

# Champaign County, Illinois



## FY2018 Budget

# FY2018 CHAMPAIGN COUNTY BUDGET

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To Chairman C. Pius Weibel and Honorable Members of the Champaign County Board:

We present for your consideration and approval the Champaign County, Illinois governmental budget for fiscal year 2018, beginning January 1 and ending December 31. The budget complies with Resolution Number 9964 establishing the FY2018 budget process, pursuant to Illinois Compiled Statutes (55 ILCS 5/6-1001). The consolidated county budget states revenue of \$131,443,548 and expenditure of \$129,690,091 and is in compliance with relevant Champaign County financial policies.

This transmittal letter offers an executive summary and overview of the budget document, which includes comprehensive, detailed information about the budget's relationship to County Board policy, the operational elements of county government, and how the financial planning needs of the county have been addressed.

#### Budget Document Overview

The Champaign County budget document is divided into nine sections:

- Introduction. Champaign County's background and economic environment affecting the construction of the annual budget are discussed here. Includes a brief instructional guide to use of the budget document, and Champaign County Board policy and process information.
- Budget Summary. Contains key highlights of the fiscal year 2018 budget.
- General Fund. The General Fund is the primary government fund that encompasses operations for virtually all of Champaign County's statutorily-required functions. Special Revenue Fund budgets related to elected officials with General Fund operations are included immediately after their corresponding section of the General Fund budget.
- Special Revenue Funds. Champaign County has forty-seven special revenue funds.
- RPC Funds. The Champaign County Regional Planning Commission (RPC) manages five special revenue funds that encompass over 125 individual department budgets.
- Joint Venture Fund. Champaign County is the lead agency for the Champaign County GIS Consortium, a joint venture fund financially supported by seven government entities: Champaign County; City of Champaign; City of Urbana; University of Illinois; Village of Rantoul; Village of Mahomet; Village of Savoy.

- Debt Management and Capital Projects Funds. Includes County's debt service and capital projects funds, and discusses financial details, revenue sources, debt structure, and relevant project status.
- Proprietary Funds. Includes the Champaign County Nursing Home enterprise fund, and the Self-Funded Insurance internal service fund.
- Supplemental Information. Includes miscellaneous information including budget ordinances, property tax distribution, personnel budgets and salary schedules, and a terms glossary.

## Budget Organization

The Champaign County budget is organized into components using the concept of a fund. A fund is a self-balancing accounting entity with revenues and expenditures segregated for the purpose of carrying out specific programs in accordance with County policies and applicable state and federal laws.

All funds contain at least one department budget, a group of expenditures that provides for the accomplishment of a specific program or purpose. Each department overview includes the following narrative elements:

- Mission statement. This is a formal statement of purpose that captures the goals and values of the department or fund;
- Budget highlights. The highlights note trends that may be occurring with the budget with respect to revenue or expenditure, and underlying factors having an impact on budget characteristics;
- Organizational chart and personnel headcount, with associated cost per capita data (for General Fund departments, headcount and expense per capita information are included in the General Fund Summary);
- Line-by-line budget. Includes a statement of revenue and expenditure with prior year actual, current year original budget and projected results, and future year budget figures. Revenue includes tax, government shared revenue, fee, and fine sources; expenditure includes personnel, commodity, and service costs;
- Alignment to County Board goals. Every department or fund overview has an explanation as to how their particular functions align with specific elements within the County Board's strategic plan;

- Objectives and performance indicators. These are a series of tangible, measureable operational objectives with quantitative performance criteria delineated for evaluation purposes.

## Strategic Planning

The County Board's Strategic Planning Committee began deliberations earlier in 2017 to develop and update to the County's plan. While we do not have an officially adopted plan at this time, we will be using the draft plan as a framework to guide the FY2018 departmental and fund details presented in this budget document.

The four primary goals of the Plan may be summarized as follows:

- Goal 1: Champaign County is a high performing, open and transparent local government organization.
- Goal 2: Champaign County maintains high quality public facilities and highways and provides a safe rural transportation system and infrastructure.
- Goal 3: Champaign County promotes a safe, just and healthy community.
- Goal 4: Champaign County is a county that supports balanced, planned growth to balance economic growth with preservation of our natural resources.

Part of the committee discussion has pointed to the need for a long-term financial plan. This has been an outstanding issue for some time. In FY2016 the County adopted a detailed facilities action plan that incorporated expert recommendations and data regarding the maintenance and construction needs for its \$160 million investment in buildings over the next ten years.

Since that time, we have made limited progress on amending financial policy goals to better align with GFOA recommendations. The County has also focused on urgent issues that will have a long-term financial impact, such as the future of the nursing home and the downtown Sheriff's office and jail facility. However, the County lacks a detailed technology roadmap nor does it have an asset replacement plan. These would be useful references to inform the development of a long-term financial plan and should be pursued.

## Economic Environment

The outlook for U.S. economic conditions has been generally favorable with stable growth and moderate inflation predicted over the next few years. Unfortunately, Illinois local governments will be challenged by a number of detrimental factors. Ongoing dysfunction in the Illinois General Assembly has created a large backlog of unpaid bills. These continue to impact state finances and the ability to satisfy in a timely manner those obligations due to Champaign County. Furthermore, economizing measures are reducing important revenue streams, such as the new 2% collection service fee imposed by the Illinois Department of Revenue, impacting Public Safety Sales Tax receipts. In addition, a one-time 10% cut in income tax allocations through the Local Government Distributive Fund will result in a loss of \$316,000 to Champaign County. State agencies continue to impose mandates that require counties to perform new enforcement activities without any additional revenue to offset staffing costs. Less tangible but no less painful are the challenges to economic development when potential candidates interested in locating businesses in Champaign County are disinclined to deal with the chaos in Springfield.

Economic indicators continue to improve although Illinois numbers lag neighboring states. Illinois' unemployment rate declined to 5.0% as of August 2017, improving from 5.8% in August 2016. Champaign-Urbana unemployment fell to 4.6% as compared with 5.2% in the year-ago period (Source: U.S. Department of Labor, [https://www.bls.gov/eag/eag.il\\_champaign\\_msa.htm](https://www.bls.gov/eag/eag.il_champaign_msa.htm)). The Consumer Price Index (CPI-U) as of September 2017 has increased at a moderate pace of 2.2% year-over-year (Source: U.S. Department of Labor, <http://www.bls.gov/cpi/home.htm>).

The Champaign County Association of Realtors reported median home prices rose 2.8% year-to-date through August 2017, with a decline of 2% in sales volume compared to the same period last year. (Source: <http://www.champaigncountyassociationofrealtors.com/News/TabId/101/ArtMID/469/ArticleID/279/Champaign-County-Home-Sales-Slow-in-August.aspx>). Market strength continues to bolster growth of the county's equalized assessed valuation (EAV), which stands at \$3.98 billion for revenue year 2017, representing year-over-year growth at a robust 4.61% rate. Growth in property tax revenues however is constrained by the Illinois Property Tax Extension Limitation Law (PTELL, also known as tax caps). With the official increase in the CPI scheduled at 2.1% for PTELL calculation purposes, property tax revenue growth is still very healthy in 2018 compared with previous years. The effect of PTELL will be discussed later in the Budget Summary section of this document.



## Revenues and Expenditures

FY2018 revenue for all county funds is budgeted at \$131,443,548 and reflects an increase of \$5,480,293 (4.4%) over the original FY2017 budget. Property taxes are the main contributor to revenue growth, along with prospective one-time revenue from a contemplated sale of the county nursing home, and additional revenues due from exempt hospital properties returning to the tax base. However, should the properties remain exempt and/or if the nursing home is not sold, it will reduce revenues significantly.

FY2018 expenditure for all county funds is budgeted at \$129,690,091 and reflects an increase of \$2,480,532 (1.9%) over the original FY2017 budget. Services expenditures total \$41,570,264, an increase of 6.8% over the FY2017 budget. Personnel expenditures decreased 3.1% to \$64,247,222. Capital expenditures decline by 14.6% to \$5,658,686.

The FY2018 budget is a balanced budget per Champaign County's financial policies. The \$1,753,457 surplus of revenue to expenditure is due largely to two events that are not certain to occur. One-time gains resulting from a contemplated sale of the county nursing home would generate proceeds of \$2.95 million in excess of expected debt repayments, services, and transaction costs. The budget also includes \$964,358 in revenue generated as currently exempt hospital properties return to the tax base. Should either of these events not occur, budget amendments would be necessary to keep the budget in compliance with financial policies.

In the General Fund, we anticipate \$37,259,883 in revenue exceeding expenditures of \$36,775,795. However, the revenue includes approximately \$474,119 in property tax revenue related to the levy for currently exempt hospital property. Without the addition of those properties to the tax base, revenue would be reduced to \$36,785,764 or a surplus of only \$9,969. Based upon projected 2017 numbers, budgeted revenue growth continues at a modest 1.3% with increases in property tax (up \$646,166 or 5.4% YOY) lifted by an active real estate market being offset by declines in fees and fines (down \$433,154 or -8.6% YOY) and state-shared revenue (down \$102,754 -0.6% YOY). As in previous years, fees and fines continues its downward slope in FY2018, a result of changes in public policy and law enforcement ticketing practices. Meanwhile, expenditures have been constrained to 1.0% growth overall.

The County Board resolution authorizing the FY2018 budget process requested that elected officials and staff strategize and collaborate to eliminate or reduce a large anticipated revenue-to-expenditure deficit. County departments have shown an ability over the past two years to keep commodity and service expenditures below budgeted levels in most cases. The FY2018 General Fund budget reflects a decrease of \$157,560 or -1.4% for non-personnel costs. A one-time capital expenditure of \$387,000 is allotted for replacement of

the Sheriff's mobile and portable radios to be funded through Public Safety Sales Tax revenues newly available following the retirement of one of the associated bonds.

## Financial Concerns

Champaign County faces several concerns that could affect finances to varying degrees. We have attempted to highlight the most significant issues that have such potential to result in a detrimental impact.

**Nursing Home decision.** Champaign County is at a pivotal moment with a pending decision on the future of the County Nursing Home. Voters gave feedback to the County Board through two referenda held in April 2017. These referenda rejected any additional levy authority for the home, and also authorized the County Board to consider options to sell the home. Subsequent to that vote, the County engaged a broker to provide marketing services for a proposed Request for Proposals (RFP) to seek bids to purchase the home. Decisions related to the RFP are now before the Board for their consideration.

The impact of this enterprise on current and future county finances cannot be overstated. Total debts to the County and to other home vendors exceeds \$4 million. The uncertainty over the future of the operation has also resulted in continued declines in patient census that have impacted revenues. In July 2017, the County made a change in the management of the home, replacing long-time operator Management Performance Associates with SAK Management of Northfield, Illinois. This move has resulted in a number of positive changes at the home that have trimmed the cost structure while improving patient care. However, while losses have lessened, revenue increases to pay down the accumulated debts have yet to materialize and some vendors have not received payments in more than one year. Vendors have begun to make immediate demands that the nursing home address its aged accounts payable. Payment arrangements have placed increased pressure on home finances with the County making further cash infusions to sustain operations.

Consequently, the County must decide to either separate the home from governmental ownership, or develop a plan to cut portions of the General Fund departments to generate sufficient savings for debt reduction and home support. The County Administrator's Office as well as the nursing home management company have estimated the minimum recovery period to be about three years, implying that required cost reductions will be approximately \$1.3 million annually assuming no further improvements in home revenue. The size and scope of the necessary downsizing cannot be achieved without significant reductions to staffing and service delivery in General Fund departments.

**Lack of funds for capital improvement and facilities maintenance.** As in FY2017, the FY2018 budget does not include sufficient funding for capital replacement and facilities

maintenance. Based upon a facilities condition assessment completed in 2015, the County estimates that it is underfunding facilities deferred maintenance by approximately \$2.5 million annually. In 2016, the County Board's Facilities Committee advanced a facilities action plan to address needs over twelve years. Unfortunately, a quarter-cent facilities sales tax that would have generated over \$4.5 million annually to fulfill needs was rejected by voters in 2016. However, if the County successfully executes a separation of the nursing home, excess proceeds and new revenue streams might become available to fund facility maintenance and construction, and to also restore fund levels in the General Fund and Capital Asset Replacement Fund (CARF). Full funding for CARF has not been accomplished since 2008; a nursing home transaction that reached the proposed minimum bid would allow for up to \$2 million in proceeds to go to CARF while maintaining a GFOA-recommended 16.7% General Fund reserve balance.

State budget uncertainty. For the first time in three years, the State of Illinois has adopted a budget for the entire state fiscal year. However, it is unknown if the discord in the General Assembly will create another budget impasse over the SFY2019 budget that begins on July 1, 2018. Such a scenario could again create payment delays and reductions impacting funding for county services operated on behalf of the state. This includes Medicaid reimbursements for nursing home residents, child support enforcement operations, and probation and court services staff paid through grants from the Administrative Office of the Illinois Courts (AOIC).

The General Assembly also took action that created negative results for state-shared revenues. The Illinois Department of Revenue began imposition of a 2% service fee on collections of certain sales taxes. This will result in a loss of approximately \$48,000 in FY2017, and \$96,000 in FY2018. The state also implemented a one-year 10% reduction in income tax receipt distributions. This reduction in Local Government Distributive Funds (LGDF) will result in a loss to Champaign County of \$316,000 during State Fiscal Year 2018. Although the state is supposed to accelerate its payments of LGDF by making fourteen payments instead of the normal twelve, this still represents a considerable loss of funds. It is hoped that the reduction will not be continued after the current state fiscal year.

Declining AOIC funding. In FY2015, the Administrative Office of the Illinois Courts (AOIC) increased funding levels for supported positions within the Court Services Department. Since that time, funding percentages have continued to decrease, with an additional loss of \$58,000 for county fiscal year 2018. The Probation and Court Services Department has been able to fill the gap with a transfer of fee revenues, but this is not a sustainable solution if the reimbursements continue their decline.

Employee health care costs. Health care costs remain a significant contributor to overall employee benefit expenditures. The County experienced improvement in its claims data that

allowed it to achieve a health insurance contract that increased premiums by only 2.7% for FY2018 and also restored the Preferred Provider Organization (PPO) plan benefits that the County has historically enjoyed. However, this also included a shift in insurer from long-time incumbent Health Alliance to BlueCross BlueShield of Illinois. This decision did have some negative implications as some employees have providers that will not be in-network in FY2018. Furthermore, the environment for health care insurers is highly volatile with uncertainty about policy direction from the federal government. The likelihood of significant increases in future premiums cannot be ignored. Therefore, the collaborative work put forth by the joint Labor Management Health Insurance Committee is vitally important to ensuring that health insurance remains affordable for both employees and the County. Without the ability to consider alternative carriers and plans, it is impossible for the County to manage its health care costs.

Illinois Supreme Court ruling on hospital tax exemptions. Ongoing developments in the court system mean there will be continued uncertainty in 2018 regarding charitable property tax exemptions for Carle Foundation Hospital and Presence Covenant Medical Center. If the ruling favors the hospitals' position, this could adversely affect county finances by requiring return of previously collected taxes. The potential liability is approximately \$2.6 million. The county has reserved \$946,063 from a surplus TIF distribution that is recorded as a liability and can be used as an offset, reducing the net potential liability to approximately \$1.65 million. However, the County is proposing a levy that incorporates the hospital properties as new construction in order to capture the growth should a favorable ruling be made in the courts. If the ruling is not forthcoming prior to the closure of the tax books in March 2018, the County Clerk will automatically reduce the levy to the maximum allowed under PTELL.

ADA facility remediation expenses. The county has largely completed its ADA compliance activities required under an agreement with the U.S. Department of Justice. Funding for work required at the downtown Sheriff's office and jail is included in the FY2018 budget. However, if the County Board can develop a suitable and timely plan for replacement of this facility, it may be possible to reallocate those funds for necessary design work for a new Sheriff's office and/or necessary improvements for the Satellite Jail building.

Personal property replacement tax recapture. We reported last year that due to an error made by the Illinois Department of Revenue in the collection formula of the personal property replacement tax, the county received an overpayment of approximately \$121,000. It was previously announced that this amount would be recaptured by the state; however, it has since been determined that the recapture will not be implemented as previously planned.

## Acknowledgements

Achieving a balanced budget was a very challenging task just as it has been in past years. Without the continued support of our county elected officials, department heads, and County Board members, this positive result would not have been possible. Their flexibility and willingness to make sacrifices allowed us to close a projected budget deficit of \$837,000 that grew even larger with subsequent reductions in state-shared revenues.

We wish to thank our staff members providing timely assistance throughout the development of the budget: Bill Simmering, Business Applications Developer; Andy Rhodes, Information Technology Director; Evelyn Boatz, Budget and Human Resource Specialist; Kathleen Oldrey, Planner II; Tammy Asplund, Executive Assistant to the County Administrator; and Kay Rhodes, Administrative Assistant.

On behalf of our officials and staff, we are pleased to present to you the fiscal year 2018 budget for the County of Champaign, Illinois.

Respectfully submitted,



Richard S. Snider  
County Administrator



Tami Ogden  
Deputy County Administrator of Finance





GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

County of Champaign  
Illinois

For the Fiscal Year Beginning

January 1, 2017

Executive Director

# HOW TO USE THIS DOCUMENT BUDGETARY BASIS & FUND STRUCTURE OVERVIEW

The Champaign County FY2018 Budget Document is organized into nine sections. Each section is described below, followed by a description of the accounting and fund structure used to develop the budget document.

## **Section 1 – Introduction**

This section provides an overview including the County Administrator’s Letter of Transmittal; the “How to Use” instructional document; Champaign County economic and demographic information; and Champaign County Board policy and process information.

## **Section 2 – Summary**

The summary section provides an overview of highlights of the FY2018 total Champaign County budget.

## **Section 3 - General Corporate Fund**

A summary statement at the beginning of this section provides complete revenue and expenditure detail for the General Corporate Fund as a whole, including FY2016 actual revenues and expenditures, FY2017 budgeted and projected revenues and expenditures, and FY2018 requested revenues and expenditures. In FY2018 budget, the department personnel summary information and cost per capita for the operation of each department are included in the General Fund Summary document.

Following the summary statement are individual department budgets for each of the General Corporate Fund departments. In addition to the financial section, each department budget includes an organizational chart for that department, mission statement, budget highlights, alignment to the County Board Strategic Plan, and objectives and performance indicators specific to that department’s operation. Any Special Revenue Fund Budgets related specifically to the elected officials of the General Corporate Fund are included immediately after the relevant elected official General Corporate Fund Budget.

## **Section 4 - Special Revenue Funds**

In this section, department budget information is provided for the County’s remaining special revenue funds. The fund and department budget document structure is substantially the same as for the General Corporate Fund department budgets.

## **Section 5 - RPC Funds**

This section covers the five special revenue funds, including multiple department budgets, which are managed by the Champaign County Regional Planning Commission.

## **Section 6 – Joint Venture Fund**

The GIS Consortium, Joint Venture Fund, including fund/department budget information.

## **Section 7 - Debt Management and Capital Projects Funds**

Explanation of each of the County’s debt service and capital projects funds budgets, including financial detail, source of revenues, debt structure, and project status updates.

## **Section 8 – Proprietary and Internal Service Funds**

A summary statement and documentation is provided for the Nursing Home enterprise fund, the Self-Funded Insurance internal service fund, and Employee Health Insurance fund together with documentation for each of the individual department budgets within each fund.

## **Section 9 - Supplemental Information**

This section includes additional information including the consolidated budget report and detail; property tax distribution; personnel staffing budgets and salary schedules; and a glossary of terms used in this document.

The above description of the nine sections of the FY2018 budget document is further enhanced for the reader with the following description of Champaign County's structure of funds.

### **Accounting Structure**

A fund is the basic accounting unit: it is a self-balancing accounting entity with revenues and expenditures which are segregated for the purpose of carrying out specific programs in accordance with County policies and certain applicable State and Federal laws.

Each fund has at least one Department Budget, which is a group of expenditures that provide for the accomplishment of a specific program or purpose.

Pursuant to GASB Statement 34, a major fund is a fund that meets the following criteria:

- Total assets, liabilities, revenues, or expenditures/expenses of the individual governmental or enterprise fund are at least 10 percent of the corresponding total (assets, liabilities, and so forth) for all funds of that category (governmental funds) or type (enterprise funds).
- Total assets, liabilities, revenues, or expenditures/expenses of the individual governmental fund or enterprise fund are at least 5 percent of the corresponding total for all governmental and enterprise funds combined.

### **Fund Statements**

A Fund Statement is presented for each fund, which summarizes past and projected financial activity for the fund as follows:

- Revenues – presented in line item detail within revenue categories;
- Expenditures – presented in line item detail within major categories – e.g., personnel, commodities, services, etc.
- Fund Balance – the actual or estimated funds remaining at the end of the fiscal year.

### **Fund Types**

All county funds are included in the Annual Budget Document except the fiduciary funds which include two Private Purpose Trust Funds in which the County Engineer acts in a trustee capacity on behalf of townships to use state funding to maintain township roads and township bridges, which resources are not available to support the County's own programs; and Agency Funds whose purpose is to report resources, such as property taxes and circuit court fees and fines, held in a custodial capacity for external individuals, organizations and governments.

**Governmental Funds** – Governmental funds account for traditional governmental operations that are financed through taxes and other fixed or restricted revenue sources.

- A. General Fund:** the General Corporate Fund is available for any authorized purpose, and is used to account for all financial resources except those required to be accounted for in another fund. A General Corporate Fund summary is prepared which lists the amount of General Corporate Fund appropriation for all affected departments. The General Corporate Fund is a Major Fund.
- B. Special Revenue Funds:** Special Revenue Funds are used to account for the proceeds of specific sources that are legally restricted to expenditures for a specific purpose. The Regional Planning Commission and the Mental Health Board Funds are the major Special Revenue Funds.
- C. Debt Service Fund:** Debt Service Funds are utilized to account for the payment of interest, principal and related costs on the County’s general long-term debt. The County has one debt services fund for the repayment of bonds issued for the construction of the Nursing Home Facility. The debt service for the Highway Fleet Maintenance Facility was retired in FY2016. (In addition to Debt Service Funds, the County also has two debt service budgets included in other funds as appropriation based on the purpose of the fund.)
- D. Capital Projects Funds:** Capital Project Funds are used to account for all expenditures and revenues associated with the acquisition or construction of major facilities that are not financed through proprietary funds or funds being held for other governments. The County has one capital projects fund budgeted in FY2017 – the Courts Complex Construction Fund.

**Proprietary Funds** – Proprietary Funds account for certain “business-type” activities of governments that are operated so that costs incurred can be recovered by charging fees to the specific users of these services.

- A. Enterprise Fund:** An enterprise fund is used to account for operations that are financed primarily by User charges. The Nursing Home Fund is a Major Fund and is the only enterprise fund in Champaign County.
- B. Internal Services Funds:** An Internal Service Fund is established to account for the financing of goods and services provided to the County and other agencies on a cost reimbursement basis. The activities of the Self-Funded Insurance Fund and Employee Health Insurance Fund are budgeted and appropriated through the use of Internal Service Funds.

**Joint Venture Fund** – According to GASBS-14, a joint venture is defined as “a legal entity or other organization that results from a contractual arrangement and that is owned, operated, or governed by two or more participants as a separate and specific activity subject to joint control in which the participants retain (a) an ongoing financial interest or (b) an ongoing financial responsibility.” The Champaign County GIS Consortium is a joint venture fund, created by an Intergovernmental Agreement shared by the County of Champaign, City of Champaign, City of Urbana, Village of Mahomet, Village of Rantoul, Village of Savoy and University of Illinois.

## BUDGETED FUNDS

Fund	A self-balancing accounting entity with revenues and expenditures which are segregated for the purpose of carrying out specific programs in accordance with County policies and certain applicable State and Federal laws.
Major Fund	A budgeted fund with revenues or expenditures representing more than 10% of the total appropriated revenues or expenditures.
Fund Type	All County funds are included in the Annual Budget Document except the fiduciary funds including Private Purpose Trust Funds and Agency Fund.

## **Governmental Funds**

### **1. General Corporate Fund (Major Fund)**

Auditor	IT	Public Properties
County Board	Administrative Services	Planning and Zoning
Board of Review	Supervisor of Assessments	County Clerk
Treasurer	Recorder	Circuit Clerk
Circuit Court	Public Defender	Sheriff
Emergency Management Ag.	State's Attorney	Probation
Court Services	Coroner	Veterans Assistance Comm.
General County	ADA Compliance	Extension Education
Regional Office of Education		

### **2. Debt Service Fund**

Nursing Home Facility Bond Payment Fund

### **3. Capital Projects Fund**

Courts Complex Construction

## **Special Revenue Funds**

Regional Planning Commission (Major Fund)

Mental Health (Major Fund)

### **Non-Major Special Revenue Funds (45)**

Tort Immunity	County Highway	County Bridge
County Motor Fuel Tax	IMRF	County Public Health
Foreclosure Mediation	Animal Control	Law Library
Highway Federal Matching	Head Start	Capital Asset Replacement
Public Safety Sales Tax	GIS	Development Disability
Social Security	Economic Development Loan	Working Cash
County Clerk Death Cert. Sur.	Sheriff Drug Forfeitures	Court Automation
Recorder's Automation	Child Support Service	Probation Service
Tax Sale Automation	Workforce Development	Property Tax Interest Fee
Social Security	County Historical	Jail Commissary
County Jail Medical Costs	Court Document Storage	Victim Advocacy Grant
Child Advocacy Grant	Specialty Courts	County Public Health
Early Childhood (Head Start)	County Highway	County Bridge
County MFT	Highway Federal Matching	Tort Immunity
Election Assistance/Access Grant	State's Attorney Drug Forfeiture	State's Attorney Automation

## **Enterprise Fund**

Nursing Home (Major Fund)

## **Internal Service Funds**

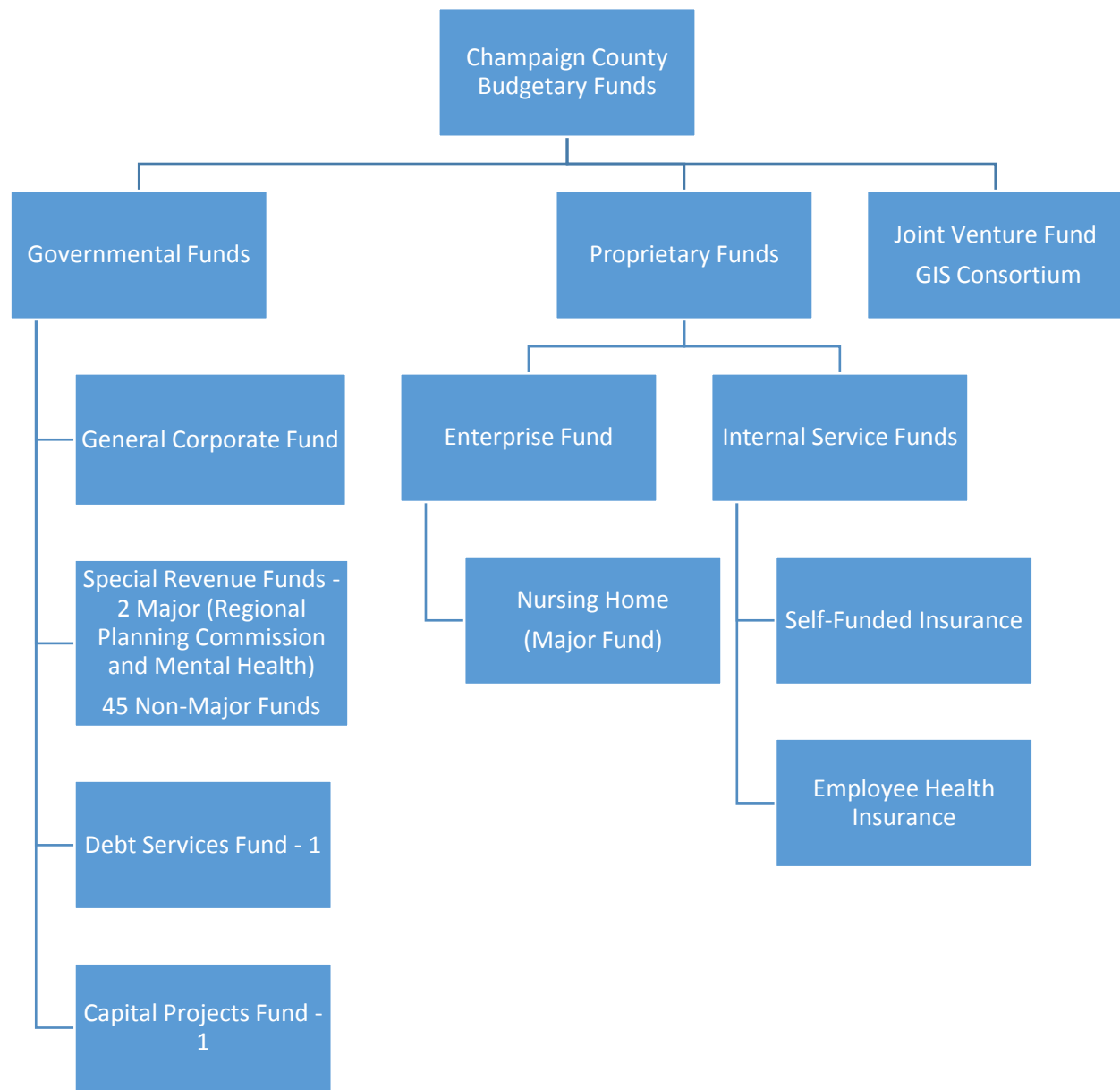
Self-Funded Insurance

Employee Health Insurance

## **Joint Venture**

GIS Consortium





# COUNTY BOARD STRATEGIC PLAN

## VALUES

Diversity      Teamwork      Responsibility to the Public      Justice      Quality of Life

## VISION

Our vision is to be a recognized leader in local government where every official and employee has a personal devotion to excellence in public service and embraces the highest standards of ethics and integrity to serve the citizens of Champaign County.

## MISSION

The Champaign County Board is committed to the citizens of Champaign County by providing services in a cost-effective and responsible manner; which services are required by state and federal mandates, and additional services as prioritized by the County Board in response to local and community priorities.

## DEFINING OUR VALUES

### **DIVERSITY**

- Appreciation of the diverse culture within our community
- Strive for a workforce reflective of the community
- Equal and inclusive access to services and programs

### **TEAMWORK**

- Intra-governmental cooperation
- Inter-governmental cooperation
- Legislative advocacy
- Collaboration to achieve goals
- Civility and cooperation among the County Board

### **RESPONSIBILITY TO THE PUBLIC**

- Fiscal solvency
- Transparency
- Efficient and friendly delivery of services
- Ethical behavior
- Adaptive thinking
- Long-term planning

### **JUSTICE**

- Equal access to civil and criminal justice services
- Place value on public safety and individuals' rights
- Encourage effective communication among public safety/criminal justice system providers
- Prevention of recidivism
- Manage safe and secure detention facilities

### **QUALITY OF LIFE**

- Value broad range of quality education

# COUNTY BOARD STRATEGIC PLAN

- Manage and encourage delivery of quality and effective health care services
- Effectively manage real estate tax cycle
- Support of local business community
- Promote effective economic development
- Management of natural resources
- Provide transportation options and safe, long-lasting infrastructure

## GOALS

### **GOAL 1 – Champaign County is committed to being a High Performing, Open, and Transparent Local Government Organization**

#### ***County Board Initiatives:***

1. Develop strategies for declining state support
2. \*\*Fund and initiate the replacement of the County's financial/HR software system.
3. \*\*Move commodity information technology systems to cloud services to allow IT staff to focus on County systems, buying services when appropriate.
4. \*\*Develop a list of core, mandated services provided by the County.
5. Develop strategies for retention and continuity in county staff leadership roles.
6. \*\*Develop procedures and rules for a transition into the county executive style of government.

### **GOAL 2 – Champaign County Maintains High Quality Public Facilities and Highways and Provides a Safe Rural Transportation System and Infrastructure**

#### ***County Board Initiatives:***

1. \*\*Address the immediate facility needs of the Sheriff's Office/Jail, ADA requirements, and old county nursing home.
2. Explore alternative sources of revenue for facilities maintenance and new facilities.

### **GOAL 3 – Champaign County Promotes a Safe, Just, and Healthy Community**

#### ***County Board Initiatives:***

1. \*\*Determine a final plan for the Champaign County Nursing Home.
2. \*\*Support the establishment of a countywide, multi-entity Behavioral Health Coordinating Council through an intergovernmental agreement.
3. Establish a system of codification of County ordinances.
4. \*\*Establish a system of review for County financial, technology, facility, and asset plans.

### **GOAL 4 – Champaign County is a County that Supports Balanced, Planned Growth to Balance Economic Growth with Preservation of Our Natural Resources**

#### ***County Board Initiatives:***

1. Ensure that all new programs have a model that sustains them past startup.
2. Seek more intergovernmental cooperation in planning in land use and fringe areas.
3. Develop energy reduction plans for both conservation and cost savings.

\*\*Short-term initiative; all others are considered long-term initiatives

# COUNTY BOARD STRATEGIC PLAN

## STRATEGIC PLAN INITIATIVES AND ACTIVITIES

In 2017, the County Board Strategic Planning Committee began deliberations on proposed updates to its 2015 Plan. The following tables identify specific County Board initiatives, current or planned activities, and ultimate outcomes to be achieved from the perspectives of both long term and short term planning. The information presented here has not been formally adopted at the time of publication and is subject to change.

### **Goal 1 - Champaign County is a high performing, open and transparent local government organization.**

Initiatives	Activities	Outcomes
Develop strategies for declining state support	Collaboration with other local governments to spur legislative action and/or intergovernmental solutions to minimize impact of lost funding. Impact assessment and operations planning to adjust to revenue reduction and unfunded mandates.	Legislative changes which provide financial relief to local governments. Balanced budgets that accommodate required changes imposed by external entities.
Fund and initiate the replacement of the County's financial/human resources software system.	Establishment of a cross-functional team to evaluate, select, and plan implementation of a new software system. Identify funding to implement a new software system.	Improved analysis and reporting of financial and human resource data. System deployment completed in FY2019. Reduced support costs through decommissioning of County400 software.
Move commodity information technology systems to cloud services to allow IT staff to focus on County systems, buying services when appropriate.	Continued rollout of Microsoft Office365 productivity and collaboration solutions. Decommissioning of internal data servers in favor of cloud-based resources. Migration of voice services to county fiber optic facilities.	Maintenance of current services without requiring additional personnel. Improvement of platform capacity, capability, cost, and reliability.
Develop a list of core, mandated services provided by the County	Individual department documentation in annual budget document. Administration to develop a comprehensive listing.	Expand public awareness of County service offerings. County Board tool for prioritizing resource commitments.

## COUNTY BOARD STRATEGIC PLAN

Initiatives	Activities	Outcomes
Develop strategies for retention and continuity in county staff leadership roles.	Optimal Operations Planning to realign staffing resources to serve anticipated needs for administration (e.g. County Executive, human resources, technology, operations)	Timely recruitment of well qualified candidates, particularly in senior management positions, to support seamless transitions and performance improvements.
Develop procedures and rules for a transition into the county executive style of government.	Work with State's Attorney's Office to identify resolutions, ordinances, policies, and procedures requiring modification.	Efficient and effective delivery of services from County government.

### **Goal 2 - Champaign County maintains high quality public facilities and highways and provides a safe rural transportation system and infrastructure.**

Initiatives	Activities	Outcomes
Address the immediate facility needs of the Sheriff's Office/Jail, ADA requirements, and old county nursing home.	The County is currently engaged in carrying out the requirements of a Settlement Agreement with the Department of Justice for ADA compliance. The Independent Licensed Architect (ILA) who completed the Facilities Conditions Assessment is also serving as the ILA for correcting ADA compliance issues.	Fulfill the requirements of the DOJ Settlement Agreement for ADA Compliance prior to the July 2018 deadline.
Explore alternative sources of revenue for facilities maintenance and new facilities.	The County has reviewed opportunities to dedicate existing revenue streams for facilities needs. Following voter rejection of a quarter-cent facility sales tax, the County will evaluate alternatives to generate necessary funds to fulfill the Facilities Action Plan.	Provision of adequate funding to properly repair and maintain the County's investment in buildings.



# COUNTY BOARD STRATEGIC PLAN

## Goal 3 - Champaign County promotes a safe, just and healthy community.

Initiatives	Activities	Outcomes
Determine a final plan for the Champaign County Nursing Home.	Work with state legislators and public officials to address the Medicaid application backlog that is impacting cash flow at CCNH. Evaluate disposition options for CCNH.	Continued long-term skilled nursing services available to the community, particularly for Medicaid-eligible residents.
Support the establishment of a countywide, multi-entity Behavioral Health Coordinating Council through an intergovernmental agreement.	The County continues to work with community representatives on needs assessment and planning for crisis intervention services, funded through a federal grant.	A community-wide solution which provides an alternative to incarceration for mental health or other issues, when appropriate.
Establish a system of codification of County ordinances.	Select a municipal codification company to assist with the compilation and review of County ordinances.	County Board awareness of the matrix of ordinances previously adopted and any impact on current considerations by the Board. Ensure County compliance with statutory obligations.
Establish a system of review for County financial, technology, facility, and asset plans.	County Board evaluation activities - exact application yet to be determined.	Ongoing evaluation of operations over which the County Board has oversight to ensure best practices and outcomes are achieved.

## COUNTY BOARD STRATEGIC PLAN

**Goal 4 - Champaign County is a county that supports balanced, planned growth to balance economic growth with preservation of our natural resources.**

Initiatives	Activities	Outcomes
Ensure that all new programs have a model that sustains them past startup.	County Board evaluation of all grants or proposed new programs with financial sustainability analysis.	Assurance that new services will continue to be available once developed.
Seek more intergovernmental cooperation in planning in land use and fringe areas.	Identify critical areas and develop intergovernmental agreements to promote proper management strategies of land resources.	Effective management of land resources in Champaign County.
Develop energy reduction plans for both conservation and cost savings.	Continuing implementation of facility improvements that achieve energy savings, such as installation of high efficiency boiler systems.	Reduced expenditures on energy needs and reduced environmental impact by County facilities.

# **BUDGET PRIORITIES**

Champaign County's FY2018 Budget Priorities are guided by the County Board's Strategic Plan.

## **High Performing, Open and Transparent**

Promote budget transparency through hearings and electronic publication of the budget. For the FY2018 budget hearings, administration focused on efforts to make the budget easier to comprehend by compiling key budget information into a PowerPoint presentation made available to the public on the County's website.

Establish and maintain adequate fund reserves within County fund balances.

Continue the transition from on premise Microsoft Office deployment to hosted Microsoft Office 365 with OneDrive for Business and SharePoint Online.

Begin utilizing Microsoft Azure cloud services for storage of backup files, archival storage of files that never change but must be kept, and Azure Site Backup/Azure Site Recovery.

In FY2018 funds are appropriated for a Software as a Service (SaaS) contract allowing migration to a modern enterprise resource planning (ERP) system to replace the current antiquated system.

## **High Quality Public Facilities and Highways and a Safe Rural Transportation System and Infrastructure**

Continued implementation of the County's Facilities Action Plan (the plan is included in the Supplemental Information section of the budget).

Creation of a new Highway Building Capital department, which allocates funds for the maintenance and repair of highway facilities.

Budgeted investment of \$4.1 million for highway and bridge improvements.

Compliance with the Department of Justice Settlement Agreement under the Americans with Disabilities Act, with the required remedial actions being completed by the end of the fiscal year.

## **Safe, Just and Healthy Community**

Match funding is budgeted for the potential award of a Category 3, Implementation and Expansion, Justice and Mental Health Collaboration Program grant, which was submitted in FY2017. If awarded the County will continue its work to safely reduce the prevalence of individuals with mental disorders in local jails.

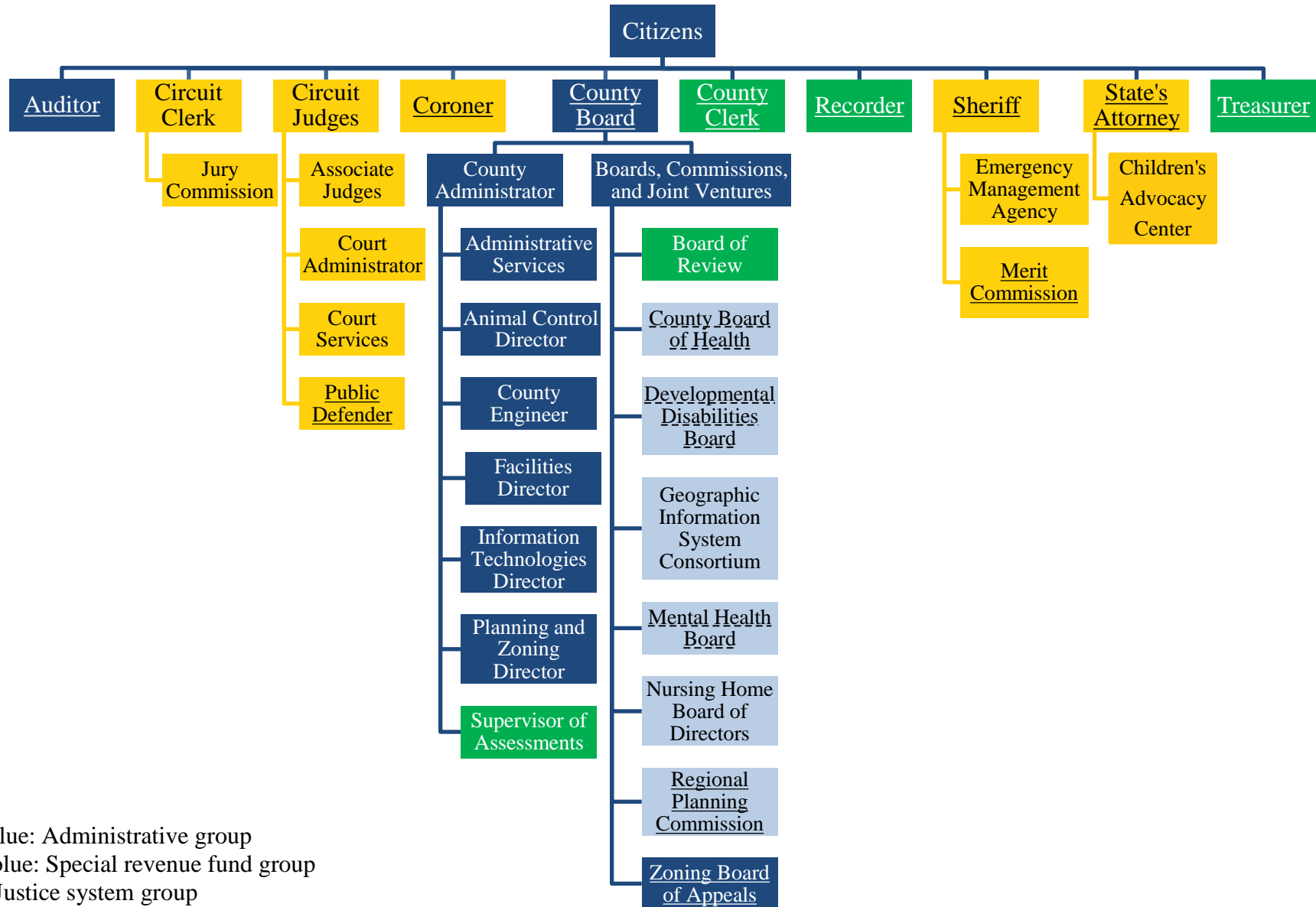
Address the sustainability and viability of the Champaign County Nursing Home.

## **Planned Growth to Balance Economic Growth with Preservation of Our Natural Resources**

Maintenance of energy conservation programs.

Continue work on the County's Municipal Separate Storm water Sewerage System (MS4) plan to bring the County in compliance with Illinois Environmental Protection Agency (IEPA) and Clean Water Act requirements.

# CHAMPAIGN COUNTY ORGANIZATION CHART



Dark blue: Administrative group

Light blue: Special revenue fund group

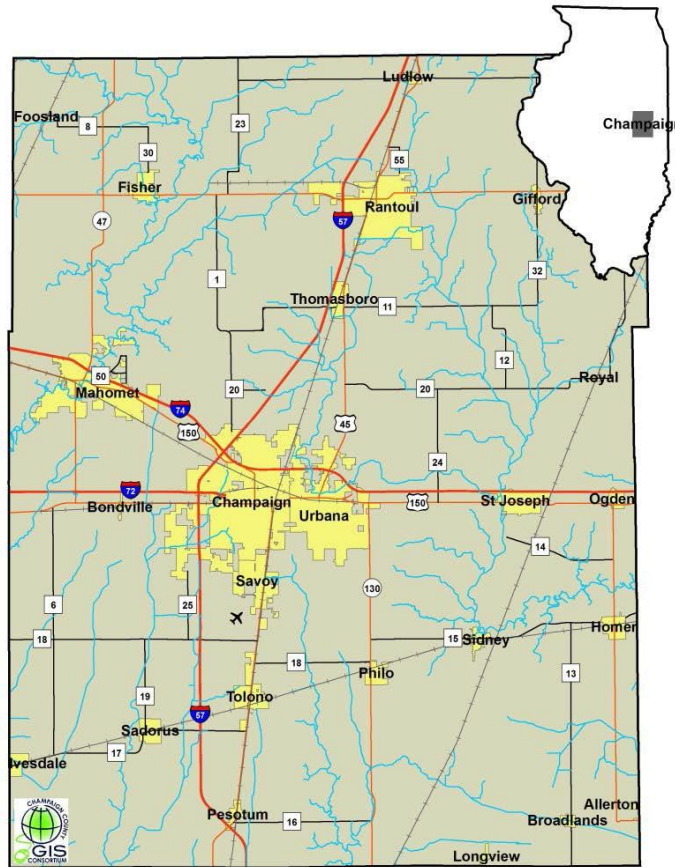
Gold: Justice system group

Green: Real estate tax cycle group

Solid underline: Offices, officers, and/or employees created by the Illinois Counties Code (55 ILCS 5/)

Dashed underline: Boards created by referenda

## ABOUT CHAMPAIGN COUNTY



Champaign County is located in the heart of east-central Illinois, approximately 136 miles south of Chicago and 86 miles east northeast of Springfield, the state capital. The County is home to the University of Illinois, a primary research institution and member of the Big 10 Conference, along with Parkland College and two major regional hospitals. Spanning nearly 1,000 square miles, over 90% of Champaign County's land area is utilized for agriculture.

Champaign County was organized in 1833 as a subdivision of Vermilion County. The names of the county and its seat of Urbana originated with Champaign County, Ohio and Urbana, Ohio respectively, the home of the Illinois legislator who sponsored the bill to create the County. Champaign County adopted the township form of government on November 8, 1859 and is governed by a twenty-two member board representing eleven districts. The County Board elects a Chair from among its members by a majority vote at the biennial organizational meeting on the first Monday of December of every even-numbered year.

The County's population for the 2010 Census was 201,081, an increase of 11.9% since the 2000 Census, ranking Champaign County as the tenth largest in the State of Illinois.

## **Population**

A table of population statistics for the State of Illinois, Champaign County, and its two largest cities, Champaign and Urbana, follows. Data is sourced from the U.S. Census Bureau (Decennial Census 1980-2010).

	1980	1990	2000	2010
State of Illinois	11,427,409	11,430,602	12,419,293	12,830,632
Champaign County	168,392	173,025	179,669	201,081
City of Champaign	58,267	63,502	67,518	81,055
City of Urbana	35,978	36,344	36,395	41,250
Champaign County: % Change 1980-2010			19.4%	

Sources: U.S. Census Bureau; Decennial Census 2010, 2010 Census Summary File 1, Table P1; generated using American FactFinder; <<http://factfinder2.census.gov>>; (3 October 2017). U.S. Census Bureau; Decennial Census 2000, Census 2000 Summary File 1, Table P001; generated using American FactFinder; <<http://factfinder2.census.gov>>; (3 October 2017). U.S. Census Bureau; 1990 Census of Population and Housing, Population and Housing Unit Counts, United States, Tables 16 and 45; <<https://www.census.gov/prod/cen1990/cph2/cph-2-1-1.pdf>>; (3 October 2017).

The following are tables of demographic statistics for Champaign County, sourced from the U.S. Census Bureau's 2011-2015 American Community Survey 5-Year Estimates.

### ***Race and Ethnicity***

Champaign County				
<i>Race</i>				
	Number		Percent	
	Estimate	Margin of Error (MOE)	Estimate	Margin of Error (MOE)
White alone	150,999	+/- 578	73.4%	+/- 0.3
Black or African-American alone	25,902	+/- 514	12.6%	+/- 0.2
American Indian and Alaska Native alone	325	+/- 91	0.2%	+/- 0.1
Asian alone	20,546	+/- 359	10.0%	+/- 0.2
Native Hawaiian and Other Pacific Islander alone	89	+/- 116	0.0%	+/- 0.1
Some other race alone	2,013	+/- 568	1.0%	+/- 0.3
Two or more races	5,892	+/- 631	2.9%	+/- 0.3
<i>Ethnicity</i>				
Hispanic or Latino	11,403	N/A	5.5%	N/A
Not Hispanic or Latino	194,363	N/A	94.5%	N/A

Source: U.S. Census Bureau; American Community Survey, 2011-2015 American Community Survey 5-Year Estimates, Table DP05; generated using American FactFinder; <<http://factfinder2.census.gov>>; (14 September 2017).

### *Age and Sex*

	Champaign County	
	Estimate	MOE
Under 18 years	19.1%	+/- 0.3
18-24 years	23.6%	+/- 0.1
25-44 years	25.4%	+/- 0.4
45-64 years	21.0%	+/- 0.3
65 years and older	10.7%	+/- 0.1
Median Age (Years)	29.3	+/- 0.1
Male	102,654	+/- 102
Female	103,112	+/- 102

Source: U.S. Census Bureau; American Community Survey, 2011-2015 American Community Survey 5-Year Estimates, Table S0101; generated using American FactFinder; <<http://factfinder2.census.gov>>; (2 October 2017).

### *Detailed Age Distribution*

	Champaign County	
	Estimate (%)	MOE
Under 5 years	5.6%	+/- 0.1
5 to 9 years	5.3%	+/- 0.2
10 to 14 years	5.0%	+/- 0.2
15 to 19 years	10.0%	+/- 0.1
20 to 24 years	16.8%	+/- 0.1
25 to 29 years	8.1%	+/- 0.1
30 to 34 years	6.7%	+/- 0.1
35 to 39 years	5.6%	+/- 0.3
40 to 44 years	5.0%	+/- 0.3
45 to 49 years	5.0%	+/- 0.1
50 to 54 years	5.6%	+/- 0.1
55 to 59 years	5.5%	+/- 0.2
60 to 64 years	4.9%	+/- 0.2
65 to 69 years	3.4%	+/- 0.2
70 to 74 years	2.5%	+/- 0.2
75 to 79 years	2.0%	+/- 0.2
80 to 84 years	1.4%	+/- 0.2
85 years and older	1.5%	+/- 0.1

Source: U.S. Census Bureau; American Community Survey, 2011-2015 American Community Survey 5-Year Estimates, Table S0101; generated using American FactFinder; <<http://factfinder2.census.gov>>; (2 October 2017).

## **Income**

The following tables present the median household and family income and the distribution of household and family incomes in the County and the State according to the 2009-2013 American Community Survey 5-Year Estimates.

### ***Median Household and Family Income***

	State of Illinois		Champaign County	
	Estimate (\$)	MOE	Estimate (\$)	MOE
Median Household Income	\$57,574	+/- 247	\$46,495	+/- 1,077
Median Family Income	\$71,546	+/- 284	\$70,498	+/- 1,525
Per Capita Income	\$30,494	+/- 125	\$26,078	+/- 620

Source: U.S. Census Bureau; American Community Survey, 2011-2015 American Community Survey 5-Year Estimates, Table DP03; generated using American FactFinder; <<http://factfinder2.census.gov>>; (28 September 2017).

### ***Household Income Distribution***

	State of Illinois		Champaign County	
	Number of Households	MOE	Number of Households	MOE
Total	4,786,388	+/- 11,295	79,912	+/- 745
Less than \$10,000	343,101	+/- 3,833	10,875	+/- 569
\$10,000-\$14,999	217,426	+/- 2,780	3,902	+/- 468
\$15,000-\$19,999	238,477	+/- 3,209	4,258	+/- 426
\$20,000-\$24,999	238,802	+/- 3,128	4,882	+/- 438
\$25,000-\$29,999	219,983	+/- 3,611	4,125	+/- 368
\$30,000-\$34,999	229,746	+/- 3,022	4,036	+/- 402
\$35,000-\$39,999	212,017	+/- 3,036	3,545	+/- 330
\$40,000-\$44,999	211,604	+/- 3,076	3,274	+/- 346
\$45,000-\$49,999	186,448	+/- 2,665	2,904	+/- 323
\$50,000-\$59,999	369,853	+/- 4,082	6,229	+/- 501
\$60,000-\$74,999	481,803	+/- 4,499	7,296	+/- 609
\$75,000-\$99,999	609,496	+/- 4,957	9,318	+/- 574
\$100,000-\$124,999	420,268	+/- 4,598	5,762	+/- 423
\$125,000-\$149,999	256,237	+/- 3,369	3,306	+/- 316
\$150,000-\$199,999	272,382	+/- 3,515	2,934	+/- 342
\$200,000 or more	278,745	+/- 3,254	3,266	+/- 302

Source: U.S. Census Bureau; American Community Survey, 2011-2015 American Community Survey 5-Year Estimates, Table B19001; generated using American FactFinder; <<http://factfinder2.census.gov>>; (28 September 2017).



### ***Family Income Distribution***

	State of Illinois		Champaign County	
	Number of Households	MOE	Number of Households	MOE
Total	3,124,683	+/-10,640	42,424	+/- 796
Less than \$10,000	137,468	+/- 2,548	2,066	+/- 279
\$10,000-\$14,999	83,523	+/- 2,096	1,093	+/- 199
\$15,000-\$19,999	102,875	+/- 2,006	1,401	+/- 272
\$20,000-\$24,999	116,986	+/- 2,273	1,700	+/- 244
\$25,000-\$29,999	116,549	+/- 2,450	1,584	+/- 256
\$30,000-\$34,999	130,492	+/- 2,140	1,621	+/- 276
\$35,000-\$39,999	125,111	+/- 2,197	1,510	+/- 240
\$40,000-\$44,999	127,963	+/- 2,320	1,549	+/- 243
\$45,000-\$49,999	119,205	+/- 2,121	1,634	+/- 210
\$50,000-\$59,999	238,588	+/- 3,208	3,794	+/- 401
\$60,000-\$74,999	334,146	+/- 4,042	4,701	+/- 453
\$75,000-\$99,999	460,502	+/- 4,180	6,726	+/- 490
\$100,000-\$124,999	336,883	+/- 4,351	4,614	+/- 371
\$125,000-\$149,999	217,337	+/- 3,234	2,951	+/- 301
\$150,000-\$199,999	234,835	+/- 3,387	2,524	+/- 323
\$200,000 or more	242,220	+/- 3,192	2,956	+/- 283

Source: U.S. Census Bureau; American Community Survey, 2011-2015 American Community Survey 5-Year Estimates, Table B19101; generated using American FactFinder; <<http://factfinder2.census.gov>>; (28 September 2017).

### **Housing**

The following tables show housing tenure for the State of Illinois, Champaign County, the City of Champaign, and the City of Urbana; the distribution of value of owner-occupied housing units with a mortgage in Illinois and Champaign County; and the distribution of rent for renter-occupied housing units in Illinois and Champaign County, according to the 2011-2015 American Community Survey 5-Year Estimates.

#### ***Housing Tenure***

	State of Illinois		Champaign County		City of Champaign		City of Urbana	
	Estimate	MOE	Estimate	MOE	Estimate	MOE	Estimate	MOE
Total Occupied Housing Units	4,786,388	+/- 11,295	79,912	+/- 745	33,088	+/- 619	15,578	+/-520
Owner-Occupied	3,177,705	+/- 15,848	43,897	+/- 684	15,523	+/- 521	5,900	+/- 352
Renter-Occupied	1,608,683	+/- 8,148	36,015	+/- 912	17,565	+/- 586	9,678	+/- 483

Source: U.S. Census Bureau; American Community Survey, 2011-2015 American Community Survey 5-Year Estimates, Table B25003; generated using American FactFinder; <<http://factfinder2.census.gov>>; (28 September 2017).

***Value Distribution of Owner-Occupied Units***

	State of Illinois		Champaign County	
	Estimate	MOE	Estimate	MOE
Total Units	3,177,705	+/- 15,848	43,897	+/- 684
Less than \$10,000	48,310	+/- 1,311	957	+/- 206
\$10,000 to \$14,999	22,952	+/- 844	520	+/- 157
\$15,000 to \$19,999	21,590	+/- 781	190	+/- 64
\$20,000 to \$24,999	21,913	+/- 933	244	+/- 94
\$25,000 to \$29,999	21,130	+/- 825	129	+/- 68
\$30,000 to \$34,999	27,151	+/- 1,152	159	+/- 54
\$35,000 to \$39,999	20,106	+/- 839	199	+/- 98
\$40,000 to \$49,999	56,958	+/- 1,260	718	+/- 152
\$50,000 to \$59,999	75,359	+/- 1,633	784	+/- 149
\$60,000 to \$69,999	92,367	+/- 1,973	966	+/- 169
\$70,000 to \$79,999	110,576	+/- 2,060	1,609	+/- 255
\$80,000 to \$89,999	128,330	+/- 1,974	1,796	+/- 272
\$90,000 to \$99,999	112,266	+/- 2,251	1,974	+/- 287
\$100,000 to \$124,999	289,444	+/- 3,543	6,062	+/- 448
\$125,000 to \$149,999	244,149	+/- 2,926	5,595	+/- 433
\$150,000 to \$174,999	311,520	+/- 3,691	5,993	+/- 412
\$175,000 to \$199,999	216,403	+/- 2,802	3,505	+/- 347
\$200,000 to \$249,999	366,632	+/- 3,769	5,231	+/- 420
\$250,000 to \$299,999	281,374	+/- 3,318	3,047	+/- 247
\$300,000 to \$399,999	327,545	+/- 3,703	2,694	+/- 286
\$400,000 to \$499,999	146,386	+/- 2,166	787	+/- 135
\$500,000 to \$749,999	142,716	+/- 2,073	471	+/- 99
\$750,000 to \$999,999	45,820	+/- 1,080	173	+/- 81
\$1,000,000 to \$1,499,999	26,581	+/- 1,034	70	+/- 46
\$1,500,000 to \$1,999,999	8,219	+/- 648	11	+/- 17
\$2,000,000 or more	11,908	+/- 564	13	+/- 18

Source: U.S. Census Bureau; American Community Survey, 2011-2015 American Community Survey 5-Year Estimates, Table B25075; generated using American FactFinder; <<http://factfinder2.census.gov>>; (28 September 2017).

***Rent Distribution of Renter-Occupied Units***

	State of Illinois		Champaign County	
	Estimate	MOE	Estimate	MOE
Total Units	1,608,683	+/- 8,148	36,015	+/- 912
No cash rent	71,553	+/- 1,900	866	+/- 200
Less than \$100	6,743	+/- 537	74	+/- 75
\$100 to \$149	6,123	+/- 517	166	+/- 114
\$150 to \$199	15,439	+/- 929	246	+/- 119
\$200 to \$249	28,110	+/- 1,144	359	+/- 153
\$250 to \$299	21,559	+/- 872	340	+/- 136
\$300 to \$349	21,681	+/- 991	175	+/- 78
\$350 to \$399	23,306	+/- 1,033	495	+/- 154
\$400 to \$449	29,146	+/- 1,046	806	+/- 176
\$450 to \$499	35,036	+/- 1,370	1,134	+/- 233
\$500 to \$549	44,113	+/- 1,379	1,211	+/- 235
\$550 to \$599	51,506	+/- 1,378	1,735	+/- 320
\$600 to \$649	64,095	+/- 1,710	2,339	+/- 365
\$650 to \$699	70,733	+/- 1,569	2,596	+/- 381
\$700 to \$749	79,503	+/- 2,270	2,629	+/- 376
\$750 to \$799	85,332	+/- 2,047	2,663	+/- 367
\$800 to \$899	174,052	+/- 3,056	4,343	+/- 473
\$900 to \$999	163,834	+/- 2,715	3,154	+/- 376
\$1,000 to \$1,249	258,905	+/- 3,938	5,436	+/- 528
\$1,250 to \$1,499	142,407	+/- 2,746	2,351	+/- 352
\$1,500 to \$1,999	140,544	+/- 2,679	1,986	+/- 309
\$2,000 to \$2,499	45,817	+/- 1,506	501	+/- 162
\$2,500 to \$2,999	16,309	+/- 1,000	180	+/- 96
\$3,000 to \$3,499	8,041	+/- 646	227	+/- 134
\$3,500 or more	4,796	+/- 513	3	+/- 8

Source: U.S. Census Bureau; American Community Survey, 2011-2015 American Community Survey 5-Year Estimates, Table B25063; generated using American FactFinder; <<http://factfinder2.census.gov>>; (28 September 2017).

## **Employment**

The table below presents the employment diversity of the County. The data is sourced from the Illinois Department of Employment Security's Quarterly Workforce Indicators.

	2016			2017	Average
	2 <sup>nd</sup> Quarter	3 <sup>rd</sup> Quarter	4 <sup>th</sup> Quarter	1 <sup>st</sup> Quarter	
11 Agriculture, Forestry, Fishing and Hunting	246	471	274	244	309
21 Mining, Quarrying, & Oil and Gas Extraction	38	28	19	21	26
22 Utilities	188	188	196	183	189
23 Construction	3,320	3,255	2,857	2,709	3,035
31-33 Manufacturing	7,272	7,225	7,032	6,994	7,131
42 Wholesale Trade	2,944	2,858	2,881	2,790	2,868
44-45 Retail Trade	9,061	9,162	9,599	9,142	9,241
48-49 Transportation and Warehousing	2,380	2,514	2,774	2,502	2,542
51 Information	2,262	2,073	2,120	2,240	2,174
52 Finance and Insurance	2,475	2,426	2,384	2,431	2,429
53 Real Estate and Rental and Leasing	1,609	1,592	1,529	1,545	1,569
54 Professional, Scientific, and Technical Services	3,448	3,418	3,321	3,434	3,405
55 Management of Companies and Enterprises	124	121	110	115	118
56 Administrative and Support and Waste Management and Remediation Services	3,429	3,652	3,683	3,475	3,560
61 Educational Services	740	738	752	722	738
62 Health Care and Social Assistance	12,455	12,488	12,487	12,536	12,492
71 Arts, Entertainment, and Recreation	1,076	895	882	742	899
72 Accommodation and Food Services	9,297	10,026	10,012	10,048	9,846
81 Other Services (except Public Administration)	1,971	1,924	1,909	1,864	1,917
92 Public Administration	25,321	25,259	25,067	25,023	25,168
99 Unclassified	52	76	81	118	82

\*Figures not disclosed due to confidentiality rules

Source: Illinois Department of Employment Security, Economic Information and Analysis Division, Quarterly Census of Employment & Wages, QCEW Annual Average Data 2016 Q2-4 and 2017 Q1, Illinois at Work Report;

[http://www.ides.illinois.gov/LMI/Pages/Quarterly\\_Census\\_of\\_Employment\\_and\\_Wages.aspx](http://www.ides.illinois.gov/LMI/Pages/Quarterly_Census_of_Employment_and_Wages.aspx); (28 September 2017).

The following table shows the average annual unemployment rate in Champaign County, Illinois, and the United States since 2000, according to the Illinois Department of Employment Security.

Year	Champaign County				Illinois	United States
	Labor Force	Employed	Unemployed	Unemployment Rate	Unemployment Rate	Unemployment Rate
2016	105,140	99,773	5,367	5.1%	5.9%	4.9%
2015	104,764	99,384	5,380	5.1%	5.9%	5.3%
2014	103,670	97,492	6,178	6.0%	7.1%	6.2%
2013	103,486	95,757	7,729	7.5%	9.1%	7.4%
2012	104,101	96,498	7,603	7.3%	9.0%	8.1%
2011	105,685	97,465	8,220	7.8%	9.7%	8.9%
2010	108,978	100,032	8,946	8.2%	10.4%	9.6%
2009	105,240	96,480	8,760	8.3%	10.2%	9.3%
2008	105,661	99,814	5,847	5.5%	6.3%	5.8%
2007	105,132	100,739	4,393	4.2%	5.0%	4.6%
2006	102,819	99,078	3,741	3.6%	4.5%	4.6%
2005	101,124	96,973	4,151	4.1%	5.7%	5.1%
2004	99,010	94,679	4,331	4.4%	6.2%	5.5%
2003	98,703	94,298	4,405	4.5%	6.8%	6.0%
2002	99,242	95,219	4,023	4.1%	6.5%	5.8%
2001	99,742	96,206	3,536	3.5%	5.3%	4.7%
2000	100,039	96,792	3,247	3.2%	4.3%	4.0%

Source: Illinois Department of Employment Security, Local Area Unemployment Statistics, LAUS County Annual Average Data 2000-2016 and Illinois Labor Force Estimates Annual Averages;

<[http://www.ides.illinois.gov/LMI/Pages/Local\\_Area\\_Unemployment\\_Statistics.aspx](http://www.ides.illinois.gov/LMI/Pages/Local_Area_Unemployment_Statistics.aspx)>; (28 September 2017).

The table below shows the 10 employers in Champaign County with the greatest number of employees, according to the Champaign County Economic Development Corporation.

	Employer	Number of Employees in 2017
1	University of Illinois at Urbana-Champaign	10,349
2	Carle	5,623
3	Champaign Unit #4 School District	1,814
4	Kraft Foods, Inc.	1,350
5	Parkland College	950
6	Champaign County Government	910
7	Urbana School District #116	832
8	Plastipak Packaging, Inc.	810
9	Presence Health	774
10	Christie Clinic	750

Source: Industry Profiles, Champaign County Economic Development Corporation, April 2017.

<<http://www.champaigncountyledc.org/industry-profiles>>; (28 September 2017).

## BASIS OF BUDGETING

Champaign County's governmental accounting and financial reporting are managed in accordance with "Generally Accepted Accounting Principles" ("GAAP"). Government funds use a modified accrual basis of accounting. The modified accrual basis of accounting and budgeting recognizes revenues when they become available and measureable; and expenditures when the liability is incurred. Proprietary funds use an accrual basis of accounting. The accrual basis of accounting recognizes revenue when earned and expenses when incurred, regardless of when cash is received or disbursed.

The ***budgets*** for all governmental funds ***and*** proprietary funds are presented on a modified accrual basis. The modified accrual basis of budgeting is reflected in the County ordinance which provides that balances remaining in County appropriations shall be available for sixty days after the close of the fiscal year to pay for goods or services that were delivered prior to the close of the fiscal year. Because proprietary fund budgets are not on a full accrual basis, the legally adopted budget is not on a basis strictly consistent with generally accepted accounting principles (GAAP). The basis of budgeting is different from the basis of accounting used in the audited financial statements, where the actual results of operations are presented in accordance with generally accepted accounting principles. Adjustments necessary to convert the results of operations from the budgetary basis to the GAAP basis are mostly due to proprietary funds having budgets on the modified accrual basis, while GAAP requires accounting for those funds on the full accrual basis.

# Champaign County Financial Policies

## Introduction

Champaign County has several relevant financial policies in order to preserve and enhance its fiscal health, identify acceptable and unacceptable courses of action, and provide a standard to evaluate the government's fiscal performance. Besides the county's Financial Policies and Annual Budget Process Resolution, other policies that are central to a strategic, long-term approach to financial management are posted on the county website

<http://www.co.champaign.il.us/HeaderMenu/generalinfo.php>.

- Purchasing Policy (including Capital Asset Management and Replacement)
- Grant Application/Approval Policy
- Personnel Policy (including Salary Administration Guidelines)
- Treasurer's Investment Policy

<http://www.co.champaign.il.us/treasurer/PDFS/InvestmentPolicy.pdf>

## Budgeting Policies

1. The County's fiscal year is January 1 – December 31.
2. All County funds are appropriated in the "Official Budget," which is approved by the County Board. Appropriations are considered the maximum authorization to incur obligations and not a mandate to spend.
3. The County is committed to producing a balanced budget in a timely manner. The County will pay for current expenditures with current revenues, avoiding procedures that balance budgets by postponing needed expenditures, realizing future revenues early, or rolling over short-term debt. A budget is balanced when total appropriations do not exceed total revenues and appropriated fund balance within an individual fund.
4. The budgets for all governmental funds and proprietary funds are presented on a modified accrual basis.
5. The final Budget document must include:
  - a. A statement of financial information including prior year revenue and expenditure totals, and current and ensuing year revenue and expenditure projections; and
  - b. A statement of all moneys in the county treasury unexpended at the termination of the last fiscal year; and
  - c. A statement of all outstanding obligations or liabilities of the county incurred in any preceding fiscal year; and
  - d. Additional information required by state law.
6. The budget may be amended through a Budget Amendment or Budget Transfer which require a 2/3<sup>rd</sup> majority vote (15) of the County Board. Department heads may authorize transfers between non-personnel budget lines in their department budget as long as they do not exceed the total combined appropriation for non-personnel categories; and transfers between personnel lines as long as they do not exceed the total combined appropriation for personnel categories.
7. A General Corporate Fund contingency appropriation will be designated for emergency purchases during the fiscal year. The contingency appropriation goal is 1% of the total

anticipated expenditure for the General Corporate Fund. No more than 5% of the total General Corporate Fund Appropriation may be appropriated to contingencies. Money appropriated for contingencies may be used for contingent, incidental, miscellaneous, or general county purposes, but no part of the amounts so appropriated shall be used for purposes for which other appropriations are made in the budget unless a transfer of funds is authorized by a 2/3<sup>rd</sup> majority vote (15) of the County Board.

8. On an annual basis, the County will prepare a Financial Forecast to include expenditure projections for the current year and the next four (4) fiscal years.

## Revenue Policies

1. The County will strive to maintain diversified and stable revenue sources to shelter it from unforeseeable short-run fluctuations in any one revenue source.
2. The County will estimate its annual revenues by an objective, analytical process. On an annual basis, and in conjunction with expenditure projections, the County will prepare revenue projections for the current year and the next four (4) fiscal years. Each existing and potential revenue source will be re-examined annually.
3. The property tax rates for each levy shall be calculated in accordance with the Property Tax Extension Limitation Law (PTELL).
4. The County charges user fees for items and services, which benefit a specific user more than the general public. State law or an indirect cost study determine the parameters for user fees. The County shall review all fees assessed in its annual budget preparation process to determine the appropriate level of fees for services and recommend any proposed changes to the fees collected to be implemented in the ensuing budget year.
5. To the extent feasible, one-time revenues will be applied toward one-time expenditures and will not be used to finance ongoing programs. Ongoing revenues should be equal to or exceed ongoing expenditures.
6. The Champaign County Board supports efforts to pursue grant revenues to provide or enhance County mandated and non-mandated services and capital needs. Activities which are, or will be, recurring shall be initiated with grant funds only if one of the following conditions are met:
  - a. The activity or service can be terminated in the event the grant revenues are discontinued; or
  - b. The activity should, or could, be assumed by the County's General and recurring operating fund or another identified fund. Departments are encouraged to seek additional sources of revenue to support the services prior to expiration of grant funding. Grant approval shall be subject to the terms and conditions of County Ordinance Number 635, and Ordinance amendments 903 and 920.

## Fund Policies

1. The County's financial structure begins with funds. A fund is a self-balancing accounting entity with revenues and expenditures which are segregated for the purpose of carrying out specific programs in accordance with County policies and certain applicable State and Federal laws. Each fund has at least one Department Budget, which is a group of expenditures that provide for the accomplishment of a specific program or purpose.



2. A major fund is a budgeted fund where revenues or expenditures represent more than 10% of the total appropriated revenues or expenditures.
3. All county funds are included in the Annual Budget Document except the fiduciary funds described below.
  - a. Private Purpose Trust Funds in which the County Engineer acts in a trustee capacity on behalf of townships to use state funding to maintain township roads and township bridges, which resources are not available to support the County's own programs.
  - b. Agency Funds held in a custodial capacity for external individuals, organizations and governments for the purpose of reporting resources, such as property taxes and circuit court fees and fines.
4. Governmental funds account for traditional governmental operations that are financed through taxes and other fixed or restricted revenue sources.
  - a. The General Corporate Fund is available for any authorized purpose, and is used to account for all financial resources except those required to be accounted for in another fund. A summary is prepared which lists the amount of General Corporate Fund appropriation for all affected departments. The General Corporate Fund is a Major Fund.
  - b. Special Revenue Funds are used to account for the proceeds of specific sources that are legally restricted to expenditures for a specific purpose.
    - i. Included in the Special Revenue Funds are Debt Service Funds utilized to account for the payment of interest, principal and related costs on the County's general long-term debt. (In addition to Debt Service Funds, the County also has debt service budgets included in other funds as appropriation based on the purpose of the fund.)
    - ii. Also included in Special Revenue Funds are Capital Project Funds used to account for all expenditures and revenues associated with the acquisition, construction or maintenance of major facilities that are not financed through proprietary funds or funds being held for other governments.
  - c. Proprietary Funds account for certain "business-type" activities of governments that are operated so that costs incurred can be recovered by charging fees to the specific users of these services.
    - i. An enterprise fund is used to account for operations that are financed primarily by User charges. The Nursing Home Fund is the county's only enterprise fund.
    - ii. An Internal Service Fund is established to account for the financing of goods and services provided to the County and other agencies on a cost reimbursement basis. The activities of the Self-Funded Insurance Fund and Employee Health Insurance Fund are budgeted and appropriated through the use of Internal Service Funds.
5. A Fund Statement is presented for each fund, which summarizes past and projected financial activity for the fund as follows:
  - a. Revenues presented in line item detail within revenue categories; and

- b. Expenditures presented in line item detail within major categories – e.g., personnel, commodities, services; and
- c. Fund Balance including the actual or estimated funds remaining at the end of the fiscal year.

## Financial Reserves and Surplus

1. The fund balance for each fund shall be reviewed annually, and recommendations for financial reserves and a plan for the use of surplus funds shall be documented.
2. For cash flow purposes due to the timing of property tax revenues and fluctuations in the receipt of state shared revenues, and in order to allow flexibility to respond to unexpected circumstances, the minimum fund balance requirement for the General Corporate Fund is 45-days or 12.5% of operating expenditures. A plan will be developed to increase the fund balance in instances where an ending audited fund balance is below the 45-day minimum requirement. The fund balance target for the General Corporate Fund is two months or 16.7% of operating expenditures.
3. It is the intent of the County to use all surpluses generated to accomplish three goals: meet reserve policies, avoid future debt and reduce outstanding debt.

## Capital Asset Management and Replacement

1. The Capital Asset Replacement Plan includes a multi-year plan for vehicles, computers, technology, furnishings and office equipment. It will be updated for the General Corporate Fund departments during the annual budget process. Expenditures will be appropriately amortized and reserves for replacement will be estimated. If the county is unable to appropriate full funding for future reserves, this will be documented in Capital Asset Replacement budget. A five-year forecast for capital asset management and replacement will be developed and updated annually.
2. The Capital Asset Replacement Plan also includes a multi-year plan for the facilities owned and maintained by the County. The County will strive to maintain all assets at a level adequate to protect the County's capital interest and to minimize future maintenance and replacement costs.
3. The County will identify the estimated costs and potential funding sources for each capital project proposal before it is submitted and included in the Capital Asset Replacement Fund plan.
4. The Deputy County Administrator of Finance will review all expenditures from the Capital Asset Replacement Fund and the County Administrator is authorized to approve all expenditures from the Capital Asset Replacement Fund in compliance with the multi-year plan and policies established by the County Board. No more than 3% of the equalized assessed value of property subject to taxation by the county may be accumulated in a separate fund for the purpose of making specified capital improvements.
5. The Auditor maintains a fixed asset inventory of furniture, equipment, buildings, and improvements with a value of greater than \$5,000 and a useful life of one year or more.

## Debt Management

1. When applicable, the County shall review its outstanding debt for the purpose of determining if the financial marketplace will afford the County the opportunity to refund an issue and lessen its debt service costs. In order to consider the possible refunding of an issue a Present Value savings of three percent over the life of the respective issue, at a minimum, must be attainable.
2. The County will confine long-term borrowing to capital improvements or projects that cannot be financed from current revenues.
3. When the county finances capital projects by issuing bonds, it will pay back the bonds within a period not to exceed the estimated useful life of the project.
4. The County will strive to have the final maturity of general obligation bonds at, or below, thirty years.
5. Whenever possible, the County will use special assessment, revenue, or other self-supporting bonds instead of general obligation bonds, so those benefiting from the improvements will bear all or part of the cost of the project financed.
6. The County will not use long-term debt for current operations.
7. The County will maintain good communications with bond rating agencies regarding its financial condition. The County will follow a policy of full disclosure on every financial report and borrowing prospectus.

## Accounting, Auditing and Investment

1. The County follows Generally Accepted Accounting Principles (GAAP).
2. State statutes require an annual audit by independent certified public accountants. A comprehensive annual financial report shall be prepared to the standards set by the government finance Officers Association (GFOA).
3. The County uses an accounts receivable system to accrue revenues when they are available and measurable for governmental fund types. Departments should bill appropriate parties for amounts owed to Champaign County, review aging reports, complete follow-up information about the account, and monitor all accounts receivables.
4. The County Treasurer is responsible for investment of all Champaign County funds. With County Board approval, the Treasurer may make a short term loan of idle monies from one fund to another, subject to the following criteria:
  - a. Such loan does not conflict with any restrictions on use of the source fund; and
  - b. Such loan is to be repaid to the source fund within the current fiscal year.

## Purchasing and Encumbrances

1. An encumbrance system is maintained to account for commitments resulting from purchase orders and contracts. Every effort will be made to ensure that these commitments will not extend from one fiscal year to the next. Any emergency encumbrances, which do extend into the next fiscal year, shall be subject to appropriation in the next year's budget. Encumbrances at year - end do not constitute expenditures or liabilities in the financial statements for budgeting purposes.

2. All items with an expected value of \$30,000 or more must be competitively bid with exceptions for professional services (other than engineering, architectural or land surveying services). Additional competitive bid requirements may apply by statute or as a condition of using funds from an outside source.
3. All purchases over the respective limit of \$30,000, which require the use of either formal bids or requests for proposals, must be approved by the full Champaign County Board.
4. The Champaign County Purchasing Policy Ordinances Number 897 and 902, establish the procedures to be followed in all purchasing activities.

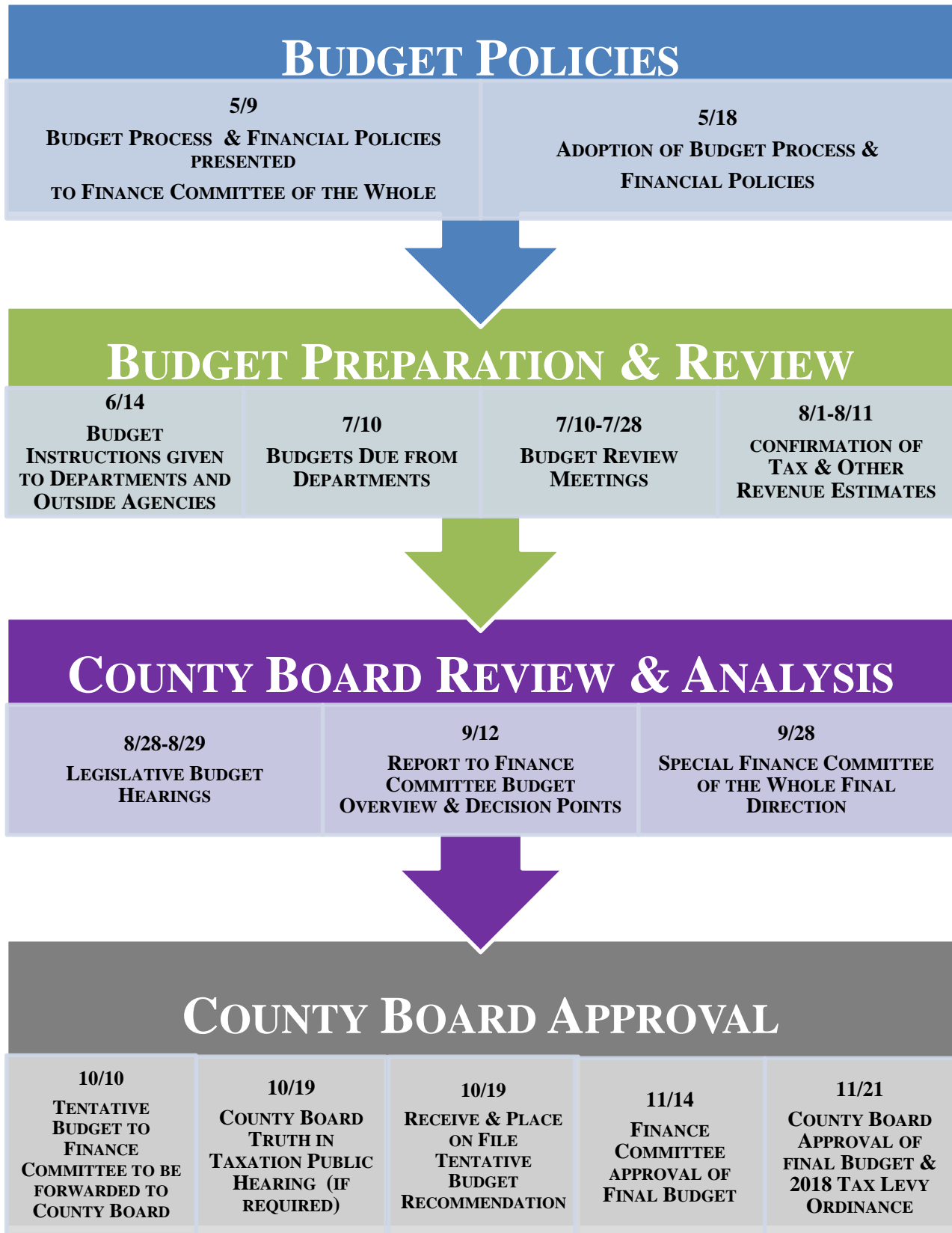
## Risk Management

1. In order to forecast expenditures for its self-funded insurance program for workers compensation and liability, the county hires an actuarial consulting firm to review loss history and recommend funding taking into consideration claims, fixed costs, fund reserves, and national trends.
2. The County strives to maintain the actuary recommended fund balance.

## Salary Administration

1. The County Personnel Policy, adopted by Ordinance Number 960, includes Salary Administration Guidelines.
2. The County Administrator is responsible for computing salaries and fringe benefits costs for all departments.
3. Increases for non-bargaining employees will be established by the Finance Committee at the beginning of the budget cycle and forwarded to the County Board for inclusion in the annual budget.

# CHAMPAIGN COUNTY FY2018 BUDGET CALENDAR



# BUDGET PROCESS

## ***Phase 1 - Planning***

The budget development process begins approximately nine months prior to the beginning of the fiscal year. At that time, County Administration updates the Five-Year Forecast for the General Corporate Fund, and conducts market surveys to review the mid-point valuation of jobs in Champaign County. Based upon these analyses, the County Administrator recommends salary range adjustments and a set of assumptions for planning purposes and direction on balancing the next year's General Corporate Fund budget, to be adopted by the Finance Committee in May. Based upon the Finance Committee Recommendation, the County Board adopts the annual Budget Process Resolution in May of each year.

Champaign County requires department budget requests to be performance-based and focused on goals, objectives and performance indicators. Additionally, statutory budget requirements as defined in 55 ILCS 5/6 require the following information be included in the annual budget document:

- Statement of financial information including prior year revenue and expenditure totals, and current year and future year revenue and expenditure projections;
- Statement of all monies in the county treasury unexpended at the termination of the last fiscal year;
- Statement of all outstanding obligations or liabilities of the county incurred in any preceding fiscal year;
- Statement showing any bonuses or increase in any salary, wage, stipend, or other form of compensation that is not subject to a collective bargaining agreement for every agency, department, or any other entity receiving an appropriation from the county, regardless of whether the employee receiving them is part of a collective bargaining unit.

## ***Phase 2 – Preparation***

Based upon the Annual Budget Process Resolution and planning requirements adopted by the County Board, the County Administrator conducts a Budget Instruction and Information Meeting with all County Departments in June of each year. At this meeting, general budget preparation instructions are provided for the department preparation portion of the process. Department Heads and Elected Officials are asked to complete the preparation of individual department budgets for which they are responsible in the month of June, with submission to the County Administrator in early July.

## ***Phase 3 – Integration and Initial Review***

In July, County Administration meets with each department head and elected official to review the budget requests as presented. The County Administrator may recommend changes and adjustments to the presented budgets during this stage of the process to ensure compliance with the County Board's guidelines. Once these changes are agreed upon, they are incorporated in the budget documents to be presented to the County Board. County Administration then completes revenue projections and consolidates all gathered information into a comprehensive budget request as a whole to be presented to the County Board.

## ***Phase 4 – County Board Initial Review and Public Review***

In August, the County Board conducts Legislative Budget Hearings. These Meetings/Hearings are open meetings where the public is welcome. The department heads, elected officials, and officials of governing boards with county budgets, present their budgets to the County Board at these meetings, and engage in question and answer sessions with the board members. Budget Information is provided to the members of the County Board in advance of the Legislative Budget Hearings so that County Board Members have the opportunity to review and prepare before meeting with the department heads and elected officials. After the Legislative Budget Hearings, the Finance Committee further reviews the budget at its September meeting.

## ***Phase 5 – Public Review***

A Special Finance Committee of the Whole meeting is held in late September. An opportunity for public participation will take place at the beginning of the meeting.

## ***Phase 6 – Finance Committee Decision Points***

No later than the October Finance Committee meeting, the Finance Committee provides direction regarding changes or recommendations for funding initiatives or requirements outside of the initial budget process preparation guidelines. Upon this direction from the Finance Committee, the County Administrator then completes and compiles the total budget for the County Board.

## ***Phase 7 – Public Review***

The County Board places the budget on file in October to allow for public review and comment, as required by 55 ILCS 5/6-1001. The County Board also conducts a Truth in Taxation Public Hearing in October, if the annual tax levy will increase by more than 5%, as required by 35 ILCS 200/18-70.

## ***Phase 8– Adoption***

At its November meeting, the County Board adopts and approves the annual Budget and Appropriation Ordinance to establish the budget for the ensuing fiscal year. The adoption of the budget requires an affirmative vote of at least a majority of all members of the County Board. The adoption of the budget constitutes appropriation of the amounts specified therein as expenditures from the funds indicated.

# RESOLUTION ESTABLISHING THE BUDGET PROCESS FOR CHAMPAIGN COUNTY FOR FY2018

**WHEREAS**, the Champaign County Board determines it appropriate to establish a formal process for the compilation, presentation, approval and execution of the annual budget; and

**WHEREAS**, based on the anticipated receipt of revenues and expenditure appropriations for FY2017 and the need for careful study of both revenues and expenditures for FY2018, the Finance Committee recommends guidelines and policies for the process and development of the FY2018 annual budget;

**NOW, THEREFORE, BE IT RESOLVED**, by the County Board of Champaign County, Illinois, that the following guidelines are hereby adopted and shall be adhered to by County Administration and Champaign County departments in the submission, review, preparation, and implementation of the FY2018 Budget:

## **FY2018 Fiscal Year and Budget Calendar**

The County's 2018 fiscal year begins on January 1 and ends on December 31.

June 14	Budget Instruction and Training Seminar for Department Budget Preparers and Instructions for Budget Submission sent to outside agencies
June 14	General Fund Department Strategy Session Deadline
July 14	FY2018 Budgets DUE from Departments
July 17-31	Department Budget Reviews with County Administration
Aug. 1-11	Tax Revenues & Other Revenue Estimates Confirmation
Aug. 28-29	6:00pm – Legislative Budget Hearings before the County Board
Sept. 12	Report to Finance Committee FY2018 Budget Overview and Decision Points for Committee Direction
Sept. 28	Special Finance Committee of the Whole Meeting to Provide Final Direction Regarding Tentative Budget
Oct. 10	FY2018 Tentative Budget Recommendation presented to Finance Committee to be forwarded to County Board
Oct. 19	County Board – Receive & Place on File FY2018 Tentative Budget Recommendation and County Board Truth in Taxation Public Hearing ( <i>if required</i> )
Nov. 14	Finance Committee approval of Final FY2018 Budget
Nov. 21	County Board approves Final FY2018 Budget & FY2018 Tax Levy Ordinance

## **Budget Development Process**

Department budget requests shall be performance-based and focused on goals, objectives, and performance indicators.

## **Non-General Corporate Fund Budget Requests**

Non-General Corporate Fund Budgets are to be prepared as follows:

1. Presented within the County Board's definition of a balanced budget; and
2. Include revenues, expenditures, fund balance information, goal statements and an explanation for variances in ending fund balance; and
3. Document and analyze operations, and provide FY2018 strategic planning information including alignment with the County Board's Strategic Plan, and specific fund objectives and anticipated performance indicators.

## **General Corporate Fund Budget Requests**

In anticipation of a projected revenue to expenditure deficit in FY2018, the County Board directs administration, elected officials and department heads to collaborate and strategize in order to prepare and present a balanced budget.

- FY2018 Revenue Forecast - \$36.3 million
- FY2018 Expenditure Forecast - \$37.2 million

In conjunction with the budget process the following information shall be provided to the County Board.

1. Documentation of statutory services provided by each General Corporate Fund department including:
  - a. Statute citation, and
  - b. A brief summary of statutory guidance, and
  - c. An explanation of any difference in the level of service required by the statute and the level of service provided by the department, and
  - d. An impact statement regarding the burdens placed on your department by the statute and associated regulations and guidance, and
  - e. Any suggestions for revision, repeal, or restructure.
2. Documentation of the non-statutory services provided by each General Corporate Fund department including:
  - a. A brief summary of each service, and
  - b. Whether the service provided aids in accomplishing a statutorily required service, and
  - c. If alternate funding is received for provision of the service and whether that funding is adequate to cover the cost of providing the service in full.

Budget documents will include:

1. Department operation analysis and planning documentation, and
2. Alignment to the County Board Strategic Plan, and
3. Department objectives and performance indicators, and



4. An objective and analytic projection of revenues including any recommendations for fee increases or modifications to revenue structure, and
5. Expenditures (personnel expenditures will be completed by Administrative Services based on negotiated labor contracts and County Board direction for non-bargaining salary administration).

### **Capital Asset Replacement Fund**

Capital asset replacement programs have an impact on the General Fund and Public Safety Sales Tax Fund. Full funding for future reserve items in the Capital Asset Replacement fund has been unattainable since 2008 due to revenue shortfalls. In order to develop a Long-Term Financial Plan it is essential that the county develop a forecast for capital asset management and replacement. Therefore, the County Board directs administration to prepare the Capital Asset Replacement Fund as follows:

1. Funding items scheduled for replacement in FY2018, and
2. An estimated calculation of full reserve funding required for future replacement schedules, and
3. A five-year forecast projecting funding required for items scheduled for replacement in subsequent fiscal years; and
4. Continued phase-in funding for facilities deferred maintenance and capital replacement projects at no less than a *status quo* level of funding with the FY2017 appropriation, and
5. Utilizing public safety sales tax revenue which becomes available in FY2018, due to retiring debt service, in order to provide partial funding for replacement of the County's financial software system and address the County's public safety maintenance and facility needs.

### **Contingency Appropriation**

The County Board directs that the FY2018 Contingency line item be appropriated at 0.5% of the total General Corporate Fund FY2018 appropriation.

### **Property Tax Revenue**

The County Board directs the preparation of the property tax revenue for FY2018 be calculated in accordance with the Property Tax Extension Limitation Law (PTELL), as established in the County Board Financial Policies.

### **Form of the Budget**

The final Budget document must include the following, showing specific amounts:

- Statement of financial information including prior year revenue and expenditure totals, and current year and ensuing year revenue and expenditure projections; and
- Statement of all moneys in the county treasury unexpended at the termination of the last fiscal year; and

- Statement of all outstanding obligations or liabilities of the county incurred in any preceding fiscal year; and
- Any additional information required by state law.

### **Financial Policies**

The final Budget shall further be prepared in acknowledgement of the Champaign County Board Financial Policies.

# **LONG-RANGE FINANCIAL PLAN**

In 2016, the County adopted a Facilities Action Plan based on the Facilities Condition Assessment completed in 2015. Key findings recognize the County's need to significantly increase its annual maintenance investment from \$532,000 to an average of \$3 million. A copy of the plan is included in the Supplemental Information section of the budget.

A forward-looking approach to planning for the replacement of technology, vehicles, furnishings and office equipment was implemented during the FY2018 budget process. Historically, only the upcoming fiscal year was analyzed and funded in the County's Capital Asset Replacement Fund. An analysis of the General Fund's capital equipment and technology needs over the next five fiscal years (excluding the facilities investment referred to above) will require annual funding averaging \$630,000. The Capital Asset Replacement Fund summary budget, 105-000, provides additional information.

The County's Strategic Planning Committee continues to meet in order to revise the County's current plan. Following adoption of the Strategic Plan, the County will pursue development of a long-range financial plan. In April, administration presented Champaign County's Five-Year Financial Forecast to the County Board for fiscal years 2017 through 2021.

## **Five-Year Financial Forecast**

### **Executive Summary**

Our five-year financial forecast for Champaign County encompasses the fiscal years 2017 through 2021. The forecast relies on estimates of revenue and expenditure based upon analysis of prior budgets, local historical trends, and statewide or national projections of economic factors.

Champaign County continues to be buffeted by a torrent of financial headwinds that are in some cases outside of its control. We have seen how the delays in Medicaid reimbursements for the county nursing home have created a cash flow crisis jeopardizing not only its survival, but also creating a nearly \$1 million hole in countywide finances with the potential for several million dollars in additional liabilities. Payments for other state-funded services such as child support enforcement or court services have been erratic or are many months behind schedule. Slow recovery in Illinois employment and the economy overall have translated into depressed growth of sales and income tax revenues. Of even greater concern for revenues are potential actions in Springfield to deal with the state budget gap. Proposed property tax freezes that would likely be a necessary tradeoff to enact an income tax hike would devastate the ability of the County to respond to increased demands to fund expenditures.

On the expenditure side, department heads have exercised restraint in developing their budget requests for several years. Commodities and services have been squeezed relentlessly, which is why we recommended a flat budget for these categories in FY 2017. Health insurance coverage, a primary benefit of County employment, is reaching a point of unaffordability with yearly double-digit increases in premiums resulting from the implementation of the Affordable Care Act. Although wage demands have been modest and have been partially offset by increased employee contributions towards health care costs, provisions for wages and fringe benefits comprise 70% of the county government's General Fund expenditures. Deferred maintenance expenses that have been underfunded by approximately \$2.5 million annually as well as technology replacements are looming problems that must be addressed. The County faces the prospect of

making tough choices of the public services that must be reduced or eliminated to maintain a balanced budget.

## **Environmental Factors**

There are several external environmental factors that can impact County finances. These include the rate of inflation, employment opportunities and income growth, state government's budget woes, and real estate prices.

After an extended period of very low inflation, rates edged upward in 2016. The Federal Open Market Committee (FOMC) of the Federal Reserve Bank is predicting a steady rate of inflation of approximately 2.0% annually for the next five years, with a range of 1.7 to 2.0% for 2017. The Illinois Department of Revenue is using an official figure of a 2.1% increase in the Consumer Price Index (CPI) for levy calculations controlled by the Property Tax Extension Limitation Law (PTELL). This factor will allow for growth in the county levy.

FOMC is also projecting moderate expansion in the national economy, with Gross Domestic Product estimates for the long-term in a range of 1.8 to 2.0% annually. Faster growth is expected however in 2017, with rates in a range of 1.9 to 2.3%. Unemployment nationally is forecast to be within a range of 4.7 to 5.0% over the next several years. Unfortunately, the outlook in Illinois is worse according to Rick Mattoon, Senior Economist and Economic Advisor at the Federal Reserve Bank of Chicago. In January 2017, he noted that Illinois has continued to lag the nation and the rest of the Midwest during the recession and recovery, with job growth being about 20% of what is being seen in surrounding states. The University of Illinois' Institute of Government and Public Affairs (IGPA) is projecting only incremental growth for Champaign County employment, with about 400-500 new positions expected over the course of the coming year. Statewide underperformance in jobs does not bode well for growth in personal income tax revenues as they are calculated on a per capita basis. Fiscal years 2014 and 2015 showed growth, but FY2016 was down 8.5%, and the first three months of FY2017 are down 11.8% relative to the first quarter of 2016. Low inflation and employment stability supports a thesis for continued modest growth in sales and use taxes.

Additionally, Mr. Mattoon also commented about the fundamental problems with state finances that impact local government. These include:

- Two years without a full year state budget;
- A credit rating is that is the worst in the nation (160 basis points above triple A);
- Structural budget deficit (i.e. expenditures exceed revenues) since 2001;
- Accounts payable of \$10 billion; and
- Legacy liabilities including pensions of \$174 billion.

Potential solutions to these problems are complex and require several simultaneous actions (cuts to discretionary spending, increase in personal and corporate income taxes, expanded income and sales tax bases, etc.) if the budget gap is to be closed within ten years. Such solutions also don't account for dealing with the existing bill backlog so the likelihood of seeing any major improvements in the state's fiscal condition during the forecast period is low.

The County has seen the direct effects of the disarray in state finances. Reimbursements for state-funded programs such as child support enforcement or court services have been erratic or are many months behind schedule. Medicaid application processing delays require the county to finance patient care until the state

finally catches up on its obligations, creating cash flow problems that also result in shortfalls in reimbursing County expenditures made on behalf of the nursing home.

One bright spot is in the county real estate market. The Champaign County Association of Realtors reports that 2017 thus far has shown continued strength in home sale prices, with the average price in February at \$163,961, up 9.4% from \$149,898 in February 2016. The median sale price was up 11.5% year-over-year at \$145,000. According to Dr. Lawrence Yun, Senior Economist and Senior Vice-President of Research for the National Association of Realtors, interest in buying a home is at the highest level seen since the Great Recession. IGPA forecasts continuous growth of median prices in 2017 within a narrower and slightly smaller range compared with 2016. On a year-over-year basis, these gains will range from 2.1% to 6.9% for Illinois. Property taxes make up about one-third of General Fund revenues and are the second largest source of money after state-shared receipts. An improved trend in real estate sales will have a positive impact on assessed valuations and associated tax revenues in the near-term. However, real estate prices tend to follow the rate of inflation over the long-term so caution is warranted to avoid overly optimistic projections.

## **GENERAL FUND**

### **Key Assumptions**

**Infrastructure Expenditures Require Debt Issuance.** Critical facilities needs (\$4.2 million for roof replacements; \$750,000 for demolition of old nursing home; \$3 million for Sheriff's Office relocation and renovation) and the enterprise resource planning (ERP) system replacement (\$1.8 million) will require debt issuance for expenses exceeding available recurring revenues.

**Health Insurance Premium Increases of 12% Annually.** The increasing cost of health insurance is anticipated to put significant pressure on the General Fund. The county initially received a 51% premium increase for FY2017, although negotiations resulted in an actual increase of 11.6%. The premium for FY2018 is unknown at this time. Based on plan changes in 2017 which increased the employee deductible by \$500, improvement in claims in 2016 and continued efforts to negotiate increases in employee premium contributions, the forecast reflects a budgeted increase of 12%.

**Property Tax Revenues Grow Modestly.** The CPI for revenue year 2017 is 2.1%. Equalized Assessed Valuation for RY2017 will not be available until August. Levy growth for FY2018 is projected at 2.6% assuming the legislature does not enact a property tax freeze. As it did in RY2016, the county should consider preparing the RY2017 levy to capture new growth revenue in the event of a favorable ruling in the hospital property tax case. This forecast excludes any new growth revenue associated with the hospital properties.

**State-shared Revenue Performance Remains Flat to Slightly Positive.** State-shared revenue is the number one contributor to General Fund receipts. In FY2016 the county experienced funding delays for salary reimbursement and support enforcement contracts. Additionally, the fiscal condition of the State of Illinois is a likely contributor to declining income tax revenue and flat to slightly positive sales tax performance. Implementation of the Illinois Department of Revenue's new accounting software has impaired the ability of the county to accurately forecast state shared revenues. IDOR has given very little explanation regarding the altered revenue receipt patterns. Furthermore, the county continues to await the department's plan for the recapture of misallocated Personal Property Replacement Taxes; total liability is approximately \$122,000.

Income tax revenue is believed to be overstated by \$98,000 in FY2017. State forecasts indicate that income tax receipts necessitate a major downward revision. Income tax and state reimbursement are forecasted as

flat for FY2019-FY2021. We have assumed that reimbursement formulas will not deteriorate over the forecast period.

The 1-Cent and ¼-Cent sales tax are forecasted to reflect moderate growth in FY2017-FY2021. Following declining and flat revenues in FY2015, growth in FY2016 was 2% and 0.7% respectively. Over the past six months, the 1-Cent has reflected positive growth; however, the ¼-Cent continues to show volatility. This forecast conservatively projects growth for these taxes to be 1.2% (1-Cent) and 1% (¼-Cent).

**Criminal Justice Reform and Fines and Bond Forfeitures Revenues.** In FY2016 there was a \$212,000 drop, or 23% decline, in this revenue stream. Further research indicates that this is likely the result of local changes to policing and adjudication practices. The forecast assumes flat growth in FY2017-FY2021; however, further deterioration in revenues is possible. The Governor's Office and the General Assembly have been considering criminal justice reform proposals that could negatively impact this revenue stream.

**Nursing Home and General Fund Financial Impact.** Debt service reimbursement for the general obligation bond for remediation work on the nursing home did not occur in FY2016 and is assumed to not occur in FY2017, although it is likely that the sale of the home would allow for eventual reimbursement. The forecast anticipates reimbursement in fiscal years 2018-2021 enabled through funds generated from the sale of the home and possible early debt retirement. Payment for General Fund services provided to the Nursing Home did not occur in FY2016 and is not projected in the 2017-2021 forecast.

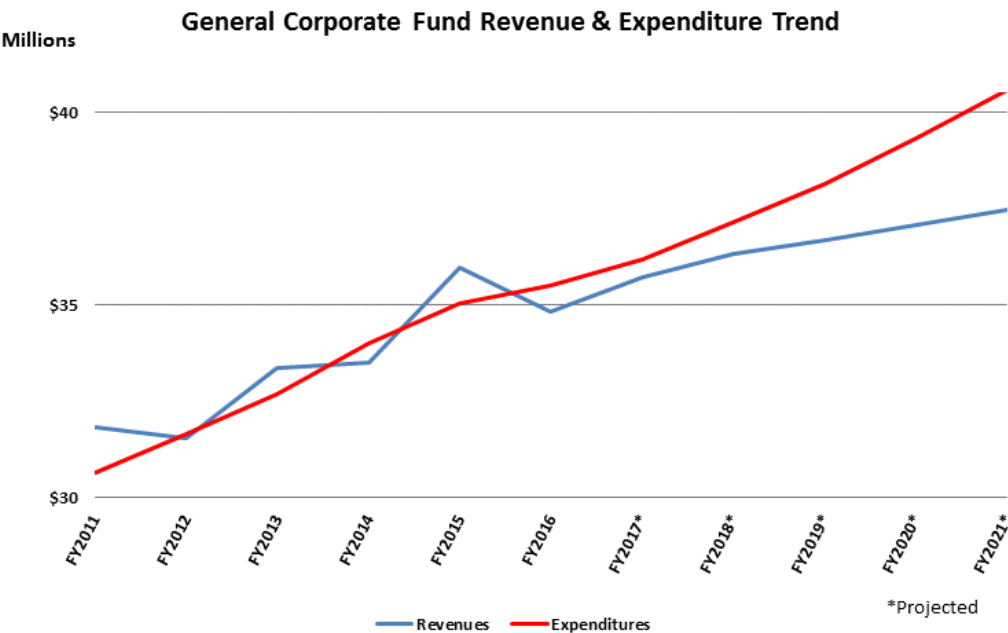
In September 2016, the General Fund loaned the Nursing Home \$282,802 for replacement of the boiler system. The twelve-month loan principal balance has been reduced by \$56,000 due to a Department of Commerce and Economic Opportunity (DCEO) grant received by the county. It is expected that the home will be unable to pay the outstanding loan in September; therefore, the County Board must choose to either extend or forgive the loan. Forecast assumptions reflect an extension of the loan in order to avoid any impact to the General Fund balance.

**No New Unfunded Mandates or Restrictions on Revenue.** The major concern for local government presently is the possibility of a property tax freeze. Many such proposals are currently on the legislative docket in the General Assembly; however, a freeze would likely be tied to an increase in state income tax rates. As always, the legislature may create obligations for local government without providing any corresponding revenue. Last year for example, the Illinois Supreme Court overturned a statute that included increases in county-paid juror compensation rates. The removal of this unfunded mandate resulted in a net reduction of nearly \$182,000 in recurring costs for the FY2017 budget. However, a revised version of this statute or similar initiatives of the General Assembly could arise at any time, placing additional, unexpected burdens upon the county's General Fund.

**Adjudication of the Hospital Property Tax Case.** The county expects any ruling in this case to sustain the county's position on tax exemptions. However, if the courts rule against us, it could require Champaign County to return previously collected taxes to Carle Foundation Hospital and Presence Covenant Medical Center. The potential General Fund liability is approximately \$808,000. The county has reserved \$294,000 from a distribution of TIF surplus funds to partially offset this liability.

General Fund Conclusion

**Revenue to Expenditure Deficit.** Restricted and underperforming revenues, growing expenditures, state budget uncertainty, and short-term sustainability of the Nursing Home will make it vital but increasingly difficult for the county to align expenses to revenues. The following chart reflects the assumptions previously stated, and clearly indicates a pattern of expenditure growth that exceeds revenue growth. It should be noted that accurately forecasting revenues and expenditures beyond FY2018 is difficult and meant to reflect trends rather than exact amounts.



This graph of General Fund revenues and expenditures shows that after FY2017, a structural budget deficit emerges as growth in revenues is unable to meet growth in expenditures. The primary driver of the deficit is the uncontained increase of health insurance premiums but is also due in part to wage increases.

**Fund Balance Projections.** The county ended FY2016 with an unaudited fund balance of 12.9% of expenditure fund balance, which complies with the county’s financial policies. The FY2017 budget was prepared with an anticipated revenue to expenditure deficit of \$150,000 for capital expenditures associated with ADA improvements. This fiscal year, the fund balance will be impacted by the establishment of a separate fund for Foreclosure Mediation Services. Foreclosure mediation fees of \$52,000 are included in the General Fund balance. Due to reporting requirements, a separate fund will be established for these services at the request of the Circuit Court and with the approval of the Auditor’s Office.

Based on the previously described budget transfer and revised revenue and expenditure projections, including unreimbursed debt service, the FY2017 revenue to expenditure deficit is projected to be \$452,644, which positions the fund balance at 11.3% of FY2017 expenditures. Fulfillment of the debt service reimbursement and payment for General Fund services provided to the Nursing Home would improve the fund balance position bringing it to approximately 12.4% of expenditures. Based on forecast assumptions, failure to achieve balanced budgets will cause continued deterioration of the fund balance in fiscal years 2018-2021 as reflected in the following table.

	FY2017	FY2018	FY2019	FY2020	FY2021
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	FY2017	FY2018	FY2019	FY2020	FY2021
Revenues	\$ 35,724,771	\$ 36,336,791	\$ 36,703,391	\$ 37,085,082	\$ 37,474,123
Expenditures	\$ 36,177,414	\$ 37,164,268	\$ 38,168,568	\$ 39,344,702	\$ 40,588,428
Rev./Exp. Difference	\$ (452,644)	\$ (827,477)	\$ (1,465,177)	\$ (2,259,620)	\$ (3,114,306)
Projected Fund Bal.	\$4,091,691	\$3,264,214	\$1,799,038	(\$460,582)	(\$3,574,888)
Fund Balance	11.3%	8.8%	4.7%	-1.2%	-8.8%

## PUBLIC SAFETY SALES TAX FUND

### Key Assumptions

**Modest Revenue Growth.** FY2015 and FY2016 exhibited flat to slightly declining revenues for this ¼-Cent tax which is not collected on the sale of registered vehicles. Fiscal years 2010-2014 averaged growth in the 2% range while five and ten-year averages reflect 1% growth. FY2017 revenues may be slightly overstated; however, a revenue positive budget, expenditure savings for a refunded bond, and elimination of maintenance fees for unutilized justice system technology should offset any loss of revenue. The forecast projects 0.75% growth.

**Debt Service.** The county has five public safety sales tax alternate revenue bonds which will be paid in full by the end of FY2028. In FY2016 the county refunded Series 2007A generating annual savings over the life of the issue. A final payment for Series 2000 will be made in FY2017 freeing up approximately \$1.2 million in public safety sales tax funds in FY2018. Due to debt service growth accumulating to \$140,000 over the following four fiscal years, the county should cautiously structure utilization of this available revenue to ensure adequate funds to fulfill the debt service obligations.

**Expenditures and Board Approved Initiatives.** Per ordinances adopted by the County Board in 1998 and subsequently revised in 2003, this tax revenue supports public safety related programming, justice system technology, and partial funding for the annual maintenance costs of public safety buildings.

In FY2018, approximately \$1.2 million becomes available due to a maturing bond issue. These funds will provide the county with an opportunity to address the deferred maintenance needs of public safety buildings and implement technology improvements. Eligible projects would include the relocation of the Sheriff to a renovated portion of the ILEAS building, required roof replacements at the County Courthouse and Adult Detention Center, and partial funding for the Enterprise Resource Planning (ERP) system replacement.

### Final Thoughts

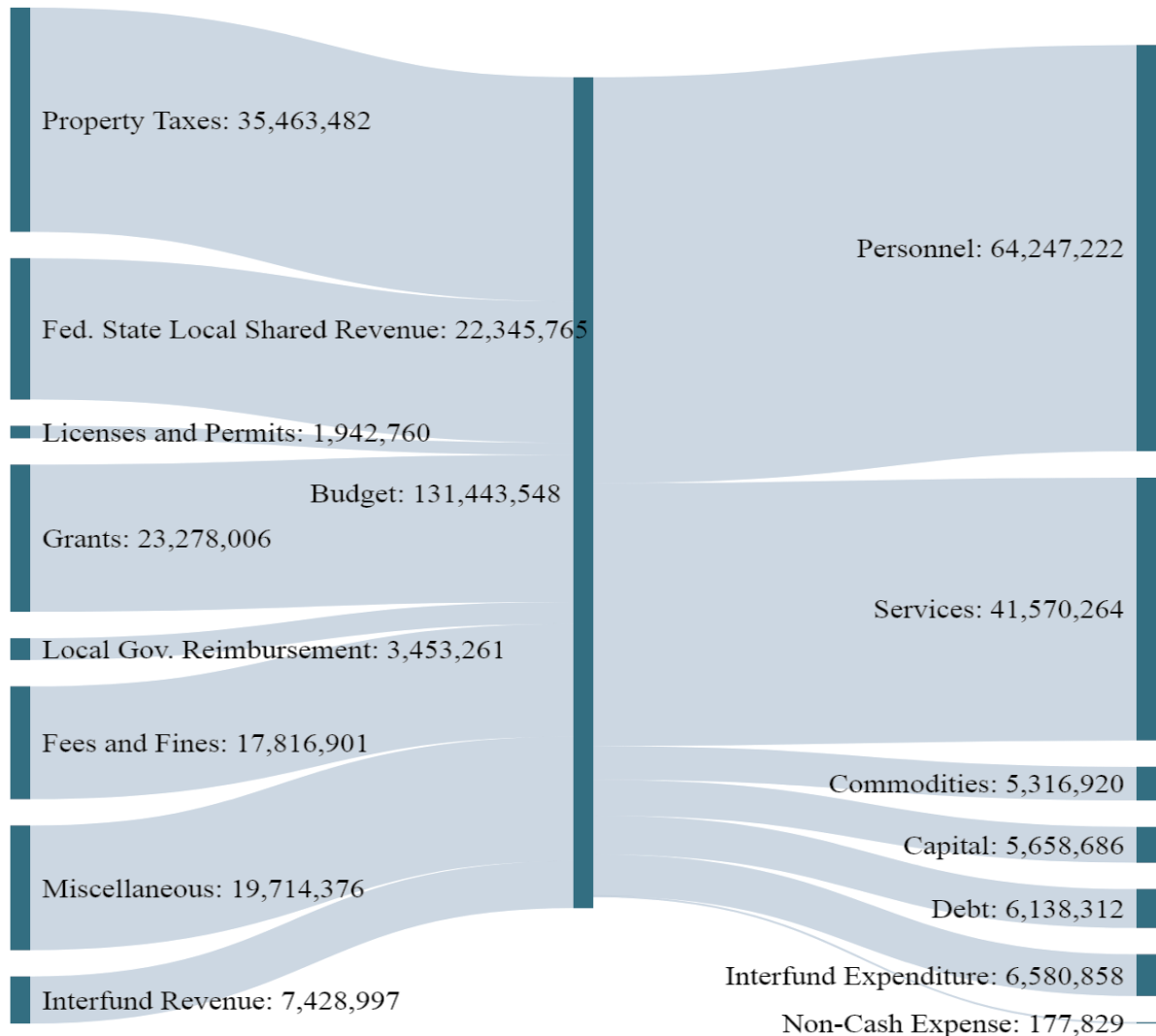
This financial forecast shows that a growing gap between revenues and expenditures is very likely in consideration of the current economic environment coupled with the dysfunction in state government and its impact upon shared revenues.

As with many governmental entities, Champaign County has addressed its budgetary challenges in recent years through fiscal conservatism and restraint upon growth of commodities and services expenditures to maintain compliance with County financial policies. Unfortunately, in view of the emerging structural deficit, this strategy appears to have reached the point of insufficiency to maintain the necessary alignment between revenues and expenditures that will keep the county government on a sound financial footing.



In moving forward, it will be necessary to take a hard look at the services provided by Champaign County and establish a prioritization for those services to determine appropriate funding levels within the constraints of our financial capacity. The cooperation of department heads and elected officials will be vital to achieving the most beneficial outcome from the decision-making process. The County Administrator budget recommendations that are forthcoming will provide some suggested actions to be taken that will offer a reasoned approach to determining these priorities.

## FY2018 BUDGET SUMMARY



### FY2018 Champaign County Budget

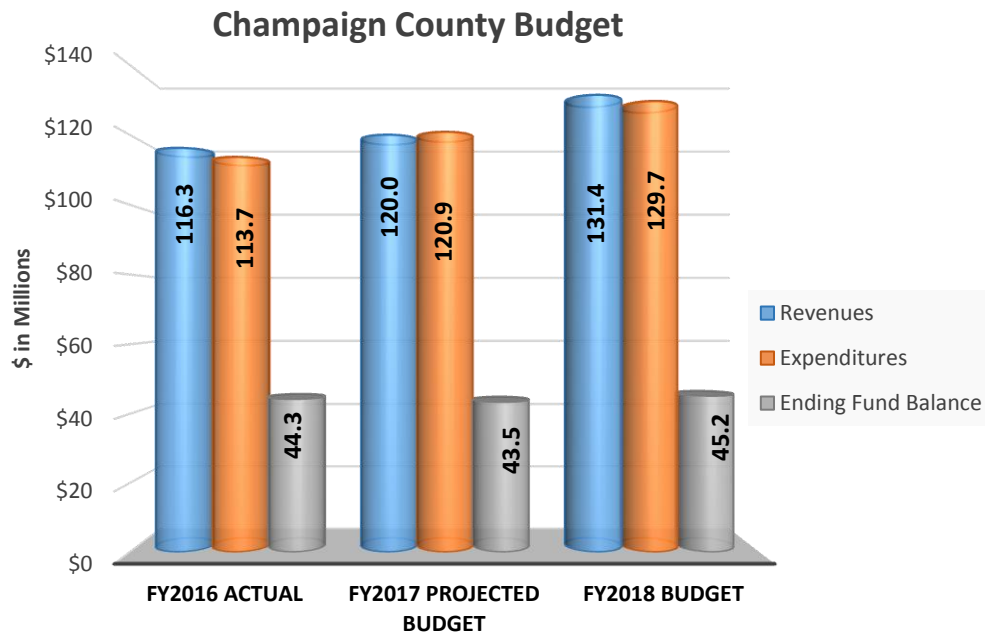
**Revenue \$131,443,548**

**Expenditure \$129,690,091**

The budget was developed by the County's elected officials and department heads with oversight and review by administration. The County Board receives and places the budget on file for public review in October, with final approval of the budget scheduled for November 21, 2017. The FY2018 budget is a Balanced Budget per Champaign County's Financial Policies.

The \$1.75 million revenue to expenditure surplus is predominantly the result of sale proceeds due to budgeting for a possible separation of the Champaign County Nursing Home. Budgeted revenue also includes \$964,000 in property tax revenue that the County is uncertain whether it will receive in FY2018. The property tax levy was prepared in order to capture new growth revenue in the event of a ruling related to the hospital property tax exemption case. In March 2017, the Illinois Supreme Court remanded the *Carle Foundation v. Cunningham Township* case.

back to the Circuit Court. If there is a ruling that returns the hospital properties to the tax rolls prior to the Board of Review closing the books for revenue year 2017, under the Property Tax Extension Limitation Law (PTELL), the County may treat the Equalized Assessed Value (EAV) as new growth. If there is no change in the exemption status of the hospital properties prior to the books being closed, the County Clerk will limit the total extension and the County will receive the property taxes it is allowed under the PTELL calculation.



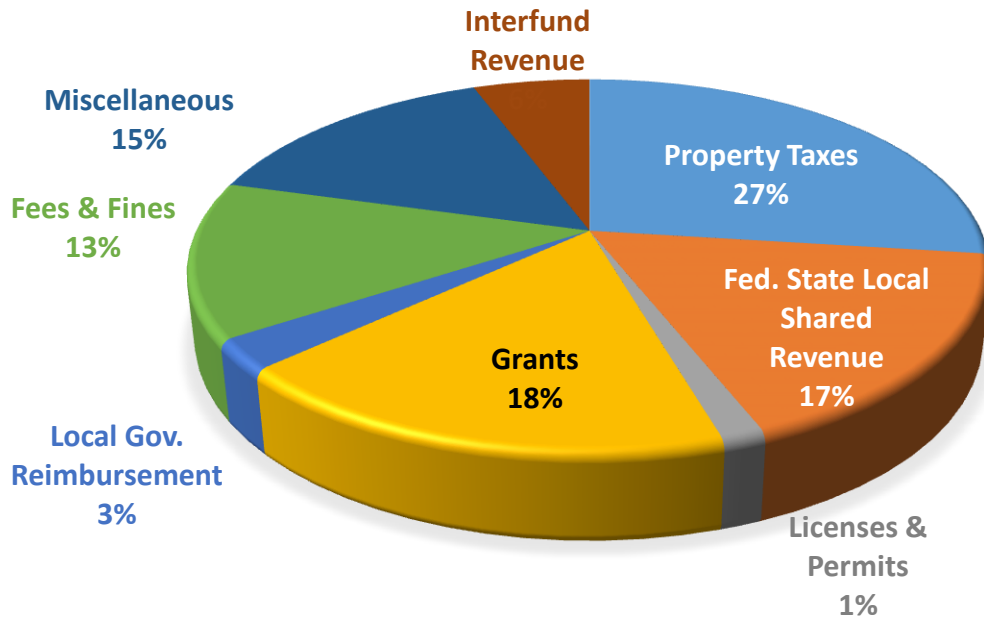
This table reflects an aggregated roll-up of the Champaign County Budget.

	FY2016 Actual	FY2017 Original Budget	FY2017 Projected Budget	FY2018 Budget	\$ Variance	% Variance
Property Taxes	32,232,271	34,076,664	32,999,365	35,463,482	1,386,818	4.1%
Fed. State Local Shared Revenue	20,876,910	23,363,906	23,110,048	22,345,765	(1,018,141)	-4.4%
Licenses & Permits	2,035,230	1,865,277	1,955,599	1,942,760	77,483	4.2%
Grants	17,204,813	22,029,214	20,146,681	23,278,006	1,248,792	5.7%
Local Gov. Reimbursement	3,402,189	3,420,846	3,467,724	3,453,261	32,415	0.9%
Fees & Fines	23,102,441	25,221,937	21,655,550	17,816,901	(7,405,036)	-29.4%
Miscellaneous	8,088,013	8,768,774	9,457,066	19,714,376	10,945,602	124.8%
Interfund Revenue	9,318,322	7,216,637	7,233,743	7,428,997	212,360	2.9%
<b>TOTAL REVENUE</b>	<b>116,260,189</b>	<b>125,963,255</b>	<b>120,025,776</b>	<b>131,443,548</b>	<b>5,480,293</b>	<b>4.4%</b>
Personnel	60,856,997	66,305,107	63,589,125	64,247,222	(2,057,885)	-3.1%
Commodities	3,715,199	4,983,413	4,483,201	5,316,920	333,507	6.7%
Services	33,959,822	38,926,823	36,855,402	41,570,264	2,643,441	6.8%
Capital	2,748,019	6,625,961	6,112,742	5,658,686	(967,275)	-14.6%
Non-Cash Expense	77,412	540,000	287,100	177,829	(362,171)	-67.1%
Interfund Expenditure	2,788,511	4,208,562	3,956,278	6,580,858	2,372,296	56.4%
Debt	9,523,964	5,619,693	5,577,696	6,138,312	518,619	9.2%
<b>TOTAL EXPENDITURE</b>	<b>113,669,924</b>	<b>127,209,559</b>	<b>120,861,544</b>	<b>129,690,091</b>	<b>2,480,532</b>	<b>1.9%</b>

## FY2018 Total Budgeted Revenue \$131,443,548

An increase of 4.4% over the original FY2017 budget.

Includes \$7.4 million in Interfund Transfers.



### Property Taxes ▲4.1%

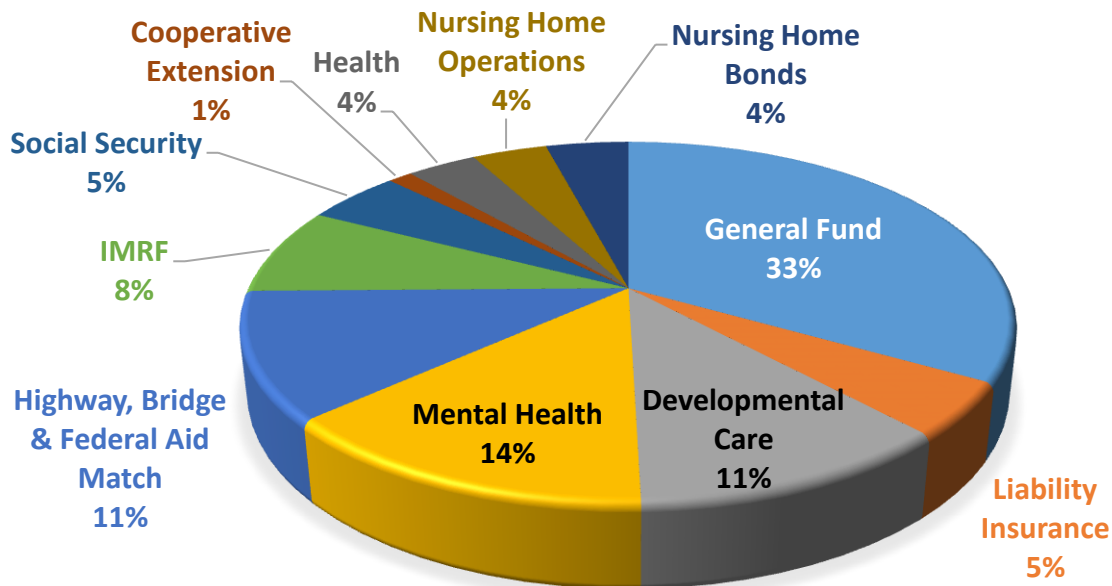
Property taxes are the County's most stable revenue source and support numerous county operations with the largest portions of the levy going to the General Corporate, Highway, Mental Health and Developmental Care funds. This revenue category is comprised of real estate taxes, mobile home taxes, back taxes, payment in lieu of taxes, and delinquent taxes interest and costs. In comparing the FY2017 and FY2018 budgets, the total increase in budgeted property tax revenue is \$1.39 million.

In both fiscal years, the property tax levy was prepared to capture additional revenue associated with a potential ruling in the hospital property tax case. As there was no ruling in the case, the County's extension of property taxes under PTELL in FY2017 is \$32.2 million. PTELL allows for annual inflationary increases which are limited by the lesser of 5% or the Consumer Price Index (CPI) for the year preceding levy year. Because the County's proposed aggregate levy exceeded a 5% increase over the prior year's extension, a Truth in Taxation public hearing was held in October 2017.

The proposed FY2018 property tax levy, \$34.7 million, represents a 7.7% increase over the FY2017 extension. The total projected increase in the levy is \$2.5 million. Of this total, \$964,000 is attributed to potential new growth revenue as explained earlier. If there is no change in the hospitals' exemption status prior to the Board of Review closing the books, the County Clerk's Office will limit the total extension as it did in FY2017, and the County will receive the property tax it is allowed under the PTELL calculation which is an expected increase of \$1.5 million in FY2018.

Including the hospital properties, Champaign County's estimated 2017 EAV reflects 7.7% growth over the 2016 EAV. Excluding the hospital properties, the estimated EAV reflects a 4.6% increase over 2016.

### FY2018 ESTIMATED LEVY BY FUND



### Federal, State and Local Shared Revenue ▼4.4%

State Shared Revenue primarily originates from sales tax, income tax, motor fuel tax and state reimbursement. Legislation imposed by the state in 2017 has had a significant impact on County revenue. The County's sales tax revenues are described below with the ¼% sales tax representing the largest source of sales tax revenue.

Tax	% of State Shared Revenue	Description
1%	6%	Collected on general merchandise and qualifying food, drug and medical appliances purchased in the <u>unincorporated area</u> of Champaign County.
¼%	25%	Collected on general merchandise and qualifying food, drug and medical appliances purchased <u>anywhere</u> in Champaign County.
Public Safety	21%	Collected on general merchandise purchased anywhere in Champaign County <b>excluding</b> qualifying food, drug and medical appliances, and titled or registered personal property (i.e. vehicles, boats, trailers, motorcycles).

Total sales tax revenue in FY2018 reflects an increase of 1.8% over the original FY2017 budget largely due to an unexpected increase in the County's one-cent tax; however, total budgeted revenue is flat compared to projected FY2017 revenue. Beginning in July 2017, the State of Illinois imposed a 2% collection fee on the County's Public Safety Sales Tax revenue. It is

estimated that this fee will result in the loss of approximately \$96,000 in revenue in FY2018. The Village of Mahomet's annexation of several acres, including multiple businesses, is expected to result in an annual sales tax revenue loss of \$70,000 in addition to video gaming and liquor license revenue. In FY2016, the County's top ten sales tax contributors made up 50% of the total one-cent revenues.

Income Tax is calculated based on population and accounts for 14.4% of total State Shared Revenue. In FY2018 the budgeted decrease for income tax is \$147,000. Beginning July 1, 2017, the state legislature imposed a one-year, ten percent reduction to local government income tax revenue. This reduction has a significant impact on County finances especially since income tax revenues have reflected declines since January 2016.

Motor Fuel Tax represents 10.8% of total State Shared Revenue and reflects a budgeted decline of \$287,000 from FY2017 to FY2018. This revenue decline is due to the state moving approximately \$300 million in expenses from its General Fund to its Transportation Fund resulting in cuts to construction and local MFT revenue streams.

State Reimbursement, 9.8% of total State Shared Revenue, is primarily made up of salary subsidies from the Administrative Office of the Illinois Courts (AOIC) for Probation and Court Services employees. The allocation from AOIC has reflected declines since FY2015, when the County received a supplemental allocation.

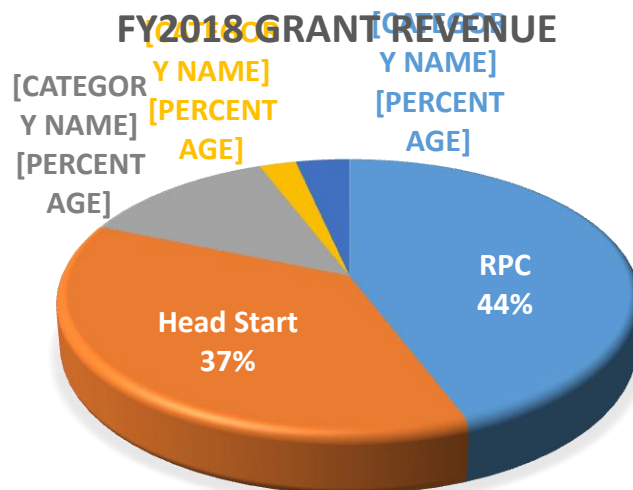
#### Licenses and Permits ▲4.2%

The majority of license and permit revenue is in the General Fund and is predominantly associated with revenue stamp fees which are budgeted to increase \$100,000 in FY2018. An increase in revenue stamp revenue also corresponds to an increase in purchase document stamp expenditure.

#### Grants ▲5.7%

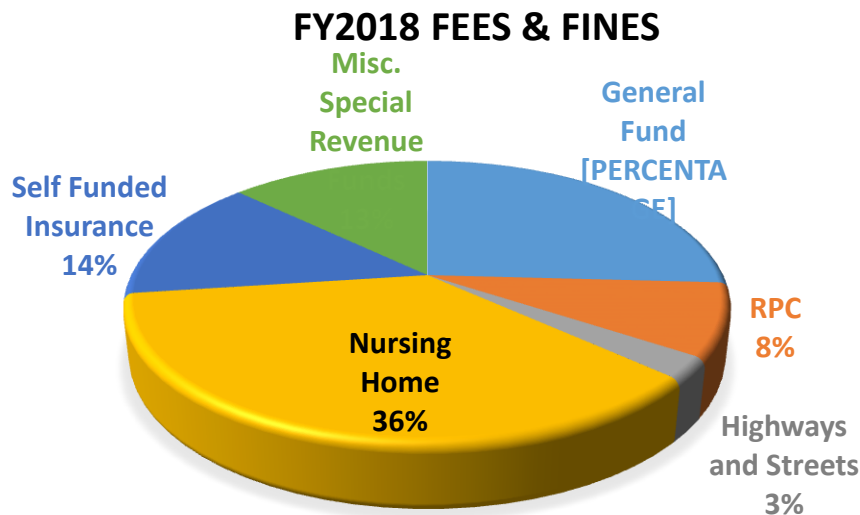
The majority of the County's federal and state grant revenue goes to support the Champaign County Head Start, Workforce Development and Regional Planning Commission.

Grant revenue increases \$1.25 million in FY2018.



### Fees and Fines ▼29.4%

This revenue stream reflects a 29% decline in FY2018 predominantly due to a reduction in census at the Nursing Home, and budgeting for the possible separation of the home through a potential separation transaction. The Nursing Home budget includes six months of operating revenue, in addition to one month of accrued revenue. In FY2018, assumptions reflect a budgeted census of 148. This is a significant decrease over the FY2017 budgeted census of 174.



The second largest source of fees and fines revenues comes from the General Fund. In FY2018, a \$433,000 budget decrease is largely attributed to declines in fines and bond forfeitures, and Circuit Clerk fees. Fees and fines revenue have been steadily declining since FY2009.

### Miscellaneous Revenue ▲125%

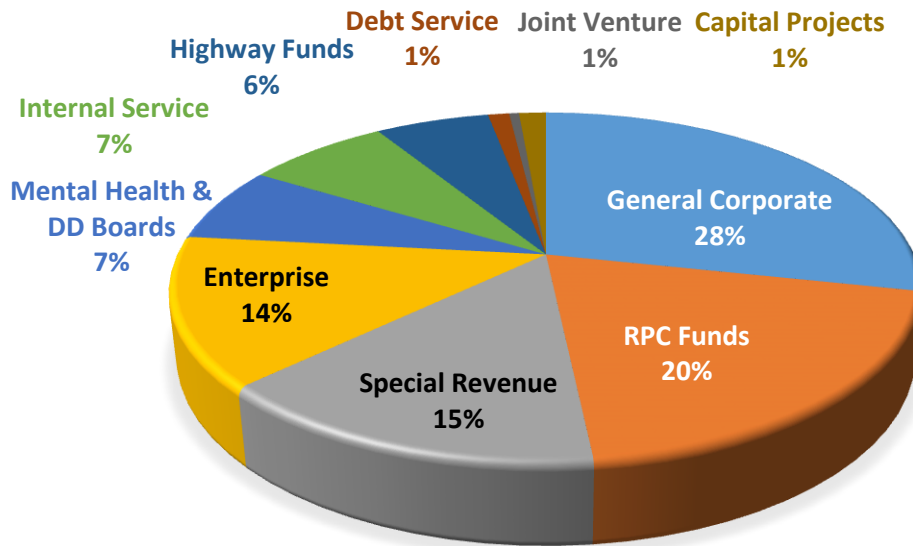
Budgeting for a potential separation transaction of the Champaign County Nursing Home is the reason for the significant increase in miscellaneous revenue. After broker fees and bond covenant required escrow holdback, the FY2018 budget assumes minimum sale proceeds of \$10.4 million. The home has a significant backlog of outstanding accounts payable; therefore, a large portion of the proceeds will be used to satisfy these obligations in addition to outstanding obligations to the General Fund. Sale proceeds will also allow the County to pay the general obligation debt service in full.

### Interfund Revenue ▲2.9%

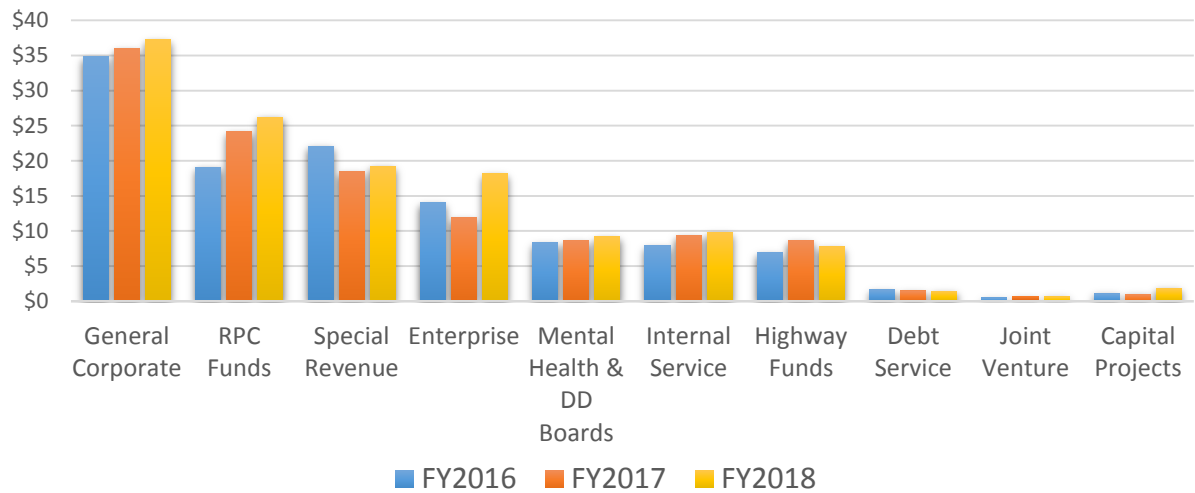
Although there is not a significant fluctuation in Interfund revenue, there is a significant shift in transfer sources in FY2018. The transfer from the Public Safety Sales Tax Fund to the General Fund increased by \$1.3 million; however, had little impact on the total budget due to the end of a one-time, \$1.4 million transfer to the Economic Development Fund from the Head Start Fund. The increase in the Public Safety Sales Tax transfer is explained in the budget summary document for that fund (106-000).

Other Interfund revenue impacts include an increased transfer of \$97,000 from the Probation Services Fund to the General Fund to offset losses in AOIC funding, a decrease of \$283,000 due to the Nursing Home's inability to reimburse the County for the GO debt service payments, and implementation of a \$100,000 transfer from the Highway budget to a newly created Highway Capital budget for the purpose of maintaining highway facilities.

## FY2018 REVENUE BY FUND TYPE



## FY2016-FY2018 Revenue by Fund Type (in Millions)

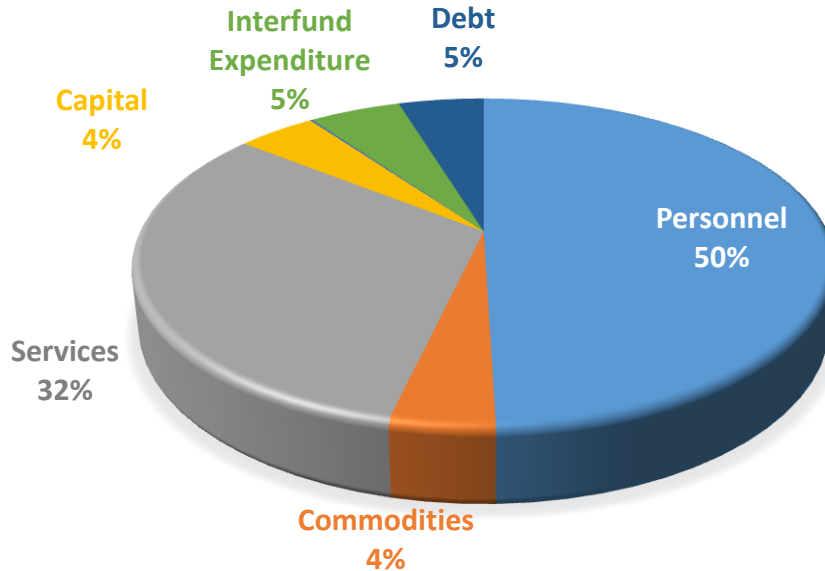




## FY2018 Total Budgeted Expenditure \$129,690,091

An increase of 1.9% over the original FY2017 budget.

### FY2018 EXPENDITURE



#### Personnel ▼3.1%

Personnel costs represent the largest expense for Champaign County and include salaries and wages, per diem for elected officials, worker's compensation insurance expenses, health and life insurance benefits, social security expenses and pension or IMRF benefits. In FY2018 there is a \$2 million budget decrease in personnel expenditures. This decrease reflects budgeting for six months of personnel expenditures, and employee leave payout for the Nursing Home in the event of a separation transaction. While the Nursing Home personnel expenditures decrease in FY2018 by \$3.9 million, other county-wide personnel expenditures increase by \$1.8 million.

Health Insurance is budgeted to increase 1.8% in FY2018, while the premium reflects a 2.7% increase. The difference between the budgeted increase and the premium increase is the result of health insurance premium costs being shifted to employees, and FY2017 health insurance expenditures being slightly over-budgeted. Through negotiations facilitated by the County's Labor Management Health Insurance Committee in FY2018, the County will change its provider and plan from Health Alliance HMO to Blue Cross Blue Shield PPO.

The increasing cost of health insurance and the budget impact is a significant concern of County Administration. The total FY2018 premium including both employee and employer contributions is \$6.7 million. Although there are numerous labor contracts that establish the employer/employee contribution requirements, in FY2018 it is projected that the County will fund 75% of total premiums and employees will fund 25% of total premiums.

**Commodities ▲6.7%**

The increase in commodities is attributed to the Nursing Home budget to pay outstanding accounts payable for pharmacy charges in the event of the separation transaction, and the purchase of food for the Nursing Home since the home is no longer contracting for outside food services.

**Services ▲6.8%**

Services make up the second largest percentage of the County's expenditures and in FY2018 are budgeted to reflect an increase of \$2.6 million. The largest budgeted service expenditure, \$9.2 million, is for contributions and grants, which is predominantly budgeted in the County's Mental Health Care and Treatment of Persons with a Developmental Disability budgets.

Large fluctuations in this category are summarized below:

- Increase in professional services in the Nursing Home budget to pay outstanding accounts payable in the event of the separation transaction; and
- Decrease in food service as the Nursing Home is preparing food rather than contracting for the service; and
- Increase in the Regional Planning Commission's energy assistance program; and
- Increase in contributions and grants in the Mental Health Board and Developmental Disabilities Board's budgets; and
- In the General Fund, increases in the election judge pay and the Correction's medical/dental/mental health contract; and
- Increases in the County's Self-Funded Insurance.

**Capital ▼14.6%**

The majority of the County's capital expenditures are for bridge, culvert and road improvements in the Highway Funds. In FY2018, the County is budgeting to spend approximately \$1.8 million less than budgeted in the Highway Funds in FY2017.

For capital facility improvements in FY2018, the General Fund budget includes \$462,261, the Public Safety Sales Tax Fund includes \$70,000, and the Courts Facility Construction Fund includes \$250,000. However, the investment in county facilities is significantly insufficient for optimal maintenance needs. The County's Facility Condition Assessment and Facilities Action Plan document the backlog of deferred maintenance and associated cost with appropriately repairing and maintaining County facilities.

**Non-Cash Expense ▼67.1%**

Non-cash expenditure is for bad debt that is budgeted in the Regional Planning Commission's Economic Development Fund.

**Interfund Expenditure ▲56.4%**

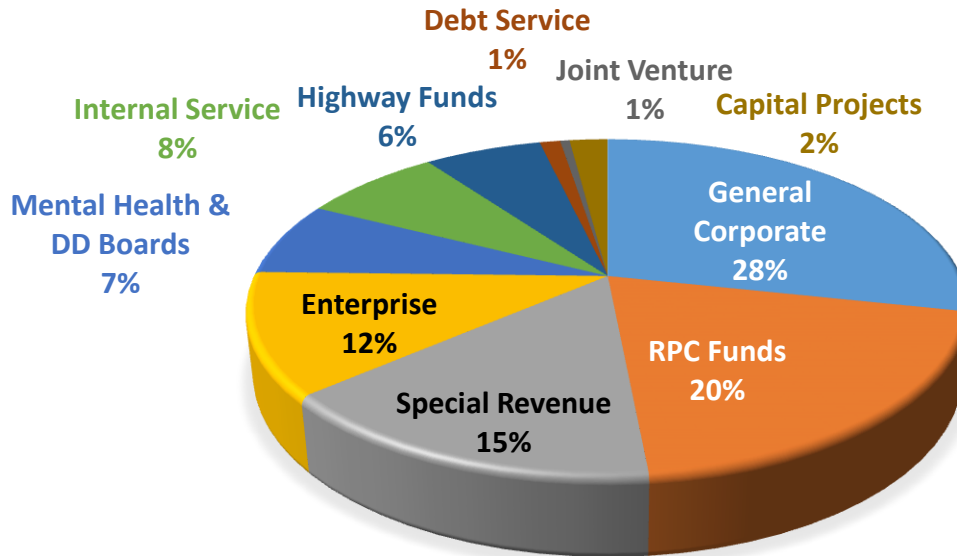
The budget increase for Interfund expenditure reflects funds that will be transferred to the General Fund in the event of a Nursing Home separation transaction. The amounts owed to the County include outstanding accounts payable for services provided to the home and unpaid debt service reimbursement for fiscal years 2016 and 2017. The budgeted transfer also includes funds to pay off the general obligation bond debt service in full at the end of FY2018.

**Debt ▲2.9%**

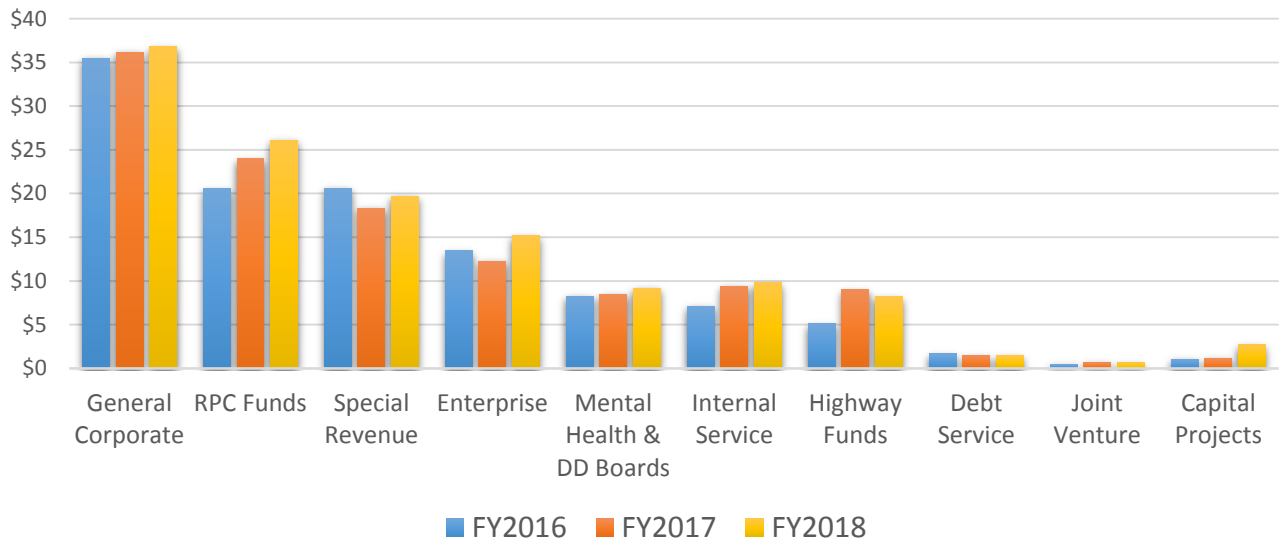
The increase in debt in FY2018 is the result of budgeting for the Nursing Home's debt obligations. In FY2017, the County retired one of its alternate revenue (Public Safety Sales Tax) bonds, resulting in a reduction of \$1.27 million in principal and interest payments in FY2018. An explanation of how these funds were utilized in the FY2018 budget is summarized in the table below.

Expenditure	Funds	Explanation
AS/400 Lease payment	\$36,782	In FY2018 Public Safety Sales Tax funds are used to pay the annual lease for the County's AS/400.
Financial System Replacement (SaaS)	\$136,000	Budget for the public safety portion (50%) of an anticipated Software as a Service contract for replacement of the County's financial software.
Capital Asset Equipment	\$373,416	The amount of the increase in the transfer to the capital equipment budget for purchase of mobile/portable radios for the Sheriff's Office.
Capital Asset Facilities	\$261,113	Transfer to the Facilities Capital budget, under the direction of the Facilities Committee, for either planning for the closure of the downtown Sheriff's Facilities or completing the ADA remedial actions required by the County's Settlement Agreement.
Public Safety Utilities and Maintenance Reimbursement	\$411,644	The amount of the increase in the transfer to the General Fund for public safety utilities and maintenance, enabling the fund to pay its portion of the SaaS contract, and offsetting the loss of revenue associated with the anticipated lack of reimbursement for the Nursing Home Debt Service.

## FY2018 EXPENDITURE BY FUND TYPE



## FY2016-FY2018 Expenditure by Fund Type (in Millions)



## CHAMPAIGN COUNTY FY2018 SUMMARY OF REVENUE, EXPENDITURE AND FUND BALANCES

	*Adjust ed Fund Balance	Fund Balance 12/31/16	FY17 Projected Revenues	FY17 Projected Expenses	Projected Fund Balance 12/31/17	FY18 Budgeted Revenues	FY18 Budgeted Expenses	Projected Fund Balance 12/31/18
<b>General Corporate Fund</b>	112,040	4,478,007	35,985,486	36,197,846	<b>4,265,647</b>	37,259,883	36,775,795	<b>4,749,735</b>
<b>Special Revenue</b>								
Regional Planning Commission	-22,327	431,825	11,980,565	11,815,463	<b>596,927</b>	13,999,124	13,908,283	<b>687,768</b>
Tort Immunity	3	-1,487,024	1,550,008	1,324,958	<b>-1,261,974</b>	1,670,884	1,390,150	<b>-981,240</b>
County Highway	-41,345	990,602	4,103,049	2,515,525	<b>2,578,126</b>	3,844,058	3,843,437	<b>2,578,747</b>
County Bridge	204,873	3,129,641	1,202,468	1,901,000	<b>2,431,109</b>	1,299,145	2,151,000	<b>1,579,254</b>
County Motor Fuel Tax	437,809	5,384,503	3,227,386	4,573,304	<b>4,038,585</b>	2,501,619	1,849,191	<b>4,691,013</b>
Illinois Municipal Retirement (IMRF)	-11	1,104,706	4,317,023	4,313,341	<b>1,108,388</b>	4,611,518	4,611,518	<b>1,108,388</b>
County Public Health	-1	418,621	1,505,212	1,480,640	<b>443,193</b>	1,665,310	1,650,050	<b>458,453</b>
Mental Health	19,870	2,656,306	4,879,699	4,746,080	<b>2,789,925</b>	5,158,555	5,158,555	<b>2,789,925</b>
Animal Control	15,122	175,289	565,454	562,967	<b>177,776</b>	582,807	555,675	<b>204,908</b>
Law Library	0	76,002	91,200	48,000	<b>119,202</b>	91,100	80,000	<b>130,302</b>
Foreclosure Mediation	0	0	50,410	6,500	<b>43,910</b>	16,000	16,000	<b>43,910</b>
MHB/DDB CILA Facilities	5,843	142,437	100,000	85,000	<b>157,437</b>	118,100	94,194	<b>181,343</b>
Highway Federal Aid Match	1	242,696	95,157	0	<b>337,853</b>	102,887	350,000	<b>90,740</b>
Head Start	42,809	2,934,952	8,186,190	9,537,725	<b>1,583,417</b>	8,790,425	8,750,550	<b>1,623,292</b>
Public Safety Sales Tax	-21,467	2,179,349	4,693,863	4,669,078	<b>2,204,134</b>	4,674,440	4,759,440	<b>2,119,134</b>
Geographic Information System (GIS)	0	254,969	350,600	289,808	<b>315,761</b>	330,400	304,114	<b>342,047</b>
Developmental Disability	0	1,776,930	3,726,894	3,703,334	<b>1,800,490</b>	4,010,910	4,010,910	<b>1,800,490</b>
WIA Fund	-4,712	-190,879	2,273,400	2,213,350	<b>-130,829</b>	3,124,125	3,124,125	<b>-130,829</b>
Social Security	-398	664,252	3,108,831	3,111,616	<b>661,467</b>	3,222,112	3,222,112	<b>661,467</b>
USDA Revolving Loan	-1	959,614	210,000	52,500	<b>1,117,114</b>	210,000	53,500	<b>1,273,614</b>
Economic Development Loan	180,001	6,376,037	1,480,000	384,450	<b>7,471,587</b>	110,000	262,000	<b>7,319,587</b>
Working Cash	0	377,714	3,600	3,600	<b>377,714</b>	1,900	1,900	<b>377,714</b>
County Clerk Death Cert. Surcharge	0	0	12,000	12,000	<b>0</b>	12,000	12,000	<b>0</b>
Sheriff Forfeitures	-701	94,826	18,044	9,369	<b>103,501</b>	15,151	26,000	<b>92,652</b>
Court Automation	-1	94,820	300,292	306,269	<b>88,843</b>	309,241	338,071	<b>60,013</b>
Recorder's Automation	17,557	583,364	151,000	218,887	<b>515,477</b>	150,500	253,178	<b>412,799</b>
Child Support Service	12,634	265,394	10,600	139,053	<b>136,941</b>	20,600	98,373	<b>59,168</b>

	*Adjust ed Fund Balance	Fund Balance 12/31/16	FY17 Projected Revenues	FY17 Projected Expenses	Projected Fund Balance 12/31/17	FY18 Budgeted Revenues	FY18 Budgeted Expenses	Projected Fund Balance 12/31/18
Probation Services	53,910	1,367,307	467,000	354,108	1,480,199	467,000	644,550	1,302,649
Tax Sale Automation	-1	43,258	26,365	26,021	43,602	26,375	41,408	28,569
State's Attorney Drug Forfeitures	-1,537	29,063	30,063	17,315	41,811	24,000	18,275	47,536
Property Tax Interest Fee	0	100,000	60,705	60,705	100,000	64,050	64,050	100,000
Election Assistance/Access. Grant	-2	5,204	0	0	5,204	20,000	20,000	5,204
County Historical	-1	8,541	14	0	8,555	12	0	8,567
Circuit Clerk Operations & Admin.	90	139,458	212,060	269,127	82,391	211,650	201,773	92,268
Circuit Clerk e-Ticketing	0	74,505	17,400	71,500	20,405	19,450	20,000	19,855
State's Attorney Automation Fund	-2	10,151	5,618	7,500	8,269	8,000	7,500	8,769
Jail Commissary	2,688	385,266	50,739	147,160	288,845	52,400	300,000	41,245
County Jail Medical Costs	-3	3,258	22,168	22,000	3,426	23,020	23,020	3,426
County Clerk Automation	0	128,175	27,700	18,347	137,528	27,700	130,000	35,228
Court Document Storage	57,603	197,098	232,633	296,449	133,282	241,225	321,590	52,917
Victim Advocacy Grant	0	-4,343	55,775	57,019	-5,587	51,525	51,228	-5,290
Solid Waste Management	-2,521	47,954	40,664	50,953	37,665	44,107	51,350	30,422
Child Advocacy Center	0	39,087	261,220	258,020	42,287	322,930	322,924	42,293
Drug Courts Program	-158	129,264	81,439	81,186	129,517	81,006	77,561	132,962
<b>Total Special Revenue</b>		<b>32,340,192</b>	<b>59,784,508</b>	<b>59,761,227</b>	<b>32,363,473</b>	<b>62,327,361</b>	<b>63,169,555</b>	<b>31,521,279</b>
<b>Debt Service</b>								
2003 Nursing Home Debt Service	4	428,191	1,446,628	1,440,575	434,244	1,440,463	1,440,463	434,244
2007B Highway Fac. Debt Service	0	867	2	869	0	0	0	0
<b>Joint Venture</b>								
GIS Consortium	77	303,689	652,509	679,355	276,843	665,439	658,685	283,597
<b>Capital Projects</b>								
Capital Equipment Replacement	-3,646	1,161,130	963,946	1,043,036	1,082,040	1,825,860	2,446,079	461,821
Court Complex Construction	-16,309	310,622	700	84,062	227,260	250	220,000	7,510
<b>Proprietary/ Enterprise</b>								
Nursing Home	14,229	241,828	11,844,567	12,278,403	-192,008	18,154,682	15,205,024	2,757,650
<b>Proprietary/ Internal Services</b>								
Self-Funded Insurance	577	4,550,976	2,689,401	2,619,882	4,620,495	2,529,890	2,526,890	4,623,495
Health Insurance	-43,134	514,956	6,658,030	6,757,158	415,828	7,239,720	7,247,600	407,948
<b>Revenue, Expenditure, &amp; Fund Balance Summary</b>		<b>44,330,458</b>	<b>120,025,777</b>	<b>120,862,413</b>	<b>43,493,822</b>	<b>131,773,548</b>	<b>129,690,091</b>	<b>45,247,279</b>

\*Reconciliation to the FY2016 Comprehensive Annual Financial Report Actual (Budgetary Basis) Fund Balances resulted in the adjustments identified in the column titled "Adjusted Fund Balance." The discrepancies were the result of separate fund balance spreadsheets maintained by Administrative Services and the Auditor's Office.

## Fund Balance Changes

Funds with Fund Balance Change of >10% in FY2018	Reason for Change (Increase/Decrease)	Fund Balance Change (+/-)
Regional Planning Commission	This is a reimbursement-based grant funded organization whereby growth is dependent on the timing of federal and state reimbursements.	+15%
General Corporate Fund	Potential increase in property tax revenue associated with the hospital property tax exemption case.	+11%
Tort Immunity	Potential increase in property tax revenue associated with the hospital property tax exemption case.	+22%
County Bridge	Bridge projects in FY2018 will in part be paid with revenues reserved from prior fiscal years.	-35%
County Motor Fuel Tax	Receipt of State of Illinois Truck Access Route Program Grant funds.	16%
Animal Control	Drawing on fund balance for the replacement of two MDCs.	15%
MHB/DDB CILA Facilities	Receipt of rent revenue beginning in FY2018.	+15%
Highway Federal Aid Matching	Utilization of reserves to match federal funds for County Road 13 project.	-73%
USDA Revolving Loan	The restricted fund balance increases in FY2018. The fund balance includes all USDA-required local matching funds that will be proportionately disbursed with USDA funds.	+14%
Court Automation	Draw on reserves for scheduled technology replacement.	-32%
Recorder Automation	Completing projects in 2018 with revenues reserved in prior fiscal years.	-20%
Child Support Service	Fund expenditures exceed revenues; however, child support fee collection efforts are anticipated to increase.	-57%
Probation Services	Transfer to General Fund to offset the loss in AOIC funding reductions.	-12%
Tax Sale Automation	Expenditure budget is aggressively prepared but will not be spent unless revenue keeps pace.	-34%
State's Attorney Drug Forfeitures	Building fund reserve to purchasing equipment in future fiscal years.	+14%
Circuit Clerk Operations & Administration	Building fund reserve to purchasing equipment in future fiscal years.	+12%
Capital Asset Replacement	Reserve revenue from prior fiscal years appropriated for scheduled replacements in FY2018.	-57%
Jail Commissary	Budgeting for expenditures authorized by state statute.	-86%
County Clerk Automation	The fund is budgeted aggressively for expenditure to allow flexibility in operations throughout the year.	-74%
Court Document Storage	Projects to be completed in FY2017 with funds reserved from prior fiscal years.	-60%
Solid Waste Management	Current revenues and fund balance are used for recycling and solid waste management events acknowledging that the fund balance will eventually be completely spent.	-19%
Court Complex Construction	Appropriation of project funds for Courthouse related projects. Eventually, the funds will be depleted and the fund will be closed.	-97%



## SUMMARY OF BUDGETED PERSONNEL

Fund #	Fund Title	FY2016 FTEs	FY2017 FTEs	FY2018 FTEs	FTE Change
75	Regional Planning Commission	61.9	59.5	61.2	1.7
80	General Corporate	417.2	416.2	418.2	2
81	Nursing Home	215.3	226.3	190.8	-35.5
83	County Highway	20	20	20	0
85	County Motor Fuel Tax	1	1	1	0
90	Mental Health	7	7	6	-1
91	Animal Control	8	8	8	0
92	Law Library	0.5	0.5	0.5	0
104	Head Start Fund	117.7	132.9	125.7	-7.2
110	Workforce Development Fund	24.7	30.9	40.8	9.9
613	Court Automation	1	1	1	0
614	Recorder Automation	2.5	2.5	2.5	0
617	Child Support	1	2	1	-1
630	CC Operation & Administration	1	1	1	0
671	Court Document Storage	3	3	3	0
675	Victim Advocacy Grant	1	1	1	0
679	Children's Advocacy Center	2.8	2.8	3.8	1
685	Specialty Court	1	1	1	0
850	GIS Consortium Fund	6	6	6	0
<b>TOTAL ALL FUNDS</b>		<b>892.6</b>	<b>922.6</b>	<b>892.5</b>	<b>-30.1</b>

### Personnel Changes

The FTE change in the Regional Planning Commission is due to an increase in case management staff as a condition of grant award.

The net decrease in FTEs for the Nursing Home is the result of a reorganization implemented by the home's new management company, which assumed operations on July 1, 2017.

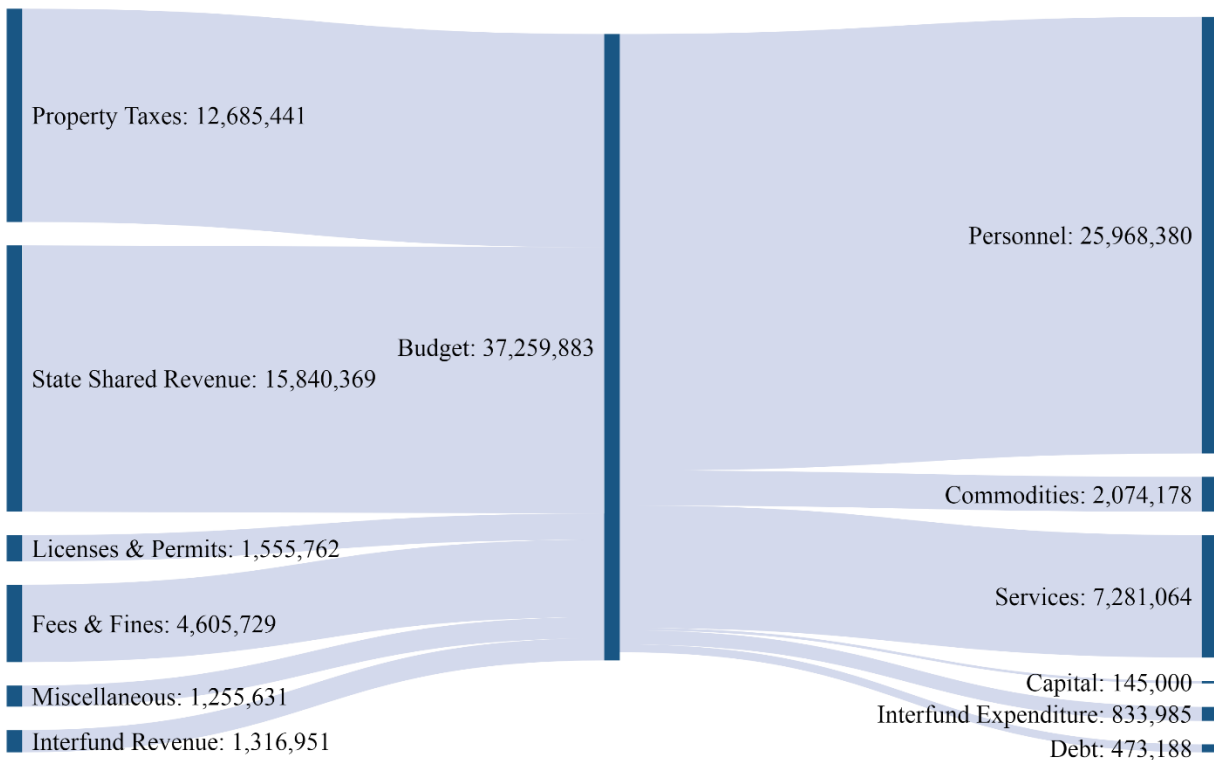
The net decrease in FTE's in the Head Start Fund is due to a reduction in teacher aide positions in order to secure more highly qualified teaching staff responsive to grant requirements and market demand for these positions.

The Workforce Development Fund change in FTE's is due to an increase in work experience participants as a condition of the new federal workforce conditions of award.

In the General Fund, one FTE that had previously been moved to the Circuit Clerk's Child Support Service Fund in FY2017, was moved back to the Circuit Clerk's budget in the General Fund in FY2018. An additional FTE is added to the General Fund as a result of the November 2016 general election when voters approved a proposition to establish the County Executive Form of Government. The individual elected to the position will take office in December 2018 following the November general election.

## GENERAL CORPORATE FUND BUDGET SUMMARY

### Fund 080-000



#### FY2018 General Fund Budget

**Revenue**      **\$37,259,883**

**Expenditure**   **\$36,775,795**

Budgeted revenue includes \$474,119 in property tax revenue that the County is uncertain whether it will receive in FY2018. The property tax levy was prepared in order to capture new growth revenue in the event of a ruling related to the hospital property tax exemption case. In March 2017, the Illinois Supreme Court remanded the *Carle Foundation v. Cunningham Township* case back to the Circuit Court. If there is a ruling that returns the hospital properties to the tax rolls prior to the Board of Review closing the books for revenue year 2017, under the Property Tax Extension Limitation Law (PTELL), the County may treat the Equalized Assessed Value (EAV) as new growth.

If there is no change in the exemption status of the hospital properties prior to the books being closed, the County Clerk will limit the total extension and the County will receive the property taxes it is allowed under the PTELL calculation. In this case, projected revenue will total \$36,785,764, and the budget will reflect a surplus of \$9,969.

Whether or not the County receives all of the property tax revenue that it levies for, the FY2018 budget is a balanced budget per Champaign County's Financial Policies. A budget is balanced when total appropriations do not exceed total revenues and appropriated fund balance within an individual fund.

Expenditures were not increased in the General Fund in conjunction with the potential increased property tax revenue because of the uncertainty of the revenue receipt, and the need for the County to increase its fund balance per its financial reserve policies. The County's Financial Policies set the minimum fund balance requirement for the General Fund at 45-days or 12.5% of operating expenditures, with a fund balance target of two months or 16.7% of operating expenditures. The projected fund balance at the end of FY2017 falls below this requirement. The ending FY2018 projected fund balance is 12.9% with the additional budgeted property tax revenue included. Without the additional property tax revenue, the projected fund balance at the end of FY2018 is 11.6%.

This table reflects an aggregated roll-up of the budget for all departments in the General Fund.

