

## **AGENDA**

Eau Claire County

### **• Committee on Administration •**

Tuesday, October 8, 2019

**2:30 p.m.**

Courthouse - Room #3312  
721 Oxford Avenue • Eau Claire, WI

1. Call to Order and confirmation of meeting notice
2. Public Comment
3. Review/Approval of Committee Minutes – **Discussion/Action**
  - a. September 10, 2019
  - b. September 10, 2019 Joint Committee
4. Interview Candidates for District 27– **Discussion/Action**
  - a. Randall DeMars
  - b. Zoe Roberts
5. Administrator Updates by Kathryn Schauf – **Discussion/Action**
6. 19-20/070 – Resolution – Approving Alteration of Supervisory District Boundaries Resulting from Annexations for the City of Eau Claire and City of Altoona – **Discussion/Action**
7. Eau Claire County Government Economic Development – **Discussion/Action**
  - a. Economic Development Summit Summary
  - b. Economic Development Strategic Plan
8. Closed session pursuant to Wisconsin Statutes s. 19.85(1)(g) conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or likely to become involved
9. Set Future Committee Meetings and Items for Discussion

*Next Regular Meeting – November 12, 2019*

Prepared by: Samantha Cole

Please note: Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals 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) 8391669 or (TDD) 8394735 or by writing to the ADA Coordinator, Human Resources Department, Eau Claire County Courthouse, 721 Oxford Ave., Eau Claire, Wisconsin 54703.

## **MINUTES**

Eau Claire County

### **• Committee on Administration •**

Tuesday, September 10, 2019

**2:30 p.m.**

Courthouse - Room #3312  
721 Oxford Avenue • Eau Claire, WI

Member(s) Present: Ray Henning, Gerald Wilkie, Mark Beckfield, Colleen Bates (arrival at 2:35 p.m.)

Member(s) absent: Nick Smiar

Others Present: Norb Kirk, Jon Johnson, Frank Draxler, Tim Sullivan, Glenda Lyons, Connie Russel, Kathryn Schauf, Luke Hanson, Julie Thoney

Supervisor Wilkie called the meeting to order at 2:33 p.m. and confirmed a quorum.

No members of the public were present and/or wished to make a comment

The committee reviewed the minutes from August 13, 2019. Supervisor Beckfield motioned to approve the minutes as present. Supervisor Henning seconded the motion. The motion passed unanimously.

Supervisor Bates arrived at 2:35 p.m.

Luke Hanson and Julie Thoney (Treasurer of EDC) shared with the committee information about the Economic Development. Luke highlighted the following:

- Would like to develop a strategic, comprehensive map for Eau Claire with available properties in townships, villages, and cities. This would be different than GIS
- Explore locations in the county to further develop
- Broadband is not accessible throughout the county which hinders development

The committee requests the EDC returns for a future, more in depth meeting

The committee discussed Ordinance 19-20/052. Supervisor Beckfield motioned to approve. The motion was seconded by Supervisor Henning. The motion passed, 4-0.

The committee discussed Resolution 19-20/055. Corporation Counsel Tim Sullivan advised the in the past, the Committee on Administration was given the responsibility to appoint a subcommittee of this nature. Supervisor Wilkie motioned to approve. Supervisor Beckfield seconded the motion. The motion passed, 4-0.

The committee discussed Ordinance 19-20/048. The committee requested that the ordinance be amended as follows:

- Remove line 35 after the word format; add Attendance of the meeting will be determined by the minutes and an attendance sheet and promptly filed with the finance department.

Supervisor Wilkie motioned to pass the ordinance as amended. Supervisor Beckfield seconded the motion. The motion passed, 4-0.

Administrator Kathryn Schauf shared an update on 2020 planning and workplan. She anticipates the planning to being after the budget is complete. It was suggested to potentially create a subcommittee from the Committee on Administration that takes over the responsibility of creating a plan for the plan.

