

Taxation & Elections Committee
Tuesday, September 5, 2023
5:00 PM, 2nd Floor, Joseph G Cannon Building

AGENDA

1. Call to Order and Roll Call
2. Adoption/Amendments to the Agenda
3. Approval of Minutes – August 1, 2023
4. Audience Comments
5. Budget – BOR
6. Budget – SOA
7. ARPA Request – SOA - Matt Long - New Flight and Change Finder
8. 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.
9. Items of Information
10. Adjournment

Taxation & Elections Committee
Tuesday, August 1, 2023
5:00 PM, 2nd Floor, Joseph G Cannon Bldg.

MINUTES

Agenda Item 1 - Call to Order and Roll Call

Committee Chairman Tom Morse called the Taxation & Elections Committee meeting to order at 5:00 PM. Upon the call of the roll, the following members were present; Tom Morse, Joel Bird, Jerry Hawker, Phil Jackson and Bruck Stark. Christine LaMar was absent. 5 present, 1 absent. Also, in attendance; Cassy Carter – Financial Resources Director, Cathy Jenkins – County Clerk, Robyn Heffern – Chief Deputy County Clerk’s Office, Carrie Wilson – Supervisor of Elections and Cindy Burton – Chief Deputy Recorder’s Office.

Agenda Item 2 - Adoption/Amendments to the Agenda

Bird motioned, second by Hawker to approve the agenda. Motion passed by acclamation.

Agenda Item 3 - Approval of Minutes – September 20, 2022

Stark motioned to approve minutes, second by Bird. Motion passed by acclamation.

Agenda Item 4 - Audience Comments

None

Agenda Item 5 – Recorder Budget FY 2023-2024

Stark motioned, second by Bird. Cindy Burton explained the budget stayed the same as the previous year with the exception of the salary line increase per the union contract.

Upon the call of the roll the following members voted yes, to wit: Tom Morse, Joel Bird, Jerry Hawker, Phil Jackson and Bruce Stark. 5 yes, 1 absent. Motion passed.

Agenda Item 6 – County Clerk Budget FY 2023-2024

Hawker motioned, second by Bird to discuss. Cathy Jenkins explained the only increases were to the salary line due to union raises, and election lines due to having two elections next year.

Upon the call of the roll the following members voted yes, to wit: Tom Morse, Joel Bird, Jerry Hawker, Phil Jackson and Bruce Stark. 5 yes, 1 absent. Motion passed.

Agenda Item 7 – Resolution – RE: Change in Polling Place - Carroll Township Ordinance

Bird motioned, second by Stark to discuss. Cathy Jenkins explained this is moving polling place to allow a for handicap accessible, refrigerator, restroom and microwave. Since the judges have to be there all day starting at 5:00am, they need access to these amenities.

Upon the call of the roll the following members voted yes, to wit: Tom Morse, Joel Bird, Jerry Hawker, Phil Jackson and Bruce Stark. 5 yes, 1 absent. Motion passed.

Agenda Item 8 – Resolution – RE: Change in Polling Place – Catlin, IL

Stark motioned, second by Jackson to discuss. Cathy Jenkins explained this is moving the polling place across the street from the existing voting place in Catlin. This is due to the church being much larger than the town hall and expecting a large turn out this year in voting.

Upon the call of the roll the following members voted yes, to wit: Tom Morse, Joel Bird, Jerry Hawker, Phil Jackson and Bruce Stark. 5 yes, 1 absent. Motion passed.

Agenda Item 9 – Ordinance – RE: Amendment to the Combined Annual Budget and Appropriation Ordinance for the Vermilion County, County Clerk Department – Out of Category Transfer - \$36,000.00

Bird motioned, second by Hawker to discuss. Cathy Jenkins explained this money is in the budget, but they need to move this from the Election/Personnel line to the Supplies/Elections line to pay on a contract.

Upon the call of the roll the following members voted yes, to wit: Tom Morse, Joel Bird, Jerry Hawker, Phil Jackson and Bruce Stark. 5 yes, 1 absent. Motion passed.

