

## **Minutes of the Finance Committee**

The Finance Committee of the McLean County Board met on Wednesday, March 2, 2016 at 4:30 p.m. in Room 400 of the Government Center, 115 East Washington Street, Bloomington, IL.

Members Present: Chair Ben Owens; Members: Erik Rankin, Chuck Erickson, Catherine Metsker, Richard Buchanan,

Members Absent: Member David Selzer and Carlo Robustelli

Other Members Present: Member Susan Schafer

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. Kathy Michael, County Clerk; Ms. Becky McNeil, County Treasurer, Ms. Marshall Thomson, Director, Animal Control; Mr. Jason Chambers, State's Attorney; Ms. Michelle Anderson, County Auditor; Mr. Jon Sandage, Sheriff; Mr. Greg Allen, Chief Deputy Sheriff

Others Present:

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

Chairman Owens presented the minutes of the February 3, 2016 meeting of the Finance Committee for approval.

Motion by Rankin/Erickson to approve the Minutes of the February 3, 2016 meeting of the Finance Committee.  
Motion carried.

Ms. Kathy Michael, County Clerk presented her monthly reports. Mr. Owens asked her how early voting was going at the Mall. She indicated they are getting about 100 people a day. She stated that due to mandate, next week their office would be open seven (7) days a week until 7:00 p.m. Chairman Owens asked the Committee if they had any further questions or comments for Ms. Michael; hearing none, he thanked her.

Chairman Owens presented on behalf of Ms. Thompson a request to approve both a three year agreement with the City of Bloomington and the County of McLean for Animal Control Services and a three year agreement with the City of Bloomington and the County of McLean for Animal Control Warden Services.

Motion by Buchanan/Metsker to recommend approval of both a three year agreement with the City of Bloomington and the County of McLean for Animal Control Services and a three year agreement with the City of Bloomington and the County of McLean for Animal Control Warden Services.

Motion Carried.

Ms. Marshall Thomson, Director, Animal Control Program presented her monthly reports to the Committee. Mr. Buchanan asked her about her recent radio appearances. Ms. Thomson stated that she had been on two stations and appearances on WJBC might become a regular occurrence. Mr. Owens asked the Committee if they had any further questions or comments for Ms. Thomson; hearing none, he thanked her.

Ms. Becky McNeil, County Treasurer presented her monthly reports. Ms. McNeil went over the Summary of Tax Revenue report and indicated that the receipts are down 6% and revenue is down \$36,000 for the month of February compared to February 2015. She stated that she added a 5 year comparison for the month of February and went through the numbers presented in that comparison. Mr. Wasson stated that the greatest concern is the decrease in income tax as it was our understanding that local governments were basically held at the same rate during the period where the rate was increased and decreased. He stated that we have had a relatively consistent growth rate so if a decrease continues then there is something inconsistent with the process. Ms. McNeil went on to present her Investment Report and stated they would be transferring funds because the Illinois Fund rates are not as high as they use to be so we are better off having the funds locally. Ms. McNeil also went over the accounts receivables and stated that during the month of February we had a lot of payments come in from the State including 7 months for the Supervisor of Assessment and 6 months for State's Attorney/Assistant State's Attorney/Public Defender. She stated there are some receivables they would like to see come in before the end of March because any of the receivables still outstanding from 12/31/15 after March would have to be deferred. Mr. Wasson stated that the salary reimbursements for State's Attorney/Assistant State's Attorney/Public Defender ultimately resulted from a successful lawsuit brought by a County against the State of Illinois. Chairman Owens asked if there were any further questions for the Treasurer; hearing none, he stated he would entertain a motion to place the Treasurer's reports on file.

Motion by Buchanan/Rankin to place on file the Treasurer's monthly Reports.  
Motion Carried.

