

COUNTY OF KENDALL, ILLINOIS
Budget & Finance Committee
BUDGET PRESENTATIONS
Friday, September 23, 2016

MEETING MINUTES

1. **Call to Order:** Chair John Purcell called the meeting to order at 1:30p.m.
2. **Members Present:** Matthew Prochaska, Elizabeth Flowers, John Purcell, Bob Davidson
Member Gryder arrived at 2:09p.m. and Member Davidson arrived at 4:35p.m.

Others Present: Latreese Caldwell, Bob Jones, Jeff Wilkins

3. **Review of Budgets** – Latreese Caldwell said that at the last Finance Committee meeting the committee decided to again ask the Health Department for health employee benefits in an amount not to exceed for \$388,593. Ms. Caldwell reviewed the requests, property tax revenue, the general fund, and the deficit of \$3.4 million.

4. **Budget Presentations**

1:45p.m. Jill Ferko & Bob Jones, *Treasurer's Office* – Bob Jones reviewed the Treasurer's office budget, miscellaneous revenues, sale and error, indemnity, unemployment and workers' compensation, and an increase in salaries with the committee.

Mr. Jones reported they increased the revenue for property tax late payments to \$360,000 compared to \$350,000 last year, the interest income was increased from \$30,000 to \$37,500, and miscellaneous revenue will remain the same. They increased unemployment compensation from \$30,000 to \$35,000, Auditing and Accounting will go from \$56,925 to \$53,300, which is a decrease. Property Tax Services stays the same until the renewal of the DevNet contract in 2018. Mr. Jones reported that the IMRF income will be a 5.89 increase combined, which is based on the total initial budgeted payroll, and the current IMRF rate. The Tax Sale Automation fund and Indemnity fund remain the same.

2:00p.m. Jacquie Purcell, *Coroner's Office* – Deputy Coroner Purcell reviewed the budget and informed the committee of the reductions that were made to bring them to \$550 under current year budget. Ms. Purcell said there will be an increase in the salary of the deputy coroner in compliance with the federal mandate as an exempt position. Ms. Purcell made the following changes: \$4000 from the per-call salaries, \$35000 in cell phones, \$1000

out of vehicle maintenance, \$500 from x-rays, \$1500 from the indignant person line, and \$500 from the histology line.

Ms. Purcell added \$500 to the clothing allowance line and \$450 in the personal property and bio-hazard line.

2:15p.m. Andy Nicoletti, *Assessment Office* – Mr. Nicoletti reviewed the Assessment budget which shows a negative budget until his union staff's salaries are determined, he reduced the contractual services line to the previous amount, he added a small salary increase for himself, and reduced over-time. The Farmland Review Board per-diems were reduced.

2:30p.m. Sheriff Baird, *Public Safety Center* – Sheriff Baird stated that his office has decreased staff by four: one patrol deputy, one corrections deputy, the food manager and the cook. They made adjustments and operational changes within the office to absorb the duties and responsibilities of some of those positions. These staff reductions will save approximately \$100,000 in pension and other benefits not located in the Sheriff's Office budget.

With the implementation of video bond call and video visitation allows the Sheriff to reduce the correction deputy staff by 1, not resulting in a lay off, but simply getting rid of a vacant position. The other proposed reduction is the replacement of the evidence custodian position with a civilian this fiscal year, therefore moving the previous person back on to the road to perform patrol duties. Additional over-time has been budgeted to account for this proposed staff reduction to ensure that they continue to meet the demands of the citizens, safety of their staff, and maintain fiscal responsibilities. They will report back to the Public Safety Committee in six months with the effects on operations of the office of the staff reductions.

As a summary, in FY16 and FY17, they have reduced total number of staff by 7, with no lay-offs, and only with operational changes within the department. In the proposed operation budget, there is a retiree with a \$57,000 of a salary that is obligated by labor contracts. If they did not have this contractual obligation, their combined budget would be reduced by \$32,000. The Sheriffs' Office has four accounts that receive dollars from the General Fund: Sheriff, Corrections, Merit Commission and Capital expense. They continue to review all processes and try to identify ways to continue and improve services and reduce costs whenever possible.

