

Health and Education Committee Meeting
Thursday, September 19th, 2019
5:00 PM, Vermilion County Administration Building – 2nd Floor

2nd AMENDED AGENDA

1. Call to Order and Roll Call
2. Adoption/Amendment of Agenda
3. Approval of Minutes – August 15, 2019
4. Audience Comments
5. Mental Health Budget Amendment - Ordinance
6. Regional Office of Education Budget Amendment - Ordinance
7. Health Department / Solid Waste FY 2019/2020 Budget
8. Health Department Food Ordinance Revision 0819
9. Animal Regulation FY 2019/2020 Budget
10. Executive Session
 - A. Pursuant to 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) (6)**
The setting of a price for sale or lease of property owned by the public body.
 - C. 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.
11. Items of Information
12. Adjournment

Health and Education Committee Meeting

Thursday, August 15th, 2019

Vermilion County Administration Building, 2nd Floor, 5:00 p.m.

MINUTES

Agenda Item 1- Call to Order and Roll Call

Committee Chairman Kevin Green called the Health & Education meeting to order at 5:00 pm.

Roll Call, the following members were present: Phearn Butler, Chuck Nesbitt, Robert Watson, Chuck Mockbee, and Kevin Green. Marla Mackiewicz and Robert J Watson were absent. (5 present, 2 absent).

Also present were: James Russell- Director of 708 Community Mental Health Board, Cheryl Reifsteck – Superintendent of the Regional Office of Education, Aaron Hird – Assistant Superintendent of the Regional Office of Education, Larry Baughn – Vermilion County Board Chairman.

Agenda Item 2- Adoption/ Amendment to the Agenda

Motion moved by Green, second by Butler to approve the agenda. Motion was carried by acclamation.

Agenda Item 3 – Approval of Minutes from August

Motion moved by Green, second by Wright, to approve minutes presented. Motion carried by acclamation.

Agenda Item 4 – Audience Comments

None.

Agenda Item 5 – Regional Office of Education FY 2019/2020 Budget

Cheryl Reifsteck presented the Regional Office of Education Budget for FY 2019/2020. There were no changes except for personnel salary. Mr. Nesbitt asked about the current Truancy officer position and Ms. Reifsteck informed the committee the original employee in that position moved to a different position within the Regional Office and the truancy position has been filled.

Motion made by Green, seconded by Butler. Upon roll call vote the following committee members voted yes; Butler, Nesbitt, Watson, Mockbee, and Green. 5 yes, 2 absent

Agenda Item 6 – Mental Health FY 2019/2020 Budget

Jim Russell presented the Mental Health Budget for FY 2019/2020. There is an increase in the tax levy for Mental Health. Mr. Russell went through the changes in the budget with the committee. The Vermilion Healthcare Foundation Grant ends in September. This grant is used towards mental health first aid training. There is a possibility of this grant continuing next year and the budget will be amended when received.

Motion made by Green, seconded by Butler. Upon roll call vote the following committee members voted yes; Butler, Nesbitt, Watson, Mockbee, and Green. 5 yes, 2 absent

Agenda Item 7 – Executive Session

Not needed.

Agenda Item 8 Items of Information

Jim Russell from the Mental Health Board announced that on October 3rd Kevin Hines will be speaking at Bismarck, Westville, and Danville High School. Surrounding schools will be bringing students to those locations to see the speaker. Kevin Hines will also speak that night for the general public at the Second Church of Christ.

Cheryl Reifsteck also announced that the Teacher’s Institute is October 11th and Elizabeth Smart would be speaking. The institute day would also be focusing on mental health awareness. Aaron Hird, the Assistant Superintendent of the Regional Office of Education, introduced himself to the committee.

Agenda Item 9 - Adjournment

Committee Chairman Green declared the meeting adjourned at 5:22 PM.

Minutes respectfully submitted by: Erika Briggs, Administrative Assistant

DRAFT

ORDINANCE

RE: AMENDMENT TO THE COMBINED ANNUAL BUDGET AND APPROPRIATION ORDINANCE FOR THE 708 MENTAL HEALTH BOARD – Surplus and New Grant Award

WHEREAS, the 708 Mental Health Board typically has a surplus of funds totaling \$1,702.91 from the 2018 budget, and also is in receipt of a grant in the amount of \$15,000.00 for the 2019 budget; and

WHEREAS, such 2018 budget year surplus can be best used to pay for needed mental health services since such surplus cannot be spent for any purpose outside of the 708 Board Mental Health Fund since they were levied for mental health services, and the new 2019 budget year additional grant funds must be received and appropriately budgeted for spending; and

WHEREAS, THE 708 Mental Health Board desires that the surplus be used for payment of services, and that the grant now received be also budgeted for providing appropriate mental health services

WHEREAS, the budget therefore needs to be amended accordingly 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 be authorized and instructed to amend the budget for fiscal year 2018-2019 in the amount as below to facilitate payment mental health services in an amount of 1,702.91, and to further amend the budget by receiving the grant of \$15,000.00 and placing said amount in the current budget for provision of services.

FROM:

004.470.00.4273	Vermilion Healthcare Grant 2018	\$1,702.91
004.101.00.3341	Vermilion Healthcare Grant 2019	\$15,000.00

TO:

004.470.00.4273	Vermilion Healthcare Grant FY 2019	\$1,702.91
004.470.00.4273	Vermilion Healthcare Grant FY 2019	\$15,000.00

And the totals be adjusted accordingly.

