



CHAMPAIGN COUNTY BOARD COMMITTEE AGENDA

FINANCE COMMITTEE

Brookens Administrative Center, Lyle Shields Meeting Room

1776 E. Washington, Urbana

Thursday, September 4, 2008 – 7:00 p.m.

CHAIR: McGinty

MEMBERS: Doenitz, Gross, Jones, Nudo, O'Connor, Richards, Weibel, Wysocki

ITEM	PAGE NO.
I. CALL TO ORDER	
II. ROLL CALL	
III. APPROVAL OF AGENDA/ADDENDUM	
IV. APPROVAL OF MINUTES	
a. August 7, 2008	1-10
V. PUBLIC PARTICIPATION	
VI. BUDGET AMENDMENTS/TRANSFERS	
a. Budget Amendment #08-00074 Fund/Dept: 105 Capital Asset Replacement Fund – 140 Correctional Center Increased Appropriations: \$17,427 Increased Revenue: \$0 The Correctional Center computers scheduled for replacement in 2009 have been replaced in FY2008, and video arraignment system components scheduled for future replacement have been replaced in FY2008. This amendment appropriates funds that were reserved for these replacements prior to December 2007.	11-12
b. Budget Amendment #08-00075 Fund/Dept: 105 Capital Asset Replacement Fund – 020 Auditor Increased Appropriations: \$2,205 Increased Revenue: \$0 Three Auditor's Office computers scheduled for replacement in 2009 will be replaced in FY2008 with funds that were reserved for these replacements prior to December 1, 2007.	13
c. Budget Amendment #08-00077 Fund/Dept: 613 Court's Automation Fund – 030 Circuit Clerk Increased Appropriations: \$75,000 Increased Revenue: \$0 To purchase new computers for entire office. Purchase originally in last year's budget and not spent until this year.	14

- d. Budget Amendment #08-00083 15-16
Fund/Dept: 075 Regional Planning Commission – 715 IDOT Planning
Increased Appropriations: \$55,000
Increased Revenue: \$55,000
To accommodate FY2009 continuation award of state planning and research funds for IDOT regional planning activities.
- e. Budget Amendment #08-00084 17
Fund/Dept: 083 County Highway – 060 Highway
Increased Appropriations: \$100,000
Increased Revenue: \$0
To cover fuel costs and vehicle maintenance.
- f. Budget Amendment #08-00085 18
Fund/Dept: 476 Self-Funded Insurance – 118 Property/Liability Insurance
Increased Appropriations: \$248,336
Increased Revenue: \$120,191
Revenue: to show receipt of insurance claim proceeds. Expenditure: to show payment of insurance claim proceeds to Physical Plant for remodel of County Clerk election supply storage and Highway Garage construction.
- g. Budget Amendment #08-00086 19
Fund/Dept: 080 General Corporate – 071 Public Properties
Increased Appropriations: \$160,656
Increased Revenue: \$160,656
Revenue received by insurance for storm damage to former Election Supply Building and expenditures appropriated for the remodel to the former Highway Maintenance Garage.
- h. Budget Amendment #08-00087 20
Fund/Dept: 080 General Corporate – 071 Public Properties
Increased Appropriations: \$5,353
Increased Revenue: \$5,353
To appropriate revenue and expenditures for RPC remodeling project for third quarter of FY2008.
- i. Budget Amendment #08-00088 21
Fund/Dept: 075 Regional Planning Commission – 705 Local Area Network-Even Years
Increased Appropriations: \$10,000
Increased Revenue: \$10,000
To accommodate delayed disbursement of grant revenue and additional client benefit payments allowed by grantor agency DCFS through September 30, 2008.
- j. Budget Transfer #08-00016 22
Fund/Dept: 080 General Corporate – 071 Public Properties
Total Amount of Transfer: \$11,000
To transfer for payment of estimated expenses for FY2008.

VII. COUNTY ADMINISTRATOR

- a. General Corporate Fund FY2008 Revenue/Expenditure Projection Report
(*To be distributed*)
- b. General Corporate Fund Budget Change Report (*To be distributed*)
- c. FY2009 Budget (Please Bring Your FY2009 General Corporate Fund Budget Presentation Manual)
 - 1. Adoption of Recommendation of Changes to Balance the Budget 23-24
 - 2. Adoption of Recommendation of Changes to Improve the General Corporate Fund Balance 25

**VIII. ANTICIPATED ACTION FROM POLICY, PERSONNEL,
& APPOINTMENTS COMMITTEE**

- a. Response to Request for Evaluation of Lead Tax Extension Specialist in County Clerk's Office 26-30

IX. NURSING HOME

- a. Financial Report on the Nursing Home – Current Outstanding Accounts Payable
(*To be distributed*)

X. TREASURER

- a. Monthly Report (*To be distributed*)

XI. AUDITOR

- a. Purchases Not Following Purchasing Policy (*Provided For Information Only – To be distributed*)
- b. Monthly Report – July 2008 31-38

XII. CHAIR'S REPORT

XIII. OTHER BUSINESS

**XIV. DESIGNATION OF ITEMS TO BE PLACED ON COUNTY BOARD
CONSENT AGENDA**

XV. ADJOURNMENT

1 CHAMPAIGN COUNTY BOARD
2 COMMITTEE MINUTES
3

4
5 **FINANCE COMMITTEE**

6 **Thursday, August 7, 2008**

7 **Lyle Shields Meeting Room, Brookens Administrative Center**

8 **1776 E. Washington St., Urbana**
9

10 **MEMBERS PRESENT:** Chris Doenitz, Brad Jones, Brendan McGinty (Chair), Steve O'Connor,
11 Michael Richards, C. Pius Weibel, Barbara Wysocki
12

13 **MEMBERS ABSENT:** Claudia Gross, Alan Nudo
14

15 **OTHERS PRESENT:** Carol Ammons (County Board Member), Kat Bork (Recording Secretary),
16 Deb Busey (County Administrator of Finance & HR Management),
17 Winton Cape (IT Director), Tony Fabri (Auditor), Denny Inman (County
18 Administrator of Facilities & Procurement), Dan Welch (Treasurer)
19

20 **CALL TO ORDER**
21

22 McGinty called the meeting to order at 7:00 p.m.
23

24 **ROLL CALL**
25

26 The Recording Secretary called the roll. Doenitz, Jones, McGinty, O'Connor, Richards, Weibel, and
27 Wysocki were present at the time of roll call establishing the presence of a quorum. Nudo's absence was
28 excused as he had previously informed the Chair he would be out of town.
29

30 **APPROVAL OF AGENDA/ADDENDUM**
31

32 **MOTION** by Wysocki to approve the agenda and addendum; seconded by Richards.
33

34 **Motion carried.**
35

36 **APPROVAL OF MINUTES**
37

38 **MOTION** by Wysocki to approve the Joint Finance Committee/Nursing Home Board of Directors
39 Meeting minutes of July 10, 2008 and Finance Committee minutes of July 10, 2008; seconded by Doenitz.
40 **Motion carried.**
41

42 **PUBLIC PARTICIPATION**
43

44 There was no public participation.
45

46 **SHERIFF**

47 **Agreement for Provision of Additional Law Enforcement Officers at University of Illinois Football Games**
48

49 **MOTION** by Weibel to approve the Agreement for Provision of Additional Law Enforcement Officers
50 at University of Illinois Football Games; seconded by Wysocki.
51

52 Wysocki asked if this agreement was similar to those made with the University of Illinois for past
53 football seasons, with the only change being that the university was requesting more officers. Busey answered
54 that Wysocki was correct.

55
56 **Motion carried.**

57
58 **STATE'S ATTORNEY**

59 Intergovernmental Agreement between the Department of Children and Family Services of the State of Illinois
60 and Champaign County

61
62 **MOTION** by Weibel to approve the Intergovernmental Agreement between the Department of Children
63 and Family Services of the State of Illinois and Champaign County; seconded by Wysocki.

64
65 Wysocki asked if this was an ongoing agreement without any significant changes. Busey replied the
66 agreement continues the program that has been in place for a number of years.

67
68 **Motion carried.**

69
70 **BUDGET AMENDMENTS/TRANSFERS**

71 Budget Amendment #08-00074

72
73 **MOTION** by Weibel to recommend to the County Board approval of Budget Amendment #08-00074
74 from Fund 105 Capital Asset Replacement Fund – Department 140 Correctional Center for increased
75 appropriations of \$17,427 for the Automobiles, Vehicles line with no increased revenue; seconded by Wysocki.

76
77 Richards asked why the Correctional Center computers were being replaced early. Busey explained it
78 was an operational issue having to do with the JANO conversion and the watch-guard software. Enough money
79 has been reserved to replace these computers, which were scheduled for replacement in FY2009, because
80 computers are less expensive now than they were a few years ago. The General Corporate Fund is trying to
81 freeze any capital expenditures in FY2009.

82
83 **Motion carried.**

84
85 Budget Amendment #08-00075

86
87 **MOTION** by Weibel to recommend to the County Board approval of Budget Amendment #08-00075
88 from Fund 105 Capital Asset Replacement Fund – Department 020 Auditor for increased appropriations of
89 \$2,205 for the Equipment Less Than \$1,000 line with no increased revenue; seconded by Wysocki.

90
91 Richards asked why the Auditor's computers were being replaced now. Busey stated the Auditor has
92 been experiencing some operational issues with the current computers and the money to pay for new ones is
93 already in reserve. Departments have been told to not expect any technology purchases in FY2009.

94
95 Ammons asked if the purchase of new computers was affected by the changes in the Information
96 Technology (IT) Department. Busey said this purchase was just made to replace existing equipment.

97
98 **Motion carried.**

99
100
101
102

103 Budget Amendment #08-00076

104
105 **MOTION** by Wysocki to recommend to the County Board approval of Budget Amendment #08-00076
106 from Fund 075 Regional Planning Commission – Department 892 Senior Services for increased appropriations
107 of \$30,000 for the Regular Full-Time Employees line, \$7,000 for the Temporary Salaries & Wages line, \$1,000
108 for the Gasoline & Oil line, and \$2,000 for the Automobile Maintenance line with no increased revenue;
109 seconded by Richards.

110
111 Richard the reason for the increased personnel and transportation costs. No one for the Regional
112 Planning Commission was present to answer and Busey assumed the increased costs stemmed from expanding
113 the Senior Services transportation program with available grant money.

114
115 **Motion carried.**

116
117 Budget Amendment #08-00077

118
119 **MOTION** by Doenitz to recommend to the County Board approval of Budget Amendment #08-00077
120 from Fund 613 Court's Automation Fund – Department 030 Circuit Clerk for increased appropriations of
121 \$75,000 for the Furnishings, Office Equipment line with no increased revenue; seconded by Weibel.

122
123 Weibel asked if it was wise to buy new computers for an entire office at once. Busey explained it is a
124 benefit to have the entire office running on the same operating system. The Capital Equipment Replacement
125 Fund has been developed to replace most of an office's equipment at one time to help set up the office's profile.
126 Ammons asked if the IT Department provided expertise on what type of computers are needed in the Circuit
127 Clerk's Office. Busey expressed that the IT Department has strong say whenever a department replaces its
128 computers in the departments covered by the Capital Equipment Replacement Fund. IT is able to advise if a
129 purchase can be delayed because equipment can last longer than originally anticipated. The Circuit Clerk has an
130 automation fund, which allows that department to be more independent although IT is available to provide
131 assistance upon request.

