

**FINANCE & ECONOMIC DEVELOPMENT COMMITTEE
COUNTY BOARD ROOM
TUESDAY, SEPTEMBER 10, 2019
AGENDA
6:00 PM**

1. Call to Order

2. Roll Call – Roll Call –Chuck Nagel (chairman), Richard Hill (vch.), Russ Cotton, Bryant Kempf, Josh Davis.

3. Approval of Minutes

- a. Approval of August 13, 2019 Regular Meeting

4. Public Input

5. Approval of Claims

6. Treasurers Report

7. Budget

- a. U of I Extension – Bobby Sibley
- b. Discussion and approval of 2019/2020 budget

8. New Business

- a. Discussion on 3% tax on cannabis retailers tax.

9. Unfinished Business

- a. Approval of Resolution 2018/19 #68 to send RLF money to State
- b. Update on Organic Farming/ Mayors Meeting

10. Other

11. Executive Session

- a. 5 ILCS 120/2 (c)(1) – Discussion on the appointment, employment, compensation, discipline, performance, or dismissal of specific employees.

12. Any Action Coming Out of Executive Session

- a. 5 ILCS 120/2 (c)(1) – Discussion on the appointment, employment, compensation, discipline, performance, or dismissal of specific employees.

13. Adjournment

**FINANCE & ECONOMIC DEVELOPMENT COMMITTEE
COUNTY BOARD ROOM
TUESDAY, AUGUST 13, 2019
MINUTES
6:00 PM**

1. Call to Order

2. Roll Call – Roll Call –Chuck Nagel (chairman), Richard Hill (vch.), Russ Cotton, Josh Davis all present. Bryant Kempf arrived at 6:02.

3. Approval of Minutes

a. Approval of July 9, 2019 Regular Meeting

Motion to approve July 9, 2019 minutes made by Hill, seconded by Cotton. *Motion passed.*

b. Approval of July 22, 2019 Special Meeting minutes

Motion to approve July 22, 2019 special meeting minutes made by Cotton, seconded by Hill. *Motion passed.*

4. Public Input

5. Approval of Claims

Motion to approve August claims made by Cotton, seconded by Davis. *Motion passed.*

6. Treasurers Report

The Treasure reported that all funds are positive except for fund 091. She is working with the Sheriff on this fund. As of July 31, we still have three revolving loans that are making payments. She has received intent letters from SMF and Zimmerman Power Wash to take the 30% forgiveness. She will reach out to Chip Energy to see their intent. The last report she supplied was the comparison revenue report for the month of July.

7. Budget

The rules were suspended to allow the department heads and board members present to participate. It was explained that the process is to go through the budget and explain any anomalies and give the rationale for such. Budgets do not need to be gone through line item by line item. After the budget has been presented, questions will be asked

a. Judicial – General Fund #150 Funds #064, #082

The bailiffs were consolidated from the Sheriff's budget and the Circuit Clerk's budget to fall under Judicial. In doing this they have been able to cut some costs. There are a few line items that have increased due to cost increases. There are some items that cannot be controlled due to the type of cases we are dealing with such as expert witnesses, and outside counsel.

b. Highway – Funds #001, #002, #003

The biggest increase is in salary. They need to purchase a GPS system as their system will be obsolete this year. Discussion on lowering some funds as the past spending does not support the amount budgeted. We have several wind farms coming into the county and it would be better to budget for those unknown expenses than have to find the money when needed. They are still putting money away for a building. The building will cost in excess of a million dollars. Mr. Moore went over projects that will be addressed next year and the cost of those projects. Discussion on purchasing a paint striper and a pick-up. The paint striper would fall under an extraordinary expense. What money is not spent out of the new equipment line is put into a reserve line for future equipment.

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c. Sheriff - General Fund Departments: #170, #180, #190, #195, part of #210, #220, #225

Funds: #067, #077, #078, #085, #087, #089, #090, #091, #092, #095, #096, #099, #108, #109

