

Minutes of the Finance Committee

The Finance Committee of the McLean County Board met on Wednesday, August 5, 2015 at 4:30 p.m. in Room 400 of the Government Center, 115 East Washington Street, Bloomington, IL.

Members Present: Chair Ben Owens; Vice Chair, Sondra "Sonny" O'Connor
Members: Mr. George Gordon; Mr. Chuck Erickson; Mr. Carlo Robustelli; Ms. Susan Schafer, Mr. Erik Rankin

Members Absent: None

Other Members Present: None

Staff Present: Mr. Bill Wasson, County Administrator; Ms. Hannah Eisner, Assistant County Administrator; Mr. Don Knapp, First Assistant Civil State's Attorney; Ms. Julie A. Morlock, Recording Secretary;

Department Heads/Elected

Officials Present: Ms. Becky McNeil, County Treasurer; Ms. Kathy Michael, County Clerk; Ms. Michelle Anderson, County Auditor; Ms. Jennifer Ho, Director, Risk Management; Ms. Marshall Thomson, Director, Animal Control; Ms. Cindy Wegner, Director Nursing Home

Others Present: None

Chairman Owens called the meeting to order at 4:30 PM

Chairman Owens presented the minutes of the July 1, 2015 Finance Committee meeting for approval.

Motion by Erikson/Schafer to approve the Minutes of the July 1, 2015 Finance Committee meeting.
Motion carried.

Ms. Michael presented for action a request for approval of an Emergency Appropriation Ordinance Amending the McLean County Fiscal Year 2015 Combined Annual Appropriation and Budget Ordinance for Fund 0001, County Clerk 0005, Recording Division.

Motion by Rankin/Schafer to recommend approval of an Emergency Appropriation Ordinance Amending the McLean County Fiscal Year 2015 Combined Annual Appropriation and Budget Ordinance for Fund 0001, County Clerk 0005, Recording Division.
Motion carried.

Ms. Michael stated that her office has been using part-time help to cover some people out on FMLA. She also stated that they were beginning the process of securing signatures for the 2016 voting.

Ms. Schafer stated that they have previously received graph that included recording information and asked if they could receive that again.

Ms. Michael stated that she would make sure they started getting that information again.

Chairman Owens asked if Ms. Michael had anything further for the Committee. Ms. Michael indicated she had nothing further. Chairman Owens thanked Ms. Michael.

Ms. Jennifer Ho presented her second quarter report. She indicated that our worker's compensation numbers for the first six months of 2015 have been higher than the past year, but that general claims in other areas are in line with what we have had in prior years.

Mr. Wasson stated that we are finalizing the fire claim at the Highway Department and anticipate that we will be able to bring a budget amendment for the Risk Management Tort Fund to the Committee next month.

Ms. Jennifer indicated that all numbers have been given to the claims adjustor and a meeting is scheduled for next week with the claim adjustor.

Chairman Owens asked if the Committee had any additional questions, hearing none, he thanked Ms. Ho.

Ms. Michelle Anderson, County Auditor presented her quarterly report. She stated that these numbers are similar to the results from last year.

Chairman Owens asked if there were any additional questions, hearing none, he thanked Ms. Anderson.

Ms. Marshall Thompson, Director of Animal Control presented for action a request to approve the Animal Control Warden Services and Animal Control Center Agreements with the City of Bloomington and Town Normal.

Chairman Owens asked that D1a i, ii, iii, iv be considered as a set.

Motion by O'Connor/Rankin to recommend approval of Animal Control Warden Service and Animal Control Center Agreements with the City of Bloomington and the Town of Normal.
Motion carried.

Mr. Wasson reminded the Committee members that reason they are seeing these for the first time is because the agreement were previously considered by the Board of Health but due to the transfer of Animal Control they are now considered by the Finance Committee.

Chairman Owens asked if there were any questions for Ms. Thompson regarding her report, hearing none, he thanked Ms. Thompson.

Cindy Wegner, Director of the Nursing Home presented for action a request to apply for a county credit card.

Motion by Robustelli/Rankin to recommend approval of the request to apply for a county credit card.

Motion Carried.

Chairman Owens asked the Committee if they had any questions for Ms. Wegner.

