

## Committee on Administration

**Tuesday May 14, 2024**

2:30 p.m.

Courthouse – Room 3312  
721 Oxford Ave, Eau Claire, WI

### **Join by Phone:**

Dial in Number: 415.655.0001

Access Code: 2539 863 2542

### **Join by Meeting Number:**

Meeting Number: 2539 863 2542

Meeting Password: fHaHY8MJ3p6

### **Join from Meeting Link:**

<https://eauclairecounty.webex.com/eauclairecounty/j.php?MTID=ma1e4e24fb67cd6ab9aca3eb22577330f>

*A majority of the county board may be in attendance at this meeting;  
however, only members of the committee may take action on an agenda item.*

1. Call to Order and Confirmation of Meeting Notice
2. Roll Call and Introductions
3. Public Comment
4. Review and approval of meeting minutes – **Discussion/Action**
  - April 9, 2024
5. Expo Center Tower proposed lease (Matt Theisen - Facilities & Central Services Director, Chad Morgan and/or Pam Heineck – Ramaker) – **Discussion/Action**
6. Resolution 24-25/036: Approving alteration of the boundaries of County Supervisory Districts 15 and 26 resulting from the Governor’s 2024 redistricting – **Discussion/Action**
7. Quarterly Reports – **Discussion** (link to report central: <https://shorturl.at/lpS57>)
  - Veteran Services (Eric Killen)
  - Information Systems (Greg Dachel)
  - Facilities (Matt Theisen)
  - Child Support (Megan Brasch)
  - Corporation Counsel (Sharon McIlquham)
  - Risk Management (Sonja Leenhouts)
  - Administration (Kathryn Schauf)
8. Ordinance 24-25/007: To amend section 2.04.070 Rule 7 – Motions in General (*referred back to committee from County Board*) – **Discussion/Action**

Prepared by: Samantha Kraegenbrink – Executive Office Administrator

PLEASE NOTE: Upon reasonable notice, efforts will be made to accommodate the needs of individuals with disabilities through sign language, interpreters, remote access, or other auxiliary aids. Contact the clerk of the committee or Administration for assistance at (715) 839-5106. For additional information on ADA requests, contact the County ADA Coordinator at (715) 839-7335, (FAX) (715) 839-1669, TTY: use Relay (711) or by writing to the ADA Coordinator, Human Resources, Eau Claire County Courthouse, 721 Oxford Avenue, Eau Claire, WI 54703.



## Committee on Administration

**Tuesday May 14, 2024**

2:30 p.m.

Courthouse – Room 3312  
721 Oxford Ave, Eau Claire, WI

9. Ordinance 24-25/009: To amend section 2.04.120 Rule 12 – Standing Committees (*referred back to committee from County Board*) – **Discussion/Action**
10. Ordinance 24-25/020: To amend section 2.04.050 D – Rule 5 – Speaking at Meetings – **Discussion/Action**
11. Ordinance 24-25/022: To amend section 2.04.320 Rule 32 E – Reports to the County Board – **Discussion/Action**
12. Ordinance 24-25/025: To amend section 2.04.435 C – Committee on Administration – **Discussion/Action**
13. Integrating Professionals with a Purpose - **Discussion**
14. Proclamation: Proclaiming Wednesday, June 19, 2024, as “Juneteenth Day” in Eau Claire County – **Discussion/Action**
15. Generous Jurors Selection – **Discussion/Action**
16. County Administrator Update – **Information/Discussion**
  - Rural Partnership Network update
17. Committee Appointments – **Discussion/Action**
  - ADRC Board
    - Sue Miller (reappointment)
    - Terry Stanley (reappointment)
    - Sandra Romney (reappointment)
  - Broadband Committee
    - Todd Meyer (new appointment)
18. Future Agenda Items
  - Ordinance 24-25/021: To amend section 2.04.485 B 2 – Committee on Finance and Budget
  - Ordinance 24-25/023: To amend section 4.02.070 – County Board Public Hearing, Review, and Approval
  - Ordinance 24-25/024: To amend section 4.02.040 – Referral to the Committee on Finance and Budget
19. Announcements
20. Adjourn

Prepared by: Samantha Kraegenbrink – Executive Office Administrator

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**Committee on Administration  
MINUTES**

**Tuesday April 9, 2024**

2:30 p.m.

Courthouse – Room 3312  
721 Oxford Ave, Eau Claire, WI

Present: Connie Russell, Todd Meyer, Gerald Wilkie, Nancy Coffey

Others: Samantha Kraegenbrink, Jason Szymanski, Sharon McIlquham, Sonja Leenhouts, Kathryn Schauf, Vickie Gardner (remote), Greg Dachel

**Call to Order and Confirmation of Meeting Notice**

Chair Coffey called the meeting to order at 2:30 p.m. and confirmed meeting notice.

