

CHAMPAIGN COUNTY BOARD  
**COMMITTEE MINUTES**

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**LEGISLATIVE BUDGET HEARING MINUTES**

**Tuesday, August 23, 2005**

**Meeting Rm. 1, Brookens Administrative Center**

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

6:30 p.m.

**MEMBERS PRESENT:** Anderson, Avery, Beckett, Bensyl, Betz, Gross, Hogue, Knott, Langenheim, McGinty, O'Connor, Putman, Schroeder, Tapley, Wysocki

**OTHERS PRESENT:** Deb Busey (County Administrator), Denny Inman (County Administrator), Jeff Blue (County Engineer), Curt Deedrich (Supervisor of Assessments), Thomas Difanis (Presiding Judge of the Circuit Court), Michael Frerichs (Auditor), Roger Holland (Court Administrator), Duane Northrup (Coroner), Alan Reinhart (Supervisor of Building Maintenance), Julia Rietz (State's Attorney), John Taylor (Public Defender's Office), Dan Walsh (Sheriff), Steve Ziegler (First Assistant State's Attorney)

**Call to Order**

Finance Committee Chair McGinty called the meeting to order at 6:31 p.m.

**Approval of Agenda/Addendum**

**MOTION** by Betz to approve the agenda; seconded by Bensyl. Motion carried.

**Budget Presentations**

**Champaign County Highway**

Jeff Blue presented the Champaign County Highway Budget. The budget presentation manual was passed out to the County Board members. Blue began his presentation by describing how Champaign County consists of about 200 miles of roads and 84 bridges. The townships in Champaign County consist of about 1,560 miles of roads and 610 bridges. The County Highway Department receives its money from five different funding sources: the County Highway Fund, the County Bridge Fund, the County Motor Fuel Tax Fund, the Federal-Aid Matching Tax Fund, and the Federal Highway Funds-Surface Transportation Program Rural Funds. The County Highway Fund Levy has a statutory maximum rate of 0.10%. For FY2006, the amount is calculated at about \$1,540,175 or a 0.0543% rate. This fund is used as an operational budget for the Highway Department. The County Bridge Fund is used to reconstruct bridges on county and township roads. It has a maximum rate of 0.50% and the levied amount for FY2006 is \$782,442 or a 0.0276% rate. The County Motor Fuel Tax is a tax of nineteen cents per gallon of motor fuel on vehicles throughout the State of Illinois. This is the major fund used for road construction in the County. The FY2006 County Motor Fuel Tax revenue is estimated at \$2,884,000. Blue reminded the Board members that this number is only an estimate and there is no way to determine the exact amount of Motor Fuel Tax revenue. The revenue is received on a monthly basis.

Beckett assumed the County Motor Fuel Tax revenue estimate was based on historical data, but any decrease in the consumption of gas due to high prices could affect the revenue. Blue said Becket was correct. Beckett asked if engineers in other counties are concerned about the potential decrease in gas consumption and the aftereffects. Blue said County Engineers are concerned; however, more fuel was sold in June 2005 than at any other month in the history of the U.S., even with the high fuel costs.

Schroeder and Putman entered at 6:35 p.m.

The Federal-Aid Matching Fund Levy has a 0.05% maximum rate. The rate was reduced in 2001 to the minimum rate of 0.0002% or \$5,491. The Federal Highway/STP Funds generate about \$450,000 per year for the County for the rural roadways. Blue provided the evaluations of all the townships and road districts in Champaign County for information purposes. Townships receive separate money from the Motor Fuel Tax, approximately \$1,300 per mile of roadway in FY2005.

Tapley entered at 6:37 p.m.

There is a township bridge program administered by Blue through the County Highway Department. The current allotment for this program is \$330,000 per year. This funding can only be used for township bridges. The County also receives Bridge Replacement and Rehabilitation program funding in the amount of \$83,000 for rehabilitation and reconstruction of bridges on all local systems; including townships, villages, and elsewhere in the County. Blue stated this money is allowed to build up over time and then used for a large project.

