

APPROVED 4/24/19

Minutes

**BUDGET SUBCOMMITTEE and
EXECUTIVE COMMITTEE**

March 27, 2019

@ 3:00 p.m.

MEMBERS PRESENT:	Andrew Rand – Executive Committee Chairman; James Fennell -Budget Committee Chairman; Rachel Reliford – Vice-Chairman; James Dillon, Allen Mayer, Rachael Parker, Kate Pastucha, Rob Reneau, Paul Rosenbohm, Steven Rieker, Sharon Williams
MEMBERS ABSENT:	Phillip Salzer
OTHERS PRESENT:	Scott Sorrel – County Administrator; Shauna Musselman - Assistant County Administrator; Larry Evans - State's Attorney's Office; William Watkins, Jr. – County Board Member; Randy Brunner – Interim Chief Financial Officer/ Sheriff's Office; Julie Ciesla, Kim Hudson, Paul Letcher – Finance; Gretchen Pearsall – Dir. of Strategic Communications; Ben Simpson – IT Department; Elizabeth Crider, George McKenna – Regional Office of Education; Nicole Demetreas – Treasurer; Dan O'Connell – Facilities Director; Jessica Thomas – County Auditor; Marcia Bolden, Dr. Sharon Kherat – Align Peoria/Peoria Public Schools

Call to Order

Chairman Fennell called the Budget Committee meeting to order at 4:21 p.m.

Ms. Parker motioned to recess the Budget Committee meeting so that Executive Committee may be called to order to consider the resolution “Forgivable Loan to Alignment Peoria”. Ms. Williams seconded and the motion carried.

Chairman Rand called the meeting of the Executive Committee to order.

Resolution

• **Forgivable Loan to Alignment Peoria**

A motion to approve the resolution was made by Mr. Reneau and seconded by Ms. Parker. Mr. Sorrel advised that Alignment Peoria is a member of Alignment USA, a collective impact not-for-profit organization. He stated that locally, the mission of Alignment Peoria is to align diverse community resources in support of Peoria Public Schools in order to raise student achievement, improve health and happiness of children, and advance the economic and social well-being of the community. He commented that if successful, their work will lead to increased graduation rates, better prepared students for career and college readiness, student and community health, and family and community engagement.

Mr. Sorrel advised that Alignment Peoria is one of the means of addressing, improving and overcoming distinct negative labels and challenges attached to the Peoria Public School District. As a means of lending assistance to funding challenges faced by Alignment Peoria, Mr. Sorrel proposed a \$75,000.00 forgivable loan which would see the organization through the 2019 calendar year. He advised that the CDAP Fund, an allowable use of funds, is the proposed source of the funding. He stated that in order for the loan to be forgivable, Alignment Peoria must attain specific and outlined financial milestones by the end of the calendar year.

Several concerns were raised during a lengthy discussion of the program regarding the precedent that may be set by loaning funds to a not-for-profit organization, although there was a general consensus from the committee that the program was commendable.

The motion to approve carried unanimously.

(Ms. Pastucha, Ms. Reliford and Mr. Rosenbohm leave meeting.)

The Budget Committee was recalled from recess by Chairman Fennell at 5:09 p.m.

Approval of Minutes

A motion to approve the Budget Committee minutes of February 27, 2019 was made by Mr. Mayer and seconded by Ms. Parker. The motion carried unanimously.

Informational Items/Reports/Other Minutes/Updates

- **Monthly Financial Report**

Ms. Ciesla advised that the report summarizes financial information through January 31, 2019. She advised that format of the monthly report has been revised to provide more concise and pertinent revenue and expenditure information and welcomes input or direction on further revisions to the report. Mr. Fennell advised that further discussion will take place on the means of providing more timely information within the reporting.

Joint Resolutions

- **FY 2019 IT Odyssey Upgrade Hardware** *(joint with County Operations Committee)*

A motion to approve was made by Mr. Mayer and seconded by Ms. Williams. Mr. Sorrel advised that the approved 2018 budget in the IT Department called for the replacement of the original server hardware and operating system software for the Odyssey Integrated Criminal/Civil Justice System, as the original operating software will no longer be supported by Microsoft. He advised that a cloud-based solution was explored and was ultimately determined to be too costly. He commented that a hybrid solution was deemed the better solution, with a portion hosted in the cloud and a portion located on the County server hardware. Mr. Simpson explained that the main server would be located at the Courthouse, and servers would be replicated into the cloud.