<b>General Fund Summary</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>	<b>\$ Variance</b>	<b>% Variance</b>
PROPERTY TAXES	\$11,138,769	\$12,039,275	\$11,502,827	\$12,685,441	\$646,166	5.4%
LICENSES AND PERMITS	\$1,610,809	\$1,464,610	\$1,561,492	\$1,555,762	\$91,152	6.2%
FEDERAL, STATE & LOCAL SHARED REVENUE	\$14,919,670	\$15,943,123	\$16,348,972	\$15,840,369	(\$102,754)	-0.6%
FEES AND FINES	\$4,817,224	\$5,038,883	\$4,617,187	\$4,605,729	(\$433,154)	-8.6%
MISCELLANEOUS	\$1,526,557	\$1,227,865	\$1,178,917	\$1,255,631	\$27,766	2.3%
INTERFUND REVENUE	\$817,116	\$1,067,651	\$776,091	\$1,316,951	\$249,300	23.4%
<b>REVENUE TOTALS</b>	<b>\$34,830,145</b>	<b>\$36,781,407</b>	<b>\$35,985,486</b>	<b>\$37,259,883</b>	<b>\$478,476</b>	<b>1.3%</b>
PERSONNEL	\$24,765,957	\$25,455,091	\$25,211,463	\$25,968,380	\$513,289	2.0%
COMMODITIES	\$2,103,240	\$2,047,958	\$2,123,878	\$2,074,178	\$26,220	1.3%
SERVICES	\$6,815,561	\$7,302,027	\$7,242,108	\$7,281,064	(\$20,963)	-0.3%
CAPITAL	\$265,535	\$272,500	\$296,907	\$145,000	(\$127,500)	-46.8%
INTERFUND EXPENDITURE	\$1,051,691	\$865,430	\$846,430	\$833,985	(\$31,445)	-3.6%
DEBT	\$497,646	\$477,060	\$477,060	\$473,188	(\$3,872)	-0.8%
<b>EXPENDITURE TOTALS</b>	<b>\$35,499,630</b>	<b>\$36,420,066</b>	<b>\$36,197,846</b>	<b>\$36,775,795</b>	<b>\$355,729</b>	<b>1.0%</b>

### Budget Direction and Planning

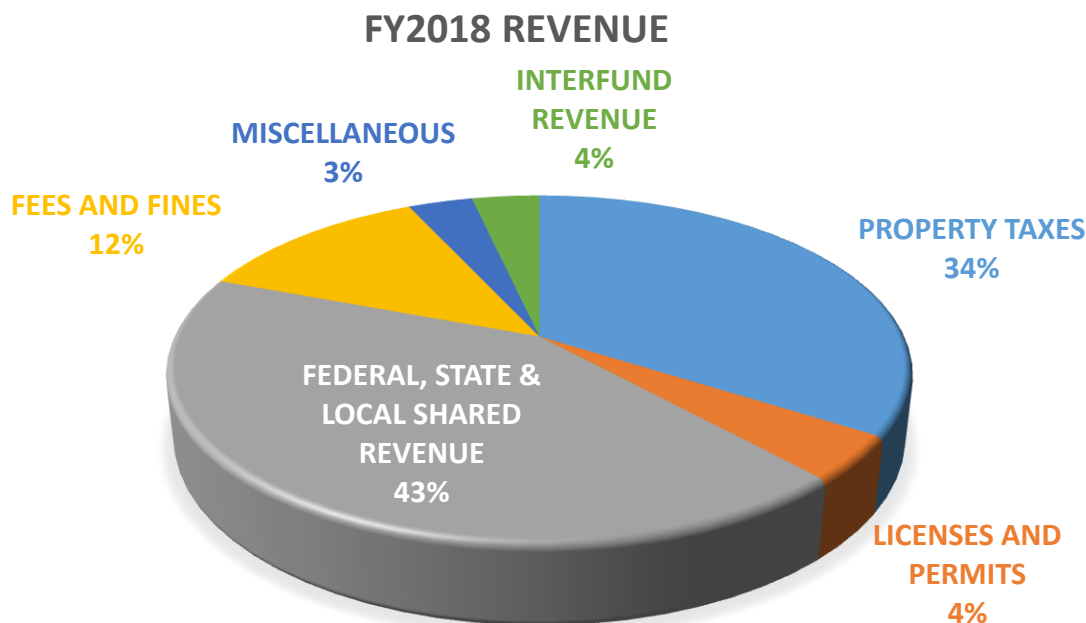
The County's financial forecast presented to the County Board in April 2017, projected that expenditure growth would exceed revenue growth by \$837,000 in FY2017. The Budget Process Resolution approved by the County Board in May 2017, gave direction to administration, elected officials and department heads to prepare and present a balanced budget for FY2018. Additional instructions included reviewing capital expenditures scheduled for replacement through FY2022, and requiring documentation of statutory and non-statutory services provided by General Fund departments.

In June 2017, administration led a budget strategy session with department heads and elected officials, followed by individual budget meetings in July. Partly due to the efforts of department heads and elected officials, the projected revenue to expenditure deficit was reduced from -\$837,000 to approximately -\$500,000. The remaining budget deficit was subsequently closed through an increased transfer from the Probation Services fund, reduction and deferral of capital expenditures, savings generated through health insurance premium negotiations, a shift in facilities funding from the General Fund to the Public Safety Sales Tax fund, and implementation of a Civic Contribution through the Municipal Electric Aggregation Program.

## REVENUE SUMMARY

The budgeted change in revenue for FY2018 reflects an increase of \$478,476, 1.3% growth over the original FY2017 budget. The original FY2017 budget was also prepared to capture new growth revenue associated with the favorable ruling in the hospital property tax exemption case.

The County has limited control over the majority of its revenue sources. Most revenues are set by state formula, legislatively limited, or a reflection of the economy, which poses a significant challenge for the County's General Fund when the cost of services, commodities and personnel expenditures continue to rise.



### Property Taxes ▲5.4%

This category includes revenue comprised of real estate taxes, mobile home taxes, back taxes, payment in lieu of taxes, interest and costs for delinquent taxes, hotel/motel and auto rental taxes.

In comparing the FY2017 and FY2018 budgets, the total increase in budgeted property tax revenue for the General Fund is \$646,166, which reflects a 5.4% increase. Both budgets were prepared to capture additional revenue associated with a potential ruling in the hospital property tax case explained earlier. As there was no ruling in the case prior to the Board of Review certifying the books for revenue year 2016, the County Clerk limited the County's extension of property taxes under PTELL. Property tax revenue for the General Fund is projected at \$11.5 million in FY2017. When comparing FY2017 projections to the FY2018 budget, there is a budget increase of \$1.18 million, or 10.3%. It is uncertain, and unlikely, that the County will receive \$474,119 of the property tax revenue budgeted in FY2018.

Including the hospital properties, Champaign County's estimated 2017 Equalized Assessed Valuation (EAV) reflects a 7.7% increase over 2016 EAV. Without the hospital properties, the EAV reflects a 4.6% increase. The PTELL calculation for the General Fund levy, including the hospital properties, allows for 8.1% growth. Re-appropriation of some of the levy growth not

required for the IMRF and Social Security levies allowed for additional General Fund levy growth of 11.4%.

#### **Licenses and Permits ▲6.2%**

Growth in this category is a reflection of a budgeted increase in revenue stamps. Sixty-seven percent of the revenue collected for revenue stamps is appropriated as an expenditure and distributed to the State of Illinois.

#### **Federal State and Local Shared Revenue ▼0.6%**

Government Shared Revenue includes \$552,000 in grants and/or contracts with federal and state agencies. The decreased revenue is partly attributed to the expiration of the Justice and Mental Health Collaboration Program grant. The FY2018 budget includes significant declines in Personal Property Replacement Tax (PPRT) and Income tax revenue. Beginning July 1, 2017, the state legislature imposed a one-year, ten percent reduction to local government income tax revenue. This reduction has a significant impact on County finances especially since income tax revenues have reflected declines since January 2016. Based on Illinois Department of Revenue (IDOR) estimates for PPRT, the County is budgeting for a significant decrease in FY2018 revenue. In September 2017, IDOR announced that it would not seek to recapture PPRT funds that were over allocated in 2014 and 2015. For Champaign County that amount was \$121,000.

The foregoing losses in revenue are partially offset by forecasted increases in one-cent and quarter-cent sales tax revenue.

#### **Fees and Fines ▼8.6%**

The overall decrease in fees and fines revenue, -\$433,000, is largely attributed to decreases in fines and bond forfeitures, and Circuit Clerk fees. Fees and fines revenue have been steadily declining since FY2009.

#### **Miscellaneous Revenue ▲2.3%**

Miscellaneous revenue reflects minor growth in FY2018; however, two significant fluctuations in revenue sources are worth noting. Rent revenue declines by \$100,000 in FY2018 due to mold issues resulting in the closure of approximately 70,000 square feet of space previously rented to ILEAS. In order to balance the FY2018 budget, the County implemented a Civic Contribution fee for its Municipal Electric Aggregation Program, which is budgeted at \$93,000.

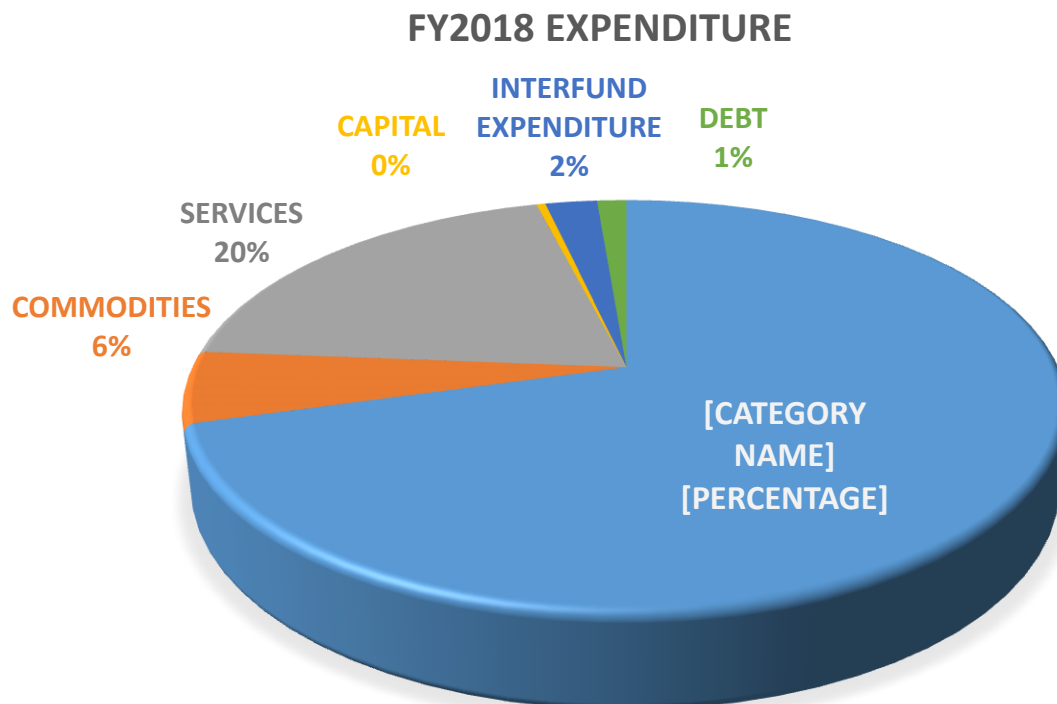
#### **Interfund Transfers ▲23.4%**

The FY2018 budget does not include reimbursement from the Nursing Home for the general obligation debt service, which the home was unable to fulfill in FY2016 and FY2017. In FY2018, the loss of this revenue was offset by increasing the transfer from the Public Safety Sales Tax fund for reimbursement of public safety facilities utilities and general maintenance. This increased transfer also allows the General Fund to finance its portion of a planned SaaS contract for replacement of the County's financial system.

A transfer from the Probation Services Fund was increased in FY2018 due to continued reductions in the Administrative Office of the Illinois Courts (AOIC) salary reimbursement allocation. Champaign County has experienced reductions in its annual allocation since State FY2015 when it received increased funding and a supplemental allocation.

## EXPENDITURE SUMMARY

The change in expenditure in FY2018 reflects an increase of \$355,729, 1% growth over the original FY2017 budget. Personnel expenditures account for the majority of the General Fund budget, and increase at a rate greater than inflation each year. Additionally, unfunded mandates, the increasing cost of commodities and services, and the needed investment in facilities and technology pose a significant challenge for the General Fund due to the County's limited revenue growth.



### Personnel ▲2%

Wage increases for non-bargaining employees and negotiated contracts in FY2018 range from 1.8% - 2.5%. As of October 2017, two of the County's five FOP labor contracts had not been settled. The FY2018 budget for health insurance is flat against the FY2017 budget, although there was a 2.7% premium increase. The explanation of a flat budget while experiencing a premium increase, is the result of incremental increases for health insurance premium costs being shifted to employees, and FY2017 health insurance expenditures being slightly over-budgeted.

The FY2018 budget reduces the headcount in the Supervisor of Assessment's Office as a result of the elimination of the Chief Deputy position. Due to the inability of the Child Support Service Fund to permanently support a position moved to the fund in FY2017, one FTE was moved back to the Circuit Clerk's budget in FY2018. The added headcount in FY2018 is the result of the newly created Elected County Executive position. Voters approved a proposition to establish the County Executive Form of Government in November 2016. The individual elected to the position will take office in December 2018 following the general election.

The following staffing information has historically been displayed within the individual department budgets; however, is now aggregated in the budget summary in order to give the reader a more comprehensive view of staffing by department within the General Fund.

<b>Full Time Employee History by Department</b>	<b>FY2014</b>	<b>FY2015</b>	<b>FY2016</b>	<b>FY2017</b>	<b>FY2018</b>
County Board	2	2	2	2	3
Administrative Services	8	8	8	8	8
Auditor	6	6	6	6	6
Board of Review	3	3	3	3	3
County Clerk	15	15	15	15	15
Recorder	5	5	3	3	3
Supervisor of Assessments	8	8	8	8	7
Treasurer	5	5	5	5	5
Information Technology	9	10	10	10	10
Circuit Clerk	31.5	31	30	30	31
Circuit Clerk Support Enforcement	1	1	1	1	1
Circuit Court	14	14	14	14	14
Jury Commission	2.5	2.2	2.2	2.2	2.2
Public Defender	18	18	18	18	18
Sheriff Law Enforcement	60	59	59	59	59
Sheriff Corrections	92.5	92.5	92.5	92.5	92.5
State's Attorney	37	37.4	37.4	37.4	37.4
State's Attorney Support Enforce.	5	4.6	4.6	4.6	4.6
Coroner	5	6	6	6	6
Emergency Management Agency	2	2	2	2	2
Juvenile Detention Center	30	32	32	32	32
Court Services	31	30	30	30	30
Public Properties	22.5	22.5	22.5	22.5	22.5
Planning and Zoning	5	5	5	5	5
Veterans Assistance Commission	1	1	1	1	1
<b>Total</b>	<b>419.00</b>	<b>420.20</b>	<b>417.20</b>	<b>417.20</b>	<b>418.20</b>

#### **Commodities ▲ 1.3%**

Commodities expenditures increased by \$26,000 due to an increase for the purchase of document stamps, which is paid to the State of Illinois. This expenditure directly correlates to a budgeted increase in revenue stamps.

#### **Services ▼ 0.3%**

Departments were successful in holding services expenditures flat in FY2018. Significant increases in the Corrections department medical/dental/mental health contract and election judges pay increases in the County Clerk's department were offset by a reduction in expenditures for utilities due to energy efficiency measures, and grants due to the expiration of the Justice and Mental Health Collaboration Program.

**Capital ▼46.8%**

The substantial decrease in capital expenditures is attributed to the elimination of funding for ADA-related facility projects. Upon receipt of a plan and timeline, the Department of Justice indicated its agreement to grant the County an extension for the remedial actions required by its Settlement Agreement at the Sheriff's Office and Satellite Jail. In FY2018, \$261,000 is budgeted in the Capital Asset Replacement Fund, under the direction of the Facilities Committee, to either engage in services to relocate the Sheriff's Office and downtown jail or complete the ADA remedial actions at those locations.

The FY2018 budget includes an appropriation of \$145,000 for squad car replacement; however, an optimal replacement schedule requires an additional \$85,000.

**Interfund Transfers ▼3.6%**

The decrease in Interfund transfers is the result of reduced funding to the Highway department for General Fund vehicle maintenance, and the elimination of the transfer from the Circuit Court to the Court Automation Fund.

**Debt ▼0.8%**

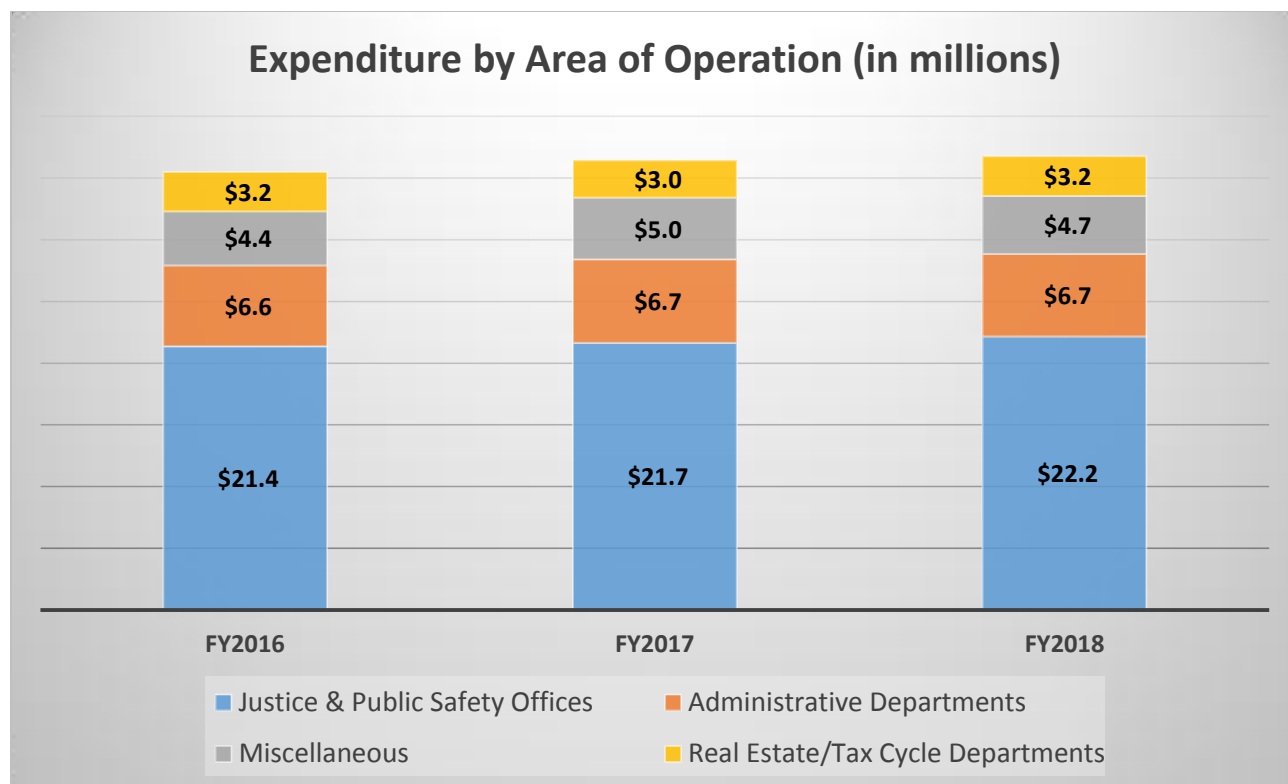
Due to the refunding of the Nursing Home bond in FY2015, the County continues to achieve savings on this debt service. The Nursing Home was unable to reimburse the County for the debt service on the bond obligation through a transfer to the General Fund in fiscal years 2016 and 2017. The FY2018 budget does not include a transfer for reimbursement. The County is required by the bond covenants to set aside sales tax revenue for the debt service.

**General Fund Expenditures by Area of Operation**

An extremely large portion of General Fund spending is attributable to justice and public safety. Categorization of General Fund expenditures by area of operation shows that 60% of budgeted expenditure is for the provision of these services in FY2018. In future fiscal years, the County needs to explore ways to continue to provide safe and fair justice and public safety services while also experiencing declines in the fees and fines revenues it has historically relied on to support these services.

The chart on the following page shows actual spending by area of operation in FY2016, and the budget by area of operation for fiscal years 2017 and 2018. The Miscellaneous category includes funding for Extension Education, ADA Compliance, Regional Office of Education, Veterans Assistance, and General County receipts and expenditures.





### Expenditure Budgets for General Fund Departments

The table on the following page shows actual expenditures for FY2016, and budgeted expenditures for FY2017 and FY2018. Most expenditure increases are attributed to wage increases. Some of the larger departmental expenditure fluctuations are explained below.

- Energy efficiency projects completed over the past four fiscal years allowed Public Properties to decrease its utilities budget by \$86,000. Additionally, the annual facilities transfer to the Capital Asset Replacement Fund was reduced by \$70,000 in FY2018, and will instead come from the Public Safety Sales Tax Fund.
- Increases in election judge compensation resulted in the addition of \$100,000 to the County Clerk's budget.
- One full time employee was moved from the Child Support Services Fund to the Circuit Clerk's budget resulting in increased personnel expenditures.
- Personnel expenditures increased in the Sheriff's budget due to negotiated wage increases and fully funding the FY2018 personnel budget. In FY2017, the budget was prepared with 99.5% personnel funding in anticipation of savings generated by turnover.
- The medical/dental/mental health expenditure line in the Corrections budget rose by \$100,000 in anticipation of a contract increase for those services.
- The decrease in the General County budget is attributed to the expiration of the Justice and Mental Health Collaboration Grant, and a reduction in the Contingency budget.

- The ADA Compliance budget is reduced in FY2018 as the Settlement Agreement with the Department of Justice ends in July 2018, and the County will be in compliance with the exception of the downtown Sheriff's facilities. Funding for facility relocation planning or proceeding with the required remedial actions is budgeted in the CARF.

<b>EXPENDITURE by DEPARTMENT</b>	<b>FY2016 Actual</b>	<b>FY2017 Budget</b>	<b>FY2018 Budget</b>	<b>FY2018 - \$ Change</b>	<b>FY2018 - % Change</b>
County Board	\$354,327	\$300,054	\$309,253	\$9,199	3.1%
Debt Service	\$381,963	\$282,670	\$280,198	(\$2,472)	-0.9%
Adm. Services	\$668,891	\$723,083	\$732,946	\$9,863	1.4%
IT	\$1,093,155	\$1,056,397	\$1,098,244	\$41,847	4.0%
Auditor	\$369,808	\$383,334	\$389,972	\$6,638	1.7%
Public Properties	\$3,302,584	\$3,577,926	\$3,429,480	(\$148,446)	-4.1%
Planning & Zoning	\$398,297	\$425,360	\$444,491	\$19,131	4.5%
Board of Review	\$90,737	\$130,680	\$132,065	\$1,385	1.1%
County Clerk	\$1,165,204	\$1,026,481	\$1,147,684	\$121,203	11.8%
Recorder	\$1,332,702	\$1,192,211	\$1,289,888	\$97,677	8.2%
Supervisor of Assessments	\$331,228	\$386,648	\$368,775	(\$17,873)	-4.6%
Treasurer	\$267,246	\$272,881	\$274,628	\$1,747	0.6%
Circuit Clerk	\$1,168,945	\$1,147,121	\$1,294,810	\$147,689	12.9%
Courts	\$1,232,563	\$1,087,713	\$1,080,513	(\$7,200)	-0.7%
Public Defender	\$1,165,435	\$1,129,157	\$1,140,110	\$10,953	1.0%
Sheriff	\$5,346,167	\$5,294,322	\$5,463,093	\$168,771	3.2%
Corrections	\$6,051,215	\$6,379,307	\$6,454,888	\$75,581	1.2%
State's Attorney	\$2,384,232	\$2,561,930	\$2,593,681	\$31,751	1.2%
JDC	\$1,725,991	\$1,763,554	\$1,786,587	\$23,033	1.3%
Court Services	\$1,577,667	\$1,589,872	\$1,618,409	\$28,537	1.8%
Coroner	\$562,429	\$552,936	\$571,106	\$18,170	3.3%
EMA	\$149,130	\$152,572	\$164,572	\$12,000	7.9%
Extension Education	\$419,867	\$422,183	\$422,498	\$315	0.1%
Regional Office Education	\$204,016	\$216,343	\$222,554	\$6,211	2.9%
VAC	\$130,548	\$125,636	\$124,765	(\$871)	-0.7%
General County	\$3,443,590	\$4,089,695	\$3,925,585	(\$164,110)	-4.0%
ADA Compliance	\$181,693	\$150,000	\$15,000	(\$135,000)	-90.0%
<b>TOTAL</b>	<b>\$35,499,630</b>	<b>\$36,420,066</b>	<b>\$36,775,795</b>	<b>\$355,729</b>	<b>1.0%</b>

The following information has historically been displayed within the individual department budgets; however, beginning with this fiscal year is aggregated in the budget summary in order to give the reader a more comprehensive view of expenditure by department within the General Fund.

<b>Expense per Capita by Department (Budget in Actual Dollars)</b>	<b>FY2014</b>	<b>FY2015</b>	<b>FY2016</b>	<b>FY2017</b>	<b>FY2018</b>
County Board	\$1.43	\$1.61	\$1.56	\$1.49	\$1.54
Administrative Services	\$3.43	\$3.63	\$3.53	\$3.60	\$3.65
Auditor	\$1.75	\$1.87	\$1.85	\$1.91	\$1.94
Board of Review	\$.60	\$.62	\$.61	\$.65	\$0.66
County Clerk	\$4.60	\$4.80	\$4.96	\$5.10	\$5.71
Recorder	\$6.46	\$6.04	\$5.56	\$5.93	\$6.41
Supervisor of Assessments	\$1.83	\$1.87	\$1.88	\$1.92	\$1.83
Treasurer	\$1.28	\$1.31	\$1.32	\$1.36	\$1.37
Information Technology	\$4.56	\$4.77	\$5.19	\$5.25	\$5.46
Circuit Clerk	\$5.86	\$5.77	\$5.36	\$5.76	\$5.92
Circuit Court	\$5.26	\$5.28	\$6.06	\$5.41	\$5.37
Jury Commission	\$0.16	\$0.16	\$0.16	\$0.17	\$0.26
Public Defender	\$5.25	\$5.61	\$5.46	\$5.62	\$5.67
Sheriff Law Enforcement	\$61.88	\$67.20	\$64.89	\$66.96	\$69.11
State's Attorney	\$11.82	\$12.38	\$12.51	\$12.74	\$12.90
Coroner	\$2.48	\$2.57	\$2.68	\$2.75	\$2.84
Emergency Management Agency	\$0.72	\$0.75	\$0.74	\$0.76	\$0.82
Juvenile Detention Center	\$8.29	\$8.56	\$9.08	\$8.74	\$8.88
Court Services	\$7.38	\$7.52	\$7.80	\$7.91	\$8.05
Public Properties	\$18.83	\$18.39	\$17.80	\$17.79	\$17.06
Planning and Zoning	\$4.45	\$4.68	\$5.08	\$5.40	\$5.64
Sheriff Corrections	\$30.41	\$30.74	\$30.85	\$31.84	\$32.10
Regional Office of Education	\$1.02	\$1.12	\$1.01	\$1.08	\$1.11
Extension Education	\$1.91	\$2.10	\$2.10	\$2.10	\$2.10
Veterans Assistance Commission	\$0.58	\$0.62	\$0.59	\$0.62	\$0.62

## FUND BALANCE SUMMARY

Champaign County's Financial Policies require a General Fund reserve balance of 45-days or 12.5% of budgeted expenditures for cash flow purposes. In FY2017, the County Board implemented a fund balance target of two months or 16.7% of operating expenditure. The Government Finance Officers Association (GFOA) recommends no less than two months of general fund operating revenues or expenditures for general-purpose governments regardless of size. The following table shows the fund balance for fiscal years 2016 through 2018.

<b>General Fund</b>	<b>FY2016 Actual</b>	<b>FY2017 Projected</b>	<b>FY2018 Budgeted</b>
<b>Fund Balance</b>	*\$4,478,007	\$4,265,647	**\$4,749,735
<b>Expenditure Fund Balance %</b>	12.6%	11.8%	12.9%

\*In 2017, a discrepancy between the fund balance maintained by Administrative Services, and the fund balance maintained by the Auditor's Office was discovered. After further research it was determined that the Administrative Services discrepancy was the result of a formula error in the FY2011 fund balance spreadsheet. The FY2016 Administrative Services fund balance was adjusted to match the Auditor's record, and the FY2016 Budget Basis Fund Balance from the Comprehensive Annual Financial Report.

\*\* There is a significant increase in the FY2018 budgeted fund balance due to the property tax levy being prepared to secure new growth revenue in anticipation of a potential ruling in the hospital property tax exemption case. If the General Fund does not receive the additional \$474,119 in property tax revenue the budgeted Fund Balance for FY2018 will be \$4,275,616, an 11.6% expenditure fund balance. This falls below the County's financial reserve policy.

The liability for the General Fund, if the Court finds for the hospitals, is approximately \$843,000. At present, \$307,000 is reserved to offset the potential liability. These reserve funds are included in the FY2018 budgeted fund balance reflected in the previous table. An unfavorable ruling in the case will have a significant impact on the fund balance.

### Nursing Home Impact on the Fund Balance

Operation of the County's Nursing Home has had an impact on the County's General Fund over the past two fiscal years. The home was unable to reimburse the County for the general obligation debt service payment in FY2016 and FY2017, resulting in deterioration of the fund balance. Additionally, the home has not paid the County for many services provided such as IT, Auditor and facility maintenance.

As of October 2017, there are three outstanding loans to the home totaling \$461,802. The loan for the boiler project was extended to September 2018; however, two additional cash loans are due prior to the end of FY2017. Based on the financial condition of the Nursing Home, it is unlikely that repayment will be possible in FY2017, in which case the County Board could either

extend or forgive the loans. Forgiving the loans would have a direct impact on the fund balance as the amount forgiven would be recorded as a General Fund expenditure.

### **Fund Balance Restoration Initiatives**

The County's FY2018 budget plans for the sale of the Champaign County Nursing Home. It is anticipated that revenue generated from the sale of the home will be sufficient to pay outstanding invoices for services provided by General Fund departments as well as the unreimbursed debt service in fiscal years 2016 and 2017, which will improve the General Fund's fund balance.

At the April 2017 Consolidated General Election, voters authorized the County Board to sell or dispose of the home; however, a two-thirds majority vote of the County Board is required to approve a sale. At its October 2017 meeting, the County Board will consider whether to release a Request for Proposal for the purchase of the Champaign County Nursing Home.

In October 2017, the County held its first Amnesty week. During this week, collection and late charges for delinquent criminal and traffic fees and fines are waived when a case is paid in full. The Amnesty program is also planned in 2018. Fees and fines collected through this program are anticipated to help build the fund balance as the County did not include program revenue in the FY2017 or FY2018 budgets.

Public Defender fees, ordered by the judiciary, have been declining since FY2009. Beginning in FY2018 it is understood that the judiciary will begin implementing a nominal fee of \$25-\$75 per case, which is expected to result in increased revenue for the General Fund.

# GENERAL CORPORATE FUND SUMMARY

## Fund 080-000

### FINANCIAL

Fund 080 Summary			2016 Actual	2017 Original	2017 Projected	2018 Budget
311	10	CURR PROP TX-GENERAL CORP	\$9,980,773	\$10,905,592	\$10,372,129	\$11,549,743
311	29	CURR PROP TX-COOP EXTENSN	\$432,909	\$422,183	\$422,498	\$422,498
313	10	RE BACKTAX-GENERAL CORP	\$5,715	\$5,000	\$5,000	\$5,500
313	29	RE BACKTAX-COOP EXTENSION	\$247	\$0	\$0	\$0
314	10	MOBILE HOME TAX	\$9,020	\$8,500	\$8,700	\$8,700
315	10	PAYMENT IN LIEU OF TAXES	\$7,115	\$6,000	\$6,500	\$6,500
318	12	COUNTY HOTEL/MOTEL TAX	\$23,268	\$28,000	\$22,000	\$21,500
318	13	COUNTY AUTO RENTAL TAX	\$32,165	\$30,000	\$32,000	\$32,000
319	10	INTEREST-DELINQUENT TAXES	\$623,637	\$610,000	\$610,000	\$615,000
319	11	COSTS - DELINQUENT TAXES	\$23,920	\$24,000	\$24,000	\$24,000
		PROPERTY TAXES	\$11,138,769	\$12,039,275	\$11,502,827	\$12,685,441
321	10	LIQUOR/ENTERTNMNT LICENSE	\$32,411	\$36,500	\$31,500	\$29,500
322	10	MARRIAGE LICENSES	\$75,950	\$80,000	\$80,000	\$80,000
322	15	CIVIL UNION LICENSES	\$210	\$0	\$0	\$0
322	20	REVENUE STAMPS	\$1,446,424	\$1,300,000	\$1,400,000	\$1,400,000
322	40	ZONING USE PERMITS	\$55,814	\$48,110	\$49,992	\$46,262
		LICENSES AND PERMITS	\$1,610,809	\$1,464,610	\$1,561,492	\$1,555,762
331	25	HHS-CHLD SUP ENF TTL IV-D	\$236,611	\$219,921	\$213,921	\$224,147
331	38	JUST-JUS/MNT HTH CBTN PRG	\$46,604	\$83,135	\$56,762	\$0
331	40	JUSTC-BYRNE FORMULA GRANT	\$28,200	\$33,723	\$33,723	\$33,723
331	69	JUST-ST CRIM ALIEN ASSIST	\$14,708	\$18,500	\$18,500	\$14,500
331	73	USDA-NAT SCHL LUNCH/SNACK	\$20,350	\$21,000	\$18,450	\$18,000
331	74	USDA-NAT SCHOOL BREAKFAST	\$11,301	\$12,000	\$10,250	\$10,000
331	80	JUST-JUSTICE ASSISTNC GRT	\$3,991	\$4,000	\$4,137	\$4,000
331	91	HOM SEC-EMRGNCY MGMT PERF	\$79,891	\$52,000	\$72,000	\$52,000
331	99	DOT-HAZRD MATLS TRNG/PLAN	\$3,986	\$11,000	\$11,000	\$11,000
334	25	IL ATTY GEN-VICTIM ASSIST	\$31,000	\$28,100	\$28,100	\$28,100
334	41	IL DPT HLTHCARE & FAM SRV	\$121,892	\$113,527	\$110,980	\$115,395
334	42	IL DP PUB HLTH-GEN RV GRT	\$9,737	\$4,625	\$4,454	\$4,800
334	62	ISBE-IL SCHL BRKFST/LUNCH	\$162	\$300	\$300	\$300
334	72	DCFS-PARENTAL RIGHTS ATTY	\$33,000	\$36,000	\$36,000	\$36,000
335	30	CORP PERSNL PROP REPL TAX	\$806,043	\$798,271	\$935,267	\$678,424
335	40	1% SALES TAX (UNINCORP.)	\$1,146,921	\$1,100,900	\$1,389,443	\$1,333,337
335	41	1/4% SALES TAX (ALL CNTY)	\$5,473,500	\$5,582,500	\$5,571,278	\$5,638,133
335	43	USE TAX	\$769,750	\$814,289	\$838,444	\$816,052
335	60	STATE REIMBURSEMENT	\$1,117,509	\$1,921,106	\$1,914,246	\$1,884,598
335	61	ILETSB-POLICE TRNING RMB	\$35,730	\$25,000	\$20,550	\$17,325
335	70	STATE SALARY REIMBURSEMENT	\$304,156	\$307,682	\$307,682	\$309,301
335	71	STATE REV-SALARY STIPENDS	\$45,500	\$45,500	\$48,500	\$48,500

Fund 080 Summary			2016 Actual	2017 Original	2017 Projected	2018 Budget
335	80	INCOME TAX	\$3,139,832	\$3,354,520	\$3,266,564	\$3,207,336
335	91	CHARITABLE GAMES LIC/TAX	\$69,886	\$77,000	\$69,000	\$60,000
335	93	OFF-TRACK BETTING	\$3,117	\$0	\$0	\$0
336	1	CHAMPAIGN CITY	\$78,825	\$77,025	\$92,878	\$15,853
336	2	URBANA CITY	\$22,788	\$0	\$0	\$0
336	14	VILLAGE OF SAVOY	\$494,598	\$449,759	\$472,919	\$488,069
336	16	VILLAGE OF MAHOMET	\$151,209	\$140,000	\$160,000	\$160,000
337	20	TOWNSHIP REIMBURSEMENT	\$19	\$0	\$0	\$0
337	21	LOCAL GOVT REIMBURSEMENT	\$356,917	\$361,000	\$371,475	\$365,750
337	23	LOC GVT RMB-EVNT SECURITY	\$84,953	\$72,500	\$92,209	\$79,926
337	26	LOC GVT RMB-POSTAGE	\$7,721	\$6,500	\$7,000	\$7,000
337	27	LOC GVT RMB-UTILITIES	\$0	\$0	\$1,200	\$4,800
337	28	JAIL BOOKING-IN FEES	\$64,661	\$64,000	\$64,000	\$64,000
337	29	SCHOOL RESOURCE OFFCR RMB	\$104,602	\$107,740	\$107,740	\$110,000
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$14,919,670	\$15,943,123	\$16,348,972	\$15,840,369
341	10	COURT FEES AND CHARGES	\$134,360	\$144,500	\$117,188	\$132,000
341	14	ELECTRNC HOME DETENTN PRG	\$71,062	\$71,000	\$82,000	\$75,000
341	19	COURT SECURITY FEE	\$248,631	\$290,000	\$256,738	\$250,000
341	25	DETAINEE REIMBURSEMENT	\$56	\$0	\$0	\$0
341	27	OUT OF COUNTY DETAINEES	\$53,550	\$0	\$4,575	\$0
341	28	WORK RELEASE FEES	\$1,835	\$1,800	\$1,800	\$1,800
341	29	BOND FEES	\$99,627	\$130,000	\$95,000	\$100,000
341	30	ZONING & SUBDIVISION FEE	\$13,278	\$9,283	\$5,075	\$9,389
341	31	ACCOUNTING FEES	\$160,153	\$130,000	\$110,000	\$110,000
341	32	COUNTY CLERK FEES	\$347,670	\$350,000	\$350,000	\$350,000
341	33	RECORDING FEES	\$836,580	\$678,000	\$800,000	\$740,000
341	35	INFO TECH/HUM RSOURC FEES	\$48,119	\$82,000	\$50,000	\$87,000
341	36	CIRCUIT CLERK FEES	\$1,436,449	\$1,650,000	\$1,450,000	\$1,450,000
341	37	SHERIFF FEES	\$197,961	\$197,000	\$210,000	\$210,000
341	39	MAINTENANCE/CUSTODIAL FEE	\$39,208	\$64,000	\$64,000	\$70,000
341	41	CORONER STATUTORY FEES	\$52,922	\$41,000	\$50,000	\$51,000
341	42	REIMB OF CORONER COSTS	\$74,365	\$60,000	\$54,661	\$55,000
341	45	ADMINISTRATIVE FEES	\$397	\$500	\$200	\$200
341	52	TAX SALE FEE	\$33,440	\$31,000	\$31,000	\$33,140
341	53	RENTAL HOUSNG SUPPORT FEE	\$215,546	\$150,000	\$200,000	\$200,000
341	54	COURT FEES-SHF VEHICL MNT	\$2,020	\$2,200	\$1,950	\$2,200
341	58	SEX OFFENDER REGISTRN FEE	\$200	\$100	\$0	\$0
341	60	SHF FAIL-TO-APPEAR WARRNT	\$12,109	\$10,000	\$10,000	\$10,000
341	63	MTGE FORECLSR MEDIATN FEE	\$14,550	\$12,000	\$0	\$0
351	10	FINES & BOND FORFEITURES	\$655,063	\$850,000	\$600,000	\$600,000
351	11	DUI FINES-FOR DUI ENF EQP	\$35,050	\$38,000	\$25,000	\$25,000
351	15	FEES ON TRAFFIC FINES	\$23,662	\$33,000	\$22,000	\$23,000
352	10	EVIDENCE FORFEITURES	\$8,874	\$1,000	\$1,000	\$1,000
352	15	ABANDONED BAIL BONDS	\$0	\$12,000	\$25,000	\$20,000
352	20	SALE OF SEIZED ASSETS	\$487	\$500	\$0	\$0

Fund 080 Summary			2016 Actual	2017 Original	2017 Projected	2018 Budget
		FEES AND FINES	\$4,817,224	\$5,038,883	\$4,617,187	\$4,605,729
361	10	INVESTMENT INTEREST	\$17,456	\$8,950	\$15,824	\$11,650
362	10	CABLE TV FRANCHISE	\$298,856	\$280,000	\$295,000	\$310,000
362	11	MEA CIVIC CONTRIBUTION	\$0	\$0	\$0	\$93,000
362	15	RENT	\$549,224	\$810,000	\$694,628	\$712,086
363	10	GIFTS AND DONATIONS	\$11,628	\$2,800	\$6,500	\$0
363	30	M.L.KING EVENT CONTRIBS	\$7,145	\$11,000	\$7,000	\$11,000
363	50	RESTRICTED DONATIONS	\$4,487	\$0	\$0	\$0
363	60	PRIVATE GRANTS	\$0	\$0	\$1,000	\$0
364	10	SALE OF FIXED ASSETS	\$2,650	\$0	\$0	\$0
369	12	VENDING MACHINES	\$5,881	\$6,000	\$5,500	\$5,500
369	13	ELECTRONIC PYTS REBATE	\$14,942	\$25,000	\$18,000	\$18,000
369	15	PARKING FEES	\$27,686	\$24,000	\$26,000	\$26,000
369	16	UTILITY CONSTRUCTION FEE	\$483,800	\$0	\$0	\$0
369	41	TELEPHONE TOLL REIMB	\$107	\$15	\$15	\$15
369	42	WORKER'S COMP. REIMB.	\$1,671	\$5,000	\$33,522	\$2,500
369	71	SOCIAL SECURITY INCENTIVE	\$24,000	\$24,000	\$24,800	\$24,000
369	80	INSURANCE CLAIMS REIMB	\$13,634	\$0	\$0	\$0
369	90	OTHER MISC. REVENUE	\$63,390	\$31,100	\$51,128	\$41,880
		MISCELLANEOUS	\$1,526,557	\$1,227,865	\$1,178,917	\$1,255,631
371	6	FROM PUB SAF SALES TAX FD	\$441,616	\$481,138	\$481,138	\$895,349
371	11	FROM GIS CONSORTIUM 850	\$3,581	\$4,300	\$3,000	\$3,000
371	17	FROM CHILD SUPPORT FND617	\$7,382	\$15,000	\$15,000	\$15,000
371	18	FROM PROB SERV FUND 618	\$129,269	\$86,454	\$86,454	\$183,500
371	20	FROM HLTH INSUR FUND 620	\$29,636	\$30,113	\$30,113	\$23,000
371	27	FROM PROP TAX FEE FND 627	\$67,108	\$59,205	\$60,705	\$64,050
371	30	FROM CIR CLK OPER/ADM 630	\$10,000	\$0	\$0	\$0
371	59	FROM JAIL MED COSTS FD659	\$20,533	\$24,300	\$22,800	\$23,020
371	61	FROM WORKING CASH FND 610	\$59	\$200	\$3,600	\$1,900
371	77	FROM ELECTION GRNT FND628	\$4,344	\$0	\$0	\$20,000
371	83	FROM CNTY HIGHWAY FND 083	\$79	\$0	\$0	\$0
371	92	FROM LAW LIBRARY FUND 092	\$0	\$0	\$0	\$15,000
381	12	INTERFUND POSTAGE REIMB	\$13,675	\$15,000	\$13,500	\$13,500
381	13	AUDIT FEE REIMBURSEMENT	\$19,359	\$30,000	\$20,510	\$21,000
381	16	HEALTH/LIFE INSUR REIMB	\$17,583	\$10,000	\$10,000	\$10,000
381	62	REIM FRM DRUG FORF FND621	\$9,000	\$9,000	\$9,000	\$9,000
381	73	REIMB FRM SELF-INS FND476	\$18,700	\$19,244	\$19,244	\$19,632
381	81	REIMB FROM NURSING HOME	\$23,712	\$282,670	\$0	\$0
385	35	JMHC GRNT SAL REIM FR 075	\$1,480	\$1,027	\$1,027	\$0
		INTERFUND REVENUE	\$817,116	\$1,067,651	\$776,091	\$1,316,951
		<b>REVENUE TOTALS</b>	<b>\$34,830,145</b>	<b>\$36,781,407</b>	<b>\$35,985,486</b>	<b>\$37,259,883</b>



Fund 080 Summary			2016 Actual	2017 Original	2017 Projected	2018 Budget
511	1	ELECTED OFFICIAL SALARY	\$726,335	\$741,823	\$741,823	\$759,581
511	2	APPOINTED OFFICIAL SALARY	\$807,149	\$722,926	\$722,926	\$732,942
511	3	REG. FULL-TIME EMPLOYEES	\$12,869,809	\$13,034,836	\$12,982,302	\$13,481,014
511	4	REG. PART-TIME EMPLOYEES	\$203,628	\$272,748	\$272,712	\$277,904
511	5	TEMP. SALARIES & WAGES	\$167,523	\$180,252	\$162,843	\$180,252
511	6	PER DIEM	\$60,615	\$65,550	\$65,275	\$65,550
511	9	OVERTIME	\$198,156	\$62,585	\$42,585	\$184,026
511	10	JUDGES' SALARY INCREASE	\$6,558	\$6,622	\$6,582	\$6,622
511	40	STATE-PAID SALARY STIPEND	\$39,000	\$39,000	\$42,000	\$42,000
511	44	NO-BENEFIT PART-TIME EMPL	\$24,881	\$28,454	\$28,454	\$29,274
512	1	SLEP ELECTED OFFCL SALARY	\$112,888	\$115,146	\$115,146	\$117,269
512	2	SLEP APPNTD OFFCL SALARY	\$4,000	\$4,000	\$4,000	\$4,000
512	3	SLEP REG FULL-TIME EMP'EE	\$6,336,691	\$6,412,965	\$6,412,965	\$6,404,387
512	9	SLEP OVERTIME	\$356,902	\$493,220	\$493,220	\$371,779
512	40	SLEP STATE-PD SAL STIPEND	\$6,500	\$6,500	\$6,500	\$6,500
513	1	SOCIAL SECURITY-EMPLOYER	\$0	\$0	\$0	\$19,201
513	2	IMRF - EMPLOYER COST	\$0	\$0	\$0	\$20,683
513	4	WORKERS' COMPENSATION INS	\$0	\$0	\$0	\$1,230
513	5	UNEMPLOYMENT INSURANCE	\$0	\$0	\$0	\$1,488
513	6	EMPLOYEE HEALTH/LIFE INS	\$2,840,569	\$3,262,804	\$3,106,347	\$3,257,028
513	20	EMPLOYEE DEVELOPMNT/RECOG	\$4,127	\$4,460	\$4,583	\$4,450
513	21	EMPLOYEE PHYSICALS/LAB PERSONNEL	\$626 \$24,765,957	\$1,200 \$25,455,091	\$1,200 \$25,211,463	\$1,200 \$25,968,380
522	1	STATIONERY & PRINTING	\$65,289	\$65,957	\$55,744	\$80,290
522	2	OFFICE SUPPLIES	\$91,876	\$78,966	\$84,463	\$78,275
522	3	BOOKS,PERIODICALS & MAN.	\$22,012	\$41,689	\$33,871	\$38,078
522	4	COPIER SUPPLIES	\$35,498	\$40,000	\$40,000	\$37,000
522	6	POSTAGE, UPS, FED EXPRESS	\$211,386	\$245,891	\$252,547	\$237,857
522	10	FOOD	\$6,022	\$5,300	\$5,300	\$5,300
522	11	MEDICAL SUPPLIES	\$10,369	\$11,225	\$15,225	\$15,225
522	12	STOCKED DRUGS	\$0	\$38,000	\$38,000	\$30,000
522	13	CLOTHING - INMATES	\$13,426	\$13,500	\$13,500	\$13,500
522	14	CUSTODIAL SUPPLIES	\$73,404	\$72,783	\$72,783	\$72,783
522	15	GASOLINE & OIL	\$139,110	\$190,685	\$187,935	\$188,885
522	16	TOOLS	\$9,918	\$7,600	\$7,600	\$7,600
522	17	GROUND SUPPLIES	\$2,349	\$8,346	\$8,346	\$8,000
522	19	UNIFORMS	\$66,205	\$58,936	\$58,936	\$58,936
522	22	MAINTENANCE SUPPLIES	\$16,670	\$11,960	\$11,421	\$11,421
522	25	DIETARY NON-FOOD SUPPLIES	\$17,309	\$19,000	\$19,000	\$19,000
522	28	LAUNDRY SUPPLIES	\$10,523	\$11,500	\$11,500	\$11,500
522	44	EQUIPMENT LESS THAN \$5000	\$220,935	\$113,920	\$117,801	\$63,495
522	45	VEH EQUIP LESS THAN \$5000	\$18,514	\$12,000	\$12,473	\$14,500
522	46	BODY WORN CAMERAS	\$0	\$0	\$25,600	\$28,800
522	50	PURCHASE DOCUMENT STAMPS	\$960,000	\$884,000	\$933,333	\$933,333
522	90	ARSENAL & POLICE SUPPLIES	\$34,452	\$24,350	\$24,350	\$24,350

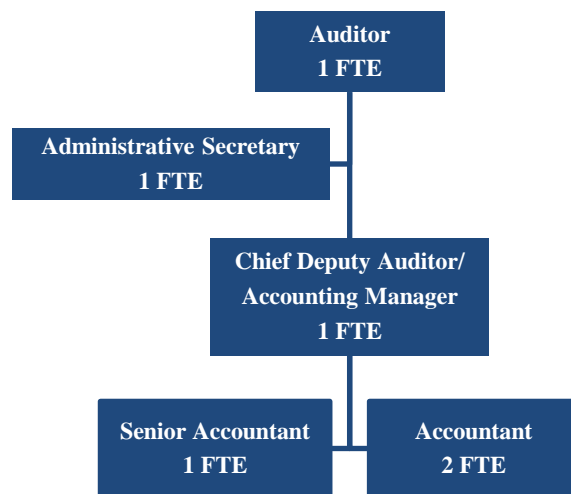
Fund 080 Summary			2016 Actual	2017 Original	2017 Projected	2018 Budget
522	91	LINEN & BEDDING	\$3,295	\$6,000	\$6,000	\$6,000
522	93	OPERATIONAL SUPPLIES	\$57,370	\$76,350	\$78,150	\$75,050
522	94	ELECTION SUPPLIES	\$17,308	\$10,000	\$10,000	\$15,000
		COMMODITIES	\$2,103,240	\$2,047,958	\$2,123,878	\$2,074,178
533	1	AUDIT & ACCOUNTING SERVCS	\$79,555	\$86,305	\$71,805	\$73,805
533	2	ARCHITECT SERVICES	\$82,405	\$20,000	\$30,500	\$10,000
533	3	ATTORNEY/LEGAL SERVICES	\$71,099	\$93,000	\$120,000	\$98,000
533	4	ENGINEERING SERVICES	\$1,489	\$2,400	\$8,771	\$7,900
533	5	COURT REPORTING	\$33,823	\$26,700	\$22,056	\$23,700
533	6	MEDICAL/DENTAL/MENTL HLTH	\$855,364	\$868,818	\$858,821	\$969,615
533	7	PROFESSIONAL SERVICES	\$294,969	\$305,965	\$351,246	\$349,442
533	8	CONSULTING SERVICES	\$50,260	\$40,000	\$13,538	\$7,500
533	12	JOB-REQUIRED TRAVEL EXP	\$16,317	\$22,839	\$19,320	\$21,054
533	13	AMBULANCE/MEDIVAN SERVICE	\$437	\$2,000	\$2,000	\$2,000
533	15	ISAA-APPELLATE SERVICE	\$36,000	\$36,000	\$36,000	\$36,000
533	16	OUTSIDE PRISON BOARDING	\$31,496	\$45,000	\$35,000	\$45,000
533	18	NON-EMPLOYEE TRAINING,SEM	\$0	\$500	\$500	\$500
533	22	LABORATORY FEES	\$45,086	\$34,600	\$43,400	\$45,000
533	29	COMPUTER/INF TCH SERVICES	\$13,060	\$48,574	\$24,866	\$43,479
533	30	GAS SERVICE	\$245,308	\$386,011	\$350,000	\$350,000
533	31	ELECTRIC SERVICE	\$839,308	\$830,000	\$780,000	\$780,000
533	32	WATER SERVICE	\$69,873	\$90,315	\$84,000	\$83,500
533	33	TELEPHONE SERVICE	\$100,704	\$101,375	\$102,410	\$92,520
533	34	PEST CONTROL SERVICE	\$10,202	\$11,315	\$11,315	\$11,315
533	35	TOWEL & UNIFORM SERVICE	\$36	\$1,500	\$0	\$0
533	36	WASTE DISPOSAL & RECYCLNG	\$57,403	\$57,942	\$59,542	\$59,542
533	38	STORMWATER UTILITY FEE	\$34,047	\$40,000	\$40,000	\$40,000
533	40	AUTOMOBILE MAINTENANCE	\$56,758	\$65,168	\$72,168	\$70,168
533	42	EQUIPMENT MAINTENANCE	\$239,280	\$275,108	\$255,852	\$293,715
533	44	MAIN ST JAIL REPAIR-MAINT	\$17,581	\$47,650	\$47,550	\$47,550
533	46	1905 E MAIN REPAIR-MAINT	\$10,114	\$15,407	\$15,357	\$15,357
533	47	JUV DET CTR REPAIR-MAINT	\$12,222	\$11,479	\$14,326	\$20,000
533	51	EQUIPMENT RENTALS	\$8,033	\$8,585	\$8,660	\$7,739
533	52	OTHER SERVICE BY CONTRACT	\$26,459	\$26,448	\$26,448	\$26,448
533	54	ASSISTANCE TO VETERANS	\$83,373	\$80,000	\$80,000	\$80,000
533	56	VA MONUMENT UPDATE	\$2,500	\$0	\$0	\$0
533	58	EMPLOYEE PARKING	\$17,010	\$16,560	\$17,550	\$18,141
533	60	HWY FACILITY REPAIR-MAINT	\$1,950	\$0	\$0	\$0
533	61	1701 E MAIN REPAIR-MAINT	\$28,633	\$38,888	\$38,788	\$38,788
533	62	JUROR MEALS	\$3,458	\$5,500	\$5,259	\$5,500
533	63	JUROR EXPENSE	\$261,353	\$135,000	\$111,612	\$118,000
533	64	ELECTION JUDGES & WORKERS	\$195,440	\$100,000	\$104,403	\$200,000
533	65	VOTER REGISTRATION EXP.	\$201	\$3,000	\$3,000	\$0
533	66	REGISTRARS-BIRTH & DEATH	\$5,095	\$5,250	\$5,092	\$5,250
533	67	202 BARTELL BDG RPR-MAINT	\$4,873	\$4,000	\$2,282	\$2,673

Fund 080 Summary			2016 Actual	2017 Original	2017 Projected	2018 Budget
533	68	WITNESS EXPENSE	\$2,464	\$8,168	\$8,168	\$8,168
533	70	LEGAL NOTICES,ADVERTISING	\$69,768	\$78,044	\$77,632	\$82,794
533	72	DEPARTMENT OPERAT EXP	\$1,017	\$1,500	\$1,000	\$1,000
533	73	EMPLOYEE/OFFC RELOCATION	\$12,500	\$0	\$0	\$0
533	74	JURORS' PARKING	\$45,815	\$45,000	\$45,000	\$45,000
533	75	COURT-ORDERED COSTS	\$1,575	\$2,500	\$2,000	\$3,000
533	81	SEIZED ASSET EXPENSE	\$1,873	\$2,500	\$272	\$500
533	84	BUSINESS MEALS/EXPENSES	\$3,943	\$6,360	\$1,678	\$1,560
533	85	PHOTOCOPY SERVICES	\$252,144	\$234,280	\$232,730	\$227,750
533	86	NURS HOME BLDG REPAIR/MNT	\$0	\$0	\$5,192	\$0
533	89	PUBLIC RELATIONS	\$3,055	\$1,000	\$1,000	\$1,000
533	91	LAUNDRY & CLEANING	\$279	\$0	\$0	\$0
533	92	CONTRIBUTIONS & GRANTS	\$283,624	\$329,585	\$307,362	\$231,054
533	93	DUES AND LICENSES	\$81,253	\$86,273	\$87,060	\$87,688
533	94	INVESTIGATION EXPENSE	\$5,967	\$8,750	\$9,050	\$8,750
533	95	CONFERENCES & TRAINING	\$122,661	\$156,440	\$156,481	\$152,725
533	99	CONTINGENT EXPENSE	\$0	\$267,000	\$267,000	\$190,802
534	9	R.E. TAX / DRAINAGE ASMNT	\$0	\$0	\$375	\$0
534	11	FOOD SERVICE	\$312,480	\$417,700	\$396,075	\$413,018
534	15	METCAD	\$614,393	\$654,500	\$651,500	\$654,500
534	21	PROP CLEARANCE / CLEAN-UP	\$2,723	\$6,800	\$6,800	\$6,800
534	24	MTGE FORECLSR MEDIATN PRG	\$765	\$12,000	\$192	\$0
534	25	COURT FACILITY REPR-MAINT	\$74,329	\$54,075	\$53,775	\$53,775
534	27	ANIM SERV FACIL RPR-MAINT	\$13,973	\$5,091	\$5,091	\$5,091
534	37	FINANCE CHARGES,BANK FEES	\$2,296	\$2,250	\$3,083	\$3,000
534	40	CABLE/SATELLITE TV EXP	\$515	\$550	\$560	\$560
534	46	SEWER SERVICE & TAX	\$39,808	\$49,045	\$49,045	\$49,045
534	58	LANDSCAPING SERVICE/MAINT	\$16,025	\$3,428	\$3,428	\$3,428
534	62	ELECTION MILEAGE,PHONE RM	\$6,852	\$4,000	\$2,043	\$7,000
534	63	INDIGENT BURIAL	\$839	\$1,500	\$1,500	\$1,500
534	64	ELECTION SERVICES	\$21,036	\$17,500	\$13,100	\$25,000
534	67	1701 OUTBLDGS REPAIR-MNT	\$2,818	\$2,881	\$2,881	\$2,881
534	70	BROOKNS BLDG REPAIR-MAINT	\$33,616	\$40,909	\$110,009	\$40,909
534	71	COOPERATIVE EXTENSION SRV	\$419,867	\$422,183	\$422,497	\$422,498
534	72	SATELLITE JAIL REPAIR-MNT	\$35,490	\$45,000	\$42,539	\$42,404
534	74	CONTRACT ATTORNEYS	\$174,000	\$174,000	\$191,400	\$191,400
534	76	PARKING LOT/SIDEWLK MAINT	\$4,160	\$24,383	\$24,383	\$24,383
534	85	RENTAL HSG FEE REMITTANCE	\$204,201	\$135,000	\$180,000	\$180,000
534	98	M.L.KING EVENT EXPENSES	\$4,508	\$12,500	\$6,500	\$12,500
534	99	REMIT CC FINGERPRNTG FEES	\$355	\$130	\$270	\$380
		SERVICES	\$6,815,561	\$7,302,027	\$7,242,108	\$7,281,064
544	19	CORR CENTER CONST/IMPROVE	\$0	\$120,000	\$71,000	\$0
544	20	COURTHOUSE CONST/IMPROVE	\$10	\$0	\$0	\$0
544	30	AUTOMOBILES, VEHICLES	\$171,373	\$145,000	\$163,925	\$145,000
544	33	OFFICE EQUIPMENT & FURNIS	\$0	\$7,500	\$27,905	\$0

Fund 080 Summary			2016 Actual	2017 Original	2017 Projected	2018 Budget
544	38	ELECTION/VOTER REG EQUIP	\$0	\$0	\$14,677	\$0
544	41	PARKING LOT/SIDEWLK CONST	\$94,152	\$0	\$19,400	\$0
		CAPITAL	\$265,535	\$272,500	\$296,907	\$145,000
571	14	TO CAPITAL IMPRV FUND 105	\$818,272	\$742,180	\$742,180	\$775,985
571	25	TO VCTM ADVOC GRNT FND675	\$21,250	\$21,250	\$21,250	\$17,000
571	30	TO COURT AUTOMTN FUND 613	\$0	\$20,000	\$0	\$0
571	50	TO HWY FACIL BOND FUND350	\$96,149	\$0	\$0	\$0
571	59	TO CHILD ADV CENT FND 679	\$25,000	\$0	\$0	\$0
571	69	TO CO CLK AUTOMATN FND670	\$8,586	\$0	\$0	\$0
571	83	TO COUNTY HIGHWAY FND 083	\$80,954	\$82,000	\$82,000	\$41,000
573	55	JMHC GRNT SAL REIM TO 040	\$1,480	\$0	\$1,000	\$0
		INTERFUND EXPENDITURE	\$1,051,691	\$865,430	\$846,430	\$833,985
581	1	GEN OBLIG BOND PRINCIPAL	\$240,000	\$240,000	\$240,000	\$240,000
581	5	INTGOVTL LOAN PRINC PMTS	\$19,688	\$0	\$0	\$0
581	6	DEBT CERTFCATE PRINC PMTS	\$130,000	\$135,000	\$135,000	\$140,000
582	2	INT &FEES-GEN OBLIG BONDS	\$46,368	\$44,670	\$44,670	\$42,198
582	6	INTEREST ON DEBT CERTIFCT	\$61,590	\$57,390	\$57,390	\$50,990
		DEBT	\$497,646	\$477,060	\$477,060	\$473,188
<b>EXPENDITURE TOTALS</b>			<b>\$35,499,630</b>	<b>\$36,420,066</b>	<b>\$36,197,846</b>	<b>\$36,775,795</b>

# COUNTY AUDITOR

## Fund 080-020



Auditor positions: 6 FTE

The duties of the auditor are statutorily defined in the Illinois Counties Code (55 ILCS 5/3-1005).

### MISSION STATEMENT

*To fulfill the statutory duties of the Office of County Auditor including providing a continuous internal audit of Champaign County's financial transactions. As the County's accountant, to maintain the centralized accounting system generating weekly, monthly, and comprehensive accounting reports for all County funds. To maintain a record of all contracts entered into by the County Board, and to administer the payment of County bills and the fixed assets records.*

### BUDGET HIGHLIGHTS

- The largest expenditure for the office is salary and wages, constituting 97% of the total budget.
- The largest non-personnel expense is for conferences & training. The County Auditor is required by state statute to receive 20 hours of Continuing Professional Education (CPE) annually, and the Chief Deputy Auditor is required to receive 40 hours of CPE training annually to maintain a CPA title.
- The Auditor's Office produces revenue for the general corporate fund by billing other County funds (RPC, Highway, MHB etc.) for accounting services. Additionally, the County Auditor has contracted with a local bank to start electronic payment of some bills, resulting in a significant rebate to the County treasury.
- The Auditor's Office continues to consolidate printed stock and minimize the number of paper checks issued through use of electronic bill payment.

### FINANCIAL

Fund 080 Dept 020		2016 Actual	2017 Original	2017 Projected	2018 Budget
335	71 STATE REV-SALARY STIPENDS	\$6,500	\$6,500	\$6,500	\$6,500

		FEDERAL, STATE & LOCAL SHARED REVENUE	\$6,500	\$6,500	\$6,500	\$6,500
341	31	ACCOUNTING FEES	\$160,153	\$130,000	\$110,000	\$110,000
		FEES AND FINES	\$160,153	\$130,000	\$110,000	\$110,000
369	13	ELECTRONIC PYTS REBATE	\$14,942	\$25,000	\$18,000	\$18,000
		MISCELLANEOUS	\$14,942	\$25,000	\$18,000	\$18,000
		<b>REVENUE TOTALS</b>	<b>\$181,595</b>	<b>\$161,500</b>	<b>\$134,500</b>	<b>\$134,500</b>
511	1	ELECTED OFFICIAL SALARY	\$86,596	\$89,954	\$89,954	\$91,612
511	3	REG. FULL-TIME EMPLOYEES	\$267,494	\$270,875	\$270,875	\$276,105
511	5	TEMP. SALARIES & WAGES	\$0	\$4,500	\$4,500	\$4,500
511	40	STATE-PAID SALARY STIPEND	\$6,500	\$6,500	\$6,500	\$6,500
		PERSONNEL	\$360,590	\$371,829	\$371,829	\$378,717
522	1	STATIONERY & PRINTING	\$1,564	\$1,880	\$1,800	\$1,880
522	2	OFFICE SUPPLIES	\$217	\$900	\$700	\$900
522	3	BOOKS, PERIODICALS & MAN.	\$290	\$500	\$500	\$500
522	44	EQUIPMENT LESS THAN \$5000	\$0	\$375	\$300	\$375
		COMMODITIES	\$2,071	\$3,655	\$3,300	\$3,655
533	1	AUDIT & ACCOUNTING SERVCS	\$805	\$805	\$805	\$805
533	7	PROFESSIONAL SERVICES	\$1,463	\$1,500	\$1,240	\$1,450
533	33	TELEPHONE SERVICE	\$17	\$25	\$2	\$0
533	93	DUES AND LICENSES	\$1,320	\$1,320	\$1,320	\$1,320
533	95	CONFERENCES & TRAINING	\$3,542	\$3,600	\$3,300	\$3,425
534	37	FINANCE CHARGES, BANK FEES	\$0	\$600	\$600	\$600
		SERVICES	\$7,147	\$7,850	\$7,267	\$7,600
		<b>EXPENDITURE TOTALS</b>	<b>\$369,808</b>	<b>\$383,334</b>	<b>\$382,396</b>	<b>\$389,972</b>

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

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

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

- Design and maintain an accounting system consistent with generally accepted accounting principles
- Audit all claims against the county and pay all valid claims via accounts payable
- Audit the receipts of all county offices and departments presented for deposit with the County Treasurer
- Recommend to the County Board the payment or rejection of all claims
- Maintain a continuous internal audit of the revenues, expenditures, and financial records of all county offices
- Maintain a file of all contracts entered into by the County Board and all authorized county officers
- Improve public access to public information through continuing development and utilization of technology including an online checkbook introduced during FY2016

- Maintain high quality standards with increasing workloads and demands through continuing development of technology

### ***DESCRIPTION***

The Auditor's Office is responsible for designing and maintaining the county's accounting system and doing a continuous internal audit of county spending. The office is also responsible for accounts payable and putting together monthly reports and a comprehensive annual financial report.

### ***OBJECTIVES***

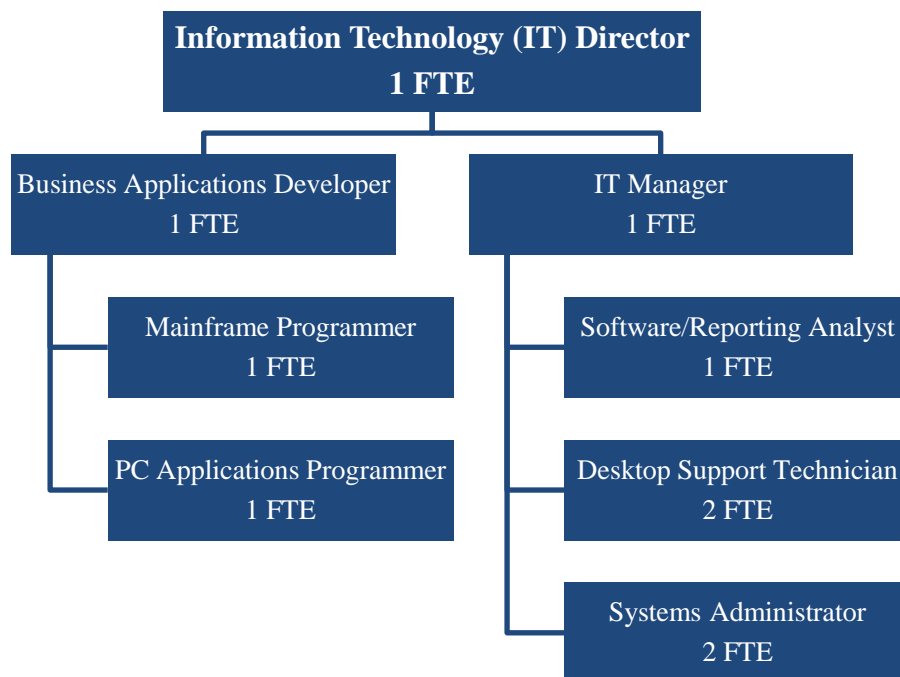
- Design and maintain an accounting system in keeping with generally accepted accounting principles
- Audit all claims against the county and paying all valid claims via accounts payable and payroll
- Audit the receipts of all county offices and departments presented for deposit with the County Treasurer
- Recommend to the County Board the payment or rejection of all claims
- Maintain a continuous internal audit of the revenues, expenditures, and financial records of all county offices
- Improve public access to public information through continuing development of technology
- Maintain a file of all contracts entered into by the County Board and all authorized county officers
- Audit for compliance with state and federal laws and county policies
- Audit the inventory of all real and personal property owned by the County
- Maintain high quality standards with increasing workloads and demands through continuing development of technology
- Receive Government Finance Officers Association recognition for financial reporting

### ***PERFORMANCE INDICATORS***

<b>Indicator</b>	<b>FY2016 Actual</b>	<b>FY2017 Projected</b>	<b>FY2018 Budgeted</b>
Receive a clean audit report from the County's external auditor	Yes	Yes	Yes
Receive GFOA Certificate of Achievement – CAFR	Yes	Yes	Yes
Receive GFOA Award for Outstanding Achievement - PAFR	Yes	Yes	Yes
Number of accounting transactions	98,816	98,000	99,000
Number of Accounts Payable Checks remitted	18,182	17,800	18,000

## INFORMATION TECHNOLOGY (IT)

### Fund 080-028



Information Technology (IT) positions: 10 FTE

### ***MISSION STATEMENT***

***To assist County Departments in developing and implementing creative technology solutions that increase transparency, reduce costs and waste and better enable the public to have positive interactions with County government***

### ***BUDGET HIGHLIGHTS***

A separate Information Technology (IT) Budget allows the County to better track technology expenditures. The IT budget covers the cost for the following centralized services for all General Corporate Fund departments:

- copier and printer services
- telecom services
- software maintenance for the county-wide Kronos payroll and timekeeping system
- internet services, cloud based services and perimeter security

The budget includes salaries for all IT positions providing technology and programming support to County departments. Reimbursement for services rendered by the IT staff from funds outside the General Corporate Fund and reimbursement from other funds for licensing, system software upgrades, internet and cloud based services, disaster recovery and copier services are the only revenues receipted in the IT Department budget.

Highlights of the FY2018 County IT Budget request include the following:



- In FY2018 County IT will continue the transition from on premise Microsoft Office deployment to hosted Microsoft Office 365 with OneDrive for Business and SharePoint Online. The migration of the County's email system to Exchange Online was completed in FY2017 and all of the on-premise SharePoint sites that were managed by the IT Department have been moved to SharePoint online.
- County IT will begin the process of utilizing Microsoft Azure cloud services for storage of backup files, archival storage of files that never change but must be kept, and Azure Site Backup/Azure Site Recovery. It is expected that the first department to take advantage of Azure Site Backup/Azure Site Recovery will be the GIS Consortium.
- Kronos upgrade – the County's Kronos HR & Timekeeping/Payroll software is due for a refresh. We are currently on Version 6.3 of the software and need to upgrade to Version 8 in order to preserve support for the system.
- County IT has entered into an agreement with the City of Urbana and the Urbana Free Library to share internet bandwidth in order to receive a discounted bandwidth rate from the Illinois Century Network, a State of Illinois entity. The County will be the lead agency in this endeavor.

In addition, the County Board should be aware of several technology related items necessary for the department's optimal operations:

- The County needs a document management system in order to digitize paper documents in various offices that do not utilize the judicial system case management system.
- The 2015/2016 GFOA analysis of the County's accounting system recommends immediate replacement of the system.
- The County's tax cycle software has support issues that mirror those of the financial system and will need to be replaced in the next 4 to 6 years.
- New World Systems, the County's Jail Management System vendor, has announced that they will do no further development on the IBM iSeries platform. The County will need to consider replacement of this system in the next 4 to 5 years.
- The County's network infrastructure needs to be expanded to include wireless capabilities in all facilities, except the Courthouse, which was done in 2016.
- The County's phone system needs to be replaced. The system is antiquated by modern standards and should be replaced with a Voice over IP system.
- Staffing will need to be realigned over the next 5 to 10 years in order to accommodate the anticipated implementation of new systems.
- Storage and backup needs continue to grow, especially in the area of video evidence. The County will need to invest in SAN or cloud-based technologies to accommodate increased storage needs as well as to strengthen the County's technology disaster recovery plan.

## **FINANCIAL**

		<b>Fund 080 Dept 028</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
337	27	LOC GVT RMB-UTILITIES	\$0	\$0	\$1,200	\$4,800
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$0	\$0	\$1,200	\$4,800
341	35	INFO TECH/HUM RSOURC FEES	\$48,119	\$82,000	\$50,000	\$87,000
		FEES AND FINES	\$48,119	\$82,000	\$50,000	\$87,000

369	90	OTHER MISC. REVENUE	\$14,930	\$16,000	\$15,000	\$21,680
		MISCELLANEOUS	\$14,930	\$16,000	\$15,000	\$21,680
		<b>REVENUE TOTALS</b>	<b>\$63,049</b>	<b>\$98,000</b>	<b>\$66,200</b>	<b>\$113,480</b>
511	3	REG. FULL-TIME EMPLOYEES	\$521,156	\$534,397	\$534,397	\$608,744
		PERSONNEL	\$521,156	\$534,397	\$534,397	\$608,744
522	2	OFFICE SUPPLIES	\$986	\$1,000	\$500	\$500
522	4	COPIER SUPPLIES	\$35,498	\$40,000	\$40,000	\$37,000
522	6	POSTAGE, UPS, FED EXPRESS	\$108	\$500	\$0	\$0
522	44	EQUIPMENT LESS THAN \$5000	\$78,543	\$35,000	\$35,000	\$20,000
522	93	OPERATIONAL SUPPLIES	\$4,213	\$5,000	\$5,000	\$4,000
		COMMODITIES	\$119,348	\$81,500	\$80,500	\$61,500
533	7	PROFESSIONAL SERVICES	\$0	\$0	\$8,995	\$0
533	8	CONSULTING SERVICES	\$44,181	\$40,000	\$9,538	\$2,500
533	12	JOB-REQUIRED TRAVEL EXP	\$0	\$500	\$0	\$0
533	29	COMPUTER/INF TCH SERVICES	\$10,715	\$20,000	\$19,062	\$22,000
533	33	TELEPHONE SERVICE	\$41,469	\$36,000	\$43,000	\$35,000
533	36	WASTE DISPOSAL & RECYCLNG	\$0	\$0	\$1,000	\$1,000
533	42	EQUIPMENT MAINTENANCE	\$93,319	\$102,000	\$102,000	\$129,000
533	58	EMPLOYEE PARKING	\$270	\$0	\$0	\$0
533	85	PHOTOCOPY SERVICES	\$251,905	\$229,000	\$227,500	\$227,500
533	93	DUES AND LICENSES	\$429	\$1,000	\$1,000	\$1,000
533	95	CONFERENCES & TRAINING	\$10,312	\$12,000	\$10,000	\$10,000
534	37	FINANCE CHARGES,BANK FEES	\$51	\$0	\$0	\$0
		SERVICES	\$452,651	\$440,500	\$422,095	\$428,000
544	33	OFFICE EQUIPMENT & FURNIS	\$0	\$0	\$20,405	\$0
		CAPITAL	\$0	\$0	\$20,405	\$0
		<b>EXPENDITURE TOTALS</b>	<b>\$1,093,155</b>	<b>\$1,056,397</b>	<b>\$1,057,397</b>	<b>\$1,098,244</b>

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

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

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

- To ensure that current and accurate information regarding the operations of County Government is available to the public through the County's website and social media in a format that is responsive in design and accessible to all regardless of abilities.
- To strive to improve scores for website openness and transparency by providing more information to the public.
- To improve citizen engagement by better access to County Board and Committee meetings through public access channel and internet broadcasts of the meetings.
- To move to a commodity based information technology service model.

- To continue to plan, develop, and implement cost-effective technology infrastructure improvements that enhance the reliability and functionality of technology resources for all County departments and improve wide area network connectivity for sharing resources digitally with other governmental agencies.
- To develop ways to share services with other governmental entities to reduce costs and improve performance.

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

*County Board Goal 3 –Champaign County promotes a safe, just and healthy community*

- To document and update the technology disaster recovery plan to ensure continuing county operations which support health and safety in the event of a disaster.
- To ensure the justice and public safety offices and nursing home have the technology resources that they need in order to provide services to the public.

*County Board Goal 4 – Champaign County is a county that supports balanced, planned growth to balance economic growth with preservation of our natural resources*

- To maintain a capital equipment replacement plan for all of county's technology to ensure an effectively managed and budgeted technology replacement schedule.
- To ensure that the County's technology resources are managed in a way that ensures minimal energy usage.
- To offer advice to County departments ensuring that technology projects are sustainable in the future.

## ***DESCRIPTION***

The IT Department provides computer, reporting, and programming support to the County's 600 plus technology devices supporting the County's workforce. Services include:

- operation of a secure and robust computer network that connect all of the County's worksites via fiber optic cabling or secure site to site VPN
- development and maintenance of the County's website
- operation of sixty-four Windows servers, twenty-five SQL database servers, and two IBM iSeries mid-range computers
- programming services for various customized in-house programs used for animal control, accounting and purchasing system, fixed asset system, real estate tax assessment, and collection system
- operation and support of various vendor purchased solutions for timekeeping and human resources, Nursing Home ERP, inmate services, public safety, and management of court-related offices
- broadcasting, recording, and video streaming of all County Board and Committee meetings
- network perimeter security including firewalls and virus/malware protection
- video evidence management

Support is provided using an integrated help desk, which is manned during regular business hours and monitored on an emergency basis outside of regular business hours. After hours service is also provided to three shift operations at the Adult and Juvenile Detention Centers, Coroner's Office and Nursing Home through an on-call cell phone. Incidents are tracked using the software and can be anything from a "how do I do this" question to a malfunctioning printer or computer to a major programming change. Utilization of

the help desk by employees allows IT Services to track frequent issues which can result in identification of opportunities for training as well as ways to improve business processes.

## **OBJECTIVES**

1. To provide quick, reliable, trusted, and cost-effective IT services to all users while improving staff efficiency
2. To ensure the security and protection of all electronic information maintained and shared through the County's network
3. To work with all County Departments to develop information technology as a means to improve the effectiveness and performance of programs and initiatives of County government
4. To provide training resources for County Departments

## **PERFORMANCE INDICATORS**

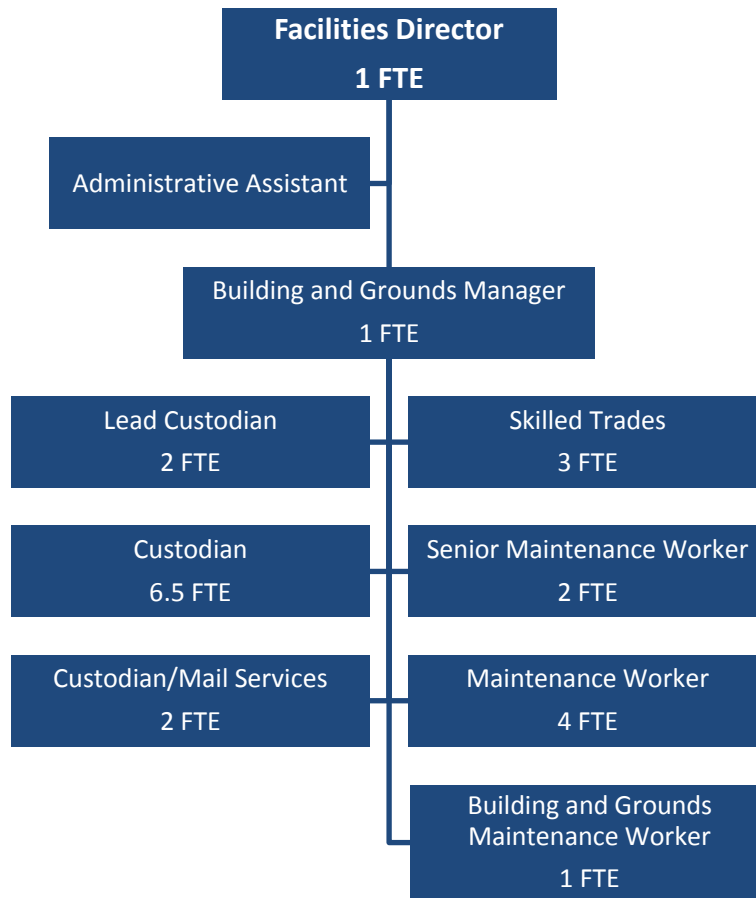
### **Projects completed in FY2017**

<b>Project</b>	<b>Outcome</b>
Migration of email system to Exchange Online	Employees can now access Outlook Online via the internet, allowing them access from anywhere they might be working during a disaster without having to connect to an on premise system.
Deployment of Office365 with OneDrive for Business	Employees can access Microsoft Office products via the internet, or access install sources for Microsoft Office programs via the internet, allowing them access from anywhere they might be working during a disaster. Employees also have access to OneDrive for Business, where they can store vital documents safely and securely in the Microsoft cloud, again improving their ability to access documents during a disaster.
City of Urbana AS400 backup site	The County has entered into a lease with the City of Urbana so that they can locate their backup AS400 at Brookens, taking advantage of the Wide Area Network that the County, City of Urbana, City of Champaign and U of I have built. This is an example of sharing services with other governmental entities.
Internet Service Sharing	The County has entered into an Intergovernmental Agreement with the City of Urbana and the Urbana Free Library to share internet bandwidth from the Illinois Century Network. The combined bandwidth consumed by the three agencies allows us to purchase a bigger pipe at reduced cost.

Annual Computer refresh	The County generally replaces personal computers (PCs) every five years, which means County IT replaces approximately 130 computers each year. In 2017 the primary departments receiving replacements were the Circuit Court, Adult Detention and State's Attorney. Computers were replaced within the financial parameters set forth in the Capital Equipment Replacement budget
Deployment of Surface Pro tablet computers	The 2016 project to build out wireless network access in the Courthouse has led to interest in wireless devices. Judges in the Circuit Court as well as a trial group of seven Assistant State's Attorneys received Microsoft Surface Pros in 2017. These devices can be used in the office as well as the courtroom and provide a full range of capabilities.
Replacement of Mobile Data Computers with tablets	In anticipation of the Circuit Clerk's eCitation initiative, the Sheriff's Office began replacing Mobile Data Computers in squad cars with tablet computers in 2017. More will be replaced in 2018.
Website redesign	The website redesign (necessary to help meet WCAG 2.0 Level A and AA guidelines for accessibility) was completed in 2017 when the real estate tax and assessment lookups were redesigned. With the exception of archival scanned PDF documents the website is in now fully accessible and responsive to mobile devices.
Firewall Replacement	The County's single firewall was replaced in 2017 with redundant firewalls that have failover capabilities and staff took training on managing the new firewalls. The firewalls provide perimeter security for the County's redundant internet connections and needed to be replaced due to end of support for Microsoft Forefront Threat Management Gateway.
Wireless network access	Off network and on network wireless access was installed at the Satellite Jail and Downtown Jail. The medical vendor uses the off network wireless for an electronic medical records system. Staff uses on network wireless for mobile tablet computers and the public defender uses it to show video evidence to clients at the jails.

# PHYSICAL PLANT

## Fund 080-071



Physical Plant positions: 22.5

### MISSION STATEMENT

*The Physical Plant will strive to provide a safe, clean, and comfortable environment for County employees and visitors in all County buildings, and to maintain and upgrade the integrity of all primary and secondary building systems.*

### BUDGET HIGHLIGHTS

Historically, funds from Public Safety Sales Tax have been used to reimburse this budget for the utilities and maintenance of public safety facilities. Due to other public safety expenditures and underperforming revenues, full reimbursement for these expenses has not occurred since FY2013. In FY2017, the county will make a final payment on one of its public safety sales tax bonds which will allow for the previously mentioned public safety expenses to be fully reimbursed at an anticipated amount of \$800,000. Fully reimbursing these expenditures will provide the ability for the General Fund to pay for its share of the replacing the County's financial system, or Enterprise Resource Planning (ERP) software.

The FY2018 Physical Plant budget represents an eighty-six thousand dollar (\$86,000) reduction in budgeted expenses from FY2017. We are able to accomplish this budget reduction via previously approved and

completed energy efficiency projects conducted in FY2014, FY2015, FY2016 and FY2017, which have reduced our energy consumption; even when our utility companies have increased their costs. In FY2018 the \$532,261 transfer to the Capital Asset Replacement Fund Facilities budget is reduced by \$70,000, and those funds will come from the Public Safety Sales Tax Fund balance for improvements planned at the satellite jail.

Rental income for FY2018 is down approximately \$80,000 due to the closure of almost 70,000 square feet of the old Nursing Home, which ILEAS previously rented for training purposes through the beginning of FY2017. The closure is a result of significant mold issues within the old structure. FY2017 actual rental income took a \$100,000 loss due to this building closure. While other rents like RPC, Attorney General have increased in FY2017/FY2018 to help offset some of this FY2017's rental loss.

The Physical Plant anticipates utility rates to stay relatively the same over the next two years, even with a pending change in providers at the end of this fiscal year. We shall continue to look for new energy efficient projects and other ways to help the County use less electric, gas and water utilities. Continuing to upgrade systems to greener technologies (e.g., energy efficiency lighting and control systems), increased recycling of outdated bulbs, and increasing filter changes on air handling equipment will help to keep our utility expenses flat over the FY2018 budget cycle.

## **FINANCIAL**

<b>Fund 080 Dept 071</b>			<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
341	39	MAINTENANCE/CUSTODIAL FEE FEES AND FINES	\$39,208 \$39,208	\$64,000 \$64,000	\$64,000 \$64,000	\$70,000 \$70,000
362	15	RENT	\$549,224	\$810,000	\$694,628	\$712,086
369	15	PARKING FEES	\$27,686	\$24,000	\$26,000	\$26,000
369	90	OTHER MISC. REVENUE MISCELLANEOUS	\$8,187 \$585,097	\$2,000 \$836,000	\$1,000 \$721,628	\$2,000 \$740,086
371	6	FROM PUB SAF SALES TAX FD INTERFUND REVENUE	\$353,110 \$353,110	\$388,356 \$388,356	\$388,356 \$388,356	\$800,000 \$800,000
<b>REVENUE TOTALS</b>			<b>\$977,415</b>	<b>\$1,288,356</b>	<b>\$1,173,984</b>	<b>\$1,610,086</b>
511	3	REG. FULL-TIME EMPLOYEES	\$748,449	\$780,807	\$780,807	\$787,997
511	4	REG. PART-TIME EMPLOYEES	\$32,250	\$38,958	\$38,958	\$40,371
511	5	TEMP. SALARIES & WAGES	\$4,343	\$42,413	\$42,413	\$42,413
511	9	OVERTIME	\$542	\$1,485	\$1,485	\$1,485
511	44	NO-BENEFIT PART-TIME EMPL PERSONNEL	\$24,881 \$810,465	\$28,454 \$892,117	\$28,454 \$892,117	\$29,274 \$901,540
522	1	STATIONERY & PRINTING	\$893	\$0	\$0	\$0
522	2	OFFICE SUPPLIES	\$0	\$380	\$380	\$380
522	3	BOOKS, PERIODICALS & MAN.	\$0	\$0	\$539	\$539
522	6	POSTAGE, UPS, FED EXPRESS	\$36	\$0	\$0	\$0
522	14	CUSTODIAL SUPPLIES	\$44,103	\$41,833	\$41,833	\$41,833
522	15	GASOLINE & OIL	\$4,441	\$14,500	\$14,000	\$12,500

Fund 080 Dept 071			2016 Actual	2017 Original	2017 Projected	2018 Budget
522	16	TOOLS	\$9,918	\$7,600	\$7,600	\$7,600
522	17	GROUNDS SUPPLIES	\$2,349	\$8,346	\$8,346	\$8,000
522	19	UNIFORMS	\$2,716	\$8,400	\$8,400	\$8,400
522	22	MAINTENANCE SUPPLIES	\$16,670	\$11,960	\$11,421	\$11,421
522	44	EQUIPMENT LESS THAN \$5000	\$11,836	\$10,500	\$10,500	\$10,500
522	93	OPERATIONAL SUPPLIES	\$18,535	\$18,800	\$18,800	\$18,000
		COMMODITIES	\$111,497	\$122,319	\$121,819	\$119,173
533	4	ENGINEERING SERVICES	\$0	\$0	\$5,800	\$5,500
533	6	MEDICAL/DENTAL/MENTL HLTH	\$25	\$0	\$0	\$0
533	7	PROFESSIONAL SERVICES	\$11,197	\$2,000	\$2,066	\$2,000
533	12	JOB-REQUIRED TRAVEL EXP	\$3,156	\$3,500	\$3,500	\$2,500
533	30	GAS SERVICE	\$245,308	\$386,011	\$350,000	\$350,000
533	31	ELECTRIC SERVICE	\$839,308	\$830,000	\$780,000	\$780,000
533	32	WATER SERVICE	\$69,873	\$90,315	\$84,000	\$83,500
533	33	TELEPHONE SERVICE	\$11,247	\$12,000	\$12,000	\$12,000
533	34	PEST CONTROL SERVICE	\$10,202	\$11,315	\$11,315	\$11,315
533	36	WASTE DISPOSAL & RECYCLNG	\$41,018	\$41,160	\$41,160	\$41,160
533	38	STORMWATER UTILITY FEE	\$34,047	\$40,000	\$40,000	\$40,000
533	40	AUTOMOBILE MAINTENANCE	\$992	\$2,138	\$2,138	\$2,138
533	42	EQUIPMENT MAINTENANCE	\$10,367	\$9,860	\$9,860	\$9,860
533	44	MAIN ST JAIL REPAIR-MAINT	\$17,581	\$47,650	\$47,550	\$47,550
533	46	1905 E MAIN REPAIR-MAINT	\$10,114	\$15,407	\$15,357	\$15,357
533	47	JUV DET CTR REPAIR-MAINT	\$12,222	\$11,479	\$14,326	\$20,000
533	51	EQUIPMENT RENTALS	\$6,021	\$5,546	\$5,546	\$5,000
533	58	EMPLOYEE PARKING	\$16,740	\$16,560	\$17,500	\$18,091
533	61	1701 E MAIN REPAIR-MAINT	\$28,633	\$38,888	\$38,788	\$38,788
533	67	202 BARTELL BDG RPR-MAINT	\$4,873	\$4,000	\$2,282	\$2,673
533	70	LEGAL NOTICES,ADVERTISING	\$100	\$600	\$300	\$600
533	74	JURORS' PARKING	\$45,815	\$45,000	\$45,000	\$45,000
533	85	PHOTOCOPY SERVICES	\$114	\$130	\$80	\$100
533	86	NURS HOME BLDG REPAIR/MNT	\$0	\$0	\$5,192	\$0
533	93	DUES AND LICENSES	\$176	\$468	\$468	\$468
534	25	COURT FACILITY REPR-MAINT	\$74,329	\$54,075	\$53,775	\$53,775
534	27	ANIM SERV FACIL RPR-MAINT	\$13,973	\$5,091	\$5,091	\$5,091
534	37	FINANCE CHARGES,BANK FEES	\$37	\$0	\$0	\$0
534	46	SEWER SERVICE & TAX	\$39,808	\$49,045	\$49,045	\$49,045
534	58	LANDSCAPING SERVICE/MAINT	\$16,025	\$3,428	\$3,428	\$3,428
534	67	1701 OUTBLDGS REPAIR-MNT	\$870	\$2,881	\$2,881	\$2,881
534	70	BROOKNS BLDG REPAIR-MAINT	\$33,616	\$40,909	\$40,909	\$40,909
534	72	SATELLITE JAIL REPAIR-MNT	\$35,136	\$45,000	\$42,404	\$42,404
534	76	PARKING LOT/SIDEWLK MAINT	\$4,160	\$24,383	\$24,383	\$24,383
		SERVICES	\$1,637,083	\$1,838,839	\$1,756,144	\$1,755,516
571	14	TO CAPITAL IMPRV FUND 105	\$532,261	\$532,261	\$532,261	\$462,261
		INTERFUND EXPENDITURE	\$532,261	\$532,261	\$532,261	\$462,261
581	5	INTGOVTL LOAN PRINC PMTS	\$19,688	\$0	\$0	\$0
581	6	DEBT CERTFCATE PRINC PMTS	\$130,000	\$135,000	\$135,000	\$140,000



Fund 080 Dept 071		2016 Actual	2017 Original	2017 Projected	2018 Budget
582	6	INTEREST ON DEBT CERTIFCT DEBT	\$61,590 \$211,278	\$57,390 \$192,390	\$57,390 \$192,390
EXPENDITURE TOTALS		\$3,302,584	\$3,577,926	\$3,494,731	\$3,429,480

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

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

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

- Reduce overall operating cost of each County owned building by retrofitting existing equipment and systems with the most cost-efficient, sustainable, and/or organic solutions
- Improve maintenance and repair documentation to assist in predicting system failures and the need for capital improvements expenses
- Document and plan for impact of service expansion demands on county offices, based on county demographics, in terms of providing appropriate and adequate space
- Utilize the Facility Asset Analysis to document and budget for Capital Improvements to repair/replace various components of County-owned facilities.
- Provide a safe and comfortable physical environment in all County-owned facilities for the benefit of county employees, as well as the public

#### **DESCRIPTION - CUSTODIAL SERVICES**

The Custodian Division's primary responsibility is to provide a safe, clean, and comfortable environment for County employees and visitors in the County's buildings. The custodians also provide once daily courier mail services between the County's two main buildings, the Courthouse and Brookens Administrative Center. The Custodian Division consists of two Lead Custodians, five full-time Custodians, two of which perform the daily out-going mail services, and seven part-time Custodians.

#### **OBJECTIVES**

1. To provide custodial services to County buildings
2. To provide a clean and healthy environment for all County employees and the public.
3. To provide mail services for County daily mail operations.

#### **PERFORMANCE INDICATORS**

Indicator	FY2016 Actual	FY2017 Projected	FY2018 Budgeted
Total Square Feet cleaned on daily basis	486,227	486,227	486,227
Pieces of mail processed	315,000	325,000	360,000

#### **DESCRIPTION – GROUNDS MAINTENANCE**

The Grounds Maintenance Division consists of two Maintenance Workers and the temporary use of seasonal helpers. The Grounds Division maintains over fifty acres and their duties include: mowing; edging; trimming trees; landscape maintenance; and clearing snow fall from all County parking lots and sidewalks. When seasonal work slows, and as time and budget allows, the Grounds Division assists with special projects and building maintenance, such as interior painting, carpet replacement and other general maintenance repairs.

### **OBJECTIVES**

1. To maintain both routine and extensive grounds-keeping activities for existing and new facilities
2. To provide snow removal from parking lots and sidewalks.

### **PERFORMANCE INDICATORS**

<b>Indicator</b>	<b>FY2016 Actual</b>	<b>FY2017 Projected</b>	<b>FY2018 Budgeted</b>
Number of parking lots cleared within 6 hours of major snow events	8	8	8
Number of parking lots cleared within 24 hours of major snow events	22	22	22
Number of hours to clear all sidewalks after major snow events	12	12	12
Number of major snow events	12	3	5
Square footage of painting completed	25,000	50,000	25,000
Square footage of carpet replacement completed	2,000	1,600	1,600

### **DESCRIPTION - BUILDING MAINTENANCE**

The Building Maintenance Division consists of the Facility Director, one Building and Grounds Manager, three Skilled Trades, two Senior Maintenance, and four Maintenance positions. The Building and Grounds Manager and the nine Maintenance Workers are required to perform all building maintenance on 791,075 square feet of County Buildings. The Maintenance Division performs major and minor remodeling projects of County buildings and utility systems. The Maintenance Division also assists the Grounds Division during severe weather conditions with snow removal and as other needs arise.

### **OBJECTIVES**

1. To maintain and/or properly repair mechanical equipment in all County buildings
2. Determine costs associated with, and oversee, remodeling and renovation of building structures
3. To perform major and minor remodeling projects
4. To maintain files for all leases for County property and maintenance service contracts

### **PERFORMANCE INDICATORS**

<b>Indicator</b>	<b>FY2016 Actual</b>	<b>FY2017 Projected</b>	<b>FY2018 Budgeted</b>
Total square footage of buildings maintained	791,075	791,075	791,075
Number of helpdesk tickets submitted	350	400	425
Number of helpdesk/work tickets completed	565	1,443	1,600
Number of preventive maintenance work orders	225	941	1,000
Number of leases maintained	15	14	14
Number of special projects initiated	9	12	10

Number of special projects completed	9	8	0
Total budget for repair and maintenance line items	\$292,431	\$292,431	\$302,431
Total budget for facilities upgrade/replacement	0	0	0

### **DEBT SERVICE**

The debt service for the 2010A General Corporate Fund Installment Purchase Debt Certificates, which were issued for the construction of the Coroner's Office/County Clerk Elections Storage/Physical Plant Operations building at 202 Art Bartell Drive, is paid out of the Physical Plant budget. The debt service schedule for these bonds is shown below.

#### **Bond Issue 2010A – 202 Art Bartell Construction Bonds**

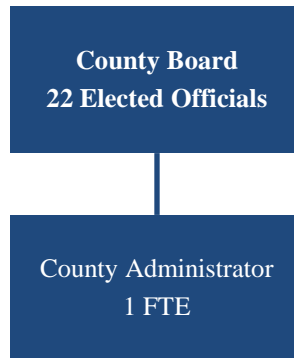
<b>Maturity Date</b>	<b>Principal</b>	<b>Interest Rate</b>	<b>Original Yield to Maturity</b>
1/1/2019	\$140,000	4.00%	3.81%
1/1/2021	\$300,000	4.30%	4.34%
1/1/2023	\$330,000	4.50%	4.60%
1/1/2025	\$360,000	4.90%	4.98%
<b>Total</b>	<b>\$1,130,000</b>		

#### **Debt Service Payments**

<b>Fiscal Year</b>	<b>Principal</b>	<b>Interest</b>	<b>Total</b>
FY 2018	\$140,000	\$50,990	\$190,990
FY 2019	\$145,000	\$45,390	\$190,390
FY 2020	\$155,000	\$39,155	\$194,155
FY 2021	\$160,000	\$32,490	\$192,490
FY 2022	\$170,000	\$25,290	\$195,290
FY 2023	\$175,000	\$17,640	\$192,640
FY 2024	\$185,000	\$9,065	\$194,065
<b>TOTAL</b>	<b>\$1,130,000</b>	<b>\$220,020</b>	<b>\$1,350,020</b>

# COUNTY BOARD

## General Fund 080-010



County Board positions: 22 elected County Board Members plus 1 FTE  
See information below regarding change in form of government in December 2018.

The Champaign County Board is the County's governing body. It is composed of 22 members elected to staggered two- and four-year terms. Its operations are supported through the General Fund.

At the November 2016 general election, voters approved a proposition to establish the County Executive Form of Government. The individual elected to the position will take office in December 2018 following the November general election. In July 2017, the County Board began reviewing information prepared by the Champaign County State's Attorney's Office in order to proceed with implementing the new form of government.

### ***MISSION STATEMENT***

***The Champaign County Board is committed to the citizens of Champaign County by providing services in a cost-effective and responsible manner; which services are required by state and federal mandates, and additional services as prioritized by the County Board in response to local and community priorities.***

### ***BUDGET HIGHLIGHTS***

Revenue for the County Board reflects an increase in cable television franchise revenues in FY2018. As a budget-balancing measure, in FY2018 the County Board authorized implementation of a Civic Contribution fee for its Municipal Electric Aggregation Program. The contribution is built-in to the electric supply rate and is \$0.001 per kWh. It is estimated that revenue from the contribution will result in \$93,000 in FY2018.

The FY2018 personnel budget includes one-month salary for the Elected County Executive position, and a decrease in the salary budgeted for the County Board Chair in December 2018.

After having eliminated its NACO membership in FY2016 due to budget cuts, the membership was reinstated at no cost in FY2017, and at a 50% reduced rate in FY2018. The FY2019 rate will be at the full cost of \$4,022. The Mental Health Board will pay for 50% of the FY2018 and FY2019 membership cost.

### ***FINANCIAL***

Fund 080 Dept 010	2016	2017	2017	2018
FY2018 Budget	107			
Champaign County, Illinois			County Board	General Fund 080-010

			Actual	Original	Projected	Budget
321	10	LIQUOR/ENTERTNMNT LICENSE	\$31,891	\$35,000	\$30,000	\$28,000
		LICENSES AND PERMITS	\$31,891	\$35,000	\$30,000	\$28,000
341	45	ADMINISTRATIVE FEES	\$247	\$500	\$200	\$200
		FEES AND FINES	\$247	\$500	\$200	\$200
362	10	CABLE TV FRANCHISE	\$298,856	\$280,000	\$295,000	\$310,000
362	11	MEA CIVIC CONTRIBUTION	\$0	\$0	\$0	\$93,000
363	30	M.L.KING EVENT CONTRIBS	\$7,145	\$11,000	\$7,000	\$11,000
369	90	OTHER MISC. REVENUE	\$4,600	\$5,000	\$2,500	\$2,500
		MISCELLANEOUS	\$310,601	\$296,000	\$304,500	\$416,500
		<b>REVENUE TOTALS</b>	<b>\$342,739</b>	<b>\$331,500</b>	<b>\$334,700</b>	<b>\$444,700</b>
511	1	ELECTED OFFICIAL SALARY	\$29,274	\$29,274	\$29,274	\$36,966
511	2	APPOINTED OFFICIAL SALARY	\$172,639	\$130,007	\$130,007	\$130,007
511	5	TEMP. SALARIES & WAGES	\$9,985	\$0	\$0	\$0
511	6	PER DIEM	\$49,455	\$52,000	\$52,000	\$52,000
513	20	EMPLOYEE DEVELOPMNT/RECOG	\$2,542	\$4,000	\$4,000	\$4,000
		PERSONNEL	\$263,895	\$215,281	\$215,281	\$222,973
522	2	OFFICE SUPPLIES	\$339	\$0	\$0	\$0
		COMMODITIES	\$339	\$0	\$0	\$0
533	7	PROFESSIONAL SERVICES	\$1,550	\$2,750	\$2,750	\$2,750
533	12	JOB-REQUIRED TRAVEL EXP	\$7,909	\$9,000	\$9,000	\$9,000
533	70	LEGAL NOTICES,ADVERTISING	\$6,677	\$4,500	\$4,500	\$5,000
533	73	EMPLOYEE/OFFC RELOCATION	\$12,500	\$0	\$0	\$0
533	84	BUSINESS MEALS/EXPENSES	\$2,072	\$0	\$0	\$0
533	93	DUES AND LICENSES	\$54,023	\$54,023	\$54,098	\$55,030
533	95	CONFERENCES & TRAINING	\$854	\$2,000	\$2,000	\$2,000
534	98	M.L.KING EVENT EXPENSES	\$4,508	\$12,500	\$6,500	\$12,500
		SERVICES	\$90,093	\$84,773	\$78,848	\$86,280
		<b>EXPENDITURE TOTALS</b>	<b>\$354,327</b>	<b>\$300,054</b>	<b>\$294,129</b>	<b>\$309,253</b>

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

### ***COUNTY BOARD ALIGNMENT TO STRATEGIC PLAN***

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

- Develop strategies for declining state support
- Replace the County's financial software system

- Move commodity information technology systems to cloud services to allow IT staff to focus on County systems, buying services when appropriate
- Develop a list of core, mandated services provided by the County
- Develop strategies for retention and continuity in county leadership roles

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

- Implement the long range facilities master plan based on the Facilities Condition Assessment
- Address the immediate needs of County facilities and finalize ADA requirements under the County's Settlement Agreement with the Department of Justice
- Explore alternative sources of revenue for facilities maintenance and new facilities

*County Board Goal 3 –Champaign County promotes a safe, just and healthy community*

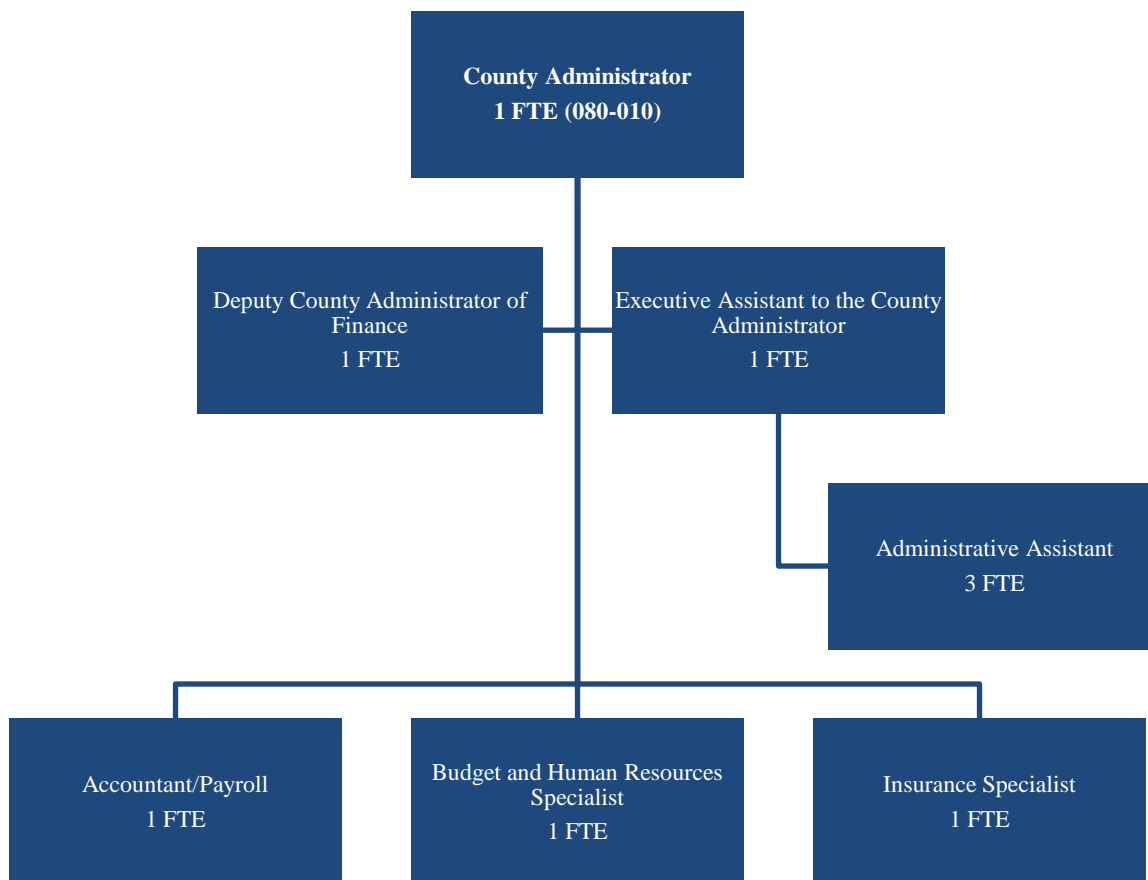
- Address the financial sustainability and viability of the Champaign County Nursing Home with a long term strategy
- Work with local partners in the establishment of an adult assessment center
- Establish a system of review for County ordinances, resolutions, and plans, such as disaster plans
- Establish a review of County departments, boards, and commissions to ensure they meet and respond to current needs

*County Board Goal 4 – Champaign County is a county that supports balanced, planned growth to balance economic growth with preservation of our natural resources*

- Ensure that all new programs have a model that sustains them past startup
- Seek more intergovernmental cooperation in planning in land use and fringe areas
- Develop energy reduction plans for both conservation and cost savings

## ADMINISTRATIVE SERVICES

### General Fund 080-016



Administrative Services positions: 8 FTE

The Administrative Services Department coordinates and implements actions approved by the County Board. The Department serves under the direction of the County Administrator appointed by the County Board. Responsibilities managed by the Department include Financial Management and Budgeting Services, Human Resources Services, Risk Management, Purchasing Services, and Administrative Support Services to the Champaign County Board, IT Department, Physical Plant Department, GIS Consortium, and Veterans' Assistance Commission.

#### ***MISSION STATEMENT***

***It is the mission of Administrative Services to provide professional management and administrative support to the Champaign County Board and all Champaign County Offices to ensure the implementation of Champaign County Board policies and procedures.***

#### ***BUDGET HIGHLIGHTS***

Two vacancies occurred in FY2017 and the department functioned with one administrative assistant for the majority of the fiscal year while the County Administrator planned for the reorganization of the department.

A transfer from the Health Insurance Fund to reimburse a portion of the Insurance Specialist's salary and benefits is reduced in FY2018 due to a change in the way this reimbursement is calculated and billed to departments.

## **FINANCIAL**

		<b>Fund 080 Dept 016</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
337	26	LOC GVT RMB-POSTAGE	\$7,721	\$6,500	\$7,000	\$7,000
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$7,721	\$6,500	\$7,000	\$7,000
369	12	VENDING MACHINES	\$5,881	\$6,000	\$5,500	\$5,500
369	90	OTHER MISC. REVENUE	\$477	\$50	\$0	\$0
		MISCELLANEOUS	\$6,358	\$6,050	\$5,500	\$5,500
371	11	FROM GIS CONSORTIUM 850	\$3,581	\$4,300	\$3,000	\$3,000
371	20	FROM HLTH INSUR FUND 620	\$29,636	\$30,113	\$30,113	\$23,000
381	12	INTERFUND POSTAGE REIMB	\$13,675	\$15,000	\$13,500	\$13,500
381	73	REIMB FRM SELF-INS FND476	\$18,700	\$19,244	\$19,244	\$19,632
		INTERFUND REVENUE	\$65,592	\$68,657	\$65,857	\$59,132
		<b>REVENUE TOTALS</b>	<b>\$79,671</b>	<b>\$81,207</b>	<b>\$78,357</b>	<b>\$71,632</b>
511	3	REG. FULL-TIME EMPLOYEES	\$429,078	\$442,085	\$442,085	\$451,948
511	5	TEMP. SALARIES & WAGES	\$9,476	\$9,424	\$9,424	\$9,424
		PERSONNEL	\$438,554	\$451,509	\$451,509	\$461,372
522	1	STATIONERY & PRINTING	\$698	\$500	\$500	\$500
522	2	OFFICE SUPPLIES	\$2,123	\$2,450	\$2,450	\$2,450
522	3	BOOKS, PERIODICALS & MAN.	\$657	\$1,000	\$1,000	\$1,000
522	6	POSTAGE, UPS, FED EXPRESS	\$204,864	\$234,500	\$234,500	\$234,500
522	15	GASOLINE & OIL	\$459	\$750	\$500	\$750
522	44	EQUIPMENT LESS THAN \$5000	\$1,242	\$1,300	\$1,300	\$1,300
522	93	OPERATIONAL SUPPLIES	\$1,749	\$1,350	\$1,350	\$1,350
		COMMODITIES	\$211,792	\$241,850	\$241,600	\$241,850
533	7	PROFESSIONAL SERVICES	\$9,601	\$12,641	\$11,000	\$12,000
533	33	TELEPHONE SERVICE	\$195	\$200	\$200	\$200
533	40	AUTOMOBILE MAINTENANCE	\$78	\$500	\$500	\$500
533	42	EQUIPMENT MAINTENANCE	\$3,181	\$6,500	\$6,500	\$6,500
533	51	EQUIPMENT RENTALS	\$600	\$1,200	\$1,000	\$1,000
533	70	LEGAL NOTICES,ADVERTISING	\$0	\$1,800	\$1,800	\$1,800
533	84	BUSINESS MEALS/EXPENSES	\$27	\$0	\$0	\$0
533	93	DUES AND LICENSES	\$2,998	\$3,383	\$4,000	\$4,224
533	95	CONFERENCES & TRAINING	\$1,865	\$3,500	\$3,500	\$3,500
		SERVICES	\$18,545	\$29,724	\$28,500	\$29,724



**EXPENDITURE TOTALS****\$668,891****\$723,083****\$721,609****\$732,946**

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

***ALIGNMENT to STRATEGIC PLAN***

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

- Annually prepare and monitor the County's budget to ensure overall compliance with the County Board's mandate for a balanced budget operation.
- Evaluate service demand on current staffing, to adopt staffing efficiencies when possible and ensure department functions are successfully completed within the approved budget.
- Administration of the Department of Justice Settlement Agreement under the Americans with Disabilities Act.
- Provide opportunities for inter-active engagement with employees in benefits management, especially with respect to health insurance, deferred compensation, and worker's compensation.
- Share in goal setting and provide clear expectations of performance to ensure success in employee performance.

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

- Work with the Physical Plant Director in the documentation and fiscal management plan of a comprehensive Capital Improvement Plan for all county-owned facilities.

*County Board Goal 4 – Champaign County is a county that supports balanced, planned growth to balance economic growth with preservation of our natural resources*

- Support the County Board in planning activities to document planned management of growth in county government – particularly as it is affected by changing demographics within the community.

***DESCRIPTION – COUNTY BOARD SUPPORT SERVICES***

Administrative Services provides the planning, monitoring, projecting, and production of the annual budget; attendance at all County Board Committee meetings, except Highway; preparation and distribution of agendas; preparation of minutes; and maintenance of all county contracts.

***OBJECTIVES***

1. Receive the GFOA Distinguished Budget Presentation Award.
2. Move toward the Fund Balance Target and maintain the Fund Balance Goal for the General Corporate Fund, 16.7% and 12.5% of operating expenditures respectively.
3. Present a budget in compliance with state statute and County Board guidelines and parameters.
4. Prepare the calendar and notices for all County Board Committees and County Board Meetings.
5. Prepare and distribute County Board Agendas and attachments in compliance with the Open Meetings Act.

6. Attend all committee meetings (except Highway) and prepare and distribute minutes for review at the next regularly scheduled meeting.
7. File and maintain all contracts approved by the County Board.
8. Maintain appointments database and procedural implementation of the appointments process.

### ***PERFORMANCE INDICATORS***

<b>Indicator</b>	<b>FY2016 Actual</b>	<b>FY2017 Projected</b>	<b>FY2018 Budgeted</b>
GFOA Distinguished Budget Presentation Award Received	Yes	Yes	Yes
FY Ending General Corporate Fund Balance (as a % of expenditure)	12.9%	11.7%	*12.9%
Meeting Agendas Prepared	162	180	170
Meeting Agendas Posted in Compliance with the Open Meetings Act	100%	100%	100%
Committee Meetings Staffed	92	86	89
Sets of Minutes Posted	119	108	113
Contracts Prepared & Recorded	37	40	38
Appointments Advertised & Filled	74	69	71
Resolutions Prepared	323	294	308

In FY2016 and FY2017, the Champaign County Nursing Home was unable to reimburse the General Fund for the general obligation bond debt service. It is also not anticipated that there will be reimbursement for the debt service in FY2018. Similarly, the County has not been paid for many of the services it provides the Nursing Home, nor expenditures that the County pays and requests reimbursement for such as postage and the outside audit. This has had a significant impact on the General Fund's fund balance. By the end of FY2017 the projected fund balance as a percentage of the expenditure budget falls below the County's Financial Policy guideline of 12.5%.

\*The FY2018 budget includes additional property revenue related to a potential ruling in the hospital property tax exemption case. The County is uncertain if it will receive the additional \$474,119 in revenue. If it is determined that the County will not receive the revenue, the budget will be amended. The FY2018 fund balance without the additional property tax revenue is projected at 11.6%

### ***DESCRIPTION – HUMAN RESOURCE & RISK MANAGEMENT SUPPORT SERVICES***

The following services are provided by the staff of Administrative Services for all county funds, departments, and employees: payroll management; benefits management of employee benefits; unemployment and worker's compensation management; EEO tracking and job posting management and assistance; and salary administration program services.

### ***OBJECTIVES***

1. Provide annual training and information about employee benefit programs to ensure employees are well-informed about their benefits and benefit options.

2. Provide direct assistance to employees in navigating systems and obtaining service from appropriate providers in claims management and resolution of problem claims.
3. Maximize the value of benefits services for dollars spent.
4. Manage issuance of bi-weekly payroll for the entire organization accurately and timely.
5. Meet monthly, quarterly, and annual federal and state payroll reporting requirements.
6. Provide direct assistance to employees regarding payroll-related issues and information.
7. Continue development and enhancement of payroll and insurance benefit services through programming and technology systems solutions.
8. Provide recommendations and information for creating a safe work environment for all county offices and departments.
9. Ensure proper investigation of all work-related injuries.
10. Minimize county's exposure and liability with regard to work-related injuries, liability claims, property, and automobile losses.
11. Serve as a resource to County department heads regarding the County Salary Administration Program.

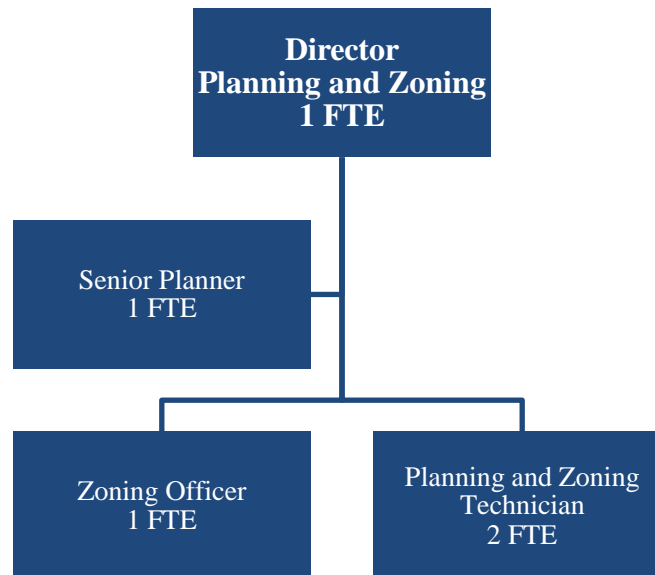
### ***PERFORMANCE INDICATORS***

<b>Indicator</b>	<b>FY2016 Actual</b>	<b>FY2017 Projected</b>	<b>FY2018 Budgeted</b>
Open Enrollment Employee Meetings/Open Enrollment Packets Distributed during Benefits Orientation	12/157	12/138	12/130
Employees Provided Assistance with Claims Management	25	25	25
% Increase in Annual Health Insurance Benefit Cost	2.32%	11.6%	9%
Average # of Employees Receiving Bi-Weekly Paychecks	969	950	950
Annual Payroll Errors Requiring Issuance of Special Check	7	6	4
Contacts with Employees Relating to Payroll	360	330	350
HR Related Training Opportunities Offered to Departments	12	12	12
Work-Related Injuries	103	80	75
Auto/Property/Liability claims	13/9/5	15/15/5	15/15/5
Personnel Change Transactions Managed *	228	200	200

*\*Excludes Nursing Home & RPC Personnel Transactions*

## PLANNING & ZONING

### Fund 080-077



Planning and Zoning positions: 5 FTE

### **MISSION STATEMENT**

*To enable the County Board to formulate and prioritize clear and effective policies, plans, and programs related to land use and development; to implement the County Board's policies and programs effectively and efficiently; and to provide the highest level of service to the public while maintaining the highest professional standards within the limits of available resources.*

### **BUDGET HIGHLIGHTS**

**Zoning Permit fees for FY2017 are projected to be about 11% less than FY2016 and that decline is anticipated to continue in FY2018 with fees anticipated to be about 9% less than FY2017.** In FY2016 there had been 89 permits and fees of \$28,202 by the end of June 2016 and by the end of FY2016 there had been a total of 172 permits and \$55,814 in fees. Only 78 permits and \$23,986 in fees had been received by the end of June 2017. The projection for all of FY2017 is 140 permits and fees of \$49,051. FY2018 is anticipated to have 150 permits and fees of \$46,117.

**Zoning Case fees for FY2017 are projected to be about 62% less than FY2016 but FY2018 fees are anticipated to rebound to be about 85% greater than FY2017.** By the end of June 2016 there had been 23 new Cases with fees of \$9,243 and by the end of FY2016 there was a total of 43 new Cases with total fees of \$13,278. Only 13 new Zoning Cases with \$2,857 in fees had been received by the end of June 2017. The projection for all of FY2017 is 25 new Zoning Cases with fees of \$5,075. FY2018 is anticipated to have 38 new Zoning Cases with fees of \$9,389.

**Nuisance complaints in FY2017 are projected to be about 39% greater than in FY2016 but the number of complaints anticipated in FY2018 is anticipated to be about 15% less than FY2017.** In FY2016 there were 60 complaints received and 50 complaints were resolved and FY2016 ended with a backlog of 323 complaints. By the end of June 2017 there had been 27 new complaints and 5 complaints

had been resolved. The projection for all of FY2017 is 63 new complaints and 56 complaints resolved with an ending backlog of 330 complaints. FY2018 is anticipated to have 54 new complaints with 60 complaints resolved for an ending backlog of 324 complaints.

**In FY2017 the MS4 Storm Water Program has dominated the County's long-term planning resources to the detriment of implementing the Land Resource Management Plan.** In FY2017 the MS4 Storm Water Program will consume 35% of Champaign County's long-term planning resources (the Annual Planning Contract with the Regional Planning Commission) in order to complete the MS4 Storm Sewer System Map per the agreement with IEPA and new requirements added by the IEPA's ILR40 Permit that became effective on 3/1/16. For FY2018 the MS4 Storm Water Program is anticipated to consume 34% of the Planning Contract.

## **FINANCIAL**

<b>Fund 080 Dept 077</b>			<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
322	40	ZONING USE PERMITS	\$55,814	\$48,110	\$49,992	\$46,262
		LICENSES AND PERMITS	\$55,814	\$48,110	\$49,992	\$46,262
341	30	ZONING & SUBDIVISION FEE	\$13,278	\$9,283	\$5,075	\$9,389
		FEES AND FINES	\$13,278	\$9,283	\$5,075	\$9,389
369	90	OTHER MISC. REVENUE	\$1,036	\$0	\$0	\$0
		MISCELLANEOUS	\$1,036	\$0	\$0	\$0
<b>REVENUE TOTALS</b>			<b>\$70,128</b>	<b>\$57,393</b>	<b>\$55,067</b>	<b>\$55,651</b>
511	2	APPOINTED OFFICIAL SALARY	\$77,654	\$78,897	\$78,897	\$80,786
511	3	REG. FULL-TIME EMPLOYEES	\$204,247	\$207,559	\$207,559	\$212,506
511	5	TEMP. SALARIES & WAGES	\$15,913	\$31,502	\$31,502	\$31,502
511	6	PER DIEM	\$10,800	\$12,600	\$12,600	\$12,600
		PERSONNEL	\$308,614	\$330,558	\$330,558	\$337,394
522	2	OFFICE SUPPLIES	\$1,054	\$1,000	\$980	\$1,000
522	3	BOOKS,PERIODICALS & MAN.	\$1,842	\$2,005	\$2,005	\$2,005
522	15	GASOLINE & OIL	\$463	\$1,200	\$1,200	\$1,200
		COMMODITIES	\$3,359	\$4,205	\$4,185	\$4,205
533	4	ENGINEERING SERVICES	\$1,489	\$2,400	\$2,971	\$2,400
533	7	PROFESSIONAL SERVICES	\$73,330	\$73,330	\$73,330	\$85,605
533	12	JOB-REQUIRED TRAVEL EXP	\$1,248	\$1,500	\$1,500	\$1,500
533	33	TELEPHONE SERVICE	\$20	\$0	\$20	\$20
533	40	AUTOMOBILE MAINTENANCE	\$662	\$200	\$200	\$200
533	70	LEGAL NOTICES,ADVERTISING	\$3,681	\$3,262	\$2,000	\$3,262
533	93	DUES AND LICENSES	\$3,171	\$1,505	\$1,653	\$1,505
533	95	CONFERENCES & TRAINING	\$0	\$1,600	\$856	\$1,600
534	21	PROP CLEARANCE / CLEAN-UP	\$2,723	\$6,800	\$6,800	\$6,800
		SERVICES	\$86,324	\$90,597	\$89,330	\$102,892

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

### **ALIGNMENT to STRATEGIC PLAN**

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

- Ensure that on-line ordinances and regulations include the most recent amendments.

*County Board Goal 4 – Champaign County is a county that supports balanced, planned growth to balance economic growth with preservation of our natural resources*

- Fulfill the demand for services within the allocated resources.
- Limit spending to the approved budget.

### **DESCRIPTION - CURRENT PLANNING**

Current Planning is a program which: (a) supports the Zoning Board of Appeals through the preparation of memoranda for most zoning cases brought to the ZBA; (b) supports the Environment and Land Use Committee and the County Board in review of subdivision plats and monitoring the construction of subdivisions; (c) maintains all land use ordinances and regulations by regular amendments when necessary; and (d) supports the Permitting Program by assisting with complicated zoning inquiries and complicated permit reviews, including the preliminary review of storm-water drainage plans.

Current Planning is staffed by one full-time Planner who is supported by the Zoning Technicians who assist with processing the zoning cases and preparing minutes of ZBA meetings.

### **OBJECTIVES**

1. Ensure conformance with all Statutory and Ordinance requirements related to zoning cases and decisions made by the ZBA and County Board
2. Ensure timely and informed decisions by the ZBA and County Board that are consistent with all adopted land use goals, policies, and plans
3. Provide equitable, knowledgeable, and responsive service to all applicants, petitioners, citizens, and elected officials
4. Maintain proper documentation of all decisions by the ZBA and County Board
5. Support other Department programs and staff with knowledgeable and responsive leadership
6. Maintain the highest degree of professionalism in relations with the public, other jurisdictions, other County Departments, other Department staff, and the County Board

### **PERFORMANCE INDICATORS**

Indicator	FY2016 Actual	FY2017 Projected	FY2018 Budgeted
<b>Workload</b>			
Number of new zoning cases	43	25	38
Number of new subdivision cases	0	0	1
Number of new storm water engineering reviews	1	2	2
Pending cases at beginning of fiscal year	13	17	12

<b>Effectiveness</b>			
Number of cases completed by ZBA	37	20	30
Number of subdivision cases by County Board	0	0	0
Number of storm water reviews completed	2	2	2

### ***DESCRIPTION - ENFORCEMENT***

The Enforcement Program: (a) receives and investigates citizen complaints related to zoning and nuisance; and (b) initiates cases related to violations of the Champaign County Zoning Ordinance.

Enforcement is staffed primarily by the full-time Zoning Officer but assistance is provided by the Zoning Technicians and the Zoning Administrator. The Champaign County Sheriff may also act to enforce the Nuisance Ordinance when warranted by the nature of a public nuisance or the time of occurrence.

### ***OBJECTIVES***

1. Ensure that nuisance and zoning complaints are completely and accurately recorded and tracked
2. Ensure that all nuisance and zoning complaints are investigated in a timely manner in compliance with the Enforcement Priorities established by ELUC, as much as possible
3. Reduce the backlog of uninvestigated complaints
4. Ensure anonymity of complainants unless and until Court testimony is required
5. As much as possible, ensure timely inspections and accurate recording of conditions of complaints
6. Maintain accurate and thorough files of all complaints
7. Support the State's Attorney's prosecution of enforcement cases as required
8. Provide professional and expert testimony at court
9. Ensure that enforcement results in conformance with all relevant federal, state, and local ordinances and regulations and special conditions
10. Provide equitable, knowledgeable, and responsive service to all applicants, petitioners, citizens, and elected officials
11. Support other Department programs and staff with knowledgeable and responsive leadership related to enforcement
12. Maintain the highest degree of integrity in relations with the public, other jurisdictions, other County Departments, other Department staff, and the County Board

### ***PERFORMANCE INDICATORS***

<b>Indicator</b>	<b>FY2016 Actual</b>	<b>FY2017 Projected</b>	<b>FY2018 Budgeted</b>
<b>Workload</b>			
Complaints received	60	63	54
Backlog of unresolved complaints at beginning of FY	312	323	330
<b>Effectiveness</b>			
Initial investigation inquiries	412	426	464
Complaints investigated with first notice	22	23	28
Complaints resolved	50	56	60
Complaints forwarded to State's Attorney	0	3	2

## ***DESCRIPTION - PERMITTING***

The Permitting Program: (a) responds to inquiries about authorized use of land; (b) accepts and reviews all applications for construction and Change of Use to ensure that the use of property and all construction complies with the Champaign County Zoning Ordinance; the Champaign County Special Flood Hazard Area Development Ordinance (Floodplain Development Permits) when relevant; and all other relevant federal, state, and local ordinances and regulations; and (c) supports the Current Planning Program by assisting with site plan reviews.

Permitting is staffed primarily by the Zoning Administrator and two full-time Zoning Technicians. The full-time Zoning Officer position also helps when necessary on more complicated reviews and inspections.

## ***OBJECTIVES***

1. Ensure conformance with all relevant federal, state, and local ordinances and regulations and special conditions required by the ZBA and the County Board
2. Ensure complete and accurate applications and supporting attachments
3. Ensure that fees are equitably assessed
4. Provide equitable, knowledgeable, and responsive service to all applicants, petitioners, citizens, and elected officials
5. Maintain accurate and thorough files of all applications
6. As much as possible, ensure timely compliance inspections, issuance of compliance certificates, and ensure that critical compliance inspections are performed in a timely manner
7. Support other Department programs and staff with knowledgeable and responsive leadership related to permit reviews
8. Maintain the highest degree of integrity in relations with the public, other jurisdictions, other County Departments, other Department staff, and the County Board

## ***PERFORMANCE INDICATORS***

<b>Indicator</b>	<b>FY2016 Actual</b>	<b>FY2017 Projected</b>	<b>FY2018 Budgeted</b>
<b>Workload</b>			
General zoning inquiries received and responded to	2,772	2,782	2,849
Lot split & RRO inquiries	97	105	106
Zoning Use Permit Applications (req. ZCC)	172	143	149
Flood Development Permit Applications	1	1	1
New Zoning Compliance Certificate inspections due	139	172	143
Backlog of overdue Zoning Compliance Inspections	552	636	765
<b>Effectiveness</b>			
Average residential permit approval time (days)	8.5	5.2	6.1
Inspections of new Zoning Compliance Certificates	19	11	15
Inspections of overdue Zoning Compliance Certificates	0	0	0
Zoning Compliance Certificates issued	55	39	39

## ***DESCRIPTION- MS4 STORM WATER PROGRAM***



Champaign County was identified as a small Municipal Separate Storm Sewer System (MS4) in March 2003 as part of the expanded Phase II National Pollutant Discharge Elimination System (NPDES) Storm Water Program. The Champaign County MS4 Storm Water Program maintains Champaign County compliance with the NPDES requirements that are enforced by the Illinois Environmental Protection Agency (IEPA) under the ILR40 General Storm Water Permit. The ILR40 Permit requires Champaign County to implement six Best Management Practices on an ongoing basis and to file an updated Notice of Intent (NOI) every five years with the IEPA in addition to filing an Annual Facility Inspection Report and pay an annual \$1,000 permit fee.

### **OBJECTIVES**

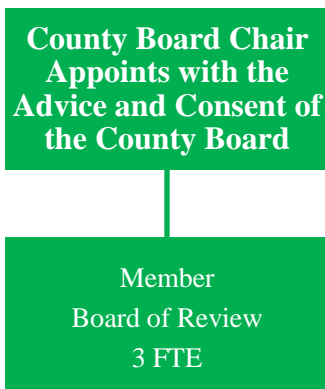
1. Ensure ongoing compliance with both the ILR40 General Stormwater Permit and the current Champaign County Notice of Intent (NOI) by ensuring effective implementation of the six required best management practices and ensure that the annual ILR40 Stormwater Permit fee is paid.
2. Ensure that the Annual Facility Inspection Report is approved by the County Board and filed with the IEPA by June 1 of each year and coordinate compliance efforts among relevant County Departments including Highway, Facilities, and Emergency Management.
3. Ensure that a new Notice of Intent is approved by the County Board and filed on time with the IEPA every 5 years.
4. Maintain files for all aspects of MS4 compliance for 5 years after expiration of any MS4 Permit.
5. Collaborate with other MS4 agencies in Champaign County.

### **PERFORMANCE INDICATORS**

<b>Indicator</b>	<b>FY2016 Actual</b>	<b>FY2017 Projected</b>	<b>FY2018 Budgeted</b>
<b>Workload</b>			
Number of Annual Outfall Inspections	0	TBD	TBD
Number of new Illicit Discharge Complaints	1	1	1
Number of new Land Disturbance Erosion Control Permits in the MS4 Jurisdictional Area	3	3	3
<b>Effectiveness</b>			
Number of Annual Inspections to Monitor Storm Water Quality	0	TBD	TBD

# BOARD OF REVIEW

## Fund 080-021



Board of Review positions: 3 FTE

The appointment, examination requirement, political makeup, compensation, and duties for members of the Board of Review are statutorily defined in Article 6 – Boards of Review – of the Property Tax Code (35 ILCS 200/).

### MISSION STATEMENT

*The Board of Review will perform all the duties as required by law to procure a full, fair, and impartial assessment of all property.*

### BUDGET HIGHLIGHTS

There is no revenue associated with the Board of Review budget. Expenditures in FY2018 will remain stable and budgeted at a level consistent with FY2017 actual expenditures.

### FINANCIAL

Fund 080 Dept 021			2016 Actual	2017 Original	2017 Projected	2018 Budget
369	90	OTHER MISC. REVENUE	\$0	\$0	\$20	\$0
		MISCELLANEOUS	\$0	\$0	\$20	\$0
		<b>REVENUE TOTALS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$20</b>	<b>\$0</b>
511	2	APPOINTED OFFICIAL SALARY	\$88,945	\$119,212	\$119,212	\$121,597
511	5	TEMP. SALARIES & WAGES	\$525	\$0	\$0	\$0
		PERSONNEL	\$89,470	\$119,212	\$119,212	\$121,597
522	1	STATIONERY & PRINTING	\$130	\$60	\$60	\$60
522	2	OFFICE SUPPLIES	\$110	\$671	\$471	\$471
522	3	BOOKS,PERIODICALS & MAN.	\$55	\$59	\$259	\$259

Fund 080 Dept 021			2016	2017	2017	2018
			Actual	Original	Projected	Budget
522	15	GASOLINE & OIL	\$99	\$350	\$350	\$350
		COMMODITIES	\$394	\$1,140	\$1,140	\$1,140
533	12	JOB-REQUIRED TRAVEL EXP	\$271	\$1,238	\$1,238	\$1,238
533	29	COMPUTER/INF TCH SERVICES	\$180	\$380	\$380	\$380
533	33	TELEPHONE SERVICE	\$29	\$80	\$80	\$80
533	40	AUTOMOBILE MAINTENANCE	\$53	\$300	\$300	\$300
533	70	LEGAL NOTICES,ADVERTISING	\$0	\$4,632	\$4,632	\$3,632
533	84	BUSINESS MEALS/EXPENSES	\$0	\$200	\$200	\$200
533	93	DUES AND LICENSES	\$100	\$748	\$748	\$748
533	95	CONFERENCES & TRAINING	\$240	\$2,750	\$2,750	\$2,750
		SERVICES	\$873	\$10,328	\$10,328	\$9,328
EXPENDITURE TOTALS			\$90,737	\$130,680	\$130,680	\$132,065

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

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

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

- To ensure that assessment decisions are fair, accurate, and equitable
- To provide access through the web site for forms, rules, and information beneficial to the public
- To participate in public forum opportunities to provide information about the assessment complaint process
- To work cooperatively with other offices and officials involved in the tax cycle, and to timely complete work to enable the tax cycle to stay on schedule

#### ***DESCRIPTION***

The Board of Review reviews property tax assessments in the County. Three (3) members are appointed by the County Board after passing a state administered exam. Board of Review meets each June to select a Chair and Secretary and to formulate and publish rules and regulations for that year's session. Board of Review accepts and holds hearings on assessment complaints from July 1<sup>st</sup> to September 10<sup>th</sup>. After September 10<sup>th</sup>, members research values on each complaint filed, thereafter issuing a written decision. Other duties include: intra county equalization, representing County in all State Property Tax Appeal Board proceedings, adding omitted property to tax rolls, acting on exemption requests, and performing sales ratio studies. Upon completion of their work, the Board of Review delivers one set of assessment books to the county Clerk, who then certifies the abstract to the Department of Revenue.

#### ***OBJECTIVES***

1. To be thorough, accurate, and impartial when determining assessments
2. To foster a cooperative working relationship with other county offices involved in the timely execution of the tax cycle

3. Complete each step of our duties in a timely manner, allowing other county offices sufficient time to complete their duties, insuring the tax cycle remains on schedule, and that tax bills go out when statutorily required
4. Create a professional, friendly office environment
5. Inform and assist taxpayers in understanding the Illinois property tax system and the benefits they may be entitled to (i.e., exemptions, abatements, refunds, corrections, etc.)
6. To make the complaint and appeal processes as easy as possible for taxpayers and to assist them when possible
7. To finish all work on complaints, actions, and exempt applications by December 31<sup>st</sup> of each year
8. To have all three Board of Review members maintain current knowledge and skills to perform the duties of their positions through continuing education as required by law
9. To educate real estate professionals concerning the tax cycle, complaint process, and procedures so that clients they represent are provided the most current information available

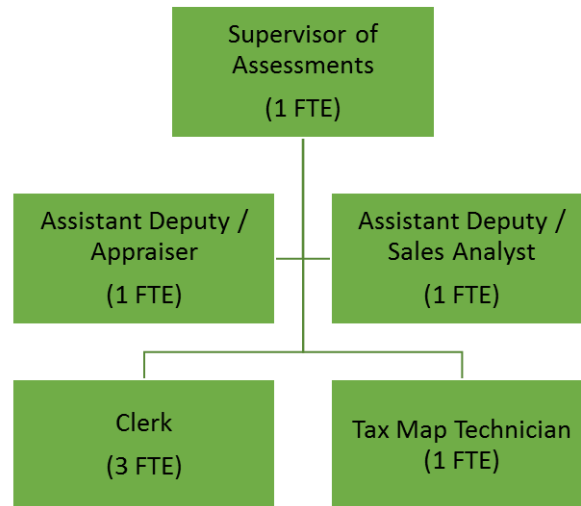
### ***PERFORMANCE INDICATORS***

<b>Indicator</b>	<b>FY2016 Actual</b>	<b>FY2017 Projected</b>	<b>FY2018 Budgeted</b>
Homestead Exemptions	970	1100	1000
Certificates of Error	231	300	300
Omitted Properties	22	30	30
Assessment Complaints	1252	1300	1300
Board of Review Actions	760	1,000	1,000
Abatements for Destruction	40	100	50
Non-Homestead Exemption Applications	104	150	150
Property Tax Appeal Board Appeals	0*	40*	40*
Assessment Books Certified to County Clerk	3-15-2017	03-01-2018	3-1-2019

\*Still arriving – no total yet

# SUPERVISOR OF ASSESSMENTS

## Fund 080-025



The duties of the County Assessment Office are statutorily defined in the Property Tax Code (35 ILCS 200/).

### MISSION STATEMENT

*The mission of the Supervisor of Assessments is to properly oversee the accuracy and timeliness of real estate assessments in Champaign County.*

### BUDGET HIGHLIGHTS

The only revenue for the Supervisor of Assessments is salary reimbursement from the State, which increases based on salary increases for the Supervisor of Assessments. Office reorganization eliminated the Chief Deputy position and assigned those duties to the Assistant Deputy/Appraiser and the Assistant Deputy/Sales Analyst positions creating savings in salary. Increases to Professional Services for Apex Sketch to assist in digitizing/sketching property records cards and compare to the most recent GIS flight for inaccuracies. Increases were also added to Legal Notices to publish the changes in assessments from the Apex project as needed.

### FINANCIAL

Fund 080 Dept 025			2016 Actual	2017 Original	2017 Projected	2018 Budget
335	70	STATE SALARY REIMBURSEMENT	\$31,584	\$36,621	\$36,621	\$38,240
335	71	STATE REV-SALARY STIPENDS	\$0	\$0	\$3,000	\$3,000
337	20	TOWNSHIP REIMBURSEMENT	\$19	\$0	\$0	\$0
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$31,603	\$36,621	\$39,621	\$41,240
369	90	OTHER MISC. REVENUE	\$114	\$0	\$0	\$0
		MISCELLANEOUS	\$114	\$0	\$0	\$0
<b>REVENUE TOTALS</b>			<b>\$31,717</b>	<b>\$36,621</b>	<b>\$39,621</b>	<b>\$41,240</b>

511	2	APPOINTED OFFICIAL SALARY	\$81,186	\$74,705	\$74,705	\$76,480
511	3	REG. FULL-TIME EMPLOYEES	\$222,152	\$277,173	\$239,639	\$242,965
511	40	STATE-PAID SALARY STIPEND PERSONNEL	\$0	\$0	\$3,000	\$3,000
			\$303,338	\$351,878	\$317,344	\$322,445
522	1	STATIONERY & PRINTING	\$2,560	\$3,000	\$3,000	\$7,500
522	2	OFFICE SUPPLIES	\$2,844	\$2,500	\$2,500	\$2,500
522	3	BOOKS,PERIODICALS & MAN.	\$96	\$400	\$400	\$400
522	6	POSTAGE, UPS, FED EXPRESS	\$165	\$180	\$180	\$180
522	15	GASOLINE & OIL	\$134	\$500	\$500	\$500
522	44	EQUIPMENT LESS THAN \$5000	\$1,018	\$200	\$200	\$200
		COMMODITIES	\$6,817	\$6,780	\$6,780	\$11,280
533	7	PROFESSIONAL SERVICES	\$14	\$100	\$100	\$5,000
533	12	JOB-REQUIRED TRAVEL EXP	\$0	\$500	\$500	\$500
533	33	TELEPHONE SERVICE	\$106	\$250	\$250	\$250
533	36	WASTE DISPOSAL & RECYCLNG	\$0	\$50	\$50	\$50
533	40	AUTOMOBILE MAINTENANCE	\$124	\$40	\$40	\$40
533	42	EQUIPMENT MAINTENANCE	\$765	\$1,150	\$1,150	\$1,150
533	70	LEGAL NOTICES,ADVERTISING	\$17,296	\$22,900	\$22,900	\$24,000
533	84	BUSINESS MEALS/EXPENSES	\$20	\$60	\$80	\$60
533	93	DUES AND LICENSES	\$351	\$400	\$500	\$500
533	95	CONFERENCES & TRAINING SERVICES	\$2,397	\$2,540	\$4,040	\$3,500
			\$21,073	\$27,990	\$29,610	\$35,050
		<b>EXPENDITURE TOTALS</b>	<b>\$331,228</b>	<b>\$386,648</b>	<b>\$353,734</b>	<b>\$368,775</b>

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

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

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

The following are departmental goals developed to enhance services and comply with County Board Goal #1 of its Strategic Plan:

- Expand access, availability, and transparency of information through continuing enhancement of the Supervisor of Assessments website and online services
- Continue to expand the library of scanned documents and enhance the turn-around time in making those documents available to the public
- Expand the use of email in the exchange and transfer of documents with taxpayers and other interested parties

- To operate within budget and identify enhancements to operations, especially when those enhancements can reduce costs

## ***DESCRIPTION***

The County Assessment Office assists and supports the nineteen Township Assessors of the County. Onsite field support is provided by the Assistant Deputy/Appraiser; internal office support is provided by the Assistant Deputy/Sales Analyst and Tax Map Technician positions; and processing of parcel ownership changes, exemption applications, and related clerical functions is provided by the three full-time Clerk positions.

The Office staff reviews property transfer information such as deeds, surveys, plats, last wills, and trust documents so that changes to the tax roll and tax map are as accurate as possible. This work is done in cooperation with other county offices, including: County Clerk, GIS, IT, Recorder of Deeds, and the Treasurer. The Illinois Department of Revenue also works closely with this Office in providing periodic instructions and guidelines, and in verifying county and township assessment accuracy.

## ***OBJECTIVES***

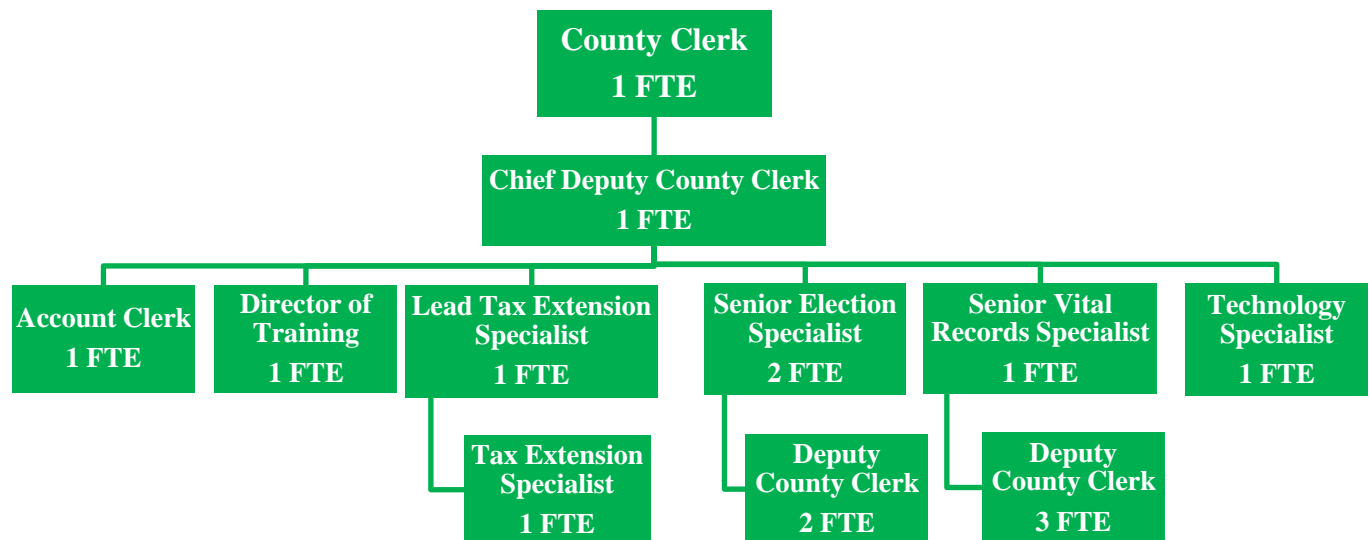
1. Hold an annual instructional meeting for assessors no later than December 31<sup>st</sup>
2. Maintain and enter all homestead exemptions and distribute information to senior citizens and disabled persons by February 1<sup>st</sup>
3. Correct exemptions via certificates of error
4. Review the status of non-homestead exempt parcels each year
5. Review and sign new applications after the Board of Review make their recommendation
6. Review and enter the work of the nineteen township assessors
7. Hold a formal hearing of the Farmland Assessment Review Committee in June
8. Review the assessments to determine if any additions or corrections need to be made
9. Publish and mail any assessment change notices
10. Assist the three part-time members of the Board of Review throughout the year
11. Submit monthly sales information to the state in a digital format
12. Bi-annually submit to the state an abstract of assessed values for the County
13. Working closely with the various taxing bodies in providing them with updated Equalized Assessed Values for determining upcoming levies

## ***PERFORMANCE INDICATORS***

<b>Indicator</b>	<b>FY2016 Actual</b>	<b>FY2017 Projected</b>	<b>FY2018 Budgeted</b>
Number of parcels	76,267	77,100	79,500
Total number of assessor changes	18,501	21,000	21,000
New construction	\$82,083,220	\$79,783,690	\$81,000,000
Complaints	1,252	1,500	1,500
Multiplier/Assessor notices	67,164	47,200	50,000
Illinois Department of Revenue transfers	4,257	5,000	5,000

# COUNTY CLERK

## Fund 080-022



County Clerk positions: 15 FTE

The position, functions, powers, and duties of the county clerk are statutorily defined in the Illinois Counties Code (55 ILCS 5/3-2).

### MISSION STATEMENT

*To provide friendly and honest service to the public; to provide safe and secure maintenance of county records; to ensure the integrity and fairness of elections in Champaign County; and to accurately and efficiently perform our statutory duties in all areas of the office.*

### BUDGET HIGHLIGHTS

FY2018 will have two countywide elections for local, state and federal offices. Our FY2018 budget reflects the increased costs of compliance with new state mandates for election administration, including election day registration, automatic voter registration and expanding early and by-mail voting, in addition to the traditional expenses for election administration, voter education, and mandate compliance, and increased expenses due to increased compensation for Election Judges. Our Taxes and Vitals departments will continue to provide excellent service while utilizing technology to promote efficiency and convenience.

### FINANCIAL

Fund 080 Dept 022			2016 Actual	2017 Original	2017 Projected	2018 Budget
321	10	LIQUOR/ENTERTNMNT LICENSE	\$520	\$1,500	\$1,500	\$1,500
322	10	MARRIAGE LICENSES	\$75,950	\$80,000	\$80,000	\$80,000
322	15	CIVIL UNION LICENSES	\$210	\$0	\$0	\$0
		LICENSES AND PERMITS	\$76,680	\$81,500	\$81,500	\$81,500



335	60	STATE REIMBURSEMENT	\$46,980	\$25,000	\$23,040	\$47,000
335	71	STATE REV-SALARY STIPENDS	\$6,500	\$6,500	\$6,500	\$6,500
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$53,480	\$31,500	\$29,540	\$53,500
341	32	COUNTY CLERK FEES	\$347,670	\$350,000	\$350,000	\$350,000
		FEES AND FINES	\$347,670	\$350,000	\$350,000	\$350,000
361	10	INVESTMENT INTEREST	\$371	\$150	\$150	\$150
369	90	OTHER MISC. REVENUE	\$315	\$0	\$0	\$0
		MISCELLANEOUS	\$686	\$150	\$150	\$150
371	77	FROM ELECTION GRNT FND628	\$4,344	\$0	\$0	\$20,000
		INTERFUND REVENUE	\$4,344	\$0	\$0	\$20,000
		<b>REVENUE TOTALS</b>	<b>\$482,860</b>	<b>\$463,150</b>	<b>\$461,190</b>	<b>\$505,150</b>
511	1	ELECTED OFFICIAL SALARY	\$90,278	\$92,083	\$92,083	\$93,781
511	3	REG. FULL-TIME EMPLOYEES	\$547,287	\$579,248	\$564,248	\$587,153
511	5	TEMP. SALARIES & WAGES	\$65,117	\$40,000	\$24,591	\$40,000
511	9	OVERTIME	\$36,202	\$25,000	\$5,000	\$25,000
511	40	STATE-PAID SALARY STIPEND	\$6,500	\$6,500	\$6,500	\$6,500
		PERSONNEL	\$745,384	\$742,831	\$692,422	\$752,434
522	1	STATIONERY & PRINTING	\$40,041	\$35,000	\$27,000	\$40,000
522	2	OFFICE SUPPLIES	\$5,953	\$5,000	\$5,000	\$5,000
522	3	BOOKS,PERIODICALS & MAN.	\$1,283	\$700	\$0	\$1,750
522	6	POSTAGE, UPS, FED EXPRESS	\$162	\$150	\$8,000	\$150
522	15	GASOLINE & OIL	\$318	\$300	\$300	\$500
522	44	EQUIPMENT LESS THAN \$5000	\$33,113	\$16,000	\$16,000	\$10,000
522	94	ELECTION SUPPLIES	\$17,308	\$10,000	\$10,000	\$15,000
		COMMODITIES	\$98,178	\$67,150	\$66,300	\$72,400
533	7	PROFESSIONAL SERVICES	\$475	\$0	\$0	\$0
533	29	COMPUTER/INF TCH SERVICES	\$210	\$0	\$0	\$0
533	33	TELEPHONE SERVICE	\$164	\$150	\$0	\$0
533	42	EQUIPMENT MAINTENANCE	\$63,712	\$65,000	\$58,435	\$65,000
533	64	ELECTION JUDGES & WORKERS	\$195,440	\$100,000	\$104,403	\$200,000
533	65	VOTER REGISTRATION EXP.	\$201	\$3,000	\$3,000	\$0
533	66	REGISTRARS-BIRTH & DEATH	\$5,095	\$5,250	\$5,092	\$5,250
533	70	LEGAL NOTICES,ADVERTISING	\$17,102	\$15,000	\$15,000	\$20,000
533	84	BUSINESS MEALS/EXPENSES	\$0	\$5,000	\$0	\$0
533	93	DUES AND LICENSES	\$415	\$500	\$500	\$500
533	95	CONFERENCES & TRAINING	\$2,143	\$1,000	\$1,000	\$0
534	37	FINANCE CHARGES,BANK FEES	\$211	\$100	\$100	\$100
534	62	ELECTION MILEAGE,PHONE RM	\$6,852	\$4,000	\$2,043	\$7,000
534	64	ELECTION SERVICES	\$21,036	\$17,500	\$13,100	\$25,000
		SERVICES	\$313,056	\$216,500	\$202,673	\$322,850
544	38	ELECTION/VOTER REG EQUIP	\$0	\$0	\$14,677	\$0
		CAPITAL	\$0	\$0	\$14,677	\$0

571	69	TO CO CLK AUTOMATN FND670	\$8,586	\$0	\$0	\$0
		INTERFUND EXPENDITURE	\$8,586	\$0	\$0	\$0
<b>EXPENDITURE TOTALS</b>			<b>\$1,165,204</b>	<b>\$1,026,481</b>	<b>\$976,072</b>	<b>\$1,147,684</b>

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

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

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

- Utilize technology for efficiency in operations and convenience in service
- Identify and implement savings through all possible collaborations with other County departments
- To provide a work environment focusing on the delivery of courteous and timely services
- To promote open, transparent, and ethical behavior to ensure the integrity and fairness of elections in Champaign County
- To develop and implement a plan for employee training to provide optimum performance and delivery of services by County Clerk staff
- To maintain a continuously updated and accurate web site as a vehicle to provide the public with information
- To develop and enhance the access to services online

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

- To consider accessibility for all persons in the delivery of all services

*CB Goal 4 – Champaign County is a county that supports balanced, planned growth to balance economic growth with preservation of our natural resources.*

- To account for demographics and population changes in the planning of operations and services, especially election services

### **COUNTY CLERK - ELECTIONS**

#### **DESCRIPTION**

The County Clerk's Office administers all elections in Champaign County, including but not limited to registering voters, receiving candidate petitions, training election judges, setting up polling places, and tabulating election results.

#### **OBJECTIVES**

1. Maintain the highest level of integrity and transparency possible with the election process
2. Process voter registrations in a timely fashion
3. Provide a high level of access to voter registration and voting opportunities
4. Provide assistance to all units of government with their election responsibilities
5. Accurately and transparently tabulate and report election results

### ***PERFORMANCE INDICATORS***

<b>Indicator</b>	<b>FY2016 Actual</b>	<b>FY2017 Projected</b>	<b>FY2018 Budgeted</b>
Voter registrations processed	82,825	30,000	90,000
Voters voting prior to Election Day	55,768	6,395	50,000
Voters voting on Election Day	91,489	24,729	75,000

### ***DESCRIPTION - TAXES***

The County Clerk's Office extends property taxes for all taxing districts in the County, maintains drainage assessment rolls, and handles delinquent taxes.

### ***OBJECTIVES***

1. Provide tax extensions to Treasurer by May 1<sup>st</sup> of each year
2. Provide accurate and friendly service to the public
3. Provide a high level of service to the public on our website
4. Use imaging to reduce our need for storage and to provide easier access to documents

### ***PERFORMANCE INDICATORS***

<b>Indicator</b>	<b>FY2016 Actual</b>	<b>FY2017 Projected</b>	<b>FY2018 Budgeted</b>
Date tax extensions completed	May 1	May 1	May 1

### ***DESCRIPTION- VITALS***

The County Clerk's Office retains vital records such as marriage licenses, birth certificates, and death certificates. It maintains and issues assumed business names, notaries, and other documents. It maintains the minutes of county board meetings as well as all ordinances and resolutions. Many intergovernmental agreements are filed in the office as well as numerous other miscellaneous documents.

### ***OBJECTIVE***

1. Provide accurate and friendly service to the public
2. Provide a high level of service to the public on our website
3. Use imaging to reduce our need for storage and to provide easier access to documents
4. Use technology to serve customers more conveniently and perform repetitive tasks more efficiently

### ***PERFORMANCE INDICATORS***

<b>Indicator</b>	<b>FY2016 Actual</b>	<b>FY2017 Projected</b>	<b>FY2018 Budgeted</b>
Birth certificate searches performed	6,797	7,000	7,200

<b>Indicator</b>	<b>FY2016 Actual</b>	<b>FY2017 Projected</b>	<b>FY2018 Budgeted</b>
Death certificate searches performed	693	700	750
Marriage/civil union licenses issued	1,088	1,100	1,150

## COUNTY CLERK SURCHARGE

### Fund 611-022

The County Clerk Death Certificate Surcharge Fund was established by the County Board pursuant to the Vital Records Act (410 ILCS 535/1).

#### *FINANCIAL*

Fund 611 Dept 022			2016 Actual	2017 Original	2017 Projected	2018 Budget
341	49	DEATH CERTIF SURCHARGE	\$5,596	\$6,000	\$6,000	\$6,000
341	55	MARRIAGE LICNSE SURCHARGE	\$5,440	\$6,000	\$6,000	\$6,000
		FEES AND FINES	\$11,036	\$12,000	\$12,000	\$12,000
<b>REVENUE TOTALS</b>			<b>\$11,036</b>	<b>\$12,000</b>	<b>\$12,000</b>	<b>\$12,000</b>
534	78	REMIT DEATH CERT SURCHARG	\$5,596	\$6,000	\$6,000	\$6,000
534	95	REMIT MARRIAGE LIC SURCHG	\$5,440	\$6,000	\$6,000	\$6,000
		SERVICES	\$11,036	\$12,000	\$12,000	\$12,000
<b>EXPENDITURE TOTALS</b>			<b>\$11,036</b>	<b>\$12,000</b>	<b>\$12,000</b>	<b>\$12,000</b>

#### *FUND BALANCE*

FY2016 Actual	FY2017 Projected	FY2018 Budgeted
\$0	\$0	\$0

The fund balance goal is \$0 – as this is strictly a pass-through fund.

#### *DESCRIPTION*

This fund is a zero sum fund to account for the payment to the state of Death Certificate Surcharges.

## ELECTION ASSISTANCE/ACCESSIBILITY GRANT

### Fund 628-022

The Election Assistance/Accessibility Grant Fund was established with federal Help America Vote Act (HAVA) funding.

#### ***BUDGET HIGHLIGHTS***

Revenue is anticipated from at least one grant in FY2018. From the Illinois State Board of Elections Voter Registration State Grant (VRSG) we are eligible for up to \$100,000 in reimbursements for eligible expenses and is fully funding for FY2018 as a vehicle for state funding of technology improvement to voter registration processes. The grant is used to pay for programming services and other expenses related to our voter registration software. Without a staff developer/programmer dedicated to our office, we will be unlikely to capture the full amount of eligible reimbursement.

#### ***FINANCIAL***

Fund 628 Dept 022			2016 Actual	2017 Original	2017 Projected	2018 Budget
331	97	HHS-VOTING ACCESS/DISABLD	\$4,344	\$4,500	\$0	\$0
334	81	IL ST BD ELECTIONS GRANT	\$0	\$40,000	\$0	\$20,000
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$4,344	\$44,500	\$0	\$20,000
361	10	INVESTMENT INTEREST	\$8	\$0	\$0	\$0
		MISCELLANEOUS	\$8	\$0	\$0	\$0
<b>REVENUE TOTALS</b>			<b>\$4,352</b>	<b>\$44,500</b>	<b>\$0</b>	<b>\$20,000</b>
544	38	ELECTION/VOTER REG EQUIP	\$0	\$4,500	\$0	\$0
		CAPITAL	\$0	\$4,500	\$0	\$0
571	80	TO GENERAL CORP FUND 080	\$4,344	\$0	\$0	\$20,000
		INTERFUND EXPENDITURE	\$4,344	\$0	\$0	\$20,000
<b>EXPENDITURE TOTALS</b>			<b>\$4,344</b>	<b>\$4,500</b>	<b>\$0</b>	<b>\$20,000</b>

#### ***FUND BALANCE***

FY2016 Actual	FY2017 Projected	FY2018 Budgeted
\$5,204	\$5,204	\$5,204

The fund balance goal is to maintain a positive balance, with the acknowledgement that all available funds will be spent on eligible expenditures.

## ***DESCRIPTION***

A fee of \$60 per tax sale item is deposited into this fund. By statute, when the fund achieves a balance in excess of \$100,000, all money thereafter is transferred annually to the General Corp fund.

## ***OBJECTIVES***

The Election Assistance/Accessibility Grant Fund is used as repository for revenues associated with various grants, and is used to fund equipment, commodities, activities, and services in compliance with appropriate acceptance agreements.

## ***OBJECTIVES***

1. To utilize all grant funds for activities permitted and designated by the grant acceptance agreements, including voter education, voter registration, and accessibility
2. To secure appropriate grants, whenever possible, that allow for expanded and more efficient services within the County Clerk's office

# COUNTY CLERK AUTOMATION

## Fund 670-022

The County Clerk Automation Fund was established by the County Board pursuant to the Counties Code (55 ILCS 5/4-4001).

### BUDGET HIGHLIGHTS

The Automation Fund will again be used to supplement office operations, but the long-term objective is to build a sufficient fund balance so that the Automation Fund can be used for large scale capital and technology purchases to improve operational efficiency and services, including elections.

### FINANCIAL

Fund 670 Dept 022			2016 Actual	2017 Original	2017 Projected	2018 Budget
341	32	COUNTY CLERK FEES	\$18,156	\$20,000	\$20,000	\$20,000
		FEES AND FINES	\$18,156	\$20,000	\$20,000	\$20,000
361	10	INVESTMENT INTEREST	\$166	\$0	\$200	\$200
369	90	OTHER MISC. REVENUE	\$7,594	\$7,500	\$7,500	\$7,500
		MISCELLANEOUS	\$7,760	\$7,500	\$7,700	\$7,700
371	80	FROM GENERAL CORP FND 080	\$8,586	\$0	\$0	\$0
		INTERFUND REVENUE	\$8,586	\$0	\$0	\$0
REVENUE TOTALS			\$34,502	\$27,500	\$27,700	\$27,700
522	6	POSTAGE, UPS, FED EXPRESS	\$7,602	\$5,000	\$7,000	\$5,000
522	44	EQUIPMENT LESS THAN \$5000	\$12,282	\$14,000	\$11,347	\$125,000
		COMMODITIES	\$19,884	\$19,000	\$18,347	\$130,000
EXPENDITURE TOTALS			\$19,884	\$19,000	\$18,347	\$130,000

### FUND BALANCE

FY2016 Actual	FY2017 Projected	FY2018 Budgeted
\$128,175	\$137,528	\$35,228

The goal is to maintain a positive fund balance and to use available funds for technology-related purchases that will improve services and provide new efficiencies. The automation fund is budgeted aggressively for expenditure to allow flexibility in operations throughout the year. The fund balance will not actually go negative, as actual expenditures will be monitored and limited to available resources.

### DESCRIPTION

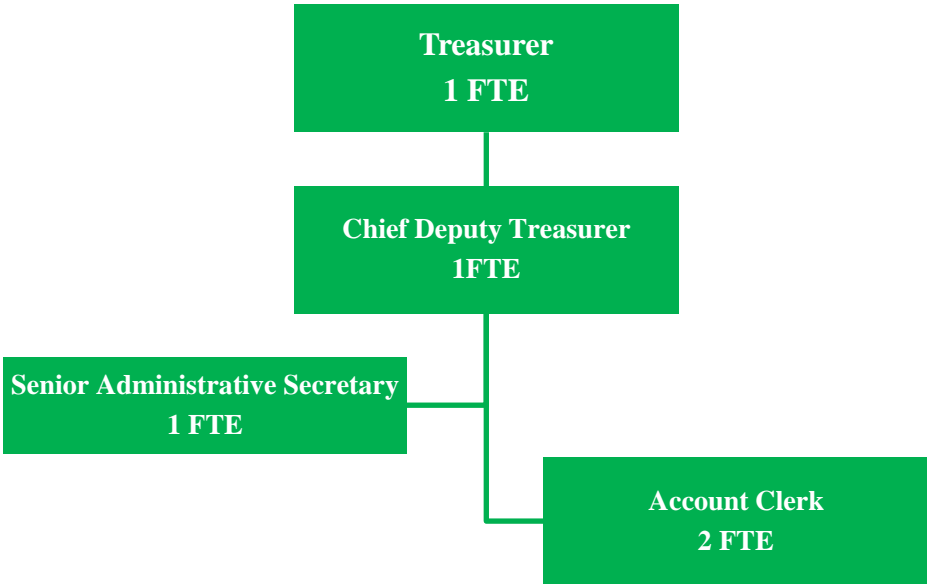
The County Clerk Automation fund is funded by fee surcharges, and the fund balance has been spent down over previous years to supplement General Corporate Fund office operations and personnel.



## ***OBJECTIVES***

The objective of the County Clerk Automation fund is to fund operational and technological changes that enhance efficiency and to maintain and replace office technology.

**TREASURER**  
**Fund 080-026**



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

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

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

**MISSION STATEMENT**

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

**BUDGET HIGHLIGHTS**

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

**FINANCIAL**

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

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

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

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

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

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

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

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

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

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

### ***OBJECTIVES***

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

### ***PERFORMANCE INDICATORS***

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

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

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

### ***OBJECTIVES***

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

### ***PERFORMANCE INDICATORS***

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

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

# TREASURER WORKING CASH

## Fund 610-026

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

### BUDGET HIGHLIGHTS

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

### FINANCIAL

Fund 610 Dept 026			2016 Actual	2017 Original	2017 Projected	2018 Budget
361	10	INVESTMENT INTEREST	\$59	\$2,570	\$3,600	\$1,900
		MISCELLANEOUS	\$59	\$2,570	\$3,600	\$1,900
		<b>REVENUE TOTALS</b>	<b>\$59</b>	<b>\$2,570</b>	<b>\$3,600</b>	<b>\$1,900</b>
571	80	TO GENERAL CORP FUND 080	\$59	\$2,570	\$3,600	\$1,900
		INTERFUND EXPENDITURE	\$59	\$2,570	\$3,600	\$1,900
		<b>EXPENDITURE TOTALS</b>	<b>\$59</b>	<b>\$2,570</b>	<b>\$3,600</b>	<b>\$1,900</b>

### FUND BALANCE

FY2016 Actual	FY2017 Projected	FY2018 Budgeted
\$377,714	\$377,714	\$377,714

The Fund Balance Goal of \$377,714 should remain stable. The only revenue is interest.

