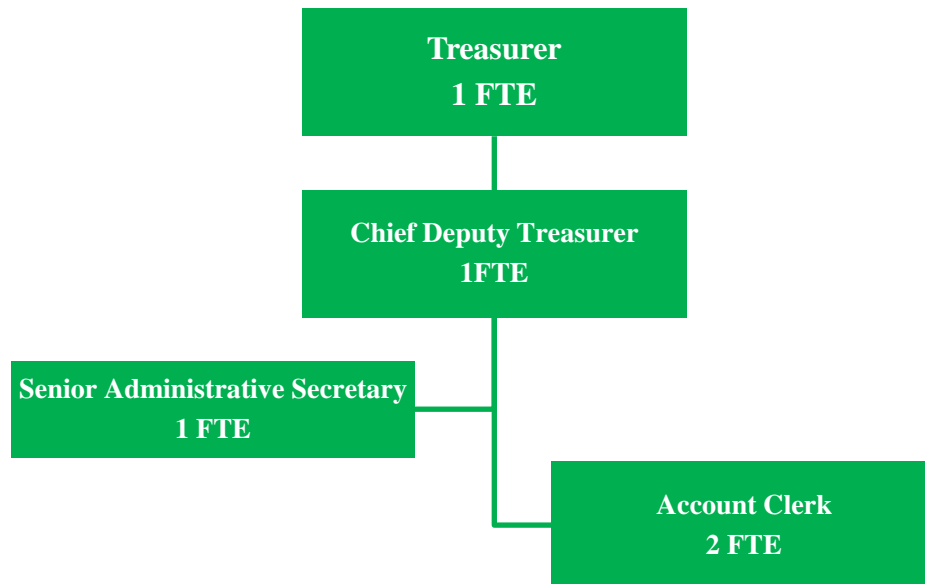


# TREASURER

## Fund 080-026



The position, functions, powers, and duties of the treasurer are statutorily defined in the Illinois Counties Code (55 ILCS 5/3-10).

Illinois Constitution Article VII, Section 4(c) Each County shall elect a sheriff, county clerk and treasurer.

55 ILCS 5/3-10001-10005. In all counties there shall be an elected treasurer who shall hold office until his successor shall be qualified. He shall receive and safely keep the revenues and other public moneys of the county, and all money and funds authorized by law to be paid to him, and disburse the same pursuant to law.

### MISSION STATEMENT

*The mission of the Treasurer is to serve the taxpayers and taxing districts of Champaign County by managing an efficient and accurate billing, collecting, investing, and disbursing system for tax moneys; to ensure the safety, liquidity, and yield of County funds in the custody of the Treasurer by developing and implementing a sound, written investment policy; and to follow the guidelines provided by the Illinois statutes governing the Office of County Treasurer.*

### BUDGET HIGHLIGHTS

The FY2018 Treasurer's office General Corp budget will remain relatively flat. The only increase would be in personnel (95% of this budget is personnel). The total Commodities & Services expenditure budget for FY2018 will be the same as FY2017 (\$13,617). As recently as FY2000, the Commodities and Services budget was \$28,423. There are no new expenditures in FY2018.

### FINANCIAL

Fund 080 Dept 026	2016 Actual	2017 Original	2017 Projected	2018 Budget
FY2018 Budget	128			Treasurer
Champaign County, Illinois				General Fund 080-026

