



# **AGENDA**

## **WAYS AND MEANS COMMITTEE**

**Tuesday, April 24, 2018**

**@ 1:00 PM**

Peoria County Courthouse, Room 402

1. **Call to Order**
2. **Approval of Minutes**
  - March 27, 2018
3. **Informational Items / Reports / Other Minutes / Updates**
  - Auditor
  - County Clerk's Office
    - Collections and Transactions Report
  - County Election Commission
  - Finance
  - Regional Office of Education
  - Supervisor of Assessments/Board of Review
    - Tax Cycle Update
  - Treasurer
  - Veteran's Assistance Commission
  - Legislative Update
4. **Resolution**
  - Monthly Delinquent Taxes
5. **Discussion**
  - Alcoholic Liquor Ordinance Amendment
6. **Miscellaneous**
7. **Adjournment**

**DRAFT**  
**MINUTES**  
**Ways and Means Committee**  
**February 27, 2018**  
**@ 1:00 P.M.**

|                         |  |
|-------------------------|--|
| <b>MEMBERS PRESENT:</b> | <b>Allen Mayer</b> - Chairman; <b>Steven Rieker</b> - Vice Chairman; <b>James Fennell, Phillip Salzer, William Watkins, Jr., Sharon Williams</b> - Committee Members   |
| <b>MEMBERS ABSENT:</b>  | <b>Brad Harding</b>  |
| <b>OTHERS PRESENT:</b>  | <b>Scott Sorrel</b> - County Administrator; <b>Shauna Musselman</b> - Assistant County Administrator; <b>Larry Evans</b> - State's Attorney's Office; <b>Andrew Rand</b> – County Board Chairman; <b>Kate Pastucha</b> – County Board Member; <b>Julie Ciesla, Paul Letcher</b> – Finance; <b>Gretchen Pearsall</b> – Director of Strategic Communications; <b>Barb Bishop</b> – County Auditor; <b>Elizabeth Gannon</b> – Election Commission; <b>Dave Ryan</b> - Supervisor of Assessments; <b>Greg Fletcher</b> – Board of Review; <b>Michael Brooks</b> – VAC; <b>Steve Sonnemaker</b> – County Clerk; <b>Nicole Demetreas, Kelly Van Middlesworth</b> - Treasurer; <b>Dan O’Connell</b> – Facilities Director; <b>Mark Little</b> – Chief Information Officer; <b>Doug Gaa</b> - Sheriff's Office |

**Call to Order**

The meeting was called to order by Chairman Mayer at 1:00 p.m.

**Approval of Minutes**

A motion to approve the minutes of February 27, 2018 was made by Mr. Watkins and seconded by Mr. Fennell. The motion carried.

**Informational Items/Reports/Other Minutes/Updates**

**County Auditor**

No report. No questions or comments from committee.

**County Clerk**

Mr. Sonnemaker advised that 1,500 Statements of Economic Interest have been mailed and are due by May 1, 2018. He stated that the tax extension process has begun, and he distributed the 2017 Property Tax Rate Adjustment Report. He noted that the rate setting EAV has increased 0.60% from the prior year. He also commented that the General Corporate Fund was reduced by \$87,218.00 in order for the County to stay within the predetermined tax rate.

**Peoria County Election Commission**

Ms. Gannon advised that the recent election saw 24% (23,243) voter participation. She stated that three ballots in the office are still to be counted, and approximately 200 ballots are outstanding. She advised that those outstanding ballots must be received by next week with a postmark of, or before, the date of the election. She stated that 14 provisional ballots were cast, a much lower number than in the past, which she credited to same day voter registration.

Ms. Gannon advised that there is currently a 21 ballot difference on the elected vs. appointed County Auditor referendum, in favor of keeping the position elected.

Mr. Little advised that renovation project of the property on Brandywine went out for bid on March 22, 2018, and a pre-bid meeting was held today. He stated the bids are due April 5, 2018, with a goal of approving the staff recommended bid at a special meeting of the Infrastructure Committee prior to the April County Board meeting. He stated that it is anticipated that the construction

project will begin April 23, 2018. He advised that a tight timeline was emphasized in the pre-bid meeting, with substantial completion by August 31, 2018.

### Finance

Ms. Ciesla provided an update on activities of the Finance Department:

- The Medicaid Cost Report has been submitted.
- The Annual Budget has been submitted to the GFOA.
- The Medicaid Audit is ongoing. She advised that Mr. Letcher has reduced the figure by approximately \$233,000.00.
- Staff is preparing for the upcoming annual audit. Auditors will arrive April 16, 2018.
- A Finance bookkeeper has taken a position at Heddington Oaks, resulting in a vacancy at the Courthouse. Staff anticipates filling the vacant position in May.

### Regional Office of Education (ROE)

Mr. Mayer advised that a Safety Summit was held in partnership with the Sheriff's Office.

### Supervisor of Assessments/Board of Review

- Tax Cycle

Mr. Ryan advised 2017 assessments are complete and have been forwarded to the County Clerk's Office. He stated the work on 2018 (payable 2019) is in process. He advised that he does not anticipate an EAV increase in 2018 (payable 2019), and added that the EAV may decrease for many townships going forward.

