

Finance & Personnel Committee
Monday, August 3rd 2020
5:00 PM, 2nd Floor, VCAB

AGENDA

1. Call to Order and Roll Call
2. Adoption/Amendments to the Agenda
3. Approval of Minutes – July 6th, 2020
4. Audience Comments
5. Financial Update
6. Audit FY 2019
7. Ordinance – Amendment to the Combined Annual Budget and Appropriation Ordinance for the Technology Services Department– Line Item Transfer - \$26,000
8. Ordinance – Amendment to the Combined Annual Budget and Appropriation Ordinance for the Treasurer’s Office -\$9,146
9. Ordinance – Amendment to the Combined Annual Budget and Appropriation Ordinance for the Traffic Fee Fund - \$41,194
10. County Board Budget 2021
11. Treasurer’s Budget 2021
12. Executive Sessions:
 - A **Pursuant to Illinois Open Meetings Act 5 ILCS 120/2 (c) (1)** The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body, including hearing testimony on a complaint lodged against an employee to determine its validity.
 - B **Pursuant to Illinois Open Meetings Act 5 ILCS 120/2 (c) (2)** Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees.
 - C **Pursuant to Illinois Open Meetings Act 5 ILCS 120/2 (c) (6)** The setting of a price for sale or lease of property owned by the public body.
 - D **Pursuant to Open Meetings Act 5 ILCS 120/2 (c) (11)** Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting.
13. Items of Information
14. Adjournment

Finance & Personnel Committee
Monday, July 6th, 2020
5:00 PM, 2nd Floor VCAB

MINUTES

Agenda Item 1 - Call to Order and Roll Call

Committee Chairman Steve Fourez called the Finance & Personnel meeting to order at 5:00 PM. Upon the call of the roll, the following members were present; Steve Fourez, Wes Bieritz, Breannah Haton, Becky Stark, and Bruce Stark. Robert Boyd and Adam Hart were absent. Robert Boyd was excused. Also, in attendance; Larry Baughn - County Board Chairman, Erika Briggs- Finance Director, and Bill Donahue – Risk Consultant, Darren Duncan – Vermilion County Treasurer, Nancy Boose-Human Resources Director, Kasey Snyder – Vermilion County Animal Shelter Director, Stephanie Kowalczyk – Kennel Supervisor, Aaron Hird – Regional Superintendent of Schools, and Doug Toole – Health Department Administrator.

Agenda Item 2 - Adoption/Amendments to the Agenda

Bieritz motioned, second by Mr. Stark to approve the agenda. Motion passed by acclamation.

Agenda Item 3 - Approval of Minutes – June 1st, 2020

Mrs. Stark motioned, second by Mr. Stark to approve the minutes with one correction on agenda item #3 changing the motion from “Mr. Stark” to “Mrs. Stark”. Motion passed by acclamation.

Agenda Item 4 - Audience Comments

None

Agenda Item 5 – Financial Update

Ms. Briggs distributed a finance update that consisted of the Fund Equity Changes Report and the General Fund Revenue. The error with the Traffic/Conservation Fees has been identified and the Circuit Clerk’s office is in the process of having it corrected. It was noted that the fund balances with negative balances did receive real estate tax deposits on July 1st.

Agenda Item 6 – Ordinance – Amendment to the Combined Annual Budget and Appropriation Ordinance for the Judicial Branch – Line Item Transfer - \$5,600

Bieritz motioned, second by Mrs. Stark to discuss.

Due to Covid-19, the Judiciary is in need of Covid-19 supplies and has a surplus in the salary-personnel at this time.

Upon the call of the roll the following members voted yes, to wit: Steve Fourez, Wes Bieritz, Breannah Haton, Becky Stark, and Bruce Stark. 5 yes, 2 absent

Agenda Item 7 – Ordinance – Amendment to the Combined Annual Budget and Appropriation Ordinance for Animal Regulations - \$15,000

Mr. Stark motioned, second by Bieritz to discuss.

There is currently a revenue line to collect donations and sponsorship as needed. Previously when donations were added, the department then could would make an expense from a line item as needed. By adding this specific donation line, there will be a record on how the donations were used. Kasey Snyder and Stephanie Kowalczyk were present to answer questions as needed.

Upon the call of the roll the following members voted yes, to wit: Steve Fourez, Wes Bieritz, Breannah Haton, Becky Stark, and Bruce Stark. 5 yes, 2 absent

Agenda Item 8 – Ordinance – Amendment to the Combined Annual Budget and Appropriation Ordinance for the Regional Office of Education - \$5,900

Mrs. Stark motioned, second by Haton to discuss.

The Regional Office of Education has access to a State funding source to pay one-time stipends to employees for additional work due to a vacancy.

Upon the call of the roll the following members voted yes, to wit: Steve Fourez, Wes Bieritz, Breannah Haton, Becky Stark, and Bruce Stark. 5 yes, 2 absent

Agenda Item 9 – Ordinance – Amendment to the Combined Annual Budget and Appropriation Ordinance for Health Insurance - \$78,000

Bieritz motioned, second by Mrs. Stark to discuss.

The health insurance amount is estimated every year for each department at the beginning of the year. Due to changes in employees or the changes of the employee's benefits, an amendment is needed to cover the expenses of some departments.

Upon the call of the roll the following members voted yes, to wit: Steve Fourez, Wes Bieritz, Breannah Haton, Becky Stark, and Bruce Stark. 5 yes, 2 absent

Agenda Item 10 – Resolution – 2020 Legal Holidays for Vermilion County, IL Amended

Mrs. Stark motioned, second by Haton to discuss.

An amendment is needed to the 2020 Legal Holiday schedule to include Election Day, November 3rd, 2020 which was added by the State of IL.

Motion passed by acclamation.

Agenda Item 11 – Resolution – 2021 Legal Holidays for Vermilion County, IL

Mrs. Stark motioned, second by Bieritz to discuss.

These are the legal holidays for fiscal year 2021.

Motion passed by acclamation.

Agenda Item 12 – Resolution – County Board Chairman Participation in the Illinois Municipal Retirement Fund

Mr. Stark motioned, second by Mrs. Stark to discuss.

With this resolution, the Chairman's position will participate in IMRF during their term. This must be passed with 90 days of the Chairman's election.