**Request for Transfer
Fiscal Budget
2018 - 2019**

Dept: Mental Health 708 Board

Date: 8 - 26 - 2019

From: 004.470.00.4273 FY'18 Budget

To: 004.470.00.4273 FY'19 Budget

Line Item	Description	Line Item	Description	Amount
004 - 470 - 00 - 4373	Vermilion Healthcare Grant '18	004 - 470 - 00 - 4373	Vermilion Healthcare Grant FY'19	\$ 1,702.91
004 - 101 - 00 - 3341	Vermilion Healthcare Grant '19	004 - 470 - 00 - 4373	Vermilion Healthcare Grant FY'19	\$ 15,000.00
-	-	-	-	\$
-	-	-	-	\$
-	-	-	-	\$
-	-	-	-	\$
-	-	-	-	\$
-	-	-	-	\$
-	-	-	-	\$ 16,702.91

NARRATIVE:

The first item is the balance of the unused Vermilion Healthcare grant funding from Fiscal Year '18. This transfer will allow us to spend this sum out of this year's budget.

The second item transfers the recent Vermilion Healthcare grant funding to the expense line.



Department Head: Jan Russell

Approved By:

_____ Committee

Chairman _____

Finance Committee

Chairman _____

Date: _____

Date: _____

ORDINANCE

**RE: AMENDMENT TO THE COMBINED ANNUAL BUDGET AND APPROPRIATION
ORDINANCE FOR THE REGIONAL OFFICE OF EDUCATION**

WHEREAS, the Regional Superintendent of Schools is preparing for a State audit and must independently prepare financial statements for the audit; and,

WHEREAS, such event requires a transfer of money from various lines to assist the preparation of such statements as more work is required than was initially apparent; and

WHEREAS, the budget therefore needs to be amended by transferring from the supply line to contractual/professional services line 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 by line item transfer for fiscal year 2018-2019 as set out below:

FROM:		
001.420.00.04210	Supplies	\$770.82
TO:		
001.420.00.04361	Contractual/Professional	\$770.82

And the totals be adjusted accordingly.

PRESENTED, APPROVED AND ORDAINED by the County Board of Vermilion County, Illinois at the October 8, 2019 A.D. Session.

This amendment takes two thirds majority for passage.

DATED this 8th day of October 2019 A.D.

AYE _____ NAY _____ ABSENT _____

Chairman, Vermilion County Board

ATTEST:

Clerk of the County Board

REVENUES
 Department: 101 - GENERAL
 Project: 00 - GENERAL
 3100 - PROPERTY TAXES

3101	REAL ESTATE TAXES	276,231.0000	272,961.2400	302,677.0000	186,070.6400	313,439.0000	10,762.0000
		\$276,231.00	\$272,961.24	\$302,677.00	\$186,070.64	\$313,439.00	\$10,762.00

3300 - INTERGOVERNMENTAL REVENUE

3330	BASIC HEALTH/PROTECTION	210,643.0000	221,693.8100	216,819.0000	216,819.0000	216,819.0000	0.0000
3332	WIC REVENUE	373,068.0000	365,122.1800	376,892.0000	267,109.9700	362,499.0000	(14,393.0000)
3356	IEPA/SWE	45,000.0000	27,925.0600	45,000.0000	23,808.3500	45,000.0000	0.0000
3418	CHILDHOOD LEAD POISONING CRT	2,527.0000	12,000.0000	12,000.0000	73,708.3100	44,500.0000	32,500.0000
3448	EMERGENCY PUBLIC HEALTH/WWV	14,987.0000	11,240.2500	14,987.0000	5,965.9300	16,917.0000	1,930.0000
3451	IDPA/BIO TERRORISM	66,662.0000	61,787.1900	65,467.0000	56,491.1100	66,766.0000	1,299.0000
		\$712,887.00	\$699,768.49	\$731,165.00	\$643,902.67	\$752,501.00	\$21,336.00

3500 - CHARGES FOR SERVICES

3507	HEALTH FEES	374,321.0000	298,367.7600	372,917.0000	266,298.9200	370,051.0000	(2,866.0000)
		\$374,321.00	\$298,367.76	\$372,917.00	\$266,298.92	\$370,051.00	(\$2,866.00)

3700 - MISCELLANEOUS REVENUES

3701	INTEREST	0.0000	6,454.8500	0.0000	329.6500	0.0000	0.0000
3710	MISCELLANEOUS	0.0000	4,575.0000	0.0000	(25.0000)	0.0000	0.0000
		\$0.00	\$11,029.85	\$0.00	\$304.65	\$0.00	\$0.00
	Project Total: 00 - GENERAL	\$1,363,439.00	\$1,282,127.34	\$1,406,759.00	\$1,096,576.88	\$1,435,991.00	\$29,232.00
	Department Total: 101 - GENERAL	\$1,363,439.00	\$1,282,127.34	\$1,406,759.00	\$1,096,576.88	\$1,435,991.00	\$29,232.00
	REVENUES Total	\$1,363,439.00	\$1,282,127.34	\$1,406,759.00	\$1,096,576.88	\$1,435,991.00	\$29,232.00

EXPENSES

Department: 445 - HEALTH DEPARTMENT

Project: 00 - GENERAL

4100 - PERSONNEL SERVICES

4101	SALARY - PERSONNEL	893,175.0000	844,003.1100	912,807.0000	591,200.7600	881,928.0000	(30,879.0000)
4110	SALARY - DEPARTMENT HEAD	82,856.0000	82,856.0000	85,341.0000	57,221.6700	85,342.0000	1.0000
4155	INSURANCE - LIFE/HEALTH	85,000.0000	67,418.0000	85,000.0000	68,898.7500	143,321.0000	58,321.0000
		\$1,061,031.00	\$994,277.11	\$1,083,148.00	\$717,321.18	\$1,110,591.00	\$27,443.00