The Sheriff's budget has gone up due to adding annex 4 and the repairs that need to be done there. Also we are adding another maintenance position. He provided the committee with a list of projects for each building that need to be addressed. He outlined the most crucial projects, and also listed other areas that needed to be addressed, but that were not crucial. Discussion on what would fall under extraordinary and what is classified as a repair. Discussion with the treasure as to where to put the extraordinary expenses so they are appropriated for. His budget has set money aside to transform the current board room into space for probation, and to fix annex 4 for the new board room and Child Advocacy Center. Discussion on making sure there is a project plan and we not just throwing money into these building without a plan. Discussion in past has been to build a new building down the road. Therefore the sheriff is looking at partition walls that can be moved. If a new building is projected then all these moves are temporary. The StarCom fees are for user fees, maintenance and adding new equipment. Salaries, clothing allowances, patrol supplies, educational incentives, and a few other expenses are increased because of collective bargaining. His budget also includes cost and revenue for a possible contract with the Marshalls to house federal prisoners. He estimated low on the revenue side of that contract. Discussion on this contract. The application has been filled out, and the next step is a site visit. He appropriated for it, even though he is not sure this will happen. He has also budgeted for three new vehicles. Part of the cost of these new vehicles will be paid for from fees collected. Discussion on over-time line. He has addressed some of the over-time by hiring non-deputies to work in central control. They answer phone, push buttons to open doors, etc. At the Public Safety meeting the sheriff was asked to prepare a budget for a Merit Commission. Discussion on what the Merit Commission would do. His drug fund will be decreasing due to new rulings. Discussion on the public safety tax and how it is used. The sheriff is also working with Fieldcrest School District for a possible resource officer.

d. State's Attorney - General Fund #130 Funds #081, #093, #097

The State's Attorney's budget is the same as last year with the exception of salaries. His salary is set by the state, and half of it is reimbursed to the county.

e. County Board - General Fund #100, # 290, #295, #300, #310, #320

There is an increase in salary requested. Explanation for the increase is that there have been more duties added to the position and that she helps other departments saving the county money from having to hire more employees. Other increases are due to increasing in price. We have added the Employee Assistance Program and annex 4. The budget for annex 4 is an estimate. It is currently not being used, so the charges for utilities are minimal. However, if the board room and Child Advocacy Center moves to annex 4, those utilities will increase. Discussion on salary for IT. It was stated that the sheriff hopes to have the RFP out next month for IT. Once we see the response to the RFP we will have a better idea of where that number needs to be. The software license line item went down because we have purchased multiple year contracts. It was explained that the line time will increase when those contract expire and need to be renewed. So that is an expense that will only occur every few years. It was pointed out that an extraordinary expense would be for the upgrade of Microsoft Office. With Office 365 we have to stay within two version of Microsoft. We currently are within the two versions. We do not know when Microsoft will release a newer version or the cost to upgrade the county.

f. County Clerk - General Fund #010, #160 Fund #065, #071

The County Clerk provided quotes for adding wireless audio to annex 4. To move our current system would be \$2,500. Discussion on audio system in annex 4. The committee felt that moving our current

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equipment would be the best option. The election equipment is getting old, worn out and needs to be upgraded. Quotes for 48 DS200 and 38 express votes were given. ES&S would buy back our old equipment and haul it off. The Clerk has been using ES&S for years and would prefer to stay with them. This purchase can be done in increments. Salary increases are due to contract negotiations. There is an increase in the budget due to elections next year.

g. Health Department - - Fund #057

There is an influx of grant funding with a potential for 5 grants. They have allocated for those grants, but may not get. Salary was increased by 3%. They have budgeted for a full time epidemiologist. 75-80% of the epidemiologist salary would be paid for by a potential grant. They have also budgeted for a full time health educator. It is Woodford County's turn (between Peoria, Tazewell and Woodford) to have the lead staff for the health educator. There is a part-time environmental health food inspector. The board of health is assessing the needs of this position with the increase in activities that sale food. There is also a PRN position to help with immunizations. The increase in the county health services line is due to the \$40,000 for rent that was not budgeted for last year. Concerns were expressed regarding the 4 positions at a cost of \$100,000. In the past people have had to be let go at a cost to the county. Ms. Aggrett reported that they are hoping to contract these positions out, with the exception of the epidemiologist. Questions and discussion on how a grant cost the county. If we receive a grant, we have to provide the services the grant specifies. This could include cost of employees, supplies, etc. This has to be appropriated for in the budget.

h. Supervisor of Assessment's - General Fund #110, #120 Fund #080

There was an explanation in the two stapled packets for the Supervisor of Assessor's office. New figures were brought to the board office today, and the number presented to the treasurer two months ago are also in there. There is an increase in the Board of Review. She is asking that the board be allowed to hire their own appraiser. On the Assessor Electronic Records Fund – there was a fee study done and they were undercharging on GIS fees, so that fund should increase. There is a fee for aerial photography. Questions regarding using Google maps. The state says we have to have aerial photos on record. The only real changes in the numbers presented in June and those presented today is an increase in the supervisor of assessor's salary. Half of that salary is reimbursed to the county by the state. Explanation into the reason for the increase were given. She is one of the few Supervisors within the state that can also do mapping. She is requesting the part-time employee be allowed to work 3 days instead of the 2 that was budgeted for.

