

## AGENDA

Eau Claire County  
Committee on Finance and Budget  
Thursday, April 13, 2017 / 4:30 pm

721 Oxford Avenue  
Eau Claire County Courthouse – Room 1273  
Eau Claire, WI 54703

1. Call Meeting to Order
2. Public Comment Period
3. County Clerk / Consideration to Lower the Minimum Bid on Property at 2304 Vine Street / City of Eau Claire / Discussion – Action (pg. 2)
4. County Treasurer Update / Discussion
5. 2016 Final Budget Updates / Audit Status / Discussion-Action
6. 2017 Quarterly Budget Status
7. Human Services Report / Budget Updates / by: Diane Cable
8. Finance Department Process Analysis/ Update on Transition Activities
9. County CDBG Funds / Discussion - Action
10. Performance Management Update
11. Strategic Plan Update / Discussion of Financial Goals / Discussion-Action
  - County Borrowing
  - Develop a new tracking system for county wide capital improvement plan
  - Create a reporting mechanism to better inform board, committees
12. 2018 Budget: Calendar and Priorities / Discussion – Action
  - Review budget timeline
13. Financial Activity Updates / Discussion – Action
  - County Sales Tax Report
  - County Board Chair Vouchers
  - Line Item Transfers (if any)
14. Review / Approval of Committee Minutes / Discussion – Action
  - February 27, 2017 (pg. 3)
  - March 9, 2017 (pg. 4-5)
15. Schedule Next Meeting and Agenda Items
16. Adjourn.

Post: April 7, 2017

Copy: media, Committee members, Kathryn Schauf, Marc DeVries, Glenda Lyons, Janet Loomis, Diane Cable

PLEASE NOTE: Upon reasonable notice, efforts will be made to accommodate the needs of individuals with disabilities through sign language, interpreters or other auxiliary aids. For additional information or to request the service, contact the County ADA Coordinator at 839-4710, (FAX) 839-1669 or 839-4735, tty: use Relay (711) or by writing to the ADA Coordinator, Human Resources, Eau Claire County Courthouse, 721 Oxford Avenue, Eau Claire, WI 54703.

## Tax Deed Property at 304 Vine St.

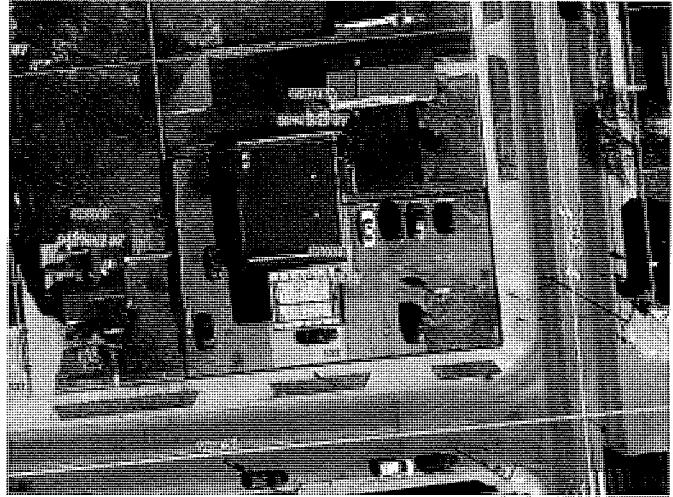
April 2017

Request to Finance and Budget Committee to consider lowering the price on a tax deed property.

### CITY OF EAU CLAIRE

Parcel #FA2016-1

Computer #221-09-0320 - Minimum Bid \$70,000



**304 Vine St. City of Eau Claire – vacant building – building approx. 2,000 sq. ft. - lot size approx. 10,584 sq. ft.**

Lot Eight (8) and South Twenty-Six (26) feet of the West Seventy-Two (72) feet of Lot Nine (9) Block Twenty-Two (22), R.F. Wilson Addition, City of Eau Claire, Eau Claire County, Wisconsin

This is the former gas station on the corner of 3<sup>rd</sup> and Vine. The property has been vacant for ten years and the building is in rough shape.

We are asking that the committee consider lowering the price on this property. We had advertised it in our fall sale last year and have showed it approximately 6 times with no interest. It currently has a minimum bid of \$70,000.