The Sheriff's budget is approximately \$24,000 increase from last year due to the contractual obligation. The Corrections budget proposes a flat budget compared to FY16. The Merit Commission budget is a decrease

by \$3000 compared to FY16 due to applicants of patrol or corrections deputy position paying the \$45 fee for testing. The Capital expense account is the same as FY16, and primarily for vehicle expense. Sheriff Baird stated that purchasing these vehicles will lower the maintenance and repair costs. Sheriff Baird reported estimated revenues for FY17 based on trends is \$1,154,100. Sheriff Baird said they are still in union negotiations with the FOP.

Sheriff Baird reviewed the other seven funds and said all expenses for FY17 are \$28,891 less than FY16.

Court Security fund budget is down \$202,000 which is \$7,000 more than FY16. Sheriff Baird said there is a reduction of overtime by \$3,000 and a major expenses this year is the replacement of a transport van that is high in miles and has increased maintenance and repair costs. There is a transfer to the revenue fund is down from \$120,000 to \$80,000. Sheriff Baird said a conservative revenue estimate is \$185,000 which is down from FY16, and continues to show a steady decline for the past few years.

Discussion on the purchase of new vehicles, the cost of maintenance and upkeep of current vehicles, base price of a vehicle, and the cost of equipment for each vehicle.

2:45p.m.

Fran Klaas, *Highway Department* – Fran Klaas reviewed the Highway budget with the committee, and said the grand total of all property tax levies, including county highway, county bridge and federally matching funds is \$2,000,000, which is \$55,000 less than last year. All of the capital improvements have been taken out of the sales tax fund. For 2017 they will have one less employment, because they will hire Andy Myers back as contractual or hourly, working less than 600 hours. By not replacing or filling Mr. Myers position with a full time employee, they will save \$75,000-\$100,000 in salary and benefits.

Mr. Klaas said that he would like to move John Burscheid, the Civil Engineer as the Assistant County Engineer position, and increase his salary by 5 percent this year, to \$66,000 from what was originally proposed in the FY2017 budget for the Highway Department.

Mr. Klaas said that they received 2.5 Million from KCOM for the Eldamain Road project, and stopped using the Federal STP dollars for anything until they have a larger project, such as Eldamain Road. Mr. Klaas stated that the STP funds are approximately \$500 million, with the goal of saving \$1,000,000 per year.

3:00p.m. Judge Tim McCann, *KC Judicial Office* – Judge McCann reviewed the Circuit Court Judge budget, and said they increased the courtroom furniture line by \$10,000. Judge McCann said that some furniture that has not be replaced in 18-years since the building opened, is broken and needs to be replaced. This furniture would include the judge’s chairs, lawyer’s chairs, the court reporter chair, etc.

Judge McCann said that the State Apportionment Judges increased from \$3,000 to \$3,392, which is determined by the state every year, that says that the County has to contribute this amount toward the associate judge’s salaries.

Judge McCann said that he has proposed a 2.5 percent salary increase for their two full-time employees.

Judge McCann reported on the Jury Commission budget, and said in the last 24-hours the Illinois Supreme Court struck down the statute that reduced the number of people on a jury and increased the pay. Judge McCann said that they would decrease juror pay in November, back to paying the lower fee.

Judge McCann said the Law Library budget is essentially the same.

3:15p.m. Vicki Chuffo, *Public Defender’s Office* – Vicki Chuffo said that her budget remained the same as last year, and that she is proposing a 2.5 percent raise for her employees. Ms. Chuffo said that her salary is set by the state, and has basically remained the same for 10-years.

3:30p.m. Tina Varney, *Court Services/Probation* – Tina Varney reviewed her budget with the committee, beginning with Combined Court Services, in which Ms. Varney informed the committee that the detention line item, has exceeded the budgeted amount for the year due to more youth in detention, extended stays, and the increased rate as of December 1, 2015 that is being paid to Juvenile Detention Center.

Ms. Varney said that the Juvenile Placement budget is under budget, but they have one youth in placement and she anticipates with the two amounts combined to come in just shy of the budgeted amount.

Ms. Varney also informed the committee that as far as salaries, the probation officers have a union contract, and what has happened in the past is that the managers get the same raise as the officers do. The overall increase in salaries is approximately a 2 percent increase.