### DESCRIPTION

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

### OBJECTIVES

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

# TREASURER TAX SALE AUTOMATION

## Fund 619-026

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

### BUDGET HIGHLIGHTS

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

### FINANCIAL

Fund 619 Dept 026			2016 Actual	2017 Original	2017 Projected	2018 Budget
341	34	TAX SEARCH & TAX LISTS	\$1,100	\$1,200	\$1,200	\$1,200
341	45	ADMINISTRATIVE FEES	\$4,770	\$8,500	\$6,500	\$6,500
341	52	TAX SALE FEE	\$19,623	\$18,500	\$18,500	\$18,500
		FEES AND FINES	\$25,493	\$28,200	\$26,200	\$26,200
361	10	INVESTMENT INTEREST	\$69	\$55	\$165	\$175
		MISCELLANEOUS	\$69	\$55	\$165	\$175
<b>REVENUE TOTALS</b>			<b>\$25,562</b>	<b>\$28,255</b>	<b>\$26,365</b>	<b>\$26,375</b>
511	3	REG. FULL-TIME EMPLOYEES	\$4,547	\$0	\$0	\$0
511	5	TEMP. SALARIES & WAGES	\$5,555	\$5,000	\$5,000	\$5,500
513	1	SOCIAL SECURITY-EMPLOYER	\$425	\$385	\$385	\$421
513	4	WORKERS' COMPENSATION INS	\$56	\$28	\$28	\$31
513	5	UNEMPLOYMENT INSURANCE	\$253	\$158	\$158	\$106
		PERSONNEL	\$10,836	\$5,571	\$5,571	\$6,058
522	2	OFFICE SUPPLIES	\$1,425	\$4,000	\$1,500	\$4,000
522	44	EQUIPMENT LESS THAN \$5000	\$2,697	\$5,000	\$2,000	\$5,000
		COMMODITIES	\$4,122	\$9,000	\$3,500	\$9,000
533	7	PROFESSIONAL SERVICES	\$16,522	\$20,000	\$16,500	\$20,000
533	42	EQUIPMENT MAINTENANCE	\$0	\$350	\$0	\$350
533	95	CONFERENCES & TRAINING	\$402	\$1,500	\$450	\$1,000
		SERVICES	\$16,924	\$21,850	\$16,950	\$21,350
544	33	OFFICE EQUIPMENT & FURNIS	\$0	\$5,000	\$0	\$5,000
		CAPITAL	\$0	\$5,000	\$0	\$5,000
<b>EXPENDITURE TOTALS</b>			<b>\$31,882</b>	<b>\$41,421</b>	<b>\$26,021</b>	<b>\$41,408</b>

**FUND BALANCE**

<b>FY2016 Actual</b>	<b>FY2017 Projected</b>	<b>FY2018 Budgeted</b>
\$43,258	\$43,602	\$28,569

Expenditures are budgeted on an aggressive level to provide flexibility during the fiscal year. Expenditures are managed throughout the fiscal year consistent with the level of revenue achieved. There is no specific fund balance goal.

**DESCRIPTION**

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

**OBJECTIVES**

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

**PERFORMANCE INDICATORS**

<b>Indicator</b>	<b>FY2016 Actual</b>	<b>FY2017 Projected</b>	<b>FY2018 Budgeted</b>
Number of Parcels Sold at Tax Sale	1,044	1,000	1,000
Number of Registered Tax Buyers	20	20	20
Tax Sale Winning Bid Rate (Weighted Average)	4.75%	3.00%	3.00%



# TREASURER PROPERTY TAX INTEREST FEE

## Fund 627-026

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

### BUDGET HIGHLIGHTS

This is stable income source for the General Corporate Fund. It will produce revenues annually, the amount of which depends on the number of tax sale items (\$60 per tax sale item).

### FINANCIAL

Fund 627 Dept 026			2016 Actual	2017 Original	2017 Projected	2018 Budget
341	52	TAX SALE FEE	\$66,720	\$58,500	\$60,000	\$63,000
		FEES AND FINES	\$66,720	\$58,500	\$60,000	\$63,000
361	10	INVESTMENT INTEREST	\$382	\$705	\$705	\$1,050
		MISCELLANEOUS	\$382	\$705	\$705	\$1,050
REVENUE TOTALS			\$67,102	\$59,205	\$60,705	\$64,050
571	80	TO GENERAL CORP FUND 080	\$67,108	\$59,205	\$60,705	\$64,050
		INTERFUND EXPENDITURE	\$67,108	\$59,205	\$60,705	\$64,050
EXPENDITURE TOTALS			\$67,108	\$59,205	\$60,705	\$64,050

### FUND BALANCE

FY2016 Actual	FY2017 Projected	FY2018 Budgeted
\$100,000	\$100,000	\$100,000

The Fund Balance Goal is \$100,000.

### DESCRIPTION

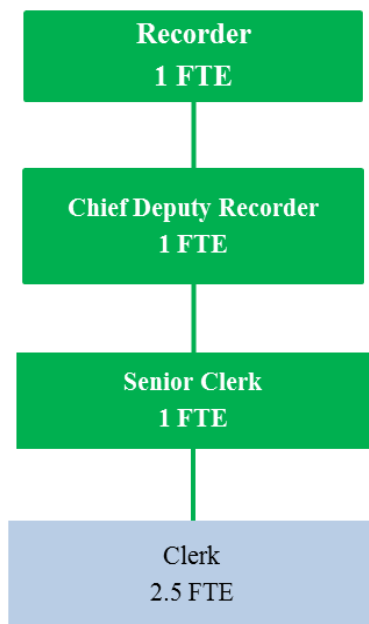
A fee of \$60 per tax sale item is deposited into this fund. By statute, when the fund achieves a balance in excess of \$100,000, all money thereafter is transferred annually to the General Corp fund.

### OBJECTIVES

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

# RECORDER

## Fund 080-023



Recorder (080-023) positions: 3.0 FTE (Green)  
Recorder Automation Fund (641-023) position: 2.5 FTE (Light Blue)

The functions, powers, and duties of the recorder are statutorily defined in the Illinois Counties Code (55 ILCS 5/3-5005).

### MISSION STATEMENT

*It is the mission of the Recorder to ensure the accurate and efficient recording and indexing of land records and miscellaneous documents within Champaign County; to act as the protector of your most important resource, your real property; to provide prompt and courteous service to all; and to provide assistance when needed.*

### BUDGET HIGHLIGHTS

The housing market in Champaign County this year is about the same as last.

### FINANCIAL

Fund 080 Dept 023			2016 Actual	2017 Original	2017 Projected	2018 Budget
322	20	REVENUE STAMPS	\$1,446,424	\$1,300,000	\$1,400,000	\$1,400,000
		LICENSES AND PERMITS	\$1,446,424	\$1,300,000	\$1,400,000	\$1,400,000
335	71	STATE REV-SALARY STIPENDS	\$6,500	\$6,500	\$6,500	\$6,500
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$6,500	\$6,500	\$6,500	\$6,500
341	33	RECORDING FEES	\$836,580	\$678,000	\$800,000	\$740,000
FY2018 Budget			145			Recorder
Champaign County, Illinois						General Fund 080-023

Fund 080 Dept 023			2016	2017	2017	2018
			Actual	Original	Projected	Budget
341	53	RENTAL HOUSNG SUPPORT FEE	\$215,546	\$150,000	\$200,000	\$200,000
		FEES AND FINES	\$1,052,126	\$828,000	\$1,000,000	\$940,000
369	41	TELEPHONE TOLL REIMB	\$7	\$0	\$0	\$0
369	90	OTHER MISC. REVENUE	\$6,126	\$4,500	\$4,500	\$4,500
		MISCELLANEOUS	\$6,133	\$4,500	\$4,500	\$4,500
<b>REVENUE TOTALS</b>			<b>\$2,511,183</b>	<b>\$2,139,000</b>	<b>\$2,411,000</b>	<b>\$2,351,000</b>
511	1	ELECTED OFFICIAL SALARY	\$86,596	\$89,954	\$89,954	\$91,612
511	3	REG. FULL-TIME EMPLOYEES	\$73,584	\$74,842	\$74,842	\$76,813
511	40	STATE-PAID SALARY STIPEND	\$6,500	\$6,500	\$6,500	\$6,500
		PERSONNEL	\$166,680	\$171,296	\$171,296	\$174,925
522	2	OFFICE SUPPLIES	\$173	\$300	\$250	\$300
522	50	PURCHASE DOCUMENT STAMPS	\$960,000	\$884,000	\$933,333	\$933,333
		COMMODITIES	\$960,173	\$884,300	\$933,583	\$933,633
533	12	JOB-REQUIRED TRAVEL EXP	\$829	\$785	\$0	\$500
533	33	TELEPHONE SERVICE	\$39	\$40	\$5	\$40
533	42	EQUIPMENT MAINTENANCE	\$0	\$250	\$0	\$250
533	51	EQUIPMENT RENTALS	\$0	\$125	\$0	\$125
533	93	DUES AND LICENSES	\$780	\$415	\$415	\$415
533	95	CONFERENCES & TRAINING	\$0	\$0	\$200	\$0
534	85	RENTAL HSG FEE REMITTANCE	\$204,201	\$135,000	\$180,000	\$180,000
		SERVICES	\$205,849	\$136,615	\$180,620	\$181,330
<b>EXPENDITURE TOTALS</b>			<b>\$1,332,702</b>	<b>\$1,192,211</b>	<b>\$1,285,499</b>	<b>\$1,289,888</b>

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

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

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

- Maintain efficient operations within the revenue generated at current and statutory fee levels
- Constantly monitor office practices to update and refine operating techniques to conserve our assets
- Offer any support for upgrading County software
- Create an office culture that puts citizens first
- Create an environment where information is received and shared in a timely manner
- Work with administration and the County Board to provide all needed documents pertaining to County ordinances, plans and emergency response

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

- Maintain an accurate and updated website

- Assess and implement office changes with the Automation Fund while continuing to make the Recorder's office ADA compliant and friendly
- Participate in appropriate facility upgrades

*County Board Goal 3 –Champaign County promotes a safe, just and healthy community*

- Promote a safe and healthy work environment

*County Board Goal 4 – Champaign County is a county that supports balanced, planned growth to balance economic growth with preservation of our natural resources*

- Regularly review facility needs and provide information to County administration regarding energy reduction plans
- Work to make sure that all plats and annexations fit within County and State policies

## **DESCRIPTION**

The Recorder's primary function is the receipt, approval, and recordation of land records and other miscellaneous documents, as well as, the indexing and archiving recorded documents. These documents are retained indefinitely, and are used for the maintenance of title to property in Champaign County. The main goal of the Recorder's Office has shifted from streamlining recording and indexing new documents, to imaging and indexing past documents. Eventually, the office plans to have all records within the office available, and searchable, online.

## **OBJECTIVES**

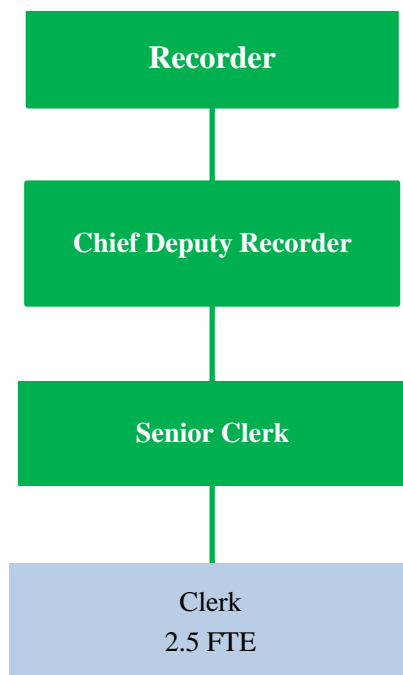
1. Record and return documents at the time of recording
2. Continue the ongoing project of back indexing images for the purpose of making them searchable online
3. Continued conversion of microfilm images to digital images for the purpose of making them searchable online
4. Centralization of microfilm and preserving the integrity of deteriorating film
5. Upgrade technology to meet changing Windows standards
6. Identify new sources of revenue
7. Work to integrate our information seamlessly with GIS and the Supervisor of Assessments
8. Continue the preservation of indexes and plats

## **PERFORMANCE INDICATORS**

<b>Indicator</b>	<b>2016 Actual</b>	<b>2017 Projected</b>	<b>2018 Budgeted</b>
Revenue generated for General Corporate Fund through recording fees/revenue stamps/misc. revenue	\$1,446,424	\$1,400,000	\$1,400,000
Documents recorded annually	25,990	26,000	26,000

## RECORDER AUTOMATION

### Fund 614-023



Recorder Automation Fund position: 2.5 FTE

The Recorder Automation Fund was established pursuant to Public Act 83-1321 to be used for: (1) a document storage system to provide the equipment, materials and necessary expenses incurred to help defray the cost of implementing and maintaining such a document records system; and (2) a system to provide electronic access to those records. The statutory authority for the county board to impose the fee is defined in Division 4-4 – County Clerk Fees – First and Second Class Counties – of the Counties Code (55 ILCS 5/).

#### **MISSION STATEMENT**

*The accurate and efficient recording and indexing of land records and miscellaneous documents recorded within Champaign County, and to provide prompt and courteous service, as well as, a helping hand whenever needed. To continually work to update archival records to new technology while maintaining their historical integrity.*

#### **BUDGET HIGHLIGHTS**

The Automation fund revenue has stabilized. However, ongoing expenses charged to the fund exceed revenue. We are examining ways to increase revenues through some integration with GIS but this will fall short of balancing the budget. We are currently developing a long range plan for the fund that will ensure that the security of documents, increase the indexing of documents, and improving the accuracy of current and past work. We also are looking for ways to integrate our office with GIS and other offices to improve efficiency.

#### **FINANCIAL**

Fund 614 Dept 023			2016 Actual	2017 Original	2017 Projected	2018 Budget
341	33	RECORDING FEES	\$208,470	\$150,000	\$150,000	\$150,000
		FEES AND FINES	\$208,470	\$150,000	\$150,000	\$150,000
361	10	INVESTMENT INTEREST	\$830	\$350	\$1,000	\$500
		MISCELLANEOUS	\$830	\$350	\$1,000	\$500
<b>REVENUE TOTALS</b>			<b>\$209,300</b>	<b>\$150,350</b>	<b>\$151,000</b>	<b>\$150,500</b>
511	3	REG. FULL-TIME EMPLOYEES	\$53,805	\$58,578	\$58,578	\$58,256
511	4	REG. PART-TIME EMPLOYEES	\$16,057	\$16,359	\$16,359	\$16,829
511	5	TEMP. SALARIES & WAGES	\$0	\$15,000	\$5,000	\$15,000
513	1	SOCIAL SECURITY-EMPLOYER	\$1,229	\$2,344	\$2,344	\$2,435
513	2	IMRF - EMPLOYER COST	\$1,384	\$1,322	\$1,322	\$1,387
513	4	WORKERS' COMPENSATION INS	\$100	\$168	\$168	\$175
513	5	UNEMPLOYMENT INSURANCE	\$408	\$816	\$816	\$496
		PERSONNEL	\$72,983	\$94,587	\$84,587	\$94,578
522	1	STATIONERY & PRINTING	\$1,560	\$600	\$0	\$600
522	2	OFFICE SUPPLIES	\$2,713	\$5,000	\$500	\$5,000
522	44	EQUIPMENT LESS THAN \$5000	\$13,510	\$12,000	\$15,000	\$19,000
		COMMODITIES	\$17,783	\$17,600	\$15,500	\$24,600
533	7	PROFESSIONAL SERVICES	\$63,110	\$35,000	\$30,000	\$50,000
533	12	JOB-REQUIRED TRAVEL EXP	\$0	\$850	\$300	\$1,000
533	29	COMPUTER/INF TCH SERVICES	\$24,641	\$14,000	\$18,000	\$14,000
533	42	EQUIPMENT MAINTENANCE	\$560	\$0	\$1,000	\$1,000
533	51	EQUIPMENT RENTALS	\$8,461	\$500	\$8,500	\$8,000
533	71	BLUEPRINT,FILM PROCESSING	\$4,990	\$0	\$0	\$0
533	95	CONFERENCES & TRAINING	\$0	\$3,500	\$1,000	\$0
534	37	FINANCE CHARGES,BANK FEES	\$196	\$0	\$0	\$0
		SERVICES	\$101,958	\$53,850	\$58,800	\$74,000
544	33	OFFICE EQUIPMENT & FURNIS	\$52,200	\$85,000	\$60,000	\$60,000
		CAPITAL	\$52,200	\$85,000	\$60,000	\$60,000
<b>EXPENDITURE TOTALS</b>			<b>\$244,924</b>	<b>\$251,037</b>	<b>\$218,887</b>	<b>\$253,178</b>

### ***FUND BALANCE***

<b>FY2016 Actual</b>	<b>FY2017 Projected</b>	<b>FY2018 Budgeted</b>
\$583,364	\$515,477	\$412,799

The fund balance for each year should be stabilized between \$500,000 and \$600,000. This is approximately 50% of the estimated revenue for the Recorder's general corporate fund budget. Most of our expenses are now coming from our automation fund. This process needs to be viewed carefully in upcoming years to assure a stable and productive fund.

### ***FULL TIME EMPLOYEE HISTORY***

<b>FY2014</b>	<b>FY2015</b>	<b>FY2016</b>	<b>FY2017</b>	<b>FY2018</b>
0.5	0.5	2.5	2.5	2.5

### ***DESCRIPTION***

The automation fund makes possible various new software products that improve our efficiency and accuracy. This year we have implemented the MyDec system. Later this year, we will bring the Inspect system on line. Both will provide a higher level of service to the users of the office and increase the accuracy of the information we provide.

### ***OBJECTIVES***

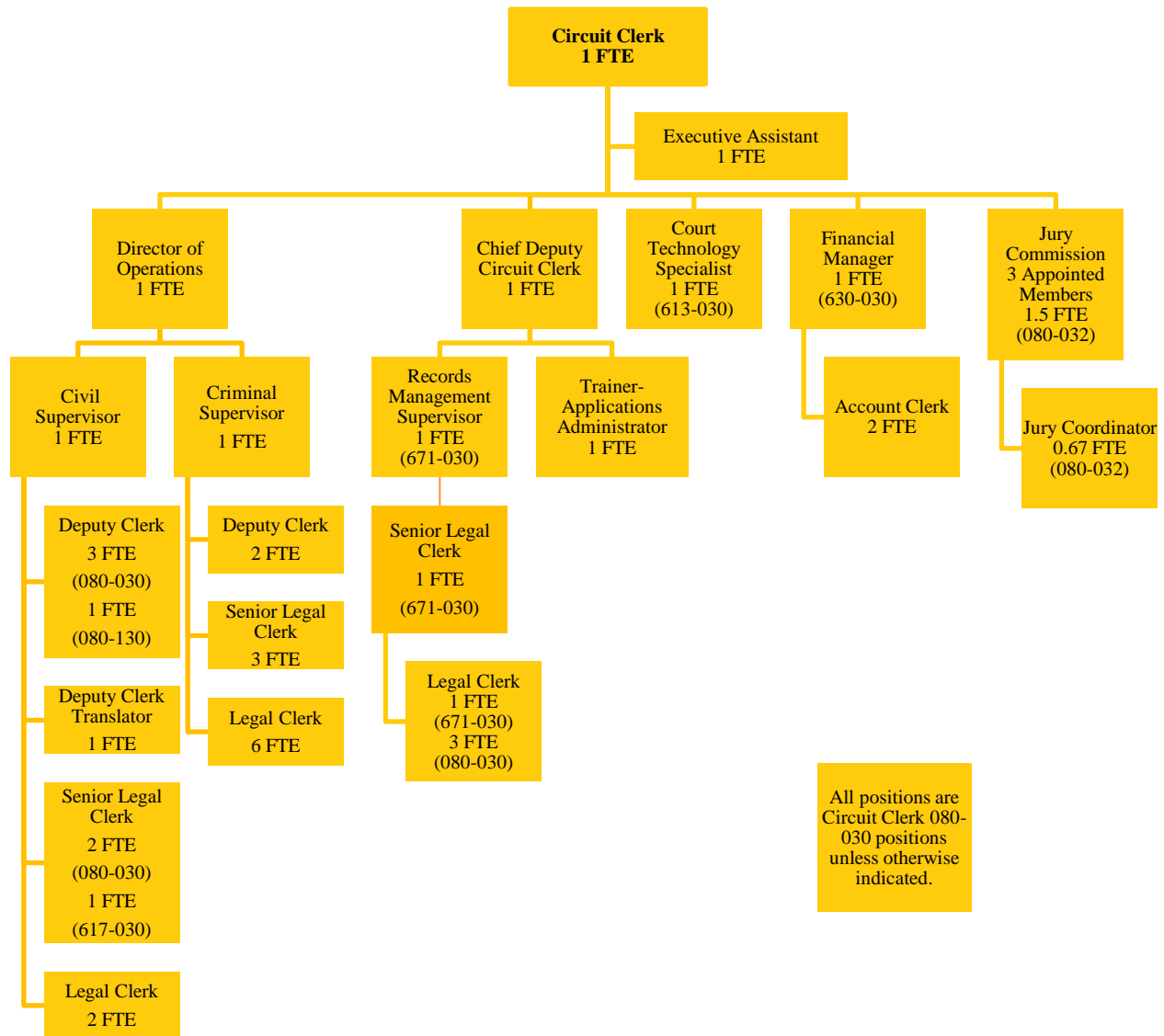
- Increase the documents recorded and filed electronically
- Update past recorded documents to digital format, continuing until all documents back to 1975 are digitized and indexed
- Digitize and index all county plats
- Make the Grantor and Grantee Indexes more easily searchable by computer, to protect over usage of the original books
- Increase number of paid users of the internet program and Monarch, our new bulk copy program
- Continue to enhance, through technology, the delivery of information and documents to the public

### ***PERFORMANCE INDICATORS***

<b>Indicator</b>	<b>2016 Actual</b>	<b>2017 Projected</b>	<b>2018 Budgeted</b>
Number of documents recorded & filed electronically	3,100	4000	5000
Number of old documents converted to digital format	31,000	0	40,000
Error Corrections	0	0	5000
Number of documents back indexed	10,000	10,000	25000

# CIRCUIT CLERK

## Fund 080-030



Circuit Clerk (080-030) positions: 31 FTE  
 Jury Commission (080-032) positions: 2.17 FTE  
 Circuit Clerk Support Enforcement (080-130) position: 1 FTE  
 Court Automation (613-030) position: 1 FTE  
 Child Support Services (617-030) position: 1 FTE  
 Circuit Clerk Operation and Administrative (630-030) positions: 1 FTE  
 Court Document Storage (671-030) positions: 3 FTE

Section 18 of the Illinois Constitution requires the appointment of clerks of courts. The position and duties of the circuit clerk are statutorily defined in the Clerks of Courts Act (705 ILCS 105/).



## MISSION STATEMENT

*The mission of the Office of the Clerk of the Circuit Court is to serve the citizens of Champaign County in a timely, efficient, and ethical manner. All services, information, and court records will be provided with courtesy and cost efficiency.*

## BUDGET HIGHLIGHTS

Revenue to the General Corporate Fund has been declining for several years, as the overall volume of cases filed declines. This is a statewide trend, largely due to the economy. Traffic case filings have reduced significantly and civil filings continue to decline.

## FINANCIAL

Fund 080 Dept 030			2016 Actual	2017 Original	2017 Projected	2018 Budget
335	71	STATE REV-SALARY STIPENDS	\$6,500	\$6,500	\$6,500	\$6,500
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$6,500	\$6,500	\$6,500	\$6,500
341	36	CIRCUIT CLERK FEES	\$1,436,449	\$1,650,000	\$1,450,000	\$1,450,000
352	15	ABANDONED BAIL BONDS	\$0	\$12,000	\$25,000	\$20,000
		FEES AND FINES	\$1,436,449	\$1,662,000	\$1,475,000	\$1,470,000
361	10	INVESTMENT INTEREST	\$6,212	\$4,000	\$6,500	\$6,500
369	41	TELEPHONE TOLL REIMB	\$0	\$15	\$15	\$15
369	90	OTHER MISC. REVENUE	\$0	\$50	\$50	\$50
		MISCELLANEOUS	\$6,212	\$4,065	\$6,565	\$6,565
371	30	FROM CIR CLK OPER/ADM 630	\$10,000	\$0	\$0	\$0
		INTERFUND REVENUE	\$10,000	\$0	\$0	\$0
REVENUE TOTALS			\$1,459,161	\$1,672,565	\$1,488,065	\$1,483,065
511	1	ELECTED OFFICIAL SALARY	\$90,209	\$92,013	\$92,013	\$93,709
511	3	REG. FULL-TIME EMPLOYEES	\$957,428	\$929,663	\$929,663	\$1,051,999
511	5	TEMP. SALARIES & WAGES	\$0	\$5,000	\$5,000	\$5,000
511	9	OVERTIME	\$6,071	\$2,500	\$2,500	\$2,500
511	40	STATE-PAID SALARY STIPEND	\$6,500	\$6,500	\$6,500	\$6,500
		PERSONNEL	\$1,060,208	\$1,035,676	\$1,035,676	\$1,159,708
522	1	STATIONERY & PRINTING	\$1,437	\$5,500	\$2,000	\$2,000
522	2	OFFICE SUPPLIES	\$7,071	\$150	\$6,500	\$250
522	3	BOOKS,PERIODICALS & MAN.	\$2,400	\$2,400	\$2,300	\$500
522	6	POSTAGE, UPS, FED EXPRESS	\$1,661	\$100	\$100	\$50
522	44	EQUIPMENT LESS THAN \$5000	\$204	\$0	\$0	\$0
		COMMODITIES	\$12,773	\$8,150	\$10,900	\$2,800
533	7	PROFESSIONAL SERVICES	\$371	\$2,200	\$2,200	\$250

533	12	JOB-REQUIRED TRAVEL EXP	\$123	\$100	\$0	\$100
533	29	COMPUTER/INF TCH SERVICES	\$0	\$200	\$50	\$200
533	33	TELEPHONE SERVICE	\$680	\$300	\$300	\$300
533	42	EQUIPMENT MAINTENANCE	\$1,431	\$8,000	\$8,605	\$1,000
533	58	EMPLOYEE PARKING	\$0	\$0	\$50	\$50
533	70	LEGAL NOTICES,ADVERTISING	\$19,235	\$20,000	\$19,395	\$20,000
533	75	COURT-ORDERED COSTS	\$1,575	\$2,500	\$2,000	\$3,000
533	84	BUSINESS MEALS/EXPENSES	\$49	\$0	\$148	\$50
533	93	DUES AND LICENSES	\$530	\$530	\$530	\$530
534	37	FINANCE CHARGES,BANK FEES	\$1,835	\$750	\$1,500	\$1,500
		SERVICES	\$25,829	\$34,580	\$34,778	\$26,980
<b>EXPENDITURE TOTALS</b>			<b>\$1,098,810</b>	<b>\$1,078,406</b>	<b>\$1,081,354</b>	<b>\$1,189,488</b>

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

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

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

- With the launch of the new Circuit Clerk office website, continue to increase transparency by providing statistical and financial reports to the public.

#### **DESCRIPTION - FINANCIALS**

In FY2016, the Clerk's Office distributed \$4,815,828.70 in revenue for Champaign County: \$1,399,527.20 for the State of Illinois and \$843,578.17 on behalf of Champaign County municipal governments and townships. The Office also distributed \$737,737.23 in child support payments.

#### **OBJECTIVES**

Accurate posting and distribution of all court related money.

#### **PERFORMANCE INDICATORS**

Indicator	FY2016 Actual	FY2017 Projected	FY2018 Budgeted
Annual audit of the Clerk's Office	1	1	1
Revenue collected on behalf of County	\$4,815,828	\$4,550,000	\$4,800,000

#### **DESCRIPTION – PROCESSING COURT CASES**

Traditionally, processing court cases includes initializing the case, assigning case numbers, sending notices, accepting filings, entering disposition information, posting court costs and fees, making sure that files get to court for hearings in a timely manner, and compiling case load statistical information for the Supreme Court.

There are twenty-four types of court cases ranging from adoptions through felonies. Each of the case types follows a different path through the legal system. There are over 700 statutes that directly impact the processes of the Clerk's Office.

Processing court cases is the most time-consuming yet most critical activity of the Circuit Clerk's Office. Most files go back and forth to court numerous times before and after final dispositions are entered. It is incumbent upon staff to ensure the correct court cases are delivered to the courtrooms the day before scheduled hearings. All court filings are currently being scanned in anticipation of when the Judiciary agrees to use the digital images in the courtroom rather than the paper file.

The Clerk's Office is also frequently required to provide notice to all parties of scheduled court events, processes which have become automated with technology over the past several years. The Clerk's Office is also required to provide quarterly reports to the Supreme Court regarding the status of cases in Champaign County Circuit Court.

On March 31, 2017, the Circuit Clerk's office began permissibly accepting electronically filed civil case filings. This is part of the Illinois Supreme Court's mandate to begin statewide e-filing as of January 1, 2018. The Illinois Supreme Court also released a new Manual on Recordkeeping that was effective April 1, 2017. The new Manual provided many new changes due to e-filing and included the ability to destroy all filings, civil and criminal, 30 days after filing. This would remove the need to store files in the office and the delivery of files to the Circuit Court. By not storing files in the office and in the basement storage, the office would be able to make better use of our space and eliminate the annual expense of repairs on the storage cabinets. Eliminating the need for files and the delivery of files, the Circuit Clerk could cease purchasing new files and labels, reassign several staff members to new duties, and save much needed staff time in searching for and delivering files. If allowed to go paperless, the Circuit Clerk's office estimates that this could save as much as \$70,000 in the 2018 and as much as \$126,000 a year starting in 2019.

## **OBJECTIVES**

1. To accurately process court filings and provide files to the Circuit Court and Circuit Court clerks in a timely manner
2. Compile statistical information for the Illinois Supreme Court
3. Accurately enter court costs and fees, process payments, and disburse funds to related governments

## **PERFORMANCE INDICATORS**

<b>Indicator</b>	<b>FY2016 Actual</b>	<b>FY2017 Projected</b>	<b>FY2018 Budgeted</b>
Total cases opened	31,083	30,060	30,000
Total cases closed	30,636	29,144	32,500
Pending cases	38,045	37,500	35,000

## **DESCRIPTION-PRESERVE ALL COURT RECORDS WHILE PROVIDING PUBLIC ACCESS**

The Circuit Clerk's Office is mandated to preserve court records, which are primarily public records. Public access to those records is an important consideration and is largely provided through the Clerk's website which provides indexes of public record court cases from 1992 to present. The Clerk's Office also provides a file viewing room where the public can access the website or view files upon request.

Microfilming court cases is required by law before permission to destroy old cases will be granted. For some years now, the company that does our microfilming also scans each file, providing much easier retrieval and access to old court cases. At the same time, we are scanning all current court cases.

### ***OBJECTIVES***

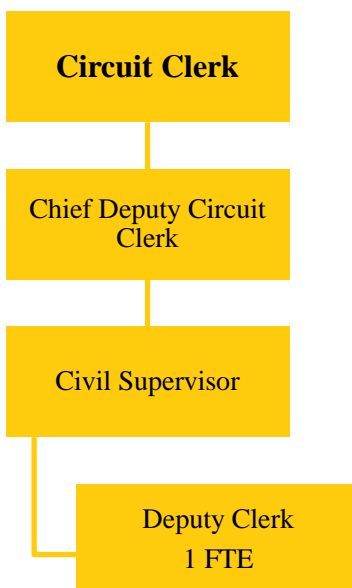
1. To provide access to public records in a timely manner
2. To maintain a website providing remote access to court files
3. To maintain and preserve court files in accordance with the State retention schedule
4. To organize and maintain evidence and exhibits entered as part of court proceedings

### ***PERFORMANCE INDICATORS***

<b>Indicator</b>	<b>FY2016 Actual</b>	<b>FY2017 Projected</b>	<b>FY2018 Budgeted</b>
Website specific case requests	8,511,048	8,122,777	8,300,000

# **CIRCUIT CLERK SUPPORT ENFORCEMENT**

## **Fund 080-130**



Circuit Clerk Support Enforcement position: 1 FTE

Department created through an Intergovernmental Agreement with the Department of Healthcare and Family Services enabling the Circuit Clerk's office to provide and collect information regarding child support.

### ***MISSION STATEMENT***

*The mission of the Office of the Clerk of the Circuit Court is to serve the citizens of Champaign County in a timely, efficient, and ethical manner. All services, information, and court records will be provided with courtesy and cost efficiency.*

### ***BUDGET HIGHLIGHTS***

This Agreement reimburses the County for efforts in providing child support information to the State. 66% of our reimbursement comes from the federal government with the balance from the state. It is used to reimburse the County for personnel costs. For FY 2018, the State of Illinois has again changed their reimbursement calculations which will result in a further reduction in funding. As a result, a transfer has been budgeted from the Child Support Service fund, as it is needed to fully cover personnel costs. The total dollar amount of support payments processed continues to decrease, as more cases are ordered to be processed by the State Disbursement Unit. However, our obligation to record the payments (whether they are made through the SDU or through our office) has not changed, and our workload on IV- D cases continues to increase.

## FINANCIAL

Fund 080 Dept 130			2016 Actual	2017 Original	2017 Projected	2018 Budget
331	25	HHS-CHLD SUP ENF TTL IV-D	\$19,418	\$19,743	\$19,743	\$20,069
334	41	IL DPT HLTHCARE & FAM SRV	\$10,003	\$10,171	\$10,171	\$10,339
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$29,421	\$29,914	\$29,914	\$30,408
371	17	FROM CHILD SUPPORT FND617	\$7,382	\$15,000	\$15,000	\$15,000
		INTERFUND REVENUE	\$7,382	\$15,000	\$15,000	\$15,000
REVENUE TOTALS			\$36,803	\$44,914	\$44,914	\$45,408
511	3	REG. FULL-TIME EMPLOYEES	\$36,770	\$35,159	\$35,159	\$36,175
511	9	OVERTIME	\$33	\$150	\$150	\$150
513	1	SOCIAL SECURITY-EMPLOYER	\$0	\$0	\$0	\$2,767
513	2	IMRF - EMPLOYER COST	\$0	\$0	\$0	\$2,981
513	4	WORKERS' COMPENSATION INS	\$0	\$0	\$0	\$199
513	5	UNEMPLOYMENT INSURANCE	\$0	\$0	\$0	\$248
513	6	EMPLOYEE HEALTH/LIFE INS	\$0	\$0	\$0	\$10,549
		PERSONNEL	\$36,803	\$35,309	\$35,309	\$53,069
EXPENDITURE TOTALS			\$36,803	\$35,309	\$35,309	\$53,069

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

## DESCRIPTION

The Intergovernmental Agreement requires the Circuit Clerk to provide to the State Disbursement Unit (SDU) all demographic information regarding the payers and recipients of child support when that support is required by an order of the Champaign County Circuit Court. Specific information regarding the court order and payment history is also required.

## OBJECTIVES

- Provide necessary information to SDU on a timely basis
- All support payments processed on time

## PERFORMANCE INDICATORS

Indicator	FY2016 Actual	FY2017 Projected	FY2018 Budgeted
Total dollars of support payments processed	\$737,737	\$1,000,000	\$1,000,000

# JURY COMMISSION

## Fund 080-032



Jury Commission positions: 2.17 FTE

The positions and duties of the jury commissioners are statutorily defined in the Jury Commission Act (705 ILCS 310/).

### MISSION STATEMENT

*The mission of the Jury Commission is to carry out the constitutional and statutory responsibilities vested in the Jury Commission.*

### BUDGET HIGHLIGHTS

The only costs associated with this budget are for personnel. Changes from one year to the next are primarily driven by the terms of the Circuit Court AFSCME collective bargaining agreement.

Starting in 2018, the Circuit Clerk is moving all Jury related expenses from General Revenue (080-030) to the Jury Commission (080-032). We believe that this will better align the purchases with the goals set forth by the Champaign County Auditor and the external Auditors. These expenses include the printing of summons, questionnaire postcards, parking passes, juror badges, and all meal items for the jurors.

### FINANCIAL

Fund 080 Dept 032			2016 Actual	2017 Original	2017 Projected	2018 Budget
511	2	APPOINTED OFFICIAL SALARY	\$4,340	\$4,341	\$4,341	\$4,341
511	4	REG. PART-TIME EMPLOYEES	\$28,473	\$26,065	\$26,065	\$26,687
511	5	TEMP. SALARIES & WAGES	\$0	\$2,000	\$0	\$2,000
		PERSONNEL	\$32,813	\$32,406	\$30,406	\$33,028
522	1	STATIONERY & PRINTING	\$0	\$0	\$0	\$7,000

Fund 080 Dept 032			2016	2017	2017	2018
			Actual	Original	Projected	Budget
522	2	OFFICE SUPPLIES	\$0	\$0	\$0	\$1,000
		COMMODITIES	\$0	\$0	\$0	\$8,000
533	7	PROFESSIONAL SERVICES	\$0	\$0	\$0	\$2,500
533	29	COMPUTER/INF TCH SERVICES	\$0	\$0	\$0	\$75
533	42	EQUIPMENT MAINTENANCE	\$0	\$0	\$0	\$7,500
533	62	JUROR MEALS	\$466	\$1,000	\$850	\$1,000
533	84	BUSINESS MEALS/EXPENSES	\$53	\$0	\$150	\$150
		SERVICES	\$519	\$1,000	\$1,000	\$11,225
<b>EXPENDITURE TOTALS</b>			<b>\$33,332</b>	<b>\$33,406</b>	<b>\$31,406</b>	<b>\$52,253</b>

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

### ***DESCRIPTION***

The Champaign County Jury Commission and jury personnel are responsible for the summoning of jurors for trial, reviewing requests for excusal or deferment, and providing orientation and guidance during jurors' service. The jury commission is comprised of three members appointed by the Circuit Judges for three year terms. The Courts and the Circuit Clerk work together to provide optimal juror pools for trials in Champaign County. With the advent of our new jury system, which allows for jurors to complete questionnaires via web, phone, or text, we have significantly increased initial juror response rate. This transition is also saving the County an average of \$6,000 annually in postage expenses. The new juror reporting notification program continues to be very popular with jurors, and the positive feedback we are receiving indicates that we have made great strides in improving the overall juror experience. The 2015 legislation increasing juror pay was found unconstitutional by the Illinois Supreme Court, so our juror pay expenditures have reverted back to pre-2015 numbers. The Circuit Court reduced the number of jury weeks for 2017 and has continued this practice for 2018, which allows for more efficient use of the qualified juror pool.

### ***OBJECTIVES***

1. To provide a sufficient number of jurors for trials in the Champaign County Circuit Court
2. To ensure that jurors receive thorough information and support during their jury service
3. To provide a jury pool that is a representative cross-section of the community
4. To provide an understanding forum for individuals to request excusal or deferment of their jury service

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

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

- The members of the jury commission and the jury personnel are working to make the juror processes easier to navigate through upgrades to the current jury system.

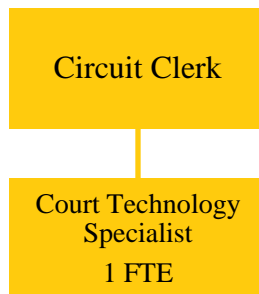


**PERFORMANCE INDICATORS**

<b>Indicator</b>	<b>FY2016 Actual</b>	<b>FY2017 Projected</b>	<b>FY2018 Budgeted</b>
Number of questionnaires sent	20,748	20,000	20,000
Number of unreturned questionnaires	16,108	7,680	5,000
Number of jury trials	69	71	70
Number of jurors summoned	6750	9,950	8,000
Number of jurors excused	900	1,104	1,000
Number of jurors deferred	1,141	2,044	1,500

## COURT AUTOMATION

### Fund 613-030



Court Automation position: 1 FTE

The Court Automation Fund, established by 705 ILCS 105 et seq., contains revenue derived from a \$15.00 fee assessed on virtually all court cases. This fee was established at \$3.00 by County Board Resolution No. 2338 on November 20, 1984. It was raised to \$5.00 by County Board Resolution No. 3476 on August 16, 1994. It was increased to \$10.00 by County Board Resolution No. 7131 on September 24, 2009. The fee was increased to its current level of \$15.00 by County Board Resolution No. 8666 and effective October 1, 2013. The purpose of the Fund is to defray the County's costs associated with the Court's automated record keeping systems. The statutory maximum for this fee is \$25.00

The County Board shall make expenditure from the fund in payment of any cost related to the automation of court records, provided that the expenditure is approved by the Chief Judge of the Circuit Court, or his designee, and by Clerk of the Circuit Court.

#### **MISSION STATEMENT**

*To support in the creation and operation of the Integrated Champaign County Justice Information System that provides secure and timely access to accurate and complete information throughout the justice system and to improve the efficiency of operations.*

#### **BUDGET HIGHLIGHTS**

Expenditures from the Fund include: (1) the replacement of all computers and other technology devices necessary for the operation of the Circuit Court and Circuit Clerk offices (this replacement occurs every four years); the annual JANO Justice Systems maintenance costs; the maintenance of the Champaign County jury system; and the reserve for replacement of the AS/400 of the technology system (which requires replacement approximately once every four years). The fund also covers more than \$120,000 in personnel costs. All of these expenses are deemed essential to the operation of the courts and would otherwise pose a burden on the General Corporate Fund.

The expenses required to maintain the Court's automation system have increased over the last decade. As the Illinois Supreme Court begins to implement mandatory eBusiness initiatives (Civil eFiling and eAppeals) these expenses will continue to increase. It is our hope that Champaign County will be able to benefit from the efficiencies associated with these initiatives and provide better customer service for individuals involved in the justice system. However, none of the mandates by the Supreme Court have been accompanied by any State financial support, so our compliance with the directive is dependent on our ability to spend Court Automation and Document Storage Funds.

## FINANCIAL

Fund 613 Dept 030			2016 Actual	2017 Original	2017 Projected	2018 Budget
341	10	COURT FEES AND CHARGES	\$237,860	\$255,000	\$234,950	\$243,861
		FEES AND FINES	\$237,860	\$255,000	\$234,950	\$243,861
361	10	INVESTMENT INTEREST	\$16	\$0	\$262	\$300
		MISCELLANEOUS	\$16	\$0	\$262	\$300
371	12	FROM COURT DOC STR FND671	\$17,877	\$18,078	\$18,078	\$18,078
371	17	FROM CHILD SUPPORT FND617	\$14,301	\$14,462	\$14,462	\$14,462
371	18	FROM PROB SERV FUND 618	\$14,301	\$14,462	\$14,462	\$14,462
371	30	FROM CIR CLK OPER/ADM 630	\$17,877	\$18,078	\$18,078	\$18,078
371	80	FROM GENERAL CORP FND 080	\$0	\$20,000	\$0	\$0
		INTERFUND REVENUE	\$64,356	\$85,080	\$65,080	\$65,080
REVENUE TOTALS			\$302,232	\$340,080	\$300,292	\$309,241
511	3	REG. FULL-TIME EMPLOYEES	\$95,252	\$96,799	\$96,799	\$99,128
513	1	SOCIAL SECURITY-EMPLOYER	\$7,080	\$7,259	\$7,259	\$7,583
513	2	IMRF - EMPLOYER COST	\$7,971	\$8,018	\$8,018	\$8,168
513	4	WORKERS' COMPENSATION INS	\$524	\$522	\$522	\$545
513	5	UNEMPLOYMENT INSURANCE	\$408	\$408	\$408	\$248
513	6	EMPLOYEE HEALTH/LIFE INS	\$8,330	\$9,763	\$9,763	\$10,549
		PERSONNEL	\$119,565	\$122,769	\$122,769	\$126,221
522	1	STATIONERY & PRINTING	\$0	\$500	\$500	\$250
522	2	OFFICE SUPPLIES	\$4,112	\$1,000	\$1,000	\$500
522	44	EQUIPMENT LESS THAN \$5000	\$30,565	\$60,000	\$45,000	\$60,000
		COMMODITIES	\$34,677	\$61,500	\$46,500	\$60,750
533	7	PROFESSIONAL SERVICES	\$1,914	\$2,000	\$2,000	\$100
533	29	COMPUTER/INF TCH SERVICES	\$737	\$5,000	\$5,000	\$1,000
533	42	EQUIPMENT MAINTENANCE	\$129,147	\$130,000	\$130,000	\$150,000
533	85	PHOTOCOPY SERVICES	\$2,966	\$0	\$0	\$0
		SERVICES	\$134,764	\$137,000	\$137,000	\$151,100
EXPENDITURE TOTALS			\$289,006	\$321,269	\$306,269	\$338,071

## FUND BALANCE

FY2016 Actual	FY2017 Projected	FY2018 Budgeted
\$94,820	\$88,843	\$60,013

The fund balance goal for Courts Automation is to maintain a minimum of \$250,000 as a buffer in the event of unforeseen emergency equipment replacement. The fund balance will increase above this level in years immediately preceding the year in which technology will be replaced, and will drop below this level when the technology replacement occurs. In addition to replacement for Clerk and Courts computers, the Court

Automation Fund supports the replacement every four years of the AS/400. Court Automation will be paying for the AS/400 lease agreement for FY 19 and FY 20 (10 months).

***FULL TIME EMPLOYEE HISTORY***

<b>FY2014</b>	<b>FY2015</b>	<b>FY2016</b>	<b>FY2017</b>	<b>FY2018</b>
1	1	1	1	1

***OBJECTIVES***

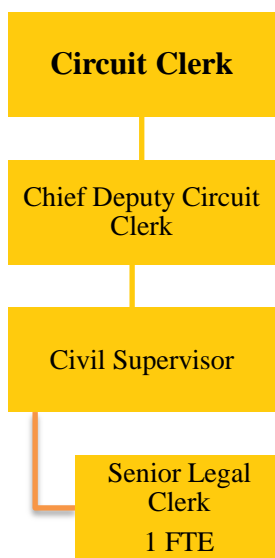
To maintain a reasonable fund balance while satisfying the technological needs of the Clerk and the Courts.

***PERFORMANCE INDICATORS***

<b>Indicator</b>	<b>FY2016 Actual</b>	<b>FY2017 Projected</b>	<b>FY2018 Budgeted</b>
Software systems licensed and maintained	100%	100%	100%
Replacement of hardware on time	100%	100%	100%

# CHILD SUPPORT SERVICE

## Fund 617-030



Circuit Clerk child support service fund position: 1 FTE

This Fund is established by an annual fee of \$36 assessed to the payors of child support. It is authorized by 705 ILCS 105/27.1a(bb)(4), and required by County Board Ordinance No. 2580. Expenditures from this fund are for maintaining child support records and the processing of support orders to the State of Illinois KIDS system and the recording of payments issued by the State Disbursement Unit for the official record of the Court.

### ***BUDGET HIGHLIGHTS***

The collection of this fee was suspended for two full calendar years. After reviewing the statute and County Board Ordinance, the decision was reached that the Clerk did not have the authority to suspend the collection of this fee, and the collection of the fee has resumed. Additionally, the Family (F) case volume has more than doubled since 2008, along with the associated responsibilities. With continued decreases in the State Healthcare and Family Services (HFS) grant, this fund has become increasingly significant to the overall fiscal health of the Circuit Clerk's Office.

### ***FINANCIAL***

Fund 617 Dept 030			2016 Actual	2017 Original	2017 Projected	2018 Budget
341	17	CHILD SUPPORT FEE FEES AND FINES	\$21,128 \$21,128	\$60,000 \$60,000	\$10,000 \$10,000	\$20,000 \$20,000
361	10	INVESTMENT INTEREST MISCELLANEOUS	\$442 \$442	\$500 \$500	\$600 \$600	\$600 \$600
<b>REVENUE TOTALS</b>			<b>\$21,570</b>	<b>\$60,500</b>	<b>\$10,600</b>	<b>\$20,600</b>

511	3	REG. FULL-TIME EMPLOYEES	\$22,626	\$79,736	\$74,736	\$30,929
511	9	OVERTIME	\$136	\$250	\$250	\$250
513	1	SOCIAL SECURITY-EMPLOYER	\$1,702	\$2,114	\$2,114	\$2,366
513	2	IMRF - EMPLOYER COST	\$1,917	\$318	\$318	\$2,549
513	4	WORKERS' COMPENSATION INS	\$124	\$152	\$152	\$170
513	5	UNEMPLOYMENT INSURANCE	\$384	\$408	\$408	\$248
513	6	EMPLOYEE HEALTH/LIFE INS	\$7,194	\$9,763	\$9,763	\$10,549
		PERSONNEL	\$34,083	\$92,741	\$87,741	\$47,061
522	1	STATIONERY & PRINTING	\$0	\$1,000	\$1,000	\$1,000
522	2	OFFICE SUPPLIES	\$105	\$1,000	\$1,000	\$1,000
522	44	EQUIPMENT LESS THAN \$5000	\$3,843	\$4,000	\$2,000	\$2,000
		COMMODITIES	\$3,948	\$6,000	\$4,000	\$4,000
533	29	COMPUTER/INF TCH SERVICES	\$349	\$500	\$500	\$500
533	33	TELEPHONE SERVICE	\$140	\$100	\$100	\$100
533	42	EQUIPMENT MAINTENANCE	\$0	\$15,000	\$15,000	\$15,000
533	52	OTHER SERVICE BY CONTRACT	\$0	\$0	\$2,000	\$2,000
533	95	CONFERENCES & TRAINING	\$0	\$250	\$250	\$250
		SERVICES	\$489	\$15,850	\$17,850	\$17,850
571	30	TO COURT AUTOMTN FUND 613	\$14,301	\$14,462	\$14,462	\$14,462
571	80	TO GENERAL CORP FUND 080	\$7,382	\$15,000	\$15,000	\$15,000
		INTERFUND EXPENDITURE	\$21,683	\$29,462	\$29,462	\$29,462
<b>EXPENDITURE TOTALS</b>			<b>\$60,203</b>	<b>\$144,053</b>	<b>\$139,053</b>	<b>\$98,373</b>

### ***FUND BALANCE***

<b>FY2016 Actual</b>	<b>FY2017 Projected</b>	<b>FY2018 Budgeted</b>
\$265,394	\$136,941	\$59,168

### ***FULL TIME EMPLOYEE HISTORY***

<b>FY2014</b>	<b>FY2015</b>	<b>FY2016</b>	<b>FY2017</b>	<b>FY2018</b>
0	0	1	2	1

### ***DESCRIPTION***

Receipt and disbursement of child support payments while keeping a record of these payments for use in court. Field all inquiries relating to child support from the public and attorneys.

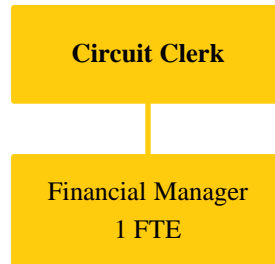
### ***OBJECTIVES***

In FY2013 and FY2014 all Child Support cases were converted to JANO. Future fiscal year will focus on more efficient service for other courthouse departments, as well as for the Clerk's customers. In the past, child support payments made at the counter could take up to two weeks to reach the intended recipient. Now that the data conversion is totally complete, an electronic funds transfer is possible, which reduces the distribution time to 48 hours.

***PERFORMANCE INDICATORS***

<b>Indicator</b>	<b>FY2016 Actual</b>	<b>FY2017 Projected</b>	<b>FY2018 Budgeted</b>
Number of Family Cases Filed in Champaign County	497	539	550

## **Circuit Clerk Operation and Administrative Fund 630-030**



Circuit Clerk Operation and Administrative position: 1 FTE

The Circuit Clerk Operation and Administrative Fund is required by the Clerk of the Courts Act Section 27.3d, and it is “to be used to offset the costs incurred by the Circuit Court Clerk in performing the additional duties required to collect and disburse funds to entities of State and local government as provided by law” (705 ILCS 105/27.3d). The Operation and Administrative Fund receives its revenue as a percentage of certain State fees collected as dictated by law. For example, if a new \$50 state fee is created for specific court situations, 2% of that amount may go into this Fund. As more new state fees are passed into law, there could be additional sources of revenue for this Fund.

### ***MISSION STATEMENT***

***The mission of the Office of the Clerk of the Circuit Court is to serve the citizens of Champaign County in a timely, efficient, and ethical manner. All services, information, and court records will be provided with courtesy and cost efficiency.***

### ***BUDGET HIGHLIGHTS***

In the past this Fund has not supported personnel costs, but has rather provided a lump sum to the General Corporate Fund. After a review of the statute outlining how the Fund should be spent, it is the opinion of the Clerk that the Fund would be more appropriately spent on accounting department salaries. This does not represent a change in total expenditures, but more closely aligns with the intended purpose.

We began participating in the Illinois State Comptroller’s Local Debt Recovery Program in FY2014, and have continued to participate each year since. This program allows us to collect unpaid fines and fees through tax refunds, lottery winnings, and state employee and state contract employee wages. It has been an incredibly successful program, and has resulted in a significant increase in revenue to this fund.

This increased revenue allowed the Champaign County Circuit Clerk’s Office to purchase new financial software, bringing our office into compliance with state and federal accounting guidelines.



## FINANCIAL

Fund 630 Dept 030			2016 Actual	2017 Original	2017 Projected	2018 Budget
341	10	COURT FEES AND CHARGES	\$203,276	\$282,500	\$211,410	\$211,000
		FEES AND FINES	\$203,276	\$282,500	\$211,410	\$211,000
361	10	INVESTMENT INTEREST	\$322	\$200	\$650	\$650
		MISCELLANEOUS	\$322	\$200	\$650	\$650
<b>REVENUE TOTALS</b>			<b>\$203,598</b>	<b>\$282,700</b>	<b>\$212,060</b>	<b>\$211,650</b>
511	3	REG. FULL-TIME EMPLOYEES	\$80,959	\$55,088	\$55,088	\$56,337
511	28	EMPLOYEE BONUS	\$52,500	\$0	\$0	\$0
513	1	SOCIAL SECURITY-EMPLOYER	\$10,123	\$4,131	\$4,131	\$4,310
513	2	IMRF - EMPLOYER COST	\$11,404	\$4,563	\$4,563	\$4,642
513	4	WORKERS' COMPENSATION INS	\$734	\$297	\$297	\$310
513	5	UNEMPLOYMENT INSURANCE	\$1,030	\$408	\$408	\$248
513	6	EMPLOYEE HEALTH/LIFE INS	\$6,884	\$9,763	\$9,763	\$10,549
513	20	EMPLOYEE DEVELOPMNT/RECOG PERSONNEL	\$2,222 \$165,856	\$0 \$74,250	\$0 \$74,250	\$0 \$76,396
522	1	STATIONERY & PRINTING	\$9,744	\$20,000	\$20,000	\$7,500
522	2	OFFICE SUPPLIES	\$5,523	\$10,000	\$10,000	\$5,000
522	6	POSTAGE, UPS, FED EXPRESS	\$2,964	\$7,500	\$7,500	\$1,000
522	40	OFFICE EXPENSES	\$2,052	\$10,000	\$10,000	\$10,000
522	44	EQUIPMENT LESS THAN \$5000 COMMODITIES	\$22,224 \$42,507	\$60,000 \$107,500	\$60,000 \$107,500	\$20,000 \$43,500
533	29	COMPUTER/INF TCH SERVICES	\$38,314	\$30,000	\$23,787	\$2,500
533	42	EQUIPMENT MAINTENANCE	\$1,817	\$18,000	\$13,050	\$30,000
533	84	BUSINESS MEALS/EXPENSES	\$364	\$1,500	\$1,500	\$1,500
533	95	CONFERENCES & TRAINING SERVICES	\$2,165 \$42,660	\$5,000 \$54,500	\$5,000 \$43,337	\$10,000 \$44,000
544	33	OFFICE EQUIPMENT & FURNIS CAPITAL	\$30,365 \$30,365	\$15,000 \$15,000	\$26,163 \$26,163	\$20,000 \$20,000
571	30	TO COURT AUTOMTN FUND 613	\$17,877	\$17,877	\$17,877	\$17,877
571	80	TO GENERAL CORP FUND 080 INTERFUND EXPENDITURE	\$10,000 \$27,877	\$0 \$17,877	\$0 \$17,877	\$0 \$17,877
<b>EXPENDITURE TOTALS</b>			<b>\$309,265</b>	<b>\$269,127</b>	<b>\$269,127</b>	<b>\$201,773</b>

## FUND BALANCE

FY2016 Actual	FY2017 Projected	FY2018 Budgeted
\$139,458	\$82,391	\$92,268

The fund balance goal for this fund is \$250,000 – or an amount equal to one year’s worth of revenue. This enables appropriate management of expenditure in years when revenues may not be as strong. In years leading up to periodic purchase of equipment or software, the fund balance will grow above the \$250,000 goal to allow for those expenditures.

***FULL TIME EMPLOYEE HISTORY***

<b>FY2014</b>	<b>FY2015</b>	<b>FY2016</b>	<b>FY2017</b>	<b>FY2018</b>
1	1	1	1	1

# CIRCUIT CLERK E-TICKETING

## Fund 632-030

This fund has been established in accordance with 705 ILCS 105/27.3e, as amended by Public Act 96-1210 effective January 1, 2011.

### MISSION STATEMENT

*The fee shall be used to defray expenses related to the establishment and maintenance of electronic citations – the process of transmitting traffic, misdemeanor, municipal ordinance, conservation, or other citations and law enforcement data via electronic means to the circuit court clerk.*

### BUDGET HIGHLIGHTS

While this fee has been collected since FY2011, the Illinois Supreme Court only began authorizing Counties to submit requests for approval for e-ticketing programs in 2013. A fully functioning automated disposition reporting system (ADR) is a prerequisite for all e-ticketing programs in Illinois. Champaign County was approved for ADR by the Illinois Supreme Court in 2013, and the program is fully functioning. The Circuit Clerk's Office is working with the Champaign County Sheriff and all local police agencies to identify an e-ticketing vendor that best meets the needs of Champaign County. Though implementation of an e-ticketing program in Champaign County was anticipated in FY2016, the RFQ process only began in the second half of 2016. As of budget preparations for FY2018, we have chosen a vendor and testing is progressing along. We anticipate the Demonstration Phase to begin in late 3<sup>rd</sup>/early 4<sup>th</sup> Quarter of FY2017. Therefore, we have again asked for expenditure amounts in line with that expected software and equipment purchasing.

### FINANCIAL

Fund 632 Dept 030			2016	2017	2017	2018
			Actual	Original	Projected	Budget
341	61	ELECTRONIC CITATIONS FEE	\$17,302	\$25,000	\$17,000	\$19,200
		FEES AND FINES	\$17,302	\$25,000	\$17,000	\$19,200
361	10	INVESTMENT INTEREST	\$162	\$100	\$400	\$250
		MISCELLANEOUS	\$162	\$100	\$400	\$250
REVENUE TOTALS			\$17,464	\$25,100	\$17,400	\$19,450
544	33	OFFICE EQUIPMENT & FURNIS	\$45,000	\$115,000	\$71,500	\$20,000
		CAPITAL	\$45,000	\$115,000	\$71,500	\$20,000
EXPENDITURE TOTALS			\$45,000	\$115,000	\$71,500	\$20,000

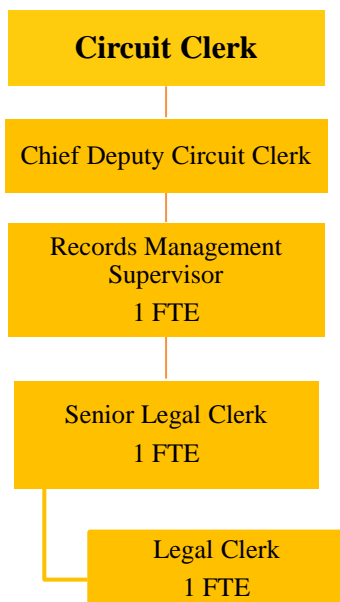
### FUND BALANCE

FY2016 Actual	FY2017 Projected	FY2018 Budgeted
\$74,505	\$20,405	\$19,855

The fund balance goal for this fund is \$20,000 – or an amount equal to one year’s worth of revenue. This enables appropriate management of expenditure in years when revenues may not be as strong. In years leading up to periodic purchases of equipment or software, the fund balance will grow above the \$20,000 goal, as it has in FY2013, FY2014, FY2015, and FY2016 to allow for that one-time expenditure – which is anticipated to occur in FY2017. The expenditure in FY2017 is the reason for the change in fund balance of greater than 10%.

# COURT DOCUMENT STORAGE

Fund 671-030



Court document storage fund positions: 3 FTE

The Circuit Clerk Document Storage Fund, established by 705 ILCS 105 et seq. contains revenue derived from a \$15.00 fee assessed on virtually all court cases. This fee was established at \$5.00 by County Board Resolution No. 3477 on August 16, 1994. The fee was increased to \$10.00 for Small Claims civil cases and may appear traffic cases and \$15.00 on all other cases by County Board Resolution No. 8660 and effective October 1, 2013. The purpose of this fund is to defray the County's cost of establishing and maintaining a document storage system, including the cost of converting to electronic or micrographic storage. The statutory maximum for this fee is \$25.00. All expenditures from this fund must be approved by the Clerk of the Circuit Court.

## MISSION STATEMENT

*The mission of the Office of the Clerk of the Circuit Court is to serve the citizens of Champaign County in a timely, efficient, and ethical manner. All services, information, and court records will be provided with courtesy and cost efficiency.*

## BUDGET HIGHLIGHTS

Expenditures from the Fund include: (1) microfilming files as required by statute (approximately \$35,000 annually); the maintenance of the website and public access lookup system (\$13,000 annually); replacement of large equipment such as scanners (\$20,000 annually, replacing one of the five scanners each year on a rotating basis); replacement of microfilm machine required by statute (\$20,000 every 10-15 years); the purchase of will cabinets (\$5,000 every three years or as needed). The fund also covers more than \$140,000 in personnel costs. All of these expenses are deemed essential to the operation of the Office of the Circuit Clerk and would otherwise pose a burden on the General Corporate Fund.

The expenses required to store, preserve, and provide public access to court documents have remained fairly constant throughout the last several years. Revenue was declining steadily, which necessitated a fee increase in FY2013. The largest expense each year is sending files to be microfilmed as required by Illinois statute. Without microfilming, the requirement would be to keep the paper files indefinitely. As it stands, there is not adequate physical space to house these documents in archival condition. The Champaign County Historical Archives (located in the Urbana Free Library) has housed, indexed, and made publically available, over 77,000 Champaign County court case files. However, though Champaign County court records comprise more than a third of the collection maintained from Champaign County, the Circuit Clerk only began compensating the Archives for this service in FY2015. We will continue to include that compensation in our FY2018 budget.

For FY 2016 and FY 2017 we are budgeting for a deficit for Document Storage. A large on going concern for the Circuit Clerk's office is the evidence and storage room. Typically evidence can only be destroyed once the defendant has deceased as it must be made available for any future court proceeding. We estimate that we are currently operating at 120% capacity for this room. Without the ability to acquire additional secure locations for storage within the Courthouse we are planning to renovate our current space and establish new storage procedures to maintain better usage. This project will continue through FY 2016, FY2017 and possibly into FY 2018.

On March 31, 2017, the Circuit Clerk's office began permissibly accepting electronically filed Civil cases documents. This is part of the Illinois Supreme Court's mandate to begin statewide e-filing as of January 1, 2018. The Illinois Supreme Court also released a new Manual on Recordkeeping that was effective April 1, 2017. The new Manual provided many new changes due to e-filing and included the ability to destroy all documents, civil and criminal, 30 days after filing. This would remove the need to store files in the office and the delivery of files to the Circuit Court. By not storing files in the office and in the basement storage, the office would be able to make better use of our space and eliminate the annual expense of repairs on the storage cabinets. This would allow the Circuit Clerk to use the entire basement storage for evidence collection, storage and distribution. This would greatly diminish the amount of time and resources that need to be devoted to the evidence project.

Eliminating the need for files and the delivery of files, the Circuit Clerk could cease purchasing \$20,000 a year in files and labels, reassign several staff members to new duties, and save much needed staff time in searching for and delivering files. The Records department would be able to spend time getting documents scanned that were not previously scanned when filed in the office, notably before 2013. If allowed to go paperless, the Circuit Clerk's office estimates that this could save as much as \$70,000 in the 2018 and as much as \$126,000 a year starting in 2019.

## **FINANCIAL**

Fund 671 Dept 030			2016	2017	2017	2018
			Actual	Original	Projected	Budget
341	10	COURT FEES AND CHARGES	\$234,867	\$250,000	\$231,733	\$240,475
		FEES AND FINES	\$234,867	\$250,000	\$231,733	\$240,475
361	10	INVESTMENT INTEREST	\$360	\$250	\$900	\$750
		MISCELLANEOUS	\$360	\$250	\$900	\$750
REVENUE TOTALS			\$235,227	\$250,250	\$232,633	\$241,225

Fund 671 Dept 030			2016 Actual	2017 Original	2017 Projected	2018 Budget
511	3	REG. FULL-TIME EMPLOYEES	\$84,077	\$99,587	\$99,587	\$102,475
511	9	OVERTIME	\$20	\$500	\$500	\$500
513	1	SOCIAL SECURITY-EMPLOYER	\$6,336	\$6,856	\$6,856	\$7,839
513	2	IMRF - EMPLOYER COST	\$7,135	\$7,573	\$7,573	\$8,444
513	4	WORKERS' COMPENSATION INS	\$459	\$493	\$493	\$564
513	5	UNEMPLOYMENT INSURANCE	\$1,060	\$1,225	\$1,225	\$744
513	6	EMPLOYEE HEALTH/LIFE INS	\$23,587	\$29,289	\$29,289	\$31,647
		PERSONNEL	\$122,674	\$145,523	\$145,523	\$152,213
522	1	STATIONERY & PRINTING	\$0	\$15,000	\$15,000	\$30,000
522	2	OFFICE SUPPLIES	\$11,040	\$20,000	\$20,000	\$25,000
522	44	EQUIPMENT LESS THAN \$5000	\$2,408	\$25,000	\$25,000	\$5,000
		COMMODITIES	\$13,448	\$60,000	\$60,000	\$60,000
533	29	COMPUTER/INF TCH SERVICES	\$28,277	\$5,000	\$5,000	\$1,500
533	36	WASTE DISPOSAL & RECYCLNG	\$360	\$650	\$650	\$1,000
533	42	EQUIPMENT MAINTENANCE	\$19,745	\$9,800	\$9,800	\$15,000
533	50	FACILITY/OFFICE RENTALS	\$13,000	\$13,000	\$13,000	\$13,000
533	52	OTHER SERVICE BY CONTRACT	\$12,000	\$5,000	\$5,000	\$1,000
533	71	BLUEPRINT,FILM PROCESSING	\$1,827	\$30,000	\$28,599	\$30,000
533	85	PHOTOCOPY SERVICES	\$0	\$8,500	\$8,500	\$10,000
533	95	CONFERENCES & TRAINING	\$305	\$0	\$0	\$0
		SERVICES	\$75,514	\$71,950	\$70,549	\$71,500
544	33	OFFICE EQUIPMENT & FURNIS	\$29,417	\$0	\$2,500	\$20,000
		CAPITAL	\$29,417	\$0	\$2,500	\$20,000
571	30	TO COURT AUTOMTN FUND 613	\$17,877	\$17,877	\$17,877	\$17,877
		INTERFUND EXPENDITURE	\$17,877	\$17,877	\$17,877	\$17,877
<b>EXPENDITURE TOTALS</b>			<b>\$258,930</b>	<b>\$295,350</b>	<b>\$296,449</b>	<b>\$321,590</b>

### ***FUND BALANCE***

<b>FY2016 Actual</b>	<b>FY2017 Projected</b>	<b>FY2018 Budgeted</b>
\$197,098	\$133,282	\$52,917

As previously mentioned in the *Budget Highlights*, for FY 2016 and FY 2017 we are budgeting for a deficit for Document Storage. A large ongoing concern for the Circuit Clerk's office is the evidence and storage room. Evidence can only be destroyed once the defendant has died as it must be made available for any future court proceedings. We estimate that we are currently operating at 120% capacity for this room. Without the ability to acquire additional secure locations for storage within the Courthouse we are planning to renovate our current space and establish new storage procedures to maintain better usage. This project

will continue through FY2016, FY2017 and possibly into FY2018 and will result in a significant decrease in the fund balance.

### ***FULL TIME EMPLOYEE HISTORY***

<b>FY2014</b>	<b>FY2015</b>	<b>FY2016</b>	<b>FY2017</b>	<b>FY2018</b>
3	3	3	3	3

### ***DESCRIPTION – STORAGE of FILES***

- To maintain storage of court files dating to 1833 in such a fashion as to insure security and ease of retrieval
- To utilize Supreme Court rules in microfilming and destroying files to save space

### ***OBJECTIVES***

- To preserve the integrity of records, some of which are over 150 years old
- To retrieve documents requested by the public, Bar Association, and Courts in a timely fashion

### ***PERFORMANCE INDICATORS***

<b>Indicator</b>	<b>FY2016 Actual</b>	<b>FY2017 Projected</b>	<b>FY2018 Budgeted</b>
Total cases opened	29,082	30,060	30,000
Total cases closed	31,748	29,144	32,500
Pending cases	384,589	37,500	35,000

### **Files Microfilmed and Destroyed**

FY 2016

- Filmed and Destroyed (approx. 3200)
- Filmed but not destroyed (Drainage) (59 boxes)
- Destroyed without Filming (TR and SC) (approx. 10300)

FY 2017 (Projected)

- Filmed and Destroyed (approx. 4000)
- Destroyed without filming (approx. 10300)

FY 2018 (Budgeted)

- Filmed and Destroyed (approx. 4000)
- Destroyed without filming (approx. 10000)

### ***DESCRIPTION – EXHIBIT EVIDENCE STORAGE and DESTRUCTION***

The Circuit Clerk is responsible for the preservation of exhibits and/or evidence through the end of any potential appeal of the disposition in the case that contained them. They range in size from envelopes of photos to the driver's seat of a four door sedan. They are often hazardous materials ranging from blood-stained clothing to bottles of urine. The Circuit Clerk currently has over 2,000 exhibits in storage. Specific guidelines established by the Supreme Court must be followed to destroy evidence or exhibits. The Circuit



Clerk has been working with the local judiciary to begin destruction of evidence that is no longer needed, but space is a continuing concern.

### ***OBJECTIVES***

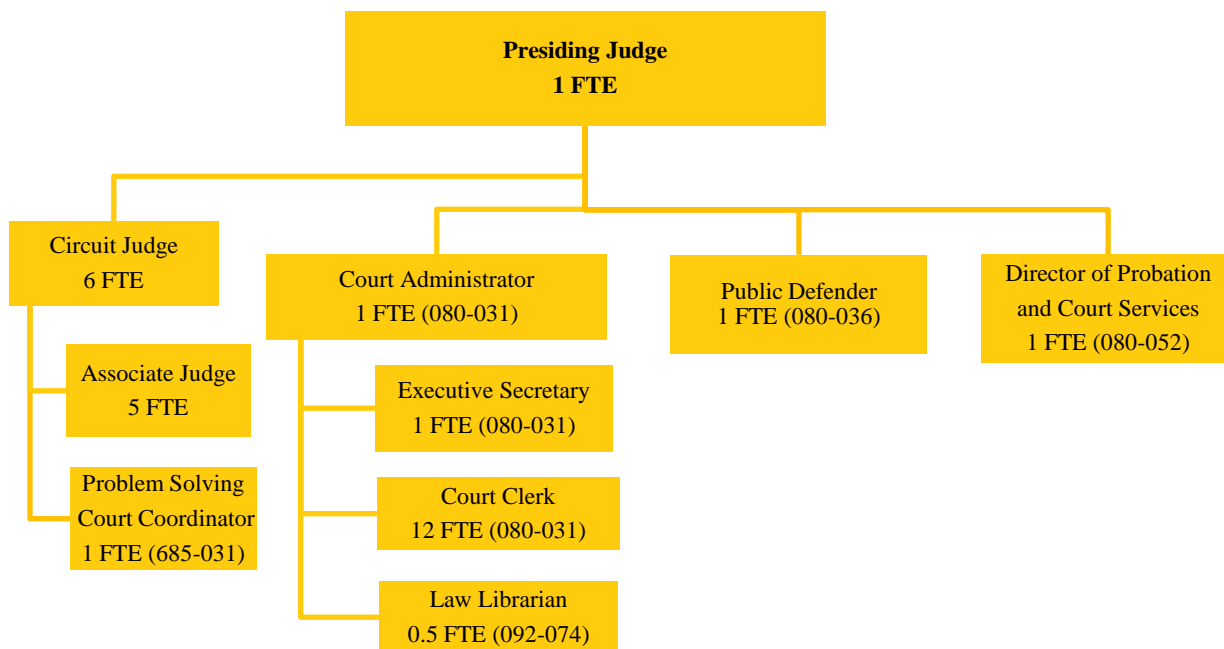
- Preserve the chain of possession of evidence
- Accurate evidence tracking system to align each piece of evidence to the relevant court case
- Deliver exhibits/evidence requested by the Courts in a timely manner

### ***PERFORMANCE INDICATORS***

<b>Indicator</b>	<b>FY2016 Actual</b>	<b>FY2017 Projected</b>	<b>FY2018 Budgeted</b>
New pieces of evidence taken into custody	479	412	445
Total cases with evidence in custody of the Clerk	5114	5279	5483

# CIRCUIT COURT

## Fund 080-031



Circuit Court positions: 11 FTE Judges (paid by the State), 14 FTE Circuit Court (080-031), 0.5 FTE Law Librarian (092-074), and 1 FTE Problem Solving Court Coordinator (685-031).

Article VI – The Judiciary – of the Illinois Constitution vests the judicial powers “in a Supreme Court, an Appellate Court and Circuit Courts.” The Circuit Courts Act (705 ILCS 35/) created the judicial circuits with Champaign County being part of the Sixth Circuit along with Douglas, Moultrie, Macon, DeWitt, and Piatt counties.

### ***MISSION STATEMENT***

*To carry out constitutional and statutory responsibilities vested in the Circuit Court, providing trials, hearings, and proceedings in civil and criminal cases.*

### ***BUDGET HIGHLIGHTS***

Most of the court’s non-personnel expenditures are for mandated services (e.g., appointed counsel fees, psychiatric evaluation expenses, interpreting costs, juror fees, etc.). Contract attorney fees were increased 10% for FY 2017. These fees are paid to attorneys who contract with the court on an annual basis to provide services in juvenile abuse and neglect cases and when the Public Defender’s office cannot be appointed due to conflicts. Attorney/Legal Services expenditures (special prosecutors, GAL fees, additional conflict attorneys) are estimated to total approximately \$45,000 more in FY 2017 than originally budgeted. The requested budget for 2018 reflects an anticipated increase in the need for these mandated services.

Personnel savings resulting from a change in the Court Administrator were used in FY 2017 to fund the scheduled replacement of the court's computers. A modest increase in AFSCME employee salaries resulted from the new collective bargaining agreement between the unit and the Chief Judge of the Sixth Judicial Circuit.

The language access pilot project initiated by the Administrative Office of the Illinois Courts in FY 2016 has been suspended indefinitely because the vendor chosen to provide video remote interpreting services failed to supply interpreters as provided for in its contract with the state. Thus, any savings that might have resulted from this arrangement will not be available in the foreseeable future.

As a cost-saving measure, the position of Law Librarian has not been filled since it was vacated in June 2016. Because court staff have assumed the responsibilities associated with operating the Law Library, a transfer of \$15,000 to the general corporate fund from the law library fund has been budgeted for FY 2018. Additional savings in personnel will be realized by reclassifying the position of Executive Secretary. This reclassification is not expected to have an adverse effect on court operations.

The Foreclosure Mediation Fund (093-031) was established in FY 2017 pursuant to Supreme Court Rule 99.1 and Champaign County Circuit Court Administrative Order 2014-1. Therefore, the foreclosure mediation fee revenue is no longer listed in the general fund budget.

### **FINANCIAL ANALYSIS**

<b>Fund 080 Dept 031</b>			<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
335	60	STATE REIMBURSEMENT	\$4,278	\$0	\$1,100	\$0
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$4,278	\$0	\$1,100	\$0
341	63	MTGE FORECLSR MEDIATN FEE	\$14,550	\$12,000	\$0	\$0
		FEES AND FINES	\$14,550	\$12,000	\$0	\$0
369	41	TELEPHONE TOLL REIMB	\$100	\$0	\$0	\$0
369	90	OTHER MISC. REVENUE	\$615	\$0	\$0	\$0
		MISCELLANEOUS	\$715	\$0	\$0	\$0
371	92	FROM LAW LIBRARY FUND 092	\$0	\$0	\$0	\$15,000
		INTERFUND REVENUE	\$0	\$0	\$0	\$15,000
<b>REVENUE TOTALS</b>			<b>\$19,543</b>	<b>\$12,000</b>	<b>\$1,100</b>	<b>\$15,000</b>
511	3	REG. FULL-TIME EMPLOYEES	\$585,568	\$583,557	\$583,557	\$580,121
511	10	JUDGES' SALARY INCREASE	\$6,558	\$6,622	\$6,582	\$6,622
		PERSONNEL	\$592,126	\$590,179	\$590,139	\$586,743
522	1	STATIONERY & PRINTING	\$4,443	\$2,587	\$4,000	\$4,000
522	2	OFFICE SUPPLIES	\$10,826	\$10,000	\$7,500	\$8,000
522	44	EQUIPMENT LESS THAN \$5000	\$2,406	\$0	\$0	\$0
		COMMODITIES	\$17,675	\$12,587	\$11,500	\$12,000

533	3	ATTORNEY/LEGAL SERVICES	\$66,676	\$55,000	\$100,000	\$75,000
533	5	COURT REPORTING	\$28,434	\$18,000	\$16,356	\$18,000
533	7	PROFESSIONAL SERVICES	\$85,048	\$63,900	\$72,804	\$72,800
533	33	TELEPHONE SERVICE	\$535	\$500	\$500	\$500
533	42	EQUIPMENT MAINTENANCE	\$1,834	\$0	\$255	\$0
533	62	JUROR MEALS	\$2,992	\$4,500	\$4,409	\$4,500
533	63	JUROR EXPENSE	\$261,353	\$135,000	\$111,612	\$118,000
533	72	DEPARTMENT OPERAT EXP	\$1,000	\$1,500	\$1,000	\$1,000
533	93	DUES AND LICENSES	\$125	\$547	\$570	\$570
534	24	MTGE FORECLSR MEDIATN PRG	\$765	\$12,000	\$192	\$0
534	74	CONTRACT ATTORNEYS SERVICES	\$174,000	\$174,000	\$191,400	\$191,400
			\$622,762	\$464,947	\$499,098	\$481,770
571	30	TO COURT AUTOMTN FUND 613	\$0	\$20,000	\$0	\$0
		INTERFUND EXPENDITURE	\$0	\$20,000	\$0	\$0
		<b>EXPENDITURE TOTALS</b>	<b>\$1,232,563</b>	<b>\$1,087,713</b>	<b>\$1,100,737</b>	<b>\$1,080,513</b>

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

*Note: The Judges are not County Employees and are not included in County Staffing FTE History.*

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

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

- The Circuit Court will work with the Circuit Clerk's office to implement e-filing, e-plea, e-ticketing and other new technologies that will allow the public easier access to the court system and its processes.

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

- The Circuit Court will work with the Physical Plant to implement the ADA Consent Decree with the Department of Justice.

*County Board Goal 3 – Champaign County promotes a safe, just and healthy community*

- The Circuit Court will continue to provide the citizens of Champaign County a transparent, effective, and efficient venue for the redress of grievances.

*County Board Goal 4 – Champaign County is a county that supports balanced, planned growth to balance economic growth with preservation of our natural resources*

- The Circuit Court will work with the County Board and the County Administrator to maximize efficiencies and operate a fiscally responsible court system.

## ***DESCRIPTION***

The Champaign County Circuit Court is a state court of general jurisdiction that adjudicates civil and criminal cases. The Presiding Judge, the Honorable Thomas J. Difanis, has administrative authority over court operations in Champaign County. The eleven judges (six elected Circuit Judges and five appointed Associate Circuit Judges) handle approximately 28,000 cases annually (2010 - 2016 average is 34,263). The Court is in session from 8:00 a.m. to 4:30 p.m. Monday through Friday (excluding holidays).

The Circuit Court has fourteen full-time employees (a court administrator, an executive secretary, and twelve court clerks). The court administrator is responsible for the day-to-day operations of the court, including personnel supervision, budgeting, purchasing, and other administrative responsibilities. The Presiding Judge is responsible for overall supervision of the Court Services and Public Defender departments.

## ***OBJECTIVES***

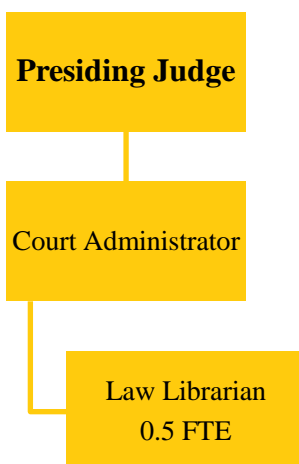
1. To provide the judiciary with the necessary personnel, facilities, technology, materials, and other support necessary for the administration of justice in Champaign County
2. To equip court personnel with training and materials necessary to support judicial functions, provide quality service to the public, and cooperate with other justice-related departments
3. To increase public confidence in the Champaign County justice system by providing timely access to court-related information and services

## ***PERFORMANCE INDICATORS***

<b>Indicator</b>	<b>FY2016 Actual</b>	<b>FY2017 Projected</b>	<b>FY2018 Budgeted</b>
Cases	29,146	27,689	27,445
Jury Trials	53	56	55

## **LAW LIBRARY**

### **Fund 092-074**



Law Library position: 0.5 FTE

The Champaign County Law Library was established by the Champaign County Board pursuant to statute. The Law Library is funded through a \$17.00 fee assessed on the first pleading filed by each party in all civil cases pursuant to 55 ILCS 5/5-39001.

#### ***MISSION STATEMENT***

*The mission of the Champaign County Law Library is to provide access to legal research materials to members of the public, lawyers, judges, and other county officials in order to facilitate the just and equitable disposition of cases heard in Champaign County.*

#### ***BUDGET HIGHLIGHTS***

The Law Library fee revenue stream is stabilizing. Through June 2017, the Law Library has accrued just over 45% of budgeted revenue for the fiscal year. As a cost-saving measure, the Law Librarian position has remained unfilled. Library operations have been overseen by the Court Administrator with the assistance of the Executive Secretary and will continue to be managed in this way through FY 2018. Therefore, to reimburse the General Corporate Fund for the time court staff contribute to library operations, a transfer of \$15,000 will be added to the FY 2018 budget.

The cost of Circuit Court and Public Defender Westlaw legal database subscriptions increased 3% in June 2016, pursuant to the agreement in place between the Circuit Court and Thomson Reuters. A new contract was entered in July 2017. Under the terms of the new subscription, database content has been limited to Illinois binding state and federal primary law; the yearly cap on subscription price increases is now 2% instead of 3%.

As part of the contract renewal with Thomson Reuters, several print title subscriptions have been discontinued. The Law Library will maintain a small catalog of print materials to provide the minimum legal reference materials to the public, judges, and attorneys of Champaign County. Online legal research options are available, but the cost of providing a Westlaw patron access password remains prohibitive.

The Self-Representation Help Desk in the Champaign County Courthouse advances the important goals of facilitating equal access to justice and judicial economy by providing *pro se* litigants an on-site resource to help move their cases through the system fairly and efficiently. The number of visitors to the Help Desk continues to increase each year. In 2017, an Illinois Bar Foundation JusticeCorps Program Fellow was trained to assist self-represented litigants, so Help Desk hours of operation have been expanded at no cost to the county.

The inception of mandatory electronic filing for all civil cases on January 1, 2018, is expected to have an adverse impact on the accessibility of the courts to indigent and self-represented litigants. Law Library and Help Desk resources must be marshalled in advance to ensure that all litigants are afforded equal access to justice. If an exemption for *pro se* litigants is not established by the Illinois Supreme Court, it may be necessary to purchase additional computer stations for the Law Library and Help Desk.

## **FINANCIAL**

<b>Fund 092 Dept 074</b>			<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
341	38	LIBRARY FEES	\$94,292	\$91,000	\$91,000	\$91,000
		FEES AND FINES	\$94,292	\$91,000	\$91,000	\$91,000
361	10	INVESTMENT INTEREST	\$101	\$30	\$200	\$100
		MISCELLANEOUS	\$101	\$30	\$200	\$100
<b>REVENUE TOTALS</b>			<b>\$94,393</b>	<b>\$91,030</b>	<b>\$91,200</b>	<b>\$91,100</b>
511	4	REG. PART-TIME EMPLOYEES	\$9,065	\$17,846	\$0	\$0
513	1	SOCIAL SECURITY-EMPLOYER	\$693	\$1,331	\$0	\$0
513	2	IMRF - EMPLOYER COST	\$781	\$1,470	\$0	\$0
513	4	WORKERS' COMPENSATION INS	\$50	\$96	\$0	\$0
513	5	UNEMPLOYMENT INSURANCE	\$307	\$408	\$0	\$0
		PERSONNEL	\$10,896	\$21,151	\$0	\$0
522	3	BOOKS,PERIODICALS & MAN.	\$48,928	\$48,000	\$48,000	\$45,000
		COMMODITIES	\$48,928	\$48,000	\$48,000	\$45,000
533	7	PROFESSIONAL SERVICES	\$14,702	\$17,000	\$0	\$20,000
533	29	COMPUTER/INF TCH SERVICES	\$404	\$500	\$0	\$0
533	33	TELEPHONE SERVICE	\$106	\$135	\$0	\$0
533	85	PHOTOCOPY SERVICES	\$2,814	\$3,800	\$0	\$0
533	93	DUES AND LICENSES	\$75	\$0	\$0	\$0
		SERVICES	\$18,101	\$21,435	\$0	\$20,000
571	80	TO GENERAL CORP FUND 080	\$0	\$0	\$0	\$15,000
		INTERFUND EXPENDITURE	\$0	\$0	\$0	\$15,000
<b>EXPENDITURE TOTALS</b>			<b>\$77,925</b>	<b>\$90,586</b>	<b>\$48,000</b>	<b>\$80,000</b>

## **FUND BALANCE**

<b>FY2016 Actual</b>	<b>FY2017 Projected</b>	<b>FY2018 Budgeted</b>
\$76,002	\$119,202	\$130,302

The minimum fund balance goal is 25% of operating expense or approximately \$20,000.

## **FULL TIME EMPLOYEE HISTORY**

<b>FY2014</b>	<b>FY2015</b>	<b>FY2016</b>	<b>FY2017</b>	<b>FY2018</b>
0.5	0.5	0.5	0.5	0.5

## **ALIGNMENT to STRATEGIC PLAN**

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

- This special revenue will continue to be allocated within the limits prescribed by statute.
- A public access workstation is available for researching legal and court information.
- Development of technology solutions continues to minimize requirements for printed materials, while the maintenance of a print collection allows for broader access to information.

## **DESCRIPTION**

The Champaign County Law Library, a small suite of rooms on the second floor of the Champaign County Courthouse, is open to the public during regular courthouse operating hours and provides legal reference material access to judges, lawyers, and members of the community.

## **OBJECTIVES**

Consistent with its mission and as a complement to the Circuit Court, the Law Library's objectives include the following:

- Maintaining an up-to-date catalog of legal research materials in both print and electronic formats, available to the public, attorneys, and judges whenever the courthouse is open;
- Providing quality service to Law Library patrons while maintaining the highest standards of professional responsibility;
- Supporting the judiciary by offering legal research assistance and information updates;
- Assisting the Court Administrator in additional duties that support the efficient operation of the Circuit Court.

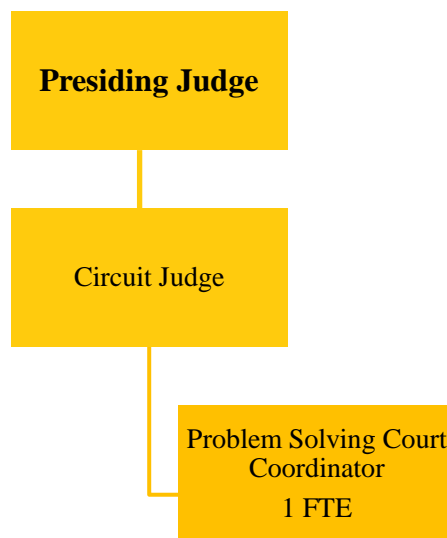
## **PERFORMANCE INDICATORS**

<b>Indicator</b>	<b>FY2016 Actual</b>	<b>FY2017 Projected</b>	<b>FY2018 Budgeted</b>
Judges' print materials – savings to general fund	\$13,220	\$10,000	\$10,000
Westlaw for PDO & Circuit Court – savings to general fund	\$17,591	\$15,217	\$11,509
Self-Representation Help Desk navigator salary	\$14,702	\$17,476	\$20,000
Self-Representation Help Desk inquiries	2256	2846	2900
Self-Representation Help Desk days open	142	209	220



# SPECIALTY COURTS

## Fund 685-031



Specialty Courts position: 1 FTE

### ***BUDGET HIGHLIGHTS***

1. Drug Court continues to benefit from the work of the Specialty Courts Coordinator.
2. The FY 2018 budget is essentially the same as the FY 2017 budget.

### ***FINANCIAL***

Fund 685 Dept 031			2016 Actual	2017 Original	2017 Projected	2018 Budget
341	10	COURT FEES AND CHARGES	\$14,238	\$20,000	\$20,000	\$20,000
		FEES AND FINES	\$14,238	\$20,000	\$20,000	\$20,000
361	10	INVESTMENT INTEREST	\$142	\$25	\$300	\$25
363	10	GIFTS AND DONATIONS	\$52	\$100	\$170	\$100
369	90	OTHER MISC. REVENUE	\$334	\$0	\$206	\$0
		MISCELLANEOUS	\$528	\$125	\$676	\$125
371	6	FROM PUB SAF SALES TAX FD	\$58,677	\$60,763	\$60,763	\$60,881
		INTERFUND REVENUE	\$58,677	\$60,763	\$60,763	\$60,881
<b>REVENUE TOTALS</b>			<b>\$73,443</b>	<b>\$80,888</b>	<b>\$81,439</b>	<b>\$81,006</b>
511	3	REG. FULL-TIME EMPLOYEES	\$44,711	\$43,856	\$43,856	\$44,455
513	1	SOCIAL SECURITY-EMPLOYER	\$3,203	\$3,289	\$3,289	\$3,401
513	2	IMRF - EMPLOYER COST	\$3,606	\$3,633	\$3,633	\$3,663
513	4	WORKERS' COMPENSATION INS	\$246	\$237	\$237	\$245

513	5	UNEMPLOYMENT INSURANCE	\$643	\$408	\$408	\$248
513	6	EMPLOYEE HEALTH/LIFE INS PERSONNEL	\$6,277 \$58,686	\$9,763 \$61,186	\$9,763 \$61,186	\$10,549 \$62,561
533	53	SPECIALTY COURTS EXPENSES	\$6,144	\$10,000	\$12,000	\$15,000
533	92	CONTRIBUTIONS & GRANTS SERVICES	\$1,903 \$8,047	\$10,000 \$20,000	\$8,000 \$20,000	\$0 \$15,000
<b>EXPENDITURE TOTALS</b>			<b>\$66,733</b>	<b>\$81,186</b>	<b>\$81,186</b>	<b>\$77,561</b>

### ***FUND BALANCE***

<b>FY2016 Actual</b>	<b>FY2017 Projected</b>	<b>FY2018 Budgeted</b>
\$129,264	\$129,517	\$132,962

Fund Balance Goal: To maintain adequate cash flow for the operations of the Champaign County Drug Court.

### ***FULL TIME EMPLOYEE HISTORY***

<b>FY2014</b>	<b>FY2015</b>	<b>FY2016</b>	<b>FY2017</b>	<b>FY2018</b>
0	1	1	1	1

### ***ALIGNMENT TO STRATEGIC PLAN***

*County Board Goal 3 –Champaign County promotes a safe, just, and healthy community*

- The Champaign County Drug Court provides a cost-effective and just alternative to incarceration by allowing those convicted of felonies related to their drug/alcohol dependency an opportunity to address their addictions through treatment and monitoring in the community.

*County Board Goal 4 – Champaign County is a county that supports balanced, planned growth to balance economic growth with preservation of our natural resources*

- By providing an alternative to incarceration, the Champaign County Drug Court returns individuals to the community with the skills and resources necessary to become productive members of society.

### ***DESCRIPTION***

The Champaign County Drug Court continues to provide a safe, cost-effective, and successful alternative to incarceration for individuals involved in the criminal justice system because of their addictions. As the table below shows, the Drug Court continues to accept those referred to the program and assist them in graduating as productive members of the community.

As in previous years, the monies collected in this fund from the Drug Court Fee will be used to provide services to Drug Court clients. Examples of client needs include medical care, dental care, education, housing, and transportation. Drug Court provides small incentives to clients to encourage their success in the program. Drug Court Fee revenues are also used for equipment and training associated with the program. Expenditure of these funds will be approved by the Drug Court Steering Committee and distributed in accordance with their guidelines and procedures.

## ***OBJECTIVES***

- Use Drug Court revenue to provide incentives and support the clinical progress of Drug Court participants

## ***PERFORMANCE INDICATORS***

<b>Indicator</b>	<b>FY2016 Actual</b>	<b>FY2017 Projected</b>	<b>FY2018 Budgeted</b>
Drug Court Clients	44	50	50
Drug Court Graduates	19	20	25
Drug Tests Performed	1,688	3,000	3,200
Cognitive Class Participants	45	50	55

# FORECLOSURE MEDIATION

## Fund 093-031

### BUDGET HIGHLIGHTS

In 2014, pursuant to Illinois Supreme Court Rule 99.1, and with the assistance of the Community Preservation Clinic at the University of Illinois College of Law, the Champaign County Circuit Court established a mandatory residential foreclosure mediation program funded by a grant from the Illinois Attorney General's Office (Champaign County Circuit Court Administrative Order 2014-1). The sustainability plan submitted by the court as required by Rule 99.1 established a \$75 fee for each complaint filed to foreclose a residential real estate mortgage. The fees are maintained in a separate fund subject to disbursement on order of the Chief Judge of the Sixth Judicial Circuit. This funding is for the exclusive use of mediation program expenses and is used to pay for incidental items (toner, stamps, etc.) until the grant terminates in 2018, at which time all operational expenses will be paid from the fees collected.

To facilitate the administration of the program, mediations were originally scheduled by the Champaign County Law Librarian. When the Law Librarian position became vacant, a Circuit Court clerk assumed the scheduling responsibilities. In anticipation of the grant terminating next year, to alleviate court staff's workload, and consistent with the purposes for which the mediation fee is collected, the Court entered into a memorandum of understanding with Rommel Alvarez, former program coordinator, to assume scheduling duties for the remainder of 2017 and to assume all program coordination responsibilities in 2018.

The long-term sustainability of this program will need to be addressed as the number of residential real estate foreclosure filings may decrease after the grant period ends.

### FINANCIAL

Fund 093 Dept 031			2016 Actual	2017 Original	2017 Projected	2018 Budget
341	63	MTGE FORECLSR MEDIATN FEE FEES AND FINES	\$0 \$0	\$0 \$0	\$16,000 \$16,000	\$16,000 \$16,000
371	80	FROM GENERAL CORP FND 080 INTERFUND REVENUE	\$0 \$0	\$0 \$0	\$34,410 \$34,410	\$0 \$0
<b>REVENUE TOTALS</b>			<b>\$0</b>	<b>\$0</b>	<b>\$50,410</b>	<b>\$16,000</b>
522	6	POSTAGE, UPS, FED EXPRESS COMMODITIES	\$0 \$0	\$0 \$0	\$500 \$500	\$500 \$500
533	3	ATTORNEY/LEGAL SERVICES	\$0	\$0	\$0	\$3,500
533	7	PROFESSIONAL SERVICES SERVICES	\$0 \$0	\$0 \$0	\$6,000 \$6,000	\$12,000 \$15,500
<b>EXPENDITURE TOTALS</b>			<b>\$0</b>	<b>\$0</b>	<b>\$6,500</b>	<b>\$16,000</b>

## **FUND BALANCE**

<b>FY2016 Actual</b>	<b>FY2017 Projected</b>	<b>FY2018 Budgeted</b>
\$0	\$43,910	\$43,910

The minimum fund balance goal is equal to one year of revenues.

## **ALIGNMENT to STRATEGIC PLAN**

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

- The Foreclosure Mediation Program reduces the number foreclosure cases that must be heard in court.
- The program is self-funded.

*County Board Goal 3 – Champaign County promotes a safe, just, and healthy community*

- The Foreclosure Mediation Program is designed to help keep families in homes and prevent vacant and abandoned houses in Champaign County from negatively affecting property values and destabilizing communities.

## **DESCRIPTION**

The foreclosure mediation program is designed to reduce the burden of expenses sustained by lenders, borrowers, and taxpayers as a result of residential mortgage foreclosures. It is also designed to aid the administration of justice by reducing the number of court cases. Furthermore, the program is aimed at keeping families in homes, if possible, and preventing vacant and abandoned houses in Champaign County that negatively affect property values and destabilize neighborhoods.

Once a complaint is filed to foreclose a residential real estate mortgage, the case becomes subject to mediation and the additional \$75 filing fee is collected to defray the costs associated with operating the program. The case is then added to a schedule of conferences during which defendant borrowers and lenders' representatives engage in the mediation process. No additional action to pursue a foreclosure can occur during the mediation timeline (which begins on the date summons is issued and ends on the date the mediator files a final report). The defendant's obligation to answer the complaint and the court case are stayed for this period.

## **OBJECTIVES**

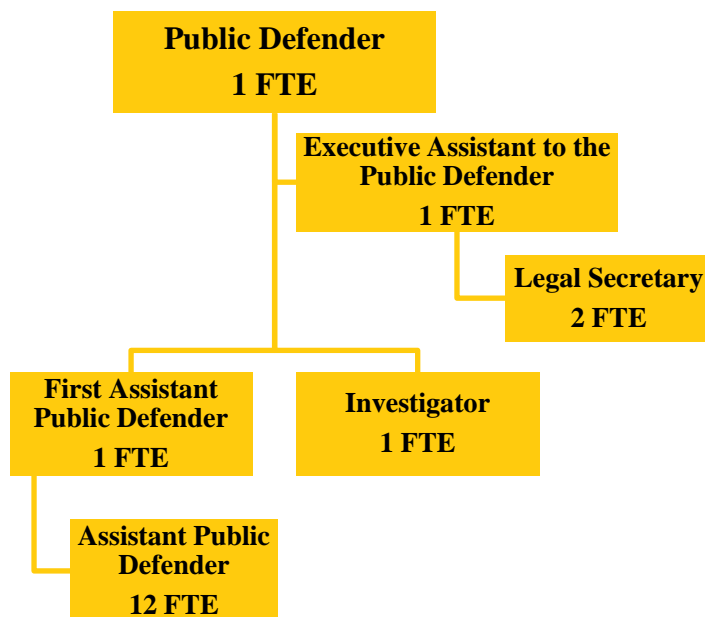
1. To reduce the burden of expenses sustained by lenders, borrowers, and taxpayers resulting from residential mortgage foreclosures.
2. To aid the administration of justice by reducing the number of court cases.
3. To keep families in homes when possible and prevent vacant houses from negatively affecting property values and destabilizing neighborhoods in Champaign County.

## **PERFORMANCE INDICATORS**

<b>Indicator</b>	<b>FY2016 Actual</b>	<b>FY2017 Projected</b>	<b>FY2018 Budgeted</b>
Cases diverted from foreclosure proceedings in court	133	140	150

## **PUBLIC DEFENDER**

### **Fund 080-036**



Public Defender positions: 18 FTE

The office, position, and duties of the public defender are statutorily created and defined in the Illinois Counties Code Division 3-4 Public Defender and Appointed Counsel (55 ILCS 5/3-4).

### ***MISSION STATEMENT***

*To effectively represent indigent persons in criminal, traffic, mental health, abuse/neglect, juvenile, and other miscellaneous cases in Champaign County.*

### ***BUDGET HIGHLIGHTS***

Per Illinois law, two-thirds of the salary of the Public Defender is to be reimbursed by the State.

Public Defender fees are ordered by the judiciary. The Public Defender's Office has no control over the amount ordered or collected.

A nominal increase was made to the "other services by contract" line item. This item is for phone expenses. In the past we have had to routinely make same category budget transfers to cover this expense.

An increase of a larger amount was made to "Professional Services" line item. This line item covers interpreters routinely needed and used by our office as well as expert witness expenses. As our community becomes more diverse so does the language interpreter professional expenses we require to communicate with our clients and effectively represent them in their court matters. In addition, we have effectively no budget for any type of expert witness expense. This is needed to have an expert review documents, discuss trial strategy/testimony, prepare documents and appear in court to testify.

## FINANCIAL

Fund 080 Dept 036			2016 Actual	2017 Original	2017 Projected	2018 Budget
335	70	STATE SALARY REIMBURSEMENT	\$99,895	\$100,000	\$100,000	\$100,000
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$99,895	\$100,000	\$100,000	\$100,000
341	10	COURT FEES AND CHARGES	\$17,916	\$25,000	\$16,000	\$16,000
		FEES AND FINES	\$17,916	\$25,000	\$16,000	\$16,000
<b>REVENUE TOTALS</b>			<b>\$117,811</b>	<b>\$125,000</b>	<b>\$116,000</b>	<b>\$116,000</b>
511	2	APPOINTED OFFICIAL SALARY	\$219,090	\$149,858	\$149,858	\$149,858
511	3	REG. FULL-TIME EMPLOYEES PERSONNEL	\$926,574 \$1,145,664	\$958,250 \$1,108,108	\$958,250 \$1,108,108	\$966,633 \$1,116,491
522	1	STATIONERY & PRINTING	\$118	\$500	\$500	\$500
522	2	OFFICE SUPPLIES	\$6,444	\$4,407	\$4,407	\$4,407
522	3	BOOKS, PERIODICALS & MAN.	\$174	\$525	\$525	\$525
522	6	POSTAGE, UPS, FED EXPRESS	\$31	\$0	\$0	\$0
522	15	GASOLINE & OIL	\$146	\$350	\$350	\$350
522	44	EQUIPMENT LESS THAN \$5000	\$3,302	\$820	\$820	\$820
522	93	OPERATIONAL SUPPLIES COMMODITIES	\$76 \$10,291	\$0 \$6,602	\$0 \$6,602	\$0 \$6,602
533	5	COURT REPORTING	\$683	\$900	\$900	\$900
533	7	PROFESSIONAL SERVICES	\$1,065	\$450	\$3,000	\$3,000
533	12	JOB-REQUIRED TRAVEL EXP	\$57	\$82	\$82	\$82
533	33	TELEPHONE SERVICE	\$2,277	\$1,900	\$1,900	\$1,900
533	40	AUTOMOBILE MAINTENANCE	\$0	\$150	\$150	\$150
533	42	EQUIPMENT MAINTENANCE	\$0	\$60	\$60	\$60
533	51	EQUIPMENT RENTALS	\$120	\$100	\$120	\$120
533	68	WITNESS EXPENSE	\$418	\$418	\$418	\$418
533	93	DUES AND LICENSES	\$4,755	\$5,187	\$5,187	\$5,187
533	94	INVESTIGATION EXPENSE	\$11	\$2,500	\$2,500	\$2,500
533	95	CONFERENCES & TRAINING SERVICES	\$94 \$9,480	\$2,700 \$14,447	\$2,700 \$17,017	\$2,700 \$17,017
<b>EXPENDITURE TOTALS</b>			<b>\$1,165,435</b>	<b>\$1,129,157</b>	<b>\$1,131,727</b>	<b>\$1,140,110</b>

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

### ALIGNMENT to STRATEGIC PLAN

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

- Provide flexibility in scheduling and communicating with clients to meet their needs

- Provide quality services delivered in a professional manner
- Comply with ethical and continuing legal education requirements established by the Illinois Supreme Court

*County Board Goal 3 –Champaign County promotes a safe, just and healthy community*

- To zealously defend the rights of indigent persons charged with crimes, and those persons for whom the Court appoints the Public Defender to represent
- Work with justice stakeholders to deal with issues of mutual concern such as technology in the courtroom and jail overcrowding.

**DESCRIPTION**

The Public Defender's Office represents individuals who are indigent and cannot afford to hire counsel of their choosing. Most of the cases assigned to the office involve criminal defendants in felony, misdemeanor, traffic, and juvenile delinquency cases. The office also represents parties in abuse and neglect cases and, occasionally, in post-conviction, mental health commitment, sexually dangerous person, and child support contempt cases. The Public Defender's Office has fourteen full-time attorneys, three full-time support staff and one full-time investigator.

**OBJECTIVES**

To effectively represent indigent persons during all phases of a court case from arraignment through post-conviction proceedings.

**PERFORMANCE INDICATORS**

Indicator	2016 Actual	2017 Projected	2018 Projected
<b>FELONY CASES</b> (criminal & felony traffic – filed as CF)			
Filed with the Circuit Clerk	1,733	1,752	1,752
Opened by the Public Defender	1,741	1,934	1,934
Closed by the Public Defender	1,599	1,556	1,556
<b>MISDEMEANOR CASES</b> (criminal only – filed as CM)			
Filed with the Circuit Clerk	1,198	1,134	1,134
Opened by the Public Defender	1,048	1,034	1,034
Closed by the Public Defender	1,060	964	964
<b>TRAFFIC CASES</b> (misdemeanor/DUI – filed as TR and DT) **			
Filed with the Circuit clerk – TR (non-petty)	3,472	2,078	2,078
Filed with the Circuit clerk – DUIs – DT	501	478	478
Opened by the Public Defender (non petty TR and DT)	2,421	2,552	2,552
Closed by the Public Defender	2,108	2,428	2,428
<b>JUVENILE DELINQUENCY CASES</b> (filed as JD)			
Filed with the Circuit Clerk	249	190	190
Opened by the Public Defender	237	198	198



<b>Indicator</b>	<b>2016 Actual</b>	<b>2017 Projected</b>	<b>2018 Projected</b>
Closed by the Public Defender	241	226	226
<b>JUVENILE ABUSE/NEGLECT CASES</b> (filed as JA)			
Filed with the Circuit Clerk	65	72	72
Opened by the Public Defender	107	90	90
Closed by the Public Defender	77	84	84

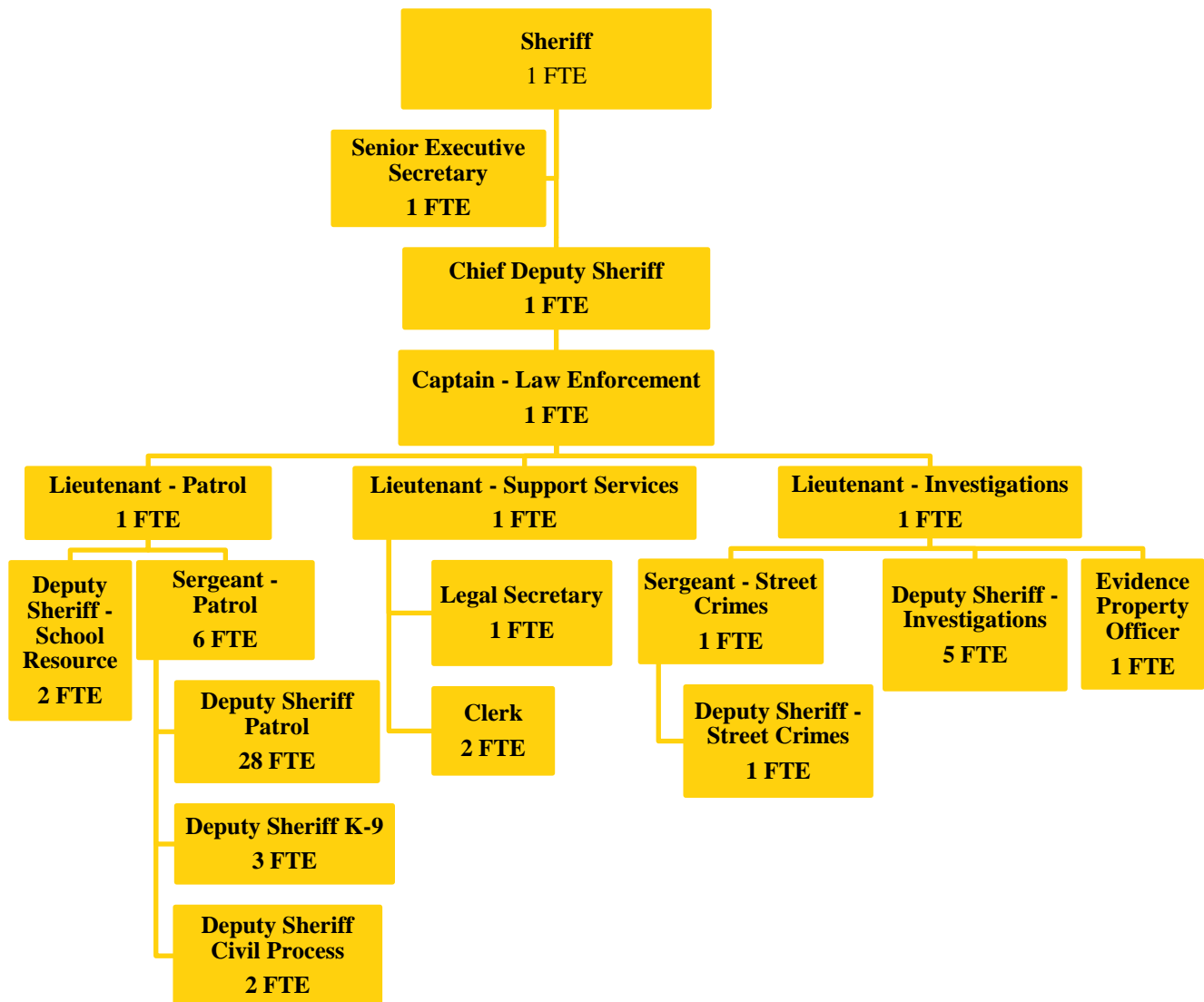
## **NOTES**

- 1) Projected numbers for the Circuit Clerk are based on court filings from January to June 2017 (six months). Projected numbers for the Public Defender are based on reports filed with the County Board for January to June 2017 (six months).
- 2) Public Defender numbers may exceed actual number of cases filed with the Circuit Clerk because the PDO “reopens” previously closed files when the State files a petition to revoke a sentence, etc.
- 3) In abuse/neglect, two attorneys are appointed in the same case so numbers reflect multiple office “openings” in the same case, which is why there is a discrepancy in the number of cases filed by the Circuit Clerk vs. the number of cases opened by the Public Defender’s Office.

\*\* Only TR DUI cases are reflected here since DUIs can be filed as DT or CF and are handled by multiple attorneys. The felony DUI’s are reflected in the felony statistics.

# SHERIFF – LAW ENFORCEMENT

## Fund 080-040



Sheriff's Operations - Law Enforcement: 59 FTE

The position and duties of the sheriff are statutorily defined in the Illinois Counties Code (55 ILCS 5/3-6).

### MISSION STATEMENT

*To provide full police service to the public by upholding the Constitutions of the United States and the State of Illinois, by effectively enforcing the law; by rendering assistance to the public whenever and wherever necessary; by cooperating with other law enforcement agencies in the reduction of unlawful activity; by furnishing assistance and information within office guidelines to other governmental and civic bodies; and, within limits of available resources, by responding to all requests for police service within Champaign County in the most professional manner.*

## **BUDGET HIGHLIGHTS**

We anticipate calls for service will be the same next year as it has been in the past. We presently have deputies do in-person electronic home detention (EHD) home checks at least once per week that reduces jail population but adds to patrol duties. EHD numbers are down because of the number of non-violent offenders sentenced to jail has been decreased. The Drug Court Grant for the quarter-time deputy sheriff expired in 2014; however, the Sheriff's Office is continuing to provide deputies' service to drug court. CCSO joined the ARMS Law Enforcement Records Management System in July 2014 with a 4-yr no cost access agreement. That agreement expires in July 2018 and CCSO will begin paying our share of ARMS User Fees. The Clerk reports that civil filings are significantly reduced which adversely impacts our service fee revenue.

## **FINANCIAL**

Fund 080 Dept 040			2016 Actual	2017 Original	2017 Projected	2018 Budget
331	25	HHS-CHLD SUP ENF TTL IV-D	\$11,991	\$11,000	\$5,000	\$5,000
331	80	JUST-JUSTICE ASSISTNC GRT	\$3,991	\$4,000	\$4,137	\$4,000
334	41	IL DPT HLTHCARE & FAM SRV	\$6,177	\$5,900	\$3,353	\$2,500
335	71	STATE REV-SALARY STIPENDS	\$6,500	\$6,500	\$6,500	\$6,500
336	14	VILLAGE OF SAVOY	\$494,598	\$449,759	\$472,919	\$488,069
337	21	LOCAL GOVT REIMBURSEMENT	\$330,372	\$336,000	\$361,475	\$355,750
337	23	LOC GVT RMB-EVNT SECURITY	\$79,118	\$65,000	\$89,909	\$77,626
337	29	SCHOOL RESOURCE OFFCR RMB	\$104,602	\$107,740	\$107,740	\$110,000
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$1,037,349	\$985,899	\$1,051,033	\$1,049,445
341	10	COURT FEES AND CHARGES	\$13,677	\$14,500	\$16,188	\$16,000
341	37	SHERIFF FEES	\$197,961	\$197,000	\$210,000	\$210,000
341	54	COURT FEES-SHF VEHICL MNT	\$2,020	\$2,200	\$1,950	\$2,200
341	58	SEX OFFENDER REGISTRN FEE	\$200	\$100	\$0	\$0
341	60	SHF FAIL-TO-APPEAR WARRNT	\$12,109	\$10,000	\$10,000	\$10,000
351	11	DUI FINES-FOR DUI ENF EQP	\$35,050	\$38,000	\$25,000	\$25,000
352	10	EVIDENCE FORFEITURES	\$8,874	\$1,000	\$1,000	\$1,000
352	20	SALE OF SEIZED ASSETS	\$487	\$500	\$0	\$0
		FEES AND FINES	\$270,378	\$263,300	\$264,138	\$264,200
363	10	GIFTS AND DONATIONS	\$8,500	\$0	\$6,500	\$0
369	42	WORKER'S COMP. REIMB.	\$0	\$2,500	\$0	\$0
369	80	INSURANCE CLAIMS REIMB	\$13,634	\$0	\$0	\$0
369	90	OTHER MISC. REVENUE	\$9,944	\$2,000	\$12,200	\$9,650
		MISCELLANEOUS	\$32,078	\$4,500	\$18,700	\$9,650
385	35	JMHC GRNT SAL REIM FR 075	\$1,480	\$1,027	\$1,027	\$0
		INTERFUND REVENUE	\$1,480	\$1,027	\$1,027	\$0
		<b>REVENUE TOTALS</b>	<b>\$1,341,285</b>	<b>\$1,254,726</b>	<b>\$1,334,898</b>	<b>\$1,323,295</b>
511	3	REG. FULL-TIME EMPLOYEES	\$186,813	\$213,643	\$213,643	\$203,776

Fund 080 Dept 040			2016 Actual	2017 Original	2017 Projected	2018 Budget
511	9	OVERTIME	\$134	\$5,000	\$5,000	\$5,000
512	1	SLEP ELECTED OFFCL SALARY	\$112,888	\$115,146	\$115,146	\$117,269
512	2	SLEP APPNTD OFFCL SALARY	\$4,000	\$4,000	\$4,000	\$4,000
512	3	SLEP REG FULL-TIME EMP'EE	\$3,575,611	\$3,485,557	\$3,485,557	\$3,658,395
512	9	SLEP OVERTIME	\$233,667	\$249,588	\$249,588	\$249,588
512	40	SLEP STATE-PD SAL STIPEND	\$6,500	\$6,500	\$6,500	\$6,500
513	20	EMPLOYEE DEVELOPMNT/RECOG PERSONNEL	\$130 \$4,119,743	\$260 \$4,079,694	\$418 \$4,079,852	\$250 \$4,244,778
522	1	STATIONERY & PRINTING	\$2,692	\$1,750	\$2,800	\$1,750
522	2	OFFICE SUPPLIES	\$5,585	\$3,400	\$4,450	\$4,450
522	3	BOOKS,PERIODICALS & MAN.	\$316	\$600	\$600	\$600
522	6	POSTAGE, UPS, FED EXPRESS	\$2,013	\$562	\$562	\$562
522	15	GASOLINE & OIL	\$108,462	\$136,000	\$136,000	\$136,000
522	19	UNIFORMS	\$37,997	\$25,000	\$25,000	\$25,000
522	44	EQUIPMENT LESS THAN \$5000	\$52,411	\$27,000	\$27,000	\$5,000
522	45	VEH EQUIP LESS THAN \$5000	\$18,514	\$12,000	\$12,000	\$12,000
522	46	BODY WORN CAMERAS	\$0	\$0	\$25,600	\$28,800
522	90	ARSENAL & POLICE SUPPLIES	\$31,821	\$15,000	\$15,000	\$15,000
522	93	OPERATIONAL SUPPLIES COMMODITIES	\$1,848 \$261,659	\$1,500 \$222,812	\$3,300 \$252,312	\$2,000 \$231,162
533	6	MEDICAL/DENTAL/MENTL HLTH	\$1,910	\$0	\$850	\$0
533	7	PROFESSIONAL SERVICES	\$2,449	\$7,000	\$8,087	\$8,087
533	12	JOB-REQUIRED TRAVEL EXP	\$688	\$659	\$659	\$659
533	33	TELEPHONE SERVICE	\$15,495	\$18,400	\$16,213	\$13,200
533	40	AUTOMOBILE MAINTENANCE	\$46,740	\$51,515	\$51,515	\$51,515
533	42	EQUIPMENT MAINTENANCE	\$36,626	\$39,000	\$39,000	\$39,000
533	72	DEPARTMENT OPERAT EXP	\$17	\$0	\$0	\$0
533	81	SEIZED ASSET EXPENSE	\$1,873	\$2,500	\$272	\$500
533	84	BUSINESS MEALS/EXPENSES	\$602	\$300	\$300	\$300
533	89	PUBLIC RELATIONS	\$2,689	\$1,000	\$1,000	\$1,000
533	92	CONTRIBUTIONS & GRANTS	\$5,000	\$5,000	\$6,200	\$6,200
533	93	DUES AND LICENSES	\$1,835	\$2,801	\$2,801	\$2,801
533	94	INVESTIGATION EXPENSE	\$3,163	\$5,000	\$5,000	\$5,000
533	95	CONFERENCES & TRAINING	\$43,749	\$40,000	\$40,000	\$40,000
534	15	METCAD	\$614,393	\$654,500	\$651,500	\$654,500
534	37	FINANCE CHARGES,BANK FEES	\$1	\$0	\$0	\$0
534	67	1701 OUTBLDGS REPAIR-MNT	\$1,948	\$0	\$0	\$0
534	99	REMIT CC FINGERPRNTG FEES SERVICES	\$149 \$779,327	\$0 \$827,675	\$135 \$823,532	\$250 \$823,012
544	30	AUTOMOBILES, VEHICLES CAPITAL	\$171,373 \$171,373	\$145,000 \$145,000	\$145,000 \$145,000	\$145,000 \$145,000
<b>EXPENDITURE TOTALS</b>			<b>\$5,332,102</b>	<b>\$5,275,181</b>	<b>\$5,300,696</b>	<b>\$5,443,952</b>

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

**ALIGNMENT to STRATEGIC PLAN**

*County Board Goal 3 –Champaign County promotes a safe, just and healthy community*

- To provide efficient law enforcement services in the 1,000 square miles of Champaign County by continuously updating equipment and patrol functions, including intelligence based policing

**OBJECTIVES**

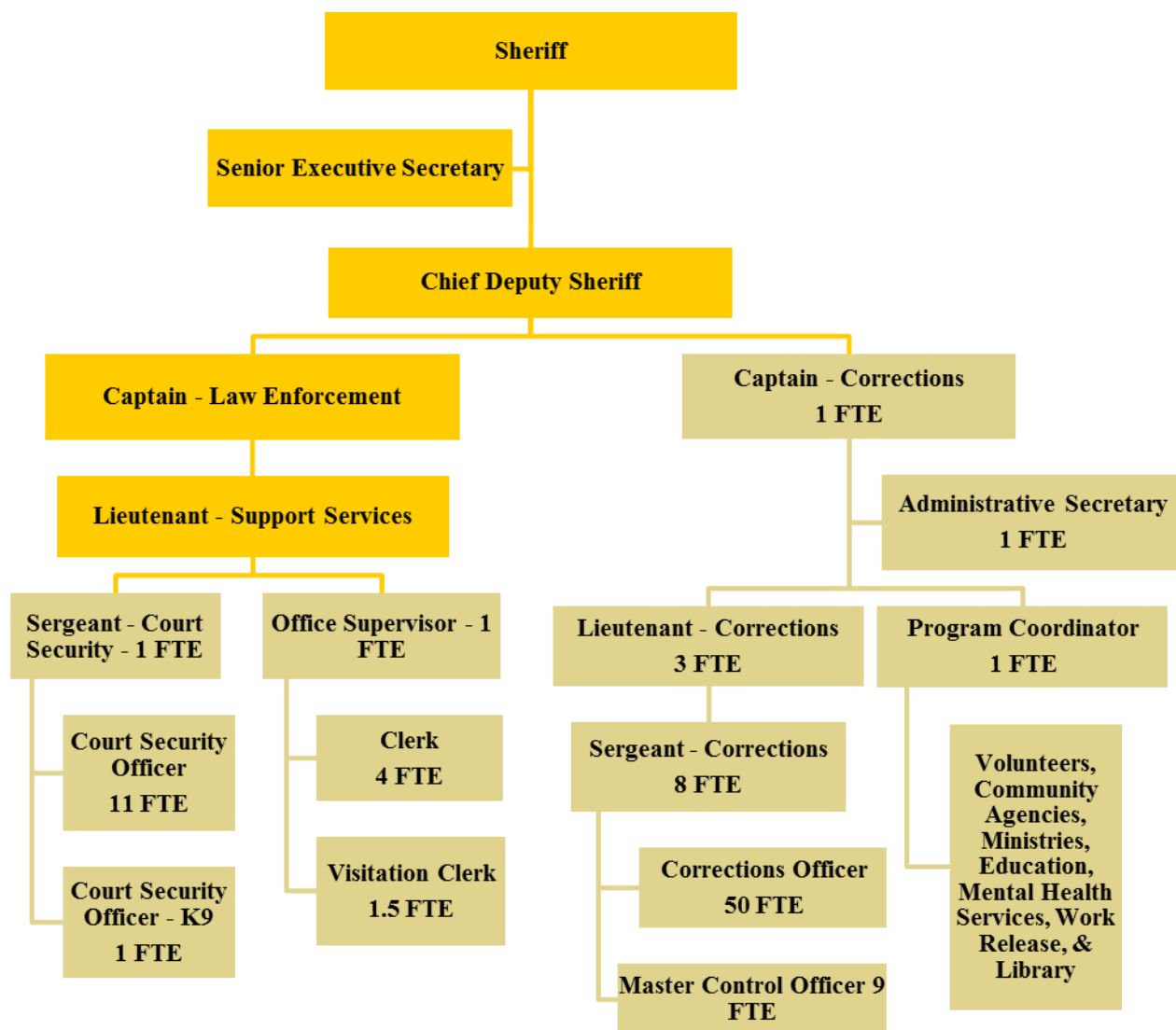
1. To provide public order to the citizens of Champaign County through law enforcement and education
2. To maintain a safe courthouse
3. To equip and train law enforcement personnel with the most appropriate means and methods
4. To provide adequate response to calls of varying severity
5. To meet increasing calls for service and investigations with current personnel levels
6. To provide timely and efficient maintenance of records

**PERFORMANCE INDICATORS**

Indicator	FY2016 Actual	FY2017 Projected	FY2018 Budgeted
Civil/Criminal papers served	8,184	8,800	8,500
Civil/Criminal papers attempted	395	300	300
Reports written, reviewed, and entered	3,887	3,912	3,946
Calls for Service	22,172	23,000	23,000
In-Person Home Confinement (EHD) Check	655	700	700
Jury Trials Covered	53	56	56
Sheriff Sales	96	130	130
FOIA Requests Completed	508	488	500

# CORRECTIONAL CENTER

## Fund 080-140



Sheriff's Operations positions (Gold) funded through Law Enforcement that are supervisory to Correctional Center positions.

Sheriff's Operations positions (Tan) funded through the Correctional Center: 92.5 FTE.

### MISSION STATEMENT

*To provide a county jail that is safe and secure for staff and inmates that meets or exceeds all constitutional requirements and Illinois Jail Standards, while also providing opportunities for inmate education and self-improvement to reduce recidivism.*

### BUDGET HIGHLIGHTS

The Sheriff's Office continues working with the Re-Entry Council and the Crisis Response Planning Committee to study the feasibility and sustainability of community resources to provide viable options for diversion from jail. The Sheriff will continue working with the Champaign County Judiciary, State's

Attorney, Public Defender, Court Services, and other groups attempting to reduce recidivism and to reduce the use of incarceration when not necessary. The Sheriff will continue to use Electronic Home Detention (EHD) for minor offenses when appropriate.

Concerning the jail, any suggested budget cuts could be adversely effected by either a significant increase in the number of inmates or even one or two inmates with severe injuries or illnesses requiring extended hospital care and the resulting increase in expenses. In the past, for example, one or two people with active HIV can result in monthly prescriptions of \$4,000 - \$6,000. A serious felon with a gunshot wound requiring hospitalization and surgery can easily run up medical bills, not counting the overtime for correctional officers at the hospital.

The inmates most frequently confined to jail are facing serious felony charges in their length of stay before trials are inherently longer. Unfortunately, the jail is a reflection of the community and the inmates come in on a regular basis with multiple medical problems, severe addiction issues with alcohol and drugs and many also have overlapping mental health issues.

## **FINANCIAL**

<b>Fund 080 Dept 140</b>			<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
331	69	JUST-ST CRIM ALIEN ASSIST	\$14,708	\$18,500	\$18,500	\$14,500
335	60	STATE REIMBURSEMENT	\$6,921	\$12,000	\$6,000	\$12,000
335	61	ILETSB-POLICE TRNING RMB	\$35,730	\$25,000	\$20,550	\$17,325
337	23	LOC GVT RMB-EVNT SECURITY	\$5,835	\$7,500	\$2,300	\$2,300
337	28	JAIL BOOKING-IN FEES	\$64,661	\$64,000	\$64,000	\$64,000
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$127,855	\$127,000	\$111,350	\$110,125
341	14	ELECTRNC HOME DETENTN PRG	\$71,062	\$71,000	\$82,000	\$75,000
341	19	COURT SECURITY FEE	\$248,631	\$290,000	\$256,738	\$250,000
341	25	DETAINEE REIMBURSEMENT	\$56	\$0	\$0	\$0
341	28	WORK RELEASE FEES	\$1,835	\$1,800	\$1,800	\$1,800
341	29	BOND FEES	\$99,627	\$130,000	\$95,000	\$100,000
		FEES AND FINES	\$421,211	\$492,800	\$435,538	\$426,800
369	42	WORKER'S COMP. REIMB.	\$1,671	\$2,500	\$33,522	\$2,500
369	71	SOCIAL SECURITY INCENTIVE	\$24,000	\$24,000	\$24,800	\$24,000
369	90	OTHER MISC. REVENUE	\$6,777	\$1,500	\$1,000	\$1,500
		MISCELLANEOUS	\$32,448	\$28,000	\$59,322	\$28,000
371	6	FROM PUB SAF SALES TAX FD	\$80,246	\$83,054	\$83,054	\$85,041
371	59	FROM JAIL MED COSTS FD659	\$20,533	\$24,300	\$22,800	\$23,020
		INTERFUND REVENUE	\$100,779	\$107,354	\$105,854	\$108,061
		<b>REVENUE TOTALS</b>	<b>\$682,293</b>	<b>\$755,154</b>	<b>\$712,064</b>	<b>\$672,986</b>
511	3	REG. FULL-TIME EMPLOYEES	\$1,678,254	\$1,582,993	\$1,582,993	\$1,745,151
511	4	REG. PART-TIME EMPLOYEES	\$90,056	\$113,485	\$113,485	\$116,009
511	5	TEMP. SALARIES & WAGES	\$25,615	\$8,500	\$8,500	\$8,500
511	9	OVERTIME	\$145,204	\$22,000	\$22,000	\$143,441

512	3	SLEP REG FULL-TIME EMP'EE	\$2,761,080	\$2,927,408	\$2,927,408	\$2,745,992
512	9	SLEP OVERTIME	\$123,235	\$243,632	\$243,632	\$122,191
513	20	EMPLOYEE DEVELOPMNT/RECOG PERSONNEL	\$932 \$4,824,376	\$200 \$4,898,218	\$130 \$4,898,148	\$200 \$4,881,484
522	1	STATIONERY & PRINTING	\$1,272	\$4,000	\$4,000	\$4,000
522	2	OFFICE SUPPLIES	\$17,161	\$21,689	\$21,689	\$21,689
522	3	BOOKS, PERIODICALS & MAN.	\$920	\$700	\$700	\$700
522	6	POSTAGE, UPS, FED EXPRESS	\$184	\$886	\$100	\$886
522	11	MEDICAL SUPPLIES	\$7,075	\$8,000	\$12,000	\$12,000
522	12	STOCKED DRUGS	\$0	\$38,000	\$38,000	\$30,000
522	13	CLOTHING - INMATES	\$9,889	\$10,000	\$10,000	\$10,000
522	14	CUSTODIAL SUPPLIES	\$28,686	\$30,000	\$30,000	\$30,000
522	15	GASOLINE & OIL	\$11,842	\$18,000	\$18,000	\$18,000
522	19	UNIFORMS	\$25,274	\$25,000	\$25,000	\$25,000
522	25	DIETARY NON-FOOD SUPPLIES	\$17,309	\$19,000	\$19,000	\$19,000
522	28	LAUNDRY SUPPLIES	\$8,725	\$10,000	\$10,000	\$10,000
522	44	EQUIPMENT LESS THAN \$5000	\$18,429	\$8,000	\$8,000	\$8,000
522	45	VEH EQUIP LESS THAN \$5000	\$0	\$0	\$0	\$2,500
522	90	ARSENAL & POLICE SUPPLIES	\$2,468	\$8,000	\$8,000	\$8,000
522	91	LINEN & BEDDING	\$2,379	\$5,000	\$5,000	\$5,000
522	93	OPERATIONAL SUPPLIES COMMODITIES	\$15,902 \$167,515	\$30,000 \$236,275	\$30,000 \$239,489	\$30,000 \$234,775
533	6	MEDICAL/DENTAL/MENTL HLTH	\$611,264	\$632,000	\$626,390	\$731,390
533	7	PROFESSIONAL SERVICES	\$49,607	\$85,570	\$85,570	\$85,570
533	12	JOB-REQUIRED TRAVEL EXP	\$1,854	\$4,000	\$2,000	\$4,000
533	13	AMBULANCE/MEDIVAN SERVICE	\$437	\$2,000	\$2,000	\$2,000
533	16	OUTSIDE PRISON BOARDING	\$22,285	\$25,000	\$25,000	\$25,000
533	33	TELEPHONE SERVICE	\$4,624	\$5,500	\$5,500	\$5,500
533	35	TOWEL & UNIFORM SERVICE	\$36	\$1,500	\$0	\$0
533	36	WASTE DISPOSAL & RECYCLNG	\$11,117	\$11,400	\$12,000	\$12,000
533	40	AUTOMOBILE MAINTENANCE	\$4,470	\$5,000	\$12,000	\$10,000
533	42	EQUIPMENT MAINTENANCE	\$22,811	\$30,000	\$20,000	\$25,007
533	51	EQUIPMENT RENTALS	\$1,232	\$1,344	\$1,344	\$1,344
533	70	LEGAL NOTICES,ADVERTISING	\$198	\$0	\$0	\$0
533	84	BUSINESS MEALS/EXPENSES	\$413	\$500	\$500	\$500
533	89	PUBLIC RELATIONS	\$366	\$0	\$0	\$0
533	91	LAUNDRY & CLEANING	\$279	\$0	\$0	\$0
533	93	DUES AND LICENSES	\$238	\$1,000	\$1,000	\$1,000
533	95	CONFERENCES & TRAINING	\$40,695	\$65,000	\$65,000	\$65,000
534	11	FOOD SERVICE	\$275,268	\$375,000	\$356,075	\$370,318
534	37	FINANCE CHARGES,BANK FEES	\$60	\$0	\$55	\$0
534	72	SATELLITE JAIL REPAIR-MNT SERVICES	\$231 \$1,047,485	\$0 \$1,244,814	\$135 \$1,214,569	\$0 \$1,338,629
544	30	AUTOMOBILES, VEHICLES CAPITAL	\$0 \$0	\$0 \$0	\$18,925 \$18,925	\$0 \$0
571	14	TO CAPITAL IMPRV FUND 105 INTERFUND EXPENDITURE	\$11,839 \$11,839	\$0 \$0	\$0 \$0	\$0 \$0
<b>EXPENDITURE TOTALS</b>			<b>\$6,051,215</b>	<b>\$6,379,307</b>	<b>\$6,371,131</b>	<b>\$6,454,888</b>



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

**ALIGNMENT to STRATEGIC PLAN**

*County Board Goal 3 –Champaign County promotes a safe, just and healthy community*

- To continue the cooperation among the six offices of the Champaign County Criminal Justice System to engender effective incarceration practices and the use of appropriate alternatives to incarceration when feasible
- To expand the Electronic Home Detention program to reduce jail population and require offenders to pay the cost of “incarceration”

**OBJECTIVES**

1. To provide appropriate training activities for inmates and staff
2. To process prisoner book-ins and releases
3. To increase the efficiency and accuracy of the book-in process
4. To provide appropriate medical and mental health service for inmates

**PERFORMANCE INDICATORS**

<b>Indicator</b>	<b>FY2016 Actual</b>	<b>FY2017 Projected</b>	<b>FY2018 Budgeted</b>
Total individuals booked in	5,357	5,400	5,400
Programs administered	21	21	22
Total number of transports to court/jail	7,394	7,830	7,800
Total number of transports hospital/clinic/medical	151	190	200

# SHERIFF'S MERIT COMMISSION

## Fund 080-057

*Three Commissioners are appointed by the Sheriff, subject to the approval of the County Board to review and recommend applicants for hire as deputy sheriffs and to review law enforcement disciplinary matters. This department is supported through the General Corporate Fund.*

### BUDGET HIGHLIGHTS

Testing for both basic Law Enforcement (Deputy Sheriff) and basic Correctional Officer was completed in FY17. We will continue to have a normal number of psychological and physical exams.

### FINANCIAL

Fund 080 Dept 057			2016 Actual	2017 Original	2017 Projected	2018 Budget
511	6	PER DIEM	\$360	\$950	\$675	\$950
513	20	EMPLOYEE DEVELOPMNT/RECOG PERSONNEL	\$22 \$382	\$0 \$950	\$0 \$675	\$0 \$950
522	1	STATIONERY & PRINTING	\$1,631	\$3,366	\$2,052	\$3,366
522	6	POSTAGE, UPS, FED EXPRESS COMMODITIES	\$31 \$1,662	\$75 \$3,441	\$151 \$2,203	\$75 \$3,441
533	6	MEDICAL/DENTAL/MENTL HLTH	\$7,061	\$7,500	\$7,461	\$7,500
533	7	PROFESSIONAL SERVICES	\$4,565	\$6,600	\$4,150	\$6,600
533	12	JOB-REQUIRED TRAVEL EXP	\$100	\$125	\$222	\$125
533	70	LEGAL NOTICES,ADVERTISING SERVICES	\$295 \$12,021	\$525 \$14,750	\$2,130 \$13,963	\$525 \$14,750
EXPENDITURE TOTALS			\$14,065	\$19,141	\$16,841	\$19,141

### OBJECTIVES

1. To test and evaluate applications for the position of Deputy Sheriff/Correctional Officer
2. To establish eligibility list as needed on a timely basis
3. To conduct disciplinary proceedings in a fair and impartial manner
4. To conduct promotional hearings as needed by the Sheriff

### PERFORMANCE INDICATORS

Indicator	FY2016 Actual	FY2017 Projected	FY2018 Budgeted
Number of applicants tested	0	178	0
Number of promotions	1	2	1
Number of disciplinary proceedings	0	0	0
Number of new hires	8	12	3

# SHERIFF'S DRUG FORFEITURES

## Fund 612-040

*This Fund has been established in accordance with 720 ILCS 570/505, as amended by Public Act 86-1382, effective September 1990. As the intent of this legislation was to enhance drug enforcement, these funds must increase and not supplant any appropriated operating budget; any interest earned on these funds must also be used for drug enforcement purposes.*

### BUDGET HIGHLIGHTS

Once again in FY2018 due to staffing issues, the number of deputies in this unit has been reduced, which may result in a decline in forfeitures.

### FINANCIAL

		Fund 612 Dept 040	2016 Actual	2017 Original	2017 Projected	2018 Budget
352	10	EVIDENCE FORFEITURES FEES AND FINES	\$9,844 \$9,844	\$15,000 \$15,000	\$17,643 \$17,643	\$15,000 \$15,000
361	10	INVESTMENT INTEREST	\$156	\$35	\$400	\$150
364	10	SALE OF FIXED ASSETS	\$12	\$0	\$0	\$0
369	90	OTHER MISC. REVENUE	\$10,138	\$1	\$1	\$1
		MISCELLANEOUS	\$10,306	\$36	\$401	\$151
		<b>REVENUE TOTALS</b>	<b>\$20,150</b>	<b>\$15,036</b>	<b>\$18,044</b>	<b>\$15,151</b>
522	2	OFFICE SUPPLIES	\$0	\$500	\$350	\$500
522	15	GASOLINE & OIL	\$3,064	\$6,000	\$3,000	\$6,000
522	44	EQUIPMENT LESS THAN \$5000	\$5,207	\$1,000	\$500	\$1,000
522	90	ARSENAL & POLICE SUPPLIES	\$270	\$500	\$500	\$500
		COMMODITIES	\$8,541	\$8,000	\$4,350	\$8,000
533	33	TELEPHONE SERVICE	\$2,360	\$2,700	\$2,181	\$2,700
533	40	AUTOMOBILE MAINTENANCE	\$3,556	\$1,300	\$300	\$1,300
533	94	INVESTIGATION EXPENSE	\$1,125	\$14,000	\$1,000	\$12,000
533	95	CONFERENCES & TRAINING SERVICES	\$0 \$7,041	\$0 \$18,000	\$1,538 \$5,019	\$2,000 \$18,000
544	30	AUTOMOBILES, VEHICLES	\$9,928	\$0	\$0	\$0
		CAPITAL	\$9,928	\$0	\$0	\$0
		<b>EXPENDITURE TOTALS</b>	<b>\$25,510</b>	<b>\$26,000</b>	<b>\$9,369</b>	<b>\$26,000</b>

### FUND BALANCE

FY2016 Actual	FY2017 Projected	FY2018 Budgeted
\$94,826	\$103,501	\$92,652

To maintain a positive fund balance is the goal, with acknowledgment that available funds can be appropriated for eligible expenses.

***OBJECTIVES***

1. Maximize asset forfeiture, particularly cash, by proper planning and timing of drug operations by Street Crimes Unit
2. Use forfeited funds to obtain latest technology available for drug interdiction and arrest, thereby lessening the burden on the County General Corporate Fund

***PERFORMANCE INDICATORS***

<b>Indicator</b>	<b>FY2016 Actual</b>	<b>FY2017 Projected</b>	<b>FY2018 Budgeted</b>
Total Value of Assets Forfeited	\$9,844	\$17,643	\$15,000

# JAIL COMMISSARY

## Fund 658-140

*The Inmate Commissary Fund is established and maintained based upon authority given to the Illinois Department of Corrections (Section 3-15-2 of the Unified Code of Corrections 730 ILCS 125/20).*

### BUDGET HIGHLIGHTS

These services are currently provided through a contract vendor. The commission earned on a sale goes into the Commissary Fund and, ultimately, these monies need to be expended for the use and benefit of the prisoners.

### FINANCIAL

Fund 658 Dept 140			2016 Actual	2017 Original	2017 Projected	2018 Budget
361	10	INVESTMENT INTEREST	\$465	\$200	\$1,239	\$400
369	11	JAIL COMMISSARY	\$52,571	\$55,000	\$49,500	\$52,000
369	90	OTHER MISC. REVENUE	\$2,877	\$0	\$0	\$0
		MISCELLANEOUS	\$55,913	\$55,200	\$50,739	\$52,400
<b>REVENUE TOTALS</b>			<b>\$55,913</b>	<b>\$55,200</b>	<b>\$50,739</b>	<b>\$52,400</b>
522	1	STATIONERY & PRINTING	\$144	\$1,000	\$1,000	\$1,000
522	2	OFFICE SUPPLIES	\$0	\$200	\$200	\$200
522	3	BOOKS,PERIODICALS & MAN.	\$757	\$799	\$799	\$799
522	44	EQUIPMENT LESS THAN \$5000	\$3,014	\$7,000	\$7,633	\$7,000
522	93	OPERATIONAL SUPPLIES	\$0	\$38,000	\$38,000	\$38,000
		COMMODITIES	\$3,915	\$46,999	\$47,632	\$46,999
533	51	EQUIPMENT RENTALS	\$112	\$0	\$0	\$0
533	72	DEPARTMENT OPERAT EXP	\$22,505	\$50,800	\$45,000	\$208,000
534	37	FINANCE CHARGES,BANK FEES	\$641	\$1	\$320	\$1
534	72	SATELLITE JAIL REPAIR-MNT	\$1,984	\$0	\$4,993	\$0
		SERVICES	\$25,242	\$50,801	\$50,313	\$208,001
544	30	AUTOMOBILES, VEHICLES	\$0	\$0	\$4,215	\$0
544	33	OFFICE EQUIPMENT & FURNIS	\$0	\$45,000	\$45,000	\$45,000
		CAPITAL	\$0	\$45,000	\$49,215	\$45,000
<b>EXPENDITURE TOTALS</b>			<b>\$29,157</b>	<b>\$142,800</b>	<b>\$147,160</b>	<b>\$300,000</b>

### FUND BALANCE

FY2016 Actual	FY2017 Projected	FY2018 Budgeted
\$385,266	\$288,845	\$41,245

The goal is to maintain a fund balance equal to one year of average expenditure – or approximately \$40,000. Any amount over the fund balance can be appropriated – but only for expenditures authorized by statute. The decrease in the FY2018 fund balance is the result of aggressive budgeting to allow the Sheriff to expend funds if necessary.

### ***DESCRIPTION***

According to Illinois County Jail Standards Section 701.250, the Commissary operates as follows:

1. Each jail shall establish and maintain a commissary system to provide detainees with approved items that are not supplied by the jail.
2. No member of the staff shall gain personal profit, directly or indirectly, as a result of the commissary system.
3. Prices charged detainees shall not exceed those for the same articles sold in local community stores nor shall the prices charged for postal supplies exceed those for the same articles sold at local post offices.
4. Commissary shall be provided on a regularly scheduled basis and not less than once weekly.
5. Commissary purchases must be reflected by a debit entry on the detainee's cash account. Entry must be initiated by the detainee or a receipt must be issued.
6. All profits from the commissary shall be used for detainee welfare and such monies shall be subject to audit.

### ***OBJECTIVES***

1. To operate the Correctional Division's Inmate Commissary Fund within Illinois County Jail Standards and all pertinent state statutes
2. Review all inmate commissary items for cost comparisons

### ***PERFORMANCE INDICATORS***

<b>Indicator</b>	<b>FY2016 Actual</b>	<b>FY2017 Projected</b>	<b>FY2018 Budgeted</b>
Total number of commissary transactions	9,257	9,368	9,350
Total dollars received by Commissary	\$52,570	51,000	52,000

# COUNTY JAIL MEDICAL COSTS

## Fund 659-140

*This Fund has been established in accordance with 730 ILCS 125/17. This provides the County Sheriff with a \$10.00 fee for each conviction or order of supervision on a criminal case. It is taxed as other costs by the Circuit Clerk and periodically paid over to the Sheriff. This can be used for specific types of medical care for arrestees/inmates.*

### BUDGET HIGHLIGHTS

This is a statutory fee which is collected by the Clerk of the Court. Since 2009, the funds collected here have been transferred to the General Corporate Fund to be deposited into revenue for the budget of the Correctional Center, to offset costs for prisoner medical expenses. The projected revenue in FY2017 and FY2018 remains at the approximate level of \$24,000 to \$25,000, which represents the historical average for this fee.

### FINANCIAL

Fund 659 Dept 140			2016 Actual	2017 Original	2017 Projected	2018 Budget
341	11	COURT FEES-MEDICAL COSTS	\$20,888	\$24,300	\$22,150	\$23,000
		FEES AND FINES	\$20,888	\$24,300	\$22,150	\$23,000
361	10	INVESTMENT INTEREST	\$21	\$10	\$18	\$20
		MISCELLANEOUS	\$21	\$10	\$18	\$20
REVENUE TOTALS			\$20,909	\$24,310	\$22,168	\$23,020
571	80	TO GENERAL CORP FUND 080	\$20,533	\$24,300	\$22,000	\$23,020
		INTERFUND EXPENDITURE	\$20,533	\$24,300	\$22,000	\$23,020
EXPENDITURE TOTALS			\$20,533	\$24,300	\$22,000	\$23,020

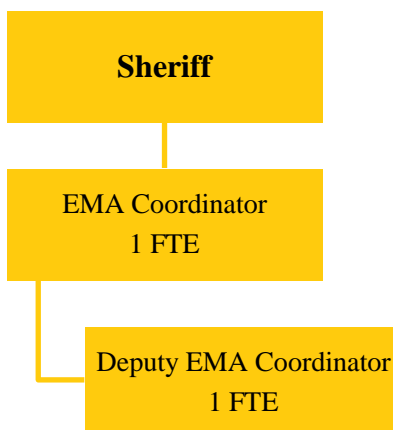
### FUND BALANCE

FY2016 Actual	FY2017 Projected	FY2018 Budgeted
\$3,258	\$3,426	\$3,426

Since this is effectively a pass-through fund, there is no requirement to maintain a fund balance.

## EMERGENCY MANAGEMENT AGENCY

### Fund 080-043



Emergency Management Agency positions: 2 FTE

The Emergency Management Agency (EMA) of Champaign County was established pursuant to the Illinois Emergency Management Agency Act (20 ILCS 3305/1) which authorizes emergency management programs within the political subdivisions of the state.

#### ***MISSION STATEMENT***

***To provide a coordinated Emergency Management Program to ensure an effective response and recovery from any natural or man-made disaster through the effective management of local, state, and federal assets and funding, and through constant assessment of potential hazard and disaster events.***

#### ***BUDGET HIGHLIGHTS***

During FY2018, the EMA will continue to:

- Recruit, expand, train and maintain the Champaign County Search and Rescue team.
- Work with and utilize the local Amateur Radio Operators and county weather spotters.
- Conduct outreach to townships and small towns to prepare for emergencies and encourage entering statewide mutual aid agreements and notification of severe weather potential for local activities.
- Conduct outreach to non-government agencies that service persons with disabilities and special needs for emergency preparedness.
- Input responders into the Salamander System and train personnel on its use for accountability in disasters.
- Inform and train agencies on record keeping requirements for the Federal Emergency Management Agency (FEMA) and the Illinois Emergency Management Agency (IEMA), especially concerning expense reimbursement.
- Promote the Local Emergency Planning Committee (LEPC) membership and activities in regards to hazardous materials awareness and response.



## FINANCIAL

Fund 080 Dept 043			2016 Actual	2017 Original	2017 Projected	2018 Budget
331	91	HOM SEC-EMRGNCY MGMT PERF	\$79,891	\$52,000	\$72,000	\$52,000
331	99	DOT-HAZRD MATLS TRNG/PLAN	\$3,986	\$11,000	\$11,000	\$11,000
336	1	CHAMPAIGN CITY	\$1,800	\$0	\$0	\$0
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$85,677	\$63,000	\$83,000	\$63,000
363	10	GIFTS AND DONATIONS	\$0	\$1,800	\$0	\$0
363	60	PRIVATE GRANTS	\$0	\$0	\$1,000	\$0
364	10	SALE OF FIXED ASSETS	\$2,650	\$0	\$0	\$0
369	90	OTHER MISC. REVENUE	\$514	\$0	\$0	\$0
		MISCELLANEOUS	\$3,164	\$1,800	\$1,000	\$0
REVENUE TOTALS			\$88,841	\$64,800	\$84,000	\$63,000
511	2	APPOINTED OFFICIAL SALARY	\$64,989	\$66,027	\$66,027	\$67,613
511	3	REG. FULL-TIME EMPLOYEES	\$61,760	\$62,771	\$62,771	\$64,265
511	5	TEMP. SALARIES & WAGES	\$0	\$700	\$700	\$700
		PERSONNEL	\$126,749	\$129,498	\$129,498	\$132,578
522	1	STATIONERY & PRINTING	\$0	\$364	\$364	\$284
522	2	OFFICE SUPPLIES	\$1,389	\$300	\$300	\$300
522	6	POSTAGE, UPS, FED EXPRESS	\$0	\$15	\$15	\$15
522	10	FOOD	\$0	\$300	\$300	\$300
522	15	GASOLINE & OIL	\$1,041	\$1,200	\$1,200	\$1,200
522	19	UNIFORMS	\$40	\$416	\$416	\$416
522	44	EQUIPMENT LESS THAN \$5000	\$2,386	\$100	\$100	\$100
522	93	OPERATIONAL SUPPLIES	\$408	\$800	\$800	\$800
		COMMODITIES	\$5,264	\$3,495	\$3,495	\$3,415
533	7	PROFESSIONAL SERVICES	\$0	\$0	\$9,000	\$9,000
533	18	NON-EMPLOYEE TRAINING,SEM	\$0	\$500	\$500	\$500
533	29	COMPUTER/INF TCH SERVICES	\$203	\$84	\$84	\$84
533	33	TELEPHONE SERVICE	\$12,310	\$11,500	\$8,288	\$11,500
533	40	AUTOMOBILE MAINTENANCE	\$1,484	\$500	\$500	\$500
533	42	EQUIPMENT MAINTENANCE	\$1,376	\$4,500	\$4,500	\$4,500
533	84	BUSINESS MEALS/EXPENSES	\$540	\$300	\$300	\$300
533	93	DUES AND LICENSES	\$185	\$165	\$165	\$165
533	95	CONFERENCES & TRAINING	\$438	\$1,500	\$1,500	\$1,500
534	37	FINANCE CHARGES,BANK FEES	\$17	\$0	\$28	\$0
534	40	CABLE/SATELLITE TV EXP	\$358	\$400	\$400	\$400
534	99	REMIT CC FINGERPRNTG FEES	\$206	\$130	\$135	\$130
		SERVICES	\$17,117	\$19,579	\$25,400	\$28,579
EXPENDITURE TOTALS			\$149,130	\$152,572	\$158,393	\$164,572

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

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

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

- To maximize the utilization of our resources of the Regional Emergency Coordination Group (RECG) and its teams to include outside agency participation

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

- Operate a fully functional County Emergency Operations Center with communication and command post capability
- Utilize Emergency Operations Center for training events and for numerous agency's exercises

*County Board Goal 3 –Champaign County promotes a safe, just and healthy community*

- Prepare for severe weather through implementation of severe weather preparedness training
- Educate the community on Emergency Preparedness through Community Outreach Programs
- Continue to work with local partners on functional needs citizens support programs

#### **DESCRIPTION – EMA SERVICES**

EMA is a State Mandated Agency to ensure that the County has a comprehensive Emergency Operation Plan. This plan addresses the way agencies will respond to and recover from major emergencies or disasters. The plan addresses the threats that could affect the residents of the County. Parts of the plan are exercised on an annual basis as well as the preparation of an after action report that lists the strengths and weakness of the plan and an improvement plan. EMA works closely with the National Weather Service to send prompt warning to the residents during severe weather or other threats.

#### **OBJECTIVES**

1. Ensure proactive planning
2. Assess potential hazards
3. Respond to requests for assistance
4. Maintain state EMA accreditation
5. Exercise and evaluate Plans
6. Maintain NIMS compliance

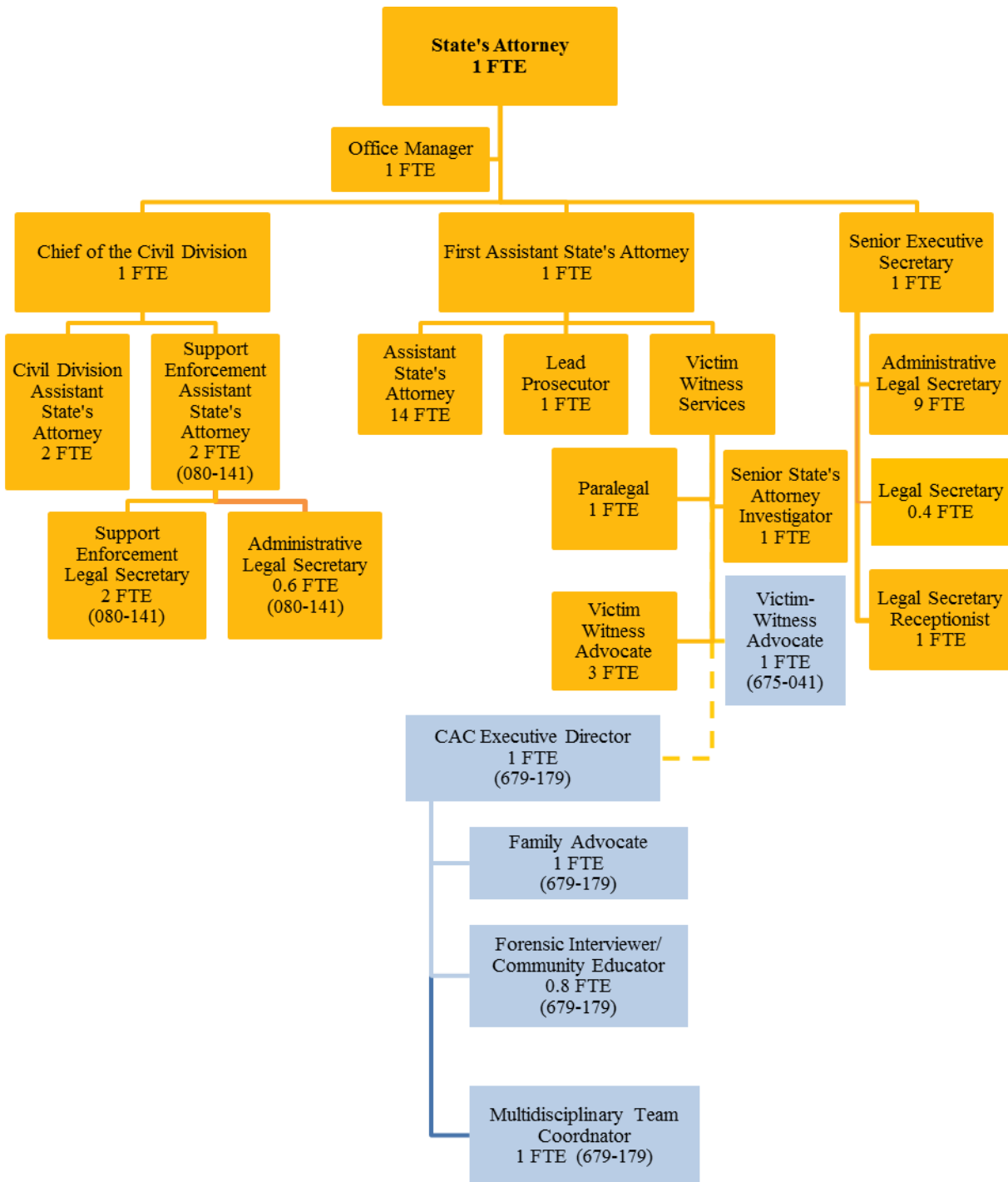
#### **PERFORMANCE INDICATORS**

Indicator	FY2016 Actual	FY2017 Projected	FY2018 Budgeted
EMA Federal Funding	\$54,463	\$65,000	\$65,000
Exercises performed and evaluated	14	14	14
Number of individuals participating in exercises	100	100	100
Number of agencies participating in exercises	20	20	20
Activations of EOC for Severe Weather	0	1	2
Activations of EOC for other emergencies	1	1	1
Number of Individuals required to maintain NIMS compliance	18	18	18

<b>Indicator</b>	<b>FY2016 Actual</b>	<b>FY2017 Projected</b>	<b>FY2018 Budgeted</b>
Number of Individuals documented to be NIMS compliant	18	18	18
Number of Volunteer hours supporting the community	1508	1600	1600

# STATE'S ATTORNEY

## Fund 080-041



State's Attorney (080-041) positions: 37.4 FTE  
 State's Attorney Support Enforcement (080-141) positions: 4.6 FTE  
 Victim Advocacy Grant (675-041) position: 1 FTE  
 Champaign County Children's Advocacy Center (679-179) positions: 3.8 FTE

The position and duties of the State's Attorney are statutorily defined in the Illinois Counties Code (55 ILCS 5/3-9). Under the leadership of a group of local professionals, the Champaign County Children's Advocacy Center (CAC) was established in 2000 and it is overseen by the CAC Governing Board. The State's Attorney serves as the chair of the CAC Governing Board. The CAC is shown in the State's Attorney's organizational chart to show the entirety of the Victim Witness Services provided by, and for, Champaign County.

## **MISSION STATEMENT**

*To serve the community's need for public safety and welfare by vigorously and justly prosecuting juvenile and adult criminal offenders in Champaign County; to provide for the welfare of children by adjudicating cases of neglected, dependent, or abused minors; to provide assistance to crime victims by treating them with respect and assisting them to become effective participants in the criminal justice process; to provide offenders with opportunities for rehabilitation in accordance with the principles of balanced and restorative justice; and to serve the citizens' interest in county government by providing access to legal counsel to county departments and initiating and defending actions on behalf of Champaign County government.*

## **BUDGET HIGHLIGHTS**

In FY2018, the State's Attorney's Office (SAO) will continue to work within the financial limits of our budget and rely on the dedication of our staff to continue to provide necessary services to constituents and crime victims. The SAO works to utilize local resources and free and low cost alternatives for services and training whenever available. The SAO continues to support and promote increased office and interagency efficiency through the use of technology; we are cognizant of the investment Champaign County has made into providing technology to the court system and are committed to fully utilizing all available resources.

## **FINANCIAL**

Fund 080 Dept 041			2016 Actual	2017 Original	2017 Projected	2018 Budget
331	40	JUSTC-BYRNE FORMULA GRANT	\$28,200	\$33,723	\$33,723	\$33,723
334	25	IL ATTY GEN-VICTIM ASSIST	\$31,000	\$28,100	\$28,100	\$28,100
334	72	DCFS-PARENTAL RIGHTS ATTY	\$33,000	\$36,000	\$36,000	\$36,000
335	70	STATE SALARY REIMBURSEMENT	\$172,677	\$171,061	\$171,061	\$171,061
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$264,877	\$268,884	\$268,884	\$268,884
341	10	COURT FEES AND CHARGES	\$102,767	\$105,000	\$85,000	\$100,000
351	10	FINES & BOND FORFEITURES	\$655,063	\$850,000	\$600,000	\$600,000
351	15	FEES ON TRAFFIC FINES	\$23,662	\$33,000	\$22,000	\$23,000
		FEES AND FINES	\$781,492	\$988,000	\$707,000	\$723,000
369	90	OTHER MISC. REVENUE	\$25	\$0	\$0	\$0
		MISCELLANEOUS	\$25	\$0	\$0	\$0
381	62	REIM FRM DRUG FORF FND621	\$9,000	\$9,000	\$9,000	\$9,000
		INTERFUND REVENUE	\$9,000	\$9,000	\$9,000	\$9,000
<b>REVENUE TOTALS</b>			<b>\$1,055,394</b>	<b>\$1,265,884</b>	<b>\$984,884</b>	<b>\$1,000,884</b>

511	1	ELECTED OFFICIAL SALARY	\$166,508	\$166,508	\$166,508	\$166,508
511	3	REG. FULL-TIME EMPLOYEES	\$1,885,066	\$1,938,691	\$1,938,691	\$1,967,934
511	4	REG. PART-TIME EMPLOYEES	\$0	\$11,326	\$11,290	\$11,369
511	5	TEMP. SALARIES & WAGES	\$1,105	\$0	\$0	\$0
513	20	EMPLOYEE DEVELOPMNT/RECOG PERSONNEL	\$501 \$2,053,180	\$0 \$2,116,525	\$35 \$2,116,524	\$0 \$2,145,811
522	1	STATIONERY & PRINTING	\$600	\$0	\$184	\$0
522	2	OFFICE SUPPLIES	\$17,671	\$6,750	\$9,750	\$6,750
522	3	BOOKS,PERIODICALS & MAN.	\$12,045	\$25,000	\$17,300	\$25,000
522	6	POSTAGE, UPS, FED EXPRESS	\$916	\$525	\$525	\$525
522	15	GASOLINE & OIL	\$1,986	\$2,000	\$2,000	\$2,000
522	44	EQUIPMENT LESS THAN \$5000	\$388	\$0	\$514	\$0
522	90	ARSENAL & POLICE SUPPLIES COMMODITIES	\$47 \$33,653	\$0 \$34,275	\$0 \$30,273	\$0 \$34,275
533	3	ATTORNEY/LEGAL SERVICES	\$275	\$3,000	\$0	\$3,000
533	5	COURT REPORTING	\$4,706	\$4,800	\$4,800	\$4,800
533	6	MEDICAL/DENTAL/MENTL HLTH	\$145	\$4,800	\$300	\$4,800
533	7	PROFESSIONAL SERVICES	\$12,178	\$0	\$7,878	\$0
533	12	JOB-REQUIRED TRAVEL EXP	\$0	\$0	\$219	\$0
533	15	ISAA-APPELLATE SERVICE	\$36,000	\$36,000	\$36,000	\$36,000
533	29	COMPUTER/INF TCH SERVICES	\$0	\$18,960	\$10	\$18,960
533	33	TELEPHONE SERVICE	\$2,468	\$2,750	\$2,372	\$2,750
533	40	AUTOMOBILE MAINTENANCE	\$172	\$750	\$750	\$750
533	42	EQUIPMENT MAINTENANCE	\$0	\$275	\$275	\$275
533	68	WITNESS EXPENSE	\$2,046	\$7,750	\$7,750	\$7,750
533	70	LEGAL NOTICES,ADVERTISING	\$1,443	\$325	\$325	\$325
533	85	PHOTOCOPY SERVICES	\$125	\$150	\$150	\$150
533	92	CONTRIBUTIONS & GRANTS	\$0	\$50	\$0	\$50
533	93	DUES AND LICENSES	\$7,350	\$9,000	\$9,000	\$9,000
533	94	INVESTIGATION EXPENSE	\$2,713	\$1,250	\$1,550	\$1,250
533	95	CONFERENCES & TRAINING SERVICES	\$7,846 \$77,467	\$6,250 \$96,110	\$6,731 \$78,110	\$6,250 \$96,110
571	25	TO VCTM ADVOC GRNT FND675	\$21,250	\$21,250	\$21,250	\$17,000
		INTERFUND EXPENDITURE	\$21,250	\$21,250	\$21,250	\$17,000
<b>EXPENDITURE TOTALS</b>			<b>\$2,185,550</b>	<b>\$2,268,160</b>	<b>\$2,246,157</b>	<b>\$2,293,196</b>

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

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

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

- The SAO works within our budget while maintaining provision of services to our constituents.
- The SAO takes advantage of free and low cost training opportunities.

- The SAO prioritizes forfeiture opportunities.

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

- The SAO works with county justice departments in ensuring appropriate use of our correctional facilities, in utilizing non-custodial options such as electronic home monitoring, and in working towards consolidation of the county's correctional facilities.

*County Board Goal 3 –Champaign County promotes a safe, just and healthy community*

- The SAO justly and vigorously prosecutes traffic, misdemeanor, felony, juvenile, and involuntary commitment cases.
- The SAO goes beyond the requirements of the Illinois Victims' Bill of Rights in providing ongoing communication, information, and support to crime victims, in collecting restitution for crime victims, and in providing services to victims and their families during and after their involvement in the criminal justice system.
- The SAO works with community social service agencies and providers to ensure access for offenders to rehabilitative services, particularly in the areas of substance abuse, domestic violence, juvenile delinquency issues, and mental health.

## ***DESCRIPTION – CRIMINAL PROSECUTION***

The Criminal Division is responsible for the prosecution of all state traffic, misdemeanor, and felony offenses committed in Champaign County. The performance indicators below list matters opened in the respective categories and years, not ongoing matters.

## ***OBJECTIVES***

1. To review police reports and determine charges to be filed
2. To justly and vigorously prosecute each case
3. To maintain quality staffing and effective office policies and procedures
4. To provide resources for effective criminal prosecution

## ***PERFORMANCE INDICATORS***

<b>Indicator</b>	<b>FY2016 Actual</b>	<b>FY2017 Projected</b>	<b>FY2018 Budgeted</b>
Felony cases filed	1,733	1,700	1,850
Misdemeanor cases filed	1,198	1,100	1,300
Average annual caseload per felony attorney	144	141	154
Traffic cases filed (DT cases, Misdemeanor DUI)	500	475	500
Training hours per attorney	30	30	30

## ***DESCRIPTION – JUVENILE DELINQUENCY AND JUVENILE ABUSE AND NEGLECT***

The Juvenile Division is responsible for the prosecution of juvenile delinquency matters and representation of the state in civil child abuse and neglect proceedings. Juvenile Division prosecutors assigned to these cases focus on protection of the public and on rehabilitation of the offender, by working with community organizations, probation, and the schools to ensure that the needs of both the community and the offenders are met. The State's Attorney's Office works in partnership with the Mental Health Board, the Regional

Planning Commission, and the Court Services Department to bring necessary programming to Champaign County to provide options for juvenile offenders and victims of juvenile crime. With regard to child abuse and neglect proceedings, the State's Attorney's Office brings civil actions against parents accused of neglecting or abusing their children. The division works closely with DCFS and with Champaign County CASA. Champaign County and the State's Attorney's Office has a state-wide reputation for excellence in juvenile abuse and neglect prosecution. The performance indicators below list matters opened in the respective categories and years, not ongoing matters.