Blue continued with the overview of the County Highway Fund. This fund is for the purpose of improving, repairing, and maintaining County highways. The County Highway Fund also functions as the Highway Department's operating fund. Salaries, supplies, and equipment purchases come from this fund. Typically, the County Highway Fund is not used for construction projects. If there are construction projects on roadways not on the federal aid system, this is the only fund the Highway Department has to help other entities build roadways that do not come through a CUUATS-type funding scenario. The County Highway Fund has been used to fund the North Lincoln (\$215,000), South First Street in Savoy (\$325,000), and North Prospect (\$584,000) projects in the last few years. Currently, the reconstruction of Lierman Avenue with the City of Urbana is taking place and being funded by the County Highway Fund. Champaign County is paying the entire cost upfront (the bid was \$1.2 million) and the City of Urbana will pay the County back two-thirds of the final costs over the course of three years. As a goal, Blue would like to keep a balance equal or greater to a half year's levy in the Highway Fund. This is a proper emergency fund for major road repairs. Blue allowed for a 3% growth in the levy over a period of five years. The projected levy in FY2006 is a 0.0543% total levy. Engineering fees received from townships and Motor Fuel Tax projects are revenue for the County Highway Fund. Blue plans to rent equipment from the Motor Fuel Tax Fund in FY2006 to get more money into the County Highway Fund because the Lierman Avenue project and new facility will really draw down the fund balance. Whenever a truck is put on the road, it is rents out and the Motor Fuel Tax Fund is charged from the County Highway Fund. The idea is to use an equipment rental to pay for equipment instead of levying for it over time.

The majority of expenditures from the County Highway Fund are salaries, wages, fringe benefits, and commodities. Services constitute everything from seal-coating roadways to hauling gravel to maintaining vehicles to paying for gas and electric. The office space in the planned Highway Maintenance Facility will cost \$600,000. The architect's timeline is to bid the project in the spring of 2006. Blue gave an overview of the capital outlay expenditures in FY2006. A five-year expenditure plan and fund balance projection was also provided.

The next fund was the County Bridge Fund. This fund is used in conjunction with the townships bridge funds to build township and county bridges. Generally, about ten to twelve bridges are built each year in Champaign County. In 2010, a large structure is projected to be built that will cost the County about \$600,000. A balance of about \$750,000 is preferable for this fund because Blue likes to let bridges early in the spring and the fund has to pick up the lag time until it receives the levy money. Blue allowed for a 3% growth per year both on the revenue and expenditures. Blue included a projection for FY2006 construction. It is difficult to program bridges beyond one or two years because Blue does not know in advance which townships will have the money to build the bridges. He did not what to make a projection beyond the next year only to have it change drastically by

the fiscal year end. In 2010, Blue showed a capital outlay for a township bridge construction and County Highway 22 Structure. A federal grant was recently received to reconstruct that project.

Blue explained how the Illinois Motor Fuel Tax Fund is distributed on page 45 of the Highway Department Budget Manual. The state government gets 45.6% of the motor fuel tax money and the local governments receive 54.4%. The local governmental portion is divided between municipalities (49.10%), counties with over 1,000,000 inhabitants (16.74%), counties with under 1,000,000 inhabitants such as Champaign County (18.27%), and road districts/townships (15.89%). Blue stated everyone is getting their fair share of motor fuel tax money. The Motor Fuel Tax Fund has a projected balance at the end of this year of \$9 million. However, Blue wanted to make it clear that this \$9 million includes the \$4 million that has been saved over the last ten years by the Highway Department to finance the construction of a new Highway Maintenance Facility. The remaining \$5 million is largely due to the fact that Champaign County received \$6.8 million from the state to take over the Homer-Sidney and Philo-U.S. 45 road in 2003. Blue stated the money the County receives each year from the Motor Fuel Tax is almost exactly equal to what it costs the County to do business and maintain the County highways. A resolution was passed by the County Board this year committing \$1 million per year to construction projects in the Champaign-Urbana urbanized area. Blue is working to develop a pavement management system whereby decisions can be made to best determine which roadways need the right work done at the right time. This system would provide useful data to set priorities and back up the decisions. The Motor Fuel Tax Fund's goal balance is \$1 million at any time. Assuming the County's Motor Fuel Tax allotment is \$2,884,000 in FY2006, Blue has projected the expenditure plan. The County is earning a good amount in investment interest because of a high fund balance. The State of Illinois reimburses the County for half of Blue's salary as County Engineer. The Motor Fuel Tax Fund pays for services such as engineering fees, road maintenance, CUUATS portion, and architect fees. The future could see a rise in the services costs and a decrease in the construction costs because Blue's philosophy is to do maintenance to keep roadways in good shape instead of rebuilding roadways every ten to twelve years. The architectural fees for the new Highway Maintenance Facility are estimated at \$500,000 for FY2006. Equipment rental, mentioned earlier being transferred to the County Highway Fund, is estimated at \$250,000 in FY2006. The Curtis Road construction and the Windsor Road engineering costs are the \$1 million committed to the Champaign-Urbana urbanized area in FY2006. The federally programmed project on Highway 23 will cost \$500,000 for the County's portion. The new Highway Maintenance Facility expenditure is set at \$5 million. Blue noted the space needs study that he brought to the County Board when they were conceptualizing the new facility is a mirror image of about what the architects came up with. The footprint of that building has not changed more than 5%. The cost is estimated at \$100 per square foot. Variance in construction prices would alter this estimate. For the years 2007 through 2010 everything is increased by 3%. Curtis Road and Windsor Road are the projects that are line itemed for the \$1 million committed to the Champaign-Urbana urbanized area for the next five years.