**Roll Call**

Roll call is indicated above under present.

**Public Comment**

No members of the public wished to make comment.

**Review and approval of meeting minutes from March 12, 2024 – March 21, 2024 – and April 3, 2024**

Motion by Supervisor Russell. All in favor, minutes approved.

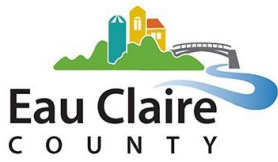
**County Administrator Update**

Administrator Schauf provided the committee an update on the Chamber HSHS/Prevea Task Force

**Committee Appointments**

Motion by Supervisor Meyer approve the following appointments. All in favor of the motion.

- Airport Commission
  - Barry Wells (reappointment)
- Conduct Inquiry Board
  - William Gabler (reappointment)
  - Joshua Christianson (reappointment)
- Human Services Board
  - Paul Maulucci (reappointment)
  - James Catlin (reappointment)
  - Jeremy Beaulieu (new appointment)
- Groundwater Advisory
  - Mary Kenosian
- Land Conservation Commission
  - Ricky Strauch (reappointment)
  - Glory Adams (reappointment)
  - Jim Stensen (reappointment)



**Committee on Administration  
MINUTES**

**Tuesday April 9, 2024**

2:30 p.m.

Courthouse – Room 3312  
721 Oxford Ave, Eau Claire, WI

- Local Emergency Planning Committee
  - Jason Knecht (reappointment)
  - Matthew Jaggar (reappointment)
  - Jack Running (reappointment)
  - James Hager (reappointment)

**Future Agenda Items**

- None noted at this time.

The meeting was adjourned at 2:52 p.m.

Respectfully submitted by,

Samantha Kraegenbrink  
Executive Office Administrator

May 7, 2024

Dear Members of the Committee on Administration for Eau Claire County Wisconsin,

Thank you for your consideration regarding the potential cellular tower opportunity on County property in the Eau Claire area. As requested, below are a few details of the project.

The County property located on Lorch Ave, Parcel 18221-2-260903-320-0001 (alternate parcel #221154904A) in the City of Eau Claire has been identified as a suitable location to meet network needs for improved cellular coverage in the area.

To place a tower, we would need to lease a small 100'x100' area of County property. Within the lease area would be a 75'x75' fenced compound to house the tower and all the necessary ground equipment. The compound will be surrounded by landscape screening to meet zoning requirements. Additionally, a 30' wide access utility easement from the nearest Right of Way to the lease area would be needed. Within that easement would be a 12' wide gravel driveway extending off the existing asphalt driveway entrance. The remainder of the easement space would be used for utilities such as power and fiber.

The company interested in leasing the space and building the tower is called The Towers, LLC, (Vertical Bridge). Vertical Bridge has hired Ramaker to represent them as their local Site Acquisition Firm. The lease is designed for a total duration of 50 years, consisting of an initial 5-year term with 9 additional automatic (5-year) terms thereafter.

We are currently anticipating a tower height of 195' with a 4' lightning rod at this location. Our initial placement suggestion is at the blue pin on this aerial view, but we are willing to work with you to determine the best location on the property to place a tower. The red outline is the ideal segment of the property to house the tower compound.



There are a few items to be aware of when placing the tower:

1. Needs to be placed a minimum of half the tower height from the nearest property line and/or Right of Way to meet necessary setbacks (approximately 100')
2. Cannot be placed in wetlands
3. Cannot be placed in a flood plain

To kickstart the project, an option payment of \$2,000 would be made—a one-time payment due upon the full execution of the lease by Vertical Bridge. This payment is intended to reserve the site for up to 4 years, facilitating regulatory, zoning, and permitting processes. It also grants access for any required field work to design and prepare for the tower.

The Option is considered "initiated" approximately when construction begins. Upon commencement of construction by Vertical Bridge, monthly rent at a rate of \$1000 per month will commence. Annually, the rent will increase by 1.5% over the previous year. At these rates, the total cumulative rent over a 50-year lease would be \$884,193, which is the maximum compensation that Vertical Bridge will offer.

If you have any questions or would like further clarification, please reach out to me directly.