### **OBJECTIVES**

1. To review police reports involving juvenile offenders and determine charges to be filed
2. To justly and vigorously prosecute each case
3. To adjudicate cases of child abuse, neglect, or dependency
4. To maintain quality staffing and effective office policies and procedures
5. To provide resources for effective juvenile prosecution

### **PERFORMANCE INDICATORS**

<b>Indicator</b>	<b>FY2016 Actual</b>	<b>FY2017 Projected</b>	<b>FY2018 Budgeted</b>
Delinquency cases charged	250	190	250
Abuse/Neglect petitions filed	65	70	70
Training Hours	80	80	80

### **DESCRIPTION – CIVIL DIVISION**

The Civil Division advises all county government offices on a wide variety of legal matters. The scope of representation ranges from assistance to the County Board in its compliance with statutory requirements, including the Open Meetings Act and Freedom of Information Act; negotiation of contracts for services, for labor, and for other major purchases; and representation in litigation in matters of civil liability. In addition, the Civil Division is responsible for involuntary commitment proceedings and forfeiture actions against drug-related property. The performance indicators below list matters opened in the respective categories and years, not ongoing matters.

### **OBJECTIVES**

1. To provide legal counsel to county departments, the county board, and its committees
2. To defend actions brought against the County or its Officers
3. To negotiate labor contracts on behalf of the County Board and provide ongoing legal assistance with regard to collective negotiating matters
4. To provide training to elected officials and department heads regarding statutory requirements and mandates.
5. To prosecute involuntary commitment proceedings

### **PERFORMANCE INDICATORS**

<b>Indicator</b>	<b>FY2016 Actual</b>	<b>FY2017 Projected</b>	<b>FY2018 Budgeted</b>
Contract/RFP Review	21	24	25



Employment	15	12	10
Enforcement	19	40	40
FOIA Request/Subpoena	47	34	35
General Litigation	21	26	25
Mental Health Cases	13	16	15
Miscellaneous	14	40	40
Monitoring Outside Counsel	7	8	10
Research and Advice	71	144	150
Training Hours	31	12	10

### ***DESCRIPTION – VICTIM WITNESS SERVICES***

Victim Witness Services provide a broad range of advocacy throughout the court process, in order to support victims and witnesses and to aid the criminal and juvenile justice system. Advocacy includes offering information and recommending resources to victims, whether by referring victims of domestic battery to local shelters or counseling services, or by clarifying court procedures and hearings. The goal is to reinforce the rights of victims, and to ensure the cooperation and inclusion of individuals impacted by crime. In addition, Victim Witness Services aid the court process by conducting meetings and attending hearings with victims and witnesses, and by administering supportive documents such as Victim Impact Statements, health records, and restitution requests. Victim Witness Services coordinate within the State's Attorney's Office and with other law enforcement and community agencies, to ensure a holistic approach to advocacy. The performance indicators below list matters opened in the respective categories and years, not ongoing matters.

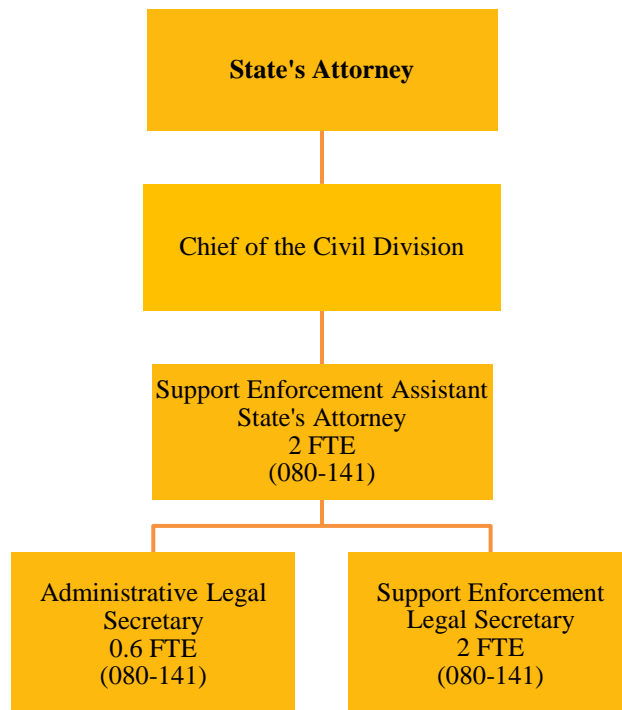
### ***OBJECTIVES***

1. To provide appropriate information and notification regarding the court process to victims and witnesses
2. To provide assistance to victims of crime through referrals and support while engaged in the criminal process

### ***PERFORMANCE INDICATORS***

<b>Indicator</b>	<b>FY2016 Actual</b>	<b>FY2017 Projected</b>	<b>FY2018 Budgeted</b>
New Felony case victim contacts	475	560	600
New Felony Domestic violence case victim contacts	135	258	275
New Misdemeanor case victim contacts	180	188	200
New Misdemeanor Domestic Violence case victim contacts	390	269	275
New Juvenile Delinquency Victim contacts	240	248	250
New Traffic (DT) cases	17	14	20
New Traffic (TR) cases	20	12	15
New Traffic felony cases	15	16	20

## STATE'S ATTORNEY SUPPORT ENFORCEMENT Fund 080-141



State's Attorney Support Enforcement (080-141) positions: 4.6 FTE

### ***MISSION STATEMENT***

*To provide services to custodial parents and guardians and the Department of Children and Family Services (DCFS) through a partnership with the Illinois Department of Healthcare and Family Services (IDHFS) in the establishment of paternity, establishment of child support orders, modification of child support, enrollment and enforcement of Uniform Interstate Family Support Act (UIFSA) and administrative support orders, and enforcement of existing child support orders.*

### ***BUDGET HIGHLIGHTS***

Cuts in state funding have required this division to make similar cuts as required by other county departments. The division continues to work as required to fulfill the obligations under the contract with IDHFS. The projected FY18 budget reflects revenue received from IDHFS in 2018 for work performed in 2017.

## FINANCIAL

Fund 080 Dept 141			2016 Actual	2017 Original	2017 Projected	2018 Budget
331	25	HHS-CHLD SUP ENF TTL IV-D	\$205,202	\$189,178	\$189,178	\$199,078
334	41	IL DPT HLTHCARE & FAM SRV	\$105,712	\$97,456	\$97,456	\$102,556
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$310,914	\$286,634	\$286,634	\$301,634
<b>REVENUE TOTALS</b>			<b>\$310,914</b>	<b>\$286,634</b>	<b>\$286,634</b>	<b>\$301,634</b>
511	3	REG. FULL-TIME EMPLOYEES	\$180,159	\$190,516	\$190,516	\$195,320
511	4	REG. PART-TIME EMPLOYEES	\$150	\$18,954	\$18,954	\$19,508
511	5	TEMP. SALARIES & WAGES	\$5,906	\$0	\$0	\$0
513	1	SOCIAL SECURITY-EMPLOYER	\$0	\$0	\$0	\$16,434
513	2	IMRF - EMPLOYER COST	\$0	\$0	\$0	\$17,702
513	4	WORKERS' COMPENSATION INS	\$0	\$0	\$0	\$1,031
513	5	UNEMPLOYMENT INSURANCE	\$0	\$0	\$0	\$1,240
513	6	EMPLOYEE HEALTH/LIFE INS	\$0	\$13,300	\$0	\$36,750
		PERSONNEL	\$186,215	\$222,770	\$209,470	\$287,985
522	2	OFFICE SUPPLIES	\$2,926	\$7,500	\$7,500	\$7,500
522	3	BOOKS, PERIODICALS & MAN.	\$1,060	\$6,000	\$6,000	\$2,500
522	6	POSTAGE, UPS, FED EXPRESS	\$54	\$7,500	\$7,500	\$0
522	44	EQUIPMENT LESS THAN \$5000	\$0	\$7,500	\$7,500	\$0
		COMMODITIES	\$4,040	\$28,500	\$28,500	\$10,000
533	1	AUDIT & ACCOUNTING SERVCS	\$0	\$7,500	\$0	\$0
533	5	COURT REPORTING	\$0	\$3,000	\$0	\$0
533	7	PROFESSIONAL SERVICES	\$6,151	\$0	\$12,700	\$0
533	29	COMPUTER/INF TCH SERVICES	\$0	\$7,500	\$3,500	\$0
533	33	TELEPHONE SERVICE	\$670	\$2,500	\$2,500	\$0
533	42	EQUIPMENT MAINTENANCE	\$0	\$4,000	\$0	\$0
533	70	LEGAL NOTICES,ADVERTISING	\$0	\$1,000	\$1,000	\$0
533	85	PHOTOCOPY SERVICES	\$0	\$5,000	\$5,000	\$0
533	93	DUES AND LICENSES	\$796	\$1,500	\$1,500	\$1,000
533	95	CONFERENCES & TRAINING	\$810	\$3,000	\$3,000	\$1,500
		SERVICES	\$8,427	\$35,000	\$29,200	\$2,500
544	33	OFFICE EQUIPMENT & FURNIS	\$0	\$7,500	\$7,500	\$0
		CAPITAL	\$0	\$7,500	\$7,500	\$0
<b>EXPENDITURE TOTALS</b>			<b>\$198,682</b>	<b>\$293,770</b>	<b>\$274,670</b>	<b>\$300,485</b>

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

## ***DESCRIPTION***

The Support Enforcement Division, through a contract with the IDHFS, represents the State of Illinois in child support enforcement cases on behalf of indigent custodial parents in Champaign County. Court cases can continue from the birth of the child through the child's 18<sup>th</sup> birthday. Court responsibilities include establishment of paternity, determination of initial child support, modification or abatement of child support, and the collection of delinquent child support through employment search orders and petitions for findings of contempt. Court responsibilities also include establishment and enforcement of dependent medical insurance orders.

## ***OBJECTIVES***

The Support Enforcement Division has a contract with the IDHFS through which the division represents the IDHFS in the establishment of paternity; establishment of child support orders; modification of child support; enrollment and enforcement of UIFSA and administrative support orders; and enforcement of existing child support orders. The contract sets forth timetables, guidelines, and requirements as to how these services are to be performed.

## ***PERFORMANCE INDICATORS***

<b>Indicator</b>	<b>FY2016 Actual</b>	<b>FY2017 Projected</b>	<b>FY2018 Budgeted</b>
New cases filed	497	450	550

# STATE'S ATTORNEY DRUG ASSET FORFEITURES

## Fund 621-041

*The Drug Asset Forfeitures Fund has been established in accordance with 720 ILCS 570/505, as amended by Public Act 86-1382, effective September 1990. As the intent of this legislation was to enhance drug enforcement, these funds must increase and not supplant any appropriated operating budget. Any interest earned on these funds also must be used for drug enforcement purposes.*

### BUDGET HIGHLIGHTS

The Drug Asset Forfeitures Fund is largely dependent on the work of local law enforcement agencies with regard to drug enforcement. We receive funds from both the State of Illinois and Federal law enforcement agencies. In FY2016, the State's Attorney's Office (SAO) filed or assisted on 106 forfeiture actions against drug-related property; the office collected \$30,000 in funds from forfeited property during FY2016. So far in FY2017, the SAO has filed or assisted on 50 forfeiture actions, resulting in \$20,340 collected. This fund may be used to purchase equipment; pay for education and training; and pay for transportation, all to support the SAO's work on drug possession and delivery cases.

For FY2018, the SAO plans to use forfeitures funds to purchase equipment for staff responsible for drug possession & delivery cases and to pay for staff training.

### FINANCIAL

Fund 621 Dept 041			2016 Actual	2017 Original	2017 Projected	2018 Budget
352	10	EVIDENCE FORFEITURES	\$30,014	\$24,000	\$30,000	\$24,000
352	11	FEDERAL FORFEITURES	\$1,948	\$3,000	\$0	\$0
352	12	ECITF DRUG FORFEITURES	\$0	\$3,000	\$0	\$0
		FEES AND FINES	\$31,962	\$30,000	\$30,000	\$24,000
361	10	INVESTMENT INTEREST	\$50	\$0	\$63	\$0
		MISCELLANEOUS	\$50	\$0	\$63	\$0
REVENUE TOTALS			\$32,012	\$30,000	\$30,063	\$24,000
522	2	OFFICE SUPPLIES	\$565	\$500	\$364	\$500
522	3	BOOKS,PERIODICALS & MAN.	\$3,742	\$4,000	\$1,538	\$4,000
522	6	POSTAGE, UPS, FED EXPRESS	\$0	\$0	\$121	\$0
522	15	GASOLINE & OIL	\$63	\$0	\$149	\$0
522	44	EQUIPMENT LESS THAN \$5000	\$4,413	\$500	\$0	\$500
		COMMODITIES	\$8,783	\$5,000	\$2,172	\$5,000
533	33	TELEPHONE SERVICE	\$1,482	\$775	\$775	\$775
533	40	AUTOMOBILE MAINTENANCE	\$1,176	\$0	\$110	\$0
533	68	WITNESS EXPENSE	\$0	\$0	\$430	\$0
533	70	LEGAL NOTICES,ADVERTISING	\$0	\$300	\$300	\$300
533	93	DUES AND LICENSES	\$1,250	\$0	\$75	\$0
533	94	INVESTIGATION EXPENSE	\$1,261	\$200	\$625	\$200

533	95	CONFERENCES & TRAINING	\$3,626	\$3,000	\$3,828	\$3,000
534	25	COURT FACILITY REPR-MAINT SERVICES	\$1,292	\$0	\$0	\$0
			\$10,087	\$4,275	\$6,143	\$4,275
571	80	TO GENERAL CORP FUND 080	\$9,000	\$9,000	\$9,000	\$9,000
		INTERFUND EXPENDITURE	\$9,000	\$9,000	\$9,000	\$9,000
<b>EXPENDITURE TOTALS</b>			<b>\$27,870</b>	<b>\$18,275</b>	<b>\$17,315</b>	<b>\$18,275</b>

### ***FUND BALANCE***

<b>FY2016 Actual</b>	<b>FY2017 Projected</b>	<b>FY2018 Budgeted</b>
\$29,063	\$41,811	\$47,536

The fund balance goal is to maintain a fund balance equal to the approximate revenue for one year.

### ***DESCRIPTION***

The SAO receives a portion of assets from items seized or forfeited. These funds are used to support the attorneys responsible for drug possession and delivery cases by paying for conferences, education, and training attended by those attorneys, and by purchasing office and other equipment used by those attorneys in the prosecution of drug possession and delivery cases.

### ***OBJECTIVES***

1. To pursue agency share of confiscated funds and spend funds in manner prescribed by statute
2. Collect funds and maintain funds in accordance with statutory requirements

### ***PERFORMANCE INDICATORS***

<b>Indicator</b>	<b>FY2016 Actual</b>	<b>FY2017 Projected</b>	<b>FY2018 Budgeted</b>
Total funds collected	\$30,000	\$30,000	\$25,000
Total interest earnings	\$50	\$64	\$20
Allowable purchases made	\$19,570	\$11,500	\$9,000
Appropriate adherence to statutory requirements for management of funds	Yes	Yes	Yes

# STATE'S ATTORNEY AUTOMATION

## Fund 633-041

### MISSION STATEMENT

*The State's Attorney Automation Fund was established in accordance with 55 ILCS 5/4-2002, as amended by Public Act 97-0673 effective June 1, 2012. In keeping with the intent of this legislation, funds deposited into the State's Attorney Automation Fund will be used to discharge the expenses of the State's Attorney for establishing and maintaining automated record keeping systems including but not limited to expenditures for hardware, software, research and development costs, and personnel related thereto.*

### BUDGET HIGHLIGHTS

Expenditures from this fund will be made in accordance with the enabling legislation with a focus on special projects.

### FINANCIAL

Fund 633 Dept 041			2016 Actual	2017 Original	2017 Projected	2018 Budget
341	10	COURT FEES AND CHARGES	\$5,984	\$8,000	\$5,600	\$8,000
		FEES AND FINES	\$5,984	\$8,000	\$5,600	\$8,000
361	10	INVESTMENT INTEREST	\$11	\$0	\$18	\$0
		MISCELLANEOUS	\$11	\$0	\$18	\$0
<b>REVENUE TOTALS</b>			<b>\$5,995</b>	<b>\$8,000</b>	<b>\$5,618</b>	<b>\$8,000</b>
522	2	OFFICE SUPPLIES	\$542	\$0	\$0	\$0
522	44	EQUIPMENT LESS THAN \$5000	\$216	\$7,000	\$7,000	\$3,400
		COMMODITIES	\$758	\$7,000	\$7,000	\$3,400
533	29	COMPUTER/INF TCH SERVICES	\$0	\$0	\$0	\$3,600
533	42	EQUIPMENT MAINTENANCE	\$0	\$500	\$500	\$500
		SERVICES	\$0	\$500	\$500	\$4,100
<b>EXPENDITURE TOTALS</b>			<b>\$758</b>	<b>\$7,500</b>	<b>\$7,500</b>	<b>\$7,500</b>

### FUND BALANCE

FY2016 Actual	FY2017 Projected	FY2018 Budgeted
\$10,151	\$8,269	\$8,769

The fund balance goal will be to maintain an appropriate balance to enable the State's Attorney to plan for the timely replacement of technology needs for the office.

## ***DESCRIPTION***

The State's Attorney Automation Fund receives payments of \$2.00 from defendants on a judgment of guilty or a grant of court supervision for a violation of any provision of the Illinois Vehicle Code or any felony, misdemeanor, or petty offense to discharge the expenses of the State's Attorney Office for establishing and maintaining automated record keeping systems.

## ***OBJECTIVES***

To collect, maintain, and disperse funds in accordance with statutory requirements.

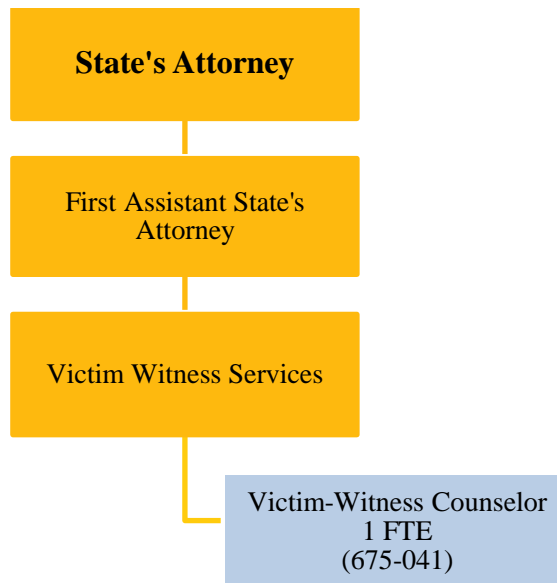
## ***PERFORMANCE INDICATORS***

<b>Indicator</b>	<b>FY2016 Actual</b>	<b>FY2017 Projected</b>	<b>FY2018 Budgeted</b>
Total funds collected	\$5,983	\$5,600	\$8,000
Total Interest earnings	\$4	\$3	\$3
Allowable purchases made	\$800	\$6,000	\$4,000
Appropriate adherence to statutory requirements for management of funds	Yes	Yes	Yes



# VICTIM ADVOCACY GRANT

## Fund 675-041



Victim Advocacy Grant (675-041) position: 1 FTE

### MISSION STATEMENT

*To guide victims through the judicial process and to assist victims with the management of problems created by victimization by providing support, education, courtroom advocacy, assistance with obtaining restitution, and referrals to community-based service providers.*

### BUDGET HIGHLIGHTS

The victim advocacy grant, managed by the State's Attorney's Office, provides funding towards the salary of the Victim Advocacy Program Victim-Witness Counselor. The counselor serves as the first point of contact between felony crime victims and the judicial system. The counselor assists the State's Attorney with meeting statutory obligations imposed under the Rights of Crime Victims and Witnesses Act. The funding source for this program is a grant from the Illinois Criminal Justice Information Authority and matching funds from the Champaign County Board. Increase in expenditures would correlate to salary increases for non-bargaining employees.

### FINANCIAL

Fund 675 Dept 041			2016 Actual	2017 Original	2017 Projected	2018 Budget
331	54	JUSTC-CRIME VICTIM ASSIST	\$45,314	\$34,525	\$34,525	\$34,525
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$45,314	\$34,525	\$34,525	\$34,525
371	80	FROM GENERAL CORP FND 080	\$21,250	\$21,250	\$21,250	\$17,000
		INTERFUND REVENUE	\$21,250	\$21,250	\$21,250	\$17,000

<b>REVENUE TOTALS</b>			<b>\$66,564</b>	<b>\$55,775</b>	<b>\$55,775</b>	<b>\$51,525</b>
511	3	REG. FULL-TIME EMPLOYEES	\$56,102	\$57,019	\$57,019	\$51,228
		PERSONNEL	\$56,102	\$57,019	\$57,019	\$51,228
<b>EXPENDITURE TOTALS</b>			<b>\$56,102</b>	<b>\$57,019</b>	<b>\$57,019</b>	<b>\$51,228</b>

### ***FUND BALANCE***

<b>FY2016 Actual</b>	<b>FY2017 Projected</b>	<b>FY2018 Budgeted</b>
-\$4,343	-\$5,587	-\$5,290

The fund balance displays as negative, because this grant is funded on a reimbursement basis. The negative fund balance is covered through the cash management of this grant operating out of a combined funds portfolio, wherein the County provides for the expenditure and is later reimbursed.

### ***FULL TIME EMPLOYEE HISTORY***

<b>FY2014</b>	<b>FY2015</b>	<b>FY2016</b>	<b>FY2017</b>	<b>FY2018</b>
0.8	1	1	1	1

### ***DESCRIPTION***

The Victim Advocacy Program Victim-Witness Counselor provides ongoing information and assistance to the victims of these crimes as the cases proceed through the judicial process. At the beginning of each felony case, the counselor provides the crime victim with notice of charges, upcoming court dates, and available services, including local sources for counseling and other relevant social services. Throughout the course of the case, the counselor provides ongoing services for felony crime victims including court-related support; court orientation; court escort and accompaniment; case status information; assistance with writing victim impact statements; assistance with restitution and evidence; arraigning witness fees; hotels and transportation for out of town court witnesses; and case disposition information. The counselor also provides support to victims after the final disposition of the case by keeping victims apprised of offender prison release dates and assisting with information regarding collection of restitution.

### ***OBJECTIVES***

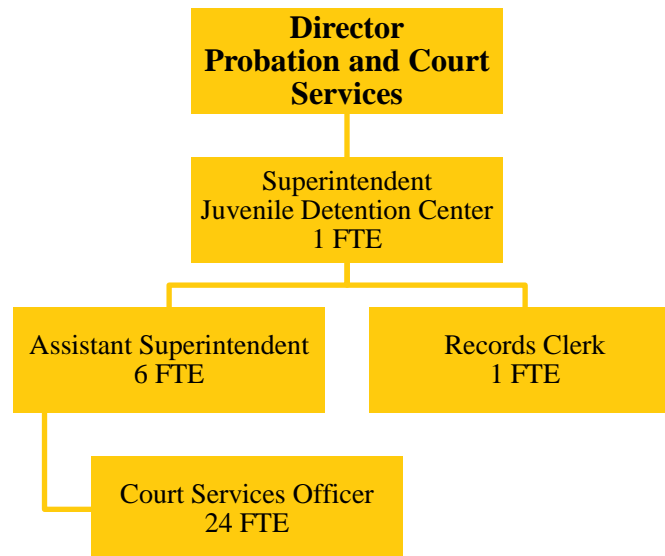
Provide information and assistance to victims and witnesses regarding the criminal justice process in accordance with statutory requirements.

### ***PERFORMANCE INDICATORS***

<b>Indicator</b>	<b>FY2016 Actual</b>	<b>FY2017 Projected</b>	<b>FY2018 Budgeted</b>
Number of New Felony Crime Victims Served	800	768	600
Number of Ongoing contacts w/ Felony Crime Victims through judicial process of a case	1,850	1,875	1,825

## JUVENILE DETENTION CENTER

### Fund 080-051



Juvenile Detention Center positions: 32 FTE

#### **MISSION STATEMENT**

*The Champaign County Probation and Court Services Department is charged with the supervision, education, and care of minors detained at the Juvenile Detention Center. In addition to ensuring the safety of the detainees while in secure care, the Department provides necessary programming to address the special needs of the detainee population. The Department is required to present minors to the Court per statutory guidelines and as ordered by the Court. The Juvenile Detention Center provides these services in accordance with guidelines established by the Illinois Department of Corrections, the Administrative Office of the Illinois Courts, Illinois Statutes, and circuit/local judicial requirements.*

#### **BUDGET HIGHLIGHTS**

To offset operating expenses for the Probation and Court Services Department, the Administrative Office of the Illinois Courts (AOIC) provides reimbursement for a portion of personnel costs. For State FY2017, the AOIC awarded the Department a salary reimbursement allocation of \$1,884,106.00. This represents a decrease of \$100,153.97 (5.0%) from the SFY2016 allocation of \$1,984,259.97. To address the shortfall in salary reimbursement, a total of \$86,454.00 will be transferred from Fund 618-052 (Probation Services Fees) to the General Corporate Fund in County FY2017. We would also note that payments from the State of Illinois have been delayed for a number of months. Thus far for State FY2017 (July 1, 2016 to June 30, 2017), we have received five payments (July-November 2016) totaling \$927,522.74.

SFY2017 was the second consecutive year in which the Department experienced a reduction in our allocation for salary reimbursement from the AOIC. The SFY2016 allocation of \$1,984,259.97 was a decrease of \$190,527.99 (8.76%) from the allocation received in SFY2015 (\$2,174,787.96). During County FY2016, the Department paid \$129,269.00 from Fund 618-052 (Probation Services Fees) to the General Corporate Fund to address the reduction in our SFY2016 salary reimbursement allocation.

In August, the AOIC notified us that our SFY2018 allocation for salary reimbursement would be \$1,825,598.00, a decrease of \$58,508.00 (3.1%) from our SFY2017 allocation. To offset the shortfall in salary reimbursement, a total of \$183,500.00 will be transferred from Fund 618-052 (Probation Services Fees) to the General Corporate Fund in County FY2018.

The staffing level at the JDC is expected to remain stable for FY2018 with 24 line staff officers, six assistant superintendents, and one superintendent. In addition, the JDC is supported by one clerical position.

Detainee capacity at the JDC was reduced in FY2010 to a maximum of 25 minors. Although the reduced capacity did not adversely affect the level of services to the Courts and the community for the first several years, legislation effective January 1, 2014 raising the State's juvenile court jurisdiction to include 17-year-old individuals charged with felonies had a measurable impact on the detention population. The impact on local detention services of recent legislation prohibiting commitment to the Illinois Department of Juvenile Justice of minors adjudicated for misdemeanor offenses as well as certain Class 3 and Class 4 felony offenses is not yet known.

The table below sets forth the average daily population for the current Fiscal Year to date as well as the previous four Fiscal Years.

Fiscal Year	Average Daily Population	Increase/(Decrease) from Prior FY
FY2017	14.92	(22.77%)
FY2016	19.32	(1.58%)
FY2015	19.58	9.57%
FY2014	17.87	9.97%
FY2013	16.25	(3.96%)

Unlike in FY2015 and FY2016 when we expended a total of \$28,879.00 (274 bed days) on out-of-county boarding of juveniles, thus far in FY2017, we have not experienced the need to contract for out-of-county boarding due to overcrowding at the JDC.

A majority of programming services offered to juveniles at the JDC are provided by other funding sources and agencies. The Regional Office of Education provides educational services; the University of Illinois Department of Psychology provides counseling services, including Dialectical Behavior Training and a Girls' Advocacy Program; the Champaign-Urbana Public Health District provides sexually transmitted diseases education and testing; Prairie Center Health Systems provides substance abuse services and operates the Parenting With Love and Limits Program in conjunction with Rosecrance, which also provides mental health services; Rape Advocacy Counseling & Education Services (R.A.C.E.S.) provides training for staff and youth around sexual assault, harassment and healthy relationships, which addresses requirements imposed through the Prison Rape Elimination Act; Crosspoint Human Services provides crisis intervention services; TALKS Mentoring provides mentoring services as well as weekly motivational presentations; local churches offer religious services; and medical services are provided through a contractual agreement paid by the General Corporate Fund. The Champaign County Mental Health Board provides funding for the Parenting With Love and Limits Program. The JDC also has partnerships for literacy enhancement with the Graduate School of Library Sciences at the University of Illinois and the Music Department at the University provides Fine Arts and Music education and experiences. Services are also provided by Pavilion Behavioral Health Systems, Center for Youth & Family Solutions Youth Intervention Program, and ACCESS Initiative. Staff at the JDC also conducts cognitive program sessions for detainees utilizing the BELIEF Behavior Management Program. The University of Illinois Department of Psychology provides training for staff on restorative circle processes in addition to occasionally facilitating live circles for youth

in crisis with each other or others. The JDC has also entered into a partnership with the Illinois Balanced and Restorative Justice Initiative to train and provide technical assistance to JDC staff on how to infuse restorative practices into their work with youth. All other expenses are directly related to daily operational needs and requirements. With the exception of a projected increase for the costs of detainee medical services, which are provided through a contractual arrangement with an outside vendor, the JDC is not anticipating any significant increases in the operating budget for FY2018.

## **FINANCIAL**

<b>Fund 080 Dept 051</b>			<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
331	73	USDA-NAT SCHL LUNCH/SNACK	\$20,350	\$21,000	\$18,450	\$18,000
331	74	USDA-NAT SCHOOL BREAKFAST	\$11,301	\$12,000	\$10,250	\$10,000
334	62	ISBE-IL SCHL BRKFST/LUNCH	\$162	\$300	\$300	\$300
335	60	STATE REIMBURSEMENT	\$693,446	\$1,235,813	\$1,235,813	\$1,184,123
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$725,259	\$1,269,113	\$1,264,813	\$1,212,423
341	27	OUT OF COUNTY DETAINEES	\$53,550	\$0	\$4,575	\$0
		FEES AND FINES	\$53,550	\$0	\$4,575	\$0
369	90	OTHER MISC. REVENUE	\$25	\$0	\$0	\$0
		MISCELLANEOUS	\$25	\$0	\$0	\$0
371	18	FROM PROB SERV FUND 618	\$68,749	\$56,373	\$56,373	\$130,190
		INTERFUND REVENUE	\$68,749	\$56,373	\$56,373	\$130,190
<b>REVENUE TOTALS</b>			<b>\$847,583</b>	<b>\$1,325,486</b>	<b>\$1,325,761</b>	<b>\$1,342,613</b>
511	3	REG. FULL-TIME EMPLOYEES	\$1,488,991	\$1,497,776	\$1,497,776	\$1,519,392
511	4	REG. PART-TIME EMPLOYEES	\$52,699	\$63,960	\$63,960	\$63,960
511	5	TEMP. SALARIES & WAGES	\$1,178	\$1,250	\$1,250	\$1,250
		PERSONNEL	\$1,542,868	\$1,562,986	\$1,562,986	\$1,584,602
522	1	STATIONERY & PRINTING	\$434	\$200	\$200	\$200
522	2	OFFICE SUPPLIES	\$1,146	\$1,700	\$1,408	\$1,700
522	3	BOOKS,PERIODICALS & MAN.	\$0	\$500	\$500	\$500
522	6	POSTAGE, UPS, FED EXPRESS	\$33	\$50	\$50	\$50
522	10	FOOD	\$6,022	\$5,000	\$5,000	\$5,000
522	11	MEDICAL SUPPLIES	\$3,081	\$3,000	\$3,000	\$3,000
522	13	CLOTHING - INMATES	\$3,537	\$3,500	\$3,500	\$3,500
522	14	CUSTODIAL SUPPLIES	\$615	\$700	\$700	\$700
522	15	GASOLINE & OIL	\$2,528	\$5,000	\$3,000	\$5,000
522	28	LAUNDRY SUPPLIES	\$1,798	\$1,500	\$1,500	\$1,500
522	44	EQUIPMENT LESS THAN \$5000	\$6,030	\$1,000	\$3,500	\$1,000
522	90	ARSENAL & POLICE SUPPLIES	\$92	\$200	\$200	\$200
522	91	LINEN & BEDDING	\$916	\$1,000	\$1,000	\$1,000
522	93	OPERATIONAL SUPPLIES	\$4,068	\$4,000	\$4,000	\$4,000
		COMMODITIES	\$30,300	\$27,350	\$27,558	\$27,350

533	6	MEDICAL/DENTAL/MENTL HLTH	\$100,116	\$100,818	\$100,120	\$102,225
533	7	PROFESSIONAL SERVICES	\$0	\$1,000	\$0	\$1,000
533	12	JOB-REQUIRED TRAVEL EXP	\$0	\$250	\$250	\$250
533	16	OUTSIDE PRISON BOARDING	\$9,211	\$20,000	\$10,000	\$20,000
533	33	TELEPHONE SERVICE	\$2,038	\$1,700	\$1,700	\$1,700
533	36	WASTE DISPOSAL & RECYCLNG	\$60	\$100	\$100	\$100
533	40	AUTOMOBILE MAINTENANCE	\$711	\$1,100	\$1,100	\$1,100
533	42	EQUIPMENT MAINTENANCE	\$1,417	\$2,000	\$2,000	\$2,000
533	51	EQUIPMENT RENTALS	\$0	\$150	\$150	\$150
533	70	LEGAL NOTICES,ADVERTISING	\$807	\$250	\$250	\$250
533	95	CONFERENCES & TRAINING	\$1,094	\$3,000	\$3,000	\$3,000
534	11	FOOD SERVICE	\$37,212	\$42,700	\$40,000	\$42,700
534	40	CABLE/SATELLITE TV EXP	\$157	\$150	\$160	\$160
		SERVICES	\$152,823	\$173,218	\$158,830	\$174,635
		<b>EXPENDITURE TOTALS</b>	<b>\$1,725,991</b>	<b>\$1,763,554</b>	<b>\$1,749,374</b>	<b>\$1,786,587</b>

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

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

*County Board Goal 1 – Champaign County is committed to being a High Performing, Open and Transparent Local Government Organization*

- Participate in community programming to share resources available in, and to, the Department
- Conduct tours of facilities on a regular basis for members of the community
- Develop and offer criminal justice system training presentations for local area schools and/or groups

*County Board Goal 2 – Champaign County Maintains High Quality Public Facilities and Highways and Provides a Safe Rural Transportation System and Infrastructure*

- Fully utilize the Public Service Work program for basic maintenance services at the Juvenile Detention Center and other county facilities, providing relief to the General Corporate Fund
- Monitor facilities and utilize resources available to the Department to maintain those facilities
- Be aware of improvements in security systems, programming, etc., that can contribute to the maintenance of facilities and the utilization of current buildings and systems to meet ongoing demands for space

*County Board Goal 3 –Champaign County Promotes a Safe, Just and Healthy Community*

- Provide monitoring services to probationers and individuals on electronic home confinement
- Provide resources for the GPS surveillance of offenders in the community
- Provide services to clients to promote their successful transition to healthy, safe, and productive lifestyles, including cognitive group programming

*County Board Goal 4 – Champaign County is a County that Supports Balanced, Planned Growth to Balance Economic Growth with Preservation of Our Natural Resources*

- Assess and monitor available resources to obtain the highest return for money spent

- Evaluate community resources, community programming, and Departmental resources to maintain a consistent, informed, and current response to any increase in demand for services

## ***DESCRIPTION***

There are three categories of juveniles processed at the Juvenile Detention Center:

1. Juveniles who are brought in and released without an intake being completed;
2. Juveniles admitted through a formal intake process and released without detention; and
3. Juveniles admitted through a formal intake and ultimately detained.

Each staff member at JDC places a priority on addressing the first group of juveniles. Prior to being released from the facility, every attempt is made to identify services available in the community that may assist the juvenile and/or the juvenile's family. Although we have no legal relationship with the minor/family, local social service agency information is provided to assist the minor and his/her family. The JDC coordinates efforts with the Youth Assessment Center to ensure that youths who are being diverted from formal delinquency proceedings through referrals to the Youth Assessment Center receive necessary and appropriate services.

Staff members at JDC utilize a standardized scoring instrument to screen all juveniles who go through the formal intake process. This instrument is completed at intake, with the results providing a basis for the decision to detain, or not to detain, the juvenile.

For detained juveniles, the Juvenile Detention Center provides a wide range of services to support the juveniles' physical, emotional, social development, and educational needs. Detention Center staff members perform numerous roles to include security monitor, counselor, disciplinarian, activity coordinator, and recorder of behavior.

## ***OBJECTIVES***

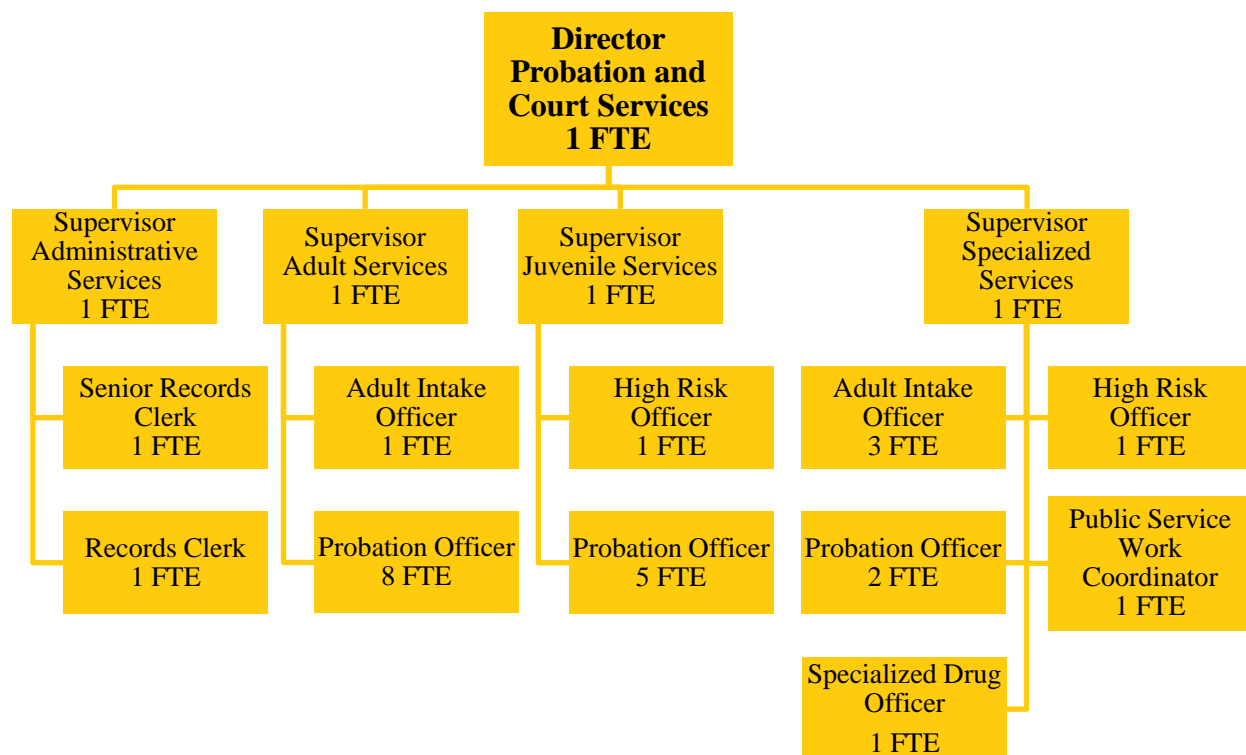
1. All detainees have their needs met in an appropriate manner
2. All training objectives are met for staff
3. Programming opportunities are maximized
4. Services provided satisfy requirements of state agencies and local judiciary

## ***PERFORMANCE INDICATORS***

<b>Indicator</b>	<b>2016 Actual</b>	<b>2017 Projected</b>	<b>2018 Budgeted</b>
Number of Minors Presented for Possible Admission (includes Minors Detained by Court Order or Warrant)	607	567	595
Number of Admissions to JDC (includes Minors Detained by Court Order or Warrant)	341	315	331
Number of Minors Screened & Released Without Detention	266	252	264
Average Daily Population	19.32	17.12	17.98

# COURT SERVICES

## Fund 080-052



Court Services positions: 30 FTE

### MISSION STATEMENT

*The Court Services Department is mandated to provide supervision for clients as ordered by the Court. The Department encompasses Adult Supervision, Specialized Services, Juvenile Supervision, High Risk Juvenile Services, and the Juvenile Court Alternatives Initiative (JCAI). The Department has interaction with almost every social service agency in Champaign County and is committed to providing quality services to the community and its clients.*

### BUDGET HIGHLIGHTS

To offset operating expenses for the Probation and Court Services Department, the Administrative Office of the Illinois Courts (AOIC) provides reimbursement for a portion of personnel costs. For State FY2017, the AOIC awarded the Department a salary reimbursement allocation of \$1,884,106.00. This represents a decrease of \$100,153.97 (5.0%) from the SFY2016 allocation of \$1,984,259.97. To address the shortfall in salary reimbursement, a total of \$86,454.00 will be transferred from Fund 618-052 (Probation Services Fees) to the General Corporate Fund in County FY2017. We would also note that payments from the State of Illinois have been delayed for a number of months. Thus far for State FY2017 (July 1, 2016 to June 30, 2017), we have received five payments (July-November 2016) totaling \$927,522.74.

SFY2017 was the second consecutive year in which the Department experienced a reduction in our allocation for salary reimbursement from the AOIC. The SFY2016 allocation of \$1,984,259.97 was a decrease of \$190,527.99 (8.76%) from the allocation received in SFY2015 (\$2,174,787.96). During County



FY2016, the Department paid \$129,269.00 from Fund 618-052 (Probation Services Fees) to the General Corporate Fund to address the reduction in our SFY2016 salary reimbursement allocation.

In August, the AOIC notified us that our SFY2018 allocation for salary reimbursement would be \$1,825,598.00, a decrease of \$58,508.00 (3.1%) from our SFY2017 allocation. To offset the shortfall in salary reimbursement, a total of \$183,500.00 will be transferred from Fund 618-052 (Probation Services Fees) to the General Corporate Fund in County FY2018.

Staffing for the Court Services Department will remain stable for FY2018 with 23 line staff officers, three unit supervisors, and one administrative supervisor. The Director position, although paid from the Court Services budget, supervises the entire Department (Probation/Court Services and the Juvenile Detention Center). The Court Services Department is supported by only two clerical positions, requiring Court Services Officers to assist in covering the reception area and greeting/directing incoming clients as the need arises.

## **FINANCIAL**

Fund 080 Dept 052			2016 Actual	2017 Original	2017 Projected	2018 Budget
335	60	STATE REIMBURSEMENT	\$365,884	\$648,293	\$648,293	\$641,475
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$365,884	\$648,293	\$648,293	\$641,475
369	90	OTHER MISC. REVENUE	\$125	\$0	\$0	\$0
		MISCELLANEOUS	\$125	\$0	\$0	\$0
371	18	FROM PROB SERV FUND 618	\$60,520	\$30,081	\$30,081	\$53,310
		INTERFUND REVENUE	\$60,520	\$30,081	\$30,081	\$53,310
<b>REVENUE TOTALS</b>			<b>\$426,529</b>	<b>\$678,374</b>	<b>\$678,374</b>	<b>\$694,785</b>
511	2	APPOINTED OFFICIAL SALARY	\$98,306	\$99,879	\$99,879	\$102,260
511	3	REG. FULL-TIME EMPLOYEES	\$1,462,931	\$1,461,818	\$1,461,818	\$1,487,974
511	5	TEMP. SALARIES & WAGES	\$0	\$1,000	\$1,000	\$1,000
		PERSONNEL	\$1,561,237	\$1,562,697	\$1,562,697	\$1,591,234
522	1	STATIONERY & PRINTING	\$474	\$850	\$850	\$850
522	2	OFFICE SUPPLIES	\$5,169	\$6,250	\$5,250	\$6,250
522	3	BOOKS,PERIODICALS & MAN.	\$452	\$700	\$700	\$700
522	6	POSTAGE, UPS, FED EXPRESS	\$55	\$50	\$50	\$50
522	11	MEDICAL SUPPLIES	\$213	\$225	\$225	\$225
522	14	CUSTODIAL SUPPLIES	\$0	\$250	\$250	\$250
522	15	GASOLINE & OIL	\$2,964	\$5,000	\$5,000	\$5,000
522	44	EQUIPMENT LESS THAN \$5000	\$1,699	\$1,500	\$1,500	\$1,500
522	90	ARSENAL & POLICE SUPPLIES	\$13	\$650	\$650	\$650
522	93	OPERATIONAL SUPPLIES	\$834	\$1,900	\$1,900	\$1,900
		COMMODITIES	\$11,873	\$17,375	\$16,375	\$17,375
533	6	MEDICAL/DENTAL/MENTL HLTH	\$0	\$500	\$500	\$500

Fund 080 Dept 052			2016	2017	2017	2018
			Actual	Original	Projected	Budget
533	7	PROFESSIONAL SERVICES	\$0	\$500	\$46	\$500
533	12	JOB-REQUIRED TRAVEL EXP	\$82	\$500	\$50	\$500
533	33	TELEPHONE SERVICE	\$2,113	\$3,000	\$3,000	\$3,000
533	36	WASTE DISPOSAL & RECYCLNG	\$350	\$500	\$500	\$500
533	40	AUTOMOBILE MAINTENANCE	\$215	\$2,000	\$2,000	\$2,000
533	42	EQUIPMENT MAINTENANCE	\$70	\$1,000	\$500	\$1,000
533	51	EQUIPMENT RENTALS	\$0	\$0	\$500	\$0
533	70	LEGAL NOTICES,ADVERTISING	\$0	\$500	\$500	\$500
533	93	DUES AND LICENSES	\$0	\$100	\$100	\$100
533	95	CONFERENCES & TRAINING	\$1,727	\$1,200	\$3,104	\$1,200
		SERVICES	\$4,557	\$9,800	\$10,800	\$9,800
<b>EXPENDITURE TOTALS</b>			<b>\$1,577,667</b>	<b>\$1,589,872</b>	<b>\$1,589,872</b>	<b>\$1,618,409</b>

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- Fully utilize the Public Service Work program for basic maintenance services at the Champaign County Courthouse and other county facilities, providing relief to the General Corporate Fund
- Monitor facilities and utilize resources available to the Department to maintain those facilities
- Be aware of improvements in security systems, programming, etc., that can contribute to maintenance of facilities and the utilization of current buildings and systems to meet ongoing demands for space

*County Board Goal 3 –Champaign County Promotes a Safe, Just and Healthy Community*

- Provide monitoring services to probationers and individuals on electronic home confinement
- Provide resources for the GPS surveillance of offenders in the community
- Provide services to clients to promote their successful transition to healthy, safe, and productive lifestyles, including cognitive group programming

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- Assess and monitor available resources to obtain the highest return for money spent

- Evaluate community resources, community programming, and Departmental resources to maintain a consistent, informed, and current response to any increase in demand for services

### ***DESCRIPTION OF SERVICES***

The Probation and Court Services Department is divided into two primary divisions – Adult Services and Juvenile Services. To properly classify cases, officers in the Adult Services Division use the assessment tool mandated by the AOIC – the Level of Service Inventory-Revised (LSI-R). A similar assessment tool, referred to as the Youth Assessment Screening Instrument (YASI), is used for juveniles. The level of monitoring and surveillance required by each client is determined through these assessments. The Department is focused on providing flexible supervision methods which can be adapted to the changing risk/needs of each client.

The Adult Services Division supervises approximately 1,300 probation clients and monitors in excess of 2,000 court supervision/conditional discharge clients. The Juvenile Services Division supervises approximately 125 clients. Officers prepare sentencing reports; interview and complete assessments; monitor and report on compliance; provide referral and agency information to clients; interact with numerous social service agencies; complete inter- and intra-state transfers of cases; and provide/receive information to/from every criminal justice agency within the County. Officers assigned to conduct surveillance during evening and weekend hours may be authorized to carry weapons. Officers are required to complete their own reports and to compile monthly statistical data to assist the Department in meeting the AOIC's reporting requirements.

### ***OBJECTIVES***

1. Fulfill statutory and Champaign County Circuit Court requirements through delivery of services in a timely and efficient manner
2. Enhance public safety by accurately assessing risk/needs of each client
3. Provide required and appropriate training for all staff
4. Provide enhanced programming for clients to reduce recidivism

### ***PERFORMANCE INDICATORS***

<b>Indicator</b>	<b>FY2016 Actual</b>	<b>FY2017 Projected</b>	<b>FY2018 Budgeted</b>
Number of Juveniles successfully discharged from supervision	81	110	100
Percentage of Juveniles successfully discharged from supervision	66%	70%	70%
Number of Juveniles committed to the Illinois Department of Juvenile Justice	32	25	25
Number of Adults successfully discharged from probation	501	520	525
Percentage of Adults successfully discharged from probation	64%	70%	70%
Number of Adults committed to the Illinois Department of Corrections	121	75	75

# PROBATION SERVICES

## Fund 618-052

### MISSION STATEMENT

*The mission of this Department is to abide by all rules and regulations regarding the use of Probation Services Fees; to submit all required plans in a timely fashion; to continue to provide appropriate services, programming and assistance to support the change process for clients, regardless of their ability to pay for those services; and to support the operations and services of the Court Services Department.*

### BUDGET HIGHLIGHTS

This fund realized a significant increase in revenue in FY2010 and annual revenues have since remained at or near that level, with significant increases in FY2014 and FY2015. Although we experienced a revenue decrease in FY2016, we are expecting a slight increase in FY2017. Revenue for FY2018 is projected to remain level with FY2017.

Probation Services Fees are used to fund a variety of programs, services and operational expenses for clients, the Department, and Champaign County. The performance indicators demonstrate how funds are utilized to support the Department's mission. The Department is committed to paying for the continuation of these services/items.

Probation Services Fees are used to pay for cognitive groups for both adult and juvenile offenders; sex offender, substance abuse and mental health evaluations; GPS monitoring for sex offender clients; Sexually Transmitted Diseases testing for clients; scholarships for Partner Abuse Intervention Programs, cognitive skills groups and moral reconnection therapy groups for adult clients; workbooks and other supplies for anger management and moral reconnection therapy classes; language interpreter services; emergency housing and transportation assistance; eyeglasses; GED testing costs; drug testing services and supplies; etc. Our aim is for every offender to receive appropriate services, programming and assistance to support the client's change process, regardless of their ability to pay for those services.

This fund is a significant contributor to the Champaign County Drug Court effort. Fees are used to pay for Secure Continuous Remote Alcohol Monitoring (SCRAM) systems for Drug Court participants as well as the costs of a cognitive skills group attended by Drug Court clients, evaluations for potential Drug Court participants, and training for Drug Court Team members.

This fund also supports a variety of Public Service Work projects, which provide work sites for clients to complete court-ordered public service work requirements. Funds have been used to support special projects such as electronic and hazardous materials recycling events; painting projects for the Village of Thomasboro, the Champaign County Courthouse, the Brookens Administrative Center, the Juvenile Detention Center, the Children's Advocacy Center and Head Start; tree removal for the Village of Ludlow; and maintenance of Harvey Cemetery in Urbana.

For a number of years, subsidy amounts received from the State of Illinois for reimbursement of probation officer salaries decreased significantly. In order to offset reductions in salary reimbursement and to lessen the impact of personnel costs on the County budget, the Department contributed monies from the Probation Services Fund to the County's General Corporate Fund from FY2009 through FY2013. Because of increased salary reimbursement allocations from the Administrative Office of the Illinois Courts (AOIC) for State FY2014 and SFY2015, contributions to the General Corporate Fund from the Probation Services Fund

to offset reductions in salary reimbursement were eliminated in County FY2014 and CFY2015, but were reinstated for CFY2016 and CFY2017 when salary reimbursement allocations were reduced (see below).

For State FY2017, the AOIC awarded the Department a salary reimbursement allocation of \$1,884,106.00. This represents a decrease of \$100,153.97 (5.0%) from the SFY2016 allocation of \$1,984,259.97. To address the shortfall in salary reimbursement, a total of \$86,454.00 will be transferred from Fund 618-052 (Probation Services Fees) to the General Corporate Fund in County FY2017. We would also note that payments from the State of Illinois have been delayed for a number of months. Thus far for State FY2017 (July 1, 2016 to June 30, 2017), we have received five payments (July-November 2016) totaling \$927,522.74.

SFY2017 was the second consecutive year in which the Department experienced a reduction in our allocation for salary reimbursement from the AOIC. The SFY2016 allocation of \$1,984,259.97 was a decrease of \$190,527.99 (8.76%) from the allocation received in SFY2015 (\$2,174,787.96). During County FY2016, the Department paid \$129,269.00 from Fund 618-052 (Probation Services Fees) to the General Corporate Fund to address the reduction in our SFY2016 salary reimbursement allocation.

In August, the AOIC notified us that our SFY2018 allocation for salary reimbursement would be \$1,825,598.00, a decrease of \$58,508.00 (3.1%) from our SFY2017 allocation. To offset the shortfall in salary reimbursement, a total of \$183,500.00 will be transferred from Fund 618-052 (Probation Services Fees) to the General Corporate Fund in County FY2018.

## ***FINANCIAL***

<b>Fund 618 Dept 052</b>			<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
341	18	PROBATION SERVICES FEE	\$400,126	\$500,000	\$425,000	\$425,000
		FEES AND FINES	\$400,126	\$500,000	\$425,000	\$425,000
361	10	INVESTMENT INTEREST	\$2,088	\$0	\$0	\$0
364	10	SALE OF FIXED ASSETS	\$1,880	\$0	\$0	\$0
369	90	OTHER MISC. REVENUE	\$5,912	\$0	\$0	\$0
		MISCELLANEOUS	\$9,880	\$0	\$0	\$0
<b>REVENUE TOTALS</b>			<b>\$410,006</b>	<b>\$500,000</b>	<b>\$425,000</b>	<b>\$425,000</b>
522	1	STATIONERY & PRINTING	\$137	\$500	\$250	\$500
522	2	OFFICE SUPPLIES	\$0	\$500	\$0	\$500
522	3	BOOKS, PERIODICALS & MAN.	\$1,293	\$1,500	\$1,500	\$1,500
522	6	POSTAGE, UPS, FED EXPRESS	\$31	\$50	\$50	\$50
522	11	MEDICAL SUPPLIES	\$30,413	\$30,000	\$35,000	\$35,000
522	14	CUSTODIAL SUPPLIES	\$121	\$0	\$50	\$0
522	15	GASOLINE & OIL	\$624	\$1,500	\$250	\$1,500
522	19	UNIFORMS	\$155	\$500	\$500	\$500
522	44	EQUIPMENT LESS THAN \$5000	\$45	\$5,500	\$5,500	\$5,500
522	90	ARSENAL & POLICE SUPPLIES	\$918	\$1,500	\$1,000	\$1,500
522	93	OPERATIONAL SUPPLIES	\$1,780	\$5,000	\$2,250	\$5,000
		COMMODITIES	\$35,517	\$46,550	\$46,350	\$51,550

Fund 618 Dept 052			2016 Actual	2017 Original	2017 Projected	2018 Budget
533	6	MEDICAL/DENTAL/MENTL HLTH	\$249	\$3,000	\$500	\$3,000
533	7	PROFESSIONAL SERVICES	\$122,164	\$350,000	\$130,000	\$250,000
533	12	JOB-REQUIRED TRAVEL EXP	\$0	\$250	\$100	\$250
533	24	CLIENT EMPLOYABILITY EXP	\$774	\$500	\$1,000	\$2,500
533	33	TELEPHONE SERVICE	\$0	\$250	\$0	\$250
533	36	WASTE DISPOSAL & RECYCLNG	\$0	\$1,500	\$0	\$1,500
533	40	AUTOMOBILE MAINTENANCE	\$1,052	\$1,000	\$1,000	\$1,000
533	42	EQUIPMENT MAINTENANCE	\$1,991	\$3,250	\$2,000	\$3,250
533	50	FACILITY/OFFICE RENTALS	\$900	\$1,500	\$1,000	\$1,500
533	51	EQUIPMENT RENTALS	\$1,941	\$2,500	\$2,500	\$2,500
533	79	PUBLIC SERVICE WORKER EXP	\$1,207	\$2,750	\$1,500	\$2,750
533	84	BUSINESS MEALS/EXPENSES	\$1,794	\$1,500	\$2,500	\$2,500
533	93	DUES AND LICENSES	\$2,855	\$3,500	\$3,000	\$3,500
533	95	CONFERENCES & TRAINING SERVICES	\$14,445	\$20,000	\$20,000	\$25,000
			\$149,372	\$391,500	\$165,100	\$299,500
544	30	AUTOMOBILES, VEHICLES	\$27,023	\$0	\$0	\$35,000
544	33	OFFICE EQUIPMENT & FURNIS CAPITAL	\$39,961	\$0	\$0	\$0
			\$66,984	\$0	\$0	\$35,000
571	14	TO CAPITAL IMPRV FUND 105	\$10,000	\$10,000	\$10,000	\$10,000
571	30	TO COURT AUTOMTN FUND 613	\$14,301	\$15,000	\$15,000	\$15,000
571	80	TO GENERAL CORP FUND 080	\$129,269	\$86,454	\$86,454	\$183,500
		INTERFUND EXPENDITURE	\$153,570	\$111,454	\$111,454	\$208,500
		<b>EXPENDITURE TOTALS</b>	<b>\$405,443</b>	<b>\$549,504</b>	<b>\$322,904</b>	<b>\$594,550</b>

### ***FUND BALANCE***

<b>FY2016 Actual</b>	<b>FY2017 Projected</b>	<b>FY2018 Budgeted</b>
\$1,367,307	\$1,480,199	\$1,302,649

The goal for this Fund is to maintain a fund balance equal to, or greater than, two years of expenditures, or approximately \$900,000. This allows the Department to maintain present programming and, at the same time, assures that we are able to respond to any long-term changes in revenue received.

The growth in the fund balance is primarily attributable to increased collections of Probation Services Fees and deposits to the Court Services Operations Fees Fund. To date, the Chief Judge has authorized the expenditure of Court Services Operations Fees of approximately \$36,800 for the 2016-17 annual lease payments on an I Series computer for the integrated justice system and approximately \$15,500 for the purchase and installation of a video arraignment system at the Juvenile Detention Center. The Chief Judge has not yet issued directives for the expenditure of Court Services Operations Fees for FY2018 (see Fund 618-051).

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

### ***County Board Goal 1 – Champaign County is Committed to being a High Performing, Open and Transparent Local Government Organization***

- To participate in community programming to share resources available in, and to, the Department

### ***County Board Goal 2 – Champaign County Maintains High Quality Public Facilities and Highways and Provides a Safe Rural Transportation System and Infrastructure***

- To fully utilize the Public Service Work program for basic maintenance services at the Champaign County Courthouse and other county facilities, providing relief to the General Corporate Fund
- To monitor facilities and utilize resources available to the Department to maintain those facilities
- To be aware of improvements in security systems, programming, etc., that can contribute to the maintenance of facilities and the utilization of current buildings and systems to meet ongoing demands for space

### ***County Board Goal 3 –Champaign County Promotes a Safe, Just and Healthy Community***

- To provide monitoring services to probationers and individuals on electronic home confinement
- To provide resources for the GPS surveillance of offenders in the community
- To provide services to clients to promote their successful transition to healthy, safe, and productive lifestyles, including cognitive group programming

### ***County Board Goal 4 – Champaign County is a County that Supports Balanced, Planned Growth to Balance Economic Growth with Preservation of Our Natural Resources***

- To assess and monitor available resources to obtain the highest return for money spent
- To evaluate community resources, community programming, and Departmental resources to maintain a consistent, informed, and current response to any increase in demand for services

## ***DESCRIPTION***

The Court Services Department receives fees ordered by the Court as mandated by Statute (730 ILCS 110/15.1). The expenditure of fees is regulated by the AOIC and all plans for expenditures are approved by the Chief Judge of the Sixth Judicial Circuit and the AOIC. The AOIC's guidelines require that priority for the expenditure of these monies be given to the purchase of services relating to the Annual Probation Plan's program goals which are not otherwise covered through existing state or local funding. Expenditures of Probation Services Funds must take into consideration the needs of the client population and bear a reasonable relationship to the source of the funds collected.

## ***OBJECTIVES***

The objectives and goals are to provide the Department with funds to pay for services that are not covered by existing local or state funding. It is imperative that these fees be spent judiciously to allow the fund to meet the various needs of the Department and the Court.

**PERFORMANCE INDICATORS**

<b>Indicator</b>	<b>FY2016 Actual</b>	<b>FY2017 Projected</b>	<b>FY2018 Budgeted</b>
Total Funds Expended	\$405,443	\$323,054	\$479,500
Funds Expended for Offender Services	\$146,505	\$161,700	\$175,000
% of Total Funds Expended	36%	50%	36%
Funds Expended for Non-Offender Services	\$105,368	\$49,900	\$96,000
% of Total Funds Expended	26%	15%	20%
Funds Transferred to Champaign County (includes contributions to the Capital Improvement Fund, the Court Automation Fund, and the General Corporate Fund to offset reductions in salary reimbursement)	\$153,570	\$111,454	\$208,500
% of Total Funds Expended	38%	35%	43%



# JUVENILE INTERVENTION/COURT SERVICES OPERATIONS FEES

## Fund 618-051

The Probation and Court Services Operations Fee was established on August 17, 2012 by Sixth Judicial Circuit Court Administrative Order 2012-04. This order states in part: "Pursuant to subsection 1.1 of 705 ILCS 105/27.3a, the Clerk of the Circuit Court is hereby ordered to charge and collect a fee of \$10.00 on defendants upon a judgment of guilty or grant of supervision in felony, traffic, misdemeanor, local ordinance, or conservation cases except the fee shall not be charged and collected in cases governed by Supreme Court Rule 529 in which the bail amount is \$120.00 or less... the Clerk of the Circuit Court shall, on a monthly basis, transfer all fees collected... for deposit into the Probation and Court Services Fund... monies will be disbursed only upon the direction of the Chief Judge of the Sixth Judicial Circuit or his designate in accordance with the policies and guidelines approved by the Illinois Supreme Court... effective September 1, 2012."

### BUDGET HIGHLIGHTS

Revenue in this fund is generated through the collection of Probation and Court Services Operations Fees, which was authorized in 2012 (see above). Monies in this fund can be disbursed only upon the direction of the Chief Judge of the Sixth Judicial Circuit or his designate.

To date, the Chief Judge has authorized the expenditure of Court Services Operations Fees of approximately \$36,800 for the 2016-17 annual lease payments on an I Series computer for the integrated justice system and approximately \$15,500 for the purchase and installation of a video arraignment system at the Juvenile Detention Center. The Chief Judge has not yet issued directives for the expenditure of Court Services Operations Fees for FY2018.

### FINANCIAL

Fund 618 Dept 051			2016 Actual	2017 Original	2017 Projected	2018 Budget
341	10	COURT FEES AND CHARGES	\$40,793	\$45,000	\$42,000	\$42,000
		FEES AND FINES	\$40,793	\$45,000	\$42,000	\$42,000
		<b>REVENUE TOTALS</b>	<b>\$40,793</b>	<b>\$45,000</b>	<b>\$42,000</b>	<b>\$42,000</b>
533	7	PROFESSIONAL SERVICES	\$0	\$20,000	\$0	\$50,000
533	42	EQUIPMENT MAINTENANCE	\$634	\$0	\$0	\$0
533	95	CONFERENCES & TRAINING SERVICES	\$3,096	\$0	\$552	\$0
			\$3,730	\$20,000	\$552	\$50,000
544	33	OFFICE EQUIPMENT & FURNIS CAPITAL	\$14,681	\$0	\$0	\$0
			\$14,681	\$0	\$0	\$0
571	14	TO CAPITAL IMPRV FUND 105 INTERFUND EXPENDITURE	\$6,130	\$0	\$30,652	\$0
			\$6,130	\$0	\$30,652	\$0
581	3	CAPITAL LEASE PRINC PMTS	\$0	\$28,700	\$0	\$0

582	3	INTEREST ON CAPITAL LEASE	\$0	\$2,000	\$0	\$0
		DEBT	\$0	\$30,700	\$0	\$0
		<b>EXPENDITURE TOTALS</b>	<b>\$24,541</b>	<b>\$50,700</b>	<b>\$31,204</b>	<b>\$50,000</b>

### ***OBJECTIVES***

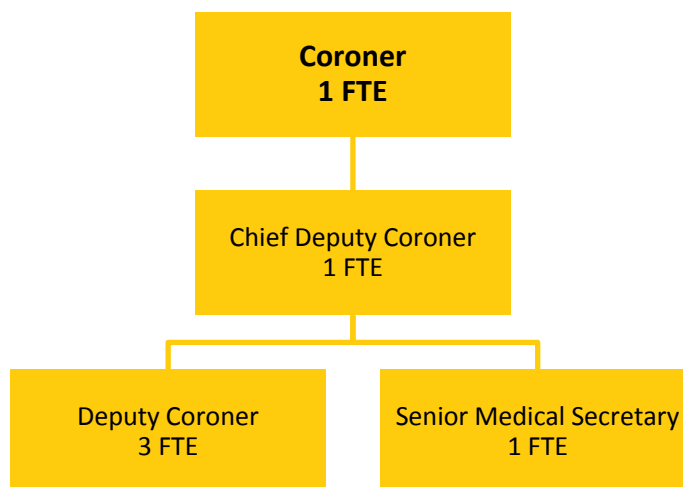
Revenue generated through the collection of Probation and Court Services Operations Fees will be expended at the direction of the Chief Judge of the Sixth Judicial Circuit or his designate in accordance with policies and guidelines approved by the Illinois Supreme Court.

### ***PERFORMANCE INDICATORS***

<b>Indicator</b>	<b>2016 Actual</b>	<b>2017 Projected</b>	<b>2018 Budgeted</b>
Funds expended on programming for juvenile services and unique training opportunities for juvenile services personnel	\$3,096	\$552	\$0
Funds expended at the direction of the Chief Judge of the Sixth Judicial Circuit	\$21,445	\$30,652	\$50,000

## **CORONER**

**Fund 080-042**



The position and duties of the Coroner are statutorily defined in the Illinois Counties Code (55 ILCS 5/3-3).

### ***MISSION STATEMENT***

*To investigate the cause and manner of death of anyone who falls under the jurisdiction of the Coroner as prescribed by law. The Coroner's Office sustains teamwork in medico-legal death investigations, delivered with compassion and respect, for the health and well-being of the people of Champaign County.*

### ***BUDGET HIGHLIGHTS***

The Coroner's Office has experienced a continual increase in the number of deaths resulting from illicit and/or synthetic drug overdoses in the first half of fiscal year 2017. New synthetic drugs are being manufactured and mixed with other illicit drugs in alarming frequency. This has resulted in substantial increases in costs for laboratory testing and places additional strain on the coroner's budget. As of June 30, 2017, the Champaign County Coroner has investigated 22 deaths resulting from drug overdoses compared to a total of 26 deaths resulting from drug overdose for the entire fiscal year 2016.

Revenue from statutory fees and morgue use fees is projected to be lower than fiscal year 2016. This is believed to be due to multiple factors including, a decrease in the number of autopsies being performed for other counties, less requests by attorneys, insurance companies, and/or families for copies of reports, and less need for other services provided by the coroner to entities such as the University of Illinois medical school.

The Coroner's Office utilized grant funds totaling \$4737 administered by the Illinois Department of Public Health to purchase an electronic medication counting machine in fiscal year 2017. The machine is utilized to assist with inventorying medications collected by coroner investigators during death investigations. This machine greatly improves the efficiency and accuracy of the medication inventorying process.

The Coroner's Office began utilizing the Illinois State Treasurer's online E-Pay system for processing cremation permit payments in fiscal year 2017. This has greatly reduced personnel time and expenses associated with record keeping, monthly billing, and collections for cremation permits issued.

## FINANCIAL

Fund 080 Dept 042			2016 Actual	2017 Original	2017 Projected	2018 Budget
334	42	IL DP PUB HLTH-GEN RV GRT	\$9,737	\$4,625	\$4,454	\$4,800
335	71	STATE REV-SALARY STIPENDS	\$6,500	\$6,500	\$6,500	\$6,500
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$16,237	\$11,125	\$10,954	\$11,300
341	41	CORONER STATUTORY FEES	\$52,922	\$41,000	\$50,000	\$51,000
341	42	REIMB OF CORONER COSTS	\$74,365	\$60,000	\$54,661	\$55,000
		FEES AND FINES	\$127,287	\$101,000	\$104,661	\$106,000
<b>REVENUE TOTALS</b>			<b>\$143,524</b>	<b>\$112,125</b>	<b>\$115,615</b>	<b>\$117,300</b>
511	1	ELECTED OFFICIAL SALARY	\$86,596	\$89,954	\$89,954	\$91,612
511	3	REG. FULL-TIME EMPLOYEES	\$204,814	\$208,496	\$208,496	\$214,223
511	5	TEMP. SALARIES & WAGES	\$28,360	\$33,963	\$33,963	\$33,963
511	9	OVERTIME	\$9,970	\$6,450	\$6,450	\$6,450
511	40	STATE-PAID SALARY STIPEND	\$6,500	\$6,500	\$6,500	\$6,500
513	21	EMPLOYEE PHYSICALS/LAB	\$626	\$1,200	\$1,200	\$1,200
		PERSONNEL	\$336,866	\$346,563	\$346,563	\$353,948
522	1	STATIONERY & PRINTING	\$0	\$200	\$234	\$200
522	2	OFFICE SUPPLIES	\$1,162	\$1,200	\$1,200	\$1,200
522	3	BOOKS,PERIODICALS & MAN.	\$422	\$600	\$543	\$600
522	6	POSTAGE, UPS, FED EXPRESS	\$775	\$500	\$500	\$500
522	15	GASOLINE & OIL	\$4,227	\$5,535	\$5,535	\$5,535
522	19	UNIFORMS	\$178	\$120	\$120	\$120
522	44	EQUIPMENT LESS THAN \$5000	\$7,928	\$4,625	\$5,567	\$4,700
522	45	VEH EQUIP LESS THAN \$5000	\$0	\$0	\$473	\$0
522	90	ARSENAL & POLICE SUPPLIES	\$11	\$500	\$500	\$500
522	93	OPERATIONAL SUPPLIES	\$8,930	\$13,000	\$13,000	\$13,000
		COMMODITIES	\$23,633	\$26,280	\$27,672	\$26,355
533	6	MEDICAL/DENTAL/MENTL HLTH	\$134,843	\$123,200	\$123,200	\$123,200
533	22	LABORATORY FEES	\$45,086	\$34,600	\$43,400	\$45,000
533	29	COMPUTER/INF TCH SERVICES	\$1,752	\$1,450	\$1,780	\$1,780
533	33	TELEPHONE SERVICE	\$4,139	\$4,500	\$4,500	\$4,500
533	36	WASTE DISPOSAL & RECYCLNG	\$4,858	\$4,732	\$4,732	\$4,732
533	40	AUTOMOBILE MAINTENANCE	\$1,057	\$975	\$975	\$975
533	42	EQUIPMENT MAINTENANCE	\$1,285	\$1,113	\$2,313	\$1,213
533	51	EQUIPMENT RENTALS	\$60	\$120	\$0	\$0
533	52	OTHER SERVICE BY CONTRACT	\$2,939	\$2,928	\$2,928	\$2,928
533	93	DUES AND LICENSES	\$846	\$775	\$675	\$775
533	94	INVESTIGATION EXPENSE	\$80	\$0	\$0	\$0
533	95	CONFERENCES & TRAINING	\$4,062	\$4,000	\$3,000	\$4,000
534	37	FINANCE CHARGES,BANK FEES	\$84	\$200	\$200	\$200
534	63	INDIGENT BURIAL	\$839	\$1,500	\$1,500	\$1,500
		SERVICES	\$201,930	\$180,093	\$189,203	\$190,803

**EXPENDITURE TOTALS****\$562,429****\$552,936****\$563,438****\$571,106**

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

**ALIGNMENT to STRATEGIC PLAN**

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

- The coroner's office will strive to provide complete and full transparency of all coroner operations subject only to state and federal statutory restrictions.

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

- The coroner's office will continue to be recognized as a premier morgue facility in Illinois for conducting post mortem examinations required by state statute.

*County Board Goal 3 –Champaign County promotes a safe, just and healthy community*

- The coroner's office will continue to be involved in disaster planning/response with county and state agencies.

**DESCRIPTION**

The coroner investigates and determines the cause and manner of death for every person in his county whose death is suspected of being: a sudden or violent death; a death where the circumstances are suspicious, obscure, mysterious or otherwise unexplained; a death where addiction to alcohol or any drug may have been a contributing factor; and deaths unattended by a licensed physician. The coroner may conduct inquests into deaths falling under his jurisdiction. The role of the coroner in a mass fatality incident is expanded to include recovery and identification of remains

**OBJECTIVES**

1. To provide comprehensive investigations into deaths falling under the coroner's authority
2. To conduct inquests on unnatural and questionable deaths when necessary
3. To act in the public interest whenever death occurs
4. To review and investigate all deaths prior to issuing cremation permits
5. To issue temporary and permanent death certificates in a timely manner
6. To assist the public with information relating to organ and tissue donation; SIDS; Do Not Resuscitate Orders (DNR's); and Health Care Power of Attorney (HCPOA)
7. To continuously update training, education, and preparedness for mass fatality incidents

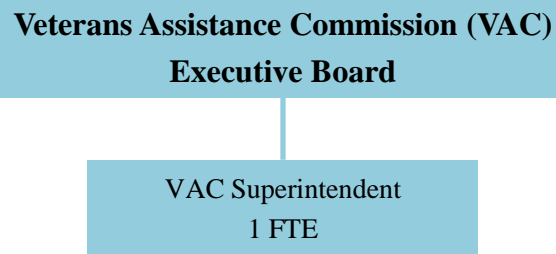
**PERFORMANCE INDICATORS**

<b>Indicator</b>	<b>FY2016 Actual</b>	<b>FY2017 Projected</b>	<b>FY2018 Budgeted</b>
Unnatural/questionable deaths investigated	199	264	244
Natural deaths investigated and/or reviewed	1,594	1,641	1,650
Deaths requiring autopsy	149	148	150
Deaths requiring toxicology testing	218	244	225

<b>Indicator</b>	<b>FY2016 Actual</b>	<b>FY2017 Projected</b>	<b>FY2018 Budgeted</b>
Cremation permits issued	952	992	1002
Hours spent on emergency preparedness	14	10	12

# VETERAN'S ASSISTANCE COMMISSION PROGRAM

## Fund 080-127



Veterans Assistance Commission program positions: 1 FTE

The Veterans Assistance Commission Program (VACP) is an assistance program of the Veterans Assistance Commission (VAC) Executive Board, an entity composed of delegates from the major veterans' organizations in Champaign County. The program is created under the provisions of the Military Veterans Assistance Act (330 ILCS 45/), and is funded by the Champaign County Board, for the benefit of veterans living in Champaign County. The program is designed to assist an individual veteran, his/her spouse, or the veteran's minor children through some difficult financial hardships.

### MISSION STATEMENT

*To provide emergency financial and referral assistance to help Champaign County Veterans and their families through difficult times.*

### BUDGET HIGHLIGHTS

The Champaign County Veterans Assistance Commission Program (VACP) was established for the first time on December 1, 2012. The Champaign County Board formally recognized the Champaign County Veterans Assistance Commission (VAC) by County Board Resolution No. 8076 adopted on March 22, 2012. A special VAC Committee of the County Board worked with the Champaign County VAC Executive Board to develop the initial FY2013 budget and Intergovernmental Agreement between the County Board and VAC Executive Board, establishing oversight of the program.

At this time, there are no specific revenues to cover the expenditures of the Champaign County VACP, which will therefore be funded by general revenues within the County's General Corporate Fund. However, the VAC received a \$4,236 restricted donation for the maintenance of the Veterans Monument in FY2016. Repairs to the Veterans Monument has reduced this amount to \$1736. In FY2017, the VAC has received donations in the amount of \$4500 and is always striving for new ways to find donations. The VAC teamed with VFW Post 630 and Eastern Illinois Foodbank to provide food to veterans for five months. This being the fifth year of the VAC, the program has been a success not only with the veteran community, but with Champaign County. Champaign County has the 13<sup>th</sup> largest veteran population in the state. The VAC works closely with other organizations to ensure that there is no duplication of work and all funds are spent wisely.

### FINANCIAL

Fund 080 Dept 127		2016 Actual	2017 Original	2017 Projected	2018 Budget
363	10 GIFTS AND DONATIONS	\$3,128	\$1,000	\$0	\$0
FY2018 Budget		246	Veteran's Assistance Commission		
Champaign County, Illinois			General Fund 080-127		

363	50	RESTRICTED DONATIONS	\$4,487	\$0	\$0	\$0
		MISCELLANEOUS	\$7,615	\$1,000	\$0	\$0
		<b>REVENUE TOTALS</b>	<b>\$7,615</b>	<b>\$1,000</b>	<b>\$0</b>	<b>\$0</b>
511	3	REG. FULL-TIME EMPLOYEES	\$43,143	\$43,836	\$43,836	\$43,090
		PERSONNEL	\$43,143	\$43,836	\$43,836	\$43,090
522	2	OFFICE SUPPLIES	\$0	\$125	\$0	\$0
		COMMODITIES	\$0	\$125	\$0	\$0
533	12	JOB-REQUIRED TRAVEL EXP	\$0	\$100	\$100	\$100
533	33	TELEPHONE SERVICE	\$10	\$25	\$25	\$25
533	42	EQUIPMENT MAINTENANCE	\$399	\$400	\$399	\$400
533	54	ASSISTANCE TO VETERANS	\$83,373	\$80,000	\$80,000	\$80,000
533	56	VA MONUMENT UPDATE	\$2,500	\$0	\$0	\$0
533	93	DUES AND LICENSES	\$330	\$350	\$330	\$350
533	95	CONFERENCES & TRAINING SERVICES	\$793	\$800	\$800	\$800
			\$87,405	\$81,675	\$81,654	\$81,675
		<b>EXPENDITURE TOTALS</b>	<b>\$130,548</b>	<b>\$125,636</b>	<b>\$125,490</b>	<b>\$124,765</b>

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

**ALIGNMENT to STRATEGIC PLAN:**

County Board Goal 3 –Champaign County promotes a safe, just and healthy community

- To provide emergency assistance to veterans and their families during times of difficulty, to ensure their safety and well-being.

**OBJECTIVES**

- To provide aid and assistance to veterans and their family members;
- To research and participate in activities to promote programs which provide support to veterans and their families;
- To promote programs and understanding and utilization of services through public speaking;
- To monitor program participation and effectiveness of programs;
- To manage the demand for services within the available resources;

**PERFORMANCE INDICATORS**

Indicator	FY2016 Actual	FY2017 Projected	FY2018 Budgeted
Number of Veterans provided with funds assistance	460	472	450
Number of Veterans provided with walk-in assistance	1377	1280	1300
Number of Veterans provided with telephone assistance	1603	1750	1750
Percentage of Veterans requesting financial assistance served	83%	85%	85%
Number of Public Speaking Engagements	32	36	28
Total Dollars Allocated in Assistance	\$83,373	\$84,500	\$80,000



## **GENERAL COUNTY**

### **General Fund 080-075**

This budget, under the authority of the County Board, is not a county department, but is the budget for receipting general revenues and appropriating general expenditures. As such, there is no mission statement or staffing associated with the budget.

#### ***BUDGET HIGHLIGHTS***

#### **REVENUE ANALYSIS**

##### **Property Tax**

In FY2017 the County levied for additional property tax revenue associated with a potential ruling in the hospital property tax exemption case. The case was remanded back to the Circuit Court in March 2017; therefore the County did not receive any additional revenue. In June, a budget amendment removing \$511,341 in budgeted revenues was approved by the County Board. In FY2018, the County will again approve its levy to capture new growth in the event of a favorable ruling prior to the Board of Review certifying the books. In FY2018, there is an additional \$474,119 budgeted in property tax revenue. In the event the County receives additional property revenue, it will be utilized to restore the minimum fund balance requirement in the General Fund and move towards the fund balance target of 16.7% of the expenditure budget.

Without the additional property tax revenue, in FY2018 property taxes are budgeted at a 6.8% increase of \$703,495 over FY2017. The increase allowed under the PTELL calculation for the General Corporate Fund property tax is 5%, an increase of \$517,358. The additional property tax increase comes from appropriating levy savings for the IMRF and Social Security levies to the General Corporate Fund Levy for FY2018.

##### **State Shared Revenue**

In July 2017, the General Assembly increased the state income tax rate from 3.75% to 4.95%; however, local governments will not receive a share of this additional revenue. Instead, the state legislature imposed a one-year, 10% reduction to Local Government Distributive Fund (LGDF) revenue in conjunction with accelerating the distribution of income tax payments by 60-days. Analyzing the impact of the cut and acceleration of payments is complicated by the extreme volatility in income tax disbursements over the past year. The County estimates that the 10% reduction will result in total revenue loss of \$316,000 in fiscal years 2017 and 2018.

The state's newly imposed 2% collection fee will not have an impact on the county's one-cent and quarter-cent sales tax revenues. One-cent sales tax revenue showed improved performance in FY2016 after a 16% decline in FY2015. However, the Nursing Home was unable to reimburse the County for the principal and second interest payment on the GO bond in FY2016; therefore, pledged sales tax revenues were required to pay for the debt service resulting in the decline of one-cent revenue posted to this budget in FY2016. It is anticipated that the Nursing Home will be unable to reimburse the County for the GO bond in FY2017 and FY2018, and the one-cent pledged revenue will be required to make the debt service payments. Based on the current economic environment and an anticipated impact to revenue due to recent and anticipated annexations by the Village of Mahomet, in FY2018 one-cent sales tax is budgeted at a 5% decrease from

FY2017 projections. The quarter-cent sales tax is budgeted at a 1.2% increase over projected revenue for FY2017.

The Illinois Department of Revenue misallocated Personal Property Replacement Tax (PPRT) revenue in tax years 2014 and 2015, which resulted in overpayments of \$120,729 to Champaign County. IDOR corrected the PPRT formula and suggested that it would recapture the funds over a two-year period beginning in the state's 2018 fiscal year. For the county's FY2017 budget, the County adjusted PPRT revenue to reflect the corrected formula and recapture of a portion the state's misallocation of the tax. In September 2017, the department issued a letter notifying local governments that it would not seek to recoup any of the overpaid amounts from the misallocation. In FY2017, the county experienced extreme fluctuations in both PPRT and Income Tax revenues, which IDOR explained was the result of new accounting software that allocates payments in real time. In MFY2018, the Illinois Municipal League projects that PPRT revenues will decline by \$286 million, partially due to a \$77 million increase in proposed diversions from the fund. In FY2018, the County is projecting a significant decrease in revenue from FY2017 projections. The first \$124,000 in PPRT revenue is obligated to pay for the County's IMRF contribution.

Due to continued growth in online sales, use tax was budgeted to reflect 6% growth in FY2017; however, preliminary numbers indicate that growth may actually be closer to 9%. Based on IML forecasts this revenue stream is conservatively budgeted in FY2018 based on the anticipation that the growth rate will eventually flatten.

#### **Other Revenue**

The Justice and Mental Health Collaboration Program grant is scheduled to end September 30, 2017. A grant extension request is under consideration.

County hotel/motel taxes continue to decline since FY2014.

The final payment for the City of Champaign downtown TIF, \$77,025, was received in FY2017. The County received its first surplus payment of \$15,853 for the North Mattis Avenue TIF in FY2017 and will continue to receive the payment throughout the life of the TIF in FY2037.

### **EXPENDITURE ANALYSIS**

Expenses currently included in the FY2018 General County Budget:

1. \$73,000 for Outside Auditor Contract
2. \$20,000 for Attorney Fees
3. \$49,560 in Professional Services for Soil and Water Conservation (\$34,560) and Municipal Advisor Services (\$15,000)
4. \$23,520 for the Urbana Free Library Archive
5. \$2,250 as a grant to the Children First Program
6. \$2,000 for Fees on General Corporate Fund Bond Debt Service
7. \$313,724 to the Capital Asset Replacement Fund for General Corporate capital needs including \$136,000 to pay for 50% of a potential Software as a Services (SaaS) contract for replacement of the County's financial system

8. \$3,413,875 for Employer Contribution to Employee Health and Life Insurance for General Corporate Fund Employees.
9. \$41,000 to County Highway Fund to reimburse salary and fringe benefit costs of the Highway Mechanic responsible for fleet maintenance of the General Corporate fund Vehicles. This amount was reduced by 50% per an agreement between the County Administrator and the County Engineer.
10. \$190,802 in the General Corporate Fund Contingent Line Item.

It is recommended that the \$22,807 grant to the Senior Services Program be discontinued in FY2018. In 2016-2017 the program provided assistance to 201 seniors with the majority of seniors assisted coming from the cities of Champaign, Urbana and Rantoul. The cities of Champaign and Rantoul do not provide funding for the program, and the City of Urbana provides \$700.

## **FINANCIAL**

<b>Fund 080 Dept 075</b>			<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
311	10	CURR PROP TX-GENERAL CORP	\$9,980,773	\$10,905,592	\$10,372,129	\$11,549,743
313	10	RE BACKTAX-GENERAL CORP	\$5,715	\$5,000	\$5,000	\$5,500
314	10	MOBILE HOME TAX	\$8,997	\$8,500	\$8,700	\$8,700
315	10	PAYMENT IN LIEU OF TAXES	\$6,819	\$6,000	\$6,500	\$6,500
318	12	COUNTY HOTEL/MOTEL TAX	\$23,268	\$28,000	\$22,000	\$21,500
318	13	COUNTY AUTO RENTAL TAX	\$32,165	\$30,000	\$32,000	\$32,000
		PROPERTY TAXES	\$10,057,737	\$10,983,092	\$10,446,329	\$11,623,943
331	38	JUST-JUS/MNT HTH CBTN PRG	\$46,604	\$83,135	\$56,762	\$0
335	30	CORP PERSNL PROP REPL TAX	\$806,043	\$798,271	\$935,267	\$678,424
335	40	1% SALES TAX (UNINCORP.)	\$859,692	\$818,230	\$1,106,773	\$1,053,139
335	41	1/4% SALES TAX (ALL CNTY)	\$5,401,388	\$5,582,500	\$5,571,278	\$5,638,133
335	43	USE TAX	\$769,750	\$814,289	\$838,444	\$816,052
335	80	INCOME TAX	\$3,139,832	\$3,354,520	\$3,266,564	\$3,207,336
335	91	CHARITABLE GAMES LIC/TAX	\$69,886	\$77,000	\$69,000	\$60,000
335	93	OFF-TRACK BETTING	\$3,117	\$0	\$0	\$0
336	1	CHAMPAIGN CITY	\$77,025	\$77,025	\$92,878	\$15,853
336	2	URBANA CITY	\$22,788	\$0	\$0	\$0
336	16	VILLAGE OF MAHOMET	\$151,209	\$140,000	\$160,000	\$160,000
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$11,347,334	\$11,744,970	\$12,096,966	\$11,628,937
341	52	TAX SALE FEE	\$33,440	\$31,000	\$31,000	\$33,140
		FEES AND FINES	\$33,440	\$31,000	\$31,000	\$33,140
361	10	INVESTMENT INTEREST	\$9,250	\$3,900	\$8,274	\$4,000
369	16	UTILITY CONSTRUCTION FEE	\$483,800	\$0	\$0	\$0
369	90	OTHER MISC. REVENUE	\$4,705	\$0	\$14,858	\$0
		MISCELLANEOUS	\$497,755	\$3,900	\$23,132	\$4,000
371	6	FROM PUB SAF SALES TAX FD	\$8,260	\$9,728	\$9,728	\$10,308
371	27	FROM PROP TAX FEE FND 627	\$67,108	\$59,205	\$60,705	\$64,050
371	61	FROM WORKING CASH FND 610	\$59	\$200	\$3,600	\$1,900

Fund 080 Dept 075			2016 Actual	2017 Original	2017 Projected	2018 Budget
371	83	FROM CNTY HIGHWAY FND 083	\$79	\$0	\$0	\$0
381	13	AUDIT FEE REIMBURSEMENT	\$19,359	\$30,000	\$20,510	\$21,000
381	16	HEALTH/LIFE INSUR REIMB	\$17,583	\$10,000	\$10,000	\$10,000
		INTERFUND REVENUE	\$112,448	\$109,133	\$104,543	\$107,258
<b>REVENUE TOTALS</b>			<b>\$22,048,714</b>	<b>\$22,872,095</b>	<b>\$22,701,970</b>	<b>\$23,397,278</b>
513	6	EMPLOYEE HEALTH/LIFE INS PERSONNEL	\$2,840,569 \$2,840,569	\$3,249,504 \$3,249,504	\$3,106,347 \$3,106,347	\$3,209,729 \$3,209,729
533	1	AUDIT & ACCOUNTING SERVCS	\$78,750	\$78,000	\$71,000	\$73,000
533	3	ATTORNEY/LEGAL SERVICES	\$4,148	\$35,000	\$20,000	\$20,000
533	7	PROFESSIONAL SERVICES	\$35,835	\$34,560	\$34,560	\$49,560
533	8	CONSULTING SERVICES	\$4,000	\$0	\$4,000	\$0
533	52	OTHER SERVICE BY CONTRACT	\$23,520	\$23,520	\$23,520	\$23,520
533	92	CONTRIBUTIONS & GRANTS	\$74,608	\$108,192	\$84,819	\$2,250
533	99	CONTINGENT EXPENSE	\$0	\$267,000	\$267,000	\$190,802
534	9	R.E. TAX / DRAINAGE ASMNT SERVICES	\$0 \$220,861	\$0 \$546,272	\$375 \$505,274	\$0 \$359,132
571	14	TO CAPITAL IMPRV FUND 105	\$274,172	\$209,919	\$209,919	\$313,724
571	59	TO CHILD ADV CENT FND 679	\$25,000	\$0	\$0	\$0
571	83	TO COUNTY HIGHWAY FND 083	\$80,954	\$82,000	\$82,000	\$41,000
573	55	JMHC GRNT SAL REIM TO 040 INTERFUND EXPENDITURE	\$1,480 \$381,606	\$0 \$291,919	\$1,000 \$292,919	\$0 \$354,724
582	2	INT & FEES-GEN OBLIG BONDS DEBT	\$554 \$554	\$2,000 \$2,000	\$2,000 \$2,000	\$2,000 \$2,000
<b>EXPENDITURE TOTALS</b>			<b>\$3,443,590</b>	<b>\$4,089,695</b>	<b>\$3,906,540</b>	<b>\$3,925,585</b>

# ADA COMPLIANCE

## Fund 080-072

This budget, under the authority of the County Board, is not a county department, but is the budget for all remedial action required under the terms of the Settlement Agreement between the United States of America and Champaign County, Illinois under the Americans With Disabilities Act – DJ 204-24-116.

### **BUDGET HIGHLIGHTS**

In June 2011, Champaign County was randomly selected by the United States Department of Justice for an ADA Compliance Audit. In September of 2011, a team of attorneys, architects and other specialists from the Department of Justice spent one week surveying all of the County's facilities and policies and procedures. In January 2015, a Draft Settlement Agreement documenting specific issues in which Champaign County was deemed to not be in compliance with the Americans with Disabilities Act was provided to the County. From January 2015 to June 2015, the County Administrator and elected and appointed county department heads and officials negotiated terms of the Settlement Agreement with the Department of Justice. The final agreement was approved by the County Board on June 18, 2015 and executed by the Department of Justice on July 20, 2015. The agreement can be found at the following link on the County's web site: <http://www.co.champaign.il.us/contracts/ADASettlementAgreement2015.pdf>

This budget was established for the three year term of the Settlement Agreement to document the County's financial investment in bringing all of its facilities and operations into compliance with the Americans with Disabilities Act. There are no new revenues available for the required expenditures. The appropriation is an additional required General Corporate Fund expenditure. Other funds that include expenditures for ADA required remedial actions in FY2015-FY2018 are Highway, Courts Construction and RPC's Head Start.

In FY2015 the County spent \$88,000 predominantly for architectural fees. In FY2016 several interior modifications were completed by county staff as well as ramps/parking lot compliance projects for several county buildings at a total cost of \$182,000. Some interior projects were incomplete at the end of FY2016, and funds were re-encumbered in FY2017 in order to finalize projects at Brookens Administrative Center and the Courthouse. The original FY2017 budget included \$150,000 for access issues at the Adult Detention Center, Sheriff's Office and Correctional Center. The County will proceed with modifications at the Adult Detention Center estimated to cost \$71,000. In June 2017, the Department of Justice agreed to grant a compliance deadline extension for the Sheriff's Office and Correctional Center upon submission of a plan and timeline to either close the facilities or proceed with the required remedial actions. The County intends to submit a plan and timeline prior the original compliance deadline of March 2018. The estimated cost of remedial actions required at these facilities is \$175,000 plus architectural fees.

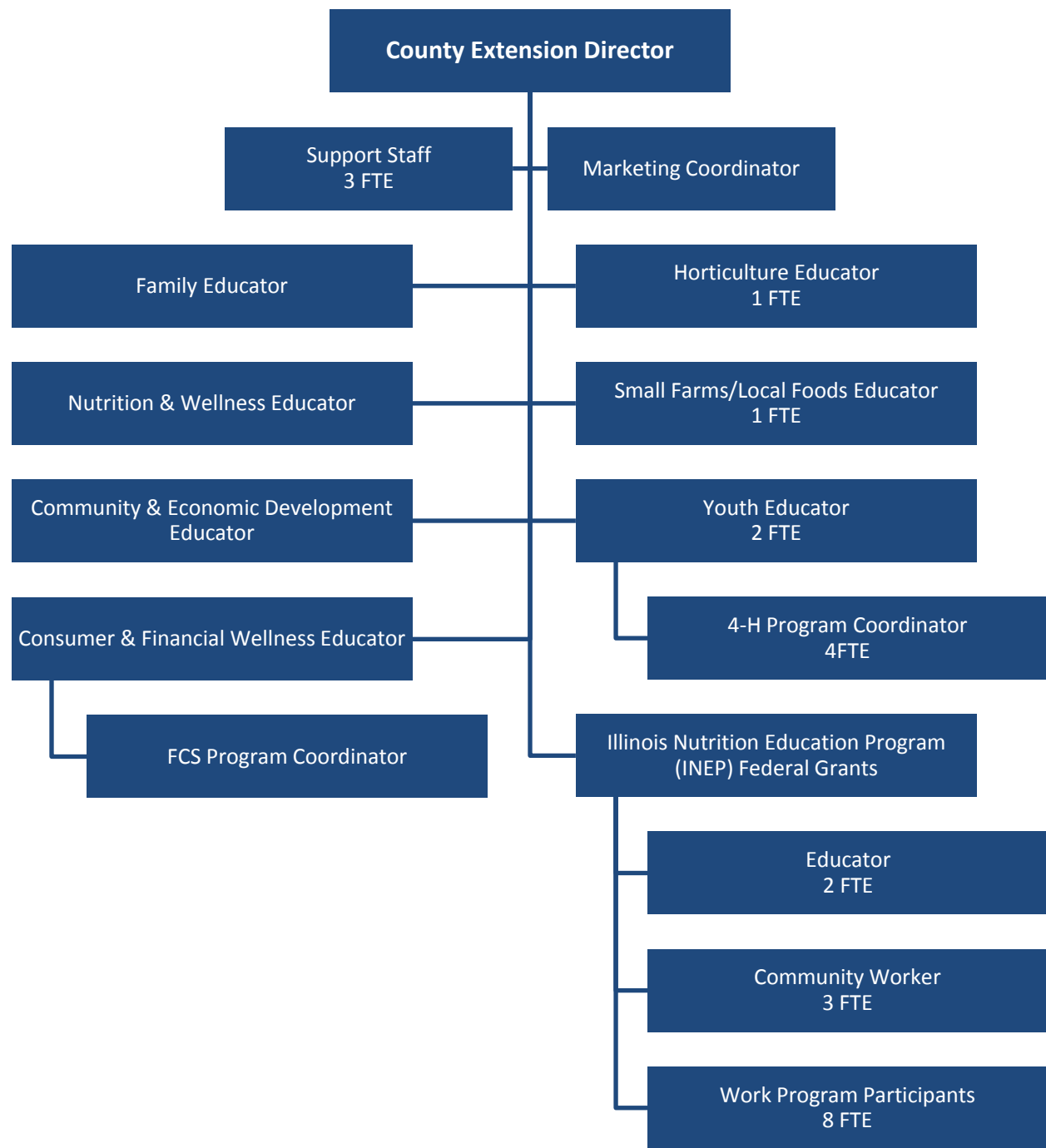
The FY2018 budget includes \$15,000 for architectural and consultant expenses required for preparation of the County's final compliance report to the Department of Justice due in July 2018.

### **FINANCIAL**

Fund 080 Dept 072			2016 Actual	2017 Original	2017 Projected	2018 Budget
522	93	OPERATIONAL SUPPLIES	\$807	\$0	\$0	\$0
		COMMODITIES	\$807	\$0	\$0	\$0

533	2	ARCHITECT SERVICES	\$82,405	\$20,000	\$30,500	\$10,000
533	7	PROFESSIONAL SERVICES	\$0	\$10,000	\$10,000	\$0
533	8	CONSULTING SERVICES	\$2,079	\$0	\$0	\$5,000
533	60	HWY FACILITY REPAIR-MAINT	\$1,950	\$0	\$0	\$0
533	84	BUSINESS MEALS/EXPENSES	\$167	\$0	\$0	\$0
534	70	BROOKNS BLDG REPAIR-MAINT	\$0	\$0	\$69,100	\$0
534	72	SATELLITE JAIL REPAIR-MNT SERVICES	\$123 \$86,724	\$0 \$30,000	\$0 \$109,600	\$0 \$15,000
544	19	CORR CENTER CONST/IMPROVE	\$0	\$120,000	\$71,000	\$0
544	20	COURTHOUSE CONST/IMPROVE	\$10	\$0	\$0	\$0
544	41	PARKING LOT/SIDEWLK CONST CAPITAL	\$94,152 \$94,162	\$0 \$120,000	\$19,400 \$90,400	\$0 \$0
		<b>EXPENDITURE TOTALS</b>	<b>\$181,693</b>	<b>\$150,000</b>	<b>\$200,000</b>	<b>\$15,000</b>

**EXTENSION EDUCATION**  
**Fund 080-017**



**MISSION STATEMENT**

*Through learning partnerships that put knowledge to work, U of I Extension’s programs are aimed at making life better, healthier, safer, and more profitable for Champaign County individuals and their communities.*

## **BUDGET HIGHLIGHTS**

Despite state budget concerns, University of Illinois Extension programming grew over the past year in Champaign County. We have taken the following steps to remain fiscally responsible.

- Increase in grant funding. Grants funding has increased 5% this year to 45% of our total budget. New partnerships including Champaign County United Way, C-U Health Department, and Unit 4 School districts enable all partners to leverage scarce resources.
- Local and federal funding has remained stable at FY 16 levels. However, Extension has not received payments from the state for the past two years. This caused a shortfall of \$1.5 million dollars.
- Recruitment and training of trained volunteers allowed for new programs in personal finance (Master Money Mentors), horticulture and environment (Master Gardeners and Master Naturalists), and youth (4-H). Over 1200 trained volunteers provided over 50,000 education and service hours to Champaign County.

Extension obtains its budget from the following sources in accordance with the Extension Law: 29% Local Funds (Property Tax); 233% State matching and GRF funds; 2% Federal Smith-Lever funds; and 46% grants, gifts, and donations.

The county revenue comes exclusively from property tax so the projected revenue and corresponding expenditure for FY2018 will remain flat at 2017 levels. More information about the University of Illinois Extension program can be found by visiting <http://web.extension.illinois.edu/cfiv/>.

## **FINANCIAL**

Fund 080 Dept 017			2016 Actual	2017 Original	2017 Projected	2018 Budget
311	29	CURR PROP TX-COOP EXTENS	\$432,909	\$422,183	\$422,498	\$422,498
313	29	RE BACKTAX-COOP EXTENSION	\$247	\$0	\$0	\$0
314	10	MOBILE HOME TAX	\$23	\$0	\$0	\$0
315	10	PAYMENT IN LIEU OF TAXES	\$296	\$0	\$0	\$0
		PROPERTY TAXES	\$433,475	\$422,183	\$422,498	\$422,498
<b>REVENUE TOTALS</b>			<b>\$433,475</b>	<b>\$422,183</b>	<b>\$422,498</b>	<b>\$422,498</b>
534	71	COOPERATIVE EXTENSION SRV	\$419,867	\$422,183	\$422,497	\$422,498
		SERVICES	\$419,867	\$422,183	\$422,497	\$422,498
<b>EXPENDITURE TOTALS</b>			<b>\$419,867</b>	<b>\$422,183</b>	<b>\$422,497</b>	<b>\$422,498</b>

**EXPENSE PER CAPITA** information is included in the General Corporate Fund Budget Summary.

## **ALIGNMENT to STRATEGIC PLAN**

*County Board Goal 3 –Champaign County promotes a safe, just and healthy community*

- Extension has expertise in all areas of health and wellness for Champaign County citizens. Partnerships with County Health Departments, schools, and agencies help leverage limited county resources and maximize reach.



- Additional staff and volunteers were added this year in the areas of personal finance and nutrition and wellness education.
- Extension is working with the Champaign Urbana Health Department on a Pregnancy Prevention / Resiliency Grant for Middle School students in Rantoul. Extension provides the positive youth development and life skills portion of the grant.

*County Board Goal 4 – Champaign County is a county that supports balanced, planned growth to balance economic growth with preservation of our natural resources*

- Extension has educational resources and expertise in economic development for community sustainment and growth.
- Extension trains Master Naturalists who provide over 18,000 hours to the county through partnerships with local park districts, nature preserves, soil and water districts, etc. Some of the volunteer projects include: Education to citizens, aid in environmental research, lead clean-up efforts, and promote preservation of native plants and trees. 35-40 new volunteers are trained each year.

## **OBJECTIVES**

1. To protect **natural resources** for the viability of Champaign County and its citizens. Knowledge of human impacts and the interaction among soil, water, air, plants, and animals is important to the sustainability of the earth's ecosystem.
2. To assist **agricultural** businesses and producers face challenges to remain **sustainable** and **profitable**. Challenges include local and global marketing decisions, financial stability, changing technologies, and risk management. +
3. Provide education supporting small farm and local food initiatives in order to have a **safe** and plentiful **food supply**. Membership on Local Foods Task Force.
4. To provide education supporting parenting skills, nurturing children's development at each stage, and **strengthening family** and interpersonal relationship skills.
5. To promote **money management skills**, wise use of credit, and increase use of savings accounts to improve the financial well-being of individuals and families.
6. To provide **youth in-depth learning experiences** in specific project areas to increase their skills and knowledge. Experiences may also relate to leadership, citizenship, and diversity.
7. Provide government and non-profit leaders with decision-making tools to successfully prioritize community issues and obtain grants and other resources needed for **community sustainment and growth**.

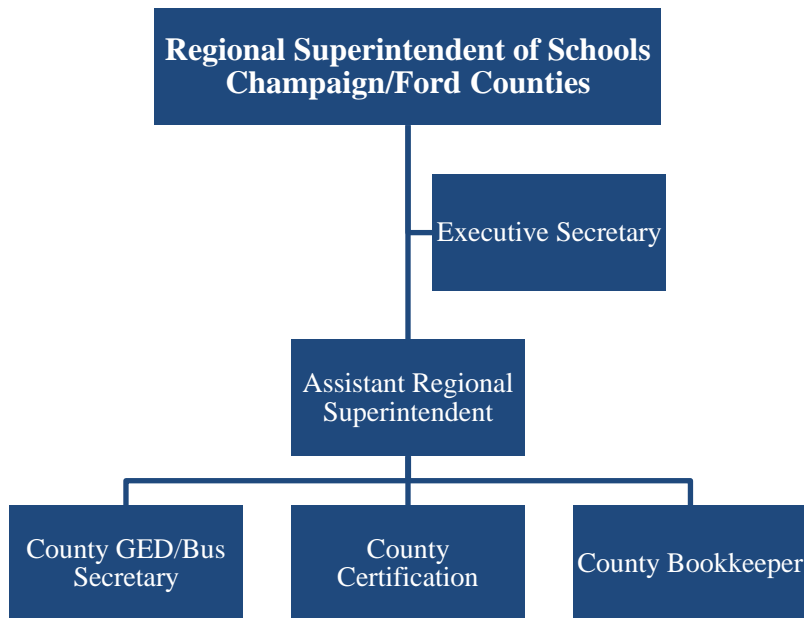
## **PERFORMANCE INDICATORS**

<b>Indicator</b>	<b>FY2016 Actual</b>	<b>FY2017 Projected</b>	<b>FY2018 Budgeted</b>
<b>Safe and Healthy Community</b>			
Number of newly trained/total Active Master Naturalists	37/160	38/180	35/180
Groundwater monitoring and noxious weed elimination volunteer hours	12,000 hours	15,000 hours	15,000 hours
% of trained Master Naturalists meeting the 60 hour annual volunteer commitment	70%	75%	75%
<b>Safe and Plentiful Food Supply</b>			
Number of at-risk students provided summer	6	5	5

employment opportunities			
% of students successfully completing life skills education and summer employment opportunities	100%	90%	90%
Horticulture education sessions held for at-risk students	30	30	30
Pounds of produce raised by at-risk youth and provided to low-income neighborhoods	365 lbs.	300 lbs.	300 lbs.
Master Gardener Help Desk: Number of Champaign County residents receiving gardening, plant health, pest and disease diagnoses/treatment information	455	400	400
Number of Master Gardener volunteer hours at Help Desk	925	800	800
<b>Improve financial well-being through personal finance and money-management education</b>			
Number of newly trained/total Money Mentor Volunteers	25/114	30/130	30/130
Money Mentor volunteer hours	263	270	270
<b>Indicator</b>	<b>FY2016 Actual</b>	<b>FY2017 Projected</b>	<b>FY2018 Budgeted</b>
Number of county high school students provided career and real life financial simulation (Welcome to Real World Program- WRW)	190	250	350
% of high school students with a better idea what is involved in earning, spending & managing money after WRW program.	93%	85-90%	85-90%
% of high school students planning to have a spending plan including needs and wants as a result of the WRW program.	83% very likely	80-85% Likely or very likely	80-85% Likely or very likely

# REGIONAL OFFICE OF EDUCATION

## Fund 080-124



Regional Office of Education positions: 3.55 FTE

Funding to the Regional Office of Education (ROE) supports 3.55 full-time-equivalent positions. Those positions are the Executive Secretary, County GED/Business Secretary, County Certification, and County Bookkeeper positions shown above.

### ***MISSION STATEMENT***

*Advancing excellence in education by leveraging leadership, knowledge and services across communities*

### ***BUDGET HIGHLIGHTS***

The ROE has prepared the budget following the directions provided by the county administrator. Items of note include:

- Significant changes in medical insurance including changing to new provider, United Healthcare, and increasing amount of deductible covered by employee by \$1,000.
- IMRF rate will change from 11.50% to 11.73% beginning January 2018.
- The Office of the Illinois Auditor General found that ROE 9's financial statements as of June 30, 2016, are fairly presented in all material aspects and that there are no findings. This is the fourth consecutive year that there have been no findings in ROE 9's annual audit.

### ***FINANCIAL***

Fund 080 Dept 124

2016  
Actual

2017  
Original

2017  
Projected

2018  
Budget

533	92	CONTRIBUTIONS & GRANTS	\$204,016	\$216,343	\$216,343	\$222,554
		SERVICES	\$204,016	\$216,343	\$216,343	\$222,554
		<b>EXPENDITURE TOTALS</b>	<b>\$204,016</b>	<b>\$216,343</b>	<b>\$216,343</b>	<b>\$222,554</b>

### ***EXPENSE PER CAPITA (IN ACTUAL DOLLARS)***

<b>FY2014</b>	<b>FY2015</b>	<b>FY2016</b>	<b>FY2017</b>	<b>FY2018</b>
\$1.02	\$1.12	\$1.01	\$1.08	\$1.11

### ***FULL TIME EMPLOYEE HISTORY***

<b>FY2014</b>	<b>FY2015</b>	<b>FY2016</b>	<b>FY2017</b>	<b>FY2018</b>
3.5	3.55	3.55	3.55	3.55

### ***ALIGNMENT TO STRATEGIC PLAN***

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

- To work with local school districts to implement planning strategies to maximize the services of public education in response to changing demographics.
- To develop and implement formalized processes and procedures (e.g. employee handbook, policies & procedures, job descriptions, website) to strengthen and improve the ROE's infrastructure.

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

- To monitor and manage the use of the one-cent sales tax for Schools Facilities Projects throughout Champaign County and its school districts.

### ***DESCRIPTION***

The ROE is required by statute to perform a variety of duties including but not limited to health and life safety inspections of school buildings and amendment oversight; building and occupancy permits for any construction on school grounds; bus driver training; district compliance with rules and regulations; school recognition and approval; detachment and annexation hearings; GED testing; and operating a Regional Safe School Program.

The ROE administers a variety of grants to provide specific programs and services to schools. The ROE partners with other organizations to address identified needs such as basic services for homeless students. The ROE facilitates cooperative efforts among districts to provide programs and services such as an on-line employment listing and application process and human resource assistance more efficiently and effectively than having each district contract for these services. The ROE distributes more than \$1 million each month from the County Sales Tax for School Facilities to 24 districts.

Some ROE 9 highlights and items of interest:

- **Office Relocation:** Executed a ten-year lease and moved ROE office to 3358 Big Pine Trail, Champaign in March 2017.
- **Logo:** Adopted new ROE 9 logo in February 2017.

- **Job Descriptions:** Reviewed and revised all job descriptions.
- **Policy & Procedures:** Reviewed and revised ROE 9 Policy Manual.
- **Math Grant:** Awarded \$250,000 two-year Math and Science Partnership grant in May 2017 to increase the academic achievement of students in mathematics and science by enhancing content knowledge and teaching skills of classroom teachers.

## **OBJECTIVES**

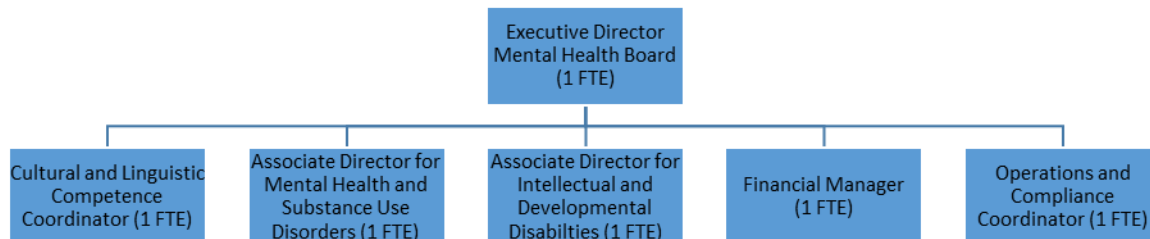
1. To distribute the County Sales Tax for School Facilities (CSFT) by the 5<sup>th</sup> of each month without error 100% of the time.
2. To remove barriers that prevent homeless students from attending school regularly by responding to requests on referral forms within 48 hours 90% of the time.
3. To provide professional development and technical assistance to teachers and administrators to enhance their content knowledge and/or skills to increase achievement of students in school districts in region. Eighty five percent of participants will rate training as excellent or good.
4. To issue G.E.D. transcripts within 48 hours of request 95% of the time.
5. To develop and implement formalized processes and procedures (e.g. employee evaluation plan, fiscal operating procedures, employee handbook) to strengthen and improve the ROE's infrastructure.

## **PERFORMANCE INDICATORS**

<b>Indicator (July 1 – June 30 Fiscal Year)</b>	<b>FY2016 Actual</b>	<b>FY2017 Projected</b>	<b>FY2018 Proposed</b>
Licenses registered	1,120	1,074	1,075
Public School Buildings Inspected	63	63	63
Building Permits Issued	29	36	32
Bus Driver Training (drivers trained)	282	297	290
G.E.D. (first time testers from ROE 9 region during year)	193	159	160
G.E.D. (transcripts issued/% requests filled within 48 hours)	1,189	1,398	1,400/95%
CSFT (% delivered on time without error)	288	288	288/100%
Homeless student referral (% referral requests filled within 48 hours)	453	661	557/90%
Regional Safe School Program (R.E.A.D.Y.) (total students served)	198	181	189
Professional Development for Teachers/Administrators/School Board Members (total workshops/total participants/% rating training as excellent or good)	181/4,362	164/4,346	172/4,354

## MENTAL HEALTH BOARD

### 090-053



Mental Health Board positions: 6 FTE

The Champaign County Mental Health Board (CCMHB) was established under Illinois Revised Statutes (405 ILCS – 20/Section 0.1 et. Seq.), “The Community Mental Health Act,” by a referendum approved by the voters of Champaign County. Through passage of the referendum, a property tax levy supports the CCMHB in fulfillment of its mission, in compliance with the Act.

### ***MISSION STATEMENT***

***The mission of the Champaign County Mental Health Board (CCMHB) is the promotion of a local system of services for the prevention and treatment of mental or emotional, developmental, and substance abuse disorders, in accordance with the assessed priorities of the citizens of Champaign County.***

Revenue raised through the levy is primarily distributed, using a competitive application process, to local community service agencies serving people who have mental health or substance use disorders or intellectual/developmental disabilities. These contracts align with the agency/state fiscal year, July 1 through June 30, and comprise the Contributions and Grants expenditure line plus a transfer to CILA fund, a collaboration with the Champaign County Developmental Disabilities Board (CCDDDB.) The CCMHB makes additional investments to promote the system of supports and services for these Champaign County residents: information and referral services and website; program outcome evaluation support; clinical supervision support; Cultural and Linguistic Competency; anti-stigma awareness; promotion of the work of artists and entrepreneurs with lived experience or disabilities; and an annual Resource Expo. Many of these are co-funded by the CCDDDB. Please see <http://ccmhddbrds.org> for information on these supports, agency programs currently funded by the CCMHB, funding guidelines, audit policy, Three Year Plan, allocation priorities and timelines, meeting schedules, aggregate report of agencies’ performance outcomes, and Expo Resource Book.

## **BUDGET HIGHLIGHTS**

- **Intellectual and Developmental Disabilities.** Per an Intergovernmental Agreement between the CCMHB and the Champaign County Board for Care and Treatment of Persons with a Disability (CCDDb,) for the agency contract year 2018 (July 1, 2017 to June 30, 2018,) the CCMHB has committed \$657,294 for services and supports for people with I/DD. This amount includes the annual \$50,000 contribution to the CILA fund.
- **Community Integrated Living Arrangement (CILA) Expansion.** For people with I/DD to have improved access to 24 hour CILA services in Champaign County as appropriate to their needs, the CCMHB has committed \$50,000 as its share to support the purchase of small “group” homes.
- **Champaign Community Coalition.** The CCMHB supports the Coalition, which includes leadership from the Cities and school districts of Urbana and Champaign, University of Illinois, Champaign County States’ Attorney, law enforcement agencies, United Way, Champaign Urbana Public Health District, Urbana and Champaign Park Districts, and Champaign County Government. During the agency contract year (July 1, 2017 to June 30, 2018,) a commitment of funding for the System of Care for Youth and Families totals \$585,500, and additional anti-violence programs total \$152,000.
- **Cultural and Linguistic Competence.** The CCMHB employs a full time coordinator to consult with service providers to improve access and service efficacy for underserved or marginalized residents of Champaign County. Originally connected to the system of care sustainability effort and the work of the Champaign Community Coalition, this work supports agencies’ quality improvement efforts and compliance with state and federal guidelines, e.g., the CLC Plan Template introduced during 2016 clarifies planning and progress. Training in trauma informed care is of value for service providers, people with disabilities, residents of areas impacted by gun violence, and those who respond to crisis/disaster.
- **Building Evaluation Capacity for Funded Programs and Improving Outcome Reporting.** A two-year project with researchers from UIUC assessed CCMHB evaluation activities and introduced theory of change rationale/logic modeling. Input from the Board, staff, and service providers contribute to meaningful measures of success. As the healthcare system shifts toward value-based purchasing, this work maximizes local resources and captures local aspirations. The field of behavioral health, while also moving toward value-based purchasing and reporting of quality outcomes, still struggles to identify quality outcomes, with very few currently endorsed. In addition, the workforce shortage negatively impacting direct care also limits organizations’ ability to collect and report outcome data. To improve local evaluation activities, a standard format for annual performance outcome reports will be introduced during 2018.
- **Recommended and Innovative Practices.** Parenting with Love and Limits (PLL) is an evidence based practice, identified in collaboration with the States’ Attorney, Juvenile Detention Center, Juvenile Probation, and Court Services. They and other partners refer young people who are at risk of involvement with the juvenile justice system. The CCMHB contracts with agencies for ‘front-end’ and ‘extended care’ services, totaling just under \$600,000, and for licensing and fidelity supervision at \$143,900. The board will give strong consideration to Recommended Practices, supported by an evidence base, cultural context, and sound clinical judgment. Innovative Practices are also of value; with research showing positive outcomes, two peer support programs and an employment support program for persons with behavioral health disorders are newly funded by the Board.
- **Criminal Justice and Behavioral Health.** The CCMHB invests a total of \$1,712,715 in services and supports for adults and youth at risk of justice involvement and \$122,628 in victim services. To support the work of specialty courts in Champaign County, \$203,000 is committed to provide services and supports for those enrolled. CCMHB provided local match for a Department of Justice Planning grant from 2015 to 2017 and has committed to match for the implementation phase, if

awarded. The CCMHB and its staff, independently and through active collaboration with law enforcement, stakeholders, and other units of local government, are committed to learning about innovative practices and their potential returns on investment, improved health outcomes, and cost-shift impact. Recent collaborations include the national Stepping Up, Data-Driven Justice, and Decarceration Initiatives, and Best Practices Implementation Academy.

- **Challenging the Stigma Associated with Behavioral Health Disorders and Disabilities.** The CCMHB supports community anti-stigma efforts. This support has included sponsorship of anti-stigma films, panel discussions of film and art, art shows, social media campaigns, resource guides, community awareness events, trainings, and an annual disAbility Resource Expo with approx. 1500 attendees, 100 exhibitors, and more. Board staff work with UIUC student groups and local organizations to challenge stigma and to plan and promote events.

In FY2017, the County prepared its levy to capture new growth revenue in a potential favorable ruling in the hospital property tax exemption case. In March 2017, the case was remanded to the Circuit Court, and the County amended its budgets since it would not receive any additional revenue in the fiscal year. In FY2018, the County will again approve its levy to capture new growth in the event of a favorable ruling prior to the Board of Review certifying the books. In FY2018, there is an additional \$138,315 budgeted in property tax revenue and contributions and grants expenditure.

## FINANCIAL

Fund 090 Dept 053			2016 Actual	2017 Original	2017 Projected	2018 Budget
311	24	CURR PROP TX-MENTAL HLTH	\$4,246,055	\$4,593,414	\$4,453,473	\$4,794,340
313	24	RE BACKTAX-MENTAL HEALTH	\$2,486	\$500	\$500	\$500
314	10	MOBILE HOME TAX	\$3,903	\$4,000	\$4,000	\$4,000
315	10	PAYMENT IN LIEU OF TAXES	\$2,970	\$700	\$700	\$700
		PROPERTY TAXES	\$4,255,414	\$4,598,614	\$4,458,673	\$4,799,540
336	23	CHAMP COUNTY DEV DISAB BD	\$377,695	\$350,653	\$338,916	\$338,515
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$377,695	\$350,653	\$338,916	\$338,515
361	10	INVESTMENT INTEREST	\$3,493	\$500	\$2,235	\$500
363	10	GIFTS AND DONATIONS	\$18,822	\$25,000	\$4,198	\$20,000
369	41	TELEPHONE TOLL REIMB	\$134	\$0	\$0	\$0
369	90	OTHER MISC. REVENUE	\$21,206	\$0	\$75,677	\$0
		MISCELLANEOUS	\$43,655	\$25,500	\$82,110	\$20,500
		<b>REVENUE TOTALS</b>	<b>\$4,676,764</b>	<b>\$4,974,767</b>	<b>\$4,879,699</b>	<b>\$5,158,555</b>
511	2	APPOINTED OFFICIAL SALARY	\$143,555	\$101,000	\$101,000	\$101,000
511	3	REG. FULL-TIME EMPLOYEES	\$309,282	\$323,557	\$261,222	\$304,832
511	9	OVERTIME	\$0	\$2,505	\$2,505	\$1,500
511	28	EMPLOYEE BONUS	\$4,445	\$0	\$0	\$0
513	1	SOCIAL SECURITY-EMPLOYER	\$33,781	\$32,670	\$27,175	\$31,388
513	2	IMRF - EMPLOYER COST	\$38,019	\$36,599	\$36,599	\$36,599
513	4	WORKERS' COMPENSATION INS	\$2,515	\$2,349	\$1,954	\$2,257
513	5	UNEMPLOYMENT INSURANCE	\$2,449	\$4,200	\$4,200	\$4,200



Fund 090 Dept 053			2016 Actual	2017 Original	2017 Projected	2018 Budget
513	6	EMPLOYEE HEALTH/LIFE INS	\$43,501	\$55,845	\$55,845	\$56,397
513	20	EMPLOYEE DEVELOPMNT/RECOG PERSONNEL	\$0 \$577,547	\$500 \$559,225	\$500 \$491,000	\$200 \$538,373
522	1	STATIONERY & PRINTING	\$28	\$1,000	\$1,000	\$1,000
522	2	OFFICE SUPPLIES	\$3,180	\$4,000	\$4,000	\$4,100
522	3	BOOKS,PERIODICALS & MAN.	\$213	\$500	\$500	\$500
522	4	COPIER SUPPLIES	\$180	\$1,500	\$1,500	\$1,000
522	6	POSTAGE, UPS, FED EXPRESS	\$123	\$1,000	\$1,000	\$1,000
522	44	EQUIPMENT LESS THAN \$5000 COMMODITIES	\$4,274 \$7,998	\$10,000 \$18,000	\$10,000 \$18,000	\$13,383 \$20,983
533	1	AUDIT & ACCOUNTING SERVCS	\$7,440	\$6,550	\$10,000	\$10,000
533	7	PROFESSIONAL SERVICES	\$274,560	\$300,000	\$350,000	\$300,000
533	12	JOB-REQUIRED TRAVEL EXP	\$2,404	\$7,500	\$7,500	\$6,000
533	20	INSURANCE	\$8,224	\$10,000	\$10,000	\$11,000
533	29	COMPUTER/INF TCH SERVICES	\$3,547	\$8,200	\$8,200	\$7,300
533	33	TELEPHONE SERVICE	\$1,572	\$3,500	\$3,500	\$2,500
533	42	EQUIPMENT MAINTENANCE	\$30	\$500	\$500	\$500
533	50	FACILITY/OFFICE RENTALS	\$27,998	\$20,586	\$20,768	\$21,660
533	51	EQUIPMENT RENTALS	\$731	\$750	\$840	\$900
533	70	LEGAL NOTICES,ADVERTISING	\$2,156	\$150	\$1,707	\$300
533	72	DEPARTMENT OPERAT EXP	\$321	\$200	\$200	\$400
533	84	BUSINESS MEALS/EXPENSES	\$612	\$250	\$250	\$250
533	85	PHOTOCOPY SERVICES	\$3,432	\$4,000	\$4,000	\$4,000
533	89	PUBLIC RELATIONS	\$50,537	\$50,000	\$50,000	\$50,000
533	92	CONTRIBUTIONS & GRANTS	\$3,428,015	\$3,733,794	\$3,668,301	\$4,085,559
533	93	DUES AND LICENSES	\$21,005	\$25,000	\$24,961	\$23,600
533	95	CONFERENCES & TRAINING	\$5,586	\$27,500	\$15,334	\$17,000
534	37	FINANCE CHARGES,BANK FEES	\$0	\$0	\$19	\$30
534	70	BROOKNS BLDG REPAIR-MAINT SERVICES	\$0 \$3,838,170	\$0 \$4,198,480	\$3,000 \$4,179,080	\$200 \$4,541,199
571	8	TO DEV DISABILITY FUND108	\$10,673	\$0	\$8,000	\$8,000
571	11	TO MHB/DDB CILA FACILITY INTERFUND EXPENDITURE	\$50,000 \$60,673	\$50,000 \$50,000	\$50,000 \$58,000	\$50,000 \$58,000
EXPENDITURE TOTALS			\$4,484,388	\$4,825,705	\$4,746,080	\$5,158,555

### ***FUND BALANCE***

FY2016 Actual	FY2017 Projected	FY2018 Budgeted
\$2,656,306	\$2,789,925	\$2,789,925

Fund Balance Goal: The CCMHB's goal is to maintain a fund balance which assures adequate cash flow necessary to meet contractual and administrative obligations including annualized contracts during FY2018. *Because expenditures are primarily payments to contracts on an agency fiscal year, July 1 to June 30, the fund is lowest just before the property tax disbursement in June.*

## **EXPENSE PER CAPITA (IN ACTUAL DOLLARS)**

<b>FY2014</b>	<b>FY2015</b>	<b>FY2016</b>	<b>FY2017</b>	<b>FY2018</b>
\$19.78	\$22.38	\$24.22	\$24.00	\$25.65

## **FULL TIME EMPLOYEE HISTORY**

<b>FY2014</b>	<b>FY2015</b>	<b>FY2016</b>	<b>FY2017</b>	<b>FY2018</b>
5	5	6	6	6

## **ALIGNMENT to STRATEGIC PLAN**

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

- Funding decisions are made in open, properly noticed meetings, typically during May. Applications for funding are reviewed in open meetings prior to decisions. Public participation is included at all meetings and study sessions of the CCMHB.
- Strategic plans and funding allocation priorities are reviewed and approved annually in open meetings and finalized prior public Notification of Funding Availability, in mid-December.
- An online application and reporting system is maintained and updated to support these functions: <http://ccmhbddbrds.org>. System enhancements are informed by agency, staff, and board users.
- Educational and collaborative opportunities advance the local system of services and supports.

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

- Staff offices are located in the Brookens Administrative Center, accessible to the public. The Board uses meeting rooms at Brookens (e.g., Lyle Shields Room) for board meetings, provider meetings, public hearings, study sessions, and training events.
- For full community integration of people with ID/DD, two CCMHB-purchased Community Integrated Living Arrangement (CILA) homes are maintained at a very high standard. The homes have been renovated to be fully accessible, to comply with state accreditation standards, and to provide comfort and flexibility. During FY2018, boards and staff will explore refinancing or expansion of the project.

*County Board Goal 3 –Champaign County promotes a safe, just and healthy community*

- Benefits acquisition and enrollment programs are funded, to maximize wellness and recovery.
- Case management services are funded, to improve access to other desired services and supports.
- The “system of care” is sustained through the Champaign Community Coalition, to improve outcomes for children, youth, and young adults, especially those impacted by violence. Cultural and Linguistic Competence training and assistance is available to providers of mental health, substance use disorder and intellectual and developmental disabilities services and supports.
- With other units of county government, educators, service providers, stakeholders, and advocacy organizations, the CCMHB collaborates on the planning of wellness/recovery programming for people with disabilities, innovative and recommended practices, and various anti-stigma initiatives, e.g., <http://champaigncountyAIR.com>, <http://facebook.com/allianceforAIR/>, and <http://disabilityresourceexpo.org>.

*County Board Goal 4 – Champaign County is a county that supports balanced, planned growth to balance economic growth with preservation of our natural resources*

- In accordance with the Community Mental Health Act, the CCMHB allocates funding as predicated by the terms and conditions of the original mental health referendum.
- In accordance with the Community Mental Health Act, the CCMHB advocates at the state and federal levels for and with people who use or seek these services.
- The CCMHB seeks to understand the impact of changes to state and federal benefits programs, in order to make effective and ethical investments of local funding.
- Independently and through active collaboration, the CCMHB pursues sustainable supports through other funders and community partners.

## ***DESCRIPTION***

The CCMHB was established under Illinois Revised Statutes (405 ILCS – 20/Section 0.1 et. seq.) in order to "construct, repair, operate, maintain and regulate community mental health facilities to provide mental health services as defined by the local community mental health board, including services for the developmentally disabled and for the substance abuser, for residents of Champaign County." The CCMHB is responsible for planning, coordinating, evaluating, and allocating funds for the comprehensive local system of mental health, developmental disabilities, and substance use services for Champaign County.

The CCMHB funds programs and services for people with mental illness, substance use disorders, intellectual disabilities, and developmental disabilities, supporting and improving the systems of care for those for whom we have responsibility, with special emphasis on underserved populations. All providers are required to complete cultural competence plans as a condition of their contract with the CCMHB.

Collaboration with other units of government, local funding organizations, parent and youth groups and community based providers, also fall within the purview of the CCMHB.

## ***OBJECTIVES***

- Work in collaboration with Champaign County Government and community stakeholders to assure people with disabilities receive services and supports and are diverted from Jail if appropriate.
- Work in collaboration with the Champaign Community Coalition to address gun violence, trauma in neighborhoods experiencing violence, wellness and recovery, and system of care sustainability.
- Maintain Community Integrated Living Arrangements (CILA) in Champaign County. Assess and evaluate need and develop additional integrated residential resources if necessary.
- Based on approved priorities and decision support criteria, issue contracts for services and supports for people who have mental health disorders, substance use disorders, intellectual disabilities, or developmental disabilities.
- Monitor the program and fiscal accountability for all contracts with service providers (i.e., not-for profit community based agencies.)
- Through monitoring activities with agency providers, identify and assist with improving services and access to services.
- Use input from stakeholders and people who use or seek services to define valued outcomes.

## ***PERFORMANCE INDICATORS***

<b>Indicator</b>	<b>FY2016 Actual</b>	<b>FY2017 Projected</b>	<b>FY2018 Budgeted</b>
Number of Contracts awarded for services and supports for people with mental health or substance use disorders or	40	38	42

<b>Indicator</b>	<b>FY2016 Actual</b>	<b>FY2017 Projected</b>	<b>FY2018 Budgeted</b>
intellectual/developmental disabilities			
Number of people served who have mental health or substance use disorders or intellectual/developmental disabilities	9,311	9,500	9,500
Total dollars appropriated for services and supports for people with mental health or substance use disorders or intellectual/developmental disabilities	\$3,428,015	\$3,668,301	\$3,938,519
Number of agency contract compliance visits by CCMHB Staff, per contract	1	1	1
Number of improvements of tracking or reporting of program performance or utilization	1	1	1
Number of Desk Reviews conducted per agency contract	4	4	6
Identification of valued outcomes, per contract, based on agency input	N/A	N/A	1
Identification of valued outcomes, per desired service category, based on input from stakeholders or people who use/seek services	N/A	N/A	1
Percent of Required Reports from Contractors received in compliance with terms of contract	100%	100%	100%
Number of agency contracts successfully completed, based on auditing and evaluation by CCMHB Staff	40	38	42

# **CHAMPAIGN COUNTY BOARD FOR CARE AND TREATMENT OF PERSONS WITH A DEVELOPMENTAL DISABILITY**

## **Fund 108-050**

The Champaign County Board for Care and Treatment of Persons with a Developmental Disability (CCDDDB) was established under Illinois County Care for Persons with Developmental Disabilities Act (IL Compiled Statutes, Chapter 55, Sections 105/0.01 to 105/13 inclusive) by a referendum approved by the voters of Champaign County in 2004. Through passage of the referendum, a property tax levy supports the CCDDDB in fulfillment of its mission in accordance with the Act.

Revenue raised through the levy is primarily distributed, through a competitive application process, to local community service agencies to assist Champaign County residents who have intellectual and developmental disabilities. These contracts are aligned with agency/state fiscal years (July 1 through June 30) and comprise the Contributions and Grants line plus a transfer to the CILA fund, supporting a collaboration with the Champaign County Mental Health Board (CCMHB.) Along with the CCMHB, the CCDDDB also makes investments to promote the system of supports and services for these Champaign County residents: information and referral services and website; Cultural and Linguistic Competency; anti-stigma awareness; promotion of the work of artists and entrepreneurs with lived experience or disabilities; and an annual Resource Expo. Please see <http://ccmhddbrds.org> for information on these investments, agency programs currently funded by the CCDDDB, funding guidelines, audit policy, Three Year Plan, allocation priorities and timelines, meeting schedules, aggregate report of agencies' performance outcomes, and Expo Resource Book. Professional Services charged to the CCDDDB are 42.15% of total Champaign County Mental Health Board administrative costs less inapplicable items, per Intergovernmental Agreement between the Boards.

### ***MISSION STATEMENT***

*The mission of the Champaign County Board for Care and Treatment of Persons with a Developmental Disability (CCDDDB) is the advancement of a local system of programs and services for the treatment of people with intellectual disabilities and/or developmental disabilities in accordance with the assessed priorities of the citizens of Champaign County.*

### ***BUDGET HIGHLIGHTS***

- **Recommended Practices, Core Services, and Innovative Supports.** Investment continues in the local "Employment First" collaboration, focused on preparing service providers, potential employers, and families and for community employment of people with ID/DD. The CCDDDB also supports: parent and professional networks; self-advocacy groups; person-centered planning, including the use of tools such as PATH and Discovery; coordination of services and supports, including for behavioral and physical health; flexible family support which stabilizes people in their families' homes; comprehensive services and supports for young children, particularly as access to Early Intervention and other state funded programs changes; and a community needs assessment of those enrolling/re-enrolling in PUNS.
- **Responding to Community Input.** For the agency contract year July 1, 2017 to June 30, 2018, the CCDDDB has increased its investments in independent living support, community employment options, and alternatives to traditional day programming for people with ID/DD, based on input from people who seek services and their advocates, and consistent with changes in federal regulation of long term supports and services. During 2016, focus groups met to discuss what the transition from public education to adult life is like for Champaign County residents. In order to improve the outcomes for these young people, the CCDDDB now funds a pilot for 'transition specialists' through one continuing

agency program, a stakeholder meeting to inform the work through a second continuing agency program, and self-advocacy support for rural students through a third.

- **Improving Cultural and Linguistic Competence.** A full time coordinator consults service providers to improve access and service efficacy for underserved or marginalized residents of Champaign County. This work also supports agencies’ quality improvement efforts and compliance with state and federal guidelines, e.g., the CLC Plan Template introduced during 2016 clarifies planning and progress. Training in trauma informed care is of value for service providers, people with disabilities, and first responders.
- **Reporting of Service-Level Data.** Beginning in the agency fiscal year July 1, 2017 to June 30, 2018, those programs serving individuals who have ID/DD will report service level data through a HIPAA compliant online system, allowing for ease and accuracy of data collection and analysis. This will improve our understanding of how CCDDDB funding is used and its impact.
- **Community Integrated Living Arrangement (CILA) Expansion.** For people with I/DD to have improved access to 24 hour CILA services in Champaign County as appropriate to their needs, the CCMHB has committed \$50,000 as its share to support the purchase of small “group” homes.
- **Challenging the Stigma Associated with Intellectual and Developmental Disabilities.** The CCDDDB supports community anti-stigma efforts, including art shows, social media campaigns, resource guides, community awareness events, trainings, and an annual disAbility Resource Expo with approx. 1500 attendees, 100 exhibitors, and more. Board staff work with UIUC student groups and local organizations to challenge stigma and to plan and promote events.

In FY2017, the County prepared its levy to capture new growth revenue in a potential favorable ruling in the hospital property tax exemption case. In March 2017, the case was remanded to the Circuit Court, and the County amended its budgets since it would not receive any additional revenue in the fiscal year. In FY2018, the County will again approve its levy to capture new growth in the event of a favorable ruling prior to the Board of Review certifying the books. In FY2018, there is an additional \$115,402 budgeted in property tax revenue and contributions and grants expenditure.

## FINANCIAL

Fund 108 Dept 050			2016 Actual	2017 Original	2017 Projected	2018 Budget
311	19	CURR PROP TX-DISABILTY BD	\$3,595,174	\$3,834,236	\$3,700,692	\$4,000,110
313	19	RE BACKTAX-DISABILITY BD	\$2,105	\$500	\$500	\$500
314	10	MOBILE HOME TAX	\$3,305	\$1,000	\$1,000	\$1,000
315	10	PAYMENT IN LIEU OF TAXES	\$2,515	\$1,000	\$1,000	\$1,000
		PROPERTY TAXES	\$3,603,099	\$3,836,736	\$3,703,192	\$4,002,610
361	10	INVESTMENT INTEREST	\$2,318	\$300	\$1,270	\$300
369	90	OTHER MISC. REVENUE	\$0	\$0	\$14,432	\$0
		MISCELLANEOUS	\$2,318	\$300	\$15,702	\$300
371	90	FROM MENTAL HEALTH FND090	\$10,673	\$0	\$8,000	\$8,000
		INTERFUND REVENUE	\$10,673	\$0	\$8,000	\$8,000
		<b>REVENUE TOTALS</b>	<b>\$3,616,090</b>	<b>\$3,837,036</b>	<b>\$3,726,894</b>	<b>\$4,010,910</b>
533	1	AUDIT & ACCOUNTING SERVCS	\$0	\$1,350	\$0	\$0

Fund 108 Dept 050			2016 Actual	2017 Original	2017 Projected	2018 Budget
533	7	PROFESSIONAL SERVICES	\$379,405	\$350,653	\$338,916	\$338,515
533	92	CONTRIBUTIONS & GRANTS SERVICES	\$3,206,389	\$3,435,033	\$3,314,418	\$3,622,395
			\$3,585,794	\$3,787,036	\$3,653,334	\$3,960,910
571	11	TO MHB/DDB CILA FACILITY	\$50,000	\$50,000	\$50,000	\$50,000
		INTERFUND EXPENDITURE	\$50,000	\$50,000	\$50,000	\$50,000
EXPENDITURE TOTALS			\$3,635,794	\$3,837,036	\$3,703,334	\$4,010,910

### **FUND BALANCE**

FY2016 Actual	FY2017 Projected	FY2018 Budgeted
\$1,776,930	\$1,800,490	\$1,800,490

Fund Balance Goal: The CCDDDB's goal is to maintain a fund balance which assures adequate cash flow necessary to meet contractual and administrative obligations. *Because expenditures are primarily payments to contracts on an agency fiscal year, July 1 to June 30, the fund is lowest just before the property tax disbursement in June.*

### **EXPENSE PER CAPITA (IN ACTUAL DOLLARS)**

FY2014	FY2015	FY2016	FY2017	FY2018
\$16.73	\$17.32	\$18.07	\$19.08	\$19.95

### **ALIGNMENT to STRATEGIC PLAN**

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

- Funding decisions are made in open, properly noticed meetings, typically during May. Applications for funding are reviewed in open meetings prior to decisions. Public participation is included at all meetings and study sessions of the CCDDDB.
- Strategic plans and funding allocation priorities are reviewed and approved annually in open meetings and finalized prior public Notification of Funding Availability, in mid-December.
- An online application and reporting system is maintained and updated to support these functions: <http://ccmhbddbrds.org>. System enhancements are informed by agency, staff, and board users.
- Educational and collaborative opportunities advance the local system of services and supports.

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

- Staff offices are located in the Brookens Administrative Center, accessible to the public. The Board uses meeting rooms at Brookens (e.g., Lyle Shields Room) for board meetings, provider meetings, public hearings, study sessions, and training events.
- For full community integration of people with ID/DD, two Community Integrated Living Arrangement (CILA) homes are maintained at a very high standard, with funding from the CCMHB and CCDDDB. The homes have been renovated to be fully accessible, to comply with

state accreditation standards, and to provide comfort and flexibility. During FY2018, boards and staff will explore refinancing or expansion of the project.

*County Board Goal 3 –Champaign County promotes a safe, just and healthy community*

- Case management services are funded, to improve access to other desired services and supports.
- A variety of services and supports for people with intellectual and developmental disabilities are funded and monitored.
- With other units of county government, educators, service providers, stakeholders, and advocacy organizations, the CCDDDB collaborates on the planning of wellness and independent living programming for people with disabilities, innovative and recommended practices, and anti-stigma initiatives, e.g., <http://champaigncountyAIR.com>, <http://facebook.com/allianceforAIR/>, and <http://disabilityresourceexpo.org>. The annual disABILITY Resource Expo will be held in April 2018 and supports improving the health, inclusion, safety, and quality of life of people with disabilities.

*County Board Goal 4 – Champaign County is a county that supports balanced, planned growth to balance economic growth with preservation of our natural resources*

- In accordance with the establishing Act, the CCDDDB allocates funding as predicated by the terms and conditions of the original “377” referendum.
- In accordance with the establishing Act, the CCDDDB advocates at the state and federal levels for and with people who use or seek these services.
- The CCDDDB seeks to understand the impact of changes to state and federal benefits programs, in order to make effective and ethical investments of local funding.
- Independently and through active collaboration, the CCDDDB pursues sustainable supports through other funders and community partners.

## **DESCRIPTION**

The CCDDDB was established by referendum and operates under the requirements of the County Care for Persons with Developmental Disabilities Act (55ILCS 105/Section 0.01 et.seq). All funds shall be allocated within the intent of the controlling act as codified in the laws of the State of Illinois. The CCDDDB is responsible for planning, coordinating, monitoring, evaluating, and funding a comprehensive community based system of developmental disabilities programs and services. Applications for funding are assessed using CCDDDB established decision-support criteria and are subject to the availability of funds. The nature and scope of applications vary significantly and typically include treatment, early intervention, prevention programs, and family support. Final funding decisions rest with the CCDDDB and their best judgment concerning the most appropriate and efficacious use of available dollars based on assessment of community needs and decision-support match up.

## **OBJECTIVES**

- To identify best practices and overcome barriers experienced by persons with ID/DD, continue involvement with Illinois Employment First Community of Practice, including webinars and task force meetings, and with state and national association ID/DD committees, including annual summits and learning communities. In addition to increasing people’s engagement with their community through integrated housing and employment, integrated non-work activities connect people to resources, friends, and family, so that innovations in understanding and supporting people’s aspirations and preferences are of value.



- Collaborate with groups such as Cradle 2 Career, Birth to Six Council, Local Funders Group, and the Transition Planning Committee to identify local resources and needs. Through association legislative committees and other opportunities, advocate for Champaign County residents who have ID/DD.
- Use PUNS data on unmet service needs of Champaign County residents with ID/DD for planning and funding priorities. From those agencies accredited by the Council on Quality and Leadership, aggregate data from Performance Outcome Measure interviews may support the CCDDDB's planning.
- Strategize with service providers and stakeholders to address the workforce shortage, particularly in direct support, and other barriers to expansion of provider capacity.
- With service providers, advocates, and stakeholders, plan for best supports for people with challenging behavioral issues and complex service needs. This effort may involve other Champaign County government, law enforcement, and healthcare providers, as well as non-traditional supports, in order to divert people with disabilities from jail and emergency department care.
- Review possible standard formats for agencies' annual performance outcome reports.
- Maintain Community Integrated Living Arrangements (CILA) in Champaign County. Assess and evaluate need and develop additional integrated residential resources if necessary.
- Based on approved priorities and decision support criteria, issue contracts for services and supports for people who have intellectual or developmental disabilities.
- Monitor the program and fiscal accountability for all contracts with service providers (i.e., not-for profit community based agencies.)
- Through monitoring activities with agency providers, identify and assist with improving services and access to services. Performance outcomes may be used to inform future funding priorities.
- Use input from stakeholders and people who use or seek services to define valued outcomes.

## ***PERFORMANCE INDICATORS***

<b>Indicator</b>	<b>FY2016 Actual</b>	<b>FY2017 Projected</b>	<b>FY2018 Budgeted</b>
Number of Contracts awarded for services and supports for people with intellectual and developmental disabilities	18	18	18
Number of people served who have intellectual and developmental disabilities	2,136	1,750	1,800
Total dollars appropriated for services and support for clients with intellectual and developmental disabilities	\$3,206,389	\$3,313,418	\$3,506,993
Number of Desk Reviews conducted per agency contract	4	4	6
Number of agency contract compliance visits by CCDDDB Staff, per contract	1	1	1
Number of improvements of tracking or reporting of program performance or utilization	1	1	1
Identification of valued outcomes, per contract, based on agency input	N/A	N/A	1
Identification of valued outcomes, per desired service category, based on input from stakeholders or people who use/seek services	N/A	N/A	1
Percent of Required Reports from Contractors received in compliance with terms of contract	100%	100%	100%
Number of agency contracts successfully completed based on auditing and evaluation by CCDDDB Staff	18	18	18

# MENTAL HEALTH/DEVELOPMENTAL DISABILITIES BOARDS CILA FACILITIES

## Fund 101-054

### MISSION STATEMENT

The mission of the Community Integrated Living Arrangement (CILA) project is to expand the availability of “smaller setting” homes for people with intellectual and developmental disabilities. (I/DD,) and to the extent possible, assure that people from Champaign County have a CILA option within the County. The project arose in response to a large number of County residents who were forced to seek CILA services in communities far from Champaign County.

### BUDGET HIGHLIGHTS

- The Champaign County Mental Health Board (CCMHB) and the Champaign County Developmental Disabilities Board (CCDDB) have each committed to borrowing up to \$800,000 to purchase CILA houses with a capacity of 4 or fewer people each. Each board has allocated \$50,000 per year to finance the purchase of the houses. Rent from the houses will cover the maintenance and repairs under the supervision of the property manager.
- Two houses are now fully operational. The CCMHB and CCDDB have a line of credit with the PNC Community Development Bank and can raise the borrowing threshold if deemed necessary by the Boards. During 2016, the boards, staff, service provider, and Independent Service Coordination program manager, explored the feasibility of purchasing a third home for three or four more individuals. At that time, there was mutual agreement that an additional purchase should not be made. The issue will be examined again during 2018.
- \$16,881 of the expenditures budgeted result from a gift designated for a particular individual. This fund may be accessed during the FY18 budget year at the request of the individual’s family. This amount is restricted by the terms and conditions of the donor.
- 101-054 was established in FY2016 in collaboration with the Champaign County Auditor’s Office. This was done in order to create more transparency for CILA accounting. These funds were previously held in 090-054.

### FINANCIAL

Fund 101 Dept 054			2016 Actual	2017 Original	2017 Projected	2018 Budget
361	10	INVESTMENT INTEREST	\$127	\$50	\$0	\$100
362	15	RENT	\$0	\$0	\$0	\$18,000
		MISCELLANEOUS	\$127	\$50	\$0	\$18,100
371	54	FROM DEV DIS BOARD 108	\$50,000	\$50,000	\$50,000	\$50,000
371	90	FROM MENTAL HEALTH FND090	\$174,718	\$50,000	\$50,000	\$50,000
		INTERFUND REVENUE	\$224,718	\$100,000	\$100,000	\$100,000
REVENUE TOTALS			\$224,845	\$100,050	\$100,000	\$118,100

522	44	EQUIPMENT LESS THAN \$5000	\$0	\$16,881	\$0	\$16,881
		COMMODITIES	\$0	\$16,881	\$0	\$16,881
533	7	PROFESSIONAL SERVICES	\$6,550	\$10,000	\$0	\$10,000
533	93	DUES AND LICENSES	\$0	\$0	\$0	\$295
534	6	ACQUISITION	\$0	\$5,000	\$0	\$0
534	37	FINANCE CHARGES,BANK FEES	\$0	\$0	\$0	\$36
		SERVICES	\$6,550	\$15,000	\$0	\$10,331
581	7	MORTGAGE PRINCIPAL PMTS	\$53,747	\$55,000	\$55,000	\$49,751
582	7	INTEREST ON MORTGAGE	\$27,954	\$30,050	\$30,000	\$17,231
		DEBT	\$81,701	\$85,050	\$85,000	\$66,982
<b>EXPENDITURE TOTALS</b>			<b>\$88,251</b>	<b>\$116,931</b>	<b>\$85,000</b>	<b>\$94,194</b>

### ***FUND BALANCE***

<b>FY2016 Actual</b>	<b>FY2017 Projected</b>	<b>FY2018 Budgeted</b>
\$142,437	\$157,437	\$181,343

#### **Fund Balance Goal:**

The CILA's goal is to maintain a fund balance which assures adequate cash flow needed to meet the mortgage principal and interest payments due, as well as any other purchasing obligations for the CILA properties.

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

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

- The CILA project was determined by a Request for Proposal process which was fully compliant with the Open Meetings Act.

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

- The CILA houses are monitored by a property manager to assure all maintenance and repairs are completed in a timely manner.

*County Board Goal 3 –Champaign County promotes a safe, just and healthy community*

- The CILA comply with all relevant statutes and offer an opportunity for full community integration of persons with ID/DD.

*County Board Goal 4 – Champaign County is a county that supports balanced, planned growth to balance economic growth with preservation of our natural resources*

- The CILA houses are intended to meet a need for people with I/DD, aligned with the goals of Champaign County government. We believe that people with disabilities have much to offer their communities, and we would encourage their deeper engagement with County government in its planning, evaluation, and decision processes.

### ***DESCRIPTION***

The CCMHB was established under Illinois Revised Statutes (405 ILCS – 20/Section 0.1 et. seq.) in order to "construct, repair, operate, maintain and regulate community mental health facilities to provide mental

health services as defined by the local community mental health board, including services for the developmentally disabled and for the substance abuser, for residents of Champaign County.” The CCMHB is responsible for planning, coordinating, evaluating, and allocating funds for the comprehensive local system of mental health, developmental disabilities, and substance use services for Champaign County.

The CCMHB funds programs and services for people with mental illness, substance use disorders, intellectual disabilities, and developmental disabilities. The CCDDDB funds services and supports for people with intellectual and/or developmental disabilities. The boards seek to sustain systems of care for Champaign County residents for whom we have responsibility, with special emphasis on underserved and marginalized populations. All providers are required to complete cultural competence plans as a condition of their contracts with the two boards.

The CILA project is a collaboration between the CCMHB and the CCDDDB, both of which have a shared responsibility and mission overlap concerning people with I/DD.

## **OBJECTIVES**

- In order to address unmet need in Champaign County, offer Community Integrated Living Arrangements (CILA) for people with intellectual and developmental disabilities.
- Purchase, renovate, and maintain houses, up to the approved borrowing threshold, which meet DHS licensing requirements for CILA services. Lease homes to the service provider selected by RFP.
- To the extent possible, assure that any person originating from Champaign County and having a CILA award from DHS is able to live in a CILA in Champaign County.
- Comply with the Ligas Consent Decree requirement of 4 persons or less residing in a CILA house owned by the CCMHB.
- In collaboration with the Service Provider, work with a property manager to assure CILA homes are adequately maintained and repaired as the need arises.
- Through CCMHB and CCDDDB funding allocation process, ensure that residents have choices of day/vocational/recreational programming.

## **PERFORMANCE INDICATORS**

<b>Indicator</b>	<b>FY2016 Actual</b>	<b>FY2017 Projected</b>	<b>FY2018 Budgeted</b>
Number of Clients served through CILAs	6	7	7
Total dollars appropriated for CILA Program	\$100,000	\$100,000	\$100,000
Number of Clients provided services for mental health and substance use disorders, intellectual disabilities and developmental disabilities	6	7	7
Non-residential service options (choices) available to people living in the CILAs	4	5	7

# ACCESS INITIATIVE GRANT

## Fund 641-053

**Executive Director  
Mental Health Board**

### ***BUDGET HIGHLIGHTS***

The ACCESS Initiative Cooperative Agreement between the Champaign County Mental Health Board, The Illinois Department of Human Services (IDHS,) and the federal Substance Abuse and Mental Health Services Administration (SAMHSA) ended on September 30, 2015. Closeout and reconciliation of the Cooperative Agreement extended into 2016, but there was no activity in 2017.

### ***FINANCIAL***

		<b>Fund 641 Dept 053</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
331	94	HHS-MNT HTH SRV FOR CHLDN	\$37,508	\$0	\$0	\$0
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$37,508	\$0	\$0	\$0
361	10	INVESTMENT INTEREST	\$186	\$0	\$0	\$0
		MISCELLANEOUS	\$186	\$0	\$0	\$0
		<b>REVENUE TOTALS</b>	<b>\$37,694</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
534	41	RETURN UNUSED GRANT	\$327,384	\$0	\$0	\$0
		SERVICES	\$327,384	\$0	\$0	\$0
		<b>EXPENDITURE TOTALS</b>	<b>\$327,384</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

### ***FUND BALANCE***

<b>FY2016 Actual</b>	<b>FY2017 Projected</b>	<b>FY2018 Budgeted</b>
\$0	\$0	\$0

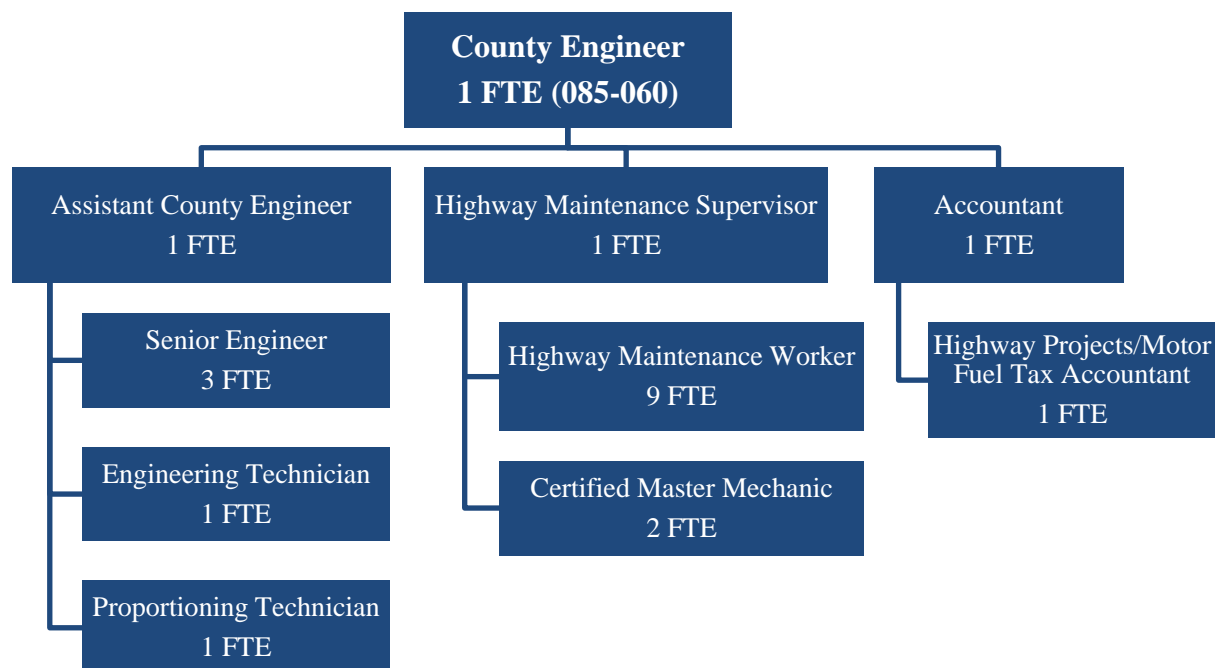
**Fund Balance Goal:** Closeout activities and reconciliation with the State of Illinois, Department of Human Services, to a \$0 fund balance, were completed by the close of County FY16. The fund balance remains at \$0 at the close of County FY17.

### ***DESCRIPTION***

The ACCESS Initiative Cooperative Agreement ended on September 30, 2015 and will not operate during 2018. A Sustainability Plan was approved by the Champaign County Mental Health Board, and all activities associated with this plan are components of the Board's allocation cycle and processes, as delineated in the Standard Operating Procedures and funding guidelines.

## COUNTY HIGHWAY

### Fund 083-060



County Highway (083-060) positions: 20 FTE  
County Motor Fuel Tax (085-060) positions: 1 FTE

### MISSION STATEMENT

*The Champaign County Highway Department, in association with the Township Highway Commissioners, has been given the opportunity and distinct responsibility to provide a safe rural transportation system for the citizens of Champaign County. The County Highway Department employs its engineering expertise and vocational knowledge to provide reasonable, sensible, and responsible solutions to the challenges facing Champaign County in solicitous response to the needs of the county residents.*

### BUDGET HIGHLIGHTS

The Highway Fund is our operational fund. With the increasing costs in commodities, utilities, and equipment the County Highway Department continues to rely on transfers from the Motor Fuel Tax (MFT) budget to fill the gap in our Highway Fund Budget. Equipment costs, costs to repair equipment, cost to maintain our building and fuel highlight those increasing costs. The surplus in the 2017 budget is primarily due to two items. The highway purchased 4 new trucks in 2016 at a total cost of \$486,396 and “borrowed” \$350,000 from reserves to purchase these trucks. We also “borrowed” \$90,000 from our reserves for painting and repairs to the exterior of our building in 2016. Additionally we were able to get \$107,500 in sale of fixed assets in 2017 from the 4 trucks we replaced in 2016. All this in total shows a projected \$550,000 surplus in our 2017 budget. The budgeted surplus reestablishes reserve funds in 2017 that were “borrowed” for truck purchases and building repairs in 2016. The Highway Department has budgeted \$100,000 to begin funding a building maintenance fund in 2018. We will continue to budget \$100,000 per year and transfer those funds to Fund 083-062 to establish a “sinking fund” for building maintenance and repairs to make sure our building is properly maintained.

A road use agreement with Ameren Transmission Company for the Illinois Rivers Project, resulted in the Champaign County Highway Department receiving a check for \$1.04 million in FY2017.

In FY2017, the County prepared its levy to capture new growth revenue in a potential favorable ruling in the hospital property tax exemption case. In March 2017, the case was remanded to the Circuit Court, and the County amended its budgets since it would not receive any additional revenue in the fiscal year. In FY2018, the County will again approve its levy to capture new growth in the event of a favorable ruling prior to the Board of Review certifying the books. In FY2018, there is an additional \$74,465 budgeted in property tax revenue and road improvement expenditure.

## ***FINANCIAL***

<b>Fund 083 Dept 060</b>			<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
311	22	CURR PROP TX-CNTY HIGHWAY	\$2,294,820	\$2,462,384	\$2,375,122	\$2,568,058
313	22	RE BACKTAX-COUNTY HIGHWAY	\$1,352	\$0	\$0	\$0
314	10	MOBILE HOME TAX	\$2,123	\$0	\$0	\$0
315	10	PAYMENT IN LIEU OF TAXES	\$1,615	\$0	\$0	\$0
		PROPERTY TAXES	\$2,299,910	\$2,462,384	\$2,375,122	\$2,568,058
335	60	STATE REIMBURSEMENT	\$38,892	\$250,000	\$0	\$250,000
337	20	TOWNSHIP REIMBURSEMENT	\$74,849	\$125,000	\$1,000	\$30,000
337	21	LOCAL GOVT REIMBURSEMENT	\$0	\$0	\$70,000	\$10,000
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$113,741	\$375,000	\$71,000	\$290,000
343	70	MATERIAL & EQUIPMENT USE	\$76,183	\$60,000	\$60,000	\$60,000
343	71	MATERIAL & EQP USE-CO MFT	\$224,922	\$225,000	\$225,000	\$225,000
343	80	ENGINEERING FEE-TWP,VILL	\$24,330	\$20,000	\$10,000	\$12,000
343	82	ENGINEERING FEE-CO MFT	\$4,218	\$50,000	\$30,000	\$50,000
343	83	ENGINEERING FEE-TWP MFT	\$79,792	\$95,000	\$95,000	\$95,000
		FEES AND FINES	\$409,445	\$450,000	\$420,000	\$442,000
361	10	INVESTMENT INTEREST	\$4,014	\$2,000	\$3,000	\$3,000
364	10	SALE OF FIXED ASSETS	\$10,000	\$50,000	\$107,500	\$0
369	16	UTILITY CONSTRUCTION FEE	\$0	\$0	\$1,041,427	\$0
369	90	OTHER MISC. REVENUE	\$4,544	\$1,000	\$3,000	\$400,000
		MISCELLANEOUS	\$18,558	\$53,000	\$1,154,927	\$403,000
371	80	FROM GENERAL CORP FND 080	\$80,954	\$82,000	\$82,000	\$41,000
		INTERFUND REVENUE	\$80,954	\$82,000	\$82,000	\$41,000
		<b>REVENUE TOTALS</b>	<b>\$2,922,608</b>	<b>\$3,422,384</b>	<b>\$4,103,049</b>	<b>\$3,744,058</b>
511	3	REG. FULL-TIME EMPLOYEES	\$1,096,192	\$1,153,527	\$1,153,527	\$1,230,166
511	5	TEMP. SALARIES & WAGES	\$4,451	\$20,000	\$80,000	\$37,392
511	9	OVERTIME	\$23,895	\$90,000	\$50,000	\$50,000
513	1	SOCIAL SECURITY-EMPLOYER	\$82,399	\$99,592	\$99,592	\$106,901
513	2	IMRF - EMPLOYER COST	\$91,796	\$108,317	\$108,317	\$113,498
513	4	WORKERS' COMPENSATION INS	\$51,721	\$63,785	\$63,785	\$68,118

Fund 083 Dept 060			2016 Actual	2017 Original	2017 Projected	2018 Budget
513	5	UNEMPLOYMENT INSURANCE	\$8,526	\$8,981	\$8,981	\$5,456
513	6	EMPLOYEE HEALTH/LIFE INS PERSONNEL	\$155,267 \$1,514,247	\$165,023 \$1,709,225	\$165,023 \$1,729,225	\$204,141 \$1,815,672
522	1	STATIONERY & PRINTING	\$501	\$500	\$500	\$500
522	2	OFFICE SUPPLIES	\$2,528	\$3,500	\$2,500	\$2,500
522	3	BOOKS,PERIODICALS & MAN.	\$69	\$200	\$200	\$200
522	6	POSTAGE, UPS, FED EXPRESS	\$778	\$1,000	\$1,000	\$1,000
522	14	CUSTODIAL SUPPLIES	\$1,630	\$2,000	\$2,000	\$2,000
522	15	GASOLINE & OIL	\$82,815	\$150,000	\$125,000	\$125,000
522	16	TOOLS	\$4,989	\$8,000	\$8,000	\$10,000
522	24	ENGINEERING SUPPLIES	\$1,211	\$5,000	\$5,000	\$5,000
522	44	EQUIPMENT LESS THAN \$5000	\$25,561	\$20,000	\$20,000	\$24,000
522	93	OPERATIONAL SUPPLIES COMMODITIES	\$18,535 \$138,617	\$20,000 \$210,200	\$20,000 \$184,200	\$15,000 \$185,200
533	1	AUDIT & ACCOUNTING SERVCS	\$9,401	\$11,000	\$11,000	\$11,000
533	3	ATTORNEY/LEGAL SERVICES	\$0	\$1,000	\$1,000	\$1,000
533	4	ENGINEERING SERVICES	\$61,036	\$65,000	\$100,000	\$100,000
533	6	MEDICAL/DENTAL/MENTL HLTH	\$146	\$500	\$500	\$1,000
533	7	PROFESSIONAL SERVICES	\$2,030	\$2,000	\$2,000	\$2,000
533	12	JOB-REQUIRED TRAVEL EXP	\$11	\$100	\$100	\$100
533	20	INSURANCE	\$67,654	\$80,000	\$80,000	\$80,000
533	29	COMPUTER/INF TCH SERVICES	\$5,375	\$6,000	\$6,000	\$6,000
533	30	GAS SERVICE	\$8,000	\$9,000	\$9,000	\$9,000
533	31	ELECTRIC SERVICE	\$58,508	\$57,000	\$50,000	\$55,000
533	32	WATER SERVICE	\$4,075	\$4,000	\$4,000	\$4,500
533	33	TELEPHONE SERVICE	\$10,350	\$12,000	\$10,000	\$8,000
533	34	PEST CONTROL SERVICE	\$1,602	\$2,000	\$1,500	\$2,000
533	35	TOWEL & UNIFORM SERVICE	\$1,286	\$1,200	\$1,300	\$1,300
533	36	WASTE DISPOSAL & RECYCLNG	\$5,416	\$3,000	\$5,000	\$5,000
533	42	EQUIPMENT MAINTENANCE	\$13,947	\$15,000	\$15,000	\$15,000
533	48	ROAD/BRIDGE MAINTENANCE	\$7,812	\$20,000	\$20,000	\$20,000
533	49	HEAVY EQUIP. MAINTENANCE	\$187,069	\$175,000	\$175,000	\$140,000
533	51	EQUIPMENT RENTALS	\$19,493	\$40,000	\$30,000	\$20,000
533	52	OTHER SERVICE BY CONTRACT	\$6,728	\$9,000	\$9,000	\$9,000
533	60	HWY FACILITY REPAIR-MAINT	\$88,947	\$85,000	\$15,000	\$0
533	70	LEGAL NOTICES,ADVERTISING	\$973	\$1,200	\$1,500	\$1,500
533	71	BLUEPRINT,FILM PROCESSING	\$1,787	\$2,000	\$3,000	\$3,000
533	85	PHOTOCOPY SERVICES	\$6,434	\$5,500	\$3,000	\$3,000
533	90	CLOTHING ALLOWANCE	\$3,356	\$4,000	\$4,000	\$4,000
533	93	DUES AND LICENSES	\$2,122	\$2,500	\$2,500	\$2,500
533	95	CONFERENCES & TRAINING	\$2,494	\$4,000	\$3,000	\$3,000
534	37	FINANCE CHARGES,BANK FEES	\$0	\$0	\$500	\$500
534	46	SEWER SERVICE & TAX	\$1,374	\$1,700	\$1,700	\$1,700
534	59	JANITORIAL SERVICES	\$12,426	\$13,500	\$13,500	\$14,000
534	67	1701 OUTBLDGS REPAIR-MNT SERVICES	\$234 \$590,086	\$25,000 \$657,200	\$15,000 \$593,100	\$0 \$523,100



Fund 083 Dept 060			2016 Actual	2017 Original	2017 Projected	2018 Budget
544	2	RIGHT OF WAY	\$27,261	\$0	\$0	\$5,000
544	11	ROAD IMPROVEMENTS	\$41,596	\$375,000	\$0	\$739,465
544	30	AUTOMOBILES, VEHICLES	\$26,898	\$0	\$0	\$25,000
544	32	OTHER EQUIPMENT	\$0	\$8,000	\$9,000	\$0
544	35	HEAVY EQUIPMENT	\$689,639	\$0	\$0	\$350,000
		CAPITAL	\$785,394	\$383,000	\$9,000	\$1,119,465
571	50	TO HWY FACIL BOND FUND350	\$107,138	\$0	\$0	\$0
571	80	TO GENERAL CORP FUND 080	\$79	\$0	\$0	\$0
573	52	TO HIGHWAY DEPTS 60/62	\$0	\$0	\$0	\$100,000
		INTERFUND EXPENDITURE	\$107,217	\$0	\$0	\$100,000
EXPENDITURE TOTALS			\$3,135,561	\$2,959,625	\$2,515,525	\$3,743,437

### ***FUND BALANCE***

FY2016 Actual	FY2017 Projected	FY2018 Budgeted
\$990,602	\$2,578,126	\$2,578,747

The fund balance goal is \$1,000,000. We strive to have a balanced budget every year and have been able to keep that goal with the exception of needing to move money from year to year when equipment is ordered in one year and received in the next. The significant increase in the FY2017 fund balance is the result of revenue received from a road use agreement with Ameren Transmission Company.