Upon the call of the roll the following members voted yes, to wit: Steve Fourez, Wes Bieritz, Breannah Haton, Becky Stark, and Bruce Stark. 5 yes, 2 absent

Agenda Item 13 – Executive Session

None

Agenda Item 14 - Items of Information

Chairman Baughn told the committee that he and the Financial Resources Director have been meeting

with departments for budgets and budgets have been going to committee. It can be expected that the 2019 FY audit will be presented in August. The July County Board meeting will be in person.

Agenda Item 15– Adjournment

Chairman Fourez adjourned the meeting at 5:41 PM.

Minutes by: Erika Briggs, Financial Resources Director

Vermilion County Revenue 2019 vs 2020 -as of July

Revenue	Description	Budget 2019 (Estimated Revenue)	Budget 2020 (Estimated Revenue)	Actual 2019	Actual 2020	% of Budget 2019	% of Budget 2020
3101	Real Estate Taxes	\$ 2,328,286.00	\$ 2,422,714.00	\$ 1,422,514.82	\$ 1,145,746.96	61.10%	47.29%
3201	Liquor License Fees	\$ 50,000.00	\$ 50,000.00	\$ 43,775.00	\$ 47,550.00	87.55%	95.10%
3301	State Income Taxes	\$ 2,900,000.00	\$ 3,000,000.00	\$ 1,729,190.25	\$ 1,830,716.18	59.63%	61.02%
3304.01	Sales Tax/Regular	\$ 417,000.00	\$ 400,000.00	\$ 184,872.61	\$ 237,639.57	44.33%	59.41%
3304.02	Sales Tax/Supplemental	\$ 1,654,470.00	\$ 1,750,000.00	\$ 801,690.94	\$ 962,831.54	48.46%	55.02%
3305	Recreational Use Tax	\$ -	\$ 75,000.00	\$ -	\$ 5,619.41	0.00%	7.49%
3306	Corp Replacement Tax	\$ 1,140,178.00	\$ 1,323,286.00	\$ 1,284,328.05	\$ 2,087,673.48	112.64%	157.76%
3307	Hotel/Motel Tax	\$ 4,500.00	\$ 5,000.00	\$ 2,084.95	\$ 1,947.81	46.33%	38.96%
3311.01	State Salary Reimb/ Pub Def	\$ 99,934.00	\$ 104,240.00	\$ 51,779.16	\$ 60,804.59	51.81%	58.33%
3311.02	State Salary Reimb/ Probation	\$ 800,000.00	\$ 1,066,167.00	\$ 619,054.00	\$ 537,049.01	77.38%	50.37%
3311.03	State Salary Reimb/ JDC	\$ -	\$ -	\$ -	\$ -	0.00%	0.00%
3311.04	State Salary Reimb/ Asst Atty	\$ -	\$ -	\$ 12,695.01	\$ -	0.00%	0.00%
3311.05	State Salary Reimb/ ST Atty	\$ 148,677.00	\$ 155,915.00	\$ 63,475.05	\$ 90,949.67	42.69%	58.33%
3311.06	State Salary Reimb/ S of A	\$ 35,355.00	\$ 35,355.00	\$ 17,677.50	\$ 20,623.75	50.00%	58.33%
3311.07	State Salary Reimb/ EMA	\$ -	\$ -	\$ -	\$ -	0.00%	0.00%
3318	S.S.A. Reimb/Prisoners	\$ 7,000.00	\$ 3,000.00	\$ 400.00	\$ 1,600.00	5.71%	53.33%
3321	EMA Grant Reimb	\$ 33,000.00	\$ 33,000.00	\$ 64,811.63	\$ 40,246.48	196.40%	121.96%
3325	Reimb/ Dare Program	\$ 17,500.00	\$ 17,500.00	\$ 17,500.00	\$ 17,500.00	100.00%	100.00%
3326	WIB Grant/ Travel	\$ 25,000.00	\$ 25,000.00	\$ 14,508.98	\$ 16,734.77	58.04%	66.94%
3353	School Service Grant	\$ 5,900.00	\$ -	\$ -	\$ 5,899.92	0.00%	0.00%
3425	VOCA Grant	\$ -	\$ 47,816.00	\$ 70,977.00	\$ 45,287.54	0.00%	94.71%
3501	Public & Co Fees/ Circuit Clerk	\$ 500,000.00	\$ 500,000.00	\$ 225,491.60	\$ 336,771.97	45.10%	67.35%
3501.02	Public & Co Fees/ County Clerk	\$ 256,000.00	\$ 256,000.00	\$ 173,406.37	\$ 145,487.07	67.74%	56.83%
3501.03	Public & Co Fees/ Recorder	\$ 220,000.00	\$ 250,000.00	\$ 172,510.21	\$ 212,620.50	78.41%	85.05%
3501.04	Public & Co Fees/ Sheriff	\$ 122,000.00	\$ 122,000.00	\$ 74,871.11	\$ 54,605.76	61.37%	44.76%
3501.05	Public & Co Fees/ Coroner	\$ -	\$ -	\$ -	\$ -	0.00%	0.00%
3501.06	Public & Co Fees/ St Atty	\$ 110,000.00	\$ 80,000.00	\$ 34,460.06	\$ 44,332.72	31.33%	55.42%
3510	Court Security Fees	\$ 320,000.00	\$ 275,000.00	\$ 137,435.42	\$ 100,899.33	42.95%	36.69%
3540	Bond Processing Fee	\$ 65,000.00	\$ 68,000.00	\$ 49,571.00	\$ 51,403.00	76.26%	75.59%
3541	Sheriff's Services	\$ 17,000.00	\$ 27,000.00	\$ 10,430.27	\$ 11,272.25	61.35%	41.75%
3544	Traffic/Conservation Co. Fees	\$ 50,000.00	\$ 50,000.00	\$ 36,131.16	\$ 83,207.82	72.26%	166.42%
3545	Sheriff's Sale Fees	\$ 85,000.00	\$ 55,000.00	\$ 37,800.00	\$ 16,200.00	44.47%	29.45%
3556	State Police Vehicle Fees	\$ 3,000.00	\$ 2,000.00	\$ 274.39	\$ 201.56	9.15%	10.08%
3601	Fines	\$ 80,000.00	\$ 80,000.00	\$ 49,493.37	\$ 38,340.44	61.87%	47.93%
3602	Bond Forfeiture	\$ 40,000.00	\$ 40,000.00	\$ -	\$ 31,813.00	0.00%	79.53%
3701	Interest	\$ 50,000.00	\$ 50,000.00	\$ 18,027.64	\$ 10,135.80	36.06%	20.27%
3702	Rent CSB/Annex	\$ -	\$ 60,000.00	\$ -	\$ 60,000.00	0.00%	100.00%
3704	Public Defender Client Reimb	\$ 15,000.00	\$ 2,000.00	\$ 336.00	\$ 584.40	2.24%	29.22%
3706	Surcharge/ Circuit Clerk	\$ 30.00	\$ 30.00	\$ 0.50	\$ -	1.67%	0.00%
3707	County Jail Medical Fee	\$ 3,000.00	\$ 6,500.00	\$ 3,160.70	\$ 2,817.86	105.36%	43.35%
3708	Penalty Cost & Interest	\$ 200,000.00	\$ 230,000.00	\$ 228,123.29	\$ 281,650.71	114.06%	122.46%
3710	Miscellaneous	\$ 200,000.00	\$ 150,000.00	\$ 136,633.68	\$ 152,522.93	68.32%	101.68%
3711	EMA-Tier Hazardous fee	\$ -	\$ -	\$ -	\$ 335.00	0.00%	0.00%
3712	Memorial Funds	\$ -	\$ -	\$ (29,999.00)	\$ (4,545.00)	0.00%	0.00%
3715	Lump Sum Charges	\$ 2,000.00	\$ 2,000.00	\$ 326.03	\$ -	16.30%	0.00%
3719	5% DNA ID- Circuit Clerk	\$ 700.00	\$ 700.00	\$ 137.03	\$ -	19.58%	0.00%
3721	5% Youth Diversion	\$ 600.00	\$ 600.00	\$ 34.90	\$ -	5.82%	0.00%
3723	FTA Warrant Fee	\$ 21,000.00	\$ 21,000.00	\$ 8,470.00	\$ 8,330.00	40.33%	39.67%
3726	Franchise Fees	\$ 121,000.00	\$ 121,000.00	\$ 78,448.55	\$ 57,352.55	64.83%	47.40%
3727	Gambling revenue	\$ 165,000.00	\$ 215,000.00	\$ 127,876.63	\$ 105,412.52	77.50%	49.03%
3902	Transfers In	\$ 300,000.00	\$ 250,000.00	\$ 215,386.38	\$ 153,888.05	71.80%	61.56%
3904	Transfers from Fund 009	\$ 600,000.00	\$ 600,000.00	\$ 600,000.00	\$ 600,000.00	100.00%	100.00%
	Total	\$ 13,213,130.00	\$ 14,027,823.00	\$ 8,790,172.24	\$ 9,712,060.92	66.53%	69.23%
						Should be 66%	



