

Committee members: Jones, Richard (Chair)  
Jaeckel, George, (Vice Chair)  
Kutz, Russell (Secretary)  
Braugher, James  
Nelán, Conor

1. **Call to order** – Dick Jones called the meeting to order at 8:30 a.m.
2. **Roll call (establish a quorum)** - All committee members were present with the exception of Amy Rinard who was excused with James Braugher substituting. Other County Board members present were Michael Wineke and Walt Christensen. Staff members present were County Administrator, Ben Wehmeier; Finance Director, Marc DeVries; and Assistant Finance Director, Tammy Worzalla. There were no others present from the public.
3. **Certification of compliance with the Open Meetings Law** - Wehmeier certified compliance with the Open Meetings Law.
4. **Approval of the agenda** – No action taken.
5. **Communications** – None.
6. **Public comment** – None.
7. **Outstanding Department Budgets** – The Finance Committee considered the recommended budgets for each department listed below and motions were made to tentatively accept the recommended budget figures for each department, unless otherwise noted. *[The format for each department lists (i) budget presenters in addition to Ben Wehmeier, (ii) any other information specific to the department budget, (iii) who moved/seconded to tentatively accept the recommended budget figure, unless otherwise noted, along with the amount, and (iv) the voting record]*
  - a. **Finance**
    - i. Marc DeVries
    - ii. No additional motion/information
    - iii. Motion by Jones/Jaeckel to approve the recommended budget (estimated levy amount \$496,515)
    - iv. Motion passed 5-0.
8. **2020 Capital and 5 Year Capital Plan** – County Administrator Wehmeier discussed the 2020 Capital Plan and possible financing sources. The Committee directed Wehmeier to continue to research costs further in order to refine the scope of possible financing options. No action taken.
9. **General Revenues; General Expenditures (Contingency)**
  - i. Ben Wehmeier and Marc DeVries
  - ii. No additional motion/information
  - iii. Motion by Jaeckel/Kutz to approve the recommended budget (estimated levy savings \$7,822,860)
  - iv. Motion passed 5-0.
10. **Fee Schedule** – DeVries explained that Parks, Land and Water Conservation and Fair Park had made changes to their fee structures. Motion by Nelán/Jaeckel to approve the recommended fee schedule for 2020. The motion passed 5-0.
11. **Fund Balance Policy** – the Committee considered the application of fund balance to capital projects in the amount of \$714,174 of the \$726,442 allowed by the Fund Balance Policy. Motion by Jaeckel/Kutz to accept the recommendation to apply \$714,174 of fund balance to 2020 capital purchases. The motion passed 5-0.
12. **Finance and Debt Service**
  - i. Marc DeVries
  - ii. No additional motion/information
  - iii. Motion by Nelán/Jaeckel to approve the recommended budget (estimated levy amount for Finance Department - \$1,136,443, estimated levy amount for Debt Service \$1,136,443)
  - iv. Motion passed 5-0.
13. **Set tax levy**
  - i. Motion made by Jaeckel/Braugher to approve the following:
    1. Health Department - \$857,526 tax levy at a \$0.1345 mill rate
    2. Library System- \$1,190,912 tax levy at a \$0.3234 mill rate
    3. Suspend the Fund Balance policy requirement for the Health Department to retain two months for one year, and the Health Department's budgeted fund balance shall not decline below one month of current year budgeted expenditures.
    4. Motion passed 5-0

ii. Motion made by Jones/Jaeckel to approve the following:

1. Set the total tax levy at \$30,093,660 with a breakdown of the tax levy at: County-Wide (1992 statute definition) \$28,045,222 tax levy at a \$3.6545 mill rate for general operations and \$.1543 mill rate for debt service.
2. Motion passed 5-0.

**14. Set future meeting schedule, next meeting date, and possible agenda items** – The next Finance Committee meeting is scheduled for Thursday, October 10 at 8:30 a.m.

**15. Adjourn** – A motion was made at 11:37 a.m. to adjourn by Jaeckel/Braugher. The motion passed 5-0.

Respectfully submitted,

Russell Kutz  
Finance Committee Secretary  
Jefferson County  
/mad