board of Supervisors, that the following changes to the Departments’ table of organization, as described above and below in the Budget Impact section of this resolution, are hereby approved: the **deletion** of one (1.0 FTE) ESA I San/Server position; and the **addition** of one (1.0 FTE) Systems Technician position, all to be effective July 23, 2023.

**Budget Impact: Information Technology**

Annual Budget Impact	FTE	Addition/ Deletion	Salary	Fringe	Total
<b>Enterprise Systems Analyst I (San/Server)</b> \$22.79/hr Position #131.340.022 Hours: 2080	1.0	Deletion	(\$47,403)	(\$16,672)	(\$64,075)
<b>Systems Technician</b> \$31.25/hr Position #131.340.022 Hours: 2080	1.0	Addition	\$65,000	\$22,861	\$87,861
<b>Reduction in Repairs and Maintenance Equipment Fund g/l 710.022.001.5307.100</b>					(\$23,786)
<b>Annual Budget Impact</b>					<b>\$0</b>

Partial Budget Impact (07/23/23-12/31/23)	FTE	Addition/ Deletion	Salary	Fringe	Total
<b>Enterprise Systems Analyst I (San/Server)</b> \$22.79/hr Position #131.340.022 Hours: 915	1.0	Deletion	(\$20,857)	(\$7,336)	(\$28,193)
<b>Systems Technician</b> \$31.25/hr Position #131.340.022 Hours: 915	1.0	Addition	\$28,600	\$10,059	\$38,659
<b>Reduction in Repairs and Maintenance Equipment Fund g/l 710.022.001.5307.100</b>					(\$10,466)
<b>Partial Budget Impact</b>					<b>\$0</b>

*Fiscal Note: This resolution does not require an appropriation from the General Fund. The increase in personnel costs will be offset by a reduction in Repairs and Maintenance Equipment expenses.*

Respectfully submitted,  
ADMINISTRATION COMMITTEE

Approved By:

\_\_\_\_\_  
TROY STRECKENBACH  
COUNTY EXECUTIVE

Date Signed: \_\_\_\_\_

23-078R  
Authored by Information Technology  
Final Draft Approved by Corporation Counsel's Office

# Brown County

305 E. WALNUT STREET  
P.O. BOX 23600  
GREEN BAY, WI 54305-3600

## RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

**DATE:** 3/20/2023  
**REQUEST TO:** Administration and County Board  
**MEETING DATE:** 6/22/23 & 7/19/23, respectively  
**REQUEST FROM:** Kirsten Holland, Director  
**REQUEST TYPE:**  New resolution  Revision to resolution  
 New ordinance  Revision to ordinance

**TITLE:** RESOLUTION REGARDING TABLE OF ORGANIZATION CHANGE FOR THE INFORMATION TECHNOLOGY DEPARTMENT - SYSTEMS TECHNICIAN POSITION

### **ISSUE/BACKGROUND INFORMATION:**

Needed to add jobs to positions with skills required to manage going forward. Job descriptions listing expectations were updated. This changes the job from being so silo' d and focused to covering critical administration of the environment.

### **ACTION REQUESTED:**

Approve listed changes.  
-ESA I San/Server at \$22.79  
+Systems Technician at \$31.25

### **FISCAL IMPACT:**

*NOTE: This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.*

1. What is the amount of the fiscal impact? \$0
2. Is it currently budgeted?  Yes  No  N/A (if \$0 fiscal impact)
  - a. If yes, in which account?  
If no, how will the impact be funded? Reduction in Repairs and Maintenance Equipment  
Fund GL 710.022.001.5307.100  
If funding is from an external source, is it one-time  or continuous?
3. Please provide supporting documentation of fiscal impact determination.

**COPY OF RESOLUTION OR ORDINANCE IS ATTACHED**