Fund Equity Changes Report

Through 07/29/20

Summary Listing

Fund	Fund Description	Beginning Balance	Prior Year Fund Equity Adjustment	YTD Revenues	YTD Expenses	Estimate Fund Balance
Fund Category Governmental Funds						
Fund Type General Fund						
001	GENERAL FUND	5,152,230.90	18,752.95	9,712,060.92	8,697,988.25	6,185,056.52
	Fund Type General Fund Totals	\$5,152,230.90	\$18,752.95	\$9,712,060.92	\$8,697,988.25	\$6,185,056.52
Fund Type Special Revenue Funds						
002	IMRF FUND	1,306,630.20	(59,425.45)	723,840.67	912,516.73	1,058,528.69
003	VERMILION CO HEALTH DEPARTMENT	1,128,097.15	198,589.11	943,386.96	834,436.70	1,435,636.52
004	MENTAL HEALTH 708 FUND	587,503.03	(5,692.81)	405,063.50	624,489.99	362,383.73
006	PSB RENT FUND	8,695,180.14	(344,126.27)	5,757,800.20	4,784,766.45	9,324,087.62
007	COUNTY HIGHWAY FUND	665,284.40	27,681.70	655,831.82	742,102.37	606,695.55
009	LAW ENFORCEMENT FUND	4,385,354.19	354,068.92	805,225.02	736,227.83	4,808,420.30
010	INDEMNITY FUND	146,156.16	(4,539.69)	69,464.42	67,621.63	143,459.26
011	ANIMAL CONTROL FUND	169,380.99	(646.20)	525,032.72	421,087.79	272,679.72
012	VETERANS ASSISTANCE COMMISSION	.00	.00	64,987.97	37,654.76	27,333.21
013	GIS AUTOMATION FUND	289,470.26	(75,075.33)	132,789.60	150,048.15	197,136.38
014	PROBATION SERVICE FUND	176,189.38	(54,500.66)	51,695.63	81,033.72	92,350.63
015	COUNTY CLERK VITAL RECORDS	43,769.34	(9,446.44)	7,546.18	11,555.14	30,313.94
018	CO CLERK TAX AUTOMATION FUND	10,769.74	1,833.77	1,651.32	.00	14,254.83
019	FICA (SOCIAL SECURITY)	250,972.41	(10,216.05)	610,176.49	796,122.97	54,809.88
022	STATE'S ATTY AUTOMATION	9,084.86	(4,952.86)	1,549.71	4,093.45	1,588.26
035	CORONER'S AUTOMATION	47,105.94	(25,307.67)	16,586.89	4,371.07	34,014.09
039	INFRASTRUCTURE FUND	233,561.63	18,480.03	163.07	.00	252,204.73
041	CAPITAL IMPROVEMENTS FUND	944,659.30	(141,487.55)	7,919.05	138,123.37	672,967.43
042	NORTH FORK SPEC SERV AREA 1	314,076.67	(34,129.08)	152.56	57,959.99	222,140.16
043	NORTH FORK SPEC SERV AREA 2	93,710.62	(13,656.12)	197.65	21,840.00	58,412.15
044	NORTH FORK SPEC SERV AREA 3	21,839.31	(2,616.05)	56.23	4,200.01	15,079.48
048	LAW ENFORCEMENT GRANT	25.15	.90	4,898.46	.00	4,924.51
062	COUNTY BRIDGE FUND	1,519,134.56	(158,474.92)	182,847.54	78,930.67	1,464,576.51
063	LAW LIBRARY FUND	69,074.15	12,776.15	18,818.71	16,477.52	84,191.49
069	WORKING CASH FUND	.15	.00	.00	.00	.15
071	TRAFFIC FEE FUND	244,916.41	(49,008.76)	15,664.56	1,157.52	210,414.69
074	COURT AUTOMATION FUND	122,633.83	(22,030.10)	60,885.21	128,967.17	32,521.77
075	COURT SECURITY FEE FUND	74,043.64	(8,890.96)	159,771.41	86,090.38	138,833.71
076	RECORDER SPECIAL FUND	239,129.91	25,291.58	26,673.16	8,333.31	282,761.34
078	CIRCUIT CLERK OPER & ADMIN	58,754.33	2,925.93	12,692.83	7,384.52	66,988.57
079	COURT DOCUMENT STORAGE FUND	199,638.70	14,806.03	63,333.54	75,624.74	202,153.53
080	DRUG COURT FEE FUND	67,839.48	375.27	1,403.23	.00	69,617.98
081	VC ELECTRONIC MONITOR	47,362.56	450.64	29,714.42	19,260.00	58,267.62
086	BOARD OF ELECTION FUND	1,809.39	.00	.00	.00	1,809.39
088	TREASURER AUTOMATION FUND	78,442.56	20,989.32	56,278.48	16,664.33	139,046.03
090	VC TRUSTEE REVOLVING FUND	42,269.56	(10,514.46)	5,547.56	9,343.99	27,958.67
091	CHILD SUPPORT/MAINT	105,648.92	(39,804.05)	.00	35,389.71	30,455.16
097	VICTIM WITNESS/ATTY GENERAL	30,637.40	(1,035.53)	22,609.46	18,966.09	33,245.24
099	VC MEG/EXP MULTI-JUR NARC	293.52	.00	129.80	.00	423.32



