

Approved 4/24/18

Minutes

BUDGET SUBCOMMITTEE

March 27, 2018

@ 2:00 p.m.

MEMBERS PRESENT:	James Fennell – Chairman; James Dillon, Allen Mayer, Stephen Morris, Thomas O’Neill, Rachael Parker, Andrew Rand, Steven Rieker, Phillip Salzer, Sharon Williams
MEMBERS ABSENT:	Robert Baietto, Paul Rosenbohm
OTHERS PRESENT:	Scott Sorrel – County Administrator; Shauna Musselman - Assistant County Administrator; Larry Evans - State's Attorney's Office; Kate Pastucha, William Watkins, Jr. – County Board Member; Julie Ciesla, Paul Letcher – Finance; Jamie Harwood, Jeff Howard – Coroner’s Office; Gretchen Pearsall – Director of Strategic Communications; Amy Benecke McLaren, Jeff Gilles –County Highway; Kathi Urban, Andrew Braun – Planning & Zoning; Mark Little – Chief Information Officer; Beth Derry – Regional Office of Education; Dan O’Connell – Facilities Director; Nicole Demetreas, Kelly Van Middlesworth – Treasurer; Jennifer Shadid - Courts; Brian Asbell, Doug Gaa - Sheriff’s Office

Call to Order

Chairman Fennell called the meeting to order at 2:00 p.m.

Approval of Minutes

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

Informational Items/Reports/Other Minutes/Updates

• **Monthly Financial Report**

Ms. Ciesla advised that the Report reflects financial data through December 31, 2017 and reflects figures in the system as of March 16, 2018. She noted that the report this month is an overview of all funds. She stated that the adopted budget shows a \$6 million deficit and the revised budget shows a loss of reserves of \$8 million, while the year-to-date actual shows a deficit of less than \$1 million. She noted that both Contractual and Capital expenditures are down. She stated that Property Tax revenues show a 6.3% growth rate over 2016, and Motor Fuel Tax revenues are above the budgeted number but slightly less than 2016 figures. She advised that Charges for Services show a 5.6% year over year decline, noting that the Circuit Clerk revenues are down \$350,000.00 and Heddington Oaks is down \$1 million due in most part to a declined census.

Ms. Ciesla commented that the Coroner revenues are slightly under budget, pending any adjustments, and expenditures are slightly over budget.

Heddington Oaks – Ms. Ciesla commented that the General Fund’s budget projected surplus of \$1.6 million has increased to just over \$2 million, partially due to a PPRT liability overpayment that the State of Illinois has agreed to forgive, allowing the County to recognize that revenue.

Ms. Ciesla advised that the nursing home does not currently have the census numbers necessary to improve budget figures. She stated that Private Pay revenues are down \$300,000.00 compared to projected numbers, Medicaid is down \$640,000, and Medicare is down \$300,000.00.

Ms. Ciesla advised that Contractual expenses are higher than projected due to increased agency costs, and an adjustment to bad debt. Mr. Letcher reiterated that a lower census figures are the primary reason for the slight decrease in revenue. He stated that census is capped in the Medicare Wing based on ratio of nurse to resident, and an Accounts Payable issue from a previous staff member is ongoing. He advised that he has begun working with staff on Accounts Receivables.

Mr. Letcher advised that work continues on the Medicaid Audit, noting that the submission deadline is later this week.

Resolutions

- **FY 2018 Encumbrance Rollover Appropriation**

Ms. Ciesla advised that purchase order amounts entered into the system for goods and services but not received by year-end require appropriation of budgeted FY 2017 funds into the FY 2018 budget. She emphasized that the unspent funds in the appropriation are all associated with purchase orders. She stated that the total amount of the appropriation across all funds totals \$1,383,383.00, with a General Fund portion totaling \$108,896.00.

A motion to approve the resolution was made by Mr. Mayer and seconded by Mr. Rieker. The motion carried.

- **FY 2018 Hazard Mitigation Grant Program Appropriation**

A motion to approve the resolution was made by Mr. O'Neill and seconded by Mr. Dillon. Mr. Braun explained that the 2013 flood along the Illinois River, Kickapoo Creek, and several tributaries was declared a Presidential Disaster, and the Planning & Zoning Department applied for funding to acquire and demolish several properties. He stated that the project is nearing completion and staff requests that FY 2017 unspent funds be appropriated into FY 2018 in order to continue the process. The motion to approve carried.

- **Appropriation of unused FY 2017 funds to purchase an off road capable vehicle for the Coroner's Office**

The resolution failed due to lack of a motion.

Adjournment

The meeting was adjourned by Chairman Fennell at 2:18 p.m.

Recorded & Transcribed by: Jan Kleffman