Agenda Item 10 – Ordinance – RE: Amendment to the Combined Annual Budget and Appropriation Ordinance for the Election Commission Office - \$2,212.00

Hawker motioned, second by Bird to discuss. Cassy Carter explained this is adding additional salary to the Department Head's salary line. In an email it stated the Commissioner, Barb Bailey, had approved this raise as of 7/1/2023. Due to no one being there to represent the Election Commission, nor the Department Head, the motion was made to vote to "Deny the Increase"

Upon the call of the roll the following members voted yes, to wit: Tom Morse, Joel Bird, Jerry Hawker, Phil Jackson and Bruce Stark. 5 yes, 1 absent. Motion passed to deny the increase.

Agenda Item 11 – Executive Session

None

Agenda Item 12 - Items of Information

Phil Jackson handed out a proposal for thought, and to have the State's Attorney look into. This would charge a 12% gross tax on commercial power generated in Vermilion County. Carter will reach out to the State's Attorney for her guidance on this request.

Agenda Item 13 – Adjournment

Committee Chairman Tom Morse adjourned the meeting at 5:34 PM.

Minutes by: Cassy Carter, Financial Resources Director



Board of Review Budget Worksheet Report

Budget Year 2024

Account	Account Description	2021 Actual Amount	2022 Actual Amount	2023 Adopted Budget	2023 Amended Budget	2023 Actual Amount	2024 Department Request
Fund 001 - GENERAL FUND							
EXPENSE							
Department 540 - Board of Review							
Project 00 - General							
PERSONNEL SERVICES							
4101	Salary - Personnel	77,315.00	83,116.25	91,703.00	91,703.00	63,946.79	94,510.00
4110	Salary - Department Head	24,400.00	25,124.57	25,887.00	25,887.00	18,051.49	26,664.00
4155	Insurance - Life/Health	43,675.00	34,200.00	50,160.00	50,160.00	25,272.45	34,200.00
	<i>PERSONNEL SERVICES Totals</i>	<u>\$145,390.00</u>	<u>\$142,440.82</u>	<u>\$167,750.00</u>	<u>\$167,750.00</u>	<u>\$107,270.73</u>	<u>\$155,374.00</u>
SUPPLIES & MATERIALS							
4210	Supplies/Office	512.89	390.00	1,000.00	1,000.00	179.98	1,000.00
	<i>SUPPLIES & MATERIALS Totals</i>	<u>\$512.89</u>	<u>\$390.00</u>	<u>\$1,000.00</u>	<u>\$1,000.00</u>	<u>\$179.98</u>	<u>\$1,000.00</u>
OTHER SERVICES & CHARGES							
4251	Travel Expense	366.80	334.38	2,000.00	2,000.00	.00	2,000.00
4270	Postage	2,500.00	.00	.00	.00	.00	1,500.00
4364	Education/Training	.00	.00	.00	.00	.00	1,500.00
	<i>OTHER SERVICES & CHARGES Totals</i>	<u>\$2,866.80</u>	<u>\$334.38</u>	<u>\$2,000.00</u>	<u>\$2,000.00</u>	<u>\$0.00</u>	<u>\$5,000.00</u>
	Project 00 - General Totals	<u>\$148,769.69</u>	<u>\$143,165.20</u>	<u>\$170,750.00</u>	<u>\$170,750.00</u>	<u>\$107,450.71</u>	<u>\$161,374.00</u>
	Department 540 - Board of	<u>\$148,769.69</u>	<u>\$143,165.20</u>	<u>\$170,750.00</u>	<u>\$170,750.00</u>	<u>\$107,450.71</u>	<u>\$161,374.00</u>
	EXPENSE TOTALS	<u>\$148,769.69</u>	<u>\$143,165.20</u>	<u>\$170,750.00</u>	<u>\$170,750.00</u>	<u>\$107,450.71</u>	<u>\$161,374.00</u>
Fund 001 - GENERAL FUND Totals							
	EXPENSE TOTALS	<u>\$148,769.69</u>	<u>\$143,165.20</u>	<u>\$170,750.00</u>	<u>\$170,750.00</u>	<u>\$107,450.71</u>	<u>\$161,374.00</u>
Fund 001 - GENERAL FUND Totals							
		(\$148,769.69)	(\$143,165.20)	(\$170,750.00)	(\$170,750.00)	(\$107,450.71)	(\$161,374.00)
Net Grand Totals							
	REVENUE GRAND TOTALS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	EXPENSE GRAND TOTALS	\$148,769.69	\$143,165.20	\$170,750.00	\$170,750.00	\$107,450.71	\$161,374.00
	Net Grand Totals	<u>(\$148,769.69)</u>	<u>(\$143,165.20)</u>	<u>(\$170,750.00)</u>	<u>(\$170,750.00)</u>	<u>(\$107,450.71)</u>	<u>(\$161,374.00)</u>