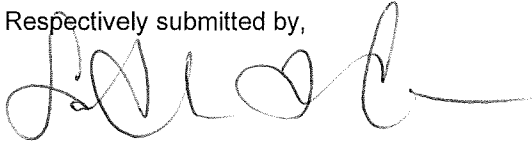
The committee discussed the addendum that was presented which included:

- Norb Kirk gave a cash update and highlighted:
  - Short term:
    - Detailed cash forecasting of receipts and expenditures from now until the end of October for DHS and Highway
    - Review anything that is a significant expenditure for the possibility of delaying
    - Reminding departments that invoices will not be paid before the due date
  - Highlights for long term
    - Transition AP practice and processes to ensure vendor payments are processed base on due date
    - Develop cash forecasting processes, particularly for department with significant cash activity
    - Review known activities that result in negative cash flow
    - Assess whether the county should shift the annual borrowing activity
    - Provide greater visibility on cash balances and activity with all stakeholders
    - Continue to education all departments, employees, and the board on the importance of cash flow.

Supervisor Bates suggested to join with other counties in the same situation and create a crisis regarding the cash issues.

The meeting was adjourned at 4:20 p.m.

Respectively submitted by,

A handwritten signature in black ink, appearing to read 'S. Cole', with a long horizontal flourish extending to the right.

Samantha Cole  
Administrative Specialist III (Department of Administration)

## **MINUTES**

Eau Claire County

### **• Committee on Administration/Committee on Finance & Budget/Human Resources Committee •**

Tuesday, September 10, 2019

**4:30 p.m.**

Courthouse - Room #3312  
721 Oxford Avenue • Eau Claire, WI

Members Present: Colleen Bates, Gerald Wilkie, Mark Beckfield, Ray Henning, Stella Pagonis, James Dunning, Steve Chilson, Susan Miller, Judy Gatlin, Connie Russel

Staff: Kathryn Schauf, Norb Kirk, Amanda Twitchell, Jill Mangus, Amy Sires

Others: Jamie Gower, Kristin Schmidt

Supervisor Bates called the Committee on Administration to order.

Supervisor Beckfield call the Committee on Human Resources to order.

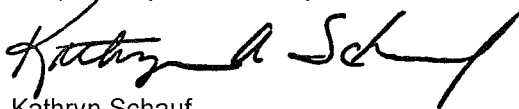
Supervisor Pagonis called the Finance and Budget committee to order and certified compliance with the open meeting law.

No members of the public in attendance or wishing to speak.

Jamie Gower, former Director of Human Resources updated the committees on health insurance coverage and benefit changes.

The meeting was adjourned.

Respectively submitted by,



Kathryn Schauf  
County Administrator

Nick - 9/24 @ 3pm

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**Zoe Roberts**

2710 Somona Parkway  
Eau Claire, WI 54703  
(715) 379-6023  
zoerobertsecone@gmail.com

18th September 2019

To whom it may concern,

I have become aware of the resignation of County Board Supervisor Brandon Buchanon of District 27. I am pleased to submit my name for consideration to serve as his successor.

For the past several years I have been a proud homeowner in District 27 on Eau Claire's north side. I have worked as an analyst and leader within the private sector, and am currently employed with United Health Care.

My experience in public service includes managing a local campaign, being a convention delegate, and proposing legislative changes at both the state and local levels. I am proud to also serve as a member of the Demographic Trends and Facility Planning Committee for Eau Claire County. Because of my passion for Eau Claire County and its constituents, I would like to use my vision to move the County forward in reasonable yet forward-thinking ways.

Attached please find my resume and references. It contains a summary of my professional life and other experiences. I hope you'll find this useful in aiding your decision making process.

Thank you for your consideration.

Sincerely,

Zoe Roberts

# Boards and Commissions Application

Report Central

Legislation Resources

+

County Board

+

Journal of Proceedings

District Representatives

Standing Committees

+

Boards, Commissions and Councils

+

Elections

+

County Code

+

2018-2020 County Strategic Plan

+

County Budget Information

+

Municipalities

+

## Application for Appointment to County Boards and Commissions

All information with an \* must be completed. Incomplete applications will not be processed.

### Today's Date

09/19/2019 6:15 AM

### Name of Board or Commission You are Applying For:

Please select one from the list below. ?

~~County Housing Authority~~ Board Supervisor - District 27

### Full Name

Ms <i>Title</i>	Zoe <i>First Name</i>	Roberts <i>Last Name</i>
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**Age 18 or Older**

- Yes
- No

**Residence Address**

2710 Somona Parkway  
*Street Number and Name*

*Unit Number*

Wisconsin <i>City</i>	Eau Claire <i>State/Province/Region</i>
--------------------------	--

54703  
*Postal/ZIP Code*

**Home Phone Number**

(715) 379-6023 ext.

