

**FINANCE COMMITTEE**  
**Minutes –May 19, 2016**

**Call to Order.** Chair Mawhinney called the meeting of the Finance Committee to order at 7:30 A.M. on Thursday, May 19, 2016, in Conference Room N-1, Courthouse East.

**Committee Members Present.** Supervisors Mawhinney, Kraft, Beaver, and Podzilni.

**Committee Members Excused:** Supervisor Fox.

**Staff Members Present.** Sherry Oja, Finance Director; Randy Terronez and Nick Osborne, Assistants to the County Administrator; Diana Arneson, Information Technology, Assistant to Information Technology Director; Jodi Millis, Purchasing Manager; Vicki Brown, County Treasurer; and Lisa Tollefson, County Clerk.

**Others Present:** None.

**Approval of Agenda.** Supervisor Podzilni moved approval of the agenda as presented, second by Supervisor Beaver. ADOPTED.

**Citizen Participation, Communications and Announcements.** Ms. Brown informed the Committee they are now down to 189 parcels for foreclosure, and she is anticipating ten-to-twenty who may be in to pay yet. Ms. Brown suggested the Committee start looking at their calendars to set up a date to tour the properties. Chair Mawhinney requested this be put on the next agenda.

**Approval of Minutes – May 5, 2016.** Supervisor Kraft moved approval of the minutes of May 5, 2016 as presented, second by Supervisor Podzilni. ADOPTED.

**Transfers and Appropriations.**

**Human Resources**

**FROM**

**Account #**

19-1922-0000-64904

Contingency Fund

**Amount**  
\$10,000

**TO**

**Account #**

08-1420-0000-64216

Cultural Competency

**Amount**  
\$10,000

Supervisor Podzilni moved approval of the above Transfer for the Finance Committee contingent on County Board Staff Committee approval, second by Supervisor Beaver. ADOPTED.

**Review of Payments.** The Committee accepted the report.

**Resolution.**

**Transferring Central Duplicating and Mail Functions and Staff from the Facilities Management Department to the Finance Department and Amending the 2016 Budget**

**“NOW, THEREFORE, BE IT RESOLVED,** that the Rock County Board of Supervisors duly assembled this \_\_\_ day of \_\_\_\_\_ 2016 does hereby approve the transfer of the central duplicating and mail operation functions from the Facilities Management Department to the Finance Department effective June 6, 2016.

**BE IT FURTHER RESOLVED,** that 1.0 FTE Administrative Assistant and 0.4 FTE Printing Services Coordinator be transferred from the Facilities Management Department to the Finance Department.

**BE IT FINALLY RESOLVED,** that the Facilities Management Department and Finance Department 2016 budgets be amended as follows:

...”

Supervisor Kraft moved approval of the above resolution, second by Supervisor Podzilni. ADOPTED.

**Review and Possible Action Pertaining to Investment Policy.** Ms. Oja referred the Committee to the copy of the *Rock County State of Investment Policy* in their agenda packet. She said pages 3, 6 and 7 reflect suggested changes to the policy from Cutwater Financial Management. The Committee and staff discussed the changes.

Supervisor Podzilni moved approval of the changes on pages 6 and 7, but to leave page 3 as is, second by Supervisor Beaver. ADOPTED.

**Report on Cash Balances and Investments.** Ms. Oja handed out copies and updated the Committee on cash balances and investments as of April 30, 2016 and County Sales Tax Receipts through April 30, 2016.

**Adjournment.** Supervisor Podzilni moved adjournment at 8:33 A.M., second by Supervisor Beaver. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen  
Confidential Administrative Assistant

**NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.**