Fund Equity Changes Report

Through 07/29/20

Summary Listing

Fund	Fund Description	Beginning Balance	Prior Year Fund Equity Adjustment	YTD Revenues	YTD Expenses	Estimate Fund Balance
	Fund Type Special Revenue Funds Totals	\$22,420,449.94	(\$397,307.66)	\$11,442,386.03	\$10,932,842.07	\$22,532,686.24
	Fund Category Governmental Funds Totals	\$27,572,680.84	(\$378,554.71)	\$21,154,446.95	\$19,630,830.32	\$28,717,742.76
Fund Category	Proprietary Funds					
Fund Type	Enterprise Funds					
066	VC SOLID WASTE MANAGEMENT	893,209.16	72,913.82	157,709.34	129,979.93	993,852.39
	Fund Type Enterprise Funds Totals	\$893,209.16	\$72,913.82	\$157,709.34	\$129,979.93	\$993,852.39
Fund Type	Internal Service Funds					
005	LIABILITY INSURANCE FUND	537,034.08	(147,096.05)	503,340.32	894,147.07	(868.72)
	Fund Type Internal Service Funds Totals	\$537,034.08	(\$147,096.05)	\$503,340.32	\$894,147.07	(\$868.72)
	Fund Category Proprietary Funds Totals	\$1,430,243.24	(\$74,182.23)	\$661,049.66	\$1,024,127.00	\$992,983.67
Fund Category	Fiduciary Funds					
Fund Type	Private-Purpose Trust Funds					
052	ELECTRONIC CITATION FUND	21,851.34	5,253.11	9,193.42	.00	36,297.87
072	TREASURER'S ACCT FUND	49,176.09	(7,739.44)	15,855.74	(.05)	57,292.44
	Fund Type Private-Purpose Trust Funds Totals	\$71,027.43	(\$2,486.33)	\$25,049.16	(\$0.05)	\$93,590.31
	Fund Category Fiduciary Funds Totals	\$71,027.43	(\$2,486.33)	\$25,049.16	(\$0.05)	\$93,590.31
	Grand Totals	\$29,073,951.51	(\$455,223.27)	\$21,840,545.77	\$20,654,957.27	\$29,804,316.74

ORDINANCE

**RE: AMENDMENT TO THE COMBINED ANNUAL BUDGET AND APPROPRIATION
ORDINANCE FOR THE TECHNOLOGY SERVICES DEPARTMENT – LINE ITEM
TRANSFER**

WHEREAS, the Technology Services is endeavoring to adapt to changing technology needs due to Covid 19 and is therefore purchasing laptops to allow varies departments including the County Board members to work remotely as needed; and,

WHEREAS, such technology changes will require a budget amendment in the form of a line item transfer; and

WHEREAS, the budget therefore needs to be amended to perform such line item transfer and to disperse such funds as set out in the attached request and this was not known when the budget was prepared, and thus was not included.

NOW, THEREFORE BE IT ORDAINED by the County Board of Vermilion County Illinois that the County Auditor and County Board Chairman and Office be authorized and instructed to amend the budget for fiscal year 2019-2020 as set out below:

FROM:		
001.130.00.4101	Salary/Personnel	\$26,000.00
TO:		
001.130.00.4292	Maintenance/Repair- Hardware	\$26,000.00

And the totals be added and the new line created accordingly.

PRESENTED, APPROVED AND ORDAINED by the County Board of Vermilion County, Illinois at the August 11, 2020 A.D. Session.

This amendment takes two thirds majority for passage.

DATED this 11th day of August 2020 A.D.

AYE _____ NAY _____ ABSENT _____

Chairman, Vermilion County Board

ATTEST:

Clerk of the County Board

Budget Amendment –Technology Services

APPROVED BY FINANCE/PERSONNEL:

Steven Fourez Y N A 08/3/20
Chairman

Wesley Bieritz Y N A

Robert Boyd Y N A

Adam Hart Y N A

Breannah Haton Y N A

Becky Stark Y N A

Bruce Stark Y N A

Request for Transfer
Fiscal Budget
2019 - 2020

Dept: 130 Technology Services

Date: 07 - 16 - 2020

From: 4101 Salary - Personnel

To: 4292 Maint/Repair - Hardware

Line Item	Description	Line Item	Description	Amount
- - -		- - -		\$
001 - 130 - 00 - 4101	Salary - Personnel	001 - 130 - 00 - 4292	Maint/Repair - Hardware	\$ 26,000.00
- - -		- - -		\$
- - -		- - -		\$
- - -		- - -		\$
- - -		- - -		\$
- - -		- - -		\$

NARRATIVE:

Out of category transfer.