Ms. Varney reviewed the revenues with the committee, and said that for State FY2016, they would receive \$271,292 from IEOC. They anticipate

that FY2017 will be \$357,147, with an additional \$85,000. They were informed that they would receive the actual amount of \$292,794 for probation officer and manager salary reimbursements. And they will receive an additional \$77,949 for the two pre-trial positions.

Ms. Varney said that last year funding for the Drug Court position was proposed at \$44,900 for the salary and \$17,888 for benefits. Ms. Varney said they have not received nor expended that money as yet, and would like to keep that position in the budget, but won't hire the position until they are sure they will receive the funding. The grant does pay for the benefits.

Ms. Varney reported that funding for State FY2017 will be \$357,147, including pre-trial. Compared to State FY2016 this is approximately \$3,000 less for the pre-trial portion.

Ms. Varney said the Drug Court position comes from a totally separate grant. A different line item will be created by the Treasurer's Office for the Drug Court. The amount anticipated for FY2017 is \$41,771, plus a \$300 per month stipend for being on-call. Ms. Varney will get the benefit information and forward it to Latreese Caldwell and Bob Jones.

Ms. Varney reviewed the Probation Services fund with the committee, and said there is a difference in the Transfer to the General Fund with regards to the IMRF, Benefits and Social Security for the Pre-Trial positions. Ms. Varney stated that they have funded this line item for the past two years, and that both of those line items were up to \$15,000 toward IMRF/Social Security and up to \$15,000 for the additional benefits. She said that the \$30,000 total transfer to the General Fund will more than cover the cost for the two pre-trial positions.

Ms. Varney said they have increased their GGPS Monitoring line item because there are more people being put on GPS Monitoring, and for longer periods, and being on GPS means they aren't in custody.

Member Gryder asked if grants are available for Veteran's Court. Judge McCann said that there was a new statutory enactment that states that every circuit must have a Veteran's Court. Judge McCann feels that it is coming soon. But that they needed to start the drug court following the national model already in place elsewhere. Judge McCann said he is more inclined to begin a Mental Health Court, due to the number of cases that involve mental health issues. Judge McCann said that our mental health population is huge in the county and under-served.

3:45p.m. Scott Koeppel, *Technology Services* – Scott Koeppel said that prior to some changes of moving funds from Facilities Management, adding funding and cost of a new position, the Technology budget came in approximately at 99 percent of last year’s budget, and the GIS budget is slightly lower than last year’s budget.

Mr. Koeppel reported that the copiers were moved from Facilities Management to Technology at a cost of \$130,000. Toner cartridges will still be distributed by Facilities. Mr. Koeppel stated that he plans to work with Konica to have toners automatically delivered to departments as needed, implement recycling of toners, and then also negotiating maintenance by Konica, if there isn’t an additional cost to the County.

Mr. Koeppel stated that he is proposing a 3 percent salary increase across the board, although historically the salary increases are determined by the Board.

Mr. Koeppel briefed the committee on the proposed new position, that will assist in providing service to the Circuit Clerk Court Automation JANO system, and with service to KenCom. Mr. Koeppel has had discussions with the Circuit Clerk, Judge McCann, and Lynette Bergeron about the services that would be provided, and the cost that each entity would provide for the salary and benefits of a new Technology employee.

4:00p.m. Jenny Wold, *KC Soil & Water District* – Jenny Wold provided additional information about the educational program and their funding update plan with their budget. Deanna Bazan, Board Director, explained that she is one of three directors on the Board, and that they have two vacant positions. Ms. Bazan has been on the Board for 18 years. Ms. Bazan reviewed the budget, and said they received \$0 dollars from the state last year, and that they have been told that every district in the state will receive \$21,000 this fiscal year, and they have a December deadline. There are other efforts being made trying to dedicate secure funding sources for soil & water districts, there is an association in Illinois that is trying to find other places for funding besides the state, but currently the state is their primary source.

Ms. Bazan said that they are asking for the same County Board contribution, and that their request this year stays level with last year’s request. Ms. Bazan said they continue to do what they can with the reserves they have, pursuing partnerships with other groups and how they can continue funding outside of the state budget.

