

Note: These minutes are not official until approved by the Finance Committee at a subsequent meeting. Please refer to the meeting minutes when these minutes are approved to obtain any changes to these minutes.

DeKalb County Government
Sycamore, Illinois

**Finance Committee Minutes
March 4, 2015**

The Finance Committee of the DeKalb County Board met on Wednesday, March 4, 2015, at 7:00 p.m. in the Administration Building's Conference Room East. Chairman Stoddard called the meeting to order. Those members present were Mr. Cribben, Mr. Gudmunson, Mr. Jones, Mr. Luebke, Mr. Reid, and Mrs. Tobias. All seven members were present.

Also present was Gary Hanson, Pete Stefan, Christine Johnson, Joan Hanson, and Dianne Leifheit.

APPROVAL OF THE MINUTES

It was moved by Mrs. Tobias, seconded by Mr. Jones, and it was carried unanimously to approve the minutes of the February 4, 2015 Finance Committee Meeting.

APPROVAL OF THE AGENDA

It was moved by Mr. Gudmunson, seconded by Mr. Luebke and it was carried unanimously by voice vote to approve the agenda as presented.

PUBLIC COMMENTS

There were no public comments made.

DELINQUENT PROPERTY TAX SALE RESOLUTIONS

Mrs. Christine Johnson joined the Committee to review two proposed Delinquent Property Sale Resolution. The Treasurer's Office is requesting approval for the sale of the two parcels with delinquent taxes in order to return the two properties to the County's tax rolls.

Mrs. Johnson explained that a buyer, CLP Group, had approached the County and offered to purchase both parcels. The first parcel of land is located in DeKalb Township and other parcel is located in Sandwich Township.

It was moved by Mrs. Tobias, seconded by Mr. Cribben and it was moved unanimously by voice vote to forward both resolutions to the full County Board recommending approval.

FY 2014 YEAR-END BUDGET TRANSFERS

Mr. Stefan shared that the resolution before the Committee is an annual housekeeping item that adjusts the various budget expenditure categories of Salaries & Benefits, Capital Outlays, Commodities & Services, and Fund Transfers for each budget cost center to ensure that no category exceeds its budgets amount for the fiscal year. The adjustments in the proposed resolution are separated into two sections – Section A lists 26 categories that require additional

appropriations from either additional revenue sources of fund balance, and Schedule B lists 36 categories that require additional appropriations from transfers of existing appropriations.

Mr. Stefan outlined that some of the biggest costs associated in schedule A was for Evergreen Village which is funded from Grant Revenue. He also noted that what is not shown in this ledger is that there were plenty of accounts that were under or at budget, these were just the accounts that had exceeded their budget amounts. He added that in general, the expenditures in the General Fund were about \$124,000 under budget as a total.

Mr. Hanson pointed out that one thing he was slightly concerned about was the amount of overage for overtime costs associated with the Sheriff's Department. This is in addition to having an overtime budget. He noted that he would look a little further into this area in order to plan for the FY 2016 budget.

It was moved by Mr. Jones, seconded by Mr. Luebke and it was moved unanimously by voice vote to forward the resolution to the full County Board recommending approval.

COUNTY FINANCIAL PLANNING

Impact of Governor's Budget Proposal:

Mr. Stefan shared that the Governor Bruce Rauner's budget proposal for the FY 2016 State of Illinois budget includes a 50% reduction in payments to local governments from the Local Government Distributive Fund (LGDF) which is the fund that allocates income tax revenue to local governments on a per capita basis. Based on the County's unincorporated population in that last census of 15,909, DeKalb County would stand to lose more than \$787,000 annually if the budget proposal passed as presented. There is a great deal of opposition to this drastic cut to local government revenues which will hopefully convince legislators to substantially modify, if not eliminate altogether, this proposed reduction in LGDF distributions. However, because the proposal is on the table, Administration will monitor the progress of the Governor's budget proposal closely over the next several months.

Chairman Stoddard asked if the County has been in contact with their Representatives/Legislators to get a feel for where they may think this budget will be going. Mr. Stefan indicated that they had not yet at this point. Mrs. Johnson commented that the County is going to be setting up their Legislative Agenda with a tentative date of April 8th which would be the right time to bring this subject up to them. She also added that the County is obviously not going to be alone in this boat and all of the other Counties and Municipalities who will be effected that this possible change will be together in opposition.

