



AGENDA

WAYS AND MEANS COMMITTEE

Monday, January 25, 2021
@ 3:00 PM

1. **Call to Order**
2. **Approval of Minutes**
 - December 2, 2020
3. **Informational Items / Reports / Other Minutes / Updates**
 - County Clerk's Office
 - Collections and Transactions Report
 - County Election Commission
 - Supervisor of Assessments/Board of Review
 - Tax Cycle Update
 - Treasurer
 - Veteran's Assistance Commission
4. **Resolution**
 - Monthly Delinquent Taxes
5. **Committee Action**
 - Review of Executive Session Minutes
6. **Miscellaneous**
7. **Adjournment**

DRAFT
MINUTES
Ways and Means Committee
December 2, 2020
@ 1:30 P.M.

MEMBERS PRESENT:	Steven Rieker – Chairman; Sharon Williams – Vice Chairman; Jennifer Groves Allison, James Fennell, Rachel Reliford, Phillip Salzer, William Watkins, Jr.
MEMBERS ABSENT:	
STAFF PRESENT:	Scott Sorrel - County Administrator; Shauna Musselman – Assistant County Administrator; Jennie Cordis Boswell - State's Attorney's Office; Randy Brunner –Chief Financial Officer; Jessica Thomas – County Auditor; Julie Kusturin – Finance; Rachael Parker, Mike Deluhery – County Clerk; Tom Bride – Election Commission; Beth Crider, Jennifer Yoder – Regional Office of Education; Dave Ryan – Supervisor of Assessments; Nicole Bjerke – Treasurer; Michael Brooks – VAC; Brian Asbell, Doug Gaa – Sheriff's Office; Gretchen Pearsall, Jamie Dowell – Media Communications
OTHERS PRESENT:	

Call to Order

The meeting was called to order by Chairman Rieker at 1:30 p.m.

A motion to suspend the Rules of Order to hold the meeting virtually was made by Mr. Watkins and seconded by Mr. Salzer. A roll call vote was taken, and the motion carried unanimously (7-0).

Approval of Minutes

A motion to approve the minutes of October 27, 2020 was made by Ms. Williams and seconded by Ms. Reliford. A roll call vote was taken, and the motion carried unanimously (7-0).

Budget

A motion to approve budgets under the purview of the Ways and Means Committee as recommended by the County Administrator was made by Mr. Watkins and seconded by Mr. Fennell.

Mr. Sorrel advised that the recommended budget for all funds for FY2021 has sources totaling \$114,596,305.00, the largest components being intergovernmental revenues, charges for services, and property taxes, and expenditures totaling \$118,058,710.00, the largest expenses being personnel services and contractual services. He stated that the recommended property tax levy for taxes payable in 2021 totals \$27,560,350.00 and tax rate remains unchanged at 82.41¢ per \$100.00 of Equalized Assessed Value (EAV). He advised that a 1.5% drop in EAV is projected for taxes payable in 2021.

Mr. Sorrel stated that the FY2021 General Fund budget has a recommended balanced budget of \$42,995,000.00 in revenues and expenditures. He remarked that revenue sources have been conservatively budgeted.

Mr. Sorrel advised that the Ways and Means Committee has oversight of 9 budgets totaling \$3,884,265.00 in revenues and \$4,181,290.00 in expenditures.

Mr. Sorrel commented that the committee has oversight of 4% of the revenue budget and 4% of total expenditures across all funds, and oversight of 7% of revenues and 8% of expenditures in the General Fund.

A roll call vote was taken, and the motion carried unanimously (7-0).

Informational Items/Reports/Other Minutes/Updates

County Auditor

Ms. Thomas directed committee members to the submitted report and stood for any questions. There were no questions or comments from committee.

County Clerk

➤ **Collections and Transactions Report**

Ms. Parker directed committee members to the submitted report and stood for any questions. There were no questions or comments from committee.