Mr. Wasson presented for action a request to approve Resolutions amending the Funded FTE Positions Resolution for 2016 for the State's Attorney's and the Sheriff's office. He stated that both resolutions come to the Finance Committee with the support and approval of the Justice Committee and that Mr. Chambers and Mr. Allen are present if there are questions. Chairman Owens stated that he would entertain one motion for both Resolutions listed as separate items on the Agenda.

Motion by Erickson/Buchanan to recommend approval of a Resolution amending the Funded FTE Positions Resolution for 2016 for Fund 0001 Department 0020 in the State's Attorney's office and a Resolution amending the Funded FET Positions Resolution for 2016 for Fund 0001 Department 0069 in the Sheriff's Department.  
Motion Carried.

Mr. Wasson presented his report on vacancies filled for the County in the last 30 days and stated that no positions fell under the oversight of the Finance Committee.

Mr. Wasson presented information in the packet that the Committee requested last month on the Health Department Fund balances so the Committee could better understand the budget process over the next several months. Mr. Wasson indicated that both Ms. Anderson and Ms. McNeil were present to help answer any questions that the Committee might have. Mr. Rankin asked them to explain FFP. Ms. Anderson explained that it is a reimbursement based Fund based upon a report the Health Department provides to the State to reimburse local government for dollars they spent on services. Mr. Rankin asked them to confirm that the FFP is considered part of the 112 Fund. Ms. McNeil stated that in the CAFR the FFP is combined with the 112 Fund. Ms. Anderson went onto explain that the FFP Fund does not have restricted expenditures and so it does not meet the Requirements of GASB 54 for a special resource fund. Mr. Wasson stated that one of the keys to whether it is maintained as a separate Fund is if there is a restriction on how those funds can be utilized. Mr. Wasson provided an example with the Benefits Fund for the County that must be rolled in to the General Fund because there is no restriction on what the funds have to be used for a specific purpose.

Mr. Rankin asked whether the Health Department considered the FFP to be part of the 112 Fund. Ms. McNeil stated that when it was set up years ago the Health Department was asked which Fund would be more reasonable to roll the FFP into and the 112 was what was reported. Ms. Anderson said that prior to her appointment it was located in the Family Case Management Fund but when she became Auditor she met with Mr. Howe it was pulled out of that Fund. She went on to report that when requirements of GASB 54 were implemented, she met with the Health Department and asked Mr. Howe and Ms. Dreyer the most appropriate place to roll the FFP because it did not meet GASB 54 standards. She stated that Mr. Howe asked if it would be easier to give him a sub-department in 112. Ms. Anderson indicated that she told Mr. Howe that for internal document tracking she could do a separate Fund, but that for financial reporting it had to roll into the 112 Fund. Mr. Wasson said his understanding is that a majority of the activity that generates the Medicaid billing and ultimately leads to FFP allotments are from family case management so it is understandable that it could be looked upon as part of family case management. At issue is that the FFP funding does not come back to the Health Department with restrictions beyond use by the Health Department.

Mr. Buchanan asked Ms. McNeil and Ms. Anderson to further explain the breakdown of the Funds and the acronyms they used. Ms. Anderson stated the Health Department maintains about 7 Funds and many of them are based on grant funds and so they are restricted by what they can pay out of those funds and have to be maintained separately. She provided an example of the WIC Fund and how that Fund can only be used for pay for WIC related expenditures. Mr. Wasson further explained that the 112 Fund, in which the FFP falls under, is the health "General Fund" where the health property tax levy goes. He stated the remainder of the Funds either have separate levies or have grant revenue sources.

