

FINANCE COMMITTEE

RESOLUTIONS



**RESOLUTION OF THE COUNTY BOARD
WILL COUNTY, ILLINOIS**

**Directing County Executive to Explore Cost Saving
Alternatives to Staff Reductions/Layoffs**

WHEREAS, due to the state of the present economy and the uncertainty of the future, the Finance Director has advised the County Board Finance Committee that the estimated conservative revenues projected at the time the 2009 Budget was developed have fallen significantly short as the local and nation's economy continues to decline, and

WHEREAS, as the preparation and planning of the 2010 Budget is well underway, the reality of the County's present financial condition needs to be addressed. The Finance Director has advised the Finance Committee that Elected Officials and Department Heads need to review their present budget needs and determine what expenditures are necessary, and

WHEREAS, Elected Officials and Department Heads are strongly encouraged to work with their individual finance departments and division heads to determine what expenditures are absolutely necessary and eliminate unnecessary expenditures. They are further encouraged to take another look at their 2010 budget and reduce their initial requests as much as operationally possible, and

WHEREAS, the Finance Committee has requested the Finance Director review any and all cost saving measures and bring back a recommendation to its August Committee meeting.

NOW, THEREFORE, BE IT RESOLVED, that the Will County Board strongly encourages all Elected Officials and Department Heads to review their present 2009 Budget and prevent all unnecessary expenditures and further reduce their initial request of their 2010 Budgets.

BE IT FURTHER RESOLVED, that the Finance Director shall review any and all cost saving measures and bring back a recommendation to the Finance Committee's August Committee meeting.

BE IT FURTHER RESOLVED, that the Will County Board strongly encourages all Elected Officials and Department Heads to unify and consent to exploring cost saving alternatives in an effort to save money and forego staff reductions as long as fiscally possible.

BE IT FURTHER RESOLVED, that the Preamble of this Resolution is hereby adopted as if fully set forth herein. This Resolution shall be in full force and effect upon its passage and approval as provided by law.

Adopted by the Will County Board this 16th day of July, 2009.

Vote: Yes _____ No _____ Pass _____ (SEAL)

Nancy Schultz Voots
Will County Clerk

Approved this _____ day of _____, 2009.

Lawrence M. Walsh
Will County Executive



RESOLUTION OF THE COUNTY BOARD
WILL COUNTY, ILLINOIS

**Appropriating American Recovery and Reinvestment Act Funds
in Workforce Services Budget**

WHEREAS, Workforce Services is in receipt of American Recovery and Reinvestment Act funds in the amount of \$4,446,652.00 and has requested the following increase of appropriations in their 2009 Budget, and

WHEREAS, the Finance Committee has recommended approval of this request, and

WHEREAS, pursuant to 55 ILCS 5/6-1003,transfers from one appropriation of any one fund to another of the same fund, not affecting the total amount appropriated, may be made at any meeting of the board by a two-thirds vote....By a like vote the board may make appropriations in excess of those authorized by the budget in order to meet an immediate emergency.

NOW, THEREFORE, BE IT RESOLVED, that the Will County Board hereby amends its 2009 Budget, by increasing appropriations in the Workforce Services Budget as follows:

297-41-126	1010	Salaries	\$1,500,000.00
	3260	Training	\$2,946,652.00

BE IT FURTHER RESOLVED, that the Will County Auditor and Treasurer are directed to make the necessary line item and fund adjustments, in accordance with the above-referenced statutory authority.

BE IT FURTHER RESOLVED, that the Preamble of this Resolution is hereby adopted as if fully set herein. This Resolution shall be in full force and effect upon its passage and approval as provided by law.

Adopted by the Will County Board this 16th day of July, 2009.

Vote: Yes ___ No ___ Pass _____ (SEAL)

Nancy Schultz Voots
Will County Clerk

Approved this _____ day of _____, 2009.

