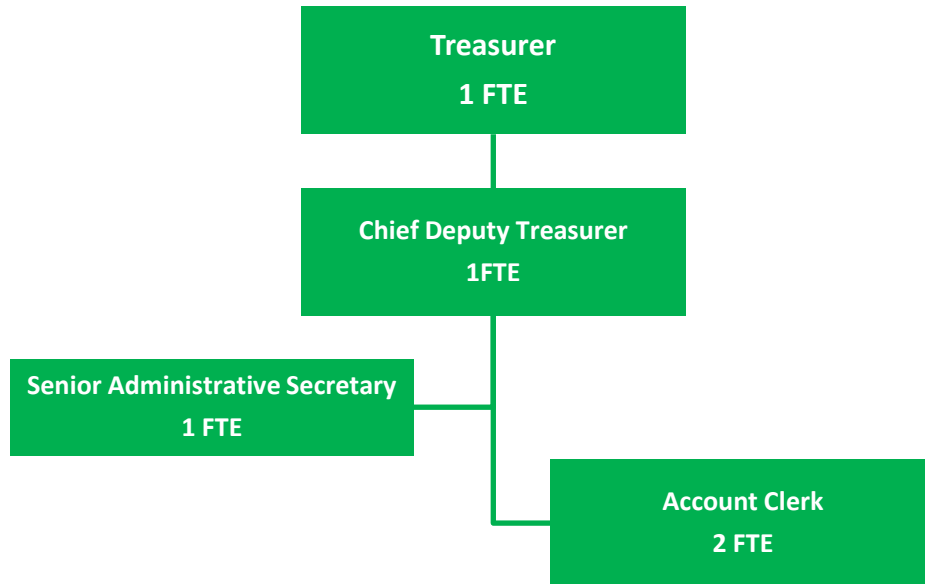


TREASURER
Fund 080-026



Treasurer positions: 5 FTE

The Treasurer, one of the earliest county officials established in Illinois, is required for all counties by the Illinois Constitution. Article VII, Section 4(c), “Each County shall elect a sheriff, county clerk and treasurer.”

The duties of the treasurer are defined by state law in the Illinois Counties Code (55 ILCS 5/3-10):

“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 by developing and implementing a sound, written investment policy in accordance with Illinois law.

BUDGET HIGHLIGHTS

County Board authorized increases in employee compensation account for the majority of the increase (95% of this budget is personnel). The total Commodities & Services expenditure budget for FY2020 requests \$1,500 to account for bank fees charged to the numerous accounts administered by this office.

FINANCIAL

Fund 080 Dept 026	2018	2019	2019	2020
FY2020 Budget	30			Treasurer
Champaign County, Illinois				General Fund 080-026

			Actual	Original	Projected	Budget
319	10	INTEREST-DELINQUENT TAXES	\$655,011	\$615,000	\$660,000	\$660,000
319	11	COSTS - DELINQUENT TAXES	\$20,740	\$24,000	\$21,000	\$21,000
		PROPERTY TAXES	\$675,751	\$639,000	\$681,000	\$681,000
335	71	STATE REV-SALARY STIPENDS	\$6,500	\$6,500	\$6,500	\$6,500
337	21	LOCAL GOVT REIMBURSEMENT	\$9,589	\$15,000	\$15,000	\$15,000
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$16,089	\$21,500	\$21,500	\$21,500
361	10	INVESTMENT INTEREST	\$23,879	\$9,000	\$20,000	\$20,000
		MISCELLANEOUS	\$23,879	\$9,000	\$20,000	\$20,000
		REVENUE TOTALS	\$715,719	\$669,500	\$722,500	\$722,500
511	1	ELECTED OFFICIAL SALARY	\$93,781	\$93,781	\$93,781	\$93,938
511	3	REG. FULL-TIME EMPLOYEES	\$160,732	\$162,101	\$162,101	\$167,340
511	40	STATE-PAID SALARY STIPEND	\$6,500	\$6,500	\$6,500	\$6,500
		PERSONNEL	\$261,013	\$262,382	\$262,382	\$267,778
522	1	STATIONERY & PRINTING	\$5,327	\$6,200	\$6,182	\$6,182
522	2	OFFICE SUPPLIES	\$1,468	\$1,278	\$1,278	\$1,278
522	6	POSTAGE, UPS, FED EXPRESS	\$362	\$338	\$380	\$420
		COMMODITIES	\$7,157	\$7,816	\$7,840	\$7,880
533	7	PROFESSIONAL SERVICES	\$0	\$1,603	\$1,500	\$0
533	70	LEGAL NOTICES,ADVERTISING	\$2,528	\$2,900	\$2,900	\$3,500
533	93	DUES AND LICENSES	\$748	\$698	\$748	\$800
534	37	FINANCE CHARGES,BANK FEES	\$312	\$1,800	\$500	\$1,500
		SERVICES	\$3,588	\$7,001	\$5,648	\$5,800
		EXPENDITURE TOTALS	\$271,758	\$277,199	\$275,870	\$281,458

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 primary goal is to provide excellent public service including financial management as well as easy access to public information.
- The Treasurer’s office includes an area for public access to our records.