4200 - SUPPLIES & MATERIALS

4210	SUPPLIES/OFFICE	8,829.0000	8,430.8800	10,500.0000	7,208.6700	13,000.0000	2,500.0000
4211	SUPPLIES/FORMS	3,943.0000	3,701.1400	3,500.0000	2,571.9700	4,500.0000	1,000.0000
4218	SUPPLIES/EDUCATIONAL	2,117.0000	1,153.8700	1,725.0000	1,516.3700	750.0000	(975.0000)
4231	SUPPLIES/CONSUMABLE/CLINICAL	115,367.0000	83,869.9100	114,500.0000	61,261.8300	120,000.0000	5,500.0000
		\$130,256.00	\$97,155.80	\$130,225.00	\$72,558.84	\$138,250.00	\$8,025.00

4300 - OTHER SERVICES & CHARGES

4251	TRAVEL EXPENSE	29,450.0000	28,006.6600	28,639.0000	21,532.0500	29,500.0000	861.0000
4260	TELEPHONE	14,774.0000	13,273.8700	15,065.0000	10,772.2900	17,250.0000	2,185.0000
4270	POSTAGE	2,775.0000	2,736.5300	5,500.0000	82.8500	5,500.0000	0.0000
4290	MAINT/REPAIR - EQUIPMENT	3,900.0000	3,578.7200	7,800.0000	3,378.7200	7,000.0000	(800.0000)
4307	REGISTRATION BIRTHS & DEATHS	25,000.0000	21,568.0000	25,000.0000	14,836.0000	26,000.0000	1,000.0000
4361	CONTRACTUAL/PROF SERVICES	35,174.0000	30,697.0100	39,240.0000	22,174.1300	40,000.0000	760.0000
4363	DUES/LICENSE FEES	4,054.0000	3,072.6800	4,000.0000	1,466.0000	4,500.0000	500.0000
4364	EDUCATION/TRAINING	3,625.0000	3,040.0300	3,500.0000	2,382.8400	4,000.0000	500.0000
		\$118,752.00	\$105,973.50	\$128,744.00	\$76,624.88	\$133,750.00	\$5,006.00

4400 - CAPITAL OUTLAY

4450	OFFICE FURNITURE/EQUIPMENT	8,400.0000	8,328.9600	8,000.0000	1,500.0000	8,400.0000	400.0000
		\$8,400.00	\$8,328.96	\$8,000.00	\$1,500.00	\$8,400.00	\$400.00

4600 - TRANSFERS

4610	TRANSFER	45,000.0000	12,436.0000	45,000.0000	0.0000	45,000.0000	0.0000
		\$45,000.00	\$12,436.00	\$45,000.00	\$0.00	\$45,000.00	\$0.00

health \$29,760 raise \$2,561 dept head raise

Health Department/Solid Waste Budget Worksheet Report

Account Number Account Description 2018 Amended Budget 2018 Actual Amount 2019 Amended Budget 2019 Actual Amount 2020 Department Request 2019 vs 2020 Department Request Comments

REVENUE GRANT Totals:	\$1,623,393.00	\$1,539,703.52	\$1,667,161.00	\$1,266,189.98	\$1,698,291.00	\$31,130.00
EXPENSE GRAND Totals:	\$1,623,393.00	\$1,457,105.08	\$1,655,519.00	\$992,804.10	\$1,698,291.00	\$42,772.00
Grand Totals:	\$0.00	\$82,598.44	\$11,642.00	\$273,385.88	\$0.00	(\$11,642.00)

August 9, 2019

Vermilion County Health Department
Solid Waste Budget Narrative CFY 2019-2020

Please note that our combined Solid Waste Management budget request has been increased by \$1,898 from \$260,402 for CFY 2018-2019 to \$262,300 for CFY 2019-2020.

Revenues:

Please note that \$241,400 (92.03%) of the total revenue for the Solid Waste Management budget is generated through landfill surcharge fees. The Illinois Protection Agency Grant provides supplemental revenue for activities associated with the 5-year EPA delegation agreement for SFY 2016-2021.

Expenditures:

Please note Personnel Services is 72.8% of the total requested budget allocation. The expenditures included in this Solid Waste budget include costs associated with the activities supported by the landfill surcharges and delegation agreement activities. The amount included in Contractual includes \$30,000 to cover costs in planned electronics-collection events. Also, please note that the Keep Vermilion County Beautiful has requested a slight increase in funding – to \$12,000 – in order to continue to support and expand community project grants. Please see attached letter of request.

We believe this request can be approved to maintain a comfortable Solid Waste Management Fund balance for the CFY 2019-2020.

August 19, 2019

**Vermilion County Health Department
Fiscal Year 2019-2020
Budget Narrative**

Revenue Budget

Real Estate Taxes

The combined request for real estate taxes is 3.25 cents/\$100 of EAV with a projected countywide EAV of \$965,000,000, or \$313,439 total. This budget request includes \$286,673 for the operation of the VCHD for the next fiscal year and \$28,280 which will be used to offset health insurance costs associated with health department employees previously funded through the county general fund. This request uses the same levy rate of \$2.99 cents/\$100 for operations and \$.26 for health insurance contributions as was requested beginning with FY 2012. This reflects a total increase of \$22,404 from the 2018-2019 revenue request due to an increase in the EAV rate.

Grants and Contracts

- Line 3330: SFY 2020 **Local Health Protection** grant award which is funded through the ILGRF has been retained and included in this budget request at \$216,819 because it is critical for the maintenance of our certified local health department status. This funding level is expected to be the same as the previous year.
- Line 3332: SFY 2020 federally funded **WIC** grant of \$362,499, administered by the IDHS is decreased by \$14,393 (3.97%) from the previous year. The WIC grant award is determined by a formulary that is based on achieved caseload each year and includes special project funding such as Farmers Market.
- Line 3356: The **Illinois EPA** grant is a pass through grant to the Solid Waste Fund for activities associated with landfill inspection and other related activities. The 5-year delegation agreement 2016-2021 has already been approved by the County Board. We have applied for this year's funding and estimate it to be the same as last year in the amount of \$45,000.
- Line 3418: SFY 2020 **Childhood Lead Poisoning Prevention** Grant of \$44,500 is increased by \$32,500 from last year. This increase is based on a reduction in the allowable lead threshold, which is expected to increase (triple?) the number of clients served. The grant funds are administered by the IDPH. This grant is a fee for service grant. This grant is critical for us to maintain the certification of our two trained environmental lead inspectors.
- Line 3448: SFY 2020 state funded **WNV/Vector Prevention** grant of \$16,917 is increased by \$2,070 from the previous year. This grant program is funded by IDPH through the IL Used Tire Disposal Surcharge Fund.

