



Minutes - May 22, 2025

Call to Order: Chair Mawhinney called the hybrid Finance Committee meeting to order at 5:15 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; Rich Greenlee, Corporation Counsel; Brent Sutherland, Facilities Management Director; Randy Terronez, Assistant to the Administrator; Sheriff Fell; Kate Luster, Human Services Director.

Others Present: Supervisors Tillman, Whitledge, and Woodman

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

Citizen Participation, Communications and Announcements: Rich Greenlee let the committee know they were getting ready to file the tax foreclosure list in June of about 110–120 parcels.

Approval of Minutes:

November 7, 2024 Minutes: Supervisor Schwarz moved to approve November 7, 2024, minutes, second by Supervisor Ringhand. ADOPTED.

May 8, 2025 Minutes: Supervisor Schwarz moved to approve May 8, 2025, minutes, second by Supervisor Ringhand. ADOPTED.

Approval of Transfers: None.

Review and Approval of Resolutions:

Amending the 2025 Human Services Department Budget to Accept Additional Funding: Supervisor Towns moved approval of the above resolution, second by Supervisor Wilson. Kate Luster explained the State gave an additional \$25,000. ADOPTED.

Review, Discussion and Possible Action:

Review, discussion, and possible action regarding updates to the Fund Balance Policy: Supervisor Ringhand moved to approve updates to the Fund Balance Policy, second by Supervisor Wilson. Kristin made changes based on previous committee input. It was clarified that this allocation is intended as a contingency for current-year capital projects, with any remaining funds returning to the fund balance at year-end. The group discussed whether this approach was necessary, given that the capital fund balance could be directly used for projects if needed. Kristin noted that maintaining a budgeted contingency line might help with bond rating considerations by demonstrating financial planning and preparedness. Supervisor Schwarz proposed setting a fund balance maximum of \$150,000 with a concern that funds would just keep growing if not used. Supervisor Wilson proposed setting a minimum of \$150,000 but having a cap on it. The committee decided to postpone acting on the agenda item until the next meeting.

Review, discussion, and possible action regarding updates to the Budget Amendment and Transfer Policy: Supervisor Schwarz moved to approve updates to the budget amendment and transfer policy, second by Supervisor Wilson.
ADOPTED.

Review, discussion, and possible action regarding contracting with a paying agent for debt payments: Supervisor Towns moved to approve contracting with a paying agent for debt payments, second by Supervisor Wilson. Kristin proposed using a paying agent to improve communication and accuracy with the Depository Trust Company (DTC), which handles municipal debt payments. Due to ongoing issues with DTC's responsiveness and accuracy, having an agent would allow more time to review and revise the payments before they are made. Agent fees would be around \$450-\$475 per issuance and a 1-time fee of \$300-\$350 per issuance; the county currently has eight issuances.
ADOPTED.

Next meeting date and time: June 12, 2025 Time TDB
Retreat - June 14, 2025 from 8 to noon

Adjournment: Supervisor Ringhand moved adjournment at 5:47 PM, second by Supervisor Towns.
ADOPTED.

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.