The Federal Aid Matching Fund was next. The Federal Aid Matching Tax is down to the minimum levy possible. Blue learned the Federal Aid Matching Tax was instituted in 1990 as a way to fund the urbanized projects such as Windsor Road. This tax was cut in 1990 to help the County remain within the PTELL limits. In 2002 the tax was cut down to the minimum amount. There is a small balance in this fund. Blue found out today this balance will be further reduced because the Highway Department has not made the final payment for the Olympian Drive project. Blue received an email from the City of Champaign that this project payment has not been finished. This payment will reduce the fund balance by another \$120,000. The fund balance going into FY2006 will be \$250,000. This money had been budgeted for the I-57/Curtis Road interchange, an IDOTS Project.

Blue took questions from committee members. Langenheim asked if the money will complete the I-57/Curtis Road Project. Blue said no, but this project will not be complete in FY2006. Langenheim asked where we would look to for those funds. Blue stated the only other revenue source is Motor Fuel Tax revenue.

Tapley asked about the new facility's office space and the Highway Fund. Blue said the statutory rules say we can use Motor Fuel Tax money for the maintenance and storage garage, but we cannot use the funds to build

office space for County Highway Departments. Tapley said had he been reviewing the Motor Fuel Tax Fund numbers previously presented to the County Board, which show the fund running into a deficit. He wondered what is different tonight. Blue explained tonight's projection is for five years. Tapley was referring to a ten-year projection. Tapley reiterated his opinion that the County should issue bonds to pay for the new Highway building. He does not want to borrow money to build roads in the future. Blue and Busey explained that option has been considered, but borrowing money to build the Highway Maintenance Facility would just delay the inevitable. The projects will exceed revenue from the Motor Fuel Tax Fund. Issuing bonds for the building does not prevent the problem. Even without the building, expenditures will still exceed the revenue for the Motor Fuel Tax Fund. Bonds would only mean the Highway Department goes into the red in 2018 instead of 2015. Tapley understood the reasoning, but thought giving Blue more time before a deficit occurred would possibly enable him to avoid a deficit. Busey said the revenue is the Highway Department will be maintained in the near future even with paying for the new facility. Hopefully, the issue of the expenditure exceeding the revenue will be corrected before a deficit occurs in 2015. Blue stated the Highway Department's projected revenue pretty much equals its projected expenditures, with the exception of the annual \$1 million committed to the Champaign-Urban urbanized areas.

Bensyl asked if the projected line item of \$5 million for the new facility included new equipment. Blue said yes. Bensyl estimated the projection for the facility is at \$6.2 million. Blue confirmed Bensyl's figure. Bensyl asked the reasoning why the County is paying the costs of the Lierman Avenue Project and letting the City of Urbana pay two-thirds back over three years. Blue was not the County Engineer when the agreement was signed. Inman said it had to do with the availability of the road for the Nursing Home Project. The Lierman Avenue Project had to move up on the schedule so traffic could access the new Nursing Home facility. The City of Urbana is paying the County back over three years so it has less of an impact on the City's budget.

Blue explained distribution of the Motor Fuel Tax revenue to the municipalities and townships in answer to the Board members' questions. Municipalities receive Motor Fuel Tax money based on their populations; townships receive Motor Fuel Tax money based on how many miles of roads are within each township.

**MOTION** by O'Connor to receive and place on file the Champaign County Highway Budget Presentation Manual; seconded by Beckett. Motion carried. Blue was thanked for his presentation. Blue encouraged the Board members to contact him with any additional questions.

#### General Corporate, Public Safety Sales Tax, GIS, IMRF, Social Security, & Other Related Funds

Busey and Inman distributed the General Corporate Fund & Related Departments Budget Presentation Manual to the Board members. Busey announced the first portion of this budget presentation includes all the program change requests from the General Corporate Fund Departments. The FY2006 Budget has been prepared with the 4.2% Personnel increases and 1.5% increases to Commodities line items previously approved by the County Board. The program change requests are requested for funding in addition to that budget. Most of the individual department heads are present to speak about the program change requests from their respective departments.

The first program change requests came from the County Clerk, who was not present at the hearing. Busey summarized the requests for an increase of \$6,276 to the Temporary & Overtime Budget and an increase of \$4,949 to the Staffing Budget. New legislation has been improved that will mandate early voting. It is anticipated that will require a substantial increase in the number of hours the County Clerk's staff will work on weekends and holidays. The next request is for the County Clerk's Secretary position, which is currently budgeted at thirty hours per week, be increased to thirty-seven and a half hours per week in anticipation of a need for increased Election Judge training with the new voting equipment.