4:15p.m. Eric Weis, *State’s Attorney’s Office* – Eric Weis presented his budget to the committee. Mr. Weis stated that his office doesn’t receive any discretionary funds that could be used for salaries. Mr. Weis tried to

maintain, and went down on the books and cell phones. Mr. Weis stated that they went up on the stipends to an accurate reflection of where they should be. The CAC has increased, and they are seeing more child related offenses, either physical or sexual assault. That also increases the felony numbers which have increased dramatically. They are about 50 extra felonies so far this year, which is a 20 percent increase, and those cases involve a great deal more work and detail. Mr. Weis said that he increased the salary line by 2.5 percent increase. Mr. Weis also increased the trial and hearings line, and he said that he expects additional trials and the need to utilize the experts. Mr. Weis stated that they will begin Drug Court when the State provides funding, which requires more effort and time on the attorney that is sent to a different court.

Mr. Weis stated they continue to provide legal support to the Forest Preserve, deal with the numerous grievances, and continue with union negotiations.

4:30p.m. Sandra Davis, *U of I Extension Office* – Sandra Davis presented her budget to the committee, and said they are expecting \$6,500 less than they received last year. Ms. Davis said that all union salary increases, which includes all clerical and community workers. The remaining staff has not received an increase in the last three years and will not receive an increase this coming year. Ms. Davis stated that she has made decreases in the following lines: temporary employee salary, travel, repair maintenance and janitorial, and telecommunications. Ms. Davis said that the state matching is between 65-70 percent, and they were told that the monies from the Department Agricultural is \$10,000,000 for the extensions throughout the state. But they anticipate they won't receive anything until after the election. Ms. Davis said that they have three years remaining on their lease, and Mr. Purcell said that there might be reason to have a discussion about renting space in one of the county buildings.

4:45p.m. Chad Lockman, *Veteran's Assistance CMS of Kendall County* – Chad Lockman said the VAC deemed 2016 as the year of outreach, primarily with reaching out to the chambers of commerce, the media and assisted living facilities. The number of vets served is up 33 percent from last year, and currently the office is on track to bring \$6,800,000 in disposable income into the county, which represents a 25.5 percent increase from last year. Mr. Lockman reported that they have found several ways to increase efficiency and do the same or more with less, and have decreases in shelter, utilities and food. Mr. Lockman said their office has concentrated on the VA claim work, bringing the aforementioned monies into the county through veteran's benefits. Mr. Lockman said their main focus over the next year will be reaching out to veterans returning from recent and ongoing conflicts through increase in advertising, working in conjunction with area colleges and universities, as well as working with

the area Chambers of Commerce. Mr. Lockman said that service members that are separated from service are inclined to the direction of entrepreneurship, and working with Chambers of Commerce enables resources for the veterans opening new businesses. Mr. Lockman said that the budget increases are primarily due to office expenses used in the outreach efforts. Mr. Lockman reported a decrease in the meetings and conferences line, due to Olivia Laschober, Assistant Superintendent recently being elected to the women's veteran representative for the national organization, and the national organization will be covering her expenses in full to the national conferences they attend. Mr. Lockman said this will save a great deal of money. Mr. Lockman said there is also an increase in advertising, with the decaling of their new vehicle, dental care, and mental health. Mr. Lockman said that it is difficult for veterans to receive dental care through the VA, and they will now begin helping veterans with non-routine dental care. Mr. Lockman said the Department of Veteran's Affairs Facilities are often difficult to use due to their distance, and the VAC will now help to provide mental health care to Kendall County veterans through the County Health Department.

Mr. Lockman said the vehicle maintenance line is being decreased due to the new vehicle only needing new tires and oil changes.

Mr. Lockman reported the Veteran's Assistance amounts will be reduced due to abuse, and they are now implementing stronger guidelines and accountability, as well as putting the responsibility into the veteran's hands.

Mr. Lockman explained how they receive donations, and explained that donations go into the VAC fund, which is separate from the County Veteran's Assistance fund.

5. **Other Business** - none
7. **Executive Session** – none needed
8. **Adjournment** – Member Gryder made a motion to adjourn the Budget Presentation, second by Member Flowers. **With all in agreement, the meeting adjourned at 4:55p.m.**

Respectfully submitted,

Valarie A. McClain
Administrative Assistant/Recording Clerk