

FINANCE COMMITTEE MINUTES

DATE OF MEETING: October 16, 2018 at 6:00 p.m. County Building

MEMBERS PRESENT: Camille Redman – Chair, Cris Rogers, Terry Ferguson, David Newberg, and Melonie Tilley. Also, present Dee Rentmeister, County Administrator.

MEMBERS ABSENT: None

SUMMARY OF DISCUSSION:

- Jay Peterson was present to present the renewals for liability and workman's compensation insurance. The liability premium will be \$120,814 and the workman's compensation premium will be \$53,666 for 2019. Motion by Newberg, 2nd by Tilley to recommend to the full board to renew the liability and workman's compensation insurance plans for 2019 at a total cost of \$174,480. Voice vote, motion carried.
- Julie Floyd was present to review the budgets and levies for 2019. The estimated county tax rate for 2019 is .7467 and the ambulance tax rate is estimated at .054. Motion by Ferguson, 2nd by Tilley to recommend to the full board to put the 2019 budget and levies on display. Voice vote, motion carried.
- Mark Mathon, County Engineer, was present to present the information on the bid letting held earlier in the day for a tandem truck. After review, a motion was made by Tilley, 2nd by Newberg to recommend to the full board to accept the bid from Mack Sales & Services for a tandem truck in the amount of \$172,634. Voice vote, motion carried.
- Ferguson presented a request for \$10,000 to the DCDC for marketing campaigns which included the production of a video. Motion by Ferguson, 2nd by Newberg to recommend to the full board to approve the request from DCDC for \$10,000 for marketing campaigns. Voice vote, motion carried.
- Committee reviewed line item transfers (attached to minutes.) Motion by Rogers, 2nd by Ferguson to approve the line item transfers as presented. Voice vote, motion carried.
- Discussion and review of the marina lease with the State's Attorney. Motion by Newberg, 2nd by Ferguson to recommend to the full board to approve the marina lease. Voice vote, motion carried.
- Motion by Tilley, 2nd by Ferguson to adjourn at 6:54 p.m. Voice vote, motion carried.

COMMITTEE ACTION:

Recommend to the full board to renew the liability and workman's compensation insurance plans for 2019 at a total cost of \$174,480.

Recommend to the full board to put the 2019 budget and levies on display.

Recommend to the full board to accept the bid from Mack Sales & Services for a tandem truck in the amount of \$172,634.

Recommend to the full board to approve the request from DCDC for \$10,000 for marketing campaigns.

Approve the line item transfers as presented.

Recommend to the full board to approve the marina lease.

RECOMMENDATIONS TO THE FULL BOARD:

Recommend to the full board to renew the liability and workman's compensation insurance plans for 2019 at a total cost of \$174,480.

Recommend to the full board to put the 2019 budget and levies on display.

Recommend to the full board to accept the bid from Mack Sales & Services for a tandem truck in the amount of \$172,634.

Recommend to the full board to approve the request from DCDC for \$10,000 for marketing campaigns.

Recommend to the full board to approve the marina lease.

DATE OF NEXT MEETING: November 13, 2018 at 6:00 p.m.

AGENDA
FINANCE COMMITTEE

Date and Time of Meeting: October 16, 2018 at 6:00 p.m. County Building

1. Call Meeting to Order
2. Persons Wishing to Address the Committee (If requesting action, also list below in section three)
 - a.
3. Items for Discussion and Possible Action
 - a. Liability/work comp policy renewals – Jay Peterson
 - b. Bid opening for tandem truck - highway
 - c. Allocation to DCDC – request for funding
 - d. Marina lease
 - e. Proposed 2019 budgets
 - f. Approve line item transfers
4. Items for Discussion Only (No Action Requested)
 - a.
5. Executive Session
 - a.
6. Motion to adjourn

Posted: October 11, 2018 at 10:30 a.m.