### ***EXPENSE PER CAPITA (IN ACTUAL DOLLARS)***

FY2014	FY2015	FY2016	FY2017	FY2018
\$12.98	\$13.53	\$15.66	\$14.72	\$18.62

### ***FULL TIME EMPLOYEE HISTORY***

FY2014	FY2015	FY2016	FY2017	FY2018
20	20	20	21	21

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

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

- All of the large construction and maintenance projects are open bid to the lowest responsible bidder who conforms to IDOT Policy.

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

- The County Highway Department maintains 200 miles of County Roads with an average pavement condition index of 75.3. We maintain seventy-three bridges on the County Highway system with one bridge currently load posted. That bridge is scheduled for replacement in 2018. The County

Highway Department has a high quality, state of the art highway maintenance facility which is used to house the vehicles and perform maintenance on all county owned vehicles.

- The County Highway Department identifies providing a safe rural transportation system in its mission statement. That mission statement is upheld by building safer highways with wider shoulders, rumble strips, new signs, and safe slopes. The County Highway Department has been very aggressive in applying for and receiving Highway Safety Improvement Program funds to build safer roads and incorporate safety measures into our recent construction. In 2018, we will be receiving approximately \$2,000,000 in federal HSIP funds to upgrade guardrails throughout our highway system. We will also be receiving \$300,000 in federal HSIP funds to place stop signs at all uncontrolled intersections on the township road system. The County Highway Department also plows snow and provides ice control 24 hours a day/7 days a week when needed to keep the County transportation system as safe as possible during the winter months.

### ***DESCRIPTION – ENGINEERING SERVICES***

To provide engineering design and planning of roads, highways, and bridges for the County and Township

### ***OBJECTIVES***

- To have awarded project cost within +/- 5% of engineer design cost estimate
- To keep actual project cost within +/- 5% of awarded project cost
- To complete construction projects on schedule

### ***PERFORMANCE INDICATORS***

<b>Indicator</b>	<b>FY2016 Actual</b>	<b>FY2017 Projected</b>	<b>FY2018 Budgeted</b>
1. Roadway projects designed	3	1	2
2. Road projects – constructed, supervised, and inspected	3	1	2
3. Actual Roadway project award cost as percent of design	96%	101%	100%
4. Actual Roadway project construction cost as percent of awarded	97%	100%	100%
5. Projects completed on schedule	100%	100%	100%

### ***DESCRIPTION – HIGHWAY MAINTENANCE***

To maintain the structural integrity of County highways, road shoulders, and ditches, and to provide snow and ice removal on County highways.

### ***OBJECTIVES***

- To maintain safe roadways
- To replace signs in a time sensitive manner
- To reduce drainage problems that damage roadway
- To seal coat County Highways on as needed basis
- To provide services to townships and other local agencies on a requested need basis
- To keep County Highways open 24 hours a day, seven days a week

**PERFORMANCE INDICATORS**

<b>Indicator</b>	<b>FY2016 Actual</b>	<b>FY2017 Projected</b>	<b>FY2018 Budgeted</b>
1. Miles of shoulder repair and ditch grading	60	80	80
2. Pavement Condition Index of Roads	76.8	75.3	80.0
3. Traffic signs repaired/replaced	450	1,000	2,000
4. Total expenditure for road surface maintenance	\$579,522	800,000	\$800,000
5. Gallons of liquid asphalt applied	70,000	40,000	50,000
6. Percent of Roads with PCI >60	90%	93%	95%
7. Hours spent removing snow and ice	2,100	1500	2,000
8. Number of days with freezing or snow condition	102	100	100

# HIGHWAY BUILDING CAPITAL

## Fund 083-062

### *BUDGET HIGHLIGHTS*

This budget is being created in FY2018 to allocate funds for the maintenance and repair of highway facilities. A Facility Assessment Report completed by Bailey Edward in November 2015 indicated that the annual cost to maintain the Deferred Maintenance Backlog (DMB) for the Highway Fleet Maintenance, Highway Salt Dome and Highway Garage facilities is \$266,720, \$20,028, and \$6,480 respectively. The Highway Department intends to transfer \$100,000 in 2018 to get the initial funds in the budget and will budget a transfer of \$100,000 annually from the County Highway Budget to this budget for necessary maintenance and repair of highway facilities. This is intended to be like a “sinking fund” where we will let funds accumulate until the maintenance is needed. Although this falls short of the DMB, it is a good start to having a healthy maintenance fund for the Highway Department facility. For the 2018 budget there is also \$100,000 budgeted as an expenditure to make sure we have money in the expenditure line item for any repairs that may arise during the year.

### *FINANCIAL*

Fund 083 Dept 062			2016 Actual	2017 Original	2017 Projected	2018 Budget
385	32	FROM HIGHWAY DEPTS 60/62	\$0	\$0	\$0	\$100,000
		INTERFUND REVENUE	\$0	\$0	\$0	\$100,000
		<b>REVENUE TOTALS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$100,000</b>
533	60	HWY FACILITY REPAIR-MAINT	\$0	\$0	\$0	\$100,000
		SERVICES	\$0	\$0	\$0	\$100,000
		<b>EXPENDITURE TOTALS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$100,000</b>

## COUNTY BRIDGE

### FUND 084-060

This fund is used to fund projects that involve bridge construction through county and township governments. The maximum tax rate for the County Bridge Fund is 5 cents per \$100 assessed valuation. The current tax rate is 3.13 cents per \$100 assessed valuation.

#### MISSION STATEMENT

*The Champaign County Highway Department, in association with the Township Highway Commissioners, has been given the opportunity and distinct responsibility to provide a safe rural transportation system for the citizens of Champaign County. The County Highway Department employs its engineering expertise and vocational knowledge to provide reasonable, sensible, and responsible solutions to the challenges facing Champaign County in solicitous response to the needs of the county residents.*

#### BUDGET HIGHLIGHTS

This fund is used first to match funding to construct bridges through the Township Bridge Program administered by the Illinois Department of Transportation (IDOT). The Township Bridge Program funding has remained steady for the past 10 years and the County Highway Department continues to have a need to construct approximately ten bridges per year to meet the sixty-year lifecycle of the bridges in Champaign County. The cost of bridge construction has risen approximately 75% during that same ten years. Therefore, it is challenging to maintain the current sixty-year lifecycle as well as continuing to look for ways to construct bridges with a longer life. Recently (2015) IDOT began to re-rate bridges for weight limits based on new criteria from FHWA. This has caused us to schedule replacement of some county highway bridges sooner than we had originally planned, causing an increase in expenditures until we catch up with the new ratings system.

In FY2017, the County prepared its levy to capture new growth revenue in a potential favorable ruling in the hospital property tax exemption case. In March 2017, the case was remanded to the Circuit Court, and the County amended its budgets since it would not receive any additional revenue in the fiscal year. In FY2018, the County will again approve its levy to capture new growth in the event of a favorable ruling prior to the Board of Review certifying the books. In FY2018, there is an additional \$37,352 budgeted in property tax revenue in the County Bridge budget.

#### FINANCIAL

Fund 084 Dept 060			2016 Actual	2017 Original	2017 Projected	2018 Budget
311	23	CURR PROP TX-CNTY BRIDGE	\$1,150,527	\$1,235,028	\$1,191,368	\$1,288,145
313	23	RE BACKTAX-COUNTY BRIDGE	\$678	\$0	\$0	\$0
314	10	MOBILE HOME TAX	\$1,064	\$0	\$0	\$0
315	10	PAYMENT IN LIEU OF TAXES	\$810	\$0	\$0	\$0
		PROPERTY TAXES	\$1,153,079	\$1,235,028	\$1,191,368	\$1,288,145
337	20	TOWNSHIP REIMBURSEMENT	\$90	\$0	\$0	\$0
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$90	\$0	\$0	\$0

Fund 084 Dept 060			2016 Actual	2017 Original	2017 Projected	2018 Budget
361	10	INVESTMENT INTEREST	\$11,317	\$5,000	\$10,000	\$10,000
369	90	OTHER MISC. REVENUE	\$500	\$0	\$1,100	\$1,000
		MISCELLANEOUS	\$11,817	\$5,000	\$11,100	\$11,000
<b>REVENUE TOTALS</b>			<b>\$1,164,986</b>	<b>\$1,240,028</b>	<b>\$1,202,468</b>	<b>\$1,299,145</b>
533	4	ENGINEERING SERVICES	\$273,534	\$400,000	\$200,000	\$300,000
533	48	ROAD/BRIDGE MAINTENANCE	\$113,747	\$50,000	\$50,000	\$50,000
533	70	LEGAL NOTICES,ADVERTISING SERVICES	\$547 \$387,828	\$1,000 \$451,000	\$1,000 \$251,000	\$1,000 \$351,000
544	10	BRIDGES & CULVERTS	\$434,262	\$1,500,000	\$1,650,000	\$1,800,000
		CAPITAL	\$434,262	\$1,500,000	\$1,650,000	\$1,800,000
<b>EXPENDITURE TOTALS</b>			<b>\$822,090</b>	<b>\$1,951,000</b>	<b>\$1,901,000</b>	<b>\$2,151,000</b>

### ***FUND BALANCE***

<b>FY2016 Actual</b>	<b>FY2017 Projected</b>	<b>FY2018 Budgeted</b>
\$3,129,641	\$2,431,109	\$1,579,254

The minimum fund balance goal is \$1,000,000. The fund balance is needed in order to be able to react to emergency type projects, which need to be implemented in quick order.

The fluctuation in fund balance is dependent on the timing of the completion of projects – in some fiscal years expenditure will exceed revenue – typically followed by a fiscal year in which the reverse is true. The FY2017 projected and FY2018 budgeted both show expenditures exceeding revenues to reconstruct bridges that have been downgraded by IDOT due to the new rating system.

### ***EXPENSE PER CAPITA (IN ACTUAL DOLLARS)***

<b>FY2014</b>	<b>FY2015</b>	<b>FY2016</b>	<b>FY2017</b>	<b>FY2018</b>
\$7.19	\$5.53	\$7.38	\$9.70	\$10.70

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

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

- The County Highway Department has a goal to keep every bridge in Champaign County from being weight restricted and/or causing safety concerns. We inspect every bridge on the county, township and small municipal roadway system on a 4-year, 2-year or 1-year frequency based on the condition rating of the bridge.

### ***DESCRIPTION***

FY2018 Budget  
Champaign County, Illinois

285

County Bridge  
Fund 084-060

To design and construct bridges in the most cost effective manner possible.

**OBJECTIVES**

1. To have awarded project cost within +/- 5% of engineer design cost estimate
2. To keep actual project cost within +/- 5% of awarded project cost
3. To complete construction projects on schedule

**PERFORMANCE INDICATORS**

<b>Indicator</b>	<b>2016 Actual</b>	<b>2017 Projected</b>	<b>2018 Budgeted</b>
Bridge projects designed	9	6	5
Bridge projects – constructed, supervised, and inspected	9	6	5
Actual Bridge project award cost as % of design	88%	95%	100%
Actual Bridge project construction cost as % of award	99%	100%	100%
Projects completed on schedule	100%	100%	100%

# COUNTY MOTOR FUEL TAX

## FUND 085-060

County Engineer  
1 FTE

County Motor Fuel Tax positions: 1 FTE

### MISSION STATEMENT

*The Champaign County Highway Department, in association with the Township Highway Commissioners, has been given the opportunity and distinct responsibility to provide a safe rural transportation system for the citizens of Champaign County. The County Highway Department employs its engineering expertise and vocational knowledge to provide reasonable, sensible, and responsible solutions to the challenges facing Champaign County in solicitous response to the needs of the county residents.*

### BUDGET HIGHLIGHTS

The County Motor Fuel Tax (MFT) continues to be degraded by the mandates that the Federal Highway Administration (FHWA) and IDOT impose on local governments. The Illinois MFT per gallon has not been raised since 1990 and there has been a downward trend in the last few years in fuel consumption. Major expenditures for FY2017 included Lincoln Avenue and reconstruction of County Road 23 (Dewey-Elliott Road), plus \$800,000 in maintenance funds to maintain our 200 miles of roadway. On the revenue side, we applied for and received a State of Illinois Truck Access Route Program grant for \$540,000 for the County Road 23 project. In 2018, we are budgeting for \$400,000 to match our Highway Safety Improvement Grant to upgrade our guardrails on the county system. County Road 16 from Pesotum to IL Route 130 will be rebuilt using \$2,010,000 of federal money and \$540,000 in state TARP funds with no MFT Funds budgeted for the project. County Road 13 from The Homer Sidney Road to the South County Line will be reconstructed utilizing \$1,400,000 in federal funds matched by \$350,000 from our Federal Aid Matching Fund, with no MFT funds budgeted for the project.

The Illinois State Budget moved approximately \$300 million in expenses from the General Fund to the Transportation Fund. To cope with that, IDOT cut \$250 million from their construction fund and \$50 million from the local MFT revenue stream. When comparing 2017 revenue projections to the 2018 budget, this amounts to approximately \$187,000 in lost MFT revenue for Champaign County.

### FINANCIAL

Fund 085 Dept 060			2016	2017	2017	2018
			Actual	Original	Projected	Budget
335	50	MOTOR FUEL TAXES	\$2,603,468	\$2,700,000	\$2,600,000	\$2,413,000
335	60	STATE REIMBURSEMENT	\$0	\$540,000	\$540,000	\$0
335	70	STATE SALARY REIMBURSEMENT	\$70,761	\$72,177	\$72,176	\$73,619

FY2018 Budget  
Champaign County, Illinois

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County Motor Fuel Tax  
Fund 085-060



Fund 085 Dept 060			2016 Actual	2017 Original	2017 Projected	2018 Budget
337	21	LOCAL GOVT REIMBURSEMENT	\$14,223	\$0	\$0	\$0
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$2,688,452	\$3,312,177	\$3,212,176	\$2,486,619
361	10	INVESTMENT INTEREST	\$15,300	\$5,000	\$15,000	\$15,000
369	90	OTHER MISC. REVENUE	\$108	\$0	\$210	\$0
		MISCELLANEOUS	\$15,408	\$5,000	\$15,210	\$15,000
<b>REVENUE TOTALS</b>			<b>\$2,703,860</b>	<b>\$3,317,177</b>	<b>\$3,227,386</b>	<b>\$2,501,619</b>
511	2	APPOINTED OFFICIAL SALARY	\$141,523	\$144,352	\$144,352	\$147,239
511	42	TAXABLE AUTO ALLOWANCE	\$10,952	\$10,952	\$10,952	\$10,952
		PERSONNEL	\$152,475	\$155,304	\$155,304	\$158,191
533	3	ATTORNEY/LEGAL SERVICES	\$1,965	\$0	\$0	\$0
533	4	ENGINEERING SERVICES	\$63,998	\$100,000	\$150,000	\$175,000
533	12	JOB-REQUIRED TRAVEL EXP	\$0	\$2,000	\$2,000	\$0
533	48	ROAD/BRIDGE MAINTENANCE	\$579,222	\$800,000	\$800,000	\$800,000
533	51	EQUIPMENT RENTALS	\$224,922	\$225,000	\$225,000	\$225,000
533	83	CO. ENGINEERING FORCES	\$4,218	\$0	\$50,000	\$50,000
533	95	CONFERENCES & TRAINING	\$5,258	\$8,000	\$8,000	\$8,000
534	29	CU URBAN AREA TRANS STUDY	\$30,427	\$31,000	\$33,000	\$33,000
		SERVICES	\$910,010	\$1,166,000	\$1,268,000	\$1,291,000
544	2	RIGHT OF WAY	\$70,750	\$50,000	\$50,000	\$0
544	11	ROAD IMPROVEMENTS	\$2,118	\$3,200,000	\$3,100,000	\$400,000
		CAPITAL	\$72,868	\$3,250,000	\$3,150,000	\$400,000
<b>EXPENDITURE TOTALS</b>			<b>\$1,135,353</b>	<b>\$4,571,304</b>	<b>\$4,573,304</b>	<b>\$1,849,191</b>

### ***FUND BALANCE***

<b>FY2016 Actual</b>	<b>FY2017 Projected</b>	<b>FY2018 Budgeted</b>
\$5,384,503	\$4,038,585	\$4,691,013

The minimum fund balance goal is \$1,000,000. This fund balance ensures we have enough funds through the construction months to pay contractors for ongoing construction projects. Our MFT expenditures are projected to exceed our revenues in 2017 due to a large construction season paid for mostly from our MFT funds. The positive change in fund balance for the 2018 budget is because we were able to secure sizeable grant funds for our 2018 construction season.

### ***FULL TIME EMPLOYEE HISTORY***

<b>FY2014</b>	<b>FY2015</b>	<b>FY2016</b>	<b>FY2017</b>	<b>FY2018</b>
1	1	1	1	1

# HIGHWAY FEDERAL AID MATCHING

## Fund 103-060

### BUDGET HIGHLIGHTS

In 2002, the County Board lowered the property tax revenue, the only revenue supporting this fund, to the lowest level allowed and still collect a property tax. In the FY2014 budget, the County Board re-allocated property tax levy growth from other levies to enable the re-establishment of this property tax levy. This is a key source of revenue for Champaign County to provide matching funds for projects awarded through Federal Highway Administration fund dollars. The levy has been allowed to grow since FY2014.

In FY2017, the County prepared its levy to capture new growth revenue in a potential favorable ruling in the hospital property tax exemption case. In March 2017, the case was remanded to the Circuit Court, and the County amended its budgets since it would not receive any additional revenue in the fiscal year. In FY2018, the County will again approve its levy to capture new growth in the event of a favorable ruling prior to the Board of Review certifying the books. In FY2018, there is an additional \$2,983 budgeted in property tax revenue in the Highway Federal Aid Matching budget.

### FINANCIAL

Fund 103 Dept 060			2016 Actual	2017 Original	2017 Projected	2018 Budget
311	27	CURR PROP TX-FED AID MTCH	\$93,284	\$99,723	\$95,157	\$102,887
313	27	RE BACKTAX-FED AID MATCH	\$55	\$0	\$0	\$0
314	10	MOBILE HOME TAX	\$86	\$0	\$0	\$0
315	10	PAYMENT IN LIEU OF TAXES	\$66	\$0	\$0	\$0
		PROPERTY TAXES	\$93,491	\$99,723	\$95,157	\$102,887
361	10	INVESTMENT INTEREST	\$672	\$0	\$0	\$0
		MISCELLANEOUS	\$672	\$0	\$0	\$0
		<b>REVENUE TOTALS</b>	<b>\$94,163</b>	<b>\$99,723</b>	<b>\$95,157</b>	<b>\$102,887</b>
544	11	ROAD IMPROVEMENTS	\$0	\$0	\$0	\$350,000
		CAPITAL	\$0	\$0	\$0	\$350,000
		<b>EXPENDITURE TOTALS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$350,000</b>

### FUND BALANCE

FY2016 Actual	FY2017 Projected	FY2018 Budgeted
\$242,696	\$337,853	\$90,740

The goal is to grow this fund balance to leverage future Federal Highway Administration Fund dollars for local road projects. The fund balance was reduced significantly in 2015 due to the \$400,000 expenditure on the Dewey Fisher Road construction project. The FY2018 budget appropriates \$350,000 to match the federal funds on the County Road 13 project.

**TORT IMMUNITY TAX**  
**Fund 076-075**

The Tort Immunity Tax Fund is established pursuant to 745 ILCS 10/9-107 to provide an extraordinary tax for funding expenses relating to tort liability, insurance, and risk management programs.

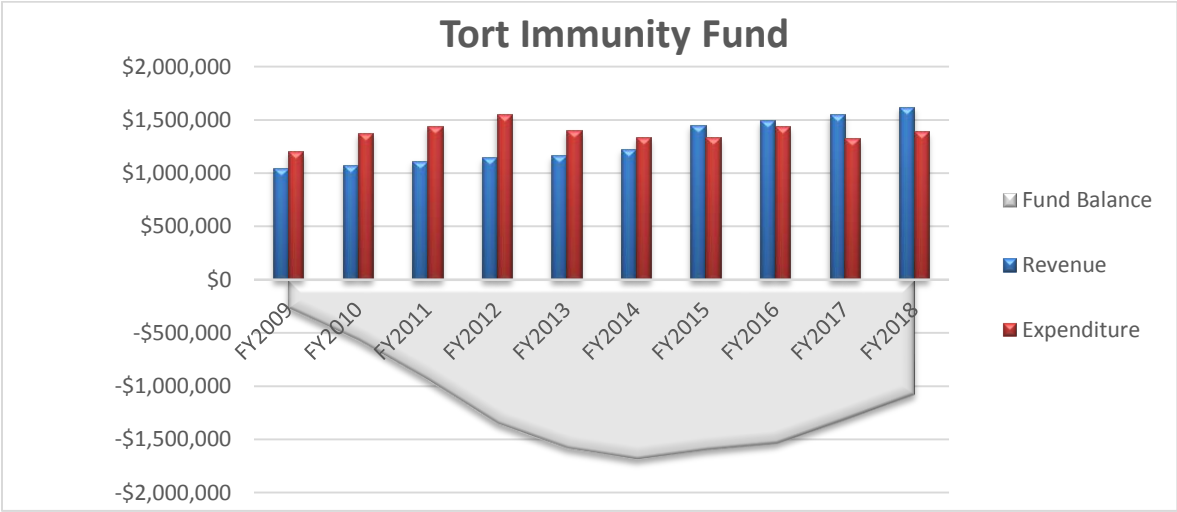
**BUDGET HIGHLIGHTS**

The Tort Immunity Fund, a property tax based revenue fund, is the source of funding for the General Corporate Fund’s share of payment of premiums and claims to the Self-Funded Insurance Fund. The claims payments for property and liability are determined based on the most recent actuarial study recommendations, and Worker’s Compensation claims payments are determined based on Worker’s Compensation rates calculated on wages for categories of employment.

Because the property tax is the only revenue stream for this fund, the tax caps applied to the property tax have not allowed the revenue to keep pace with the annual required contributions from FY2008 to FY2014. In FY2015 - FY2018, because of decreases in the required property tax levies for IMRF and Social Security, the property tax levy for Tort Immunity finally had the capacity to increase to match the budgeted expenditures for those fiscal years. Under the application of the PTELL formula to the tax levy to be collected in FY2018, the levy increases 5% and provides adequate funding to cover the required expenditures.

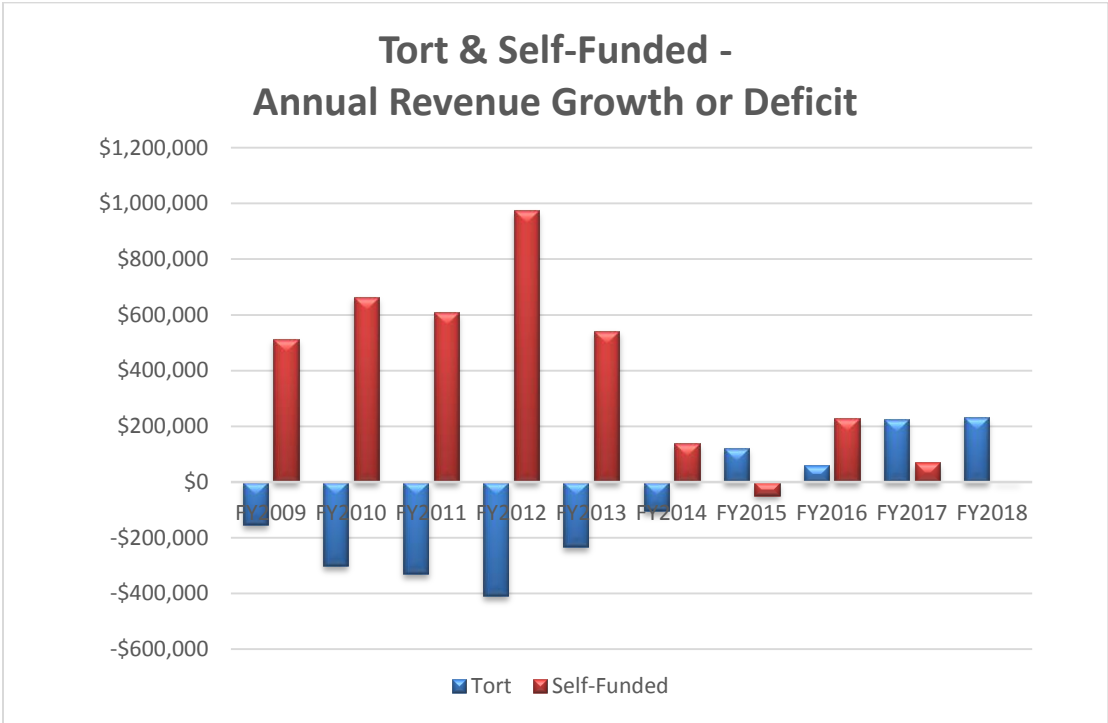
In FY2017, the County prepared its levy to capture new growth revenue in a potential favorable ruling in the hospital property tax exemption case. In March 2017, the case was remanded to the Circuit Court, and the County amended its budgets since it would not receive any additional revenue in the fiscal year. In FY2018, the County will again approve its levy to capture new growth in the event of a favorable ruling prior to the Board of Review certifying the books. In FY2018, there is an additional \$48,450 budgeted in property tax revenue, which if received will go improve the negative fund balance in the Tort Immunity Tax fund.

The history of the effect on this fund from FY2008 to FY2017 is reflected in the chart below – depicting the increasing negative fund balance until the levy could be corrected to cover expenditures beginning in FY2015.

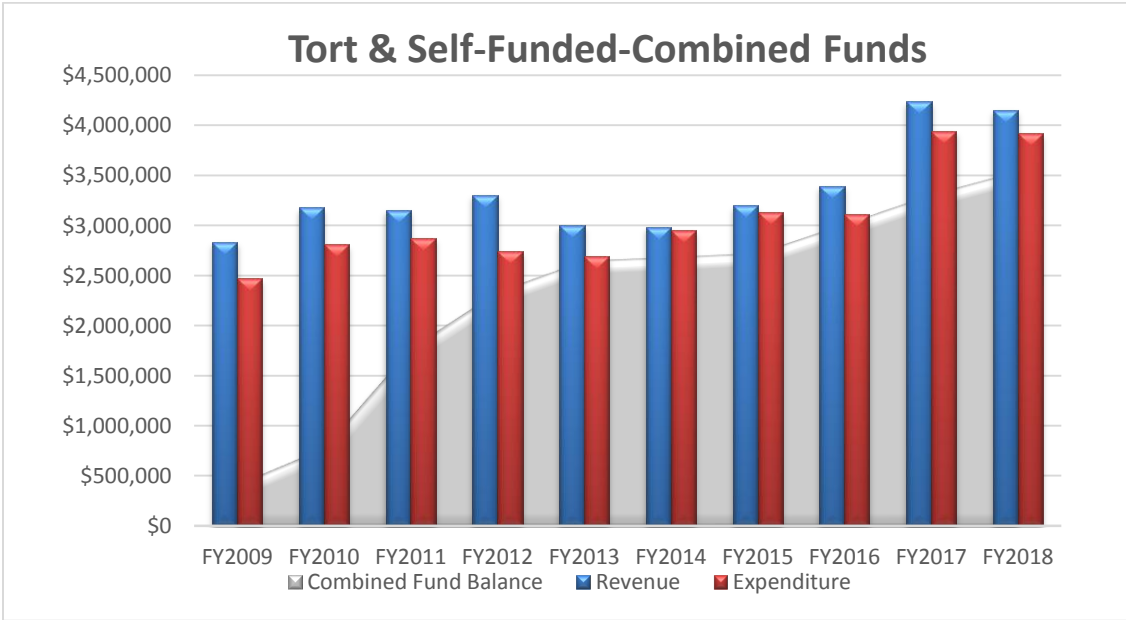


The correction of the negative fund balance will be achieved over time only if the annual revenue from the property tax can exceed the annual expenditure requirements.

While the Tort Immunity Fund has experienced annual revenue deficits up to FY2015, the Self-Funded Insurance Fund, to which all Tort Immunity Fund payments are made, has experienced annual revenue growth with the exception of FY2015. The following chart depicts the comparable annual revenue deficit or growth in Tort to the annual revenue growth in Self-Funded Insurance over the same time frame.



When the Tort Immunity Fund and Self-Funded Insurance Funds are combined the balance of the Self-Funded Insurance Fund exceeds that negative balance of the Tort Immunity Fund, placing the combined funds in a position that has improved from FY2008 to FY2018.



## FINANCIAL

Fund 076 Dept 075			2016 Actual	2017 Original	2017 Projected	2018 Budget
311	16	CURR PROP TX-LIABILTY INS	\$1,492,550	\$1,603,235	\$1,545,352	\$1,670,884
313	16	RE BACKTAX-LIABILITY INS	\$879	\$0	\$751	\$0
314	10	MOBILE HOME TAX	\$1,381	\$0	\$1,295	\$0
315	10	PAYMENT IN LIEU OF TAXES	\$1,051	\$0	\$810	\$0
		PROPERTY TAXES	\$1,495,861	\$1,603,235	\$1,548,208	\$1,670,884
381	15	WORKER'S COMP REIMB	\$803	\$0	\$500	\$0
381	17	UNEMPLOYMENT INS REIMB	\$1,328	\$0	\$1,300	\$0
		INTERFUND REVENUE	\$2,131	\$0	\$1,800	\$0
REVENUE TOTALS			\$1,497,992	\$1,603,235	\$1,550,008	\$1,670,884
513	4	WORKERS' COMPENSATION INS	\$564,876	\$578,219	\$543,000	\$570,150
513	5	UNEMPLOYMENT INSURANCE	\$185,272	\$295,000	\$115,000	\$120,000
		PERSONNEL	\$750,148	\$873,219	\$658,000	\$690,150
533	20	INSURANCE	\$687,981	\$666,958	\$666,958	\$700,000
		SERVICES	\$687,981	\$666,958	\$666,958	\$700,000
EXPENDITURE TOTALS			\$1,438,129	\$1,540,177	\$1,324,958	\$1,390,150

## FUND BALANCE

FY2016 Actual	FY2017 Projected	FY2018 Budgeted
-\$1,487,024	-\$1,261,974	-\$981,240

The fund balance goal is \$500,000 to maintain cash flow and to provide funding for emergency claim payments. The current negative fund balance, as stated above, was caused by an inability to increase the property tax revenue to match the required expenditure over the period from FY2008 to FY2014, and is absorbed by the fund balance in the Self-Funded Insurance Fund. Slight improvement in the negative position is anticipated each fiscal year as long as growth in the levy allows for revenues to exceed expenditures.

# ILLINOIS MUNICIPAL RETIREMENT FUND (IMRF)

## Fund 088-000

This fund is to fund the employer portion of the Illinois Municipal Retirement Fund (IMRF).

### BUDGET HIGHLIGHTS

With the FY2018 Budget, the County's regular and SLEP IMRF rates are scheduled to decrease. Due to changes in collective bargaining agreements for the Sheriff's Corrections and Sheriff's Court Security employees, there are fewer employees covered by SLEP each year moving forward. The significant increase in the ECO rate in FY2018 is the result of the retirement of one elected official in FY2016, and only one actively employed elected official who is eligible and enrolled in the ECO plan. When there are no remaining actively employed elected officials, the County will receive a bill from IMRF for the employer's required ECO contribution. Per IMRF, the anticipated ECO contribution in FY2018 is \$202,470.

Champaign County is required to allocate a portion of its Personal Property Replacement Tax revenues to its retirement obligations; therefore, the IMRF levy has been reduced by that obligation amount resulting in the need for a portion of the General Fund levy growth to be shifted to the IMRF levy.

The changes to all County IMRF rates for FY2018 – Regular, Sheriff's Law Enforcement Pension (SLEP) and Elected County Officials (ECO) - rates are reflected below:

IMRF Rates	FY2017	FY2018	Change in Rate
Regular	8.45%	8.24%	-0.21%
SLEP	21.33%	21.32%	-0.01%
ECO	134.61%	279.03%	+144.42%

### FINANCIAL

Fund 088 Summary			2016 Actual	2017 Original	2017 Projected	2018 Budget
311	25	CURR PROP TX-IMRF	\$2,879,406	\$2,684,443	\$2,679,625	\$2,714,385
313	25	RE BACKTAX-IMRF	\$1,696	\$0	\$1,500	\$0
314	10	MOBILE HOME TAX	\$2,664	\$0	\$2,500	\$0
315	10	PAYMENT IN LIEU OF TAXES	\$2,027	\$0	\$2,000	\$0
		PROPERTY TAXES	\$2,885,793	\$2,684,443	\$2,685,625	\$2,714,385
335	30	CORP PERSONAL PROPERTY REPL TAX	\$124,000	\$124,000	\$124,000	\$124,000
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$124,000	\$124,000	\$124,000	\$124,000
361	10	INVESTMENT INTEREST	\$1,582	\$0	\$2,500	\$0
		MISCELLANEOUS	\$1,582	\$0	\$2,500	\$0
381	19	IMRF/SS REIMBURSEMENT	\$1,337,764	\$1,504,898	\$1,504,898	\$1,773,133
		INTERFUND REVENUE	\$1,337,764	\$1,504,898	\$1,504,898	\$1,773,133

<b>REVENUE TOTALS</b>			<b>\$4,349,139</b>	<b>\$4,313,341</b>	<b>\$4,317,023</b>	<b>\$4,611,518</b>
513	2	IMRF - EMPLOYER COST	\$2,951,995	\$2,883,564	\$2,883,564	\$3,224,203
513	3	IMRF -SLEP- EMPLOYER COST	\$1,624,915	\$1,429,777	\$1,429,777	\$1,387,315
		PERSONNEL	\$4,576,910	\$4,313,341	\$4,313,341	\$4,611,518
<b>EXPENDITURE TOTALS</b>			<b>\$4,576,910</b>	<b>\$4,313,341</b>	<b>\$4,313,341</b>	<b>\$4,611,518</b>

***FUND BALANCE***

<b>FY2016 Actual</b>	<b>FY2017 Projected</b>	<b>FY2018 Budgeted</b>
\$1,104,706	\$1,108,388	\$1,108,388

The fund balance goal is to maintain a fund balance at 20% of annual expenditures for the purpose of managing cash flow. In FY2018, the fund balance goal is \$922,304.

# ILLINOIS MUNICIPAL RETIREMENT (IMRF) – NURSING HOME

## Fund 088-044

This fund is to fund the employer portion of the Illinois Municipal Retirement Fund for all employees of the Champaign County Nursing Home.

### FINANCIAL

Fund 088 Dept 044			2016 Actual	2017 Original	2017 Projected	2018 Budget
381	19	IMRF/SS REIMBURSEMENT	\$527,986	\$517,979	\$517,979	\$482,555
		INTERFUND REVENUE	\$527,986	\$517,979	\$517,979	\$482,555
		<b>REVENUE TOTALS</b>	<b>\$527,986</b>	<b>\$517,979</b>	<b>\$517,979</b>	<b>\$482,555</b>
513	2	IMRF - EMPLOYER COST	\$565,499	\$517,979	\$517,979	\$482,555
		PERSONNEL	\$565,499	\$517,979	\$517,979	\$482,555
		<b>EXPENDITURE TOTALS</b>	<b>\$565,499</b>	<b>\$517,979</b>	<b>\$517,979</b>	<b>\$482,555</b>



## ILLINOIS MUNICIPAL RETIREMENT (IMRF)

### Fund 088-073

This fund is to fund the employer portion of the Illinois Municipal Retirement Fund for all employees with the exception of the employees of the Champaign County Nursing Home.

#### *FINANCIAL*

Fund 088 Dept 073			2016 Actual	2017 Original	2017 Projected	2018 Budget
311	25	CURR PROP TX-IMRF	\$2,879,406	\$2,684,443	\$2,679,625	\$2,714,385
313	25	RE BACKTAX-IMRF	\$1,696	\$0	\$1,500	\$0
314	10	MOBILE HOME TAX	\$2,664	\$0	\$2,500	\$0
315	10	PAYMENT IN LIEU OF TAXES	\$2,027	\$0	\$2,000	\$0
		PROPERTY TAXES	\$2,885,793	\$2,684,443	\$2,685,625	\$2,714,385
335	30	CORP PERSONAL PROP REPL TAX	\$124,000	\$124,000	\$124,000	\$124,000
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$124,000	\$124,000	\$124,000	\$124,000
361	10	INVESTMENT INTEREST	\$1,582	\$0	\$2,500	\$0
		MISCELLANEOUS	\$1,582	\$0	\$2,500	\$0
381	19	IMRF/SS REIMBURSEMENT	\$809,778	\$986,919	\$986,919	\$1,290,578
		INTERFUND REVENUE	\$809,778	\$986,919	\$986,919	\$1,290,578
		<b>REVENUE TOTALS</b>	<b>\$3,821,153</b>	<b>\$3,795,362</b>	<b>\$3,799,044</b>	<b>\$4,128,963</b>
513	2	IMRF - EMPLOYER COST	\$2,386,496	\$2,365,585	\$2,365,585	\$2,741,648
513	3	IMRF -SLEP- EMPLOYER COST	\$1,624,915	\$1,429,777	\$1,429,777	\$1,387,315
		PERSONNEL	\$4,011,411	\$3,795,362	\$3,795,362	\$4,128,963
		<b>EXPENDITURE TOTALS</b>	<b>\$4,011,411</b>	<b>\$3,795,362</b>	<b>\$3,795,362</b>	<b>\$4,128,963</b>

# COUNTY PUBLIC HEALTH FUND SUMMARY

## Fund 089-000

The Champaign County Public Health Fund receives property tax dollars distributed both to the County Board of Health and to the Champaign-Urbana Public Health District. The consolidation of those revenues and expenditures is reflected in this summary report.

### FINANCIAL

Fund 089 Summary			2016 Actual	2017 Original	2017 Projected	2018 Budget
311	30	CURR PROP TX-PUB HTH/CNTY	\$494,302	\$564,987	\$502,267	\$562,762
311	31	CURR PROP TX-PUB HLTH/C-U	\$597,114	\$604,837	\$628,200	\$659,535
313	30	RE BACKTAX-PUB HLTH/CNTY	\$291	\$0	\$250	\$0
313	31	RE BACKTAX-PUB HLTH/C-U	\$352	\$0	\$350	\$0
314	30	MOB HOM TAX-PUB HLTH/CNTY	\$457	\$450	\$450	\$0
314	31	MOB HOM TAX-PUB HLTH/C-U	\$552	\$0	\$550	\$0
315	30	PMT IN LIEU-PUB HLTH/CNTY	\$348	\$250	\$250	\$0
315	31	PMT IN LIEU-PUB HLTH/C-U	\$420	\$0	\$400	\$0
		PROPERTY TAXES	\$1,093,836	\$1,170,524	\$1,132,717	\$1,222,297
321	15	FOOD PROTECTION PERMITS	\$101,525	\$102,975	\$102,975	\$95,866
322	50	PRIVATE SEWAGE PERMITS	\$18,000	\$13,432	\$13,432	\$13,432
322	51	WELL WATER PERMITS	\$16,605	\$12,560	\$6,000	\$6,000
		LICENSES AND PERMITS	\$136,130	\$128,967	\$122,407	\$115,298
331	26	USDPH-SUMMER FOOD INSPECT	\$275	\$0	\$0	\$0
331	58	EPA-PUB WATER SYS SUPRVSN	\$900	\$2,250	\$900	\$2,250
331	93	HHS-PUB HTH EMERG PREPARE	\$67,738	\$66,303	\$66,303	\$63,808
334	43	IDPH-HLTH PROTECTION GRNT	\$125,403	\$125,403	\$125,403	\$125,403
334	44	IDPH-VECTOR CONTROL GRANT	\$24,839	\$16,596	\$16,596	\$16,596
334	46	IDPH-TOBACCO FREE COMMNTY	\$29,078	\$31,824	\$31,824	\$105,730
334	60	IL DPT PUB AID-MEDICAID	\$0	\$3,220	\$3,220	\$9,033
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$248,233	\$245,596	\$244,246	\$322,820
351	12	SMOKE FREE IL ACT FINES	\$2,000	\$0	\$0	\$0
		FEES AND FINES	\$2,000	\$0	\$0	\$0
361	10	INVESTMENT INTEREST	\$707	\$250	\$1,197	\$250
369	90	OTHER MISC. REVENUE	\$2,491	\$6,025	\$4,645	\$4,645
		MISCELLANEOUS	\$3,198	\$6,275	\$5,842	\$4,895
		<b>REVENUE TOTALS</b>	<b>\$1,483,397</b>	<b>\$1,551,362</b>	<b>\$1,505,212</b>	<b>\$1,665,310</b>
533	7	PROFESSIONAL SERVICES	\$746,403	\$807,440	\$807,440	\$945,515
534	73	C-U PUBLIC HEALTH DISTRCT	\$597,238	\$604,837	\$628,200	\$659,535
534	82	CHILD DENTAL ACCESS PROG	\$45,000	\$45,000	\$45,000	\$45,000
		SERVICES	\$1,388,641	\$1,457,277	\$1,480,640	\$1,650,050

<b>Fund 089 Summary</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
<b>EXPENDITURE TOTALS</b>	<b>\$1,388,641</b>	<b>\$1,457,277</b>	<b>\$1,480,640</b>	<b>\$1,650,050</b>

***FUND BALANCE***

<b>FY2016 Actual</b>	<b>FY2017 Projected</b>	<b>FY2018 Budgeted</b>
\$418,620	\$441,892	\$456,159

\*The Fund Balance reflects \$33,165 “due from other funds.” These funds are associated with TIF surplus revenue, which is being held in reserve to offset any potential liability in a ruling related to the hospital property tax exemption case. The actual liability in the case of an unfavorable ruling is estimated to be \$91,000.

**BOARD OF HEALTH**  
**Fund 089-049**

The Champaign County Board of Health is established by 55 ILCS 5/5-20 and consists of nine members, appointed by the County Board Chair to three-year, staggered terms. The Board is responsible for disease control and the physical and environmental health of County residents. This Board is supported through the Health Fund property tax levy; federal, state and local grants; and fees. The maximum rate for the Health Fund levy is \$0.10/\$100 assessed valuation. The current rate for the total Health levy is \$0.0298/\$100 assessed valuation.

**MISSION STATEMENT**

*The mission of the Champaign County Public Health Department is to promote health, prevent disease, and lessen the impact of illness through the effective use of community resources.*

**BUDGET HIGHLIGHTS**

The Board of Health budget is dependent upon property taxes, permits, and federal and state grants for specific public health services. The property tax increases by approximately 4.8% from FY2017 to FY2018 (this increase is calculated without any additional property tax revenue associated with the hospital property tax exemption case explained in the next paragraph). The increase is estimated at this time because the total levy is not split between Champaign-Urbana Public Health District (CUPHD) and the Board of Health (BOH) until the County Clerk’s Office provides the equalized assessed values (EAV) in May of the subsequent year. Since at least FY2011, the split reflected an increase in the percentage of the levy allocated to the BOH; however, in FY2017 that trend reversed and CUPHD experienced greater growth in its levy due to an increase in the percentage of the equalized assessed value (EAV) attributed to the areas within CUPHD.

In FY2017, the County prepared its levy to capture new growth revenue in a potential favorable ruling in the hospital property tax exemption case. In March 2017, the case was remanded to the Circuit Court, and the County amended its budgets since it would not receive any additional revenue in the fiscal year. In FY2018, the County will again approve its levy to capture new growth in the event of a favorable ruling prior to the Board of Review certifying the books. In FY2018, there is an additional \$35,443 budgeted in property tax revenue and professional services expenditure.

The revenue allows the Board of Health to enter into a contract with the CUPHD to provide public health services throughout the County. The Board of Health has annually awarded a grant in the amount of \$45,000 to the Smile Healthy child dental access program. Allocation of the \$45,000 is included in this budget in the child dental access program line item. The Board of Health anticipates approving funding for the grant in FY2018 during its August meeting.

In FY2018, both budgeted revenues and expenditures increase in anticipation of a \$74,000 increase in the Tobacco Free Grant from the Illinois Department of Public Health (IDPH).

**FINANCIAL**

Fund 089 Dept 049		2016 Actual	2017 Original	2017 Projected	2018 Budget
FY2018 Budget	299				Board of Health
Champaign County, Illinois					Fund 089-049

311	30	CURR PROP TX-PUB HTH/CNTY	\$494,302	\$564,987	\$502,267	\$562,762
313	30	RE BACKTAX-PUB HLTH/CNTY	\$291	\$0	\$250	\$0
314	30	MOB HOM TAX-PUB HLTH/CNTY	\$457	\$450	\$450	\$0
315	30	PMT IN LIEU-PUB HLTH/CNTY	\$348	\$250	\$250	\$0
		PROPERTY TAXES	\$495,398	\$565,687	\$503,217	\$562,762
321	15	FOOD PROTECTION PERMITS	\$101,525	\$102,975	\$102,975	\$95,866
322	50	PRIVATE SEWAGE PERMITS	\$18,000	\$13,432	\$13,432	\$13,432
322	51	WELL WATER PERMITS	\$16,605	\$12,560	\$6,000	\$6,000
		LICENSES AND PERMITS	\$136,130	\$128,967	\$122,407	\$115,298
331	26	USDPH-SUMMER FOOD INSPECT	\$275	\$0	\$0	\$0
331	58	EPA-PUB WATER SYS SUPRVSN	\$900	\$2,250	\$900	\$2,250
331	93	HHS-PUB HTH EMERG PREPARE	\$67,738	\$66,303	\$66,303	\$63,808
334	43	IDPH-HLTH PROTECTION GRNT	\$125,403	\$125,403	\$125,403	\$125,403
334	44	IDPH-VECTOR CONTROL GRANT	\$24,839	\$16,596	\$16,596	\$16,596
334	46	IDPH-TOBACCO FREE COMMNTY	\$29,078	\$31,824	\$31,824	\$105,730
334	60	IL DPT PUB AID-MEDICAID	\$0	\$3,220	\$3,220	\$9,033
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$248,233	\$245,596	\$244,246	\$322,820
351	12	SMOKE FREE IL ACT FINES	\$2,000	\$0	\$0	\$0
		FEES AND FINES	\$2,000	\$0	\$0	\$0
361	10	INVESTMENT INTEREST	\$707	\$250	\$1,197	\$250
369	90	OTHER MISC. REVENUE	\$2,491	\$6,025	\$4,645	\$4,645
		MISCELLANEOUS	\$3,198	\$6,275	\$5,842	\$4,895
		<b>REVENUE TOTALS</b>	<b>\$884,959</b>	<b>\$946,525</b>	<b>\$875,712</b>	<b>\$1,005,775</b>
533	7	PROFESSIONAL SERVICES	\$746,403	\$807,440	\$807,440	\$945,515
534	82	CHILD DENTAL ACCESS PROG	\$45,000	\$45,000	\$45,000	\$45,000
		SERVICES	\$791,403	\$852,440	\$852,440	\$990,515
		<b>EXPENDITURE TOTALS</b>	<b>\$791,403</b>	<b>\$852,440</b>	<b>\$852,440</b>	<b>\$990,515</b>

### ***FUND BALANCE***

<b>FY2016 Actual</b>	<b>FY2017 Projected</b>	<b>FY2018 Budgeted</b>
\$418,621	\$443,193	\$458,453

\*The Fund Balance reflects \$33,165 “due from other funds.” These funds are associated with TIF surplus revenue, which is being held in reserve to offset any potential liability in a ruling related to the hospital property tax exemption case. The actual liability in the case of an unfavorable ruling is estimated to be \$91,000.

The fund balance goal of 25% of the expenditure budget has been established by the County Board of Health to ensure appropriate balances to address cash flow requirements and reserve funding for public health emergencies.

**EXPENSE PER CAPITA (IN ACTUAL DOLLARS)**

<b>FY2014</b>	<b>FY2015</b>	<b>FY2016</b>	<b>FY2017</b>	<b>FY2018 Budgeted</b>
\$10.01	\$10.46	\$10.85	\$10.82	\$12.57

**ALIGNMENT to STRATEGIC PLAN**

*County Board Goal 3 –Champaign County promotes a safe, just and healthy community*

- To promote and participate in planning initiatives for the maintenance and improvement in delivery of public health services
- To provide public health programming and services to promote and enable a healthy community throughout Champaign County

*County Board Goal 4 – Champaign County is a county that supports balanced, planned growth to balance economic growth with preservation of our natural resources*

- To provide appropriate oversight for planned growth in the areas of licensed food services facilities, private sewer, and well water systems
- To anticipate and plan for impact of demographic and population changes on potential health hazards to be managed through public health

**OBJECTIVES**

1. To prevent the transmission of food borne diseases attributable to licensed food service facilities in Champaign County
2. To prevent the transmission of enteric disease in Champaign County attributed to improper sewage disposal or unsafe private water supplies
3. To initiate investigation and surveillance within twenty-four hours of notification of 100% of reported diseases that could be spread through the environment
4. To conduct inspections of 100% of private sewage disposal systems and 100% of private water wells installed under permit to assure that all state and local requirements are met
5. To conduct inspections and obtain compliance for all programs carried out by the department through grant/contractual agreements as agents for the Illinois Department of Public Health in order to protect the safety and well-being of Champaign County residents

**PERFORMANCE INDICATORS**

<b>Performance Indicators</b>	<b>FY2015</b>	<b>FY2016</b>	<b>FY2017</b>	<b>FY2018</b>
	<b>Actual</b>	<b>Actual</b>	<b>Projected</b>	<b>Budgeted</b>
Number of Foodborne/Waterborne Outbreaks (confirmed/probable)	3	1	5	5
Number of Foodborne/Waterborne Illness Complaints Investigated	12	14	50	50
Number of Reportable Communicable Disease Cases (Classes 1 & 2)	64	58	75	75
Number of Sexually Transmitted Disease Tests (Syphilis)	224	213	315	300
Number of Sexually Transmitted Disease Tests (Gonorrhea)	270	254	315	300
Number of Sexually Transmitted Disease Tests (Chlamydia)	270	254	315	300
Number of Tuberculosis (TB) Direct Observed Therapy Cases (Active & Latent)	0	2	3	3

<b>Performance Indicators</b>	<b>FY2015</b>	<b>FY2016</b>	<b>FY2017</b>	<b>FY2018</b>
	<b>Actual</b>	<b>Actual</b>	<b>Projected</b>	<b>Budgeted</b>
Number of Food Establishment Inspections	387	410	470	490
Number of Temporary Permits Issued	258	237	245	245
Number of Food Establishment Complaints Investigated	49	41	32	50
Number of Food Establishment Food Safety Education Presentations	264	19	150	150
Number of Sewage Construction Permits Issued	65	94	75	90
Number of Sewage Construction Inspections	93	112	150	180
Number of Private Sewage Complaints Investigated	22	28	20	20
Number of Water well Construction Permits Issued	98	82	90	60
Number of Water Well Construction Inspections	27	81	40	90
Number of Abandoned Water Wells Sealed	20	28	20	30

## BOARD OF HEALTH — CUPHD Property Tax Collection & Distribution

### Fund 089-018

This department budget within the County Board of Health Fund is set up to document the receipt of property taxes collected from citizens who reside within the Champaign-Urbana Public Health District and the distribution of those taxes from the County Board of Health Fund to the Champaign-Urbana Public Health District.

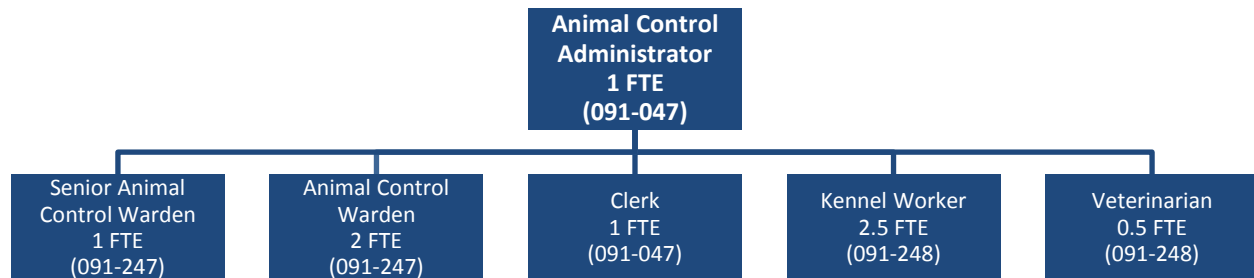
#### *FINANCIAL*

Fund 089 Dept 018			2016 Actual	2017 Original	2017 Projected	2018 Budget
311	31	CURR PROP TX-PUB HLTH/C-U	\$597,114	\$604,837	\$628,200	\$659,535
313	31	RE BACKTAX-PUB HLTH/C-U	\$352	\$0	\$350	\$0
314	31	MOB HOM TAX-PUB HLTH/C-U	\$552	\$0	\$550	\$0
315	31	PMT IN LIEU-PUB HLTH/C-U	\$420	\$0	\$400	\$0
		PROPERTY TAXES	\$598,438	\$604,837	\$629,500	\$659,535
		<b>REVENUE TOTALS</b>	<b>\$598,438</b>	<b>\$604,837</b>	<b>\$629,500</b>	<b>\$659,535</b>
534	73	C-U PUBLIC HEALTH DISTRCT	\$597,238	\$604,837	\$628,200	\$659,535
		SERVICES	\$597,238	\$604,837	\$628,200	\$659,535
		<b>EXPENDITURE TOTALS</b>	<b>\$597,238</b>	<b>\$604,837</b>	<b>\$628,200</b>	<b>\$659,535</b>



## ANIMAL CONTROL

### Fund 091-000



Animal Control Administration (091-047) positions: 2 FTE

Animal Warden Services (091-247) positions: 3 FTE

Animal Impound Services (091-248) positions: 3 FTE

### **MISSION STATEMENT**

*To provide an animal control program and humane animal control facility for stray and unwanted animals; to reduce the number of unwanted animals born into the community; and to provide education for the public on humane care for animals to enhance a safe and healthy community for animals and people.*

### **BUDGET HIGHLIGHTS**

The Animal Control Department is funded primarily from the fee paid for the registration of dogs and cats and contracts for services with municipalities within the County. Pursuant to 510 ILCS 5, the fee collected shall be used for the purpose of paying claims for livestock or poultry, paying the cost of stray animal control, impoundment, education on animal control and rabies, and other costs incurred in carrying out the provisions as outlined in the statutes.

The Animal Control Department has been losing money in providing county-wide services over the last several years. The average annual deficits for providing animal impound and animal control services since 2012 is \$32,056. In addition to the operating deficit noted, the Animal Control Department has not been funding its capital needs. To approximately fund the capital replacement requirements for the Animal Control Department an additional \$65,000 per year is needed. To create a sustainable model, the County Board adopted a per capita fee for both animal control services and animal impound services. The fee would cover the annual cost of operations and capital replacement. The fee for animal impound services would be \$0.88 per capita and cost for animal control services would be \$1.35 per capita.

The County Board recognizes the impact of an increase in these fees to the villages and municipalities, and therefore has developed a three-year phase in process for implementation of the fee increases. The second year and third year fee will include the PTELL CPI rate increase and each subsequent year the annual fee will be raised at the rate of the PTELL CPI rate with a cap of 5%. If the PTELL CPI rate is negative, the rate increase will be 0%.

All contracting villages and cities have renewed the animal services contracts with the exception of Fisher, Mahomet, Savoy and St. Joseph. All villages and cities opted to renew impoundment services.

While the budgeted fund balance on paper presents a negative number, the cash is constantly monitored to ensure that the cash balance does not go negative – this is managed through cutting expenditures whenever, and wherever, possible.

## **FINANCIAL**

<b>Fund 091 Summary</b>			<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
322	30	ANIMAL LICENSES	\$286,741	\$270,000	\$270,000	\$270,000
		LICENSES AND PERMITS	\$286,741	\$270,000	\$270,000	\$270,000
336	1	CHAMPAIGN CITY	\$186,686	\$189,211	\$189,211	\$193,109
336	2	URBANA CITY	\$36,300	\$36,920	\$36,920	\$37,483
336	3	VILLAGE OF RANTOUL	\$7,717	\$7,722	\$7,722	\$11,759
336	14	VILLAGE OF SAVOY	\$4,341	\$4,341	\$7,911	\$8,069
336	16	VILLAGE OF MAHOMET	\$4,328	\$4,328	\$0	\$0
336	18	VILLAGE OF ST JOSEPH	\$2,366	\$3,550	\$0	\$0
336	24	VILLAGE OF FISHER	\$1,122	\$1,124	\$0	\$0
336	26	VILLAGE OF TOLONO	\$4,111	\$2,055	\$3,132	\$3,132
337	21	LOCAL GOVT REIMBURSEMENT	\$12,228	\$12,228	\$14,558	\$22,755
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$259,199	\$261,479	\$259,454	\$276,307
344	1	ANIM IMPOUND FEES-COUNTY	\$4,485	\$6,000	\$2,000	\$2,000
344	2	ANIM IMPOUND FEES-URBANA	\$5,390	\$5,000	\$3,000	\$3,000
344	3	ANIM IMPOUND FEES-CHAMPGN	\$11,685	\$10,000	\$6,000	\$6,000
344	4	ANIM SERVICES COST REIMB	\$13,610	\$13,000	\$13,000	\$13,000
344	5	ANIM IMPOUND FEES-MAHOMET	\$271	\$500	\$0	\$0
344	6	ANIM IMPOUND FEE-VILLAGES	\$3,512	\$3,000	\$4,000	\$4,500
344	7	ANIM IMPOUND FEE-ST JOSPH	\$90	\$500	\$0	\$0
344	8	ANIM IMPOUND FEES-SAVOY	\$250	\$500	\$500	\$500
344	9	ANIM IMPOUND FEES-TOLONO	\$42	\$500	\$500	\$500
351	20	PENALTIES	\$9,518	\$7,000	\$7,000	\$7,000
		FEES AND FINES	\$48,853	\$46,000	\$36,000	\$36,500
361	10	INVESTMENT INTEREST	\$235	\$0	\$0	\$0
363	10	GIFTS AND DONATIONS	\$500	\$500	\$0	\$0
364	10	SALE OF FIXED ASSETS	\$730	\$0	\$0	\$0
369	90	OTHER MISC. REVENUE	\$5	\$0	\$0	\$0
		MISCELLANEOUS	\$1,470	\$500	\$0	\$0
		<b>REVENUE TOTALS</b>	<b>\$596,263</b>	<b>\$577,979</b>	<b>\$565,454</b>	<b>\$582,807</b>
511	3	REG. FULL-TIME EMPLOYEES	\$250,225	\$265,283	\$265,283	\$269,959
511	4	REG. PART-TIME EMPLOYEES	\$39,140	\$54,007	\$54,007	\$40,707
511	5	TEMP. SALARIES & WAGES	\$3,543	\$0	\$0	\$0
511	9	OVERTIME	\$7,025	\$9,315	\$9,315	\$9,315

Fund 091 Summary			2016	2017	2017	2018
			Actual	Original	Projected	Budget
513	1	SOCIAL SECURITY-EMPLOYER	\$22,469	\$22,798	\$22,798	\$23,766
513	2	IMRF - EMPLOYER COST	\$24,993	\$25,182	\$25,182	\$26,423
513	4	WORKERS' COMPENSATION INS	\$7,088	\$7,211	\$7,211	\$7,519
513	5	UNEMPLOYMENT INSURANCE	\$3,698	\$3,660	\$3,660	\$1,736
513	6	EMPLOYEE HEALTH/LIFE INS	\$46,888	\$68,341	\$68,341	\$70,000
		PERSONNEL	\$405,069	\$455,797	\$455,797	\$449,425
522	1	STATIONERY & PRINTING	\$1,122	\$1,500	\$1,500	\$1,500
522	2	OFFICE SUPPLIES	\$864	\$1,500	\$1,500	\$1,500
522	3	BOOKS,PERIODICALS & MAN.	\$69	\$100	\$100	\$100
522	6	POSTAGE, UPS, FED EXPRESS	\$8,063	\$6,000	\$6,000	\$6,000
522	10	FOOD	\$28	\$900	\$900	\$2,000
522	11	MEDICAL SUPPLIES	\$8,481	\$10,000	\$10,000	\$10,000
522	15	GASOLINE & OIL	\$8,244	\$6,000	\$6,000	\$6,000
522	19	UNIFORMS	\$1,214	\$3,000	\$1,500	\$1,000
522	44	EQUIPMENT LESS THAN \$5000	\$2,076	\$11,300	\$12,245	\$6,500
522	60	PURCHASE RABIES TAGS	\$1,630	\$1,800	\$1,800	\$1,800
522	93	OPERATIONAL SUPPLIES	\$16,419	\$13,000	\$13,000	\$13,000
		COMMODITIES	\$48,210	\$55,100	\$54,545	\$49,400
533	7	PROFESSIONAL SERVICES	\$5,913	\$7,000	\$7,000	\$7,000
533	20	INSURANCE	\$9,679	\$5,000	\$5,000	\$5,000
533	22	LABORATORY FEES	\$991	\$1,000	\$900	\$1,000
533	29	COMPUTER/INF TCH SERVICES	\$2,834	\$0	\$0	\$0
533	30	GAS SERVICE	\$4,093	\$6,000	\$6,000	\$6,000
533	31	ELECTRIC SERVICE	\$7,406	\$4,000	\$4,000	\$4,000
533	32	WATER SERVICE	\$933	\$1,000	\$1,000	\$1,000
533	33	TELEPHONE SERVICE	\$3,895	\$3,500	\$3,000	\$3,500
533	36	WASTE DISPOSAL & RECYCLNG	\$5,027	\$5,500	\$5,500	\$6,000
533	40	AUTOMOBILE MAINTENANCE	\$5,910	\$5,600	\$4,100	\$4,100
533	42	EQUIPMENT MAINTENANCE	\$751	\$500	\$500	\$500
533	70	LEGAL NOTICES,ADVERTISING	\$250	\$0	\$0	\$0
533	85	PHOTOCOPY SERVICES	\$2,076	\$2,000	\$2,000	\$2,000
533	93	DUES AND LICENSES	\$497	\$350	\$200	\$150
533	95	CONFERENCES & TRAINING	\$373	\$2,800	\$625	\$1,300
533	97	IMPOUNDMENTS	\$10	\$100	\$100	\$100
534	15	METCAD	\$0	\$9,000	\$0	\$0
534	59	JANITORIAL SERVICES	\$627	\$0	\$700	\$700
534	86	URBANA ANIM IMPOUND FEES	\$5,115	\$5,000	\$3,000	\$3,000
534	87	CHAMPGN ANIM IMPOUND FEES	\$11,105	\$10,000	\$6,000	\$6,000
534	89	MAHOMET ANIM IMPOUND FEES	\$246	\$500	\$0	\$0
534	90	VILLAGES ANIM IMPOUND FEE	\$1,447	\$3,000	\$1,000	\$3,000
534	91	ST JOSPH ANIM IMPOUND FEE	\$45	\$500	\$0	\$0
534	92	SAVOY ANIM IMPOUND FEES	\$250	\$500	\$500	\$500
534	93	TOLONO ANIM IMPOUND FEES	\$42	\$500	\$500	\$500
534	96	RANTOUL ANIM IMPOUND FEES	\$1,760	\$2,000	\$1,000	\$1,500
		SERVICES	\$71,275	\$75,350	\$52,625	\$56,850
544	30	AUTOMOBILES, VEHICLES	\$9,000	\$0	\$0	\$0

<b>Fund 091 Summary</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
CAPITAL	\$9,000	\$0	\$0	\$0
<b>EXPENDITURE TOTALS</b>	<b>\$533,554</b>	<b>\$586,247</b>	<b>\$562,967</b>	<b>\$555,675</b>

### ***FUND BALANCE***

<b>FY2016 Actual</b>	<b>FY2017 Projected</b>	<b>FY2018 Budgeted</b>
\$175,289	\$177,776	\$204,908

The ongoing fund balance goal is \$80,000 to \$100,000 in order to address ongoing future capital replacement for the vehicles and technology of this department. Animal Control plans to replace a van in FY2019 anticipated to cost \$25,000.

### ***FULL TIME EMPLOYEE HISTORY***

<b>FY2014</b>	<b>FY2015</b>	<b>FY2016</b>	<b>FY2017</b>	<b>FY2018</b>
8	8	8	8	8

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

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

- To appropriately document the cost of services to ensure proper assessment of fees and maintenance of a balanced budget
- Continue intergovernmental agreements for animal control services

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

- To maintain hours of operation to appropriately address citizen demand for service and access to facility
- Continue a high-quality facility for the care of the animals impounded at the Champaign County Animal Services Facility

*County Board Goal 3 –Champaign County promotes a safe, just and healthy community*

- Provide through animal control services a safe community for the citizens of Champaign County
- Investigate animal bites and quarantine biting animals
- Provide rabies education to the citizens of Champaign County

*County Board Goal 4 – Champaign County is a county that supports balanced, planned growth to balance economic growth with preservation of our natural resources*

- To partner with other agencies to provide appropriate spay-neuter opportunities throughout the community

# ANIMAL CONTROL ADMINISTRATION

## Fund 091-047

### MISSION STATEMENT

*To provide an animal control program and humane animal control facility for stray and unwanted animals; reduce the number of unwanted animals born into the community; and provide education for the public on humane care for animals to enhance a safe and healthy community for animals and people.*

### BUDGET HIGHLIGHTS

The Animal Administration Budget is funded primarily from the fee paid for the registration of dogs and cats. Pursuant to 510 ILCS 5, the fee collected shall be used for the purpose of paying claims for livestock or poultry, paying the cost of stray animal control, impoundment, education on animal control and rabies, and other costs incurred in carrying out the provisions as outlined in the statutes.

Personnel levels will remain the same.

There are no foreseen increases in revenue for this budget in FY2017. We will be implementing new vaccination programs in FY2019 to help increase vaccination and registration compliance.

### FINANCIAL

Fund 091 Dept 047			2016 Actual	2017 Original	2017 Projected	2018 Budget
322	30	ANIMAL LICENSES	\$286,741	\$270,000	\$270,000	\$270,000
		LICENSES AND PERMITS	\$286,741	\$270,000	\$270,000	\$270,000
361	10	INVESTMENT INTEREST	\$235	\$0	\$0	\$0
363	10	GIFTS AND DONATIONS	\$500	\$500	\$0	\$0
364	10	SALE OF FIXED ASSETS	\$730	\$0	\$0	\$0
369	90	OTHER MISC. REVENUE	\$5	\$0	\$0	\$0
		MISCELLANEOUS	\$1,470	\$500	\$0	\$0
<b>REVENUE TOTALS</b>			<b>\$288,211</b>	<b>\$270,500</b>	<b>\$270,000</b>	<b>\$270,000</b>
511	3	REG. FULL-TIME EMPLOYEES	\$96,245	\$97,760	\$97,760	\$98,700
511	9	OVERTIME	\$88	\$0	\$0	\$0
513	1	SOCIAL SECURITY-EMPLOYER	\$7,218	\$7,278	\$7,278	\$7,551
513	2	IMRF - EMPLOYER COST	\$8,127	\$8,039	\$8,039	\$8,133
513	4	WORKERS' COMPENSATION INS	\$2,329	\$2,301	\$2,301	\$2,389
513	5	UNEMPLOYMENT INSURANCE	\$816	\$816	\$816	\$496
513	6	EMPLOYEE HEALTH/LIFE INS	\$15,381	\$19,526	\$19,526	\$20,000
		PERSONNEL	\$130,204	\$135,720	\$135,720	\$137,269
522	1	STATIONERY & PRINTING	\$1,122	\$1,500	\$1,500	\$1,500
522	2	OFFICE SUPPLIES	\$864	\$1,500	\$1,500	\$1,500
522	3	BOOKS,PERIODICALS & MAN.	\$69	\$100	\$100	\$100

Fund 091 Dept 047			2016 Actual	2017 Original	2017 Projected	2018 Budget
522	6	POSTAGE, UPS, FED EXPRESS	\$8,063	\$6,000	\$6,000	\$6,000
522	19	UNIFORMS	\$0	\$500	\$0	\$0
522	44	EQUIPMENT LESS THAN \$5000	\$1,193	\$2,800	\$2,500	\$5,500
522	60	PURCHASE RABIES TAGS	\$1,630	\$1,800	\$1,800	\$1,800
		COMMODITIES	\$12,941	\$14,200	\$13,400	\$16,400
533	7	PROFESSIONAL SERVICES	\$5,913	\$7,000	\$7,000	\$7,000
533	20	INSURANCE	\$6,053	\$5,000	\$5,000	\$5,000
533	29	COMPUTER/INF TCH SERVICES	\$2,834	\$0	\$0	\$0
533	30	GAS SERVICE	\$4,093	\$6,000	\$6,000	\$6,000
533	31	ELECTRIC SERVICE	\$7,406	\$4,000	\$4,000	\$4,000
533	32	WATER SERVICE	\$933	\$1,000	\$1,000	\$1,000
533	33	TELEPHONE SERVICE	\$1,036	\$1,500	\$1,000	\$1,500
533	36	WASTE DISPOSAL & RECYCLNG	\$5,027	\$5,500	\$5,500	\$6,000
533	85	PHOTOCOPY SERVICES	\$2,076	\$2,000	\$2,000	\$2,000
533	93	DUES AND LICENSES	\$175	\$150	\$150	\$150
533	95	CONFERENCES & TRAINING	\$21	\$300	\$125	\$300
534	59	JANITORIAL SERVICES	\$627	\$0	\$700	\$700
		SERVICES	\$36,194	\$32,450	\$32,475	\$33,650
<b>EXPENDITURE TOTALS</b>			<b>\$179,339</b>	<b>\$182,370</b>	<b>\$181,595</b>	<b>\$187,319</b>

## OBJECTIVE

- To provide high quality animal control services for the unincorporated areas of the county and for contracting cities and villages
- Provide efficient registration services for pet owners of Champaign County

## PERFORMANCE INDICATORS

Indicator	FY2016 Actual	FY2017 Projected	FY2018 Budgeted
Registration of Dogs	12,267	12,000	12,000
Registration of Cats	5,011	5,000	5,000

# ANIMAL WARDEN SERVICES

## Fund 091-247

### BUDGET HIGHLIGHTS

The Animal Warden Services Budget is funded primarily from intergovernmental agreements with cities and villages and fees paid by owners reclaiming their pets.

In FY2017, we purchased two new MDCs for the animal control vans. We do not foresee any capital purchases for FY2018; however, we will be planning for the purchase of a new van in FY2019.

Any deficit of revenue to expenditure for Animal Warden Services will be covered in part by the Animal Registration Fees collected by the County.

### FINANCIAL

Fund 091 Dept 247			2016 Actual	2017 Original	2017 Projected	2018 Budget
336	1	CHAMPAIGN CITY	\$109,726	\$114,545	\$114,545	\$116,950
337	21	LOCAL GOVT REIMBURSEMENT	\$7,391	\$7,391	\$8,600	\$11,861
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$117,117	\$121,936	\$123,145	\$128,811
351	20	PENALTIES	\$9,518	\$7,000	\$7,000	\$7,000
		FEES AND FINES	\$9,518	\$7,000	\$7,000	\$7,000
		<b>REVENUE TOTALS</b>	<b>\$126,635</b>	<b>\$128,936</b>	<b>\$130,145</b>	<b>\$135,811</b>
511	3	REG. FULL-TIME EMPLOYEES	\$102,326	\$109,699	\$109,699	\$111,312
511	9	OVERTIME	\$5,029	\$8,800	\$8,800	\$8,800
513	1	SOCIAL SECURITY-EMPLOYER	\$7,974	\$7,517	\$7,517	\$8,515
513	2	IMRF - EMPLOYER COST	\$8,978	\$8,303	\$8,303	\$9,172
513	4	WORKERS' COMPENSATION INS	\$2,476	\$2,379	\$2,379	\$2,694
513	5	UNEMPLOYMENT INSURANCE	\$1,225	\$1,225	\$1,225	\$496
513	6	EMPLOYEE HEALTH/LIFE INS	\$23,615	\$29,289	\$29,289	\$30,000
		PERSONNEL	\$151,623	\$167,212	\$167,212	\$170,989
522	15	GASOLINE & OIL	\$8,244	\$6,000	\$6,000	\$6,000
522	19	UNIFORMS	\$1,048	\$2,000	\$1,000	\$1,000
522	44	EQUIPMENT LESS THAN \$5000	\$89	\$8,000	\$9,745	\$1,000
		COMMODITIES	\$9,381	\$16,000	\$16,745	\$8,000
533	20	INSURANCE	\$3,626	\$0	\$0	\$0
533	22	LABORATORY FEES	\$991	\$1,000	\$900	\$1,000
533	33	TELEPHONE SERVICE	\$2,859	\$2,000	\$2,000	\$2,000
533	40	AUTOMOBILE MAINTENANCE	\$5,910	\$5,600	\$4,100	\$4,100
533	42	EQUIPMENT MAINTENANCE	\$636	\$500	\$500	\$500
533	95	CONFERENCES & TRAINING	\$352	\$2,500	\$500	\$1,000
534	15	METCAD	\$0	\$9,000	\$0	\$0
		SERVICES	\$14,374	\$20,600	\$8,000	\$8,600

Fund 091 Dept 247		2016 Actual	2017 Original	2017 Projected	2018 Budget
544	30				
	AUTOMOBILES, VEHICLES	\$9,000	\$0	\$0	\$0
	CAPITAL	\$9,000	\$0	\$0	\$0
	<b>EXPENDITURE TOTALS</b>	<b>\$184,378</b>	<b>\$203,812</b>	<b>\$191,957</b>	<b>\$187,589</b>

### **OBJECTIVES**

- To provide high quality animal control services for the unincorporated areas of the county and for contracted cities and villages
- Maintain contracts with villages and cities

### **PERFORMANCE INDICATORS**

Indicator	FY2016 Actual	FY2017 Projected	FY2018 Budgeted
Annual Calls for Service	1,872	2,500	2,500
Contracts for Animal control Services	17	17	17
Dangerous/Vicious Dog Declarations	7	5	5
Animal Bites Investigated	363	500	500



# ANIMAL IMPOUND SERVICES

## Fund 091-248

### BUDGET HIGHLIGHTS

The Animal Impound Budget is funded primarily from intergovernmental agreements with cities and villages and from the fees paid by owners reclaiming their pets. Any deficit of revenue to expenditure in the proposed FY2017 budget –is covered by animal registration fees collected by the County.

There are no major purchases planned for FY2018 for the animal impoundment budget. There were no personnel changes for this budget. Impoundment levels remain fairly stable for each of the three years reported with this budget.

We will be exploring changes to the impoundment agreements to help increase revenues for the animal impoundment services for FY2019.

### FINANCIAL

Fund 091 Dept 248			2016 Actual	2017 Original	2017 Projected	2018 Budget
336	1	CHAMPAIGN CITY	\$76,960	\$74,666	\$74,666	\$76,159
336	2	URBANA CITY	\$36,300	\$36,920	\$36,920	\$37,483
336	3	VILLAGE OF RANTOUL	\$7,717	\$7,722	\$7,722	\$11,759
336	14	VILLAGE OF SAVOY	\$4,341	\$4,341	\$7,911	\$8,069
336	16	VILLAGE OF MAHOMET	\$4,328	\$4,328	\$0	\$0
336	18	VILLAGE OF ST JOSEPH	\$2,366	\$3,550	\$0	\$0
336	24	VILLAGE OF FISHER	\$1,122	\$1,124	\$0	\$0
336	26	VILLAGE OF TOLONO	\$4,111	\$2,055	\$3,132	\$3,132
337	21	LOCAL GOVT REIMBURSEMENT	\$4,837	\$4,837	\$5,958	\$10,894
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$142,082	\$139,543	\$136,309	\$147,496
344	1	ANIM IMPOUND FEES-COUNTY	\$4,485	\$6,000	\$2,000	\$2,000
344	2	ANIM IMPOUND FEES-URBANA	\$5,390	\$5,000	\$3,000	\$3,000
344	3	ANIM IMPOUND FEES-CHAMPGN	\$11,685	\$10,000	\$6,000	\$6,000
344	4	ANIM SERVICES COST REIMB	\$13,610	\$13,000	\$13,000	\$13,000
344	5	ANIM IMPOUND FEES-MAHOMET	\$271	\$500	\$0	\$0
344	6	ANIM IMPOUND FEE-VILLAGES	\$3,512	\$3,000	\$4,000	\$4,500
344	7	ANIM IMPOUND FEE-ST JOSPH	\$90	\$500	\$0	\$0
344	8	ANIM IMPOUND FEES-SAVOY	\$250	\$500	\$500	\$500
344	9	ANIM IMPOUND FEES-TOLONO	\$42	\$500	\$500	\$500
		FEES AND FINES	\$39,335	\$39,000	\$29,000	\$29,500
		<b>REVENUE TOTALS</b>	<b>\$181,417</b>	<b>\$178,543</b>	<b>\$165,309</b>	<b>\$176,996</b>
511	3	REG. FULL-TIME EMPLOYEES	\$51,654	\$57,824	\$57,824	\$59,947
511	4	REG. PART-TIME EMPLOYEES	\$39,140	\$54,007	\$54,007	\$40,707
511	5	TEMP. SALARIES & WAGES	\$3,543	\$0	\$0	\$0
511	9	OVERTIME	\$1,908	\$515	\$515	\$515

Fund 091 Dept 248			2016	2017	2017	2018
			Actual	Original	Projected	Budget
513	1	SOCIAL SECURITY-EMPLOYER	\$7,277	\$8,003	\$8,003	\$7,700
513	2	IMRF - EMPLOYER COST	\$7,888	\$8,840	\$8,840	\$9,118
513	4	WORKERS' COMPENSATION INS	\$2,283	\$2,531	\$2,531	\$2,436
513	5	UNEMPLOYMENT INSURANCE	\$1,657	\$1,619	\$1,619	\$744
513	6	EMPLOYEE HEALTH/LIFE INS	\$7,892	\$19,526	\$19,526	\$20,000
		PERSONNEL	\$123,242	\$152,865	\$152,865	\$141,167
522	10	FOOD	\$28	\$900	\$900	\$2,000
522	11	MEDICAL SUPPLIES	\$8,481	\$10,000	\$10,000	\$10,000
522	19	UNIFORMS	\$166	\$500	\$500	\$0
522	44	EQUIPMENT LESS THAN \$5000	\$794	\$500	\$0	\$0
522	93	OPERATIONAL SUPPLIES	\$16,419	\$13,000	\$13,000	\$13,000
		COMMODITIES	\$25,888	\$24,900	\$24,400	\$25,000
533	42	EQUIPMENT MAINTENANCE	\$115	\$0	\$0	\$0
533	70	LEGAL NOTICES,ADVERTISING	\$250	\$0	\$0	\$0
533	93	DUES AND LICENSES	\$322	\$200	\$50	\$0
533	97	IMPOUNDMENTS	\$10	\$100	\$100	\$100
534	86	URBANA ANIM IMPOUND FEES	\$5,115	\$5,000	\$3,000	\$3,000
534	87	CHAMPGN ANIM IMPOUND FEES	\$11,105	\$10,000	\$6,000	\$6,000
534	89	MAHOMET ANIM IMPOUND FEES	\$246	\$500	\$0	\$0
534	90	VILLAGES ANIM IMPOUND FEE	\$1,447	\$3,000	\$1,000	\$3,000
534	91	ST JOSPH ANIM IMPOUND FEE	\$45	\$500	\$0	\$0
534	92	SAVOY ANIM IMPOUND FEES	\$250	\$500	\$500	\$500
534	93	TOLONO ANIM IMPOUND FEES	\$42	\$500	\$500	\$500
534	96	RANTOUL ANIM IMPOUND FEES	\$1,760	\$2,000	\$1,000	\$1,500
		SERVICES	\$20,707	\$22,300	\$12,150	\$14,600
EXPENDITURE TOTALS			\$169,837	\$200,065	\$189,415	\$180,767

## OBJECTIVES

- Maintain contracts with villages and cities
- Provide low income spay/neuter services for citizens of Champaign County
- Maintain animal control facility to the standards of the State of Illinois for licensing
- Continue to reduce euthanasia numbers
- Increase the number of animals returned to owner

## PERFORMANCE INDICATORS

Indicator	FY2016 Actual	FY2017 Projected	FY2018 Budgeted
Number of Dogs Impounded	785	800	800
Number of Cats Impounded	678	800	800
Low Income Spay/Neuter Program	229	300	300
Contracts for Impoundment services	22	21	21
State of Illinois Facility License Renewed	Yes	Yes	Yes

# CAPITAL ASSET REPLACEMENT FUND

## Fund 105-000

Pursuant to statutory authority documented in 55 ILCS 5/6-1002.5, the Champaign County Board adopted Resolution No. 4555 on May 21, 2002, establishing the Capital Asset Replacement Fund as the fund to receive revenues and appropriate expenditures for the implementation of a long term capital planning for technology, vehicles, furnishings and office equipment for the County's General Corporate Fund departments. Beginning in FY2006, the Champaign County Board added funding for capital improvements for some facilities needs to the Capital Asset Replacement Fund. Sources of revenue for this fund include, but are not limited to: General Corporate Fund, the Public Safety Sales Tax Fund, the Court Services Probation Service Fees Fund, and grant funds.

### ***BUDGET HIGHLIGHTS***

In FY2018, the budgeted increase in CARF expenditures is partly the result of budgeting for the replacement of some items that have been deferred from prior fiscal years. Departments may or may not choose to replace those items in FY2018; however, they have the ability to do so if necessary. The budget includes the addition of \$272,000 to accommodate a SaaS contract for replacement of the County's financial software system or Enterprise Resource Planning (ERP) system. Funding for this expenditure is split between the General Corporate Fund and the Public Safety Sales Tax Fund. The County does not have a contract in place at this time; however, has estimated the cost based on similar ERP service contracts. New Information Technology expenditures include \$20,000 for firewall updates and Azure cloud services, and \$37,000 for the AS/400 lease. In FY2018 there are greater than average CARF expenditures due to the replacement of both mobile and portable radios for the Sheriff's Office. There is no reserve funding in place for these items and the total cost is estimated to be \$387,000.

Since 2008, declining revenues in the General Corporate Fund and Public Safety Sales Tax Fund have resulted in cuts in funding for future reserve items in the Capital Asset Replacement Fund. (FY2010 is the only exception when \$416,000 was deposited for Facilities replacement issues, and only \$172,000 of that was spent.)

In past fiscal years, the budget has initially been prepared with full funding for the fiscal year and scheduled future reserve for all other items. Due to the lack of available revenue, the budget is subsequently revised to include current funding only. Administration recognizes the need for a long-term financial plan including the future cost of the County's upcoming capital asset needs. Therefore, in FY2018 administration recommended that rather than calculating the future reserve funding, the budget be prepared with funding for the current fiscal year, with an analysis of the capital asset needs for the next four fiscal years.

Excluding facilities, fully funding the Capital Asset Replacement Fund in FY2017 required a total of \$786,480 in revenue; however, in order to enhance the ability to establish balanced budgets for the General Corporate Fund and the Public Safety Sales Tax Fund, the budget was prepared with current only funding of \$372,483 resulting in a shortfall for future reserve of \$413,997. Although this calculation was not made for FY2018 it is anticipated that the County is underfunding the CARF by at least \$400,000 on an annual basis.

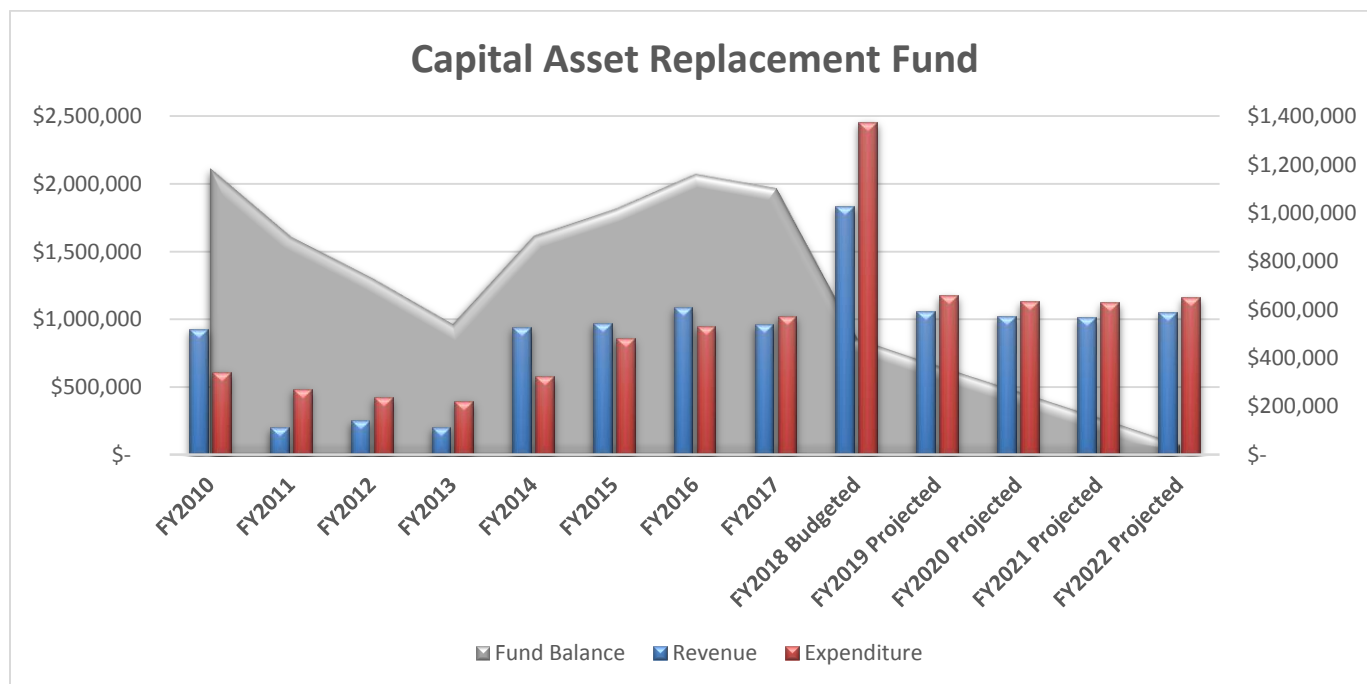
<b>FY2017 CARF Funding</b>	<b>Full Funding</b>	<b>Current Only Funding</b>	<b>FY2017 Underfunding</b>
General Corporate	\$579,182	\$209,919	\$369,263
Public Safety Sales Tax	\$207,298	\$162,564	\$44,734
<b>Total</b>	<b>\$786,480</b>	<b>\$372,483</b>	<b>\$413,997</b>

The impact of failing to fund future reserve is demonstrated in the diminishing fund balance of the Capital Asset Replacement Fund. Because most items are on a 5 to 7-year replacement cycle, there will be very little future reserve left in the CARF fund at the end of FY2018, as there are fewer and fewer items to be replaced in future years with future reserve funding appropriated. Because departments are cognizant of the County's fiscal challenges, some items scheduled for replacement are deferred beyond their scheduled replacement. This deferral helps preserve the fund balance to some extent.

In FY2016 the budget included \$532,261 for facility improvements. The FY2017 budget, originally \$532,261, was amended to reencumber \$104,487 in unspent funds from FY2016, and receive a grant in the amount of \$18,550. The FY2018 appropriation for facilities is \$532,261 of which \$462,261 is from the General Fund and \$70,000 is from the Public Safety Sales Tax Fund. There is also a transfer from the Public Safety Sales Tax Fund in the amount of \$261,331. The additional funds are appropriated for architectural/engineering services for the potential relocation of the Sheriff's downtown facilities. The funds are included in the Facilities CARF budget which is under the direction of the Facilities Committee. If the downtown facility is not closed the funds must be redirected to the ADA Budget in order to complete the remedial actions required by the County's Settlement Agreement with the Department of Justice. It should be noted that based on the County's Facilities Action Plan and Facilities Condition Assessment, the annual facility maintenance investment should average \$3 million, rather than the current \$532,261.

Looking forward to future fiscal years, expenditures are projected to average \$1.16 million annually. Two of the largest recurring expenditures in the CARF are for annual Microsoft licensing, \$146,000, and the SaaS contract for financial software, projected to be \$200,000 annually after initial one-time fees. As the fund balance diminishes, there will be an increased reliance on the General Fund and Public Safety Sales Tax Fund to transfer the necessary funds for CARF expenditures.

<b>Fiscal Year</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>
Projected CARF Expenditure (including Facilities)	\$1,218,529	\$1,131,315	\$1,122,069	\$1,159,831



## FINANCIAL

Fund 105 Summary			2016 Actual	2017 Original	2017 Projected	2018 Budget
334	85	DEPT COMMRC ECON OPPORTUN FEDERAL, STATE & LOCAL SHARED REVENUE	\$0 \$0	\$0 \$0	\$18,550 \$18,550	\$0 \$0
361	10	INVESTMENT INTEREST	\$1,182	\$0	\$0	\$0
364	10	SALE OF FIXED ASSETS	\$4,200	\$0	\$0	\$0
		MISCELLANEOUS	\$5,382	\$0	\$0	\$0
371	6	FROM PUB SAF SALES TAX FD	\$109,735	\$162,564	\$162,564	\$1,039,875
371	18	FROM PROB SERV FUND 618	\$16,130	\$10,000	\$40,652	\$10,000
371	80	FROM GENERAL CORP FND 080	\$818,272	\$742,180	\$742,180	\$775,985
383	50	CAPITAL LEASE FINANCING	\$141,728	\$0	\$0	\$0
		INTERFUND REVENUE	\$1,085,865	\$914,744	\$945,396	\$1,825,860
REVENUE TOTALS			\$1,091,247	\$914,744	\$963,946	\$1,825,860
522	2	OFFICE SUPPLIES	\$0	\$13,369	\$0	\$0
522	44	EQUIPMENT LESS THAN \$5000	\$240,476	\$607,057	\$229,569	\$411,901
522	45	VEH EQUIP LESS THAN \$5000	\$4,104	\$0	\$0	\$0
		COMMODITIES	\$244,580	\$620,426	\$229,569	\$411,901
533	2	ARCHITECT SERVICES	\$19,953	\$0	\$0	\$136,782
533	4	ENGINEERING SERVICES	\$22,004	\$0	\$34,133	\$124,331
533	42	EQUIPMENT MAINTENANCE	\$75,613	\$27,867	\$22,399	\$12,037
533	46	1905 E MAIN REPAIR-MAINT	\$0	\$0	\$0	\$80,000
533	47	JUV DET CTR REPAIR-MAINT	\$0	\$0	\$0	\$25,000
534	72	SATELLITE JAIL REPAIR-MNT	\$26,969	\$0	\$0	\$110,000
		SERVICES	\$144,539	\$27,867	\$56,532	\$488,150
544	16	COURTS FACILITY CONST/IMP	\$0	\$0	\$0	\$250,000
544	17	SATELLITE JAIL CONST/IMPR	\$0	\$0	\$0	\$67,261
544	18	BROOKNS BLDG CONST/IMPROV	\$358,847	\$380,000	\$345,867	\$0
544	30	AUTOMOBILES, VEHICLES	\$41,698	\$118,450	\$95,464	\$95,500
544	31	RADIO EQUIPMENT	\$0	\$0	\$0	\$443,489
544	33	OFFICE EQUIPMENT & FURNIS	\$120,251	\$139,477	\$0	\$466,996
544	34	MAINTENANCE EQUIPMENT	\$6,000	\$62,148	\$0	\$0
544	47	1701 MAIN BLDG CONST/IMPR	\$0	\$152,261	\$275,298	\$0
544	85	POLICE EQUIPMENT	\$0	\$0	\$3,522	\$186,000
544	86	COURT SECURITY EQUIPMENT	\$23,012	\$0	\$0	\$0
		CAPITAL	\$549,808	\$852,336	\$720,151	\$1,509,246
581	3	CAPITAL LEASE PRINC PMTS	\$5,909	\$5,792	\$34,384	\$35,140
582	3	INTEREST ON CAPITAL LEASE	\$222	\$339	\$2,400	\$1,642
		DEBT	\$6,131	\$6,131	\$36,784	\$36,782
EXPENDITURE TOTALS			\$945,058	\$1,506,760	\$1,043,036	\$2,446,079

***FUND BALANCE***

<b>FY2016 Actual</b>	<b>FY2017 Projected</b>	<b>FY2018 Budgeted</b>
\$1,161,130	\$1,082,040	\$461,821

The Fund balance goal is \$1,000,000. The greater than 10% fund balance decrease in FY2018 is the result of spending down future reserves appropriated in previous fiscal years for items scheduled to be replaced in FY2018.

# COUNTY BOARD

## Capital Asset Replacement Fund 105-010

### FINANCIAL

Fund 105 Dept 010			2016 Actual	2017 Original	2017 Projected	2018 Budget
361	10	INVESTMENT INTEREST	\$1,182	\$0	\$0	\$0
		MISCELLANEOUS	\$1,182	\$0	\$0	\$0
371	80	FROM GENERAL CORP FND 080	\$178	\$111	\$111	\$0
		INTERFUND REVENUE	\$178	\$111	\$111	\$0
		<b>REVENUE TOTALS</b>	<b>\$1,360</b>	<b>\$111</b>	<b>\$111</b>	<b>\$0</b>
522	44	EQUIPMENT LESS THAN \$5000	\$238	\$1,539	\$238	\$2,000
		COMMODITIES	\$238	\$1,539	\$238	\$2,000
		<b>EXPENDITURE TOTALS</b>	<b>\$238</b>	<b>\$1,539</b>	<b>\$238</b>	<b>\$2,000</b>

# ADMINISTRATIVE SERVICES

## Capital Asset Replacement Fund 105-016

### FINANCIAL

Fund 105 Dept 016			2016 Actual	2017 Original	2017 Projected	2018 Budget
371	80	FROM GENERAL CORP FND 080 INTERFUND REVENUE	\$6,159 \$6,159	\$6,951 \$6,951	\$6,951 \$6,951	\$0 \$0
<b>REVENUE TOTALS</b>			<b>\$6,159</b>	<b>\$6,951</b>	<b>\$6,951</b>	<b>\$0</b>
522	44	EQUIPMENT LESS THAN \$5000 COMMODITIES	\$5,917 \$5,917	\$12,843 \$12,843	\$3,845 \$3,845	\$15,725 \$15,725
533	42	EQUIPMENT MAINTENANCE SERVICES	\$326 \$326	\$0 \$0	\$0 \$0	\$0 \$0
544	33	OFFICE EQUIPMENT & FURNIS CAPITAL	\$0 \$0	\$6,500 \$6,500	\$0 \$0	\$6,500 \$6,500
<b>EXPENDITURE TOTALS</b>			<b>\$6,243</b>	<b>\$19,343</b>	<b>\$3,845</b>	<b>\$22,225</b>



# AUDITOR

## Capital Asset Replacement Fund 105-020

### FINANCIAL

Fund 105 Dept 020			2016 Actual	2017 Original	2017 Projected	2018 Budget
371	80	FROM GENERAL CORP FND 080 INTERFUND REVENUE	\$2,314 \$2,314	\$4,207 \$4,207	\$4,207 \$4,207	\$0 \$0
REVENUE TOTALS			\$2,314	\$4,207	\$4,207	\$0
522	44	EQUIPMENT LESS THAN \$5000 COMMODITIES	\$3,875 \$3,875	\$4,427 \$4,427	\$1,427 \$1,427	\$1,980 \$1,980
533	42	EQUIPMENT MAINTENANCE SERVICES	\$546 \$546	\$0 \$0	\$0 \$0	\$0 \$0
EXPENDITURE TOTALS			\$4,421	\$4,427	\$1,427	\$1,980

# BOARD OF REVIEW

## Capital Asset Replacement Fund 105-021

### FINANCIAL

Fund 105 Dept 021			2016 Actual	2017 Original	2017 Projected	2018 Budget
371	80	FROM GENERAL CORP FND 080	\$600	\$752	\$752	\$2,483
		INTERFUND REVENUE	\$600	\$752	\$752	\$2,483
		<b>REVENUE TOTALS</b>	<b>\$600</b>	<b>\$752</b>	<b>\$752</b>	<b>\$2,483</b>
522	44	EQUIPMENT LESS THAN \$5000	\$752	\$753	\$752	\$3,480
		COMMODITIES	\$752	\$753	\$752	\$3,480
		<b>EXPENDITURE TOTALS</b>	<b>\$752</b>	<b>\$753</b>	<b>\$752</b>	<b>\$3,480</b>

# COUNTY CLERK

## Capital Asset Replacement Fund 105-022

### FINANCIAL

Fund 105 Dept 022			2016 Actual	2017 Original	2017 Projected	2018 Budget
371	80	FROM GENERAL CORP FND 080 INTERFUND REVENUE	\$300 \$300	\$300 \$300	\$300 \$300	\$0 \$0
REVENUE TOTALS			\$300	\$300	\$300	\$0
522	44	EQUIPMENT LESS THAN \$5000 COMMODITIES	\$0 \$0	\$0 \$0	\$300 \$300	\$0 \$0
533	42	EQUIPMENT MAINTENANCE SERVICES	\$300 \$300	\$300 \$300	\$0 \$0	\$0 \$0
EXPENDITURE TOTALS			\$300	\$300	\$300	\$0

# **SUPERVISOR OF ASSESSMENTS**

## **Capital Asset Replacement Fund 105-025**

### ***FINANCIAL***

		<b>Fund 105    Dept 025</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
371	80	FROM GENERAL CORP FND 080	\$9,719	\$7,503	\$7,503	\$7,958
		INTERFUND REVENUE	\$9,719	\$7,503	\$7,503	\$7,958
		<b>REVENUE TOTALS</b>	<b>\$9,719</b>	<b>\$7,503</b>	<b>\$7,503</b>	<b>\$7,958</b>
522	44	EQUIPMENT LESS THAN \$5000	\$2,218	\$5,793	\$2,218	\$9,484
		COMMODITIES	\$2,218	\$5,793	\$2,218	\$9,484
533	42	EQUIPMENT MAINTENANCE	\$5,839	\$6,689	\$7,857	\$0
		SERVICES	\$5,839	\$6,689	\$7,857	\$0
		<b>EXPENDITURE TOTALS</b>	<b>\$8,057</b>	<b>\$12,482</b>	<b>\$10,075</b>	<b>\$9,484</b>

**TREASURER**  
**Capital Asset Replacement Fund 105-026**

***FINANCIAL***

		<b>Fund 105    Dept 026</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
371	80	FROM GENERAL CORP FND 080	\$2,133	\$1,582	\$1,582	\$0
		INTERFUND REVENUE	\$2,133	\$1,582	\$1,582	\$0
		<b>REVENUE TOTALS</b>	<b>\$2,133</b>	<b>\$1,582</b>	<b>\$1,582</b>	<b>\$0</b>
522	44	EQUIPMENT LESS THAN \$5000	\$1,582	\$2,550	\$1,582	\$0
		COMMODITIES	\$1,582	\$2,550	\$1,582	\$0
		<b>EXPENDITURE TOTALS</b>	<b>\$1,582</b>	<b>\$2,550</b>	<b>\$1,582</b>	<b>\$0</b>

# IT DEPARTMENT

## Capital Asset Replacement Fund 105-028

### FINANCIAL

Fund 105 Dept 028			2016 Actual	2017 Original	2017 Projected	2018 Budget
371	6	FROM PUB SAF SALES TAX FD	\$0	\$0	\$0	\$264,556
371	18	FROM PROB SERV FUND 618	\$6,130	\$0	\$30,652	\$0
371	80	FROM GENERAL CORP FND 080	\$95,940	\$98,655	\$98,655	\$254,696
383	50	CAPITAL LEASE FINANCING	\$141,728	\$0	\$0	\$0
		INTERFUND REVENUE	\$243,798	\$98,655	\$129,307	\$519,252
<b>REVENUE TOTALS</b>			<b>\$243,798</b>	<b>\$98,655</b>	<b>\$129,307</b>	<b>\$519,252</b>
522	44	EQUIPMENT LESS THAN \$5000	\$56,448	\$68,573	\$54,418	\$201,387
		COMMODITIES	\$56,448	\$68,573	\$54,418	\$201,387
533	42	EQUIPMENT MAINTENANCE	\$53,884	\$12,178	\$9,558	\$8,042
		SERVICES	\$53,884	\$12,178	\$9,558	\$8,042
544	33	OFFICE EQUIPMENT & FURNIS	\$120,251	\$22,001	\$0	\$306,500
		CAPITAL	\$120,251	\$22,001	\$0	\$306,500
581	3	CAPITAL LEASE PRINC PMTS	\$5,909	\$5,792	\$34,384	\$35,140
582	3	INTEREST ON CAPITAL LEASE	\$222	\$339	\$2,400	\$1,642
		DEBT	\$6,131	\$6,131	\$36,784	\$36,782
<b>EXPENDITURE TOTALS</b>			<b>\$236,714</b>	<b>\$108,883</b>	<b>\$100,760</b>	<b>\$552,711</b>

**PUBLIC DEFENDER**  
**Capital Asset Replacement Fund 105-036**

**FINANCIAL**

Fund 105 Dept 036			2016 Actual	2017 Original	2017 Projected	2018 Budget
371	80	FROM GENERAL CORP FND 080	\$22,460	\$5,396	\$5,396	\$2,094
		INTERFUND REVENUE	\$22,460	\$5,396	\$5,396	\$2,094
		<b>REVENUE TOTALS</b>	<b>\$22,460</b>	<b>\$5,396</b>	<b>\$5,396</b>	<b>\$2,094</b>
522	44	EQUIPMENT LESS THAN \$5000	\$25,867	\$6,427	\$5,227	\$1,000
		COMMODITIES	\$25,867	\$6,427	\$5,227	\$1,000
533	42	EQUIPMENT MAINTENANCE	\$1,785	\$0	\$0	\$0
		SERVICES	\$1,785	\$0	\$0	\$0
		<b>EXPENDITURE TOTALS</b>	<b>\$27,652</b>	<b>\$6,427</b>	<b>\$5,227</b>	<b>\$1,000</b>

# SHERIFF

## Capital Asset Replacement Fund 105-040

### FINANCIAL

Fund 105 Dept 040			2016 Actual	2017 Original	2017 Projected	2018 Budget
371	6	FROM PUB SAF SALES TAX FD	\$21,267	\$33,738	\$33,738	\$433,311
371	80	FROM GENERAL CORP FND 080	\$17,233	\$0	\$0	\$4,070
		INTERFUND REVENUE	\$38,500	\$33,738	\$33,738	\$437,381
		<b>REVENUE TOTALS</b>	<b>\$38,500</b>	<b>\$33,738</b>	<b>\$33,738</b>	<b>\$437,381</b>
522	44	EQUIPMENT LESS THAN \$5000	\$21,665	\$308,015	\$25,830	\$30,030
		COMMODITIES	\$21,665	\$308,015	\$25,830	\$30,030
544	31	RADIO EQUIPMENT	\$0	\$0	\$0	\$425,986
544	85	POLICE EQUIPMENT	\$0	\$0	\$3,522	\$186,000
		CAPITAL	\$0	\$0	\$3,522	\$611,986
		<b>EXPENDITURE TOTALS</b>	<b>\$21,665</b>	<b>\$308,015</b>	<b>\$29,352</b>	<b>\$642,016</b>



# SHERIFF CORRECTIONS

## Capital Asset Replacement Fund 105-140

### FINANCIAL

Fund 105 Dept 140			2016 Actual	2017 Original	2017 Projected	2018 Budget
371	6	FROM PUB SAF SALES TAX FD	\$28,116	\$60,950	\$60,950	\$0
371	80	FROM GENERAL CORP FND 080	\$11,839	\$17,380	\$17,380	\$20,736
		INTERFUND REVENUE	\$39,955	\$78,330	\$78,330	\$20,736
<b>REVENUE TOTALS</b>			<b>\$39,955</b>	<b>\$78,330</b>	<b>\$78,330</b>	<b>\$20,736</b>
522	44	EQUIPMENT LESS THAN \$5000	\$24,951	\$66,813	\$53,057	\$31,362
		COMMODITIES	\$24,951	\$66,813	\$53,057	\$31,362
533	42	EQUIPMENT MAINTENANCE	\$4,562	\$0	\$0	\$0
		SERVICES	\$4,562	\$0	\$0	\$0
544	30	AUTOMOBILES, VEHICLES	\$0	\$20,000	\$35,890	\$37,500
544	33	OFFICE EQUIPMENT & FURNIS	\$0	\$10,000	\$0	\$10,000
544	86	COURT SECURITY EQUIPMENT	\$23,012	\$0	\$0	\$0
		CAPITAL	\$23,012	\$30,000	\$35,890	\$47,500
<b>EXPENDITURE TOTALS</b>			<b>\$52,525</b>	<b>\$96,813</b>	<b>\$88,947</b>	<b>\$78,862</b>

# STATE'S ATTORNEY

## Capital Asset Replacement Fund 105-041

### FINANCIAL

Fund 105 Dept 041			2016 Actual	2017 Original	2017 Projected	2018 Budget
371	6	FROM PUB SAF SALES TAX FD	\$20,105	\$33,369	\$33,369	\$400
		INTERFUND REVENUE	\$20,105	\$33,369	\$33,369	\$400
		<b>REVENUE TOTALS</b>	<b>\$20,105</b>	<b>\$33,369</b>	<b>\$33,369</b>	<b>\$400</b>
522	44	EQUIPMENT LESS THAN \$5000	\$19,570	\$41,839	\$37,984	\$3,428
		COMMODITIES	\$19,570	\$41,839	\$37,984	\$3,428
544	30	AUTOMOBILES, VEHICLES	\$0	\$23,000	\$0	\$23,000
		CAPITAL	\$0	\$23,000	\$0	\$23,000
		<b>EXPENDITURE TOTALS</b>	<b>\$19,570</b>	<b>\$64,839</b>	<b>\$37,984</b>	<b>\$26,428</b>

# CORONER

## Capital Asset Replacement Fund 105-042

### FINANCIAL

Fund 105 Dept 042			2016 Actual	2017 Original	2017 Projected	2018 Budget
364	10	SALE OF FIXED ASSETS	\$4,200	\$0	\$0	\$0
		MISCELLANEOUS	\$4,200	\$0	\$0	\$0
371	6	FROM PUB SAF SALES TAX FD	\$15,648	\$10,557	\$10,557	\$875
371	80	FROM GENERAL CORP FND 080	\$4,000	\$0	\$0	\$0
		INTERFUND REVENUE	\$19,648	\$10,557	\$10,557	\$875
REVENUE TOTALS			\$23,848	\$10,557	\$10,557	\$875
522	2	OFFICE SUPPLIES	\$0	\$13,369	\$0	\$0
522	44	EQUIPMENT LESS THAN \$5000	\$18,500	\$0	\$6,492	\$0
522	45	VEH EQUIP LESS THAN \$5000	\$4,104	\$0	\$0	\$0
		COMMODITIES	\$22,604	\$13,369	\$6,492	\$0
533	42	EQUIPMENT MAINTENANCE	\$231	\$0	\$0	\$0
		SERVICES	\$231	\$0	\$0	\$0
544	30	AUTOMOBILES, VEHICLES	\$41,698	\$0	\$0	\$0
544	31	RADIO EQUIPMENT	\$0	\$0	\$0	\$7,752
		CAPITAL	\$41,698	\$0	\$0	\$7,752
EXPENDITURE TOTALS			\$64,533	\$13,369	\$6,492	\$7,752

**EMA**  
**Capital Asset Replacement Fund 105-043**

**FINANCIAL**

Fund 105 Dept 043			2016 Actual	2017 Original	2017 Projected	2018 Budget
371	80	FROM GENERAL CORP FND 080	\$19,540	\$11,755	\$11,755	\$11,687
		INTERFUND REVENUE	\$19,540	\$11,755	\$11,755	\$11,687
		<b>REVENUE TOTALS</b>	<b>\$19,540</b>	<b>\$11,755</b>	<b>\$11,755</b>	<b>\$11,687</b>
522	44	EQUIPMENT LESS THAN \$5000	\$11,233	\$3,785	\$985	\$3,125
		COMMODITIES	\$11,233	\$3,785	\$985	\$3,125
533	42	EQUIPMENT MAINTENANCE	\$972	\$0	\$0	\$0
		SERVICES	\$972	\$0	\$0	\$0
544	30	AUTOMOBILES, VEHICLES	\$0	\$35,000	\$0	\$35,000
544	33	OFFICE EQUIPMENT & FURNIS	\$0	\$6,905	\$0	\$15,000
		CAPITAL	\$0	\$41,905	\$0	\$50,000
		<b>EXPENDITURE TOTALS</b>	<b>\$12,205</b>	<b>\$45,690</b>	<b>\$985</b>	<b>\$53,125</b>

# JUVENILE DETENTION CENTER

## Capital Asset Replacement Fund 105-051

### FINANCIAL

Fund 105 Dept 051			2016 Actual	2017 Original	2017 Projected	2018 Budget
371	6	FROM PUB SAF SALES TAX FD	\$15,843	\$14,030	\$14,030	\$0
371	18	FROM PROB SERV FUND 618	\$10,000	\$10,000	\$10,000	\$10,000
371	80	FROM GENERAL CORP FND 080	\$32,789	\$4,597	\$4,597	\$0
		INTERFUND REVENUE	\$58,632	\$28,627	\$28,627	\$10,000
		<b>REVENUE TOTALS</b>	<b>\$58,632</b>	<b>\$28,627</b>	<b>\$28,627</b>	<b>\$10,000</b>
522	44	EQUIPMENT LESS THAN \$5000	\$25,060	\$27,195	\$14,030	\$0
		COMMODITIES	\$25,060	\$27,195	\$14,030	\$0
533	42	EQUIPMENT MAINTENANCE	\$6,179	\$5,500	\$3,995	\$3,995
		SERVICES	\$6,179	\$5,500	\$3,995	\$3,995
544	33	OFFICE EQUIPMENT & FURNIS	\$0	\$85,371	\$0	\$108,896
		CAPITAL	\$0	\$85,371	\$0	\$108,896
		<b>EXPENDITURE TOTALS</b>	<b>\$31,239</b>	<b>\$118,066</b>	<b>\$18,025</b>	<b>\$112,891</b>

# COURT SERVICES

## Capital Asset Replacement Fund 105-052

### FINANCIAL

Fund 105 Dept 052			2016 Actual	2017 Original	2017 Projected	2018 Budget
371	6	FROM PUB SAF SALES TAX FD	\$8,756	\$9,920	\$9,920	\$9,620
		INTERFUND REVENUE	\$8,756	\$9,920	\$9,920	\$9,620
<b>REVENUE TOTALS</b>			<b>\$8,756</b>	<b>\$9,920</b>	<b>\$9,920</b>	<b>\$9,620</b>
522	44	EQUIPMENT LESS THAN \$5000	\$8,799	\$24,050	\$10,498	\$26,680
		COMMODITIES	\$8,799	\$24,050	\$10,498	\$26,680
544	31	RADIO EQUIPMENT	\$0	\$0	\$0	\$9,751
544	33	OFFICE EQUIPMENT & FURNIS	\$0	\$8,700	\$0	\$20,100
		CAPITAL	\$0	\$8,700	\$0	\$29,851
<b>EXPENDITURE TOTALS</b>			<b>\$8,799</b>	<b>\$32,750</b>	<b>\$10,498</b>	<b>\$56,531</b>

# **PUBLIC PROPERTIES**

## **Capital Asset Replacement Fund 105-071**

### ***FINANCIAL***

<b>Fund 105 Dept 071</b>			<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
371	80	FROM GENERAL CORP FND 080	\$54,814	\$47,679	\$47,679	\$10,000
		INTERFUND REVENUE	\$54,814	\$47,679	\$47,679	\$10,000
		<b>REVENUE TOTALS</b>	<b>\$54,814</b>	<b>\$47,679</b>	<b>\$47,679</b>	<b>\$10,000</b>
522	44	EQUIPMENT LESS THAN \$5000	\$12,136	\$27,079	\$6,528	\$79,400
		COMMODITIES	\$12,136	\$27,079	\$6,528	\$79,400
533	42	EQUIPMENT MAINTENANCE	\$689	\$1,400	\$689	\$0
		SERVICES	\$689	\$1,400	\$689	\$0
544	30	AUTOMOBILES, VEHICLES	\$0	\$40,450	\$59,574	\$0
544	34	MAINTENANCE EQUIPMENT	\$6,000	\$62,148	\$0	\$0
		CAPITAL	\$6,000	\$102,598	\$59,574	\$0
		<b>EXPENDITURE TOTALS</b>	<b>\$18,825</b>	<b>\$131,077</b>	<b>\$66,791</b>	<b>\$79,400</b>

# PLANNING & ZONING

## Capital Asset Replacement Fund 105-077

### FINANCIAL

Fund 105 Dept 077			2016 Actual	2017 Original	2017 Projected	2018 Budget
371	80	FROM GENERAL CORP FND 080	\$5,993	\$3,051	\$3,051	\$0
		INTERFUND REVENUE	\$5,993	\$3,051	\$3,051	\$0
		<b>REVENUE TOTALS</b>	<b>\$5,993</b>	<b>\$3,051</b>	<b>\$3,051</b>	<b>\$0</b>
522	44	EQUIPMENT LESS THAN \$5000	\$1,665	\$5,376	\$4,158	\$2,820
		COMMODITIES	\$1,665	\$5,376	\$4,158	\$2,820
533	42	EQUIPMENT MAINTENANCE	\$300	\$1,800	\$300	\$0
		SERVICES	\$300	\$1,800	\$300	\$0
		<b>EXPENDITURE TOTALS</b>	<b>\$1,965</b>	<b>\$7,176</b>	<b>\$4,458</b>	<b>\$2,820</b>



# FACILITIES REPLACEMENT

## Capital Asset Replacement Fund 105-059

### BUDGET HIGHLIGHTS

With the FY2018 Draft Budget, status quo funding in the amount of \$532,261 is appropriated from the General Corporate Fund, \$462,261, and the Public Safety Sales Tax Fund, \$70,000. Also from the Public Safety Sales Tax Fund is a transfer in the amount of \$261,113, which is appropriated for architectural/engineering services for potential relocation of the Sheriff's downtown facilities. If the Sheriff's Office and downtown jail are not closed, the County must proceed with the ADA improvements required by its Settlement Agreement with the Department of Justice.

The Facilities Committee contracted with Bailey Edward Architects for a complete Facilities Condition Assessment to be conducted on all county facilities, with the final report to be presented at the end of 2015. In 2016, the Facilities Director and County Administrator drafted a Facilities Action Plan which summarized the County's deferred maintenance needs and associated costs, [http://www.co.champaign.il.us/2016FacilitiesProposal/PDFS/Facilities\\_Action\\_Plan.pdf](http://www.co.champaign.il.us/2016FacilitiesProposal/PDFS/Facilities_Action_Plan.pdf). The Facilities Director and Facilities Committee will prioritize projects to be completed in FY2018 with the budgeted appropriation.

### FINANCIAL

Fund 105 Dept 059			2016 Actual	2017 Original	2017 Projected	2018 Budget
334	85	DEPT COMMRC ECON OPPORTUN	\$0	\$0	\$18,550	\$0
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$0	\$0	\$18,550	\$0
371	6	FROM PUB SAF SALES TAX FD	\$0	\$0	\$0	\$331,113
371	80	FROM GENERAL CORP FND 080	\$532,261	\$532,261	\$532,261	\$462,261
		INTERFUND REVENUE	\$532,261	\$532,261	\$532,261	\$793,374
<b>REVENUE TOTALS</b>			<b>\$532,261</b>	<b>\$532,261</b>	<b>\$550,811</b>	<b>\$793,374</b>
533	2	ARCHITECT SERVICES	\$19,953	\$0	\$0	\$136,782
533	4	ENGINEERING SERVICES	\$22,004	\$0	\$34,133	\$124,331
533	46	1905 E MAIN REPAIR-MAINT	\$0	\$0	\$0	\$80,000
533	47	JUV DET CTR REPAIR-MAINT	\$0	\$0	\$0	\$25,000
534	72	SATELLITE JAIL REPAIR-MNT	\$26,969	\$0	\$0	\$110,000
		SERVICES	\$68,926	\$0	\$34,133	\$476,113
544	16	COURTS FACILITY CONST/IMP	\$0	\$0	\$0	\$250,000
544	17	SATELLITE JAIL CONST/IMPR	\$0	\$0	\$0	\$67,261
544	18	BROOKNS BLDG CONST/IMPROV	\$358,847	\$380,000	\$345,867	\$0
544	47	1701 MAIN BLDG CONST/IMPR	\$0	\$152,261	\$275,298	\$0
		CAPITAL	\$358,847	\$532,261	\$621,165	\$317,261
<b>EXPENDITURE TOTALS</b>			<b>\$427,773</b>	<b>\$532,261</b>	<b>\$655,298</b>	<b>\$793,374</b>

## **PUBLIC SAFETY SALES TAX SUMMARY**

### **Fund 106-000**

The voters of Champaign County approved, by referendum, the establishment of the ¼ Cent Special County Retailers' Occupation Tax for Public Safety, Public Facilities, or Transportation (Public Safety Sales Tax), pursuant to 55 ILCS 5/5-1006.5 on November 3, 1998.

#### ***BUDGET HIGHLIGHTS***

The State Legislature implemented a 2% sales tax collection fee that went into effect in July 2017. It is estimated that this fee will cost the county approximately \$96,000 in FY2018, reducing the County's ability to use this revenue for public safety purposes.

The ¼ cent Public Safety Sales Tax is the primary source of revenue for this fund. The FY2017 projected revenue reflects a 1.4% decrease from budget. FY2018 revenue for tax is budgeted to decrease 0.3%. This sales tax has historically grown at a slower rate than the County's general ¼ cent sales tax. The difference between the two is that the Public Safety Sales Tax is not assessed on the sale of any vehicles licensed through the State of Illinois.

The following summarizes expenditure highlights for FY2018:

#### **Debt Service**

- Fifty percent of public safety sales tax funds are budgeted in FY2018 for debt service on bonds issued for the construction of the Courthouse and Juvenile Detention Center, \$2,307,960.

#### **Justice Technology**

- Software maintenance for the Courts Technology system, \$101,400.

#### **Delinquency Prevention**

- Five percent of FY2017 revenue is designated for delinquency prevention grant funding in FY2018, \$236,600.
- In FY2018, \$15,000 of the Fund Balance is appropriated for Youth Assessment Center (YAC) moving expenses. There remains within the Public Safety Sales Tax Fund Balance \$78,857 of previously unspent 5% Delinquency Prevention Grant Funding from prior years, to be appropriated to future one-time expenditures for these initiatives.

#### **County Board**

- Two months of funding for the Re-Entry Program is appropriated at \$16,700. The contract with Rosecrance terminates in February 2018. An additional \$83,300 is budgeted for program funding to be identified by the County Board.
- \$95,349 as a transfer to the General Corporate Fund (Corrections and General County Budgets) to offset the salary and health insurance cost of one lieutenant dedicated to Classification system oversight and development in the Jail.
- \$60,881 as a transfer to the Specialty Courts Fund for the salary and benefits of the Specialty Courts Coordinator position.

- The payment of annual fees on the debt service covered by the Public Safety Sales Tax Fund, \$2,375.
- A transfer to the Capital Asset Replacement Fund (CARF) for
  - The AS400 capital lease, software and maintenance, \$36,782; and
  - The technology needs of criminal justice system offices, \$535,980\*; and
  - Partial funding for the replacement of the County's Enterprise Resource Planning (financial) system, \$136,000; and
  - Planned improvements at the Adult Detention Center, \$70,000 from the fund balance; and
  - Architectural/engineering services for relocation of the Sheriff's Office and potential expansion of the satellite jail in conjunction with closure of the downtown facility, \$261,113. The funds are included in the Facilities CARF budget which is under the direction of the Facilities Committee. If the downtown facility is not closed there will be a need for these funds to be redirected to the ADA Budget in order to complete the remedial actions required by the County's Settlement Agreement with the Department of Justice.
- \$800,000 as a transfer to the General Corporate Fund to offset the utilities and minor maintenance costs of public safety buildings.

Based upon the foregoing, the total budget for the Public Safety Sales Tax Fund draws \$85,000 from the Fund Balance. A \$70,000 transfer to the CARF Facilities budget for improvements at the Adult Detention Center, and \$15,000 for YAC moving expenses.

## **FINANCIAL**

<b>Fund 106 Summary</b>			<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
318	9	PUB SAFETY 1/4% SALES TAX	\$4,678,090	\$4,750,961	\$4,685,898	\$4,672,140
		PROPERTY TAXES	\$4,678,090	\$4,750,961	\$4,685,898	\$4,672,140
361	10	INVESTMENT INTEREST	\$4,423	\$3,200	\$4,400	\$2,300
369	90	OTHER MISC. REVENUE	\$0	\$0	\$3,565	\$0
		MISCELLANEOUS	\$4,423	\$3,200	\$7,965	\$2,300
383	10	PROCEEDS-GEN OBLIG BONDS	\$3,775,000	\$0	\$0	\$0
		INTERFUND REVENUE	\$3,775,000	\$0	\$0	\$0
		<b>REVENUE TOTALS</b>	<b>\$8,457,513</b>	<b>\$4,754,161</b>	<b>\$4,693,863</b>	<b>\$4,674,440</b>
533	7	PROFESSIONAL SERVICES	\$36,084	\$0	\$0	\$0
533	42	EQUIPMENT MAINTENANCE	\$122,671	\$129,703	\$100,000	\$101,400
533	92	CONTRIBUTIONS & GRANTS	\$334,105	\$334,038	\$334,038	\$351,600
		SERVICES	\$492,860	\$463,741	\$434,038	\$453,000
571	14	TO CAPITAL IMPRV FUND 105	\$109,735	\$162,564	\$162,564	\$1,039,875
571	80	TO GENERAL CORP FUND 080	\$441,616	\$481,138	\$481,138	\$895,349
571	87	TO DRUG COURTS FUND 685	\$58,677	\$60,763	\$60,763	\$60,881
		INTERFUND EXPENDITURE	\$610,028	\$704,465	\$704,465	\$1,996,105

Fund 106 Summary			2016 Actual	2017 Original	2017 Projected	2018 Budget
581	1	GEN OBLIG BOND PRINCIPAL	\$1,550,860	\$1,606,707	\$1,631,707	\$1,305,000
582	2	INT & FEES-GEN OBLIG BONDS	\$2,001,979	\$1,969,970	\$1,898,868	\$1,005,335
583	1	GEN OBLIG BOND REFUNDED	\$3,738,916	\$0	\$0	\$0
		DEBT	\$7,291,755	\$3,576,677	\$3,530,575	\$2,310,335
EXPENDITURE TOTALS			\$8,394,643	\$4,744,883	\$4,669,078	\$4,759,440

### ***FUND BALANCE***

FY2016 Actual	FY2017 Projected	FY2018 Budgeted
\$2,179,349	\$2,204,134	\$2,119,134

Due to bond covenants for debt financing paid from the Public Safety Sales Tax Fund, appropriation for the current fiscal year must be 1.25 times the debt service. In conjunction with the budgeted sales tax revenues, the fund balance reserve for debt service in FY2018 is \$580,000. The minimum fund balance recommendation is \$1 million plus the reserve required by the bond covenants, which is \$1.58 million for FY2018.

### **\*Funding for Criminal Justice System Technology in the FY2018 Budget**

Public Safety Offices Software	\$91,774
Equipment/Computers	\$57,420
Portable/Mobile Radios-Sheriff's Office	\$386,786
<b>Total</b>	<b>\$535,980</b>

# **PUBLIC SAFETY SALES TAX FUND COUNTY BOARD**

## **Fund 106-010**

The Public Safety Sales Tax revenue, which is not budgeted for debt service, and interest earnings are receipted into this budget. Refer to the Public Safety Sales Tax budget summary document, 106-000, for more detailed information.

### ***FINANCIAL***

<b>Fund 106 Dept 010</b>			<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
318	9	PUB SAFETY 1/4% SALES TAX PROPERTY TAXES	\$1,100,552 \$1,100,552	\$1,176,659 \$1,176,659	\$1,157,698 \$1,157,698	\$2,364,180 \$2,364,180
361	10	INVESTMENT INTEREST MISCELLANEOUS	\$4,423 \$4,423	\$2,200 \$2,200	\$4,400 \$4,400	\$2,300 \$2,300
<b>REVENUE TOTALS</b>			<b>\$1,104,975</b>	<b>\$1,178,859</b>	<b>\$1,162,098</b>	<b>\$2,366,480</b>
533	92	CONTRIBUTIONS & GRANTS SERVICES	\$100,000 \$100,000	\$100,000 \$100,000	\$100,000 \$100,000	\$100,000 \$100,000
571	14	TO CAPITAL IMPRV FUND 105	\$109,735	\$162,564	\$162,564	\$1,039,875
571	80	TO GENERAL CORP FUND 080	\$441,616	\$481,138	\$481,138	\$895,349
571	87	TO DRUG COURTS FUND 685 INTERFUND EXPENDITURE	\$58,677 \$610,028	\$60,763 \$704,465	\$60,763 \$704,465	\$60,881 \$1,996,105
582	2	INT & FEES-GEN OBLIG BONDS DEBT	\$2,325 \$2,325	\$2,375 \$2,375	\$2,375 \$2,375	\$2,375 \$2,375
<b>EXPENDITURE TOTALS</b>			<b>\$712,353</b>	<b>\$806,840</b>	<b>\$806,840</b>	<b>\$2,098,480</b>

# **PUBLIC SAFETY SALES TAX JUSTICE SYSTEMS TECHNOLOGY**

## **Fund 106-230**

The Justice Systems Technology Project (JANO/Tyler Technologies) is paid for out of both this budget and from the Courts Automation Fund budget. The reduction in expenditure in FY2017 and FY2018 is the result of the discontinuation of recurring services.

### ***FINANCIAL***

<b>Fund 106 Dept 230</b>		<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
<b>REVENUE TOTALS</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
533 42	EQUIPMENT MAINTENANCE	\$122,671	\$129,703	\$100,000	\$101,400
	SERVICES	\$122,671	\$129,703	\$100,000	\$101,400
<b>EXPENDITURE TOTALS</b>		<b>\$122,671</b>	<b>\$129,703</b>	<b>\$100,000</b>	<b>\$101,400</b>

# DELINQUENCY PREVENTION GRANTS

## Public Safety Sales Tax Fund 106-237

### BUDGET HIGHLIGHTS

Beginning in January 2016, the County Board entered into a Memorandum of Understanding with the Regional Planning Commission to provide services through the Youth Assessment Center with the funding provided by the Public Safety Sales Tax. A commitment of \$236,600 is budgeted for FY2018 based on anticipated sales tax projections for FY2017.

At the beginning of FY2016, the set-aside from the Public Safety Sales Tax Fund for Delinquency Prevention Grants had \$78,991 of unspent revenue from previous fiscal years. The balance was reduced by \$134 based on the 5% allocation of revenues for delinquency prevention funding in FY2016. The balance of \$78,857 will remain in the Public Safety Sales Tax Fund balance until it is appropriated for requested one-time expenditures for the delinquency prevention grant funded programs. Due to the anticipated relocation of the center in 2018, \$15,000 of the set-aside has been budgeted for moving related costs as needed in FY2018. At this time, total funds in both FY2017 and FY2018 are committed to the ongoing development of the Juvenile Assessment Center.

The Youth Assessment Center is located in a facility provided by Champaign Unit 4 School District; however, the space is no longer available after March 2018. The Regional Planning Commission is working to find an alternate location for the center.

### FINANCIAL

		Fund 106	Dept 237	2016 Actual	2017 Original	2017 Projected	2018 Budget
		REVENUE TOTALS		\$0	\$0	\$0	\$0
533	92	CONTRIBUTIONS & GRANTS		\$234,105	\$234,038	\$234,038	\$251,600
		SERVICES		\$234,105	\$234,038	\$234,038	\$251,600
		EXPENDITURE TOTALS		\$234,105	\$234,038	\$234,038	\$251,600

### ALIGNMENT to STRATEGIC PLAN

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

- The operation of the Youth Assessment Center will be in cooperation with other community youth programming, maximizing the resources dedicated to the Youth Assessment Center.

*Goal #3 – Champaign County promotes a safe, just and healthy community.*

- The Delinquency Prevention Grant is used to deflect youth from the juvenile justice system and is focused on public safety through utilization of the Youth Assessment Center.

## ***DESCRIPTION***

The Youth Assessment Center is achieved through the cooperation of multiple agencies to provide a place where troubled teens that have been arrested or are experiencing other school or family difficulties are provided the chance to seek help from community services, avoid blemishes on their criminal records and learn from past mistakes.

## ***OBJECTIVES***

1. Stabilize the operation of the Youth Assessment Center to assure its availability as an ongoing resource in Champaign County
2. Ensure that the Youth Assessment Center Advisory Committee monitors the performance of the Youth Assessment Center and reports back to the County Board.
3. Ensure fiscal accountability for the Youth Assessment Center.

## ***PERFORMANCE INDICATORS***

<b>Indicator</b>	<b>FY2016 Actual</b>	<b>FY2017 Projected</b>	<b>FY2018 Budgeted</b>
Total dollars appropriated for Juvenile Assessment Center	\$234,105	\$234,038	\$236,600
Number of Juveniles provided services through the Juvenile Assessment Center (JAC)	494	700	700
Number of Youth Assessment Center Advisory Team Meetings	0	9	10



## GIS Fund

### Fund 107-010

The GIS Fund was established by the Champaign County Board, pursuant to 55 ILCS 5/3-5018, with the adoption of Ordinance No. 640. The revenue from this fee, assessed on documents filed and recorded in Champaign County, is to be disbursed according to law, for the advancement of the county-wide GIS system.

#### **BUDGET HIGHLIGHTS**

A cost study conducted in 2015 resulted in a \$5.00 fee increase approved by the County Board and taking effect on January 1, 2016. In FY2016 revenues increased 61% over FY2015 as the result of the fee increase and an increase in the number of documents filed and recorded.

The FY2018 expenditure budget covers the following expenses:

1. The County's annual membership fee to the GIS Consortium;
2. The County's contribution for future ortho-photography scheduled to be done in FY2020 – all GIS Consortium members pro-rate the total cost of the tri-annual ortho-photography and deposit annually an amount equal to the anticipated one-third of their share of that future project. This eliminates budget spikes for the member agencies in the 3<sup>rd</sup> year in which the ortho-photography is updated.
3. ESRI software licenses for Planning & Zoning, Supervisor of Assessments and the County Clerk.

#### **FINANCIAL**

Fund 107 Dept 010			2016 Actual	2017 Original	2017 Projected	2018 Budget
341	33	RECORDING FEES	\$355,301	\$330,000	\$350,000	\$330,000
		FEES AND FINES	\$355,301	\$330,000	\$350,000	\$330,000
361	10	INVESTMENT INTEREST	\$317	\$0	\$600	\$400
		MISCELLANEOUS	\$317	\$0	\$600	\$400
<b>REVENUE TOTALS</b>			<b>\$355,618</b>	<b>\$330,000</b>	<b>\$350,600</b>	<b>\$330,400</b>
533	7	PROFESSIONAL SERVICES	\$283,155	\$289,808	\$289,808	\$296,628
533	42	EQUIPMENT MAINTENANCE	\$0	\$0	\$0	\$7,486
		SERVICES	\$283,155	\$289,808	\$289,808	\$304,114
<b>EXPENDITURE TOTALS</b>			<b>\$283,155</b>	<b>\$289,808</b>	<b>\$289,808</b>	<b>\$304,114</b>

#### **FUND BALANCE**

FY2016 Actual	FY2017 Projected	FY2018 Budgeted
\$254,969	\$315,761	\$342,047

The fund balance goal is the equivalent of one year of revenue, to offset years in which there may be major capital purchases or years in which the revenue is substantially diminished.

## SOCIAL SECURITY FUND (FICA)

### Fund 188-000

This fund is to fund the employer portion of the Social Security program.

#### ***BUDGET HIGHLIGHTS***

The FICA rate remains stable at 7.65%. The increase in the FY2018 expenditure budget is the result of an overall increase in salaries in 2018.

The General Corporate Fund portion of the total Social Security budget is \$1,664,166 and is paid through a property tax levy. This FY2018 levy represents an increase of 1%, or \$16,000, over the same levy for FY2017. The additional appropriation authority for the Social Security levy has been assigned to the General Corporate Fund for FY2018.

#### ***FINANCIAL***

Fund 188 Summary			2016 Actual	2017 Original	2017 Projected	2018 Budget
311	28	CURR PROP TX-SOCIAL SECUR	\$1,610,715	\$1,655,757	\$1,648,122	\$1,664,166
313	28	RE BACKTAX-SOCIAL SECUR	\$949	\$0	\$1,000	\$0
314	10	MOBILE HOME TAX	\$1,490	\$0	\$1,500	\$0
315	10	PAYMENT IN LIEU OF TAXES	\$1,134	\$0	\$1,150	\$0
		PROPERTY TAXES	\$1,614,288	\$1,655,757	\$1,651,772	\$1,664,166
361	10	INVESTMENT INTEREST	\$645	\$0	\$1,200	\$0
		MISCELLANEOUS	\$645	\$0	\$1,200	\$0
381	19	IMRF/SS REIMBURSEMENT	\$1,208,500	\$1,455,859	\$1,455,859	\$1,557,946
		INTERFUND REVENUE	\$1,208,500	\$1,455,859	\$1,455,859	\$1,557,946
		<b>REVENUE TOTALS</b>	<b>\$2,823,433</b>	<b>\$3,111,616</b>	<b>\$3,108,831</b>	<b>\$3,222,112</b>
513	1	SOCIAL SECURITY-EMPLOYER	\$2,842,200	\$3,111,616	\$3,111,616	\$3,222,112
		PERSONNEL	\$2,842,200	\$3,111,616	\$3,111,616	\$3,222,112
		<b>EXPENDITURE TOTALS</b>	<b>\$2,842,200</b>	<b>\$3,111,616</b>	<b>\$3,111,616</b>	<b>\$3,222,112</b>

#### ***FUND BALANCE***

2016 Actual	2017 Projected	2018 Budgeted
\$664,252	\$661,467	\$661,467

The fund balance goal is 15% of the expenditure budget (\$483,318 in FY2018) to maintain cash flow throughout the first two quarters of the fiscal year before property tax revenues begin to be received.

## SOCIAL SECURITY – NURSING HOME

### Fund 188-044

This fund is to fund the employer portion of the Social Security program for all employees of the Champaign County Nursing Home.

#### *FINANCIAL*

Fund 188 Dept 044			2016 Actual	2017 Original	2017 Projected	2018 Budget
381	19	IMRF/SS REIMBURSEMENT	\$485,580	\$468,940	\$468,940	\$436,870
		INTERFUND REVENUE	\$485,580	\$468,940	\$468,940	\$436,870
		<b>REVENUE TOTALS</b>	<b>\$485,580</b>	<b>\$468,940</b>	<b>\$468,940</b>	<b>\$436,870</b>
513	1	SOCIAL SECURITY-EMPLOYER	\$504,985	\$468,940	\$468,940	\$436,870
		PERSONNEL	\$504,985	\$468,940	\$468,940	\$436,870
		<b>EXPENDITURE TOTALS</b>	<b>\$504,985</b>	<b>\$468,940</b>	<b>\$468,940</b>	<b>\$436,870</b>

## SOCIAL SECURITY – GENERAL COUNTY

### Fund 188-075

This fund is to fund the employer portion of the Social Security program for all employees with the exception of the employees of the Champaign County Nursing Home.

#### *FINANCIAL*

Fund 188 Dept 075			2016 Actual	2017 Original	2017 Projected	2018 Budget
311	28	CURR PROP TX-SOCIAL SECUR	\$1,610,715	\$1,655,757	\$1,648,122	\$1,664,166
313	28	RE BACKTAX-SOCIAL SECUR	\$949	\$0	\$1,000	\$0
314	10	MOBILE HOME TAX	\$1,490	\$0	\$1,500	\$0
315	10	PAYMENT IN LIEU OF TAXES	\$1,134	\$0	\$1,150	\$0
		PROPERTY TAXES	\$1,614,288	\$1,655,757	\$1,651,772	\$1,664,166
361	10	INVESTMENT INTEREST	\$645	\$0	\$1,200	\$0
		MISCELLANEOUS	\$645	\$0	\$1,200	\$0
381	19	IMRF/SS REIMBURSEMENT	\$722,920	\$986,919	\$986,919	\$1,121,076
		INTERFUND REVENUE	\$722,920	\$986,919	\$986,919	\$1,121,076
		<b>REVENUE TOTALS</b>	<b>\$2,337,853</b>	<b>\$2,642,676</b>	<b>\$2,639,891</b>	<b>\$2,785,242</b>
513	1	SOCIAL SECURITY-EMPLOYER	\$2,337,215	\$2,642,676	\$2,642,676	\$2,785,242
		PERSONNEL	\$2,337,215	\$2,642,676	\$2,642,676	\$2,785,242
		<b>EXPENDITURE TOTALS</b>	<b>\$2,337,215</b>	<b>\$2,642,676</b>	<b>\$2,642,676</b>	<b>\$2,785,242</b>

# **COURTHOUSE MUSEUM**

## **Fund 629-010**

This is to fund a historical museum, with a focus on Lincoln, in the Champaign County Courthouse.

### ***BUDGET HIGHLIGHTS***

The only projected revenue for this fund in FY2017 and FY2018 is from interest earnings. At this time, there are no expenditures planned or budgeted in FY2018. Decisions regarding projects to be funded out of the Courthouse Museum Fund are made by the Lincoln Legacy Committee.

### ***FINANCIAL***

<b>Fund 629 Dept 010</b>			<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
361	10	INVESTMENT INTEREST	\$13	\$10	\$14	\$12
		MISCELLANEOUS	\$13	\$10	\$14	\$12
		<b>REVENUE TOTALS</b>	<b>\$13</b>	<b>\$10</b>	<b>\$14</b>	<b>\$12</b>
		<b>EXPENDITURE TOTALS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

### ***FUND BALANCE***

<b>FY2016 Actual</b>	<b>FY2017 Projected</b>	<b>FY2018 Budgeted</b>
\$8,541	\$8,555	\$8,567

There is no fund balance goal for this fund – the fund balance simply indicates funds that are available to be spent on the specific purposes identified by the Lincoln Legacy Committee.

### ***DESCRIPTION***

This fund was established with gifts from private citizens to establish and maintain a museum area in the 100-year old Champaign County Courthouse. The intended focus of the exhibits will center on Abraham Lincoln. The Fund is kept active to enable receipt of gifts and donations for the benefit of the Courthouse Museum. Expenditures from this Fund would be at the direction of the Lincoln Legacy Committee.

# SOLID WASTE MANAGEMENT

## Fund 676-011

The Solid Waste Management fund funds programs and initiatives as indicated by the Champaign County Solid Waste Management Plan 5 Year Update. The most recent update was completed in August 2012.

### ***BUDGET HIGHLIGHTS***

The revenue in the Solid Waste Management Fund comes from: 1) licensing of waste haulers in the County at a stable rate (since the licensing fee has not increased and the number of haulers also remains relatively stable); and 2) contributions received from local municipalities to support the bi-annual Residential Electronics Collections held. Over time, another revenue source will need to be identified to continue funding these recycling events as the County is gradually spending down the fund balance in the Solid Waste Fund with the current level of revenue and expense. The expenditures from the fund are to provide funding assistance for recycling events and household hazardous waste collection initiatives held in the County in cooperation with other government agencies and local stakeholders, and to raise awareness of reduction, reuse, and recycling options available within the County.

The year 2018 is expected to be a year of transition to prepare for expected improvements to options available to County residents with regard to electronics collections beginning in 2019. The changes expected to be implemented to the Illinois EPA administered manufacturer electronics collections program in 2019 will result in significantly less costs to local governments to provide a residential electronics collection option to residents that allows for the safe recycling/reuse of unwanted televisions.

The RPC planning staff is facilitating a Household Hazardous Waste Leadership Team to explore options and potential funding sources for improving options available to County residents with regard to residential electronics collection and toward providing an option for household hazardous waste collection. The 2018 budget includes the amount of \$3,000 to support these efforts on an as needed basis.

### ***FINANCIAL***

Fund 676 Dept 011			2016 Actual	2017 Original	2017 Projected	2018 Budget
321	25	WASTE HAULER LICENSE LICENSES AND PERMITS	\$1,550 \$1,550	\$1,700 \$1,700	\$1,700 \$1,700	\$1,700 \$1,700
336	1	CHAMPAIGN CITY	\$23,444	\$27,540	\$19,031	\$21,000
336	2	URBANA CITY	\$11,841	\$14,082	\$9,604	\$11,000
336	14	VILLAGE OF SAVOY	\$2,147	\$2,488	\$1,762	\$1,900
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$37,432	\$44,110	\$30,397	\$33,900
361	10	INVESTMENT INTEREST	\$86	\$30	\$110	\$50
363	10	GIFTS AND DONATIONS	\$1,170	\$1,500	\$8,457	\$8,457
		MISCELLANEOUS	\$1,256	\$1,530	\$8,567	\$8,507
<b>REVENUE TOTALS</b>			<b>\$40,238</b>	<b>\$47,340</b>	<b>\$40,664</b>	<b>\$44,107</b>

522	1	STATIONERY & PRINTING	\$382	\$1,000	\$1,000	\$1,000
		COMMODITIES	\$382	\$1,000	\$1,000	\$1,000
533	7	PROFESSIONAL SERVICES	\$10,199	\$68,310	\$44,603	\$45,000
533	36	WASTE DISPOSAL & RECYCLNG	\$47,638	\$0	\$0	\$0
533	70	LEGAL NOTICES,ADVERTISING	\$0	\$650	\$650	\$650
533	84	BUSINESS MEALS/EXPENSES	\$0	\$500	\$0	\$0
533	92	CONTRIBUTIONS & GRANTS	\$0	\$3,000	\$3,000	\$3,000
533	93	DUES AND LICENSES	\$1,100	\$1,200	\$1,200	\$1,200
533	95	CONFERENCES & TRAINING	\$50	\$0	\$500	\$500
		SERVICES	\$58,987	\$73,660	\$49,953	\$50,350
<b>EXPENDITURE TOTALS</b>			<b>\$59,369</b>	<b>\$74,660</b>	<b>\$50,953</b>	<b>\$51,350</b>

### ***FUND BALANCE***

<b>FY2016 Actual</b>	<b>FY2017 Projected</b>	<b>FY2018 Budgeted</b>
\$47,954	\$37,665	\$30,422

The fund balance is available for annual expenditures supporting recycling events and other initiatives related to the County's Solid Waste Management Plan. The County Board acknowledges that the fund balance will consistently be used each year as available revenue for these initiatives until the fund balance is completely spent, and the revenue to expenditure deficit in FY2018 represents the County's contribution to the collection events. Expenditures for professional services in FY2018 are budgeted to reflect the maximum cost of recycling events and hazardous waste collections.

### ***ALIGNMENT TO STRATEGIC PLAN***

*County Board Goal 3 –Champaign County promotes a safe, just and healthy community*

- The County Solid Waste Manager is presently seeking support to implement a strategy to improve household hazardous waste collection options within the area. Unsafe storage of toxic household wastes in cupboards, basements, and garages contributes to unintentional poisoning incidents and are a continuing threat to personal safety and a continuing threat to our groundwater supply when dumped in roadside ditches, on the ground, or in a nonhazardous waste landfill.

*County Board Goal 4 – Champaign County is a county that supports balanced, planned growth to balance economic growth with preservation of our natural resources*

- The County Solid Waste Manager endeavors to raise awareness of citizens regarding initiatives to reduce, reuse, and recycle as a means to conserve natural resources.

### ***DESCRIPTION***

The County has appointed its Solid Waste Manager/Recycling Coordinator designation to the Planner at the Regional Planning Commission who is delegated to maintain and update the County's Solid Waste Management Plan. In addition to assuming responsibility for the maintenance and periodic five-year updates of the Solid Waste Management Plan, the Planner coordinates recycling events in the community, using the resources available with this Fund, to maximize awareness, education, and opportunity for recycling in Champaign County. The Planner continues efforts to facilitate the volunteer Household Hazardous Waste

Leadership Team to address the ongoing need for a household hazardous waste collection option available to county residents.

### **OBJECTIVES**

1. Encourage reduce, reuse, or recycling initiatives or collections within the County in conjunction with municipalities and by private or non-profit groups.
2. Promote reduce, reuse, and recycling efforts within the County.
3. Encourage County departments to promote and educate staff on office recycling efforts.
4. Monitor, where information exists, County recycling diversion rates.
5. Encourage landscape waste recycling efforts within the County.
6. Encourage countywide monitoring, collection, and reporting of recycling rates.
7. Consider requiring businesses that contract with the County to practice commercial and/or industrial recycling.
8. Encourage volume-based collection fees within the County.

### **PERFORMANCE INDICATORS**

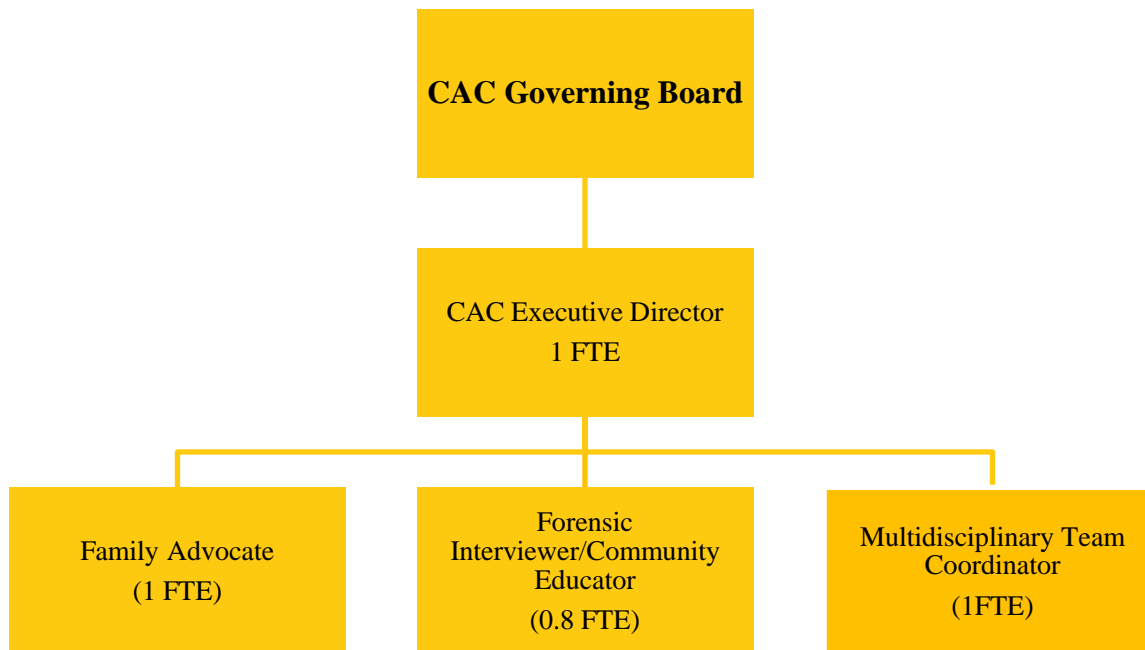
<b>Indicator</b>	<b>FY2016 Actual</b>	<b>FY2017 Projected</b>	<b>FY2018 Budgeted</b>
Number of product/material categories featured in 'Champaign County Green Guide' and on Champaign County RRR webpage	20	25	25
Estimated number of phone inquiries responded to	260	250	250
Number of informational memos/press releases shared	3	10	14
Number of data requests processed	4	4	4
Number of technical training courses attended by staff	6	7	7
Number of grant applications submitted for projects derived from the Champaign County Solid Waste Management Plan	3	2	2
Number of collection events coordinated with other local government staff	3	3	4

Note: The regional planner labor for 'Indicator' tasks shown are those funded through the County planning contract with the Champaign County Regional Planning Commission.



## CHILDREN'S ADVOCACY CENTER

### Fund 679-179



Children's Advocacy Center positions: 3.8 FTE

The Children's Advocacy Center of Champaign County was established in 2000.

#### **MISSION STATEMENT**

*To coordinate a timely, comprehensive, and multi-disciplinary response to allegations of child sexual and serious physical abuse in a safe, agency-neutral, child-focused setting. The Champaign County Children's Advocacy Center (CAC) facilitates investigations, makes medical and treatment referrals, and assists with any consequent legal proceedings in order to protect and support the children it serves and their families. The CAC also assists in coordinating education and prevention services.*

#### **BUDGET HIGHLIGHTS**

The CAC continues to be supported entirely by grants and donations, with the exception of a one-time appropriation from the County Board in 2016 to support a crucial aspect of our service. Anticipated support for this position was delayed by one year, leaving the CAC with no funding for a Child Forensic Interviewer for a period of eighteen months. The Champaign County Board generously agreed to transfer \$25,000 to support the position for twelve months; the cost for the remaining six months will be drawn from the CAC fund balance.

The CAC received an expansion of the current Victims of Crime Assistance Fund grant of \$82,000 in June 2017 to fund the Child Forensic Interviewer and add the Multidisciplinary Team Coordinator, add an additional contractual crisis clinician to the current programming.

The Center's primary grant funders are the Illinois Department of Children & Family Services, Illinois Criminal Justice Information Authority, Champaign County Mental Health Board, Illinois Attorney General, and the National Children's Alliance.

The grant increase will also support CAC services being offered to Ford County children and families. The CAC had previously provided services to children, families and investigators from Ford County as a courtesy; now DCFS will fund us for those services. An intergovernmental agreement has been implemented between Champaign and Ford counties to formalize the change.

In FY2017, the CAC again solicited voluntary payments from local law enforcement agencies. These assessments generated revenue of \$8,900. We expect to realize slightly higher revenue in FY2018 due to assessments on all Ford County law enforcement entities.

Another source of revenue for the CAC is private donations. Donations this fiscal year include proceeds from the annual *Child Abuse Prevention Month Fundraiser*, church donations, club donations, a holiday mail appeal, and private donations through the Champaign County United Way Campaign.

The CAC will budget for \$19,000 in Gifts and Donations for the year, plus up to \$20,000 in additional spending authority in case we are successful with grants and new fundraisers. A matching amount of expenditures has been added to the budget line "Equipment less than \$5,000". This strategy avoids having to request a budget amendment if donations exceed the budgeted amount. As with all CAC financial transactions, purchases will be made only after funding is contracted or in hand.

In the spring of 2015 an endowment of \$5,000 was established on the CAC's behalf at the Community Foundation of East Central Illinois. Proceeds will be disbursed directly to the CAC, and donors may add to the endowment at any time.

## FINANCIAL

Fund 679 Dept 179			2016 Actual	2017 Original	2017 Projected	2018 Budget
331	54	JUSTC-CRIME VICTIM ASSIST	\$49,157	\$60,338	\$96,300	\$132,310
331	55	JUST-INVSTGTN/CHILD ABUSE	\$8,163	\$9,000	\$7,000	\$0
334	29	IL ATTY GEN - CHILD ADVOC	\$20,500	\$20,500	\$20,500	\$20,500
334	73	DCFS-CHILD ADVOC CTR GRNT	\$71,115	\$81,240	\$81,240	\$81,240
336	13	CHAMP COUNTY MENT HLTH BD	\$37,080	\$37,080	\$37,080	\$37,080
337	21	LOCAL GOVT REIMBURSEMENT	\$7,730	\$8,600	\$9,000	\$10,000
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$193,745	\$216,758	\$251,120	\$281,130
361	10	INVESTMENT INTEREST	\$50	\$10	\$100	\$100
363	10	GIFTS AND DONATIONS	\$19,661	\$28,500	\$10,000	\$39,000
369	90	OTHER MISC. REVENUE	\$507	\$0	\$0	\$2,700
		MISCELLANEOUS	\$20,218	\$28,510	\$10,100	\$41,800
371	80	FROM GENERAL CORP FND 080	\$25,000	\$0	\$0	\$0
		INTERFUND REVENUE	\$25,000	\$0	\$0	\$0
REVENUE TOTALS			\$238,963	\$245,268	\$261,220	\$322,930

511	2	APPOINTED OFFICIAL SALARY	\$50,621	\$50,427	\$54,059	\$57,374
511	3	REG. FULL-TIME EMPLOYEES	\$53,451	\$55,782	\$72,296	\$94,872
511	5	TEMP. SALARIES & WAGES	\$7,894	\$11,700	\$645	\$0
513	1	SOCIAL SECURITY-EMPLOYER	\$8,503	\$8,094	\$9,295	\$11,647
513	2	IMRF - EMPLOYER COST	\$8,894	\$8,940	\$10,212	\$12,545
513	4	WORKERS' COMPENSATION INS	\$616	\$582	\$674	\$837
513	5	UNEMPLOYMENT INSURANCE	\$1,519	\$1,225	\$1,225	\$992
513	6	EMPLOYEE HEALTH/LIFE INS	\$5,141	\$10,797	\$18,708	\$31,647
		PERSONNEL	\$136,639	\$147,547	\$167,114	\$209,914
522	1	STATIONERY & PRINTING	\$596	\$450	\$450	\$500
522	2	OFFICE SUPPLIES	\$1,231	\$1,080	\$2,204	\$1,904
522	3	BOOKS,PERIODICALS & MAN.	\$98	\$90	\$90	\$100
522	6	POSTAGE, UPS, FED EXPRESS	\$804	\$300	\$300	\$300
522	10	FOOD	\$442	\$630	\$630	\$700
522	14	CUSTODIAL SUPPLIES	\$16	\$0	\$0	\$0
522	17	GROUNDS SUPPLIES	\$0	\$180	\$180	\$200
522	44	EQUIPMENT LESS THAN \$5000	\$1,929	\$21,115	\$3,630	\$23,000
522	93	OPERATIONAL SUPPLIES	\$2,643	\$300	\$300	\$500
		COMMODITIES	\$7,759	\$24,145	\$7,784	\$27,204
533	1	AUDIT & ACCOUNTING SERVCS	\$90	\$0	\$0	\$0
533	7	PROFESSIONAL SERVICES	\$35,496	\$42,338	\$42,338	\$46,250
533	12	JOB-REQUIRED TRAVEL EXP	\$169	\$832	\$1,000	\$1,965
533	18	NON-EMPLOYEE TRAINING,SEM	\$538	\$1,170	\$1,170	\$1,000
533	20	INSURANCE	\$1,938	\$1,650	\$1,650	\$1,650
533	29	COMPUTER/INF TCH SERVICES	\$144	\$1,619	\$2,500	\$3,644
533	33	TELEPHONE SERVICE	\$1,474	\$1,780	\$1,200	\$1,692
533	45	NON-CNTY BLDG REPAIR-MNT	\$20	\$300	\$300	\$1,100
533	50	FACILITY/OFFICE RENTALS	\$20,304	\$23,154	\$23,154	\$20,304
533	51	EQUIPMENT RENTALS	\$50	\$0	\$0	\$0
533	70	LEGAL NOTICES,ADVERTISING	\$1,272	\$0	\$0	\$0
533	85	PHOTOCOPY SERVICES	\$1,990	\$1,850	\$1,850	\$1,836
533	89	PUBLIC RELATIONS	\$787	\$0	\$0	\$0
533	93	DUES AND LICENSES	\$1,000	\$1,100	\$1,000	\$1,000
533	95	CONFERENCES & TRAINING	\$3,538	\$2,028	\$5,000	\$3,000
534	37	FINANCE CHARGES,BANK FEES	\$123	\$0	\$0	\$0
534	41	RETURN UNUSED GRANT	\$463	\$0	\$0	\$0
534	44	STIPEND	\$0	\$0	\$240	\$480
534	59	JANITORIAL SERVICES	\$1,716	\$1,720	\$1,720	\$1,885
		SERVICES	\$71,112	\$79,541	\$83,122	\$85,806
<b>EXPENDITURE TOTALS</b>			<b>\$215,510</b>	<b>\$251,233</b>	<b>\$258,020</b>	<b>\$322,924</b>

**FUND BALANCE**

<b>FY2016 Actual</b>	<b>FY2017 Projected</b>	<b>FY2018 Budgeted</b>
\$39,087	\$42,287	\$42,293

The CAC fund balance helps ensure that a positive cash balance is maintained despite the fact that some grant funding agencies reimburse the CAC for expenses after services are rendered, and that payments from

the State of Illinois are often late. The CAC strives to maintain a minimum fund balance equal to 10% of actual revenue.

### ***FULL TIME EMPLOYEE HISTORY***

<b>FY2014</b>	<b>FY2015</b>	<b>FY2016</b>	<b>FY2017</b>	<b>FY2018</b>
2.8	2.8	2.8	3.8	3.8

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

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

- To promote intergovernmental cooperation among departments and agencies responsible for investigating and intervening in cases of suspected child abuse

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

- To remain an accredited member of the National Children’s Alliance
- To maintain and improve the Children’s Advocacy Center facility in order to provide a family-friendly, comfortable atmosphere.

*County Board Goal 3 –Champaign County promotes a safe, just and healthy community*

- To reduce the trauma of child victimization by facilitating investigations and coordinating treatment services for children suspected of being sexually or seriously physically abused.
- To promote a safe and healthy community by coordinating community-wide education and services and activities

### ***DESCRIPTION***

The CAC provides a safe, agency-neutral space with assigned personnel designated for the investigation and coordination of services for children alleged to have been the victims of sexual and/or serious physical abuse. These services are designed to facilitate joint investigations, reduce the trauma of repeated victim interviews, initiate victim and family healing, and provide forensic interviews of children by specially trained law enforcement and child protection services investigators, as well as comprehensive case management and crisis intervention counseling services. The CAC also coordinates regular meetings of the Multidisciplinary Team, provides specialized training for professionals assigned to child abuse cases, and coordinates community education and prevention services.

### ***OBJECTIVES***

- Facilitate interviews of children in a safe, agency-neutral, and child-friendly environment
- Develop appropriate service plans for child victims and their non-offending family members
- Provide a CAC-based Multidisciplinary Team Coordinator.
- Continue to provide a CAC-based Forensic Interviewer.
- Provide specialized training for professionals interviewing and working with child victims
- Heighten community awareness of the CAC mission and broaden the base of financial support
- Evaluate programs, including seeking measures of service outcomes and client satisfaction

***PERFORMANCE INDICATORS***

<b>Indicator</b>	<b>FY2016 Actual</b>	<b>FY2017 Projected</b>	<b>FY2018 Budgeted</b>
Multidisciplinary Team Interviews with Children and Youth	213	200	215
Multidisciplinary Team Case Review Meeting Coordination	12	12	12
Number of community outreach events conducted by staff	12	20	25
Number of counseling hours provided to children and non-offending family members	260	284	300

# RPC – OPERATING FUND

## Fund 075



The Regional Planning Commission was created pursuant to 55 ILCS 5/5-14. The Regional Planning Commission's grants and contracts are managed through five funds. Those funds include the Operating Fund (075), Early Childhood Development Fund (104), Workforce Development Fund (110), and Revolving Loan Funds (475 and 474). The total number of Regional Planning Commission positions is 228 FTE's.

- Operating Fund (075) – 61.2 FTE's
- Early Childhood Fund (104) – 125.7 FTE's
- Workforce Development Fund (110) – 40.8 FTE's

## MISSION STATEMENT

Promote, plan, and facilitate improvements to health, safety, welfare, education, economic conditions, environment, and development within our region. All such services will be performed in the spirit of cooperation and with a regional vision to enhance quality of life.