132
133 **Motion carried.**

134
135 Budget Amendment #08-00078

136
137 **MOTION** by Wysocki to recommend to the County Board approval of Budget Amendment #08-00078
138 from Fund 104 Head Start Program – Department 607 Infant/Toddler Full Day Head Start for increased
139 appropriations of \$50,000 for the Regular Full-Time Employees line, \$25,000 for the Regular Part-time
140 Employees line, \$4,500 for the Temporary Salaries & Wages line, \$7,500 for the Social Security-Employer Cost
141 line, \$7,500 for the IMRF-Employer Cost line, \$2,500 for the Workers' Compensation Insurance line, \$2,000
142 for the Workers' Compensation Insurance line, \$3,000 for the Unemployment Insurance line, \$6,000 for the
143 Employee Health/Life Insurance line, and \$50,000 for the Indirect Costs/Overhead line with increased revenue
144 of \$75,000 from the Illinois Department of Human Services-Child Care line, \$50,000 from the Illinois
145 Department of Health and Family Services line, and \$35,000 from the Child Day Care Charges line; seconded
146 by Weibel. **Motion carried.**

147
148 Budget Amendment #08-00079

149
150 **MOTION** by Weibel to recommend to the County Board approval of Budget Amendment #08-00079
151 from Fund 080 General Corporate – Department 071 Public Properties for increased appropriations of \$132,288
152 for the 1701 Main Building Construction/Improvement line with no increased revenue; seconded by Wysocki.

153

154 Weibel asked if this amendment would be the last major bill for the ILEAS remodeling project. Busey
155 believed this budget amendment would cover the balance of the project. Richards asked if the payments from
156 ILEAS covered the project's costs. Busey said the total project has cost \$2,748,389 across two fiscal years and
157 ILEAS has paid the County \$2,830,000.

158
159 **Motion carried.**

160
161 Budget Amendment #08-00080

162
163 **MOTION** by Weibel to recommend to the County Board approval of Budget Amendment #08-00080
164 from Fund 304 Highway Facility Construction Fund – Department 061 Motor Fuel Tax Facility Construction for
165 increased appropriations of \$800,000 for the Highway Facilities Construction/Improvement line with increased
166 revenue of \$800,000 from the County Motor Fuel Tax 085 line; seconded by Wysocki.

167
168 O'Connor asked what the \$1,637,305 figure represented. Busey explained the beginning budget for the
169 Highway Facilities Construction/Improvement line had \$837,000 in it for Highway construction costs and the
170 County Board would be putting \$800,000 to that line item. O'Connor said this was an \$837,000 overrun in the
171 first place. Busey said O'Connor was incorrect; the amount was in the FY2008 budget to build the Highway
172 Fleet Maintenance Facility.

173
174 Ammons did not understand the reason for the additional need in the construction budget. Busey
175 explained the Finance Committee is being asked to amend a budget for this fiscal year which was established to
176 build the Highway facility that has been constructed. This was part of the original budget of over \$7 million.
177 When the construction project was bid, it was anticipated that the site work and parking lot would be paid for
178 through the Highway budget, which is a different budget than the construction budget. This work was not bid
179 because it was intended to be done independently by the Highway Department. This is why it was in the
180 Highway budget and not the construction budget. This is how the County Engineer anticipated that those
181 expenses would be paid. However, the Auditor's Office said the site work and parking lot need to be paid out of
182 the construction fund because all of it has to be capitalized as part of the true cost of the entire project. This
183 amendment is transferring money to the construction fund from the Highway fund to cover these costs. This
184 expense was always anticipated in the project, the money reserved for this expense is just being moved to the
185 construction fund so the expenses related to the construction of the facility will be paid out of that fund. The
186 first bids for the project included the site work and parking lot, which made those bids \$1.1 million over the
187 construction project budget. It was determined that the Highway Department itself would cover those expenses
188 and these items were pulled out of the bids. Busey clarified that the construction itself is not over budget. It
189 was felt this work could be done more cost efficiently by the Highway Department.

190
191 Doenitz questioned why the Highway Department is bearing the entire cost. Busey did not think the
192 fact that the General Corporate Fund paid for an addition to the building had any impact on the total site work.
193 Inman spoke about how Jeff Blue had to approach IDOT for approval about the expenditure of the funds. The
194 percentage that the General Corporate Fund would have in sidewalks and foundation is minimal overall.
195 Doenitz said Motor Fuel Tax money cannot be spent on non-Highway Department items. Inman reminded
196 Doenitz of the resolution the County Board had to approve early during the course of the project and how this
197 budget amendment relates to it. Busey said the original appropriation from Motor Fuel Tax money approved by
198 IDOT was \$5.5 million and the County has only spent \$4.5 million so far. The County will not likely spend the
199 full amount that was appropriated from Motor Fuel Tax. The General Corporate Fund's share of the project
200 money paid for demolition of the Children's Advocacy Center, so General Corporate has put in its share.
201 Doenitz did not think the County could legally pay for this. Busey said the County has not moved all the Motor
202 Fuel Tax money that it has appropriated to pay for all of the project's expenses. The total project budget is
203 being increased, not the Motor Fuel Tax appropriation. Busey explained it was a matter of a crossover of fiscal

204 years. She confirmed every Motor Fuel Tax expense has been documented. Inman added that Blue still has to
205 do the final IDOT reconciliation.

206
207 Richards asked for the Auditor's opinion on Budget Amendment #08-00080. Fabri asked on what
208 aspect of the budget amendment was his opinion being sought. Richards wanted to know if the Auditor was fine
209 with this amendment. Fabri confirmed he was and this expenditure was a part of the Highway Fleet
210 Maintenance Facility construction project, as Busey stated.

211
212 Busey explained the budget amendment was done for simplicity so the money can be moved between
213 the two departments in the fund. Doenitz asked if the Highway Department was properly reimbursed for their
214 work. Busey said it was done because it was that much less that had to be transferred from Highway Fund itself
215 because the employees did the work.

216
217 **Motion carried with one vote against by O'Connor.**

218
219 **ADDENDUM**
220 **Budget Amendment #08-00082**

221
222 **MOTION** by Wysocki to recommend to the County Board approval of Budget Amendment #08-00082
223 from Fund 080 General Corporate – Department 013 Debt Service for increased appropriations of \$8,879 for the
224 Interest & Fees-General Obligation Bonds line with no increased revenue; seconded by Weibel.

225
226 Doenitz asked what the debt service was for. Busey said it was the debt service for the additional \$4
227 million in bonds for Nursing Home construction project which is paid out of the General Corporate Fund.

228
229 **Motion carried.**

230
231 **COUNTY ADMINISTRATOR**
232 **General Corporate Fund FY2008 Revenue/Expenditure Projection Report**

233
234 Busey distributed her reports to the committee. Busey provided the General Corporate Fund has not
235 changed much. It is projected that the General Corporate will receive 100% of budgeted revenue. Revenue for
236 Non-Business Licenses and Permits continues to be down. The sales taxes and state shared revenue is coming
237 in close to the budgeted amounts. General Government fees from the courts system are down about \$300,000
238 and fines are up about \$100,000. This impact might be related to the transition to JANO in the Circuit Clerk's
239 Office, so it might catch up later in the year. On the expenditures side, it looks like the original budget will be
240 under spent by about \$539,000, but many expenditures have been added to the budget in recent months
241 including \$400,000 for utilities. The budget on paper has a significant deficit. Busey projected the General
242 Corporate Fund will end FY2008 with a 3.6% or \$1,258,946 fund balance.

243
244 **General Corporate Fund Budget Change Report**

245
246 Busey pointed out the last four changes to the budget were done last month, adding almost \$500,000 in
247 expenditures to the budget.

248
249 **MOTION** by Weibel to receive and place on file the General Corporate Fund FY2008
250 Revenue/Expenditure Projection Report and the General Corporate Fund Budget Change Report; seconded by
251 Richards. **Motion carried.**

252
253
254

255 IMRF Rate Adoption for FY2009

256

257 Busey explained the County is supposed to adopt an IMRF rate. The County Board has an option with
258 the rate because it is currently overfunded with IMRF. However, the County has adopted the savings rate in the
259 past and has ended in an underfunded position. Busey recommended adopting the 23-year amortization rate of
260 6.88% for FY2009.

261

262 **MOTION** by Weibel to approve the adoption of the 23-year amortization rate for IMRF funding in
263 FY2009; seconded by Richards. **Motion carried.**

264

265 Update on FY2009 Budget

266

267 Busey presented an update on the FY2009 budget process because there has been a great deal of
268 concern about the FY2009 budget. She distributed a packet of materials with preliminary numbers to give the
269 Finance Committee an overview. Busey has prepared an FY2009 budget that is revenue positive by almost
270 \$200,000. An item she wanted the County Board to be aware of was the freezing of all capital expenditures in
271 FY2009 except for \$100,000 budgeted for Sheriff's vehicles. The Sheriff's budget for vehicles is typically
272 \$210,000, so this was a cut. The County also has to spend \$62,500 to continue paying for its software licensing.
273 The necessary contractual and mandated increases were listed. Busey reported the compilation of these
274 increases is \$1,034,467. She noted the Board of Health approved a budget with \$50,000 cut from the General
275 Corporate Fund grant that they receive. The Board of Health also cut the grant by \$50,000 in FY2008. Busey
276 has made the Board of Health aware that this grant funding will be eliminated in the future. Busey listed all the
277 line items that required increases to pay the FY2009 bills.

278

279 On the third page, Busey provided information about managing the General Corporate Fund's cash
280 flow. The fund balance is very low. She estimated, even with obtaining full loan authority from Public Safety
281 Sales Tax, the General Corporate Fund balance will be negative in several months during FY2009. Busey has
282 met with the elected officials who are responsible for some of the special revenue funds and made agreements to
283 borrow up to \$1,060,000 from the Probation Service Fees Fund, Recorder Automation Fund, GIS Fund, Solid
284 Waste Fund, and Court Automation Fund. Busey believes this will enable the General Corporate Fund to have
285 the cash to pay its monthly bills without any additional tax anticipation warrants.

286

287 Busey further presented some options for a plan to rebuild the General Corporate Fund balance for the
288 committee to think about. The options included: one-time transfers from the Public Safety Sales Tax to cover
289 the actual amount for the utilities costs for the courts offices in FY2007 and FY2008, transferring the payment
290 on the \$4 million Nursing Home debt service from the Nursing Home Construction Fund, identifying 1% cuts to
291 the FY2009 expenditure budget, and keeping the FY2009 budget that is revenue positive. Busey has examined
292 the long-term projections to the Public Safety Sales Tax Fund and the transfers she described will not impede
293 any current expenditures. The fund would be able to absorb those additional expenditures and continue funding
294 everything at appropriate levels, including the anticipation that there might be a need for an additional
295 construction project in FY2012.

296

297 Weibel asked if the \$320,000 Nursing Home debt service payment could be made with money that
298 might be recovered through arbitration, which the County will be entering into this December. Busey assumed
299 any money the County gets from arbitration will simply go to the General Corporate Fund. She did not include
300 this potential money in her projections because her expectation is the arbitration money will not be spent on
301 anything but rebuilding the General Corporate Fund balance. Weibel said that was good.

302

303 Jones asked about the transfers from the Public Safety Sales Tax Fund. Busey explained that part of the
304 Public Safety Sales Tax expenditures each year is a transfer of \$608,900 to cover the utilities cost for the justice
305 related facilities, which consists of the Courthouse, the Correctional Center, downtown jail, and the Juvenile

306 Detention Center. The actual cost of utilities in these facilities in FY2007 was just under \$1.1 million. The
307 County Board has transferred the same amount for several years and not increased the transfer to keep up with
308 the true cost of utilities. Jones inquired about the Public Safety Sales Tax Fund balance. Busey said the fund
309 balance is expected to be \$6 million at end of this fiscal year.