Purchase 30 laptops for 27 County Board members and 3 County Board employees.
This purchase will be submitted for the CARES grant



Department Head: Karen Rudd

Approved By:

_____ Committee

_____ Finance Committee

Chairman _____

Chairman _____

Date: _____

Date: _____

ORDINANCE

**RE: AMENDMENT TO THE COMBINED ANNUAL BUDGET AND APPROPRIATION
ORDINANCE FOR THE TREASURER’S OFFICE**

WHEREAS, the Treasurer has combined several bank accounts resulting in better interest rates for County funds; and,

WHEREAS, such change has resulted in revenue above what was budgeted for transfer to the General Fund; and

WHEREAS, the budget therefore needs to be amended recognize such change in revenue and this was not known when the budget was prepared, and thus was not included.

NOW, THEREFORE BE IT ORDAINED by the County Board of Vermilion County Illinois that the County Auditor and County Board Chairman and Office be authorized and instructed to amend the budget for fiscal year 2019-2020 as set out below:

072.959.00.4610	Transfer	\$9,146.00
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PRESENTED, APPROVED AND ORDAINED by the County Board of Vermilion County, Illinois at the August 11, 2020 A.D. Session.

This amendment takes two thirds majority for passage.

DATED this 11th day of August 2020 A.D.

AYE_____ NAY_____ ABSENT_____

Chairman, Vermilion County Board

ATTEST:

Clerk of the County Board

APPROVED BY FINANCE/PERSONNEL:

Steven Fourez Y N A 08/3/20
Chairman

Wesley Bieritz Y N A

Robert Boyd Y N A

Adam Hart Y N A

Breannah Haton Y N A

Becky Stark Y N A

Bruce Stark Y N A

**Request for Amendment
Fiscal Budget
2019 - 2020**

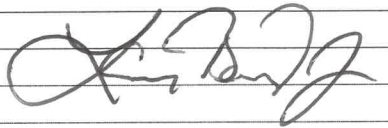
Dept: 140 - Treasurer

Date: 07/17/2020

Account Number	Account Description	Original Appr.	Additional	To Read
<u>072.959.00.4610</u>	<u>Transfer</u>	\$ <u>1,104</u>	\$ <u>9,146</u>	\$ <u>10,250</u>
_____	_____	\$ _____	\$ _____	_____
_____	_____	\$ _____	\$ _____	_____
_____	_____	\$ _____	\$ _____	_____
_____	_____	\$ _____	\$ _____	_____
_____	_____	\$ _____	\$ _____	_____
_____	_____	\$ _____	\$ _____	_____
_____	_____	\$ _____	\$ _____	_____
_____	_____	\$ _____	\$ _____	_____

Narrative:

Due to the restructuring of bank accounts, the County is receiving better interest rates. This has resulted in our interest revenue line exceeding the budgeted amount to transfer to the General Fund.



Department Head: Dana E. Duncan

Approved By: _____ Committee

_____ Chairman

Finance Committee

_____ Chairman

Dated: _____

Dated: _____

ORDINANCE

**RE: AMENDMENT TO THE COMBINED ANNUAL BUDGET AND APPROPRIATION
ORDINANCE FOR THE JUDICIAL DEPARTMENT**

WHEREAS, the Traffic Fee fund helps supports the costs of the court system in part; and,

WHEREAS, such fees are directed to the General Fund to support the court system by statute, but a given amount is yearly budgeted by ordinance for the Judiciary for ease of budgeting and planning, but when the fees exceed \$150,000 dollars, the balance is shifted to the General Fund; and,

WHEREAS, there is now an excess beyond the budgeted amount and that excess needs to be transferred to the General Fund but still for continued support of the court system; and,

WHEREAS, the budget therefore needs to be amended recognize such change in revenue and this was not known when the budget was prepared, and thus was not included.

NOW, THEREFORE BE IT ORDAINED by the County Board of Vermilion County Illinois that the County Auditor and County Board Chairman and Office be authorized and instructed to amend the budget for fiscal year 2019-2020 as set out below:

071.958.00.4610	Transfer	\$41,194.00
------------------------	-----------------	--------------------

PRESENTED, APPROVED AND ORDAINED by the County Board of Vermilion County, Illinois at the August 11, 2020 A.D. Session.

This amendment takes two thirds majority for passage.

DATED this 11th day of August 2020 A.D.

AYE _____ NAY _____ ABSENT _____

Chairman, Vermilion County Board

ATTEST:

Clerk of the County Board

APPROVED BY FINANCE/PERSONNEL:

Steven Fourez Y N A 08/3/20
Chairman

Wesley Bieritz Y N A

Robert Boyd Y N A

Adam Hart Y N A

Breannah Haton Y N A

Becky Stark Y N A

Bruce Stark Y N A

**Request for Amendment
Fiscal Budget
2019 - 2020**

Dept: Traffic Fee Fund

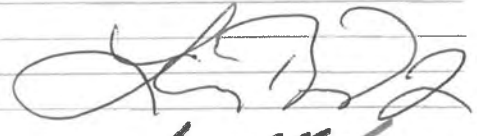
Date: 7-21-2020

Account Number	Account Description	Original Appr.	Additional	To Read
<u>071.958.00.4610</u>	<u>Transfer</u>	\$ <u>0</u>	\$ <u>41,194</u>	<u>41194</u>
_____	_____	\$ _____	\$ _____	_____
_____	_____	\$ _____	\$ _____	_____
_____	_____	\$ _____	\$ _____	_____
_____	_____	\$ _____	\$ _____	_____
_____	_____	\$ _____	\$ _____	_____
_____	_____	\$ _____	\$ _____	_____
_____	_____	\$ _____	\$ _____	_____
_____	_____	\$ _____	\$ _____	_____

Narrative:

According to statute, anything in excess of \$150,000 in the Traffic Fee Fund shall be transferred to the General Fund. This amendment is needed to complete this transfer.