## FINANCIAL

Fund 075 Summary			2016 Actual	2017 Original	2017 Projected	2018 Budget
331	14	HUD-SHELTER PLUS CARE	\$257,942	\$406,500	\$311,500	\$345,000
331	16	HUD-H.O.M.E. INV PRTRNSHP	\$83,359	\$90,000	\$90,000	\$92,000
331	17	DOT-FHWA-HIGHWAY PLANNING	\$529,631	\$715,000	\$440,000	\$460,000
331	18	DOT-FTA-METROPOL PLANNING	\$87,573	\$365,000	\$100,000	\$145,523
331	21	DOT-FTA-FRMLA GRT NON-URB	\$165,439	\$217,000	\$222,000	\$269,000
331	22	DOT-FTA-NEW FREEDOM PROG	\$69,157	\$55,000	\$55,000	\$24,000
331	27	HHS-HEALTHY MARRIAGE GRNT	\$19,653	\$0	\$30,000	\$30,000
331	29	HUD-COMM DEV BLOCK GRANT	\$40,069	\$58,750	\$66,967	\$63,000
331	30	HHS-COMM SERV BLOCK GRANT	\$573,597	\$800,000	\$815,601	\$787,459
331	36	HUD-EMERGENCY SHELTER GRNT	\$99,314	\$85,000	\$50,000	\$94,135
331	37	HOM SEC-EMRG FOOD/SHELTER	\$8,795	\$23,000	\$30,000	\$45,000
331	71	HUD-SUPPORTIVE HOUSING	\$34,505	\$32,159	\$33,080	\$34,000
331	81	DPT ENERGY-WEATHERIZATION	\$295,681	\$280,000	\$240,000	\$300,000
331	82	HHS-HM ENERGY ASSIST PROG	\$1,543,889	\$3,470,000	\$2,755,000	\$3,325,900
331	86	USDA-RURAL COMM DEV INIT	\$14,424	\$35,000	\$35,000	\$1,000
331	87	HOM SEC-HAZARD MITIGATION	\$21,111	\$0	\$0	\$0
331	88	HUD RAPID REHOUS/CC PROG	\$31,518	\$87,000	\$62,000	\$123,904
331	89	HHS-JUVENILE JUSTICE COUN	\$24,310	\$0	\$0	\$0
334	21	ILETSB-POLICE TRAINING	\$267,430	\$300,000	\$312,000	\$320,000
334	30	IL DPT MENT HLTH DD GRANT	\$510,368	\$660,000	\$500,000	\$630,000
334	34	IDHS-HOMELESS PREVENTION	\$94,854	\$40,000	\$40,000	\$50,000
334	48	IDOT STATE CAPITAL GRANT	\$0	\$15,780	\$5,000	\$10,000
334	49	IDOT-COMP REG PLAN-RURAL	\$0	\$18,500	\$37,000	\$37,000
334	50	IDOT-COMP REG PLAN-URBAN	\$0	\$18,500	\$0	\$0
334	52	IDOT-ST PLANNING & RESRCH	\$61,199	\$140,000	\$140,000	\$776,100

Fund 075 Summary			2016 Actual	2017 Original	2017 Projected	2018 Budget
334	56	IL ST METRO PLANNING FUND	\$83,293	\$35,000	\$12,000	\$8,500
334	69	DCFS-YTH HOUSING ADVOCACY	\$6,749	\$17,000	\$12,500	\$20,000
334	70	DCFS-HOUSNG ADVOCACY GRNT	\$49,562	\$80,500	\$50,000	\$66,500
334	86	IL DCEO-LIHEAP/WEATHERZTN	\$1,640,003	\$2,100,000	\$2,170,000	\$2,227,000
335	54	IDOT-PUBLIC TRANSIT	\$407,270	\$800,000	\$682,000	\$770,000
335	60	STATE REIMBURSEMENT	\$34,485	\$100,000	\$45,000	\$50,000
335	61	ILETSB-POLICE TRNING RMB	\$8,000	\$0	\$0	\$0
336	1	CHAMPAIGN CITY	\$124,031	\$132,837	\$131,587	\$130,051
336	2	URBANA CITY	\$83,611	\$72,314	\$93,848	\$105,381
336	3	VILLAGE OF RANTOUL	\$14,642	\$13,611	\$18,583	\$14,300
336	6	UNIVERSITY OF ILLINOIS	\$23,930	\$24,338	\$24,338	\$25,555
336	7	CITY OF DANVILLE	\$12,526	\$13,152	\$13,152	\$13,810
336	8	VERMILLION COUNTY	\$17,479	\$18,353	\$18,353	\$19,271
336	9	CHAMPAIGN COUNTY	\$322,530	\$317,186	\$317,176	\$313,579
336	10	PIATT COUNTY	\$3,520	\$3,696	\$3,696	\$3,881
336	11	CITY OF MONTICELLO	\$1,612	\$1,693	\$1,693	\$1,778
336	12	PARKLAND COLLEGE	\$1,322	\$1,388	\$1,388	\$1,457
336	13	CHAMP COUNTY MENT HLTH BD	\$26,000	\$26,000	\$57,378	\$107,728
336	14	VILLAGE OF SAVOY	\$10,883	\$10,883	\$14,634	\$12,145
336	16	VILLAGE OF MAHOMET	\$6,622	\$6,678	\$9,981	\$7,613
336	17	FARMER CITY	\$700	\$735	\$735	\$772
336	18	VILLAGE OF ST JOSEPH	\$3,460	\$3,460	\$5,483	\$3,754
336	20	CHAMPAIGN PARK DISTRICT	\$11,230	\$0	\$0	\$0
336	23	CHAMP COUNTY DEV DISAB BD	\$48,312	\$48,650	\$50,000	\$88,000
336	29	CITY OF PAXTON	\$1,387	\$1,456	\$1,456	\$1,529
336	30	GIBSON CITY	\$991	\$1,041	\$1,041	\$1,093
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$7,777,968	\$11,742,160	\$10,106,170	\$11,956,718
341	22	TRAINING FEES	\$9,881	\$12,000	\$2,500	\$7,000
341	40	TECHNICAL SERVICE CONT.	\$318,746	\$431,580	\$397,635	\$509,610
341	45	ADMINISTRATIVE FEES	\$670,617	\$975,000	\$925,000	\$975,000
		FEES AND FINES	\$999,244	\$1,418,580	\$1,325,135	\$1,491,610
361	10	INVESTMENT INTEREST	\$1,211	\$500	\$1,500	\$1,500
363	10	GIFTS AND DONATIONS	\$116,790	\$40,000	\$62,500	\$70,000
369	90	OTHER MISC. REVENUE	\$2,887	\$2,500	\$614	\$650
		MISCELLANEOUS	\$120,888	\$43,000	\$64,614	\$72,150
371	47	FROM RPC USDA LOAN FND474	\$1,694	\$2,500	\$2,500	\$3,500
381	75	REIMB FRM RPC LOAN FND475	\$105,813	\$120,000	\$100,000	\$122,000
385	10	FROM CUUATS DEPT 730	\$96,095	\$90,000	\$90,000	\$90,000
385	11	FROM CSBG DEPT	\$129,075	\$203,392	\$221,646	\$192,646
385	15	FROM POLICE TRAINING RESV	\$41,764	\$70,000	\$70,000	\$70,000
385	16	FROM POLICE TRAINING GRNT	\$15,000	\$0	\$0	\$0
385	30	FROM SENIOR SVCES 872/892	\$864	\$500	\$500	\$500
		INTERFUND REVENUE	\$390,305	\$486,392	\$484,646	\$478,646
		<b>REVENUE TOTALS</b>	<b>\$9,288,405</b>	<b>\$13,690,132</b>	<b>\$11,980,565</b>	<b>\$13,999,124</b>



Fund 075 Summary			2016 Actual	2017 Original	2017 Projected	2018 Budget
511	2	APPOINTED OFFICIAL SALARY	\$50,358	\$150,000	\$96,667	\$120,000
511	3	REG. FULL-TIME EMPLOYEES	\$2,656,532	\$4,073,000	\$3,282,500	\$4,160,500
511	4	REG. PART-TIME EMPLOYEES	\$15,892	\$46,500	\$24,100	\$29,950
511	5	TEMP. SALARIES & WAGES	\$269,412	\$344,450	\$279,900	\$358,050
513	1	SOCIAL SECURITY-EMPLOYER	\$211,134	\$266,280	\$213,500	\$238,250
513	2	IMRF - EMPLOYER COST	\$219,471	\$315,000	\$255,000	\$300,000
513	4	WORKERS' COMPENSATION INS	\$22,461	\$33,725	\$31,750	\$35,175
513	5	UNEMPLOYMENT INSURANCE	\$31,914	\$61,750	\$47,000	\$58,750
513	6	EMPLOYEE HEALTH/LIFE INS	\$235,454	\$345,000	\$277,000	\$325,000
513	8	EMPLOYEE DENTAL INSURANCE	\$196	\$750	\$400	\$750
513	20	EMPLOYEE DEVELOPMNT/RECOG PERSONNEL	\$4,764 \$3,717,588	\$7,000 \$5,643,455	\$5,000 \$4,512,817	\$7,000 \$5,633,425
522	1	STATIONERY & PRINTING	\$4,407	\$12,125	\$12,775	\$14,475
522	2	OFFICE SUPPLIES	\$36,584	\$55,400	\$43,850	\$49,850
522	3	BOOKS,PERIODICALS & MAN.	\$3,792	\$8,500	\$4,275	\$6,650
522	4	COPIER SUPPLIES	\$5,895	\$8,400	\$5,575	\$7,050
522	6	POSTAGE, UPS, FED EXPRESS	\$6,965	\$14,375	\$10,725	\$14,675
522	14	CUSTODIAL SUPPLIES	\$0	\$0	\$1,500	\$2,500
522	15	GASOLINE & OIL	\$3,295	\$17,025	\$10,900	\$13,500
522	16	TOOLS	\$978	\$1,500	\$2,500	\$3,000
522	28	LAUNDRY SUPPLIES	\$0	\$0	\$150	\$150
522	29	RPC STUDENT HANDOUT MATLS	\$8,054	\$11,050	\$10,000	\$11,000
522	44	EQUIPMENT LESS THAN \$5000	\$114,794	\$109,650	\$94,400	\$120,350
522	45	VEH EQUIP LESS THAN \$5000	\$3,320	\$0	\$1,000	\$1,500
522	90	ARSENAL & POLICE SUPPLIES	\$0	\$750	\$0	\$750
522	93	OPERATIONAL SUPPLIES COMMODITIES	\$1,340 \$189,424	\$13,400 \$252,175	\$8,800 \$206,450	\$12,850 \$258,300
533	1	AUDIT & ACCOUNTING SERVCS	\$80,827	\$64,000	\$58,500	\$58,500
533	3	ATTORNEY/LEGAL SERVICES	\$5,790	\$6,850	\$20,873	\$18,600
533	7	PROFESSIONAL SERVICES	\$36,508	\$57,250	\$35,400	\$62,450
533	8	CONSULTING SERVICES	\$0	\$15,000	\$0	\$5,000
533	12	JOB-REQUIRED TRAVEL EXP	\$15,092	\$39,675	\$25,250	\$35,350
533	18	NON-EMPLOYEE TRAINING,SEM	\$175	\$1,000	\$700	\$0
533	19	SCHOOLNG TO OBTAIN DEGREE	\$10,695	\$5,000	\$12,000	\$15,000
533	20	INSURANCE	\$72,909	\$67,275	\$65,275	\$90,275
533	28	UTILITIES	\$29,265	\$45,000	\$42,500	\$48,000
533	29	COMPUTER/INF TCH SERVICES	\$79,509	\$136,150	\$102,050	\$121,700
533	33	TELEPHONE SERVICE	\$16,527	\$34,500	\$37,850	\$32,950
533	36	WASTE DISPOSAL & RECYCLNG	\$883	\$1,250	\$2,000	\$2,500
533	40	AUTOMOBILE MAINTENANCE	\$3,275	\$12,475	\$10,250	\$13,950
533	42	EQUIPMENT MAINTENANCE	\$45,381	\$69,600	\$66,600	\$82,275
533	45	NON-CNTY BLDG REPAIR-MNT	\$2,549	\$2,500	\$1,500	\$15,500
533	50	FACILITY/OFFICE RENTALS	\$103,296	\$109,227	\$109,227	\$132,037
533	51	EQUIPMENT RENTALS	\$768	\$2,350	\$1,700	\$2,700
533	52	OTHER SERVICE BY CONTRACT	\$19,144	\$7,750	\$6,000	\$6,250
533	55	WEATHERIZATION HLTH/SAFTY	\$60,003	\$44,000	\$109,000	\$145,000

Fund 075 Summary			2016	2017	2017	2018
			Actual	Original	Projected	Budget
533	70	LEGAL NOTICES,ADVERTISING	\$24,681	\$24,125	\$22,950	\$28,700
533	84	BUSINESS MEALS/EXPENSES	\$4,062	\$11,750	\$8,450	\$9,775
533	85	PHOTOCOPY SERVICES	\$37,844	\$53,375	\$37,000	\$50,700
533	89	PUBLIC RELATIONS	\$3,251	\$0	\$0	\$0
533	91	LAUNDRY & CLEANING	\$454	\$0	\$250	\$350
533	92	CONTRIBUTIONS & GRANTS	\$594,545	\$1,013,430	\$908,800	\$915,850
533	93	DUES AND LICENSES	\$12,255	\$15,800	\$14,675	\$16,950
533	95	CONFERENCES & TRAINING	\$21,456	\$54,850	\$53,300	\$70,100
534	30	WEATHERIZATION LABOR	\$210,128	\$240,000	\$273,000	\$290,000
534	31	ENERGY ASSISTANCE	\$2,496,413	\$3,930,000	\$3,595,500	\$4,165,000
534	38	EMRGNCY SHELTER/UTILITIES	\$440,251	\$586,500	\$468,900	\$555,000
534	39	RPC SCHOLARSHIPS & AWARDS	\$14,773	\$10,000	\$7,500	\$8,750
534	41	RETURN UNUSED GRANT	\$46,596	\$0	\$0	\$0
534	44	STIPEND	\$11,190	\$16,425	\$15,150	\$17,150
534	48	RPC POL TRN STAFF MILEAGE	\$1,518	\$3,000	\$3,000	\$3,000
534	49	RPC POL TRN STAFF TRAVEL	\$2,418	\$5,000	\$4,500	\$4,500
534	50	RPC POL TRN STAFF PERDIEM	\$880	\$1,300	\$1,050	\$1,050
534	51	RPC POL TRN INSTRCTR TRAV	\$13,257	\$20,000	\$20,000	\$20,000
534	52	RPC POL TRN INSTRCTR CONT	\$155,807	\$182,000	\$165,000	\$195,000
534	53	RPC POL TRN INSTRUCTR DEV	\$4,995	\$6,500	\$3,000	\$4,000
534	54	RPC POL TRN CATERING	\$2,462	\$5,000	\$3,800	\$4,750
534	55	RPC POL TRN FACILITY RENT	\$6,850	\$10,000	\$10,000	\$10,000
534	56	RPC POL TRN RENTAL AIDS	\$0	\$800	\$500	\$750
534	57	RPC POL TRN REPRODUCTION	\$637	\$1,500	\$700	\$1,000
534	59	JANITORIAL SERVICES	\$22,070	\$28,000	\$27,700	\$28,000
534	70	BROOKNS BLDG REPAIR-MAINT	\$202	\$10,000	\$10,000	\$10,000
534	94	WEATHERIZATION MATERIALS SERVICES	\$260,545 \$4,972,136	\$265,000 \$7,215,207	\$315,000 \$6,676,400	\$320,000 \$7,618,412
544	30	AUTOMOBILES, VEHICLES	\$53,314	\$0	\$0	\$0
544	33	OFFICE EQUIPMENT & FURNIS CAPITAL	\$16,976 \$70,290	\$41,500 \$41,500	\$38,150 \$38,150	\$45,500 \$45,500
573	11	HOUSING ADVOCACY MATCH	\$12,307	\$48,000	\$20,000	\$10,000
573	16	TEN RNT ASST 709/859 MTCH	\$384	\$2,000	\$0	\$0
573	17	ISSA 827/828 MATCH	\$22,836	\$10,000	\$100,000	\$60,000
573	24	COURT DIVRSN 641/656 MTCH	\$27,725	\$75,000	\$30,000	\$50,000
573	27	HOMLSS PREVNT 634/640 MCH	\$677	\$5,000	\$3,500	\$3,500
573	30	TRANSPORTATION GRNT MATCH	\$96,095	\$90,000	\$90,000	\$90,000
573	33	CSBG SPC PRJ 807/815 MTCH	\$65,146	\$61,392	\$65,146	\$65,146
573	35	HOMELESS MGT 650/664 MTCH	\$0	\$2,000	\$2,000	\$2,000
573	50	CUMTD DIS RMP 872/892 MCH	\$865	\$500	\$1,000	\$2,000
573	51	POLICE TRAINING MATCH INTERFUND EXPENDITURE	\$56,764 \$282,799	\$70,000 \$363,892	\$70,000 \$381,646	\$70,000 \$352,646
EXPENDITURE TOTALS			\$9,232,237	\$13,516,229	\$11,815,463	\$13,908,283

## FUND BALANCE

<b>FY2016 Actual</b>	<b>FY2017 Projected</b>	<b>FY2018 Budgeted</b>
\$431,825	\$596,927	\$687,768

The FY18 budgeted fund balance is projected to increase slightly and reflects recognition of prior year revenue, timing of federal and state reimbursements, and limited fund balance growth potential in a reimbursement-based, strictly grant-funded organization.

## BUDGET HIGHLIGHTS

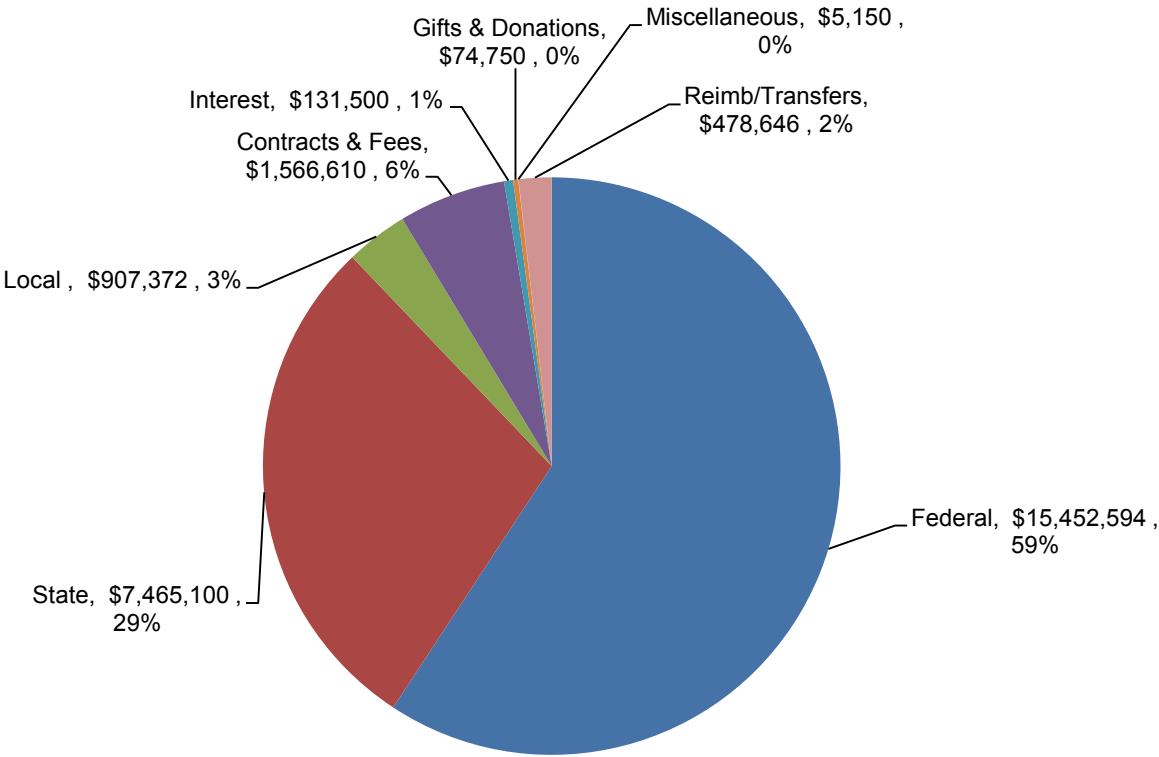
Overall, the operating budget is poised for continued slow but sustained growth in planning, community development and social service programming. The anticipated reductions in state and federal funding will be offset by new programming particularly in the areas of transportation planning, engineering and workforce development. The operating budget accommodates a large volume of pass-through client funding. Over 88% of operating fund revenue is derived from federal and state contracts. The remaining revenue is derived from fees, local technical service contracts, and donations. Recognition of prior year revenue and full cost recovery from grantor agencies will continue to result in a positive fund balance at year-end. Revenue and working capital enhancement continue to be a priority in 2018. Funding uncertainties at the state and federal levels will continue to negatively impact grant and contract terms and reimbursement rates.

Even-Odd Year Departmental Designation – All federal and state grants administered by the Regional Planning Commission have a program or contract year that differs from the County fiscal year; i.e., July-June, October-September, March-February. Grant awards require that associated revenue and expenditures are segregated in the accounting system by program year ending date. Grants ending in June 2018 are identified in the accounting system as “even years” and grants ending in June 2019 are identified as “odd years.” The chart of accounts indicates the specific grant/contract term separately identifiable by both fund and department. Since these grants often run concurrently and/or cross multiple county fiscal years, adequate line-item appropriations are required to accommodate variations in direct client assistance, carryover, and concurrent programming.

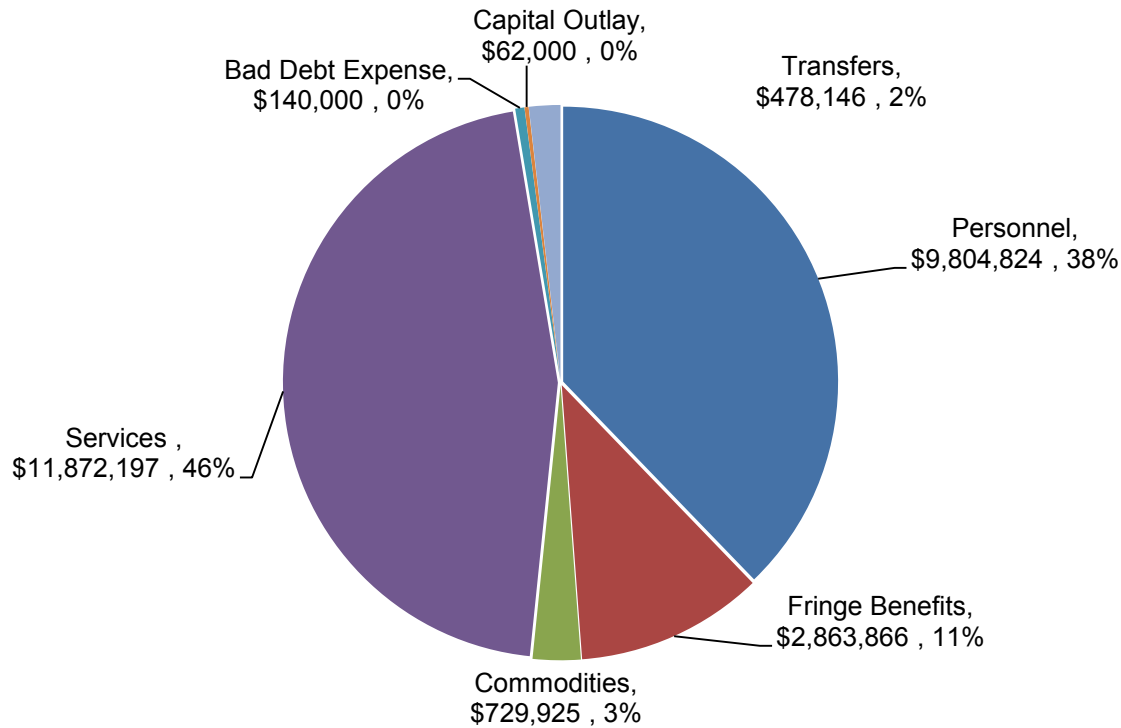
Salaries and fringe benefits represent nearly three-fifths of the operating fund expenditures after factoring out transfer payments and direct client assistance. Transfer payments include transit and senior repair grants, low-income home energy assistance, and housing assistance. Actual expenditures will be significantly lower than budgeted amounts due to the necessity to budget sufficient line-item appropriations to accommodate overlapping grant years and variations in staffing charges among the departments. In addition, expense-only accounts have been budgeted for the accumulation of fringe benefit and administrative costs. These costs are recovered through the application of fringe benefit and indirect cost rates to all grants and contracts. Fringe benefits costs continue to increase due to significant increases in health insurance premiums which will be partially offset by increased non-bargaining unit employee contributions.

No increase in the indirect (overhead) cost rate is expected during FY18 as a result of a stable direct labor base. Administrative cost containment and expansion of the direct labor pool has allowed us to maintain administrative costs at less than 8% of agency expenditures which is well within the federal maximum of 15% and the state maximum of 20%. The operating fund has been budgeted to allow some degree of flexibility to accommodate selective merit increases for non-bargaining unit staff, overlapping grant years, and labor

FY18 BUDGETED REVENUE



## FY18 BUDGETED EXPENDITURES



## STAFFING HISTORY

FY2014	FY2015	FY2016	FY2017	FY2018
64	67	62	60	61

## ALIGNMENT TO STRATEGIC PLAN

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

- Facilitate openly transparent regional planning, development, and social service initiatives and secure financial resources to support and sustain these activities.
- Develop collaborations and partnerships that leverage resources and strengthen our region.
- Upgrade and maintain state-of-the-art technology for effective programming, data management and analyses, and realization of functional efficiencies.

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

- Ensure comprehensive service delivery to all clients in high quality facilities and fulfill stated work objectives of contracting agencies.
- Continue to review, upgrade, or replace agency public facilities in an effort to ensure quality public service.

*CB Goal 3 –Champaign County promotes a safe, just and healthy community.*

- Promote, plan and facilitate improvements to health, safety, welfare, education, economic conditions, environment, and development within the region. All services will be performed in the spirit of cooperation and with a regional vision to enhance quality of life.
- Promote interdepartmental and intergovernmental cooperation, practice teamwork, and consistently demonstrate our organizational values of honesty, diversity, responsiveness, professionalism, and respect.
- Recognize and appreciate the strength that a wide variety of people, backgrounds, experiences, and ideas contribute to our local government and our community.
- Continue to advance delinquency prevention and juvenile justice services through enhanced court diversion programming.

*CB Goal 4 – Champaign County is a county that supports balanced, planned growth to balance economic growth with preservation of our natural resources.*

- Provide premier, sustainable planning and development services that improve the lives and welfare of all residents.
- Develop strategic plans for future initiatives and develop methods for implementation and financial resource access.

## **DESCRIPTION**

The Regional Planning Commission seeks to provide premier planning and development services in Illinois by providing innovative, high quality, sustainable services that improve the lives of all residents.

## **OBJECTIVES**

1. Perform grant and contract administration in full compliance with all federal, state, and local regulations.
2. Provide comprehensive and integrated service delivery to our clients and community.
3. Maintain the fiscal integrity of the Regional Planning Commission in a challenging economic environment.
4. Ensure full cost recovery through effective fiscal management and in compliance with all federal, state, and local regulations.
5. Develop measurable short and long-term division goals in order to advance our mission and geographic scope.
6. Develop innovative grant applications that address regional needs and the advancement of economic opportunity for our residents.
7. Maximize staff and agency resources through implementing cost savings and revenue and technology enhancements.
8. Provide meaningful and substantive staff support to oversight boards, commission, councils, and committees.

## **PERFORMANCE INDICATORS**

<b>Indicator</b>	<b>2016 Actual</b>	<b>2017 Projected</b>	<b>2018 Budgeted</b>
Number of grants or contracts completed	75	75	75
Number of clients accessing services	10,500	10,500	12,000
Positive financial and compliance audit	1	1	1
Number of new major programming	4	4	4

initiatives implemented			
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*RPC Fringe Benefit Clearing Account*

**RPC – FRINGE BENEFIT CLEARING ACCOUNT – 075-732**

*Expense-only account for the accumulation of fringe benefit costs including social security, IMRF, worker's compensation, unemployment insurance, and health insurance. These costs are subsequently recovered from grants and contracts based on a fringe benefit rate established at fiscal year-end.*

**FINANCIAL**

Fund 075 Dept 732			2016 Actual	2017 Original	2017 Projected	2018 Budget
<b>REVENUE TOTALS</b>			<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
511	2	APPOINTED OFFICIAL SALARY	\$21,948	\$25,000	\$15,000	\$25,000
511	3	REG. FULL-TIME EMPLOYEES	\$397,708	\$495,000	\$425,000	\$435,000
511	4	REG. PART-TIME EMPLOYEES	\$4,390	\$5,000	\$5,000	\$6,000
513	1	SOCIAL SECURITY-EMPLOYER	\$202,521	\$255,000	\$205,000	\$225,000
513	2	IMRF - EMPLOYER COST	\$219,471	\$315,000	\$255,000	\$300,000
513	4	WORKERS' COMPENSATION INS	\$19,704	\$30,000	\$27,000	\$30,000
513	5	UNEMPLOYMENT INSURANCE	\$28,289	\$55,000	\$40,000	\$50,000
513	6	EMPLOYEE HEALTH/LIFE INS	\$235,454	\$345,000	\$277,000	\$325,000
513	8	EMPLOYEE DENTAL INSURANCE	\$196	\$750	\$400	\$750
		PERSONNEL	\$1,129,681	\$1,525,750	\$1,249,400	\$1,396,750
<b>EXPENDITURE TOTALS</b>			<b>\$1,129,681</b>	<b>\$1,525,750</b>	<b>\$1,249,400</b>	<b>\$1,396,750</b>



*RPC Administration/Overhead*

**RPC – ADMINISTRATION/OVERHEAD – 075-733**

*Expense-only account for the accumulation of administrative costs that cannot be readily assigned to a specific grant program or project. These costs are recovered through the development of an indirect cost rate established at the beginning of the fiscal year in conformance with federal guidelines.*

**FINANCIAL**

Fund 075 Dept 733			2016 Actual	2017 Original	2017 Projected	2018 Budget
341	40	TECHNICAL SERVICE CONT.	\$90	\$0	\$0	\$0
341	45	ADMINISTRATIVE FEES	\$670,617	\$975,000	\$925,000	\$975,000
		FEES AND FINES	\$670,707	\$975,000	\$925,000	\$975,000
361	10	INVESTMENT INTEREST	\$1,211	\$500	\$1,500	\$1,500
369	90	OTHER MISC. REVENUE	\$150	\$1,000	\$500	\$500
		MISCELLANEOUS	\$1,361	\$1,500	\$2,000	\$2,000
<b>REVENUE TOTALS</b>			<b>\$672,068</b>	<b>\$976,500</b>	<b>\$927,000</b>	<b>\$977,000</b>
511	2	APPOINTED OFFICIAL SALARY	\$28,410	\$125,000	\$81,667	\$95,000
511	3	REG. FULL-TIME EMPLOYEES	\$588,878	\$625,000	\$650,000	\$685,000
511	4	REG. PART-TIME EMPLOYEES	\$0	\$15,000	\$0	\$0
511	5	TEMP. SALARIES & WAGES	\$18,776	\$15,000	\$15,000	\$20,000
513	20	EMPLOYEE DEVELOPMNT/RECOG PERSONNEL	\$4,764	\$7,000	\$5,000	\$7,000
			\$640,828	\$787,000	\$751,667	\$807,000
522	1	STATIONERY & PRINTING	\$281	\$5,000	\$3,500	\$3,500
522	2	OFFICE SUPPLIES	\$13,687	\$25,000	\$20,000	\$20,000
522	3	BOOKS,PERIODICALS & MAN.	\$689	\$1,700	\$1,500	\$1,700
522	4	COPIER SUPPLIES	\$5,441	\$7,500	\$5,000	\$6,000
522	6	POSTAGE, UPS, FED EXPRESS	\$652	\$1,750	\$1,500	\$1,750
522	14	CUSTODIAL SUPPLIES	\$0	\$0	\$250	\$250
522	15	GASOLINE & OIL	\$171	\$750	\$500	\$750
522	44	EQUIPMENT LESS THAN \$5000	\$87,802	\$50,000	\$40,000	\$50,000
522	93	OPERATIONAL SUPPLIES COMMODITIES	\$417	\$500	\$500	\$500
			\$109,140	\$92,200	\$72,750	\$84,450
533	1	AUDIT & ACCOUNTING SERVCS	\$70,999	\$50,000	\$55,000	\$55,000
533	3	ATTORNEY/LEGAL SERVICES	\$0	\$1,000	\$1,000	\$1,500
533	7	PROFESSIONAL SERVICES	\$19,314	\$15,000	\$5,000	\$25,000
533	8	CONSULTING SERVICES	\$0	\$15,000	\$0	\$5,000
533	12	JOB-REQUIRED TRAVEL EXP	\$230	\$1,500	\$1,500	\$1,700
533	19	SCHOOLNG TO OBTAIN DEGREE	\$10,695	\$5,000	\$12,000	\$15,000
533	20	INSURANCE	\$72,634	\$67,000	\$65,000	\$90,000
533	28	UTILITIES	\$29,265	\$37,500	\$35,000	\$40,000
533	29	COMPUTER/INF TCH SERVICES	\$36,543	\$50,000	\$35,000	\$45,000
533	33	TELEPHONE SERVICE	\$7,753	\$8,500	\$10,000	\$10,000

*RPC Administration/Overhead*

533	36	WASTE DISPOSAL & RECYCLNG	\$470	\$750	\$1,500	\$2,000
533	40	AUTOMOBILE MAINTENANCE	\$1,276	\$3,000	\$3,000	\$3,000
533	42	EQUIPMENT MAINTENANCE	\$15,930	\$25,000	\$15,000	\$25,000
533	45	NON-CNTY BLDG REPAIR-MNT	\$701	\$0	\$0	\$0
533	50	FACILITY/OFFICE RENTALS	\$93,035	\$92,727	\$92,727	\$102,037
533	51	EQUIPMENT RENTALS	\$768	\$1,500	\$1,500	\$2,500
533	70	LEGAL NOTICES,ADVERTISING	\$8,678	\$2,500	\$1,500	\$2,500
533	84	BUSINESS MEALS/EXPENSES	\$1,062	\$1,500	\$1,500	\$2,000
533	85	PHOTOCOPY SERVICES	\$15,002	\$22,000	\$15,000	\$22,000
533	91	LAUNDRY & CLEANING	\$14	\$0	\$0	\$0
533	92	CONTRIBUTIONS & GRANTS	\$0	\$0	\$500	\$500
533	93	DUES AND LICENSES	\$1,988	\$3,500	\$2,500	\$3,500
533	95	CONFERENCES & TRAINING	\$2,455	\$5,000	\$7,500	\$10,000
534	44	STIPEND	\$1,080	\$1,500	\$1,500	\$1,500
534	59	JANITORIAL SERVICES	\$19,970	\$25,000	\$25,000	\$25,000
534	70	BROOKNS BLDG REPAIR-MAINT SERVICES	\$202 \$410,064	\$10,000 \$444,477	\$10,000 \$398,227	\$10,000 \$499,737
544	33	OFFICE EQUIPMENT & FURNIS CAPITAL	\$16,976 \$16,976	\$25,000 \$25,000	\$20,000 \$20,000	\$20,000 \$20,000
		<b>EXPENDITURE TOTALS</b>	<b>\$1,177,008</b>	<b>\$1,348,677</b>	<b>\$1,242,644</b>	<b>\$1,411,187</b>

## **RPC – TRANSPORTATION PLANNING**

### **Fund 075**

The Champaign Urbana Urbanized Area Transportation Study (CUUATS) is the transportation program of the Champaign County Regional Planning Commission (RPC), which is the Metropolitan Planning Organization (MPO) responsible for administering the federally mandated transportation planning process for the Champaign-Urbana Urbanized Area.

In addition to complying with the MPO responsibilities, CUUATS also provides transportation planning services to local agencies helping them to build and support vibrant, sustainable communities by balancing the goals of each community with the advantages provided by all modes of transportation: walking, bicycling, transit, and auto.

### **MISSION STATEMENT**

As the Champaign-Urbana MPO, CUUATS mission is to coordinate metropolitan transportation planning with the Illinois Department of Transportation, Champaign County, the cities of Champaign and Urbana, Village of Savoy, University of Illinois, the Champaign-Urbana Mass Transit District, and the general public, and to ensure that existing and future expenditures of governmental funds for transportation projects and programs are based on a continuing, cooperative, and comprehensive (“3-C”) planning process.

CUUATS also strives to develop and maintain relationships that improve quality of life in East Central Illinois through the provision of transportation planning technical support through data collection and analysis, transportation policies, traffic engineering studies, and transportation grant writing while optimizing available local, regional, state and federal resources.

### **BUDGET HIGHLIGHTS**

The transportation planning staff has been very successful securing grants and new projects from diverse agencies including the Federal Highway Administration, Federal Transit Administration, Illinois Department of Transportation, municipalities, park districts, and consultants. At the same time, the staff has enhanced its technical capabilities by learning new skills and working with new planning tools and attending a variety of technical trainings. The transportation planning staff is constantly searching for new ideas and funding opportunities. The transportation planning staff has increased as a result of the new projects and increased funding that has been attracted.

### **ALIGNMENT TO STRATEGIC PLAN**

The transportation planning staff works on promoting livability and sustainability, improving quality of life, encouraging diversity, reaching out to all interested residents, and promoting interagency and interpersonal teamwork through their different programs and projects. CUUATS staff promotes sustainable growth in all our projects.

The transportation planning staff is ethical, transparent, fiscally responsible, and make the best use of scarce resources.

## PROGRAM DESCRIPTION

The Transportation program has two facets: comply with the Champaign-Urbana MPO responsibilities and transportation planning services contracts. *As the MPO*, the transportation planning staff has a leading role in promoting interagency cooperation and ensuring consistency between planning efforts in the Champaign-Urbana Metropolitan Planning Area.

*Transportation planning services contracts* include the preparation of multi-modal transportation plans, development of complete streets policies, creation of pedestrian and bicycle plans, and completion of traffic engineering studies for governmental agencies on a contractual basis.

The transportation program staff includes a transportation planning manager, one transportation engineer, five full time planners and one Human Services Transportation Plan Coordinator.

## OBJECTIVES

### Champaign-Urbana MPO

1. **Establish a setting for effective regional decision-making:** establish and manage a fair and impartial setting for effective regional transportation decision-making in the Champaign-Urbana metropolitan planning area.
2. **Evaluate transportation alternatives:** evaluate transportation alternatives, scaled to the size and complexity of the Champaign-Urbana region to the nature of its transportation issues, and to the realistically available options.
3. **Maintain a long-range transportation plan (LRTP):** develop and update a fiscally constrained long-range transportation plan for the Champaign-Urbana Metropolitan Planning Area covering a planning horizon of at least twenty years that fosters:
  - a. mobility and access for people and goods,
  - b. efficient system performance and preservation, and
  - c. quality of life
4. **Develop a transportation improvement program (TIP):** develop a fiscally constrained program based on the long-range transportation plan and designed to serve the Champaign-Urbana Metropolitan Planning Area's goals.
5. **Involve the public:** involve the general public and all the significantly affected sub-groups in the four essential functions listed above.
6. **Protect air quality:** avoid creation of adverse impacts to the environment when developing transportation plans, programs, and projects.

### Transportation planning services contracts

1. Continue to provide transportation planning services under contract to local municipalities and other local agencies
2. Seek project opportunities with municipal, county and other governmental agencies in East Central Illinois and pursue collaborative opportunities such as training, workshops and conferences

3. Maintain a positive working relationship with residents, businesses, special interest groups and the media

## PERFORMANCE INDICATORS

Indicator	2016 Actual	2017 Projected	2018 Budgeted
<b><i>Champaign-Urbana MPO</i></b>			
<b>Data Development and Maintenance</b>			
# of annual information/data requests processed	10	5	5
# of new software/planning tools learned by staff	10	20	15
<b>Long Range Planning</b>			
# of Performance Measures included in the LRTP 2040 Report Card receiving positive rating	17	18	19
<b>Short Range Planning</b>			
# of TIP amendments/mod. prepared by CUUATS staff & approved by CUUATS Tech. & Policy Committees	54	30	39
# of Consolidated Vehicle Procurement (CVP) grant applications evaluated & submitted for IDOT funding	12	10	12
# of short term projects completed by CUUATS staff	6	8	8
<b>Administration/Management</b>			
# of grant applications submitted	8	8	8
# of grant awards received	3	6	5
# of technical training/webinars courses attended by CUUATS staff	50	70	70
<b>Special Studies</b>			
# of special studies completed for CUUATS members	7	8	10
# of grant applications completed on behalf of CUUATS members	3	4	4

<b>Transportation Information System</b>			
# of annual data requests processed using CUUATS Travel Demand Model	2	1	2
<b>Transportation Planning Services Contracts</b>			
# of new projects contracted with CUUATS Staff	3	6	8
# of new agencies using CUUATS staff for transportation projects	2	3	4
# of grant applications completed for other agencies	1	2	3

*RPC Bicycle Route App Smartphone*

**RPC – BICYCLE ROUTE APP SMARTPHONE – 075-615**

*Development of a smartphone software application to track bicycle route traffic use; identify routes used by cyclists; analyze and map data; and provide recommendations for improvement.*

**FINANCIAL**

Fund 075 Dept 615			2016 Actual	2017 Original	2017 Projected	2018 Budget
334	56	IL ST METRO PLANNING FUND	\$83,293	\$35,000	\$12,000	\$8,500
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$83,293	\$35,000	\$12,000	\$8,500
		<b>REVENUE TOTALS</b>	<b>\$83,293</b>	<b>\$35,000</b>	<b>\$12,000</b>	<b>\$8,500</b>
511	3	REG. FULL-TIME EMPLOYEES	\$26,790	\$17,500	\$5,500	\$5,000
511	5	TEMP. SALARIES & WAGES	\$11,652	\$10,000	\$2,000	\$1,500
		PERSONNEL	\$38,442	\$27,500	\$7,500	\$6,500
522	1	STATIONERY & PRINTING	\$0	\$200	\$0	\$0
522	2	OFFICE SUPPLIES	\$173	\$200	\$200	\$200
522	44	EQUIPMENT LESS THAN \$5000	\$1,169	\$1,500	\$0	\$0
		COMMODITIES	\$1,342	\$1,900	\$200	\$200
533	29	COMPUTER/INF TCH SERVICES	\$270	\$500	\$250	\$200
533	42	EQUIPMENT MAINTENANCE	\$152	\$0	\$0	\$0
533	70	LEGAL NOTICES,ADVERTISING	\$1,202	\$750	\$0	\$0
533	89	PUBLIC RELATIONS	\$3,169	\$0	\$0	\$0
533	93	DUES AND LICENSES	\$25	\$200	\$150	\$150
533	95	CONFERENCES & TRAINING	\$40	\$200	\$0	\$200
		SERVICES	\$4,858	\$1,650	\$400	\$550
		<b>EXPENDITURE TOTALS</b>	<b>\$44,642</b>	<b>\$31,050</b>	<b>\$8,100</b>	<b>\$7,250</b>

*RPC Human Services Transportation Planning*

***RPC – HUMAN SERVICES TRANSPORTATION PLANNING – 075-696***

***Identify the transportation needs of elderly, disabled, income-eligible clients; provide strategies for meeting those needs, and prioritize transportation services for funding and implementation in East Central Illinois.***

***FINANCIAL***

		<b>Fund 075    Dept 696</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
331	21	DOT-FTA-FRMLA GRT NON-URB	\$88,495	\$47,000	\$50,000	\$95,000
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$88,495	\$47,000	\$50,000	\$95,000
		<b>REVENUE TOTALS</b>	<b>\$88,495</b>	<b>\$47,000</b>	<b>\$50,000</b>	<b>\$95,000</b>
511	3	REG. FULL-TIME EMPLOYEES	\$38,958	\$35,000	\$35,000	\$65,000
511	5	TEMP. SALARIES & WAGES	\$3,380	\$3,500	\$3,500	\$5,000
		PERSONNEL	\$42,338	\$38,500	\$38,500	\$70,000
522	1	STATIONERY & PRINTING	\$55	\$150	\$150	\$250
522	2	OFFICE SUPPLIES	\$0	\$150	\$150	\$500
522	6	POSTAGE, UPS, FED EXPRESS	\$57	\$0	\$0	\$0
522	15	GASOLINE & OIL	\$157	\$150	\$150	\$350
522	44	EQUIPMENT LESS THAN \$5000	\$0	\$0	\$500	\$1,000
		COMMODITIES	\$269	\$450	\$950	\$2,100
533	12	JOB-REQUIRED TRAVEL EXP	\$501	\$550	\$750	\$1,000
533	29	COMPUTER/INF TCH SERVICES	\$1,064	\$750	\$1,300	\$1,500
533	42	EQUIPMENT MAINTENANCE	\$1,670	\$0	\$0	\$1,750
533	70	LEGAL NOTICES,ADVERTISING	\$0	\$500	\$1,000	\$1,500
533	84	BUSINESS MEALS/EXPENSES	\$0	\$250	\$250	\$250
533	95	CONFERENCES & TRAINING	\$2,273	\$1,000	\$1,500	\$2,250
		SERVICES	\$5,508	\$3,050	\$4,800	\$8,250
		<b>EXPENDITURE TOTALS</b>	<b>\$48,115</b>	<b>\$42,000</b>	<b>\$44,250</b>	<b>\$80,350</b>



*RPC Transportation Planning Odd Years*

**RPC – TRANSPORTATION PLANNING ODD YEARS – 075-725**

*Funding allocated to the federally-designated metropolitan planning organization (MPO) to provide continuing, cooperative, and comprehensive transportation planning services.*

**FINANCIAL**

		<b>Fund 075 Dept 725</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
331	17	DOT-FHWA-HIGHWAY PLANNING	\$113,222	\$170,000	\$170,000	\$180,000
331	18	DOT-FTA-METROPOL PLANNING	\$27,601	\$45,000	\$45,000	\$45,000
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$140,823	\$215,000	\$215,000	\$225,000
385	10	FROM CUUATS DEPT 730	\$35,206	\$45,000	\$45,000	\$45,000
		INTERFUND REVENUE	\$35,206	\$45,000	\$45,000	\$45,000
		<b>REVENUE TOTALS</b>	<b>\$176,029</b>	<b>\$260,000</b>	<b>\$260,000</b>	<b>\$270,000</b>
511	3	REG. FULL-TIME EMPLOYEES	\$70,541	\$125,000	\$110,000	\$125,000
511	5	TEMP. SALARIES & WAGES	\$14,508	\$15,000	\$7,500	\$15,000
		PERSONNEL	\$85,049	\$140,000	\$117,500	\$140,000
522	1	STATIONERY & PRINTING	\$95	\$500	\$500	\$500
522	2	OFFICE SUPPLIES	\$433	\$1,500	\$1,500	\$1,500
522	3	BOOKS,PERIODICALS & MAN.	\$0	\$750	\$600	\$650
522	6	POSTAGE, UPS, FED EXPRESS	\$9	\$500	\$500	\$500
522	15	GASOLINE & OIL	\$111	\$500	\$150	\$200
522	44	EQUIPMENT LESS THAN \$5000	\$1,538	\$3,500	\$5,500	\$5,500
522	93	OPERATIONAL SUPPLIES	\$0	\$200	\$200	\$200
		COMMODITIES	\$2,186	\$7,450	\$8,950	\$9,050
533	7	PROFESSIONAL SERVICES	\$0	\$1,000	\$2,000	\$2,000
533	12	JOB-REQUIRED TRAVEL EXP	\$82	\$750	\$250	\$250
533	29	COMPUTER/INF TCH SERVICES	\$2,846	\$4,500	\$4,000	\$4,000
533	33	TELEPHONE SERVICE	\$723	\$750	\$750	\$1,000
533	42	EQUIPMENT MAINTENANCE	\$5,251	\$6,750	\$6,750	\$7,000
533	70	LEGAL NOTICES,ADVERTISING	\$2,433	\$1,500	\$1,500	\$2,000
533	84	BUSINESS MEALS/EXPENSES	\$0	\$250	\$250	\$250
533	85	PHOTOCOPY SERVICES	\$282	\$1,000	\$1,000	\$1,000
533	93	DUES AND LICENSES	\$400	\$750	\$750	\$1,000
533	95	CONFERENCES & TRAINING	\$2,584	\$5,000	\$4,000	\$5,000
534	44	STIPEND	\$240	\$500	\$500	\$550
		SERVICES	\$14,841	\$22,750	\$21,750	\$24,050
544	33	OFFICE EQUIPMENT & FURNIS	\$0	\$2,500	\$1,500	\$2,500
		CAPITAL	\$0	\$2,500	\$1,500	\$2,500
		<b>EXPENDITURE TOTALS</b>	<b>\$102,076</b>	<b>\$172,700</b>	<b>\$149,700</b>	<b>\$175,600</b>

*RPC Transportation Planning Even Years*

**RPC – TRANSPORTATION PLANNING EVEN YEARS – 075-742**

*Funding allocated to the federally-designated metropolitan planning organization (MPO) to provide continuing, cooperative, and comprehensive transportation planning services.*

**FINANCIAL**

Fund 075 Dept 742			2016 Actual	2017 Original	2017 Projected	2018 Budget
331	17	DOT-FHWA-HIGHWAY PLANNING	\$194,894	\$170,000	\$170,000	\$190,000
331	18	DOT-FTA-METROPOL PLANNING	\$48,661	\$45,000	\$45,000	\$50,000
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$243,555	\$215,000	\$215,000	\$240,000
385	10	FROM CUUATS DEPT 730	\$60,889	\$45,000	\$45,000	\$45,000
		INTERFUND REVENUE	\$60,889	\$45,000	\$45,000	\$45,000
		<b>REVENUE TOTALS</b>	<b>\$304,444</b>	<b>\$260,000</b>	<b>\$260,000</b>	<b>\$285,000</b>
511	3	REG. FULL-TIME EMPLOYEES	\$130,517	\$135,000	\$135,000	\$145,000
511	5	TEMP. SALARIES & WAGES	\$15,201	\$17,000	\$17,000	\$15,000
		PERSONNEL	\$145,718	\$152,000	\$152,000	\$160,000
522	1	STATIONERY & PRINTING	\$160	\$500	\$200	\$250
522	2	OFFICE SUPPLIES	\$693	\$1,500	\$700	\$1,000
522	3	BOOKS,PERIODICALS & MAN.	\$506	\$1,000	\$500	\$750
522	6	POSTAGE, UPS, FED EXPRESS	\$9	\$250	\$250	\$350
522	15	GASOLINE & OIL	\$37	\$250	\$250	\$250
522	44	EQUIPMENT LESS THAN \$5000	\$493	\$4,500	\$4,500	\$5,000
522	93	OPERATIONAL SUPPLIES	\$0	\$500	\$500	\$500
		COMMODITIES	\$1,898	\$8,500	\$6,900	\$8,100
533	7	PROFESSIONAL SERVICES	\$1,880	\$2,500	\$2,500	\$2,500
533	12	JOB-REQUIRED TRAVEL EXP	\$500	\$700	\$250	\$350
533	29	COMPUTER/INF TCH SERVICES	\$4,078	\$5,000	\$4,000	\$5,000
533	33	TELEPHONE SERVICE	\$499	\$775	\$500	\$700
533	42	EQUIPMENT MAINTENANCE	\$6,793	\$7,500	\$6,500	\$7,000
533	70	LEGAL NOTICES,ADVERTISING	\$1,208	\$1,500	\$1,500	\$1,500
533	84	BUSINESS MEALS/EXPENSES	\$45	\$0	\$0	\$0
533	85	PHOTOCOPY SERVICES	\$860	\$1,500	\$1,000	\$1,500
533	93	DUES AND LICENSES	\$604	\$750	\$750	\$750
533	95	CONFERENCES & TRAINING	\$2,264	\$5,000	\$2,000	\$2,500
534	44	STIPEND	\$240	\$500	\$500	\$500
		SERVICES	\$18,971	\$25,725	\$19,500	\$22,300
544	33	OFFICE EQUIPMENT & FURNIS	\$0	\$2,500	\$1,500	\$2,500
		CAPITAL	\$0	\$2,500	\$1,500	\$2,500
		<b>EXPENDITURE TOTALS</b>	<b>\$166,587</b>	<b>\$188,725</b>	<b>\$179,900</b>	<b>\$192,900</b>



*RPC CUUATS Local Contributions*

**RPC – CUUATS LOCAL CONTRIBUTIONS – 075-730**

*Local matching funds provided by Champaign-Urbana Urbanized Area Transportation System (CUUATS) member agencies. These funds are utilized to match Federal Highway Administration and Federal Transit Administration funding in support of local transportation planning efforts.*

**FINANCIAL**

		<b>Fund 075 Dept 730</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
336	1	CHAMPAIGN CITY	\$30,247	\$30,427	\$30,427	\$31,948
336	2	URBANA CITY	\$30,427	\$30,427	\$30,427	\$31,948
336	6	UNIVERSITY OF ILLINOIS	\$15,778	\$15,778	\$15,778	\$16,567
336	9	CHAMPAIGN COUNTY	\$30,427	\$30,427	\$30,427	\$31,948
336	14	VILLAGE OF SAVOY	\$5,369	\$5,369	\$5,369	\$5,637
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$112,248	\$112,428	\$112,428	\$118,048
341	40	TECHNICAL SERVICE CONT.	\$0	\$0	\$1,805	\$2,000
		FEES AND FINES	\$0	\$0	\$1,805	\$2,000
		<b>REVENUE TOTALS</b>	<b>\$112,248</b>	<b>\$112,428</b>	<b>\$114,233</b>	<b>\$120,048</b>
522	2	OFFICE SUPPLIES	\$0	\$0	\$150	\$150
		COMMODITIES	\$0	\$0	\$150	\$150
533	3	ATTORNEY/LEGAL SERVICES	\$2,000	\$0	\$2,523	\$0
533	7	PROFESSIONAL SERVICES	\$0	\$1,000	\$1,000	\$1,000
533	29	COMPUTER/INF TCH SERVICES	\$0	\$0	\$2,500	\$2,500
533	33	TELEPHONE SERVICE	\$28	\$0	\$0	\$0
533	84	BUSINESS MEALS/EXPENSES	\$587	\$1,000	\$1,000	\$1,000
533	85	PHOTOCOPY SERVICES	\$24	\$0	\$0	\$0
533	93	DUES AND LICENSES	\$0	\$0	\$150	\$150
		SERVICES	\$2,639	\$2,000	\$7,173	\$4,650
573	30	TRANSPORTATION GRNT MATCH	\$96,095	\$90,000	\$90,000	\$90,000
		INTERFUND EXPENDITURE	\$96,095	\$90,000	\$90,000	\$90,000
		<b>EXPENDITURE TOTALS</b>	<b>\$98,734</b>	<b>\$92,000</b>	<b>\$97,323</b>	<b>\$94,800</b>

*RPC C-CARTS Rural MTD - Even State Years*

***RPC – C-CARTS RURAL MTD - EVEN STATE YEARS – 075-739***

***Federal and State funding to support management and operation of Champaign County's rural transit system through its operator, the Champaign-Urbana Mass Transit District.***

***FINANCIAL***

		<b>Fund 075    Dept 739</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
331	21	DOT-FTA-FRMLA GRT NON-URB	\$0	\$85,000	\$85,000	\$87,000
335	54	IDOT-PUBLIC TRANSIT	\$338,880	\$400,000	\$338,000	\$385,000
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$338,880	\$485,000	\$423,000	\$472,000
		<b>REVENUE TOTALS</b>	<b>\$338,880</b>	<b>\$485,000</b>	<b>\$423,000</b>	<b>\$472,000</b>
511	3	REG. FULL-TIME EMPLOYEES	\$3,075	\$10,000	\$3,500	\$7,500
511	5	TEMP. SALARIES & WAGES	\$0	\$0	\$0	\$1,000
		PERSONNEL	\$3,075	\$10,000	\$3,500	\$8,500
522	6	POSTAGE, UPS, FED EXPRESS	\$0	\$100	\$100	\$100
522	15	GASOLINE & OIL	\$16	\$100	\$100	\$100
		COMMODITIES	\$16	\$200	\$200	\$200
533	70	LEGAL NOTICES,ADVERTISING	\$802	\$1,125	\$500	\$1,000
533	92	CONTRIBUTIONS & GRANTS	\$329,277	\$450,000	\$412,000	\$415,000
533	95	CONFERENCES & TRAINING	\$206	\$0	\$0	\$0
		SERVICES	\$330,285	\$451,125	\$412,500	\$416,000
		<b>EXPENDITURE TOTALS</b>	<b>\$333,376</b>	<b>\$461,325</b>	<b>\$416,200</b>	<b>\$424,700</b>

*RPC C-CARTS Rural MTD - Odd State Years*

***RPC – C-CARTS RURAL MTD - ODD STATE YEARS – 075-740***

***Federal and State funding to support management and operation of Champaign County's rural transit system through its operator, the Champaign-Urbana Mass Transit District.***

***FINANCIAL***

		<b>Fund 075    Dept 740</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
331	21	DOT-FTA-FRMLA GRT NON-URB	\$76,944	\$85,000	\$87,000	\$87,000
335	54	IDOT-PUBLIC TRANSIT	\$68,390	\$400,000	\$344,000	\$385,000
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$145,334	\$485,000	\$431,000	\$472,000
		<b>REVENUE TOTALS</b>	<b>\$145,334</b>	<b>\$485,000</b>	<b>\$431,000</b>	<b>\$472,000</b>
511	3	REG. FULL-TIME EMPLOYEES	\$2,323	\$7,750	\$7,750	\$7,750
511	5	TEMP. SALARIES & WAGES	\$0	\$0	\$1,000	\$1,500
		PERSONNEL	\$2,323	\$7,750	\$8,750	\$9,250
522	2	OFFICE SUPPLIES	\$0	\$100	\$100	\$100
522	6	POSTAGE, UPS, FED EXPRESS	\$33	\$100	\$100	\$100
522	15	GASOLINE & OIL	\$2	\$150	\$150	\$150
		COMMODITIES	\$35	\$350	\$350	\$350
533	3	ATTORNEY/LEGAL SERVICES	\$0	\$100	\$100	\$100
533	70	LEGAL NOTICES,ADVERTISING	\$0	\$500	\$500	\$1,000
533	92	CONTRIBUTIONS & GRANTS	\$143,441	\$465,000	\$395,000	\$415,000
		SERVICES	\$143,441	\$465,600	\$395,600	\$416,100
		<b>EXPENDITURE TOTALS</b>	<b>\$145,799</b>	<b>\$473,700</b>	<b>\$404,700</b>	<b>\$425,700</b>

*RPC IDOT State Capital Grant*

<b><i>RPC – IDOT STATE CAPITAL GRANT – 075-782</i></b>
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<b><i>State funding to support rural transit capital equipment.</i></b>
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<b><i>FINANCIAL</i></b>
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		<b>Fund 075   Dept 782</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
334	48	IDOT STATE CAPITAL GRANT	\$0	\$15,780	\$5,000	\$10,000
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$0	\$15,780	\$5,000	\$10,000
		<b>REVENUE TOTALS</b>	<b>\$0</b>	<b>\$15,780</b>	<b>\$5,000</b>	<b>\$10,000</b>
533	92	CONTRIBUTIONS & GRANTS	\$0	\$15,780	\$5,000	\$10,000
		SERVICES	\$0	\$15,780	\$5,000	\$10,000
		<b>EXPENDITURE TOTALS</b>	<b>\$0</b>	<b>\$15,780</b>	<b>\$5,000</b>	<b>\$10,000</b>

*RPC Illinois Modeling Initiative*

**RPC ILLINOIS MODELING INITIATIVE – 075-801**

*State funding to support continuation of the research and development of best practices in travel demand modeling, providing training and technical support, coordination of activities related to travel demand modeling with similar groups and the Illinois MPOs, dissemination of information to support the travel demand-modeling program in Illinois, and updating and enhancing the ILMUG website.*

**FINANCIAL**

		<b>Fund 075 Dept 801</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
331	17	DOT-FHWA-HIGHWAY PLANNING	\$52,657	\$125,000	\$0	\$0
334	52	IDOT-ST PLANNING & RESRCH	\$13,164	\$30,000	\$50,000	\$128,500
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$65,821	\$155,000	\$50,000	\$128,500
		<b>REVENUE TOTALS</b>	<b>\$65,821</b>	<b>\$155,000</b>	<b>\$50,000</b>	<b>\$128,500</b>
511	3	REG. FULL-TIME EMPLOYEES	\$3,202	\$55,000	\$20,000	\$65,000
511	5	TEMP. SALARIES & WAGES	\$0	\$5,000	\$1,500	\$3,500
		PERSONNEL	\$3,202	\$60,000	\$21,500	\$68,500
522	2	OFFICE SUPPLIES	\$0	\$200	\$200	\$200
522	6	POSTAGE, UPS, FED EXPRESS	\$0	\$150	\$150	\$250
522	15	GASOLINE & OIL	\$0	\$200	\$200	\$500
522	44	EQUIPMENT LESS THAN \$5000	\$0	\$2,500	\$2,500	\$2,000
522	93	OPERATIONAL SUPPLIES	\$0	\$1,000	\$1,000	\$500
		COMMODITIES	\$0	\$4,050	\$4,050	\$3,450
533	12	JOB-REQUIRED TRAVEL EXP	\$0	\$250	\$250	\$250
533	29	COMPUTER/INF TCH SERVICES	\$134	\$1,500	\$1,500	\$700
533	42	EQUIPMENT MAINTENANCE	\$0	\$2,500	\$15,000	\$10,000
533	70	LEGAL NOTICES,ADVERTISING	\$0	\$500	\$500	\$500
533	84	BUSINESS MEALS/EXPENSES	\$0	\$1,000	\$500	\$575
533	95	CONFERENCES & TRAINING	\$1,688	\$3,000	\$1,500	\$3,000
		SERVICES	\$1,822	\$8,750	\$19,250	\$15,025
544	33	OFFICE EQUIPMENT & FURNIS	\$0	\$2,500	\$0	\$0
		CAPITAL	\$0	\$2,500	\$0	\$0
		<b>EXPENDITURE TOTALS</b>	<b>\$5,024</b>	<b>\$75,300</b>	<b>\$44,800</b>	<b>\$86,975</b>



RPC IDOT Rural Planning

**RPC IDOT RURAL PLANNING –075-802**

*State funding for analysis of transportation safety data including 5 years of crash data. Project will identify key emphasis areas of the Champaign County Safety Plan and strategies to address emphasis areas.*

**FINANCIAL**

Fund 075 Dept 802			2016 Actual	2017 Original	2017 Projected	2018 Budget
334	49	IDOT-COMP REG PLAN-RURAL	\$0	\$18,500	\$37,000	\$37,000
334	50	IDOT-COMP REG PLAN-URBAN	\$0	\$18,500	\$0	\$0
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$0	\$37,000	\$37,000	\$37,000
<b>REVENUE TOTALS</b>			<b>\$0</b>	<b>\$37,000</b>	<b>\$37,000</b>	<b>\$37,000</b>
511	3	REG. FULL-TIME EMPLOYEES	\$0	\$16,500	\$16,500	\$16,500
511	5	TEMP. SALARIES & WAGES	\$0	\$1,200	\$1,200	\$1,200
		PERSONNEL	\$0	\$17,700	\$17,700	\$17,700
522	1	STATIONERY & PRINTING	\$0	\$500	\$500	\$500
522	2	OFFICE SUPPLIES	\$0	\$200	\$200	\$200
522	6	POSTAGE, UPS, FED EXPRESS	\$0	\$300	\$300	\$300
522	15	GASOLINE & OIL	\$0	\$400	\$400	\$400
522	93	OPERATIONAL SUPPLIES	\$0	\$500	\$500	\$500
		COMMODITIES	\$0	\$1,900	\$1,900	\$1,900
533	12	JOB-REQUIRED TRAVEL EXP	\$0	\$600	\$600	\$600
533	29	COMPUTER/INF TCH SERVICES	\$0	\$500	\$500	\$500
533	33	TELEPHONE SERVICE	\$0	\$500	\$500	\$500
533	70	LEGAL NOTICES,ADVERTISING	\$0	\$500	\$500	\$500
533	85	PHOTOCOPY SERVICES	\$0	\$350	\$350	\$350
533	95	CONFERENCES & TRAINING	\$0	\$500	\$500	\$500
		SERVICES	\$0	\$2,950	\$2,950	\$2,950
<b>EXPENDITURE TOTALS</b>			<b>\$0</b>	<b>\$22,550</b>	<b>\$22,550</b>	<b>\$22,550</b>

**RPC –CURTIS ROAD CORRIDOR STUDY – 075-630**

*Study to identify infrastructure to facilitate mobility within and between surrounding jurisdictions while supporting and protecting disparate land uses, including the University of Illinois South Farms.*

**FINANCIAL**

Fund 075 Dept 630			2016 Actual	2017 Original	2017 Projected	2018 Budget
331	17	DOT-FHWA-HIGHWAY PLANNING	\$140,745	\$250,000	\$100,000	\$90,000
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$140,745	\$250,000	\$100,000	\$90,000
		<b>REVENUE TOTALS</b>	<b>\$140,745</b>	<b>\$250,000</b>	<b>\$100,000</b>	<b>\$90,000</b>
511	3	REG. FULL-TIME EMPLOYEES	\$70,308	\$122,000	\$70,000	\$55,000
511	4	REG. PART-TIME EMPLOYEES	\$0	\$5,000	\$0	\$0
511	5	TEMP. SALARIES & WAGES	\$1,030	\$0	\$1,500	\$1,500
		PERSONNEL	\$71,338	\$127,000	\$71,500	\$56,500
522	1	STATIONERY & PRINTING	\$424	\$750	\$750	\$500
522	2	OFFICE SUPPLIES	\$140	\$750	\$750	\$250
522	3	BOOKS,PERIODICALS & MAN.	\$0	\$250	\$0	\$0
522	6	POSTAGE, UPS, FED EXPRESS	\$0	\$250	\$150	\$150
522	15	GASOLINE & OIL	\$11	\$250	\$150	\$150
522	44	EQUIPMENT LESS THAN \$5000	\$0	\$0	\$200	\$200
522	93	OPERATIONAL SUPPLIES	\$170	\$1,500	\$500	\$250
		COMMODITIES	\$745	\$3,750	\$2,500	\$1,500
533	7	PROFESSIONAL SERVICES	\$1,128	\$2,000	\$1,000	\$1,000
533	12	JOB-REQUIRED TRAVEL EXP	\$64	\$750	\$200	\$250
533	29	COMPUTER/INF TCH SERVICES	\$134	\$0	\$500	\$500
533	70	LEGAL NOTICES,ADVERTISING	\$1,134	\$250	\$2,500	\$2,500
533	84	BUSINESS MEALS/EXPENSES	\$160	\$200	\$200	\$200
533	85	PHOTOCOPY SERVICES	\$0	\$750	\$200	\$200
533	95	CONFERENCES & TRAINING	\$650	\$1,500	\$500	\$500
		SERVICES	\$3,270	\$5,450	\$5,100	\$5,150
		<b>EXPENDITURE TOTALS</b>	<b>\$75,353</b>	<b>\$136,200</b>	<b>\$79,100</b>	<b>\$63,150</b>

*RPC Transportation Local Contract Services*

**RPC – TRANSPORTATION LOCAL CONTRACT SERVICES – 075-761**

*Provides technical and transportation planning services to local agencies throughout East Central Illinois.*

**FINANCIAL**

		<b>Fund 075 Dept 761</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
341	40	TECHNICAL SERVICE CONT.	\$16,000	\$60,000	\$35,000	\$50,000
		FEES AND FINES	\$16,000	\$60,000	\$35,000	\$50,000
		<b>REVENUE TOTALS</b>	<b>\$16,000</b>	<b>\$60,000</b>	<b>\$35,000</b>	<b>\$50,000</b>
511	3	REG. FULL-TIME EMPLOYEES	\$6,982	\$25,000	\$17,500	\$30,000
511	5	TEMP. SALARIES & WAGES	\$0	\$2,500	\$2,500	\$5,500
		PERSONNEL	\$6,982	\$27,500	\$20,000	\$35,500
522	1	STATIONERY & PRINTING	\$0	\$0	\$0	\$200
522	2	OFFICE SUPPLIES	\$7	\$150	\$150	\$200
522	6	POSTAGE, UPS, FED EXPRESS	\$12	\$0	\$75	\$150
522	15	GASOLINE & OIL	\$0	\$0	\$0	\$150
522	44	EQUIPMENT LESS THAN \$5000	\$27	\$2,500	\$800	\$1,500
		COMMODITIES	\$46	\$2,650	\$1,025	\$2,200
533	12	JOB-REQUIRED TRAVEL EXP	\$0	\$0	\$0	\$150
533	70	LEGAL NOTICES, ADVERTISING	\$405	\$750	\$500	\$750
533	84	BUSINESS MEALS/EXPENSES	\$162	\$250	\$200	\$250
533	92	CONTRIBUTIONS & GRANTS	\$100	\$0	\$0	\$0
533	93	DUES AND LICENSES	\$0	\$500	\$500	\$500
		SERVICES	\$667	\$1,500	\$1,200	\$1,650
		<b>EXPENDITURE TOTALS</b>	<b>\$7,695</b>	<b>\$31,650</b>	<b>\$22,225</b>	<b>\$39,350</b>

*RPC IDOT Planning*

**RPC – IDOT PLANNING – 075-715 ODD YEARS**

*State funding to support transportation planning activities in the metropolitan planning area.*

**FINANCIAL**

		<b>Fund 075 Dept 715</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
334	52	IDOT-ST PLANNING & RESRCH	\$30,445	\$55,000	\$0	\$180,000
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$30,445	\$55,000	\$0	\$180,000
		<b>REVENUE TOTALS</b>	<b>\$30,445</b>	<b>\$55,000</b>	<b>\$0</b>	<b>\$180,000</b>
511	3	REG. FULL-TIME EMPLOYEES	\$0	\$30,000	\$0	\$75,000
511	5	TEMP. SALARIES & WAGES	\$0	\$2,500	\$0	\$5,500
		PERSONNEL	\$0	\$32,500	\$0	\$80,500
522	1	STATIONERY & PRINTING	\$0	\$0	\$0	\$150
522	2	OFFICE SUPPLIES	\$0	\$0	\$0	\$200
522	3	BOOKS,PERIODICALS & MAN.	\$0	\$0	\$0	\$150
522	6	POSTAGE, UPS, FED EXPRESS	\$0	\$0	\$0	\$150
522	15	GASOLINE & OIL	\$0	\$0	\$0	\$150
522	44	EQUIPMENT LESS THAN \$5000	\$0	\$0	\$0	\$500
522	93	OPERATIONAL SUPPLIES	\$0	\$0	\$0	\$500
		COMMODITIES	\$0	\$0	\$0	\$1,800
533	7	PROFESSIONAL SERVICES	\$0	\$500	\$0	\$0
533	12	JOB-REQUIRED TRAVEL EXP	\$0	\$250	\$0	\$200
533	33	TELEPHONE SERVICE	\$18	\$250	\$0	\$150
533	42	EQUIPMENT MAINTENANCE	\$0	\$500	\$0	\$500
533	84	BUSINESS MEALS/EXPENSES	\$0	\$150	\$0	\$200
		SERVICES	\$18	\$1,650	\$0	\$1,050
544	33	OFFICE EQUIPMENT & FURNIS	\$0	\$2,500	\$0	\$1,500
		CAPITAL	\$0	\$2,500	\$0	\$1,500
		<b>EXPENDITURE TOTALS</b>	<b>\$18</b>	<b>\$36,650</b>	<b>\$0</b>	<b>\$84,850</b>

*RPC IDOT Planning – Even Years*

***RPC – IDOT PLANNING – EVEN YEARS – 075-722***

***State funding to support transportation planning activities in the metropolitan planning area.***

***FINANCIAL***

		<b>Fund 075 Dept 722</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
334	52	IDOT-ST PLANNING & RESRCH	\$0	\$55,000	\$40,000	\$162,600
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$0	\$55,000	\$40,000	\$162,600
		<b>REVENUE TOTALS</b>	<b>\$0</b>	<b>\$55,000</b>	<b>\$40,000</b>	<b>\$162,600</b>
511	3	REG. FULL-TIME EMPLOYEES	\$0	\$30,000	\$15,000	\$75,000
511	5	TEMP. SALARIES & WAGES	\$0	\$5,000	\$1,500	\$5,500
		PERSONNEL	\$0	\$35,000	\$16,500	\$80,500
522	1	STATIONERY & PRINTING	\$0	\$0	\$0	\$200
522	2	OFFICE SUPPLIES	\$0	\$0	\$0	\$250
522	6	POSTAGE, UPS, FED EXPRESS	\$0	\$0	\$0	\$200
522	44	EQUIPMENT LESS THAN \$5000	\$0	\$0	\$0	\$500
		COMMODITIES	\$0	\$0	\$0	\$1,150
533	7	PROFESSIONAL SERVICES	\$0	\$500	\$0	\$0
533	12	JOB-REQUIRED TRAVEL EXP	\$0	\$250	\$150	\$250
533	29	COMPUTER/INF TCH SERVICES	\$0	\$1,000	\$500	\$1,000
533	33	TELEPHONE SERVICE	\$0	\$250	\$0	\$0
533	42	EQUIPMENT MAINTENANCE	\$0	\$0	\$3,000	\$1,500
533	51	EQUIPMENT RENTALS	\$0	\$750	\$200	\$200
533	85	PHOTOCOPY SERVICES	\$0	\$500	\$200	\$200
533	95	CONFERENCES & TRAINING	\$0	\$0	\$5,000	\$5,000
		SERVICES	\$0	\$3,250	\$9,050	\$8,150
544	33	OFFICE EQUIPMENT & FURNIS	\$0	\$2,500	\$15,150	\$0
		CAPITAL	\$0	\$2,500	\$15,150	\$0
		<b>EXPENDITURE TOTALS</b>	<b>\$0</b>	<b>\$40,750</b>	<b>\$40,700</b>	<b>\$89,800</b>

*RPC IDOT Sustainable Neighborhoods*

***RPC IDOT Sustainable Neighborhoods –075-808***

*State grant to integrate several transportation models into a Sustainable Neighborhood Toolkit to allow planners to evaluate neighborhood-level impacts on mobility, accessibility, and health. Final phase of this project will result in an interactive website, Sustainable Neighborhoods Online Explorer.*

***FINANCIAL***

Fund 075 Dept 808			2016 Actual	2017 Original	2017 Projected	2018 Budget
331	18	DOT-FTA-METROPOL PLANNING	\$0	\$180,000	\$0	\$0
334	52	IDOT-ST PLANNING & RESRCH	\$0	\$0	\$50,000	\$185,000
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$0	\$180,000	\$50,000	\$185,000
<b>REVENUE TOTALS</b>			<b>\$0</b>	<b>\$180,000</b>	<b>\$50,000</b>	<b>\$185,000</b>
511	3	REG. FULL-TIME EMPLOYEES	\$0	\$87,000	\$18,000	\$105,000
511	5	TEMP. SALARIES & WAGES	\$0	\$5,000	\$1,500	\$10,000
		PERSONNEL	\$0	\$92,000	\$19,500	\$115,000
522	2	OFFICE SUPPLIES	\$0	\$500	\$200	\$500
522	6	POSTAGE, UPS, FED EXPRESS	\$0	\$450	\$150	\$250
522	15	GASOLINE & OIL	\$0	\$600	\$150	\$150
522	44	EQUIPMENT LESS THAN \$5000	\$0	\$1,000	\$500	\$2,500
522	93	OPERATIONAL SUPPLIES	\$0	\$400	\$250	\$1,000
		COMMODITIES	\$0	\$2,950	\$1,250	\$4,400
533	12	JOB-REQUIRED TRAVEL EXP	\$0	\$1,200	\$150	\$200
533	42	EQUIPMENT MAINTENANCE	\$0	\$0	\$500	\$2,500
533	70	LEGAL NOTICES,ADVERTISING	\$0	\$2,000	\$200	\$500
533	84	BUSINESS MEALS/EXPENSES	\$0	\$1,500	\$150	\$250
533	95	CONFERENCES & TRAINING	\$0	\$1,000	\$500	\$750
		SERVICES	\$0	\$5,700	\$1,500	\$4,200
<b>EXPENDITURE TOTALS</b>			<b>\$0</b>	<b>\$100,650</b>	<b>\$22,250</b>	<b>\$123,600</b>

*RPC Urbana Pedestrian Plan*

**RPC IDOT RURAL PLANNING –075-795**

***Local funding for creation of a City of Urbana Pedestrian Master Plan.***

**FINANCIAL**

		<b>Fund 075 Dept 795</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
336	2	URBANA CITY	\$0	\$0	\$7,000	\$30,500
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$0	\$0	\$7,000	\$30,500
		<b>REVENUE TOTALS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$7,000</b>	<b>\$30,500</b>
511	3	REG. FULL-TIME EMPLOYEES	\$0	\$0	\$3,750	\$16,500
511	5	TEMP. SALARIES & WAGES	\$0	\$0	\$1,500	\$2,500
		PERSONNEL	\$0	\$0	\$5,250	\$19,000
522	1	STATIONERY & PRINTING	\$0	\$0	\$150	\$200
522	2	OFFICE SUPPLIES	\$0	\$0	\$150	\$200
522	15	GASOLINE & OIL	\$0	\$0	\$100	\$100
		COMMODITIES	\$0	\$0	\$400	\$500
533	12	JOB-REQUIRED TRAVEL EXP	\$0	\$0	\$200	\$200
533	70	LEGAL NOTICES,ADVERTISING	\$0	\$0	\$500	\$500
533	84	BUSINESS MEALS/EXPENSES	\$0	\$0	\$200	\$250
		SERVICES	\$0	\$0	\$900	\$950
		<b>EXPENDITURE TOTALS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$6,550</b>	<b>\$20,450</b>

*RPC Rantoul Transportation Plan*

***RPC – RANTOUL TRANSPORTATION PLAN – 075-810***

***Local funding to engage public involvement and prepare a transportation plan for the Village of Rantoul.***

***FINANCIAL***

Fund 075 Dept 810			2016 Actual	2017 Original	2017 Projected	2018 Budget
331	18	DOT-FTA-METROPOL PLANNING	\$0	\$0	\$10,000	\$50,523
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$0	\$0	\$10,000	\$50,523
		<b>REVENUE TOTALS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$10,000</b>	<b>\$50,523</b>
511	3	REG. FULL-TIME EMPLOYEES	\$0	\$0	\$7,500	\$25,000
511	5	TEMP. SALARIES & WAGES	\$0	\$0	\$1,500	\$2,500
		PERSONNEL	\$0	\$0	\$9,000	\$27,500
522	1	STATIONERY & PRINTING	\$0	\$0	\$200	\$250
522	2	OFFICE SUPPLIES	\$0	\$0	\$200	\$250
		COMMODITIES	\$0	\$0	\$400	\$500
533	12	JOB-REQUIRED TRAVEL EXP	\$0	\$0	\$200	\$350
		SERVICES	\$0	\$0	\$200	\$350
		<b>EXPENDITURE TOTALS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$9,600</b>	<b>\$28,350</b>



RPC – HUD Continuum of Care Planning

**RPC — Land Use Modeling - 075-814**

***Illinois Department of Transportation contract to perform model development and integration of transportation and land use modeling scenario analysis.***

**FINANCIAL**

Fund 075 Dept 814			2016 Actual	2017 Original	2017 Projected	2018 Budget
334	52	IDOT-ST PLANNING & RESRCH	\$0	\$0	\$0	\$120,000
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$0	\$0	\$0	\$120,000
		<b>REVENUE TOTALS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$120,000</b>
511	3	REG. FULL-TIME EMPLOYEES	\$0	\$0	\$0	\$80,000
511	5	TEMP. SALARIES & WAGES	\$0	\$0	\$0	\$10,000
		PERSONNEL	\$0	\$0	\$0	\$90,000
533	7	PROFESSIONAL SERVICES	\$0	\$0	\$0	\$5,000
		SERVICES	\$0	\$0	\$0	\$5,000
544	33	OFFICE EQUIPMENT & FURNIS	\$0	\$0	\$0	\$12,000
		CAPITAL	\$0	\$0	\$0	\$12,000
		<b>EXPENDITURE TOTALS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$107,000</b>

*RPC Sidewalk Assessment*

<b><i>RPC – SIDEWALK ASSESSMENT – 075-734</i></b>
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***Project completed.***

<b><i>FINANCIAL</i></b>
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Fund 075	Dept 734		2016 Actual	2017 Original	2017 Projected	2018 Budget
331	18	DOT-FTA-METROPOL PLANNING	\$11,311	\$0	\$0	\$0
334	52	IDOT-ST PLANNING & RESRCH	\$10,562	\$0	\$0	\$0
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$21,873	\$0	\$0	\$0
		<b>REVENUE TOTALS</b>	<b>\$21,873</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
		<b>EXPENDITURE TOTALS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

*RPC IDOT Health Impact Analysis*

**IDOT-HEALTH IMPACT ANALYSIS 075-804**

*Project completed.*

**FINANCIAL**

		<b>Fund 075    Dept 804</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
331	17	DOT-FHWA-HIGHWAY PLANNING	\$28,113	\$0	\$0	\$0
334	52	IDOT-ST PLANNING & RESRCH	\$7,028	\$0	\$0	\$0
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$35,141	\$0	\$0	\$0
		<b>REVENUE TOTALS</b>	<b>\$35,141</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
511	3	REG. FULL-TIME EMPLOYEES	\$16,631	\$0	\$0	\$0
511	5	TEMP. SALARIES & WAGES	\$1,071	\$0	\$0	\$0
		PERSONNEL	\$17,702	\$0	\$0	\$0
		<b>EXPENDITURE TOTALS</b>	<b>\$17,702</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

*RPC Champaign Park District Trails*

***RPC –CHAMPAIGN PARK DIST TRAILS – 075-755***

***Project completed.***

***FINANCIAL***

		<b>Fund 075    Dept 755</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
336	20	CHAMPAIGN PARK DISTRICT	\$11,230	\$0	\$0	\$0
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$11,230	\$0	\$0	\$0
		<b>REVENUE TOTALS</b>	<b>\$11,230</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
511	3	REG. FULL-TIME EMPLOYEES	\$3,853	\$0	\$0	\$0
511	5	TEMP. SALARIES & WAGES	\$61	\$0	\$0	\$0
		PERSONNEL	\$3,914	\$0	\$0	\$0
522	1	STATIONERY & PRINTING	\$15	\$0	\$0	\$0
522	15	GASOLINE & OIL	\$24	\$0	\$0	\$0
		COMMODITIES	\$39	\$0	\$0	\$0
533	12	JOB-REQUIRED TRAVEL EXP	\$33	\$0	\$0	\$0
533	70	LEGAL NOTICES,ADVERTISING	\$1,627	\$0	\$0	\$0
		SERVICES	\$1,660	\$0	\$0	\$0
		<b>EXPENDITURE TOTALS</b>	<b>\$5,613</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

# **RPC – REGIONAL PLANNING AND DEVELOPMENT**

## **Fund 075**

### **MISSION STATEMENT**

To develop and maintain relationships that improve quality of life in East Central Illinois through the provision of data analysis, planning, economic development, grant development and project administration services while optimizing available local, regional, state and federal resources.

### **BUDGET HIGHLIGHTS**

Staff has placed a higher priority on marketing our services and capabilities during these challenging economic times. We strive to maintain and improve relationships with the goal of securing additional resources to Champaign County.

### **ALIGNMENT TO STRATEGIC PLAN**

Our planning staff and programs promote quality of life, diversity, outreach to all interested residents, and interagency and interpersonal teamwork. We are ethical, transparent, fiscally responsible, and make efficient use of scarce resources. We promote sustainable growth in all our projects.

### **PROGRAM DESCRIPTION**

The Regional Planning and Development program has two facets: planning services contracts and regional services. Planning services contracts include the creation of land use plans, comprehensive plans, and economic development strategies for governmental agencies on a contractual basis. Regional programs include membership services and non-contractual governmental initiatives. Regional services include professional, technical, and planning assistance to general units of government. The current program focus includes a variety of public facilities infrastructure projects throughout East Central Illinois. The division includes two full time planners and one economic development specialist.

### **OBJECTIVES**

#### **Planning Services**

- Continue with current contractual planning services.
- Seek project opportunities with municipal, county and other governmental agencies in East Central Illinois and pursue collaborative opportunities such as trainings, workshops and conferences.
- Maintain a positive working relationship with residents, businesses, special interest groups and the media.

#### **Regional Services**

- Respond to approximately 50 data requests from area agencies, local governments, county residents, with an average response time of three days.

- Disseminate information about the Regional Planning Commission via its website and other forums.
- Continue to seek knowledge and new information niches relevant to our member agencies that make the Regional Planning Commission unique, responsive, and sought-after for regional solutions.
- Provide administrative support to local governments for enterprise zones.
- Market RPC services to units of government to meet planning, economic development, and public infrastructure needs.
- Apply for new and innovative grant funding and administer public infrastructure projects on behalf of units of local government.

#### **PERFORMANCE INDICATORS**

<b>Indicator</b>	<b>2016 Actual</b>	<b>2017 Projected</b>	<b>2018 Budgeted</b>
<b>Planning Services</b>			
# of new contracts acquired by RPC staff	5	4	4
# of new planning documents finalized per contracts	4	6	6
# of grant applications completed for other agencies	1	1	1
# of grant awards received	1	0	0
# of technical training/webinars courses attended by staff	75	80	85
Implementation of new software or planning tools to enhance staff capabilities	0	1	2
# of memos to ELUC posted and press releases or information brochures developed	51	53	50
# of phone inquiries (most regarding HHW collection options or residential electronics recycling options or financing)	329	326	315
# county solid waste mgmt. data requests processed	3	0	1

# of collection events coordinated with other local government staff	3	2	2
# of new loan/equity contracts	8	5	6
<b>Regional Services</b>			
# of information requests completed	29	26	30
# of membership work plan tasks completed	20	20	16
# of CDAP public facilities applications developed	0	0	1
# of CDAP public facilities projects administered	0	0	1

*RPC Membership Services Odd Years*

**RPC – MEMBERSHIP SERVICES ODD YEARS – 075-644**

*Provides technical and planning services to RPC member agencies including 2,235 hours encompassing data maintenance, support for the sustainability practitioner's group, individualized services/analyses requested by each respective member agency, development of a regional water supply framework, research and updating of Champaign County key indicators, response to community data requests, and the provision of educational training/forums.*

**FINANCIAL**

Fund 075 Dept 644			2016 Actual	2017 Original	2017 Projected	2018 Budget
336	1	CHAMPAIGN CITY	\$51,254	\$25,628	\$25,628	\$27,382
336	2	URBANA CITY	\$26,575	\$13,288	\$13,288	\$13,936
336	3	VILLAGE OF RANTOUL	\$10,273	\$4,512	\$4,512	\$4,742
336	9	CHAMPAIGN COUNTY	\$0	\$10,500	\$20,988	\$10,335
336	14	VILLAGE OF SAVOY	\$5,514	\$2,757	\$2,757	\$3,254
336	16	VILLAGE OF MAHOMET	\$5,500	\$2,750	\$2,750	\$3,188
336	18	VILLAGE OF ST JOSEPH	\$3,460	\$1,730	\$1,730	\$1,877
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$102,576	\$61,165	\$71,653	\$64,714
369	90	OTHER MISC. REVENUE	\$0	\$0	\$114	\$150
		MISCELLANEOUS	\$0	\$0	\$114	\$150
<b>REVENUE TOTALS</b>			<b>\$102,576</b>	<b>\$61,165</b>	<b>\$71,767</b>	<b>\$64,864</b>
511	3	REG. FULL-TIME EMPLOYEES	\$28,070	\$35,000	\$30,000	\$35,000
511	5	TEMP. SALARIES & WAGES PERSONNEL	\$1,941 \$30,011	\$2,500 \$37,500	\$2,000 \$32,000	\$2,000 \$37,000
522	1	STATIONERY & PRINTING	\$452	\$250	\$150	\$150
522	2	OFFICE SUPPLIES	\$292	\$350	\$1,500	\$1,500
522	3	BOOKS, PERIODICALS & MAN.	\$17	\$150	\$250	\$250
522	6	POSTAGE, UPS, FED EXPRESS	\$10	\$150	\$200	\$200
522	15	GASOLINE & OIL	\$2	\$150	\$150	\$150
522	44	EQUIPMENT LESS THAN \$5000 COMMODITIES	\$1,161 \$1,934	\$500 \$1,550	\$1,000 \$3,250	\$1,000 \$3,250
533	29	COMPUTER/INF TCH SERVICES	\$541	\$750	\$750	\$750
533	42	EQUIPMENT MAINTENANCE	\$3,285	\$2,250	\$3,250	\$3,275
533	70	LEGAL NOTICES, ADVERTISING	\$0	\$500	\$250	\$250
533	84	BUSINESS MEALS/EXPENSES	\$0	\$250	\$200	\$200
533	85	PHOTOCOPY SERVICES	\$229	\$500	\$250	\$250
533	93	DUES AND LICENSES	\$0	\$1,000	\$1,000	\$1,000
533	95	CONFERENCES & TRAINING SERVICES	\$1,935 \$5,990	\$1,500 \$6,750	\$1,500 \$7,200	\$1,500 \$7,225
<b>EXPENDITURE TOTALS</b>			<b>\$37,935</b>	<b>\$45,800</b>	<b>\$42,450</b>	<b>\$47,475</b>





*RPC Membership Services Even Years*

***RPC – MEMBERSHIP SERVICES EVEN YEARS – 075-731***

*Provides technical and planning services to RPC member agencies including 2,235 hours focused on data development and maintenance, support of sustainability practices, individualized specialized analyses and reports, and research and updating of Champaign County key indicators.*

***FINANCIAL***

Fund 075 Dept 731			2016 Actual	2017 Original	2017 Projected	2018 Budget
336	1	CHAMPAIGN CITY	\$0	\$25,627	\$25,627	\$27,383
336	2	URBANA CITY	\$0	\$13,288	\$27,872	\$13,936
336	3	VILLAGE OF RANTOUL	\$0	\$4,512	\$9,484	\$4,742
336	9	CHAMPAIGN COUNTY	\$20,998	\$10,499	\$0	\$10,335
336	14	VILLAGE OF SAVOY	\$0	\$2,757	\$6,508	\$3,254
336	16	VILLAGE OF MAHOMET	\$0	\$2,750	\$6,053	\$3,188
336	18	VILLAGE OF ST JOSEPH	\$0	\$1,730	\$3,753	\$1,877
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$20,998	\$61,163	\$79,297	\$64,715
		<b>REVENUE TOTALS</b>	<b>\$20,998</b>	<b>\$61,163</b>	<b>\$79,297</b>	<b>\$64,715</b>
511	3	REG. FULL-TIME EMPLOYEES	\$31,105	\$37,500	\$37,000	\$37,000
511	5	TEMP. SALARIES & WAGES PERSONNEL	\$0 \$31,105	\$2,500 \$40,000	\$2,500 \$39,500	\$2,500 \$39,500
522	1	STATIONERY & PRINTING	\$0	\$275	\$275	\$275
522	2	OFFICE SUPPLIES	\$147	\$250	\$500	\$500
522	3	BOOKS,PERIODICALS & MAN.	\$83	\$150	\$150	\$150
522	6	POSTAGE, UPS, FED EXPRESS	\$0	\$150	\$150	\$150
522	15	GASOLINE & OIL	\$6	\$150	\$150	\$150
522	44	EQUIPMENT LESS THAN \$5000 COMMODITIES	\$0 \$236	\$750 \$1,725	\$1,000 \$2,225	\$1,000 \$2,225
533	7	PROFESSIONAL SERVICES	\$500	\$500	\$500	\$500
533	12	JOB-REQUIRED TRAVEL EXP	\$0	\$150	\$150	\$150
533	29	COMPUTER/INF TCH SERVICES	\$541	\$750	\$750	\$750
533	42	EQUIPMENT MAINTENANCE	\$5,498	\$5,500	\$5,500	\$5,500
533	70	LEGAL NOTICES,ADVERTISING	\$19	\$150	\$200	\$200
533	84	BUSINESS MEALS/EXPENSES	\$1,242	\$1,500	\$1,000	\$1,000
533	85	PHOTOCOPY SERVICES	\$42	\$500	\$500	\$500
533	93	DUES AND LICENSES	\$0	\$500	\$500	\$500
533	95	CONFERENCES & TRAINING SERVICES	\$485 \$8,327	\$1,000 \$10,550	\$1,000 \$10,100	\$1,000 \$10,100
		<b>EXPENDITURE TOTALS</b>	<b>\$39,668</b>	<b>\$52,275</b>	<b>\$51,825</b>	<b>\$51,825</b>

*RPC Champaign County Planning*

**RPC - CHAMPAIGN COUNTY PLANNING – 075-727**

*Includes 1,150 hours of staff time focused on the implementation of the LRMP, long-term planning services responsive to identified county priorities, community shelter needs assessment, recycling and hazardous waste collection efforts.*

**FINANCIAL**

		<b>Fund 075 Dept 727</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
331	87	HOM SEC-HAZARD MITIGATION	\$21,111	\$0	\$0	\$0
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$21,111	\$0	\$0	\$0
341	40	TECHNICAL SERVICE CONT.	\$73,330	\$73,330	\$73,330	\$85,610
		FEES AND FINES	\$73,330	\$73,330	\$73,330	\$85,610
		<b>REVENUE TOTALS</b>	<b>\$94,441</b>	<b>\$73,330</b>	<b>\$73,330</b>	<b>\$85,610</b>
511	3	REG. FULL-TIME EMPLOYEES	\$33,683	\$47,500	\$37,750	\$42,500
511	5	TEMP. SALARIES & WAGES	\$2,824	\$1,500	\$1,500	\$3,150
		PERSONNEL	\$36,507	\$49,000	\$39,250	\$45,650
522	1	STATIONERY & PRINTING	\$0	\$150	\$0	\$150
522	2	OFFICE SUPPLIES	\$67	\$150	\$0	\$200
522	3	BOOKS,PERIODICALS & MAN.	\$0	\$150	\$0	\$200
522	6	POSTAGE, UPS, FED EXPRESS	\$1,407	\$250	\$0	\$225
522	15	GASOLINE & OIL	\$57	\$150	\$0	\$150
		COMMODITIES	\$1,531	\$850	\$0	\$925
533	7	PROFESSIONAL SERVICES	\$0	\$5,000	\$0	\$0
533	29	COMPUTER/INF TCH SERVICES	\$0	\$500	\$0	\$0
533	42	EQUIPMENT MAINTENANCE	\$0	\$2,000	\$0	\$1,000
533	70	LEGAL NOTICES,ADVERTISING	\$43	\$250	\$0	\$250
533	85	PHOTOCOPY SERVICES	\$1,325	\$1,500	\$1,000	\$1,000
533	93	DUES AND LICENSES	\$791	\$1,250	\$1,250	\$2,100
533	95	CONFERENCES & TRAINING	\$200	\$1,000	\$350	\$500
		SERVICES	\$2,359	\$11,500	\$2,600	\$4,850
		<b>EXPENDITURE TOTALS</b>	<b>\$40,397</b>	<b>\$61,350</b>	<b>\$41,850</b>	<b>\$51,425</b>

*RPC Local Contract Services*

**RPC – LOCAL CONTRACT SERVICES – 075-762**

*Provides technical and planning services to local agencies throughout East Central Illinois.*

**FINANCIAL**

		<b>Fund 075 Dept 762</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
341	40	TECHNICAL SERVICE CONT.	\$13,776	\$20,000	\$20,000	\$50,000
		FEES AND FINES	\$13,776	\$20,000	\$20,000	\$50,000
		<b>REVENUE TOTALS</b>	<b>\$13,776</b>	<b>\$20,000</b>	<b>\$20,000</b>	<b>\$50,000</b>
511	3	REG. FULL-TIME EMPLOYEES	\$18,063	\$10,000	\$10,000	\$30,000
511	5	TEMP. SALARIES & WAGES	\$57	\$0	\$1,500	\$2,500
		PERSONNEL	\$18,120	\$10,000	\$11,500	\$32,500
522	1	STATIONERY & PRINTING	\$0	\$150	\$150	\$150
522	3	BOOKS,PERIODICALS & MAN.	\$95	\$500	\$200	\$200
522	15	GASOLINE & OIL	\$17	\$350	\$150	\$150
522	44	EQUIPMENT LESS THAN \$5000	\$0	\$500	\$500	\$500
522	93	OPERATIONAL SUPPLIES	\$27	\$0	\$0	\$0
		COMMODITIES	\$139	\$1,500	\$1,000	\$1,000
533	12	JOB-REQUIRED TRAVEL EXP	\$24	\$500	\$500	\$500
533	29	COMPUTER/INF TCH SERVICES	\$0	\$500	\$500	\$500
533	70	LEGAL NOTICES,ADVERTISING	\$95	\$0	\$3,000	\$3,000
533	84	BUSINESS MEALS/EXPENSES	\$39	\$200	\$150	\$150
533	85	PHOTOCOPY SERVICES	\$0	\$500	\$250	\$250
533	93	DUES AND LICENSES	\$0	\$500	\$250	\$250
533	95	CONFERENCES & TRAINING	\$15	\$500	\$250	\$250
		SERVICES	\$173	\$2,700	\$4,900	\$4,900
		<b>EXPENDITURE TOTALS</b>	<b>\$18,432</b>	<b>\$14,200</b>	<b>\$17,400</b>	<b>\$38,400</b>

*RPC CSBG RLF Administration*

***RPC – CSBG RLF ADMINISTRATION – 075-759***

***Administration of the Community Services Revolving Loan Fund with a strategic focus on creating/retaining jobs for low-income Champaign/Urbana residents.***

***FINANCIAL***

		<b>Fund 075 Dept 759</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
381	75	REIMB FRM RPC LOAN FND475	\$29,047	\$50,000	\$10,000	\$10,000
		INTERFUND REVENUE	\$29,047	\$50,000	\$10,000	\$10,000
		<b>REVENUE TOTALS</b>	<b>\$29,047</b>	<b>\$50,000</b>	<b>\$10,000</b>	<b>\$10,000</b>
511	3	REG. FULL-TIME EMPLOYEES	\$10,568	\$30,000	\$5,000	\$5,000
		PERSONNEL	\$10,568	\$30,000	\$5,000	\$5,000
522	3	BOOKS,PERIODICALS & MAN.	\$238	\$500	\$0	\$0
522	6	POSTAGE, UPS, FED EXPRESS	\$20	\$0	\$0	\$0
		COMMODITIES	\$258	\$500	\$0	\$0
533	1	AUDIT & ACCOUNTING SERVCS	\$7,555	\$5,000	\$2,500	\$2,500
533	3	ATTORNEY/LEGAL SERVICES	\$3,790	\$3,750	\$1,000	\$1,000
533	7	PROFESSIONAL SERVICES	\$27	\$500	\$0	\$0
533	12	JOB-REQUIRED TRAVEL EXP	\$93	\$500	\$0	\$0
533	29	COMPUTER/INF TCH SERVICES	\$0	\$1,500	\$500	\$500
533	42	EQUIPMENT MAINTENANCE	\$375	\$1,500	\$0	\$0
533	70	LEGAL NOTICES,ADVERTISING	\$0	\$1,000	\$0	\$0
533	84	BUSINESS MEALS/EXPENSES	\$0	\$250	\$0	\$0
533	93	DUES AND LICENSES	\$0	\$1,500	\$500	\$500
533	95	CONFERENCES & TRAINING	\$0	\$1,000	\$200	\$200
		SERVICES	\$11,840	\$16,500	\$4,700	\$4,700
544	33	OFFICE EQUIPMENT & FURNIS	\$0	\$1,500	\$0	\$0
		CAPITAL	\$0	\$1,500	\$0	\$0
		<b>EXPENDITURE TOTALS</b>	<b>\$22,666</b>	<b>\$48,500</b>	<b>\$9,700</b>	<b>\$9,700</b>

*RPC CDAP RLF Administration*

***RPC – CDAP RLF ADMINISTRATION – 075-777***

***Administration of the Community Development Assistance Program Revolving Loan Fund with a strategic focus on creating/retaining jobs for low-income residents within the county.***

***FINANCIAL***

		<b>Fund 075 Dept 777</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
381	75	REIMB FRM RPC LOAN FND475	\$36,540	\$45,000	\$40,000	\$50,000
		INTERFUND REVENUE	\$36,540	\$45,000	\$40,000	\$50,000
		<b>REVENUE TOTALS</b>	<b>\$36,540</b>	<b>\$45,000</b>	<b>\$40,000</b>	<b>\$50,000</b>
511	3	REG. FULL-TIME EMPLOYEES	\$16,378	\$25,000	\$20,000	\$30,000
511	5	TEMP. SALARIES & WAGES	\$0	\$500	\$0	\$0
		PERSONNEL	\$16,378	\$25,500	\$20,000	\$30,000
522	1	STATIONERY & PRINTING	\$0	\$150	\$200	\$200
522	2	OFFICE SUPPLIES	\$0	\$250	\$200	\$200
522	3	BOOKS,PERIODICALS & MAN.	\$702	\$250	\$250	\$250
522	6	POSTAGE, UPS, FED EXPRESS	\$30	\$250	\$150	\$150
522	15	GASOLINE & OIL	\$36	\$250	\$150	\$150
522	44	EQUIPMENT LESS THAN \$5000	\$0	\$1,500	\$1,000	\$1,750
		COMMODITIES	\$768	\$2,650	\$1,950	\$2,700
533	1	AUDIT & ACCOUNTING SERVCS	\$0	\$1,000	\$0	\$0
533	3	ATTORNEY/LEGAL SERVICES	\$0	\$1,000	\$1,000	\$1,000
533	7	PROFESSIONAL SERVICES	\$135	\$1,000	\$1,000	\$1,000
533	12	JOB-REQUIRED TRAVEL EXP	\$0	\$50	\$0	\$100
533	29	COMPUTER/INF TCH SERVICES	\$526	\$1,500	\$1,500	\$1,500
533	33	TELEPHONE SERVICE	\$5	\$0	\$0	\$0
533	42	EQUIPMENT MAINTENANCE	\$375	\$5,000	\$2,500	\$2,500
533	70	LEGAL NOTICES,ADVERTISING	\$2,200	\$2,000	\$1,500	\$1,750
533	85	PHOTOCOPY SERVICES	\$28	\$350	\$250	\$250
533	93	DUES AND LICENSES	\$550	\$1,000	\$1,000	\$1,000
533	95	CONFERENCES & TRAINING	\$511	\$2,500	\$1,500	\$1,500
		SERVICES	\$4,330	\$15,400	\$10,250	\$10,600
544	33	OFFICE EQUIPMENT & FURNIS	\$0	\$2,500	\$0	\$0
		CAPITAL	\$0	\$2,500	\$0	\$0
		<b>EXPENDITURE TOTALS</b>	<b>\$21,476</b>	<b>\$46,050</b>	<b>\$32,200</b>	<b>\$43,300</b>

*RPC County Housing Rehabilitation Administration*

<b><i>RPC – COUNTY HOUSING REHABILITATION ADMINISTRATION – 075-784</i></b>
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*Administration of the housing rehabilitation loan fund which is targeted toward low-income residential housing projects.*

<b><i>FINANCIAL</i></b>
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		<b>Fund 075    Dept 784</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
381	75	REIMB FRM RPC LOAN FND475	\$9,377	\$5,000	\$20,000	\$25,000
		INTERFUND REVENUE	\$9,377	\$5,000	\$20,000	\$25,000
		<b>REVENUE TOTALS</b>	<b>\$9,377</b>	<b>\$5,000</b>	<b>\$20,000</b>	<b>\$25,000</b>
511	3	REG. FULL-TIME EMPLOYEES	\$3,959	\$2,500	\$5,000	\$10,000
		PERSONNEL	\$3,959	\$2,500	\$5,000	\$10,000
533	3	ATTORNEY/LEGAL SERVICES	\$0	\$0	\$15,000	\$14,000
533	18	NON-EMPLOYEE TRAINING,SEM	\$175	\$0	\$0	\$0
533	93	DUES AND LICENSES	\$1,600	\$150	\$0	\$150
		SERVICES	\$1,775	\$150	\$15,000	\$14,150
		<b>EXPENDITURE TOTALS</b>	<b>\$5,734</b>	<b>\$2,650</b>	<b>\$20,000</b>	<b>\$24,150</b>

*RPC USDA Intermediary Relending Program*

***RPC – USDA INTERMEDIARY RELENDING PROGRAM – 075-785***

***Administration of the USDA Intermediary Loan Fund which is targeted at rural public infrastructure projects in East Central Illinois.***

***FINANCIAL***

		<b>Fund 075    Dept 785</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
371	47	FROM RPC USDA LOAN FND474	\$1,694	\$2,500	\$2,500	\$3,500
		INTERFUND REVENUE	\$1,694	\$2,500	\$2,500	\$3,500
		<b>REVENUE TOTALS</b>	<b>\$1,694</b>	<b>\$2,500</b>	<b>\$2,500</b>	<b>\$3,500</b>
511	3	REG. FULL-TIME EMPLOYEES	\$0	\$1,000	\$1,000	\$1,000
		PERSONNEL	\$0	\$1,000	\$1,000	\$1,000
533	1	AUDIT & ACCOUNTING SERVCS	\$2,016	\$1,000	\$1,000	\$1,000
533	20	INSURANCE	\$275	\$275	\$275	\$275
533	42	EQUIPMENT MAINTENANCE	\$375	\$0	\$0	\$500
		SERVICES	\$2,666	\$1,275	\$1,275	\$1,775
		<b>EXPENDITURE TOTALS</b>	<b>\$2,666</b>	<b>\$2,275</b>	<b>\$2,275</b>	<b>\$2,775</b>



*RPC Community Development Corporation*

***RPC – COMMUNITY DEVELOPMENT CORPORATION – 075-796***

***FINANCIAL***

Fund 075 Dept 796			2016 Actual	2017 Original	2017 Projected	2018 Budget
341	40	TECHNICAL SERVICE CONT.	\$31,441	\$37,500	\$25,000	\$35,000
		FEES AND FINES	\$31,441	\$37,500	\$25,000	\$35,000
		<b>REVENUE TOTALS</b>	<b>\$31,441</b>	<b>\$37,500</b>	<b>\$25,000</b>	<b>\$35,000</b>
511	3	REG. FULL-TIME EMPLOYEES	\$16,077	\$25,000	\$17,000	\$25,000
		PERSONNEL	\$16,077	\$25,000	\$17,000	\$25,000
522	3	BOOKS,PERIODICALS & MAN.	\$83	\$200	\$125	\$200
522	6	POSTAGE, UPS, FED EXPRESS	\$20	\$150	\$0	\$150
522	15	GASOLINE & OIL	\$2	\$150	\$100	\$150
522	44	EQUIPMENT LESS THAN \$5000	\$0	\$0	\$500	\$500
		COMMODITIES	\$105	\$500	\$725	\$1,000
533	3	ATTORNEY/LEGAL SERVICES	\$0	\$1,000	\$250	\$1,000
533	12	JOB-REQUIRED TRAVEL EXP	\$93	\$200	\$150	\$150
533	42	EQUIPMENT MAINTENANCE	\$375	\$500	\$250	\$500
533	70	LEGAL NOTICES,ADVERTISING	\$0	\$150	\$0	\$0
533	85	PHOTOCOPY SERVICES	\$2	\$150	\$150	\$150
		SERVICES	\$470	\$2,000	\$800	\$1,800
		<b>EXPENDITURE TOTALS</b>	<b>\$16,652</b>	<b>\$27,500</b>	<b>\$18,525</b>	<b>\$27,800</b>

*RPC Facilities Loan Program Administration*

**RPC – FACILITIES LOAN PROGRAM ADMINISTRATION – 075-797**

**Administration of the Facilities Loan Program**

**FINANCIAL**

		<b>Fund 075 Dept 797</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
381	75	REIMB FRM RPC LOAN FND475	\$0	\$0	\$10,000	\$30,000
		INTERFUND REVENUE	\$0	\$0	\$10,000	\$30,000
		<b>REVENUE TOTALS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$10,000</b>	<b>\$30,000</b>
511	3	REG. FULL-TIME EMPLOYEES	\$0	\$0	\$2,500	\$2,500
		PERSONNEL	\$0	\$0	\$2,500	\$2,500
522	1	STATIONERY & PRINTING	\$0	\$0	\$0	\$200
522	2	OFFICE SUPPLIES	\$0	\$0	\$0	\$200
522	6	POSTAGE, UPS, FED EXPRESS	\$0	\$0	\$0	\$150
		COMMODITIES	\$0	\$0	\$0	\$550
533	7	PROFESSIONAL SERVICES	\$0	\$0	\$0	\$1,500
533	12	JOB-REQUIRED TRAVEL EXP	\$0	\$0	\$0	\$250
533	42	EQUIPMENT MAINTENANCE	\$0	\$0	\$0	\$1,500
533	45	NON-CNTY BLDG REPAIR-MNT	\$0	\$0	\$0	\$15,000
533	70	LEGAL NOTICES,ADVERTISING	\$0	\$0	\$0	\$250
533	95	CONFERENCES & TRAINING	\$0	\$0	\$0	\$500
		SERVICES	\$0	\$0	\$0	\$19,000
544	33	OFFICE EQUIPMENT & FURNIS	\$0	\$0	\$0	\$7,000
		CAPITAL	\$0	\$0	\$0	\$7,000
		<b>EXPENDITURE TOTALS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,500</b>	<b>\$29,050</b>

*RPC USDA Rural Development Initiative*

**RPC – USDA RURAL DEVELOPMENT INITIATIVE – 075 -774**

*Federal funding to provide governance, planning and economic development training for 23 municipal boards in a six county region.*

**FINANCIAL**

		<b>Fund 075 Dept 774</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
331	86	USDA-RURAL COMM DEV INIT	\$14,424	\$35,000	\$35,000	\$1,000
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$14,424	\$35,000	\$35,000	\$1,000
381	75	REIMB FRM RPC LOAN FND475	\$14,424	\$15,000	\$15,000	\$1,000
		INTERFUND REVENUE	\$14,424	\$15,000	\$15,000	\$1,000
		<b>REVENUE TOTALS</b>	<b>\$28,848</b>	<b>\$50,000</b>	<b>\$50,000</b>	<b>\$2,000</b>
511	3	REG. FULL-TIME EMPLOYEES	\$3,784	\$15,000	\$15,000	\$500
511	5	TEMP. SALARIES & WAGES	\$8,400	\$15,000	\$15,000	\$500
		PERSONNEL	\$12,184	\$30,000	\$30,000	\$1,000
522	1	STATIONERY & PRINTING	\$0	\$200	\$200	\$0
522	2	OFFICE SUPPLIES	\$98	\$150	\$150	\$0
522	6	POSTAGE, UPS, FED EXPRESS	\$0	\$150	\$150	\$0
522	15	GASOLINE & OIL	\$0	\$150	\$150	\$0
		COMMODITIES	\$98	\$650	\$650	\$0
533	7	PROFESSIONAL SERVICES	\$5,640	\$0	\$6,000	\$500
533	12	JOB-REQUIRED TRAVEL EXP	\$39	\$500	\$500	\$100
533	84	BUSINESS MEALS/EXPENSES	\$0	\$250	\$250	\$0
533	85	PHOTOCOPY SERVICES	\$0	\$250	\$250	\$0
533	95	CONFERENCES & TRAINING	\$366	\$350	\$350	\$0
		SERVICES	\$6,045	\$1,350	\$7,350	\$600
		<b>EXPENDITURE TOTALS</b>	<b>\$18,327</b>	<b>\$32,000</b>	<b>\$38,000</b>	<b>\$1,600</b>

# **RPC – POLICE TRAINING**

## **Fund 075**

### **MISSION STATEMENT**

To provide high quality in-service training and career development opportunities for local law enforcement, corrections, and criminal justice professionals. Course development, selection, and associated activities are determined in concert with agency administrators, training officers and command staff.

### **BUDGET HIGHLIGHTS**

Project revenue and expenditures have remained relatively stable over the past decade. An potential increase instructor/training funding is expected in FY18 allowing additional course provision responsive to the local law enforcement community's priorities.

### **ALIGNMENT TO STRATEGIC PLAN**

Curriculum development and comprehensive programming (1) develop and maintain officer job skills and (2) assist government entities and policymakers in limiting their exposure to civil liability.

### **PROGRAM DESCRIPTION**

The East Central Illinois Police Training Project is an in-service, regional training program serving law enforcement agencies in Champaign, Piatt and Vermilion counties, as well as selected (member) jurisdictions outside the three county area. The Training Project operates under the authority of the Illinois Law Enforcement Training and Standards Board and is well established as the major delivery system for career development and advanced training in the region. This program serves a target population of 705 full-time law enforcement officers and 98 sworn part-time officers. Regional coverage has been expanded to 46 units of local government. Accurate needs assessment, innovative programming, and high quality instruction have resulted in stable levels of funding and a consistently high level of training attendance.

The length and subject matter of training courses vary according to the interests of local departments. Ranging from one day to two weeks in duration, courses are offered at various locations throughout the region to enable the maximum number of officers and departments to participate. Facilities currently available for regional training include the Danville Police Department training room with a capacity of 50 trainees, the Champaign Police Department training room with a capacity of 55 trainees, and Danville Area Community College with a capacity of 35 trainees. For larger conferences, excellent classroom facilities are available for temporary rental at various hotel establishments and convention centers, as well as the ILEAS Training Complex in Urbana. Firearms training may be conducted at the Rantoul Police Range or the Illinois State Police Range in Pesotum. Defensive driving courses have been conducted at the Rantoul Aviation Center/Airport. In addition, the Village of Rantoul has graciously provided the mobile team with cost free use of its shooting range for the IROCC certification program - if needed.

To identify the specific training needs of member agencies, Training Staff maintain close, ongoing contact with all levels of law enforcement personnel in the region. However, the interests of local departments are ultimately specified by the Regional Training Advisory Board, which is composed of police executives, training officers, and command staff. Advisory Board meetings are held quarterly to evaluate completed programs as well as to assess and prioritize the current training needs of the respective jurisdictions.

In keeping with the expressed interests of local law enforcement and the basic philosophy of regional training, the Project has adopted the following goals:

- To significantly improve the quality and quantity of in-service training for user agencies.
- To make training more accessible and flexible in meeting the needs of agencies and individuals.
- To enhance the cost effectiveness of training by encouraging multi-jurisdictional participation and sharing of local resources.
- To make specialized training available for upper and middle management as well as for operational level personnel and to provide training across these areas when appropriate.
- To increase the percentage of officers receiving a forty-hour minimum of in-service training annually.

In order to continue in-service training on a regional basis, local units of government make an annual contribution to the Training Project. Because there is an annual buy-in fee to participate in the Project and the fee is the same regardless of the number of officers enrolled, the efficiencies achieved by local departments are only limited by the number of personnel they send to various programs. This approach enables a department to expose each officer to a reasonable level of training rather than having only a small number of personnel who receive specialized instruction.

None of the local participating agencies is large enough to achieve cost effectiveness by sponsoring law enforcement training programs on its own initiative. However, by drawing a limited number of officers from each of the participating agencies, the Training Project has achieved class sizes large enough to reach significant economies of scale. The Training Project has been able to bring customized law enforcement training to the local agencies, rather than each agency sending individual officers to specialized courses which may not be custom designed to meet their particular needs. Consequently, the Training Project has been able to achieve higher levels of efficiency than would otherwise be found in the expenditure of local training funds.

## **OBJECTIVES**

- To provide a minimum of 900 hours of training for law enforcement and corrections officers in the mobile team area.
- To achieve a minimum of 18,500 man-hours of in-service training through regional offerings.
- To serve a total of 1,500 participants through in-service offerings.
- To provide a minimum of 100 hours in-service training on communication skills, citizen interaction, de-escalation techniques, and mental health intervention.
- To provide a minimum of 80 hours of in-service training on subjects directly related to officer safety and deadly force encounters.
- To provide a minimum of 40 hours of in-service training specifically designed for supervisors, command staff and field training officers.

- To actively participate in supplemental training projects developed under the auspices of the Illinois Police Training Board; i.e., Police Traffic Services Training Project, Police Executive Institute, Homeland Security Training Program, CIT Officer Certification, Lead Homicide Investigator Certification, and Narcotics Detection K9 Certification.
- To assist local units of government to meet new training standards enacted by the Illinois General Assembly through the Police Community Improvement Act. By state law, all local officers are now required to complete in-service training on an annual and 3-year basis in seven mandated subject areas, i.e., Legal Updates, Use of Force, Civil Rights, Human Rights, Cultural Competency, Constitutional & Proper Use of Authority, and Procedural Justice.
- To participate in short-term training programs in collaboration with professional law enforcement associations (such as the Illinois Tactical Officers Association), the State Police Academy, and neighboring ASSIST Mobile Teams.
- To actively participate in training programs implemented on a statewide basis under the direction of the Illinois Law Enforcement Training and Standards Board

## PERFORMANCE INDICATORS

<b>Indicator</b>	<b>2015 Actual</b>	<b>2016 Actual</b>	<b>2017 Actual</b>
# of training courses delivered	61	52	61
# of course hours	940	908	1027
# of training days	102	99	114
# of attendees at training courses	1,529	1,305	1,683
Total training man-hours	20,492	19,636	25,455
# of courses offered through supplemental grants	16	8	10
New training programs delivered	18	6	16

*RPC Police Training Project Odd Years*

**RPC – POLICE TRAINING PROJECT ODD YEARS – 075-744**

*State funding to provide high quality in-service training and career development opportunities for local law enforcement, corrections, and criminal justice professionals.*

**FINANCIAL**

		<b>Fund 075 Dept 744</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
334	21	ILETSB-POLICE TRAINING	\$135,000	\$145,000	\$177,000	\$165,000
335	60	STATE REIMBURSEMENT	\$18,017	\$50,000	\$15,000	\$20,000
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$153,017	\$195,000	\$192,000	\$185,000
341	22	TRAINING FEES	\$2,000	\$5,000	\$1,000	\$3,500
		FEES AND FINES	\$2,000	\$5,000	\$1,000	\$3,500
363	10	GIFTS AND DONATIONS	\$11,980	\$0	\$0	\$0
		MISCELLANEOUS	\$11,980	\$0	\$0	\$0
385	15	FROM POLICE TRAINING RESV	\$31,100	\$35,000	\$35,000	\$35,000
		INTERFUND REVENUE	\$31,100	\$35,000	\$35,000	\$35,000
		<b>REVENUE TOTALS</b>	<b>\$198,097</b>	<b>\$235,000</b>	<b>\$228,000</b>	<b>\$223,500</b>
511	3	REG. FULL-TIME EMPLOYEES	\$51,367	\$62,500	\$60,000	\$65,000
511	5	TEMP. SALARIES & WAGES	\$0	\$1,000	\$0	\$1,500
		PERSONNEL	\$51,367	\$63,500	\$60,000	\$66,500
522	1	STATIONERY & PRINTING	\$0	\$250	\$250	\$250
522	2	OFFICE SUPPLIES	\$24	\$2,000	\$1,000	\$1,500
522	3	BOOKS,PERIODICALS & MAN.	\$0	\$250	\$0	\$200
522	6	POSTAGE, UPS, FED EXPRESS	\$194	\$250	\$100	\$250
522	15	GASOLINE & OIL	\$11	\$200	\$150	\$200
522	29	RPC STUDENT HANDOUT MATLS	\$686	\$3,500	\$2,500	\$3,500
522	44	EQUIPMENT LESS THAN \$5000	\$0	\$500	\$0	\$500
522	90	ARSENAL & POLICE SUPPLIES	\$0	\$250	\$0	\$250
		COMMODITIES	\$915	\$7,200	\$4,000	\$6,650
533	1	AUDIT & ACCOUNTING SERVCS	\$0	\$5,000	\$0	\$0
533	12	JOB-REQUIRED TRAVEL EXP	\$73	\$0	\$0	\$0
533	29	COMPUTER/INF TCH SERVICES	\$730	\$3,500	\$1,000	\$1,500
533	33	TELEPHONE SERVICE	\$0	\$1,000	\$500	\$1,000
533	42	EQUIPMENT MAINTENANCE	\$0	\$1,000	\$0	\$500
533	93	DUES AND LICENSES	\$45	\$150	\$150	\$200
533	95	CONFERENCES & TRAINING	\$0	\$750	\$250	\$500
534	44	STIPEND	\$480	\$500	\$500	\$500
534	48	RPC POL TRN STAFF MILEAGE	\$612	\$1,500	\$1,500	\$1,500
534	49	RPC POL TRN STAFF TRAVEL	\$864	\$2,500	\$2,500	\$2,500

*RPC Police Training Project Odd Years*

534	50	RPC POL TRN STAFF PERDIEM	\$325	\$550	\$550	\$550
534	51	RPC POL TRN INSTRCTR TRAV	\$5,688	\$10,000	\$10,000	\$10,000
534	52	RPC POL TRN INSTRCTR CONT	\$76,925	\$90,000	\$90,000	\$105,000
534	53	RPC POL TRN INSTRCTR DEV	\$999	\$1,500	\$1,500	\$1,500
534	54	RPC POL TRN CATERING	\$954	\$2,500	\$1,300	\$2,250
534	55	RPC POL TRN FACILITY RENT	\$2,700	\$5,000	\$5,000	\$5,000
534	56	RPC POL TRN RENTAL AIDS	\$0	\$300	\$0	\$250
534	57	RPC POL TRN REPRODUCTION SERVICES	\$307 \$90,702	\$750 \$126,500	\$200 \$114,950	\$500 \$133,250
		<b>EXPENDITURE TOTALS</b>	<b>\$142,984</b>	<b>\$197,200</b>	<b>\$178,950</b>	<b>\$206,400</b>



*RPC Police Training Project Even Years*

***RPC – POLICE TRAINING PROJECT EVEN YEARS – 075-749***

*State funding to provide in-service training and career development opportunities for local law enforcement, corrections, and criminal justice professionals.*

***FINANCIAL***

		<b>Fund 075 Dept 749</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
334	21	ILETSB-POLICE TRAINING	\$132,430	\$155,000	\$135,000	\$155,000
335	60	STATE REIMBURSEMENT	\$16,468	\$50,000	\$30,000	\$30,000
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$148,898	\$205,000	\$165,000	\$185,000
341	22	TRAINING FEES	\$7,881	\$7,000	\$1,500	\$3,500
		FEES AND FINES	\$7,881	\$7,000	\$1,500	\$3,500
385	15	FROM POLICE TRAINING RESV	\$10,664	\$35,000	\$35,000	\$35,000
		INTERFUND REVENUE	\$10,664	\$35,000	\$35,000	\$35,000
		<b>REVENUE TOTALS</b>	<b>\$167,443</b>	<b>\$247,000</b>	<b>\$201,500</b>	<b>\$223,500</b>
511	3	REG. FULL-TIME EMPLOYEES	\$53,760	\$70,000	\$55,000	\$65,000
511	5	TEMP. SALARIES & WAGES	\$100	\$1,000	\$0	\$1,000
		PERSONNEL	\$53,860	\$71,000	\$55,000	\$66,000
522	1	STATIONERY & PRINTING	\$326	\$250	\$200	\$200
522	2	OFFICE SUPPLIES	\$2,364	\$2,200	\$1,000	\$1,500
522	6	POSTAGE, UPS, FED EXPRESS	\$0	\$200	\$200	\$200
522	15	GASOLINE & OIL	\$37	\$350	\$150	\$200
522	29	RPC STUDENT HANDOUT MATLS	\$7,368	\$7,550	\$7,500	\$7,500
522	44	EQUIPMENT LESS THAN \$5000	\$173	\$2,500	\$1,500	\$2,500
522	90	ARSENAL & POLICE SUPPLIES	\$0	\$500	\$0	\$500
		COMMODITIES	\$10,268	\$13,550	\$10,550	\$12,600
533	1	AUDIT & ACCOUNTING SERVCS	\$0	\$2,000	\$0	\$0
533	29	COMPUTER/INF TCH SERVICES	\$2,058	\$1,750	\$1,500	\$1,500
533	33	TELEPHONE SERVICE	\$2	\$1,000	\$1,000	\$1,000
533	42	EQUIPMENT MAINTENANCE	\$0	\$1,000	\$500	\$500
533	93	DUES AND LICENSES	\$45	\$200	\$150	\$150
533	95	CONFERENCES & TRAINING	\$140	\$500	\$250	\$500
534	44	STIPEND	\$480	\$500	\$500	\$500
534	48	RPC POL TRN STAFF MILEAGE	\$906	\$1,500	\$1,500	\$1,500
534	49	RPC POL TRN STAFF TRAVEL	\$1,554	\$2,500	\$2,000	\$2,000
534	50	RPC POL TRN STAFF PERDIEM	\$555	\$750	\$500	\$500
534	51	RPC POL TRN INSTRCTR TRAV	\$7,569	\$10,000	\$10,000	\$10,000
534	52	RPC POL TRN INSTRCTR CONT	\$78,882	\$92,000	\$75,000	\$90,000
534	53	RPC POL TRN INSTRUCTR DEV	\$3,996	\$5,000	\$1,500	\$2,500
534	54	RPC POL TRN CATERING	\$1,508	\$2,500	\$2,500	\$2,500

*RPC Police Training Project Even Years*

534	55	RPC POL TRN FACILITY RENT	\$4,150	\$5,000	\$5,000	\$5,000
534	56	RPC POL TRN RENTAL AIDS	\$0	\$500	\$500	\$500
534	57	RPC POL TRN REPRODUCTION	\$330	\$750	\$500	\$500
		SERVICES	\$102,175	\$127,450	\$102,900	\$119,150
573	51	POLICE TRAINING MATCH	\$15,000	\$0	\$0	\$0
		INTERFUND EXPENDITURE	\$15,000	\$0	\$0	\$0
		<b>EXPENDITURE TOTALS</b>	<b>\$181,303</b>	<b>\$212,000</b>	<b>\$168,450</b>	<b>\$197,750</b>

*RPC Police Training Reserve*

***RPC –POLICE TRAINING RESERVE – 075-760***

***Local matching funds provided by area law enforcement agencies. These funds are utilized to match State of Illinois Law Enforcement Training & Standards Board grants in support of local law enforcement training needs.***

***FINANCIAL***

		<b>Fund 075 Dept 760</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
335	61	ILETSB-POLICE TRNING RMB	\$8,000	\$0	\$0	\$0
336	1	CHAMPAIGN CITY	\$17,499	\$18,655	\$18,655	\$19,588
336	2	URBANA CITY	\$10,487	\$11,011	\$11,011	\$11,561
336	3	VILLAGE OF RANTOUL	\$4,369	\$4,587	\$4,587	\$4,816
336	6	UNIVERSITY OF ILLINOIS	\$8,152	\$8,560	\$8,560	\$8,988
336	7	CITY OF DANVILLE	\$12,526	\$13,152	\$13,152	\$13,810
336	8	VERMILLION COUNTY	\$17,479	\$18,353	\$18,353	\$19,271
336	9	CHAMPAIGN COUNTY	\$8,490	\$8,915	\$8,915	\$9,361
336	10	PIATT COUNTY	\$3,520	\$3,696	\$3,696	\$3,881
336	11	CITY OF MONTICELLO	\$1,612	\$1,693	\$1,693	\$1,778
336	12	PARKLAND COLLEGE	\$1,322	\$1,388	\$1,388	\$1,457
336	16	VILLAGE OF MAHOMET	\$1,122	\$1,178	\$1,178	\$1,237
336	17	FARMER CITY	\$700	\$735	\$735	\$772
336	29	CITY OF PAXTON	\$1,387	\$1,456	\$1,456	\$1,529
336	30	GIBSON CITY	\$991	\$1,041	\$1,041	\$1,093
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$97,656	\$94,420	\$94,420	\$99,142
385	16	FROM POLICE TRAINING GRNT	\$15,000	\$0	\$0	\$0
		INTERFUND REVENUE	\$15,000	\$0	\$0	\$0
		<b>REVENUE TOTALS</b>	<b>\$112,656</b>	<b>\$94,420</b>	<b>\$94,420</b>	<b>\$99,142</b>
533	95	CONFERENCES & TRAINING SERVICES	\$0	\$500	\$250	\$250
			\$0	\$500	\$250	\$250
573	51	POLICE TRAINING MATCH	\$41,764	\$70,000	\$70,000	\$70,000
		INTERFUND EXPENDITURE	\$41,764	\$70,000	\$70,000	\$70,000
		<b>EXPENDITURE TOTALS</b>	<b>\$41,764</b>	<b>\$70,500</b>	<b>\$70,250</b>	<b>\$70,250</b>

## **RPC – COMMUNITY SERVICES**

### **Fund 075**

#### **MISSION STATEMENT**

The Community Services Division is the designated community action agency in Champaign County supporting the well-being and quality of life for at-risk, low-income and underserved residents in our defined service area. We provide effective and meaningful services to increase self-sufficiency of these populations and are committed to efficient services through regional leadership and interagency cooperation.

#### **BUDGET HIGHLIGHTS**

The Community Services Division will have increases in revenue during FY18 with the addition of the Justice Diversion program, enhancement of Youth Assessment Center services, and expansion program services offered through the Individual Services Coordination team. Although some reductions may be experienced due to shifts in federal and state budgets for entitlement programs for persons in poverty, the Regional Planning Commission is well-positioned to provide additional services that have been prioritized for persons who are homeless, out of work or developmentally disabled.

#### **ALIGNMENT TO STRATEGIC PLAN**

The Community Services Division activities for FY18 will focus on retaining existing funding resources for current social services programming, leveraging additional funding resources as new federal and state initiatives are announced, and seeking ways to incorporate a variety of funding resources to achieve program goals.

#### **PROGRAM DESCRIPTION**

The Community Services Division performs services, activities and initiatives supporting improved quality of life for at-risk, low-income and underserved residents in our defined service areas. The Community Services Division is comprised of the following teams: Case Management Services, Independent Service Coordination, Homeless Services, LIHEAP/Weatherization Services, and Workforce Development Services. Community Services staff provides assessment, information, referral, and supportive services to over 10,000 individuals annually, who need assistance in coping with life challenges. Comprehensive services are provided to achieve successful grant and contract outcomes.

#### **OBJECTIVES**

##### **Case Management Programs**

Case management staff provide information, support and advocacy focused on moving households out of poverty toward self-sufficiency.

- Family Housing Preservation Program – assists DCFS-referred households in locating permanent housing throughout Champaign, Ford, and Vermilion Counties. Staff assist families by removing barriers to stable housing by locating housing, negotiating with landlords, and offering case management to foster stabilization. Additional services are provided to DCFS wards that are transitioning into adult independence.
- No Limits - provides case management services to low-income families at risk of long-term public assistance dependency. The goal of No Limits is to cultivate family self-sufficiency as well as to establish community partnerships for additional family services and support. Case management services focus on comprehensive assessment, self-sufficiency planning, goal development and a plan to work toward achievement, employment preparation, job training and numerous other activities designed to move a family to self-reliance.
- Rapid Rehousing – attempts to permanently house homeless families by providing case management and/or financial assistance. Case management may include attempting to remove barriers to stable housing by locating housing, negotiating with landlords, and offering case management to help these households become stabilized.
- Senior Services Information, Referral and Advocacy - is provided by telephone consultations, face-to-face interviews, public speaking events, and our website. Specific outreach activities are targeted for minorities and rural areas of the county. A mix of funding from local governments and special interest groups allows services to be provided regardless of income.
- Youth Assessment Center / Court Diversion Services – The Youth Assessment Center (YAC) serves as the primary center for intake, screening and service connection for Champaign County youth and families. The goal of the YAC is to connect youth with resources that help them to be resilient, resourceful, responsible, and restored to positive community involvement through prompt assessment, treatment/service recommendations and follow-up, in collaboration with programs such as Parenting with Love and Limits, and other positive youth development and restorative best practices in the community.
- Court Diversion Services (CDS) provides youth who have committed a legal offense an opportunity to divert court involvement. Using a balanced and restorative justice perspective, staff hold youth on station adjustment accountable and provide opportunities for competency development through interventions such as mediation, peer court, and services referrals with a goal of diversion from court involvement. Victims and the community are provided the opportunity to participate in decisions involving restitution agreements. Both sides actively participate in face-to-face meetings as a way of making things right. Victim offender mediation services address single-victim, single-offender situations. Peer Court is an option for cases with no victim participation.

### **Homeless Assistance, Rental Assistance, and Rent Voucher Programs**

- Centralized Intake for Homeless - is an access point for households experiencing homelessness. Individuals will complete screening and assessment process to gather and verify information about the person, individual's housing and service needs and program

eligibility. This information is used to refer homeless households to appropriate programs and agencies based on identified needs and objective prioritization.

- Emergency Shelter for Families – provides emergency shelter for families for a short-term period, filling a critical gap in Champaign County’s homeless services. Along with providing shelter for families with children; ESF provides case management for families while they are guests at the shelter. ESF services offer families an opportunity to progress in a safe space and transition into stable sources of employment, food, shelter/housing and other necessities.
- Homeless Prevention Rental Assistance Program - helps homeless households obtain housing and near-homeless households retain housing by paying the first month’s rent or up to one month’s past due rent. Services provided in this program include information and referral, assistance with landlord negotiations, and housing counseling.
- Shelter Plus Care Program – offers rent subsidies for homeless persons with disabilities being served by partnering agencies that benefit from supportive housing services.

### **Independent Service Coordination (ISC) Programs**

Independent Service Coordination provides an array of activities on behalf of individuals with developmental disabilities and their families/guardians to help them access individualized services and supports. The program’s purpose is to ensure such services and supports are responsive to the unique needs and desires of each individual and to effectively promote independence, community inclusion, and self-determination. ISC staff serve as an advocate, resource, and partner for the individual, his/her family, and other service providers. Champaign, Ford, and Iroquois counties are served under this program.

Staff support individuals and families to complete a discovery tool, develop a person-centered plan, and support the individual and family in identifying and securing services to support the goals of the person-centered plan. Staff also provides follow up services to monitor the implementation and success of the plan, making adjustments as needed, always taking into the general health, safety and well-being of the participant.

### **LIHEAP/Weatherization Programs**

Staff assists low-income households with financial assistance for utilities and home repair and weatherization measures to improve home safety and energy efficiency.

- Low Income Home Energy Assistance Program (LIHEAP) - provides utility payment assistance to low-income households in Champaign County.
- Illinois Home Weatherization Assistance Program – provides general contractor services in assessing homes and coordinating private construction contractors to provide weatherization measures to achieve energy savings for low-income households in Champaign County.

- Senior Home Repair – offers minor home repairs to City of Champaign seniors and persons with disabilities in order to provide a safe, healthy living environment.

### **Special Initiatives**

- Community Services Block Grant Scholarship Program - provides scholarship assistance to low-income Champaign County residents to help pay for tuition, books, or other costs associated with their education at a post-secondary institution in Illinois. Scholarships range from \$500 to \$2,500. Almost 100 students have benefited from CSBG Scholarships since the program was initiated in 1986.
- Summer Youth Employment Program – supports the continued development of a Summer Youth Employment Programs for Champaign County students.

### **PERFORMANCE INDICATORS**

<b>Indicator</b>	<b>2016 Actual</b>	<b>2017 Projected</b>	<b>2018 Budgeted</b>
# of clients accessing community services	8169	8000	8000
# of clients progressing on measures of self-sufficiency & skill development	782	800	800
# of clients receiving financial assistance for basic needs	6636	6000	6000
# of youth diverted from court	501	600	600

*RPC Decision Support CCDDDB Odd Yrs*

***RPC – DECISION SUPPORT CCDDDB – 075-620 Odd Yrs***

***Provision for assistance to individuals with developmental disabilities who are eligible to receive Medicaid-waivered services based on a pre-admission screening assessment and who have limited financial resources to meet the cost of their care.***

***FINANCIAL***

		<b>Fund 075 Dept 620</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
336	23	CHAMP COUNTY DEV DISAB BD	\$48,312	\$24,325	\$25,000	\$44,000
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$48,312	\$24,325	\$25,000	\$44,000
385	11	FROM CSBG DEPT	\$7,229	\$0	\$0	\$0
		INTERFUND REVENUE	\$7,229	\$0	\$0	\$0
		<b>REVENUE TOTALS</b>	<b>\$55,541</b>	<b>\$24,325</b>	<b>\$25,000</b>	<b>\$44,000</b>
511	3	REG. FULL-TIME EMPLOYEES	\$33,356	\$22,500	\$15,000	\$25,000
511	5	TEMP. SALARIES & WAGES	\$0	\$0	\$0	\$1,500
		PERSONNEL	\$33,356	\$22,500	\$15,000	\$26,500
522	1	STATIONERY & PRINTING	\$29	\$100	\$100	\$200
522	2	OFFICE SUPPLIES	\$0	\$0	\$0	\$150
522	6	POSTAGE, UPS, FED EXPRESS	\$0	\$150	\$0	\$150
522	15	GASOLINE & OIL	\$0	\$200	\$0	\$150
522	44	EQUIPMENT LESS THAN \$5000	\$0	\$0	\$0	\$500
		COMMODITIES	\$29	\$450	\$100	\$1,150
533	7	PROFESSIONAL SERVICES	\$16	\$150	\$0	\$200
533	12	JOB-REQUIRED TRAVEL EXP	\$48	\$250	\$0	\$150
533	29	COMPUTER/INF TCH SERVICES	\$526	\$500	\$500	\$500
533	95	CONFERENCES & TRAINING	\$13	\$0	\$0	\$0
		SERVICES	\$603	\$900	\$500	\$850
		<b>EXPENDITURE TOTALS</b>	<b>\$33,988</b>	<b>\$23,850</b>	<b>\$15,600</b>	<b>\$28,500</b>



RPC Decision Support DDB- Even Yrs

**RPC – DECISION SUPPORT CCDDDB - 075-619 Even Yrs**

*Provision for assistance to individuals with developmental disabilities who are eligible to receive Medicaid-waivered services based on a pre-admission screening assessment and who have limited financial resources to meet the cost of their care.*

**FINANCIAL**

Fund 075 Dept 619			2016 Actual	2017 Original	2017 Projected	2018 Budget
336	23	CHAMP COUNTY DEV DISAB BD	\$0	\$24,325	\$25,000	\$44,000
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$0	\$24,325	\$25,000	\$44,000
		<b>REVENUE TOTALS</b>	<b>\$0</b>	<b>\$24,325</b>	<b>\$25,000</b>	<b>\$44,000</b>
511	3	REG. FULL-TIME EMPLOYEES	\$0	\$20,000	\$15,000	\$25,000
511	5	TEMP. SALARIES & WAGES	\$0	\$0	\$0	\$1,500
		PERSONNEL	\$0	\$20,000	\$15,000	\$26,500
522	1	STATIONERY & PRINTING	\$0	\$150	\$150	\$150
522	2	OFFICE SUPPLIES	\$0	\$150	\$150	\$150
522	6	POSTAGE, UPS, FED EXPRESS	\$0	\$200	\$150	\$200
522	15	GASOLINE & OIL	\$0	\$200	\$150	\$200
522	44	EQUIPMENT LESS THAN \$5000	\$0	\$250	\$200	\$500
		COMMODITIES	\$0	\$950	\$800	\$1,200
533	7	PROFESSIONAL SERVICES	\$0	\$100	\$150	\$500
533	12	JOB-REQUIRED TRAVEL EXP	\$0	\$250	\$150	\$250
533	29	COMPUTER/INF TCH SERVICES	\$0	\$500	\$500	\$500
		SERVICES	\$0	\$850	\$800	\$1,250
		<b>EXPENDITURE TOTALS</b>	<b>\$0</b>	<b>\$21,800</b>	<b>\$16,600</b>	<b>\$28,950</b>

*RPC Community Services Block Grant Odd Years*

**RPC – COMMUNITY SERVICES BLOCK GRANT ODD YEARS – 075-736**

*Federal pass-through funding that supports case management and economic development initiatives for low-income clients working toward self-sufficiency.*

**FINANCIAL**

		<b>Fund 075 Dept 736</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
331	30	HHS-COMM SERV BLOCK GRANT	\$68,280	\$575,000	\$660,459	\$127,000
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$68,280	\$575,000	\$660,459	\$127,000
		<b>REVENUE TOTALS</b>	<b>\$68,280</b>	<b>\$575,000</b>	<b>\$660,459</b>	<b>\$127,000</b>
511	3	REG. FULL-TIME EMPLOYEES	\$0	\$260,000	\$225,000	\$50,000
511	4	REG. PART-TIME EMPLOYEES	\$0	\$1,500	\$1,500	\$1,500
511	5	TEMP. SALARIES & WAGES	\$0	\$5,500	\$5,500	\$2,500
		PERSONNEL	\$0	\$267,000	\$232,000	\$54,000
522	1	STATIONERY & PRINTING	\$0	\$500	\$500	\$350
522	2	OFFICE SUPPLIES	\$0	\$1,500	\$1,500	\$250
522	3	BOOKS,PERIODICALS & MAN.	\$0	\$250	\$200	\$200
522	6	POSTAGE, UPS, FED EXPRESS	\$0	\$1,250	\$1,250	\$1,250
522	15	GASOLINE & OIL	\$0	\$750	\$750	\$750
522	44	EQUIPMENT LESS THAN \$5000	\$0	\$2,500	\$2,500	\$2,500
522	93	OPERATIONAL SUPPLIES	\$0	\$250	\$500	\$500
		COMMODITIES	\$0	\$7,000	\$7,200	\$5,800
533	7	PROFESSIONAL SERVICES	\$0	\$1,000	\$1,000	\$1,000
533	12	JOB-REQUIRED TRAVEL EXP	\$0	\$3,750	\$3,500	\$2,000
533	29	COMPUTER/INF TCH SERVICES	\$0	\$10,000	\$10,000	\$3,500
533	33	TELEPHONE SERVICE	\$0	\$4,500	\$4,000	\$2,500
533	40	AUTOMOBILE MAINTENANCE	\$0	\$500	\$500	\$500
533	42	EQUIPMENT MAINTENANCE	\$0	\$1,000	\$1,000	\$1,000
533	52	OTHER SERVICE BY CONTRACT	\$0	\$2,500	\$2,500	\$2,500
533	70	LEGAL NOTICES,ADVERTISING	\$0	\$1,000	\$2,000	\$1,500
533	84	BUSINESS MEALS/EXPENSES	\$0	\$350	\$350	\$350
533	85	PHOTOCOPY SERVICES	\$0	\$2,500	\$2,500	\$2,500
533	92	CONTRIBUTIONS & GRANTS	\$0	\$4,500	\$10,000	\$5,000
533	93	DUES AND LICENSES	\$0	\$1,000	\$2,500	\$1,000
533	95	CONFERENCES & TRAINING	\$0	\$2,500	\$2,500	\$2,500
534	38	EMRGNCY SHELTER/UTILITIES	\$0	\$2,500	\$5,000	\$2,500
534	39	RPC SCHOLARSHIPS & AWARDS	\$0	\$5,000	\$7,500	\$1,250
534	44	STIPEND	\$0	\$2,500	\$3,150	\$1,250
		SERVICES	\$0	\$45,100	\$58,000	\$30,850
573	11	HOUSING ADVOCACY MATCH	\$0	\$48,000	\$20,000	\$10,000
573	16	TEN RNT ASST 709/859 MTCH	\$0	\$1,000	\$0	\$0

*RPC Community Services Block Grant Odd Years*

573	17	ISSA 827/828 MATCH	\$0	\$10,000	\$100,000	\$10,000
573	24	COURT DIVRSN 641/656 MTCH	\$0	\$75,000	\$30,000	\$10,000
573	27	HOMLSS PREVNT 634/640 MCH	\$0	\$2,500	\$3,500	\$0
573	33	CSBG SPC PRJ 807/815 MTCH	\$0	\$61,392	\$65,146	\$0
573	35	HOMELESS MGT 650/664 MTCH	\$0	\$2,000	\$2,000	\$0
		INTERFUND EXPENDITURE	\$0	\$199,892	\$220,646	\$30,000
		<b>EXPENDITURE TOTALS</b>	<b>\$0</b>	<b>\$518,992</b>	<b>\$517,846</b>	<b>\$120,650</b>

*RPC Community Services Block Grant Even Years*

**RPC – COMMUNITY SERVICES BLOCK GRANT EVEN YEARS – 075-758**

*Federal pass-through funding that supports case management and economic development initiatives for low-income clients working toward self-sufficiency.*

**FINANCIAL**

		<b>Fund 075 Dept 758</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
331	30	HHS-COMM SERV BLOCK GRANT	\$505,317	\$225,000	\$155,142	\$660,459
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$505,317	\$225,000	\$155,142	\$660,459
		<b>REVENUE TOTALS</b>	<b>\$505,317</b>	<b>\$225,000</b>	<b>\$155,142</b>	<b>\$660,459</b>
511	3	REG. FULL-TIME EMPLOYEES	\$163,989	\$100,000	\$61,000	\$275,000
511	4	REG. PART-TIME EMPLOYEES	\$388	\$1,500	\$150	\$1,500
511	5	TEMP. SALARIES & WAGES	\$5,973	\$5,000	\$3,500	\$5,500
		PERSONNEL	\$170,350	\$106,500	\$64,650	\$282,000
522	1	STATIONERY & PRINTING	\$288	\$250	\$500	\$1,250
522	2	OFFICE SUPPLIES	\$2,636	\$2,500	\$500	\$2,000
522	3	BOOKS,PERIODICALS & MAN.	\$1,040	\$1,500	\$0	\$350
522	6	POSTAGE, UPS, FED EXPRESS	\$796	\$250	\$0	\$250
522	15	GASOLINE & OIL	\$459	\$250	\$150	\$250
522	44	EQUIPMENT LESS THAN \$5000	\$1,849	\$500	\$1,000	\$3,500
522	93	OPERATIONAL SUPPLIES	\$0	\$0	\$0	\$500
		COMMODITIES	\$7,068	\$5,250	\$2,150	\$8,100
533	7	PROFESSIONAL SERVICES	\$80	\$250	\$750	\$1,000
533	12	JOB-REQUIRED TRAVEL EXP	\$3,125	\$1,000	\$700	\$3,500
533	18	NON-EMPLOYEE TRAINING,SEM	\$0	\$1,000	\$700	\$0
533	29	COMPUTER/INF TCH SERVICES	\$9,400	\$7,000	\$2,000	\$9,500
533	33	TELEPHONE SERVICE	\$2,877	\$2,500	\$10,000	\$3,500
533	40	AUTOMOBILE MAINTENANCE	\$30	\$1,000	\$350	\$1,500
533	42	EQUIPMENT MAINTENANCE	\$78	\$1,500	\$250	\$1,500
533	52	OTHER SERVICE BY CONTRACT	\$4,000	\$2,500	\$0	\$0
533	70	LEGAL NOTICES,ADVERTISING	\$1,219	\$1,000	\$500	\$1,500
533	84	BUSINESS MEALS/EXPENSES	\$9	\$0	\$0	\$0
533	85	PHOTOCOPY SERVICES	\$3,528	\$3,500	\$150	\$2,750
533	89	PUBLIC RELATIONS	\$52	\$0	\$0	\$0
533	92	CONTRIBUTIONS & GRANTS	\$5,219	\$2,500	\$800	\$5,500
533	93	DUES AND LICENSES	\$6,082	\$2,500	\$1,150	\$2,500
533	95	CONFERENCES & TRAINING	\$2,015	\$1,500	\$250	\$3,750
534	38	EMRGNCY SHELTER/UTILITIES	\$12,234	\$2,500	\$400	\$10,000
534	39	RPC SCHOLARSHIPS & AWARDS	\$14,773	\$5,000	\$0	\$7,500
534	44	STIPEND	\$3,660	\$2,000	\$1,000	\$3,600
		SERVICES	\$68,381	\$37,250	\$19,000	\$57,600

*RPC Community Services Block Grant Even Years*

573	11	HOUSING ADVOCACY MATCH	\$12,307	\$0	\$0	\$0
573	16	TEN RNT ASST 709/859 MTCH	\$384	\$1,000	\$0	\$0
573	17	ISSA 827/828 MATCH	\$22,836	\$0	\$0	\$50,000
573	24	COURT DIVRSN 641/656 MTCH	\$27,725	\$0	\$0	\$40,000
573	27	HOMLSS PREVNT 634/640 MCH	\$677	\$2,500	\$0	\$3,500
573	33	CSBG SPC PRJ 807/815 MTCH	\$65,146	\$0	\$0	\$65,146
573	35	HOMELESS MGT 650/664 MTCH	\$0	\$0	\$0	\$2,000
		INTERFUND EXPENDITURE	\$129,075	\$3,500	\$0	\$160,646
		<b>EXPENDITURE TOTALS</b>	<b>\$374,874</b>	<b>\$152,500</b>	<b>\$85,800</b>	<b>\$508,346</b>

*RPC Homeless Prevention Services Odd Years*

***RPC – HOMELESS PREVENTION SERVICES ODD YEARS – 075-634***

*State funding for first month or past due rental assistance for income-eligible clients.*

***FINANCIAL***

		<b>Fund 075   Dept 634</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
334	34	IDHS-HOMELESS PREVENTION	\$59,888	\$20,000	\$20,000	\$25,000
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$59,888	\$20,000	\$20,000	\$25,000
385	11	FROM CSBG DEPT	\$0	\$2,500	\$2,500	\$2,500
		INTERFUND REVENUE	\$0	\$2,500	\$2,500	\$2,500
		<b>REVENUE TOTALS</b>	<b>\$59,888</b>	<b>\$22,500</b>	<b>\$22,500</b>	<b>\$27,500</b>
511	3	REG. FULL-TIME EMPLOYEES	\$2,065	\$3,000	\$2,000	\$2,500
511	5	TEMP. SALARIES & WAGES	\$669	\$0	\$1,500	\$2,500
		PERSONNEL	\$2,734	\$3,000	\$3,500	\$5,000
534	38	EMRGNCY SHELTER/UTILITIES	\$41,680	\$15,000	\$15,000	\$20,000
		SERVICES	\$41,680	\$15,000	\$15,000	\$20,000
		<b>EXPENDITURE TOTALS</b>	<b>\$44,414</b>	<b>\$18,000</b>	<b>\$18,500</b>	<b>\$25,000</b>

*RPC Homeless Prevention Services Even Years*

***RPC – HOMELESS PREVENTION SERVICES EVEN YEARS – 075-640***

*State funding for first month or past due rental assistance for income-eligible clients.*

***FINANCIAL***

		<b>Fund 075    Dept 640</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
334	34	IDHS-HOMELESS PREVENTION	\$34,966	\$20,000	\$20,000	\$25,000
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$34,966	\$20,000	\$20,000	\$25,000
385	11	FROM CSBG DEPT	\$677	\$2,500	\$2,000	\$2,500
		INTERFUND REVENUE	\$677	\$2,500	\$2,000	\$2,500
		<b>REVENUE TOTALS</b>	<b>\$35,643</b>	<b>\$22,500</b>	<b>\$22,000</b>	<b>\$27,500</b>
511	3	REG. FULL-TIME EMPLOYEES	\$0	\$2,500	\$2,500	\$3,500
		PERSONNEL	\$0	\$2,500	\$2,500	\$3,500
534	38	EMRGNCY SHELTER/UTILITIES	\$0	\$16,000	\$15,000	\$18,000
534	41	RETURN UNUSED GRANT	\$34,966	\$0	\$0	\$0
		SERVICES	\$34,966	\$16,000	\$15,000	\$18,000
		<b>EXPENDITURE TOTALS</b>	<b>\$34,966</b>	<b>\$18,500</b>	<b>\$17,500</b>	<b>\$21,500</b>

*RPC Court Diversion Services Odd Years*

**RPC – COURT DIVERSION SERVICES ODD YEARS – 075-641**

*The primary program funded is the Youth Assessment Center which provides assessment and service connection and coordination for at-risk youth in our community.*

**FINANCIAL**

		<b>Fund 075 Dept 641</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
331	29	HUD-COMM DEV BLOCK GRANT	\$1,437	\$5,000	\$8,592	\$5,000
336	1	CHAMPAIGN CITY	\$0	\$7,500	\$15,000	\$7,500
336	2	URBANA CITY	\$1,000	\$1,500	\$2,000	\$1,000
336	9	CHAMPAIGN COUNTY	\$117,053	\$117,019	\$117,019	\$125,800
336	13	CHAMP COUNTY MENT HLTH BD	\$13,002	\$13,000	\$13,000	\$38,175
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$132,492	\$144,019	\$155,611	\$177,475
385	11	FROM CSBG DEPT	\$0	\$38,000	\$10,000	\$15,000
		INTERFUND REVENUE	\$0	\$38,000	\$10,000	\$15,000
		<b>REVENUE TOTALS</b>	<b>\$132,492</b>	<b>\$182,019</b>	<b>\$165,611</b>	<b>\$192,475</b>
511	3	REG. FULL-TIME EMPLOYEES	\$55,292	\$120,000	\$105,000	\$125,000
511	5	TEMP. SALARIES & WAGES	\$8,125	\$15,000	\$15,000	\$15,000
		PERSONNEL	\$63,417	\$135,000	\$120,000	\$140,000
522	1	STATIONERY & PRINTING	\$0	\$0	\$150	\$250
522	2	OFFICE SUPPLIES	\$2,156	\$2,000	\$1,500	\$2,000
522	3	BOOKS, PERIODICALS & MAN.	\$0	\$200	\$100	\$200
522	4	COPIER SUPPLIES	\$120	\$250	\$250	\$250
522	6	POSTAGE, UPS, FED EXPRESS	\$248	\$500	\$500	\$500
522	14	CUSTODIAL SUPPLIES	\$0	\$0	\$1,000	\$1,750
522	15	GASOLINE & OIL	\$116	\$200	\$150	\$200
522	44	EQUIPMENT LESS THAN \$5000	\$1,492	\$2,000	\$1,000	\$2,000
522	93	OPERATIONAL SUPPLIES	\$78	\$0	\$250	\$500
		COMMODITIES	\$4,210	\$5,150	\$4,900	\$7,650
533	7	PROFESSIONAL SERVICES	\$32	\$750	\$500	\$1,000
533	12	JOB-REQUIRED TRAVEL EXP	\$418	\$500	\$400	\$500
533	28	UTILITIES	\$0	\$4,000	\$4,000	\$4,000
533	29	COMPUTER/INF TCH SERVICES	\$2,785	\$4,000	\$4,500	\$5,000
533	33	TELEPHONE SERVICE	\$561	\$3,500	\$2,000	\$2,000
533	36	WASTE DISPOSAL & RECYCLNG	\$209	\$250	\$250	\$250
533	40	AUTOMOBILE MAINTENANCE	\$349	\$0	\$300	\$400
533	42	EQUIPMENT MAINTENANCE	\$2,000	\$0	\$400	\$300
533	45	NON-CNTY BLDG REPAIR-MNT	\$788	\$500	\$250	\$0
533	50	FACILITY/OFFICE RENTALS	\$2,889	\$0	\$5,000	\$10,000
533	84	BUSINESS MEALS/EXPENSES	\$377	\$1,000	\$400	\$1,000
533	85	PHOTOCOPY SERVICES	\$1,400	\$1,500	\$1,500	\$1,500
533	92	CONTRIBUTIONS & GRANTS	\$248	\$500	\$1,500	\$1,500
533	95	CONFERENCES & TRAINING	\$184	\$2,000	\$700	\$1,500



*RPC Court Diversion Services Odd Years*

534	59	JANITORIAL SERVICES	\$800	\$1,500	\$1,200	\$1,500
		SERVICES	\$13,040	\$20,000	\$22,900	\$30,450
		<b>EXPENDITURE TOTALS</b>	<b>\$80,667</b>	<b>\$160,150</b>	<b>\$147,800</b>	<b>\$178,100</b>

*RPC Court Diversion Services Even Years*

***RPC – COURT DIVERSION SERVICES EVEN YEARS – 075-656***

*The primary program funded is the Youth Assessment Center which provides assessment and service connection and coordination for at-risk youth in our community.*

***FINANCIAL***

		<b>Fund 075 Dept 656</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
331	29	HUD-COMM DEV BLOCK GRANT	\$7,392	\$5,000	\$5,000	\$5,000
336	1	CHAMPAIGN CITY	\$0	\$7,500	\$7,500	\$7,500
336	2	URBANA CITY	\$1,275	\$1,500	\$1,500	\$1,000
336	9	CHAMPAIGN COUNTY	\$117,053	\$117,019	\$117,019	\$125,800
336	13	CHAMP COUNTY MENT HLTH BD	\$12,998	\$13,000	\$13,000	\$38,175
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$138,718	\$144,019	\$144,019	\$177,475
385	11	FROM CSBG DEPT	\$23,648	\$37,000	\$20,000	\$20,000
		INTERFUND REVENUE	\$23,648	\$37,000	\$20,000	\$20,000
		<b>REVENUE TOTALS</b>	<b>\$162,366</b>	<b>\$181,019</b>	<b>\$164,019</b>	<b>\$197,475</b>
511	3	REG. FULL-TIME EMPLOYEES	\$59,366	\$115,000	\$110,000	\$125,000
511	5	TEMP. SALARIES & WAGES	\$11,148	\$15,000	\$15,000	\$10,000
		PERSONNEL	\$70,514	\$130,000	\$125,000	\$135,000
522	1	STATIONERY & PRINTING	\$276	\$500	\$1,000	\$500
522	2	OFFICE SUPPLIES	\$668	\$2,000	\$1,500	\$2,000
522	4	COPIER SUPPLIES	\$128	\$250	\$0	\$250
522	6	POSTAGE, UPS, FED EXPRESS	\$294	\$500	\$750	\$500
522	15	GASOLINE & OIL	\$52	\$200	\$500	\$200
522	44	EQUIPMENT LESS THAN \$5000	\$482	\$2,000	\$1,700	\$200
		COMMODITIES	\$1,900	\$5,450	\$5,450	\$3,650
533	7	PROFESSIONAL SERVICES	\$208	\$500	\$1,000	\$1,000
533	12	JOB-REQUIRED TRAVEL EXP	\$183	\$500	\$1,000	\$1,000
533	28	UTILITIES	\$0	\$3,500	\$3,500	\$4,000
533	29	COMPUTER/INF TCH SERVICES	\$2,013	\$3,500	\$3,500	\$4,000
533	33	TELEPHONE SERVICE	\$635	\$1,700	\$700	\$1,500
533	36	WASTE DISPOSAL & RECYCLNG	\$204	\$250	\$250	\$250
533	40	AUTOMOBILE MAINTENANCE	\$273	\$250	\$0	\$250
533	42	EQUIPMENT MAINTENANCE	\$216	\$500	\$500	\$500
533	45	NON-CNTY BLDG REPAIR-MNT	\$691	\$2,000	\$1,000	\$0
533	50	FACILITY/OFFICE RENTALS	\$2,500	\$2,500	\$5,000	\$10,000
533	70	LEGAL NOTICES,ADVERTISING	\$972	\$1,500	\$500	\$500
533	84	BUSINESS MEALS/EXPENSES	\$297	\$1,500	\$1,500	\$1,500
533	85	PHOTOCOPY SERVICES	\$1,108	\$1,500	\$1,500	\$1,500
533	92	CONTRIBUTIONS & GRANTS	\$233	\$500	\$1,500	\$500
533	95	CONFERENCES & TRAINING	\$15	\$750	\$750	\$1,000

*RPC Court Diversion Services Even Years*

534	59	JANITORIAL SERVICES	\$1,300	\$1,500	\$1,500	\$1,500
		SERVICES	\$10,848	\$22,450	\$23,700	\$29,000
		<b>EXPENDITURE TOTALS</b>	<b>\$83,262</b>	<b>\$157,900</b>	<b>\$154,150</b>	<b>\$167,650</b>

*RPC Juvenile System Diversion Services*

***RPC – JUVENILE SYSTEM DIVERSION SERVICES – 075-812***

***Funding to support individuals and families in Rantoul who have had Crisis Intervention Team (CIT) or domestic offense police contact.***

***FINANCIAL***

		<b>Fund 075    Dept 812</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
336	13	CHAMP COUNTY MENT HLTH BD	\$0	\$0	\$31,378	\$31,378
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$0	\$0	\$31,378	\$31,378
385	11	FROM CSBG DEPT	\$0	\$0	\$10,000	\$10,000
		INTERFUND REVENUE	\$0	\$0	\$10,000	\$10,000
		<b>REVENUE TOTALS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$41,378</b>	<b>\$41,378</b>
511	3	REG. FULL-TIME EMPLOYEES	\$0	\$0	\$35,000	\$35,000
		PERSONNEL	\$0	\$0	\$35,000	\$35,000
533	12	JOB-REQUIRED TRAVEL EXP	\$0	\$0	\$700	\$750
533	29	COMPUTER/INF TCH SERVICES	\$0	\$0	\$1,000	\$1,500
533	33	TELEPHONE SERVICE	\$0	\$0	\$300	\$300
		SERVICES	\$0	\$0	\$2,000	\$2,550
		<b>EXPENDITURE TOTALS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$37,000</b>	<b>\$37,550</b>

*RPC Youth Housing Advocacy Odd Years*

***RPC –YOUTH HOUSING ADVOCACY ODD YEARS – 075-642***

*State funding for assistance locating and sustaining stable housing for DCFS clients that are homeless or at risk of becoming homeless.*

***FINANCIAL***

		<b>Fund 075 Dept 642</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
334	69	DCFS-YTH HOUSING ADVOCACY	\$5,941	\$8,500	\$5,500	\$10,000
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$5,941	\$8,500	\$5,500	\$10,000
385	11	FROM CSBG DEPT	\$145	\$3,000	\$0	\$0
		INTERFUND REVENUE	\$145	\$3,000	\$0	\$0
		<b>REVENUE TOTALS</b>	<b>\$6,086</b>	<b>\$11,500</b>	<b>\$5,500</b>	<b>\$10,000</b>
511	3	REG. FULL-TIME EMPLOYEES	\$3,260	\$3,500	\$2,500	\$3,500
511	5	TEMP. SALARIES & WAGES	\$551	\$3,500	\$1,500	\$2,500
		PERSONNEL	\$3,811	\$7,000	\$4,000	\$6,000
522	6	POSTAGE, UPS, FED EXPRESS	\$4	\$100	\$100	\$150
522	15	GASOLINE & OIL	\$0	\$100	\$0	\$0
		COMMODITIES	\$4	\$200	\$100	\$150
533	12	JOB-REQUIRED TRAVEL EXP	\$0	\$500	\$100	\$200
533	85	PHOTOCOPY SERVICES	\$0	\$100	\$100	\$150
533	92	CONTRIBUTIONS & GRANTS	\$0	\$200	\$200	\$200
533	95	CONFERENCES & TRAINING	\$41	\$0	\$0	\$200
		SERVICES	\$41	\$800	\$400	\$750
		<b>EXPENDITURE TOTALS</b>	<b>\$3,856</b>	<b>\$8,000</b>	<b>\$4,500</b>	<b>\$6,900</b>

*RPC Youth Housing Advocacy Even Years*

**RPC – YOUTH HOUSING ADVOCACY EVEN YEARS – 075-668**

*State funding for assistance locating and sustaining stable housing for DCFS clients that are homeless or at risk of becoming homeless.*

**FINANCIAL**

		<b>Fund 075 Dept 668</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
334	69	DCFS-YTH HOUSING ADVOCACY	\$808	\$8,500	\$7,000	\$10,000
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$808	\$8,500	\$7,000	\$10,000
385	11	FROM CSBG DEPT	\$2,291	\$5,000	\$0	\$0
		INTERFUND REVENUE	\$2,291	\$5,000	\$0	\$0
		<b>REVENUE TOTALS</b>	<b>\$3,099</b>	<b>\$13,500</b>	<b>\$7,000</b>	<b>\$10,000</b>
511	3	REG. FULL-TIME EMPLOYEES	\$1,252	\$5,000	\$3,750	\$5,500
511	5	TEMP. SALARIES & WAGES	\$0	\$2,500	\$1,500	\$1,500
		PERSONNEL	\$1,252	\$7,500	\$5,250	\$7,000
522	6	POSTAGE, UPS, FED EXPRESS	\$0	\$100	\$100	\$150
522	15	GASOLINE & OIL	\$0	\$100	\$100	\$150
		COMMODITIES	\$0	\$200	\$200	\$300
533	12	JOB-REQUIRED TRAVEL EXP	\$22	\$500	\$150	\$150
533	85	PHOTOCOPY SERVICES	\$0	\$0	\$100	\$150
533	92	CONTRIBUTIONS & GRANTS	\$0	\$100	\$150	\$150
533	95	CONFERENCES & TRAINING	\$0	\$250	\$200	\$200
		SERVICES	\$22	\$850	\$600	\$650
		<b>EXPENDITURE TOTALS</b>	<b>\$1,274</b>	<b>\$8,550</b>	<b>\$6,050</b>	<b>\$7,950</b>

*RPC Homeless Management Info System (HMIS) Even Years*

***RPC – HOMELESS MANAGEMENT INFO SYSTEM (HMIS) EVEN YEARS – 075-650***

***Federal funding provided to support management and training for system users of the Champaign County Continuum of Care Homeless Management Information System.***

***FINANCIAL***

		<b>Fund 075    Dept 650</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
331	71	HUD-SUPPORTIVE HOUSING	\$14,643	\$16,080	\$16,080	\$17,000
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$14,643	\$16,080	\$16,080	\$17,000
341	40	TECHNICAL SERVICE CONT.	\$0	\$3,500	\$0	\$2,500
		FEES AND FINES	\$0	\$3,500	\$0	\$2,500
385	11	FROM CSBG DEPT	\$0	\$0	\$2,000	\$0
		INTERFUND REVENUE	\$0	\$0	\$2,000	\$0
		<b>REVENUE TOTALS</b>	<b>\$14,643</b>	<b>\$19,580</b>	<b>\$18,080</b>	<b>\$19,500</b>
511	3	REG. FULL-TIME EMPLOYEES	\$6,646	\$5,500	\$5,500	\$7,000
		PERSONNEL	\$6,646	\$5,500	\$5,500	\$7,000
522	2	OFFICE SUPPLIES	\$73	\$0	\$0	\$0
522	44	EQUIPMENT LESS THAN \$5000	\$1,367	\$4,500	\$3,500	\$4,000
		COMMODITIES	\$1,440	\$4,500	\$3,500	\$4,000
533	29	COMPUTER/INF TCH SERVICES	\$47	\$1,750	\$1,750	\$1,750
533	42	EQUIPMENT MAINTENANCE	\$169	\$0	\$0	\$0
533	95	CONFERENCES & TRAINING	\$0	\$1,500	\$1,000	\$3,500
		SERVICES	\$216	\$3,250	\$2,750	\$5,250
		<b>EXPENDITURE TOTALS</b>	<b>\$8,302</b>	<b>\$13,250</b>	<b>\$11,750</b>	<b>\$16,250</b>

*RPC Homeless Management Info System (HMIS) Odd Years*

***RPC – HOMELESS MANAGEMENT INFO SYSTEM (HMIS) ODD YEARS – 075-664***

***Federal funding provided to support management and training for system users of the Champaign County Continuum of Care Homeless Management Information System.***

***FINANCIAL***

		<b>Fund 075    Dept 664</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
331	71	HUD-SUPPORTIVE HOUSING	\$19,862	\$16,079	\$17,000	\$17,000
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$19,862	\$16,079	\$17,000	\$17,000
341	40	TECHNICAL SERVICE CONT.	\$2,527	\$1,750	\$2,500	\$2,500
		FEES AND FINES	\$2,527	\$1,750	\$2,500	\$2,500
385	11	FROM CSBG DEPT	\$0	\$2,000	\$0	\$2,000
		INTERFUND REVENUE	\$0	\$2,000	\$0	\$2,000
		<b>REVENUE TOTALS</b>	<b>\$22,389</b>	<b>\$19,829</b>	<b>\$19,500</b>	<b>\$21,500</b>
511	3	REG. FULL-TIME EMPLOYEES	\$4,312	\$5,500	\$5,000	\$7,000
		PERSONNEL	\$4,312	\$5,500	\$5,000	\$7,000
522	44	EQUIPMENT LESS THAN \$5000	\$6,625	\$5,000	\$5,000	\$5,000
		COMMODITIES	\$6,625	\$5,000	\$5,000	\$5,000
533	29	COMPUTER/INF TCH SERVICES	\$3,405	\$4,500	\$1,500	\$2,500
533	95	CONFERENCES & TRAINING	\$1,553	\$1,000	\$5,000	\$3,500
		SERVICES	\$4,958	\$5,500	\$6,500	\$6,000
		<b>EXPENDITURE TOTALS</b>	<b>\$15,895</b>	<b>\$16,000</b>	<b>\$16,500</b>	<b>\$18,000</b>



*RPC – Housing Advocacy Services – Odd Years*

***RPC – HOUSING ADVOCACY SERVICES – ODD YEARS – 075-803***

*State funding provided for assistance in locating and sustaining stable housing for DCFS clients that are homeless or at risk of becoming homeless.*

***FINANCIAL***

		<b>Fund 075 Dept 803</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
334	70	DCFS-HOUSNG ADVOCACY GRNT	\$22,358	\$40,000	\$25,000	\$31,500
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$22,358	\$40,000	\$25,000	\$31,500
385	11	FROM CSBG DEPT	\$0	\$20,000	\$5,000	\$7,750
		INTERFUND REVENUE	\$0	\$20,000	\$5,000	\$7,750
		<b>REVENUE TOTALS</b>	<b>\$22,358</b>	<b>\$60,000</b>	<b>\$30,000</b>	<b>\$39,250</b>
511	3	REG. FULL-TIME EMPLOYEES	\$10,385	\$32,000	\$18,500	\$20,000
511	5	TEMP. SALARIES & WAGES	\$3,832	\$4,500	\$4,000	\$5,000
		PERSONNEL	\$14,217	\$36,500	\$22,500	\$25,000
522	2	OFFICE SUPPLIES	\$0	\$150	\$0	\$150
522	6	POSTAGE, UPS, FED EXPRESS	\$52	\$0	\$0	\$0
522	15	GASOLINE & OIL	\$14	\$150	\$50	\$150
		COMMODITIES	\$66	\$300	\$50	\$300
533	12	JOB-REQUIRED TRAVEL EXP	\$1,508	\$7,500	\$1,250	\$3,500
533	29	COMPUTER/INF TCH SERVICES	\$0	\$1,000	\$0	\$0
533	85	PHOTOCOPY SERVICES	\$0	\$150	\$0	\$150
533	92	CONTRIBUTIONS & GRANTS	\$30	\$200	\$0	\$250
533	95	CONFERENCES & TRAINING	\$90	\$300	\$250	\$250
534	44	STIPEND	\$30	\$350	\$0	\$0
		SERVICES	\$1,658	\$9,500	\$1,500	\$4,150
		<b>EXPENDITURE TOTALS</b>	<b>\$15,941</b>	<b>\$46,300</b>	<b>\$24,050</b>	<b>\$29,450</b>

*RPC Housing Advocacy Services Even Years*

***RPC – HOUSING ADVOCACY SERVICES – EVEN YEARS – 075-817***

*State funding for assistance locating and sustaining stable housing for DCFS clients that are homeless or at risk of becoming homeless.*