It was discussed that the county needs to have a way to evaluate the employees that do not fall under a contract for salary increases.

Discussion on the sound system going into budget #320.

Question regarding the RLF. It was appropriated for this year, Fund 084, but has not been appropriated for the 2019-20 budget.

Page one and two were given to the committee, but those pages will have to be updated with the new numbers, and the rent from the health department.

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8. New Business

- a. Approval of Resolution 2018/19 #68 to send RLF money to State

This will be moved to September agenda. Before we can make an application, we have to release the money to the state. Chip Energy has not given us any indication of their desires. We plan on releasing the money to the state at the end of September, so Chip Energy will have to commit to an option soon. Mr. Cummings gave the committee an update project list, but it is still evolving. There are no projects in Secor. Mr. Cummings is still visiting with people trying to come up with projects. Once we submit the application, we can make no changes. There has to be a public meeting to inform the citizens of what will be done. This meeting has to take place before the board, and there has to be a meeting for each application. It was determined that the 1st public meeting will be held at 6:00 on September 17 before the board meeting. The second public meeting will be at 6:15 on September 17, and the board meeting will be held at 6:30. Mr. Cummings will write the notice, and take care of publishing it. Discussion on what papers to publish it in. It was felt that the Woodford County Journal and the Peoria Journal Star would reach the most citizens.

- b. Update on Organic Farming/ Mayors Meeting

We will discuss this next month.

- c. Changes to Tri-County MOU

Germantown Hills recommended changes to the MOU. The committee doesn't have any problems with the changes, but will wait till next year to implement as some of the townships have already had their board approve the prior changes and have returned their signed MOU and we are not going to ask them to do it again.

- d. Approval of Block Grant Project Application #2

Motion to approve application #2 made by Davis, seconded by Kempf. *Motion passed.*

9. Unfinished Business

10. Other

11. Executive Session

12. Any Action Coming Out of Executive Session

13. Adjournment

Motion to adjourn made by Hill, seconded by Cotton. *Motion passed.*

Submitted by: Deb Breyman

Chuck Nagel, Chairman
Finance Committee

STATE OF ILLINOIS)
) SS.
COUNTY OF WOODFORD)

WOODFORD COUNTY BOARD
August 20, 2019

RESOLUTION #2018/19 #68

RESOLUTION FOR ALLOCATION OF GENERAL FUNDS AND REVOLVING LOAN FUNDS TO CLOSEOUT WOODFORD COUNTY REVOLVING LOAN FUND PROGRAM

WHEREAS, the County of Woodford (the County) has an existing Revolving Loan Fund (RLF) originally created utilizing grant funds from the Community Development Block Grant (CDBG) program managed by the Illinois Department of Commerce and Economic Development (DCEO); and

WHEREAS, DCEO is requiring all RLF communities throughout the state to close their RLF funds and return the remaining value held in their fund for use on eligible CDBG projects; and

WHEREAS, the County, per Resolution #2018/19-017, gave the five remaining active RLF loans (below) two options. The options were to stay in the program and continue to make payments to the County as long as the assets are still in place, or to be granted 30 percent forgiveness of the remaining principal balance and pay-off the loan.

- Chip Energy, Inc. - Goodfield, IL
- JustCore Properties, LLC - Minonk, IL
- SMF, Inc - Minonk
- Smart Earth Technologies LLC dba So-Brite Technologies - Eureka, IL
- Zimmerman Power Wash & Auto Detailing - Goodfield, IL; and

WHEREAS, four of the five remaining active RLF's loans (below) took the option to be granted 30 percent forgiveness of the remaining principal balance and paid-off their loan,

- JustCore Properties, LLC - Minonk, IL
- SMF, Inc - Minonk
- Smart Earth Technologies LLC dba So-Brite Technologies - Eureka, IL
- Zimmerman Power Wash & Auto Detailing - Goodfield, IL; and

WHEREAS, one of the five remaining active RLF's loans (below) took the option to stay in the program and continue to make payments to the County as long as the assets are still in place,