Mr. Ryan advised that staff is keeping apprised on the progress of approximately 45 legislative bills. He noted that there has been no legislation passed as of yet on how solar farms are to be valued., adding that a hearing on the topic is scheduled for April 11, 2018.

- Board of Review

Mr. Fletcher commented that of nearly 400 2016 PTAB cases, approximately 155 are currently open. He noted that 9 Peoria County solar farm applications have been filed at this time.

### Treasurer

Ms. Demetreas advised that 1,100 mobile home tax bills were mailed March 1, 2018. She stated that the garbage fees for approximately 37,000 parcels and a municipal lien list of over 1,000 have been received from the City of Peoria. She advised that the County receives \$25.00 per lien.

### Veteran's Assistance Commission

Mr. Brooks update the committee on the activities of the VAC:

- Mr. Brooks was elected the State Association President in February.
- Office space has become available across the hall from their current area, and staff is exploring the possibility of moving into the space. Mr. Brooks stated that the office set-up is ideally suited to their current space needs, although a conference room could be added.
- The position of Outreach Coordinator has been posted.
- Military Retiree Appreciation Day will be held April 7, 2018 at the Itoo Hall on Farmington Road.
- A tour of the Chicago Regional Office, where VA claims are held, is being scheduled, as well as a meeting with the Director.
- The Commission is currently meeting with 275-300 veterans per month, a large increase over the prior year.

### Legislative Update

Mr. Sorrel updated the committee on the status of several bills:

**HB4319 - Hanna City Work Camp** – The bill has been placed on the calendar for a second reading for debate in the House. The bill got out of Committee with an amendment stating that should Peoria County sell the Hanna City Work Camp real estate for gain, the County would owe the State of Illinois 10% of the sale proceeds.

**SB3290 – Amends the Public Aid Code** – Mr. Sorrel advised that the bill requires evaluation to determine the impact on Heddington Oaks and the Health Department.

**HB5341 – Expungement** – The financial impact has not yet been modeled, however, there is a potential negative financial impact to revenues in the Circuit Clerk's Office; if an individual goes through the expungement process would have outstanding fines and fees, those could potentially be expunged as well.

**HB5006 – Innovations for Transportation Infrastructure** - The bill would expand the ability to use design/build/project delivery for multiple sources.

**SB2581 – Amends Juvenile Court Act** – Related to the issue of detention hearings, in terms of the number of hours a juvenile is allowed to be held before a detention hearing is mandated. The bill got out of the Senate unanimously and moves on to the House.

Mr. Evans commented on previous committee discussion regarding the possibility of eliminating the position of Township Collectors. He advised that his research has revealed that current law indicates there is no authority vested in a County Board in permitting it to eliminate Township Collectors. He stated that the only viable remedy in eliminating the position would be the introduction of special legislation in Springfield. He noted that Sangamon County is the only county in Illinois that has pursued special legislation, which was passed in 2016 and eliminates their Township Collectors in 2021. Mr. Mayer noted that although Township Collectors are not an extra expense to Peoria County Government, there is a cost to Peoria County taxpayers for a service that is already provided by Peoria County.

Mr. Mayer advised he would introduce this issue at Executive Committee for additional input, with subsequent direction to the County Administrator to obtain information on the costs of a duplicative tax collection system in the nine Townships with Collectors, as well as reaching out to legislators.

### **Adjournment**

The meeting was adjourned by Chairman Mayer at 1:48 p.m.

*Recording Secretary: Jan Kleffman*



**Steve Sonnemaker**  
County of Peoria - Office of the County Clerk

Peoria County Courthouse • Room 101 • 324 Main Street • Peoria, Illinois 61602  
Phone: (309) 672-6059 • Fax: (309) 672-6063 • Email: [countyclerk@peoriacounty.org](mailto:countyclerk@peoriacounty.org)

