

## AGENDA

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

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

1. Call Meeting to Order
2. Confirmation of Compliance with Open Meetings Law
3. Public Comment Period (15 minutes max)
4. Update on 2016 Final Budget / Discussion (Documents will be emailed separately)
5. 2017 Budget (1st Quarter) / Discussion (Documents will be emailed separately)
6. 2018 Budget / Discussion
  - Budget Survey Update
  - Set Dates for Budget Review
7. Village of Fairchild & Town of Fairchild / (both requesting to remain exempt from the County Library System in 2018 / Discussion – Action **(pg. 2-3)**)
8. Finance Department Updates
  - Payroll/Alio Training Status
9. Financial Activity Updates / Discussion - Action
  - \* County Sales Tax Report **(pg. 4)**
  - \* County Board Chair Vouchers
  - \* Line Item Transfers **(pg. 5-6)**
10. Review / Approval of Committee Minutes / Discussion – Action
  - June 8, 2017 **(pg. 7-8)**
11. Schedule Next Meeting and Agenda Items
12. Adjourn.

Post: July 10, 2017

Copy: media, Committee members, Kathryn Schauf, Amy Wong, Glenda Lyons, Janet Loomis

### 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 715-839-4710, (FAX) 715-839-1669 or 715-839-4735, tty: use Relay (711) or by writing to the ADA Coordinator, Human Resources, Eau Claire County Courthouse, 721 Oxford Avenue, Eau Claire, WI 54703.

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JUN 06 2017

## VILLAGE OF FAIRCHILD

331 OAK STREET, PO BOX 150  
FAIRCHILD, WISCONSIN 54741

COUNTY CLERK

PHONE: 715/334-3002  
FAX: 715/334-2008  
EMAIL: [fairville@centurytel.net](mailto:fairville@centurytel.net)

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June 6, 2017

Janet Loomis  
Eau Claire County Clerk  
Eau Claire County Courthouse  
721 Oxford Ave.  
Eau Claire, WI. 54703

Dear Ms. Loomis:

The Village of Fairchild wishes to remain exempt from the County Library System for the coming year.

The Village contribution to the Fairchild Public Joint Library is \$13,832.70.

If you have any questions, feel free to call me at the Village Office.

Sincerely,

Doreen Kuberra  
Village Clerk

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JUN 07 2017

COUNTY CLERK

*THE TOWN OF FAIRCHILD*

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*E29266 Tioga Road*

*Fairchild, WI 54741*

*(715-334-5797)*

*townfair@centurylink.net*

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June 7, 2017

Janet Loomis, Eau Claire County Clerk

Eau Claire County Courthouse

721 Oxford Avenue

Eau Claire, WI 54703

Dear Ms. Loomis:

The Town of Fairchild wishes to remain exempt from the Eau Claire County Library System for the year 2017-2018.

If you have any questions, please call me at the number listed above.

Thank you.

Sincerely,

Rozanne Traczek

Clerk, Town of Fairchild

## Eau Claire County Sales Tax Collections

<u>Month</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
January	\$ 712,769	\$ 563,038	\$ 605,382	\$ 649,869	\$ 613,413	\$ 637,758	\$ 633,370	\$ 655,343	\$ 696,710	\$ 755,910
February	567,975	518,319	638,455	602,909	563,535	532,904	689,925	843,563	882,113	628,528
March	620,370	636,257	538,909	561,038	783,032	834,428	852,142	864,937	659,845	914,348
April	615,402	623,482	711,305	797,429	741,448	606,312	641,812	719,623	933,154	883,529
May	653,936	624,232	663,464	567,787	549,895	783,189	856,800	854,993	880,459	
June	763,310	573,694	476,205	707,990	872,811	924,281	935,972	835,827	819,172	
July	646,194	686,636	741,830	751,169	783,644	655,631	764,686	1,031,180	946,348	
August	749,229	665,741	663,893	616,376	785,490	823,653	1,004,488	957,996	817,003	
September	700,371	634,987	631,589	804,241	788,958	805,689	725,272	753,988	906,726	
October	607,962	701,541	642,499	705,976	669,856	655,379	830,917	968,167	901,132	
November	692,960	631,616	728,502	630,916	799,401	872,360	934,158	868,976	662,535	
December	697,019	562,547	692,239	844,605	817,298	774,289	707,471	708,777	996,080	
Add'l Rec'd	-	-	-	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 8,027,497</b>	<b>\$ 7,422,090</b>	<b>\$ 7,734,272</b>	<b>\$ 8,240,305</b>	<b>\$ 8,768,781</b>	<b>\$ 8,905,873</b>	<b>\$ 9,577,013</b>	<b>\$ 10,063,370</b>	<b>\$ 10,101,277</b>	<b>\$ 3,182,314</b>
<b>Budgeted</b>	<b>\$ 8,175,000</b>	<b>\$ 8,175,000</b>	<b>\$ 7,675,000</b>	<b>\$ 7,675,000</b>	<b>\$ 7,800,000</b>	<b>\$ 8,060,000</b>	<b>\$ 8,586,000</b>	<b>\$ 8,950,000</b>	<b>\$ 9,280,000</b>	<b>\$ 9,600,000</b>
Excess (Short)	\$ (147,503)	\$ (752,910)	\$ 59,272	\$ 565,305	\$ 968,781	\$ 845,873	\$ 991,013	\$ 1,113,370	\$ 821,277	
		2009 Shortfall	2010 Surplus	2011 Surplus	2012 Surplus	2013 Surplus	2014 Surplus	2015 Surplus	2016 Surplus	2017 Surplus
<b>Total County Taxable Sales</b>	<b>\$ 1,605,499,400</b>	<b>\$ 1,484,418,000</b>	<b>\$ 1,546,854,400</b>	<b>\$ 1,648,061,000</b>	<b>\$ 1,753,756,200</b>	<b>\$ 1,781,174,600</b>	<b>\$ 1,915,402,600</b>	<b>\$ 2,012,674,000</b>	<b>\$ 2,020,255,414</b>	<b>\$ 636,462,898</b>
<b>Yearly Average</b>	<b>\$ 668,958</b>	<b>\$ 618,508</b>	<b>\$ 644,523</b>	<b>\$ 686,692</b>	<b>\$ 730,732</b>	<b>\$ 742,156</b>	<b>\$ 798,084</b>	<b>\$ 838,614</b>	<b>\$ 841,773</b>	<b>\$ 795,579</b>