Department Head:


J. M. O'SHAUGHNESSY

Approved By:

Committee

Finance Committee

Chairman

Chairman

Dated: _____

Dated: _____



County Board Budget Worksheet Report Budget Year 2021

Account	Account Description	2019 Actual Amount	2020 Amended Budget	2020 Actual Amount	2021 Department Request
Fund 001 - GENERAL FUND					
EXPENSE					
Department 110 - COUNTY BOARD					
Project 00 - GENERAL					
<i>PERSONNEL SERVICES</i>					
4101	SALARY - PERSONNEL	\$ 256,227.40	\$ 210,039.00	\$ 150,574.94	\$ 208,627.00
4105	SALARY - MEETINGS	\$ 77,700.00	\$ 78,000.00	\$ 44,900.00	\$ 78,000.00
4110	SALARY - DEPARTMENT HEAD	\$ 68,960.00	\$ 71,030.00	\$ 44,903.92	\$ 72,830.00
4155	INSURANCE - LIFE/HEALTH	\$ 63,890.13	\$ 75,000.00	\$ 41,978.94	\$ 75,000.00
<i>PERSONNEL SERVICES Totals</i>		\$ 466,777.53	\$ 434,069.00	\$ 282,357.80	\$ 434,457.00
<i>SUPPLIES & MATERIALS</i>					
4210	SUPPLIES/OFFICE	\$ 2,413.63	\$ 3,000.00	\$ 1,304.99	\$ 3,000.00
<i>SUPPLIES & MATERIALS Totals</i>		\$ 2,413.63	\$ 3,000.00	\$ 1,304.99	\$ 3,000.00
<i>OTHER SERVICES & CHARGES</i>					
4251	TRAVEL EXPENSE	\$ 109.64	\$ 200.00	\$ -	\$ 200.00
4270	POSTAGE	\$ 1,123.06	\$ 2,000.00	\$ 895.02	\$ 2,000.00
4363	DUES/LICENSE FEES	\$ 1,524.00	\$ 2,000.00	\$ 1,719.00	\$ 2,000.00
4364	EDUCATION/TRAINING	\$ 372.72	\$ 500.00	\$ 249.00	\$ 500.00
<i>OTHER SERVICES & CHARGES Totals</i>		\$ 3,129.42	\$ 4,700.00	\$ 2,863.02	\$ 4,700.00
Project 00 - GENERAL Totals		\$ 472,320.58	\$ 441,769.00	\$ 286,525.81	\$ 442,157.00
Project 44 - W I B EMPLOYEE GRANT					
<i>PERSONNEL SERVICES</i>					
4101	SALARY - PERSONNEL	\$ 21,224.83	\$ 25,000.00	\$ 12,135.25	\$ 25,000.00
<i>PERSONNEL SERVICES Totals</i>		\$ 21,224.83	\$ 25,000.00	\$ 12,135.25	\$ 25,000.00
Project 44 - W I B EMPLOYEE GRANT		\$ 21,224.83	\$ 25,000.00	\$ 12,135.25	\$ 25,000.00
Department 110 - COUNTY BOARD		\$ 493,545.41	\$ 466,769.00	\$ 298,661.06	\$ 467,157.00
EXPENSE TOTALS		\$ 493,545.41	\$ 466,769.00	\$ 298,661.06	\$ 467,157.00

Employee Name	Title		19/20 Payroll		20/21 Payroll		
Baughn, Larry	County Board Chairman	\$	71,030	\$	72,830		
Jacobson, Meg	Personnel Benefits Manager	\$	36,000	\$	37,080		
Boose, Nancy Jo	Human Resources Director	\$	73,578	\$	75,786		
Briggs, Erika Lynn	Financial Resources Director	\$	54,515	\$	48,500		
Jenkins, Jennifer Jean	Office Manager/ Building & Grounds	\$	45,885	\$	47,262	County Board	
		\$	16,068	\$	21,550	Building & Grounds	\$ 68,812
Donahue, Bill	Risk Consultant	\$	76,491	\$	78,786	Fund 005	
Light, Lindsay	Workforce Investment Board		14.59 hr		14.59 hr		
			19/20 Budget		20/21 Budget		
Personnel 4101		\$	210,039	\$	208,627		
Department Head 4110		\$	71,030	\$	72,830		
Personnel WIB		\$	25,000	\$	25,000		



DARREN E. DUNCAN

Office of the Treasurer & Ex-Officio Collector

County of Vermilion, Illinois

201 North Vermilion Street

Danville, IL 61832

duncan@vercounty.org (p) 217.554.6080 (f) 217.554.6088

July 22, 2020

Budget Narrative for Fiscal Year 2021

GENERAL FUND

4110 – Salary Department Head	+ \$2,120	\$72,830	Increased Due to County Board Action
4155 – Insurance Life/Health	+ \$42,000	\$55,000	Increased Staff Using County Health Insurance

TREASURER'S ACCT FUND

3701 – Interest	+ \$9,680	\$10,000	Increased Interest Rates Due to Bank Restructuring
4101 – Salary Personnel	+ \$2,000	\$12,013	Increased Due to 3% Salary Increase
4270 – Postage	+ \$2,000	\$7,000	Increased Due Higher Postage Rates and Mobile Home Certified Mailings for Tax Sale
4610 – Transfer	+ \$10,896	\$12,000	Increased Interest Earning to be Transferred

TREASURER AUTOMATION

3519 – Technology Service Fees	+ \$9,000	\$15,000	Increased Revenue from County Share of Fees from Change of Vendor, Along with Lowering Taxpayers Costs
3701 – Interest	+ \$990	\$1,000	Increased Interest Rates Due to Bank Restructuring
4101 – Salary Personnel	+ \$413	\$13,000	Increased Due to 3% Salary Increase
4210 – Supplies/Office	+ \$3,000	\$21,000	Increased Due to Purchase of Full Year Tax Envelopes, Been Operating Off Backstock
4361 – Contractual/Prof Services	+ \$2,000	\$14,000	Increased Due to the Selling of Mobile Home Taxes And More Delinquent Parcels