Mr. Sorrel advised that the requested budget amendment appropriates \$300,000.00 from the fund balance in the IT Fund into the current year's operating budget in order to implement the hybrid solution. Mr. Sorrel advised that the County Operations Committee has recommended approval.

The motion to approve carried unanimously.

- **Special Appropriation into the FY 2019 budget for Peoria County Auditor's Office** *(joint with Ways and Means Committee)*

Mr. Fennell advised that the resolution as amended by the Ways and Means Committee did not reach the \$200,000.00 threshold necessary to come forward to the Budget Committee, and will not be considered by the Budget Committee.

Resolution

- **FY 2019 Encumbrance Rollover Appropriations**

A motion to approve was made by Mr. Dillon and seconded by Mr. Reneau. Mr. Sorrell advised that the encumbrance rollover appropriation totals \$732,478.00 and is a reflection of all outstanding purchase orders issued in 2018. He advised that \$123,000.00 of that total is General Fund monies. He commented that the total has decreased by half from 2017 figures.

The motion to approve carried unanimously.

Adjournment

The Budget Committee was adjourned by Chairman Fennell at 5:18 p.m.

The Executive Committee was called back to order by Chairman Rand at 5:18 p.m.

Resolution

- **Agreement between County of Peoria and Minority Business Development Center**

A motion to approve was made by Ms. Reliford and seconded by Mr. Mayer. Mr. Sorrel advised that staff proposes a two-year agreement as an investor in the Minority Development Center at an annual funding level of \$25,000.00. He stated that focus will be on outputs in the following areas: (1) increasing financial literacy in the minority community, (2) increasing minority business ownership, and (3) equipping minority businesses with proper resources and information to grow and sustain their business. He advised that there are specific outputs within these categories that the Minority Business Development Center must achieve on an annual basis. He noted that the agreement cost is included in the FY 2019 budget and will utilize Keystone funds.

The motion to approve carried unanimously.

Approval of Minutes

A motion to approve the Executive Committee minutes of February 27, 2019 was made by Mr. Mayer and seconded by Mr. Reneau. The motion carried unanimously.

(Mr. Dillon leaves meeting.)

Informational

- **Springdale Cemetery Minutes**

No verbal report. No questions or comments from committee.

- **CDAP/GAP/Macro/Other Loan Report**

Ms. Ciesla stated that all loans are current.

- **Heddington Oaks Financials**

No verbal report. No questions or comments from committee.

✚ The following Standing Committee meetings were summarized by their respective Chairperson as follows:

Public Safety and Justice

The following resolutions were recommended to the County Board for approval.

- Illinois State's Attorneys Appellate Prosecutor Authorization FY 2019
- Appropriation of FY 2018 funds into FY 2019 budget for purchase of vehicles
- Renewal of Police Service Contracts

County Operations

The following resolutions were recommended to the County Board for approval.

- FY 2019 IT Odyssey Upgrade Hardware (*joint with Budget Committee*)
- Drug Testing Policy Revisions

Infrastructure

The following resolutions were recommended to the County Board for approval.

- Cooperative Research Agreement with Bradley University
- County Motor Fuel Tax Appropriation and County Bridge Appropriation for construction of Dirksen Parkway
- County Motor Fuel Tax Appropriation for construction engineering of Dirksen Parkway
- Construction Engineering Agreement with Hutchison Engineering, Inc. for the Dirksen Parkway Reconstruction Project

Land Use

CANCELED

County Health

No resolutions were recommended to the County Board for approval.

Ways and Means

The following resolutions were recommended to the County Board for approval.

- Special Appropriation into the FY 2019 budget for Peoria County Auditor's Office
- Monthly Delinquent Taxes
- Legislative Proposal to amend the Livestock Management Facilities Act

Budget Subcommittee

The following resolutions were recommended to the County Board for approval.

- FY 2019 IT Odyssey Upgrade Hardware (*joint with County Operations Committee*)
- FY 2019 Encumbrance Rollover Appropriation

Adjournment

The Executive Committee meeting was adjourned by Chairman Rand at 5:41 p.m.

Recorded & Transcribed by: Jan Kleffman