The Supervisor of Assessments requested an increase of \$9,614 to Legal Notices and an increase of \$1,860 to Required Mailing. The Legal Notices are mandated and Deedrich anticipates the amount of publication costs will increase by 8,272 parcels. The Required Mailing envelopes are purchased every other year and Deedrich thinks he will need more.

Busey explained the Circuit Clerk's Office has two positions funded at \$0, as a result of cutbacks implemented by the County Board in 2002. The Circuit Clerk, who was not present, requested funding for the two Legal Clerk positions as an Increase in Staffing Budget of \$54,961. The next request was an increase of \$3,160 for Spanish Instruction for Staff. The Circuit Clerk would like to have six of her staff provided with conversational Spanish instruction. McGinty stated his doubt that six staff members could become conversational in Spanish at a conference and with a little training. He suggested having one staff member actually fluent in Spanish. Busey said this request drew attention at a meeting of the six criminal justice system office holders. All of those offices are experiencing some difficulty in encountering people who only speak Spanish. A number of different solutions were identified. The issues being communicated by the criminal justice system offices are frequently legal or technical matters that require a fluency in Spanish beyond basic conversation. Knott was concerned about the request for additional funding of two Legal Clerk positions. He asked if the County has a choice about paying for the salaries. Busey stated the Circuit Clerk was aware that her budget did not include funding for the two Legal Clerk positions. The positions had just not been permanently eliminated. Betz objected to the Circuit Clerk hiring employees for positions she knew were not funded.

Judge Difanis addressed the Circuit Court's request for funding an increase in Attorney Fees of \$47,280. Difanis originally requested an increase for the attorneys' contracts from \$36,000 to \$40,000 annually. These attorneys handle the abuse/neglect cases and include the CASA attorney. It was learned at the National Association of Counties meeting that other counties fund CASA programs. It was suggested to increase the CASA attorney position from \$40,000 to \$80,000. The request next year will be to appropriately fund this program. Difanis stated the CASA program is extremely valuable in abuse/neglect cases and should be appropriately funded. Beckett asked if the County would have to hire another Guardian Ad Litem attorney if we did not have CASA. Difanis explained the main CASA attorney is a volunteer who works about sixty hours a week and would be impossible to replace at \$40,000. The Guardian Ad Litem attorneys represent the children in abuse/neglect cases. Difanis said the other increase is for the conflict attorney position for indigent criminal defendants. Beckett and Difanis noted it is nearly impossible to completely budget for attorneys for indigent criminal defendants because the costs depend how many attorneys it is necessary for a judge to appoint during the year. Bensyl asked what Difanis felt would be an adequate level of funding for the CASA program. Difanis has discussed the matter with several Board members and thinks the amount needed would be in excess of \$80,000, plus the grants CASA receives.

John Taylor presented the request from the Public Defender's Office because Randall Rosenbaum could not attend the hearing. The request is for an additional position of Attorney for Juvenile Cases in the amount of \$67,250. The attorney would be a Senior Assistant Public Defender assigned to the juvenile court and abuse/neglect cases. There has been an increase in both the number and complexity of the caseload, especially concerning petitions to terminate parental rights. Avery said she was disturbed to talk about terminating parental rights. She asked what is being done to help the parents who are losing their parental rights. Taylor said DCFS and other social service agencies provide services to the parents who have complaints filed against them and could have their parental rights terminated. The judges encourage the parents to work with the agencies.

The next requests were from the Sheriff. Busey pointed out there was a meeting of all six criminal justice system department heads where all their program change requests were reviewed and evaluated. The six department heads completed information as to whether or not they supported the requests of the others. This was done primarily as an exercise in sharing information about where there is a need in an office, in case there was a way to share resources. The exercise was also to determine which of these requests are deemed by all the criminal justice system offices to be priorities. The Sheriff's first request was an increase to the Mental Health Contract for

\$137,538. A few months ago, the County Board voted to change the mental health provider to Health Professionals and to substantially increase the mental health services for inmates. The request is to fund the Health Professional contract for the full budget year, assuming it remains the same. The second request was for Additional Personnel in the amount of \$301,473. Sheriff Walsh explained he was three different divisions: Court Security, Law Enforcement, and Corrections. There are thirteen Court Security Officers, including a Sergeant and a K-9 Officer (who arrives at 6:00 a.m. to walk through the Courthouse's common areas with Duke, the explosives dog). One of the Court Security Officers is in the Air Force Reserves and is away on training. The Courthouse has eleven courtrooms with ten judges. An eleventh judge will be added within the next month. The Sheriff stated he does not have enough Court Security Officers to cover the courtrooms and he is obligated by statute to have an officer in a courtroom. He has been managing the situation with the bailiffs, who are selectively used for grand juries and civil juries. The Sheriff is very concerned about the situation. He is not asking for more Court Security Officers because those officers are very limited in the duties they can perform. Court Security Officers cannot be sent out on the road. The Sheriff is requesting additional road deputies because they can work on the road in law enforcement, serve as officers at the Courthouse, or transport prisoners and perform Corrections duties. They are the most utilitarian officers and the most expensive. The Sheriff thinks it would be the most prudent use of additional officers.