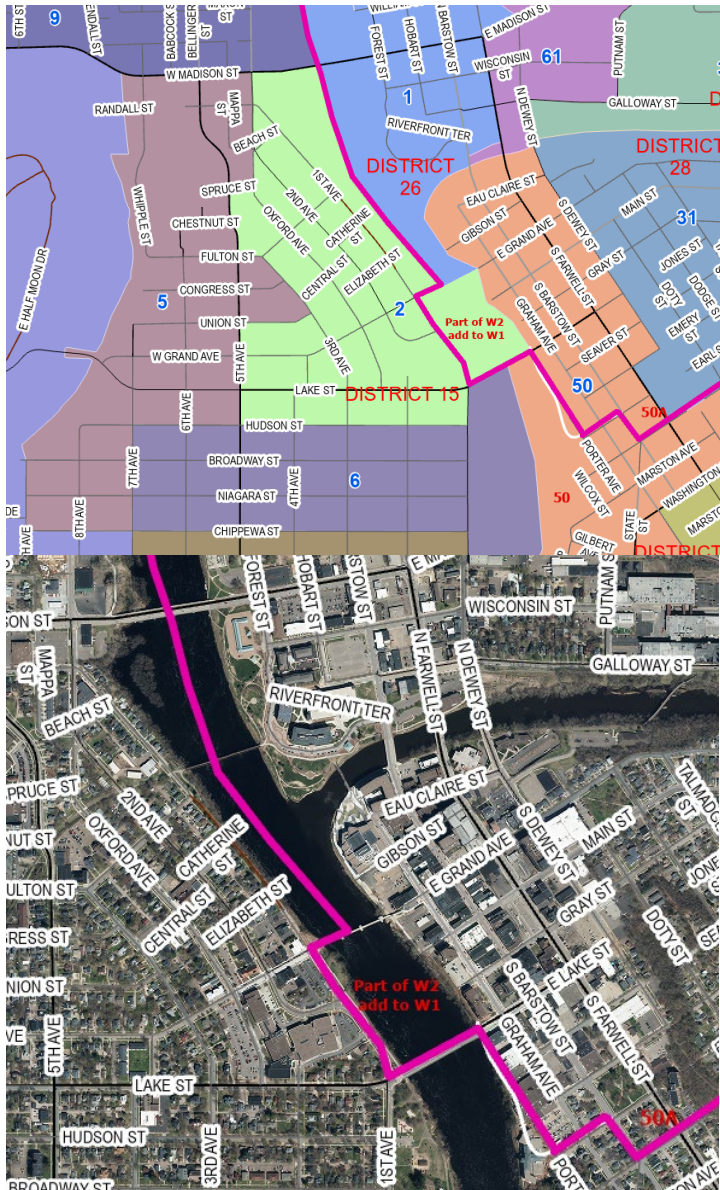
Thank you,

Chad Morgan  
Project Manager

FACT SHEET  
24-25/036 Redistricting Resolution

The State of Wisconsin has directed Eau Claire County to redraw State Assembly District lines to match the 2024 Governor’s redistricting map. With the new boundary the City of Eau Claire Ward 2 (County Supervisory District 15) is split into two different assembly districts, one portion being east of the west bank of the Chippewa River, and the other west of the west bank of the Chippewa River. The state does not allow wards to be split for assembly districts so the City of Eau Claire is adding the east portion to Ward 1. The portion east of the west bank is comprised of a small portion of the river, there are no residences or voters in the piece. This resolution proposes that the newly split portion, east of the west bank of the Chippewa River, approved by Eau Claire City Council to be added to Ward 1, be moved from County Supervisory District 15 and added to County Supervisory District 26.

No voters are affected and there is no fiscal impact.



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APPROVING ALTERATION OF THE BOUNDARIES OF COUNTY SUPERVISORY DISTRICTS 15 and 26 RESULTING FROM THE GOVERNOR’S 2024 REDISTRICTING

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

WHEREAS, the State of Wisconsin has directed Eau Claire County to redraw State Assembly District lines to match the 2024 Governor’s redistricting map. With the new boundary the City of Eau Claire Ward 2 (County Supervisory District 15) is split into two different assembly districts, one portion being east of the west bank of the Chippewa River, and the other west of the west bank of the Chippewa River. The state does not allow wards to be split for assembly districts so the City of Eau Claire is adding the east portion to Ward 1. The portion east of the west bank is comprised of a small portion of the river, there are no residences or voters in the piece. This resolution proposes that the newly split portion, east of the west bank of the Chippewa River, approved by Eau Claire City Council to be added to Ward 1, be moved from County Supervisory District 15 and added to County Supervisory District 26; and

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

NOW, THEREFORE, BE IT RESOLVED that the Eau Claire County Board of Supervisors approves that the supervisory district boundaries of Districts 15 and 26 be modified to follow the given Assembly District lines of the State of Wisconsin 2024 Governor’s redistricting, to split the City of Eau Claire Ward 2, with the east portion be added to Supervisory District 26 and the West portion remaining in Supervisory District 15.

