



Finance Committee Meeting - Budget Overview

Minutes

Lee County, Illinois

Jul 27, 2022 at 9:00 AM CDT

Old Lee County Courthouse, Third Floor Committee Room, Dixon, Illinois 61021

I. Call to Order

The meeting was called to order at 9:00 a.m., by Chair Jim Schielein.

II. Committee Member Roll Call: Chair Jim Schielein, Vice Chair Arlan McClain, Tom Kitson, Lirim Mimini, Doug Farster, Rick Humphrey, and Tim Bivins

Arlan McClain, Lirim Mimini, and Doug Farster were absent. All other members attended in person.

III. Meeting Attendees and Visitors

Wendy Ryerson (Administrator), Paula Meyer (Treasurer), Paul Rudolphi (Chief Deputy Treasurer), and Becky Brenner (Board Secretary) were all present in person.

IV. Old Business - None

There were no items under old business.

V. New Business

Jim Schielein asked Wendy Ryerson to walk the committee through the new process and timeline for the FY2023 budget process:

- Paula Meyer and Paul Rudolphi had emailed each department their current budget information along with a timeline to get their proposed FY 2023 budgets back to the Treasurer's Office to be compiled and reviewed.
- The Treasurer's Office incorporated the individual budgets in with all other County wide line-items and expenses.
- Paula Meyer, Paul Rudolphi, and Wendy Ryerson reviewed the budgets and individual line items. Any expense that showed a 5% change and \$10,000 increase was identified. The Department Heads were asked for follow-up information on these items. Based on the follow-up information, the Department Head may or may not appear in person for follow-up by the committee.
- The budget schedule along with all budget documents are available to the committee for review in the "2023 FY Budget Documents" folder in OnBoard.

Challenges, new initiatives, and staffing requests identified for the FY 2023 Budget process were:

- Major changes coming to the County as a result of the "Pretrial Fairness Act". Reduction of revenue and the necessity of additional employees.
- Capital requests from the Transportation/Solid Waste Committee
- Capital project requests from the Properties Committee and Maintenance Department
- Redesigned position in the Treasurer's Office to allow for a Financial Officer
- Maintenance Department Step Program
- Transition replacement for the Administrator's position

A. Treasurer's Office Revenue Projections

Paula Meyer and Paul Rudolphi put together projections and estimates following a timeline from FY2021 - FY2027. The projections showed an increase in expenses and a decrease in revenue which created a large dip in the general fund balance in the coming years. The projections were based on very conservative figures due to the unpredictable nature of current and future events.

B. FY2023 Draft Budget Overview

The Committee touched on the different capital requests made by the departments.

Paula Meyer explained that all department costs were incorporated into the budgets for a more accurate account including:

- Sick time
- IMRF
- FICA
- Workman's Compensation

The following information was discussed regarding the FY2023 Draft Budget:

- The current draft budget shows a deficit of \$172,000
- The cost for a Financial Officer in the Treasurer's Office, the costs associated with the Maintenance Step Program, and the cost for the Transitioning Administrator's Position were all included in the draft.
- Several additional positions requested by the Department Heads in the New Courts to accommodate the additional workload associated with the Pretrial Fairness Act law were included in the draft.
- There was a lengthy discussion regarding the employee healthcare premiums.
- Miscellaneous levies and funds that were collapsed into the general fund for flexibility purposes.

The committee took a break from 10:40 - 10:53.

VI. Executive Session

There was no request for an executive session.

VII. Adjournment

Motion to adjourn at 11:18 a.m. **Moved** by Tom Kitson. **Second** by Tim Bivins. **Motion** passed unanimously by voice vote.