310
311 Weibel asked when Busey needed action on these options. Busey brought these options as some ideas
312 to consider because there as been a great deal of concern about the budget and no action is needed until
313 September at earliest. She preferred the committee does not look at budget cuts because the General Corporate
314 Fund budget is revenue positive at this time and it would be very difficult to ask those departments to implement
315 cuts in addition to having a revenue positive budget. Busey was hopeful other ways could be found to rebuild
316 the General Corporate Fund balance, but the fund balance certainly needs to be rebuilt.

317
318 Resolution Authorizing Reimbursement for Taxes

319
320 Busey stated she was contacted by the City of Champaign and asked to present a request to rebate the
321 amount of property tax collected this year to a property owner in an enterprise zone. The rebate is requested
322 because the City of Champaign did not file their abatement certificate in time and the property owner ended up
323 having to pay a property tax the owner was not suppose to. When the property owner approached the City of
324 Champaign initially the City offered the customarily adjustment, which is the offer of an additional year
325 extension on the enterprise zone. The property owner declined this offer. The City is asking both the County
326 and the park district to pay the property owner back from their distributions. If the City of Champaign had filed
327 the abatement on time the County still would have received the same amount of tax revenue because in an
328 enterprise zone the levy would have been extended so the other property taxpayers would have paid for the
329 abatement. The County would truly be giving up revenue it would have received anyway if not for the mistake
330 by the City of Champaign.

331
332 Doenitz inquired why the County should use its money to fix the City's mistake. Richard agreed that
333 this does not seem like their problem. Doenitz asked if this tax has been paid or if it was due in the second
334 installment. Busey confirmed it has been paid. No motion was made by the committee.

335
336 ANTICIPATED ACTION FROM POLICY, PERSONNEL, & APPOINTMENTS COMMITTEE

337 Report and Recommendation regarding IT Division Positions Staffing and Classification

338
339 Busey reminded the committee that Maximus conducted an IT assessment last year and the County has
340 been moving forward with improvements in the IT Division. The IT Director has assessed the current IT
341 staffing. The recommendation being presented is to realign the IT staff and move to a different type of IT
342 structure, one that is service orientated. The recommendation is to eliminate the eight existing IT positions and
343 create nine new positions at the recommended salary ranges. The changes include two promotions and one new
344 position. The positions have been evaluated by the Job Content Evaluation Committee and all the IT positions
345 were adjusted up one salary range, except for the Desktop Support Technician, based on market. The positions
346 are compensated at 70-75% of market in this area.

347
348 **MOTION** by Weibel to approve the classification of eight positions and the simultaneous elimination
349 of seven positions within the IT Division, promotional increases pursuant to the Personnel Policy be given to the
350 Business Applications Manager & the Information Technology Manager effective December 1, 2008, and
351 addition of new Business Applications Analyst position to the staffing budget and fully funded effective
352 December 1, 2008; seconded by Wysocki.

353
354 Wysocki questioned how many of the new positions would be filled by current staff. Busey answered
355 there are seven staff members who will transition to the new positions. The Desktop Support Technician

356 positions was budgeted for this year, but was not filled to ensure it would align with the other positions when
357 they were re-evaluated. The Business Applications Analyst is a new position and has no incumbent.
358

359 Doenitz asked if the IT staff was basically getting raises. Busey said no and drew the committee's
360 attention to the description in the handouts about the change in how IT will operate. Two manager positions are
361 being created to direct the teams within IT, one working with the software side and the other working with the
362 hardware and network side. These positions will be responsible for project management, making sure the other
363 positions are working together to build solutions for the issues brought to IT, and having a new project approach
364 for IT.
365

366 Cape stated the IT Division was very reactive before and this structure allows the division to be much
367 more proactive because a lot of the frontline people will be dedicated to projects instead of daily helpdesk
368 incidents. Doenitz asked how much reactivity IT will be able to prevent. Cape said the goal of the plan was to
369 move the division from being 80% reactive to being 80% proactive. There will always be a reactive part of IT,
370 but reorganizing the division and bringing on board the new software recommended in the Maximus report will
371 help the division move towards a more proactive equation. There will still be specialists in the IT Division, but
372 they will report to managers. The Desktop Support position is expected to be 80% reactive and deal with the
373 day-to-day type incidents. The specialists like the web designer and security analyst will be more proactive to
374 make sure the organization is robust and developing applications for the citizens. Cape said that the IT Division
375 cannot do this right now, for example, the web developer is constantly being interrupted with reactive tasks
376 during the day. Doenitz asked for the additional cost of this reorganization. Cape stated the additional cost
377 would be the cost of the Desktop Support position, the cost of the Business Applications Analyst position, and
378 the increase in salaries for the Business Applications Manager and the Information Technology Manager. Busey
379 added the two promotions will cost a little less than \$12,000; the Desktop Support Technician is already
380 budgeted at \$32,000 so it will have no additional cost, and Business Applications Analyst position will be an
381 additional cost of up to about \$55,000.
382

383 McGinty recalled what was recommended by the Maximus report and noted the IT staff is being asked
384 to do a lot with very little. For this size organization, it is behind at least ten people, even with this change. He
385 supported the realignment because it would enable IT to stretch as much as they can with the dollars the County
386 has. Cape noted the Maximus report suggested hiring more people. He has built on the skills of those already in
387 the division and broadened the scope of their responsibilities so there is an overlap.
388

389 Jones disagreed with Maximus report when it came out and after being told the County is in a critical
390 budget time, it smacks him to see 10% raises for employees in the same job. Busey stated the jobs are
391 substantially different from the jobs the employee have done before. Some positions are assuming more
392 responsibly and the County at 70% of the market for these jobs. Jones said the same people are in the division
393 and it appears they are getting raises. McGinty expressed that the division is being asked to do more with the
394 same number of people. Busey confirmed there will be an expectation that these same people will operate
395 differently than they have been operating. There is not a great deal of satisfaction among the County
396 departments with the current IT operation. These kinds of changes are needed to define what the expectations
397 are and how the incumbents will move forward in conducting their responsibilities. She stated the County is
398 severely understaffed in IT and this division is the busiest in the County. The backbone of the County runs on
399 IT and major IT problems have a significant effect on all departments. Cape explained that when the County
400 started using computers, the departments were only using a few applications in a few divisions. The
401 departments are now employing many different types of technologies in the different divisions, but the County
402 still has the same people whose skills, expertise, and comfort area is focused on one particular area. The
403 realignment proposes broadening the IT staff's skills so they are now able to deal with requests from many
404 different areas, instead of from just one area. The County departments use many different pieces of software to
405 maintain the same level of service as a few years ago. The realignment is asking the IT staff to refocus their
406 skills across the whole division. The committee continued to discuss the IT recommendation.

407 **Motion carried with Jones and Doenitz voting against the motion.**
408

409 **NURSING HOME**

410 **Financial Report on the Nursing Home – Current Outstanding Accounts Payable**
411

412 Busey just got this report at 5:30 p.m. today, so she encouraged the committee to read it and contact her
413 with any questions. It is a new report from Mike Scavatto of Management Performance Associates (MPA).
414 Wysocki inquired if Busey could give any significant highlights. Busey thought the report gives a good sense of
415 what is happening with the Medicare reimbursement, census, and other outstanding issues. McGinty noted the
416 census is up to 171. Richards asked what was the census was before. Busey confirmed the census was at 147.
417

418 **TREASURER**

419 **Monthly Report**
420

421 Welch showed the Finance Committee how he looks at the General Corporate Fund's condition on a
422 daily basis as of July 31st to understand the fragile position of the fund because of the low balance. In looking at
423 the true fund balances, Welch pointed out the Nursing Home fund balance is listed at \$182,961, but when the
424 loans and transfers from other funds are paid back the Nursing Home would have a true fund balance of
425 negative \$2.9 million. Welch reported the real estate taxes are about 54% collected and his office will be able to
426 make a distribution at the end of August.
427

428 **MOTION** by Jones to receive and place on file the Treasurer's July 2008 monthly report; seconded by
429 Weibel. **Motion carried.**
430

431 **Resolution Authorizing the County Board Chair to Accept Payment and Execute a Deed of Conveyance on**
432 **Permanent Parcel No. 15-025-0054**
433

434 Welch stated this resolution involved a mobile home with unpaid taxes that went to the tax sale. When
435 no one purchased it, the County's trustee purchases the property in the name of the County and holds the
436 property for two and a half years. At the end of this period, the County's takes deed to the property, the back
437 taxes are wiped out, and it is offered for auction. The bid of \$1,300 was accepted and this resolution transfers
438 the ownership.
439

440 **MOTION** by Weibel to approve Resolution Authorizing the County Board Chair to Accept Payment
441 and Execute a Deed of Conveyance on Permanent Parcel No. 15-025-0054; seconded by Richards. **Motion**
442 **carried.**
443

444 **AUDITOR**

445 **Purchases Not Following Purchasing Policy**
446

447 Fabri distributed the list of purchases not following the Purchasing Policy and declared all three items
448 on the list were FY2007 expenditures paid in FY2008.
449

450 **Monthly Report – June 2008**
451

452 **MOTION** by Jones to receive and place on file the Auditor's June 2008 monthly report; seconded by
453 Weibel. **Motion carried.**
454
455
456
457

458 **CHAIR'S REPORT**

459
460 McGinty asked committee to receive and place on file Busey's two reports, which they proceed to do.

461
462 **OTHER BUSINESS**

463
464 Wysocki asked for the dates of the legislative budget hearings. Busey stated the budget hearings will be
465 held on August 25th at 6:30 p.m. and August 26th at 7:00 p.m. McGinty encouraged all County Board members
466 to attend.

467
468 **DESIGNATION OF ITEMS TO BE PLACED ON COUNTY BOARD CONSENT AGENDA**

469
470 McGinty designated agenda items VI A, VII A, VIII A-F & H, IX C, & XII B for the consent agenda.

471
472 **ADJOURNMENT**

473
474 Meeting adjourned at 8:12 p.m.

475
476 Respectfully submitted,

477
478 Kat Bork
479 Administrative Secretary

480
481 *Secy's note: The minutes reflect the order of the agenda and may not necessarily reflect the order of business conducted at the meeting.*

REQUEST FOR BUDGET AMENDMENT

BA NO. 08-00074

FUND 105 CAPITAL ASSET REPLCMT FND DEPARTMENT 140 CORRECTIONAL CENTER

INCREASED APPROPRIATIONS:

ACCT. NUMBER & TITLE	BEGINNING BUDGET AS OF 12/1	CURRENT BUDGET	BUDGET IF REQUEST IS APPROVED	INCREASE (DECREASE) REQUESTED
105-140-544.30 AUTOMOBILES, VEHICLES	83,400	49,950	67,377	17,427
TOTALS	83,400	49,950	67,377	17,427

INCREASED REVENUE BUDGET:

ACCT. NUMBER & TITLE	BEGINNING BUDGET AS OF 12/1	CURRENT BUDGET	BUDGET IF REQUEST IS APPROVED	INCREASE (DECREASE) REQUESTED
None: from Fund Balance				
TOTALS	0	0	0	0

EXPLANATION: THE CORRECTIONAL CENTER COMPUTERS SCHEDULED FOR REPLACEMENT IN 2009 HAVE BEEN REPLACED IN FY2008, AND VIDEO ARRAIGNMENT SYSTEM COMPONENTS SCHEDULED FOR FUTURE REPLACEMENT HAVE BEEN REPLACED IN FY2008. THIS AMENDMENT APPROPRIATES FUNDS THAT WERE RESERVED FOR THESE REPLACEMENTS PRIOR TO DECEMBER, 2007.