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 is accessible for all citizens of Champaign County.

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 with allowance for payments of

scheduled liabilities. All investments will be made following the objectives of Safety, Liquidity and Yield, in that order.

Investment earnings in 2019 are up more than 50% over 2018. We expect interest earnings for all funds to reach \$1 million in 2019 compared with \$707,690 in 2018. However, since interest rates are expected to decline, we expect no additional increase in investment earnings for 2020.

OBJECTIVES

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

PERFORMANCE INDICATORS

Indicator	FY2018 Actual	FY2019 Projected	FY2020 Budgeted
Investment interest, all funds	\$707,690	\$1,000,000	\$1,000,000
Number of cash receipts entered	7,200	7,440	7680
Number of annual debt service payments	16	12	8
Number of Treasurer’s bank accounts	10	10	10
Number of County funds	60	60	60

DESCRIPTION – REAL ESTATE TAX COLLECTION

The Treasurer’s office will bill, collect, and invest real estate tax payments and distribute collections plus interest earnings, to the 125 taxing districts in Champaign County according to statute. All forms of payment will be reconciled. Accurate records of collections and disbursements will be maintained. All distributions will be reconciled monthly prior to disbursement during 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

Indicator	FY2018 Actual	FY2019 Projected	FY2020 Budgeted
Amount of tax money distributed	\$361,012,339.46	\$372,000,000,000	\$382,000,000,000
Overall collection percentage	100.34%	99.95%	99.95%
Amount of late charges collected	\$655,011	\$660,000	\$665,000
Number of bills sent	74,436	74,894	75,300
Number of tax distributions	6	6	6
Number of bank reconciliations per month	30	30	30
Number of automatic withdrawal transactions	2,790	2,809	2,850

TREASURER WORKING CASH

Fund 610-026

The Working Cash Fund was established by statute (55 ILCS 5/6-29004). It provides real estate tax supported county funds a borrowing opportunity under specific statutory conditions.

BUDGET HIGHLIGHTS

The Working Cash Fund has not been used in many years. The total dollar amount could help the General Fund or a real estate tax supported Special Tax Fund deal with a small cash flow problem, but is not big enough to have a major impact.

FINANCIAL

Fund 610 Dept 026			2018 Actual	2019 Original	2019 Projected	2020 Budget
361	10	INVESTMENT INTEREST	\$5,572	\$5,000	\$10,200	\$10,000
		MISCELLANEOUS	\$5,572	\$5,000	\$10,200	\$10,000
REVENUE TOTALS			\$5,572	\$5,000	\$10,200	\$10,000
571	80	TO GENERAL CORP FUND 080	\$5,572	\$5,000	\$10,200	\$10,000
		INTERFUND EXPENDITURE	\$5,572	\$5,000	\$10,200	\$10,000
EXPENDITURE TOTALS			\$5,572	\$5,000	\$10,200	\$10,000

FUND BALANCE

FY2018 Actual	FY2019 Projected	FY2020 Budgeted
\$377,714	\$377,714	\$377,714

The Fund Balance Goal of \$377,714 remains constant. Interest earnings, the only revenue, is transferred annually to the General Fund.

DESCRIPTION

The Working Cash Fund is a borrowing source for tax supported County funds. It must be reimbursed through property tax collections. It requires a county board resolution to borrow.

OBJECTIVES

The most important objective is to keep the fund liquid for possible use by a qualifying fund.

TREASURER TAX SALE AUTOMATION

Fund 619-026

The Tax Sale Automation Fund was established by statute (35 ILCS 200/21-245) to provide for the tax automation needs of the County Treasurer in the operation and development of the tax collection system. The main source of revenue is a \$10 fee for every tax sale item.

BUDGET HIGHLIGHTS

Purchasing all office technology, as well as paying for the real estate tax billing process and the lock box collection expenses are the major uses for this fund.