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

ADOPTED:

Committee on Administration

AYE NAY ABSTAIN

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Supervisor Nancy Coffey

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Supervisor Connie Russell

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Supervisor Gerald Wilkie

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AYE NAY ABSTAIN

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Supervisor Steve Chilson

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Supervisor Katherine Schneider

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2024

Resolution 24-25/036



FACT SHEET  
FILE NO. 24-25/007

This ordinance was presented as part of the amendments to the rules of the board from Supervisor Zook. At the April 16, 2024, this item was referred back to the Committee on Administration for further discussion.

Fiscal Impact: None

Respectfully submitted by,

Samantha Kraegenbrink  
Executive Office Administrator

1 Enrolled No.

ORDINANCE

File No. 24-25/007

2

3 Submitted by Supervisor Dane Zook

4

5 TO AMEND SECTION 2.04.070 RULE 7 – MOTIONS IN GENERAL

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7 2.04.070 Rule 7—Motions in general

8 A. Presentation and Form of Motions.

9 3. Eau Claire County written policies are equal to written rules for the purpose of decision  
10 making.

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12 ENACTED:

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14 **Committee on Administration**

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	AYE	NAY	ABSTAIN
16 _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
17 Supervisor Nancy Coffey			
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19 Supervisor Connie Russell			
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21 Supervisor Gerald Wilkie			
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23 Supervisor Steve Chilson			
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25 Supervisor Katherine Schneider			

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32 Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2024

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34 Ordinance 24-24/007

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FACT SHEET  
FILE NO. 24-25/009

This ordinance was presented as part of the amendments to the rules of the board from Supervisor Myren. At the April 16, 2024, this item was referred back to the Committee on Administration for further discussion.

Prior to the April 16, 2024 County Board meeting, the Committee on Administration recommended the following changes to File no. 24-25/009:

Motion by Supervisor Wilkie.

Amendment: Supervisor Meyer motions to amend on line 16 after objectively to read “considering supervisors skills and interests.” To strike the word “strong” on line 14. And to insert ; before consideration on line 14. Strike on line 15 “, especially if they were the chair or vice-chair of the committee, commission or board”

All in favor of the amendment. Motion carried.

On the amendment as amended, all in favor, motion carried.

Fiscal Impact: None

Respectfully submitted by,

Samantha Kraegenbrink  
Executive Office Administrator

1 Enrolled No.

ORDINANCE

File No. 24-25/009

2

3 Submitted by Supervisor Allen Myren

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5 TO AMEND SECTION 2.04.120 RULE 12 – STANDING COMMITTEES

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7 2.04.120 Rule 12—Standing committees

8 C. Committee Assignments.

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10 3. When the board chair is making committee, commission or board appointments, if a  
11 reelected supervisor has indicated an interest in remaining on a committee they were previously  
12 serving on; consideration should be given to their prior experience serving on the committee,  
13 commission or board. The committee assignments shall be done objectively considering  
14 supervisors skills and interests.

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15 Committee on Administration

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AYE NAY ABSTAIN

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Supervisor Nancy Coffey

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Supervisor Connie Russell

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Supervisor Gerald Wilkie

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Supervisor Steve Chilson

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Supervisor Katherine Schneider

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32 Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2024

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Ordinance 24-25/009

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FACT SHEET

TO FILE NO. 24-25/020

This amendment is based on a premise and requirement that the County Board should follow all applicable local, state, and federal laws, ordinances, and regulations.

Fiscal Impact: \$0.00

Respectfully submitted,

Supervisor Dane Zook  
District 6

1 Enrolled No.

ORDINANCE

File No. 24-25/020

2

3 Submitted by Supervisor Dane Zook

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5 TO AMEND SECTION 2.04.050 D - RULE 5 – SPEAKING AT MEETINGS

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7 2.04.050 D Rule 5 — Speaking at meetings in general

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9 D. We govern by the rule of law, so we must adhere to any and all applicable  
10 resolutions, ordinances, rules, statutes, codes and laws of the legal governing authority of the  
11 jurisdiction such as local, town, county, state, and federal laws

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13 ENACTED:

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15 **Committee on Administration**

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AYE NAY ABSTAIN

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Supervisor Nancy Coffey

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Supervisor Connie Russell

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Supervisor Gerald Wilkie

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Supervisor Steve Chilson

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Supervisor Katherine Schneider

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28 Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2024

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FACT SHEET

TO FILE NO. 24-25/022

AMENDMENT TO 2.04.320 Rule 32 E GRANTS THE AUTHORITY OF STANDING COMMITTEES TO APPROVE PRESENTATIONS AND REPORTS PLACED ON THE BOARD AGENDA.