The State's Attorney made a request for funding of the Domestic Violence Advocate & Assistant State's Attorney because she found out today the Domestic Violence Grant would not be renewed. Wysocki received a letter from the Department of Justice affirming the State's Attorney request for renewal of the current grant was denied. The grant presently funds four and a half positions in the State's Attorney's Office. Reitz's original program change request was based on the idea her office would receive that grant. She presented a revised program change request. Rietz stated her office has not used all of the grant money for this year and they were able to convince the federal government to extend the grant through January. The grant funded two attorneys, a Domestic Violence Advocate, and an Administrative Legal Secretary. One attorney is an Assistant State's Attorney who primarily handles misdemeanor domestic violence cases, e.g. first time domestic violence cases, telephone harassment, criminal damage to property, and violation of orders of protection. The other attorney is a Senior Assistant State's Attorney who handles the felony domestic violence cases, e.g. enhanced domestic violence cases, aggravated domestic batteries, unlawful restraint, and stalking. The legislature has added a number of different enhancements, so someone who is a repeat domestic violence offender can be charged with a felony. The attorneys are very busy because domestic violence is an offense that is frequently repeated. The Domestic Violence Advocate is the person responsible for helping the victim. The current Domestic Violence Advocate is bilingual and provides language assistance to other parts of the State's Attorney's Office. The Administrative Legal Secretary is a necessity for the others to do their jobs. Rietz assured the Board members she would never again depend on an unreliable funding source for this many vital positions. She explained these positions have been in place for a long time and serve a very important function in prosecuting domestic violence and assisting victims of domestic violence. To do without the positions would be incredibly detrimental to her office. Rietz presented the FY2006 budget for the positions and noted the savings her office has incurred in the FY2005 personnel budget. She projected her office has saved close to \$100,000 in personnel this year; including \$25,000 in savings by leaving a Senior Assistant State's Attorney position open. Other savings include hiring at lower salary levels when replacing employees who departed after Rietz took office. Based on those figures, the State's Attorney's Office in FY2005 has saved the County almost equal the same amount of money they are currently requesting for FY2006.

Betz asked if the Department of Justice gave a reason for not renewing the Domestic Violence Grant. Rietz listed some of the reasons given. The list included that the State's Attorney's Office did not provide adequate compensation for project partners, especially the non-profit victims' service organizations. Somehow the State's Attorney was supposed to help fund A Woman's Place and other organizations, who are also losing funding. The State's Attorney was supposed to provide a plan to sustain the project or to secure future funds. Rietz thinks these grants expect the County to fund this project by itself at some point. The application was supposed to provide a timeline to accomplish project activities and Rietz is unable to provide an adequate timeline of when she would end

domestic violence. In the future, Rietz will not use grant money to fund ongoing positions in her office. Betz asked if the positions would have more flexibility if they are no longer funded by a grant with specific spending requirements. Rietz said the attorneys could handle other types of cases, but their current caseloads are full with domestic violence cases. If her office loses these positions, the caseloads would still have to be managed by the State Attorney's Office.

Rietz answered questions from Board members on the current situation and need for domestic violence prosecution in Champaign County. Busey stated Rietz's original program change request was endorsed by the other criminal justice system department heads. Beckett discussed the ripple effect the grant has on the other offices in the courts system. Rietz noted her office has lost two other grants this year and has managed to find funding for the programs within her budget without asking for additional funding from the County Board. Tapley asked questions about the savings and the amount of funding needed. Rietz gave further details and explained her office actually needs \$94,813 more for FY2006 because she was able to extend the current grant to January 2006 instead of it ending on August 31, 2005. Ziegler answered questions on the number of hours an average attorney in the State's Attorneys Office works (about 70 hours a week) and the caseloads. If the attorneys are stretched too thin, they might not be able to best judge which cases should be charged and prosecuted.