DATE SUBMITTED:

7-18-2008

AUTHORIZED SIGNATURE

** PLEASE SIGN IN BLUE INK **

Dema L. Bury

APPROVED BY PARENT COMMITTEE:

DATE:

APPROVED BY BUDGET & FINANCE COMMITTEE:

DATE:

C O U N T Y B O A R D C O P Y

DEPARTMENT CORRECTIONAL CENTER (140)

Item No.	Description	Year of Purchase	Year to Replace	Total # of Units	Rplcmt Cost/Unit	FY2007 Reserve Adjusted	FY2008 Reserve Budget	FY2008 Reserve Total	FY2008 Expenditure Budget
1	Ford E350 Van (NOTE)	1998	2008	1	\$23,000	\$23,000.00	\$0.00	\$23,000.00	\$23,000.00
2	'02 Dodge Grand Caravan (NOTE)	2006	2010	1	\$8,500	\$2,125.00	\$2,125.00	\$4,250.00	
2a	Bus	2002	2007	1	\$51,700	\$51,700.00	\$0.00	\$51,700.00	\$51,700.00
3	2005 Dodge Grand Caravan	2004	2009	1	\$23,000	\$15,010.00	\$3,995.00	\$19,005.00	
4	06 Dodge Grand Caravan	2006	2014	1	\$17,000	\$7,926.25	\$1,296.25	\$9,222.50	
4a	'06 Dodge Grand Caravan (NOTE)	2006	2014	1	\$17,000	\$2,125.00	\$2,125.00	\$4,250.00	
16	ISPERN Car Radios	1997	2007	7	\$700	\$4,900.00	\$0.00	\$4,900.00	\$4,900.00
17	Identix Upgrade & Palm Printer	1996	2003	1	\$45,935			\$0.00	
18	Client Pro345PC	2004	2009	2	\$1,200	\$1,510.00	\$445.00	\$1,955.00	
18a	ClientPro345 PC (extra monitor)	2004	2009	1	\$385	\$231.00	\$77.00	\$308.00	
19	Lexmark Laser Printers	2005	2010	3	\$700	\$1,009.20	\$363.60	\$1,372.80	
19a	Lexmark X422 Laser Printer	2005	2010	1	\$1,300	\$520.00	\$260.00	\$780.00	
22	Defibrillator		2007	3	\$2,000	\$6,000.00	\$0.00	\$6,000.00	\$6,000.00
23	Lexmark Laser Printers	2003	2008	2	\$1,400	\$2,240.00	\$560.00	\$2,800.00	\$2,800.00
24	Lexmark Color Printer C720N	2004	2009	1	\$1,440	\$864.00	\$288.00	\$1,152.00	
24a	Desktop PCs	2003	2009	3	\$1,200	\$2,529.90	\$535.05	\$3,064.95	
24b	Desktop PCs	2002	2009	13	\$1,200	\$12,480.00	\$1,560.00	\$14,040.00	
25	Desktop PCs	2003	2009	13	\$1,200	\$11,045.10	\$2,277.45	\$13,322.55	
26	Desktop PCs	2002	2009	2	\$1,200	\$2,079.40	\$160.30	\$2,239.70	
27	Software License Upgrade	2005	2008	41	\$206	\$313.79	\$8,132.21	\$8,446.00	\$8,446.00
28	Laptop***	2005	2009	1	\$2,200	\$0.00	\$1,100.00	\$1,100.00	
29	Viewsonic Projector****	2005	2009	1	\$1,220	\$610.00	\$305.00	\$915.00	
30	Morse Watchman Computer Guard	2004	2010	1	\$8,980	\$4,527.65	\$1,484.12	\$6,011.77	
31	Canine Unit Jeep	2002	2007	1	\$8,700	\$8,700.00	\$0.00	\$8,700.00	\$8,700.00
32	Video Arraignment Upgrade		??			\$6,831.00	\$2,277.00	\$9,108.00	
	Replacement camera/lens/mount		2007						
33	Restraint Chairs	2004	2014	2	\$1,500	\$930.10	\$295.70	\$1,225.80	
34	Ice Machine	2003	2013	1	\$2,005	\$802.38	\$200.44	\$1,002.82	
35	X-Ray Equipment		2013		\$28,000	\$0.00	\$4,666.67	\$4,666.67	
36	Metal Detectors		2009	2	\$5,000	\$0.00	\$5,000.00	\$5,000.00	
Not In	AFIX Tracker								
	TOTAL					\$170,009.77	\$39,528.78	\$209,538.55	\$105,546.00

Yellow highlights - Source of Revenue is Quarter Cent for Public Safety Technology

\$16,890.01 \$63,973.20

All Other revenue from General Corporate Fund

\$22,638.77 \$145,565.35

***Purchased laptop instead of desktop PC

REQUEST FOR BUDGET AMENDMENT

BA NO. 08-00075

FUND 105 CAPITAL ASSET REPLCMT FND DEPARTMENT 020 AUDITOR

INCREASED APPROPRIATIONS:

ACCT. NUMBER & TITLE	BEGINNING BUDGET AS OF 12/1	CURRENT BUDGET	BUDGET IF REQUEST IS APPROVED	INCREASE (DECREASE) REQUESTED
105-020-522.44 EQUIPMENT LESS THAN \$1000	1,842	1,842	4,047	2,205
TOTALS	1,842	1,842	4,047	2,205

INCREASED REVENUE BUDGET:

ACCT. NUMBER & TITLE	BEGINNING BUDGET AS OF 12/1	CURRENT BUDGET	BUDGET IF REQUEST IS APPROVED	INCREASE (DECREASE) REQUESTED
None: from Fund Balance				
TOTALS	0	0	0	0

EXPLANATION: THREE AUDITOR'S OFFICE COMPUTERS SCHEDULED FOR REPLACEMENT
IN 2009 WILL BE REPLACED IN FY2008 WITH FUNDS THAT WERE RESERVED FOR
THESE REPLACEMENTS PRIOR TO DECEMBER 1, 2007.

DATE SUBMITTED: <u>7-18-2008</u>	AUTHORIZED SIGNATURE <u>Dena L. Bury</u>	** PLEASE SIGN IN BLUE INK **
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APPROVED BY PARENT COMMITTEE: _____ DATE: _____

APPROVED BY BUDGET & FINANCE COMMITTEE: _____ DATE: _____

C O U N T Y B O A R D C O P Y

REQUEST FOR BUDGET AMENDMENT

BA NO. 08-00077

FUND 613 COURT'S AUTOMATION FUND DEPARTMENT 030 CIRCUIT CLERK

INCREASED APPROPRIATIONS:

ACCT. NUMBER & TITLE	BEGINNING BUDGET AS OF 12/1	CURRENT BUDGET	BUDGET IF REQUEST IS APPROVED	INCREASE (DECREASE) REQUESTED
613-030-544.33 FURNISHINGS, OFFICE EQUIP	50,000	48,000	123,000	75,000
TOTALS	50,000	48,000	123,000	75,000

INCREASED REVENUE BUDGET:

ACCT. NUMBER & TITLE	BEGINNING BUDGET AS OF 12/1	CURRENT BUDGET	BUDGET IF REQUEST IS APPROVED	INCREASE (DECREASE) REQUESTED
None: from Fund Balance				
TOTALS	0	0	0	0

EXPLANATION: TO PURCHASE NEW COMPUTERS FOR ENTIRE OFFICE. PURCHASE ORIGINAL
LY IN LAST YEARS BUDGET AND NOT SPENT UNTIL THIS YEAR.

DATE SUBMITTED: <u>7/22/08</u>	AUTHORIZED SIGNATURE <u>Linda S. Ford</u> ** PLEASE SIGN IN BLUE INK **
-----------------------------------	---

APPROVED BY PARENT COMMITTEE: _____ DATE: _____

APPROVED BY BUDGET & FINANCE COMMITTEE: _____ DATE: _____

C O U N T Y B O A R D C O P Y

FUND 075 REGIONAL PLANNING COMM DEPARTMENT 715 IDOT PLANNING

INCREASED APPROPRIATIONS:

ACCT. NUMBER & TITLE	BEGINNING BUDGET AS OF 12/1	CURRENT BUDGET	BUDGET IF REQUEST IS APPROVED	INCREASE (DECREASE) REQUESTED
See attached				
TOTALS	0	83,083	138,083	55,000

INCREASED REVENUE BUDGET:

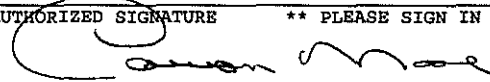
ACCT. NUMBER & TITLE	BEGINNING BUDGET AS OF 12/1	CURRENT BUDGET	BUDGET IF REQUEST IS APPROVED	INCREASE (DECREASE) REQUESTED
See attached				
TOTALS	0	110,133	165,133	55,000

EXPLANATION: TO ACCOMMODATE FY 09 CONTINUATION AWARD OF STATE PLANNING & RESEARCH FUNDS FOR IDOT REGIONAL PLANNING ACTIVITIES.

DATE SUBMITTED:

8/20/08

AUTHORIZED SIGNATURE



** PLEASE SIGN IN BLUE INK **

APPROVED BY PARENT COMMITTEE:

DATE:

APPROVED BY BUDGET & FINANCE COMMITTEE:

DATE:

C O U N T Y B O A R D C O P Y

REQUEST FOR BUDGET AMENDMENT

BA NO. 08-00084

FUND 083 COUNTY HIGHWAY

DEPARTMENT 060 HIGHWAY

INCREASED APPROPRIATIONS:

ACCT. NUMBER & TITLE	BEGINNING BUDGET AS OF 12/1	CURRENT BUDGET	BUDGET IF REQUEST IS APPROVED	INCREASE (DECREASE) REQUESTED
083-060-522.15 GASOLINE & OIL	125,000	125,000	175,000	50,000
083-060-533.49 HEAVY EQUIP. MAINTENANCE	100,000	100,000	150,000	50,000
TOTALS	225,000	225,000	325,000	100,000

INCREASED REVENUE BUDGET:

ACCT. NUMBER & TITLE	BEGINNING BUDGET AS OF 12/1	CURRENT BUDGET	BUDGET IF REQUEST IS APPROVED	INCREASE (DECREASE) REQUESTED
None: from Fund Balance				
TOTALS	0	0	0	0

EXPLANATION: TO COVER FUEL COSTS AND VEHICLE MAINTENANCE.

DATE SUBMITTED: <u>8/21/08</u>	AUTHORIZED SIGNATURE ** PLEASE SIGN IN BLUE INK ** 
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APPROVED BY PARENT COMMITTEE: _____ DATE: _____

APPROVED BY BUDGET & FINANCE COMMITTEE: _____ DATE: _____

C O U N T Y B O A R D C O P Y

REQUEST FOR BUDGET AMENDMENT

BA NO. 08-00085

FUND 476 SELF-FUNDED INSURANCE

DEPARTMENT 118 PROPERTY/LIABILITY INSUR

INCREASED APPROPRIATIONS:

ACCT. NUMBER & TITLE	BEGINNING BUDGET AS OF 12/1	CURRENT BUDGET	BUDGET IF REQUEST IS APPROVED	INCREASE (DECREASE) REQUESTED
476-118-533.26 PROPERTY LOSS/DMG CLAIMS	15,000	15,000	175,656	160,656
476-118-533.26 PROPERTY LOSS/DMG CLAIMS	15,000	15,000	102,680	87,680
TOTALS	30,000	30,000	278,336	248,336

INCREASED REVENUE BUDGET:

ACCT. NUMBER & TITLE	BEGINNING BUDGET AS OF 12/1	CURRENT BUDGET	BUDGET IF REQUEST IS APPROVED	INCREASE (DECREASE) REQUESTED
476-118-369.80 INSURANCE CLAIMS REIMB	0	0	120,191	120,191
TOTALS	0	0	120,191	120,191

EXPLANATION: REVENUE: TO SHOW RECEIPT OF INSURANCE CLAIM PROCEEDS.