Mr. Rankin thanked them for taking the time to put the information together and stated that he wanted to know the bottom line number the Health Department has in reserve. He stated that if FFP is part of 112 he calculated about 3.4 million in reserve and asked them to confirm that was the correct number. Ms. McNeil said that the CAFR shows a number that has been audited by our external auditors. Mr. Erickson asked them to confirm that 3.4 million is unencumbered funds. Mr. Wasson said that the 112 Consolidated Fund would be 3.4 million. Ms. McNeil pointed out that the "cash balance as of 5/26/15" column shows a large portion of that money being used to help supplement their operations during the first 5 months of the year before the property taxes are distributed. Ms. Anderson further pointed out the column that lists annual budget and the column that shows how many days they could operate each Fund if they did not take in any new revenue. Mr. Erickson asked of them to confirm that of the 3.4 million, 1.2 million is tied up. Ms. Anderson said that yes it would be tied up before the first property tax disbursement. Ms. McNeil pointed out that before their property tax distribution in May of 2015 they had 2.3 million in cash reserves that were not tied up. Ms. Anderson stated that the Funds that are grant based depend on the General Fund more. Ms. Metsker asked if they are able to pull from that General Fund to cover other Funds. Ms. McNeil confirmed that because the 110 Fund is working in the negative the Health Department is borrowing working cash from the 112 Fund to cover those expenditures until the first property tax payment. Ms. Metsker asked if they could fund other programs with monies from the 112 Fund if grant monies don't come through. Ms. Anderson said yes the General Fund or 112 Fund could be used to cover those programs, but you could not use money from the WIC Fund to cover the Dental Sealant Fund as the WIC Fund was restricted for use only for WIC programs.

Mr. Owens asked them to confirm which funds could continue to operate if grant funding was not received for 90 days. Ms. Anderson stated that only the 110 Fund is currently sitting under 90 days but they are tax funded not grant funded. She indicated that the lowest State grant supported Fund is the Preventive Health Fund and it could operate for 93 days. Mr. Owens asked how often the financial person from the Health Department keeps in touch with the Treasurer and Auditor. Ms. McNeil stated that they keep in touch with her office almost daily regarding their receivables. Ms. Anderson stated they are in touch with her office regularly because they handle all of their bills. Chairman Owens asked if the Committee had any further questions for Ms. Anderson and Ms. McNeil; hearing none, he thanked them for the information.

Chairman Owens asked the Committee if they had any questions for Mr. Wasson; hearing none, he thanked Mr. Wasson.

Chairman Owens presented the February 29, 2016 Finance Committee bills for review and approval as transmitted by the County Auditor. The Finance Committee bills include a Prepaid Total of \$932,092.42 and a Fund Total that is the same.

**MCLEAN COUNTY BOARD COMMITTEE REPORT**

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AS OF 2/29/2016

**EXPENDITURE SUMMARY BY FUND**

**Finance Committee**

<b>FUND</b>	<b>FUND TITLE</b>	<b>PENDING TOTAL</b>	<b>PREPAID TOTAL</b>	<b>FUND TOTAL</b>
0001	GENERAL FUND		\$24,347.97	\$24,347.97
0131	I.M.R.F. FUND		\$354,458.57	\$354,458.57
0135	TORT JUDGEMENT		\$26,747.29	\$26,747.29
0137	RECORDER DOCUMENT STORAGE		\$381.79	\$381.79
0164	CO CLERK DOC STORAGE		\$241.22	\$241.22
0512	EMPLOYEE BENEFIT PLAN		\$525,915.58	\$525,915.58
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			\$932,092.42	\$932,092.42

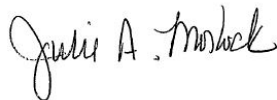
  
COMMITTEE CHAIRMAN

Motion by Rankin/Buchanan to approve the presented bills.  
Motion carried

Chairman Owens asked if there was any other business or communication to come before the Committee, hearing nothing he adjourned the meeting.