- Line 3451: The federally funded **PHEP/Bioterrorism** grant administered by the IDPH has been increased by \$1,299 to \$66,766. This is an estimated amount provided to us by the PHEP program.

- **Fees**

We have included \$370,051 in estimated fee revenues for CFY 2019/2020. This fee estimate is decreased by \$4,380. This revenue source includes fees from Environmental Health, Immunizations and Vital Records (including the Vital Records Surcharge fees collected by the VCHD and remitted to the State of Illinois). VCHD increased some of its fees two years ago, and this level of anticipated revenue from fees is in-line with our current expectations, based on last year's revenues.

Total Revenue Appropriation Request **\$1,435,991**

Our total CFY 2019/2020 revenue appropriation request is \$40,874 more than the CFY 2018/2019 budget and appropriation request.

Expenditure Budget

Line 4101 – Salary - Personnel **\$881,928**

Please note for the following:

Source of funds by percentage

1) Grants/Contracts	64.05 %
2) Fees	22.40 %
3) Tax levy	13.56 %

The “Salary – Personnel” line item was increased to reflect a 3% wage increase. The line item also reflects the loss of one WIC clerk position, the change from a 4/5-time WIC Nutritionist to a 5/5-time WIC Nutritionist, the reclassification of two Environmental Health Inspectors to Licensed Environmental Health Practitioners-in-Training, and the retirement of three longtime employees.

Line 4110 – Salary Department Head / Public Health Administrator **\$85,342**

The “Salary – Department Head” line item was increased to reflect a 3% wage increase.

Line 4149 – FICA **\$0**

This appropriation was moved to Line 4155 Insurance at the request of the County Board Office.

Line 4150 – IMRF **\$0**

This appropriation was moved to Line 4155 at the request of the County Board Office.

Line 4155 – Insurance – Life/Health **\$143,321**

This requested appropriation will offset health insurance costs previously paid out of the County General Fund. This amount is expected to increase by about \$55,761 from the previous year.

Line 4210 - Office Supplies **\$13,000**

Our analysis of current and future expenditures indicates that this line item should be increased by \$2,500. Please note that fees and grant revenues provide \$11,933 or about 92% of the funds for this expenditure line.

Line 4211 – Printing **\$4,500**

Our analysis of current and future expenditures in this line item indicates that it should be increased by \$1,000. Please note that fees and grant revenues provide \$1,350 or about 30% of the funds for this expenditure.

Line 4218 - Educational Materials **\$750**

Our analysis of current and future expenditures for grant commitments indicates that we decrease this line item by \$975. Please note that grant revenues provide \$750 or about 100% of the funds for this expenditure line.

Line 4231 – Consumable Supplies **\$120,000**

Our analysis of current and future expenditures indicates that this allocation should be increased by \$5,500. Please note that fees and grant revenues provide \$82,617 or about 69% of the funds for this expenditure line.

Line 4251 – Travel **\$29,500**

Our analysis of current and projected future expenditures indicates that this line item be increased by \$861. Also please note that fees and grant revenues will provide \$24,300 or 82% of the funds for this line item.

Line 4260 - Telephone **\$17,250**

Our analysis of the current budget and future expenditures indicates that this line item be increased by \$2,185. Please note that grant revenues provide \$17,250 or 100% of the funding for this line item.

Line 4270 - Postage **\$5,500**

Our analysis of current expenditures in this line indicates that this line should remain the same. Please note that fees and grant revenues provide \$2,800 or about 51% of the funding for this line item.

Line 4275 - Rent **\$0**

Please note that the County Board has agreed to no longer charge the Health Department rent to occupy a portion of the Health and Education Building. The \$50,000 in funds which had previously been paid in rent is now used to fund the Community Health Educator.

Line 4290 - Maintenance and Repair **\$7,000**

Our analysis of current and anticipated expenditures indicates that this line should be decreased by \$800. Please note that grant and fee revenues provide \$4,900 or about 70% of the funding for this line item. Maintenance and Repair includes, but is not limited to, maintenance agreements for the copiers, Elliott Data System (emergency preparedness software & system), WIC file room software, and VCHD accounting software.

Line 4307 – Registrations Births and Deaths **\$26,000**

This line item provides an expenditure line to account for the monthly disbursement of death certificate surcharge fees to the State Registrar at the Illinois Department of Public Health for the Electronic Death Certificate System. Our analysis of current expenditures in this line indicates that this line item should be increased by \$1,000. Please note that this expenditure is 100% funded by the surcharge we collect from the IDPH.

Line 4361 - Contractual/Professional Services **\$40,000**

Our analysis of current expenditures and anticipated expenditures indicates that this line item should be increased by \$760.

Line 4363 – Dues/License Fees **\$4,500**

Our analysis of current and anticipated expenditures indicates this line be increased by \$500.

Line 4364 - Education and Training **\$4,000**

Our analysis of the current expenditures, grant allocations and future staff development needs indicates that this line should be increased by \$500.

Line 4450 - Equipment/Furniture **\$8,400**

Our analysis of future needs and available grant funds indicates that this line item should be increased by \$400.