Lawrence M. Walsh
Will County Executive

Melissa Johannsen

From: Pat Fera
Sent: Thursday, June 11, 2009 2:30 PM
To: Melissa Johannsen
Cc: Paul P. Rafac; Nick Palmer; Susan Flessner; Hank Buchholz
Subject: ARRA Grant Appropriations

Melissa,

I know I am a little early in making this request but I figured if I didn't do it while it was fresh in my mind, I just might forget to do it at all! I would like to request that the funds we received from the American Recovery and Reinvestment Act be appropriated into our budget at the July County Board meeting. As indicated below we received a total of ~~\$4,446,482~~ and we would like it appropriated as follows:

Labor	297-41-126-1010	\$1,500,000.00
Training	297-41-126-3260	\$2,946,652.00

\$ 4,446,652.00



**RESOLUTION OF THE COUNTY BOARD
WILL COUNTY, ILLINOIS**

APPROPRIATING DONATED FUNDS IN WILL COUNTY DRUG COURT BUDGET

WHEREAS, the Will County Drug Court Coordinator is in receipt of generously donated funds from two separate donors in the total amount of \$2,500.00, and

WHEREAS, in order to expend these funds and operate the departments efficiently, the State's Attorney's Office has requested the grant funds be appropriated into the Will County Drug Court Budget, as indicated below, and

WHEREAS, the Finance Committee has recommended approval of this request, and

WHEREAS, pursuant to 55 ILCS 5/6-1003, "transfers from one appropriation of any one fund to another of the same fund, not affecting the total amount appropriated, may be made at any meeting of the board by a two-thirds vote".

NOW, THEREFORE, BE IT RESOLVED, that the Will County Board hereby amends its 2009 Budget, by appropriating said grant funds in the total amount of \$2,500.00 into Will County Drug Court Budget as follows:

Revenue

From: 249-00-000 39996 Anticipated New Revenue \$2,500.00

To: 249-00-000 33180 Drug Court Grant \$2,500.00

Expenses

From: 249-44-408 6999 Anticipated New Expenses \$2,500.00

To: 249-44-408 2020 Office Supplies \$1,250.00
249-44-408 2220 Food & Beverages \$ 500.00
249-44-408 3460 Other Professional Services \$ 250.00

BE IT FURTHER RESOLVED, that the Will County Auditor and Will County Treasurer are directed to make the necessary line item and fund adjustments.

BE IT FURTHER RESOLVED, that the Preamble of this Resolution is hereby adopted as if fully set herein. This Resolution shall be in full force and effect upon its passage and approval as provided by law.

Adopted by the Will County Board this 16th day of July, 2009.

Vote: Yes _____ No _____ Pass _____ (SEAL)

Nancy Schultz Voots
Will County Clerk

Approved this _____ day of _____, 2009.

Lawrence M. Walsh
Will County Executive

James W. Glasgow

State's Attorney of Will County

121 N. Chicago St.
Joliet, IL 60432
815/727-8453 Fax 815/727-8045

May 29, 2009

James Moustis
County Board Chairman
Will County Board
302 N. Chicago Street
Joliet, IL 60432

Dear Chairman Moustis:

I am writing in regards to the Will County Juvenile Drug Court Program. I am sure you are aware that we recently received two separate donations, one for \$1,000.00 and one for \$1500.00.

I would appreciate it if you could place on the Executive Committee agenda my request to increase the appropriation to Juvenile Drug Court by \$2,500.00 I would like \$1,250.00 of the money appropriated into account # 249-44-408-2020, \$500.00 into 249-44-408-2220 and \$250.00 into 249-44-408-3460.

I can be reached at (815) 774-7852 if you have any further questions. Thank you for your consideration.

Sincerely,

Julie McCabe-Sterr
Drug Court Coordinator



**RESOLUTION OF THE COUNTY BOARD
WILL COUNTY, ILLINOIS**

**Resolution Authorizing Transfer of Funds within Fund 290 and Fund 299
for Projected Budget Shortfall Resulting from the New
Neighborhood Stabilization Grant Program**

WHEREAS, the Community Development Block Grant Program (CDBG) is administered by the Community Development Division of the Will County Land Use Department; and

WHEREAS, the U.S. Department of HUD has recently executed a signed Grant Agreement with Will County to obligate/expend funds within the next eighteen (18) months under the Neighborhood Stabilization Grant Program (NSP) to Will County in the amount of \$5,160,424; and

WHEREAS, it is an eligible cost under the CDBG program to incur certain "pre-award" NSP costs associated with making application to the U.S. Department HUD for the NSP grant; and

WHEREAS, the Community Development Division of the Will County Land Use Department requests that said funds be transferred within Fund 290 to pay for certain "pre-award" NSP expenditures as stated herein; and

WHEREAS, The NSP Program Fund 299 will be utilized for all NSP related revenue/expenditure activities moving forward.