***FINANCIAL***

		<b>Fund 075 Dept 817</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
334	70	DCFS-HOUSNG ADVOCACY GRNT	\$27,204	\$40,500	\$25,000	\$35,000
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$27,204	\$40,500	\$25,000	\$35,000
385	11	FROM CSBG DEPT	\$6,076	\$20,000	\$5,000	\$7,750
		INTERFUND REVENUE	\$6,076	\$20,000	\$5,000	\$7,750
		<b>REVENUE TOTALS</b>	<b>\$33,280</b>	<b>\$60,500</b>	<b>\$30,000</b>	<b>\$42,750</b>
511	3	REG. FULL-TIME EMPLOYEES	\$14,214	\$25,000	\$15,000	\$25,000
511	5	TEMP. SALARIES & WAGES	\$5,149	\$6,500	\$3,500	\$5,500
		PERSONNEL	\$19,363	\$31,500	\$18,500	\$30,500
522	2	OFFICE SUPPLIES	\$0	\$200	\$0	\$150
522	6	POSTAGE, UPS, FED EXPRESS	\$0	\$150	\$150	\$150
522	15	GASOLINE & OIL	\$30	\$250	\$150	\$150
		COMMODITIES	\$30	\$600	\$300	\$450
533	12	JOB-REQUIRED TRAVEL EXP	\$2,004	\$2,250	\$2,000	\$4,500
533	29	COMPUTER/INF TCH SERVICES	\$0	\$1,000	\$550	\$550
533	85	PHOTOCOPY SERVICES	\$9	\$200	\$150	\$200
533	92	CONTRIBUTIONS & GRANTS	\$3	\$250	\$150	\$250
533	95	CONFERENCES & TRAINING	\$70	\$500	\$250	\$250
534	44	STIPEND	\$150	\$375	\$0	\$0
		SERVICES	\$2,236	\$4,575	\$3,100	\$5,750
		<b>EXPENDITURE TOTALS</b>	<b>\$21,629</b>	<b>\$36,675</b>	<b>\$21,900</b>	<b>\$36,700</b>

*RPC Shelter Plus Care I Odd Years*

***RPC – SHELTER PLUS CARE I ODD YEARS – 075-680***

***Direct federal funding to support rent vouchers and associated administration.***

***FINANCIAL***

		<b>Fund 075   Dept 680</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
331	14	HUD-SHELTER PLUS CARE	\$113,180	\$175,000	\$155,000	\$170,000
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$113,180	\$175,000	\$155,000	\$170,000
369	90	OTHER MISC. REVENUE	\$1,087	\$500	\$0	\$0
		MISCELLANEOUS	\$1,087	\$500	\$0	\$0
		<b>REVENUE TOTALS</b>	<b>\$114,267</b>	<b>\$175,500</b>	<b>\$155,000</b>	<b>\$170,000</b>
511	3	REG. FULL-TIME EMPLOYEES	\$2,698	\$11,000	\$10,000	\$12,000
511	4	REG. PART-TIME EMPLOYEES	\$717	\$0	\$1,000	\$1,000
511	5	TEMP. SALARIES & WAGES	\$0	\$0	\$200	\$200
		PERSONNEL	\$3,415	\$11,000	\$11,200	\$13,200
534	38	EMRGNCY SHELTER/UTILITIES	\$107,863	\$150,000	\$125,000	\$135,000
		SERVICES	\$107,863	\$150,000	\$125,000	\$135,000
		<b>EXPENDITURE TOTALS</b>	<b>\$111,278</b>	<b>\$161,000</b>	<b>\$136,200</b>	<b>\$148,200</b>

*RPC Shelter Plus Care I Even Years*

***RPC – SHELTER PLUS CARE I EVEN YEARS – 075-683***

***Direct federal funding to support rent vouchers and associated administration.***

***FINANCIAL***

Fund 075 Dept 683			2016 Actual	2017 Original	2017 Projected	2018 Budget
331	14	HUD-SHELTER PLUS CARE	\$110,464	\$175,000	\$125,000	\$175,000
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$110,464	\$175,000	\$125,000	\$175,000
369	90	OTHER MISC. REVENUE	\$532	\$1,000	\$0	\$0
		MISCELLANEOUS	\$532	\$1,000	\$0	\$0
		<b>REVENUE TOTALS</b>	<b>\$110,996</b>	<b>\$176,000</b>	<b>\$125,000</b>	<b>\$175,000</b>
511	3	REG. FULL-TIME EMPLOYEES	\$2,474	\$10,000	\$10,000	\$15,000
511	4	REG. PART-TIME EMPLOYEES	\$911	\$1,000	\$1,000	\$1,000
		PERSONNEL	\$3,385	\$11,000	\$11,000	\$16,000
534	38	EMRGNCY SHELTER/UTILITIES	\$103,946	\$145,000	\$115,000	\$135,000
		SERVICES	\$103,946	\$145,000	\$115,000	\$135,000
		<b>EXPENDITURE TOTALS</b>	<b>\$107,331</b>	<b>\$156,000</b>	<b>\$126,000</b>	<b>\$151,000</b>

RPC – Centralized Intake for Homeless

**RPC – CENTRALIZED INTAKE FOR HOMELESS 075-792**

*Federal HUD funds to coordinate entry processes designed to reach homeless households with the highest barriers to assistance. Includes screening, referral and identification of service needs to homeless or at risk of homelessness.*

**FINANCIAL**

Fund 075 Dept 792			2016 Actual	2017 Original	2017 Projected	2018 Budget
331	88	HUD RAPID REHOUS/CC PROG	\$18,925	\$27,000	\$20,000	\$20,000
336	2	URBANA CITY	\$12,397	\$0	\$0	\$0
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$31,322	\$27,000	\$20,000	\$20,000
385	11	FROM CSBG DEPT	\$3,795	\$0	\$0	\$0
		INTERFUND REVENUE	\$3,795	\$0	\$0	\$0
<b>REVENUE TOTALS</b>			<b>\$35,117</b>	<b>\$27,000</b>	<b>\$20,000</b>	<b>\$20,000</b>
511	3	REG. FULL-TIME EMPLOYEES	\$16,620	\$20,000	\$15,500	\$15,000
511	5	TEMP. SALARIES & WAGES	\$1,888	\$0	\$0	\$0
		PERSONNEL	\$18,508	\$20,000	\$15,500	\$15,000
533	7	PROFESSIONAL SERVICES	\$16	\$0	\$0	\$0
533	12	JOB-REQUIRED TRAVEL EXP	\$0	\$500	\$150	\$500
		SERVICES	\$16	\$500	\$150	\$500
<b>EXPENDITURE TOTALS</b>			<b>\$18,524</b>	<b>\$20,500</b>	<b>\$15,650</b>	<b>\$15,500</b>

*RPC – HUD Continuum of Care Planning*

<b><i>RPC – CONTINUUM OF CARE PLANNING ODD YEARS – 075-813</i></b>
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<b><i>Support Continuum of Care planning, coordination, and project evaluation activities.</i></b>
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<b><i>FINANCIAL</i></b>
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Fund 075 Dept 813			2016 Actual	2017 Original	2017 Projected	2018 Budget
331	88	HUD RAPID REHOUS/CC PROG	\$0	\$0	\$0	\$20,000
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$0	\$0	\$0	\$20,000
		<b>REVENUE TOTALS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$20,000</b>
511	3	REG. FULL-TIME EMPLOYEES	\$0	\$0	\$0	\$15,000
		PERSONNEL	\$0	\$0	\$0	\$15,000
533	12	JOB-REQUIRED TRAVEL EXP	\$0	\$0	\$0	\$500
		SERVICES	\$0	\$0	\$0	\$500
		<b>EXPENDITURE TOTALS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$15,500</b>

*RPC Individual Service & Support Even Years*

**RPC – INDIVIDUAL SERVICE & SUPPORT EVEN YEARS – 075-827**

*State funding to provide pre-admission screenings, assessments, and case coordination for developmentally disabled individuals.*

**FINANCIAL**

		<b>Fund 075 Dept 827</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
334	30	IL DPT MENT HLTH DD GRANT	\$282,750	\$335,000	\$225,000	\$305,000
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$282,750	\$335,000	\$225,000	\$305,000
385	11	FROM CSBG DEPT	\$15,607	\$5,000	\$0	\$50,000
		INTERFUND REVENUE	\$15,607	\$5,000	\$0	\$50,000
		<b>REVENUE TOTALS</b>	<b>\$298,357</b>	<b>\$340,000</b>	<b>\$225,000</b>	<b>\$355,000</b>
511	3	REG. FULL-TIME EMPLOYEES	\$121,996	\$175,000	\$125,000	\$145,000
511	5	TEMP. SALARIES & WAGES	\$9,405	\$5,000	\$2,500	\$5,000
		PERSONNEL	\$131,401	\$180,000	\$127,500	\$150,000
522	1	STATIONERY & PRINTING	\$426	\$500	\$400	\$500
522	2	OFFICE SUPPLIES	\$284	\$1,000	\$250	\$350
522	3	BOOKS,PERIODICALS & MAN.	\$130	\$350	\$150	\$500
522	4	COPIER SUPPLIES	\$0	\$250	\$150	\$250
522	6	POSTAGE, UPS, FED EXPRESS	\$607	\$1,000	\$250	\$1,000
522	15	GASOLINE & OIL	\$290	\$1,000	\$500	\$1,000
522	44	EQUIPMENT LESS THAN \$5000	\$1,800	\$2,500	\$1,500	\$2,500
		COMMODITIES	\$3,537	\$6,600	\$3,200	\$6,100
533	7	PROFESSIONAL SERVICES	\$4,716	\$10,000	\$2,750	\$7,500
533	12	JOB-REQUIRED TRAVEL EXP	\$3,190	\$4,000	\$2,700	\$4,000
533	29	COMPUTER/INF TCH SERVICES	\$2,648	\$4,000	\$3,000	\$4,000
533	33	TELEPHONE SERVICE	\$455	\$1,000	\$1,000	\$1,500
533	40	AUTOMOBILE MAINTENANCE	\$149	\$350	\$350	\$350
533	42	EQUIPMENT MAINTENANCE	\$328	\$500	\$500	\$500
533	50	FACILITY/OFFICE RENTALS	\$2,409	\$7,000	\$4,000	\$5,500
533	52	OTHER SERVICE BY CONTRACT	\$287	\$500	\$500	\$500
533	70	LEGAL NOTICES,ADVERTISING	\$1,072	\$750	\$750	\$1,000
533	85	PHOTOCOPY SERVICES	\$2,480	\$3,000	\$2,500	\$3,000
533	95	CONFERENCES & TRAINING	\$479	\$2,500	\$1,500	\$2,000
534	44	STIPEND	\$1,560	\$1,750	\$1,500	\$1,800
		SERVICES	\$19,773	\$35,350	\$21,050	\$31,650
		<b>EXPENDITURE TOTALS</b>	<b>\$154,711</b>	<b>\$221,950</b>	<b>\$151,750</b>	<b>\$187,750</b>

*RPC – Individual Service & Support Odd Years*

***RPC – INDIVIDUAL SERVICE & SUPPORT ODD YEARS – 075-828***

*State funding to provide pre-admission screenings, assessments, and case coordination for developmentally disabled individuals.*

***FINANCIAL***

		<b>Fund 075 Dept 828</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
334	30	IL DPT MENT HLTH DD GRANT	\$227,618	\$325,000	\$275,000	\$325,000
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$227,618	\$325,000	\$275,000	\$325,000
385	11	FROM CSBG DEPT	\$0	\$5,000	\$100,000	\$10,000
		INTERFUND REVENUE	\$0	\$5,000	\$100,000	\$10,000
		<b>REVENUE TOTALS</b>	<b>\$227,618</b>	<b>\$330,000</b>	<b>\$375,000</b>	<b>\$335,000</b>
511	3	REG. FULL-TIME EMPLOYEES	\$133,421	\$175,000	\$135,000	\$150,000
511	5	TEMP. SALARIES & WAGES	\$19,237	\$0	\$20,000	\$20,000
		PERSONNEL	\$152,658	\$175,000	\$155,000	\$170,000
522	1	STATIONERY & PRINTING	\$0	\$300	\$250	\$500
522	2	OFFICE SUPPLIES	\$143	\$500	\$250	\$500
522	3	BOOKS,PERIODICALS & MAN.	\$209	\$350	\$250	\$500
522	4	COPIER SUPPLIES	\$150	\$150	\$175	\$300
522	6	POSTAGE, UPS, FED EXPRESS	\$1,401	\$1,500	\$550	\$1,500
522	15	GASOLINE & OIL	\$436	\$750	\$750	\$750
522	44	EQUIPMENT LESS THAN \$5000	\$328	\$1,000	\$1,000	\$1,000
		COMMODITIES	\$2,667	\$4,550	\$3,225	\$5,050
533	7	PROFESSIONAL SERVICES	\$1,468	\$10,000	\$10,000	\$10,000
533	12	JOB-REQUIRED TRAVEL EXP	\$2,725	\$5,000	\$5,000	\$5,000
533	29	COMPUTER/INF TCH SERVICES	\$2,907	\$3,500	\$3,500	\$3,500
533	33	TELEPHONE SERVICE	\$734	\$1,500	\$1,500	\$1,750
533	40	AUTOMOBILE MAINTENANCE	\$115	\$250	\$250	\$250
533	42	EQUIPMENT MAINTENANCE	\$209	\$500	\$500	\$500
533	50	FACILITY/OFFICE RENTALS	\$2,463	\$7,000	\$2,500	\$4,500
533	52	OTHER SERVICE BY CONTRACT	\$247	\$500	\$500	\$750
533	70	LEGAL NOTICES,ADVERTISING	\$0	\$750	\$750	\$1,000
533	85	PHOTOCOPY SERVICES	\$6,017	\$3,000	\$1,500	\$3,500
533	89	PUBLIC RELATIONS	\$30	\$0	\$0	\$0
533	93	DUES AND LICENSES	\$100	\$0	\$0	\$0
533	95	CONFERENCES & TRAINING	\$515	\$2,500	\$1,000	\$1,500
534	44	STIPEND	\$1,680	\$1,800	\$1,500	\$2,000
		SERVICES	\$19,210	\$36,300	\$28,500	\$34,250
		<b>EXPENDITURE TOTALS</b>	<b>\$174,535</b>	<b>\$215,850</b>	<b>\$186,725</b>	<b>\$209,300</b>



*RPC Senior Services Odd Years*

**RPC – SENIOR SERVICES – ODD YEARS – 075-872**

*Local funding to provide information and referral, case management, and benefits assistance to seniors.*

**FINANCIAL**

		<b>Fund 075 Dept 872</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
331	29	HUD-COMM DEV BLOCK GRANT	\$0	\$375	\$375	\$0
336	2	URBANA CITY	\$700	\$650	\$750	\$750
336	9	CHAMPAIGN COUNTY	\$11,404	\$11,404	\$11,404	\$0
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$12,104	\$12,429	\$12,529	\$750
341	40	TECHNICAL SERVICE CONT.	\$4,200	\$0	\$0	\$0
		FEES AND FINES	\$4,200	\$0	\$0	\$0
363	10	GIFTS AND DONATIONS	\$40,110	\$20,000	\$20,000	\$20,000
		MISCELLANEOUS	\$40,110	\$20,000	\$20,000	\$20,000
		<b>REVENUE TOTALS</b>	<b>\$56,414</b>	<b>\$32,429</b>	<b>\$32,529</b>	<b>\$20,750</b>
511	3	REG. FULL-TIME EMPLOYEES	\$15,223	\$20,000	\$15,000	\$13,000
511	5	TEMP. SALARIES & WAGES	\$0	\$250	\$0	\$0
		PERSONNEL	\$15,223	\$20,250	\$15,000	\$13,000
522	1	STATIONERY & PRINTING	\$0	\$150	\$150	\$150
522	2	OFFICE SUPPLIES	\$0	\$150	\$150	\$150
522	6	POSTAGE, UPS, FED EXPRESS	\$4	\$150	\$150	\$150
522	15	GASOLINE & OIL	\$2	\$150	\$150	\$150
		COMMODITIES	\$6	\$600	\$600	\$600
533	12	JOB-REQUIRED TRAVEL EXP	\$0	\$300	\$0	\$0
533	29	COMPUTER/INF TCH SERVICES	\$265	\$500	\$500	\$500
533	33	TELEPHONE SERVICE	\$228	\$350	\$350	\$350
533	70	LEGAL NOTICES,ADVERTISING	\$0	\$250	\$250	\$250
533	84	BUSINESS MEALS/EXPENSES	\$0	\$150	\$150	\$150
533	85	PHOTOCOPY SERVICES	\$104	\$250	\$250	\$250
533	92	CONTRIBUTIONS & GRANTS	\$693	\$2,000	\$1,000	\$1,000
533	93	DUES AND LICENSES	\$25	\$150	\$150	\$150
533	95	CONFERENCES & TRAINING	\$0	\$500	\$500	\$500
534	44	STIPEND	\$180	\$200	\$200	\$200
		SERVICES	\$1,495	\$4,650	\$3,350	\$3,350
573	50	CUMTD DIS RMP 872/892 MCH	\$359	\$0	\$0	\$1,000
		INTERFUND EXPENDITURE	\$359	\$0	\$0	\$1,000
		<b>EXPENDITURE TOTALS</b>	<b>\$17,083</b>	<b>\$25,500</b>	<b>\$18,950</b>	<b>\$17,950</b>

*RPC Senior Services Even Years*

***RPC – SENIOR SERVICES – EVEN YEARS – 075-892***

***Local funding to provide information and referral, case management, and benefits assistance to seniors.***

***FINANCIAL***

		<b>Fund 075 Dept 892</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
331	29	HUD-COMM DEV BLOCK GRANT	\$400	\$375	\$0	\$0
336	2	URBANA CITY	\$750	\$650	\$0	\$750
336	9	CHAMPAIGN COUNTY	\$17,105	\$11,403	\$11,404	\$0
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$18,255	\$12,428	\$11,404	\$750
363	10	GIFTS AND DONATIONS	\$0	\$20,000	\$20,000	\$20,000
		MISCELLANEOUS	\$0	\$20,000	\$20,000	\$20,000
		<b>REVENUE TOTALS</b>	<b>\$18,255</b>	<b>\$32,428</b>	<b>\$31,404</b>	<b>\$20,750</b>
511	3	REG. FULL-TIME EMPLOYEES	\$17,502	\$25,000	\$17,000	\$14,000
		PERSONNEL	\$17,502	\$25,000	\$17,000	\$14,000
522	1	STATIONERY & PRINTING	\$0	\$150	\$150	\$150
522	2	OFFICE SUPPLIES	\$0	\$150	\$150	\$150
522	6	POSTAGE, UPS, FED EXPRESS	\$0	\$150	\$150	\$150
522	15	GASOLINE & OIL	\$1	\$150	\$150	\$150
		COMMODITIES	\$1	\$600	\$600	\$600
533	12	JOB-REQUIRED TRAVEL EXP	\$0	\$250	\$250	\$250
533	29	COMPUTER/INF TCH SERVICES	\$261	\$750	\$750	\$750
533	33	TELEPHONE SERVICE	\$228	\$250	\$250	\$250
533	70	LEGAL NOTICES,ADVERTISING	\$232	\$300	\$300	\$300
533	84	BUSINESS MEALS/EXPENSES	\$0	\$200	\$200	\$200
533	85	PHOTOCOPY SERVICES	\$4	\$250	\$250	\$250
533	92	CONTRIBUTIONS & GRANTS	\$1,891	\$1,550	\$1,000	\$1,000
533	93	DUES AND LICENSES	\$0	\$200	\$200	\$200
533	95	CONFERENCES & TRAINING	\$0	\$500	\$500	\$500
534	44	STIPEND	\$180	\$200	\$200	\$200
		SERVICES	\$2,796	\$4,450	\$3,900	\$3,900
573	50	CUMTD DIS RMP 872/892 MCH	\$506	\$500	\$1,000	\$1,000
		INTERFUND EXPENDITURE	\$506	\$500	\$1,000	\$1,000
		<b>EXPENDITURE TOTALS</b>	<b>\$20,805</b>	<b>\$30,550</b>	<b>\$22,500</b>	<b>\$19,500</b>

*RPC Senior Repair Program Even Years*

***RPC – SENIOR REPAIR PROGRAM EVEN YEARS – 075-893***

***Local funding to support home repair to low-income seniors and disabled individuals in the City of Champaign.***

***FINANCIAL***

		<b>Fund 075    Dept 893</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
331	29	HUD-COMM DEV BLOCK GRANT	\$22,323	\$15,000	\$15,000	\$15,000
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$22,323	\$15,000	\$15,000	\$15,000
		<b>REVENUE TOTALS</b>	<b>\$22,323</b>	<b>\$15,000</b>	<b>\$15,000</b>	<b>\$15,000</b>
511	3	REG. FULL-TIME EMPLOYEES	\$3,153	\$4,000	\$2,500	\$2,500
511	4	REG. PART-TIME EMPLOYEES	\$1,056	\$1,000	\$1,500	\$1,750
		PERSONNEL	\$4,209	\$5,000	\$4,000	\$4,250
522	2	OFFICE SUPPLIES	\$0	\$100	\$0	\$150
522	15	GASOLINE & OIL	\$6	\$100	\$100	\$150
522	93	OPERATIONAL SUPPLIES	\$0	\$100	\$100	\$150
		COMMODITIES	\$6	\$300	\$200	\$450
533	92	CONTRIBUTIONS & GRANTS	\$17,832	\$9,500	\$10,000	\$10,000
		SERVICES	\$17,832	\$9,500	\$10,000	\$10,000
		<b>EXPENDITURE TOTALS</b>	<b>\$22,047</b>	<b>\$14,800</b>	<b>\$14,200</b>	<b>\$14,700</b>

*RPC Senior Repair Program Odd Years*

***RPC – SENIOR REPAIR PROGRAM ODD YEARS – 075-894***

***Local funding to support home repair to low-income seniors and disabled individuals in the City of Champaign.***

***FINANCIAL***

Fund 075 Dept 894			2016 Actual	2017 Original	2017 Projected	2018 Budget
331	29	HUD-COMM DEV BLOCK GRANT	\$8,517	\$15,000	\$15,000	\$15,000
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$8,517	\$15,000	\$15,000	\$15,000
		<b>REVENUE TOTALS</b>	<b>\$8,517</b>	<b>\$15,000</b>	<b>\$15,000</b>	<b>\$15,000</b>
511	3	REG. FULL-TIME EMPLOYEES	\$2,403	\$3,750	\$3,000	\$3,000
511	4	REG. PART-TIME EMPLOYEES	\$969	\$0	\$1,700	\$1,700
		PERSONNEL	\$3,372	\$3,750	\$4,700	\$4,700
522	2	OFFICE SUPPLIES	\$0	\$100	\$0	\$100
522	6	POSTAGE, UPS, FED EXPRESS	\$0	\$100	\$0	\$100
522	15	GASOLINE & OIL	\$0	\$100	\$0	\$100
		COMMODITIES	\$0	\$300	\$0	\$300
533	92	CONTRIBUTIONS & GRANTS	\$6,214	\$10,500	\$10,000	\$10,000
		SERVICES	\$6,214	\$10,500	\$10,000	\$10,000
		<b>EXPENDITURE TOTALS</b>	<b>\$9,586</b>	<b>\$14,550</b>	<b>\$14,700</b>	<b>\$15,000</b>

*RPC Emergency Food & Shelter Program – Even Years*

***RPC –EMERGENCY FOOD AND SHELTER PROGRAM EVEN YEARS – 075-786***

***Federal FEMA funds administered by United Way to provide food and rental assistance to low-income clients.***

***FINANCIAL***

		<b>Fund 075    Dept 786</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
331	37	HOM SEC-EMRG FOOD/SHELTER	\$0	\$11,500	\$10,000	\$17,500
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$0	\$11,500	\$10,000	\$17,500
		<b>REVENUE TOTALS</b>	<b>\$0</b>	<b>\$11,500</b>	<b>\$10,000</b>	<b>\$17,500</b>
534	38	EMRGNCY SHELTER/UTILITIES	\$0	\$11,500	\$10,000	\$17,500
		SERVICES	\$0	\$11,500	\$10,000	\$17,500
		<b>EXPENDITURE TOTALS</b>	<b>\$0</b>	<b>\$11,500</b>	<b>\$10,000</b>	<b>\$17,500</b>

*RPC Emergency Food & Shelter Program – Odd Years*

<b><i>RPC –EMERGENCY FOOD AND SHELTER PROGRAM ODD YEARS - 075-791</i></b>
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*Federal FEMA funds administered by United Way to provide food and rental assistance to low-income clients.*

<b><i>FINANCIAL</i></b>
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		<b>Fund 075    Dept 791</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
331	37	HOM SEC-EMRG FOOD/SHELTER	\$8,795	\$11,500	\$10,000	\$17,500
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$8,795	\$11,500	\$10,000	\$17,500
		<b>REVENUE TOTALS</b>	<b>\$8,795</b>	<b>\$11,500</b>	<b>\$10,000</b>	<b>\$17,500</b>
534	38	EMRGNCY SHELTER/UTILITIES	\$9,657	\$11,500	\$10,000	\$17,500
		SERVICES	\$9,657	\$11,500	\$10,000	\$17,500
		<b>EXPENDITURE TOTALS</b>	<b>\$9,657</b>	<b>\$11,500</b>	<b>\$10,000</b>	<b>\$17,500</b>

*RPC Weatherization – HHS Odd Years*

**RPC – WEATHERIZATION – HHS ODD YEARS – 075-692**

*Federal pass-through funding to support housing weatherization for income-eligible clients.*

**FINANCIAL**

		<b>Fund 075 Dept 692</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
331	82	HHS-HM ENERGY ASSIST PROG	\$340,554	\$265,000	\$315,000	\$275,000
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$340,554	\$265,000	\$315,000	\$275,000
		<b>REVENUE TOTALS</b>	<b>\$340,554</b>	<b>\$265,000</b>	<b>\$315,000</b>	<b>\$275,000</b>
511	3	REG. FULL-TIME EMPLOYEES	\$2,278	\$50,000	\$35,000	\$40,000
		PERSONNEL	\$2,278	\$50,000	\$35,000	\$40,000
522	1	STATIONERY & PRINTING	\$29	\$150	\$250	\$250
522	2	OFFICE SUPPLIES	\$60	\$350	\$250	\$300
522	3	BOOKS,PERIODICALS & MAN.	\$0	\$0	\$0	\$200
522	6	POSTAGE, UPS, FED EXPRESS	\$74	\$300	\$150	\$200
522	15	GASOLINE & OIL	\$131	\$1,500	\$750	\$1,000
522	16	TOOLS	\$398	\$0	\$500	\$500
522	44	EQUIPMENT LESS THAN \$5000	\$4,265	\$2,000	\$1,500	\$2,500
522	45	VEH EQUIP LESS THAN \$5000	\$3,265	\$0	\$1,000	\$1,500
522	93	OPERATIONAL SUPPLIES	\$167	\$2,000	\$1,000	\$2,000
		COMMODITIES	\$8,389	\$6,300	\$5,400	\$8,450
533	12	JOB-REQUIRED TRAVEL EXP	\$0	\$250	\$0	\$0
533	29	COMPUTER/INF TCH SERVICES	\$348	\$2,500	\$750	\$1,500
533	33	TELEPHONE SERVICE	\$90	\$500	\$250	\$250
533	40	AUTOMOBILE MAINTENANCE	\$319	\$750	\$1,000	\$1,500
533	42	EQUIPMENT MAINTENANCE	\$1,289	\$1,500	\$1,000	\$1,500
533	55	WEATHERIZATION HLTH/SAFTY	\$29,996	\$15,000	\$15,000	\$35,000
533	70	LEGAL NOTICES,ADVERTISING	\$0	\$250	\$250	\$250
533	85	PHOTOCOPY SERVICES	\$443	\$500	\$500	\$550
533	95	CONFERENCES & TRAINING	\$0	\$500	\$500	\$550
534	30	WEATHERIZATION LABOR	\$74,451	\$75,000	\$75,000	\$75,000
534	41	RETURN UNUSED GRANT	\$653	\$0	\$0	\$0
534	44	STIPEND	\$0	\$500	\$500	\$500
534	94	WEATHERIZATION MATERIALS	\$102,668	\$75,000	\$75,000	\$75,000
		SERVICES	\$210,257	\$172,250	\$169,750	\$191,600
544	30	AUTOMOBILES, VEHICLES	\$53,314	\$0	\$0	\$0
		CAPITAL	\$53,314	\$0	\$0	\$0
		<b>EXPENDITURE TOTALS</b>	<b>\$274,238</b>	<b>\$228,550</b>	<b>\$210,150</b>	<b>\$240,050</b>

*RPC Weatherization – HHS Even Years*

**RPC – WEATHERIZATION – HHS EVEN YEARS – 075-701**

***Federal pass-through funding to support housing weatherization for income-eligible clients.***

**FINANCIAL**

		<b>Fund 075 Dept 701</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
331	82	HHS-HM ENERGY ASSIST PROG	\$64,468	\$255,000	\$255,000	\$280,000
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$64,468	\$255,000	\$255,000	\$280,000
369	90	OTHER MISC. REVENUE	\$41	\$0	\$0	\$0
		MISCELLANEOUS	\$41	\$0	\$0	\$0
		<b>REVENUE TOTALS</b>	<b>\$64,509</b>	<b>\$255,000</b>	<b>\$255,000</b>	<b>\$280,000</b>
511	3	REG. FULL-TIME EMPLOYEES	\$34,027	\$50,000	\$35,000	\$40,000
511	5	TEMP. SALARIES & WAGES	\$0	\$0	\$500	\$1,000
		PERSONNEL	\$34,027	\$50,000	\$35,500	\$41,000
522	1	STATIONERY & PRINTING	\$1,060	\$0	\$200	\$250
522	2	OFFICE SUPPLIES	\$146	\$300	\$200	\$250
522	6	POSTAGE, UPS, FED EXPRESS	\$723	\$100	\$0	\$0
522	15	GASOLINE & OIL	\$710	\$1,500	\$1,000	\$1,000
522	16	TOOLS	\$324	\$0	\$500	\$1,000
522	44	EQUIPMENT LESS THAN \$5000	\$1,517	\$1,500	\$1,500	\$1,500
522	45	VEH EQUIP LESS THAN \$5000	\$55	\$0	\$0	\$0
522	93	OPERATIONAL SUPPLIES	\$282	\$1,500	\$250	\$500
		COMMODITIES	\$4,817	\$4,900	\$3,650	\$4,500
533	12	JOB-REQUIRED TRAVEL EXP	\$0	\$500	\$0	\$0
533	29	COMPUTER/INF TCH SERVICES	\$530	\$1,500	\$700	\$1,500
533	33	TELEPHONE SERVICE	\$0	\$500	\$0	\$0
533	40	AUTOMOBILE MAINTENANCE	\$764	\$2,500	\$1,000	\$2,500
533	42	EQUIPMENT MAINTENANCE	\$147	\$750	\$0	\$500
533	55	WEATHERIZATION HLTH/SAFTY	\$10,798	\$15,000	\$35,000	\$35,000
533	70	LEGAL NOTICES,ADVERTISING	\$0	\$0	\$700	\$750
533	84	BUSINESS MEALS/EXPENSES	\$19	\$0	\$0	\$0
533	85	PHOTOCOPY SERVICES	\$707	\$250	\$250	\$500
533	93	DUES AND LICENSES	\$0	\$0	\$1,075	\$1,200
533	95	CONFERENCES & TRAINING	\$0	\$500	\$0	\$0
534	30	WEATHERIZATION LABOR	\$33,092	\$50,000	\$75,000	\$85,000
534	31	ENERGY ASSISTANCE	\$0	\$20,000	\$0	\$0
534	44	STIPEND	\$0	\$750	\$300	\$500
534	94	WEATHERIZATION MATERIALS	\$47,077	\$75,000	\$105,000	\$105,000
		SERVICES	\$93,134	\$167,250	\$219,025	\$232,450
		<b>EXPENDITURE TOTALS</b>	<b>\$131,978</b>	<b>\$222,150</b>	<b>\$258,175</b>	<b>\$277,950</b>





*RPC Weatherization – DOE Odd Years*

**RPC – WEATHERIZATION – DOE ODD YEARS – 075-693**

***Federal pass-through funding to support housing weatherization for income-eligible clients.***

**FINANCIAL**

		<b>Fund 075 Dept 693</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
331	81	DPT ENERGY-WEATHERIZATION	\$49,878	\$150,000	\$125,000	\$150,000
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$49,878	\$150,000	\$125,000	\$150,000
369	90	OTHER MISC. REVENUE	\$800	\$0	\$0	\$0
		MISCELLANEOUS	\$800	\$0	\$0	\$0
		<b>REVENUE TOTALS</b>	<b>\$50,678</b>	<b>\$150,000</b>	<b>\$125,000</b>	<b>\$150,000</b>
511	3	REG. FULL-TIME EMPLOYEES	\$926	\$50,000	\$30,000	\$45,000
		PERSONNEL	\$926	\$50,000	\$30,000	\$45,000
522	1	STATIONERY & PRINTING	\$0	\$0	\$150	\$150
522	2	OFFICE SUPPLIES	\$0	\$150	\$150	\$150
522	6	POSTAGE, UPS, FED EXPRESS	\$0	\$500	\$150	\$150
522	15	GASOLINE & OIL	\$0	\$1,500	\$100	\$100
522	44	EQUIPMENT LESS THAN \$5000	\$0	\$1,500	\$0	\$1,000
522	93	OPERATIONAL SUPPLIES	\$0	\$2,000	\$500	\$1,000
		COMMODITIES	\$0	\$5,650	\$1,050	\$2,550
533	1	AUDIT & ACCOUNTING SERVCS	\$257	\$0	\$0	\$0
533	7	PROFESSIONAL SERVICES	\$1,200	\$0	\$0	\$0
533	29	COMPUTER/INF TCH SERVICES	\$0	\$1,500	\$500	\$500
533	33	TELEPHONE SERVICE	\$0	\$500	\$250	\$250
533	40	AUTOMOBILE MAINTENANCE	\$0	\$1,500	\$300	\$500
533	42	EQUIPMENT MAINTENANCE	\$0	\$500	\$250	\$250
533	51	EQUIPMENT RENTALS	\$0	\$100	\$0	\$0
533	55	WEATHERIZATION HLTH/SAFTY	\$8,214	\$5,000	\$20,000	\$20,000
533	70	LEGAL NOTICES,ADVERTISING	\$0	\$750	\$150	\$150
533	84	BUSINESS MEALS/EXPENSES	\$63	\$0	\$0	\$0
533	95	CONFERENCES & TRAINING	\$41	\$1,500	\$5,000	\$5,000
534	30	WEATHERIZATION LABOR	\$28,072	\$25,000	\$25,000	\$30,000
534	94	WEATHERIZATION MATERIALS	\$37,153	\$25,000	\$30,000	\$35,000
		SERVICES	\$75,000	\$61,350	\$81,450	\$91,650
		<b>EXPENDITURE TOTALS</b>	<b>\$75,926</b>	<b>\$117,000</b>	<b>\$112,500</b>	<b>\$139,200</b>

*RPC Weatherization – DOE Even Years*

**RPC – WEATHERIZATION – DOE EVEN YEARS –075-702**

***Federal pass-through funding to support housing weatherization for income-eligible clients.***

**FINANCIAL**

		<b>Fund 075 Dept 702</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
331	81	DPT ENERGY-WEATHERIZATION	\$245,803	\$130,000	\$115,000	\$150,000
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$245,803	\$130,000	\$115,000	\$150,000
369	90	OTHER MISC. REVENUE	\$277	\$0	\$0	\$0
		MISCELLANEOUS	\$277	\$0	\$0	\$0
		<b>REVENUE TOTALS</b>	<b>\$246,080</b>	<b>\$130,000</b>	<b>\$115,000</b>	<b>\$150,000</b>
511	3	REG. FULL-TIME EMPLOYEES	\$70,415	\$50,000	\$25,000	\$50,000
		PERSONNEL	\$70,415	\$50,000	\$25,000	\$50,000
522	1	STATIONERY & PRINTING	\$0	\$0	\$0	\$200
522	2	OFFICE SUPPLIES	\$139	\$500	\$150	\$250
522	6	POSTAGE, UPS, FED EXPRESS	\$0	\$0	\$150	\$150
522	15	GASOLINE & OIL	\$266	\$500	\$100	\$150
522	16	TOOLS	\$256	\$750	\$500	\$500
522	44	EQUIPMENT LESS THAN \$5000	\$223	\$1,500	\$500	\$500
522	93	OPERATIONAL SUPPLIES	\$0	\$1,500	\$250	\$500
		COMMODITIES	\$884	\$4,750	\$1,650	\$2,250
533	12	JOB-REQUIRED TRAVEL EXP	\$0	\$500	\$0	\$0
533	29	COMPUTER/INF TCH SERVICES	\$174	\$1,500	\$500	\$500
533	33	TELEPHONE SERVICE	\$0	\$500	\$0	\$0
533	40	AUTOMOBILE MAINTENANCE	\$0	\$1,500	\$200	\$200
533	42	EQUIPMENT MAINTENANCE	\$36	\$500	\$200	\$200
533	55	WEATHERIZATION HLTH/SAFTY	\$6,822	\$5,000	\$10,000	\$15,000
533	70	LEGAL NOTICES,ADVERTISING	\$407	\$0	\$150	\$150
533	85	PHOTOCOPY SERVICES	\$50	\$250	\$0	\$0
533	95	CONFERENCES & TRAINING	\$478	\$750	\$2,500	\$5,000
534	30	WEATHERIZATION LABOR	\$58,370	\$25,000	\$35,000	\$35,000
534	94	WEATHERIZATION MATERIALS	\$54,819	\$25,000	\$40,000	\$40,000
		SERVICES	\$121,156	\$60,500	\$88,550	\$96,050
		<b>EXPENDITURE TOTALS</b>	<b>\$192,455</b>	<b>\$115,250</b>	<b>\$115,200</b>	<b>\$148,300</b>

*RPC Weatherization – Supplemental Odd Years*

**RPC – WEATHERIZATION – SUPPLEMENTAL ODD YEARS – 075-694**

*State supplemental funding for housing weatherization for income-eligible clients.*

**FINANCIAL**

		<b>Fund 075 Dept 694</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
334	86	IL DCEO-LIHEAP/WEATHERZTN	\$51,869	\$100,000	\$95,000	\$102,000
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$51,869	\$100,000	\$95,000	\$102,000
		<b>REVENUE TOTALS</b>	<b>\$51,869</b>	<b>\$100,000</b>	<b>\$95,000</b>	<b>\$102,000</b>
511	3	REG. FULL-TIME EMPLOYEES	\$6,631	\$30,000	\$20,000	\$30,000
		PERSONNEL	\$6,631	\$30,000	\$20,000	\$30,000
522	2	OFFICE SUPPLIES	\$0	\$0	\$250	\$250
522	6	POSTAGE, UPS, FED EXPRESS	\$0	\$0	\$150	\$150
522	15	GASOLINE & OIL	\$0	\$250	\$150	\$200
522	16	TOOLS	\$0	\$500	\$500	\$500
522	93	OPERATIONAL SUPPLIES	\$0	\$700	\$500	\$500
		COMMODITIES	\$0	\$1,450	\$1,550	\$1,600
533	12	JOB-REQUIRED TRAVEL EXP	\$0	\$200	\$0	\$0
533	29	COMPUTER/INF TCH SERVICES	\$0	\$150	\$500	\$750
533	33	TELEPHONE SERVICE	\$0	\$250	\$0	\$0
533	40	AUTOMOBILE MAINTENANCE	\$0	\$875	\$1,500	\$1,500
533	42	EQUIPMENT MAINTENANCE	\$0	\$0	\$500	\$1,500
533	55	WEATHERIZATION HLTH/SAFTY	\$4,173	\$4,000	\$15,000	\$15,000
533	70	LEGAL NOTICES,ADVERTISING	\$0	\$250	\$200	\$500
533	85	PHOTOCOPY SERVICES	\$0	\$250	\$250	\$250
534	30	WEATHERIZATION LABOR	\$16,143	\$25,000	\$25,000	\$25,000
534	44	STIPEND	\$0	\$250	\$0	\$0
534	94	WEATHERIZATION MATERIALS	\$18,828	\$25,000	\$25,000	\$25,000
		SERVICES	\$39,144	\$56,225	\$67,950	\$69,500
		<b>EXPENDITURE TOTALS</b>	<b>\$45,775</b>	<b>\$87,675</b>	<b>\$89,500</b>	<b>\$101,100</b>

*RPC Weatherization – Supplemental Even Years*

**RPC – WEATHERIZATION – SUPPLEMENTAL EVEN YEARS – 075-703**

*State supplemental funding to support housing weatherization for income-eligible clients.*

**FINANCIAL**

		<b>Fund 075 Dept 703</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
334	86	IL DCEO-LIHEAP/WEATHERZTN	\$0	\$150,000	\$125,000	\$150,000
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$0	\$150,000	\$125,000	\$150,000
		<b>REVENUE TOTALS</b>	<b>\$0</b>	<b>\$150,000</b>	<b>\$125,000</b>	<b>\$150,000</b>
511	3	REG. FULL-TIME EMPLOYEES	\$0	\$35,000	\$25,000	\$35,000
		PERSONNEL	\$0	\$35,000	\$25,000	\$35,000
522	1	STATIONERY & PRINTING	\$0	\$0	\$250	\$250
522	2	OFFICE SUPPLIES	\$0	\$250	\$250	\$250
522	6	POSTAGE, UPS, FED EXPRESS	\$0	\$125	\$150	\$200
522	15	GASOLINE & OIL	\$0	\$175	\$250	\$250
522	16	TOOLS	\$0	\$250	\$500	\$500
522	44	EQUIPMENT LESS THAN \$5000	\$0	\$750	\$1,000	\$1,500
522	93	OPERATIONAL SUPPLIES	\$0	\$750	\$1,000	\$1,500
		COMMODITIES	\$0	\$2,300	\$3,400	\$4,450
533	12	JOB-REQUIRED TRAVEL EXP	\$0	\$125	\$0	\$0
533	29	COMPUTER/INF TCH SERVICES	\$0	\$750	\$500	\$750
533	33	TELEPHONE SERVICE	\$0	\$325	\$0	\$0
533	40	AUTOMOBILE MAINTENANCE	\$0	\$0	\$1,500	\$1,500
533	42	EQUIPMENT MAINTENANCE	\$0	\$0	\$1,500	\$1,500
533	55	WEATHERIZATION HLTH/SAFTY	\$0	\$0	\$14,000	\$25,000
533	70	LEGAL NOTICES,ADVERTISING	\$0	\$250	\$150	\$200
533	85	PHOTOCOPY SERVICES	\$0	\$325	\$500	\$500
533	95	CONFERENCES & TRAINING	\$0	\$1,500	\$0	\$0
534	30	WEATHERIZATION LABOR	\$0	\$40,000	\$38,000	\$40,000
534	94	WEATHERIZATION MATERIALS	\$0	\$40,000	\$40,000	\$40,000
		SERVICES	\$0	\$83,275	\$96,150	\$109,450
		<b>EXPENDITURE TOTALS</b>	<b>\$0</b>	<b>\$120,575</b>	<b>\$124,550</b>	<b>\$148,900</b>

*RPC Home Energy Assistance – HHS Odd Years*

***RPC – HOME ENERGY ASSISTANCE – HHS ODD YEARS – 075-691***

***Federal pass-through funding to provide utility assistance to income-eligible clients.***

***FINANCIAL***

		<b>Fund 075 Dept 691</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
331	82	HHS-HM ENERGY ASSIST PROG	\$0	\$1,375,000	\$1,370,000	\$1,400,200
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$0	\$1,375,000	\$1,370,000	\$1,400,200
		<b>REVENUE TOTALS</b>	<b>\$0</b>	<b>\$1,375,000</b>	<b>\$1,370,000</b>	<b>\$1,400,200</b>
511	3	REG. FULL-TIME EMPLOYEES	\$7,001	\$100,000	\$50,000	\$60,000
511	4	REG. PART-TIME EMPLOYEES	\$68	\$0	\$0	\$0
511	5	TEMP. SALARIES & WAGES	\$416	\$4,000	\$1,500	\$2,500
		PERSONNEL	\$7,485	\$104,000	\$51,500	\$62,500
522	1	STATIONERY & PRINTING	\$0	\$100	\$150	\$150
522	2	OFFICE SUPPLIES	\$0	\$2,500	\$1,500	\$1,500
522	6	POSTAGE, UPS, FED EXPRESS	\$0	\$500	\$500	\$500
522	15	GASOLINE & OIL	\$0	\$250	\$250	\$250
522	44	EQUIPMENT LESS THAN \$5000	\$0	\$2,000	\$2,000	\$2,500
		COMMODITIES	\$0	\$5,350	\$4,400	\$4,900
533	12	JOB-REQUIRED TRAVEL EXP	\$0	\$250	\$250	\$250
533	29	COMPUTER/INF TCH SERVICES	\$0	\$3,500	\$2,000	\$2,500
533	33	TELEPHONE SERVICE	\$0	\$1,500	\$1,250	\$1,250
533	42	EQUIPMENT MAINTENANCE	\$0	\$500	\$500	\$500
533	52	OTHER SERVICE BY CONTRACT	\$0	\$750	\$750	\$750
533	85	PHOTOCOPY SERVICES	\$0	\$2,000	\$1,200	\$1,200
533	95	CONFERENCES & TRAINING	\$0	\$500	\$500	\$500
534	31	ENERGY ASSISTANCE	\$0	\$1,035,000	\$1,200,000	\$1,225,000
534	41	RETURN UNUSED GRANT	\$7,978	\$0	\$0	\$0
534	44	STIPEND	\$0	\$1,250	\$500	\$750
		SERVICES	\$7,978	\$1,045,250	\$1,206,950	\$1,232,700
		<b>EXPENDITURE TOTALS</b>	<b>\$15,463</b>	<b>\$1,154,600</b>	<b>\$1,262,850</b>	<b>\$1,300,100</b>

*RPC Home Energy Assistance – HHS Even Years*

***RPC – HOME ENERGY ASSISTANCE – HHS EVEN YEARS – 075-700***

***Federal pass-through funding to provide utility assistance to income-eligible clients.***

***FINANCIAL***

		<b>Fund 075 Dept 700</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
331	82	HHS-HM ENERGY ASSIST PROG	\$1,138,867	\$1,575,000	\$815,000	\$1,370,700
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$1,138,867	\$1,575,000	\$815,000	\$1,370,700
		<b>REVENUE TOTALS</b>	<b>\$1,138,867</b>	<b>\$1,575,000</b>	<b>\$815,000</b>	<b>\$1,370,700</b>
511	3	REG. FULL-TIME EMPLOYEES	\$99,241	\$100,000	\$55,000	\$110,000
511	4	REG. PART-TIME EMPLOYEES	\$543	\$750	\$0	\$0
511	5	TEMP. SALARIES & WAGES PERSONNEL	\$3,715 \$103,499	\$5,000 \$105,750	\$0 \$55,000	\$0 \$110,000
522	1	STATIONERY & PRINTING	\$48	\$0	\$0	\$0
522	2	OFFICE SUPPLIES	\$8,733	\$2,500	\$1,500	\$2,500
522	6	POSTAGE, UPS, FED EXPRESS	\$305	\$500	\$500	\$500
522	15	GASOLINE & OIL	\$21	\$250	\$250	\$250
522	44	EQUIPMENT LESS THAN \$5000	\$1,685	\$2,200	\$2,000	\$2,200
522	93	OPERATIONAL SUPPLIES COMMODITIES	\$8 \$10,800	\$0 \$5,450	\$0 \$4,250	\$0 \$5,450
533	7	PROFESSIONAL SERVICES	\$16	\$0	\$0	\$0
533	12	JOB-REQUIRED TRAVEL EXP	\$9	\$250	\$0	\$200
533	29	COMPUTER/INF TCH SERVICES	\$2,550	\$3,500	\$1,500	\$2,500
533	33	TELEPHONE SERVICE	\$836	\$1,250	\$750	\$1,000
533	42	EQUIPMENT MAINTENANCE	\$650	\$0	\$0	\$0
533	52	OTHER SERVICE BY CONTRACT	\$950	\$500	\$750	\$750
533	70	LEGAL NOTICES,ADVERTISING	\$933	\$250	\$150	\$200
533	85	PHOTOCOPY SERVICES	\$2,813	\$2,500	\$1,750	\$2,500
533	92	CONTRIBUTIONS & GRANTS	\$529	\$0	\$0	\$0
533	95	CONFERENCES & TRAINING	\$50	\$0	\$0	\$0
534	31	ENERGY ASSISTANCE	\$1,022,477	\$1,325,000	\$650,000	\$1,150,000
534	44	STIPEND SERVICES	\$1,080 \$1,032,893	\$0 \$1,333,250	\$0 \$654,900	\$0 \$1,157,150
		<b>EXPENDITURE TOTALS</b>	<b>\$1,147,192</b>	<b>\$1,444,450</b>	<b>\$714,150</b>	<b>\$1,272,600</b>

*RPC Home Energy Assistance – Supplemental Even Years*

***RPC – HOME ENERGY ASSISTANCE – SUPPLEMENTAL EVEN YEARS – 075-704***

*State supplemental funding to provide utility assistance to income-eligible clients.*

		<b>Fund 075 Dept 704</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
334	86	IL DCEO-LIHEAP/WEATHERZTN	\$1,122,361	\$1,150,000	\$1,250,000	\$1,250,000
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$1,122,361	\$1,150,000	\$1,250,000	\$1,250,000
		<b>REVENUE TOTALS</b>	<b>\$1,122,361</b>	<b>\$1,150,000</b>	<b>\$1,250,000</b>	<b>\$1,250,000</b>
511	3	REG. FULL-TIME EMPLOYEES	\$38,143	\$70,000	\$80,000	\$80,000
511	4	REG. PART-TIME EMPLOYEES	\$58	\$500	\$1,000	\$1,000
511	5	TEMP. SALARIES & WAGES	\$0	\$3,500	\$5,000	\$5,000
		PERSONNEL	\$38,201	\$74,000	\$86,000	\$86,000
522	1	STATIONERY & PRINTING	\$395	\$0	\$750	\$750
522	2	OFFICE SUPPLIES	\$695	\$1,500	\$1,500	\$1,500
522	6	POSTAGE, UPS, FED EXPRESS	\$0	\$250	\$500	\$500
522	15	GASOLINE & OIL	\$23	\$200	\$500	\$500
522	44	EQUIPMENT LESS THAN \$5000	\$0	\$1,500	\$2,000	\$2,000
		COMMODITIES	\$1,113	\$3,450	\$5,250	\$5,250
533	12	JOB-REQUIRED TRAVEL EXP	\$0	\$150	\$250	\$250
533	29	COMPUTER/INF TCH SERVICES	\$783	\$1,500	\$1,500	\$1,500
533	33	TELEPHONE SERVICE	\$76	\$500	\$1,000	\$1,000
533	52	OTHER SERVICE BY CONTRACT	\$50	\$250	\$500	\$500
533	85	PHOTOCOPY SERVICES	\$204	\$500	\$1,000	\$1,000
533	95	CONFERENCES & TRAINING	\$100	\$500	\$1,000	\$1,000
534	31	ENERGY ASSISTANCE	\$995,591	\$1,035,000	\$1,150,000	\$1,150,000
534	41	RETURN UNUSED GRANT	\$2,999	\$0	\$0	\$0
534	44	STIPEND	\$150	\$500	\$1,800	\$1,800
		SERVICES	\$999,953	\$1,038,900	\$1,157,050	\$1,157,050
		<b>EXPENDITURE TOTALS</b>	<b>\$1,039,267</b>	<b>\$1,116,350</b>	<b>\$1,248,300</b>	<b>\$1,248,300</b>

***FINANCIAL***



*RPC Home Energy Assistance – Supplement Odd Years*

**RPC – HOME ENERGY ASSISTANCE – SUPPLEMENT ODD YEARS – 075-699**

*State supplemental funding to provide utility assistance to income-eligible clients.*

**FINANCIAL**

		<b>Fund 075 Dept 699</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
334	86	IL DCEO-LIHEAP/WEATHERZTN	\$465,773	\$700,000	\$700,000	\$725,000
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$465,773	\$700,000	\$700,000	\$725,000
		<b>REVENUE TOTALS</b>	<b>\$465,773</b>	<b>\$700,000</b>	<b>\$700,000</b>	<b>\$725,000</b>
511	3	REG. FULL-TIME EMPLOYEES	\$11,141	\$75,000	\$55,000	\$60,000
511	4	REG. PART-TIME EMPLOYEES	\$0	\$0	\$500	\$500
511	5	TEMP. SALARIES & WAGES	\$0	\$5,000	\$1,500	\$2,000
		PERSONNEL	\$11,141	\$80,000	\$57,000	\$62,500
522	1	STATIONERY & PRINTING	\$0	\$0	\$150	\$250
522	2	OFFICE SUPPLIES	\$1,059	\$500	\$2,000	\$2,000
522	6	POSTAGE, UPS, FED EXPRESS	\$0	\$250	\$150	\$250
522	15	GASOLINE & OIL	\$2	\$200	\$150	\$200
522	44	EQUIPMENT LESS THAN \$5000	\$0	\$2,500	\$5,500	\$7,500
522	93	OPERATIONAL SUPPLIES	\$0	\$0	\$250	\$500
		COMMODITIES	\$1,061	\$3,450	\$8,200	\$10,700
533	7	PROFESSIONAL SERVICES	\$0	\$0	\$250	\$250
533	12	JOB-REQUIRED TRAVEL EXP	\$0	\$250	\$500	\$500
533	29	COMPUTER/INF TCH SERVICES	\$0	\$2,250	\$2,250	\$2,250
533	33	TELEPHONE SERVICE	\$0	\$350	\$500	\$500
533	42	EQUIPMENT MAINTENANCE	\$0	\$350	\$500	\$500
533	52	OTHER SERVICE BY CONTRACT	\$110	\$250	\$500	\$500
533	85	PHOTOCOPY SERVICES	\$1,183	\$500	\$500	\$500
533	95	CONFERENCES & TRAINING	\$0	\$500	\$500	\$500
534	31	ENERGY ASSISTANCE	\$414,260	\$515,000	\$573,000	\$610,000
534	44	STIPEND	\$0	\$500	\$1,000	\$1,000
		SERVICES	\$415,553	\$519,950	\$579,500	\$616,500
		<b>EXPENDITURE TOTALS</b>	<b>\$427,755</b>	<b>\$603,400</b>	<b>\$644,700</b>	<b>\$689,700</b>

*RPC Ameren Customer Rate Relief*

***RPC – AMEREN CUSTOMER RATE RELIEF – 075-710***

*Ameren Cares grant to provide supplemental utility assistance payments to seniors, disabled and low income households.*

***FINANCIAL***

		<b>Fund 075    Dept 710</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
363	10	GIFTS AND DONATIONS	\$64,700	\$0	\$22,500	\$30,000
		MISCELLANEOUS	\$64,700	\$0	\$22,500	\$30,000
		<b>REVENUE TOTALS</b>	<b>\$64,700</b>	<b>\$0</b>	<b>\$22,500</b>	<b>\$30,000</b>
534	31	ENERGY ASSISTANCE	\$64,700	\$0	\$22,500	\$30,000
		SERVICES	\$64,700	\$0	\$22,500	\$30,000
		<b>EXPENDITURE TOTALS</b>	<b>\$64,700</b>	<b>\$0</b>	<b>\$22,500</b>	<b>\$30,000</b>

*RPC Emergency Solutions*

***RPC – EMERGENCY SOLUTIONS – 075-820***

***Federal funding for housing relocation and stabilization services and short/medium term rental assistance for homeless individuals.***

***FINANCIAL***

		<b>Fund 075    Dept 820</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
331	36	HUD-EMERGNCY SHELTER GRNT	\$44,675	\$40,000	\$25,000	\$44,000
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$44,675	\$40,000	\$25,000	\$44,000
		<b>REVENUE TOTALS</b>	<b>\$44,675</b>	<b>\$40,000</b>	<b>\$25,000</b>	<b>\$44,000</b>
511	3	REG. FULL-TIME EMPLOYEES	\$13,766	\$10,000	\$10,000	\$16,500
511	4	REG. PART-TIME EMPLOYEES	\$969	\$0	\$0	\$0
		PERSONNEL	\$14,735	\$10,000	\$10,000	\$16,500
534	38	EMRGNCY SHELTER/UTILITIES	\$17,213	\$20,000	\$12,000	\$25,000
		SERVICES	\$17,213	\$20,000	\$12,000	\$25,000
		<b>EXPENDITURE TOTALS</b>	<b>\$31,948</b>	<b>\$30,000</b>	<b>\$22,000</b>	<b>\$41,500</b>

*RPC Emergency Solutions Even Years*

***RPC – EMERGENCY SOLUTIONS EVEN YRS – 075-822***

***Federal funding for housing relocation and stabilization services and short/medium term rental assistance for homeless individuals.***

***FINANCIAL***

		<b>Fund 075 Dept 822</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
331	36	HUD-EMERGNCY SHELTER GRNT	\$54,639	\$45,000	\$25,000	\$50,135
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$54,639	\$45,000	\$25,000	\$50,135
		<b>REVENUE TOTALS</b>	<b>\$54,639</b>	<b>\$45,000</b>	<b>\$25,000</b>	<b>\$50,135</b>
511	3	REG. FULL-TIME EMPLOYEES	\$7,460	\$7,500	\$12,000	\$17,500
511	4	REG. PART-TIME EMPLOYEES	\$126	\$250	\$0	\$0
		PERSONNEL	\$7,586	\$7,750	\$12,000	\$17,500
533	7	PROFESSIONAL SERVICES	\$16	\$0	\$0	\$0
534	38	EMRGNCY SHELTER/UTILITIES	\$32,001	\$30,000	\$10,000	\$30,000
		SERVICES	\$32,017	\$30,000	\$10,000	\$30,000
		<b>EXPENDITURE TOTALS</b>	<b>\$39,603</b>	<b>\$37,750</b>	<b>\$22,000</b>	<b>\$47,500</b>

*RPC Summer Youth Program*

***RPC – SUMMER YOUTH PROGRAM – 075-780***

***Funding to support human resource and payroll processing for students in Champaign.***

***FINANCIAL***

Fund 075 Dept 780			2016 Actual	2017 Original	2017 Projected	2018 Budget
341	40	TECHNICAL SERVICE CONT.	\$79,785	\$150,000	\$85,000	\$105,000
		FEES AND FINES	\$79,785	\$150,000	\$85,000	\$105,000
		<b>REVENUE TOTALS</b>	<b>\$79,785</b>	<b>\$150,000</b>	<b>\$85,000</b>	<b>\$105,000</b>
511	3	REG. FULL-TIME EMPLOYEES	\$5,766	\$2,500	\$2,500	\$7,500
511	5	TEMP. SALARIES & WAGES	\$60,611	\$110,000	\$65,000	\$80,000
513	1	SOCIAL SECURITY-EMPLOYER	\$4,637	\$7,750	\$5,000	\$7,750
513	4	WORKERS' COMPENSATION INS	\$1,567	\$2,675	\$2,750	\$2,675
513	5	UNEMPLOYMENT INSURANCE	\$1,909	\$5,000	\$4,000	\$5,000
		PERSONNEL	\$74,490	\$127,925	\$79,250	\$102,925
		<b>EXPENDITURE TOTALS</b>	<b>\$74,490</b>	<b>\$127,925</b>	<b>\$79,250</b>	<b>\$102,925</b>

*RPC Urbana Summer Youth Program*

***RPC – URBANA SUMMER YOUTH PROGRAM – 075-783***

***Funding to support human resource and payroll processing for Urbana students.***

***FINANCIAL***

Fund 075 Dept 783			2016 Actual	2017 Original	2017 Projected	2018 Budget
331	27	HHS-HEALTHY MARRIAGE GRNT	\$19,653	\$0	\$0	\$0
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$19,653	\$0	\$0	\$0
341	40	TECHNICAL SERVICE CONT.	\$16,437	\$30,000	\$0	\$22,000
		FEES AND FINES	\$16,437	\$30,000	\$0	\$22,000
		<b>REVENUE TOTALS</b>	<b>\$36,090</b>	<b>\$30,000</b>	<b>\$0</b>	<b>\$22,000</b>
511	3	REG. FULL-TIME EMPLOYEES	\$2,743	\$1,750	\$0	\$1,750
511	5	TEMP. SALARIES & WAGES	\$27,313	\$25,000	\$0	\$17,000
513	1	SOCIAL SECURITY-EMPLOYER	\$2,090	\$2,000	\$0	\$2,000
513	4	WORKERS' COMPENSATION INS	\$570	\$500	\$0	\$500
513	5	UNEMPLOYMENT INSURANCE	\$939	\$750	\$0	\$750
		PERSONNEL	\$33,655	\$30,000	\$0	\$22,000
		<b>EXPENDITURE TOTALS</b>	<b>\$33,655</b>	<b>\$30,000</b>	<b>\$0</b>	<b>\$22,000</b>

*RPC CSBG Special Projects Even Years*

***RPC – CSBG SPECIAL PROJECTS EVEN YEARS – 075-807***

***Funding to support the county summer youth employment program.***

***FINANCIAL***

		<b>Fund 075 Dept 807</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
385	11	FROM CSBG DEPT	\$65,146	\$61,392	\$65,146	\$65,146
		INTERFUND REVENUE	\$65,146	\$61,392	\$65,146	\$65,146
		<b>REVENUE TOTALS</b>	<b>\$65,146</b>	<b>\$61,392</b>	<b>\$65,146</b>	<b>\$65,146</b>
511	3	REG. FULL-TIME EMPLOYEES	\$12,306	\$5,000	\$10,000	\$15,000
511	5	TEMP. SALARIES & WAGES	\$32,379	\$20,000	\$30,000	\$30,000
513	1	SOCIAL SECURITY-EMPLOYER	\$1,886	\$1,530	\$2,000	\$2,000
513	4	WORKERS' COMPENSATION INS	\$620	\$550	\$1,000	\$1,000
513	5	UNEMPLOYMENT INSURANCE	\$777	\$1,000	\$1,500	\$1,500
		PERSONNEL	\$47,968	\$28,080	\$44,500	\$49,500
522	2	OFFICE SUPPLIES	\$528	\$350	\$700	\$700
		COMMODITIES	\$528	\$350	\$700	\$700
		<b>EXPENDITURE TOTALS</b>	<b>\$48,496</b>	<b>\$28,430</b>	<b>\$45,200</b>	<b>\$50,200</b>

*RPC CARE4U Summer Youth Program*

***RPC – CARE4U SUMMER YOUTH EMPLOYMENT PROGRAM – 075-811***

***Funding to support human resource and payroll processing for area students participating in the CARE4U program.***

***FINANCIAL***

		<b>Fund 075 Dept 811</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
331	27	HHS-HEALTHY MARRIAGE GRNT	\$0	\$0	\$30,000	\$30,000
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$0	\$0	\$30,000	\$30,000
		<b>REVENUE TOTALS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$30,000</b>	<b>\$30,000</b>
511	3	REG. FULL-TIME EMPLOYEES	\$0	\$0	\$5,000	\$5,000
511	5	TEMP. SALARIES & WAGES	\$0	\$0	\$21,000	\$21,000
513	1	SOCIAL SECURITY-EMPLOYER	\$0	\$0	\$1,500	\$1,500
513	4	WORKERS' COMPENSATION INS	\$0	\$0	\$1,000	\$1,000
513	5	UNEMPLOYMENT INSURANCE	\$0	\$0	\$1,500	\$1,500
		PERSONNEL	\$0	\$0	\$30,000	\$30,000
		<b>EXPENDITURE TOTALS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$30,000</b>	<b>\$30,000</b>



*RPC Champaign Bristol Place Case Management*

***RPC – CHAMPAIGN BRISTOL PLACE CASE MGMT – 075-775***

***Local funding to provide case management services for Bristol Place residents aimed at achieving self-sufficiency.***

***FINANCIAL***

		<b>Fund 075   Dept 775</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
336	1	CHAMPAIGN CITY	\$25,031	\$17,500	\$8,750	\$8,750
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$25,031	\$17,500	\$8,750	\$8,750
		<b>REVENUE TOTALS</b>	<b>\$25,031</b>	<b>\$17,500</b>	<b>\$8,750</b>	<b>\$8,750</b>
511	3	REG. FULL-TIME EMPLOYEES	\$14,028	\$7,500	\$6,500	\$7,500
		PERSONNEL	\$14,028	\$7,500	\$6,500	\$7,500
522	15	GASOLINE & OIL	\$11	\$100	\$0	\$0
		COMMODITIES	\$11	\$100	\$0	\$0
533	12	JOB-REQUIRED TRAVEL EXP	\$128	\$150	\$150	\$150
533	92	CONTRIBUTIONS & GRANTS	\$0	\$100	\$0	\$0
		SERVICES	\$128	\$250	\$150	\$150
		<b>EXPENDITURE TOTALS</b>	<b>\$14,167</b>	<b>\$7,850</b>	<b>\$6,650</b>	<b>\$7,650</b>

*RPC CSBG Special Projects Odd Years*

***RPC – CSBG SPECIAL PROJECTS ODD YEARS – 075-815***

***Funding to support selected participants in the No Limits program aimed at fostering self-sufficiency through the establishment of individual development accounts.***

***FINANCIAL***

		<b>Fund 075    Dept 815</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
341	40	TECHNICAL SERVICE CONT.	\$6,160	\$2,500	\$5,000	\$5,000
		FEES AND FINES	\$6,160	\$2,500	\$5,000	\$5,000
		<b>REVENUE TOTALS</b>	<b>\$6,160</b>	<b>\$2,500</b>	<b>\$5,000</b>	<b>\$5,000</b>
511	3	REG. FULL-TIME EMPLOYEES	\$2,976	\$0	\$0	\$1,000
511	4	REG. PART-TIME EMPLOYEES	\$465	\$2,000	\$2,000	\$2,500
		PERSONNEL	\$3,441	\$2,000	\$2,000	\$3,500
533	92	CONTRIBUTIONS & GRANTS	\$0	\$250	\$0	\$0
		SERVICES	\$0	\$250	\$0	\$0
		<b>EXPENDITURE TOTALS</b>	<b>\$3,441</b>	<b>\$2,250</b>	<b>\$2,000</b>	<b>\$3,500</b>

*RPC – Tenant Based Rental Assistance - Urbana*

***RPC –TENANT BASED RENTAL ASSISTANCE – URBANA – 075-859 EVEN YEARS***

***Federal HOME funds administered by the Urbana HOME Consortium to provide rent subsidy for selected participants in the No Limits program.***

***FINANCIAL***

Fund 075 Dept 859			2016 Actual	2017 Original	2017 Projected	2018 Budget
331	16	HUD-H.O.M.E. INV PRTNRSHP	\$46,327	\$45,000	\$45,000	\$47,000
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$46,327	\$45,000	\$45,000	\$47,000
385	11	FROM CSBG DEPT	\$384	\$2,000	\$0	\$0
		INTERFUND REVENUE	\$384	\$2,000	\$0	\$0
		<b>REVENUE TOTALS</b>	<b>\$46,711</b>	<b>\$47,000</b>	<b>\$45,000</b>	<b>\$47,000</b>
511	3	REG. FULL-TIME EMPLOYEES	\$788	\$1,750	\$2,500	\$2,500
511	4	REG. PART-TIME EMPLOYEES	\$213	\$500	\$500	\$500
		PERSONNEL	\$1,001	\$2,250	\$3,000	\$3,000
534	38	EMRGNCY SHELTER/UTILITIES	\$42,690	\$42,500	\$40,000	\$43,000
		SERVICES	\$42,690	\$42,500	\$40,000	\$43,000
		<b>EXPENDITURE TOTALS</b>	<b>\$43,691</b>	<b>\$44,750</b>	<b>\$43,000</b>	<b>\$46,000</b>

*RPC – Tenant Based Rental Assistance - Urbana*

***RPC –TENANT BASED RENTAL ASSISTANCE – URBANA – 075-858 ODD YEARS***

***Federal HOME funds administered by the Urbana HOME Consortium to provide rent subsidy for selected participants in the No Limits program.***

***FINANCIAL***

		<b>Fund 075    Dept 858</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
331	16	HUD-H.O.M.E. INV PRTNRSH	\$37,032	\$45,000	\$45,000	\$45,000
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$37,032	\$45,000	\$45,000	\$45,000
		<b>REVENUE TOTALS</b>	<b>\$37,032</b>	<b>\$45,000</b>	<b>\$45,000</b>	<b>\$45,000</b>
511	3	REG. FULL-TIME EMPLOYEES	\$676	\$5,000	\$2,500	\$2,500
511	4	REG. PART-TIME EMPLOYEES	\$291	\$0	\$500	\$500
		PERSONNEL	\$967	\$5,000	\$3,000	\$3,000
534	38	EMRGNCY SHELTER/UTILITIES	\$37,121	\$40,000	\$42,000	\$42,000
		SERVICES	\$37,121	\$40,000	\$42,000	\$42,000
		<b>EXPENDITURE TOTALS</b>	<b>\$38,088</b>	<b>\$45,000</b>	<b>\$45,000</b>	<b>\$45,000</b>

*RPC HUD Rapid Re-housing*

***RPC – HUD RAPID REHOUSING – 075 - 788 ODD YEARS***

***Federal funding to rapidly re-house homeless individuals and families.***

***FINANCIAL***

		<b>Fund 075   Dept 788</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
331	88	HUD RAPID REHOUS/CC PROG	\$12,593	\$20,000	\$12,000	\$20,000
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$12,593	\$20,000	\$12,000	\$20,000
		<b>REVENUE TOTALS</b>	<b>\$12,593</b>	<b>\$20,000</b>	<b>\$12,000</b>	<b>\$20,000</b>
511	3	REG. FULL-TIME EMPLOYEES	\$5,054	\$3,500	\$3,500	\$5,500
511	4	REG. PART-TIME EMPLOYEES	\$174	\$1,000	\$250	\$1,000
		PERSONNEL	\$5,228	\$4,500	\$3,750	\$6,500
534	38	EMRGNCY SHELTER/UTILITIES	\$2,558	\$12,500	\$7,500	\$12,500
		SERVICES	\$2,558	\$12,500	\$7,500	\$12,500
		<b>EXPENDITURE TOTALS</b>	<b>\$7,786</b>	<b>\$17,000</b>	<b>\$11,250</b>	<b>\$19,000</b>

RPC – HUD Rapid Rehousing– Even Yrs

**RPC –HUD RAPID REHOUSING - 075 794 – EVEN YEARS**

*Federal funding to rapidly re-house homeless individuals and families.*

**FINANCIAL**

		Fund 075 Dept 794	2016 Actual	2017 Original	2017 Projected	2018 Budget
331	88	HUD RAPID REHOUS/CC PROG	\$0	\$20,000	\$10,000	\$20,000
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$0	\$20,000	\$10,000	\$20,000
		<b>REVENUE TOTALS</b>	<b>\$0</b>	<b>\$20,000</b>	<b>\$10,000</b>	<b>\$20,000</b>
511	3	REG. FULL-TIME EMPLOYEES	\$0	\$3,500	\$2,500	\$5,500
511	4	REG. PART-TIME EMPLOYEES	\$0	\$1,500	\$500	\$1,000
		PERSONNEL	\$0	\$5,000	\$3,000	\$6,500
534	38	EMRGNCY SHELTER/UTILITIES	\$0	\$12,500	\$7,000	\$12,000
		SERVICES	\$0	\$12,500	\$7,000	\$12,000
		<b>EXPENDITURE TOTALS</b>	<b>\$0</b>	<b>\$17,500</b>	<b>\$10,000</b>	<b>\$18,500</b>

*RPC – HUD CDBG Housing Rehabilitation - Rantoul*

**RPC – HUD CDBG HOUSING REHABILITATION RANTOUL - 075-790**

*Administration of Rantoul CDBG Home Rehabilitation Program to benefit low and moderate income residents.*

**FINANCIAL**

		<b>Fund 075    Dept 790</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
331	29	HUD-COMM DEV BLOCK GRANT	\$0	\$18,000	\$23,000	\$23,000
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$0	\$18,000	\$23,000	\$23,000
		<b>REVENUE TOTALS</b>	<b>\$0</b>	<b>\$18,000</b>	<b>\$23,000</b>	<b>\$23,000</b>
511	3	REG. FULL-TIME EMPLOYEES	\$616	\$2,500	\$2,500	\$2,500
511	4	REG. PART-TIME EMPLOYEES	\$2,674	\$7,500	\$4,500	\$7,000
		PERSONNEL	\$3,290	\$10,000	\$7,000	\$9,500
522	2	OFFICE SUPPLIES	\$0	\$150	\$0	\$150
522	6	POSTAGE, UPS, FED EXPRESS	\$0	\$150	\$0	\$150
522	15	GASOLINE & OIL	\$0	\$250	\$150	\$250
		COMMODITIES	\$0	\$550	\$150	\$550
533	12	JOB-REQUIRED TRAVEL EXP	\$0	\$450	\$250	\$250
533	85	PHOTOCOPY SERVICES	\$0	\$500	\$150	\$150
		SERVICES	\$0	\$950	\$400	\$400
		<b>EXPENDITURE TOTALS</b>	<b>\$3,290</b>	<b>\$11,500</b>	<b>\$7,550</b>	<b>\$10,450</b>

*RPC – HUD Continuum of Care Planning*

***RPC – CONTINUUM OF CARE PLANNING EVEN YEARS – 075-793***

***Support Continuum of Care planning, coordination, and project evaluation activities.***

***FINANCIAL***

		<b>Fund 075    Dept 793</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
331	88	HUD RAPID REHOUS/CC PROG	\$0	\$20,000	\$20,000	\$21,952
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$0	\$20,000	\$20,000	\$21,952
		<b>REVENUE TOTALS</b>	<b>\$0</b>	<b>\$20,000</b>	<b>\$20,000</b>	<b>\$21,952</b>
511	3	REG. FULL-TIME EMPLOYEES	\$0	\$7,500	\$5,000	\$7,500
		PERSONNEL	\$0	\$7,500	\$5,000	\$7,500
533	7	PROFESSIONAL SERVICES	\$0	\$5,000	\$0	\$0
533	92	CONTRIBUTIONS & GRANTS	\$0	\$0	\$10,000	\$10,000
		SERVICES	\$0	\$5,000	\$10,000	\$10,000
		<b>EXPENDITURE TOTALS</b>	<b>\$0</b>	<b>\$12,500</b>	<b>\$15,000</b>	<b>\$17,500</b>



*RPC – HUD Continuum of Care Planning Odd Years*

***RPC – CONTINUUM OF CARE PLANNING ODD YEARS – 075-826***

***Support Continuum of Care planning, coordination, and project evaluation activities.***

***FINANCIAL***

		<b>Fund 075   Dept 826</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
331	88	HUD RAPID REHOUS/CC PROG	\$0	\$0	\$0	\$21,952
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$0	\$0	\$0	\$21,952
		<b>REVENUE TOTALS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$21,952</b>
511	3	REG. FULL-TIME EMPLOYEES	\$0	\$0	\$0	\$7,500
		PERSONNEL	\$0	\$0	\$0	\$7,500
533	92	CONTRIBUTIONS & GRANTS	\$0	\$0	\$0	\$10,000
		SERVICES	\$0	\$0	\$0	\$10,000
		<b>EXPENDITURE TOTALS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$17,500</b>

*RPC Emergency Shelter - Families*

**RPC – EMERGENCY SHELTER – FAMILIES – 075 - 787**

*United Way funding to support emergency shelter placement and case management services to low-income clients.*

**FINANCIAL**

		<b>Fund 075 Dept 787</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
331	37	HOM SEC-EMRG FOOD/SHELTER	\$0	\$0	\$10,000	\$10,000
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$0	\$0	\$10,000	\$10,000
341	40	TECHNICAL SERVICE CONT.	\$75,000	\$53,000	\$150,000	\$150,000
		FEES AND FINES	\$75,000	\$53,000	\$150,000	\$150,000
		<b>REVENUE TOTALS</b>	<b>\$75,000</b>	<b>\$53,000</b>	<b>\$160,000</b>	<b>\$160,000</b>
511	3	REG. FULL-TIME EMPLOYEES	\$15,445	\$15,000	\$15,000	\$20,000
511	5	TEMP. SALARIES & WAGES	\$0	\$500	\$500	\$1,500
		PERSONNEL	\$15,445	\$15,500	\$15,500	\$21,500
522	1	STATIONERY & PRINTING	\$48	\$0	\$150	\$150
522	2	OFFICE SUPPLIES	\$1,139	\$0	\$450	\$500
522	4	COPIER SUPPLIES	\$56	\$0	\$0	\$0
522	14	CUSTODIAL SUPPLIES	\$0	\$0	\$250	\$500
522	15	GASOLINE & OIL	\$28	\$150	\$150	\$150
522	28	LAUNDRY SUPPLIES	\$0	\$0	\$150	\$150
522	44	EQUIPMENT LESS THAN \$5000	\$798	\$1,000	\$1,000	\$1,000
522	93	OPERATIONAL SUPPLIES	\$191	\$0	\$750	\$750
		COMMODITIES	\$2,260	\$1,150	\$2,900	\$3,200
533	7	PROFESSIONAL SERVICES	\$116	\$0	\$0	\$0
533	29	COMPUTER/INF TCH SERVICES	\$1,402	\$500	\$1,250	\$1,500
533	33	TELEPHONE SERVICE	\$887	\$0	\$500	\$700
533	42	EQUIPMENT MAINTENANCE	\$180	\$500	\$250	\$500
533	45	NON-CNTY BLDG REPAIR-MNT	\$369	\$0	\$250	\$500
533	91	LAUNDRY & CLEANING	\$440	\$0	\$250	\$350
534	38	EMRGNCY SHELTER/UTILITIES	\$0	\$35,000	\$30,000	\$35,000
		SERVICES	\$3,394	\$36,000	\$32,500	\$38,550
		<b>EXPENDITURE TOTALS</b>	<b>\$21,099</b>	<b>\$52,650</b>	<b>\$50,900</b>	<b>\$63,250</b>

*RPC Shelter Plus Care V – Even Years*

***RPC –SHELTER PLUS CARE V – EVEN YRS – 075-825***

***Project completed.***

***FINANCIAL***

		<b>Fund 075    Dept 825</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
331	14	HUD-SHELTER PLUS CARE	\$14,547	\$0	\$0	\$0
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$14,547	\$0	\$0	\$0
		<b>REVENUE TOTALS</b>	<b>\$14,547</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
511	3	REG. FULL-TIME EMPLOYEES	\$127	\$0	\$0	\$0
		PERSONNEL	\$127	\$0	\$0	\$0
534	38	EMRGNCY SHELTER/UTILITIES	\$14,303	\$0	\$0	\$0
		SERVICES	\$14,303	\$0	\$0	\$0
		<b>EXPENDITURE TOTALS</b>	<b>\$14,430</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

*RPC Juvenile Justice Council*

<b><i>RPC – JUVENILE JUSTICE COUNCIL – 075-789</i></b>
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***Project completed.***

<b><i>FINANCIAL</i></b>
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		<b>Fund 075    Dept 789</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
331	89	HHS-JUVENILE JUSTICE COUN	\$24,310	\$0	\$0	\$0
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$24,310	\$0	\$0	\$0
385	11	FROM CSBG DEPT	\$4,077	\$0	\$0	\$0
		INTERFUND REVENUE	\$4,077	\$0	\$0	\$0
		<b>REVENUE TOTALS</b>	<b>\$28,387</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
511	3	REG. FULL-TIME EMPLOYEES	\$8,593	\$0	\$0	\$0
		PERSONNEL	\$8,593	\$0	\$0	\$0
533	52	OTHER SERVICE BY CONTRACT	\$13,500	\$0	\$0	\$0
		SERVICES	\$13,500	\$0	\$0	\$0
		<b>EXPENDITURE TOTALS</b>	<b>\$22,093</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

*RPC Shelter Plus Care II*

***RPC – SHELTER PLUS CARE II– 075-681***

***Project completed.***

***FINANCIAL***

		<b>Fund 075    Dept 681</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
331	14	HUD-SHELTER PLUS CARE	\$12,003	\$35,000	\$10,000	\$0
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$12,003	\$35,000	\$10,000	\$0
		<b>REVENUE TOTALS</b>	<b>\$12,003</b>	<b>\$35,000</b>	<b>\$10,000</b>	<b>\$0</b>
511	3	REG. FULL-TIME EMPLOYEES	\$168	\$2,500	\$2,500	\$0
511	4	REG. PART-TIME EMPLOYEES	\$262	\$0	\$0	\$0
		PERSONNEL	\$430	\$2,500	\$2,500	\$0
534	38	EMRGNCY SHELTER/UTILITIES	\$11,095	\$25,000	\$10,000	\$0
		SERVICES	\$11,095	\$25,000	\$10,000	\$0
		<b>EXPENDITURE TOTALS</b>	<b>\$11,525</b>	<b>\$27,500</b>	<b>\$12,500</b>	<b>\$0</b>

*RPC Shelter Plus Care IV*

***RPC – SHELTER PLUS CARE IV – 075-819***

***Project completed.***

***FINANCIAL***

		<b>Fund 075    Dept 819</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
331	14	HUD-SHELTER PLUS CARE	\$7,748	\$21,500	\$21,500	\$0
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$7,748	\$21,500	\$21,500	\$0
		<b>REVENUE TOTALS</b>	<b>\$7,748</b>	<b>\$21,500</b>	<b>\$21,500</b>	<b>\$0</b>
511	3	REG. FULL-TIME EMPLOYEES	\$0	\$1,500	\$1,500	\$0
		PERSONNEL	\$0	\$1,500	\$1,500	\$0
534	38	EMRGNCY SHELTER/UTILITIES	\$7,890	\$15,000	\$15,000	\$0
		SERVICES	\$7,890	\$15,000	\$15,000	\$0
		<b>EXPENDITURE TOTALS</b>	<b>\$7,890</b>	<b>\$16,500</b>	<b>\$16,500</b>	<b>\$0</b>

*RPC CUMTD – Disability Ramp*

**CU MTD DISABILITY RAMP 075-806**

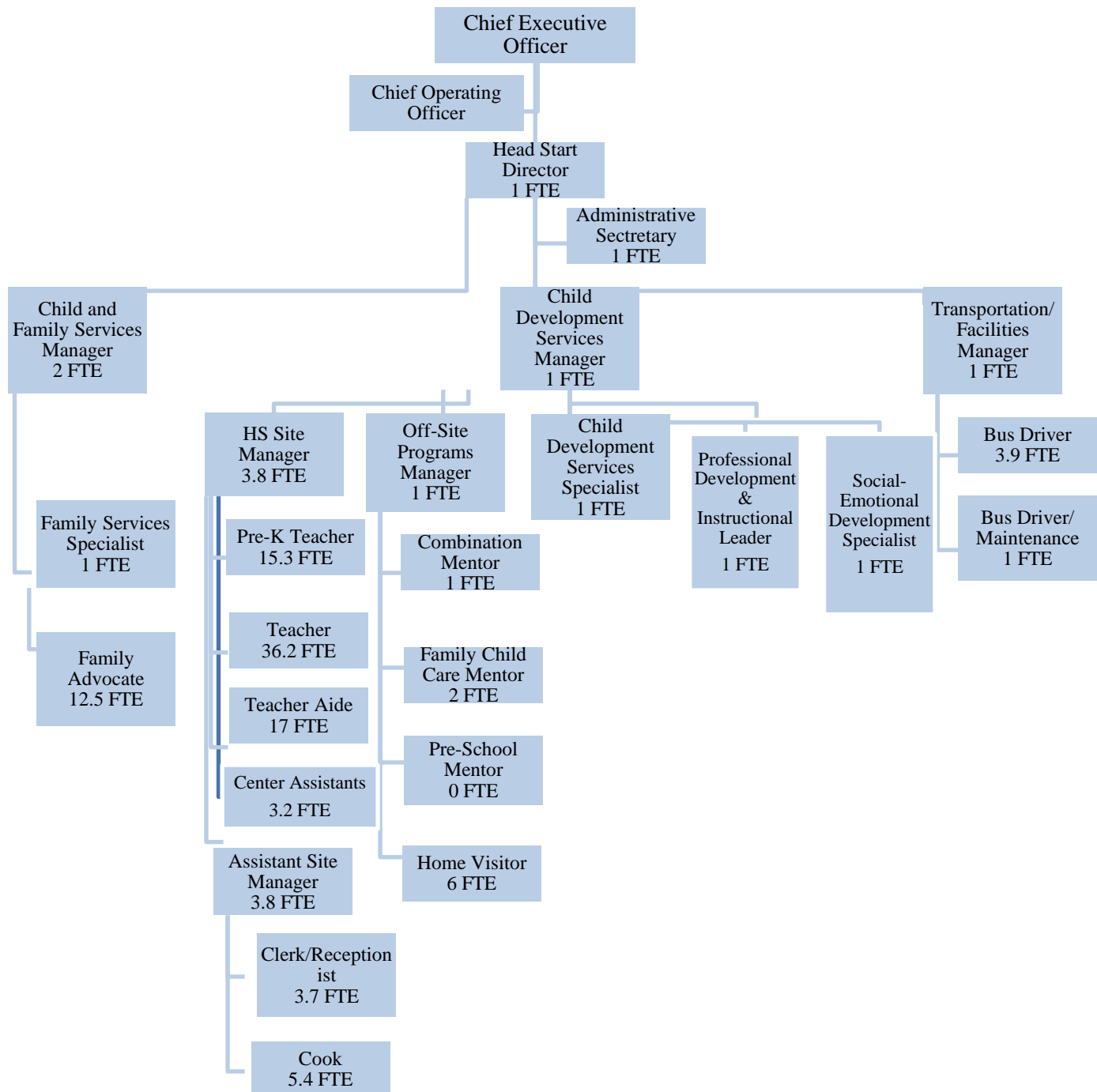
*The RAMP program provides safe access to residential dwelling units and bus stops for seniors or clients with disabilities by installing sidewalks and/or ramps for clients that live within the MTD ridership area.*

**FINANCIAL**

		<b>Fund 075 Dept 806</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
331	22	DOT-FTA-NEW FREEDOM PROG	\$69,157	\$55,000	\$55,000	\$24,000
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$69,157	\$55,000	\$55,000	\$24,000
381	75	REIMB FRM RPC LOAN FND475	\$16,425	\$5,000	\$5,000	\$6,000
385	30	FROM SENIOR SVCES 872/892	\$864	\$500	\$500	\$500
		INTERFUND REVENUE	\$17,289	\$5,500	\$5,500	\$6,500
		<b>REVENUE TOTALS</b>	<b>\$86,446</b>	<b>\$60,500</b>	<b>\$60,500</b>	<b>\$30,500</b>
511	3	REG. FULL-TIME EMPLOYEES	\$10	\$0	\$0	\$0
511	4	REG. PART-TIME EMPLOYEES	\$1,618	\$2,500	\$2,500	\$1,500
		PERSONNEL	\$1,628	\$2,500	\$2,500	\$1,500
522	6	POSTAGE, UPS, FED EXPRESS	\$4	\$0	\$0	\$0
		COMMODITIES	\$4	\$0	\$0	\$0
533	92	CONTRIBUTIONS & GRANTS	\$88,835	\$50,000	\$50,000	\$20,000
		SERVICES	\$88,835	\$50,000	\$50,000	\$20,000
		<b>EXPENDITURE TOTALS</b>	<b>\$90,467</b>	<b>\$52,500</b>	<b>\$52,500</b>	<b>\$21,500</b>

# RPC – EARLY CHILDHOOD

## Fund 104



Early Childhood Fund (104) positions: FTE 125.7



## MISSION STATEMENT

The Champaign County Early Childhood Division programming promotes school readiness by enhancing the social and cognitive development of children through the provision of culturally inclusive educational, health, nutritional, social, and other services to eligible children, their families, and pregnant women. The mission is to inspire children to realize their unique talents and potential and prepare them for lifelong learning and success.

## BUDGET HIGHLIGHTS

The FY18 Early Childhood Fund blends multiple funding streams (federal, state, and local) to comprehensively provide quality services to 576 enrolled children and their families. Program options include school year or year-round with center-based classroom services operating half-day, 6 hours/day or 10/hours/day in response to family need. Primary federal funding is from the U.S. Department of Health and Human Services for Head Start and Early Head Start grants, the Illinois State Board of Education for the Preschool for All grants, the USDA Child and Adult Food Care Program, and the Champaign County Mental Health/Developmental Disabilities Boards. Additional funding from the Illinois State Board of Education for enhanced Preschool for All services at the Rantoul Head Start Center is expected in FY18. Federal funding levels for Head Start and Early Head Start are expected to remain stable with little to no growth consistent with shifting federal priorities and anticipated funding decreases for domestic programs.

Even/Odd Year Departmental Designation – All federal and state grants administered by the Regional Planning Commission have a program year that differs from the County fiscal year; i.e., Jul-Jun, Oct-Sept, Mar-Feb. Grant awards require that revenue and expenditures are segregated in the accounting system by program year ending date. Grants ending in June 2019 are identified in the accounting system as “odd years” and grants ending in June 2018 are identified as “even years.” The chart of accounts indicates the specific grant/contract term separately identifiable by both fund and department. Since these grants often run concurrently and/or cross multiple county fiscal years, adequate line-item appropriations are required to accommodate variations in direct client assistance, carryover, and concurrent programming.

## FINANCIAL

Fund 104 Summary			2016 Actual	2017 Original	2017 Projected	2018 Budget
331	44	USDA-CHILD/ADLT CARE FOOD	\$310,006	\$325,000	\$312,000	\$322,500
331	48	HHS-HEAD START PROGRAM	\$5,112,636	\$5,619,000	\$5,235,000	\$5,823,000
334	32	IL DCFS-CHILD CARE	\$19,713	\$25,000	\$25,000	\$25,000
334	37	IL DPT HUM SRV-CHILD CARE	\$825,495	\$945,000	\$945,000	\$930,000
334	64	IL STBD ED/PRESCH FOR ALL	\$466,440	\$1,210,500	\$1,489,000	\$1,545,000
334	80	IL ARTS COUNCIL GRANT	\$0	\$8,370	\$4,195	\$0
336	13	CHAMP COUNTY MENT HLTH BD	\$27,822	\$0	\$0	\$0
336	23	CHAMP COUNTY DEV DISAB BD	\$27,409	\$55,670	\$55,675	\$55,675
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$6,789,521	\$8,188,540	\$8,065,870	\$8,701,175
341	40	TECHNICAL SERVICE CONT.	\$18,975	\$0	\$0	\$0
345	28	CHILD DAY CARE CHARGES	\$86,624	\$75,000	\$75,000	\$75,000
FY2018 Budget			488			
Champaign County, Illinois						Early Childhood Fund 104

Fund 104 Summary			2016 Actual	2017 Original	2017 Projected	2018 Budget
		FEES AND FINES	\$105,599	\$75,000	\$75,000	\$75,000
361	10	INVESTMENT INTEREST	\$4,392	\$2,500	\$5,000	\$5,000
363	10	GIFTS AND DONATIONS	\$14,454	\$3,750	\$3,040	\$4,750
369	90	OTHER MISC. REVENUE	\$5,741	\$4,000	\$37,280	\$4,500
		MISCELLANEOUS	\$24,587	\$10,250	\$45,320	\$14,250
		<b>REVENUE TOTALS</b>	<b>\$6,919,707</b>	<b>\$8,273,790</b>	<b>\$8,186,190</b>	<b>\$8,790,425</b>
511	3	REG. FULL-TIME EMPLOYEES	\$2,659,990	\$3,055,500	\$2,933,450	\$3,205,475
511	4	REG. PART-TIME EMPLOYEES	\$880,404	\$1,025,000	\$989,250	\$1,174,000
511	5	TEMP. SALARIES & WAGES	\$56,585	\$29,000	\$51,400	\$71,500
513	1	SOCIAL SECURITY-EMPLOYER	\$263,795	\$329,500	\$314,000	\$358,500
513	2	IMRF - EMPLOYER COST	\$310,914	\$363,100	\$354,400	\$392,900
513	4	WORKERS' COMPENSATION INS	\$55,388	\$61,250	\$70,103	\$71,900
513	5	UNEMPLOYMENT INSURANCE	\$58,372	\$90,350	\$89,700	\$91,800
513	6	EMPLOYEE HEALTH/LIFE INS	\$545,603	\$702,500	\$713,900	\$729,500
513	20	EMPLOYEE DEVELOPMNT/RECOG PERSONNEL	\$5,568 \$4,836,619	\$10,000 \$5,666,200	\$9,140 \$5,525,343	\$10,500 \$6,106,075
522	1	STATIONERY & PRINTING	\$1,022	\$5,000	\$4,100	\$4,500
522	2	OFFICE SUPPLIES	\$10,697	\$19,150	\$16,350	\$18,650
522	3	BOOKS,PERIODICALS & MAN.	\$607	\$2,250	\$1,450	\$2,150
522	4	COPIER SUPPLIES	\$2,586	\$6,500	\$5,975	\$7,275
522	6	POSTAGE, UPS, FED EXPRESS	\$2,423	\$7,100	\$6,925	\$5,950
522	7	PHOTOGRAPHY SUPPLIES	\$0	\$150	\$0	\$150
522	10	FOOD	\$133,620	\$140,950	\$140,450	\$140,950
522	11	MEDICAL SUPPLIES	\$10,028	\$10,500	\$10,500	\$7,150
522	14	CUSTODIAL SUPPLIES	\$21,382	\$29,500	\$31,250	\$26,000
522	15	GASOLINE & OIL	\$18,172	\$35,000	\$31,650	\$29,800
522	25	DIETARY NON-FOOD SUPPLIES	\$20,586	\$36,700	\$25,750	\$26,150
522	28	LAUNDRY SUPPLIES	\$496	\$1,450	\$2,100	\$2,950
522	32	SUPPL FOR DISABLED PERSNS	\$1,711	\$4,000	\$3,300	\$3,950
522	44	EQUIPMENT LESS THAN \$5000	\$21,948	\$27,000	\$83,000	\$53,500
522	91	LINEN & BEDDING	\$71	\$1,600	\$3,765	\$3,000
522	93	OPERATIONAL SUPPLIES	\$5,757	\$12,250	\$10,300	\$16,000
522	96	SCHOOL SUPPLIES	\$71,394	\$105,000	\$121,600	\$123,500
		COMMODITIES	\$322,500	\$444,100	\$498,465	\$471,625
533	1	AUDIT & ACCOUNTING SERVCS	\$81,879	\$48,500	\$48,500	\$51,500
533	3	ATTORNEY/LEGAL SERVICES	\$12,082	\$18,000	\$17,000	\$17,000
533	6	MEDICAL/DENTAL/MENTL HLTH	\$7,020	\$15,000	\$15,200	\$10,400
533	7	PROFESSIONAL SERVICES	\$152,642	\$176,000	\$144,350	\$153,750
533	8	CONSULTING SERVICES	\$547	\$4,250	\$3,300	\$4,250
533	12	JOB-REQUIRED TRAVEL EXP	\$31,045	\$38,750	\$36,800	\$42,100

Fund 104 Summary			2016 Actual	2017 Original	2017 Projected	2018 Budget
533	17	FIELD TRIPS / ACTIVITIES	\$1,896	\$5,450	\$6,900	\$5,800
533	18	NON-EMPLOYEE TRAINING,SEM	\$2,576	\$5,750	\$4,800	\$5,750
533	19	SCHOOLNG TO OBTAIN DEGREE	\$42,084	\$37,500	\$42,100	\$46,500
533	20	INSURANCE	\$87,580	\$78,500	\$70,000	\$98,500
533	29	COMPUTER/INF TCH SERVICES	\$92,907	\$108,500	\$108,180	\$112,000
533	30	GAS SERVICE	\$18,844	\$28,550	\$32,750	\$35,450
533	31	ELECTRIC SERVICE	\$53,931	\$39,500	\$54,250	\$58,200
533	32	WATER SERVICE	\$10,142	\$12,550	\$16,700	\$14,050
533	33	TELEPHONE SERVICE	\$15,624	\$25,250	\$20,950	\$28,750
533	34	PEST CONTROL SERVICE	\$1,793	\$3,250	\$3,375	\$3,750
533	36	WASTE DISPOSAL & RECYCLNG	\$5,997	\$6,650	\$16,675	\$10,300
533	40	AUTOMOBILE MAINTENANCE	\$28,674	\$32,000	\$24,600	\$29,500
533	42	EQUIPMENT MAINTENANCE	\$18,028	\$25,500	\$27,200	\$27,150
533	45	NON-CNTY BLDG REPAIR-MNT	\$114,322	\$180,000	\$157,000	\$112,250
533	50	FACILITY/OFFICE RENTALS	\$69,543	\$150,000	\$160,900	\$152,500
533	51	EQUIPMENT RENTALS	\$3,526	\$5,750	\$4,800	\$5,900
533	52	OTHER SERVICE BY CONTRACT	\$18,408	\$15,000	\$11,500	\$15,000
533	70	LEGAL NOTICES,ADVERTISING	\$15,166	\$7,550	\$20,727	\$17,550
533	84	BUSINESS MEALS/EXPENSES	\$617	\$3,200	\$2,450	\$3,700
533	85	PHOTOCOPY SERVICES	\$34,606	\$45,000	\$34,600	\$38,500
533	87	INDIRECT COSTS / OVERHEAD	\$515,628	\$561,000	\$524,250	\$575,000
533	89	PUBLIC RELATIONS	\$458	\$2,700	\$4,250	\$4,700
533	91	LAUNDRY & CLEANING	\$6,663	\$6,000	\$5,350	\$5,200
533	93	DUES AND LICENSES	\$8,535	\$13,650	\$12,675	\$13,300
533	95	CONFERENCES & TRAINING	\$65,658	\$66,600	\$48,735	\$73,500
534	9	R.E. TAX / DRAINAGE ASMNT	\$0	\$0	\$35,000	\$0
534	11	FOOD SERVICE	\$149,594	\$141,000	\$138,000	\$148,500
534	38	EMRGNCY SHELTER/UTILITIES	\$40	\$0	\$150	\$250
534	43	DISABILITY THERAPY,CONSLT	\$19,212	\$18,500	\$14,000	\$17,000
534	44	STIPEND	\$9,380	\$11,250	\$10,250	\$11,500
534	46	SEWER SERVICE & TAX	\$8,884	\$8,250	\$8,500	\$10,000
534	58	LANDSCAPING SERVICE/MAINT	\$2,503	\$16,500	\$21,000	\$11,000
534	59	JANITORIAL SERVICES	\$137,745	\$128,500	\$127,550	\$141,000
534	68	POLICY COUNCIL ACTIVITIES	\$4,089	\$8,000	\$7,000	\$8,000
534	69	PARENT ACTIVITIES/TRAVEL	\$24,156	\$17,100	\$17,600	\$18,800
534	76	PARKING LOT/SIDEWLK MAINT SERVICES	\$5,206 \$1,879,230	\$17,000 \$2,132,000	\$42,500 \$2,102,417	\$18,500 \$2,156,350
544	33	OFFICE EQUIPMENT & FURNIS CAPITAL	\$0 \$0	\$22,500 \$22,500	\$11,500 \$11,500	\$16,500 \$16,500
571	4	TO RPC ECON DEV LOANS 475	\$0	\$1,380,000	\$1,400,000	\$0
		INTERFUND EXPENDITURE	\$0	\$1,380,000	\$1,400,000	\$0
<b>EXPENDITURE TOTALS</b>			<b>\$7,038,349</b>	<b>\$9,644,800</b>	<b>\$9,537,725</b>	<b>\$8,750,550</b>

## FUND BALANCE

2016 Actual	2017 Projected	2018 Budgeted
\$2,934,952	\$1,583,417	\$1,623,292

The Early Childhood Fund balance is expected to increase slightly in FY18 due enhanced full day programming. Fund balance is utilized to meet cash flow requirements, the liability for compensated absences, facility and infrastructure upgrades, capital equipment replacement, lease obligations, and program phase-down reserve. The fund balance level is appropriate given the ongoing delays in state reimbursement for the Preschool for All grants and the monthly payroll and accounts payable cash demands.

## FTE STAFFING HISTORY

FY2014	FY2015	FY2016	FY2017	FY2018
103	123	118	119.9	125.7

## ALIGNMENT TO STRATEGIC PLAN

Early Childhood Division programming supports children's growth and development in a positive learning environment through a variety of services, which include:

- Early learning - Children's readiness for school and beyond is fostered through individualized learning experiences. Through relationships with adults, play, and planned and spontaneous instruction, children grow in many aspects of development. Children progress in social skills and emotional well-being, along with language and literacy learning, and concept development.
- Health - Each child's perceptual, motor, and physical development is supported to permit them to fully explore and function in their environment. All children receive health and development screenings, nutritious meals, oral health and mental health support. Programs connect families with medical, dental, and mental health services to ensure that children are receiving the services they need.
- Family well-being - Parents and families are supported in achieving their own goals, such as housing stability, continued education, and financial security. Programs support and strengthen parent-child relationships and engage families around children's learning and development.

## DESCRIPTION

The provision of high-quality child and family services to the low-income, at-risk residents of Champaign County.

## OBJECTIVES

- provide early, continuous, intensive, and comprehensive child development and family support services that will enhance the physical, social, emotional, and intellectual development of participating children;
- ensure that the level of services provided to families responds to their needs and circumstances;

- promote positive parent–child interactions;
- provide services to parents to support their role as parents (including parenting skills training and training in basic child development) and services to help the families move toward self-sufficiency (including educational and employment services, as appropriate);
- leverage Head Start and Early Head Start services with State (Preschool for All) and local programs to ensure a comprehensive array of services (e.g., health and mental health services, family support services);
- ensure that children with documented behavioral problems, including problems involving behavior related to prior or existing trauma, receive appropriate screening and referral;
- ensure formal linkages with local preschool and school district programs to provide for continuity of services for children and families;
- develop and implement a systematic procedure for transitioning children and parents from an Early Head Start program to a Head Start program or other local early childhood education and development program;
- establish channels of communication between Early Childhood Division staff and other local providers of early childhood education and development programs to facilitate the coordination of program services;
- ensure formal linkages with providers of early intervention services for infants and toddlers with disabilities;
- maximize use of limited financial resources to advance staff competencies and the ongoing development of innovative approaches to early learning;
- foster academic and research partnerships with the University of Illinois to facilitate state-of-the-art programming and data-supported enhancements;
- advance the use of technology in an effort to realize functional efficiencies and cost savings;
- continue to search for center-based locations in strategic areas of the community in an effort to respond to community access needs; and
- develop ongoing strategies to ensure long-term fiscal sustainability.

#### **PERFORMANCE INDICATORS**

<b>Indicator</b>	<b>2016 Actual</b>	<b>2017 Projected</b>	<b>2018 Budgeted</b>
Children whose family income is less than 130% of poverty level	90%	91%	93%

Cumulative number of children/pregnant mothers participating in program	732	692	700
Percent enrolled on first day of program year	100%	100%	100%
Percent of cumulative enrollment is of children with a disability	8%	10%	10%
Children with up-to-date health care by year end	76%	85%	90%
Follow-up services/referrals provided as a result of health & developmental screenings	100%	100%	100%
Percent of children leaving program ready for kindergarten	91%	94%	95%
Number of community requests for Head Start participation in events or partnerships	17	34	20
Overall rating of parent satisfaction surveys	97%	96%	98%
Change in funded enrollment from previous year	0	0	0
Families utilizing family partnership agreement	492	536	525
Total number of staff positions (full & part-time)	139	139	134
Staff turnover rate (corrected formula )	9%	12%	4%
Positive federal & state compliance reviews	4/4	1/1	3/3

*Early Head Start Grant Odd Years*

**HEAD START – EARLY HEAD START GRANT ODD YEARS – 104-605**

*Federal funding to support child health and development services for at-risk, low-income infants and toddlers (0 to 3 years old) and associated family support services.*

**FINANCIAL**

		<b>Fund 104 Dept 605</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
331	48	HHS-HEAD START PROGRAM	\$1,739,627	\$549,000	\$297,000	\$1,765,000
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$1,739,627	\$549,000	\$297,000	\$1,765,000
363	10	GIFTS AND DONATIONS	\$7,166	\$250	\$250	\$500
369	90	OTHER MISC. REVENUE	\$201	\$200	\$200	\$250
		MISCELLANEOUS	\$7,367	\$450	\$450	\$750
		<b>REVENUE TOTALS</b>	<b>\$1,746,994</b>	<b>\$549,450</b>	<b>\$297,450</b>	<b>\$1,765,750</b>
511	3	REG. FULL-TIME EMPLOYEES	\$923,146	\$255,000	\$135,000	\$925,000
511	4	REG. PART-TIME EMPLOYEES	\$15,701	\$10,000	\$1,250	\$14,000
511	5	TEMP. SALARIES & WAGES	\$10,559	\$5,000	\$1,050	\$10,000
513	1	SOCIAL SECURITY-EMPLOYER	\$69,244	\$28,500	\$9,500	\$73,000
513	2	IMRF - EMPLOYER COST	\$77,048	\$31,000	\$10,500	\$80,000
513	4	WORKERS' COMPENSATION INS	\$14,517	\$3,500	\$2,000	\$15,000
513	5	UNEMPLOYMENT INSURANCE	\$10,393	\$7,000	\$3,150	\$12,500
513	6	EMPLOYEE HEALTH/LIFE INS	\$169,967	\$30,000	\$44,200	\$175,000
513	20	EMPLOYEE DEVELOPMNT/RECOG PERSONNEL	\$1,029 \$1,291,604	\$1,500 \$371,500	\$140 \$206,790	\$2,000 \$1,306,500
522	1	STATIONERY & PRINTING	\$240	\$500	\$100	\$1,500
522	2	OFFICE SUPPLIES	\$3,880	\$2,000	\$550	\$5,500
522	3	BOOKS,PERIODICALS & MAN.	\$51	\$500	\$50	\$500
522	4	COPIER SUPPLIES	\$512	\$1,500	\$275	\$1,500
522	6	POSTAGE, UPS, FED EXPRESS	\$625	\$1,000	\$275	\$1,500
522	10	FOOD	\$74	\$500	\$0	\$250
522	11	MEDICAL SUPPLIES	\$2,568	\$1,500	\$250	\$2,500
522	14	CUSTODIAL SUPPLIES	\$5,283	\$3,500	\$2,000	\$6,000
522	15	GASOLINE & OIL	\$1,243	\$750	\$500	\$1,650
522	25	DIETARY NON-FOOD SUPPLIES	\$0	\$250	\$0	\$250
522	28	LAUNDRY SUPPLIES	\$236	\$350	\$150	\$350
522	32	SUPPL FOR DISABLED PERSNS	\$672	\$1,000	\$150	\$1,000
522	44	EQUIPMENT LESS THAN \$5000	\$5,575	\$5,000	\$500	\$5,500
522	91	LINEN & BEDDING	\$28	\$150	\$500	\$0
522	93	OPERATIONAL SUPPLIES	\$1,525	\$2,500	\$500	\$2,500
522	96	SCHOOL SUPPLIES	\$26,233	\$10,000	\$2,500	\$30,000
		COMMODITIES	\$48,745	\$31,000	\$8,300	\$60,500
533	1	AUDIT & ACCOUNTING SERVCS	\$10,906	\$0	\$0	\$11,000

*Early Head Start Grant Odd Years*

533	3	ATTORNEY/LEGAL SERVICES	\$0	\$1,500	\$0	\$1,500
533	6	MEDICAL/DENTAL/MENTL HLTH	\$1,495	\$1,000	\$250	\$1,500
533	7	PROFESSIONAL SERVICES	\$65,803	\$20,000	\$15,000	\$65,000
533	8	CONSULTING SERVICES	\$232	\$250	\$100	\$500
533	12	JOB-REQUIRED TRAVEL EXP	\$8,871	\$3,500	\$1,550	\$12,000
533	17	FIELD TRIPS / ACTIVITIES	\$500	\$700	\$100	\$1,000
533	18	NON-EMPLOYEE TRAINING,SEM	\$1,172	\$750	\$400	\$1,500
533	19	SCHOOLNG TO OBTAIN DEGREE	\$21,257	\$5,000	\$5,500	\$20,000
533	20	INSURANCE	\$16,948	\$3,500	\$0	\$15,000
533	29	COMPUTER/INF TCH SERVICES	\$32,518	\$10,000	\$5,500	\$30,000
533	30	GAS SERVICE	\$3,861	\$2,500	\$1,600	\$5,500
533	31	ELECTRIC SERVICE	\$18,300	\$4,500	\$2,300	\$18,500
533	32	WATER SERVICE	\$2,407	\$1,000	\$500	\$2,500
533	33	TELEPHONE SERVICE	\$5,887	\$2,500	\$950	\$10,000
533	34	PEST CONTROL SERVICE	\$566	\$750	\$150	\$750
533	36	WASTE DISPOSAL & RECYCLNG	\$1,766	\$1,000	\$425	\$2,500
533	40	AUTOMOBILE MAINTENANCE	\$560	\$1,000	\$0	\$1,000
533	42	EQUIPMENT MAINTENANCE	\$5,196	\$1,000	\$100	\$5,150
533	45	NON-CNTY BLDG REPAIR-MNT	\$13,430	\$5,000	\$750	\$1,000
533	50	FACILITY/OFFICE RENTALS	\$14,261	\$15,000	\$3,000	\$25,000
533	51	EQUIPMENT RENTALS	\$811	\$1,000	\$150	\$1,500
533	52	OTHER SERVICE BY CONTRACT	\$29	\$1,000	\$0	\$1,500
533	70	LEGAL NOTICES,ADVERTISING	\$4,192	\$1,000	\$275	\$2,500
533	84	BUSINESS MEALS/EXPENSES	\$187	\$500	\$0	\$1,000
533	85	PHOTOCOPY SERVICES	\$7,744	\$4,500	\$750	\$8,500
533	87	INDIRECT COSTS / OVERHEAD	\$89,723	\$31,000	\$19,000	\$90,000
533	89	PUBLIC RELATIONS	\$103	\$250	\$550	\$1,000
533	91	LAUNDRY & CLEANING	\$2,630	\$1,250	\$500	\$1,500
533	93	DUES AND LICENSES	\$3,086	\$1,500	\$575	\$2,500
533	95	CONFERENCES & TRAINING	\$20,387	\$5,000	\$3,000	\$10,000
534	43	DISABILITY THERAPY,CONSLT	\$0	\$1,000	\$0	\$1,000
534	44	STIPEND	\$3,740	\$1,250	\$950	\$3,750
534	46	SEWER SERVICE & TAX	\$2,523	\$1,000	\$500	\$2,500
534	58	LANDSCAPING SERVICE/MAINT	\$619	\$1,500	\$0	\$2,000
534	59	JANITORIAL SERVICES	\$36,471	\$5,000	\$9,750	\$23,000
534	68	POLICY COUNCIL ACTIVITIES	\$1,649	\$1,000	\$500	\$2,750
534	69	PARENT ACTIVITIES/TRAVEL	\$7,292	\$1,250	\$750	\$7,200
534	76	PARKING LOT/SIDEWLK MAINT SERVICES	\$1,057 \$408,179	\$1,500 \$140,950	\$6,500 \$81,925	\$4,500 \$397,600
544	33	OFFICE EQUIPMENT & FURNIS CAPITAL	\$0 \$0	\$5,000 \$5,000	\$0 \$0	\$0 \$0
		<b>EXPENDITURE TOTALS</b>	<b>\$1,748,528</b>	<b>\$548,450</b>	<b>\$297,015</b>	<b>\$1,764,600</b>



*Early Head Start Grant Even Years*

**HEAD START – EARLY HEAD START GRANT EVEN YEARS – 104-606**

*Federal funding to support child health and development services for at-risk, low-income infants and toddlers (0 to 3 years old) and associated family support services.*

**FINANCIAL**

		<b>Fund 104 Dept 606</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
331	48	HHS-HEAD START PROGRAM	\$244,714	\$1,715,000	\$1,705,000	\$535,000
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$244,714	\$1,715,000	\$1,705,000	\$535,000
363	10	GIFTS AND DONATIONS	\$162	\$500	\$500	\$250
369	90	OTHER MISC. REVENUE	\$0	\$250	\$250	\$200
		MISCELLANEOUS	\$162	\$750	\$750	\$450
		<b>REVENUE TOTALS</b>	<b>\$244,876</b>	<b>\$1,715,750</b>	<b>\$1,705,750</b>	<b>\$535,450</b>
511	3	REG. FULL-TIME EMPLOYEES	\$126,877	\$920,000	\$920,000	\$255,000
511	4	REG. PART-TIME EMPLOYEES	\$2,972	\$10,000	\$10,000	\$10,000
511	5	TEMP. SALARIES & WAGES	\$2,797	\$5,000	\$5,000	\$5,000
513	1	SOCIAL SECURITY-EMPLOYER	\$9,614	\$70,000	\$70,000	\$25,000
513	2	IMRF - EMPLOYER COST	\$10,592	\$76,000	\$76,000	\$27,000
513	4	WORKERS' COMPENSATION INS	\$1,965	\$15,000	\$15,000	\$3,500
513	5	UNEMPLOYMENT INSURANCE	\$5,130	\$15,000	\$15,000	\$7,000
513	6	EMPLOYEE HEALTH/LIFE INS	\$8,242	\$185,000	\$185,000	\$36,000
513	20	EMPLOYEE DEVELOPMNT/RECOG PERSONNEL	\$0 \$168,189	\$2,000 \$1,298,000	\$2,000 \$1,298,000	\$1,500 \$370,000
522	1	STATIONERY & PRINTING	\$113	\$1,500	\$1,500	\$500
522	2	OFFICE SUPPLIES	\$189	\$5,500	\$5,500	\$1,500
522	3	BOOKS,PERIODICALS & MAN.	\$154	\$500	\$500	\$500
522	4	COPIER SUPPLIES	\$0	\$1,500	\$1,500	\$1,500
522	6	POSTAGE, UPS, FED EXPRESS	\$8	\$1,500	\$1,500	\$1,000
522	10	FOOD	\$0	\$250	\$250	\$500
522	11	MEDICAL SUPPLIES	\$132	\$2,500	\$2,500	\$1,500
522	14	CUSTODIAL SUPPLIES	\$2,248	\$7,500	\$7,500	\$3,000
522	15	GASOLINE & OIL	\$178	\$1,750	\$1,750	\$750
522	25	DIETARY NON-FOOD SUPPLIES	\$174	\$250	\$250	\$250
522	28	LAUNDRY SUPPLIES	\$58	\$350	\$350	\$350
522	32	SUPPL FOR DISABLED PERSNS	\$0	\$1,000	\$1,000	\$1,000
522	44	EQUIPMENT LESS THAN \$5000	\$0	\$5,000	\$5,000	\$5,000
522	91	LINEN & BEDDING	\$0	\$0	\$0	\$150
522	93	OPERATIONAL SUPPLIES	\$194	\$2,500	\$2,500	\$2,000
522	96	SCHOOL SUPPLIES	\$2,683	\$30,000	\$27,000	\$12,000
		COMMODITIES	\$6,131	\$61,600	\$58,600	\$31,500
533	1	AUDIT & ACCOUNTING SERVCS	\$9,564	\$10,000	\$10,000	\$0

*Early Head Start Grant Even Years*

533	3	ATTORNEY/LEGAL SERVICES	\$0	\$1,500	\$1,500	\$1,500
533	6	MEDICAL/DENTAL/MENTL HLTH	\$198	\$1,000	\$1,000	\$1,000
533	7	PROFESSIONAL SERVICES	\$11,792	\$60,000	\$50,000	\$23,500
533	8	CONSULTING SERVICES	\$0	\$500	\$500	\$250
533	12	JOB-REQUIRED TRAVEL EXP	\$1,862	\$12,000	\$12,000	\$3,500
533	17	FIELD TRIPS / ACTIVITIES	\$0	\$1,000	\$1,000	\$700
533	18	NON-EMPLOYEE TRAINING,SEM	\$104	\$1,500	\$1,500	\$750
533	19	SCHOOLNG TO OBTAIN DEGREE	\$2,005	\$10,000	\$17,500	\$5,000
533	20	INSURANCE	\$0	\$15,000	\$15,000	\$3,500
533	29	COMPUTER/INF TCH SERVICES	\$4,271	\$25,000	\$25,000	\$5,000
533	30	GAS SERVICE	\$1,401	\$5,500	\$5,500	\$2,500
533	31	ELECTRIC SERVICE	\$2,425	\$17,500	\$17,500	\$4,500
533	32	WATER SERVICE	\$544	\$2,500	\$2,500	\$1,000
533	33	TELEPHONE SERVICE	\$1,453	\$10,000	\$10,000	\$2,000
533	34	PEST CONTROL SERVICE	\$148	\$750	\$750	\$750
533	36	WASTE DISPOSAL & RECYCLNG	\$174	\$2,500	\$2,500	\$1,000
533	40	AUTOMOBILE MAINTENANCE	\$92	\$1,000	\$1,000	\$1,000
533	42	EQUIPMENT MAINTENANCE	\$98	\$5,000	\$5,000	\$1,000
533	45	NON-CNTY BLDG REPAIR-MNT	\$2,199	\$5,000	\$5,000	\$5,000
533	50	FACILITY/OFFICE RENTALS	\$3,500	\$23,000	\$22,000	\$3,500
533	51	EQUIPMENT RENTALS	\$168	\$1,500	\$1,500	\$1,000
533	52	OTHER SERVICE BY CONTRACT	\$0	\$1,500	\$1,500	\$1,000
533	70	LEGAL NOTICES,ADVERTISING	\$633	\$1,750	\$1,750	\$1,000
533	84	BUSINESS MEALS/EXPENSES	\$0	\$1,000	\$1,000	\$500
533	85	PHOTOCOPY SERVICES	\$0	\$7,500	\$7,500	\$4,500
533	87	INDIRECT COSTS / OVERHEAD	\$13,118	\$65,000	\$60,000	\$25,000
533	89	PUBLIC RELATIONS	\$88	\$1,000	\$1,000	\$750
533	91	LAUNDRY & CLEANING	\$620	\$1,500	\$1,500	\$1,250
533	93	DUES AND LICENSES	\$0	\$2,500	\$2,500	\$1,500
533	95	CONFERENCES & TRAINING	\$3,136	\$10,000	\$10,000	\$7,500
534	43	DISABILITY THERAPY,CONSLT	\$0	\$0	\$1,000	\$1,000
534	44	STIPEND	\$720	\$3,500	\$3,500	\$1,250
534	46	SEWER SERVICE & TAX	\$645	\$2,000	\$2,000	\$1,000
534	58	LANDSCAPING SERVICE/MAINT	\$0	\$4,000	\$4,000	\$1,500
534	59	JANITORIAL SERVICES	\$7,252	\$23,000	\$15,000	\$9,500
534	68	POLICY COUNCIL ACTIVITIES	\$382	\$2,750	\$2,750	\$1,000
534	69	PARENT ACTIVITIES/TRAVEL	\$733	\$7,000	\$7,000	\$1,250
534	76	PARKING LOT/SIDEWLK MAINT SERVICES	\$1,230 \$70,555	\$4,500 \$350,250	\$4,500 \$334,750	\$4,500 \$131,950
544	33	OFFICE EQUIPMENT & FURNIS CAPITAL	\$0 \$0	\$5,000 \$5,000	\$5,000 \$5,000	\$0 \$0
<b>EXPENDITURE TOTALS</b>			<b>\$244,875</b>	<b>\$1,714,850</b>	<b>\$1,696,350</b>	<b>\$533,450</b>

*Head Start Grant Odd Years*

**HEAD START – HEAD START GRANT ODD YEARS – 104-835**

*Federal funding to support child health and development services for at-risk, low-income children (3 to 5 years old) and associated family support services.*

**FINANCIAL**

		<b>Fund 104 Dept 835</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
331	48	HHS-HEAD START PROGRAM	\$2,712,095	\$755,000	\$567,000	\$2,715,000
334	80	IL ARTS COUNCIL GRANT	\$0	\$4,175	\$0	\$0
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$2,712,095	\$759,175	\$567,000	\$2,715,000
363	10	GIFTS AND DONATIONS	\$6,450	\$1,000	\$290	\$2,000
369	90	OTHER MISC. REVENUE	\$1,860	\$2,000	\$600	\$2,000
		MISCELLANEOUS	\$8,310	\$3,000	\$890	\$4,000
		<b>REVENUE TOTALS</b>	<b>\$2,720,405</b>	<b>\$762,175</b>	<b>\$567,890</b>	<b>\$2,719,000</b>
511	3	REG. FULL-TIME EMPLOYEES	\$829,235	\$185,500	\$135,000	\$845,000
511	4	REG. PART-TIME EMPLOYEES	\$532,335	\$155,000	\$125,000	\$555,000
511	5	TEMP. SALARIES & WAGES	\$31,155	\$5,500	\$5,350	\$15,000
513	1	SOCIAL SECURITY-EMPLOYER	\$102,688	\$26,000	\$19,000	\$108,500
513	2	IMRF - EMPLOYER COST	\$131,507	\$25,000	\$22,000	\$120,500
513	4	WORKERS' COMPENSATION INS	\$21,614	\$5,500	\$5,500	\$21,000
513	5	UNEMPLOYMENT INSURANCE	\$19,983	\$15,500	\$10,000	\$25,000
513	6	EMPLOYEE HEALTH/LIFE INS	\$202,857	\$70,000	\$55,000	\$205,000
513	20	EMPLOYEE DEVELOPMNT/RECOG PERSONNEL	\$3,526 \$1,874,900	\$2,000 \$490,000	\$2,000 \$378,850	\$3,500 \$1,898,500
522	1	STATIONERY & PRINTING	\$438	\$1,000	\$500	\$1,000
522	2	OFFICE SUPPLIES	\$6,048	\$2,500	\$1,200	\$6,100
522	3	BOOKS,PERIODICALS & MAN.	\$248	\$500	\$150	\$600
522	4	COPIER SUPPLIES	\$1,846	\$1,500	\$1,500	\$2,250
522	6	POSTAGE, UPS, FED EXPRESS	\$1,775	\$750	\$500	\$2,500
522	7	PHOTOGRAPHY SUPPLIES	\$0	\$150	\$0	\$0
522	10	FOOD	\$7	\$200	\$0	\$0
522	11	MEDICAL SUPPLIES	\$7,078	\$1,500	\$600	\$1,500
522	14	CUSTODIAL SUPPLIES	\$9,518	\$3,500	\$5,000	\$10,000
522	15	GASOLINE & OIL	\$13,877	\$5,000	\$5,000	\$15,500
522	25	DIETARY NON-FOOD SUPPLIES	\$298	\$700	\$0	\$400
522	28	LAUNDRY SUPPLIES	\$144	\$350	\$200	\$1,000
522	32	SUPPL FOR DISABLED PERSNS	\$1,039	\$1,000	\$1,000	\$1,350
522	44	EQUIPMENT LESS THAN \$5000	\$11,361	\$5,500	\$0	\$7,500
522	91	LINEN & BEDDING	\$0	\$200	\$0	\$1,000
522	93	OPERATIONAL SUPPLIES	\$2,871	\$750	\$300	\$5,000
522	96	SCHOOL SUPPLIES	\$36,702	\$10,000	\$4,700	\$25,000
		COMMODITIES	\$93,250	\$35,100	\$20,650	\$80,700

*Head Start Grant Odd Years*

533	1	AUDIT & ACCOUNTING SERVCS	\$32,717	\$0	\$0	\$35,000
533	3	ATTORNEY/LEGAL SERVICES	\$0	\$2,500	\$0	\$1,500
533	6	MEDICAL/DENTAL/MENTL HLTH	\$3,600	\$1,500	\$1,700	\$3,500
533	7	PROFESSIONAL SERVICES	\$47,285	\$15,000	\$10,500	\$30,000
533	8	CONSULTING SERVICES	\$315	\$1,000	\$200	\$1,000
533	12	JOB-REQUIRED TRAVEL EXP	\$14,746	\$4,500	\$2,300	\$16,500
533	17	FIELD TRIPS / ACTIVITIES	\$832	\$500	\$50	\$1,500
533	18	NON-EMPLOYEE TRAINING,SEM	\$1,172	\$1,000	\$400	\$2,500
533	19	SCHOOLNG TO OBTAIN DEGREE	\$11,915	\$7,500	\$2,100	\$7,500
533	20	INSURANCE	\$70,632	\$5,000	\$0	\$70,000
533	29	COMPUTER/INF TCH SERVICES	\$46,467	\$12,000	\$7,500	\$50,000
533	30	GAS SERVICE	\$7,683	\$8,500	\$4,400	\$13,000
533	31	ELECTRIC SERVICE	\$27,319	\$6,500	\$3,000	\$22,000
533	32	WATER SERVICE	\$4,930	\$1,800	\$1,200	\$5,500
533	33	TELEPHONE SERVICE	\$6,326	\$5,000	\$1,500	\$10,000
533	34	PEST CONTROL SERVICE	\$931	\$500	\$225	\$1,000
533	36	WASTE DISPOSAL & RECYCLNG	\$3,732	\$1,400	\$1,000	\$4,000
533	40	AUTOMOBILE MAINTENANCE	\$23,636	\$10,000	\$4,600	\$15,000
533	42	EQUIPMENT MAINTENANCE	\$12,179	\$2,500	\$100	\$15,000
533	45	NON-CNTY BLDG REPAIR-MNT	\$15,091	\$10,000	\$19,000	\$20,000
533	50	FACILITY/OFFICE RENTALS	\$37,734	\$25,000	\$8,900	\$55,000
533	51	EQUIPMENT RENTALS	\$2,148	\$750	\$500	\$2,500
533	52	OTHER SERVICE BY CONTRACT	\$87	\$2,500	\$0	\$2,500
533	70	LEGAL NOTICES,ADVERTISING	\$7,533	\$2,000	\$1,900	\$3,500
533	84	BUSINESS MEALS/EXPENSES	\$322	\$750	\$0	\$750
533	85	PHOTOCOPY SERVICES	\$15,799	\$7,500	\$850	\$13,500
533	87	INDIRECT COSTS / OVERHEAD	\$220,621	\$55,000	\$49,750	\$220,000
533	89	PUBLIC RELATIONS	\$103	\$250	\$1,500	\$1,000
533	91	LAUNDRY & CLEANING	\$2,607	\$750	\$500	\$1,200
533	93	DUES AND LICENSES	\$3,834	\$2,500	\$400	\$3,500
533	95	CONFERENCES & TRAINING	\$31,865	\$10,000	\$3,200	\$27,000
534	38	EMRGNCY SHELTER/UTILITIES	\$40	\$0	\$150	\$0
534	43	DISABILITY THERAPY,CONSLT	\$15,183	\$7,500	\$5,500	\$10,000
534	44	STIPEND	\$3,930	\$1,500	\$800	\$5,000
534	46	SEWER SERVICE & TAX	\$3,757	\$1,000	\$750	\$2,750
534	58	LANDSCAPING SERVICE/MAINT	\$1,884	\$1,000	\$0	\$3,000
534	59	JANITORIAL SERVICES	\$62,015	\$7,500	\$8,000	\$42,000
534	68	POLICY COUNCIL ACTIVITIES	\$1,676	\$1,000	\$500	\$3,000
534	69	PARENT ACTIVITIES/TRAVEL	\$13,580	\$2,500	\$2,750	\$7,000
534	76	PARKING LOT/SIDEWLK MAINT SERVICES	\$1,254 \$757,480	\$5,000 \$230,700	\$20,500 \$166,225	\$5,000 \$732,700
544	33	OFFICE EQUIPMENT & FURNIS CAPITAL	\$0 \$0	\$5,000 \$5,000	\$0 \$0	\$0 \$0
		<b>EXPENDITURE TOTALS</b>	<b>\$2,725,630</b>	<b>\$760,800</b>	<b>\$565,725</b>	<b>\$2,711,900</b>

*Head Start Grant Even Years*

**HEAD START – HEAD START GRANT EVEN YEARS – 104-836**

*Federal funding to support child health and development services for at-risk, low-income children (3 to 5 years old) and associated family support services.*

**FINANCIAL**

		<b>Fund 104 Dept 836</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
331	48	HHS-HEAD START PROGRAM	\$416,200	\$2,600,000	\$2,666,000	\$808,000
334	80	IL ARTS COUNCIL GRANT	\$0	\$4,195	\$4,195	\$0
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$416,200	\$2,604,195	\$2,670,195	\$808,000
363	10	GIFTS AND DONATIONS	\$662	\$2,000	\$2,000	\$2,000
369	90	OTHER MISC. REVENUE	\$5	\$500	\$0	\$1,500
		MISCELLANEOUS	\$667	\$2,500	\$2,000	\$3,500
		<b>REVENUE TOTALS</b>	<b>\$416,867</b>	<b>\$2,606,695</b>	<b>\$2,672,195</b>	<b>\$811,500</b>
511	3	REG. FULL-TIME EMPLOYEES	\$95,279	\$760,000	\$820,000	\$210,000
511	4	REG. PART-TIME EMPLOYEES	\$119,038	\$550,000	\$505,000	\$175,000
511	5	TEMP. SALARIES & WAGES	\$2,985	\$10,000	\$15,000	\$7,500
513	1	SOCIAL SECURITY-EMPLOYER	\$15,928	\$110,000	\$105,000	\$30,000
513	2	IMRF - EMPLOYER COST	\$17,690	\$130,000	\$130,000	\$36,000
513	4	WORKERS' COMPENSATION INS	\$3,581	\$21,000	\$21,000	\$5,900
513	5	UNEMPLOYMENT INSURANCE	\$7,039	\$30,000	\$30,000	\$18,000
513	6	EMPLOYEE HEALTH/LIFE INS	\$0	\$175,000	\$205,000	\$52,000
513	20	EMPLOYEE DEVELOPMNT/RECOG PERSONNEL	\$0 \$261,540	\$3,500 \$1,789,500	\$3,500 \$1,834,500	\$2,000 \$536,400
522	1	STATIONERY & PRINTING	\$168	\$1,000	\$1,000	\$500
522	2	OFFICE SUPPLIES	\$401	\$5,000	\$5,000	\$1,500
522	3	BOOKS,PERIODICALS & MAN.	\$154	\$750	\$750	\$500
522	4	COPIER SUPPLIES	\$0	\$2,000	\$2,250	\$1,500
522	6	POSTAGE, UPS, FED EXPRESS	\$8	\$3,500	\$4,000	\$500
522	7	PHOTOGRAPHY SUPPLIES	\$0	\$0	\$0	\$150
522	10	FOOD	\$0	\$0	\$200	\$200
522	11	MEDICAL SUPPLIES	\$250	\$5,000	\$6,500	\$1,000
522	14	CUSTODIAL SUPPLIES	\$4,257	\$12,000	\$12,000	\$3,500
522	15	GASOLINE & OIL	\$2,849	\$21,500	\$20,500	\$7,500
522	25	DIETARY NON-FOOD SUPPLIES	\$0	\$500	\$500	\$250
522	28	LAUNDRY SUPPLIES	\$58	\$400	\$500	\$500
522	32	SUPPL FOR DISABLED PERSNS	\$0	\$1,000	\$1,000	\$500
522	44	EQUIPMENT LESS THAN \$5000	\$0	\$10,000	\$10,000	\$7,500
522	91	LINEN & BEDDING	\$0	\$1,000	\$1,500	\$1,500
522	93	OPERATIONAL SUPPLIES	\$191	\$5,000	\$5,000	\$5,000
522	96	SCHOOL SUPPLIES	\$2,340	\$25,000	\$35,000	\$10,000
		COMMODITIES	\$10,676	\$93,650	\$105,700	\$42,100

*Head Start Grant Even Years*

533	1	AUDIT & ACCOUNTING SERVCS	\$28,692	\$38,500	\$38,500	\$5,500
533	3	ATTORNEY/LEGAL SERVICES	\$0	\$2,500	\$2,500	\$2,500
533	6	MEDICAL/DENTAL/MENTL HLTH	\$1,488	\$10,000	\$10,000	\$2,150
533	7	PROFESSIONAL SERVICES	\$10,169	\$37,000	\$52,500	\$17,500
533	8	CONSULTING SERVICES	\$0	\$1,000	\$1,000	\$1,000
533	12	JOB-REQUIRED TRAVEL EXP	\$3,073	\$15,500	\$15,500	\$5,500
533	17	FIELD TRIPS / ACTIVITIES	\$0	\$1,500	\$1,500	\$500
533	18	NON-EMPLOYEE TRAINING,SEM	\$104	\$2,500	\$2,500	\$1,000
533	19	SCHOOLNG TO OBTAIN DEGREE	\$6,907	\$15,000	\$15,000	\$12,000
533	20	INSURANCE	\$0	\$55,000	\$55,000	\$5,000
533	29	COMPUTER/INF TCH SERVICES	\$7,567	\$55,000	\$50,000	\$12,000
533	30	GAS SERVICE	\$4,123	\$10,000	\$10,000	\$10,000
533	31	ELECTRIC SERVICE	\$3,045	\$5,500	\$19,000	\$5,800
533	32	WATER SERVICE	\$1,243	\$5,500	\$5,500	\$1,800
533	33	TELEPHONE SERVICE	\$1,453	\$7,000	\$7,750	\$6,000
533	34	PEST CONTROL SERVICE	\$148	\$1,000	\$1,000	\$500
533	36	WASTE DISPOSAL & RECYCLNG	\$325	\$1,750	\$1,750	\$1,500
533	40	AUTOMOBILE MAINTENANCE	\$4,293	\$15,000	\$15,000	\$7,000
533	42	EQUIPMENT MAINTENANCE	\$98	\$15,000	\$15,000	\$2,500
533	45	NON-CNTY BLDG REPAIR-MNT	\$1,303	\$20,000	\$20,000	\$10,000
533	50	FACILITY/OFFICE RENTALS	\$3,617	\$55,000	\$55,000	\$15,000
533	51	EQUIPMENT RENTALS	\$399	\$2,500	\$2,500	\$750
533	52	OTHER SERVICE BY CONTRACT	\$0	\$2,500	\$2,500	\$2,500
533	70	LEGAL NOTICES,ADVERTISING	\$864	\$1,500	\$5,000	\$2,000
533	84	BUSINESS MEALS/EXPENSES	\$0	\$750	\$750	\$750
533	85	PHOTOCOPY SERVICES	\$0	\$15,000	\$15,000	\$7,500
533	87	INDIRECT COSTS / OVERHEAD	\$48,997	\$225,000	\$220,000	\$60,000
533	89	PUBLIC RELATIONS	\$88	\$1,000	\$1,000	\$1,750
533	91	LAUNDRY & CLEANING	\$620	\$2,000	\$2,500	\$750
533	93	DUES AND LICENSES	\$0	\$5,000	\$5,000	\$2,000
533	95	CONFERENCES & TRAINING	\$5,854	\$25,000	\$10,000	\$10,000
534	38	EMRGNCY SHELTER/UTILITIES	\$0	\$0	\$0	\$250
534	43	DISABILITY THERAPY,CONSLT	\$4,029	\$10,000	\$7,500	\$5,000
534	44	STIPEND	\$810	\$5,000	\$5,000	\$1,500
534	46	SEWER SERVICE & TAX	\$645	\$2,500	\$2,500	\$1,000
534	58	LANDSCAPING SERVICE/MAINT	\$0	\$10,000	\$5,500	\$1,000
534	59	JANITORIAL SERVICES	\$339	\$30,000	\$30,000	\$3,500
534	68	POLICY COUNCIL ACTIVITIES	\$382	\$3,000	\$3,000	\$1,000
534	69	PARENT ACTIVITIES/TRAVEL	\$1,582	\$5,000	\$5,750	\$2,500
534	76	PARKING LOT/SIDEWLK MAINT SERVICES	\$1,230 \$143,487	\$5,500 \$720,500	\$5,500 \$723,000	\$2,000 \$230,500
544	33	OFFICE EQUIPMENT & FURNIS CAPITAL	\$0 \$0	\$2,500 \$2,500	\$0 \$0	\$0 \$0
		<b>EXPENDITURE TOTALS</b>	<b>\$415,703</b>	<b>\$2,606,150</b>	<b>\$2,663,200</b>	<b>\$809,000</b>

*Preschool For All Odd Years*

**HEAD START – PRESCHOOL FOR ALL ODD YEARS – 104-686**

*State funding to support certified teacher placements in 10 Head Start classrooms.*

**FINANCIAL**

		<b>Fund 104 Dept 686</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
334	64	IL STBD ED/PRESCH FOR ALL	\$145,017	\$605,500	\$465,000	\$490,000
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$145,017	\$605,500	\$465,000	\$490,000
		<b>REVENUE TOTALS</b>	<b>\$145,017</b>	<b>\$605,500</b>	<b>\$465,000</b>	<b>\$490,000</b>
511	3	REG. FULL-TIME EMPLOYEES	\$99,674	\$270,000	\$155,000	\$175,000
511	4	REG. PART-TIME EMPLOYEES	\$73,818	\$125,000	\$98,000	\$125,000
513	1	SOCIAL SECURITY-EMPLOYER	\$12,838	\$30,000	\$20,000	\$27,500
513	2	IMRF - EMPLOYER COST	\$14,430	\$32,000	\$20,000	\$28,500
513	4	WORKERS' COMPENSATION INS	\$3,019	\$4,500	\$5,000	\$4,500
513	5	UNEMPLOYMENT INSURANCE	\$435	\$7,000	\$7,000	\$7,000
513	6	EMPLOYEE HEALTH/LIFE INS	\$27,099	\$70,000	\$50,000	\$55,000
		PERSONNEL	\$231,313	\$538,500	\$355,000	\$422,500
522	2	OFFICE SUPPLIES	\$0	\$1,000	\$1,000	\$1,000
522	4	COPIER SUPPLIES	\$0	\$0	\$100	\$250
522	6	POSTAGE, UPS, FED EXPRESS	\$0	\$200	\$200	\$200
522	14	CUSTODIAL SUPPLIES	\$0	\$1,000	\$1,000	\$1,000
522	15	GASOLINE & OIL	\$0	\$1,000	\$1,500	\$1,000
522	44	EQUIPMENT LESS THAN \$5000	\$0	\$1,500	\$36,500	\$5,000
522	91	LINEN & BEDDING	\$0	\$250	\$265	\$250
522	93	OPERATIONAL SUPPLIES	\$0	\$0	\$500	\$0
522	96	SCHOOL SUPPLIES	\$25	\$13,000	\$10,000	\$10,000
		COMMODITIES	\$25	\$17,950	\$51,065	\$18,700
533	7	PROFESSIONAL SERVICES	\$0	\$0	\$100	\$250
533	12	JOB-REQUIRED TRAVEL EXP	\$202	\$1,000	\$1,000	\$1,000
533	17	FIELD TRIPS / ACTIVITIES	\$360	\$1,000	\$1,000	\$750
533	29	COMPUTER/INF TCH SERVICES	\$1,823	\$1,500	\$7,000	\$4,000
533	34	PEST CONTROL SERVICE	\$0	\$0	\$500	\$500
533	36	WASTE DISPOSAL & RECYCLNG	\$0	\$0	\$2,000	\$0
533	42	EQUIPMENT MAINTENANCE	\$177	\$0	\$3,000	\$1,500
533	45	NON-CNTY BLDG REPAIR-MNT	\$5,424	\$5,000	\$12,000	\$6,000
533	50	FACILITY/OFFICE RENTALS	\$4,682	\$10,000	\$10,000	\$10,000
533	70	LEGAL NOTICES,ADVERTISING	\$0	\$500	\$2,500	\$500
533	93	DUES AND LICENSES	\$0	\$0	\$1,500	\$1,500
533	95	CONFERENCES & TRAINING	\$154	\$2,500	\$5,000	\$5,000
534	59	JANITORIAL SERVICES	\$5,773	\$27,000	\$9,800	\$12,000
534	69	PARENT ACTIVITIES/TRAVEL	\$0	\$500	\$500	\$0
		SERVICES	\$18,595	\$49,000	\$55,900	\$43,000

*Preschool For All Odd Years*

544	33	OFFICE EQUIPMENT & FURNIS	\$0	\$0	\$0	\$5,000
		CAPITAL	\$0	\$0	\$0	\$5,000
		<b>EXPENDITURE TOTALS</b>	<b>\$249,933</b>	<b>\$605,450</b>	<b>\$461,965</b>	<b>\$489,200</b>



*Preschool For All Even Years*

**HEAD START – PRESCHOOL FOR ALL EVEN YEARS – 104-687**

*State funding to provide certified teacher placements in 10 Head Start classrooms.*

**FINANCIAL**

		<b>Fund 104 Dept 687</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
334	64	IL STBD ED/PRESCH FOR ALL	\$321,423	\$605,000	\$457,000	\$515,000
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$321,423	\$605,000	\$457,000	\$515,000
369	90	OTHER MISC. REVENUE	\$75	\$0	\$0	\$0
		MISCELLANEOUS	\$75	\$0	\$0	\$0
		<b>REVENUE TOTALS</b>	<b>\$321,498</b>	<b>\$605,000</b>	<b>\$457,000</b>	<b>\$515,000</b>
511	3	REG. FULL-TIME EMPLOYEES	\$144,797	\$250,000	\$170,000	\$185,000
511	4	REG. PART-TIME EMPLOYEES	\$106,731	\$125,000	\$95,000	\$110,000
511	5	TEMP. SALARIES & WAGES	\$0	\$2,000	\$2,000	\$5,000
513	1	SOCIAL SECURITY-EMPLOYER	\$18,587	\$28,000	\$28,000	\$28,000
513	2	IMRF - EMPLOYER COST	\$20,944	\$32,000	\$32,000	\$32,000
513	4	WORKERS' COMPENSATION INS	\$4,104	\$4,500	\$4,500	\$4,500
513	5	UNEMPLOYMENT INSURANCE	\$5,491	\$7,000	\$7,000	\$7,000
513	6	EMPLOYEE HEALTH/LIFE INS	\$58,281	\$75,000	\$45,000	\$60,000
		PERSONNEL	\$358,935	\$523,500	\$383,500	\$431,500
522	2	OFFICE SUPPLIES	\$0	\$150	\$150	\$150
522	6	POSTAGE, UPS, FED EXPRESS	\$0	\$150	\$150	\$150
522	14	CUSTODIAL SUPPLIES	\$0	\$500	\$500	\$500
522	91	LINEN & BEDDING	\$43	\$0	\$0	\$0
522	96	SCHOOL SUPPLIES	\$2,248	\$12,000	\$10,000	\$12,000
		COMMODITIES	\$2,291	\$12,800	\$10,800	\$12,800
533	12	JOB-REQUIRED TRAVEL EXP	\$463	\$500	\$500	\$500
533	17	FIELD TRIPS / ACTIVITIES	\$187	\$750	\$750	\$750
533	45	NON-CNTY BLDG REPAIR-MNT	\$2,954	\$10,000	\$10,000	\$10,000
533	50	FACILITY/OFFICE RENTALS	\$5,749	\$15,000	\$15,000	\$15,000
533	70	LEGAL NOTICES,ADVERTISING	\$501	\$550	\$550	\$550
533	95	CONFERENCES & TRAINING	\$4,202	\$5,500	\$5,500	\$5,500
534	59	JANITORIAL SERVICES	\$19,518	\$31,000	\$25,000	\$31,000
534	69	PARENT ACTIVITIES/TRAVEL	\$44	\$100	\$100	\$100
		SERVICES	\$33,618	\$63,400	\$57,400	\$63,400
544	33	OFFICE EQUIPMENT & FURNIS	\$0	\$5,000	\$0	\$5,000
		CAPITAL	\$0	\$5,000	\$0	\$5,000
		<b>EXPENDITURE TOTALS</b>	<b>\$394,844</b>	<b>\$604,700</b>	<b>\$451,700</b>	<b>\$512,700</b>

*Preschool For All Expansion Odd Years*

**HEAD START – PRESCHOOL FOR ALL EXPANSION ODD YEARS – 104-838**

*State funding to expand certified teacher placements in Head Start classrooms.*

**FINANCIAL**

		<b>Fund 104 Dept 838</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
334	64	IL STBD ED/PRESCH FOR ALL	\$0	\$0	\$317,000	\$275,000
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$0	\$0	\$317,000	\$275,000
		<b>REVENUE TOTALS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$317,000</b>	<b>\$275,000</b>
511	3	REG. FULL-TIME EMPLOYEES	\$0	\$0	\$75,000	\$75,000
511	4	REG. PART-TIME EMPLOYEES	\$0	\$0	\$55,000	\$75,000
511	5	TEMP. SALARIES & WAGES	\$0	\$0	\$12,000	\$7,500
513	1	SOCIAL SECURITY-EMPLOYER	\$0	\$0	\$10,000	\$14,000
513	2	IMRF - EMPLOYER COST	\$0	\$0	\$10,000	\$15,000
513	4	WORKERS' COMPENSATION INS	\$0	\$0	\$4,563	\$5,000
513	5	UNEMPLOYMENT INSURANCE	\$0	\$0	\$5,550	\$3,500
513	6	EMPLOYEE HEALTH/LIFE INS	\$0	\$0	\$12,000	\$25,000
		PERSONNEL	\$0	\$0	\$184,113	\$220,000
522	2	OFFICE SUPPLIES	\$0	\$0	\$100	\$100
522	4	COPIER SUPPLIES	\$0	\$0	\$150	\$75
522	6	POSTAGE, UPS, FED EXPRESS	\$0	\$0	\$250	\$50
522	11	MEDICAL SUPPLIES	\$0	\$0	\$150	\$150
522	14	CUSTODIAL SUPPLIES	\$0	\$0	\$500	\$250
522	15	GASOLINE & OIL	\$0	\$0	\$250	\$250
522	32	SUPPL FOR DISABLED PERSNS	\$0	\$0	\$150	\$100
522	44	EQUIPMENT LESS THAN \$5000	\$0	\$0	\$10,000	\$5,000
522	91	LINEN & BEDDING	\$0	\$0	\$1,500	\$100
522	96	SCHOOL SUPPLIES	\$0	\$0	\$15,000	\$15,000
		COMMODITIES	\$0	\$0	\$28,050	\$21,075
533	6	MEDICAL/DENTAL/MENTL HLTH	\$0	\$0	\$500	\$500
533	7	PROFESSIONAL SERVICES	\$0	\$0	\$250	\$0
533	12	JOB-REQUIRED TRAVEL EXP	\$0	\$0	\$1,250	\$500
533	17	FIELD TRIPS / ACTIVITIES	\$0	\$0	\$2,000	\$100
533	29	COMPUTER/INF TCH SERVICES	\$0	\$0	\$5,180	\$3,000
533	30	GAS SERVICE	\$0	\$0	\$8,000	\$1,200
533	31	ELECTRIC SERVICE	\$0	\$0	\$6,250	\$1,200
533	32	WATER SERVICE	\$0	\$0	\$4,500	\$750
533	34	PEST CONTROL SERVICE	\$0	\$0	\$500	\$0
533	36	WASTE DISPOSAL & RECYCLNG	\$0	\$0	\$1,500	\$0
533	42	EQUIPMENT MAINTENANCE	\$0	\$0	\$2,000	\$0
533	45	NON-CNTY BLDG REPAIR-MNT	\$0	\$0	\$15,000	\$0
533	50	FACILITY/OFFICE RENTALS	\$0	\$0	\$22,000	\$13,000
533	70	LEGAL NOTICES,ADVERTISING	\$0	\$0	\$502	\$0

*Preschool For All Expansion Odd Years*

533	93	DUES AND LICENSES	\$0	\$0	\$500	\$150
533	95	CONFERENCES & TRAINING	\$0	\$0	\$8,850	\$2,000
534	46	SEWER SERVICE & TAX	\$0	\$0	\$500	\$500
534	58	LANDSCAPING SERVICE/MAINT	\$0	\$0	\$5,000	\$500
534	59	JANITORIAL SERVICES	\$0	\$0	\$20,000	\$10,000
		SERVICES	\$0	\$0	\$104,282	\$33,400
		<b>EXPENDITURE TOTALS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$316,445</b>	<b>\$274,475</b>

*Preschool For All Expansion Even Years*

**HEAD START – PRESCHOOL FOR ALL EXPANSION EVEN YEARS – 104-839**

*State funding to expand certified teacher placements in Head Start classrooms.*

**FINANCIAL**

Fund 104 Dept 839			2016 Actual	2017 Original	2017 Projected	2018 Budget
334	64	IL STBD ED/PRESCH FOR ALL	\$0	\$0	\$250,000	\$265,000
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$0	\$0	\$250,000	\$265,000
		<b>REVENUE TOTALS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$250,000</b>	<b>\$265,000</b>
511	3	REG. FULL-TIME EMPLOYEES	\$0	\$0	\$75,000	\$85,000
511	4	REG. PART-TIME EMPLOYEES	\$0	\$0	\$50,000	\$60,000
513	1	SOCIAL SECURITY-EMPLOYER	\$0	\$0	\$14,000	\$14,000
513	2	IMRF - EMPLOYER COST	\$0	\$0	\$15,000	\$15,000
513	4	WORKERS' COMPENSATION INS	\$0	\$0	\$5,000	\$5,000
513	5	UNEMPLOYMENT INSURANCE	\$0	\$0	\$3,500	\$3,500
513	6	EMPLOYEE HEALTH/LIFE INS	\$0	\$0	\$25,000	\$28,800
		PERSONNEL	\$0	\$0	\$187,500	\$211,300
522	2	OFFICE SUPPLIES	\$0	\$0	\$100	\$100
522	4	COPIER SUPPLIES	\$0	\$0	\$150	\$150
522	6	POSTAGE, UPS, FED EXPRESS	\$0	\$0	\$50	\$50
522	11	MEDICAL SUPPLIES	\$0	\$0	\$500	\$500
522	14	CUSTODIAL SUPPLIES	\$0	\$0	\$250	\$250
522	15	GASOLINE & OIL	\$0	\$0	\$150	\$150
522	44	EQUIPMENT LESS THAN \$5000	\$0	\$0	\$5,000	\$3,500
522	96	SCHOOL SUPPLIES	\$0	\$0	\$12,400	\$6,000
		COMMODITIES	\$0	\$0	\$18,600	\$10,700
533	6	MEDICAL/DENTAL/MENTL HLTH	\$0	\$0	\$250	\$250
533	12	JOB-REQUIRED TRAVEL EXP	\$0	\$0	\$1,250	\$1,250
533	17	FIELD TRIPS / ACTIVITIES	\$0	\$0	\$500	\$500
533	29	COMPUTER/INF TCH SERVICES	\$0	\$0	\$3,000	\$3,000
533	30	GAS SERVICE	\$0	\$0	\$1,200	\$1,200
533	31	ELECTRIC SERVICE	\$0	\$0	\$1,200	\$1,200
533	32	WATER SERVICE	\$0	\$0	\$750	\$750
533	45	NON-CNTY BLDG REPAIR-MNT	\$0	\$0	\$250	\$250
533	50	FACILITY/OFFICE RENTALS	\$0	\$0	\$13,000	\$9,000
533	87	INDIRECT COSTS / OVERHEAD	\$0	\$0	\$15,000	\$15,000
533	95	CONFERENCES & TRAINING	\$0	\$0	\$1,500	\$1,500
534	46	SEWER SERVICE & TAX	\$0	\$0	\$500	\$500
534	58	LANDSCAPING SERVICE/MAINT	\$0	\$0	\$500	\$500
534	59	JANITORIAL SERVICES	\$0	\$0	\$5,000	\$5,000
		SERVICES	\$0	\$0	\$43,900	\$39,900
		<b>EXPENDITURE TOTALS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$250,000</b>	<b>\$261,900</b>



*Developmental Disabilities Counseling Even Years*

**HEAD START – DEVELOPMENTAL DISABILITIES COUNSELING EVEN YEARS – 104-676**

*Local funding to provide mental health counseling, education, and training to Head Start families.*

**FINANCIAL**

		<b>Fund 104 Dept 676</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
336	23	CHAMP COUNTY DEV DISAB BD	\$27,409	\$27,820	\$27,825	\$27,825
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$27,409	\$27,820	\$27,825	\$27,825
		<b>REVENUE TOTALS</b>	<b>\$27,409</b>	<b>\$27,820</b>	<b>\$27,825</b>	<b>\$27,825</b>
511	3	REG. FULL-TIME EMPLOYEES	\$26,594	\$5,000	\$22,725	\$22,725
513	1	SOCIAL SECURITY-EMPLOYER	\$1,953	\$1,000	\$1,750	\$1,750
513	2	IMRF - EMPLOYER COST	\$2,201	\$1,000	\$1,900	\$1,900
513	4	WORKERS' COMPENSATION INS	\$104	\$100	\$250	\$250
513	5	UNEMPLOYMENT INSURANCE	\$288	\$350	\$150	\$150
513	6	EMPLOYEE HEALTH/LIFE INS	\$1,950	\$1,500	\$100	\$100
		PERSONNEL	\$33,090	\$8,950	\$26,875	\$26,875
522	2	OFFICE SUPPLIES	\$179	\$0	\$100	\$100
522	4	COPIER SUPPLIES	\$228	\$0	\$50	\$50
		COMMODITIES	\$407	\$0	\$150	\$150
533	7	PROFESSIONAL SERVICES	\$0	\$17,000	\$0	\$0
533	12	JOB-REQUIRED TRAVEL EXP	\$327	\$500	\$300	\$300
533	95	CONFERENCES & TRAINING	\$25	\$500	\$500	\$500
		SERVICES	\$352	\$18,000	\$800	\$800
		<b>EXPENDITURE TOTALS</b>	<b>\$33,849</b>	<b>\$26,950</b>	<b>\$27,825</b>	<b>\$27,825</b>

*Developmental Disabilities Counseling Odd Years*

**HEAD START – DEVELOPMENTAL DISABILITIES COUNSELING ODD YEARS – 104-685**

*Local funding to support mental health counseling, education and training to Head Start families.*

**FINANCIAL**

		<b>Fund 104 Dept 685</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
336	13	CHAMP COUNTY MENT HLTH BD	\$27,822	\$0	\$0	\$0
336	23	CHAMP COUNTY DEV DISAB BD	\$0	\$27,850	\$27,850	\$27,850
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$27,822	\$27,850	\$27,850	\$27,850
		<b>REVENUE TOTALS</b>	<b>\$27,822</b>	<b>\$27,850</b>	<b>\$27,850</b>	<b>\$27,850</b>
511	3	REG. FULL-TIME EMPLOYEES	\$823	\$5,000	\$20,725	\$22,750
511	5	TEMP. SALARIES & WAGES	\$0	\$0	\$2,000	\$0
513	1	SOCIAL SECURITY-EMPLOYER	\$62	\$1,000	\$1,750	\$1,750
513	2	IMRF - EMPLOYER COST	\$70	\$1,000	\$1,900	\$1,900
513	4	WORKERS' COMPENSATION INS	\$5	\$150	\$290	\$250
513	5	UNEMPLOYMENT INSURANCE	\$0	\$500	\$350	\$150
513	6	EMPLOYEE HEALTH/LIFE INS	\$0	\$1,000	\$100	\$100
		PERSONNEL	\$960	\$8,650	\$27,115	\$26,900
522	2	OFFICE SUPPLIES	\$0	\$500	\$150	\$100
522	3	BOOKS,PERIODICALS & MAN.	\$0	\$0	\$0	\$50
		COMMODITIES	\$0	\$500	\$150	\$150
533	7	PROFESSIONAL SERVICES	\$0	\$17,000	\$0	\$0
533	12	JOB-REQUIRED TRAVEL EXP	\$0	\$500	\$400	\$300
533	52	OTHER SERVICE BY CONTRACT	\$18,292	\$0	\$0	\$0
533	95	CONFERENCES & TRAINING	\$0	\$600	\$185	\$500
		SERVICES	\$18,292	\$18,100	\$585	\$800
		<b>EXPENDITURE TOTALS</b>	<b>\$19,252</b>	<b>\$27,250</b>	<b>\$27,850</b>	<b>\$27,850</b>

*Full Day Program*

**HEAD START – FULL DAY PROGRAM – 104-647**

*Fee-for-service funding to support enhanced full day/full year child care services for income-eligible families.*

**FINANCIAL**

Fund 104 Dept 647			2016 Actual	2017 Original	2017 Projected	2018 Budget
334	32	IL DCFS-CHILD CARE	\$19,713	\$25,000	\$25,000	\$25,000
334	37	IL DPT HUM SRV-CHILD CARE	\$825,495	\$945,000	\$945,000	\$930,000
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$845,208	\$970,000	\$970,000	\$955,000
345	28	CHILD DAY CARE CHARGES	\$86,624	\$75,000	\$75,000	\$75,000
		FEES AND FINES	\$86,624	\$75,000	\$75,000	\$75,000
363	10	GIFTS AND DONATIONS	\$14	\$0	\$0	\$0
369	90	OTHER MISC. REVENUE	\$529	\$550	\$1,500	\$550
		MISCELLANEOUS	\$543	\$550	\$1,500	\$550
<b>REVENUE TOTALS</b>			<b>\$932,375</b>	<b>\$1,045,550</b>	<b>\$1,046,500</b>	<b>\$1,030,550</b>
511	3	REG. FULL-TIME EMPLOYEES	\$390,536	\$405,000	\$405,000	\$405,000
511	4	REG. PART-TIME EMPLOYEES	\$29,600	\$50,000	\$50,000	\$50,000
511	5	TEMP. SALARIES & WAGES	\$9,089	\$1,500	\$9,000	\$21,500
513	1	SOCIAL SECURITY-EMPLOYER	\$31,208	\$35,000	\$35,000	\$35,000
513	2	IMRF - EMPLOYER COST	\$34,547	\$35,100	\$35,100	\$35,100
513	4	WORKERS' COMPENSATION INS	\$6,234	\$7,000	\$7,000	\$7,000
513	5	UNEMPLOYMENT INSURANCE	\$9,169	\$8,000	\$8,000	\$8,000
513	6	EMPLOYEE HEALTH/LIFE INS	\$73,721	\$95,000	\$92,500	\$92,500
513	20	EMPLOYEE DEVELOPMNT/RECOG	\$1,013	\$1,000	\$1,500	\$1,500
		PERSONNEL	\$585,117	\$637,600	\$643,100	\$655,600
522	1	STATIONERY & PRINTING	\$0	\$1,000	\$1,000	\$1,000
522	2	OFFICE SUPPLIES	\$0	\$2,500	\$2,500	\$2,500
522	6	POSTAGE, UPS, FED EXPRESS	\$7	\$0	\$0	\$0
522	14	CUSTODIAL SUPPLIES	\$76	\$1,500	\$2,500	\$1,500
522	15	GASOLINE & OIL	\$25	\$5,000	\$2,000	\$3,000
522	28	LAUNDRY SUPPLIES	\$0	\$0	\$900	\$750
522	44	EQUIPMENT LESS THAN \$5000	\$0	\$0	\$16,000	\$14,500
522	93	OPERATIONAL SUPPLIES	\$976	\$1,500	\$1,500	\$1,500
522	96	SCHOOL SUPPLIES	\$4	\$5,000	\$5,000	\$3,500
		COMMODITIES	\$1,088	\$16,500	\$31,400	\$28,250
533	3	ATTORNEY/LEGAL SERVICES	\$12,082	\$10,000	\$13,000	\$10,000
533	6	MEDICAL/DENTAL/MENTL HLTH	\$239	\$1,500	\$1,500	\$1,500
533	7	PROFESSIONAL SERVICES	\$17,593	\$10,000	\$16,000	\$17,500
533	8	CONSULTING SERVICES	\$0	\$1,500	\$1,500	\$1,500



*Full Day Program*

533	12	JOB-REQUIRED TRAVEL EXP	\$282	\$750	\$750	\$750
533	19	SCHOOLNG TO OBTAIN DEGREE	\$0	\$0	\$2,000	\$2,000
533	20	INSURANCE	\$0	\$0	\$0	\$5,000
533	29	COMPUTER/INF TCH SERVICES	\$0	\$5,000	\$5,000	\$5,000
533	30	GAS SERVICE	\$1,776	\$2,050	\$2,050	\$2,050
533	31	ELECTRIC SERVICE	\$2,842	\$5,500	\$5,000	\$5,000
533	32	WATER SERVICE	\$1,018	\$1,750	\$1,750	\$1,750
533	33	TELEPHONE SERVICE	\$505	\$750	\$750	\$750
533	34	PEST CONTROL SERVICE	\$0	\$250	\$250	\$250
533	36	WASTE DISPOSAL & RECYCLNG	\$0	\$0	\$7,500	\$1,300
533	40	AUTOMOBILE MAINTENANCE	\$93	\$5,000	\$4,000	\$5,500
533	42	EQUIPMENT MAINTENANCE	\$0	\$500	\$500	\$500
533	45	NON-CNTY BLDG REPAIR-MNT	\$72,487	\$75,000	\$75,000	\$60,000
533	50	FACILITY/OFFICE RENTALS	\$0	\$7,000	\$12,000	\$7,000
533	51	EQUIPMENT RENTALS	\$0	\$0	\$150	\$150
533	52	OTHER SERVICE BY CONTRACT	\$0	\$2,000	\$2,000	\$2,000
533	70	LEGAL NOTICES,ADVERTISING	\$1,443	\$250	\$8,250	\$7,500
533	84	BUSINESS MEALS/EXPENSES	\$108	\$200	\$700	\$700
533	85	PHOTOCOPY SERVICES	\$11,063	\$10,500	\$10,500	\$4,500
533	87	INDIRECT COSTS / OVERHEAD	\$143,169	\$185,000	\$160,500	\$165,000
533	89	PUBLIC RELATIONS	\$71	\$200	\$200	\$200
533	91	LAUNDRY & CLEANING	\$186	\$500	\$350	\$500
533	93	DUES AND LICENSES	\$0	\$150	\$200	\$150
533	95	CONFERENCES & TRAINING	\$32	\$7,500	\$1,000	\$4,000
534	46	SEWER SERVICE & TAX	\$1,314	\$1,750	\$1,750	\$1,750
534	58	LANDSCAPING SERVICE/MAINT	\$0	\$0	\$6,000	\$2,500
534	59	JANITORIAL SERVICES	\$6,377	\$5,000	\$5,000	\$5,000
534	68	POLICY COUNCIL ACTIVITIES	\$0	\$250	\$250	\$250
534	69	PARENT ACTIVITIES/TRAVEL	\$387	\$750	\$750	\$750
534	76	PARKING LOT/SIDEWLK MAINT SERVICES	\$435 \$273,502	\$500 \$341,100	\$5,500 \$351,650	\$2,500 \$324,800
544	33	OFFICE EQUIPMENT & FURNIS CAPITAL	\$0 \$0	\$0 \$0	\$6,500 \$6,500	\$6,500 \$6,500
<b>EXPENDITURE TOTALS</b>			<b>\$859,707</b>	<b>\$995,200</b>	<b>\$1,032,650</b>	<b>\$1,015,150</b>

*USDA Food Program*

**HEAD START – USDA FOOD PROGRAM – 104-853**

*Federal pass-through funding to support the provision of nutritious meals and snacks for current enrollees.*

**FINANCIAL**

		<b>Fund 104    Dept 853</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
331	44	USDA-CHILD/ADLT CARE FOOD	\$310,006	\$325,000	\$312,000	\$322,500
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$310,006	\$325,000	\$312,000	\$322,500
369	90	OTHER MISC. REVENUE	\$3,071	\$0	\$0	\$0
		MISCELLANEOUS	\$3,071	\$0	\$0	\$0
		<b>REVENUE TOTALS</b>	<b>\$313,077</b>	<b>\$325,000</b>	<b>\$312,000</b>	<b>\$322,500</b>
522	10	FOOD	\$133,539	\$140,000	\$140,000	\$140,000
522	25	DIETARY NON-FOOD SUPPLIES	\$20,114	\$35,000	\$25,000	\$25,000
522	44	EQUIPMENT LESS THAN \$5000	\$5,012	\$0	\$0	\$0
		COMMODITIES	\$158,665	\$175,000	\$165,000	\$165,000
533	42	EQUIPMENT MAINTENANCE	\$280	\$1,500	\$1,500	\$1,500
533	52	OTHER SERVICE BY CONTRACT	\$0	\$5,500	\$5,500	\$5,500
533	93	DUES AND LICENSES	\$1,615	\$2,000	\$2,000	\$2,000
534	11	FOOD SERVICE	\$149,594	\$141,000	\$138,000	\$148,500
		SERVICES	\$151,489	\$150,000	\$147,000	\$157,500
		<b>EXPENDITURE TOTALS</b>	<b>\$310,154</b>	<b>\$325,000</b>	<b>\$312,000</b>	<b>\$322,500</b>

*Working Capital Reserve*

**HEAD START – WORKING CAPITAL RESERVE – 104-863**

*Fee-for-service earned revenue to support cash flow, liability for compensated absences, facility and equipment upgrades, lease obligations, and long-term infrastructure replacement.*

**FINANCIAL**

Fund 104 Dept 863			2016 Actual	2017 Original	2017 Projected	2018 Budget
361	10	INVESTMENT INTEREST	\$4,392	\$2,500	\$5,000	\$5,000
369	90	OTHER MISC. REVENUE	\$0	\$500	\$34,730	\$0
		MISCELLANEOUS	\$4,392	\$3,000	\$39,730	\$5,000
<b>REVENUE TOTALS</b>			<b>\$4,392</b>	<b>\$3,000</b>	<b>\$39,730</b>	<b>\$5,000</b>
533	45	NON-CNTY BLDG REPAIR-MNT	\$1,434	\$50,000	\$0	\$0
534	9	R.E. TAX / DRAINAGE ASMNT	\$0	\$0	\$35,000	\$0
		SERVICES	\$1,434	\$50,000	\$35,000	\$0
571	4	TO RPC ECON DEV LOANS 475	\$0	\$1,380,000	\$1,400,000	\$0
		INTERFUND EXPENDITURE	\$0	\$1,380,000	\$1,400,000	\$0
<b>EXPENDITURE TOTALS</b>			<b>\$1,434</b>	<b>\$1,430,000</b>	<b>\$1,435,000</b>	<b>\$0</b>

*Head Start – United Way Community Impact*

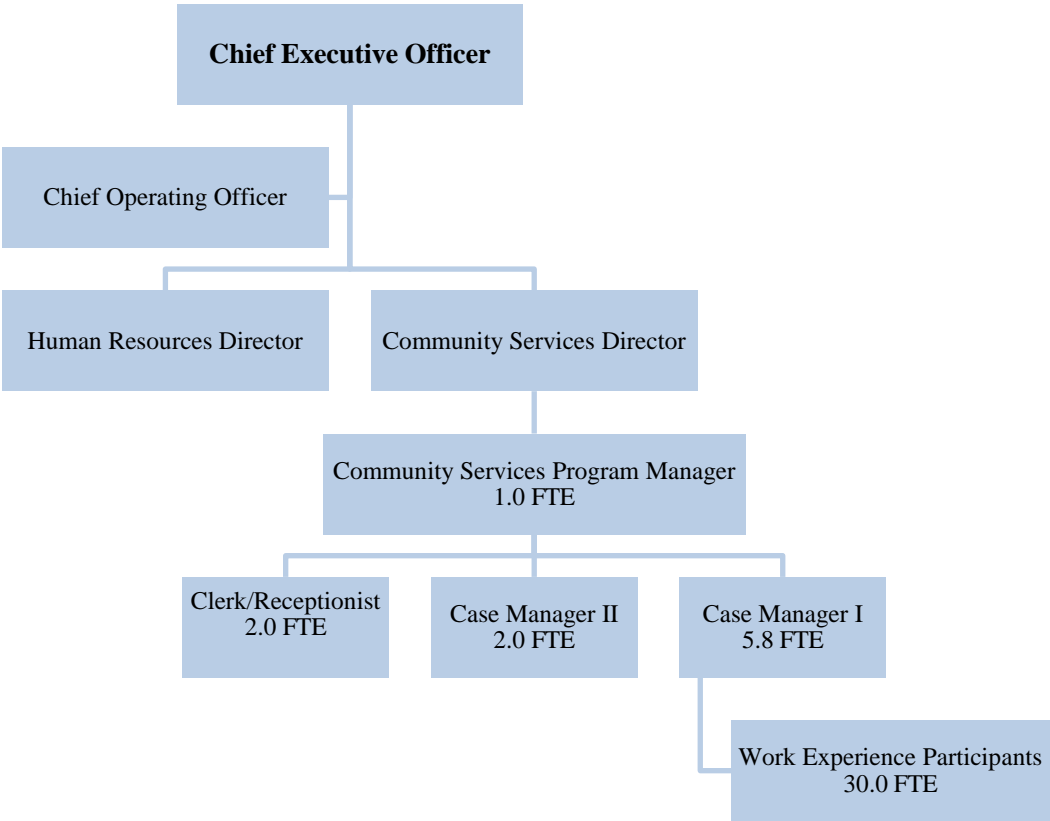
<b>HEAD START – UNITED WAY COMMUNITY IMPACT – 104-612</b>
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*Project completed.*

<b>FINANCIAL</b>
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		<b>Fund 104 Dept 612</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
341	40	TECHNICAL SERVICE CONT.	\$18,975	\$0	\$0	\$0
		FEES AND FINES	\$18,975	\$0	\$0	\$0
		<b>REVENUE TOTALS</b>	<b>\$18,975</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
511	3	REG. FULL-TIME EMPLOYEES	\$23,029	\$0	\$0	\$0
511	4	REG. PART-TIME EMPLOYEES	\$209	\$0	\$0	\$0
513	1	SOCIAL SECURITY-EMPLOYER	\$1,673	\$0	\$0	\$0
513	2	IMRF - EMPLOYER COST	\$1,885	\$0	\$0	\$0
513	4	WORKERS' COMPENSATION INS	\$245	\$0	\$0	\$0
513	5	UNEMPLOYMENT INSURANCE	\$444	\$0	\$0	\$0
513	6	EMPLOYEE HEALTH/LIFE INS	\$3,486	\$0	\$0	\$0
		PERSONNEL	\$30,971	\$0	\$0	\$0
522	1	STATIONERY & PRINTING	\$63	\$0	\$0	\$0
522	96	SCHOOL SUPPLIES	\$1,159	\$0	\$0	\$0
		COMMODITIES	\$1,222	\$0	\$0	\$0
533	12	JOB-REQUIRED TRAVEL EXP	\$1,219	\$0	\$0	\$0
533	17	FIELD TRIPS / ACTIVITIES	\$17	\$0	\$0	\$0
533	18	NON-EMPLOYEE TRAINING,SEM	\$24	\$0	\$0	\$0
533	29	COMPUTER/INF TCH SERVICES	\$261	\$0	\$0	\$0
533	89	PUBLIC RELATIONS	\$5	\$0	\$0	\$0
533	95	CONFERENCES & TRAINING	\$3	\$0	\$0	\$0
534	44	STIPEND	\$180	\$0	\$0	\$0
534	69	PARENT ACTIVITIES/TRAVEL	\$538	\$0	\$0	\$0
		SERVICES	\$2,247	\$0	\$0	\$0
		<b>EXPENDITURE TOTALS</b>	<b>\$34,440</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**RPC – WORKFORCE DEVELOPMENT**  
**Fund 110**



RPC Workforce Development Fund (110) positions: 40.8 FTE

**MISSION STATEMENT**

The Illinois Department of Commerce and Economic Opportunity identified the Champaign County Regional Planning Commission as the grant recipient and fiscal agent for Local Workforce Investment Area 17 which provides job search, career development, and educational assistance to individuals and business services to employers in Champaign, Piatt, Ford, and Iroquois Counties.