Chairman Stoddard also asked if there has been any thought put into yet what a County budget would look like without that \$787,000 annually. Mr. Stefan noted that something to this extend in essence would have no popular options attached to it with trying to find additional revenues or where they would look to cut, similar to the decisions that would have to be made if they lost the Airline Fuel Sales Tax monies.

Mr. Jones asked what the timing is with the Governor's budget compared to the County's budget. Mr. Stefan shared that if any cuts were to go through they would not only affect future budgets but it would also impact the current year's budget (FY 2015).

The Committee also spoke briefly on the affects and/or probability of consolidating townships, municipalities, and school districts.

Mr. Jones commented that this Board really needs to be looking at ways to make more with less. Mr. Reid shared that a huge costs they have is the Justice System and shared that it is difficult to try and cut costs when they need to provide mandated justice-related services. Mr. Stoddard updated the Committee on a report that was given to the Law & Justice Committee regarding the Pretrial Program and ways they can start to look at utilizing that program more in order to help reduce the jail population.

Mr. Jones requested a summarized list of the County's essential and non-essential services. Mr. Hanson commented that they would be able to provide that list but even looking at the list it will be hard to quantify the *level* of services that are essential.

FY 2014 General Fund Operating Results:

Mr. Stefan also provided preliminary operating results for FY 2014 for the General Fund following the posting of final adjustments prior to the FY 2014 records being turned over to the County's auditing firm. These preliminary FY 2014 operating results will be subject to change based on any final audit adjustments proposed by the auditors.

Mr. Stefan shared that earlier he was able to give good news that the expenditures in the General Fund were about \$124,000 under budget as a total. Unfortunately, the revenues came in about \$695,000 under budget. He explained that the vast majority of that is due to the \$634,000 sales tax offset that the Department of Revenue hit the County with for the third year in a row (*discussed at the January meeting*). If you adjust for that, the revenues would have only been under budget by \$60,000, which would have been absorbed by the expenditures being over budget by \$124,000. This would have made the budget come out about even, but unfortunately the State took those sales tax dollars back.

Mr. Stefan explained that if you take the net of the revenues and the expenditures (about \$575,000) and add that to the budgeted draw-down (\$927,000), that would give the County a \$1.5 million draw-down for FY 2014. This will bring the Fund Balance down from \$10.4 million which is 40% in 2013, to about \$8.9 million which is about 34%. If you were to factor in the FY 2015 budget, which is about \$704,000, it would bring the Fund Balance down to about \$8.2 million which would be 30%. He reminded that the target in the Fund Balance is not to go below 28%.

Mr. Jones commented that for the FY 2016 budget, they are almost at the point where they need to be looking a \$0 draw-down from the Fund Balance. He continued that the Committee set a lose budget goal of half, and apparently that isn't really going to be strong enough.

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Mr. Stefan shared that as long as the County isn't hit with any more sales tax offsets, which is not aware of any future reductions, they will hopefully make their \$370,000 Fund Balance utilization goal, although it will still be difficult.

Mr. Jones asked if Mr. Stefan knew what all what the budget directives would have to be this year as they look ahead to June. Mr. Stefan shared that they haven't fully looked at the numbers yet because he would like to see final FY 2014 results, which they are just getting.

Miscellaneous:

Mr. Gudmunson asked what the Finance Committees role is regarding the budget. Chairman Stoddard shared that the Finance Committee sets the parameters and the priorities for the budget, and they trust Administration with the decision making of what can be spent where or cut in order to maintain a well-run County.

Mr. Stefan added that as for the role of the Finance Committee, in addition to the \$370,000 target Fund Balance Utilization that they set, the three parameters the Committee sets in June will be for Salary Increases for Non-Union Employees, Property Tax Increase, and Commodities & Services.

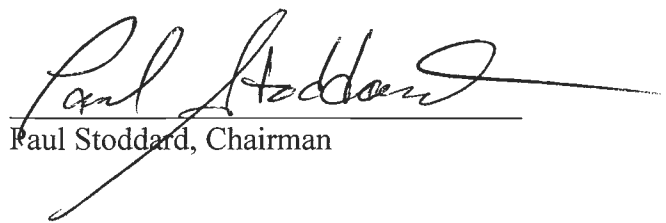
NEW BUSINESS

There were no items discussed under New Business.

ADJOURNMENT

It was moved by Mrs. Tobias, seconded by Mr. Reid, and it was carried unanimously to adjourn the meeting.