319	10	INTEREST-DELINQUENT TAXES	\$623,637	\$610,000	\$610,000	\$615,000
319	11	COSTS - DELINQUENT TAXES	\$23,920	\$24,000	\$24,000	\$24,000
		PROPERTY TAXES	\$647,557	\$634,000	\$634,000	\$639,000
335	71	STATE REV-SALARY STIPENDS	\$6,500	\$6,500	\$6,500	\$6,500
337	21	LOCAL GOVT REIMBURSEMENT	\$26,545	\$25,000	\$10,000	\$10,000
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$33,045	\$31,500	\$16,500	\$16,500
341	45	ADMINISTRATIVE FEES	\$150	\$0	\$0	\$0
		FEES AND FINES	\$150	\$0	\$0	\$0
361	10	INVESTMENT INTEREST	\$1,623	\$900	\$900	\$1,000
369	90	OTHER MISC. REVENUE	\$20	\$0	\$0	\$0
		MISCELLANEOUS	\$1,643	\$900	\$900	\$1,000
		<b>REVENUE TOTALS</b>	<b>\$682,395</b>	<b>\$666,400</b>	<b>\$651,400</b>	<b>\$656,500</b>
511	1	ELECTED OFFICIAL SALARY	\$90,278	\$92,083	\$92,083	\$93,781
511	3	REG. FULL-TIME EMPLOYEES	\$158,091	\$160,681	\$160,681	\$160,730
511	40	STATE-PAID SALARY STIPEND	\$6,500	\$6,500	\$6,500	\$6,500
		PERSONNEL	\$254,869	\$259,264	\$259,264	\$261,011
522	1	STATIONERY & PRINTING	\$6,302	\$6,200	\$6,200	\$6,200
522	2	OFFICE SUPPLIES	\$1,527	\$1,294	\$1,278	\$1,278
522	6	POSTAGE, UPS, FED EXPRESS	\$298	\$298	\$314	\$314
		COMMODITIES	\$8,127	\$7,792	\$7,792	\$7,792
533	7	PROFESSIONAL SERVICES	\$70	\$1,864	\$1,770	\$1,770
533	33	TELEPHONE SERVICE	\$59	\$55	\$55	\$55
533	42	EQUIPMENT MAINTENANCE	\$687	\$0	\$0	\$0
533	70	LEGAL NOTICES,ADVERTISING	\$2,934	\$2,750	\$2,900	\$2,900
533	93	DUES AND LICENSES	\$500	\$556	\$500	\$500
534	37	FINANCE CHARGES,BANK FEES	\$0	\$600	\$600	\$600
		SERVICES	\$4,250	\$5,825	\$5,825	\$5,825
		<b>EXPENDITURE TOTALS</b>	<b>\$267,246</b>	<b>\$272,881</b>	<b>\$272,881</b>	<b>\$274,628</b>

***EXPENSE PER CAPITA and FULL TIME EMPLOYEE HISTORY*** information is included in the General Corporate Fund Budget Summary.

#### ***ALIGNMENT to STRATEGIC PLAN***

*County Board Goal 1 – Champaign County is committed to being a high performing, open and transparent local government organization*

- The Treasurer’s office is committed to offering the public easy access to information and documents.
- The Treasurer’s office number one goal is to provide excellent public service.

*County Board Goal 2 – Champaign County maintains high quality public facilities and highways and provides a safe rural transportation system and infrastructure*

- The Treasurer's office will be accessible for all citizens of Champaign County.
- The Treasurer's office will always maintain an area in the office for public access to our information and records.

### ***DESCRIPTION – INVESTMENT OF FUNDS***

All funds brought to the Treasurer's office will be receipted into the accounting system and deposited into the bank in a timely manner. Idle cash will be invested for county departments in bank accounts, term investments, and state investment pools. Bond proceeds will be invested in accordance with the construction schedule and drawdowns needed to pay scheduled liabilities. All investments will be made following the objectives of Safety, Liquidity and Yield, in that order.

### ***OBJECTIVES***

1. Receipt all money into the accounting system
2. Deposit all receipted money in the bank
3. Invest available funds according to safety, liquidity and yield principals
4. Keep enough liquid assets available to pay obligations

### ***PERFORMANCE INDICATORS***

<b>Indicator</b>	<b>FY2016 Actual</b>	<b>FY2017 Projected</b>	<b>FY2018 Budgeted</b>
Number of cash receipts entered	6,946	7,000	7,150
Number of annual debt service payments	17	17	16
Number of Treasurer's bank accounts	10	10	10
Number of County funds	59	60	60

### ***DESCRIPTION – REAL ESTATE TAX COLLECTION***

The Treasurer's office will bill, collect, and invest real estate tax payments and distribute those collections, along with any interest earnings, to the 125 taxing districts in Champaign County according to statute. All forms of payment will be reconciled and accurate records of collections and disbursements will be maintained. All distributions will be reconciled prior to the disbursement of funds on a monthly basis during the tax season.

### ***OBJECTIVES***

1. Distribute tax money
2. Reconcile and post all payments
3. Collect all late interest due
4. Reconcile all collector bank statements

### ***PERFORMANCE INDICATORS***

<b>Indicator</b>	<b>FY2016 Actual</b>	<b>FY2017 Projected</b>	<b>FY2018 Budgeted</b>
Amount of tax money distributed	\$321,326,271	\$332,664,822	\$342,000,000
Overall collection percentage	99.90%	99.95%	99.95%

<b>Indicator</b>	<b>FY2016 Actual</b>	<b>FY2017 Projected</b>	<b>FY2018 Budgeted</b>
Amount of late charges collected	623,637	610,000	610,000
Number of bills sent	73,984	74,076	74,100
Number of tax distributions	6	6	6
Number of bank reconciliations per month	30	30	30
Number of automatic withdrawal transactions	2,768	2,984	3,200