**Business/Cell Phone Number**

(715) 858-3648 ext.

**Email**

zoerobertsecone@gmail.com

**Do you currently reside/live within Eau Claire County limits?**

- Yes
- No

**Number of Years:**

18 198 characters

**Education**

BBA Marketing, University of Wisconsin - Eau Claire 149 characters

**Do you have relatives employed or appointed to serve in Eau Claire County?**

- Yes
- No

**If yes, please list name, department, and relationship.**

200 characters

**Please describe any potential conflicts of interest (or list n/a)**

n/a

497 characters

**List County Boards, Commissions, or Committees on which you have served**

Demographic Trends and Facilities Planning - Eau Claire Area Schools

432 characters

**Please describe how you are qualified for the position of interest**

My experience in public service includes managing a local campaign, being a convention delegate, and proposing legislative changes at both the state and local levels. I am also proud to serve as a member of the Demographic Trends and Facility Planning Committee for Eau Claire County

417 characters

**If selected, how would you work to better our community?**

My intention is to use my years worth of analytical and research experience to analyze and find new and hopefully creative ways to solve the problems faced by our community. Equality is a primary concern for me coming from a marginalized community. My intent is to help raise awareness of the hardships different minority communities face.

259 characters

protected by reCAPTCHA

[Privacy](#) - [Terms](#)

Review

Submit



**Zoe Roberts**  
(715) 379-6023

2710 Somona Parkway, Eau Claire, WI 54703  
Zoerobertsec1@gmail.com

## **PROFESSIONAL EXPERIENCE**

### **Associate Capability Analyst • United Healthcare • May 2016 – Present**

Serve as user acceptance tester, software testing while in the development stage  
Provide feedback from testing to the development team to improve software features and functionality. Arrange production acceptance testing meetings and times for testing and delivery of software.

### **Subject Matter Expert • United Healthcare • May 2010 – May 2016**

Designed and implemented county selection macro automation to automatically process applications. Mentored team members and assisted with training team members to ensure results that were compliant with the Centers for Medicare and Medicaid Services regulations. Created innovative process instructions to ensure processing accuracy and maximize efficiency. Assisted with technical specifications relating to the enrollment software package used for Medicare and Retirement.

### **Enrollment Reconciliation Processor • United Healthcare • October 2007 – May 2010**

Reconciled differences between the Centers for Medicare and Medicaid Services and member's records. Methodically research and correct records disparities.

### **Inventory Analyst • Menard Incorporated • May 2003 – April 2007**

Forecast and purchased assigned category need for all stores to sustain daily sales. Participate in advertising planning to ensure appropriate stock levels to support the advertisement. Increased sales from \$125 million in 2003 to \$165 million in 2006. Maintain vendor relationships in order to drive cooperation for logistical tracking, price quoting, and buying decisions.

### **Plan-o-grammer • Menard Incorporated • August 2001 – May 2003**

Created and implemented revised layout and merchandise plan for the Hammond, Indiana location focusing on sales strengths which resulted in sales growth for the department in some categories of up to 125%. Developed company wide cross merchandising program hosted on the intracompany website.

## **EDUCATION**

Bachelor of Business Administration – 2001 – University of Wisconsin-Eau Claire

## **OTHER EXPERIENCE**

Appointed Committee Member – Eau Claire Area School District Demographic Trends and Facilities Planning Committee (2018-Present)

Delegate – 3<sup>rd</sup> Congressional District Democratic Party of Wisconsin Convention

Volunteer Campaign manager – Laura Benjamin for Eau Claire City Council

## **ZOE ROBERTS**

Application for Eau Claire County Board Supervisor

### **Professional References:**

1. Wisconsin State Senator Jeff Smith  
Phone: 608-266-8546  
Email: sen.smith@legis.wisconsin.gov
2. School Board Member Joe Luginbill  
Phone: 715-579-6418  
Email: josephluginbill@gmail.com
3. Emily Berge, LPN  
Phone: 715-864-6386  
Email: emily.berge@gmail.com
4. Former County Board Supervisor John DeRosier  
Phone: 715-839-0327  
Email: bunsnout@charter.net

Received

9/23 @ 11am

SEP 18 REC'D

Eau Claire County  
Administration

Randall (Randy) DeMars  
3006 Deerfield Drive  
Eau Claire, WI 54703  
715-271-4157  
Randall.demars@gmail.com

RECEIVED

SEP 13 2019

COUNTY CLERK

I have been a resident of Supervisory District 27 since 1991, and a lifelong resident of Eau Claire County, and I would like to be considered as a replacement for the open seat recently vacated by Brandon Buchanan.