MATTHEW R. LONG
SUPERVISOR OF ASSESSMENTS

201 N. Vermilion, 3RD Floor
Danville, Illinois 61832
(217) 554-1940
E-mail assessor@vercounty.org

Board of Review Budget Narrative 2023/2024

Salary Personnel, Line 001.540.00.04101 – 3% Increase Per County Board Action for two elected office holders. 3.125% Increase in pay for the Administrative Assistant to Board of Review Per County Board Action.

Salary Department Head, Line 001.540.00.04110 - 3% Increase Per County Board Action

Insurance Life/Health, Line 001.540.00.04155 - This line item calculated based on the number of employees that utilize health insurance from the county.

Supplies Expense, Line 001.540.00.04210 - No change based on historical expenses.

Travel Expense, Line 001.540.00.04251- No change based on historical expenses

Postage Expense, Line 001.540.00.04270 – Increase \$1,500. Majority of balance on postage machine from prior years will be depleted at end of current fiscal year/increase in postage. on postage machine, current budget, and anticipated needs next year

Publications, Line 001.540.00.04280 No change based on historical expenses

Contractual/Professional Services, Line 001.540.00.04361 – No change based on historical expenses

Dues/License & Fees, Line 001.540.00.04363 - No change based on historical expenses

Education/Training, Line 001.540.00.04364 - Increase \$1,500 for training at Illinois Property Assessment Institute (IPAI) spring of 2024.

Office Furniture/Equipment, Line 001.540.00.04450 - No change based on historical expenses