EXPENDITURE: TO SHOW PAYMENT OF INSURANCE CLAIM PROCEEDS TO PHYSICAL PLANT FOR REMODEL OF COUNTY CLERK ELECTION SUPPLY STORAGE AND HIGHWAY GARAGE CONSTRUCTION.

DATE SUBMITTED:

8-21-08

AUTHORIZED SIGNATURE

** PLEASE SIGN IN BLUE INK **

Dena L. Busby

APPROVED BY PARENT COMMITTEE:

DATE:

APPROVED BY BUDGET & FINANCE COMMITTEE:

DATE:

C O U N T Y B O A R D C O P Y

REQUEST FOR BUDGET AMENDMENT

BA NO. 08-00086

FUND 080 GENERAL CORPORATE

DEPARTMENT 071 PUBLIC PROPERTIES

INCREASED APPROPRIATIONS:

ACCT. NUMBER & TITLE	BEGINNING BUDGET AS OF 12/1	CURRENT BUDGET	BUDGET IF REQUEST IS APPROVED	INCREASE (DECREASE) REQUESTED
080-071-544.46 1701 MAIN OUTBLDGS CONST	0	0	160,656	160,656
TOTALS	0	0	160,656	160,656

INCREASED REVENUE BUDGET:

ACCT. NUMBER & TITLE	BEGINNING BUDGET AS OF 12/1	CURRENT BUDGET	BUDGET IF REQUEST IS APPROVED	INCREASE (DECREASE) REQUESTED
080-071-369.80 INSURANCE CLAIMS REIMB	0	0	160,656	160,656
TOTALS	0	0	160,656	160,656

EXPLANATION: REVENUE RECEIVED BY INSURANCE FOR STORM DAMAGE TO FORMER
ELECTION SUPPLY BUILDING AND EXPENDITURES APPROPRIATED FOR THE REMODEL TO
THE FORMER HIGHWAY MAINTENANCE GARAGE

DATE SUBMITTED: 8/26/08 AUTHORIZED SIGNATURE *Alan Reinhart* ** PLEASE SIGN IN BLUE INK **

APPROVED BY PARENT COMMITTEE: _____ DATE: _____

APPROVED BY BUDGET & FINANCE COMMITTEE: _____ DATE: _____

C O U N T Y B O A R D C O P Y

REQUEST FOR BUDGET AMENDMENT

BA NO. 08-00087

FUND 080 GENERAL CORPORATE

DEPARTMENT 071 PUBLIC PROPERTIES

INCREASED APPROPRIATIONS:

ACCT. NUMBER & TITLE	BEGINNING BUDGET AS OF 12/1	CURRENT BUDGET	BUDGET IF REQUEST IS APPROVED	INCREASE (DECREASE) REQUESTED
080-071-522.22 MAINTENANCE SUPPLIES	9,000	7,969	13,322	5,353
TOTALS	9,000	7,969	13,322	5,353

INCREASED REVENUE BUDGET:

ACCT. NUMBER & TITLE	BEGINNING BUDGET AS OF 12/1	CURRENT BUDGET	BUDGET IF REQUEST IS APPROVED	INCREASE (DECREASE) REQUESTED
080-071-362.16 TENANT REIMB BLDG IMPRVMT	1,904,240	1,937,687	1,943,040	5,353
TOTALS	1,904,240	1,937,687	1,943,040	5,353

EXPLANATION: TO APPROPRIATE REVENUE AND EXPENDITURES FOR RPC REMODELING PROJECT FOR THIRD QUARTER OF FY2008

DATE SUBMITTED: <u>8/26/08</u>	AUTHORIZED SIGNATURE <i>Alan Reinhart</i>	** PLEASE SIGN IN BLUE INK **
-----------------------------------	--	-------------------------------

APPROVED BY PARENT COMMITTEE: _____ DATE: _____

APPROVED BY BUDGET & FINANCE COMMITTEE: _____ DATE: _____

C O U N T Y B O A R D C O P Y

REQUEST FOR BUDGET AMENDMENT

BA NO. 08-00088

FUND 075 REGIONAL PLANNING COMM DEPARTMENT 705 LOCAL AREA NETWRK-EVN YRS

INCREASED APPROPRIATIONS:

ACCT. NUMBER & TITLE	BEGINNING BUDGET AS OF 12/1	CURRENT BUDGET	BUDGET IF REQUEST IS APPROVED	INCREASE (DECREASE) REQUESTED
075-705-533.92 CONTRIBUTIONS & GRANTS	26,700	26,507	36,507	10,000
TOTALS	26,700	26,507	36,507	10,000

INCREASED REVENUE BUDGET:

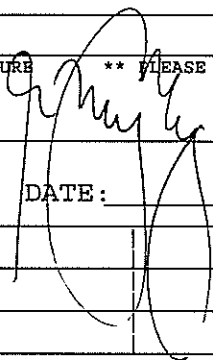
ACCT. NUMBER & TITLE	BEGINNING BUDGET AS OF 12/1	CURRENT BUDGET	BUDGET IF REQUEST IS APPROVED	INCREASE (DECREASE) REQUESTED
075-705-334.74 DCFS-COMMUNITY BASED SERV	21,000	21,000	31,000	10,000
TOTALS	21,000	21,000	31,000	10,000

EXPLANATION: TO ACCOMMODATE DELAYED DISBURSEMENT OF GRANT REVENUE & ADD'L CLIENT BENEFIT PAYMENTS ALLOWED BY GRANTOR AGENCY DCFS THROUGH SEPTEMBER 30, 2008

DATE SUBMITTED:

8/28/08

AUTHORIZED SIGNATURE



**** PLEASE SIGN IN BLUE INK ****

APPROVED BY PARENT COMMITTEE:

DATE:

APPROVED BY BUDGET & FINANCE COMMITTEE:

DATE:

C O U N T Y B O A R D C O P Y

REQUEST FOR BUDGET TRANSFER
NEEDING CHAMPAIGN COUNTY BOARD APPROVAL

BT NO. 08-00016

FUND 080 GENERAL CORPORATE

DEPARTMENT 071 PUBLIC PROPERTIES

TO LINE ITEM:

FROM LINE ITEM:

NUMBER/TITLE	\$ AMOUNT	NUMBER/TITLE
080-071-534.25 COURT FACILITY REPR-MAINT	11,000.	080-071-511.05 TEMP. SALARIES & WAGES

EXPLANATION: TO TRANSFER FOR PAYMENT OF ESTIMATED EXPENSES FOR FY2008

DATE SUBMITTED: 8/26/08

Alan Reichart

AUTHORIZED SIGNATURE

APPROVED BY PARENT COMMITTEE:

DATE: _____

* PLEASE SIGN IN BLUE INK *

APPROVED BY BUDGET AND FINANCE COMMITTEE:

DATE: _____

C O U N T Y B O A R D C O P Y

General Corporate Fund FY2009 Budget - Recommended Changes to Balance the Budget

TENTATIVE REVENUE BUDGET	\$32,973,969	
TENTATIVE EXPENDITURE BUDGET	\$33,960,116	
VARIANCE	-\$986,147	
Items for Consideration to Balance the Budget:		Finance Committee Approval
	Recommendation	
1. Cut Sheriff's Capital Budget for Vehicles	-\$100,000	
2. Fully reimburse from Public Safety Sales Tax the cost of utilities for the public safety facilities.	\$500,000	
3. Transfer Nursing Home Bond debt payment from the Nursing Home Construction Fund	\$304,893	
4. Cap property tax growth for Extension Education levy to 4%	\$11,834	
5. Cut Contingent Line budget to \$178,750	-\$69,420	
ADJUSTED REVENUE AFTER CHANGES	\$33,790,696	
ADJUSTED EXPENDITURE AFTER CHANGES	\$33,790,696	
VARIANCE	\$0	

Levy/Rate Projections - FY2009

Based on Estimated 2008						
Equalized Assessed Valuation						\$3,518,818,121
% Change from 2007						6.75%
	RY07 EXTENDED LEVY	RY07 RATE	PROJECTED RY08 LEVY	PROJECTED RY08 RATE	RATE LIMIT	% Increase-Levy
GENERAL CORP	\$6,839,599.60	0.2075	\$7,467,612	0.2122	0.2500	9.18%
IMRF	\$2,402,924.39	0.0729	\$2,439,763	0.0693		1.53%
SOCIAL SECURITY	\$1,470,101.89	0.0446	\$1,543,714	0.0439		5.01%
HIGHWAY	\$1,730,501.10	0.0525	\$1,847,879	0.0525	0.1000	6.78%
COUNTY BRIDGE	\$880,083.42	0.0267	\$939,779	0.0267	0.0500	6.78%
LIABILITY INSURANCE	\$985,561.58	0.0299	\$1,052,411	0.0299		6.78%
HIGHWAY FED. MATCH	\$6,592.39	0.0002	\$7,040	0.0002	0.0500	6.78%
EXTENSION EDUCATION	\$425,208.84	0.0129	\$442,216	0.0126	0.0300	4.00%
NURSING HOME	\$886,675.80	0.0269	\$946,818	0.0269	0.0300	6.78%
HEALTH	\$824,048.15	0.0250	\$879,943	0.0250	0.1000	6.78%
TOTAL	\$16,451,297.16	0.4991	\$17,567,175	0.4992		6.78%
MENTAL HEALTH	\$3,232,549.87	0.0969	\$3,450,737	0.0969		6.75%
NURSING HOME BONDS	\$1,601,263.09	0.0480	\$1,594,722	0.0453		-0.41%
JAIL BOND	\$0.00	0.0000	\$0	0.0000		
377 Board Levy	\$3,165,830.57	0.0949	\$3,379,515	0.0949	0.1000	6.75%
TOTAL COUNTY LEVY	\$24,450,940.69	0.7389	\$25,992,149	0.7363		
2007 Assessed Valuation						
	\$3,296,192,580					
			Increase in Total Levy 2007 to 2008			6.30%
			Increase in Total Rate 2007 to 2008			-0.35%
<i>Prepared by Debra Busey, County Administrator of Finance & HR Management</i>						

*Mental Health Rates projected on Equalized Assessed Valuation Less TIF Districts
but not Enterprise Zones \$3,561,818,121
New Construction \$88,409,970
CPI Increase 4.1%

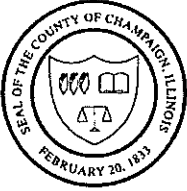
General Corporate Fund - Recommended Changes to Improve the Fund Balance

**FULLY REIMBURSE GENERAL CORPORATE FOR
UTILITIES COSTS OF PUBLIC SAFETY FACILITIES**

Actual Costs FY2007	\$1,104,541	
Costs Already Reimbursed	\$608,900	
Balance to add to Reimbursement		\$495,641
Current Budget for FY2008	\$608,900	
Anticipated Additional Cost to Fully Reimburse		\$500,000
TOTAL ADDITIONAL REIMBURSEMENT		\$995,641

*Option 1 - Submit Budget Amendment to FY2008
Budget to transfer additional \$995,641*

Option 2 - Add \$995,641 to FY2009 Budget



CHAMPAIGN COUNTY ADMINISTRATIVE SERVICES

1776 EAST WASHINGTON
URBANA, IL 61802
(217) 384-3776
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ADMINISTRATIVE SUPPORT
DATA PROCESSING
MICROGRAPHICS
PURCHASING
PHYSICAL PLANT
SALARY ADMINISTRATION

MEMORANDUM

TO: Brendan McGinty, Chair and Members of the FINANCE COMMITTEE

FROM: JOB CONTENT EVALUATION COMMITTEE and *Deb*
Deb Busey, County Administrator of Finance and HR Management

DATE: August 22, 2008

RE: RESPONSE TO REQUEST FOR EVALUATION OF LEAD TAX
EXTENSION SPECIALIST

Pursuant to the request of August 6, 2008 from the Policy, Personnel and Appointments Committee, the Job Content Evaluation Committee met and reviewed proposed changes to the Lead Tax Extension Specialist position within the County Clerk's Office.