The Coroner presented a request for Additional Staff – Deputy Coroner in the amount of \$44,886. Northrup stated the Health Department is trying to pass a state law that would require all nursing home deaths be reported to the Coroner's Office. The law did not pass this year, but the Health Department will require nursing homes to fill out a two-page form for every death and submit it to the Coroner. Northrup currently has two full-time Deputy Coroners and is requesting another. Presently, the Coroner and two Deputy Coroners work around the clock, seven days a week. This averages to fifty-six hours a week per employee. A majority of the work comes in after standard office hours. Northrup offered caseload statistics comparing Champaign County to the Coroner's Offices in other counties. There has also been a significant increase in home health care agencies that are not skilled care agencies. These agencies are being used by families for at-home assistance. When someone dies at home, the Coroner has to be called.

The next three requests were from Public Properties and presented by Denny Inman. Alan Reinhardt, Supervisor of Building Maintenance, was also present. The first request was for Repair/Maintenance Costs to Downtown Facilities in the amount of \$4,791. Inman stated this figure was from two RFPs that were sent out; for elevator maintenance and generator maintenance. Included in this figure was also an increase for security system and fire alarm testing. Inman said this increase falls under a life safety issue because this is equipment and tests that must be maintained to keep the facilities running. The second request is for Utilities Costs of Old Nursing in the amount of \$174,937. Inman said the new Nursing Home is being built relatively on schedule and it is anticipated that residents will occupy the new facility by the spring of 2006. Inman and the County Board Chair are working to find a use for the old Nursing Home. The \$174,937 is the utilities cost to keep the empty facility in the lowest operational, environmental condition possible without doing any damage to the facility. The third program request is for Additional Staff – Maintenance Workers in the amount of \$130,478. Inman said in 1996 Champaign County had approximately 400,000 square feet of buildings to maintain. Today the County has approximately 600,000 of buildings to maintain with approximately the same number of building maintenance workers. The new Nursing Home will add another 130,000 square feet of building requiring maintenance and if the County Board proceeds with building a new Highway Fleet Maintenance Facility, another 50,000 square feet will be added. Inman would like to maintain a ratio of about 50,000 square feet per building maintenance employee. The request is for two additional Maintenance Worker positions and two additional Senior Maintenance Worker positions. By adding these positions, Public Properties will be able to improve and maintain the appearance of County buildings both inside and out, reduce the amount of time maintenance staff spends traveling from place to place, reduce the staff downtime, reduce replacement costs, and keep up with preventive maintenance.

Tapley asked if the Nursing Home has its own maintenance workers. Inman stated the Nursing Home has three maintenance employees. The technology in the old Nursing Home is very different from what will be in the new Nursing Home. Inman believes the Nursing Home maintenance workers will need to have upgrades in their backgrounds and four more staff will need to be added. There is a critical need for a plumber and there is no trades plumber on staff. Tapley thought a new Nursing Home would require less maintenance, at least initially. Inman said there needs to be people on board to train others and current buildings are under staffed. The Satellite Jail, Correctional Center, and the Courthouse need work. The Satellite Jail, Correctional Center, and Nursing Home operate twenty-four hours a day and the Courthouse is a high traffic area. Discussion continued about the maintenance needs and deterioration rate of buildings. Inman described options being explored for use of the old Nursing Home once it is vacant.

Gross asked if a severe space shortage caused the recent construction of County facilities. Beckett clarified that the County is not overbuilding. There was twenty years during which the County did not construct any new facilities and is currently catching up to the need. Busey stated janitor's closets were being used as offices in the old Courthouse. Knott spoke in support of hiring more maintenance personnel. The County Facilities Committee has repeatedly expressed to Inman the need to maintain the buildings. The current staff of six cannot maintain this amount of square footage. Avery commended Reinhart and his staff on their efforts to maintain the facilities. She also supported increasing the maintenance staff. Inman answered Avery's questions about the budgeting of utilities costs for the old Nursing Home.

Beckett presented the next request as Chair of the County Facilities Committee. The request was of Proposed Capital Improvements in the minimum amount of \$357,675 and the maximum amount of \$441,000. An updated program change request document was passed out to the Board members. Beckett stated over the past several years the County Facilities Committee has been made aware of capital improvements which needed to be done, but for which no money has been budgeted for these improvements. For this budget cycle, Beckett requested that all the projects the committee has reviewed and approved be funded. The department heads and elected officials have been asked to make do without the improvements for years while new buildings are being constructed. It is felt the improvements have been postponed for too long and should now be funded.

Putman asked for an explanation for the fifth item listed under Brookens: Vestibule for Exterior Doors. Beckett stated there is no way to enter the Brookens building through a vestibule. Almost all public buildings have a transitional space at an entrance for visitors to close their umbrellas.

Tapley asked if the projects could be prioritized in case all cannot be included in the budget. Beckett said it is difficult to prioritize, as the projects have needed to be done for quite some time.

Langenheim asked about the bathrooms. Beckett said they need architectural plans approved by the City of Urbana to put doors on the bathrooms. That is not part of this program change request. Langenheim asked why carpeting is needed over the vinyl floors in the County Clerk's Office. Sheldon said the tiles have been coming up and it is a safety issue.