Peoria County Election Commission

Mr. Bride advised that vote-by-mail ballots increased by 400% over the 2016 election. He stated adding that 35% of total votes were vote-by-mail, 34% of voters voted on election day and 31% voted early. He anticipates that the trend to vote early will continue. He remarked that the election saw an overall turnout of 72.5%, a 2% increase over 2008, with a record number of early and vote-by-mail ballots.

Mr. Bride advised that although the Commission saw larger numbers of turnovers in election judges due to the pandemic, many first-time judges were brought in and were well trained. He also noted that a means of tracking ballots was implemented in Peoria County for the first time.

Mr. Salzer asked if there is a method of determining the number of votes within individual precincts. Mr. Bride advised that the data is available through the Election Commission office.

Finance

Mr. Brunner advised 2021 budget processes are concluding, and preparations are beginning for the external audit. He stated that Peoria County was awarded approximately \$1.5 million in Cures funding and received an initial reimbursement of \$319,670.00 today. He anticipates receiving the remainder of the reimbursement in the near future.

Regional Office of Education (ROE)

Ms. Crider provided an update on the activities of the Regional Office of Education:

- A switch in financial system this year has delayed the ability to produce financial statements in a timely fashion. The ROE will most likely receive a Finding in the upcoming audit related to timeliness.
- Peoria Public Schools, Illini Bluffs, Brimfield, Bartonville, Pleasant Hill, Peoria Heights, Norwood, and Limestone-Walters are returning to remote learning.
- Weekly meetings continue to be held with Superintendents to determine needs and offer support. Monica Hendrickson from the Health Department and Jason Marks of the EMA joined the meeting this week. The next scheduled meeting will include a discussion on mental health supports for children and families.
- The ROE received a \$64,000.00 Digital Equity Grant which will assist in retrofitting the Peoria Regional Learning Center for improved online remote learning. The ROE is also included in groups writing for grants which support a system of care approach with mental health and children, and supporting trauma supports throughout the state.

Ms. Williams noted an article in the Community Word regarding GED classes being held at the Wisconsin Avenue Resource Center.

Supervisor of Assessments/Board of Review

- Tax Cycle

Mr. Ryan advised that the Board of Review continues to hold hearing either remotely or via telephone.

Treasurer

Ms. Bjerke advised the tax sale held November 9, 2020 saw a significant decline in the number of parcels going to the tax sale. She stated that this year the tax buyers submitted a flash drive including the parcels the buyer wished to purchase, with the lowest bid winning. She commented that the sale went much more quickly utilizing this process. She stated that final tax distribution is December 8, 2020 and interest distributed is scheduled for mid-December.

Veteran's Assistance Commission

Mr. Brooks advised that walk-in Wednesday has been cancelled until at least mid-2021. He stated that the Commission currently has 356 active VA claims and 172 active appeals. He noted that nearly all appointments and related work is being done virtually at this time. He advised that the VAC has brought in \$34 million in VA compensation in 2020 thus far, as compared to \$28 million in total last year. He added that lump sum, or back pay, monies total \$4.5 million.

Resolutions

- Monthly Delinquent Taxes

A motion to approve was made by Mr. Salzer and seconded by Mr. Watkins. A roll call vote was taken, and the motion was approved unanimously (7-0).

- County Board Records Scanning Services Bid Award

A motion to approve was made by Mr. Watkins and seconded by Ms. Williams. Ms. Parker advised that the County Clerk's office maintains the County Board meeting packets and is endeavoring to digitize the packet records from 1956 to 2014, as these are records that must be permanently maintained. She stated that after a review of the bids, staff recommends approval of the lowest priced bidder, Layton Document Systems, Inc.

A roll call vote was taken, and the motion was approved unanimously (7-0).

Adjournment

The meeting was adjourned by Chairman Rieker at 2:12 p.m.