Mr. Robustelli asked if they had been able to hire any RN's now that the reclassification had been granted by the Board.

Ms. Wegner indicated that they just started advertising for the new rate.

Chairman Owens asked if there were any additional questions, hearing none, he thanked Ms. Wegner.

Ms. Becky McNeil distributed monthly reports and went through them. She indicated that tax vouchers for the month of July are still coming in above the numbers from 2014 and that we are still seeing an increase of 2015 revenue over 2014.

Mr. Robustelli asked if the year-to-date was on the sales tax or cumulative.

Ms. McNeil indicated it was cumulative and she stated that she could provide him one on sales tax.

Ms. McNeil indicated that the last document had not been provided before but she thought the Committee might like to have the information as we go into the next few months. She indicated the information did not take into account any specialized funds or the Nursing Home it is just general government funds. She stated that in the CAFR it was at \$15,105,918 at the end of the year, but referenced how that had changed over the last 15 months. She explained that the fund balance is not all money sitting in the bank available for us as the County does have receivables and liabilities. She explained how the chart shows that in the months that we collect property taxes the fund balance goes up and cash goes up and how much we rely on that cash in the months of March, April and May because we do not have property tax revenue coming in and many times we are dealing with back payment issues from the State of Illinois. She stated that the 2015 numbers look good compared to how they looked a few years ago when the State was behind on making payments. Ms. McNeil stated that there is a lot of unknown right now coming out of Springfield, but as far as the County's cash

position goes we are in a very healthy state because we do have the fund balance to fall back on.

Chairman Owens stated that he noticed a slight increase in the county wide sale tax between 2015 and 2014 and asked if that was a normal trend.

Ms. McNeil stated that it fluctuates from year to year but it is good to see the numbers above the ones from last year.

Ms. Schafer asked if there was a standard percentage of cash that we should have as our fund balance.

Mr. Wasson stated that the budget policy requires that we maintain 10% of the total aggregate County budget in the unencumbered general fund balance for the County. Mr. Wasson stated that is the standard that we work from that the position of this fund is a major discussion point when we are discussing our bond rating with bond rating agencies.

Ms. McNeil stated that when you see the percentage is higher, that means we have a low level of accounts receivable which is really good because many times our accounts receivables are tied to what is going on with the State of Illinois. She stated that in the next few months with the unknowns we are going to be relying on this cash balance.

Ms. Schafer stated that she knew that our policy said 10% but asked if the other agencies have a standard number they like to see.

Mr. Wasson stated that there are a number of different calculations, but they are all within the general area of 10% of total budget.

Mr. Wasson informed the Committee that there was a Bill passed yesterday in the Senate that would ensure that the federal dollars for agencies such as Career Link or Show Bus will be passed through the State so the even though we took action to help Career Link in the interim we would not be required to provide that assistance.

Chairman Owens stated that unless there is an objection the reports would be placed on file. Hearing none, the reports were placed on file.

Chairman Owens asked Mr. Wasson if he had anything for the Committee today.

Mr. Wasson stated that he only had one item regarding hiring over the last 30 days and noted that the Nursing Home positions that were listed as falling under oversight of the Property Committee actually fall under the oversight of the Finance Committee. He stated that we are returning to more typical turnover rates in departments and we will

continue to observe and monitor those turnover rates and make recommendations as we see necessary to maintain an appropriate workforce to complete tasks.

Mr. Owens asked if there were any more questions for Mr. Wasson, hearing none, he thanked Mr. Wasson.

Chairman Owens presented the July 30, 2015 Finance Committee bills for review and approval as transmitted by the County Auditor. The Finance Committee bills include a Prepaid Total of \$1,137,874.80 and a Fund Total that is the same.