Respectfully submitted,



Paul Stoddard, Chairman



Tasha Stogsdill, Recording Secretary

**RESOLUTION
R2015-17**

WHEREAS, The County of De Kalb, as Trustee for the Taxing Districts, has undertaken a program to collect delinquent taxes and to perfect titles to real property in cases in which the taxes on such real property have not been paid, pursuant to 35ILCS 200/21-90, and

WHEREAS, Pursuant to this program, the County of De Kalb, as Trustee for the Taxing Districts, has acquired an interest in the following described real estate:

DEKALB TOWNSHIP

PERMANENT PARCEL NUMBER: 08-14-207-024

As described in certificates(s): 2007-00379 sold October 2008

and it appearing to the County Board that it would be to the best interest of the County to dispose of its interest in said property.

WHEREAS, CLP Group, Inc, has bid \$650.00 for the County's interest, such bid having been presented to the County Board at the same time it having been determined by the County Board and the Agent for the County, that the County shall receive from such bid \$163.32 as a return for its certificate(s) of purchase. The County Clerk shall receive \$0.00 for cancellation of Certificate(s), the General Fund shall receive \$86.68 to reimburse the revolving account the charges advanced from this account, the auctioneer shall receive \$0.00 for his services and the Recorder of Deeds shall receive \$50.00 for recording. The remainder is the amount due the Agent under his contract for services. The total paid by purchaser is \$650.00.

THEREFORE, your County Board recommends the adoption of the following resolution:

BE IT RESOLVED BY THE COUNTY BOARD OF DE KALB COUNTY, ILLINOIS, that the Chairman of the Board of De Kalb County, Illinois, be authorized to execute a deed of conveyance of the County's interest or authorize the cancellation of the appropriate Certificate(s) of Purchase, as the case may be, on the above described real estate for the sum of \$163.32 to be paid to the Treasurer of De Kalb County Illinois, to be disbursed according to law. This resolution to be effective for sixty (60) days from this date and any transaction between the above parties not occurring within this period shall be null and void.

ADOPTED by roll call vote this 18th day of March, 2015

ATTEST:

CLERK

COUNTY BOARD CHAIRMAN

**RESOLUTION
R2015-18**

WHEREAS, The County of De Kalb, as Trustee for the Taxing Districts, has undertaken a program to collect delinquent taxes and to perfect titles to real property in cases in which the taxes on such real property have not been paid, pursuant to 35ILCS 200/21-90, and

WHEREAS, Pursuant to this program, the County of De Kalb, as Trustee for the Taxing Districts, has acquired an interest in the following described real estate:

SANDWICH TOWNSHIP

PERMANENT PARCEL NUMBER: 19-25-252-014

As described in certificates(s): 2010-00554 sold November 2011

and it appearing to the County Board that it would be to the best interest of the County to dispose of its interest in said property.

WHEREAS, CLP Group, Inc., has bid \$650.00 for the County's interest, such bid having been presented to the County Board at the same time it having been determined by the County Board and the Agent for the County, that the County shall receive from such bid \$205.54 as a return for its certificate(s) of purchase. The County Clerk shall receive \$0.00 for cancellation of Certificate(s), the General Fund shall receive \$44.46 to reimburse the revolving account the charges advanced from this account, the auctioneer shall receive \$0.00 for his services and the Recorder of Deeds shall receive \$50.00 for recording. The remainder is the amount due the Agent under his contract for services. The total paid by purchaser is \$650.00.

THEREFORE, your County Board recommends the adoption of the following resolution:

BE IT RESOLVED BY THE COUNTY BOARD OF DE KALB COUNTY, ILLINOIS, that the Chairman of the Board of De Kalb County, Illinois, be authorized to execute a deed of conveyance of the County's interest or authorize the cancellation of the appropriate Certificate(s) of Purchase, as the case may be, on the above described real estate for the sum of \$205.54 to be paid to the Treasurer of De Kalb County Illinois, to be disbursed according to law. This resolution to be effective for sixty (60) days from this date and any transaction between the above parties not occurring within this period shall be null and void.

ADOPTED by roll call vote this 18th day of March, 2015

ATTEST:

CLERK

COUNTY BOARD CHAIRMAN

RESOLUTION R2015-19

A RESOLUTION APPROVING EMERGENCY APPROPRIATIONS AND BUDGET TRANSFERS FOR THE FISCAL YEAR ENDING DECEMBER 31, 2014

WHEREAS, several departments have reviewed their 2014 Fiscal Year Budget in relation to expenditures and have now identified a need for transfers and additional appropriations; and

WHEREAS, the Finance Committee has reviewed those requests and determined them to be necessary for the operation of said departments;

NOW, THEREFORE, BE IT RESOLVED, by the DeKalb County Board that it does hereby approve the emergency appropriations and budget transfers as set forth on Attachment A for the Fiscal Year ending December 31, 2014.