- Chip Energy, Inc. - Goodfield, IL; and

WHEREAS, the County has \$ _____ balance in their RLF bank account; and

WHEREAS, the County has \$ _____ in their General Fund account to cover the balance (\$ _____) of the one remaining active RLF loan who chose to stay in the program; and

WHEREAS, the RLF loans were issued complying with CFR570.208(a)(4) of United States Housing and Urban Development's regulations as it pertains to the meeting of a CDBG National Objective,

NOW, THEREFORE, BE IT RESOLVED as follows:

Section 1: That the County use \$_____ General Fund dollars to cover the balance (\$_____) of the one remaining active RLF loan who chose to stay in the program;

Section 2: That the County Board and County Treasurer and/or Clerk on behalf of the County execute such documents as necessary to carry out the closure of the County's RLF.

Section 3: That the County transmits to DCEO the required paperwork and remaining funds under the terms and conditions of the State of Illinois RLF Closeout Program.

Section 4: That, in the unlikely event, a loan that has been previously declared in default submits payment to the County in any form such payment will be returned to DCEO.

Ayes _____

Nays _____

Absent _____

ATTEST:

Dawn L. Kupfer
Woodford County Clerk

John Krug
Chairman of Woodford County Board



United Counties Council of Illinois
217 East Monroe ~ Suite 101
Springfield, Illinois 62701

217.544.5585

W. Michael McCreery, Executive Director

Officers/Executive Committee Members

- David Meyer, President
- David Zimmerman, Vice President
- Joseph Payette, Secretary
- P.E. Cross, Treasurer
- Matthew Prochaska
- Mark Kern
- Samuel Newton

August 29, 2019

To: UCCI Membership

Re: Revised Model Ordinance for Cannabis Tax

On June 25, 2019, House Bill 1438 was signed into law as Public Act 101-0027 with many of its provisions not taking effect until January 1, 2020. On July 31, 2019, United Counties Council of Illinois distributed a white paper and related materials on the topic of Recreational Cannabis in Illinois. Included in those materials was a model ordinance for the purpose of imposing a County Cannabis Retailers' Occupation Tax. The model ordinance reflects the rates contained in Public Act 101-0027. However, Senate Bill 2023 was subsequently signed into law as Public Act 101-0363. This subsequent Public Act removes the distinction between home rule and non-home rule counties. Thus, all counties may now impose a 3% percent tax on the gross receipts of sales made in a municipality located in the county.

As a result of this subsequent legislation, UCCI has revised its model ordinance and a copy is enclosed herewith.



UNITED COUNTIES
COUNCIL OF ILLINOIS

Public Act 101-0027

Public Act 101-0363

The Cannabis Regulation and Tax Act

MODEL ORDINANCES

(Revised)

August 2019 Revision

ORDINANCE NO. _____

**AN ORDINANCE
PROHIBITING CANNABIS BUSINESS ESTABLISHMENTS**

WHEREAS, County of _____, a body politic and corporate of the state of Illinois (“_____ County”) is a non-home rule unit of local government pursuant to Article VII, § 8 of the 1970 Illinois Constitution; and

WHEREAS, this Ordinance is adopted pursuant to the provisions of the Illinois Cannabis Regulation and Tax Act, Public Act 101-0027, which provides that the County has the authority to enact ordinances to prohibit or significantly limit a cannabis business establishment's location; and

WHEREAS, the County has determined that the operation of cannabis business establishments would present adverse impacts upon the health, safety and welfare of the residents, and additional costs, burdens and impacts upon law enforcement and regulatory operations of the County; and

NOW, THEREFORE, BE IT ORDAINED BY THE COUNTY BOARD OF THE COUNTY OF _____ AS FOLLOWS:

SECTION 1. Recitals. The facts and statements contained in the preamble to this Ordinance are found to be true and correct and are hereby adopted as part of this Ordinance.

SECTION 2. Cannabis Business Establishments Prohibited. Chapter ____ of the County Code of the County of _____ shall be amended by the addition of [Article/Chapter] ____ that will read as follows:

[ARTICLE / CHAPTER/ SECTION] ____ Cannabis Business Establishments Prohibited.

1. Definitions. The following words and phrases shall, for the purposes of this [Article / Chapter / SECTION], have the meanings respectively ascribed to them by this section, as follows:

ADULT-USE CANNABIS BUSINESS ESTABLISHMENT: A cultivation center, craft grower, processing organization, infuser organization, dispensing organization or transporting organization.