The amendment grants the authority of standing committees to approve reports being placed on the Board agenda and presented to the County Board by county department heads, elected officials, and agencies funded by the County. 2.04.140 D states, "Each committee shall be responsible and accountable to the county board." This amendment assists in complying with 2.04.140 D. by ensuring that standing committees can place reports presented on the Board's agenda. Currently, the County Board Chair has the authority to determine what is placed on the Board's agenda.

Respectfully submitted by,

Gerald "Jerry" Wilkie  
County Board Supervisor District 19

1 Enrolled No.

ORDINANCE

File No. 24-25/022

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Submitted by Supervisor Gerald Wilkie

TO AMEND SECTION 2.04.320 Rule 32 E – REPORTS TO THE COUNTY BOARD

2.04.320 Rule 32 E. County department heads, elected officials, and persons representing agencies, funded, created by, or functioning in a contractual relationship to the board or funded by the County may present reports to the Board as authorized by the board chair or a standing committee.

Committee on Administration

AYE NAY ABSTAIN

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Supervisor Nancy Coffey

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Supervisor Connie Russell

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Supervisor Gerald Wilkie

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Supervisor Steve Chilson

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Supervisor Katherine Schneider

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2024

Ordinance 24-25/022



FACT SHEET

TO FILE NO. 24-25/025

AMENDMENT 2.04.35 C. DIRECTS THE COMMITTEE ON ADMINISTRATION TO CONDUCT THE ADMINISTRATOR'S ANNUAL EVALUATION AS REQUIRED IN THE CONTRACT AND OBTAIN AN EVALUATION SURVEY ON THE ADMINISTRATOR FROM COUNTY BOARD SUPERVISORS, DEPARTMENT HEADS AND ELECTED OFFICIALS FOR CONSIDERATION.

The Administrator was not evaluated yearly as required in the contract for approximately five years, and according to the contract, it should have been done before receiving any compensation increases. Once pointed out, it was corrected. It is understood that a procedure has been put in place or is in process to prevent this from happening.

The amendment inserts 2.04.435 C., which puts in the ordinance that the Committee on Administration is responsible for a yearly evaluation of the Administrator before any compensation increases. This would now align with the Administrator's contract.

The amendment directs the Administration Committee to obtain an evaluation survey from County Board Supervisors, department heads, and elected officials as part of the yearly process, which shall be reviewed in a closed session with the Administrator. 2.04.310 Rule 31 C 1&2 (sealed minutes") and 2.08.020 C (Non-disclosure) are applicable.

It is a common practice in which subordinates have input with their supervisor's evaluation. It fits well with the Administrator's encouragement of the "manage-up approach" in the county. 2.06.140 A. states that "the county administrator is accountable to the county board for the administration of its policies and programs and for his or her conduct as a responsible public official." All County Board Supervisors should be able to contribute to the Administrator's evaluation. Attendance at a yearly closed meeting for all Supervisors is not a practical solution.

Respectfully submitted by,

Gerald "Jerry" Wilkie  
County Board Supervisor District 19

1 Enrolled No.

ORDINANCE

File No. 24-25/025

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Submitted by Supervisor Gerald Wilkie

TO AMEND SECTION 2.04.435 C - COMMITTEE ON ADMINISTRATION

2.04.435 Committee on Administration.

C. The Committee on Administration shall evaluate the County Administrator's performance on an annual basis prior to the County Administrator receiving any compensation increases. Compensation increases shall be contingent upon an overall satisfactory performance rating by the Committee. The Committee on Administration shall meet in closed session to prepare a written evaluation and then to discuss the evaluation with the County Administrator. The evaluation shall be placed in the County Administrator's personnel file. The Committee on Administration shall request and/or receive oral or written input from other county board supervisors, department heads, and elected officials in preparation of the evaluation. Any written input received from other county board supervisors, department heads, and elected officials shall be retained in sealed closed session minutes and subject to release consistent with the provisions of the Wisconsin Public Record laws as determined by Corporation Counsel.

ENACTED:

Committee on Administration

AYE    NAY    ABSTAIN

\_\_\_\_\_  
Supervisor Nancy Coffey

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Supervisor Connie Russell

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Supervisor Gerald Wilkie

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Supervisor Steve Chilson

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Supervisor Katherine Schneider

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2024

PROCLAMATION

PROCLAIMING WEDNESDAY, JUNE 19, 2024, AS “JUNETEENTH DAY” IN EAU CLAIRE COUNTY

WHEREAS, Juneteenth is the oldest known celebration commemorating the Emancipation Proclamation, the document which ended slavery in the United States; and

WHEREAS, June 19, 1865 is recorded in history as the date when word of the Emancipation brought freedom to the last remaining slaves in the country; and

WHEREAS, this occasion in the United States has grown into a global celebration which encourages self-development and appreciation for all races and cultures; and

WHEREAS, many area organizations and community members have organized a celebration to heighten awareness of this observance and to provide an opportunity for all people in the community to get together and share in an atmosphere of respect and inclusion.

