COUNTY OF KENDALL, ILLINOIS
Budget & Finance Committee
BUDGET PRESENTATIONS
Friday, September 11, 2015

MEETING MINUTES

1. **Call to Order:** Chair John Purcell called the meeting to order at 12:00 p.m.

2. **Members Present:** Elizabeth Flowers, Matthew Prochaska, Scott Gryder, John Purcell, Bob Davidson

3. **Members Absent:**

   **Others Present:** Latreese Caldwell, Bob Jones, Jeff Wilkins

4. **Budget:** Latreese Caldwell alerted the committee to the new deficit and the levy calculations, and any changes made by the Finance Committee from the August 28, 2015 Budget Presentation. Mr. Purcell stated that the county was informed that the health care insurance is estimated to increase 24 percent for FY2016, primarily due to increased usage, some extremely large claims, some ongoing long-term claims and an aging workforce.

5. **Review of Budgets:**

   **Chris Mehochko, Regional Office of Education** – Mr. Mehochko reviewed the Kendall County portion of their budget, and stated that their budget has already gone through the budget process with Grundy County. Mr. Mehochko said the primary change to his budget would be a one-time $500 increase to the three county support staff in FY2016. There would be no increase for them in FY2017. Mr. Mehochko said that they have decreased their budget each year and that technology has assisted in a decrease in postage, paper copies, etc.

   **Member Flowers arrived at 12:32 p.m.**

   **Eric Weis, State’s Attorney’s Office** – Mr. Weis reviewed his office budget and said that there was an increase in the trials and hearings. Mr. Weis said that there are currently two cases pending that will probably require significant expenditures if they go to trial, partially explaining the increase in that line item. Mr. Weis said that there is also potential for seventeen additional trials of the victims from the sexual assault case. Mr. Weis reported that he increased salaries by 2.5 percent, and explained his reasoning for the proposed increase for non-union employees. Mr. Weis also explained the reasons for stipend increases to his employees, which includes increased court calls, trials and caseloads.
**Fran Klaas, Highway Department** – Mr. Klaas provided a summary of the property tax funds for the last six years, and said they are not asking for an increase in that levy. Mr. Klaas said that they are proposing to purchase another dump truck to allow them eight plow routes due to the increased four lane roads and lanes, so they can operate more effectively. He said they propose paying $75,000 to the building fund, and using the other $25,000 for the purchase. This will allow for eight snow routes and nine trucks. He said would use more temporary help, and that there shouldn’t be a big impact on their operational costs.

**Debbie Gillette, County Clerk/Recorder/Voter Registration Offices** – Ms. Gillette reported that there is an increase in her election cost budget due to two presidential elections in 2016, mandated changes requiring registration of citizens at the polling place on election day, and satellite service at polling places to allow live record updating, and extra judges at each site due to the additional machines and set-up.

Ms. Gillette said that her publications budget has increased due to the new ownership of the Kendall County Now newspaper, and their increased pricing for legal advertisements.

Ms. Gillette stated that the 3 percent increase in salaries is for her union employees.

**Dr. Amaal Tokars, Health Department** – Dr. John Palmer, Board of Health Finance Chairman, stated that the Health Department provides many services to county residents, and that the number of FTE’s has remained flat although the county population has increased to 120,000. Dr. Palmer said that the Health Department has not hired additional personnel, but continues to cross train employees and continue to provide all services to the citizens. Dr. Palmer said that budget cuts have caused a $690,000 decrease in the Health Department budget, which causes a crisis to the county residents that utilize services such as LIHEAP, weatherization services, etc. Dr Palmer said that to balance their $3.7 million budget they have had to withdraw from their reserves by $300,000.

Dr. Tokars reviewed the mission of the County Health Department for the committee. Dr. Tokars stated that committee members and partners are a large part of their work. She said that when they met with the Health Board Finance Committee to discuss the budget presentations, there were several points they wanted to convey to the committee:

- The Health Department has very rigorous attrition strategies that they employ throughout the year on a regular basis, which permitted them to have the access of 6 months in reserve that they could use as revenue in their budget.

- They have employed efficiency efforts that have essentially kept their FTE’s over the last decade rather flat.
- They do have staff raises in the budget of individual staff that are making less than $50,000 have a 4 percent raise, and others have a 3 percent raise. New Hire raises are deferred.

- They are interested in serving the health and well being of the community through their programs and services by having excellent services, they want people to be treated beautifully and they want their employees to be treated beautifully, and be an excellent employer as well. They have very aggressive attrition planning in this year’s budget.

- Health Departments have generally been set to run on the county public health levy, and they have gone to great efforts to bring in other kinds of revenue to subsidize that levy, which has assisted the county in keeping that levy flat for many years.

RaeAnn VanGundy reviewed the property tax line item, the senior citizen’s fund, a new grant for climate change, the bio terrorism grant, and contractual services. Ms. VanGundy stated that the overall increase for salaries is 1.16 percent, although some are projected at 3 to 4 percent.

Dr. Tokars explained that there grants that they have been notified they will receive, and some they continue to fight to obtain.

Discussion followed on WIC supplemental nutrition grant, the direct client assistance line item, the increase in fees for well, septic, restaurant, and the continued growth in this area.

Gloria Mathewson, 708 Mental Health Board – Gloria Mathewson distributed handouts relating to their budget, and reviewed their list of funding request, gave a brief description of the services offered by the agencies they are funding, and their annual plan. Ms. Mathewson said they focus on assistance to mental health, and developmental chemical substance use or abuse and developmental disabilities, to be more compliant with state statutes. Ms. Mathewson said that fewer agencies applied for assistance this year.