The Job Evaluation Committee reviewed the position analysis questionnaire and job description information for the proposed position. Rhonda Wrona also presented information regarding the evaluation. This position has experienced increased scope of responsibility with regard to the tax cycle and the annual activities and actions leading to certification of extensions for all the County's taxing districts. As a result of the additional responsibility assigned and the level of experience required to assume the responsibility of this position, the Job Content Evaluation Committee recommends this position be re-classified to Grade Range H, from its previous classification in Grade Range G. The amended job description and Job Evaluation Committee Report are provided with this Memorandum for your information.

This information is provided to you in anticipation of September 3rd approval by the Policy, Personnel and Appointments Committee to recommend to the Finance Committee approval of this reclassification.

RECOMMENDED ACTION

The Finance Committee recommends to the County Board approval of the re-classification of the Lead Tax Extension Specialist, AFSCME General Unit position, from Grade Range G to Grade Range H.

Thank you for your consideration of this information. If you have any questions or concerns, please feel free to contact me.

Attachments

CHAMPAIGN COUNTY SALARY ADMINISTRATION PROGRAM
JOB EVALUATION COMMITTEE REPORT

Date of Request:

August 6, 2008

RE-EVALUATION OF POSITION

Department Requesting:	County Clerk
Position Title:	Lead Tax Extension Specialist
Current Job Points:	401
Current Classification Range:	G
Current Range Minimum Salary:	\$15.46
Current Range - Incumbent Salary:	\$17.86
Bargaining Unit:	AFSCME - General Unit
FLSA Status:	Non-Exempt

Job Evaluation Committee Recommendation: ReClassification

Recommended Title:	Lead Tax Extension Specialist
Re-Evaluated Job Points:	461
Recommended Classification Range:	H
Recommended Range Minimum Salary:	\$17.06
Contractual Salary for Incumbent:	\$19.70
Bargaining Unit:	AFSCME - General Unit
FLSA Status:	Non-Exempt

Date of Job Evaluation Committee Recommendation:

August 14, 2008

Champaign County Job Description

Job Title: Lead Tax Extension Specialist
Department: County Clerk
Reports To: Chief Deputy and County Clerk
FLSA Status: Non-exempt
Employment Status: Bargaining Unit - AFSCME General Unit
Prepared Date: August, 2008

SUMMARY Performs mathematical, analytical and administrative work related to the calculation and extension of property taxes and the sale and redemption of delinquent taxes independently; reviews tax levy data from 185 taxing districts, 8 TIF Districts, 4 Enterprise Zones and approximately 300 drainage districts and sub-districts.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned.

Receives and reviews tax levies from 185 taxing districts and ensures the accuracy of the levies; receives financial reports and bonds from various taxing and drainage districts; reviews and updates filings of annexations and detachments by taxing district and enters tax codes, on the computer, related to annexations and detachments.

Prepares copies of annexations for other County offices (Supervisor of Assessments & Regional Planning) and prepares form for State of Illinois with a copy of annexation; makes required worksheet entries to the computer and verifies; ensures adherence of data and procedures with Illinois Department of Revenue rules and regulations pertaining to the computation of real estate taxes.

Determines drainage splits, amount of bonds, calculates 105% of previous extensions for Truth in Taxation and applies the tax cap formula where applicable; certifies Champaign County rates and value to the counties that have overlapping taxing districts into Champaign County and requests their rates and values; makes estimates of the values of those counties which do not submit values prior to extension; receives Railroad and Pollution Control values from the Illinois Department of Revenue and enters the values on the computer to the correct taxing districts.

Records various information at the annual tax sale of tax delinquent properties, whereby such properties may be redeemed by tax buyer; file dates and mails out the take notices by certified mail for each tax buyer, sometimes within the first five days after the tax sale upon receiving them from the buyer; prepares the tax buyer record reports at month-end, which indicate the redemptions made during the prior month, and an annual report at year end for 1099 purposes; year-end reports must balance with the Account Clerk's totals. Receives certificates for redeemed taxes from tax buyers and obtains check from Account Clerk for payment to tax buyers and posts appropriately.

Ensures that all redemptions, costs relating to filing for tax deed and take notice fees, are posted to the appropriate redemption books; ensures that all re-assignments and extensions are also entered into these books and the computer; issues tax deeds, prepares "sales in error", and processes bankruptcies and forfeitures in the same manner.

Prepares special reports by gathering and compiling statistical data; prepares 1099s for tax buyers, PTAB report of adjusted assessed values and the IDOT report for road and bridge funds; prepares PTELL reports for Illinois Department of Revenue and Illinois State Board of Education, prepares the State Abstract, which contains taxing districts assessed values, levies, rates and extensions by fund, TIF districts and Enterprise Zone reports; maintains files of all districts, levies, budgets, annual reports, bonds, drainage, TIF splits, EZ applications, tax certificates, take notices, information pertaining to tax sales.

Responsible for setting up new TIF districts with the base values and base years certified by the Village and a copy of the map and a legal description certified to the State; updates tax codes on the computer with new parcel numbers and base values determined on splits and combinations; checks all Enterprise Zone applications received from the cities with any errors noted reported to the Villages Planning Department for corrections; enters new parcels on the computer showing base years, percentage of abatement, districts abating and new tax code with figures calculated and proofed against the computer.

Notifies taxing districts of the CPI for tax caps, figures the tax caps by determining annexations, detachments and other necessary information needed to apply the tax cap formula; figures the rate of increase factor (RIF) on taxing districts.

Maintains the Drainage District assessment rolls, posts new rolls and notifies attorneys of the districts of all splits and combinations; enters all corrections and the percentage of assessment to be put on the tax bills for annual maintenance assessment of the districts.

Maintains extensive contact with the Supervisor of Assessments Office, County Treasurer, County Trustee, tax buyers, financial institutions and title companies; has frequent contact with County Board Office, IT Division of Administrative Services, the State's Attorney's Office and approximately 185 tax-levying bodies within the County.

Assures the accuracy of tax bills and drainage, preparing the State abstract and handling tax sales.

Co-ordinates storage and record retention for office documents.

Reviews relevant statutes and court cases and works with County Clerk to ensure compliance of office with same. Represents the County Clerk at statewide meetings dealing with property tax extension and property tax legislation.

Clerks meetings of the County Board. Coordinates the preparation, processing and filing of ordinances, resolutions, minutes, contracts and other documents related to County Board business.

Provides backup to the Technology Specialist, including managing incoming email to the website and forwards emails to the appropriate person or department.

Assists the Senior Vital Records Clerk with maintaining mobile home local services tax file records and mobile home manual.

May assist with the duties of a Deputy County Clerk as needed.

SUPERVISORY RESPONSIBILITIES Directs the activity within the Tax Extension Department including the work of the Tax Extension Specialist. Schedules and oversees 25 to 30 people on the processing of the returning ballots on election night.

QUALIFICATIONS To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required.

EDUCATION and/or EXPERIENCE High school diploma or general education degree (GED) with heavy emphasis in mathematics and five years of responsible office/clerical experience; or equivalent combination of education and experience. Requires knowledge of the English language and spelling, plus knowledge of modern office practices and procedures. Requires knowledge of the County community and its organizational structure. Requires knowledge of the Election Code

and Vital Statistics rules and procedures, plus extensive knowledge of tax laws. Should have knowledge of software programs Microsoft Access, Excel, Exchange, Word, WordPerfect and Desktop Publishing.

LANGUAGE SKILLS Ability to read, analyze, and interpret data, legal documents, or governmental regulations. Ability to prepare reports, business correspondence, and lists. Ability to work under time constraints and deadlines highly desirable. Ability to effectively present information and respond to County Officials, employees and the general public.

MATHEMATICAL SKILLS Ability to work with mathematical concepts such as probability and statistical inference, and fundamentals of plane and solid geometry and trigonometry. Ability to apply concepts such as fractions, percentages, ratios, and proportions to practical situations.

REASONING ABILITY Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.

CERTIFICATES, LICENSES, REGISTRATIONS Registered voter in Champaign County and willing to take the oath as Deputy County Clerk.

PHYSICAL DEMANDS The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. While performing the duties of this job, the employee is frequently required to walk; sit; reach with hands and arms; and talk; or hear. The employee is occasionally required to stand; stoop; kneel; crouch; and use hands to finger, handle, or feel. The employee must occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision, distance vision, depth perception and ability to adjust focus.

WORK ENVIRONMENT The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Normal office conditions. The noise level in the work environment is usually quiet to moderate.

Note: This document contains wording of a description of a general class of positions within the Champaign County salary administration program. The description contains examples of duties and responsibilities which may or may not be considered to be "essential functions" to a particular job or position with the job class. "Essential functions" are to be determined at the position or job level within each department.

AUDITOR'S REPORT TO COUNTY BOARD
 PERIOD ENDING 7/31/08

FUND	NAME	F Y 2 0 0 7				F Y 2 0 0 8					
		-BUDGET-	ACTUALS	ACTUALS			-BUDGET-	ACTUALS			
		FINAL	CURRENT MONTH	YEAR-TO DATE	YTD %	BEGINNING (12/01/07)	CURRENT (AS OF 7/31/08)	CHANGE	CURRENT MONTH	YEAR-TO DATE	YTD %
070	NURSING HOME CONSTR FUND										
	REVENUE	1,000	3,299	130,199	3020	35,000	35,000	0	0	11,250	32
	EXPENDITURE	1,944,636	69,890	1,191,963	61	825,254	825,254	0	315,981	416,093	50
071	1995 JAIL BOND DEBT SERV										
	REVENUE	1,112,213	59	1,013,045	91	1,014,813	1,014,813	0	0	1,014,907	100
	EXPENDITURE	1,013,213	35,875	1,012,698	100	1,015,813	1,015,813	0	23,938	1,015,298	100
074	2003 NURS HM BOND DBT SRV										
	REVENUE	1,596,672	21,542	1,650,909	103	1,638,159	1,638,159	0	24,954	877,290	54
	EXPENDITURE	1,588,109	188,081	1,588,109	100	1,586,915	1,586,915	0	1,225,836	1,414,917	89
075	REGIONAL PLANNING COMM										
	REVENUE	14,936,398	370,383	7,201,681	48	12,821,465	13,693,398	871,933	561,318	4,317,724	32
	EXPENDITURE	16,046,743	553,003	6,547,158	41	12,527,150	13,518,483	991,333	436,203	4,728,430	35
076	TORT IMMUNITY TAX FUND										
	REVENUE	870,000	10,971	869,618	100	989,740	989,740	0	15,080	517,419	52
	EXPENDITURE	978,641	117,502	978,637	100	989,629	989,629	0	56,605	376,519	38

