KENDALL COUNTY, ILLINOIS
Budget and Finance Committee
Meeting Minutes
Thursday, June 13, 2013 at 2:30 p.m.

Call to Order
The Budget and Finance Committee met and was called to order at 2:34 p.m. by Vice Chair Judy Gilmour

Committee members present: Amy Cesich, Lynn Cullick, Judy Gilmour

Committee members absent: Elizabeth Flowers, John Purcell

Others Present: Latreese Caldwell, Jill Ferko, Debbie Gillette, Bob Jones, Janet Kaiser, Scott Koster, Stan Laken, Chris Mehochko, Andy Nicoletti, Jim Smiley, Tom Thomas, Jeff Wilkins

Claims Review and Approval
The Committee reviewed the claims report. A motion was made Lynn Cullick, second to the motion by Amy Cesich to forward the claims in the amount of $2,662,388.13. With a voice vote of all ayes, the motion carried.

Department Head and Elected Official Comments

Jill Ferko, County Treasurer – Ms. Ferko updated the committee that after the first installment of the Property Tax collection last week the total collected thus far is $138,000,000.

Debbie Gillette, County Clerk/Recorder – None

Stan Laken, Technology – None

Andy Nicoletti, Assessment Office – None

Chief Deputy Scott Koster, Sheriff’s Office – Chief Deputy Koster reported on a significantly large medical expense through the Corrections division due to an inmate who experienced a medical emergency while he was incarcerated at the County Jail. Chief Koster reported the total bill was $102,000, but after being submitted for Public Aid rate reduction will probably total approximately $50,000. Chief Koster said that this will cause a significant overage in that budget line item. Chief Koster reminded the committee that the medical line item was reduced last year at the request of the Finance Committee.

Jim Smiley, Facilities Management – Mr. Smiley reported they received notice from the Elevator Inspection Company that there is need for repair to the County Office Building
elevator at an approximate cost of $2000 to comply with state code by January 2014. 

**Tom Thomas, Department of Health and Human Services** – None

**Jeff Wilkins, Administrative Services** – Mr. Wilkins stated that we received notice from the IRS of No-Change Determination for the $10,054,533 Issue Price, General Obligation Bonds (Alternative Revenue Source), Series 2009.

Mr. Wilkins also reviewed a 2-year comparison report on the County IMRF.

**Items from Other Committees**

*Facilities Committee:* Funding approval for Regional Office of Education Testing Center not to exceed $15,000.00 for construction, furniture and equipment.

Chris Mehochko briefed the group on the project, and the reason behind the project based on the recent changes to the GED testing program. Mr. Mehochko stated that the Pierson Vue Company will now assume responsibility for administering the test statewide, and have increased the cost considerably.

Mr. Mehochko proposed offering the Kendall Regional Office of Education office as a certified testing site. He said that testing would include GED and other tests (certification, licensing, bus driver, workforce, etc), which would be an additional benefit to the County.

Mr. Mehochko stated that the ROE is willing to cover the total cost for the project, but welcomes any financial assistance the County would be able to provide. Mr. Mehochko proposed a deadline of September 1, 2013 for project completion.

Mr. Smiley said that the Facilities Management budget is not able to fund any portion of the project cost. Mr. Smiley stated that the proposed costs did not include any of the work of demolition and electrical wiring that will be provided by Facilities Management personnel. Mr. Smiley estimated the construction to take approximately two weeks.

The issue of funding approval for the Regional Office of Education Testing Center project not to exceed $15,000.00 for construction, furniture and equipment and the appropriate fund to use for the project will be further discussed at the June 27, 2013 Finance meeting.

**Other Items of Business**

- **Discussion on Fiscal Year 2014 Budget:** Latreese Caldwell provided an overview of the budget process, and reviewed the timeline, budget hearing process, budget parameters, levy funds, how the levies are set, and the budget hearing process. Ms. Caldwell also reviewed the County accounting structure and the various funds in the financial system.
- **Review Senior Levy Grant Application and Process:** Discussion on the application, how to get additional information on Alternate Grant Request portion of the application from the applicants, who is being served, how many individuals are being served, and the requirements for the awarding of the levy funds.

The committee recommended the following changes to the application:

a. clarification of the Alternate Grant Request (page 1) and move to a more predominant position on the application allowing for completion
b. rewording of the section of total number served (page 2)
c. questions asking about fundraising and where they receive other monies
d. how the agency/organization establishes their mission, how they implement it, how they measure the needs of the community they serve and how they reach those goals; a section asking them to evaluate their own program and to provide feedback on how the money is utilized
e. expand on the narrative and collaboration with other County agencies portion of the application, including a question about other funding sources or activities, including grants received
f. questions asking about the organizations future plans for expansion of their program/service

**Old Business** – None

**Action Items for County Board**

- Recommend approval of claims in the amount of $2,662,388.13

**Executive Session** – None Needed

**Public Comment** – None

**Adjournment** – Lynn Cullick made a motion to adjourn, second by Amy Cesich. With all members voting aye, the meeting adjourned at 4:53 p.m.

**The next Finance Committee meeting will be held at 9:30 a.m. on Thursday, June 27th.**

Respectfully submitted,

Valarie A. McClain
Administrative Assistant