VC TRUSTEE REVOLVING FUND

3516 – Tax Sale Fees	- \$15,000	\$15,000	Decreased Due to a One Time Surplus Transfer, Going Forward it will only be Once a Year
3701 – Interest	+ \$191	\$200	Increased Interest Rates Due to Bank Restructuring
4280 – Publications	+ \$2,000	\$9,000	Increased Due to Having to Publish Delinquent Mobile Home Taxes for Tax Sale



Treasurer's Budget Worksheet Report Budget Year 2021

Account	Account Description	2019 Actual Amount	2020 Amended Budget	2020 Actual Amount	2021 Department Request
Fund 001 - GENERAL FUND					
EXPENSE					
Department 140 - TREASURER					
Project 00 - GENERAL					
<i>PERSONNEL SERVICES</i>					
4101	SALARY - PERSONNEL	\$ 116,915.00	\$ 112,280.00	\$ 69,630.84	\$ 112,280.00
4102	SALARY - PART-TIME	\$ 5,256.57	\$ 11,000.00	\$ 5,329.00	\$ 11,000.00
4110	SALARY - DEPARTMENT HEAD	\$ 70,710.00	\$ 70,710.00	\$ 44,701.80	\$ 72,830.00
4155	INSURANCE - LIFE/HEALTH	\$ 8,352.00	\$ 39,000.00	\$ 13,050.00	\$ 55,000.00
<i>PERSONNEL SERVICES Totals</i>		<u>\$ 201,233.57</u>	<u>\$ 232,990.00</u>	<u>\$ 132,711.64</u>	<u>\$ 251,110.00</u>
<i>SUPPLIES & MATERIALS</i>					
4210	SUPPLIES/OFFICE	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
<i>SUPPLIES & MATERIALS Totals</i>		<u>\$ 2,000.00</u>	<u>\$ 2,000.00</u>	<u>\$ 2,000.00</u>	<u>\$ 2,000.00</u>
<i>OTHER SERVICES & CHARGES</i>					
4270	POSTAGE	\$ 23,327.17	\$ 22,700.00	\$ 18,904.94	\$ 22,700.00
<i>OTHER SERVICES & CHARGES Totals</i>		<u>\$ 23,327.17</u>	<u>\$ 22,700.00</u>	<u>\$ 18,904.94</u>	<u>\$ 22,700.00</u>
Project 00 - GENERAL Totals		<u>\$ 226,560.74</u>	<u>\$ 257,690.00</u>	<u>\$ 153,616.58</u>	<u>\$ 275,810.00</u>
Department 140 - TREASURER Totals		<u>\$ 226,560.74</u>	<u>\$ 257,690.00</u>	<u>\$ 153,616.58</u>	<u>\$ 275,810.00</u>
EXPENSE TOTALS		<u>\$ 226,560.74</u>	<u>\$ 257,690.00</u>	<u>\$ 153,616.58</u>	<u>\$ 275,810.00</u>
Fund 001 - GENERAL FUND Totals					
EXPENSE TOTALS		<u>\$ 226,560.74</u>	<u>\$ 257,690.00</u>	<u>\$ 153,616.58</u>	<u>\$ 275,810.00</u>
Fund 001 - GENERAL FUND Totals		<u>\$ (226,560.74)</u>	<u>\$ (257,690.00)</u>	<u>\$ (153,616.58)</u>	<u>\$ (275,810.00)</u>
Fund 072 - TREASURER'S ACCT FUND					
REVENUE					
Department 101 - GENERAL					
Project 00 - GENERAL					
<i>MISCELLANEOUS REVENUES</i>					
3701	INTEREST	\$ 19.81	\$ 320.00	\$ 15,855.74	\$ 320.00
<i>MISCELLANEOUS REVENUES Totals</i>		<u>\$ 19.81</u>	<u>\$ 320.00</u>	<u>\$ 15,855.74</u>	<u>\$ 320.00</u>
Project 00 - GENERAL Totals		<u>\$ 19.81</u>	<u>\$ 320.00</u>	<u>\$ 15,855.74</u>	<u>\$ 320.00</u>
Department 101 - GENERAL Totals		<u>\$ 19.81</u>	<u>\$ 320.00</u>	<u>\$ 15,855.74</u>	<u>\$ 320.00</u>
REVENUE TOTALS		<u>\$ 19.81</u>	<u>\$ 320.00</u>	<u>\$ 15,855.74</u>	<u>\$ 320.00</u>
EXPENSE					
Department 959 - TREASURERS ACCOUNT					
Project 00 - GENERAL					
<i>PERSONNEL SERVICES</i>					
4101	SALARY - PERSONNEL	\$ 6,499.99	\$ 10,063.00	\$ -	\$ 12,013.00
4155	INSURANCE - LIFE/HEALTH	\$ 475.00	\$ -	\$ -	\$ -



Treasurer's Budget Worksheet Report Budget Year 2021

	<i>PERSONNEL SERVICES Totals</i>	\$	6,974.99	\$	10,063.00	\$	-	\$	12,013.00
	<i>OTHER SERVICES & CHARGES</i>								
4270	POSTAGE	\$	-	\$	5,000.00	\$	-	\$	7,000.00
	<i>OTHER SERVICES & CHARGES Totals</i>	\$	-	\$	5,000.00	\$	-	\$	7,000.00
	<i>TRANSFERS</i>								
4610	TRANSFER	\$	784.26	\$	1,104.00	\$	-	\$	10,000.00
	<i>TRANSFERS Totals</i>	\$	784.26	\$	1,104.00	\$	-	\$	10,000.00
	Project 00 - GENERAL Totals	\$	7,759.25	\$	16,167.00	\$	-	\$	29,013.00
	Department 959 - TREASURERS	\$	7,759.25	\$	16,167.00	\$	-	\$	29,013.00
	EXPENSE TOTALS	\$	7,759.25	\$	16,167.00	\$	-	\$	29,013.00

Fund 072 - TREASURER'S ACCT FUND

	REVENUE TOTALS	\$	19.81	\$	320.00	\$	15,855.74	\$	320.00
	EXPENSE TOTALS	\$	7,759.25	\$	16,167.00	\$	-	\$	29,013.00

	Fund 072 - TREASURER'S ACCT FUND	\$	(7,739.44)	\$	(15,847.00)	\$	15,855.74	\$	(28,693.00)
	Fund 088 - TREASURER AUTOMATION FUND								