NOW THEREFORE, BE IT RESOLVED BY THE WILL COUNTY BOARD THAT:

SECTION 1: That the Will County Board authorize the transfer within Fund 290 of up to \$77,500.00 in actual "pre-award" NSP costs to be paid from the following Fund 290 Accounts:

Fund 290 Community Development Block Grants

To:	290-41-275-1010 Full Time Salaries	\$60,000.00
	290-41-275-1530 FICA	\$ 3,500.00
	290-41-275-1550 IMRF	\$ 4,000.00
	290-41-275-1565 Health Benefits	\$10,000.00
From:	290-41-275-3150 Subgrant Awards	(\$77,500.00)

SECTION 2: That the Will County Board authorize the transfer within Fund 299 of up to \$3,000,000 from anticipated revenues and anticipated NSP costs to fund the following Fund 299 Accounts:

Fund 299 Neighborhood Stabilization Program Grant Expenses:

To:	299-41-269-1010	Full Time Salaries	\$ 45,000.00
	299-41-269-1160	Longevity	\$ 1,000.00
	299-41-269-1530	FICA	\$ 5,000.00
	299-41-269-1550	IMRF	\$ 6,000.00
	299-41-269-1565	Health Benefits	\$ 10,000.00
	299-41-269-3150	Subgrant Awards/Obligations	\$2,930,000.00
	299-41-269-3740	Educational Training	\$ 500.00
	299-41-269-3752	Mileage/Transportation	\$ 1,000.00
	299-41-269-3753	Meals/Lodging	\$ 1,500.00

From:

	299-41-269-6999	Anticipated New Expenses	(\$3,000,000.00)
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Revenues:

To:	299-00-000-33202	NSP Grant	\$3,000,000.00
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From:

	299-00-000-39996	Anticipated New Revenues	(\$3,000,000.00)
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SECTION 3: This Resolution and every provision thereof shall be separable and the invalidity of any portion shall not affect the validity of the remainder.

SECTION 4: All Resolutions or parts thereof, in conflict herewith, are hereby repealed.

SECTION 5: This Resolution shall take effect following its passage, approval, adoption, recording, inspection and publication, as may be required by law.

VOTE: Yes _____ No: _____ Pass: _____ (SEAL)

Nancy Schultz Voots
Will County Clerk

Approved this _____ day of _____, 2009.

Lawrence M. Walsh
Will County Executive

Melissa Johannsen

From: Tim Mack
Sent: Friday, June 26, 2009 10:23 AM
To: Melissa Johannsen; Karen Hennessy
Cc: Ron Pullman
Subject: RE: Resolution

Melissa, a few different things happened last year that had a direct impact on our current shortfall for the CDBG budget and they were related to NSP. At the time the budget last summer there was no NSP grant, and the budget was created with some assumptions that changed significantly when NSP was introduced in September.

- 1) In order to manage the additional grant workload, I was moved to Full Time from Part Time status in late September of last year and my role changed to reflect these additional responsibilities as the NSP program Manager and Financial Analyst. That wasn't addressed in the original budget proposal.
- 2) Elizabeth Dunn, Michelle Allen, and Ron Pullman also have spent a great deal of time since we put in for application on NSP related activities in helping to get the program up/running and those salary dollars should be reimbursed by NSP once that budget is setup and accessible.
- 3) More recently, some of the duties within the department are changing in order to manage the additional grant load and Inspectors portion of our department. Proposed salary increases to reflect these changes: Elizabeth Dunn will be Managing a team of 6 inspectors and moving out of her role as the CDBG program Manager; Michelle Allen will be adding program management for the CDBG program to her duties of managing the HOME and LEAD grants; I have added management for the NSP program in addition to handing the Financial Analyst position for the Department; Ron Pullman will be assisting us as three additional grants come on-line in the coming year: CDBG-R, IEPA, and HPRP.

All of these factors which are directly tied to the addition of NSP and now other Stimulus related grants have contributed to the shortfall in the CDBG Salary/Benefits portion of the budget which we can legitimately reimburse from NSP once that budget is in place.

Does this help to clarify the situation so that it can be assigned appropriately? Let me know and don't hesitate to give me a call if you have any further questions.

Tim Mack
NSP Program Manager/Financial Analyst
Will County Land Use Department
Community Development Division
Phone: 815-774-7892
Fax: 815-774-7895

From: Melissa Johannsen
Sent: Friday, June 26, 2009 9:43 AM
To: Karen Hennessy
Cc: Tim Mack
Subject: RE: Resolution

I know we already approved the grant. We did not, however, authorize the appropriations. Thanks for your input, but I need specifics before this will be assigned.