NOW, THEREFORE, THE EAU CLAIRE COUNTY BOARD OF SUPERVISORS hereby proclaim Wednesday, June 19, 2024, as Juneteenth Day in the County of Eau Claire and encourages all residents to join in recognizing this day of unity, freedom, and opportunity and to honor the diversity of all racial and ethnic groups in our community.

Dated this 21<sup>st</sup> day of May 2024

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Nancy Coffey, Eau Claire County Board  
Chairperson



# memo

To: Committee on Administration

From: Samantha Kraegenbrink – Executive Office Administrator

Date: May 8, 2024

Re: Generous Juror Program

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In 2020, the Generous Juror Program was placed on hold due to the lack of in person jury trials. Historically, the Committee on Administration would select a program to receive the funds from the Generous Juror Program which would be in effect for one calendar year. Below are the following programs that were advocated for by department heads to receive funding for the remainder of 2024.

1. **Crime Stoppers**

Eau Claire County law enforcement agencies rely on residents and businesses to solve crimes, recover property, and remove drugs. Allows people to submit tip anonymously.

2. **Eau Claire County Sheriff's Office Kids N' Cops Program**

Since 1991, Kids N' Cops has united the Eau Claire County Sheriff's Office and other area Law Enforcement Officers with at risk youth between the ages of 4-11. Donations and fundraisers allow the program to create a special experience for these young people. Referrals are received from schools, social service agencies and churches. Officers take the children shopping at Target for essential winter clothing and school items and also let them choose a special toy! Kids N' Cops enables officers, family members and friends to share a little holiday cheer while providing a positive interaction with law enforcement that lasts a lifetime.

3. **Drug Endangered Children Program**

The Eau Claire County Drug Endangered Children (DEC) Team is committed to providing the most current evidence-based training and resources available to investigate cases involving drug endangered children in our community. Our goal is to ensure children



receive the services, resources and medical care they need to ensure their well-being.

4. **Meals on Wheels**

The ADRC operates the Meals on Wheels program for Eau Claire County. This program delivers a hot, freshly prepared meal daily to homebound seniors throughout Eau Claire County. The program is funded through the Older Americans Act and voluntary contributions from the participants.

A committee decision regarding the remaining 2024 recipient is now needed. Once the program has been selected, I will process the paperwork accordingly.

Thank you.

Submission # 3164186  
IP Address 208.157.188.206  
Submission Recorded On 04/26/2024 11:53 AM  
Time to Take Survey 30 minutes, 13 seconds

Page 1

Incomplete applications will not be processed.

Please note, not all board/commission/councils have openings and applications submitted outside of a vacancy will be placed on file.

**\* Today's Date**

04/26/2024 12:00 AM

**Name of Board or Commission You are Applying For (applications are retained for 2 years)**

**\* Please select one from the list below. ?**

Broadband Committee

**\* Are you a current employee of Eau Claire County or employed at a firm that is a vendor or has an affiliation with Eau Claire County?**

No

\*

**The majority of Boards/Commissions/Councils and Committees meet on a monthly basis (date and time is determined by the committee.) Can you commit to attending meetings in accordance with the schedule of the Boards/Commissions/Councils and Committees you are applying for?**

?

Yes

**\* Full Name**

Todd Meyer

**\* Age 18 or Older**

Yes

**\* Residence Address**

S15900 Townline Rd  
Fairchild WI 54741

**\* Home Phone Number**

(715) 533-2868

**\* Business/Cell Phone Number**

(715) 831-7337

**\* Email**

steingryphon@gmail.com

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

Yes

**Number of Years:**

20+

**\* Education**

BA Fine Art/Political Science dual major, UWEC; MA Political Philosophy, Boston College

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

No

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

\*\*SKIPPED\*\*

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

Faculty member of Chippewa Valley Technical College

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

Eau Claire Economic Development Corp. Board; Wisconsin Towns Association Eau Claire County Unit; Eau Claire Housing (Fairchild Senior Living board); Chippewa Valley Digital Inclusion Partnership planning team member; Eau Claire County Board First Vice-Chair, 2023; Planning & Development Committee 2022-23; Committee on Administration; Broadband Committee Chair 2022-23

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

As the former chair of the broadband committee, I would like to return to committee membership in order to continue to be involved in the work of shaping county policies to extend the benefits of broadband use to all interested residents of Eau Claire County. I have been involved in digital equity and inclusion efforts as a community volunteer, a municipal elected official, and a higher education professional for over two decades. I strongly believe in the digital inclusion mission and the almost existential importance of universal broadband access, especially for rural communities coping with continued population decline.