ADULT-USE CANNABIS CRAFT GROWER: A facility operated by an organization or business that is licensed by the Illinois Department of Agriculture to cultivate, dry, cure and package cannabis and perform other necessary activities to make cannabis available for sale at a dispensing organization or use at a processing organization, per the Cannabis Regulation and Tax

[REMOVE ANY OF THE FOLLOWING THAT WILL BE PERMITTED]

- Adult-Use Cannabis Craft Grower
- Adult-Use Cannabis Cultivation Center
- Adult-Use Cannabis Dispensing Organization
- Adult-Use Cannabis Infuser Organization or Infuser
- Adult-Use Cannabis Processing Organization or Processor
- Adult-Use Cannabis Transporting Organization or Transporter

3. Public Nuisance Declared. Operation of any prohibited Cannabis Business Establishment within the County in violation of the provisions of this [Article / Chapter / Section] is hereby declared a public nuisance and shall be abated pursuant to all available remedies.

4. Violations. Violations of this Article [Article / Chapter / Section] may be enforced in accordance with the provisions of [Article / Chapter / Section] ____ of this Code.

SECTION 3. Severability. If any provision of this Ordinance, or the application of any provision of this Ordinance, is held unconstitutional or otherwise invalid, such occurrence shall not affect other provisions of this Ordinance, or their application, that can be given effect without the unconstitutional or invalid provision or its application. Each unconstitutional or invalid provision, or application of such provision, is severable, unless otherwise provided by this Ordinance.

SECTION 4. Effective Date. This Ordinance shall be in full force and effect from and after its passage and approval and publication as required by law.

Passed by the County Board this _____ day of _____, 20__.

AYES: _____
 NAYS: _____
 PRESENT: _____
 ABSTAIN/ABSENT: _____

Approved this _____ day of _____, 20__.

CHAIRPERSON, _____ COUNTY

ATTEST:

COUNTY CLERK

MODEL ORDINANCE

COUNTY CANNABIS RETAILERS' OCCUPATION TAX

ORDINANCE NO. _____

**AN ORDINANCE ESTABLISHING A COUNTY CANNABIS RETAILERS'
OCCUPATION TAX IN THE COUNTY OF _____, ILLINOIS**

WHEREAS, the County of _____, a body politic and corporate of the state of Illinois ("_____ County") is a non-home rule unit of local government pursuant to Article VII, § 8 of the 1970 Illinois Constitution; and

WHEREAS, Public Act 101-0027, which is a comprehensive revision of State statutes regulating the adult use of cannabis in Illinois, was signed into law on June 25, 2019 with many of its provisions effective January 1, 2020; and

WHEREAS, Public Act 101-0363 was subsequently signed into law increasing the rate of tax that may be imposed by counties upon persons engaged in the business of selling cannabis in a municipality located in that county; and

WHEREAS, the County has the authority to adopt ordinances and to promulgate rules and regulations that protect the public health, safety and welfare of its citizens; and

WHEREAS, this Ordinance is adopted pursuant to the provisions of the Illinois County Cannabis Retailers' Occupation Tax Law (55 ILCS 5/5-1006.8) (the "Act"); and

WHEREAS, this Ordinance is intended to impose the tax authorized by the Act providing for a county cannabis retailers' occupation tax which will be collected by the Illinois Department of Revenue;

NOW, THEREFORE, BE IT ORDAINED BY THE COUNTY BOARD OF THE COUNTY OF _____, ILLINOIS, THAT THIS ORDINANCE ESTABLISHING A COUNTY CANNABIS RETAILERS' OCCUPATION TAX BE AND HEREBY IS ADOPTED AS FOLLOWS:

SECTION IX: Severability. The provisions and sections of this Ordinance shall be deemed separable and the invalidity of any portion of this Ordinance shall not affect the validity of the remainder.

SECTION V: Effective Date. This Ordinance shall be in full force and effect from and after its passage and approval and publication as required by law, provided, however, that the tax provided for herein shall take effect for all sales on or after the first day of January, 2020. Copies of this Ordinance shall be certified and sent to the Illinois Department of Revenue prior to September 30, 2019.

Passed by the County Board this _____ day of _____, 20_____.

AYES: _____
NAYS: _____
PRESENT: _____
ABSTAIN/ABSENT: _____

Approved this _____ day of _____, 20__.

CHAIRPERSON, _____ COUNTY

ATTEST:

COUNTY CLERK