

COMMITTEE REPORT

COMMITTEE: Finance, Tax & Budgets
CHAIRPERSON: John Schultz, Chairman
DATE/TIME: August 2, 2023 at 6:00 p.m.

PRESENT: ☒ John Schultz ☐ John Creighton ☒ Steve McIntyre
 ☒ John Lang ☒ Diane Gallagher ☒ Don Zillig
 ☒ LaDon Trost

Other Board members: None.

Others: Tammy Cahill, Melisa Hammer, David Schmit, Brad Fletcher and Scott Toot

1. **Call to Order** – John Schultz called the meeting to order at 6:06 pm.
2. **Roll Call** – A quorum was established.
3. **Approval of Minutes**
 - a) Minutes of the June 29, 2023 Finance, Tax & Budgets Committee Meeting – **Diane Gallagher made a motion to approve the June 29, 2023 Finance, Tax & Budgets Committee Meeting minutes as presented. Seconded by John Lang and motion passed following a voice vote resulting in all ayes.**
4. **Citizens Comments** – David Schmit, NWILED and Brad Fletcher, Illinois Finance Authority attended via Zoom. They know C-PACE is on the agenda, so they are here to answer any questions that the committee might have.
5. **Unfinished Business**
 - a) FY2023/FY2024 Strategic Goals and Plans – John Schultz reviewed the committee strategic goals and plans that were established at the Board Retreat. Diane Gallagher explained what stimulate tools for economic development means. Melisa Hammer explained the timekeeping module and online pay portal. Schultz would like to see item 3 changed to read increase budgetary target amounts. Hammer explained that this item was requested by Transit and they are asking that the interfund transfer funds be put directly into the General Fund budget.
6. **New Business**
 - a) Discussion and possible action on an Ordinance Creating a Pace Area and Establishing the Illinois Finance Authority Property Assessed Clean Energy Program for Record Owners of Property – Melisa Hammer and John Lang are not in favor of approving this ordinance. Hammer feels it will create more work and Lang is not sure how much it is going to be used in the County but some people think it is going to be a major economic tool. Schultz feels if it allows us to increase our economic development in this county he is in favor of it. David Schmit commented that he is seeing it both ways – he has been advising to multiple businesses both looking at the area and those existing in the area. Brad Fletcher added that establishment of the program makes the opportunity available so that developers and property owners can consider it when putting together their capital stack for their redevelopment projects or new development projects. C-PACE financing is much more affordable. **John Lang made a motion to approve an Ordinance Creating a Pace Area and Establishing the Illinois Finance Authority Property Assessed Clean**

Energy Program for Record Owners of Property. Seconded by Diane Gallagher and motion passed following a roll call vote that resulted in all ayes.

- b) Discussion and possible action on a Resolution to Create a Courthouse Renovation Fund as a Special Fund and Adopt an Associated Fund Description – Scott Toot commented that with the courthouse renovation project going forward this is the fund that will be paying future costs after December 1, 2023 with the FY2024 budget. **John Lang made a motion to approve a Resolution to Create a Courthouse Renovation Fund as a Special Fund and Adopt an Associated Fund Description. Seconded by LaDon Trost and motion passed following a voice vote resulting in all ayes.**
- c) Discussion and possible action on a Resolution to Create a Courthouse Bond Fund as a Special Fund and Adopt an Associated Fund Description – Scott Toot commented that this will be the fund that makes the bond payments. Payments will begin on December, 2023 and conclude on November 30, 2048. **John Lang made a motion to approve a Resolution to Create a Courthouse Bond Fund as a Special Fund and Adopt an Associated Fund Description. Seconded by Diane Gallagher and motion passed following a voice vote resulting in all ayes.**
- d) FY2024 Budget Update – Scott Toot commented that everyone has submitted their first round expense budgets and we will start the joint review meetings at the end of the month going into September. We are at Step 6 of the 15 step process. We also have a Special Service Area Commission meeting scheduled on August 14th as part of this process.
- e) Discussion and possible action to approve initial FY2024 General Fund target budget amounts including any new mandatory and /or necessary expenses - Scott Toot commented that we had an adjustment to the health insurance for salary and benefits on the 25th. That is included in the target sheet in the packet. Right now the Round 1 revenue estimate is \$11,008,419 and that is with keeping the levy at the current level and the target is \$10,692,816. That leaves a surplus of \$315,603. **John Schultz made a motion to approve the FY2024 General Fund target budget amounts as presented. Seconded by Don Zillig and motion passed following a voice vote resulting in all ayes.**

7. Staff Reports

- a) Chief County Assessment Office – Laura Edmonds was not in attendance. Her report was included in the packet.
- b) Treasurer's Office – Melisa Hammer reported that we did our second distribution of a little over \$13 million. Our second installment tax payment is coming up September 1st. We have scheduled our tax sale for October 23rd. We continue to work on our hotel/motel tax program that we have. We have a few bugs that we are working out but otherwise Hammer believes they are doing really well with finding and working with other departments on getting that hotel/motel tax process out there more for individuals and they are understanding that they need to make the payment and the process that needs to go on. Hammer is hoping to look into an accounts receivable program once they get the tax licensing program up and running smoothly. Both of these financial modules are with our current software company. Hammer will be meeting with a local bank to go over our accounts and work on placing them in the correct type of accounts to utilize the highest possible interest rates we can. She recently secured a certificate of deposit at First Community Bank with a 5% interest rate.

- c) Grants Administrator – Tammy Cahill reported that her updated was included in the packet. Late yesterday afternoon we received a call from Congressman LaHood's office. It was Greg Warren who is the Legislative Director from Washington, D.C. He was calling to let us know that the House Appropriation Committee finished the review of the Community Project Funding Request and we had sent one in for the radio project for the Sheriff's Office for the police departments in the County. He said they are 95% confident, that we are going to receive 85% of the radio project funds that we requested. That would be approximately \$1,062,000. The appropriation bill will go continue through the process for the next few months. We should know by the end of this year the exact amount. Once the bill is signed usually people get the money within six to nine months, so it would be this time next year probably when we can expect to see the money. He also emailed Cahill and gave her his contact information for future reference. Toot reminded the committee that this is funding radios for all law enforcement agencies in the County including municipalities.
- d) County Administrator – Scott Toot reported that he didn't have a written report for the committee this evening but one of the things that came out of the budget process is that we had an accelerated IMRF payment that is going to come due and we are going to have more due next year so we are going to have to budget more for that. It's not on the agenda tonight but will be on the County Board agenda for a resolution to use the contingency fund to pay this accelerated payment. We have another retirement that I know of this year and retirements are accelerating. We are going to proceed with the joint review meetings. Please make yourselves available. We decided this year to go back to the joint review meetings because there was concern expressed by board members that they would like to see the joint review meetings back again so that all of the board members are on the same page. We are keeping on schedule with the budget process so far.

10. Citizens' comments – None.

- 11. Board Member Concerns** – LaDon Trost thanked Brad Fletcher for his presence this evening and expressed his hope that Fletcher and David Schmit would be at the County Board meeting on August 8th. Diane Gallagher thanked the people who work up the minutes. They are so complete and she really enjoys reading them.

The next Finance, Tax & Budgets Committee meeting will be on Thursday, August 31, 2023 at 6:00 p.m.

John Lang made a motion to adjourn at 7:02 pm. Seconded by Diane Gallagher and motion carried.