### **Brief Biography**

I am 60 years old, have been married for 32 years and have three adult children and one grandson. I retired in August 2016 and I have the time, desire, and previous public service experience to represent District 27.

### **Work Experience**

Prior to retiring at age 57, I worked for Nestle for 14 years as a manufacturing technologist. I helped develop and industrialize new and improved infant formulas for the marketplace. Prior to that I worked 14 years at Plainwell Tissue (formerly Pope and Talbot) as a process engineer responsible for the wastewater treatment plant and boiler and pulp mill areas. I was directly responsible for compliance with DNR and EPA permits and regulations.

### **Education**

I graduated from Eau Claire North High School in 1977, and I completed a Bachelor of Science degree in Biology from UWEC in 1988.

### **Government Service Experience**

I served as Eau Claire City Council District 1 Representative from 1993-1995. I represented the City Council on the Plan Commission, Special Assessment Deferment Committee, Select Committee on Historic Preservation and Downtown Parking Ramp Study Committee.

### **Civic Engagement**

Past chairman and current member of the finance committee for Regis Catholic Schools. Current member of the finance committee of Immaculate Conception Church.

**FACT SHEET**

**FILE 19-20/070**

The Wisconsin Statute 59.10 (3) and the county code 1.08 (B) allow for the change in county board supervisor district boundaries due to annexations with county board action. This resolution incorporates new ward numbers and boundary changes due to annexations since the county board adopted resolution 17-18/073 in December 5, 2017. This resolution should be passed prior to county board supervisor's circulation of nomination papers on December 1. This resolution is needed for election purposes and there is no fiscal impact.

	<u>Old District Number</u>	<u>New District Number</u>	<u>Annex #</u>	<u>Population</u>
City of Eau Claire	3	Same	2018-1A	1 address
	12	Same (Ward 73)	2018-2A	no address
	13	Same	2018-3A	1 address
	12	16 (Ward 74)	2018-4A	4 addresses
	9	Same	2019-1A	no address
	29	Same	2019-2A	no address
	10	21 (Ward 75)	2019-3A	no address
City of Altoona	8	4 (Ward 16)		businesses

  
Janet K Loomis  
Eau Claire County Clerk

No fiscal impact.

4 APPROVING ALTERATION OF SUPERVISORY DISTRICT BOUNDARIES RESULTING  
5 FROM ANNEXATIONS FOR THE CITY OF EAU CLAIRE AND CITY OF ALTOONA

6 WHEREAS, state statutes allow the county board to consider changes in the boundaries  
7 of supervisory districts based on annexations that occur after the passage of the 10-year county  
8 redistricting plan in order to administer elections; and

9  
10 WHEREAS, the City of Eau Claire has created wards 73-75, and the City of Altoona has  
11 created Ward 16, due to annexations since the Eau Claire County Resolution R155-048, File No.  
12 11-12/079 was passed on September 20, 2011 that approved the final supervisory district plan  
13 and R161-041 and subsequent resolutions that approved alterations; and

14  
15 WHEREAS, exact maps of the described parcels, along with certified copies of the City  
16 of Eau Claire annexations, and the City of Altoona annexation, have been duly filed with the Eau  
17 Claire County Clerk; and

18  
19 WHEREAS, changes in said supervisory district boundaries are allowed by law, provided  
20 that the total number of supervisory districts is left unchanged.

21  
22 NOW, THEREFORE, BE IT RESOLVED by the Eau Claire County Board of  
23 Supervisors that the City of Eau Claire wards 73-75 and all other annexations, and Altoona Ward  
24 16 and all other annexations are hereby included in the supervisory districts enumerated.

25  
26 BE IT FURTHER RESOLVED that the Eau Claire County Clerk is hereby directed to  
27 forward all notices required under Wis. Stat. Chapter 59 to the Secretary of State for the purpose  
28 of advising that office of said boundary changes.

29  
30  
31 ADOPTED:

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41 \_\_\_\_\_  
42 Committee on Administration

43 TJS

44  
45 Dated this \_\_\_\_ day of \_\_\_\_\_, 2019.