By: Dee Rentmeister

DeWitt County Highway Department
2019 Tandem Bid Tab

Letting: 9:00 a.m., October 16, 2018

	Vendor	Truck Centers Inc.	CIT Trucks	Rush Enterprises	JX Peterbuilt	Mack Sales & Service of Decatur
	City, State Year Make Model Exceptions: Delivery:	Springfield, IL 2019 Freightliner 114SD Yes 90 days	Normal, IL 2020 Kenworth T470 Yes 11/25/2019	Springfield, IL	Bloomington, IL	Decatur, IL 2019 Mack Granite No 90 days
A. BID PRICE		\$ 189,957.00	\$ 196,493.00			\$ 197,634.00
B. TRADE IN		\$ (17,000.00)	\$ (32,000.00)			\$ (25,000.00)
F. BID LESS TRADE		\$ 172,957.00	\$ 164,493.00	\$ -	\$ -	\$ 172,634.00



Recommended Quote

DeWitt County Development Council Marketing Campaign

I. Summary

DeWitt County Development Council (DCDC) is requesting the sum of \$10,000 to assist the in the funding of its ongoing marketing campaign. There are two goals to the marketing campaign. The primary goal is to market DeWitt County and the economic development opportunities that exist here. The second is to market DCDC itself, as a partner for businesses and entrepreneurs.

II. DCDC Description and History

Economic Development is critical in DeWitt County, given the geographic relation to more heavily populated and economically robust communities. DeWitt County Development Council is a conduit for local businesses to gain access to needed resources. DCDC maintains working relationships with local business leaders and other economic development organizations meant to assist businesses to foster growth.

Leadership Team

President: David Torbert. David came to the board to handle all fundraising for the 2016 State Farm Bank grant challenge. He brings a wealth of communications and public relations experience. He also serves on the executive board for Big Brothers Big Sisters of DeWitt County, and is on executive board for the Central Illinois CEO program.

Vice President: Curt Homann. Curt has been involved with DCDC for many years as a representative of Farmer City. Curt was previously the executive director of the Farmer City Chamber of Commerce and owned two local businesses before taking his most recent role as Gibson Area Hospital Foundation Director.

Secretary: Marian Brisard. Marian is executive director of the Clinton Area Chamber of Commerce. She has been involved in DCDC for many years, and sits on other area economic development boards in central Illinois. She served on the board before restructuring in 2016.

Treasurer: Lance White. Lance is assistant vice president of State Bank of Lincoln in Clinton. Lance keeps track of all finances for DCDC, and has oversight of the revolving loan fund. He works closely with vendors to ensure tax documents are prepared correctly and that all required financial documentation is submitted to the appropriate state and federal organizations.

Other board members include: Scott Baum (Baum Chevrolet Buick & Baum Motor Co.); Joshua Shofner (First National Bank); Jay Peterson (Peterson Insurance); David Bryant (Area Disposal); Gabe Goldsmith (Exelon); Terry Ferguson (DeWitt County Board); Jay Wickenhauser (DeWitt County Board); and Roger Cyrulik (mayor of Clinton). **Executive Director:** Elizabeth Foulks.

Organizational Mission Statement

DCDC actively engages current and potential businesses to market DeWitt County to attract commerce and encourage job growth. DCDC promotes ideas for local business expansion and workforce development, and provides direction for new and existing businesses or commerce seeking resources to enhance operations.

III. Background

Over the last year, DCDC has strengthened its partnerships with community and business leaders, as well as State Economic Development agencies and other regional resources. The Revolving Loan Fund application and process has been revamped and streamlined, making it easier for local business to navigate. DCDC's quarterly Leaders Breakfasts have continued to provide local business and community leaders vital and relevant material.

In January 2018, DCDC hired Elizabeth Foulks as Executive Director, on a part-time basis. The hiring of staff enabled DCDC to explore new ways to advance DeWitt County's economic future.