Line 4610 – Transfer

\$45,000

This line shows the pass through transfer of revenues to the Solid Waste Fund for the IEPA grant related activities. This grant is in the amount of **\$45,000** yearly. This is unchanged from last year. VCHD Financial Director submits documentation quarterly for reimbursement and IEPA sends us a check that is deposited into the Health Department account. The Financial Director then requests that a check be written out of the Health Department Account to the Solid Waste Account.

Total Expenditure Appropriation Request

\$1,435,991

This reflects an increase of \$40,874 from the previous year's request.

Fund: 001 - GENERAL FUND

EXPENSES

Department: 440 - ANIMAL CONTROL
 Project: 00 - GENERAL
 4600 - TRANSFERS

4610	TRANSFER	160,000,000	160,000,000	250,000,000	165,000,000	313,900,000	63,900,000
	Project Total: 00 - GENERAL	\$160,000.00	\$160,000.00	\$250,000.00	\$165,000.00	\$313,900.00	\$63,900.00
	Department Total: 440 - ANIMAL CONTROL	\$160,000.00	\$160,000.00	\$250,000.00	\$165,000.00	\$313,900.00	\$63,900.00
	EXPENSES Total	\$160,000.00	\$160,000.00	\$250,000.00	\$165,000.00	\$313,900.00	\$63,900.00

FUND REVENUE

Total: 001 - GENERAL FUND

Fund EXPENSE Total: 001 - GENERAL FUND

Fund Total: 001 - GENERAL FUND

(\$160,000.00)

\$165,000.00

(\$313,900.00)

(\$63,900.00)

Fund: 011 - ANIMAL CONTROL FUND

REVENUES

Department: 101 - GENERAL

Project: 00 - GENERAL

3200 - LICENSES & PERMITS

3203 RABIES/TAGS FEES

Account Description Fund 2018 Actual Budget 2018 Actual Amount 2019 Amended Budget 2019 Actual Amount 2020 Executive Review 2019 vs 2020 Initialization Comments

3500 - CHARGES FOR SERVICES

3501.07 PUBLIC & CO FEES ANIMAL CONTROL

3508 PREPAID RABIES VACCINE

3550 ADOPTION FEES

3551 BOARDING FEES

3552 PROCESSING/IMPOUND FEES

3553 EUTHANASIA REQUESTS

3554 RECLAIM & MISC FEES

3555 MICROCHIPS

3557 NON-RABIES VACCINES

3558 IN-HOUSE SPAY/NEUTER

Account Description Fund 2018 Actual Budget 2018 Actual Amount 2019 Amended Budget 2019 Actual Amount 2020 Executive Review 2019 vs 2020 Initialization Comments

3700 - MISCELLANEOUS REVENUES

3701 INTEREST

3728 FOUNDATION REIMBURSEMENTS

Account Description Fund 2018 Actual Budget 2018 Actual Amount 2019 Amended Budget 2019 Actual Amount 2020 Executive Review 2019 vs 2020 Initialization Comments

3900 - OTHER FINANCING SOURCES

3902 TRANSFERS IN

3903 NSF CHECKS

3913 FOUNDATION SPAY/NEUTER

3914 MISC INCOME

3915 DONATIONS & SPONSORS

Account Description Fund 2018 Actual Budget 2018 Actual Amount 2019 Amended Budget 2019 Actual Amount 2020 Executive Review 2019 vs 2020 Initialization Comments

