

MINUTES

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

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

Staff present: Kathryn Schauf, County Administrator; Glenda Lyons, County Treasurer; Diane Cable, Human Services Director; Janet Loomis, County Clerk; Sharon Rasmusson

Others present: James Engle, Town of Ludington

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

Public Comment Period: None.

County Clerk / Consideration to Lower the Minimum Bid on Property at 304 Vine Street / City of Eau Claire / Discussion – Action

Janet Loomis, County Clerk was present and requested that the committee consider the possibility of lowering the minimum bid on tax deed property at 304 Vine Street in the City of Eau Claire. The property which was a former gas station has been vacant for ten years and the building is in rough shape. It has been shown 6 times. Current bid is \$70,000. Motion by Supervisor Leary to lower the price on the tax deed property to \$55,000. Motion carried.

County Treasurer Update / Discussion .

Glenda Lyons, County Treasurer was present. Reminder letters were sent to property owners that forgot to pay their property taxes. Approximately \$175,000 was received after the letter was sent. She also discussed the County Treasurer's 4th quarter budget report as well as an investment report.

2016 Final Budget Updates / Audit Status / Discussion-Action

Still working on pulling final numbers for 2016. Adjustments still coming in for DHS.

2017 Quarterly Budget Status

None at this time. Next meeting or before.

Human Services Report / Budget Updates / by: Diane Cable

Diane Cable, DHS Director was present and stated 2016 is looking favorable. As of now, the department is \$15,000 under budget. Some program areas need to be reconciled yet. Federal programs affecting DHS were discussed, including the possibility of losing funds.

Finance Department Process Analysis/ Update on Transition Activities

The focus now is on audit; Marc DeVries, consultant will be in office a couple of days per week. Discussion at April department head meeting will be to review the new accounts payable process.

County CDBG Funds / Discussion – Action

County has \$520,000 in CDBG funds. This can only be used as a revolving loan fund for economic development.

Performance Management Update

Annual reports will be placed on the website. Governing committees and department heads need to review and edit performance management programmed areas.

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 additional items at this time.

2018 Budget: Calendar and Priorities / Discussion – Action

- Review budget timeline
- CIP Team will be meeting late May to review.

Financial Activity Updates / Discussion – Action

- County Sales Tax Report
Committee reviewed current county sales tax report. Review only
- County Board Chair Vouchers.
None
- Line Item Transfers.
A motion was made by Supervisor Conlin to approve of budget transfers requested by departments as well as the budget additions to the adopted budget per department requests for the years 2016 and 2017. Said report was drafted by Finance Department. Motion carried.

Review / Approval of Committee Minutes / Discussion – Action

- February 27, 2017
- March 9, 2017

Motion by Supervisor Smiar to approve of the February 27, 2017 and March 9, 2017 minutes as written.

Next committee will be held on Thursday, May 11, 2017 at 4:30 pm.
May 11th agenda – add: budget priorities and guidelines.

Committee adjourned at 6:55 pm.

Respectfully submitted,

Sharon M. Rasmusson
Committee Clerk