Recorded and Transcribed by: Jan Kleffman



Rachael Parker

Peoria County Clerk

General
(309) 672-6059
Land Records
(309) 672-6090

Peoria County Courthouse • Room 101 • 324 Main Street • Peoria, Illinois 61602
countyclerk@peoriacounty.org • www.peoriacounty.org/204/County-Clerk • Fax: (309) 672-6063

County Clerk Collections and Transactions Report - December 2020

	2020		
	Budget	Dec	YTD (Dec.)
County Clerk Revenues:			
Recording Related Fees - General Fund:	727,220	74,440	819,299
Recording Related Fees - Automation Fund:	253,220	19,372	289,611
Real Estate Transfer Tax - County:	330,000	34,960	359,845
Vital Records Certifications:	352,900	17,572	302,810
Property Tax Redemption Fees:	275,200	78,327	264,305
Marriage/Civil Union Licenses:	76,000	3,640	67,970
Raffle Licenses:	12,900	480	10,248
Liquor Licenses:	46,000	-	48,730
Assumed Name Filings:	1,000	50	824
Notary Filings:	3,500	280	3,355
Miscellaneous:	600	104	1,195
Total	2,078,540	229,226	2,168,190
County Clerk's Collections to Benefit Other County Departments:			
GIS Recording Fee (IT):		46,976	514,512
Postage Reimb. - Redemption Notices (IT):		3,685	14,073
Plat Certification Fees (Treasurer):		141	1,062
Total		50,802	529,647
County Clerk's Collections to Benefit Other Entities:			
Property Tax Redemption:		361,089	5,267,314
Real Estate Transfer Tax - City of Peoria:		108,930	1,228,783
Real Estate Transfer Tax - State of Illinois:		69,920	719,690
Illinois Rental Housing Fee:		20,115	215,226
Illinois Marriage/Civil Union Fee:		260	4,895
Illinois Death Certificate Fee:		668	6,128
County Trustee (property tax related):		-	1,921
Total		560,981	7,443,956
TOTAL COLLECTIONS		841,009	10,141,793

Transactions

	<u>Dec</u>	<u>YTD (Dec.)</u>
Recordings	2,360	26,139
Vital Records Certifications	1,079	20,454
Property Tax Redemptions	151	1,762
Marriage/Civil Union Licenses	52	992
Raffle Licenses	7	96
Liquor Licenses	-	52
Assumed Name Filings	10	152
Notary Filings	45	444
Statement of Economic Interest Filings	144	1,737

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.)

Peoria County Monthly Resolution List - January 2021

RES#	Account	Type	Account Name	Parcel#	Total Collected	County Clerk	Auctioneer	Recorder/ Sec of State	Agent	Misc/ Overpmt	Treasurer
01-21-001	0820649L	SAL	TRAVIS WALKER	18-18-327-004	817.00	101.00	0.00	134.00	450.00	0.00	132.00
01-21-002	201601445	SUR	RUTH RUTHERFORD	18-08-264-002	1,133.38	101.00	0.00	0.00	463.37	134.00	435.01
01-21-003	201601535	SUR	TIFFANY HAWKINS	18-08-406-002	6,052.81	101.00	0.00	0.00	1,896.33	134.00	3,921.48
01-21-004	201601667	SUR	JUNIUS C HAWKINS	18-17-306-006	1,773.70	101.00	0.00	0.00	802.81	134.06	735.83
01-21-005	201601668	SUR	JUNIUS C HAWKINS	18-17-306-007	2,074.83	101.00	0.00	0.00	904.60	134.00	935.23
01-21-006	201601669	SUR	JUNIUS C HAWKINS	18-17-306-008	1,163.47	101.00	0.00	0.00	494.45	134.00	434.02
01-21-007	0920001Z	SAL	THE SANCTION COMMUNITY OUTREACH	14-33-376-053	442.00	0.00	0.00	67.00	375.00	0.00	0.00
Totals					\$13,457.19	\$606.00	\$0.00	\$201.00	\$5,386.56	\$670.06	\$6,593.57

Clerk Fees **\$606.00**
 Recorder/Sec of State Fees **\$201.00**
 Total to County **\$7,400.57**

Committee Members