Meeting adjourned at 5:13 PM

Respectfully Submitted,



Julie A. Morlock  
Recording Secretary

# County Treasurer's Monthly Financial Reports

## Summary of Tax Revenue

February Vouchers	2016	Change Over Prior Year	2015
Sales Tax	404,060.09	-3.8%	420,136.52
Revenue Sales Tax	50,963.22	-15.6%	60,405.10
Local Use Tax	37,238.31	12.5%	33,096.25
Income Tax	209,621.45	-11.1%	235,835.45
PPRT	-	0.0%	-
<b>Total</b>	<b>\$ 701,883.07</b>	<b>-6.3%</b>	<b>\$ 749,473.32</b>

### Monthly Comparison

2016	701,883.07	
2015	749,473.32	
<b>Difference</b>	<b>\$ (47,590.25)</b>	<b>-6.3%</b>

### YTD Comparison

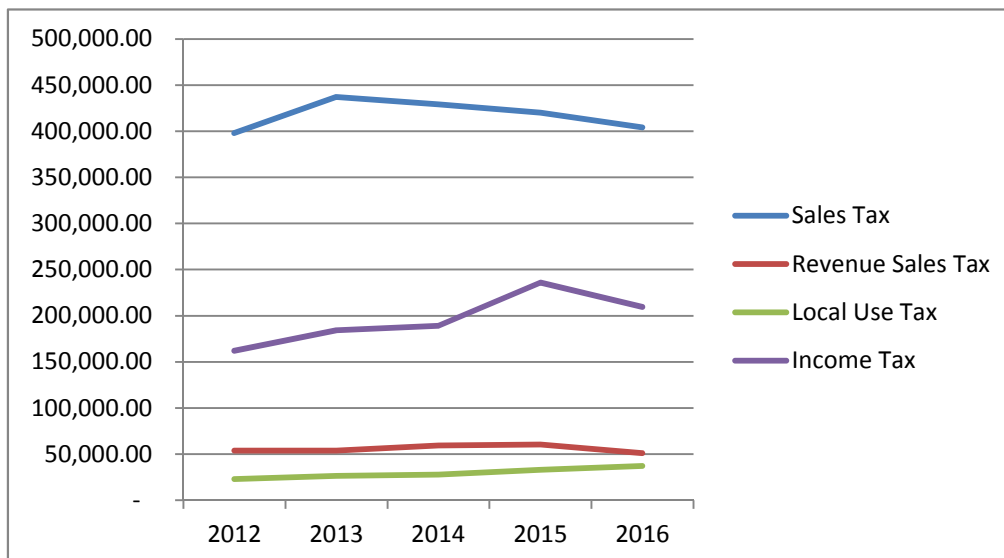
2016	1,623,449.34	
2015	1,659,887.69	
<b>Difference</b>	<b>\$ (36,438.35)</b>	<b>-2.2%</b>

### Budget Comparison

Annual Budget	\$ 10,763,540.00	
Budgeted Revenue thru February	\$ 1,727,240.00	
YTD Actual Vouchers	\$ 1,623,449.34	
<b>Over (Under) Budget</b>	<b>\$ (103,790.66)</b>	<b>-6.0%</b>

### Summary Information

	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>
Sales Tax	397,829.55	436,951.40	429,088.17	420,136.52	404,060.09
Revenue Sales Tax	53,763.06	53,922.70	59,479.71	60,405.10	50,963.22
Local Use Tax	23,062.76	26,348.26	27,774.90	33,096.25	37,238.31
Income Tax	162,103.47	184,085.07	189,200.90	235,833.45	209,621.45
<b>Total</b>	<b>\$ 636,758.84</b>	<b>\$ 701,307.43</b>	<b>\$ 705,543.68</b>	<b>\$ 749,471.32</b>	<b>\$ 701,883.07</b>



**County Treasurer's Monthly Financial Reports**  
**Investment Report**  
**02/28/16**

<b>Pooled Fund CD Investments</b>		<b>Amount</b>	<b>Type</b>	<b>Rate</b>	<b>Maturity Date</b>
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
05/07/15	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
08/02/15	First State Bank of Bloomington	500,000.00	CD	0.35%	08/02/16
08/10/15	Mid Illini Credit Union	200,000.00	CD	0.42%	08/10/16
09/14/15	Peoples State Bank of Colfax	200,000.00	CD	0.20%	09/14/16
11/04/15	Prairieland Federal Credit Union	225,000.00	CD	1.15%	05/04/17
04/03/15	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
11/04/15	Prairie State Bank & Trust	200,000.00	CD	0.30%	08/04/16
<b>Total Pooled Fund CD Investments</b>		<b>2,725,000.00</b>			