<u>Month</u>	<u>Monthly Avg</u>	<u>Median</u>
January	\$ 652,356	\$ 643,814
February	\$ 646,823	\$ 615,718
March	\$ 726,531	\$ 721,439
April	\$ 727,350	\$ 715,464
May	\$ 714,973	\$ 663,464
June	\$ 767,696	\$ 819,172
July	\$ 778,591	\$ 751,169
August	\$ 787,097	\$ 785,490
September	\$ 750,202	\$ 753,988
October	\$ 742,603	\$ 701,541
November	\$ 757,936	\$ 728,502
December	\$ 755,592	\$ 708,777

January, February, March and April reflect 2017 sales tax received

Calendar Year 2017

Budget transfers requested by departments through May 2017

\$	-	
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\$	-	Total movement within adopted budget

Budget additions to the adopted budget per department requests

\$	13,285.00	Increase DHS budget for CCS to cover necessary equipment purchases for new staff
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\$	13,285.00	Total additions to the DHS adopted budget

Calendar Year 2017

**Budget transfers requested by departments through June 2017:**

None.

**Budget additions to the adopted budget per department requests:**

\$ 222,622      (Increase total revenues and expenditures for ADRC budget to reflect additional amounts approved during 2017, and updated federal match calculations)

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\$ 222,622      Total additions to the ADRC adopted budget

## MINUTES

Eau Claire County  
Committee on Finance and Budget  
Thursday, June 8, 2017 / 4:30 pm

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

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

Staff present: Kathryn Schauf, County Administrator; Amy Wong, Finance Director; Janet Loomis, County Clerk; Sharon Rasmusson

Others present: James Engle, Town of Ludington

Chairperson Jim Dunning called the meeting to order at 4:30 pm.

### Confirmation of Compliance with Open Meetings Law

Meeting confirmed.

### Public Comment Period (15 minutes max)

No public comment.

### County Clerk / Awarding Bids for the Spring 2017 Sale of Tax Deed Property / Discussion – Action (bid opening on Monday, June 5<sup>th</sup> – info to be brought to meeting)

Janet Loomis, County Clerk was in attendance to review with the committee the bids awarded for the Spring 2017 tax deed property sale. Motion by Supervisor Leary to accept bids as presented. Said bids will be presented at the June 20, 2017 county board meeting. Motion carried.

### Update on 2016 Final Budget / Discussion

An update regarding the 2016 final budget was provided by Amy Wong, Finance Director and Kathryn Schauf, County Administrator. This report will be revised and brought back to the Committee for their July meeting. A final report will be presented to the county board. Discussion also included non-lapsing accounts as well as incorporating financial policies.

### 2017 Budget / 1<sup>st</sup> Quarter / Discussion

General review.

### 2018 Budget / Discussion

- \* Timeline (review only)
- \* Budget Survey (final review). Both Kathryn Schauf and Sharon Rasmusson will edit. It is projected that the budget survey will be online by July 1, 2017.
- \* Capital Projects – updated list provided to the committee.
- \* Budget Guidelines. Staff stated that the budget guidelines were emailed to all department managers.

### Finance Department Process Analysis / Update on Transition / Discussion

Automated accounts payable process update is going on. New payroll administrator hired June 5, 2017. Working with electronic timekeeping issues.

**Financial Activity Updates / Discussion - Action**

- \* County Sales Tax Report. Committee reviewed.
- \* County Board Chair Vouchers. None
- \* Line Item Transfers: Motion by Supervisor Conlin to postpone until next month.

**Review / Approval of Committee Minutes / Discussion – Action**

- May 11, 2017: Motion by Supervisor Smiar to approve of the May 11, 2017 minutes as amended. Motion carried.

Schedule Next Meeting and Agenda Items: Next meetings – July 13, 2017 (regular meeting); July 27, 2017 (public input session at Village of Fall Creek City Hall; August 10, 2017 (regular meeting at 4:30 pm and public input session at 6:30 pm.

Committee adjourned at 6:09 pm.

Respectfully submitted,



Sharon Rasmusson  
Committee Clerk