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

I would continue to support the initiatives now underway; actively advocate for the next wave of needed efforts to expand broadband access and use; assist in the planning

for BEAD, the next wave of federal funding, so that the county will be well positioned to qualify for and obtain grant funding for our next round of projects; and continue to be a part of efforts to foster public/private/CBO partnerships and coordinate action between stakeholders.

**Attachment**

**\*\*SKIPPED\*\***

## Future Agenda Items

The following items in the agenda packet are future agenda items. They will be addressed in a future meeting of the Committee on Administration. Inclusion of these items are for your review to prepare for discussion and potential action. No discussion of these items may take place at this time.



FACT SHEET

TO FILE NO. 24-25/021

AMENDMENT 2.04.485 B2 CLARIFIES BUDGET OVERAGES AND PROVIDES FOR YEAR-TO-DATE RECEIVABLES AND PAYABLES, WHICH WOULD FACILITATE THE COMMITTEE ON FINANCE AND BUDGET MITIGATION RECOMMENDATIONS TO THE OVERSIGHT COMMITTEE AND ADMINISTRATOR, WITH NOTICE TO THE COUNTY BOARD.

The Committee on Finance and Budget is responsible for reviewing county finance and budget matters. 2.04.485 B 2 directs the Committee to evaluate when a department or elected office is experiencing a "significant budget overage." The Committee recommends mitigation to the administrator and oversight committee and is responsible and accountable to report to the Board (2.04.140 D).

The amendment clarifies significant budget overage by changing "levy" to "year-to-date, 01-general county funding".

The amendment adds that the Finance Director will provide the Committee on Finance and Budget with projected year-to-date receivables and payables. That gives the Committee a more reliable fiscal projection when making mitigation recommendations to decrease expenditures, increase other revenue sources, and/or transfer funds to cover the overage.

Respectfully submitted by,

Gerald "Jerry" Wilkie  
County Board Supervisor District 19

1 Enrolled No.

ORDINANCE

File No. 24-25/021

2

3 Submitted by Supervisor Gerald Wilkie

4

5 TO AMEND SECTION 2.04.485 B 2. - COMMITTEE ON FINANCE AND BUDGET

6

7 2.04.485 B 2. Committee on Finance and Budget.

8 B. The committee shall have the following powers and duties:

9 2. Receive and evaluate the county quarterly fiscal report. When any department  
10 indicates a significant projected budget overage (5% or more of the year-to-date levy-general  
11 revenue fund), receive and evaluate that department's mitigation plan. The Finance Director shall  
12 coordinate with the department to provide the committee with estimated year-to-date receivables  
13 and payables. The committee shall make recommendations regarding the mitigation plan to the  
14 department's oversight committee and the County Administrator, with notice to the County  
15 Board. The Committee on Finance and Budget shall receive monthly reports of progress on the  
16 mitigation plan until the projected overage has been resolved.

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18 ENACTED:

19

20 **Committee on Finance & Budget**

21  AYE  NAY  ABSTAIN

22

23 Supervisor Dane Zook

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25 Supervisor Stella Pagonis

26

27 Supervisor Jim Schumacher

28

29 Supervisor Bob Swanson

30

31 Supervisor Jim Dunning

32

33 Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2024

34

35

36 **Committee on Administration**

37  AYE  NAY  ABSTAIN

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39 Supervisor Nancy Coffey

40

41 Supervisor Connie Russell

42

43 Supervisor Gerald Wilkie

44

45 Supervisor Steve Chilson

46

47 Supervisor Katherine Schneider

48

49 Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2024

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## FACT SHEET

TO FILE NO. 24-25/023 and 24-25/024

AMENDMENTS TO 4.02.040 AND 4.02.070 RESTORES THE INFLUENCE IN THE BUDGET PROCESS AND RESPONSIBILITY WITH ELECTED SUPERVISORS APPOINTED BY THE COUNTY BOARD CHAIR TO THE FINANCE AND BUDGET COMMITTEE.

State statutes require the Administrator to provide a recommended balanced budget to the County Board. The Board has the authority to choose the process for developing the budget and the process the Board uses during budget deliberations.