**COMMITTEE ON FINANCE AND BUDGET**

Monday, February 27, 2017 4:30 p.m., Room 1301 & 1302

Location: Eau Claire County Courthouse  
721 Oxford Avenue, Eau Claire, WI 54703

**MINUTES**

Members Present: Jim Dunning, Stella Pagonis, Mike Conlin, Nick Smiar, Robin Leary  
Staff Present: Jamie Gower, Jill Mangus  
Other Staff Present: Kathryn Schauf, Keith Zehms, Jon Johnson, Matt Theisen, Frank Draxler,  
Kim Loewenhagen, Amy Sires, Karen Tuura, Jon Johnson, Jennifer Owen  
Others Present: Kathleen Clark, Mark Beckfield, Judith Gatlin, Mike Conlin, Sue Miller, Marc  
Devries

Chair Jim Dunning called the meeting to order and certified compliance with Open Meetings Law at 4:30 p.m.

No public comment.

**Proposed Resolution / File No. 16-17/105 “ Authorizing New and Modified Position Requests for 2017 and Use of Contingency Funds of \$90,000” / Discussion – Action**

Supervisor Smiar left the meeting at 5:00 p.m.

Motion Mike Conlin to approve Resolution 16-17/105 to authorize a New and Modified position request for 2017 and the Use of Contingency Funds of \$90,000. Motion carried 4-0.

**Adjourn**

Meeting adjourned at 5:38 p.m.

Respectfully submitted,

Jill Mangus  
Committee Clerk

## MINUTES

Eau Claire County  
Committee on Finance and Budget  
Thursday, March 9, 2017 / 4:30 pm

721 Oxford Avenue  
Eau Claire County Courthouse – Room 1273  
Eau Claire, WI 54703

Members present: Supervisors Jim Dunning, Nick Smiar, Robin Leary, Mike Conlin, Stella Pagonis

Staff present: Kathryn Schauf, County Administrator; Sharon Rasmusson

Others present: Marc DeVries, Consultant with Sikich

Meeting was called to order by Chairperson Jim Dunning at 4:30 pm.

### Public Comment Period

None.

### 2016 Final Budget Update / Annual Audit Status/Discussion-Action

Functional areas are doing well. Currently preparing materials for audit.

### 2017 Budget Status Updates / Issues / Discussion-Action

None.

### Finance Department Process Analysis/ Discussion by Marc DeVries, Consultant

- Contract(s) Status/Financial Update
- Update on Internal Controls / Implementation
- Update on Finance Department Review
- Update on Accounts Payable Process
- Update on Payroll Process / Alio Implementation

Marc DeVries of Sikich provided a progress report; has met with department heads throughout the county. Studied user guides for Alio. Discovered many of the complaints were because Alio wasn't designed or set up properly. Also talked about ACH payments and bank reconciliations and the progress made on both of these areas.

Departmental reports for governing committees will be developed through Alio and will be the same throughout the county.

### Performance Management Update / Discussion

TO DO: capital asset tracking, financial policy development, long range planning; grant compliance, internal control monitoring, economic development and citizen participation in the budget process.

**Strategic Plan Update / Discussion of Financial Goals / Discussion-Action**

- County Borrowing
- Develop a new tracking system for county wide capital improvement plan
- Create a reporting mechanism to better inform board, committees

No updates.

**2018 Budget: Calendar and Priorities / Discussion – Action**

- Review budget timeline

Calendar was edited and will be sent back to the committee. Budget survey was also briefly discussed .

**Financial Activity Updates / Discussion – Action**

- County Sales Tax Report – reviewed by committee
- County Board Chair Vouchers - none
- Line Item Transfers (if any) - none

**Review / Approval of February 9, 2017 Committee Minutes / Discussion – Action**

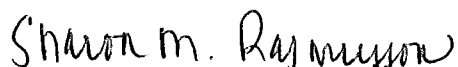
Motion by Supervisor Leary to approve of the February 9, 2017, committee minutes as written.

**Schedule Next Meeting and Agenda Items**

1. Invite Diane Cable (alternate care, mental health, CCS program; how state/federal revenue is coming in.
2. Sample financial report to be used by all departments.
3. County Treasurer financial update, etc. townships that are on line
4. Levy limits – WCA (get Kathryn's email)

Committee adjourned at 6:15 pm.

Respectfully submitted,



Sharon M. Rasmusson

Committee Clerk