Project Total: 00 - GENERAL

Department Total: 101 - GENERAL

REVENUES Total

EXPENSES

Department: 440 - ANIMAL CONTROL

Project: 00 - GENERAL

4100 - PERSONNEL SERVICES

4101 SALARY - PERSONNEL

4110 SALARY - DEPARTMENT HEAD

4155 INSURANCE - LIFE/HEALTH

3203	RABIES/TAGS FEES	130,000,000	124,402,000	135,000,000	97,980,880	130,000,000	(5,000,000)
	Account Description Fund 2018 Actual Budget 2018 Actual Amount 2019 Amended Budget 2019 Actual Amount 2020 Executive Review 2019 vs 2020 Initialization Comments	\$130,000.00	\$124,402.00	\$135,000.00	\$97,980.88	\$130,000.00	(\$5,000.00)
	3500 - CHARGES FOR SERVICES	153,500,000	133,917,650	150,000,000	125,844,770	150,000,000	0.000
	3501.07 PUBLIC & CO FEES ANIMAL CONTROL	16,000,000	10,475,500	18,000,000	7,967,000	12,000,000	(6,000,000)
	3508 PREPAID RABIES VACCINE	27,500,000	45,235,500	25,000,000	31,956,000	35,000,000	10,000,000
	3550 ADOPTION FEES	6,600,000	4,298,000	6,000,000	2,541,000	5,000,000	(1,000,000)
	3551 BOARDING FEES	3,500,000	2,961,000	4,500,000	2,044,000	3,000,000	(1,500,000)
	3552 PROCESSING/IMPOUND FEES	2,600,000	1,646,000	2,000,000	1,556,000	2,000,000	0.000
	3553 EUTHANASIA REQUESTS	21,000,000	19,972,000	20,000,000	16,569,500	20,000,000	0.000
	3554 RECLAIM & MISC FEES	7,500,000	5,414,000	10,000,000	4,173,000	7,500,000	(2,500,000)
	3555 MICROCHIPS	2,250,000	1,557,000	3,000,000	1,037,120	3,000,000	0.000
	3557 NON-RABIES VACCINES	17,000,000	8,912,000	17,000,000	6,992,810	10,000,000	(7,000,000)
	3558 IN-HOUSE SPAY/NEUTER	\$257,450.00	\$234,388.65	\$255,500.00	\$200,681.20	\$247,500.00	(\$8,000.00)
	Account Description Fund 2018 Actual Budget 2018 Actual Amount 2019 Amended Budget 2019 Actual Amount 2020 Executive Review 2019 vs 2020 Initialization Comments	0.000	6,620	0.000	48,180	0.000	0.000
	3701 INTEREST	0.000	0.000	0.000	2,622,840	3,000,000	3,000,000
	3728 FOUNDATION REIMBURSEMENTS	\$0.00	\$2,346.62	\$0.00	\$2,671.02	\$3,000.00	\$3,000.00
	Account Description Fund 2018 Actual Budget 2018 Actual Amount 2019 Amended Budget 2019 Actual Amount 2020 Executive Review 2019 vs 2020 Initialization Comments	160,000,000	160,000,000	165,000,000	165,000,000	313,900,000	148,900,000
	3902 TRANSFERS IN	800,000	384,500	800,000	141,000	800,000	0.000
	3903 NSF CHECKS	5,000,000	(1,573,000)	7,000,000	(1,654,000)	10,000,000	3,000,000
	3913 FOUNDATION SPAY/NEUTER	200,000	148,000	400,000	(4,000)	400,000	0.000
	3914 MISC INCOME	20,000,000	8,516,680	12,000,000	7,669,850	10,000,000	(2,000,000)
	3915 DONATIONS & SPONSORS	\$186,000.00	\$167,476.18	\$185,200.00	\$171,152.85	\$135,100.00	\$149,900.00
	Account Description Fund 2018 Actual Budget 2018 Actual Amount 2019 Amended Budget 2019 Actual Amount 2020 Executive Review 2019 vs 2020 Initialization Comments	\$73,450.00	\$528,613.45	\$75,700.00	\$472,485.95	\$715,600.00	\$139,900.00
	Project Total: 00 - GENERAL	\$73,450.00	\$528,613.45	\$75,700.00	\$472,485.95	\$715,600.00	\$139,900.00
	Department Total: 101 - GENERAL	\$73,450.00	\$528,613.45	\$75,700.00	\$472,485.95	\$715,600.00	\$139,900.00
	REVENUES Total	\$73,450.00	\$528,613.45	\$75,700.00	\$472,485.95	\$715,600.00	\$139,900.00
	EXPENSES	363,616,000	348,730,370	372,394,000	277,330,960	372,394,000	0.000
	Department: 440 - ANIMAL CONTROL	55,500,000	55,319,650	57,165,000	40,576,260	57,165,000	0.000
	Project: 00 - GENERAL	0.000	0.000	85,000,000	62,978,500	129,887,000	44,887,000
	4100 - PERSONNEL SERVICES	\$419,116.00	\$404,050.02	\$514,559.00	\$380,885.72	\$559,446.00	\$44,887.00
	4101 SALARY - PERSONNEL						
	4110 SALARY - DEPARTMENT HEAD						
	4155 INSURANCE - LIFE/HEALTH						
	Account Description Fund 2018 Actual Budget 2018 Actual Amount 2019 Amended Budget 2019 Actual Amount 2020 Executive Review 2019 vs 2020 Initialization Comments						

\$11,172 raise dept head raise \$117,000 health

Fund: 001 - GENERAL FUND
 EXPENSES
 Department: 440 - ANIMAL CONTROL
 Project: 00 - GENERAL
 4600 - TRANSFERS

4610	TRANSFER	160,000,000	160,000,000	250,000,000	165,000,000	313,900,000	63,900,000
		\$160,000.00	\$160,000.00	\$250,000.00	\$165,000.00	\$313,900.00	\$63,900.00
	Project Total: 00 - GENERAL	\$160,000.00	\$160,000.00	\$250,000.00	\$165,000.00	\$313,900.00	\$63,900.00
	Department Total: 440 - ANIMAL CONTROL	\$160,000.00	\$160,000.00	\$250,000.00	\$165,000.00	\$313,900.00	\$63,900.00
	EXPENSES Total	\$160,000.00	\$160,000.00	\$250,000.00	\$165,000.00	\$313,900.00	\$63,900.00

	Fund REVENUE Total: 001 - GENERAL FUND	\$160,000.00	\$160,000.00	\$250,000.00	\$165,000.00	\$313,900.00	\$63,900.00
	Fund EXPENSE Total: 001 - GENERAL FUND	(\$160,000.00)	(\$160,000.00)	(\$250,000.00)	(\$165,000.00)	(\$313,900.00)	(\$63,900.00)
	Fund Total: 001 - GENERAL FUND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Fund: 011 - ANIMAL CONTROL FUND

REVENUES
 Department: 101 - GENERAL
 Project: 00 - GENERAL
 3200 - LICENSES & PERMITS

3203	RABIES/TAGS FEES	130,000,000	124,402,000	135,000,000	97,980,880	130,000,000	(5,000,000)
		\$130,000.00	\$124,402.00	\$135,000.00	\$97,980.88	\$130,000.00	(\$5,000.00)

3500 - CHARGES FOR SERVICES

3501.07	PUBLIC & CO FEES ANIMAL CONTROL	153,500,000	133,917,650	150,000,000	125,844,770	150,000,000	0.000
3508	PREPAID RABIES VACCINE	16,000,000	10,475,500	18,000,000	7,967,000	12,000,000	(6,000,000)
3550	ADOPTION FEES	27,500,000	45,235,500	25,000,000	31,956,000	35,000,000	10,000,000
3551	BOARDING FEES	6,600,000	4,298,000	6,000,000	2,541,000	5,000,000	(1,000,000)
3552	PROCESSING/IMPOUND FEES	3,500,000	2,961,000	4,500,000	2,044,000	3,000,000	(1,500,000)
3553	EUTHANASIA REQUESTS	2,600,000	1,646,000	2,000,000	1,556,000	2,000,000	0.000
3554	RECLAIM & MISC FEES	21,000,000	19,972,000	20,000,000	16,569,500	20,000,000	0.000
3555	MICROCHIPS	7,500,000	5,414,000	10,000,000	4,173,000	7,500,000	(2,500,000)
3557	NON-RABIES VACCINES	2,250,000	1,557,000	3,000,000	1,037,120	3,000,000	0.000
3558	IN-HOUSE SPAY/NEUTER	17,000,000	8,912,000	17,000,000	6,992,810	10,000,000	(7,000,000)
		\$257,450.00	\$234,388.65	\$255,500.00	\$200,681.20	\$247,500.00	(\$8,000.00)