Finance Committee		MCLEAN COUNTY BOARD COMMITTEE REPORT		
		AS OF 7/30/2015		
		EXPENDITURE SUMMARY BY FUND		
FUND	FUND TITLE	PENDING TOTAL	PREPAID TOTAL	FUND TOTAL
0001	GENERAL FUND		\$212,996.04	\$212,996.04
0130	SOCIAL SECURITY EXPENSE		\$994.50	\$994.50
0131	IM.R.F. FUND		\$350,136.82	\$350,136.82
0135	TORT JUDGEMENT		\$74,643.99	\$74,643.99
0137	RECORDER DOCUMENT STORAGE		\$372.09	\$372.09
0164	CO CLERK DOC STORAGE		\$1,045.51	\$1,045.51
0512	EMPLOYEE BENEFIT PLAN		\$497,685.85	\$497,685.85
			<u>\$1,137,874.80</u>	<u>\$1,137,874.80</u>


 COMMITTEE CHAIRMAN

Motion by O'Connor/Schafer to approve the presented bills.
 Motion carried

Chairman Owens presented the Nursing Home bills for review and approval as transmitted by the County Auditor. The bills include a Prepaid Total of \$509,826.76 and a Fund Total that is the same.

Human Services Committee		MCLEAN COUNTY BOARD COMMITTEE REPORT		
		AS OF 7/30/2015		
		EXPENDITURE SUMMARY BY FUND		
FUND	FUND TITLE	PENDING TOTAL	PREPAID TOTAL	FUND TOTAL
0401	NURSING HOME		\$509,826.76	\$509,826.76
			<u>\$509,826.76</u>	<u>\$509,826.76</u>


 COMMITTEE CHAIRMAN

Motion by Robustelli/Erickson to approve the presented
 Nursing Home bills.
 Motion carried.

Chairman Owens asked if there were any other business or communication items to come before the Committee.

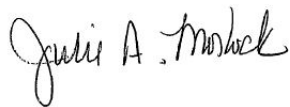
Mr. Rankin asked administration to present to the Finance Committee in the next couple of months information about potentially moving the County Board to completely digital correspondence including minutes, agendas, packets, etc. He stated that he would like to see research showing what it would take to move to all electronic correspondence and any other comparisons that might be applicable. Mr. Rankin also asked that administration look into strengthening the Wi-Fi signal in the county board room and access to plug-ins at the board table.

Mr. Wasson stated that Administration would follow up on this request.

Chairman Owens asked if there was any other business or communication to come before the Committee.

Meeting adjourned at 4:55 PM

Respectfully Submitted,

A handwritten signature in cursive script that reads "Julie A. Morlock".

Julie A. Morlock
Recording Secretary

**County Treasurer's Monthly Financial Reports
Summary of Tax Revenue**

July 2015 Vouchers	2015	Change Over Prior Year	2014
County Wide Sales Tax	\$ 420,369.12	0.1%	\$ 419,992.57
County Sales Tax (Un-Inc)	\$ 47,028.26	-12.9%	\$ 54,005.25
Local Use Tax	\$ 35,852.30	29.5%	\$ 27,688.09
Income Tax	\$ 203,806.51	12.7%	\$ 180,792.78
PPRT	\$ 273,593.08	4.0%	\$ 263,069.56
Total	\$ 980,649.27	3.7%	\$ 945,548.25

Monthly Comparison

July 2015 Vouchers	\$ 980,649.27	
July 2014 Vouchers	\$ 945,548.25	
Difference	\$ 35,101.02	3.7%

YTD Comparison

YTD 2015 Vouchers	\$ 6,208,931.55	
YTD 2014 Vouchers	\$ 5,973,455.88	
Difference	\$ 235,475.67	3.9%

Budget Comparison

2015 Annual Budget	\$ 10,166,476.00	
Budgeted Revenue thru 07/31/15	\$ 5,997,127.67	
2015 YTD Actual Vouchers	\$ 6,208,931.55	
Over (Under) Budget	\$ 211,803.88	3.5%

5 Year Trend

		Chng Ovr PY
2011	5,270,937.19	4.0%
2012	5,584,332.38	5.9%
2013	6,071,685.61	8.7%
2014	5,973,455.88	-1.6%
2015	6,208,931.55	3.9%