**County Clerk Collections and Transactions Report - March 2018**

|  | 2018             |                |                  |
|--|------------------|----------------|------------------|
|  | Budget           | Mar            | YTD (Mar.)       |
| <b>County Clerk Revenues:</b>  |                  |                |                  |
| Recording Related Fees - General Fund:                                 | 810,500          | 57,360         | 163,071          |
| Recording Related Fees - Automation Fund:                              | 239,650          | 16,903         | 47,366           |
| Real Estate Transfer Tax - County:                                     | 325,000          | 22,569         | 73,450           |
| Vital Records Certifications:  | 334,300          | 31,814         | 84,737           |
| Property Tax Redemption Fees:  | 268,190          | 21,823         | 71,962           |
| Marriage/Civil Union Licenses:   | 59,000           | 3,870          | 8,685            |
| Raffle Licenses:   | 13,500           | 1,008          | 3,420            |
| Liquor Licenses:   | 41,000           | -              | 240              |
| Assumed Name Filings:  | 1,300            | 115            | 303              |
| Notary Filings:  | 3,900            | 375            | 1,070            |
| Miscellaneous:   | 1,000            | 269            | 780              |
| <b>Total</b>   | <b>2,097,340</b> | <b>156,106</b> | <b>455,082</b>   |
| <b>County Clerk's Collections to Benefit Other County Departments:</b> |                  |                |                  |
| GIS Recording Fee (IT):  |                  | 38,034         | 106,950          |
| Postage Reimb. - Redemption Notices (IT):                              |                  | 1,087          | 9,659            |
| Plat Certification Fees (Planning & Zoning):                           |                  | 45             | 105              |
| <b>Total</b>   |                  | <b>39,166</b>  | <b>116,714</b>   |
| <b>County Clerk's Collections to Benefit Other Entities:</b>           |                  |                |                  |
| Property Tax Redemption:   |                  | 450,847        | 1,096,823        |
| Real Estate Transfer Tax - City of Peoria:                             |                  | 83,265         | 249,263          |
| Real Estate Transfer Tax - State of Illinois:                          |                  | 45,138         | 146,900          |
| Illinois Rental Housing Fee:   |                  | 14,274         | 39,978           |
| Illinois Marriage/Civil Union Fee:                                     |                  | 430            | 965              |
| Illinois Death Certificate Fee:  |                  | 512            | 1,300            |
| County Trustee (property tax related):                                 |                  | -              | 899              |
| <b>Total</b>   |                  | <b>594,465</b> | <b>1,536,127</b> |
| <b>TOTAL COLLECTIONS</b>   |                  | <b>789,737</b> | <b>2,107,923</b> |

## Transactions

|  | <u>Mar</u> | <u>YTD (Mar.)</u> |
|--|------------|-------------------|
| Recordings                             | 1,906      | 5,345             |
| Vital Records Certifications           | 2,025      | 5,469             |
| Property Tax Redemptions               | 194        | 548               |
| Marriage/Civil Union Licenses          | 86         | 193               |
| Raffle Licenses                        | 15         | 58                |
| Liquor Licenses                        | -          | 4                 |
| Assumed Name Filings                   | 15         | 36                |
| Notary Filings                         | 49         | 122               |
| Statement of Economic Interest Filings | 579        | 1,344             |

## County Clerk Functions Without Revenue

Property Tax Extension, Clerking County Board (minutes, records, County Code & certifying), Statement of Economic Interests, Contracts, Addressing, Service Directory, Military Discharge Recording/Certifying & Various Filings (bonds, oaths, reports, etc.)

| RES#      | Account   | Type   | Account Name                    | Parcel#       | Township       | Total Collected | County Clerk | Auctioneer | Recorder/ Sec of State | Agent    | Treasurer |
|-----------|-----------|--------|---------------------------------|---------------|----------------|-----------------|--------------|------------|------------------------|----------|-----------|
| 04-18-001 | 201301660 | REC    | TAYLOR ROBERTS AND RITCHIE REED | 18-17-157-022 | City of Peoria | 3,476.39        | 200.22       | 0.00       | 122.00                 | 1,206.28 | 1,947.89  |
| 04-18-002 | 201301683 | SUR    | JOHN POORE                      | 18-17-203-002 | City of Peoria | 2,200.33        | 200.31       | 0.00       | 0.00                   | 803.35   | 1,196.67  |
| 04-18-003 | 0817132   | SAL    | MATTHEW J MCKINNEY              | 14-35-304-001 | CITY OF PEORIA | 644.17          | 71.00        | 12.00      | 122.00                 | 191.22   | 247.95    |
| 04-18-004 | 0218904   | SAL    | CITY OF PEORIA                  | 14-33-376-050 | City of Peoria | 651.00          | 111.22       | 0.00       | 112.00                 | 350.00   | 77.78     |
| 04-18-005 | 0817574   | SAL    | LATOYA MOORE                    | 18-18-401-022 | CITY OF PEORIA | 678.00          | 117.69       | 6.00       | 122.00                 | 350.00   | 71.31     |
| 04-18-006 | 0318001   | SAL    | EVELYN M RHODES                 | 18-18-176-014 | CITY OF PEORIA | 1,071.00        | 71.00        | 10.00      | 122.00                 | 350.00   | 518.00    |
| 04-18-007 | 0817143   | SAL    | EVELYN RHODES                   | 17-03-476-009 | LIMESTONE      | 667.00          | 181.35       | 6.00       | 122.00                 | 350.00   | 7.65      |
| 04-18-008 | 201301131 | DEF-RE | DALE AND CAROL JORDAN           | 18-03-232-012 | City of Peoria | 350.00          | 82.47        | 0.00       | 0.00                   | 206.80   | 60.73     |
| 04-18-009 | 201301807 | DEF-RE | ROBERT J PRESCOTT               | 18-18-278-012 | City of Peoria | 418.00          | 46.78        | 0.00       | 0.00                   | 212.51   | 158.71    |

Totals **\$10,155.89** **\$1,082.04** **\$34.00** **\$722.00** **\$4,020.16** **\$4,286.69**

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Clerk Fees **\$1,082.04**

Recorder/Sec of State Fees **\$722.00**

Total to County **\$6,090.73**

Committee Members