Respectfully Submitted,

Matthew R. Long

Matthew R. Long, CIAO-M
Clerk, Board of Review



SOA Budget Worksheet Report

Budget Year 2024

Account	Account Description	2021 Actual Amount	2022 Actual Amount	2023 Adopted Budget	2023 Amended Budget	2023 Actual Amount	2024 Department Request
Fund 001 - GENERAL FUND							
EXPENSE							
Department 550 - Supervisor of Assessments							
Project 00 - General							
PERSONNEL SERVICES							
4101	Salary - Personnel	226,818.91	250,839.32	300,545.00	300,545.00	199,742.93	311,935.00
4110	Salary - Department Head	72,830.00	75,015.00	77,265.00	77,265.00	53,878.19	79,583.00
4155	Insurance - Life/Health	50,000.00	46,000.00	50,820.00	50,820.00	30,400.00	45,600.00
<i>PERSONNEL SERVICES Totals</i>		\$349,648.91	\$371,854.32	\$428,630.00	\$428,630.00	\$284,021.12	\$437,118.00
SUPPLIES & MATERIALS							
4210	Supplies/Office	5,551.37	5,957.78	6,000.00	6,000.00	4,405.49	6,000.00
4213	Books/Periodicals	214.88	68.48	300.00	300.00	.00	300.00
<i>SUPPLIES & MATERIALS Totals</i>		\$5,766.25	\$6,026.26	\$6,300.00	\$6,300.00	\$4,405.49	\$6,300.00
OTHER SERVICES & CHARGES							
4251	Travel Expense	5,033.72	5,774.27	6,300.00	6,300.00	2,118.80	6,300.00
4270	Postage	8,000.00	.00	.00	.00	.00	1,500.00
4280	Publications	2,659.62	3,644.18	46,000.00	46,000.00	247.84	4,000.00
4361	Contractual/Prof Services	371,992.50	.00	.00	.00	.00	11,000.00
4363	Dues/License Fees	545.00	550.00	6,400.00	6,400.00	610.00	21,600.00
4364	Education/Training	2,520.00	4,794.00	4,800.00	4,800.00	2,035.00	4,800.00
<i>OTHER SERVICES & CHARGES Totals</i>		\$390,750.84	\$14,762.45	\$63,500.00	\$63,500.00	\$5,011.64	\$49,200.00
CAPITAL OUTLAY							
4450	Office Furniture/Equipment	.00	.00	500.00	500.00	.00	500.00
<i>CAPITAL OUTLAY Totals</i>		\$0.00	\$0.00	\$500.00	\$500.00	\$0.00	\$500.00
Project 00 - General Totals		\$746,166.00	\$392,643.03	\$498,930.00	\$498,930.00	\$293,438.25	\$493,118.00
Department 550 - Supervisor of		\$746,166.00	\$392,643.03	\$498,930.00	\$498,930.00	\$293,438.25	\$493,118.00
EXPENSE TOTALS		\$746,166.00	\$392,643.03	\$498,930.00	\$498,930.00	\$293,438.25	\$493,118.00
Fund 001 - GENERAL FUND Totals							
EXPENSE TOTALS		\$746,166.00	\$392,643.03	\$498,930.00	\$498,930.00	\$293,438.25	\$493,118.00
Fund 001 - GENERAL FUND Totals		(\$746,166.00)	(\$392,643.03)	(\$498,930.00)	(\$498,930.00)	(\$293,438.25)	(\$493,118.00)
Net Grand Totals							
REVENUE GRAND TOTALS		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
EXPENSE GRAND TOTALS		\$746,166.00	\$392,643.03	\$498,930.00	\$498,930.00	\$293,438.25	\$493,118.00
Net Grand Totals		(\$746,166.00)	(\$392,643.03)	(\$498,930.00)	(\$498,930.00)	(\$293,438.25)	(\$493,118.00)



MATTHEW R. LONG SUPERVISOR OF ASSESSMENTS

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Supervisor of Assessments Budget Narrative 2023/2024

Salary Personnel, Line 001.550.00.04101 – 3.125% Increase Per County Board Action and increase one position \$2,000 for increased responsibilities and earning advanced designation (CIAO).

Salary Department Head, Line 001.550.00.04110 – 3% increase Per County Board Action

Insurance-Life/Health, Line 001.550.00.04155 – This line item calculated based on the number of employees that utilize health insurance from the county.

Supplies/Office, Line 001.550.00.04210 – No change. Although outsourcing the mailing of notices, there has been an increase in the cost of offices supplies.

Books/Periodicals, Line 001.550.04213 – No change based on historical expenses.

Travel Expense, Line 001.550.00.04251 – No change based on historical expenses.

Postage, Line 001.550.00.04270 - Prior year was zero due to balance on postage machine, increase based on historical expenses, increase in postage, and the outsourcing of mailing exemption notices.

Publications, Line 001.550.00.04280 – Decrease due to requirement that only those parcels with assessment changes are published in non-quadrennial assessment years.

Contractual/Professional Services, Line 001.550.00.04361 – Increase due to outsourcing of mailing exemption forms and assessment change notices. The cost to mail these inhouse is costing more than a third party will charge.

Dues/License Fees 001.550.00.04363 – Increase of \$15,000 for yearly expense of TrueRoll and increase of \$285 due to 5% increase in cost of CoStar (total cost after increase \$5,985).

Education/Training, Line 001.550.00.04364 – No change based on historical expenses.

Office Furniture/Equipment, Line 001.550.00.04450 – No change. Replacing office furniture as needed.