3600 - MISCELLANEOUS REVENUES

3701	INTEREST	0.000	6,620	0.000	48,180	0.000	0.000
3728	FOUNDATION REIMBURSEMENTS	0.000	2,340,840	0.000	2,622,840	3,000,000	3,000,000
		\$0.00	\$2,346.62	\$0.00	\$2,671.02	\$3,000.00	\$3,000.00

3900 - OTHER FINANCING SOURCES

3902	TRANSFERS IN	160,000,000	160,000,000	165,000,000	165,000,000	313,900,000	148,900,000
3903	NSF CHECKS	800,000	384,500	800,000	141,000	800,000	0.000
3913	FOUNDATION SPAY/NEUTER	5,000,000	(1,573,000)	7,000,000	(1,654,000)	10,000,000	3,000,000
3914	MISC INCOME	200,000	148,000	400,000	(4,000)	400,000	0.000
3915	DONATIONS & SPONSORS	20,000,000	8,516,680	12,000,000	7,669,850	10,000,000	(2,000,000)
		\$186,000.00	\$167,476.18	\$185,200.00	\$171,152.85	\$335,100.00	\$149,900.00
	Project Total: 00 - GENERAL	\$573,450.00	\$528,613.45	\$575,700.00	\$472,485.95	\$715,600.00	\$139,900.00
	Department Total: 101 - GENERAL	\$573,450.00	\$528,613.45	\$575,700.00	\$472,485.95	\$715,600.00	\$139,900.00
	REVENUES Total	\$573,450.00	\$528,613.45	\$575,700.00	\$472,485.95	\$715,600.00	\$139,900.00

EXPENSES

Department: 440 - ANIMAL CONTROL
 Project: 00 - GENERAL
 4100 - PERSONNEL SERVICES

4101	SALARY - PERSONNEL	365,616,000	348,730,370	372,394,000	277,330,960	372,394,000	0.000
4110	SALARY - DEPARTMENT HEAD	55,500,000	55,319,650	57,165,000	40,576,260	57,165,000	0.000
4155	INSURANCE - LIFE/HEALTH	0.000	0.000	85,000,000	62,978,500	129,887,000	44,887,000
		\$419,116.00	\$404,050.02	\$514,559.00	\$380,885.72	\$559,446.00	\$44,887.00

health \$11,172 raise \$1,715 dept head raise \$117,000

4200 - SUPPLIES & MATERIALS

4210	SUPPLIES/OFFICE	3,700.0000	2,324.2700	3,000.0000	2,616.6600	3,000.0000	0.0000
4211	SUPPLIES/FORMS	2,000.0000	771.0000	1,000.0000	69.9200	1,000.0000	0.0000
4220	MATERIALS	46,700.0000	41,003.8900	41,500.0000	35,365.6700	38,000.0000	(3,500.0000)
4221	FUEL	17,900.0000	17,705.3800	17,000.0000	13,054.3100	17,000.0000	0.0000
4227	SUPPLIES/DRUGS/NURSING	45,000.0000	42,177.9300	45,000.0000	33,621.5800	45,000.0000	0.0000
		\$115,300.00	\$103,982.47	\$107,500.00	\$84,728.14	\$104,000.00	(\$3,500.00)

4250 - OTHER SERVICES & CHARGES

4251	TRAVEL EXPENSE	50.0000	0.0000	2,500.0000	864.0700	500.0000	(2,000.0000)
4260	TELEPHONE	5,250.0000	5,179.7400	5,100.0000	3,600.4000	5,200.0000	100.0000
4265	CONTRACTUAL/COMMUNICATIONS	1,250.0000	808.9200	0.0000	0.0000	0.0000	0.0000
4270	POSTAGE	1,925.0000	1,257.9600	2,600.0000	890.4900	1,500.0000	(1,100.0000)
4290	MAINT/REPAIR - EQUIPMENT	300.0000	0.0000	300.0000	0.0000	750.0000	450.0000
4291	MAINT/REPAIR - VEHICLES	5,100.0000	4,771.2600	10,000.0000	(1,987.5000)	10,000.0000	0.0000
4294	MAINT/REPAIR - BUILDINGS	500.0000	0.0000	500.0000	0.0000	500.0000	0.0000
4299	SPAYED & NEUTERED	0.0000	0.0000	0.0000	0.0000	10,000.0000	10,000.0000
4308	COMMUNITY SPAY/NEUTER	12,275.0000	12,231.0000	13,000.0000	9,821.0000	13,000.0000	0.0000
4331	UNIFORMS	2,000.0000	1,842.7700	2,000.0000	866.8400	2,000.0000	0.0000
4361	CONTRACTUAL/PROF SERVICES	1,350.0000	1,302.8700	2,300.0000	2,073.5000	4,000.0000	1,700.0000
4363	DUES/LICENSE FEES	700.0000	549.8800	700.0000	281.1900	700.0000	0.0000
4364	EDUCATION/TRAINING	300.0000	0.0000	1,500.0000	550.0000	1,000.0000	(500.0000)
4369	PREPAID RABIES VACCINATIONS	2,900.0000	2,836.6500	2,500.0000	1,375.2300	2,500.0000	0.0000
4374	MISCELLANEOUS EXPENSES	0.0000	(10.5900)	0.0000	0.0000	0.0000	0.0000
		\$33,900.00	\$30,770.46	\$43,000.00	\$18,335.22	\$51,650.00	\$8,650.00

