



June 30, 2023

NOTICE OF MEETING

Please be advised that the Richland County Finance and Personnel Committee will convene on **Wednesday, July 5th, 2023 at 5:15 p.m.** in the Richland County Board Room of the Courthouse at 181 West Seminary, Richland Center, WI 53581 and via videoconference and teleconference using the following information:

Via webex with information available at <https://administrator.co.richland.wi.us/minutes/finance-personnel/>

If you have any trouble accessing the meeting, please contact MIS Director Barbara Scott at 608-649-5922 (phone) or barbara.scott@co.richland.wi.us (email).

Agenda:

1. Call to order
2. Proof of notification
3. Agenda approval
4. Public Comment
5. Previous Minutes

Reports:

6. 2023 Investment Income YTD

Financial:

7. Discussion & Possible Action: Departments billing each other
8. Discussion & Possible Action: Policy Approval
 - a. Finance Policy
 - b. Bid & Contract Policy
 - c. Purchasing Policy
9. Discussion & Possible Action: 2024 Budget Objectives and Guidance

Personnel:

10. Discussion & Possible Action: Approve the Office System Technician Job Description
11. Discussion & Possible Action: Approve job descriptions for the Fair, Recycling, and Parks Department
12. Discussion & Possible Action: Professional Services Agreement with Jon Hochkammer for Consulting Services
13. Discussion & Possible Action: Professional Services Proposal with Becker Professional Services for Economic Development Strategy and Grant Writing

Closing:

14. Future agenda items
15. Adjournment

Meeting materials may be found at <https://administrator.co.richland.wi.us/minutes/finance-personnel/>.

A quorum may be present from other Committees, Boards, or Commissions. No committee, board or commission will exercise any responsibilities, authority or duties except for the Finance and Personnel Standing Committee.

CC: Committee Members, County Board, Department Heads, Richland Observer, WRCO, Valley Sentinel, Courthouse Bulletin Board