We believe one key is creating an environment that fosters and promotes the entrepreneurial spirit and a business start-up mindset. DCDC has been, and will continue to be, an active participant in the Central Illinois CEO program for high school students. DCDC has recently partnered with First National Bank in executing year two of REV program, which aims to jumpstart local entrepreneurs to help them thrive in DeWitt County. Beginning in early 2019, DCDC hopes to sponsor a series of SCORE classes, that will not only help bring vital knowledge to existing businesses, but new start-ups and entrepreneurs. Lastly, DCDC is in early talks with the City of Clinton to implement a Business Boot Camp to educate business startups and bring businesses back into the TIF district.

One of the most dramatic and pivotal paths DCDC has set in motion is the implementation of a marketing campaign. The importance of introducing DeWitt County and sharing what it has to offer, is apparent. Whether it is to businesses looking to relocate or start, possible residence, or simply visitors. DeWitt County is lost in a sea of other communities, vying for them to notice the great benefits of living, working and doing business in DeWitt County. We must stand up and say we are here and show ready for growth.

IV. Project

The primary goal of the campaign is to introduce DeWitt County and market all its possibilities outside our community. The target audience includes; businesses and industry looking to expand, first time business start-ups, and families looking to relocate.

The secondary goal of the campaign is to introduce local businesses, community leaders, and entrepreneurs to DCDC and the support and assistance they can provide for business development.

DCDC has already begun setting things in motion. The DCDC website is being revamped and will be ready for Search Engine Optimization (SEO) technology implementation once a specific service is chosen by the board. SEO will enhance the DCDC website's positioning in internet searches. DCDC has completed its first professional marketing video, with more to come. The video will be used on the DCDC website, used a trade shows, and sent to potential industry. DCDC's next step is to develop an updated brochure that will detail area facts and benefits DeWitt County has to offer. A brochure can easily be mailed or handed directly to potential businesses and industry. Additionally, community leaders will also be encouraged to use these materials to help in their own efforts.

Future videos may either be professionally filmed or filmed by our executive director to showcase available sites throughout the county. These videos will be used in answering specific inquiries and will also be highlighted on the DCDC website and social media.

The DCDC staff and Board will continue to explore ways to market DeWitt County. This might include television, radio, or tradeshow magazines. Professional photography may also be used to enhance future marketing materials and promotions. The success of current efforts will help determine future projects.

V. Budget

Note: These dollar amounts are projections based on market research and our estimated needs at present time for our organizational goals for 2018 into 2019. Any leftover funds will be used in future marketing campaigns not yet determined.

Video Production	\$3,000 to \$4,000 (see invoice)
Website Optimization & Enhancements	\$300 to \$1,000
Brochure Production & Printing	\$500 to \$1,500
DCDC Signage Production	\$500 to \$1,000
<u>Distribution of Marketing Materials</u>	<u>\$500 to \$2,500</u>
Projected Campaign Spending	\$10,000



FALCON
MULTIMEDIA

PO Box 1338
Decatur, IL 62522
217-422-7874

INVOICE

Dewitt County Development Council
General
General -B40
PO Box 376
Clinton, IL 61727

Invoice #: 21847-0
Date: 8/31/2018

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Job #: 011363 *DCDC Video*

Component: 01 *DCDC Video Production*

<u>Description</u>	<u>Current</u>
Video Production	3,000.00
Sales Tax	0.00
Total for Job/Component :	3,000.00

Invoice Total:	\$3,000.00
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2018 Transfers

\$15,000 from 220.000.8031 to 100.100.6097 (Nick Cetwinski)

\$31,163 from 220.000.8031 to 100.105.5015 (Maintenance)

\$8,000 from 220.000.8031 to 100.520.5020 (Crt. Security)

\$16,000 from 400.000.5020 to 100.520.5020 (Judicial Security)

\$16,600 from 398.000.5015 to 100.300.5015 (Child Support)

\$235,600 from 342.000.8006 to 100.000.3984 (Replacement Tax)