**PASSED AT SYCAMORE, ILLINOIS, THIS 18TH DAY OF MARCH,
2015 A.D.**

Chairman, DeKalb County Board

ATTEST:

County Clerk

DEKALB COUNTY GOVERNMENT
FY 2014 Year-End Budget Adjustments

A. Additional Appropriations

Item	Department	To Category	Amount	Funding Source / Reason
A-1	County Clerk	Salaries & Benefits	23,000	Fund Balance / Payroll Costs
A-2	County Clerk	Commodities & Services	12,000	Fund Balance / Data Processing Services
A-3	Planning & Zoning	Capital Outlays	37,000	Grant Revenue & Interfund Transfer / Grant Project
A-4	Coroner	Capital Outlays	7,200	Fund Balance / Equipment
A-5	Coroner	Commodities & Services	11,000	Fund Balance / Professional Services-Autopsies
A-6	Sheriff	Salaries & Benefits	60,000	Fund Balance / Overtime Costs
A-7	Sheriff	Commodities & Services	17,000	Fund Balance / Vehicle Maintenance & Fuel
A-8	Sheriff-Corrections	Salaries & Benefits	90,600	Fund Balance / Part-Time Salaries & Overtime Costs
A-9	Sheriff-Corrections	Commodities & Services	345,000	Fund Balance / Detention Space & Other Inmate Costs
A-10	Total - General Fund		602,800	
A-11	Aid to Bridges	Salaries & Benefits	23,000	Fund Balance / Overtime
A-12	Aid to Bridges	Commodities & Services	44,000	Fund Balance / Professional Services & Materials
A-13	Total - Aid to Bridges Fund		67,000	
A-14	Opportunity Fund	Commodities & Services	78,000	Fund Balance / Enterprise Zone & County-Wide Survey
A-15	Opportunity Fund	Transfers	207,000	Fund Balance / Early Loan Payoff to PBC Lease Fund
A-16	Total - Opportunity Fund		285,000	
A-17	FEMA Grant-Evergreen Village	Capital Outlays	1,250,000	Grant Revenue / Hazard Mitigation Grant Costs
A-18	FEMA Grant-Evergreen Village	Commodities & Services	130,000	Grant Revenue / Professional Services & Insurance
A-19	Total - FEMA Grant-Evergreen Village Fund		1,380,000	
A-20	FEMA Grant-Montoya Proj.	Capital Outlays	25,000	Grant Revenue / Demolition Costs
A-21	FEMA Grant-Montoya Proj.	Commodities & Services	400	Grant / Professional Services
A-22	Total - FEMA Grant-Montoya Project Fund		25,400	
A-23	PBC Lease	Commodities & Services	3,400	Fund Balance / Space Rental Cost-Correction for FY 2013
A-24	Law Library	Commodities & Services	27,000	Fund Balance / Reference Material & Supplies
A-25	Probation Services	Commodities & Services	60,000	Grant Revenue / Juvenile Justice Council Grant
A-26	Document Storage	Commodities & Services	40,000	Fund Balance / Information System
A-27	Veterans Assistance	Commodities & Services	10,000	Fund Balance / Direct Assistance Payments
A-28	Landfill Host Benefit	Transfers	38,800	Fund Balance / Transfer Tipping Fees to Solid Waste Fund
A-29	DATA Fiber Optic Network	Commodities & Services	10,000	Fund Balance / Data System Maintenance & Mgmt. Costs
A-30	Jail Expansion	Commodities & Services	7,000	Fund Balance / Professional Services-Jail Design
A-31	Evergreen Village Operations	Commodities & Services	130,000	Rental Fees / Mobile Home Park Operating Costs
A-32	Total - Other Funds		326,200	
A-33	Total - All Funds		2,686,400	