Avery asked if these improvements could be funded from Capital Equipment Replacement Fund. Beckett stated the improvements listed are physical capital improvements, therefore, they are not items covered by the Capital Equipment Replacement Fund. There is no existing fund to set aside money for the deterioration of buildings. Beckett suggested that it would be a good idea to explore establishing a fund for capital improvements. Busey stated Board members could see how effective such a fund has been for capital equipment later in the presentation.

McGinty asked if the program change request was enough to account for improvements that will need to happen in FY2006. Beckett replied he cannot be certain. Every month, Beckett asks the County Facilities

Committee to take a measure of the state of facilities. McGinty voiced his support of a contingency fund to cover unexpected facilities expenses.

The County Board Chair, Barbara Wysocki, presented the program change request from the Champaign County Economic Development Corporation (EDC). The request is for \$25,000 to pay the County's Membership in the EDC. Wysocki explained Champaign County has been invited to the table at the Economic Development Corporation and it is felt the County's role at this table is vital. The membership fee contributes to the ability of the EDC to attract businesses in a competitive, high-tech world. The EDC has requested the County's participation in the past, but for various reasons, including financial ones, the County has chosen not to participate in financing. Wysocki realized, in light of the other requests made tonight, this program change request does not carry a high priority. She stressed the importance of Champaign County demonstrating its commitment to economic development with some kind of financial contribution.

McGinty stated his skepticism of the EDC's usefulness and its ability to meaningfully outreach to businesses, gleaned from his experience as a business owner. However, he would be supportive of paying the membership fee if the County will have a substantive role. Knott is a member of the Economic Development Corporation Board and said the last year has brought changes to the EDC Board. There is a new Executive Director. He supports encouraging economic development throughout the entire Champaign County area. In his opinion, a financial contribution would make the County a more equal player and bring about benefits at a later date. Avery asked how the \$25,000 contribution amount was determined. Busey said \$25,000 was the amount requested by the EDC with supporting documentation from other counties. This amount is small in comparison to what other counties, similar in size to Champaign County, are contributing to their local EDCs. Busey continued to answer Avery's questions about the budgeting process.

Greg Knott presented the last program change request from the Champaign County Soil & Water Conservation District for New Projects/Training and Grant Writing in the amount of \$12,500. Knott views this as a one-time, non-recurring request. Knott informed the Board members that the Soil & Water Conservation District was able to purchase sixty acres west of St. Joseph, which will be turned into wetlands. A letter was provided to Board members detailing the request.

Busey stated the total amount requested in program changes is \$1,486,800. Wysocki asked what is being done to acquire new election equipment. Busey has been waiting to hear from the County Clerk about that matter. Busey thought the County Clerk anticipates purchasing the new equipment this year with a FY2005 budget amendment, but she has not received any cost information from him. Sheldon had exited the hearing prior to this discussion and was unavailable to answer questions. This concludes the program change request section of the hearing.

Busey continued with the General Corporate Fund budget presentation. Section B of the General Corporate Fund & Related Departments Budget Presentation Manual outlines each department's mission statement, staffing, revenue and expenditure budget for FY2005, and tentative revenue and expenditure budget for FY2006. Page fifteen lists the revenue and expenditures for General County. Busey pointed out the ¼% Sales Tax percent change should be 2.41% instead of 24.11%. Section C is the Special Revenue Funds. This first page is an overview of the IMRF and Social Security Funds. IMRF is requiring a 22% increase in appropriation and revenue for FY2006 due to the increase in rate. The increase will have a significant impact on property taxes since the taxes are the only revenue source for IMRF. Social Security is requiring a 5% increase. The GIS Fund is on page eleven and it has been building a fairly stable fund balance. Busey pointed out this fund because she does not believe the County is finished budgeting for it in FY2006. An increase might be requested for some expenditures. Busey singled out the Tort Immunity Tax Fund on page thirteen. The Finance Committee has been informed this fund is in trouble. The end of year fund balance is anticipated to be a deficit of about \$156,000. Next year's budget, based on current anticipated revenue and expenditure, shows a \$234,000 deficit. This would place the fund at almost a \$400,000