AUDITOR'S REPORT TO COUNTY BOARD
PERIOD ENDING 7/31/08

FUND	NAME	F Y 2 0 0 7				F Y 2 0 0 8						
		-BUDGET-	ACTUALS			-BUDGET-	ACTUALS			YTD %		
		FINAL	CURRENT MONTH	YEAR-TO DATE	YTD %	BEGINNING (12/01/07)	CURRENT (AS OF 7/31/08)	CHANGE	CURRENT MONTH		YEAR-TO DATE	
080	GENERAL CORPORATE											
010	COUNTY BOARD											
	REVENUE	263,944	90,543	313,095	119	294,218	294,218	0	10,524	173,194	59	
	EXPENDITURE	330,688	19,146	318,351	96	348,267	353,267	5,000	23,120	209,840	59	
013	DEBT SERVICE											
	REVENUE	308,659	25,722	317,519	103	311,787	311,787	0	333,960	538,365	173	
	EXPENDITURE	154,604	84,329	138,253	89	299,893	400,818	100,925	81,442	356,233	89	
016	ADMINISTRATIVE SERVICES											
	REVENUE	171,047	1,853	135,219	79	174,351	174,351	0	1,543	35,794	21	
	EXPENDITURE	1,534,512	130,596	1,435,462	94	1,424,241	1,473,876	49,635	130,954	884,961	60	
017	COOPERATIVE EXTENSION SRV											
	REVENUE	402,761	5,075	399,522	99	423,623	423,623	0	6,516	223,361	53	
	EXPENDITURE	402,761	141,132	399,314	99	423,623	423,623	0	216,645	216,822	51	
020	AUDITOR											
	REVENUE	96,000	0	89,348	93	96,000	96,000	0	0	20,649	22	
	EXPENDITURE	275,339	22,233	272,175	99	287,213	287,265	52	22,974	173,480	60	
021	BOARD OF REVIEW											
	REVENUE	0	0	0		0	0	0	0	0		
	EXPENDITURE	112,835	8,257	108,622	96	115,534	115,576	42	7,791	70,712	61	
022	COUNTY CLERK											
	REVENUE	197,000	26,146	240,068	122	249,300	249,300	0	15,396	135,185	54	
	EXPENDITURE	791,223	41,554	764,938	97	878,359	890,543	12,184	58,767	552,843	62	
023	RECORDER											
	REVENUE	2,485,000	267,198	2,194,847	88	2,432,302	2,432,302	0	336,441	1,390,705	57	
	EXPENDITURE	1,431,921	160,879	1,388,981	97	1,435,669	1,435,726	57	153,393	845,669	59	
025	SUPERVISOR OF ASSESSMENT											
	REVENUE	74,916	23,038	61,447	82	37,737	37,737	0	29	13,846	37	
	EXPENDITURE	462,663	19,264	428,231	93	378,558	378,625	67	24,908	205,311	54	
026	COUNTY TREASURER											
	REVENUE	623,500	44,628	673,037	108	613,500	613,500	0	51,760	183,174	30	
	EXPENDITURE	231,422	16,145	228,072	99	244,666	244,723	57	17,598	151,896	62	
030	CIRCUIT CLERK											
	REVENUE	2,010,500	192,179	2,189,077	109	2,163,000	2,163,000	0	69,211	1,105,627	51	
	EXPENDITURE	990,900	70,898	985,417	99	1,123,839	1,124,228	389	85,933	638,422	57	
031	CIRCUIT COURT											
	REVENUE	10,000	10,075	21,242	212	10,000	10,000	0	48	17,207	172	
	EXPENDITURE	931,941	65,029	913,498	98	1,051,907	1,051,907	0	83,141	691,704	66	
032	JURY COMMISSION											
	REVENUE	0	0	0		0	0	0	0	0		
	EXPENDITURE	26,628	1,893	23,988	90	32,972	32,972	0	1,979	15,453	47	

AUDITOR'S REPORT TO COUNTY BOARD
PERIOD ENDING 7/31/08

FUND	NAME	FY 2007				FY 2008					
		-BUDGET- FINAL	CURRENT MONTH	ACTUALS YEAR-TO DATE	YTD %	BEGINNING (12/01/07)	BUDGET CURRENT (AS OF 7/31/08)	CHANGE	CURRENT MONTH	ACTUALS YEAR-TO DATE	YTD %
080	GENERAL CORPORATE	(CONTINUED)									
036	PUBLIC DEFENDER										
	REVENUE	112,997	923	142,954	127	115,397	118,652	3,255	16,040	73,992	62
	EXPENDITURE	990,631	78,318	984,562	99	1,045,257	1,050,139	4,882	79,379	653,336	62
040	SHERIFF										
	REVENUE	939,473	42,180	992,882	106	740,350	890,253	149,903	74,105	479,635	54
	EXPENDITURE	4,161,013	275,256	4,132,665	99	4,438,270	4,558,193	119,923	366,692	2,591,483	57
041	STATES ATTORNEY										
	REVENUE	1,280,830	118,021	1,568,514	122	1,507,364	1,512,789	5,425	60,075	825,317	55
	EXPENDITURE	2,133,445	152,307	2,107,296	99	2,246,762	2,252,625	5,863	162,764	1,378,891	61
042	CORONER										
	REVENUE	21,329	564	18,414	86	20,000	23,831	3,831	1,335	11,318	47
	EXPENDITURE	439,438	27,525	424,158	97	393,828	488,358	94,530	34,531	286,043	59
043	EMERGENCY MANAGEMENT AGCY										
	REVENUE	40,000	0	31,392	78	40,000	40,000	0	0	0	
	EXPENDITURE	112,076	9,014	103,410	92	119,059	123,755	4,696	7,948	68,153	55
051	JUVENILE DETENTION CENTER										
	REVENUE	973,048	217,746	740,535	76	1,065,720	1,065,720	0	3,404	959,103	90
	EXPENDITURE	1,725,616	121,602	1,585,606	92	1,675,452	1,773,919	98,467	138,241	1,072,301	60
052	COURT SERVICES -PROBATION										
	REVENUE	594,258	93,906	391,492	66	652,684	652,684	0	17,434	495,068	76
	EXPENDITURE	1,369,272	99,697	1,352,839	99	1,353,288	1,428,801	75,513	104,504	847,990	59
057	DEPUTY SHERIFF MERIT COMM										
	REVENUE	0	0	0		0	0	0	0	0	
	EXPENDITURE	22,722	717	12,105	53	22,722	22,722	0	987	7,103	31
071	PUBLIC PROPERTIES										
	REVENUE	1,899,041	76,754	1,894,801	100	2,845,008	2,878,455	33,447	80,378	2,163,198	75
	EXPENDITURE	3,573,126	253,079	2,774,308	78	4,349,840	5,424,109	1,074,269	683,076	4,192,086	77
075	GENERAL COUNTY										
	REVENUE	17,383,253	1,063,755	17,247,751	99	18,407,080	18,407,080	0	835,835	10,275,462	56
	EXPENDITURE	3,277,867	329,113	3,215,199	98	3,147,618	2,715,553	432,065-	185,392	1,619,985	60
077	ZONING AND ENFORCEMENT										
	REVENUE	109,600	9,581	74,315	68	89,400	89,400	0	7,614	53,563	60
	EXPENDITURE	358,796	19,758	341,855	95	409,682	409,682	0	32,856	237,804	58
124	REGIONAL OFFICE EDUCATION										
	REVENUE	0	0	0		0	0	0	0	0	
	EXPENDITURE	200,528	0	200,528	100	224,616	224,616	0	0	71,117	32
130	CIRC CLK SUPPORT ENFORCE										
	REVENUE	55,930	0	65,447	117	56,489	56,489	0	0	30,750	54
	EXPENDITURE	44,376	4,450	35,788	81	48,651	48,666	15	3,597	26,476	54

AUDITOR'S REPORT TO COUNTY BOARD
PERIOD ENDING 7/31/08

FUND	NAME	FY 2 0 0 7				FY 2 0 0 8					
		-BUDGET- FINAL	CURRENT MONTH	ACTUALS YEAR-TO DATE	YTD %	BEGINNING (12/01/07)	BUDGET- CURRENT (AS OF 7/31/08)	CHANGE	CURRENT MONTH	ACTUALS YEAR-TO DATE	YTD %
080	GENERAL CORPORATE	(CONTINUED)									
140	CORRECTIONAL CENTER										
	REVENUE	835,900	79,135	917,151	110	913,400	914,991	1,591	30,943	401,597	44
	EXPENDITURE	5,737,565	402,328	5,698,186	99	5,737,862	5,971,756	233,894	469,651	3,617,236	61
141	STS ATTY SUPPORT ENFORCE										
	REVENUE	379,557	0	327,415	86	392,372	392,372	0	0	144,462	37
	EXPENDITURE	355,806	39,493	333,571	94	393,284	393,284	0	52,022	247,850	63
145	SHF'S DARE/EXPLORER PROGS										
	REVENUE	350	0	225	64	200	200	0	0	0	
	EXPENDITURE	350	0	0		350	350	0	0	106	30
TOTAL	GENERAL CORPORATE										
	REVENUE	31,269,193	0	31,049,101	99	33,651,282	33,848,734	197,452	1,952,591	19,750,572	58
	EXPENDITURE	32,209,064	0	30,735,779	95	33,651,282	35,099,677	1,448,395	3,230,285	21,931,306	62

AUDITOR'S REPORT TO COUNTY BOARD
PERIOD ENDING 7/31/08

FUND	NAME	FY 2007				FY 2008					
		-BUDGET-	-----	ACTUALS	YTD	BEGINNING	-BUDGET-	CHANGE	CURRENT	-----	YTD
		FINAL	CURRENT	YEAR-TO			AS OF			MONTH	
			MONTH	DATE	%	(12/01/07)	(AS OF 7/31/08)		MONTH	DATE	%
081	NURSING HOME										
	REVENUE	15,930,814	1,154,163	14,964,687	94	15,796,618	15,796,618	0	918,999	7,935,577	50
	EXPENDITURE	16,045,814	1,007,151	14,879,288	93	15,762,828	15,762,828	0	999,046	9,353,099	59
083	COUNTY HIGHWAY										
	REVENUE	2,500,876	23,847	2,460,351	98	2,464,793	2,464,793	0	31,459	1,053,064	43
	EXPENDITURE	2,413,371	460,004	2,253,399	93	2,469,267	2,556,863	87,596	455,120	1,561,479	61
084	COUNTY BRIDGE										
	REVENUE	882,372	31,639	981,177	111	969,338	969,338	0	19,605	531,393	55
	EXPENDITURE	1,073,000	162,276	1,044,076	97	1,363,000	1,363,000	0	330,251	837,992	61
085	COUNTY MOTOR FUEL										
	REVENUE	3,137,773	194,688	3,212,926	102	3,105,655	3,105,655	0	201,203	1,556,345	50
	EXPENDITURE	3,577,761	115,693	1,140,247	32	3,906,781	3,906,781	0	444,742	2,310,176	59
088	ILL. MUNICIPAL RETIREMENT										
	REVENUE	3,873,075	127,275	3,517,764	91	3,623,748	3,623,748	0	100,134	1,742,058	48
	EXPENDITURE	3,600,542	290,108	3,253,013	90	3,618,128	3,618,128	0	288,792	2,353,293	65
089	COUNTY PUBLIC HEALTH FUND										
	REVENUE	1,376,107	29,858	1,269,773	92	1,335,861	1,388,492	52,631	50,962	733,061	53
	EXPENDITURE	1,403,737	165,419	1,349,977	96	1,349,522	1,402,153	52,631	324,886	701,935	50
090	MENTAL HEALTH										
	REVENUE	3,310,425	58,681	3,314,745	100	3,500,548	3,526,965	26,417	72,745	1,928,537	55
	EXPENDITURE	3,332,007	368,764	3,230,865	97	3,500,548	3,547,965	47,417	361,644	2,279,205	64
091	ANIMAL CONTROL										
	REVENUE	468,081	34,571	467,809	100	474,106	477,096	2,990	42,082	318,170	67
	EXPENDITURE	523,418	45,539	468,583	90	525,412	528,402	2,990	40,791	284,186	54
092	LAW LIBRARY										
	REVENUE	66,225	6,969	82,953	125	66,225	70,975	4,750	2,685	41,544	59
	EXPENDITURE	62,987	16,823	61,305	97	67,662	72,412	4,750	5,310	30,593	42
103	HWY FED AID MATCHING FUND										
	REVENUE	5,967	1,186	21,346	358	6,419	6,419	0	112	8,523	133
	EXPENDITURE	0	0	0		0	0	0	0	0	
104	HEAD START PROGRAM										
	REVENUE	7,615,050	469,599	5,071,588	67	7,664,915	7,664,915	0	177,814	2,976,497	39
	EXPENDITURE	7,363,173	272,017	5,139,686	70	7,582,528	7,582,528	0	305,683	3,228,382	43
105	CAPITAL ASSET REPLCMT FND										
	REVENUE	506,976	3,226	550,180	109	443,921	464,921	21,000	0	15,420	3
	EXPENDITURE	893,765	62,062	579,381	65	589,538	670,060	80,522	69,526	251,156	37
106	PUBL SAFETY SALES TAX FND										
	REVENUE	4,617,767	357,844	4,647,650	101	4,831,155	4,831,155	0	376,414	2,692,272	56
	EXPENDITURE	4,761,625	666,349	4,282,123	90	4,570,073	4,570,073	0	833,752	3,411,648	75
107	GEOGRAPHIC INF SYSTM FUND										
	REVENUE	347,500	30,807	331,584	95	317,000	317,000	0	23,889	173,755	55
	EXPENDITURE	479,645	4,249	325,066	68	564,774	564,774	0	0	317,018	56