Respectfully Submitted,

Matthew R. Long

Matthew R. Long, CIAO-M
Supervisor of Assessments

Board of Review

Name	Title	2023-2024	TOTAL
Amanda Shepherd	Chairman (Elected)	\$ 26,664	
			\$ 26,664
Jay Fruhling	Member (Elected)	\$ 23,956	
Natalie Duncan	Member (Elected)	\$ 23,956	
Donnette Harris	Administrative Assistant	\$ 46,598	
			\$ 94,510

Supervisor of Assessments

Name	Title		
Matt Long	Supervisor of Assessments	\$ 79,583	
			\$ 79,583
Maria Pearman	Chief Deputy Assessments	\$ 62,570	
Evonna Robinson	Chief Deputy Mapping	\$ 60,973	
Vacant	Executive Secretary/Exemptions	\$ 46,598	
Melissa Prorise	Sales Ratio Analyst	\$ 46,598	
Devon Garowski	Customer Service	\$ 48,598	
Stephanie English	Deed Analyst/FOIA	\$ 46,598	
			\$ 311,935



Budget Proposal

Proposal For: Vermillion County, IL
 Project Name: Vermillion IL 3 inch with ChangeFinder
 Initial Term: 6 Years

EagleView Rep: Trent Pell
 Phone: 812-239-9094
 Email: trent.pell@eagleview.com

Quote Date: 8/23/2023
 Expiration Date: 12/21/2023

QTY	PRODUCT NAME	SALES PRICE
931	EagleView Cloud - Imagery GSD: 3in Refresh Frequency: 3-Year Refresh	
1	EagleView Cloud - Physical Delivery - Ortho	
1	EagleView Cloud - Software	
1	EagleView Cloud - Comprehensive Integration Bundle	
1	EagleView Cloud - Authorized Subdivisions	
1	EagleView Cloud - Early Access	
52000	EagleView Cloud - ChangeFinder Refresh Frequency: 3-Year Refresh	
	EagleView Cloud - Disaster Response Program	
2	EagleView Cloud - FutureView Advanced Training (Full)	
6	EagleView Cloud - Years Capture History	
Total Annual Price		\$117,206.56

X 3
 351,619.68

Entire County @ 3 inch.

This quote is non-binding, creates no legal rights, duties or obligations, expressed or implied, on either party, and shall become binding only in the event that Repetition and Customer enter into a definitive agreement incorporating it. The pricing quoted above does not reflect applicable taxes, which will be reflected in any resulting definitive agreement with Customer. This quote is valid until the date shown above, after which it expires. All Discounts are approximate.



Budget Proposal

Proposal For: Vermillion County, IL
Project Name: Vermillion County, IL EV Cloud 3 inch ChangeFinder
Initial Term: 6 Years

EagleView Rep: Trent Pell
Phone: 812-239-9094
Email: trent.pell@eagleview.com

Quote Date: 6/7/2023
Expiration Date: 10/5/2023

QTY	PRODUCT NAME	SALES PRICE
51	EagleView Cloud - Imagery GSD: 1in Refresh Frequency: 3-Year Refresh	
883	EagleView Cloud - Imagery GSD: 3in Refresh Frequency: 3-Year Refresh	
1	EagleView Cloud - Physical Delivery - Ortho	
1	EagleView Cloud - Software	
1	EagleView Cloud - Comprehensive Integration Bundle	
1	EagleView Cloud - Authorized Subdivisions	
1	EagleView Cloud - Early Access	
52000	EagleView Cloud - ChangeFinder Refresh Frequency: 3-Year Refresh	
1	EagleView Cloud - Disaster Response Program	
1	EagleView Cloud - FutureView Advanced Training (Full)	
6	EagleView Cloud - Years Capture History	
Total Annual Price		\$123,762.60

X 3
 371,287.80

*Donville @ 1 inch.
 Rest of County @ 3 inch.
 IF this option City of Donville
 would pay difference.*

This quote is non-binding, creates no legal rights, debts or obligations, expressed or implied, on either party, and shall become binding only in the event that the Purchaser and Customer enter into a definitive agreement incorporating it. The pricing quoted above does not reflect applicable taxes, which will be reflected in any resulting definitive agreement with Customer. This quote is valid until the date shown above, after which it expires. All Discounts are approximate.