deficit by the end of FY2006. Busey thinks we will be able to begin correcting on this fund, to an extent, in FY2007. The likely recommendation will be an infusion of money from the General Corporate Fund to the Tort Immunity Tax Fund to cover the \$400,000 deficit with the anticipated hope that by FY2007 the County is able to more appropriately budget property tax revenue to cover the expenses managed by this fund. Section D is an overview of the Grant Funds. Page one is significantly different because the Domestic Violence Prosecution Grant was not renewed. Section E is a summary of the Capital Equipment Replacement Fund and the Public Safety Sales Tax Fund. The recent histories and projections are given for both funds. Busey stated the Capital Equipment Replacement Fund was initiated in 2000 and is doing well. Almost everything in the fund is on a replacement schedule so that the County has a rather even annual cost to replace all equipment. The Public Safety Sales Tax Fund is fairly stable. This fund is where the County is paying the debt for the Jail, Courthouse addition, and Juvenile Detention Center. The Juvenile Delinquency Prevention/Intervention/Diversion Grants, the Justice Technology Project, and the maintenance for the downtown facilities are also paid for by this fund. Section F is the Levy Rate Projections and the General Corporate Summary. The levy rate projections for FY2006 forecast another year of excellent growth in the equalized assessed valuation (EAV) of almost 8%. Busey reported the CPI increase allowance this year is 3.3%. Under PTELL, that gives all of the levies within the aggregate the ability to grow by 6.13%. The rate will actually go down with the increase in levy and the amount the County will collect. However, the levy is not enough for IMRF. A recommendation is made for the levy with an adjustment for IMRF. Most of the additional money going to IMRF is coming from what would have gone to General Corporate. Busey explained the IMRF Levy is used to pay IMRF costs for General Corporate employees, so it seemed most appropriate to borrow from the General Corporate Levy rather than any other. Busey pointed out an exception in Extension Education Levy. Extension Education presented a budget request which incorporated only a 3% increase and they have enjoyed most of the levy increases over recent years, so it is proposed that they receive a 3% levy increase. The balance of the Extension Education growth was also appropriated to IMRF.

Busey stated the ending result is a 5.62% increase in total levy and a 2.06% decrease in total rate from 2004 to 2005. Busey provided charts demonstrating the division of property taxes in Champaign County and historical information about tax revenues. The property tax rate in Champaign County has only increased when the voters have approved a referendum for the jail bonds, two referendums for the Nursing Home bonds and for operations, and a referendum for the Developmental Disabilities Board. Otherwise the rate has not changed over the last fifteen years. Champaign County has a lower tax rate than other comparable counties in Illinois. Busey presented further information about the breakdown of General Corporate Fund revenue and expenditures. The FY2006 General Corporate Fund revenue is currently set at \$28,112,844. The FY2006 General Corporate Fund expenditure is set at \$28,103,976. This is a revenue positive budget of \$8,868. However, earlier this year the Kronos HR Software System was purchased. The payments for this project will be spread over three years, but it was acknowledged at the time of purchase that the project would be paid for by excess from the FY2004 budget. Since the money has been designated out of the FY2004 fund balance reserve, Busey does not believe this cost should count towards the total in keeping the FY2006 budget balanced. Removing Kronos project from the FY2006 budget reveals the budget to be revenue positive by \$83,004, without incorporating any of the programs change requests made by department heads tonight. The fund balance as of December 1, 2004 was \$3,560,225. Subtracting the \$162,192 designated cost for the Kronos Project, the adjusted fund balance was \$3,398,033. The projected undesignated fund balance as of November 30, 2005 is \$4,296,427. The fund balance requirement for the FY2006 Budget, budgeted at 12.5%, is \$3,512,997. It is projected the County will have about \$750,000 in excess of the fund balance requirement at the end of this fiscal year. Busey recommended the County Board consider designated some one-time purchases to be funded with the excess, such as the election equipment. The Tort Immunity Tax Fund shortfall will need to be supplanted from this revenue source.

Tapley asked where the surplus revenue went in the FY2006 Tentative Budget. Busey explained the surplus was non-recurring in nature. Tapley asked if the County was on budget if the usual unspent 3% of the budget continues to be unspent this year. Busey said it assumes the 3.5% is not spent. Right now, the anticipated one-time surplus revenue in FY2005 amounts to about \$350,000 from the Recorder's fees and about \$450,000 from

Inheritance Tax. Tapley requested Busey identify which program change requests are one-time expenditures and could be appropriately funded by the one-time surplus. Busey agreed to create such a list of one-time versus recurring requests. Busey drew the Board members' attention to the fact that there is no money in contingency in the FY2006 Tentative Budget.

**MOTION** by Betz to receive and place on file the General Corporate Fund & Other Related Departments Budget Presentation Manual; seconded by Tapley. Motion carried.

Betz asked what the next step is to be taken regarding the program change requests. McGinty recommended the Board members take time to review and digest the budget materials presented tonight so a productive discussion can occur at the next Finance Committee meeting.

**Adjournment**

**MOTION** by Beckett to adjourn the meeting; seconded by Wysocki. Motion carried. Meeting was adjourned at 9:38 p.m.

Respectfully submitted,

Kat Bork  
Administrative Secretary

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