Steve Barrett, Veterans Assistance Commission – Mr. Barrett reported that between the three full-time staff members, they have 30 years combined military service, and serve 7300 Kendall County veterans, but only 1600 that have utilized the services of the Kendall County Veterans Assistance Commission. To date, they have transported 558 veterans to medical facilities, their assistance program has provided shelter, food and utility assistance to an average 19 family members each month. Mr. Barrett said that the decrease in food assistance is due to more veterans being approved to receive the State LINK assistance.
Since 2002, the office 614 VA compensation and pension claims, and as a result of these claims, Kendall County Veterans are receiving 5.7 million dollars in spendable income each year, between pension and compensation. For 2015 they have closed 56 claims this year, and have 34 currently in progress.

Mr. Barrett reported that the VAC Board approved their 2016 budget of $405,000, a total increase of $1,211, which is .3 percent. Additionally they have removed all of their previously forecasted 5 year capital expense items. Mr. Barrett plans to apply for an IDOT grant in the Spring of 2016 to replace their other vehicle.

Mr. Barrett said that because of the new law, they had 184 people that came to the American Legion on September 10, 2015 and converted their regular driver’s license to the new license that now lists them as a Veteran.

Andrew Smith, CASA - Mr. Smith, CASA Kendall County President reviewed a brief history of CASA, and the Kendall County history. Mr. Smith said in 2013, there was a national CASA mandate that stated that if a CASA has more than 30 advocates or more than 50 children, they needed a full-time advocate supervisor. Mr. Smith said they hired a part-time Advocate supervisor, and had a part-time executive director in place, but in an effort to meet the budget shortfall, they recently let their executive director go, which trims the overhead by about 50 percent. According to national guidelines, they must have an advocate supervisor, but are not required to have an executive director. Mr. Smith said that the advocate supervisor, board members and volunteers will assume some of the executive director responsibilities.

Mr. Smith said that for the first time in 17 years, it has been recommended that they do not accept all cases that come through the juvenile court system. He reported that CASA currently has 29 active advocates, and 5 advocates waiting to be assigned cases. They serve 41 families, and a total of 65 children. Mr. Smith said their goal is to provide 100 percent coverage for all children, but their current financial situation will no longer sustain that goal.

Mr. Smith said that every surrounding county around Kendall receives annual support from their County. Mr. Smith said that they continue to solicit for funds from outside sources, and host annual fundraisers. They have raised approximately $9500 in the annual sustainability fundraiser. Mr. Smith said that they continue to host the sustainability event each year, and have a softball tournament schedule this year, and have several new fundraisers planned for early in 2016.

Ken Toftoy, Coroner’s Office – Coroner Toftoy said that his budget has basically remained unchanged.

Scott Koeppel, Technology Services – Mr. Koeppel said that Mr., Laken prepared this current budget. Mr. Koeppel reviewed the proposed budget for Technology Services, and highlighted the computer maintenance software and computer
Maintenance hardware line items that are increased by approximately 80 percent. Mr. Koeppel said that there are three projects that he would consider capital projects, and not an annual expense. Mr. Koeppel explained that the 20 licenses of Questica were at no cost for the first year, but that we will now have to pay for those licenses. The second is for 400 total licenses for Microsoft Office replacement in 2016. Mr. Koeppel said that the county is currently using Microsoft 2007, which will be obsolete in October 2017. Mr. Koeppel said that there is a considerable amount of time needed to install Microsoft 2016. The cycle for the county has been replacement every 10 years, and that they buy licenses that are transferable. There will be several issues if we keep 2007 for too long, one is that we upgraded our email, and it doesn’t work well with older versions of Microsoft, and the second is that there are not many options for fixing those problems. Mr. Koeppel said there are also issues of security if we continue using Microsoft 2007.

The other item under special projects is the 10 gig fiber for the campus which allows connection of all of the buildings at a faster speed at the government center. This is a future proofing effort to speed up the software at the courthouse. Mr. Koeppel said there are issues with slow speed with email and other applications at the courthouse. Mr. Koeppel said this project can be done in phases.

Discussion on the need for computer workstation replacement, the New World system for the Sheriff’s Office, and the tower at the Public Safety Center.

Mr. Koeppel reviewed the IT salaries, and stated that there has been a decrease in salaries due to the replacements of the IT Director and previous PC Technician at lower salaries. Mr. Koeppel explained that Ryan Shain has taken on more responsibility as the lead PC Technician, and has gone above and beyond what his position was previously, and that this was the reasoning given by Stan Laken and also observed by Mr. Koeppel for that requested salary increase.

GIS/Mapping - Mr. Koeppel also reviewed the GIS/Mapping budget and said the primary reason for the increase was due to the proposed aerial flight. Mr. Koeppel met with Andy Nicoletti, Chief Assessment Officer, and Don Clayton, GIS Coordinator, regarding the aerial flights, and said that Mr. Nicoletti felt that there has been enough new construction that would warrant new aerials.

Jeff Wilkins, Animal Control – Mr. Wilkins said that they recently had a large deposit of $18,000, and that he will reevaluate the budget after new staff has selected health care coverage. He said the budget does show a $15,000 transfer for building, and that the biggest increase is the transfer to the General Fund for health insurance.

County Board – Mr. Wilkins reviewed the budget, and said there are minimal changes. Mr. Wilkins said there is a proposed increase in the miscellaneous line item, an increase in the mileage line item, and a decrease in the per diem line item.
6. **Other Business** - none

7. **Public Comment** - none

8. **Executive Session** – none needed

9. **Adjournment** – Member Prochaska made a motion to adjourn the Budget Presentation, second by Member Gryder. *With all in agreement, the meeting adjourned at 4:41 p.m.*

Respectfully submitted,

Valarie A. McClain  
Administrative Assistant/Recording Clerk