FINANCIAL

Fund 619 Dept 026			2018	2019	2019	2020
			Actual	Original	Projected	Budget
341	10	COURT FEES AND CHARGES	\$8,550	\$0	\$0	\$0
341	34	TAX SEARCH & TAX LISTS	\$1,497	\$1,200	\$1,700	\$1,700
341	45	ADMINISTRATIVE FEES	\$5,379	\$6,500	\$6,500	\$6,500
341	52	TAX SALE FEE	\$10,810	\$18,500	\$18,500	\$18,500
		FEES AND FINES	\$26,236	\$26,200	\$26,700	\$26,700
361	10	INVESTMENT INTEREST	\$557	\$300	\$600	\$600
		MISCELLANEOUS	\$557	\$300	\$600	\$600
REVENUE TOTALS			\$26,793	\$26,500	\$27,300	\$27,300
511	5	TEMP. SALARIES & WAGES	\$7,763	\$5,500	\$5,500	\$8,500
513	1	SOCIAL SECURITY-EMPLOYER	\$594	\$421	\$421	\$651
513	4	WORKERS' COMPENSATION INS	\$45	\$36	\$36	\$36
513	5	UNEMPLOYMENT INSURANCE	\$147	\$106	\$106	\$233
		PERSONNEL	\$8,549	\$6,063	\$6,063	\$9,420
522	1	STATIONERY & PRINTING	\$1,035	\$0	\$0	\$0
522	2	OFFICE SUPPLIES	\$2,319	\$4,000	\$3,000	\$3,000
522	44	EQUIPMENT LESS THAN \$5000	\$3,978	\$5,000	\$5,000	\$5,000
		COMMODITIES	\$7,332	\$9,000	\$8,000	\$8,000
533	7	PROFESSIONAL SERVICES	\$16,444	\$20,000	\$20,000	\$20,000
533	12	JOB-REQUIRED TRAVEL EXP	\$0	\$0	\$300	\$300
533	42	EQUIPMENT MAINTENANCE	\$566	\$350	\$0	\$0
533	95	CONFERENCES & TRAINING	\$180	\$1,000	\$1,000	\$1,000
		SERVICES	\$17,190	\$21,350	\$21,300	\$21,300
544	33	OFFICE EQUIPMENT & FURNIS	\$0	\$5,000	\$5,000	\$5,000
		CAPITAL	\$0	\$5,000	\$5,000	\$5,000
EXPENDITURE TOTALS			\$33,071	\$41,413	\$40,363	\$43,720

FUND BALANCE

FY2018 Actual	FY2019 Projected	FY2020 Budgeted
\$34,230	\$21,167	\$4,747

Expenditures are budgeted on a sufficient level to provide flexibility during the fiscal year.

DESCRIPTION

The revenues collected in this fund are used to reduce demands on the Treasurer’s General Corporate Fund budget. All commodities and services that are allowed by law, are purchased from this fund. Purchases from this fund include computer and technology needs for the office; hiring part-time staffing during the collection season; paying for the Lock Box bank contract; and costs of the real estate tax billing system.

OBJECTIVES

The goal every year is to conduct the annual tax sale in a legal, fair, efficient, and transparent manner. The fund’s resources are to be used to offset as much of the burden on the General Corporate Fund as possible.

PERFORMANCE INDICATORS

Indicator	FY2018 Actual	FY2019 Projected	FY2020 Budgeted
Number of Parcels Sold at Tax Sale		1,000	1,000
Number of Registered Tax Buyers		20	20
Tax Sale Winning Bid Rate (Weighted Average)		3.00%	3.00%

TREASURER PROPERTY TAX INTEREST FEE

Fund 627-026

The Property Tax Interest Fee Fund was established by statute (35 ILCS 200/21-330) to allow for interest to be paid pursuant to a court ordered refund of a tax sale item sold in error. The law allows for any accumulated funds above \$100,000 to be deposited into the General Corporate Fund annually.

BUDGET HIGHLIGHTS

This fund has been stable source of income to the General Corporate Fund. Its annual revenues depend on the number of tax sale items (\$60 per tax sale property in 2018 last year and \$110 per property in 2019 accordance with Resolution No. 2019-50, approved by the Champaign County Board June 20, 2019.) Revenues and expenditures are completely linked.

FINANCIAL

Fund 627 Dept 026		2018 Actual	2019 Original	2019 Projected	2020 Budget	
341	52	TAX SALE FEE	\$54,360	\$65,000	\$104,310	\$105,000
		FEES AND FINES	\$54,360	\$65,000	\$104,310	\$105,000
361	10	INVESTMENT INTEREST	\$1,211	\$1,200	\$2,000	\$2,000
		MISCELLANEOUS	\$1,211	\$1,200	\$2,000	\$2,000
REVENUE TOTALS		\$55,571	\$66,200	\$106,310	\$107,000	
571	80	TO GENERAL CORP FUND 080	\$55,015	\$66,200	\$106,910	\$107,000
		INTERFUND EXPENDITURE	\$55,015	\$66,200	\$106,910	\$107,000
EXPENDITURE TOTALS		\$55,015	\$66,200	\$106,910	\$107,000	

FUND BALANCE

FY2018 Actual	FY2019 Projected	FY2020 Budgeted
\$100,600	\$100,000	\$100,000

The Fund Balance Goal is \$100,000.

DESCRIPTION

The fee of \$60 per tax sale item in 2018 has been increased to \$110 for 2019. By state law when the fund achieves a balance in excess of \$100,000, any money above that is transferred annually to the General Corporate Fund.

OBJECTIVES

To provide a stable revenue source for the General Corp fund.