Property Tax Receipts

Extension	\$ 33,280,220.54	
Distributions	\$ 17,475,598.62	52.5%

County Treasurer's Monthly Financial Reports
Investment Report
07/31/15

Pooled Fund CD Investments		Amount	Type	Rate	Maturity Date
04/10/15	Illini Bank	200,000.00	CD	0.26%	04/10/16
04/17/15	Atlanta National Bank-McLean	200,000.00	CD	0.50%	04/17/16
09/30/14	Morton Community Bank -Stanford & Cropsey	200,000.00	CD	0.67%	07/07/16
07/03/15	First State Bank of Bloomington	400,000.00	CD	0.35%	07/03/16
08/02/14	First State Bank of Bloomington	500,000.00	CD	0.35%	08/02/15
08/10/14	Mid Illini Credit Union	90,000.00	CD	0.35%	08/10/15
08/07/14	Peoples State Bank of Colfax	75,000.00	CD	0.20%	09/07/15
08/04/14	Prairieland Federal Credit Union	180,000.00	CD	1.00%	11/04/15
12/29/14	Dewey State Bank-Saybrook	90,000.00	CD	0.35%	12/29/15
04/06/15	Anchor State Bank-Anchor	200,000.00	CD	0.30%	04/03/16
02/11/15	State Bank of Graymont-Chenoa	200,000.00	CD	0.40%	05/11/16
Total Pooled Fund CD Investments		2,335,000.00			

Other Pooled Fund Investments		Amount	Type	Rate	Maturity Date
07/31/15	Chase Bank	935,575.13	Op/Sweep	0.02%	Sweep
07/31/15	Heartland Bank	5,680,899.78	High Perf Op	0.07%	Flexible
07/31/15	Illinois Funds Money Market - P&Rec E-Pay Timing	(3,283.07)	Money Mkt	0.03%	Flexible
07/31/15	Illinois Funds Money Market - Co Clerk E-Pay 0001 & 0164	495.25	Money Mkt	0.03%	Flexible
07/31/15	Illinois Funds Money Market Pool	251,787.27	Money Mkt	0.03%	Flexible
07/31/15	State Farm Bank	4,950,262.69	Money Mkt	0.35%	Flexible
07/31/15	Commerce Bank	5,913,625.21	Money Mkt	0.08%	Flexible
07/31/15	Chase Bank	5,221,699.38	Money Mkt	0.03%	Flexible
07/31/15	Chase Bank-Crt Restitution CS96CF1172 Fund 0001	208,494.19	Operating	0.03%	Flexible
Total Pooled Fund Cash Accounts		23,159,555.83			

Other Investment Accounts		Amount	Type	Rate	Maturity Date
07/31/15	Commerce Bank-HD Gov Pay	266,123.48	Operating	EC	Flexible
07/31/15	Illinois Funds Public Transportation (ShowBus)Fund 0006	71,271.87	Money Mkt	0.03%	Flexible
07/31/15	Illinois Funds MM-Health Dept. E-Pay Fund 0112	3,901.85	Money Mkt	0.03%	Flexible
07/31/15	Commerce Bank-Payroll Clearing Fund 0604	203,794.43	Operating	0.02%	Flexible
07/31/15	Regions Bank-Liability Claims Fund 0135	97,969.57	Operating	EC	Flexible
07/31/15	Illinois Funds MM-Unclmd Prop & Probate Fund 0601	97,901.08	Money Mkt	0.03%	Flexible
07/31/15	PNC Bank-Federal Asset Forfeiture Fund 0150 & 0158	27,951.45	Operating	0.01%	Flexible
Total		768,913.73			

County Motor Fuel Fund 0123		Amount	Type	Rate	Maturity Date
07/31/15	Commerce Bank	517,042.18	Operating	0.02%	Flexible
07/31/15	Illinois Funds-Money Market	1,340,849.67	Money Mkt	0.03%	Flexible
Total Funds		1,857,891.85			

McLean County Nursing Home Fund 0401		Amount	Type	Rate	Maturity Date
07/31/15	Heartland Bank	650,652.42	High Perf Op	0.07%	Flexible
07/31/15	Illinois Funds-Money Market	5,852,440.51	Money Mkt	0.03%	Flexible
07/31/15	Heartland Bank-Money Market	484,595.10	Money Mkt	0.07%	Flexible
07/31/15	Commerce Bank-Residents Account	27,274.05	Operating	0.03%	Flexible
08/02/14	First State Bank of Bloomington	500,000.00	CD	0.35%	08/02/15
10/13/14	Flanagan State Bank	505,527.16	CD	0.45%	10/13/15
Total Funds		8,020,489.24			