# 20/20 Vision

3 YEAR STRATEGIC PLAN



## CURRENT INITIATIVES

# Making an impact

*The Eau Claire Area Economic Development Corporation has a consistent record of cultivating positive economic strategies, advocating for local businesses, and promoting innovation within our region.*



### **BUSINESS RECRUITMENT**

The Eau Claire Area EDC has developed and implemented marketing strategies to attract new business and industry into the area. Strategies which include hosting events, highlighting unique projects in our business community, and trade show outreach within supported career clusters.

### **BUSINESS GROWTH STRATEGIES**

Business growth calls are used to improve communication and facilitate improvements to local businesses.

### **START-UP DEVELOPMENT**

The Eau Claire area is emerging as a booming place for entrepreneurs and other start-up businesses. The EDC has assisted and guided these innovative thinkers to help bring their idea to market. In addition to traditional efforts, the EDC coordinates many entrepreneurial services and activities to showcase unique talent, ideas and businesses. The Idea Challenge, Start Up Eau Claire, and Start Up 48 are some of the prominent entrepreneurial activities facilitated, in part, by the Eau Claire Area EDC.

## 2018-2019 ACCOMPLISHMENTS

- 3 Successful projects, in Gateway, resulting in \$5.5 million dollars of building evaluation
- 111 entrepreneurs assisted through EDC hosted initiatives & events
- 3 Idea Challenge products launched into the marketplace, another 14 entrepreneurs actively working on launching into the local marketplace
- 92 Business Retention calls on businesses located in Altoona, Augusta, Eau Claire, Fairchild, and Fall Creek
- 6 site visits from businesses looking to expand or relocate in Eau Claire
- \$12 million projected in private investment & public sector funds secured for local businesses

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*EDC Mission:  
Advancing economic  
prosperity through  
business & job  
growth.*

## STRATEGIC GOALS

# Empowering our business community

*The 20/20 Vision for the Eau Claire Area EDC reflects the determination of the Board to strengthen the local economy by connecting & collaborating with established businesses along side with new & innovative business ventures.*



## BUSINESS GROWTH

### SHOWCASE PROPERTIES

Develop a comprehensive map of all available industrial, commercial, and large undeveloped residential properties in the county.

### COMMUNICATION

Increase Business Growth Calls to foster and assist in growing our local economy. Collaborate on expanding broadband services to more rural parts of the County & become a Telecommunication Forward County.

### CONNECTOR

Grow community and business relationships and be the connector in Eau Claire County.

### ECONOMIC RECOGNITION

Present Paragon Economic Impact Award, sponsored by Royal Credit Union.

### LEADERSHIP PARTNERSHIP

Launch CEO Leadership Council to establish economic needs and trends. Open private sector engagement to solve high-level problems within the community.

### REGIONAL COLLABORATION

Solidify a team approach for regional economic development to be focused on growing the Chippewa Valley. Encourage collaboration within local communities within public and private businesses.

## CRITICAL TALENT

- Promote interaction between business and higher-education faculty, several times each year
- Collaborate & merge our critical talent committee with EC Chamber's Workforce committee
- Initiate a partnership for Workforce Demand Survey
- Partner with the EC Chamber on Xello/Inspire Connections

## EMPOWERING NEW IDEAS

New businesses to the Eau Claire area keep the business culture vibrant and competitive. Original business ideas need cultivation from business leaders and community.

- Develop entrepreneurial opportunities with UWEC Science & Health Sciences Department
- Engage at entrepreneurial meetings and connect skills
- Invite membership to the board and committees
- Continues to coordinate The Idea Challenge competition
- Continue to facilitate StartUp 48 weekend & Start Up Eau Claire activities
- Re-organize StartUp 48 event as a 501 (c)(3)
- Organizer for local 1 Million Cups

## BUSINESS RECRUITMENT

The Eau Claire Area Economic Development Corporation will constantly continue to recruit new/relocating businesses, throughout the US and internationally, to the Eau Claire region.





Eau Claire Co



**Jerry Bauer**  
Board President  
2018-19



**Monica Obrycki,**  
Board President  
2020

Your investment  
makes an impact.

**3 YEAR STRATEGIC PLAN**

Eau Claire Area Economic  
Development Corporation

7 S. Dewey St. Suite 101  
Eau Claire, WI 54702  
715.834.0070  
[www.eauclaire-wi.com](http://www.eauclaire-wi.com)