Melissa Johannsen

From: Tim Mack
Sent: Thursday, June 25, 2009 10:06 PM
To: Melissa Johannsen
Subject: FW: Resolution
Attachments: NSP Finance ResolutionMidYear2009CDBG_NSPbudget.doc

Hi Melissa. I'm putting together a resolution to address necessary funds transfers that need to be put in place for our CDBG and NSP 2009 budgets so that we can cover pre-award costs for the new NSP grant, and also to set up a 2009 budget for NSP so moving forward we can draw down funds and pay expenses incurred by NSP now that we have the grant. I tried to do this in one resolution, but Karen suggested it may require two separate resolutions. She also suggested that I have you review it to get your expert opinion. I just want to do what will be easiest for the Board to understand and pass.

The resolution I put together is attached. If you could review and give me your feedback that would be great. Thanks for your help.

Tim Mack
Neighborhood Stabilization Program Manager x7892

From: Karen Hennessy
Sent: Thu 6/25/2009 4:00 PM
To: Tim Mack
Subject: Resolution

Tim,

I took a quick look at the attached resolution. I added "to" and "from" to the budget transfers. I know it seems like a small change, but it helps clarify things for people acting on the resolution after its approved.

I also think you will need to do two separate resolutions, one for fund 290 and another for 298. I don't think the resolutions usually combine budget transfers for two different funds in the same resolution. I didn't actually read the resolutions.....I certainly am not an expert in that area. That probably should be reviewed by Melissa Johannsen.

Hope this helps

Karen Hennessy

Financial Analyst, Financial Services Department
Office of the Will County Executive
302 N. Chicago Street
Joliet, IL 60431
Phone (815) 774-6359
Fax (815) 740-4604
E-Mail khennessy@willcountyillinois.com



**RESOLUTION OF THE COUNTY BOARD
WILL COUNTY, ILLINOIS**

AUTHORIZING TRANSFER WITHIN EMA FY 2009 BUDGET

WHEREAS, Illinois EMA has allocated grant funding to Will County EMA without any requirement for local matching funds to develop and improve countywide emergency communications planning efforts, and

WHEREAS, the Will County Board authorized the execution of the SFY 08 Illinois EMA Interoperable Emergency Communications Planning Grant Agreement at its regular meeting held on May 21, 2009, and

WHEREAS, EMA intends to employ temporary personnel in order to develop a countywide interoperable emergency communications plan, and

WHEREAS, the planning process will begin during FY 2009, necessitating budget transfers to accommodate costs associated with temporary personnel.

NOW, THEREFORE, BE IT RESOLVED, that the Will County Board authorizes the following transfers in the EMA FY 09 budget to accommodate the expenditure of the grant funds:

- \$29,000.00 from 271-41-178-3470 Temp Contract Services into 271-41-178-1030 Temp Employees
- \$ 2,800.00 from 271-41-178-3470 Temp Contract Services into 271-41-178-1530 FICA
- \$ 4,200.00 from 271-41-178-3470 Temp Contract Services into 271-41-178-1550 IMRF

BE IT FURTHER RESOLVED, that the Will County Auditor and Will County Treasurer are directed to make the necessary line item and fund adjustments.

BE IT FURTHER RESOLVED, that the Preamble of this Resolution is hereby adopted as if fully set forth herein. This Resolution shall be in full force and effect upon its passage and approval as provided by law.

Adopted by the Will County Board this 16th day of July, 2009.

Vote: Yes ___ No ___ Pass ___ (SEAL)

Nancy Schultz Voots
Will County Clerk

Approved this _____ day of _____, 2009.

Lawrence M. Walsh
Will County Executive

Melissa Johannsen

From: Harold Damron
Sent: Monday, June 22, 2009 10:59 AM
To: Melissa Johannsen
Cc: Paul P. Rafac
Subject: Two Items For July County Board
Attachments: EMA Transfer Res 16JUL09.doc

Hi Melissa:

I have the following two items that need to go to the County Board in July. Both are related to the emergency communications planning grant we were awarded by the State that was approved by the Board in May:

1. Resolution Authorizing Transfers in EMA Budget – This is to put funding into Temporary Part Time, FICA, and IMRF to accommodate the temporary personnel costs that will be incurred during the remainder of FY 2009. I have attached a draft resolution for your use.
2. Resolution Authorizing Temporary Personnel Hires – This will be to hire the two temporary personnel that will be hired under this grant for a period of July 20, 2009 through June 30, 2010. You should have the names on or before July 1.

If you have any questions, please call me at 8352.

Thanks,

Harold