Emergency 911 Telephone Service Fund 0450		Amount	Type	Rate	Maturity Date
07/31/15	Regions Bank	456,509.77	Operating	n/a	Flexible
07/31/15	Illinois Funds-Money Market	64.53	Money Mkt	0.03%	Flexible
07/31/15	Commerce Bank Trust	696,662.31	Trust Acct	0.01%	Flexible
Total Funds		1,153,236.61			

Metro Communications Fund 0452		Amount	Type	Rate	Maturity Date
07/31/15	Heartland Bank	597,231.81	High Perf Op	0.03%	Flexible
Total Funds		597,231.81			

Township Motor Fuel Tax Fund 0501		Amount	Type	Rate	Maturity Date
07/31/15	PNC	803,333.28	Operating	EC	Flexible
07/31/15	Illinois Funds Money Market	654,923.73	Money Mkt	0.03%	Flexible
Total Funds		1,458,257.01			
Township Bridge Program Fund 0502		Amount	Type	Rate	Maturity Date
07/31/15	Chase Bank	1,500.66	Operating	0.01%	Flexible
Total Funds		1,500.66			
McLean County Free Eye Clinic Fund 0505		Amount	Type	Rate	Maturity Date
07/31/15	PNC	31,574.13	Operating	0.01%	Flexible
Total Funds		31,574.13			
Employee Benefit Plan Fund 0512		Amount	Type	Rate	Maturity Date
07/31/15	Heartland Bank	3,097,209.95	High Perf Op	0.07%	Flexible
Total Funds		3,097,209.95			
Baker Estate Trust Fund 0513		Amount	Type	Rate	Maturity Date
07/31/15	PNC	189,360.26	Operating	0.01%	Flexible
Total Funds		189,360.26			
Community Development Assistance Fund 0603		Amount	Type	Rate	Maturity Date
07/31/15	PNC	726,133.15	Operating	0.01%	Flexible
07/31/15	Illinois Funds Money Market	178,544.06	Money Mkt	0.03%	Flexible
Total Funds		904,677.21			
Drainage Districts		Amount	Type	Rate	Maturity Date
0529	Patton	11,506.12	Operating	0.08%	Flexible
0530	Adrian	14,408.39	Operating	0.05%	Flexible
0531	Brokaw Brining	28,102.01	Operating	0.08%	Flexible
0532	Easterbrook	62,381.43	Operating	0.01%	Flexible
0533	Gridley	4,380.03	Operating	0.01%	Flexible
0534	Kumler	11,825.19	Operating	0.04%	Flexible
0535	Mackinaw	6,545.16	Operating	0.10%	Flexible
0536	Normal-Towanda	1,257.04	Operating	0.08%	Flexible
0538	Prairie Creek	23,817.79	Operating	0.01%	Flexible
0539	Sangamon River	30,255.34	Operating	0.01%	Flexible
0541	White Star	7,230.92	Operating	0.08%	Flexible
0542	Turkey Creek	11,170.89	Operating	0.08%	Flexible
Total Funds		212,880.31			
TOTAL OF ALL FUNDS		43,787,778.60			

County Treasurer's Monthly Financial Reports
General Government Funds: Fund Balance vs. Cash

Month	Fund Balance	Cash	% of Cash to FB
Jun '14	14,084,908	12,606,349	89.5%
Jul '14	13,799,666	10,854,628	78.7%
Aug '14	14,710,577	12,155,118	82.6%
Sep '14	16,425,533	13,679,599	83.3%
Oct '14	15,899,988	12,976,256	81.6%
Nov '14	14,362,660	11,916,444	83.0%
Dec '14	15,105,919	12,769,816	84.5%
Jan '15	14,032,088	11,011,712	78.5%
Feb '15	13,196,574	9,753,030	73.9%
Mar '15	12,668,012	9,004,750	71.1%
Apr '15	11,253,104	8,524,801	75.8%
May '15	12,645,324	10,264,061	81.2%
Jun '15	14,857,658	12,741,544	85.8%
Jul '15	13,820,747	11,343,098	82.1%

Fund Bal vs. Cash