<b>Other Pooled Fund Investments</b>		<b>Amount</b>	<b>Type</b>	<b>Rate</b>	<b>Maturity Date</b>
02/28/16	Chase Bank	1,203,892.88	Op/Sweep	0.02%	Sweep
02/28/16	Heartland Bank	5,139,030.57	High Perf Op	0.07%	Flexible
02/28/16	Illinois Funds Money Market - P&Rec E-Pay	1,022.00	Money Mkt	0.03%	Flexible
02/28/16	Illinois Funds Money Market - Co Clerk E-Pay 0001 & 0164	3,396.20	Money Mkt	0.03%	Flexible
02/28/16	Illinois Funds Money Market Pool	1,177,658.23	Money Mkt	0.03%	Flexible
02/28/16	State Farm Bank Money Market	4,956,715.80	Money Mkt	0.35%	Flexible
02/28/16	Commerce Bank Money Market	5,261,268.09	Money Mkt	0.08%	Flexible
02/28/16	Chase Bank Money Market	922,022.95	Money Mkt	0.03%	Flexible
02/28/16	Chase Bank-Crt Restitution CS96CF1172 Fund 0001	211,512.66	Operating	0.03%	Flexible
<b>Total Pooled Fund Cash Accounts</b>		<b>18,876,519.38</b>			

<b>Other Investment Accounts</b>		<b>Amount</b>	<b>Type</b>	<b>Rate</b>	<b>Maturity Date</b>
02/28/16	Commerce Bank-HD Gov Pay	341,172.92	Operating	EC	Flexible
02/28/16	<b>Heartland Bank Public Transportation Fund 0006</b>	55,267.42	Money Mkt	0.03%	Flexible
02/28/16	Illinois Funds MM-Health Dept. E-Pay Fund 0112	-	Money Mkt	0.03%	Flexible
02/28/16	Commerce Bank-Payroll Clearing Fund 0604	136,146.17	Operating	0.02%	Flexible
02/28/16	Regions Bank-Liability Claims Fund 0135 Timing	47,831.41	Operating	EC	Flexible
02/28/16	Illinois Funds MM-Unclmd Prop & Probate Fund 0601	104,772.99	Money Mkt	0.03%	Flexible
02/28/16	PNC Bank-Federal Asset Forfeiture Fund 0150 & 0158	27,803.99	Operating	0.01%	Flexible
<b>Total</b>		<b>712,994.90</b>			

<b>County Motor Fuel Fund 0123</b>		<b>Amount</b>	<b>Type</b>	<b>Rate</b>	<b>Maturity Date</b>
02/28/16	Commerce Bank	2,413,955.54	Operating	0.02%	Flexible
02/28/16	Illinois Funds-Money Market	274,739.49	Money Mkt	0.03%	Flexible
<b>Total Funds</b>		<b>2,688,695.03</b>			

<b>McLean County Nursing Home Fund 0401</b>		<b>Amount</b>	<b>Type</b>	<b>Rate</b>	<b>Maturity Date</b>
02/28/16	Heartland Bank Main Op	521,859.60	High Perf Op	0.07%	Flexible
02/28/16	<b>Commerce Bank SS &amp; Res Trust</b>	4,225.05	Operating		Flexible
02/28/16	Illinois Funds-Money Market	252,364.51	Money Mkt	0.03%	Flexible
02/28/16	Heartland Bank-Money Market	6,079,697.87	Money Mkt	0.07%	Flexible
02/28/16	Commerce Bank-Residents Account	27,274.05	Operating	0.03%	Flexible
08/02/15	First State Bank of Bloomington	500,000.00	CD	0.35%	08/02/16
10/19/15	Flanagan State Bank	507,805.86	CD	1.00%	10/19/17
<b>Total Funds</b>		<b>7,893,226.94</b>			