4400 - CAPITAL OUTLAY

4450	OFFICE FURNITURE/EQUIPMENT	2,000.0000	1,093.4100	500.0000	104.9900	500.0000	0.0000
		\$2,000.00	\$1,093.41	\$500.00	\$104.99	\$500.00	\$0.00

Department Total: 440 - ANIMAL CONTROL EXPENSES Total

	Project Total: 00 - GENERAL	\$570,316.00	\$539,896.36	\$665,559.00	\$484,054.07	\$715,596.00	\$50,037.00
	Department Total: 440 - ANIMAL CONTROL EXPENSES Total	\$570,316.00	\$539,896.36	\$665,559.00	\$484,054.07	\$715,596.00	\$50,037.00

Fund Revenue Total: 011 - ANIMAL CONTROL FUND

	Fund Revenue	\$573,450.00	\$528,613.45	\$575,700.00	\$472,485.95	\$715,600.00	\$139,900.00
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Fund Expense Total: 011 - ANIMAL CONTROL FUND

	Fund Expense	\$570,316.00	\$539,896.36	\$665,559.00	\$484,054.07	\$715,596.00	\$50,037.00
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Fund Total: 011 - ANIMAL CONTROL FUND

	Fund Total	\$3,134.00	(\$11,282.91)	(\$89,859.00)	(\$11,568.12)	\$4.00	\$89,863.00
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Vermilion County Department of Animal Regulation

Tony Van Camp - Director

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SAVING ANIMAL LIVES ONE AT A TIME

2019-2020 Revenue Narrative

011.101.00.03203 Rabies/Tags Fees- With new system in place to more accurately track and Manage Rabies Inoculations and Registration tags. Line will decrease from \$135,000 to \$130,000.

011.101.00.03501.07 Public & CO Fees Animal Control- Will remain the same \$150,000.

011.101.00.03508 Prepaid Rabies Vaccine- Due to Utilizing more in house services, we are Able to get more animals inoculated against rabies before they leave they shelter.

011.101.00.03550 Adoption Fees- with continued improvements and community exposure, We are continuing to see an increase in daily traffic and adoptions. Therefore, we are able to Increase our revenue from \$25,000 to \$35,000.

011.101.00.03551 Boarding Fees- With increasing number of people who are not reclaiming they're animals after being impounded. We must decrease this line from \$6,000 to \$5,000.

011.101.00.03552 Processing/Impound Fees- Due to the increasing number of people not reclaiming their animals when impounded. We must decrease this line from \$4,500 to \$3,000.

011.101.00.03553 Euthanasia Requests- Remain the same \$2,000

011.101.00.03554 Reclaim and Misc. Fees- Remain the same \$20,000

011.101.00.03555 Microchips- Line will decrease from \$10,000 to \$7,500.

011.101.00.03557 Non-Rabies Vaccines- Remain the same \$3,000

011.101.00.03558 In-House Spay/Neuter- Line will decrease from \$17,000 to \$10,000.

011.101.00.03728 Foundation Reimbursement- Foundation is purchasing FELV/FIV tests for cats and Parvo Test for Dogs therefore line will Increase from \$0 to \$3,000

011.101.00.03902 Transfers In- Due to Health/Life Insurance additions to Dept. Budgets, Line will increase from \$165,000 to \$313,900.

011.101.00.03903 NSF Checks- Remain the same \$800

011.101.00.03913 Foundation Spay/Neuter- Will Increase from \$7,000 to \$10,000. Will fund Expenditure Line for Foundation Spay/Neuter.

011.101.00.03 Misc. Income- Remain the same \$400

011.101.00.03915 Donations & Sponsors- Will Decrease from \$12,000 to \$10,000.

2019-2020 Expenditure Narrative

011.440.00.04101 Salary-Personnel- Will increase the annual increase when agreed upon.

011.440.00.04110 Salary-Dept. Head- Will increase the annual increase when agreed upon.

011.440.00.04155 Insurance Life/Health- New Line Budgeted at \$

011.440.00.04210 Supplies/Office- Remain the same \$3,000.

011.440.00.04211 Supplies/Forms- Remain the same \$1,000.

011.440.00.04220 Materials- Will decrease from \$41,500 to \$38,000.

011.440.00.04221 Fuel- Remain the same \$17,000.

011.440.00.04227 Supplies/Drugs/Nursing- Remain the same \$45,000.

011.440.00.04251 Travel Expense- Will decrease from \$2,500 to \$500.

011.440.00.04260 Telephone- Will increase from \$5,100 to \$5,200.

011.440.00.04265 Contractual/Communications- Line will be budgeted at \$0.

011.440.00.04270 Postage- Line will Decrease From \$2,600 to \$1,500

011.440.00.04290 Maint/Repairs-Equipment- Due to Animal Control equipment needing rebuilt or replaced line will Increase from \$300 to \$750.

011.440.00.04291 Maint/Repairs-Vehicles- Remain the same \$10,000.

011.440.00.04294 Maint/Repairs-Buildings- Remain the same \$500.

011.440.00.04299 Spayed and Neutered- New Line created to reimburse the Foundation \$50 per spay or neuter. Funding revenue line is 011.101.00.03913 Foundation Spay/Neuter.

011.440.00.04308 Community Spay/Neuter- Remain the same \$13,000.

011.440.00.04331 Uniforms- Will Remain the same at \$2,000.

011.440.00.04361 Contractual/Prof. Services- Line will increase from \$2,300 to \$5,000 due to consolidating contractual/communications.

011.440.00.04363 Dues/License Fees- Remain the same \$700.

011.440.00.04369 Education/Training- Will decrease from \$1,500 to \$1,000.

011.440.00.04369 Prepaid Rabies Vaccinations- Remain the same \$2,500.

011.440.00.04374 Miscellaneous Expenses- Budgeted at \$0.