DEKALB COUNTY GOVERNMENT
FY 2014 Year-End Budget Adjustments

B. Appropriation Transfers

Item	From Department	From Category	To Department	To Category	Amount	Reason
B-1	Administration	Commodities & Services	Administration	Capital Outlays	400	Equipment Purchase
B-2	County Clerk	Commodities & Services	County Clerk	Salaries & Benefits	8,000	Salaries & Overtime
B-3	Regional Office of Education	Salaries & Benefits	Regional Office of Education	Commodities & Services	600	Travel Costs & Supplies
B-4	Judiciary	Salaries & Benefits	Judiciary	Capital Outlays	1,500	Equipment & Software Purchase
B-5	Judiciary	Salaries & Benefits	Judiciary	Commodities & Services	15,000	Professional Services
B-6	Judiciary	Salaries & Benefits	Judiciary	Fund Transfers	2,500	Transfer to Asset Replacement Fund
B-7	Jury Commission	Commodities & Services	Judiciary	Commodities & Services	13,500	Professional Services
B-8	Jury Commission	Commodities & Services	Jury Commission	Salaries & Benefits	1,500	Health Insurance
B-9	Jury Commission	Commodities & Services	Jury Commission	Capital Outlays	200	Computer Equipment
B-10	Local Emergency Planning	Commodities & Services	Local Emergency Planning	Salaries & Benefits	3,500	Grant / Part-Time Salaries
B-11	Non-Departmental	Salaries & Benefits	Sheriff	Salaries & Benefits	35,000	Payroll Costs
B-12	Sheriff-Communication	Commodities & Services	Sheriff-Communication	Fund Transfers	10,000	Transfer to Tort & Liability Fund
B-13	Non-Departmental	Salaries & Benefits	Sheriff-Corrections	Salaries & Benefits	94,400	Payroll Costs
B-14	State's Attorney	Salaries & Benefits	State's Attorney	Capital Outlays	200	Equipment Purchase
B-15	State's Attorney	Salaries & Benefits	State's Attorney	Commodities & Services	35,500	Professional Services, Transcripts, Etc.
B-16	Court Services	Salaries & Benefits	Court Services	Commodities & Services	61,000	Special Care-Detention Space
B-17	Total - General Fund				282,800	
B-18	Court Security	Salaries & Benefits	Court Security	Capital Outlays	1,000	Equipment Purchase
B-19	Court Security	Salaries & Benefits	Court Security	Commodities & Services	1,000	Maintenance of Equipment
B-20	Total - Court Security Fund				2,000	
B-21	Highway	Commodities & Services	Highway	Salaries & Benefits	23,000	Payroll Costs
B-22	Highway	Commodities & Services	Highway	Fund Transfers	9,000	Transfer to Motor Fuel Tax Fund
B-23	Total - Highway Fund				32,000	
B-24	Public Health	Salaries & Benefits	Public Health	Capital Outlays	1,000	Equipment Purchase
B-25	Public Health	Salaries & Benefits	Public Health	Commodities & Services	23,000	Vaccines
B-26	Total - Public Health Fund				24,000	
B-27	Community Action	Salaries & Benefits	Community Action	Capital Outlays	3,000	Equipment Purchase
B-28	Community Action	Salaries & Benefits	Community Action	Commodities & Services	7,000	Direct Assistance Payments & Supplies
B-29	Community Action	Salaries & Benefits	Community Action	Fund Transfers	500	Transfer to Tort & Liability Fund
B-30	Total - Community Action Fund				10,500	
B-31	Drug Court	Salaries & Benefits	Drug Court	Capital Outlays	500	Computer Equipment
B-32	Drug Court	Salaries & Benefits	Drug Court	Commodities & Services	6,000	Participant Expenses
B-33	Total - Drug Court Fund				6,500	
B-34	Micrographics	Commodities & Services	Micrographics	Capital Outlays	8,700	Computer & Other Equipment
B-35	Probation Services	Commodities & Services	Probation Services	Capital Outlays	2,000	Vehicle & Computer Equipment
B-36	Document Storage	Capital Outlays	Document Storage	Salaries & Benefits	60,000	Payroll Costs
B-37	Engineering	Capital Outlays	Engineering	Fund Transfers	7,000	Transfer to Fed. Hwy. & MFT Funds
B-38	Mental Health	Commodities & Services	Mental Health	Fund Transfers	15,000	Transfers to General & Drug Court
B-39	Veterans Assistance	Salaries & Benefits	Veterans Assistance	Capital Outlays	15,000	Vehicle & Equipment Purchases
B-40	Solid Waste Program	Commodities & Services	Solid Waste Program	Salaries & Benefits	1,000	PHO Payouts for Retiring Employee
B-41	Special Projects Fund	Capital Outlays	Special Projects Fund	Fund Transfers	30,000	Trans. to Gen. Fund / Foundation Escrow Funds
B-42	Rehab & Nursing Center	Commodities & Services	Rehab & Nursing Center	Fund Transfers	46,500	Transfer to Tort & Liability Fund
B-43	Total - Other Funds				185,200	
B-44	Total - All Funds				543,000	