

**Jefferson County
Finance Committee Minutes
September 19, 2024**

Committee members: Jones, Richard (Chair) Kutz, Russell
Christensen, Walt Drayna, David
Jaeckel, George (Vice Chair)

1. **Call to order** – Supervisor Jones called the meeting to order at 8:30 a.m.
2. **Roll call (establish a quorum)** – Finance Committee members present were Richard Jones, David Drayna, George Jaeckel, Russell Kutz, and Walt Christensen (arrived at 9:10). There were no other supervisors in attendance. Staff in attendance were County Administrator, Ben Wehmeier; Assistant to the County Administrator, Michael Luckey; Finance Director, Marc DeVries; Assistant Finance Director, Tammy Worzalla; Budget Analyst I, Morgan Toutant; and Corporation Counsel, Danielle Thompson. There were no members of the public present.
3. **Certification of compliance with the Open Meetings Law** – County Administrator Wehmeier certified compliance with the Open Meetings Law.
4. **Approval of the agenda** – The agenda was approved.
5. **Communications** – None.
6. **Public Comment** – None.
7. **Department 2025 Budget Hearings** – 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. Outstanding department budgets and changes to previously presented budgets
 - i. **Finance**
 1. Marc DeVries
 2. No additional motion/information
 3. Motion by Jones/Jaeckel to approve the recommended budget of \$1,189,562 (estimated levy amount \$694,952)
 4. Motion passed 4-0.
 - ii. **Fleet**
 1. Marc DeVries
 2. No additional motion/information
 3. Motion by Jaeckel/Drayna to approve the recommended budget of \$313,237 (estimated levy amount \$0)
 4. Motion passed 4-0.
 - b. 2025 Capital and 5-Year Capital Plan – Motion by Jones/Drayna to approve the 2025 Capital and 5-Year Capital Plan. The motion passed 5-0.

- c. General Revenues; General Expenditures (Contingency) – Motion by Jaeckel/Kutz to approve the General Revenue and Expenditures budget in the amount of \$800,000 (estimated levy savings of \$12,577,555). The motion passed 5-0.
- d. Fee Schedule – Motion by Christensen/Jaeckel to approve the 2025 Fee Schedule. The motion passed 5-0.
- e. Fund Balance Policy Application – No action taken.
- f. Debt Service – Motion by Drayna/Jaeckel to approve the Debt Service budget and supporting schedule. The motion passed 5-0.
- g. Set Tax Levy – Motion by Jones/Drayna to approve the Countywide Levy and forward resolution to the County Board of Supervisors. The motion passed 5-0. Motion by Christensen/Drayna to approve the Non-Countywide Levy and forward resolution to the County Board of Supervisors. The motion passed 5-0.

8. Set future meeting schedule, next meeting date, and possible agenda items – The next meeting is scheduled for Tuesday, October 1, 2024 at 8:30 a.m.

9. Adjourn – A motion was made by Jones/Jaeckel to adjourn at 10:09 a.m. The motion passed 5-0.

Respectfully submitted,

Marc DeVries, Finance Director
Jefferson County