

## Finance Committee Meeting Minutes

June 14, 2019

The meeting was held in the Rusk County Government Center, Finance Conference Room #2.

Present: Dave Willingham, Tony Hauser, Mike Hraban, and Randy Tatur. Karl Fisher was excused.

Also present: Kitzie Nelson, Andy Albarado

Chair Tatur called the meeting to order at 11:00 a.m.

The Committee discussed the engagement letter with Baird for debt issuance. **Motion by Willingham second by Hauser to approve signing an engagement letter with Baird. Motion Carries.**

**The 2020 budget was discussed. It was a consensus of the committee to approve the following:**

- The Committee discussed the 2020 budget process.
- The 3 year program budgeting model will continue
- The budget timeline has been set.
  - Budgets will be sent out by the Finance Director in June.
  - Budgets are due to Finance on 08/31/19.
  - Budget meetings with Finance 09/17-09/19/19.
- Kitzie and Andy will meet with all department heads in July/August on the budget prior to submission.
- Budget targets will be given to departments to work within.
- Cost Proposals for projects requested for 2020 completion are due to Andy by 08/07. These may duplicate items on the capital improvement plan for next year
- The capital improvement plans are due to Andy right now.
- Andy will prepare a listing of which cost proposals were completed and which were left unfulfilled from the 2019 budget process.

The meeting was adjourned at 1:15 pm. by consensus of the committee.

Kitzie Nelson, Recording Secretary

If you are deaf and/or hard of hearing, call us through Wisconsin Relay at 711.