AUDITOR'S REPORT TO COUNTY BOARD
PERIOD ENDING 7/31/08

FUND	NAME	FY 2 0 0 7				FY 2 0 0 8						
		-BUDGET-		ACTUALS		BEGINNING	-BUDGET-		ACTUALS		YTD	
		FINAL	CURRENT MONTH	YEAR-TO DATE	%		(12/01/07)	CURRENT (AS OF 7/31/08)	CHANGE	CURRENT MONTH		YEAR-TO DATE
108	DEVLPMNTL DISABILITY FUND											
	REVENUE	3,021,188	39,822	3,050,380	101	3,177,930	3,177,930	0	48,143	1,685,566	53	
	EXPENDITURE	3,021,188	264,913	3,001,204	99	3,136,912	3,136,912	0	271,423	2,109,434	67	
109	DELINQ PREVENTN GRNT FUND											
	REVENUE	213,008	0	213,299	100	214,529	214,529	0	0	217,225	101	
	EXPENDITURE	213,008	19,319	201,399	95	214,529	214,529	0	19,317	141,275	66	
188	SOCIAL SECURITY FUND											
	REVENUE	2,492,379	109,805	2,303,180	92	2,402,070	2,402,070	0	69,425	1,115,574	46	
	EXPENDITURE	2,473,179	172,903	2,349,437	95	2,402,070	2,402,070	0	182,607	1,523,171	63	
303	COURT COMPLEX CONSTR FUND											
	REVENUE	70,000	3,837	6,156,557	8795	125,000	125,000	0	1,503	148,999	119	
	EXPENDITURE	1,600,000	71,809	290,291	18	4,644,067	4,644,067	0	1,135,898	1,299,280	28	
304	HIGHWAY FACILTY CONST FND											
	REVENUE	6,800,000	304,664	2,068,730	30	7,000	7,000	0	645,000	656,454	9378	
	EXPENDITURE	6,702,321	23,014	5,119,452	76	1,464,181	1,480,243	16,062	6,371	1,377,670	93	
350	HWY FACIL BOND DEBT SERV											
	REVENUE	0	0	12		48,175	48,175	0	0	106,757	222	
	EXPENDITURE	0	0	0		48,175	48,175	0	41,933	41,933	87	
475	RPC ECON DEVELOPMNT LOANS											
	REVENUE	307,000	24,685	362,661	118	1,434,500	1,434,500	0	16,867	154,491	11	
	EXPENDITURE	665,570	16,607	552,593	83	896,200	896,200	0	10,946	103,655	12	
476	SELF-FUNDED INSURANCE											
	REVENUE	1,474,517	175,849	1,391,456	94	1,368,344	1,368,344	0	60,720	439,874	32	
	EXPENDITURE	1,575,235	32,010	1,315,877	84	1,613,551	1,653,551	40,000	72,627	917,404	55	
610	WORKING CASH FUND											
	REVENUE	12,000	1,177	18,738	156	12,000	12,000	0	119	6,069	51	
	EXPENDITURE	18,738	0	18,738	100	12,000	12,000	0	0	0		
611	CO CLK DEATH CERT SURCHRG											
	REVENUE	4,000	232	2,492	62	4,000	4,000	0	834	1,790	45	
	EXPENDITURE	4,000	232	2,260	57	4,000	4,000	0	0	980	25	
612	SHERIFF DRUG FORFEITURES											
	REVENUE	15,450	50,503	39,901	258	26,000	26,000	0	378	12,879	50	
	EXPENDITURE	37,500	214	13,606	36	35,769	50,769	15,000	8,529	28,769	57	
613	COURT'S AUTOMATION FUND											
	REVENUE	169,500	17,489	194,485	115	200,000	200,000	0	12,480	98,997	49	
	EXPENDITURE	371,513	19,007	225,104	61	199,353	199,353	0	0	93,167	47	
614	RECORDER'S AUTOMATION FND											
	REVENUE	158,000	21,693	246,996	156	208,000	208,000	0	22,527	134,682	65	
	EXPENDITURE	234,551	31,311	195,082	83	261,021	261,021	0	10,521	158,762	61	
617	CHILD SUPPORT SERV FUND											
	REVENUE	69,000	5,870	80,397	117	75,000	75,000	0	4,833	39,732	53	
	EXPENDITURE	83,590	1,300	22,426	27	84,598	84,598	0	2,268	12,330	15	

AUDITOR'S REPORT TO COUNTY BOARD
PERIOD ENDING 7/31/08

FUND	NAME	FY 2007				FY 2008					
		-BUDGET- FINAL	CURRENT MONTH	ACTUALS YEAR-TO DATE	YTD %	BEGINNING (12/01/07)	BUDGET- CURRENT (AS OF 7/31/08)	CHANGE	CURRENT MONTH	ACTUALS YEAR-TO DATE	YTD %
618	PROBATION SERVICES FUND										
	REVENUE	260,000	22,149	339,078	130	264,000	264,000	0	6,826	190,646	72
	EXPENDITURE	363,700	10,231	286,587	79	361,300	361,300	0	16,108	81,996	23
619	TAX SALE AUTOMATION FUND										
	REVENUE	22,300	1,293	28,378	127	22,300	22,300	0	1,441	9,454	42
	EXPENDITURE	28,271	1,818	21,521	76	24,271	25,771	1,500	2,692	17,047	66
620	HEALTH-HOSP. INSURANCE										
	REVENUE	6,417,400	629,519	4,430,632	69	4,960,915	4,960,915	0	374,102	3,148,316	63
	EXPENDITURE	6,425,400	358,835	4,422,174	69	4,869,508	4,869,508	0	378,393	3,149,674	65
621	STS ATTY DRUG FORFEITURES										
	REVENUE	26,700	376	26,155	98	25,000	25,000	0	556	14,649	59
	EXPENDITURE	26,700	55	26,243	98	25,000	25,000	0	361	1,860	7
627	PROPERTY TAX INT FEE FUND										
	REVENUE	41,000	2,613	56,415	138	41,000	41,000	0	0	2,077	5
	EXPENDITURE	102,000	0	102,000	100	40,000	40,000	0	0	0	
628	ELECTN ASSIST/ACCESSIBLTY										
	REVENUE	0	47	19,667		20,000	70,000	50,000	0	2,620	4
	EXPENDITURE	29,000	0	15,356	53	15,000	65,000	50,000	0	12,412	19
629	COUNTY HISTORICAL FUND										
	REVENUE	1,500	4	50	3	0	0	0	0	16	
	EXPENDITURE	0	0	0		0	0	0	0	0	
630	CIR CLK OPERATION & ADMIN										
	REVENUE	0	87	958		0	0	0	506	3,862	
	EXPENDITURE	0	0	0		0	0	0	0	0	
658	JAIL COMMISSARY										
	REVENUE	90,000	8,425	113,199	126	99,000	99,000	0	2,311	18,721	19
	EXPENDITURE	104,923	2,496	101,052	96	79,870	79,870	0	2,859	9,307	12
659	ARRESTEE'S MEDICAL COSTS										
	REVENUE	23,050	2,650	33,978	147	35,000	35,000	0	956	18,063	52
	EXPENDITURE	22,200	0	1,264	6	22,200	22,200	0	0	0	
670	COUNTY CLK AUTOMATION FND										
	REVENUE	33,000	3,429	37,626	114	26,000	26,000	0	2,403	18,194	70
	EXPENDITURE	72,405	7,416	36,472	50	56,965	98,865	41,900	2,031	14,756	15
671	COURT DOCUMENT STORAGE FD										
	REVENUE	178,000	22,007	208,314	117	213,000	213,000	0	16,243	107,003	50
	EXPENDITURE	395,792	10,655	216,442	55	456,751	456,751	0	13,246	133,910	29
672	CRT SERV DRUG FORFEITURES										
	REVENUE	550	6	73	13	60	60	0	0	24	40
	EXPENDITURE	2,400	0	0		2,480	2,480	0	0	0	
675	VICTIM ADVOCACY GRT-ICJIA										
	REVENUE	41,409	1	42,603	103	43,077	43,077	0	0	19,222	45
	EXPENDITURE	40,912	3,135	40,912	100	42,394	42,394	0	3,230	26,087	62

AUDITOR'S REPORT TO COUNTY BOARD
PERIOD ENDING 7/31/08

FUND	NAME	FY 2007				FY 2008						
		-BUDGET-		ACTUALS		BEGINNING (12/01/07)	-BUDGET-		CHANGE	-ACTUALS-		YTD %
		FINAL	CURRENT MONTH	YEAR-TO DATE	YTD %		CURRENT MONTH	YEAR-TO DATE		YTD %		
676	SOLID WASTE MANAGEMENT											
	REVENUE	6,150	218	5,395	88	4,336	9,034	4,698	100	3,706	41	
	EXPENDITURE	8,375	0	6,438	77	6,111	10,809	4,698	4,797	6,720	62	
677	JUV INTERVENTION SERVICES											
	REVENUE	0	68	935		500	500	0	0	285	57	
	EXPENDITURE	5,000	200	395	8	5,000	5,000	0	0	880	18	
679	CHILD ADVOCACY CENTER											
	REVENUE	218,327	3,323	192,712	88	217,199	217,199	0	3,190	111,651	51	
	EXPENDITURE	226,381	20,931	204,774	90	223,008	227,508	4,500	27,081	138,782	61	
681	JUV INF SHARING SYS GRANT											
	REVENUE	14,094	7,503	17,754	126	14,000	14,000	0	0	9,361	67	
	EXPENDITURE	14,269	2,392	14,050	98	14,000	14,000	0	0	10,450	75	
685	DRUG COURTS PROGRAM GRANT											
	REVENUE	114,790	6,471	81,453	71	43,123	82,648	39,525	14,278	55,179	67	
	EXPENDITURE	114,790	6,471	81,417	71	43,123	90,770	47,647	4,835	47,608	52	
850	GEOG INF SYS JOINT VENTUR											
	REVENUE	540,680	4,391	441,935	82	463,735	542,638	78,903	58,986	311,484	57	
	EXPENDITURE	591,228	34,424	454,572	77	566,150	645,803	79,653	77,793	290,447	45	
TOTAL ALL FUNDS	REVENUE	17,259,776	4,492,010	110,539,880	640	10,545,554	11,895,853	1,350,299	5,936,773	57,059,000	480	
	EXPENDITURE	24,914,390	6,204,049	102,385,851	411	18,335,661	21,352,255	3,016,594	12,044,257	68,552,491	321	