



Minutes - May 8, 2025

Call to Order: Chair Mawhinney called the hybrid Finance Committee meeting to order at 5:05 P.M. in the Jury Deliberation Room.

Committee Members Present: Supervisors Mawhinney, Towns, Wilson, Ringhand, and Schwarz.

Committee Members Absent: None

Staff Members Present: Lisa Tollefson, County Clerk; John Light, County Administrator; Kristin Vander Kooi, Finance Director; Shanna Sanders, Deputy Corporation Counsel; Brent Sutherland, Facilities Management Director; Mike Parille, Facilities Management Superintendent; Randy Terronez, Assistant to the Administrator. James Sandvig, Information Technology Director; Kathleen Holford, IT infrastructure Supervisor; Sarah Holford, Business Supervisor; Andrew Baker, Planning & Land Conservation Director; Dara Mosely, Assistant Director IT; Captain Josh Lund.

Others Present: Supervisors Tillman and Bostwick; Kyle from AVI; Bryan Jaimes, Youth in Governance.

Approve Agenda: Supervisor Wilson moved approval of the agenda as presented, second by Supervisor Ringhand. ADOPTED.

Citizen Participation, Communications and Announcements: None.

Approval of Minutes:

April 24, 2025 Minutes: Supervisor Towns moved to approve the April 24, 2025 minutes, second by Supervisor Wilson. ADOPTED.

Approval of Transfers: None.

Review of Payments:

April Payments: The committee reviewed the presented payments.

Payments over \$10,000: The committee reviewed the presented payments.

Committee Review and Approval of Per Meeting Allowances: Supervisor Wilson moved approval of per meeting allowances in the amount of \$10,711.31, second by Supervisor Schwarz. ADOPTED.

Review, Discussion and Possible Action:

Presentation on Information Technology Strategic Plan: James Sandvig gave a presentation on budget items and staffing changes within the department. James emphasized the importance of retaining IT staff and the need for funding for the PC refresh and Hyperflex replacement.

Review and discussion regarding updates to the Fund Balance Policy: Kristin discussed the fund balance policy with updated changes, looking for committee feedback. The committee suggested setting a fixed dollar amount or a smaller percentage for the emergency and stabilization fund allocations. Supervisor Towns would like the language to clarify that the emergency and stabilization funds are within and not in addition to the fund balance. Supervisor Wilson spoke in favor of the information given by the bond company, noting they advised against pulling money to keep down the tax levy like what has been done in the past years. Supervisor Mawhinney would like a yearly review of the policy, and Kristin suggested a yearly review of all policies. The committee would like to act on the policy change at the next meeting.

Review and discussion regarding updates to the Budget Amendment and Transfer Policy: The committee would like to act on the policy change next meeting.

Review, discussion, and possible action regarding contracting with a paying agent for debt payments: The committee decided to postpone until next meeting.

Next meeting date and time: Joint Meeting - 5/15/2025 6:00PM at the DWRC
Finance - 5/22/2025 Time TBD

Adjournment: Supervisor Schwarz moved adjournment at 6:00 PM, second by Supervisor Wilson.
ADOPTED.

Respectfully submitted,

Andrea Wolf
Administrative Professional III

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.