<b>Emergency 911 Telephone Service Fund 0450</b>		<b>Amount</b>	<b>Type</b>	<b>Rate</b>	<b>Maturity Date</b>
02/28/16	Commerce Bank	142,615.11	Operating	n/a	Flexible
02/28/16	Commerce Bank Trust	454,725.90	Trust Acct	0.01%	Flexible
<b>Total Funds</b>		<b>597,341.01</b>			

<b>Metro Communications Fund 0452</b>		<b>Amount</b>	<b>Type</b>	<b>Rate</b>	<b>Maturity Date</b>
02/28/16	Heartland Bank	734,269.77	High Perf Op	0.03%	Flexible

**Total Funds****734,269.77****Township Motor Fuel Tax Fund 0501**

		<b>Amount</b>	<b>Type</b>	<b>Rate</b>	<b>Maturity Date</b>
02/28/16	Heartland Bank	1,588,933.59	Operating	EC	Flexible
02/28/16	Illinois Funds Money Market	170,839.67	Money Mkt	0.03%	Flexible
	<b>Total Funds</b>	<b>1,759,773.26</b>			

**Township Bridge Program Fund 0502**

		<b>Amount</b>	<b>Type</b>	<b>Rate</b>	<b>Maturity Date</b>
02/28/16	Chase Bank	1,500.66	Operating	0.01%	Flexible
	<b>Total Funds</b>	<b>1,500.66</b>			

**McLean County Free Eye Clinic Fund 0505**

		<b>Amount</b>	<b>Type</b>	<b>Rate</b>	<b>Maturity Date</b>
02/28/16	Commerce Bank	31,553.00	Operating	0.01%	Flexible
	<b>Total Funds</b>	<b>31,553.00</b>			

**Employee Benefit Plan Fund 0512**

		<b>Amount</b>	<b>Type</b>	<b>Rate</b>	<b>Maturity Date</b>
02/28/16	Heartland Bank	2,182,135.65	High Perf Op	0.07%	Flexible
	<b>Total Funds</b>	<b>2,182,135.65</b>			

**Baker Estate Trust Fund 0513**

		<b>Amount</b>	<b>Type</b>	<b>Rate</b>	<b>Maturity Date</b>
02/28/16	Commerce Bank	193,852.21	Operating	0.01%	Flexible
	<b>Total Funds</b>	<b>193,852.21</b>			

**Community Development Assistance Fund 0603**

		<b>Amount</b>	<b>Type</b>	<b>Rate</b>	<b>Maturity Date</b>
02/28/16	PNC	11,136.54	Operating	0.01%	Flexible
02/28/16	Illinois Funds Money Market	948,690.78	Money Mkt	0.03%	Flexible
	<b>Total Funds</b>	<b>959,827.32</b>			

**Drainage Districts**

		<b>Amount</b>	<b>Type</b>	<b>Rate</b>	<b>Maturity Date</b>
0529	Patton	10,858.79	Operating	0.08%	Flexible
0530	Adrian	12,761.44	Operating	0.05%	Flexible
0531	Brokaw Brining	28,505.75	Operating	0.08%	Flexible
0532	Easterbrook	63,839.64	Operating	0.01%	Flexible
0533	Gridley	15,608.99	Operating	0.01%	Flexible
0534	Kumler	7,666.33	Operating	0.04%	Flexible
0535	Mackinaw	4,266.98	Operating	0.10%	Flexible
0536	Normal-Towanda	372.68	Operating	0.08%	Flexible
0538	Prairie Creek	23,697.10	Operating	0.01%	Flexible
0539	Sangamon River	29,493.63	Operating	0.01%	Flexible
0541	White Star	8,558.03	Operating	0.08%	Flexible
0542	Turkey Creek	8,639.24	Operating	0.08%	Flexible
	<b>Total Funds</b>	<b>214,268.60</b>			

**TOTAL OF ALL FUNDS****39,570,957.73**