Six previous Chairs for the Committee on Finance and Budget developed budget directives/guidelines in coordination with the Administrator and Finance Director, and the Committee approved them. In recent years, the Committee has been less involved in the process of developing and communicating budget directives/guidelines. One year, the Committee wasn't involved at all and had to request a copy after its distribution. 4.02.40 amendment assures the influence of the Finance and Budget Committee in the development of budget directives/guidelines by requiring approval from the Committee before directives/guidelines are issued.

For over 30 years, the Finance and Budget Committee had submitted a proposed budget for the Board to amend during the budget deliberation process. At the same time, the Board had the administrators' recommended budget for board members to consider. That was changed to having the Committee on Finance and Budget amend the administrators' recommended budget, which included new positions. When the change happened, it was described as "housekeeping." The Board may not have fully understood the impact.

With the approval of the amendment, the Committee would return to submitting its proposed balanced budget to the Board, with the Board deliberating on the proposed budget from the Committee. During budget deliberations, county board supervisors still bring forward balanced budget amendments, which are voted upon as individual items by the Board. Supervisors still have the Administrator's required budget recommendation to consider when making amendments.

The amendment restores the influence and responsibility of elected and appointed County Board Supervisors on the Committee on Finance and Budget.

4.02.070 change aligns with this proposed amendment to 4.02.040.

Respectfully submitted by,

Gerald "Jerry" Wilkie  
County Board Supervisor District 19

1 Enrolled No.

ORDINANCE

File No. 24-25/023

2

3 Submitted by Supervisor Gerald Wilkie

4

5 TO AMEND SECTION 4.02.070 – COUNTY BOARD PUBLIC HEARING, REVIEW AND  
6 APPROVAL

7

8 4.02.070 – County Board public hearing, review and approval. The county board shall hold a  
9 public hearing on the annual budget meeting at which time the citizens may appear to express  
10 their opinions. After such public hearing, the county board shall deliberate the annual budget and  
11 consider ~~amendments~~ the proposed budget presented by the committee on finance and budget.  
12 Any additional amendments must be presented and voted upon as individual items by the county  
13 board.

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15 ENACTED:

16

17 **Committee on Finance & Budget**

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AYE NAY ABSTAIN

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20 Supervisor Dane Zook

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22 \_\_\_\_\_

22 Supervisor Stella Pagonis

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24 Supervisor Jim Schumacher

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26 Supervisor Bob Swanson

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28 Supervisor Jim Dunning

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30 Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2024

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33 **Committee on Administration**

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AYE NAY ABSTAIN

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36 Supervisor Nancy Coffey

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38 Supervisor Connie Russell

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40 Supervisor Gerald Wilkie

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42 Supervisor Steve Chilson

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44 Supervisor Katherine Schneider

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46 Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2024

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1 Enrolled No.

ORDINANCE

File No. 24-25/024

2

3 Submitted by Supervisor Gerald Wilkie

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5 TO AMEND SECTION 4.02.040 – REFERRAL TO THE COMMITTEE ON FINANCE AND  
6 BUDGET

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8 4.02.040 – Referral to the Committee on Finance and Budget. The county board shall refer the  
9 administrator’s budget to the committee on finance and budget for publication as a class 1 notice  
10 with a summary of the administrator’s proposed budget. The committee shall hold public  
11 listening sessions. After such listening sessions, the committee on finance and budget shall  
12 submit to the board its ~~recommendation for amendments to the Administrator’s budget.~~ proposed  
13 balanced budget. The County Board's deliberation process shall be on the proposed budget from  
14 the Committee on Finance and Budget. Supervisors can make balanced budget amendments to  
15 that budget during the budget deliberations process. All amendments to the proposed budget  
16 shall maintain a balanced budget. The Administrator and Finance Director shall collaborate with  
17 the Committee on Finance and Budget on written guidelines/directives provided to department  
18 heads and elected officials, which shall require a majority vote of approval from the committee  
19 before being issued.

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21 ENACTED:

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23 **Committee on Finance & Budget**

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AYE NAY ABSTAIN

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26 Supervisor Dane Zook

27 \_\_\_\_\_

28 Supervisor Stella Pagonis

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30 Supervisor Jim Schumacher

31 \_\_\_\_\_

32 Supervisor Bob Swanson

33 \_\_\_\_\_

34 Supervisor Jim Dunning

35

36 Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2024

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39 **Committee on Administration**

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AYE NAY ABSTAIN

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42 Supervisor Nancy Coffey

43 \_\_\_\_\_

44 Supervisor Connie Russell

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46 Supervisor Gerald Wilkie

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48 Supervisor Steve Chilson

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50 Supervisor Katherine Schneider

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Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2024

Ordinance 24-25/024