EXPENSE

Department 965 - TREASURER AUTOMATION
Project 00 - GENERAL
PERSONNEL SERVICES

4101	SALARY - PERSONNEL	\$	6,613.43	\$	12,587.00	\$	-	\$	13,000.00
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	<i>PERSONNEL SERVICES Totals</i>	\$	6,613.43	\$	12,587.00	\$	-	\$	13,000.00
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SUPPLIES & MATERIALS

4210	SUPPLIES/OFFICE	\$	16,760.76	\$	18,000.00	\$	11,591.95	\$	21,000.00
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	<i>SUPPLIES & MATERIALS Totals</i>	\$	16,760.76	\$	18,000.00	\$	11,591.95	\$	21,000.00
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OTHER SERVICES & CHARGES

4251	TRAVEL EXPENSE	\$	1,385.60	\$	1,500.00	\$	-	\$	1,500.00
4280	PUBLICATIONS	\$	4,000.00	\$	4,000.00	\$	-	\$	4,000.00
4361	CONTRACTUAL/PROF SERVICES	\$	13,315.04	\$	12,000.00	\$	4,772.38	\$	12,000.00
4363	DUES/LICENSE FEES	\$	300.00	\$	300.00	\$	-	\$	300.00
4364	EDUCATION/TRAINING	\$	1,350.00	\$	2,000.00	\$	300.00	\$	2,000.00

	<i>OTHER SERVICES & CHARGES Totals</i>	\$	20,350.64	\$	19,800.00	\$	5,072.38	\$	19,800.00
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CAPITAL OUTLAY

4450	OFFICE	\$	480.00	\$	-	\$	-	\$	-
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	<i>CAPITAL OUTLAY Totals</i>	\$	480.00	\$	-	\$	-	\$	-
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	Project 00 - GENERAL Totals	\$	44,204.83	\$	50,387.00	\$	16,664.33	\$	53,800.00
	Department 965 - TREASURER	\$	44,204.83	\$	50,387.00	\$	16,664.33	\$	53,800.00
	EXPENSE TOTALS	\$	44,204.83	\$	50,387.00	\$	16,664.33	\$	53,800.00

Fund 088 - TREASURER AUTOMATION



Treasurer's Budget Worksheet Report Budget Year 2021

EXPENSE TOTALS \$ 44,204.83 \$ 50,387.00 \$ 16,664.33 \$ 53,800.00

Fund 088 - TREASURER AUTOMATION \$ (44,204.83) \$ (50,387.00) \$ (16,664.33) \$ (53,800.00)
Fund 090 - VC TRUSTEE REVOLVING FUND

REVENUE

Department 101 - GENERAL

Project 00 - GENERAL

CHARGES FOR SERVICES

3516 TAX SALE FEES \$ 13,771.89 \$ 30,000.00 \$ 5,453.78 \$ 15,000.00

CHARGES FOR SERVICES Totals \$ 13,771.89 \$ 30,000.00 \$ 5,453.78 \$ 15,000.00

MISCELLANEOUS REVENUES

3701 INTEREST \$ 94.41 \$ 9.00 \$ 93.78 \$ 90.00

MISCELLANEOUS REVENUES Totals \$ 94.41 \$ 9.00 \$ 93.78 \$ 90.00

Project 00 - GENERAL Totals \$ 13,866.30 \$ 30,009.00 \$ 5,547.56 \$ 15,090.00

Department 101 - GENERAL Totals \$ 13,866.30 \$ 30,009.00 \$ 5,547.56 \$ 15,090.00

REVENUE TOTALS \$ 13,866.30 \$ 30,009.00 \$ 5,547.56 \$ 15,090.00

EXPENSE

Department 901 - VC TRUSTEE REVOLVING

Project 00 - GENERAL

OTHER SERVICES & CHARGES

4270 POSTAGE \$ 9,000.00 \$ 9,000.00 \$ 4,500.00 \$ 9,000.00

4280 PUBLICATIONS \$ 9,547.76 \$ 7,000.00 \$ 3,767.40 \$ 9,000.00

4374 MISCELLANEOUS EXPENSES \$ 5,833.00 \$ 9,000.00 \$ 1,076.59 \$ 9,000.00

OTHER SERVICES & CHARGES Totals \$ 24,380.76 \$ 25,000.00 \$ 9,343.99 \$ 27,000.00

Project 00 - GENERAL Totals \$ 24,380.76 \$ 25,000.00 \$ 9,343.99 \$ 27,000.00

Department 901 - VC TRUSTEE \$ 24,380.76 \$ 25,000.00 \$ 9,343.99 \$ 27,000.00

EXPENSE TOTALS \$ 24,380.76 \$ 25,000.00 \$ 9,343.99 \$ 27,000.00

Fund 090 - VC TRUSTEE REVOLVING

REVENUE TOTALS \$ 13,866.30 \$ 30,009.00 \$ 5,547.56 \$ 15,090.00

EXPENSE TOTALS \$ 24,380.76 \$ 25,000.00 \$ 9,343.99 \$ 27,000.00

Fund 090 - VC TRUSTEE REVOLVING \$ (10,514.46) \$ 5,009.00 \$ (3,796.43) \$ (11,910.00)

Treasurer Personnel

Position	Salary 2019 - 2020	Salary 2020-2021
Chief Deputy	\$ 43,200.00	\$ 44,496.00
Administrative Assistant	\$ 33,000.00	\$ 33,990.00
Deputy Treasurer - Accounts	\$ 31,414.74	\$ 32,357.18
Deputy Treasurer - Drainage	\$ 25,678.75	\$ 26,449.11
	\$ 133,293.49	\$ 137,292.29

Department Number	Salary 2019 - 2020	Salary 2020-2021
140 - Treasurer	\$ 112,280.00	\$ 112,280.00
959 - Treasurer Acct Fund	\$ 10,063.00	\$ 12,013.00
965- Treasurer Automation Fund	\$ 12,587.000	\$ 13,000.00
	\$ 134,930.00	\$ 137,293.00

Department 959 has a balance of \$57,767.44 (as of 7-29-20). There is no revenue for that fund.