**BUDGET HIGHLIGHTS**

The FY18 budget includes an increased allocation for the local workforce area allowing expanded service provision and continued progress toward implementation of a fully integrated one-stop service delivery system consistent with the recently adopted Workforce Innovation and Opportunity Act (WIOA). The Workforce Innovation and Opportunity Act (WIOA) is designed to help job seekers access employment, education, training, and support services to succeed in the labor market and to match employers with the skilled workers they need to compete in the global economy. The WIOA focus has shifted to experiential training as opposed to classroom training; i.e., on-the-job work experience, internships, apprenticeships, and summer youth programs. The enactment of WIOA provides an opportunity for reforms to ensure that the

American Job Center system is strategically focused on career pathways and is employer-driven—responding to the skill needs of employers and preparing workers for jobs that are available now and in the future.

## FINANCIAL

Fund 110 Summary			2016 Actual	2017 Original	2017 Projected	2018 Budget
332	22	LABOR-WIA YOUTH ACTIVITIES	\$757,317	\$732,000	\$721,250	\$892,000
332	23	LABOR-WIA ADULT PROGRAM	\$710,379	\$719,000	\$668,750	\$1,042,000
332	24	LABOR-WIA DISLOCATD WORKR	\$841,453	\$789,000	\$750,000	\$987,000
332	25	LABOR-TRADE ADJSTMT ASSIS	\$28,432	\$68,125	\$65,900	\$68,125
337	21	LOCAL GOVT REIMBURSEMENT	\$3,000	\$5,000	\$2,500	\$5,000
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$2,340,581	\$2,313,125	\$2,208,400	\$2,994,125
341	40	TECHNICAL SERVICE CONT.	\$0	\$0	\$65,000	\$130,000
		FEES AND FINES	\$0	\$0	\$65,000	\$130,000
		<b>REVENUE TOTALS</b>	<b>\$2,340,581</b>	<b>\$2,313,125</b>	<b>\$2,273,400</b>	<b>\$3,124,125</b>
511	3	REG. FULL-TIME EMPLOYEES	\$396,238	\$529,500	\$414,000	\$661,500
511	5	TEMP. SALARIES & WAGES	\$112,918	\$49,824	\$52,324	\$69,349
511	9	OVERTIME	\$0	\$0	\$250	\$0
513	1	SOCIAL SECURITY-EMPLOYER	\$35,807	\$46,680	\$40,175	\$63,890
513	2	IMRF - EMPLOYER COST	\$30,590	\$53,377	\$41,100	\$68,900
513	4	WORKERS' COMPENSATION INS	\$4,962	\$5,698	\$4,298	\$8,498
513	5	UNEMPLOYMENT INSURANCE	\$8,135	\$17,101	\$9,853	\$22,953
513	6	EMPLOYEE HEALTH/LIFE INS	\$41,930	\$54,000	\$48,150	\$87,500
		PERSONNEL	\$630,580	\$756,180	\$610,150	\$982,590
522	1	STATIONERY & PRINTING	\$0	\$0	\$300	\$600
522	2	OFFICE SUPPLIES	\$0	\$0	\$500	\$1,000
522	3	BOOKS,PERIODICALS & MAN.	\$0	\$0	\$600	\$1,200
522	4	COPIER SUPPLIES	\$0	\$0	\$300	\$600
522	6	POSTAGE, UPS, FED EXPRESS	\$0	\$0	\$300	\$600
522	44	EQUIPMENT LESS THAN \$5000	\$0	\$0	\$1,800	\$3,600
		COMMODITIES	\$0	\$0	\$3,800	\$7,600
533	7	PROFESSIONAL SERVICES	\$0	\$0	\$4,000	\$28,000
533	12	JOB-REQUIRED TRAVEL EXP	\$0	\$0	\$200	\$400
533	29	COMPUTER/INF TCH SERVICES	\$0	\$0	\$8,500	\$16,100
533	87	INDIRECT COSTS / OVERHEAD	\$154,988	\$193,549	\$184,127	\$223,637
534	41	RETURN UNUSED GRANT	\$87	\$0	\$0	\$0
534	44	STIPEND	\$1,920	\$1,500	\$2,500	\$2,500
535	1	YOUTH/IN-DT SUPP SERVICE	\$24,440	\$40,000	\$39,025	\$32,750
535	3	YOUTH/IN-OTHER PROG COSTS	\$184,345	\$140,000	\$70,146	\$90,146
535	4	YOUTH/OUT-DIRECT TRNG ITA	\$81,475	\$135,000	\$115,000	\$190,000
535	6	YOUTH/OUT-OTHER PRG COSTS	\$346,649	\$145,500	\$180,900	\$115,900
535	7	ADULT-DIRECT TRAINING ITA	\$303,413	\$310,000	\$360,000	\$305,000
535	9	ADULT-INCUMBANT WRKR COST	\$0	\$5,000	\$1,500	\$5,000

Fund 110 Summary			2016	2017	2017	2018
			Actual	Original	Projected	Budget
535	10	ADULT-OTHER PROG COSTS	\$71,096	\$75,500	\$68,375	\$136,125
535	11	DISLOC WKR-DIRCT TRAINING	\$118,722	\$99,000	\$137,000	\$161,000
535	13	DISLOC WKR-INCUMBANT WRKR	\$0	\$6,000	\$10,000	\$10,000
535	14	DISLOC WKR-OTHER PRG COST	\$56,371	\$60,500	\$41,877	\$91,127
535	15	TRADE ADJSTMNT ASSISTANCE	\$44,130	\$47,000	\$44,250	\$47,750
535	17	ADMIN-OTHER PRG COSTS	\$0	\$7,500	\$2,500	\$500
535	18	YOUTH/OUT-SUPPORTIVE SVCE	\$92,543	\$50,000	\$77,000	\$115,000
535	19	ADULT-SUPPORTIVE SERVICE	\$102,089	\$60,000	\$47,500	\$155,000
535	20	DISLOC WKR-SUPPRTIVE SVCE	\$12,399	\$32,000	\$32,500	\$77,000
535	21	YOUTH/IN-WORK TRAINING	\$5,532	\$30,000	\$24,500	\$70,000
535	22	YOUTH/OUT-WORK TRAINING	\$54,590	\$45,000	\$55,000	\$85,000
535	23	ADULT-WORK TRAINING	\$102,083	\$33,000	\$42,500	\$90,000
535	24	DISLOC WKR-WORK TRAINING	\$24,639	\$16,000	\$33,000	\$51,000
		SERVICES	\$1,781,511	\$1,532,049	\$1,581,900	\$2,098,935
544	33	OFFICE EQUIPMENT & FURNIS	\$0	\$0	\$17,500	\$35,000
		CAPITAL	\$0	\$0	\$17,500	\$35,000
<b>EXPENDITURE TOTALS</b>			<b>\$2,412,091</b>	<b>\$2,288,229</b>	<b>\$2,213,350</b>	<b>\$3,124,125</b>

## FUND BALANCE

FY2016 Actual	FY2017 Projected	FY2018 Budgeted
-\$190,879	-\$130,379	-\$130,379

The FY18 budgeted fund balance is projected to remain stable and reflects recognition of prior year revenue, timing of federal pass-through reimbursements, and minimal fund balance growth potential in a reimbursement-based, grant-funded program.

## FULL TIME EMPLOYMENT STAFFING HISTORY

FY2014	FY2015	FY2016	FY2017	FY2018
34	34	34	31	41

## ALIGNMENT TO STRATEGIC PLAN

The Regional Planning Commission is committed to encouraging regional economic development by cultivating a well-trained workforce. Workforce development services will be aligned with the specific economic needs of our region with a focus on program participants obtaining meaningful and sustainable long-term employment. In that regard, consistent with federal requirements, the Commission will undertake a comprehensive Business Workforce Needs Assessment in the four-county area in 2018. The intent is to provide employers with labor data necessary for strategic private investment decisions that minimize risks for hiring, retaining and developing the workforce. To support quality economic growth, the labor data will provide the necessary information to promote a better understanding of the competitive realities of today's workforce market, to develop strategies for improving the skills, quality, and availability of its workforce, and to enable the region and its employers to better compete at all market levels. The labor study will

identify changing demographics, sectors that make up the economic base of the four-county area, and industries and occupations with future potential growth. Business survey data compiled in the report will provide the impetus for enhance business engagement and will foster responsive economic and workforce development initiatives.

## **PROGRAM DESCRIPTION**

Staff will identify youth, adults, and dislocated workers who are eligible for assistance under the federal Workforce Investment and Opportunity Act (WIOA), assess their employability skills and provide training as appropriate for identified sectors of growing employment demand. Ideally, this coordination will result in placement of individuals in self-sufficient employment. The Regional Planning Commission will also provide follow-up services leading to employment retention in high wage and high skilled jobs.

Even/Odd Year Departmental Designation – All federal and state grants administered by the Regional Planning Commission have a program year that differs from the County fiscal year; i.e., Jul-Jun, Oct-Sept, Mar-Feb. Grant awards require that revenue and expenditures are segregated in the accounting system by program year ending date. Grants ending in June 2019 are identified in the accounting system as “odd years” and grants ending in June 2018 are identified as “even years.” The chart of accounts indicates the specific grant/contract term separately identifiable by both fund and department. Since these grants often run concurrently and/or cross multiple county fiscal years, adequate line-item appropriations are required to accommodate variations in direct client assistance, carryover, and concurrent programming.

## **OBJECTIVES**

The federal Workforce Investment and Opportunity Act (WIOA) offers a comprehensive range of workforce development activities that can benefit job seekers, laid off workers, youth, incumbent workers, new entrants to the workforce, veterans, persons with disabilities, and employers. The purpose of these activities is to promote an increase in the employment, job retention, earnings, and occupational skills improvement by participants. This in turn, improves the quality of the workforce, reduces welfare dependency, and improves the productivity and competitiveness of our area. WIOA participants are linked with other programs administered by the Regional Planning Commission as well as other community resources to support them in successfully achieving their education and employment goals.

### **Workforce Development Programs**

- **Youth Services** – provides educational support and work experiences for in-school and out-of-school youth between the ages of 14 and 24 to prepare them for college, technical training, or immediate job placement.
- **Adult and Dislocated Worker Services** – provides job search assistance, supportive services and college tuition/technical training assistance leading to permanent employment.
- **Trade Act Assistance** – provides job search assistance, supportive services and re-training assistance for workers displaced due to jobs relocating overseas.
- **Incumbent Worker Training**- provides employers with a means of assisting employees in skill development and layoff avoidance resulting from business downsizing or closure.
- **On-the-Job Training**- program in which an employer agrees to hire, train, and retain individuals under a formalized internal training plan. Participating employers can be reimbursed for up to 50% of the employee’s wages/benefits during the training period.



## PERFORMANCE INDICATORS

Indicator	2016 Actual	2017 Projected	2018 Budgeted
Number of clients served	488	500	525
Percent of clients achieving measures of employment and skill attainment	>70%	>70%	>80%

*WIA Formula Grant I*

**WIA FORMULA GRANT I – 110-763**

*Federal pass-through funding to provide core, intensive, training and educational support to youth, adult, and dislocated workers with the goal of attaining economic self-sufficiency.*

**FINANCIAL**

Fund 110 Dept 763			2016 Actual	2017 Original	2017 Projected	2018 Budget
332	22	LABOR-WIA YOUTH ACTIVITIES	\$106,085	\$335,000	\$405,000	\$200,000
332	23	LABOR-WIA ADULT PROGRAM	\$99,495	\$347,000	\$385,000	\$325,000
332	24	LABOR-WIA DISLOCATD WORKR	\$115,937	\$375,000	\$425,000	\$200,000
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$321,517	\$1,057,000	\$1,215,000	\$725,000
<b>REVENUE TOTALS</b>			<b>\$321,517</b>	<b>\$1,057,000</b>	<b>\$1,215,000</b>	<b>\$725,000</b>
511	3	REG. FULL-TIME EMPLOYEES	\$13,784	\$250,000	\$160,000	\$125,000
511	5	TEMP. SALARIES & WAGES	\$0	\$15,000	\$18,000	\$15,000
511	9	OVERTIME	\$0	\$0	\$250	\$0
513	1	SOCIAL SECURITY-EMPLOYER	\$974	\$19,000	\$15,000	\$19,000
513	2	IMRF - EMPLOYER COST	\$1,095	\$25,000	\$15,000	\$25,000
513	4	WORKERS' COMPENSATION INS	\$76	\$3,000	\$1,250	\$3,000
513	5	UNEMPLOYMENT INSURANCE	\$0	\$10,000	\$2,500	\$10,000
513	6	EMPLOYEE HEALTH/LIFE INS	\$0	\$30,000	\$25,000	\$30,000
		PERSONNEL	\$15,929	\$352,000	\$237,000	\$227,000
533	87	INDIRECT COSTS / OVERHEAD	\$5,272	\$99,000	\$85,000	\$35,000
534	44	STIPEND	\$0	\$500	\$1,500	\$1,500
535	1	YOUTH/IN-DT SUPP SERVICE	\$1,898	\$20,000	\$12,000	\$5,000
535	3	YOUTH/IN-OTHER PROG COSTS	\$20,242	\$85,000	\$25,000	\$25,000
535	4	YOUTH/OUT-DIRECT TRNG ITA	\$27,632	\$55,000	\$75,000	\$55,000
535	6	YOUTH/OUT-OTHER PRG COSTS	\$81,270	\$75,000	\$150,000	\$25,000
535	7	ADULT-DIRECT TRAINING ITA	\$122,372	\$165,000	\$285,000	\$65,000
535	9	ADULT-INCUMBANT WRKR COST	\$0	\$5,000	\$1,500	\$5,000
535	10	ADULT-OTHER PROG COSTS	\$0	\$50,000	\$20,000	\$50,000
535	11	DISLOC WKR-DIRCT TRAINING	\$48,697	\$50,000	\$107,000	\$56,000
535	14	DISLOC WKR-OTHER PRG COST	\$6,044	\$25,000	\$15,000	\$25,000
535	17	ADMIN-OTHER PRG COSTS	\$0	\$7,500	\$2,500	\$500
535	18	YOUTH/OUT-SUPPORTIVE SVCE	\$16,429	\$20,000	\$44,000	\$35,000
535	19	ADULT-SUPPORTIVE SERVICE	\$30,812	\$20,000	\$30,000	\$35,000
535	20	DISLOC WKR-SUPPRIVE SVCE	\$3,525	\$15,000	\$15,000	\$15,000
535	21	YOUTH/IN-WORK TRAINING	\$333	\$10,000	\$2,000	\$10,000
535	22	YOUTH/OUT-WORK TRAINING	\$5,939	\$20,000	\$20,000	\$20,000
535	23	ADULT-WORK TRAINING	\$21,495	\$10,000	\$25,000	\$20,000
535	24	DISLOC WKR-WORK TRAINING	\$13,574	\$10,000	\$22,000	\$15,000
		SERVICES	\$405,534	\$742,000	\$937,500	\$498,000
<b>EXPENDITURE TOTALS</b>			<b>\$421,463</b>	<b>\$1,094,000</b>	<b>\$1,174,500</b>	<b>\$725,000</b>



*WIA Formula Grant II*

**WIA FORMULA GRANT II – 110-764**

*Federal pass-through funding to provide core, intensive, training and educational support to youth, adult, and dislocated workers with the goal of attaining economic self-sufficiency.*

**FINANCIAL**

		Fund 110 Dept 764	2016 Actual	2017 Original	2017 Projected	2018 Budget
332	22	LABOR-WIA YOUTH ACTIVITIES	\$55,249	\$180,000	\$205,000	\$450,000
332	23	LABOR-WIA ADULT PROGRAM	\$51,808	\$170,000	\$175,000	\$495,000
332	24	LABOR-WIA DISLOCATD WORKR	\$61,090	\$170,000	\$175,000	\$535,000
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$168,147	\$520,000	\$555,000	\$1,480,000
		<b>REVENUE TOTALS</b>	<b>\$168,147</b>	<b>\$520,000</b>	<b>\$555,000</b>	<b>\$1,480,000</b>
511	3	REG. FULL-TIME EMPLOYEES	\$6,521	\$125,000	\$125,000	\$300,000
511	5	TEMP. SALARIES & WAGES	\$0	\$10,000	\$5,000	\$25,000
513	1	SOCIAL SECURITY-EMPLOYER	\$432	\$11,475	\$11,475	\$25,000
513	2	IMRF - EMPLOYER COST	\$487	\$13,500	\$13,500	\$25,000
513	4	WORKERS' COMPENSATION INS	\$32	\$750	\$750	\$3,000
513	5	UNEMPLOYMENT INSURANCE	\$323	\$3,500	\$3,500	\$9,000
513	6	EMPLOYEE HEALTH/LIFE INS	\$5,374	\$7,000	\$7,000	\$40,000
		PERSONNEL	\$13,169	\$171,225	\$166,225	\$427,000
533	87	INDIRECT COSTS / OVERHEAD	\$2,494	\$47,500	\$46,500	\$125,000
535	1	YOUTH/IN-DT SUPP SERVICE	\$14,787	\$15,000	\$19,275	\$23,000
535	3	YOUTH/IN-OTHER PROG COSTS	\$69,282	\$30,000	\$30,000	\$40,000
535	4	YOUTH/OUT-DIRECT TRNG ITA	\$0	\$20,000	\$20,000	\$75,000
535	6	YOUTH/OUT-OTHER PRG COSTS	\$425	\$20,000	\$20,000	\$40,000
535	7	ADULT-DIRECT TRAINING ITA	\$6,000	\$55,000	\$65,000	\$150,000
535	10	ADULT-OTHER PROG COSTS	\$1,932	\$10,000	\$30,000	\$70,000
535	11	DISLOC WKR-DIRCT TRAINING	\$0	\$4,000	\$25,000	\$75,000
535	13	DISLOC WKR-INCUMBANT WRKR	\$0	\$6,000	\$10,000	\$10,000
535	14	DISLOC WKR-OTHER PRG COST	\$479	\$10,000	\$18,000	\$40,000
535	18	YOUTH/OUT-SUPPORTIVE SVCE	\$0	\$10,000	\$18,000	\$75,000
535	19	ADULT-SUPPORTIVE SERVICE	\$0	\$20,000	\$10,000	\$100,000
535	20	DISLOC WKR-SUPPRTIVE SVCE	\$0	\$5,000	\$10,000	\$50,000
535	21	YOUTH/IN-WORK TRAINING	\$0	\$10,000	\$15,000	\$50,000
535	22	YOUTH/OUT-WORK TRAINING	\$0	\$10,000	\$20,000	\$50,000
535	23	ADULT-WORK TRAINING	\$0	\$15,000	\$10,000	\$50,000
535	24	DISLOC WKR-WORK TRAINING	\$0	\$5,000	\$10,000	\$30,000
		SERVICES	\$95,399	\$292,500	\$376,775	\$1,053,000
		<b>EXPENDITURE TOTALS</b>	<b>\$108,568</b>	<b>\$463,725</b>	<b>\$543,000</b>	<b>\$1,480,000</b>

*WIA Formula Grant III*

**WIA FORMULA GRANT III –110-756**

*Federal pass-through funding to provide core, intensive, training and educational support to youth, adult, and dislocated workers with the goal of attaining economic self-sufficiency.*

**FINANCIAL**

		<b>Fund 110 Dept 756</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
332	22	LABOR-WIA YOUTH ACTIVITIES	\$590,090	\$200,000	\$97,500	\$225,000
332	23	LABOR-WIA ADULT PROGRAM	\$553,430	\$190,000	\$100,000	\$210,000
332	24	LABOR-WIA DISLOCATD WORKR	\$632,292	\$205,000	\$110,000	\$205,000
337	21	LOCAL GOVT REIMBURSEMENT	\$3,000	\$0	\$0	\$0
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$1,778,812	\$595,000	\$307,500	\$640,000
		<b>REVENUE TOTALS</b>	<b>\$1,778,812</b>	<b>\$595,000</b>	<b>\$307,500</b>	<b>\$640,000</b>
511	3	REG. FULL-TIME EMPLOYEES	\$344,635	\$110,000	\$75,000	\$150,000
511	5	TEMP. SALARIES & WAGES	\$112,718	\$15,000	\$20,000	\$20,000
513	1	SOCIAL SECURITY-EMPLOYER	\$32,128	\$12,000	\$8,500	\$12,000
513	2	IMRF - EMPLOYER COST	\$26,468	\$11,000	\$7,500	\$11,000
513	4	WORKERS' COMPENSATION INS	\$4,681	\$1,000	\$1,000	\$1,000
513	5	UNEMPLOYMENT INSURANCE	\$7,690	\$2,250	\$2,250	\$2,250
513	6	EMPLOYEE HEALTH/LIFE INS PERSONNEL	\$36,556 \$564,876	\$15,000 \$166,250	\$15,000 \$129,250	\$15,000 \$211,250
533	7	PROFESSIONAL SERVICES	\$0	\$0	\$0	\$20,000
533	87	INDIRECT COSTS / OVERHEAD	\$135,173	\$25,000	\$25,000	\$25,000
534	44	STIPEND	\$1,920	\$1,000	\$1,000	\$1,000
535	1	YOUTH/IN-DT SUPP SERVICE	\$7,755	\$5,000	\$7,750	\$4,750
535	3	YOUTH/IN-OTHER PROG COSTS	\$94,582	\$25,000	\$15,000	\$25,000
535	4	YOUTH/OUT-DIRECT TRNG ITA	\$53,843	\$60,000	\$20,000	\$60,000
535	6	YOUTH/OUT-OTHER PRG COSTS	\$264,513	\$50,000	\$10,000	\$50,000
535	7	ADULT-DIRECT TRAINING ITA	\$175,041	\$90,000	\$10,000	\$90,000
535	10	ADULT-OTHER PROG COSTS	\$68,296	\$15,000	\$17,000	\$15,000
535	11	DISLOC WKR-DIRCT TRAINING	\$70,025	\$40,000	\$2,500	\$25,000
535	14	DISLOC WKR-OTHER PRG COST	\$49,069	\$25,000	\$7,500	\$25,000
535	18	YOUTH/OUT-SUPPORTIVE SVCE	\$76,114	\$20,000	\$15,000	\$5,000
535	19	ADULT-SUPPORTIVE SERVICE	\$71,277	\$20,000	\$7,500	\$20,000
535	20	DISLOC WKR-SUPPRTIVE SVCE	\$8,874	\$12,000	\$7,500	\$12,000
535	21	YOUTH/IN-WORK TRAINING	\$5,199	\$10,000	\$7,500	\$10,000
535	22	YOUTH/OUT-WORK TRAINING	\$48,651	\$15,000	\$15,000	\$15,000
535	23	ADULT-WORK TRAINING	\$80,588	\$8,000	\$7,500	\$20,000
535	24	DISLOC WKR-WORK TRAINING SERVICES	\$11,065 \$1,221,985	\$1,000 \$422,000	\$1,000 \$176,750	\$6,000 \$428,750
		<b>EXPENDITURE TOTALS</b>	<b>\$1,786,861</b>	<b>\$588,250</b>	<b>\$306,000</b>	<b>\$640,000</b>

*WIA Local Incentive Odd Years*

**WIA LOCAL INCENTIVE ODD YEARS –110-765**

*Federal pass-through incentive funding to programs that exceed Department of Labor performance measures.*

**FINANCIAL**

		<b>Fund 110 Dept 765</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
332	22	LABOR-WIA YOUTH ACTIVITIES	\$4,306	\$7,000	\$3,750	\$7,000
332	23	LABOR-WIA ADULT PROGRAM	\$4,158	\$7,000	\$3,750	\$7,000
332	24	LABOR-WIA DISLOCATD WORKR	\$6,118	\$10,000	\$7,500	\$10,000
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$14,582	\$24,000	\$15,000	\$24,000
		<b>REVENUE TOTALS</b>	<b>\$14,582</b>	<b>\$24,000</b>	<b>\$15,000</b>	<b>\$24,000</b>
511	3	REG. FULL-TIME EMPLOYEES	\$5,824	\$15,000	\$5,500	\$13,000
511	5	TEMP. SALARIES & WAGES	\$200	\$1,000	\$500	\$525
513	1	SOCIAL SECURITY-EMPLOYER	\$421	\$1,225	\$550	\$1,225
513	2	IMRF - EMPLOYER COST	\$457	\$1,350	\$650	\$1,350
513	4	WORKERS' COMPENSATION INS	\$33	\$200	\$200	\$200
513	5	UNEMPLOYMENT INSURANCE	\$0	\$200	\$200	\$200
513	6	EMPLOYEE HEALTH/LIFE INS	\$0	\$500	\$200	\$500
		PERSONNEL	\$6,935	\$19,475	\$7,800	\$17,000
533	87	INDIRECT COSTS / OVERHEAD	\$2,304	\$5,500	\$4,000	\$5,500
535	3	YOUTH/IN-OTHER PROG COSTS	\$239	\$0	\$0	\$0
535	6	YOUTH/OUT-OTHER PRG COSTS	\$441	\$500	\$500	\$500
535	10	ADULT-OTHER PROG COSTS	\$868	\$500	\$750	\$500
535	14	DISLOC WKR-OTHER PRG COST	\$779	\$500	\$750	\$500
		SERVICES	\$4,631	\$7,000	\$6,000	\$7,000
		<b>EXPENDITURE TOTALS</b>	<b>\$11,566</b>	<b>\$26,475</b>	<b>\$13,800</b>	<b>\$24,000</b>

*WIA Local Incentive Even Years*

**WIA LOCAL INCENTIVE EVEN YEARS –110-766**

*Federal pass-through incentive funding to programs that exceed Department of Labor performance measures.*

**FINANCIAL**

Fund 110 Dept 766			2016 Actual	2017 Original	2017 Projected	2018 Budget
332	22	LABOR-WIA YOUTH ACTIVITIES	\$1,587	\$10,000	\$10,000	\$10,000
332	23	LABOR-WIA ADULT PROGRAM	\$1,488	\$5,000	\$5,000	\$5,000
332	24	LABOR-WIA DISLOCATD WORKR	\$2,287	\$10,000	\$10,000	\$10,000
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$5,362	\$25,000	\$25,000	\$25,000
		<b>REVENUE TOTALS</b>	<b>\$5,362</b>	<b>\$25,000</b>	<b>\$25,000</b>	<b>\$25,000</b>
511	3	REG. FULL-TIME EMPLOYEES	\$3,500	\$15,000	\$14,500	\$14,500
513	1	SOCIAL SECURITY-EMPLOYER	\$246	\$1,150	\$1,000	\$1,000
513	2	IMRF - EMPLOYER COST	\$277	\$1,275	\$1,275	\$1,275
513	4	WORKERS' COMPENSATION INS	\$19	\$250	\$250	\$250
513	5	UNEMPLOYMENT INSURANCE	\$0	\$250	\$202	\$202
513	6	EMPLOYEE HEALTH/LIFE INS	\$0	\$500	\$0	\$0
		PERSONNEL	\$4,042	\$18,425	\$17,227	\$17,227
533	87	INDIRECT COSTS / OVERHEAD	\$1,339	\$6,500	\$5,975	\$5,975
535	3	YOUTH/IN-OTHER PROG COSTS	\$0	\$0	\$146	\$146
535	6	YOUTH/OUT-OTHER PRG COSTS	\$0	\$0	\$400	\$400
535	10	ADULT-OTHER PROG COSTS	\$0	\$0	\$625	\$625
535	14	DISLOC WKR-OTHER PRG COST	\$0	\$0	\$627	\$627
		SERVICES	\$1,339	\$6,500	\$7,773	\$7,773
		<b>EXPENDITURE TOTALS</b>	<b>\$5,381</b>	<b>\$24,925</b>	<b>\$25,000</b>	<b>\$25,000</b>

*WIA Trade Case Management Odd Years*

**WIA TRADE CASE MANAGEMENT ODD YEARS –110-767**

*Federal funding to support case management for dislocated workers.*

**FINANCIAL**

		<b>Fund 110 Dept 767</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
332	24	LABOR-WIA DISLOCATD WORKR	\$23,729	\$12,000	\$11,000	\$12,000
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$23,729	\$12,000	\$11,000	\$12,000
		<b>REVENUE TOTALS</b>	<b>\$23,729</b>	<b>\$12,000</b>	<b>\$11,000</b>	<b>\$12,000</b>
511	3	REG. FULL-TIME EMPLOYEES	\$17,210	\$7,000	\$5,000	\$7,000
513	1	SOCIAL SECURITY-EMPLOYER	\$1,260	\$540	\$500	\$540
513	2	IMRF - EMPLOYER COST	\$1,420	\$600	\$500	\$600
513	4	WORKERS' COMPENSATION INS	\$95	\$100	\$100	\$100
513	5	UNEMPLOYMENT INSURANCE	\$94	\$150	\$150	\$150
513	6	EMPLOYEE HEALTH/LIFE INS	\$0	\$500	\$250	\$500
		PERSONNEL	\$20,079	\$8,890	\$6,500	\$8,890
533	87	INDIRECT COSTS / OVERHEAD	\$6,583	\$3,000	\$2,000	\$3,110
		SERVICES	\$6,583	\$3,000	\$2,000	\$3,110
		<b>EXPENDITURE TOTALS</b>	<b>\$26,662</b>	<b>\$11,890</b>	<b>\$8,500</b>	<b>\$12,000</b>



*WIA Trade Case Management Even Years*

<b>WIA TRADE CASE MANAGEMENT EVEN YEARS –110-768</b>
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*Project completed.*

<b>FINANCIAL</b>
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		<b>Fund 110 Dept 768</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
332	24	LABOR-WIA DISLOCATD WORKR	\$0	\$7,000	\$11,500	\$15,000
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$0	\$7,000	\$11,500	\$15,000
		<b>REVENUE TOTALS</b>	<b>\$0</b>	<b>\$7,000</b>	<b>\$11,500</b>	<b>\$15,000</b>
511	3	REG. FULL-TIME EMPLOYEES	\$3,686	\$3,500	\$5,000	\$10,000
513	1	SOCIAL SECURITY-EMPLOYER	\$270	\$300	\$500	\$1,000
513	2	IMRF - EMPLOYER COST	\$301	\$300	\$500	\$1,000
513	4	WORKERS' COMPENSATION INS	\$20	\$150	\$250	\$250
513	5	UNEMPLOYMENT INSURANCE	\$0	\$150	\$250	\$250
513	6	EMPLOYEE HEALTH/LIFE INS	\$0	\$500	\$200	\$500
		PERSONNEL	\$4,277	\$4,900	\$6,700	\$13,000
533	87	INDIRECT COSTS / OVERHEAD	\$1,410	\$2,000	\$2,000	\$2,000
		SERVICES	\$1,410	\$2,000	\$2,000	\$2,000
		<b>EXPENDITURE TOTALS</b>	<b>\$5,687</b>	<b>\$6,900</b>	<b>\$8,700</b>	<b>\$15,000</b>

*WIA Trade Adjustment Assistance Odd Years*

**WIA TRADE ADJUSTMENT ASSISTANCE ODD YEARS –110-769**

*Federal funding to provide job training/education to workers dislocated due to increased imports and/or production shifts outside the U.S.*

**FINANCIAL**

		<b>Fund 110 Dept 769</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
332	25	LABOR-TRADE ADJSTMT ASSIS	\$28,432	\$25,000	\$11,775	\$25,000
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$28,432	\$25,000	\$11,775	\$25,000
		<b>REVENUE TOTALS</b>	<b>\$28,432</b>	<b>\$25,000</b>	<b>\$11,775</b>	<b>\$25,000</b>
511	3	REG. FULL-TIME EMPLOYEES	\$1,078	\$1,500	\$2,500	\$1,500
513	1	SOCIAL SECURITY-EMPLOYER	\$76	\$115	\$275	\$250
513	2	IMRF - EMPLOYER COST	\$85	\$127	\$350	\$250
513	4	WORKERS' COMPENSATION INS	\$6	\$100	\$150	\$150
513	5	UNEMPLOYMENT INSURANCE	\$28	\$100	\$150	\$100
		PERSONNEL	\$1,273	\$1,942	\$3,425	\$2,250
533	87	INDIRECT COSTS / OVERHEAD	\$413	\$750	\$850	\$750
534	41	RETURN UNUSED GRANT	\$87	\$0	\$0	\$0
535	15	TRADE ADJSTMNT ASSISTANCE	\$26,565	\$22,000	\$7,500	\$22,000
		SERVICES	\$27,065	\$22,750	\$8,350	\$22,750
		<b>EXPENDITURE TOTALS</b>	<b>\$28,338</b>	<b>\$24,692</b>	<b>\$11,775</b>	<b>\$25,000</b>

*WIA Trade Adjustment Assistance Even Years*

**WIA TRADE ADJUSTMENT ASSISTANCE EVEN YEARS –110-770**

*Federal funding to provide job training/education to workers dislocated due to increased imports and/or production shifts outside the U.S.*

**FINANCIAL**

		<b>Fund 110 Dept 770</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
332	25	LABOR-TRADE ADJSTMT ASSIS	\$0	\$30,000	\$41,000	\$30,000
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$0	\$30,000	\$41,000	\$30,000
		<b>REVENUE TOTALS</b>	<b>\$0</b>	<b>\$30,000</b>	<b>\$41,000</b>	<b>\$30,000</b>
511	3	REG. FULL-TIME EMPLOYEES	\$0	\$2,500	\$2,500	\$2,500
513	1	SOCIAL SECURITY-EMPLOYER	\$0	\$200	\$200	\$200
513	2	IMRF - EMPLOYER COST	\$0	\$225	\$225	\$225
513	4	WORKERS' COMPENSATION INS	\$0	\$100	\$100	\$100
513	5	UNEMPLOYMENT INSURANCE	\$0	\$100	\$100	\$100
		PERSONNEL	\$0	\$3,125	\$3,125	\$3,125
533	87	INDIRECT COSTS / OVERHEAD	\$0	\$1,125	\$1,125	\$1,125
535	15	TRADE ADJSTMNT ASSISTANCE	\$17,565	\$25,000	\$36,750	\$25,750
		SERVICES	\$17,565	\$26,125	\$37,875	\$26,875
		<b>EXPENDITURE TOTALS</b>	<b>\$17,565</b>	<b>\$29,250</b>	<b>\$41,000</b>	<b>\$30,000</b>

*WIA Accelerated Training – IL MFG*

<b>WIA ACCELERATED TRAINING – IL MFG – 110-781</b>
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*Federal funding focuses on addressing the increasing skills deficits in manufacturing by connecting clients to specialize training programs.*

<b>FINANCIAL</b>
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		<b>Fund 110    Dept 781</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
337	21	LOCAL GOVT REIMBURSEMENT	\$0	\$5,000	\$2,500	\$5,000
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$0	\$5,000	\$2,500	\$5,000
		<b>REVENUE TOTALS</b>	<b>\$0</b>	<b>\$5,000</b>	<b>\$2,500</b>	<b>\$5,000</b>
535	11	DISLOC WKR-DIRCT TRAINING	\$0	\$5,000	\$2,500	\$5,000
		SERVICES	\$0	\$5,000	\$2,500	\$5,000
		<b>EXPENDITURE TOTALS</b>	<b>\$0</b>	<b>\$5,000</b>	<b>\$2,500</b>	<b>\$5,000</b>

*WIA Dislocated Workers – Rapid Response*

**WIA – DISLOCATED WORKERS – RAPID RESPONSE – 110-773**

*Project completed.*

**FINANCIAL**

		<b>Fund 110 Dept 773</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
332	25	LABOR-TRADE ADJSTMT ASSIS	\$0	\$13,125	\$13,125	\$13,125
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$0	\$13,125	\$13,125	\$13,125
		<b>REVENUE TOTALS</b>	<b>\$0</b>	<b>\$13,125</b>	<b>\$13,125</b>	<b>\$13,125</b>
511	5	TEMP. SALARIES & WAGES	\$0	\$8,824	\$8,824	\$8,824
513	1	SOCIAL SECURITY-EMPLOYER	\$0	\$675	\$675	\$675
513	4	WORKERS' COMPENSATION INS	\$0	\$48	\$48	\$48
513	5	UNEMPLOYMENT INSURANCE	\$0	\$401	\$401	\$401
		PERSONNEL	\$0	\$9,948	\$9,948	\$9,948
533	87	INDIRECT COSTS / OVERHEAD	\$0	\$3,174	\$3,177	\$3,177
		SERVICES	\$0	\$3,174	\$3,177	\$3,177
		<b>EXPENDITURE TOTALS</b>	<b>\$0</b>	<b>\$13,122</b>	<b>\$13,125</b>	<b>\$13,125</b>

*WIOA One-Stop Operations Even Years*

**WIOA ONE-STOP OPERATIONS EVEN YEARS – 110-830**

*Operation of a fully integrated employment and training service delivery system.*

**FINANCIAL**

		Fund 110 Dept 830	2016 Actual	2017 Original	2017 Projected	2018 Budget
341	40	TECHNICAL SERVICE CONT.	\$0	\$0	\$65,000	\$65,000
		FEES AND FINES	\$0	\$0	\$65,000	\$65,000
		<b>REVENUE TOTALS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$65,000</b>	<b>\$65,000</b>
511	3	REG. FULL-TIME EMPLOYEES	\$0	\$0	\$19,000	\$19,000
513	1	SOCIAL SECURITY-EMPLOYER	\$0	\$0	\$1,500	\$1,500
513	2	IMRF - EMPLOYER COST	\$0	\$0	\$1,600	\$1,600
513	4	WORKERS' COMPENSATION INS	\$0	\$0	\$200	\$200
513	5	UNEMPLOYMENT INSURANCE	\$0	\$0	\$150	\$150
513	6	EMPLOYEE HEALTH/LIFE INS	\$0	\$0	\$500	\$500
		PERSONNEL	\$0	\$0	\$22,950	\$22,950
522	1	STATIONERY & PRINTING	\$0	\$0	\$300	\$300
522	2	OFFICE SUPPLIES	\$0	\$0	\$500	\$500
522	3	BOOKS,PERIODICALS & MAN.	\$0	\$0	\$600	\$600
522	4	COPIER SUPPLIES	\$0	\$0	\$300	\$300
522	6	POSTAGE, UPS, FED EXPRESS	\$0	\$0	\$300	\$300
522	44	EQUIPMENT LESS THAN \$5000	\$0	\$0	\$1,800	\$1,800
		COMMODITIES	\$0	\$0	\$3,800	\$3,800
533	7	PROFESSIONAL SERVICES	\$0	\$0	\$4,000	\$4,000
533	12	JOB-REQUIRED TRAVEL EXP	\$0	\$0	\$200	\$200
533	29	COMPUTER/INF TCH SERVICES	\$0	\$0	\$8,500	\$8,050
533	87	INDIRECT COSTS / OVERHEAD	\$0	\$0	\$8,500	\$8,500
		SERVICES	\$0	\$0	\$21,200	\$20,750
544	33	OFFICE EQUIPMENT & FURNIS	\$0	\$0	\$17,500	\$17,500
		CAPITAL	\$0	\$0	\$17,500	\$17,500
		<b>EXPENDITURE TOTALS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$65,450</b>	<b>\$65,000</b>

*WIOA One-Stop Operations Odd Years*

**WIOA ONE-STOP OPERATIONS ODD YEARS – 110-831**

*Operation of a fully integrated employment and training service delivery system.*

**FINANCIAL**

		<b>Fund 110 Dept 831</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
341	40	TECHNICAL SERVICE CONT.	\$0	\$0	\$0	\$65,000
		FEES AND FINES	\$0	\$0	\$0	\$65,000
		<b>REVENUE TOTALS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$65,000</b>
511	3	REG. FULL-TIME EMPLOYEES	\$0	\$0	\$0	\$19,000
513	1	SOCIAL SECURITY-EMPLOYER	\$0	\$0	\$0	\$1,500
513	2	IMRF - EMPLOYER COST	\$0	\$0	\$0	\$1,600
513	4	WORKERS' COMPENSATION INS	\$0	\$0	\$0	\$200
513	5	UNEMPLOYMENT INSURANCE	\$0	\$0	\$0	\$150
513	6	EMPLOYEE HEALTH/LIFE INS	\$0	\$0	\$0	\$500
		PERSONNEL	\$0	\$0	\$0	\$22,950
522	1	STATIONERY & PRINTING	\$0	\$0	\$0	\$300
522	2	OFFICE SUPPLIES	\$0	\$0	\$0	\$500
522	3	BOOKS,PERIODICALS & MAN.	\$0	\$0	\$0	\$600
522	4	COPIER SUPPLIES	\$0	\$0	\$0	\$300
522	6	POSTAGE, UPS, FED EXPRESS	\$0	\$0	\$0	\$300
522	44	EQUIPMENT LESS THAN \$5000	\$0	\$0	\$0	\$1,800
		COMMODITIES	\$0	\$0	\$0	\$3,800
533	7	PROFESSIONAL SERVICES	\$0	\$0	\$0	\$4,000
533	12	JOB-REQUIRED TRAVEL EXP	\$0	\$0	\$0	\$200
533	29	COMPUTER/INF TCH SERVICES	\$0	\$0	\$0	\$8,050
533	87	INDIRECT COSTS / OVERHEAD	\$0	\$0	\$0	\$8,500
		SERVICES	\$0	\$0	\$0	\$20,750
544	33	OFFICE EQUIPMENT & FURNIS	\$0	\$0	\$0	\$17,500
		CAPITAL	\$0	\$0	\$0	\$17,500
		<b>EXPENDITURE TOTALS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$65,000</b>

# RPC - ECONOMIC DEVELOPMENT

## Fund 475

### MISSION STATEMENT

Promote and facilitate economic development initiatives in Champaign County and within East Central Illinois.

### BUDGET HIGHLIGHTS

The Regional Planning Commission's revolving loan fund is restricted to commercial lending with a proportionate job creation requirement. With improving economic conditions, it is expected that associated loan demand for the creation or expansion of businesses will occur in FY18. Economic development staff will continue to seek opportunities to leverage private funds with revolving loan funds for business development and associated job creation in Champaign County. Staff will continue to develop strategies for improved business plan and credit analyses, enhanced debt/equity investment decisions, identification of adequate collateral position, and appropriate collection efforts.

### FINANCIAL

Fund 475 Summary			2016 Actual	2017 Original	2017 Projected	2018 Budget
331	16	HUD-H.O.M.E. INV PRTRNSHP	\$0	\$50,000	\$0	\$0
331	30	HHS-COMM SERV BLOCK GRANT	\$0	\$65,000	\$0	\$0
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$0	\$115,000	\$0	\$0
361	10	INVESTMENT INTEREST	\$5,968	\$11,000	\$15,000	\$15,000
361	20	INTEREST ON LOANS	\$80,480	\$121,000	\$65,000	\$95,000
		MISCELLANEOUS	\$86,448	\$132,000	\$80,000	\$110,000
371	4	FROM HEAD START FUND 104	\$0	\$1,380,000	\$1,400,000	\$0
		INTERFUND REVENUE	\$0	\$1,380,000	\$1,400,000	\$0
		<b>REVENUE TOTALS</b>	<b>\$86,448</b>	<b>\$1,627,000</b>	<b>\$1,480,000</b>	<b>\$110,000</b>
567	2	BAD DEBT EXPENSE	\$77,412	\$340,000	\$287,100	\$140,000
		NON CASH EXPENSES	\$77,412	\$340,000	\$287,100	\$140,000
571	75	TO REG PLAN COMM FUND 075	\$91,741	\$120,000	\$97,350	\$122,000
		INTERFUND EXPENDITURE	\$91,741	\$120,000	\$97,350	\$122,000
		<b>EXPENDITURE TOTALS</b>	<b>\$169,153</b>	<b>\$460,000</b>	<b>\$384,450</b>	<b>\$262,000</b>

### FUND BALANCE

FY2016 Actual	FY2017 Projected	FY2018 Budgeted
\$6,376,037	\$7,471,587	\$7,319,587



A slight decrease in the restricted fund balance is expected in FY18 consistent with the State's continued suspension of the CSBG revolving loan fund program and loan payoffs. The revolving loan fund balance is restricted to short and long term commercial, public benefit, and housing rehabilitation lending with a corresponding job creation element.

## **ALIGNMENT TO STRATEGIC PLAN**

The Regional Planning Commission's commercial and public sector loan programs and economic development initiatives seek to improve quality of life for individuals and communities in East Central Illinois. The Regional Planning Commission is committed to ethically responsible services to its clients and partners. The Regional Planning Commission maintains a robust loan portfolio that complies with all federal and state requirements and advances economic opportunity in our area.

## **DESCRIPTION**

To provide effective financial management of the revolving loan portfolio, advance regional economic development initiatives, foster client collaboration with business plan development, credit analyses, financing decisions, and economic impact analyses.

## **OBJECTIVES**

1. Facilitate regional planning and economic development initiatives and secure funding appropriate to advance these activities.
2. Ensure comprehensive service delivery to all clients and fulfill stated objectives of grant award.
3. Ensure full cost recovery through due diligence in the management of the revolving loan portfolio.
4. Develop strategic plans for future initiatives and develop methods for implementation and resource access.
5. Provide meaningful staff support to oversight boards.

## **PERFORMANCE INDICATORS**

<b>Indicator</b>	<b>2016 Actual</b>	<b>2017 Projected</b>	<b>2018 Budgeted</b>
Number of Champaign County Community Development Corporation loans/equity investments executed	3	3	3
Overall Champaign County Community Development Corporation portfolio default rate	8%	9%	9%
Number of Community Development Assistance Program loans executed	1	1	1
Overall Community Development Assistance Program portfolio default rate	10%	10%	10%
Number of Community Services Block Grant loans executed	0	0	0
Overall Community Services Block Grant portfolio default rate	6%	6%	6%

*CSBG Pass-Through Loans*

<b><i>ECONOMIC DEVELOPMENT FUND – CSBG PASS-THROUGH LOANS – 475-723</i></b>
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<b><i>FINANCIAL</i></b>
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		Fund 475    Dept 723	2016 Actual	2017 Original	2017 Projected	2018 Budget
361	20	INTEREST ON LOANS	\$210	\$1,000	\$500	\$500
		MISCELLANEOUS	\$210	\$1,000	\$500	\$500
		<b>REVENUE TOTALS</b>	<b>\$210</b>	<b>\$1,000</b>	<b>\$500</b>	<b>\$500</b>
571	75	TO REG PLAN COMM FUND 075	\$250	\$1,000	\$500	\$500
		INTERFUND EXPENDITURE	\$250	\$1,000	\$500	\$500
		<b>EXPENDITURE TOTALS</b>	<b>\$250</b>	<b>\$1,000</b>	<b>\$500</b>	<b>\$500</b>

*CSBG ARRA Revolving Loan Fund*

<b><i>ECONOMIC DEVELOPMENT FUND – CSBG ARRA REVOLVING LOAN FUND – 475-757</i></b>
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<b><i>FINANCIAL</i></b>
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		<b>Fund 475    Dept 757</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
361	20	INTEREST ON LOANS	\$2,791	\$10,000	\$4,500	\$4,500
		MISCELLANEOUS	\$2,791	\$10,000	\$4,500	\$4,500
		<b>REVENUE TOTALS</b>	<b>\$2,791</b>	<b>\$10,000</b>	<b>\$4,500</b>	<b>\$4,500</b>
567	2	BAD DEBT EXPENSE	\$50,000	\$0	\$0	\$20,000
		NON CASH EXPENSES	\$50,000	\$0	\$0	\$20,000
571	75	TO REG PLAN COMM FUND 075	\$2,791	\$10,000	\$1,500	\$1,500
		INTERFUND EXPENDITURE	\$2,791	\$10,000	\$1,500	\$1,500
		<b>EXPENDITURE TOTALS</b>	<b>\$52,791</b>	<b>\$10,000</b>	<b>\$1,500</b>	<b>\$21,500</b>

*CSBG New Economic Development Awards*

<b><i>ECONOMIC DEVELOPMENT FUND – CSBG NEW ECONOMIC DEVELOPMENT AWARDS – 475-759</i></b>
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<b><i>FINANCIAL</i></b>
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		<b>Fund 475    Dept 759</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
331	30	HHS-COMM SERV BLOCK GRANT	\$0	\$65,000	\$0	\$0
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$0	\$65,000	\$0	\$0
361	10	INVESTMENT INTEREST	\$1,492	\$1,000	\$5,000	\$5,000
361	20	INTEREST ON LOANS	\$16,305	\$50,000	\$10,000	\$10,000
		MISCELLANEOUS	\$17,797	\$51,000	\$15,000	\$15,000
		<b>REVENUE TOTALS</b>	<b>\$17,797</b>	<b>\$116,000</b>	<b>\$15,000</b>	<b>\$15,000</b>
567	2	BAD DEBT EXPENSE	\$0	\$50,000	\$25,000	\$25,000
		NON CASH EXPENSES	\$0	\$50,000	\$25,000	\$25,000
571	75	TO REG PLAN COMM FUND 075	\$18,332	\$34,000	\$8,000	\$8,000
		INTERFUND EXPENDITURE	\$18,332	\$34,000	\$8,000	\$8,000
		<b>EXPENDITURE TOTALS</b>	<b>\$18,332</b>	<b>\$84,000</b>	<b>\$33,000</b>	<b>\$33,000</b>

*CSBG Permanent Generation Economic Development Loans*

<b><i>ECONOMIC DEVELOPMENT FUND – CSBG PERMANENT GENERATION ECONOMIC DEVELOPMENT LOANS – 475-776</i></b>
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<b><i>FINANCIAL</i></b>
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		<b>Fund 475    Dept 776</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
361	10	INVESTMENT INTEREST	\$2,984	\$5,000	\$7,000	\$7,000
361	20	INTEREST ON LOANS	\$61,174	\$50,000	\$40,000	\$50,000
		MISCELLANEOUS	\$64,158	\$55,000	\$47,000	\$57,000
		<b>REVENUE TOTALS</b>	<b>\$64,158</b>	<b>\$55,000</b>	<b>\$47,000</b>	<b>\$57,000</b>
567	2	BAD DEBT EXPENSE	\$8,345	\$190,000	\$187,100	\$20,000
		NON CASH EXPENSES	\$8,345	\$190,000	\$187,100	\$20,000
571	75	TO REG PLAN COMM FUND 075	\$30,143	\$50,000	\$57,350	\$57,000
		INTERFUND EXPENDITURE	\$30,143	\$50,000	\$57,350	\$57,000
		<b>EXPENDITURE TOTALS</b>	<b>\$38,488</b>	<b>\$240,000</b>	<b>\$244,450</b>	<b>\$77,000</b>

*County Rehabilitation Revolving Loan Administration*

<b><i>ECONOMIC DEVELOPMENT FUND – COUNTY REHABILITATION REVOLVING LOAN ADMINISTRATION – 475-784</i></b>
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<b><i>FINANCIAL</i></b>
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		Fund 475    Dept 784	2016 Actual	2017 Original	2017 Projected	2018 Budget
361	10	INVESTMENT INTEREST	\$1,492	\$5,000	\$2,500	\$2,500
361	20	INTEREST ON LOANS	\$0	\$10,000	\$0	\$0
		MISCELLANEOUS	\$1,492	\$15,000	\$2,500	\$2,500
		<b>REVENUE TOTALS</b>	<b>\$1,492</b>	<b>\$15,000</b>	<b>\$2,500</b>	<b>\$2,500</b>
567	2	BAD DEBT EXPENSE	\$0	\$50,000	\$25,000	\$25,000
		NON CASH EXPENSES	\$0	\$50,000	\$25,000	\$25,000
571	75	TO REG PLAN COMM FUND 075	\$40,225	\$25,000	\$20,000	\$25,000
		INTERFUND EXPENDITURE	\$40,225	\$25,000	\$20,000	\$25,000
		<b>EXPENDITURE TOTALS</b>	<b>\$40,225</b>	<b>\$75,000</b>	<b>\$45,000</b>	<b>\$50,000</b>

*Facilities Loan Program*

<b><i>ECONOMIC DEVELOPMENT FUND – FACILITIES LOAN PROGRAM – 475-797</i></b>
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<b><i>FINANCIAL</i></b>
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		Fund 475    Dept 797	2016 Actual	2017 Original	2017 Projected	2018 Budget
361	10	INVESTMENT INTEREST	\$0	\$0	\$500	\$500
361	20	INTEREST ON LOANS	\$0	\$0	\$10,000	\$30,000
		MISCELLANEOUS	\$0	\$0	\$10,500	\$30,500
371	4	FROM HEAD START FUND 104	\$0	\$1,380,000	\$1,400,000	\$0
		INTERFUND REVENUE	\$0	\$1,380,000	\$1,400,000	\$0
		<b>REVENUE TOTALS</b>	<b>\$0</b>	<b>\$1,380,000</b>	<b>\$1,410,500</b>	<b>\$30,500</b>
571	75	TO REG PLAN COMM FUND 075	\$0	\$0	\$10,000	\$30,000
		INTERFUND EXPENDITURE	\$0	\$0	\$10,000	\$30,000
		<b>EXPENDITURE TOTALS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$10,000</b>	<b>\$30,000</b>

*HOME Program Loans*

***ECONOMIC DEVELOPMENT FUND – HOME LOANS – 475-860***

***FINANCIAL***

Fund 475 Dept 860			2016 Actual	2017 Original	2017 Projected	2018 Budget
331	16	HUD-H.O.M.E. INV PRTNRSHP	\$0	\$50,000	\$0	\$0
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$0	\$50,000	\$0	\$0
		<b>REVENUE TOTALS</b>	<b>\$0</b>	<b>\$50,000</b>	<b>\$0</b>	<b>\$0</b>
567	2	BAD DEBT EXPENSE	\$19,067	\$50,000	\$50,000	\$50,000
		NON CASH EXPENSES	\$19,067	\$50,000	\$50,000	\$50,000
		<b>EXPENDITURE TOTALS</b>	<b>\$19,067</b>	<b>\$50,000</b>	<b>\$50,000</b>	<b>\$50,000</b>



# RPC-USDA REVOLVING LOANS

## Fund 474

### MISSION STATEMENT

Promote and facilitate economic development initiatives by administering loans in rural areas with a population of less than 25,000 in Champaign County and the East Central Illinois region. The purpose of the USDA Intermediary Revolving Loan Program (IRP) is to alleviate poverty and increase economic activity and employment in rural communities. Under the IRP program, loans are provided to local organizations (intermediaries) for the establishment of revolving loan funds. These revolving loan funds are used to assist with financing business and economic development activity to create or retain jobs in disadvantaged and remote communities. Intermediaries work in partnership with the Regional Planning Commission to leverage public and private resources and to advance complementary economic and community development initiatives.

### FINANCIAL

Fund 474 Summary			2016 Actual	2017 Original	2017 Projected	2018 Budget
331	13	USDA INTMD RELENDING PROG	\$393,750	\$195,000	\$195,000	\$195,000
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$393,750	\$195,000	\$195,000	\$195,000
361	10	INVESTMENT INTEREST	\$24	\$0	\$0	\$0
361	20	INTEREST ON LOANS	\$20,242	\$5,000	\$15,000	\$15,000
		MISCELLANEOUS	\$20,266	\$5,000	\$15,000	\$15,000
REVENUE TOTALS			\$414,016	\$200,000	\$210,000	\$210,000
534	3	REMIT LOAN PAYMENTS	\$31,838	\$55,000	\$50,000	\$50,000
		SERVICES	\$31,838	\$55,000	\$50,000	\$50,000
571	75	TO REG PLAN COMM FUND 075	\$1,694	\$2,500	\$2,500	\$3,500
		INTERFUND EXPENDITURE	\$1,694	\$2,500	\$2,500	\$3,500
EXPENDITURE TOTALS			\$33,532	\$57,500	\$52,500	\$53,500

### FUND BALANCE

FY2016 Actual	FY2017 Projected	FY2018 Budgeted
\$959,614	\$1,117,114	\$1,273,614

The restricted fund balance will increase slightly in FY18. The FY18 fund balance includes all USDA-required local matching funds that will be proportionately disbursed along with USDA funds.

### ALIGNMENT TO STRATEGIC PLAN

The Intermediary Revolving Loan Program (IRP) and associated public/private economic development initiatives seek to improve quality of life on individual and community levels.

## **ANALYSIS**

### **OPERATIONS ANALYSIS**

The USDA Revolving Loan Fund is a recent addition to RPC's loan programs and accommodates revolving loan activity including disbursement of new loans, receipt of principal and interest payments, investment interest, and transfers to the operating fund for qualified administrative expenses. In FY18, the RPC hopes to disburse over \$200,000 in economic development and rehabilitation loans to qualified businesses and organizations. The USDA Revolving Loan Fund is projected to experience sustained growth and cash flow will remain healthy. The requirement for issuing these loans in rural communities of populations less than 25,000 will further advance economic development in a six-county region in East Central Illinois. This initiative will enhance and expand our economic development initiatives on a regional basis. Loans receivable will likely exceed \$100,000.

### **REVENUE ANALYSIS**

Revenue growth is contingent upon generating new loan activity to businesses and communities in East Central Illinois, receipt of additional capitalization with the award of Phase II USDA IRP funds, and the full repayment of existing revolving loans funds.

### **EXPENDITURE ANALYSIS**

Expenditures in the USDA Revolving Loan Fund reflect transfers to the operating fund for administrative expenses related to management of the revolving loan fund, loan loss reserve for potential non-performing loans, annual loan re-payments to USDA, and disbursement of loan funds. Administrative expenses are limited to 2% of the average outstanding ultimate recipient loan balance per year.

## **DESCRIPTION**

The Regional Planning Commission seeks to provide effective financial management of the revolving loan portfolio, facilitate countywide and regional economic development initiatives, establish client collaboration to develop business plans, analyze business credit and economic impact, and recommend financing decisions.

## **OBJECTIVES**

1. Facilitate regional planning and economic development initiatives in rural communities by providing loans.
2. Ensure comprehensive loan service delivery to all clients and fulfill stated objectives of loan program.
3. Ensure full cost recovery through due diligence in the management of the revolving loan portfolio.
4. Develop strategic plans for future initiatives and develop methods for implementation and resource access.
5. Provide meaningful staff support to loan committee.

## **PERFORMANCE INDICATORS**

1. Successfully close at least two USDA Intermediary Relending Program (IRP) loan while maintaining an overall portfolio default rate of less than 2%.
2. Promote loan services in the six county area.
3. Maintain an active loan review committee.
4. Complete reporting requirements with each loan, quarterly and annual reports.

*USDA Economic Development Fund*

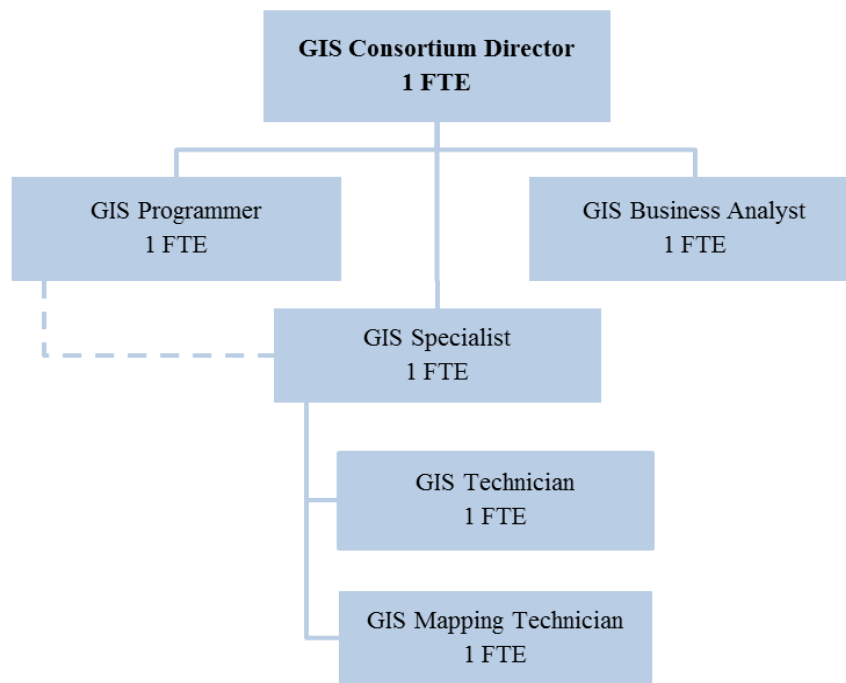
***RPC-USDA ECONOMIC DEVELOPMENT FUND 474-785***

***FINANCIAL***

		<b>Fund 474    Dept 785</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
331	13	USDA INTMD RELENDING PROG	\$393,750	\$195,000	\$195,000	\$195,000
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$393,750	\$195,000	\$195,000	\$195,000
361	10	INVESTMENT INTEREST	\$24	\$0	\$0	\$0
361	20	INTEREST ON LOANS	\$20,242	\$5,000	\$15,000	\$15,000
		MISCELLANEOUS	\$20,266	\$5,000	\$15,000	\$15,000
		<b>REVENUE TOTALS</b>	<b>\$414,016</b>	<b>\$200,000</b>	<b>\$210,000</b>	<b>\$210,000</b>
534	3	REMIT LOAN PAYMENTS	\$31,838	\$55,000	\$50,000	\$50,000
		SERVICES	\$31,838	\$55,000	\$50,000	\$50,000
571	75	TO REG PLAN COMM FUND 075	\$1,694	\$2,500	\$2,500	\$3,500
		INTERFUND EXPENDITURE	\$1,694	\$2,500	\$2,500	\$3,500
		<b>EXPENDITURE TOTALS</b>	<b>\$33,532</b>	<b>\$57,500</b>	<b>\$52,500</b>	<b>\$53,500</b>

## GIS CONSORTIUM

### Fund 850-000



Geographic Information System (GIS) Consortium positions: 6 FTE

The organizational chart is based on the workflow within the hierarchy of the GIS Consortium staff. All staff report to the GIS Consortium Director, the GIS Specialist receives some work from the GIS Programmer, and the GIS Technician and the GIS Mapping Technician receive the majority of their work from the GIS Specialist.

### ***MISSION STATEMENT***

Under the direction of the Policy Committee, and guided by member agency representatives, the Champaign County GIS Consortium provides member agencies and County residents with high quality regional GIS data and services that improve cooperation, cohesiveness, and efficiency within and among agencies.

### ***BUDGET HIGHLIGHTS***

The GIS Consortium Joint Venture continues to increase the delivery of high quality services while maintaining stable staff levels and requesting minimal membership increases. The Consortium continuously works to integrate new technologies and procedures that increase efficiencies of staff, member agencies, and external users. Current projects include migration of parcel data into the ESRI Parcel Fabric. The Parcel Fabric is an updated data model that provides additional capabilities such as the tracking of parcel history and storage of coordinate geometry. The centralized address database continues to relieve the burden of address validation and collection placed on other County departments. In addition, the address database along with the maintained taxing district and jurisdictional board layers, allowed the Consortium to work with the County Clerk's office to develop a script that regularly determines the election codes for each address/PIN within Champaign County. On-line maps are used to distribute GIS data to the county offices,

general public, and member agencies. County departments have customized access to one-stop, on-line applications that delivers information needed to perform day-to-day operations more effectively and efficiently.

The Consortium seeks and maintains collaborative ventures that provide greater benefits to the County and its constituency from a service and financial perspective. The Consortium's collaboration with METCAD, the primary dispatch center for Champaign County, continues to drive the use of county-wide addressing standards and the centralized address database. Collaborations with Emergency Management Agency are helping to ensure a GIS data and mapping presence during emergency events and training exercises. Utilizing GIS during emergency events provides decision makers access to more information in a short amount of time.

In FY2017, it was anticipated that a 2.5% membership increase would be requested in FY2018. This increase will cover the 2% personnel increase of which 0.5% is allocated by merit, rising health care costs, and off-site server failover and back-up initiatives.

Due to the anticipated increase in capital/technology expenses for cloud based backups and failover, capital and technology expenditures were kept to a minimum in FY2016. This was a contributing factor to the nearly \$25,000 of excess revenue realized in the FY2016 budget. In FY2018, these funds will be shifted to the Capital and Technology budget (850-112) to cover the long-term increases of cloud-based solutions. As a result, expenditures will exceed revenues in the FY2018 budget.

## FINANCIAL

Fund 850 Summary			2016 Actual	2017 Original	2017 Projected	2018 Budget
336	1	CHAMPAIGN CITY	\$60,504	\$67,861	\$67,861	\$69,383
336	2	URBANA CITY	\$34,485	\$38,652	\$38,652	\$39,506
336	3	VILLAGE OF RANTOUL	\$22,318	\$24,393	\$24,393	\$24,773
336	6	UNIVERSITY OF ILLINOIS	\$30,595	\$34,375	\$34,375	\$35,159
336	9	CHAMPAIGN COUNTY	\$267,280	\$289,808	\$289,808	\$296,628
336	10	PIATT COUNTY	\$0	\$60,000	\$31,000	\$0
336	14	VILLAGE OF SAVOY	\$12,278	\$13,667	\$13,667	\$13,952
336	16	VILLAGE OF MAHOMET	\$12,919	\$14,303	\$14,303	\$14,588
337	21	LOCAL GOVT REIMBURSEMENT	\$14,200	\$14,200	\$15,700	\$15,700
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$454,579	\$557,259	\$529,759	\$509,689
341	40	TECHNICAL SERVICE CONT.	\$44,562	\$57,000	\$54,000	\$57,000
		FEES AND FINES	\$44,562	\$57,000	\$54,000	\$57,000
361	10	INVESTMENT INTEREST	\$401	\$200	\$750	\$750
369	85	SALE OF MAPS, DATA	\$11,720	\$13,500	\$10,000	\$13,500
		MISCELLANEOUS	\$12,121	\$13,700	\$10,750	\$14,250
385	19	FROM GEO INFO SYS 111/112	\$4,140	\$58,000	\$58,000	\$84,500
		INTERFUND REVENUE	\$4,140	\$58,000	\$58,000	\$84,500
		<b>REVENUE TOTALS</b>	<b>\$515,402</b>	<b>\$685,959</b>	<b>\$652,509</b>	<b>\$665,439</b>
511	3	REG. FULL-TIME EMPLOYEES	\$310,826	\$317,982	\$321,000	\$328,295
FY2018 Budget		548	GIS Consortium			
Champaign County, Illinois			Fund 850-000			

Fund 850 Summary			2016 Actual	2017 Original	2017 Projected	2018 Budget
513	1	SOCIAL SECURITY-EMPLOYER	\$23,075	\$24,326	\$24,326	\$25,115
513	2	IMRF - EMPLOYER COST	\$25,981	\$26,870	\$26,870	\$27,052
513	4	WORKERS' COMPENSATION INS	\$1,710	\$1,749	\$1,749	\$1,807
513	5	UNEMPLOYMENT INSURANCE	\$2,449	\$2,450	\$2,450	\$1,486
513	6	EMPLOYEE HEALTH/LIFE INS PERSONNEL	\$37,649 \$401,690	\$58,578 \$431,955	\$46,500 \$422,895	\$63,295 \$447,050
522	1	STATIONERY & PRINTING	\$176	\$300	\$200	\$200
522	2	OFFICE SUPPLIES	\$1,171	\$4,000	\$3,000	\$2,500
522	3	BOOKS,PERIODICALS & MAN.	\$0	\$200	\$200	\$200
522	4	COPIER SUPPLIES	\$228	\$600	\$500	\$475
522	6	POSTAGE, UPS, FED EXPRESS	\$0	\$300	\$300	\$200
522	15	GASOLINE & OIL	\$0	\$200	\$200	\$200
522	44	EQUIPMENT LESS THAN \$5000 COMMODITIES	\$15,816 \$17,391	\$11,250 \$16,850	\$11,500 \$15,900	\$16,500 \$20,275
533	1	AUDIT & ACCOUNTING SERVCS	\$8,014	\$11,200	\$11,000	\$11,200
533	3	ATTORNEY/LEGAL SERVICES	\$0	\$500	\$0	\$350
533	7	PROFESSIONAL SERVICES	\$350	\$154,000	\$109,000	\$1,750
533	12	JOB-REQUIRED TRAVEL EXP	\$338	\$750	\$750	\$500
533	28	UTILITIES	\$1,829	\$2,250	\$1,900	\$2,250
533	29	COMPUTER/INF TCH SERVICES	\$4,173	\$5,000	\$5,000	\$5,000
533	33	TELEPHONE SERVICE	\$492	\$500	\$700	\$700
533	42	EQUIPMENT MAINTENANCE	\$37,638	\$37,625	\$38,000	\$40,775
533	50	FACILITY/OFFICE RENTALS	\$0	\$0	\$4,100	\$4,500
533	51	EQUIPMENT RENTALS	\$0	\$200	\$200	\$200
533	52	OTHER SERVICE BY CONTRACT	\$0	\$200	\$200	\$200
533	70	LEGAL NOTICES,ADVERTISING	\$0	\$500	\$250	\$200
533	84	BUSINESS MEALS/EXPENSES	\$0	\$200	\$200	\$200
533	85	PHOTOCOPY SERVICES	\$0	\$200	\$200	\$200
533	92	CONTRIBUTIONS & GRANTS	\$250	\$0	\$0	\$0
533	93	DUES AND LICENSES	\$505	\$1,000	\$1,000	\$1,000
533	95	CONFERENCES & TRAINING	\$4,146	\$3,000	\$3,000	\$3,000
534	37	FINANCE CHARGES,BANK FEES	\$60	\$60	\$60	\$60
534	59	JANITORIAL SERVICES	\$995	\$1,300	\$1,100	\$1,300
534	70	BROOKNS BLDG REPAIR-MAINT SERVICES	\$317 \$59,107	\$0 \$218,485	\$0 \$176,660	\$0 \$73,385
544	33	OFFICE EQUIPMENT & FURNIS CAPITAL	\$0 \$0	\$10,625 \$10,625	\$0 \$0	\$28,975 \$28,975
571	80	TO GENERAL CORP FUND 080	\$3,581	\$10,000	\$5,900	\$4,500
573	18	TO GIS DEPTS 111/112	\$4,140	\$58,500	\$58,000	\$84,500
		INTERFUND EXPENDITURE	\$7,721	\$68,500	\$63,900	\$89,000
EXPENDITURE TOTALS			\$485,909	\$746,415	\$679,355	\$658,685

## **FUND BALANCE**

<b>FY2016 Actual</b>	<b>FY2017 Projected</b>	<b>FY2018 Budgeted</b>
\$303,689	\$276,843	\$283,597

The variability of the Consortium fund balance is primarily the result of the acquisition of aerial photography every 3 years. Member agencies make an annual aerial contribution equal to 1/3 of their share of the total cost, and the full expenditure is budgeted in the third year – which was FY2017. This practice explains the primary reason for the fund balance increase in FY2016, decrease in FY2017 and anticipated increase in FY2018.

Excluding the aerial contributions and the shift of \$25,000 to the Capital and Technology budget, the FY2018 fund balance is anticipated to be \$283,520. This is above the GIS Consortium fund balance goal of 25% of the annual operating budget.

## **FULL TIME EMPLOYEE HISTORY**

<b>FY2014</b>	<b>FY2015</b>	<b>FY2016</b>	<b>FY2017</b>	<b>FY2018</b>
6	6	6	6	6

## **ALIGNMENT TO STRATEGIC PLAN**

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

- Promotes inter-governmental and intra-governmental cooperation and coordination through the creation, distribution, and development of GIS data and services.
- Distributes policies, archived meeting packets, and financial statements to the public through the Consortium's website.
- Improves access to land management data through web maps and services.

*County Board Goal 3 –Champaign County promotes a safe, just and healthy community*

- Maintains a central repository for a variety county-wide GIS data including street centerlines and address points that are utilized by METCAD, the Sheriff, and the Emergency Management Agency.

## **DESCRIPTION**

The Champaign County GIS Consortium (CCGISC) was formed in September 2002 in order to secure the benefits of data collection and analysis at a county-wide level and to share the cost of implementation, maintenance, and data acquisition. Currently, there are seven members of the CCGISC: Champaign County, City of Champaign, City of Urbana, Village of Rantoul, Village of Mahomet, Village of Savoy, and the University of Illinois. Three other entities within Champaign County participate in the consortium as Principal Data Clients: the Champaign-Urbana Mass Transit District (CUMTD), the Champaign-Urbana Public Health District (CUPHD), and the Urbana-Champaign Sanitary District (UCSD). Participation is open to both public and private sector organization.

Champaign County is the lead agency of the Consortium.

## OBJECTIVES

1. Develop and maintain an accurate and reliable GIS
2. Distribute GIS data to member agencies and the public (*interactive web-based maps*)
3. Coordinate orthophotography acquisition: issue RFP, administrate contract and distribute end product
4. Implement long-term and short-term goals of CCGISC member agencies
5. Develop annual work report and plan outlining current and future GIS projects
6. Maintain and improve interagency communication and interaction
7. Act as a data GIS clearinghouse to member agencies
8. Provide GIS technical assistance and support to member agencies
9. Expand GIS technical knowledge base of the CCGISC staff
10. Stay current with hardware and software advances to deliver services more efficiently and effectively
11. Undertake GIS service projects to support and expand local GIS programs in a timely and cost effective manner

## PERFORMANCE INDICATORS

Indicator	FY2016 Actual	FY2017 Projected	FY2018 Budgeted
Number Monetary Contributors	10	10	10
Estimated Number of Annual Interactive Web Map Users and On-line Applications	unknown	38,000	40,000
Number of Collaborative Ventures	1	2	2
Average Number of Weekly Requests to Published Services	unknown	317,000	325,000

The performance indicators 1 and 3 illustrate the on-going stability of the Consortium. Indicators 2 and 4 provide a measure of reliance on Consortium data and services. As mentioned in the Budget Highlights section, the Consortium continuously works to integrate new technologies and procedures that increase efficiencies of staff, member agencies, and external users. Increasing the use of GIS data, analysis, and services continues to improve the effectiveness and efficiencies of operations throughout the County. A few examples are listed below.

- **Coordination and Development of Election Code/Address/PIN analysis**

Utilizing GIS layers, tax code information, and the centralized address database, the Consortium was able to work with the Clerk's office to develop an automated process that runs each month to supply an election code for each address/PIN within the County. This process replaces the historically time-consuming and manual task of determining new election codes when changes to taxing districts and/or political boundaries occur. In addition, it ensures, on an on-going basis, the agreement of various data sources.

- **Champaign County Centralized Relational Address Database (CC-RAD) and Property Locations**

Historically the County Assessment office maintained property locations for each Parcel Identification Number (PIN). With the development of CC-RAD, there is no longer a need for the County Assessment office to maintain this information. Using a program developed by the County IT department, addresses are updated from CC-RAD to the tax system. This ensures the property location addresses in the tax system match the addresses contained in CC-RAD, provided to METCAD, and assigned by the various member agencies. In addition, with the



assistance of the County IT department, sub-addresses for each property are now available in the tax system.

- **Emergency Management Agency (EMA) Situational Awareness On-line Application**

The Consortium developed an on-line situational awareness mapping application for EMA. This application provides a quick overview of an emergency reporting statistics related to impacted populations, hospitals, highways, properties, property types, hazardous facilities, etc. necessary for a high-level assessment of a situation after an emergency. The necessary analysis is performed by the application - GIS skills are not necessary for operation.

# GIS OPERATIONS AND ADMINISTRATION

## Fund 850-111

### FINANCIAL

Fund 850 Dept 111			2016 Actual	2017 Original	2017 Projected	2018 Budget
336	1	CHAMPAIGN CITY	\$60,504	\$61,987	\$61,987	\$63,509
336	2	URBANA CITY	\$34,485	\$35,318	\$35,318	\$36,172
336	3	VILLAGE OF RANTOUL	\$22,318	\$22,964	\$22,964	\$23,344
336	6	UNIVERSITY OF ILLINOIS	\$30,595	\$31,359	\$31,359	\$32,143
336	9	CHAMPAIGN COUNTY	\$267,280	\$273,933	\$273,933	\$280,753
336	14	VILLAGE OF SAVOY	\$12,278	\$12,556	\$12,556	\$12,841
336	16	VILLAGE OF MAHOMET	\$12,919	\$13,192	\$13,192	\$13,477
337	21	LOCAL GOVT REIMBURSEMENT	\$14,200	\$14,200	\$15,700	\$15,700
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$454,579	\$465,509	\$467,009	\$477,939
341	40	TECHNICAL SERVICE CONT.	\$44,562	\$57,000	\$54,000	\$57,000
		FEES AND FINES	\$44,562	\$57,000	\$54,000	\$57,000
361	10	INVESTMENT INTEREST	\$401	\$200	\$750	\$750
369	85	SALE OF MAPS, DATA	\$11,720	\$13,500	\$10,000	\$13,500
		MISCELLANEOUS	\$12,121	\$13,700	\$10,750	\$14,250
<b>REVENUE TOTALS</b>			<b>\$511,262</b>	<b>\$536,209</b>	<b>\$531,759</b>	<b>\$549,189</b>
511	3	REG. FULL-TIME EMPLOYEES	\$310,826	\$317,982	\$321,000	\$328,295
513	1	SOCIAL SECURITY-EMPLOYER	\$23,075	\$24,326	\$24,326	\$25,115
513	2	IMRF - EMPLOYER COST	\$25,981	\$26,870	\$26,870	\$27,052
513	4	WORKERS' COMPENSATION INS	\$1,710	\$1,749	\$1,749	\$1,807
513	5	UNEMPLOYMENT INSURANCE	\$2,449	\$2,450	\$2,450	\$1,486
513	6	EMPLOYEE HEALTH/LIFE INS	\$37,649	\$58,578	\$46,500	\$63,295
		PERSONNEL	\$401,690	\$431,955	\$422,895	\$447,050
522	1	STATIONERY & PRINTING	\$176	\$300	\$200	\$200
522	2	OFFICE SUPPLIES	\$1,171	\$4,000	\$3,000	\$2,500
522	3	BOOKS,PERIODICALS & MAN.	\$0	\$200	\$200	\$200
522	4	COPIER SUPPLIES	\$228	\$600	\$500	\$475
522	6	POSTAGE, UPS, FED EXPRESS	\$0	\$300	\$300	\$200
522	15	GASOLINE & OIL	\$0	\$200	\$200	\$200
522	44	EQUIPMENT LESS THAN \$5000	\$15,816	\$500	\$500	\$500
		COMMODITIES	\$17,391	\$6,100	\$4,900	\$4,275
533	1	AUDIT & ACCOUNTING SERVCS	\$8,014	\$11,200	\$11,000	\$11,200
533	3	ATTORNEY/LEGAL SERVICES	\$0	\$500	\$0	\$350
533	7	PROFESSIONAL SERVICES	\$350	\$1,750	\$2,500	\$1,750
533	12	JOB-REQUIRED TRAVEL EXP	\$338	\$750	\$750	\$500
533	28	UTILITIES	\$1,829	\$2,250	\$1,900	\$2,250

533	29	COMPUTER/INF TCH SERVICES	\$4,173	\$5,000	\$5,000	\$5,000
533	33	TELEPHONE SERVICE	\$492	\$500	\$700	\$700
533	42	EQUIPMENT MAINTENANCE	\$37,638	\$1,000	\$1,000	\$1,250
533	50	FACILITY/OFFICE RENTALS	\$0	\$0	\$4,100	\$4,500
533	51	EQUIPMENT RENTALS	\$0	\$200	\$200	\$200
533	52	OTHER SERVICE BY CONTRACT	\$0	\$200	\$200	\$200
533	70	LEGAL NOTICES,ADVERTISING	\$0	\$500	\$250	\$200
533	84	BUSINESS MEALS/EXPENSES	\$0	\$200	\$200	\$200
533	85	PHOTOCOPY SERVICES	\$0	\$200	\$200	\$200
533	92	CONTRIBUTIONS & GRANTS	\$250	\$0	\$0	\$0
533	93	DUES AND LICENSES	\$505	\$1,000	\$1,000	\$1,000
533	95	CONFERENCES & TRAINING	\$4,146	\$3,000	\$3,000	\$3,000
534	37	FINANCE CHARGES,BANK FEES	\$60	\$60	\$60	\$60
534	59	JANITORIAL SERVICES	\$995	\$1,300	\$1,100	\$1,300
534	70	BROOKNS BLDG REPAIR-MAINT SERVICES	\$317 \$59,107	\$0 \$29,610	\$0 \$33,160	\$0 \$33,860
571	80	TO GENERAL CORP FUND 080	\$3,581	\$10,000	\$5,900	\$4,500
573	18	TO GIS DEPTS 111/112	\$4,140	\$58,500	\$58,000	\$84,500
		INTERFUND EXPENDITURE	\$7,721	\$68,500	\$63,900	\$89,000
		<b>EXPENDITURE TOTALS</b>	<b>\$485,909</b>	<b>\$536,165</b>	<b>\$524,855</b>	<b>\$574,185</b>

# GIS CONSORTIUM – CAPITAL/TECHNOLOGY PURCHASES

## Fund 850-112

### FINANCIAL

Fund 850 Dept 112			2016 Actual	2017 Original	2017 Projected	2018 Budget
385	19	FROM GEO INFO SYS 111/112	\$4,140	\$58,000	\$58,000	\$84,500
		INTERFUND REVENUE	\$4,140	\$58,000	\$58,000	\$84,500
		<b>REVENUE TOTALS</b>	<b>\$4,140</b>	<b>\$58,000</b>	<b>\$58,000</b>	<b>\$84,500</b>
522	44	EQUIPMENT LESS THAN \$5000	\$0	\$10,750	\$11,000	\$16,000
		COMMODITIES	\$0	\$10,750	\$11,000	\$16,000
533	42	EQUIPMENT MAINTENANCE	\$0	\$36,625	\$37,000	\$39,525
		SERVICES	\$0	\$36,625	\$37,000	\$39,525
544	33	OFFICE EQUIPMENT & FURNIS	\$0	\$10,625	\$0	\$28,975
		CAPITAL	\$0	\$10,625	\$0	\$28,975
		<b>EXPENDITURE TOTALS</b>	<b>\$0</b>	<b>\$58,000</b>	<b>\$48,000</b>	<b>\$84,500</b>

# GIS CONSORTIUM – AERIAL PHOTOGRAPHY

## Fund 850-672

### FINANCIAL

Fund 850 Dept 672			2016 Actual	2017 Original	2017 Projected	2018 Budget
336	1	CHAMPAIGN CITY	\$0	\$5,874	\$5,874	\$5,874
336	2	URBANA CITY	\$0	\$3,334	\$3,334	\$3,334
336	3	VILLAGE OF RANTOUL	\$0	\$1,429	\$1,429	\$1,429
336	6	UNIVERSITY OF ILLINOIS	\$0	\$3,016	\$3,016	\$3,016
336	9	CHAMPAIGN COUNTY	\$0	\$15,875	\$15,875	\$15,875
336	10	PIATT COUNTY	\$0	\$60,000	\$31,000	\$0
336	14	VILLAGE OF SAVOY	\$0	\$1,111	\$1,111	\$1,111
336	16	VILLAGE OF MAHOMET	\$0	\$1,111	\$1,111	\$1,111
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$0	\$91,750	\$62,750	\$31,750
<b>REVENUE TOTALS</b>			<b>\$0</b>	<b>\$91,750</b>	<b>\$62,750</b>	<b>\$31,750</b>
533	7	PROFESSIONAL SERVICES	\$0	\$152,250	\$106,500	\$0
		SERVICES	\$0	\$152,250	\$106,500	\$0
<b>EXPENDITURE TOTALS</b>			<b>\$0</b>	<b>\$152,250</b>	<b>\$106,500</b>	<b>\$0</b>

# DEBT MANAGEMENT SUMMARY

## Introduction

The County has issued debt over the last two decades primarily for the rebuilding of its facility infrastructure. Issuance of debt is managed in compliance with the County's Debt Management Policy as documented in the Financial Policies section of the Budget document.

## Debt Rating

Moody's Investor Services completed an updated rating on Champaign County in June 2017. The County has maintained its Aa2 bond rating since 2007; however, the county's rating outlook was adjusted from "No Outlook" to a "Negative Outlook" in FY2017. Moody's tied the change in outlook to the county's Nursing Home and indicated that without material changes to operating revenues or expenditures it was anticipated there would be a further impact to the county's fund balance reserves which would place downward pressure on the rating.

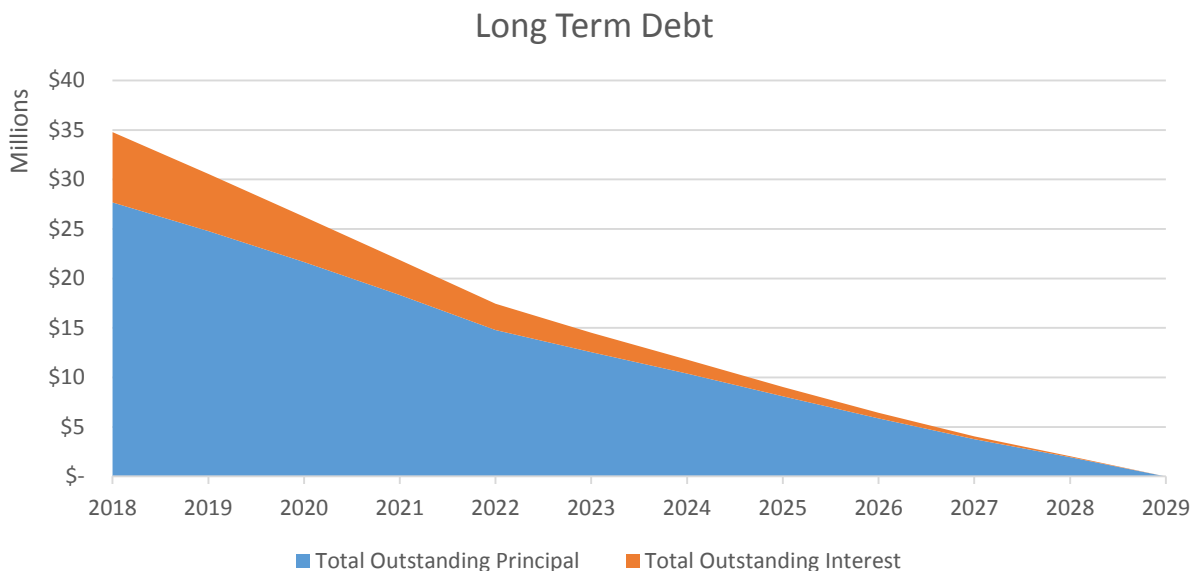
## Recent Activity

In order to achieve more favorable interest rates generating savings to taxpayers, the County recently refunded the following issues:

- In October 2014, \$9.795 million in refunding the 2005 Public Safety Sales Tax Bonds, and
- In November 2015, \$2.535 million in refunding the 2006A Nursing Home Construction Bonds, and
- In November 2016, \$3.775 million in refunding the 2007A Courthouse Exterior Renovation and Clock Tower Restoration.

In FY2016, the County made its final payment for the 2007B Highway Fleet Maintenance Facility construction project.

In FY2017, the County made its final payment for the 2000B Courthouse Facility bonds.



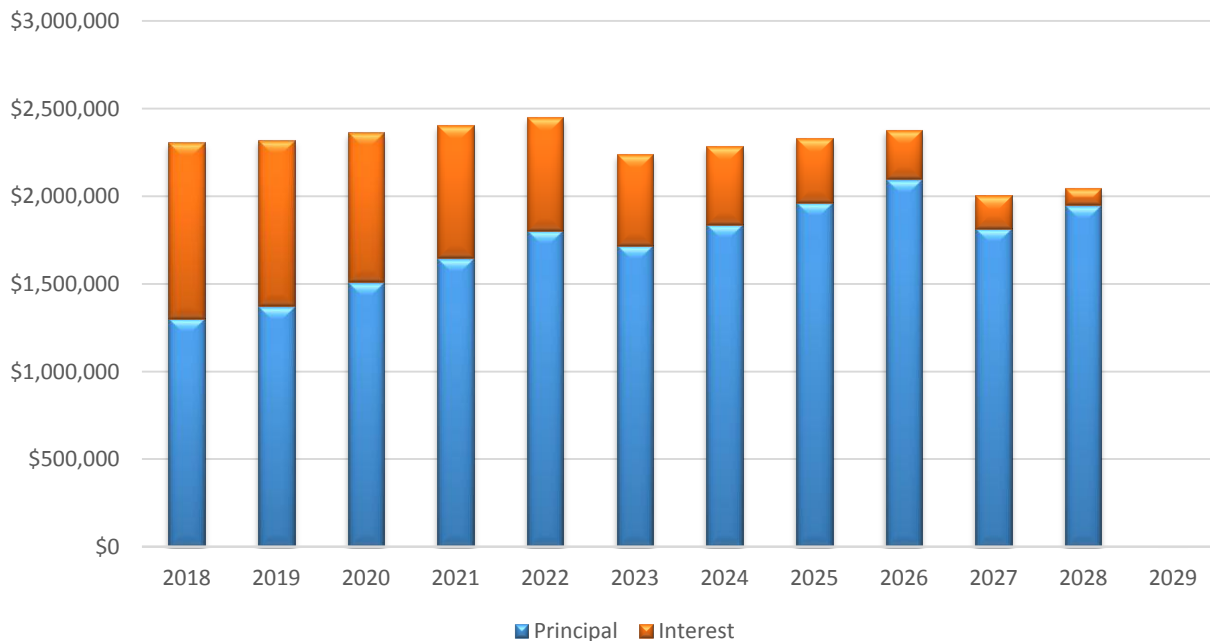
## Outstanding Debt on December 31, 2018

### Payable from Public Safety Sales Tax Alternate Revenue

- Issued in 1999 for the construction and remodeling of the Champaign County Court Facility and for the construction of the Juvenile Detention Center issued for \$23.8 million. Outstanding principal is \$4.85 million.
  - Refunded for \$18.44 million in 2005 for the 1999 issue. Outstanding principal is \$0.
  - Refunded for \$9.795 million in 2014 for the 2005 refunding of the 1999 bond issue. Outstanding principal is \$9.795 million.
- Issued in 2007 for the Courthouse Exterior Renovation and Clock and Bell Tower Restoration project for \$5.955 million. Outstanding principal is \$0.
  - Refunded for \$3.775 million in 2016 for the 2007 issue. Outstanding principal is \$3.085 million.

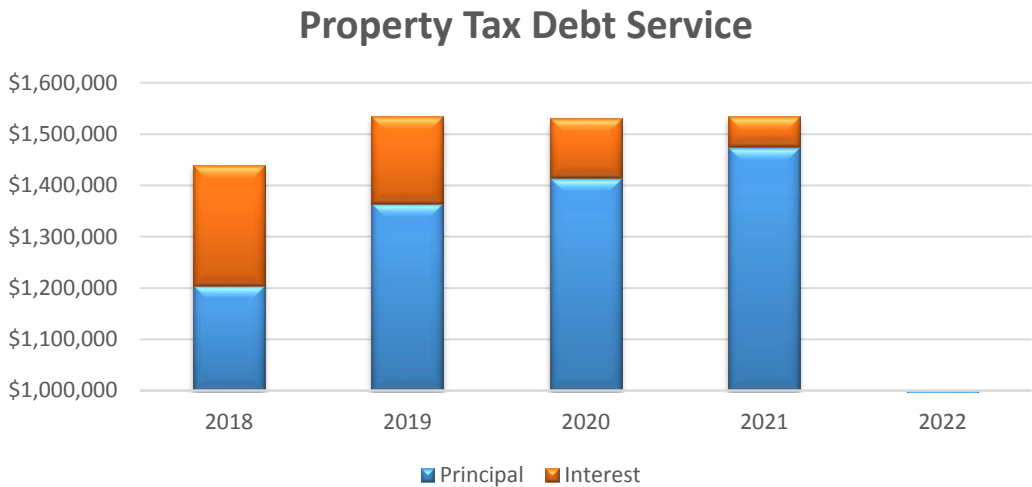
Issue – Public Safety Sales Tax	Amount of issue/refunding (in millions)	Outstanding Principal as of 12/31/2018 (in millions)
1999 Issue	\$23.8	\$4.85
2005 Refunded 1999 Issue	\$18.44	\$0
2014 Refunded 2005 Issue	\$9.795	\$9.795
2007 Issue	\$5.955	\$0
2016 Refunded 2007 Issue	\$3.775	\$3.085
<b>Total Outstanding Principal</b>		<b>\$17.73</b>

### Public Safety Sales Tax Debt Service



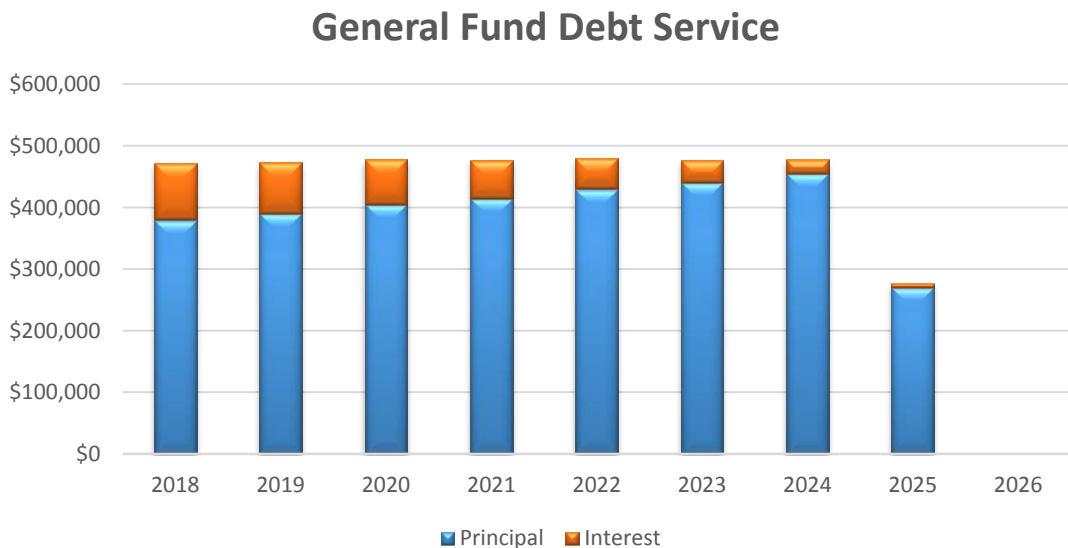
**Payable from Property Tax**

- Issued in 2003 for the construction of a new Champaign County Nursing Home for \$19.9 million. – The principal amount outstanding will be \$0.
  - Refunded for \$7.43 million in 2005 for the 2003 issue. Outstanding principal is \$0.
  - Refunded for \$4.255 million in 2011 for the 2003 issue. Outstanding principal is \$4.255 million.



**Payable from General Sales Tax Alternate Revenue**

- Issued in 2006 for the additional cost required to complete the new Champaign County Nursing construction project for \$4 million. Outstanding principal is \$0.
  - Refunded for \$2.535 million in 2015 for the 2006 bond issue. Outstanding principal is \$1.815 million.
- Issued in 2011 for the 202 Art Bartell Facility housing the Coroner, Physical Plant, and County Clerk Election Storage for \$1.995 million. – Outstanding principal is \$990,000.





The County issued all of the above debt as general obligation bonds to achieve the lowest possible interest rates. However, with the exception of the Nursing Home \$19.9 million Bond and subsequent refunding of that Nursing Home bond issue, all of the debt is repaid with dedicated revenues rather than property taxes.

The bonds for the Courthouse and Juvenile Detention Center projects are repaid with the County’s ¼% Public Safety Sales Tax. The \$4 million bond issue for additional costs to complete the Champaign County Nursing Home is obligated with the County’s 1% county sales tax within the General Corporate Fund. The Nursing Home has repaid the debt through an annual transfer from the Nursing Home Fund to the General Corporate Fund; however, in FY2016 the home was unable to reimburse the county for the principal and second interest payments. The \$1.995 million 202 Art Bartell facility completed in 2011 is backed by the County’s general sales tax revenues.

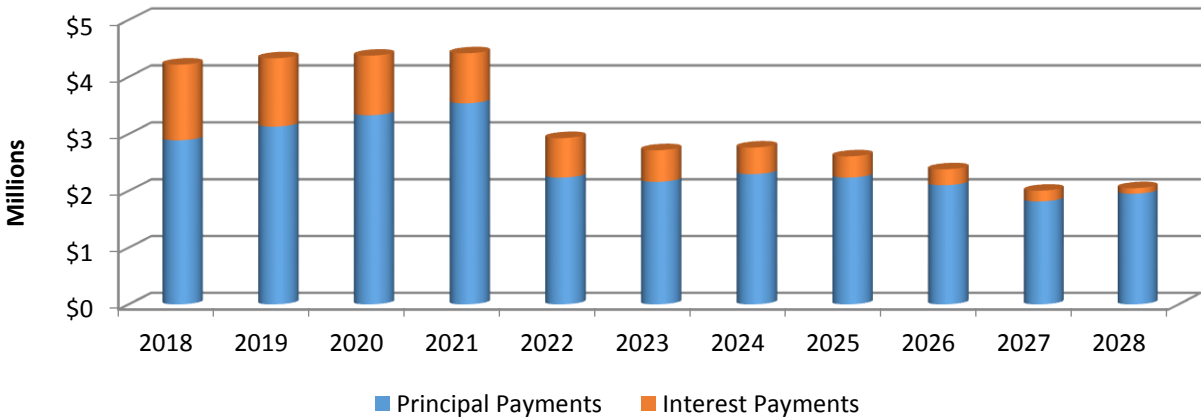
The \$19.9 million issue for the Champaign County Nursing Home, refunded in 2011, is paid with property tax pursuant to referendum approved by the voters of Champaign County in November 2002.

**Debt Financing Plans**

In FY2015 the County contracted with Bailey Edward to conduct a countywide Facility Condition Assessment. Following the assessment, the County Administrator and Facilities Director drafted a Facilities Action Plan which was approved by the Facilities Committee and forwarded to the County Board for approval in October 2016. The plan identified the deferred maintenance needs of the County in addition to developmental projects such as replacement of the County’s Animal Control Facility, garage consolidation, relocation of the downtown Sheriff’s Office and consolidation of its Correctional Facilities. In November 2016 voters were asked to approve a ¼% Facilities Sales Tax in order to fund the County’s deferred maintenance issues; however, the referendum failed to gain approval by the voters.

In FY2017 the County will make its final payment on the Courthouse Facility Bond (Issue 2000B). Retiring the debt service, which is paid from the Public Safety Sales Tax revenue, will result in \$1.265 million of relief in FY2018 allowing the County to utilize this revenue to address some of its public safety technology and facility needs. The following graph shows the County’s current outstanding debt through 2028, and when the County’s debt service payments are scheduled to end unless new debt is issued.

**Long Term Debt**  
**Total Annual Principal & Interest Payments**



The drop in debt service reflected in FY2022 is the result of the retirement of the 2003 Nursing Home construction bond issue that was refunded in 2011. The original construction bonds will be fully matured with the final payment due on January 1, 2022.

### **Intergovernmental Loans**

In FY2016, the County's General Corporate Fund made its final payment on a \$1.05 million loan made in 1995 from the Regional Planning Commission for the purpose of buying and remodeling the Brookens Administrative Building. The loan was repaid over 20 years at 0% interest from June 1996 through June 2016, with annual payments of \$52,500.

### **Capital Leases**

The County entered into a 48-month Capital Lease for replacement, software and maintenance of the County AS/400. The total lease including financing is \$141,728.00. The term of the lease is November 2016 – October 2020, and the monthly lease payments are \$3,065.17. Lease payments will be made from the following budgets: Probation (November 2016 - October 2017), IT Capital (November and December 2017), Public Safety Sales Tax (2018), and Court Automation (2019 – October 2020).

### **FY2018 Debt Service Payments**

Existing debt levels have contributed to the County's inability to address its backlog of deferred technology and facility maintenance issues. The following debt service payments are included in the FY2018 Budget:

<b>Payable from Public Safety Sales Tax</b>	<b>Principal</b>	<b>Interest</b>	<b>Total</b>
Series 1999	\$0	\$400,125	\$400,125
Series 2005B	\$950,000	\$49,875	\$999,875
Series 2014	\$0	\$489,750	\$489,750
Series 2016	\$355,000	\$63,210	\$418,210
<i>Total</i>	<i>\$1,305,000</i>	<i>\$1,002,960</i>	<i>\$2,307,960</i>
<b>Payable from General Sales Tax Alternate Revenue</b>	<b>Principal</b>	<b>Interest</b>	<b>Total</b>
Series 2015	\$240,000	\$40,198	\$280,198
Series 2010A	\$140,000	\$50,990	\$190,990
<i>Total</i>	<i>\$380,000</i>	<i>\$91,188</i>	<i>\$471,188</i>
<b>Payable from Property Tax</b>	<b>Principal</b>	<b>Interest</b>	<b>Total</b>
Series 2005A	\$1,205,000	\$63,263	\$1,268,263
Series 2011	\$0	\$170,200	\$170,200
<i>Total</i>	<i>\$1,205,000</i>	<i>\$233,463</i>	<i>\$1,438,463</i>

### **Debt Limitations**

Pursuant to 55 ILCS 5/5-1012, the County's debt limit is 5.75% of Assessed Valuation. The real estate year 2017 gross equalized assessed valuation for Champaign County is estimated to be \$3,981,892,071. By the statutory definition, the County's debt limit is \$228,958,794. The expected County debt applicable to the debt limit at the beginning of FY2018 is:

<b>Debt</b>	<b>Amount</b>
General Obligation Bonds	\$27,680,000
Debt Certificate	\$1,130,000
Capital Leases	\$104,216
Intergovernmental Loans	\$0
Total Debt	\$28,914,216
<b>Total Subject to debt limit</b>	<b>\$28,810,000</b>

The legal debt margin is \$200,148,794 as of January 1, 2018.

# NURSING HOME DEBT SERVICE

## Fund 074-010

This fund is for the repayment of \$19,925,000 in general obligation bonds issued in FY2003 for the purpose of financing the current Champaign County Nursing Home.

### BUDGET HIGHLIGHTS

The FY2016 - FY2018 budgets reflect annual costs in the form of one annual principal payment and two semi-annual interest payments each year. As indicated below, the bonds funding this debt service will be retired in FY2022.

### FINANCIAL

Fund 074 Dept 010			2016 Actual	2017 Original	2017 Projected	2018 Budget
311	33	CURR PROP TX-NURS HM BOND	\$1,433,062	\$1,440,575	\$1,442,772	\$1,440,463
313	33	RE BACKTAX-NURS HOME BOND	\$839	\$0	\$631	\$0
314	10	MOBILE HOME TAX	\$1,317	\$0	\$1,436	\$0
315	10	PAYMENT IN LIEU OF TAXES	\$1,003	\$0	\$879	\$0
		PROPERTY TAXES	\$1,436,221	\$1,440,575	\$1,445,718	\$1,440,463
361	10	INVESTMENT INTEREST	\$1,434	\$0	\$910	\$0
		MISCELLANEOUS	\$1,434	\$0	\$910	\$0
REVENUE TOTALS			\$1,437,655	\$1,440,575	\$1,446,628	\$1,440,463
581	1	GEN OBLIG BOND PRINCIPAL	\$1,085,000	\$1,145,000	\$1,145,000	\$1,205,000
582	2	INT & FEES-GEN OBLIG BONDS	\$351,488	\$295,575	\$295,575	\$235,463
		DEBT	\$1,436,488	\$1,440,575	\$1,440,575	\$1,440,463
EXPENDITURE TOTALS			\$1,436,488	\$1,440,575	\$1,440,575	\$1,440,463

### FUND BALANCE

FY2016 Actual	FY2017 Projected	FY2018 Budgeted
\$428,191	\$434,244	\$434,244

The fund balance of a debt service fund is required to cover the ensuing fiscal year debt service payments. The indicated fund balance, when added to the property tax revenue to be received in each fiscal year, provides appropriate coverage for the debt service to be paid in that year.

### DEBT SERVICE SCHEDULE

The County sold \$19,925,000 in General Obligation Bonds in February 2003. Pursuant to a voter approved referenda in November 2002, the debt will be repaid from property taxes over a twenty- year period.

In FY2005, the County approved the advance refunding of \$7,425,000 of bonds due 2013 through 2019 to achieve savings from lower interest rates. The final payment for the 2005A issue will be made in FY2018; however, principal payments for the 2011 issue will ensue in FY2019 resulting in no reduction in the total annual debt service payments. In FY2011, the remainder of the original 2003 bonds were refunded to achieve lower interest rates.

#### **Bond Issue 2005A - Refunding 2003 Nursing Home Construction Bonds**

<b>Maturity Date</b>	<b>Principal</b>	<b>Interest Rate</b>	<b>Original Yield to Maturity</b>
1/1/2019	\$1,205,000	5.25%	4.07%
<b>Total</b>	<b>\$1,205,000</b>		

#### **Debt Service Payments**

<b>Fiscal Year</b>	<b>Principal</b>	<b>Interest</b>	<b>Total</b>
FY 2018	\$1,205,000	\$63,263	\$1,268,263
<b>TOTAL</b>	<b>\$1,205,000</b>	<b>\$63,263</b>	<b>\$1,268,263</b>

#### **Bond Issue 2011 - Refunding 2003 Nursing Home Construction Bonds**

<b>Maturity Date</b>	<b>Principal</b>	<b>Interest Rate</b>	<b>Original Yield to Maturity</b>
1/1/2020	\$1,365,000	4.00%	3.00%
1/1/2021	\$1,415,000	4.00%	3.18%
1/1/2022	\$1,475,000	4.00%	3.40%
<b>Total</b>	<b>\$4,255,000</b>		

#### **Debt Service Payments**

<b>Fiscal Year</b>	<b>Principal</b>	<b>Interest</b>	<b>Total</b>
FY 2018	\$0	\$170,200	\$170,200
FY 2019	\$1,365,000	\$170,200	\$1,535,200
FY 2020	\$1,415,000	\$115,600	\$1,530,600
FY 2021	\$1,475,000	\$59,000	\$1,534,000
<b>TOTAL</b>	<b>\$4,255,000</b>	<b>\$515,000</b>	<b>\$4,770,000</b>

#### **FY2018**

Total Principal	\$1,205,000
Total Interest	\$ 233,463
Fees	<u>\$ 2,000</u>
Total Debt Service	\$1,440,463

# GENERAL CORPORATE FUND DEBT SERVICE

## General Fund 080-013

This budget is for the repayment of \$4,000,000 in general obligation bonds (general sales tax alternate revenue source) issued in FY2006 for the purpose of financing additional costs of the Nursing Home Construction Project. The alternate revenue source for repayment is the County's 1% sales tax. Beginning in FY2010, the Nursing Home operating budget assumed responsibility for the debt service on this bond obligation through a transfer from the Nursing Home Fund to the General Corporate Fund. The County sets aside the sales tax revenue as required by the bond covenants, but the transfer from the Nursing Home effectively re-establishes the benefit of those sales taxes to the General Corporate Fund. At the end of the fiscal year, and after reimbursement from the Nursing Home, the Auditor's Office makes an adjustment to move the sales tax revenue that was originally allocated to the debt service.

### BUDGET HIGHLIGHTS

In FY2016, the Nursing Home was unable to reimburse the county for the principal and second interest payment totaling \$262,114. Due to the backlog of state Medicaid payments and significant accounts payable obligations, it is anticipated that the home will be unable to reimburse the county for the debt service in FY2017 or FY2018. The voters approved a referendum authorizing the sale or disposal of the home in 2017. A sale of the home may generate sufficient funds to pay off the bonds which are callable on 12/15/18.

The county refunded the 2006A Nursing Home Construction Bonds in 2015 resulting in savings of \$272,770 after the cost of issuance. The Net Present Value (NVP) savings as a percentage was 9.8%. The county's debt management policies require that a minimum NVP savings of 3% be achieved over the life of an issue in order to be considered for refunding.

In FY2016, the county retired \$700,000 in general obligation bonds (general sales tax alternate revenue source). The bonds were issued in FY2007 for the purpose of financing a portion of the County Highway Fleet Maintenance Facility which is used to service the fleet of vehicles owned by the General Corporate Fund.

### FINANCIAL

Fund 080 Dept 013			2016 Actual	2017 Original	2017 Projected	2018 Budget
335	40	1% SALES TAX (UNINCORP.)	\$287,229	\$282,670	\$282,670	\$280,198
335	41	1/4% SALES TAX (ALL CNTY)	\$72,112	\$0	\$0	\$0
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$359,341	\$282,670	\$282,670	\$280,198
369	90	OTHER MISC. REVENUE	\$4,855	\$0	\$0	\$0
		MISCELLANEOUS	\$4,855	\$0	\$0	\$0
381	81	REIMB FROM NURSING HOME	\$23,712	\$282,670	\$0	\$0
		INTERFUND REVENUE	\$23,712	\$282,670	\$0	\$0

		<b>REVENUE TOTALS</b>	<b>\$387,908</b>	<b>\$565,340</b>	<b>\$282,670</b>	<b>\$280,198</b>
571	50	TO HWY FACIL BOND FUND350	\$96,149	\$0	\$0	\$0
		INTERFUND EXPENDITURE	\$96,149	\$0	\$0	\$0
581	1	GEN OBLIG BOND PRINCIPAL	\$240,000	\$240,000	\$240,000	\$240,000
582	2	INT & FEES-GEN OBLIG BONDS	\$45,814	\$42,670	\$42,670	\$40,198
		DEBT	\$285,814	\$282,670	\$282,670	\$280,198
		<b>EXPENDITURE TOTALS</b>	<b>\$381,963</b>	<b>\$282,670</b>	<b>\$282,670</b>	<b>\$280,198</b>

### **DEBT SERVICE**

#### **Bond Issue 2015 - Refunding 2006A Nursing Home Construction Bonds (Private Placement)**

<b>Maturity Date</b>	<b>Principal</b>	<b>Interest Rate</b>
1/1/2019	\$240,000	1.22%
1/1/2020	\$245,000	1.42%
1/1/2021	\$250,000	1.63%
1/1/2022	\$255,000	1.89%
1/1/2023	\$260,000	2.08%
1/1/2024	\$265,000	2.27%
1/1/2025	\$270,000	2.44%
1/1/2026	\$270,000	2.55%
<b>Total</b>	<b>\$2,055,000</b>	

#### **Debt Service Payments**

<b>Fiscal Year</b>	<b>Principal</b>	<b>Interest</b>	<b>Total</b>
FY 2018	\$240,000	\$40,198	\$280,198
FY 2019	\$245,000	\$37,270	\$282,270
FY 2020	\$250,000	\$33,791	\$283,791
FY 2021	\$255,000	\$29,716	\$284,716
FY 2022	\$260,000	\$24,897	\$284,897
FY 2023	\$265,000	\$19,489	\$284,489
FY 2024	\$270,000	\$13,473	\$283,473
FY 2025	\$270,000	\$6,885	\$276,885
<b>TOTAL</b>	<b>\$2,055,000</b>	<b>\$205,718</b>	<b>\$2,260,718</b>

# **PUBLIC SAFETY SALES TAX DEBT SERVICE**

## **Fund 106-013**

The sales tax revenue required to be set aside for repayment of the \$28,797,290 in bonds issued for the construction/remodeling of the Courthouse and construction of the Juvenile Detention Center, and the \$5,955,000 in bonds issued for the Courthouse exterior masonry renovation and Clock and Bell Tower restoration projects are deposited in this budget. The corresponding annual bond payments are budgeted as expenditure in this budget.

### ***BUDGET HIGHLIGHTS***

The Budget reflects one annual principal payment and two semi-annual interest payments on the bonds that have been issued for the afore-mentioned projects. The refunding of the 2007 bonds in FY2016, and the refunding of the 2005 bonds in FY2014, and are generating savings in the annual debt service obligations paid out of the Public Safety Sales Tax Fund.

The final payment on the 2000B bonds will be made in FY2017, freeing up approximately \$1.2 million in Public Safety Sales tax revenue previously pledged to debt service allowing the County to address some of its technology and infrastructure needs in FY2018. Unfortunately, due to the state's imposture of a 2% sales tax collection fee, the \$1.2 million is reduce by an estimated \$96,000 in FY2018.

### ***FINANCIAL***

		<b>Fund 106 Dept 013</b>	<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
318	9	PUB SAFETY 1/4% SALES TAX PROPERTY TAXES	\$3,577,538 \$3,577,538	\$3,574,302 \$3,574,302	\$3,528,200 \$3,528,200	\$2,307,960 \$2,307,960
361	10	INVESTMENT INTEREST	\$0	\$1,000	\$0	\$0
369	90	OTHER MISC. REVENUE	\$0	\$0	\$3,565	\$0
		MISCELLANEOUS	\$0	\$1,000	\$3,565	\$0
383	10	PROCEEDS-GEN OBLIG BONDS	\$3,775,000	\$0	\$0	\$0
		INTERFUND REVENUE	\$3,775,000	\$0	\$0	\$0
		<b>REVENUE TOTALS</b>	<b>\$7,352,538</b>	<b>\$3,575,302</b>	<b>\$3,531,765</b>	<b>\$2,307,960</b>
533	7	PROFESSIONAL SERVICES	\$36,084	\$0	\$0	\$0
		SERVICES	\$36,084	\$0	\$0	\$0
581	1	GEN OBLIG BOND PRINCIPAL	\$1,550,860	\$1,606,707	\$1,631,707	\$1,305,000
582	2	INT & FEES-GEN OBLIG BONDS	\$1,999,654	\$1,967,595	\$1,896,493	\$1,002,960
583	1	GEN OBLIG BOND REFUNDED	\$3,738,916	\$0	\$0	\$0
		DEBT	\$7,289,430	\$3,574,302	\$3,528,200	\$2,307,960
		<b>EXPENDITURE TOTALS</b>	<b>\$7,325,514</b>	<b>\$3,574,302</b>	<b>\$3,528,200</b>	<b>\$2,307,960</b>



## **DESCRIPTION**

The County sold \$23.8 million in General Obligation – Public Safety Sales Tax Alternate Revenue Source Bonds in June 1999 for the purpose of constructing a new Juvenile Detention Center, and for the construction of an addition and remodel of the Champaign County Courthouse.

The County sold additional bonds for the Courthouse construction/renovation project in February 2000 - \$1,370,000 General Obligation – Public Safety Sales Tax Alternate Revenue Source Bonds Issue 2000A; and \$3,627,290.25 General Obligation – Public Safety Sales Tax Alternate Revenue Source Bonds Issue 2000B (Capital Appreciation Bonds). The bonds matured on 1/1/2018.

In 2005, the County approved the advance refunding of \$18,440,000 of the 1999 bonds due in 2010 to 2018 to achieve savings from lower interest rates. Although the bonds mature in 2018, principal payments on the 1999 issue ensue in FY2019 resulting in no reduction in the total annual debt service payments.

In 2014, the County approved the advance refunding of \$9,795,000 - of the 2005B bonds due in 2023-2028 to achieve savings from lower interest rates.

In 2016, the County refunded the 2007A General Obligation – Public Safety Sales Tax Alternate Revenue Source Bonds originally sold for \$5,955,000 for the exterior renovation of the original Courthouse and the restoration of the Courthouse Clock and Bell Tower. The series 2016 refunded bonds, \$3,775,000, are due in 2017-2026.

The debt service schedules for the bonds are as follows:

### **Bond Issue 1999 – Courthouse and Juvenile Detention Center Facility Bonds**

<b>Maturity Date</b>	<b>Principal</b>	<b>Interest Rate</b>	<b>Original Yield to Maturity</b>
1/1/2020	\$1,015,000	8.25%	5.39%
1/1/2021	\$1,140,000	8.25%	5.40%
1/1/2022	\$1,275,000	8.25%	5.41%
1/1/2023	\$1,420,000	8.25%	5.42%
<b>Total</b>	<b>\$4,850,000</b>		

### **Debt Service Payments**

<b>Fiscal Year</b>	<b>Principal</b>	<b>Interest</b>	<b>Total</b>
FY 2018	\$0	\$400,125	\$400,125
FY 2019	\$1,015,000	\$400,125	\$1,415,125
FY 2020	\$1,140,000	\$316,388	\$1,456,388
FY 2021	\$1,275,000	\$222,338	\$1,497,338
FY 2022	\$1,420,000	\$117,150	\$1,537,150
<b>TOTAL</b>	<b>\$4,850,000</b>	<b>\$1,456,125</b>	<b>\$6,306,125</b>

**Bond Issue 2005B – Refunding 1999 Courthouse & Juvenile Detention Center Facility Bonds**

<b>Maturity Date</b>	<b>Principal</b>	<b>Interest Rate</b>	<b>Original Yield to Maturity</b>
1/1/2019	\$950,000	5.25%	4.09%
<b>Total</b>	<b>\$950,000</b>		

**Debt Service Payments**

<b>Fiscal Year</b>	<b>Principal</b>	<b>Interest</b>	<b>Total</b>
FY 2018	\$950,000	\$49,876	\$999,876
<b>TOTAL</b>	<b>\$950,000</b>	<b>\$49,876</b>	<b>\$999,876</b>

**Bond Issue 2016 – Refunding 2007A Courthouse Exterior Renovation & Clock Tower Restoration (Private Placement)**

<b>Maturity Date</b>	<b>Principal</b>	<b>Interest Rate</b>
1/1/2019	\$355,000	1.84%
1/1/2020	\$360,000	1.84%
1/1/2021	\$370,000	1.84%
1/1/2022	\$375,000	1.84%
1/1/2023	\$385,000	1.84%
1/1/2024	\$390,000	1.84%
1/1/2025	\$410,000	1.84%
1/1/2026	\$400,000	1.84%
1/1/2027	\$410,000	1.84%
<b>Total</b>	<b>\$3,440,000</b>	

**Debt Service Payments**

<b>Fiscal Year</b>	<b>Principal</b>	<b>Interest</b>	<b>Total</b>
FY 2018	\$355,000	\$63,210	\$418,210
FY 2019	\$360,000	\$56,687	\$416,687
FY 2020	\$370,000	\$50,072	\$420,072
FY 2021	\$375,000	\$43,273	\$418,273
FY 2022	\$385,000	\$36,383	\$421,383
FY 2023	\$390,000	\$29,308	\$419,308
FY 2024	\$410,000	\$22,142	\$417,142
FY 2025	\$400,000	\$14,884	\$414,884
FY 2026	\$410,000	\$7,534	\$417,534
<b>TOTAL</b>	<b>\$3,440,000</b>	<b>\$323,492</b>	<b>\$3,763,492</b>

**Bond Issue 2014 – Refunding 2005B Courthouse & Juvenile Detention Center Facility Bonds**

<b>Maturity Date</b>	<b>Principal</b>	<b>Interest Rate</b>	<b>Original Yield to Maturity</b>
1/1/2024	\$1,330,000	5.00%	2.40%
1/1/2025	\$1,445,000	5.00%	2.51%
1/1/2026	\$1,565,000	5.00%	2.60%
1/1/2027	\$1,690,000	5.00%	2.72%
1/1/2028	\$1,815,000	5.00%	2.84%
1/1/2029	\$1,950,000	5.00%	2.90%
<b>Total</b>	<b>\$9,795,000</b>		

**Debt Service Payments**

<b>Fiscal Year</b>	<b>Principal</b>	<b>Interest</b>	<b>Total</b>
FY 2018	\$0	\$489,750	\$489,750
FY 2019	\$0	\$489,750	\$489,750
FY 2020	\$0	\$489,750	\$489,750
FY 2021	\$0	\$489,750	\$489,750
FY 2022	\$0	\$489,750	\$489,750
FY 2023	\$1,330,000	\$489,750	\$1,819,750
FY 2024	\$1,445,000	\$423,250	\$1,868,250
FY 2025	\$1,565,000	\$351,000	\$1,916,000
FY 2026	\$1,690,000	\$272,750	\$1,962,750
FY 2027	\$1,815,000	\$188,250	\$2,003,250
FY 2028	\$1,950,000	\$97,500	\$2,047,500
<b>TOTAL</b>	<b>\$9,795,000</b>	<b>\$4,271,250</b>	<b>\$14,066,250</b>

**FY2018**

Total Principal	\$1,305,000
Total Interest	<u>\$1,002,960</u>
Total Debt Service	\$2,307,961

# HIGHWAY FACILITY DEBT SERVICE

## Fund 350-010

This budget is for the repayment of \$1,480,000 in general obligation bonds (alternate revenue source) issued in FY2007 for the purpose of financing a portion of the Highway Facility constructed in 2007/2008.

### BUDGET HIGHLIGHTS

By the end of FY2016, the debt service will have matured. The Highway Fund paid for \$780,000 of the Highway Fleet Maintenance Facility, and the General Corporate Fund paid \$700,000 for the space dedicated to maintenance of the fleet of vehicles owned by General Corporate Fund departments.

### FINANCIAL

Fund 350 Dept 010			2016 Actual	2017 Original	2017 Projected	2018 Budget
361	10	INVESTMENT INTEREST	\$109	\$0	\$1	\$0
		MISCELLANEOUS	\$109	\$0	\$1	\$0
371	80	FROM GENERAL CORP FND 080	\$96,149	\$0	\$0	\$0
371	83	FROM CNTY HIGHWAY FND 083	\$107,138	\$0	\$0	\$0
		INTERFUND REVENUE	\$203,287	\$0	\$0	\$0
REVENUE TOTALS			\$203,396	\$0	\$1	\$0
581	1	GEN OBLIG BOND PRINCIPAL	\$195,000	\$0	\$0	\$0
582	2	INT & FEES-GEN OBLIG BONDS	\$8,288	\$0	\$0	\$0
		DEBT	\$203,288	\$0	\$0	\$0
EXPENDITURE TOTALS			\$203,288	\$0	\$0	\$0

### FUND BALANCE

FY2016 Actual	FY2017 Projected	FY2018 Budgeted
\$867	\$0	\$0

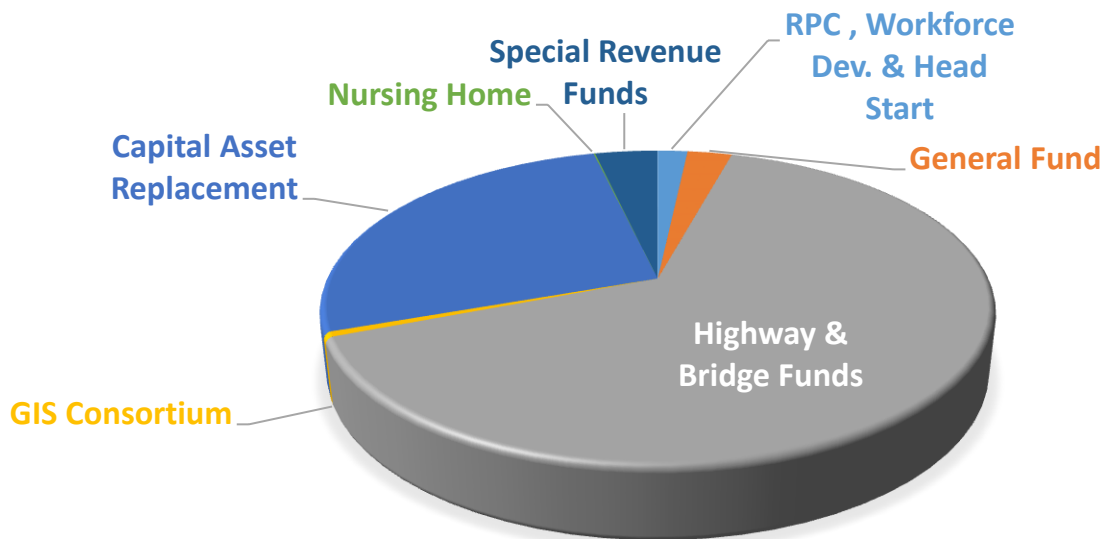
A budget amendment was completed in FY2017 to close out this fund and transfer the remaining fund balance to the General Fund.

# CAPITAL PURCHASES PROJECTS

## OVERVIEW

The County's FY2018 capital budget of \$5.66 million includes eighteen funds with capital equipment, replacement or improvement projects and/or purchases. An overview of the FY2018 Champaign County Capital Expenditures Budget, as distributed among the County's funds is as follows:

Capital Budget by Funds	FY2018
RPC, Workforce Development & Head Start	\$97,000
General Fund	\$145,000
Highway & Bridge Funds	\$3,669,465
Capital Asset Replacement	\$1,509,246
Nursing Home	\$4,000
Special Revenue Funds	\$205,000
GIS Consortium	\$28,975
<b>TOTAL</b>	<b>\$5,658,686</b>



## FY2018 CAPITAL EXPENDITURE BUDGET BY FUND

Through the County's accounting system, established by the County Auditor, all purchases over \$5,000 are classified as capital expenditures. Therefore, purchases for technology, equipment, and vehicles – which are recurring expenses, are classified as part of the capital budget. This type of capital expenditure can be found in many of the special revenue fund budgets, as well as in the General Corporate Fund budget. Of the \$5.66 million capital budget in FY2018, \$350,000 is budgeted in special revenue and general funds for recurring capital purchases.

Non-recurring capital expenditures are customarily tied to major capital projects, and are typically budgeted in the construction project budgets and/or highway funds. In FY2018, 65% of the capital budget is in the Motor Fuel Tax, Highway, and Bridge Funds – a total of \$3.7 million. These are bridge and road construction projects scheduled to be completed in FY2018, as well as capital equipment replacement in the

Highway Fund. Although there are new and different bridge and road projects each year, the Motor Fuel Tax and Bridge Funds budgets for capital projects remain at fairly constant levels.

### **IMPACT OF CAPITAL EXPENDITURES ON THE OPERATING BUDGET**

The expansion of the County's facilities infrastructure from 1996-2011 has placed increased demand on the maintenance and physical plant operations. While the County Board did take into consideration the staffing needs of the various departments of county government as their office spaces were remodeled or re-constructed over this 15-year period of building, consideration for the impact on the County's Physical Plant staffing and operating budget was not comprehensively addressed.

In 1995 the County's total facility square footage was 395,599 square feet for six buildings. Based on a Facilities Condition Assessment conducted in 2015 by Bailey Edward, the County's facilities and infrastructure represent an investment of over \$160 million and include 25 facilities totaling 841,801 square feet of space under management. Through the utilization of a Facilities Condition Index the County's facility portfolio is rated as "Fair;" however, several facilities have significant deferred maintenance backlogs and will require substantial funding beyond routine expenditures. Further findings imply that the annual facilities maintenance investment should average about \$3 million; however, the county has only allocated \$532,000 in the General Fund over the past several years and the FY2018 appropriation is status quo as well. Per the assessment, the projected annual maintenance cost to keep the Facility Condition Index at the current level is estimated to be \$4.5 million.

In October 2016 the County Facilities Committee approved a Facilities Action Plan, [http://www.co.champaign.il.us/2016FacilitiesProposal/PDFS/Facilities\\_Action\\_Plan.pdf](http://www.co.champaign.il.us/2016FacilitiesProposal/PDFS/Facilities_Action_Plan.pdf) also included in the Supplemental Information section of the budget, which was prepared by the County Administrator and Facilities Director. The plan was subsequently approved by the County Board. The 10-year plan establishes a timeline and cost estimates for addressing the backlog of county-wide deferred maintenance projects which total approximately \$22 million. Additionally, the plan identifies several developmental projects, associated costs and projected timeline. The estimated cost for the developmental projects is \$31 million. Included in the developmental projects are the relocation of county offices at Brookens Administrative Center to downtown Urbana, garage consolidation, relocation of the Sheriff's Office and satellite jail which would allow for closure of the downtown jail. Implementation of the previously mentioned projects would reduce the County's footprint and generate both future operational and maintenance savings.

Restricted revenue growth has prevented the County from adequately appropriating for maintenance of County facilities over the past several years. For that reason, the County Board asked voters to approve a ¼% Facilities Sales Tax in November 2016 which would sunset in 12 years. The revenue from the tax would generate approximately \$4.5 million annually, and the County would immediately be able to implement the Facilities Action Plan. Unfortunately, the tax was not approved by voters resulting in the County having limited options to address both its deferred and future facility needs. If the County continues to underfund facilities maintenance the backlog will grow and further increase the cost to repair or replace facilities. Internal financing for the proposed projects would be significantly short of fulfilling the majority of the identified needs.

The County will retire a Public Safety Sales Tax bond in 2017, which when combined with the current annual investment in facilities maintenance, would allow the County to bond for necessary facilities projects. In FY2018 the funds available from the retiring debt service are directed to the CARF for technology and equipment needs and to fully restore the General Fund reimbursement for public safety

facilities utilities and general maintenance in order to offset the loss of revenue due to the inability of the Nursing Home to reimburse the County for the GO bond debt service. An additional amount of \$261,000 in Public Safety Sales Tax funds is transferred to the CARF Facilities budget in the event the Facilities Committee wishes to engage in architectural and engineering services for the relocation of the Sheriff's Office and downtown jail. If it is determined that the County will remain in these facilities, then the funds will be used to complete the remedial actions required by the County's ADA Settlement Agreement.

### ***General Corporate Fund***

In general, the County administers its capital improvement program through funds separate from the General Corporate Fund. The County Board adopts the budget fund by fund, and because most non-recurring capital projects costs are segregated from the operating budget, changes in the capital projects do not directly impact the operating budget and vice versa. One exception to this is the purchase of squad cars for the Sheriff's Office. The General Corporate Fund goal is to include \$230,000 annually for the purchase of new squad cars. This enables the Sheriff to turn over his entire fleet every five years. However, in FY2017 and FY2018 the county faced challenges in balancing the General Fund and appropriation for squad car replacement was \$145,000. It should be noted that due to budget cuts in FY2016, there was no appropriation for squad car replacement.

## **CAPITAL PURCHASES PROJECTS FUNDS**

This section describes the source for each fund which includes capital projects/purchases in the FY2018 budget, and the amount of the FY2018 capital budget. Purchases for these funds are subject to the County's Purchasing Policy and/or to state law regarding purchases by governmental entities. The County's accounting system establishes all purchases with an initial cost of \$5,000 or more be paid for from capital expenditure line items, which means that a substantial amount of the budgeted capital within the funds that include operations are for purchase and replacement of technology, furnishings and other special equipment needs.

**GENERAL CORPORATE FUND** – The principal operating fund for financing most of the County's capital activities for which there is no specific tax levy or user fee. The General Corporate Fund receives revenues from property taxes, sales taxes, state shared revenues, fees, fines, intergovernmental revenue, and inter-fund transfers. The FY2018 budget for capital is \$145,000 for the purchase of squad cars for the Sheriff's Office.

### ***SPECIAL REVENUE FUNDS***

**Capital Asset Replacement Fund** – Created through monies transferred from the General Corporate Fund, Public Safety Sales Tax Fund, and other special revenue funds to establish a reserve for the current and future replacement of technology, equipment and facilities. The FY2018 budget for capital is \$1.5 million and includes the \$532,261 appropriation for capital facilities projects. There was a significant increase in appropriation for capital equipment and technology in FY2018 due to the replacement of mobile and portable radios for the Sheriff's Office, and implementation of a SaaS contract for replacement of the County's financial software system.

**Circuit Clerk Operation and Administration Fund \$20,000** – This fund is required by the Clerk of the Courts Act Section 27.3d and is to be used to offset the costs incurred by the Circuit Court Clerk that are associated with the collection and disbursement of funds to state and local governments.

**Circuit Clerk e-Ticketing Fund \$20,000** – This fund has been established in accordance with 705 ILCS 105/27.3e, as amended by Public Act 96-1210 effective January 1, 2011. The fee shall be used to defray expenses related to the establishment and maintenance of electronic citations – the process of transmitting traffic, misdemeanor, municipal ordinance, conservation, or other citations and law enforcement data via electronic means to the circuit court clerk.

**Court Document Storage \$20,000** – Fee revenue used to defray the cost of establishing and maintaining a document storage system for court files.

**Probation Services \$35,000** – Fee revenue used to fund a variety of programs, services and operational expenses for clients, the Court Services department and Champaign County.

**County Bridge Fund \$1.8 million** – Property tax revenue source fund for building and maintaining county bridges.

**County Highway Fund \$1.12 million** – Property tax revenue source fund for building and maintaining county highways.

**County Motor Fuel Tax Fund \$400,000** – State shared revenue from motor fuel taxes for construction and maintenance of county highways.

**Highway Federal Aid Matching \$350,000** – Property tax revenue source fund for providing matching funds for projected awarded through Federal Highway Administration Fund dollars.

**County Treasurer Automation Fund \$5,000** – Fee generated on parcels sold at the annual tax sale, and on non-homeowner requests for duplicate bills.

**Recorder Automation Fund \$60,000** – Fee for automating records in the Recorder's Office.

**GIS Consortium Fund \$28,975** – Intergovernmental joint venture, funded through membership fees and services fees.

**Head Start Fund \$45,500** – Federally funded education and development program for low-income pre-school children and their families.

**Workforce Development Fund \$35,000** – State funded grant program for job search, career development, educational assistance and business services in four counties.

**Jail Commissary Fund \$45,000** – The Jail Commissary Fund is comprised of revenue from detainee utilization of the commissary, donations and gifts, and investment interest earnings to be used for the benefit of detainees.

**Regional Planning Commission \$16,500** – The fund includes federal and state grants for economic development, community services, senior services, transportation engineering and police training, plus local contracts for planning and other technical assistance.



## **ENTERPRISE FUND**

***Nursing Home Fund*** – Fund established for the operation of the Champaign County Nursing Home. Primary revenue sources are from Medicaid and Medicare payments, private pay fees and property taxes. The FY2018 budget for capital is \$4,000. This appropriation is significantly short of the necessary investment in capital for the Nursing Home.

## **SUMMARY**

The total of all capital purchases budgeted in the FY2018 Champaign County Budget is \$5.66 million, which is 4.36% of the total FY2018 budget.

# COURTS CONSTRUCTION FUND

## Fund 303-010

This Fund was created in FY1999 as the capital projects fund for the construction and remodeling of the Champaign County Courthouse and Courthouse Addition.

### ***BUDGET HIGHLIGHTS***

In FY2015, replacement of all the windows in the original 1901 Courthouse building was completed. In FY2016, \$46,000 was expended for courthouse mechanical controls and improving the wireless capabilities for staff and visiting attorneys and \$67,000 was expended for ADA improvements.

The ADA project was incomplete in FY2017 and \$24,000 was re-encumbered in order to finalize the project. The FY2017 budget includes appropriations for resealing and restriping the parking lot at the Courthouse. In FY2018, \$220,000 is budgeted with the prioritization for that expenditure to be recommended by the Facilities Director and the County Facilities Committee based on the Facilities Action Plan.

### ***FINANCIAL***

Fund 303 Dept 010			2016 Actual	2017 Original	2017 Projected	2018 Budget
361	10	INVESTMENT INTEREST	\$1,280	\$250	\$700	\$250
		MISCELLANEOUS	\$1,280	\$250	\$700	\$250
REVENUE TOTALS			\$1,280	\$250	\$700	\$250
534	25	COURT FACILITY REPR-MAINT	\$113,459	\$60,000	\$84,062	\$220,000
		SERVICES	\$113,459	\$60,000	\$84,062	\$220,000
EXPENDITURE TOTALS			\$113,459	\$60,000	\$84,062	\$220,000

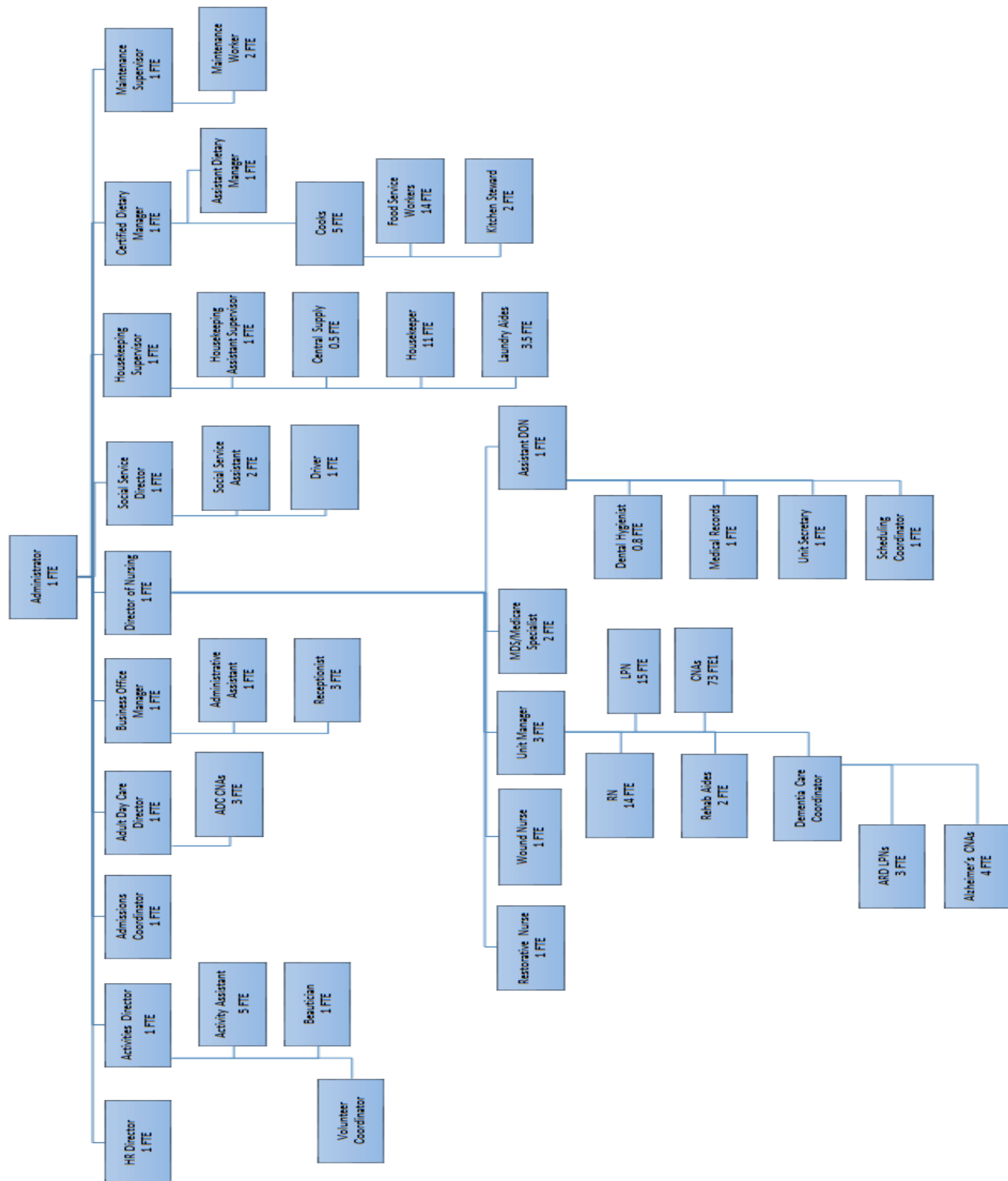
### ***FUND BALANCE***

FY2016 Actual	FY2017 Projected	FY2018 Budgeted
\$310,622	\$227,260	\$7,510

A fund balance in a construction fund simply reflects funds that remain available for the purpose of construction and remodeling at the Courthouse and Courthouse Addition. The anticipated change in fund balance at the end of each fiscal year is attributable to spending these project funds on appropriate Courthouse related projects. Eventually, the funds will be depleted and the fund will then be closed.

# CHAMPAIGN COUNTY NURSING HOME

## Fund 081-000



Champaign County Nursing Home positions: 190.8 FTE

## ***MISSION STATEMENT***

The Champaign County Nursing Home (CCNH) provides compassionate long-term, rehabilitative, and memory care services reflective of the community we serve and in a manner respective of our 100-year history. On July 1, 2017, the County transitioned to a new management company, SAK Management of Northfield, Illinois, to provide administration and oversight of CCNH. The FY2018 budget will be the first full-year plan developed under the new management team.

## ***NURSING HOME FUND SUMMARY***

The FY2018 budget represents a major restructuring of nursing home staffing and operations. Continued delays in Medicaid receipts from the State of Illinois have resulted in severe financial distress for CCNH. With the arrival of SAK Management, all nursing home operations and contracts were placed under review, along with the restructuring of administrative and financial services. The review process led to a number of procurement and organizational changes that yielded significant financial benefits. Economies generated nearly \$1 million (estimated) in annual operational savings.

Throughout 2017, the County Board has been considering all possible options to achieve sustainability for the nursing home. During the budget process, it was decided to establish a transitional plan by budgeting for six months of operational revenues and expenditures, and six months of revenues and expenditures for wind-down activities subsequent to a possible separation transaction. In the event that a sale transaction is not approved or if there are no interested parties to conclude a sale, it will be necessary to implement further cuts to General Fund departments in order to pay down accumulated obligations to vendors and to restore the General Fund balance to its mandated minimum level of 12.5% of annual expenditures.

## ***BUDGET STRUCTURE***

In past years, the CCNH budget has been divided into many different department budgets. For FY2018, these department budgets have been consolidated into one budget, 081-410, that includes six months of operating revenue and expenditures. It also includes one additional month of accrued revenue, and two additional months of accrued expenditure. A second department budget, 081-405, has been established to capture revenue and expenditure estimates associated with wind-down activities.

## ***081-410 HIGHLIGHTS***

- The County prepared its property tax levy to capture new growth revenue in the event of a potential ruling in the hospital property tax exemption case; therefore, the budget includes \$37,829 in additional property tax revenue, and a corresponding depreciation expenditure of an equal amount. The FY2018 Budget Summary further explains the purpose of preparing the property tax levy to capture new growth allowed under the PTELL calculation. At this time, it is uncertain whether the County will receive the additional property tax revenue.
- Six months of operating revenue and expenditure, one month of accrued revenue and two months of accrued expenditure
- Employee leave accrual payout (wages and fringes)
- Legal expenses
- A/R, A/P and accounting management through FY2018

## 081-405 HIGHLIGHTS

- Sale proceeds less 2.5% broker commission and 3% Escrow Holdback required by bond covenants
- Sidewalk installation (if necessary for subdivision approval)
- Audit and Accounting fees for divestment
- Estimated outstanding accounts payable
- FY2017 tax anticipation warrant repayment
- General Fund transfer (\$544,784 FY2016 and FY2017 debt service reimbursement and \$1.98 million for General Obligation bond payoff)
- Intergovernmental loan payoff

## REVENUE

Operating revenue is budgeted at \$6,453,336. Non-operating revenue is budgeted at \$1,306,346, and sale revenue less broker fees and escrow holdback is \$10,395,000 for a total of \$18,154,682.

## Census

Revenue projections are driven by census assumptions. In 2018, we have anticipated a more realistic, less aspirational number for Medicare than that of previous budgets. Due to the disparity in profitability between Medicare patients and patients with other payers, over budgeting of Medicare census can result in significant variances between budgeted and actual numbers. The following table summarizes the 2017 and 2018 budgeted census.

<u>Payer</u>	<u>2017 Budget</u>	<u>2018 Budget</u>	<u>Payer Mix %</u>	<u>Occupancy %</u>
<i>Medicare A</i>	<i>14.10</i>	<i>8.25</i>	<i>5.58%</i>	<i>3.40%</i>
<i>Medicaid</i>	<i>117.20</i>	<i>90.50</i>	<i>61.25%</i>	<i>37.24%</i>
<i>Medicaid</i>	<i>-</i>	<i>11.00</i>	<i>7.45%</i>	<i>4.53%</i>
<i>Pending</i>				
<i>Hospice</i>	<i>-</i>	<i>7.00</i>	<i>4.74%</i>	<i>2.88%</i>
<i>Medicaid</i>				
<i>Managed Care</i>	<i>-</i>	<i>3.00</i>	<i>2.03%</i>	<i>1.23%</i>
<i>Private Pay</i>	<i>37.40</i>	<i>23.00</i>	<i>15.57%</i>	<i>9.47%</i>
<i>Veterans</i>	<i>4.80</i>	<i>5.00</i>	<i>3.38%</i>	<i>2.06%</i>
<i>TOTAL</i>	<i>173.5</i>	<i>147.75</i>	<i>100.00%</i>	<i>60.80%</i>

The following table shows programmed reimbursement rates by payer type.

<u>PAYER</u>	<u>Avg Daily Rate</u>
<i>Medicare A</i>	<i>\$427.00</i>
<i>Medicaid</i>	<i>\$142.78</i>
<i>Medicaid ARD</i>	<i>\$142.78</i>
<i>Medicaid (IGT)</i>	<i>\$18.60</i>
<i>Medicaid Pending</i>	<i>\$142.78</i>

<u>PAYER</u>	<u>Avg Daily Rate</u>
<i>Hospice Medicaid</i>	<i>\$142.78</i>
<i>Managed Care</i>	<i>\$445.50</i>
<i>Private Pay</i>	<i>\$230.30</i>
<i>Veterans</i>	<i>\$235.00</i>

## **EXPENDITURE**

Total expenditures are budgeted at \$15,205,024. As mentioned earlier, cost controls have resulted in significant reductions in operational expenditures. In particular, changes in dietary and medical supply vendors, renegotiation of electric supply contract, elimination of contract professional staff, hiring of full-time employees to reduce overtime labor, and reductions in administrative staff have yielded recurring savings of nearly \$1 million annually.

## **FINANCIAL**

<b>Fund 081 Summary</b>			<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
311	32	CURR PROP TX-NURS HM OPER	\$1,159,938	\$1,250,370	\$1,206,593	\$1,304,606
313	32	RE BACKTAX-NURS HOME OPER	\$683	\$0	\$618	\$0
314	10	MOBILE HOME TAX	\$1,073	\$0	\$1,097	\$0
315	10	PAYMENT IN LIEU OF TAXES	\$816	\$0	\$678	\$0
		PROPERTY TAXES	\$1,162,510	\$1,250,370	\$1,208,986	\$1,304,606
345	17	NH CARE-VET ADM PATIENTS	\$552,474	\$464,189	\$598,144	\$250,177
345	18	ADLT DAYCARE-VA CLIENTS	\$126,310	\$100,000	\$57,991	\$28,000
345	19	NH CARE-HOSPICE PATIENTS	\$473,165	\$399,511	\$298,921	\$218,425
345	20	ADLT DAYCARE-PRIV CLIENTS	\$32,505	\$30,000	\$38,221	\$21,000
345	21	ADLT DAYCARE-IDOA CLIENTS	\$106,782	\$105,000	\$105,589	\$56,000
345	22	NH CARE-PRIV PAY PATIENTS	\$3,070,873	\$3,114,680	\$2,308,288	\$1,471,037
345	23	NH CARE-MEDICAID PATIENTS	\$5,757,800	\$6,173,634	\$5,119,573	\$3,211,194
345	26	NH CARE-MEDICARE/A PATNTS	\$1,101,395	\$903,375	\$1,209,358	\$749,990
345	27	NH CARE-MEDICARE/B PATNTS	\$148,046	\$215,000	\$219,915	\$129,500
345	29	NH CARE-PRIV INSUR PATNTS	\$1,368,985	\$1,806,750	\$612,006	\$284,563
345	33	NURS HOME BEAUTY SHOP REV	\$30,689	\$35,000	\$26,726	\$15,400
345	34	MEDICAL SUPPLIES REVENUE	\$50,806	\$60,000	\$21,589	\$12,600
345	35	PATIENT TRANSPORTATN CHGS	\$17,438	\$20,000	\$12,666	\$4,550
		FEES AND FINES	\$12,837,268	\$13,427,139	\$10,628,987	\$6,452,436
361	10	INVESTMENT INTEREST	\$545	\$0	\$400	\$0
363	50	RESTRICTED DONATIONS	\$4,542	\$2,000	\$1,615	\$0
364	10	SALE OF FIXED ASSETS	\$0	\$0	\$0	\$10,395,000
369	12	VENDING MACHINES	\$3,530	\$2,300	\$1,735	\$1,740
369	20	NURS HOME MEAL TICKETS	\$1,528	\$0	\$366	\$0
369	30	LATE CHARGE, NSF CK CHG	\$0	\$5,000	\$0	\$0
369	42	WORKER'S COMP. REIMB.	\$501	\$0	\$0	\$0
369	90	OTHER MISC. REVENUE	\$0	\$8,000	\$2,478	\$900

Fund 081 Summary			2016 Actual	2017 Original	2017 Projected	2018 Budget
MISCELLANEOUS			\$10,646	\$17,300	\$6,594	\$10,397,640
<b>REVENUE TOTALS</b>			<b>\$14,010,424</b>	<b>\$14,694,809</b>	<b>\$11,844,567</b>	<b>\$18,154,682</b>
511	3	REG. FULL-TIME EMPLOYEES	\$3,697,361	\$3,776,068	\$3,201,941	\$2,599,033
511	4	REG. PART-TIME EMPLOYEES	\$96,790	\$103,468	\$147,342	\$117,883
511	5	TEMP. SALARIES & WAGES	\$214,319	\$70,000	\$283,413	\$0
511	6	PER DIEM	\$2,790	\$3,000	\$2,160	\$1,500
511	9	OVERTIME	\$719,632	\$418,910	\$701,155	\$70,018
511	43	NO-BENEFIT FULL-TIME EMPL	\$1,662,363	\$1,439,542	\$1,136,826	\$589,954
511	44	NO-BENEFIT PART-TIME EMPL	\$299,264	\$359,894	\$333,809	\$0
513	1	SOCIAL SECURITY-EMPLOYER	\$485,580	\$468,940	\$458,440	\$258,455
513	2	IMRF - EMPLOYER COST	\$527,986	\$517,979	\$485,186	\$278,389
513	4	WORKERS' COMPENSATION INS	\$172,221	\$183,284	\$161,990	\$93,543
513	5	UNEMPLOYMENT INSURANCE	\$106,428	\$220,890	\$89,264	\$55,056
513	6	EMPLOYEE HEALTH/LIFE INS	\$661,393	\$841,081	\$694,666	\$474,258
513	20	EMPLOYEE DEVELOPMNT/RECOG	\$873	\$2,500	\$299	\$1,200
513	21	EMPLOYEE PHYSICALS/LAB PERSONNEL	\$23,574 \$8,670,574	\$45,000 \$8,450,556	\$24,509 \$7,721,000	\$15,000 \$4,554,289
522	1	STATIONERY & PRINTING	\$877	\$3,000	\$2,615	\$480
522	3	BOOKS,PERIODICALS & MAN.	\$558	\$2,200	\$3,188	\$1,040
522	4	COPIER SUPPLIES	\$2,932	\$6,000	\$0	\$0
522	6	POSTAGE, UPS, FED EXPRESS	\$6,751	\$4,000	\$5,421	\$3,200
522	10	FOOD	\$5,438	\$0	\$140,320	\$200,623
522	12	STOCKED DRUGS	\$1,183	\$37,093	\$38,564	\$22,400
522	15	GASOLINE & OIL	\$9,972	\$11,500	\$10,442	\$6,667
522	16	TOOLS	\$210	\$250	\$0	\$0
522	17	GROUNDS SUPPLIES	\$343	\$1,000	\$0	\$0
522	22	MAINTENANCE SUPPLIES	\$21,288	\$20,000	\$8,250	\$6,667
522	25	DIETARY NON-FOOD SUPPLIES	\$1,247	\$0	\$4,988	\$1,160
522	28	LAUNDRY SUPPLIES	\$15,383	\$10,000	\$9,736	\$6,667
522	31	PHARMACY CHRGS-PUBLIC AID	\$2,031	\$22,975	\$22,246	\$12,160
522	33	OXYGEN	\$17,795	\$16,900	\$11,763	\$8,600
522	34	INCONTINENCE SUPPLIES	\$46,876	\$111,194	\$75,079	\$57,527
522	35	NUTRITIONAL SUPPLEMENTS	\$35,451	\$60,000	\$22,785	\$16,179
522	36	PHARMACY CHRGS-INSURANCE	\$1,023	\$117,129	\$88,567	\$60,280
522	44	EQUIPMENT LESS THAN \$5000	\$27,989	\$13,400	\$29,585	\$11,320
522	91	LINEN & BEDDING	\$10,817	\$20,000	\$8,858	\$13,333
522	93	OPERATIONAL SUPPLIES	\$177,923	\$276,745	\$167,023	\$348,328
522	98	PHARMACY CHARGES-MEDICARE COMMODITIES	\$6,064 \$392,151	\$101,043 \$834,429	\$78,829 \$728,259	\$503,443 \$1,280,074
533	1	AUDIT & ACCOUNTING SERVCS	\$0	\$55,000	\$37,692	\$45,128
533	3	ATTORNEY/LEGAL SERVICES	\$86,758	\$60,000	\$105,537	\$130,000

Fund 081 Summary			2016 Actual	2017 Original	2017 Projected	2018 Budget
533	4	ENGINEERING SERVICES	\$54,966	\$15,000	\$163	\$10,000
533	6	MEDICAL/DENTAL/MENTL HLTH	\$19,728	\$50,000	\$68,325	\$46,300
533	7	PROFESSIONAL SERVICES	\$1,373,713	\$1,641,315	\$1,427,623	\$2,628,731
533	12	JOB-REQUIRED TRAVEL EXP	\$1,981	\$2,000	\$645	\$1,400
533	17	FIELD TRIPS / ACTIVITIES	\$71	\$500	\$0	\$0
533	20	INSURANCE	\$142,880	\$290,000	\$274,097	\$193,333
533	22	LABORATORY FEES	\$7,140	\$16,745	\$7,178	\$4,520
533	26	PROPERTY LOSS/DMG CLAIMS	\$20	\$2,000	\$0	\$0
533	29	COMPUTER/INF TCH SERVICES	\$87,448	\$100,000	\$106,668	\$66,667
533	30	GAS SERVICE	\$131,105	\$175,000	\$138,127	\$92,000
533	31	ELECTRIC SERVICE	\$409,661	\$300,000	\$368,426	\$191,067
533	32	WATER SERVICE	\$36,587	\$35,000	\$35,485	\$24,800
533	33	TELEPHONE SERVICE	\$19,989	\$20,000	\$16,171	\$13,333
533	34	PEST CONTROL SERVICE	\$7,998	\$6,250	\$6,500	\$3,600
533	36	WASTE DISPOSAL & RECYCLNG	\$34,798	\$35,000	\$34,011	\$22,680
533	40	AUTOMOBILE MAINTENANCE	\$6,025	\$10,000	\$5,503	\$3,800
533	42	EQUIPMENT MAINTENANCE	\$24,693	\$26,000	\$17,373	\$16,667
533	51	EQUIPMENT RENTALS	\$80,400	\$38,600	\$54,195	\$41,304
533	70	LEGAL NOTICES,ADVERTISING	\$22,831	\$40,000	\$19,743	\$26,667
533	85	PHOTOCOPY SERVICES	\$3,584	\$10,732	\$8,145	\$6,000
533	86	NURS HOME BLDG REPAIR/MNT	\$307,712	\$100,000	\$88,985	\$66,667
533	89	PUBLIC RELATIONS	\$25	\$2,250	\$163	\$0
533	91	LAUNDRY & CLEANING	\$6,325	\$6,500	\$1,613	\$4,333
533	93	DUES AND LICENSES	\$18,020	\$21,200	\$12,644	\$12,133
533	95	CONFERENCES & TRAINING	\$19,436	\$21,525	\$7,250	\$5,327
534	11	FOOD SERVICE	\$571,297	\$725,000	\$310,077	\$235,736
534	37	FINANCE CHARGES,BANK FEES	\$6,282	\$10,000	\$13,803	\$18,000
534	40	CABLE/SATELLITE TV EXP	\$29,951	\$30,000	\$31,890	\$20,000
534	46	SEWER SERVICE & TAX	\$20,837	\$20,000	\$17,249	\$12,000
534	61	IPA LICENSING FEE	\$340,360	\$546,790	\$435,310	\$609,462
534	65	CONTRACT NURSING SERVICE	\$56,525	\$332,000	\$0	\$190,244
534	75	FINES AND PENALTIES	\$24,350	\$30,000	\$44,813	\$20,000
534	76	PARKING LOT/SIDEWLK MAINT	\$5,197	\$10,000	\$905	\$156,667
534	81	GENERAL LIABILITY CLAIMS	\$60,000	\$30,000	\$0	\$20,000
534	83	MEDICARE MEDICAL SERVICES SERVICES	\$10,498 \$4,029,191	\$12,430 \$4,826,837	\$114,977 \$3,811,286	\$54,400 \$4,992,966
544	29	NUR HM BLDG CONST/IMPROVE	\$282,126	\$0	\$0	\$0
544	30	AUTOMOBILES, VEHICLES	\$0	\$0	\$27	\$0
544	33	OFFICE EQUIPMENT & FURNIS	\$30,161	\$21,000	\$10,129	\$4,000
544	74	KITCHEN/LAUNDRY EQUIPMENT CAPITAL	\$0 \$312,287	\$3,000 \$24,000	\$0 \$10,156	\$0 \$4,000
567	1	DEPRECIATION EXPENSE	\$0	\$0	\$0	\$37,829
567	2	BAD DEBT EXPENSE	\$0	\$200,000	\$0	\$0
		NON CASH EXPENSES	\$0	\$200,000	\$0	\$37,829



Fund 081 Summary			2016 Actual	2017 Original	2017 Projected	2018 Budget
571	80	TO GENERAL CORP FUND 080	\$23,712	\$282,670	\$0	\$2,525,304
		INTERFUND EXPENDITURE	\$23,712	\$282,670	\$0	\$2,525,304
581	2	L/T TAX ANTIC NOTES PRINC	\$0	\$0	\$0	\$1,076,760
581	5	INTGOVTL LOAN PRINC PMTS	\$0	\$0	\$0	\$726,802
582	1	INTEREST-TAX ANTIC NOTES	\$6,955	\$3,500	\$7,702	\$7,000
		DEBT	\$6,955	\$3,500	\$7,702	\$1,810,562
EXPENDITURE TOTALS			\$13,434,870	\$14,621,992	\$12,278,403	\$15,205,024

### ***NET POSITION/FUND BALANCE***

FY2016 Actual	FY2017 Projected	FY2018 Budgeted
\$241,828	-\$192,008	\$2,757,650

The fund balance increase in FY2018 reflects the proceeds anticipated after the outstanding obligations of the nursing are met following a sale transaction.

### ***FULL TIME EMPLOYEE HISTORY***

FY2014	FY2015	FY2016	FY2017	FY2018
202.5	222.1	215.3	226.3	190.8

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

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

- To operate the CCNH effectively and with financial independence
- To offer long-term care, skilled nursing, memory care, and adult day care services to citizens without regard for their ability to pay
- To maintain services that are conservatively priced and offered to anyone who demonstrates a need
- To forge partnerships with employees through continuous education, consistent performance expectations, and a quality management system that incorporates staff at every level of the organization

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

- To develop a long-range plan for budgeting for, and implementing, appropriate facility maintenance in a timely fashion

*County Board Goal 3 –Champaign County promotes a safe, just and healthy community*

- To adopt and implement policies and procedures which address specific areas of CCNH's operations, including, but not limited to, hospital readmission rates, emergency room referrals, nosocomial infection rates, falls, vaccinations, and decubitus ulcer prevention and treatment
- Facilitate a collaborative relationship with other area health care providers including hospitals, assisted living, supportive living, hospice, home health agencies and community organizations that provide senior services.

*County Board Goal 4 – Champaign County is a county that supports balanced, planned growth to balance economic growth with preservation of our natural resources*

- To be responsive to community needs through the adjustment of care services provided by the CCNH based on the needs of the community

# NURSING HOME – TRANSITION

## Fund 081-405

### FINANCIAL

Fund 081 Dept 405			2016 Actual	2017 Original	2017 Projected	2018 Budget
364	10	SALE OF FIXED ASSETS	\$0	\$0	\$0	\$10,395,000
		MISCELLANEOUS	\$0	\$0	\$0	\$10,395,000
		<b>REVENUE TOTALS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$10,395,000</b>
522	93	OPERATIONAL SUPPLIES	\$0	\$0	\$0	\$210,545
522	98	PHARMACY CHARGES-MEDICARE	\$0	\$0	\$0	\$466,307
		COMMODITIES	\$0	\$0	\$0	\$676,852
533	1	AUDIT & ACCOUNTING SERVCS	\$0	\$0	\$0	\$20,000
533	7	PROFESSIONAL SERVICES	\$0	\$0	\$0	\$1,465,884
534	11	FOOD SERVICE	\$0	\$0	\$0	\$235,736
534	61	IPA LICENSING FEE	\$0	\$0	\$0	\$314,711
534	65	CONTRACT NURSING SERVICE	\$0	\$0	\$0	\$190,244
534	76	PARKING LOT/SIDEWLK MAINT	\$0	\$0	\$0	\$150,000
		SERVICES	\$0	\$0	\$0	\$2,376,575
571	80	TO GENERAL CORP FUND 080	\$0	\$0	\$0	\$2,525,304
		INTERFUND EXPENDITURE	\$0	\$0	\$0	\$2,525,304
581	2	L/T TAX ANTIC NOTES PRINC	\$0	\$0	\$0	\$1,076,760
581	5	INTGOVTL LOAN PRINC PMTS	\$0	\$0	\$0	\$726,802
		DEBT	\$0	\$0	\$0	\$1,803,562
		<b>EXPENDITURE TOTALS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$7,382,293</b>

# NURSING HOME – ADMINISTRATION

## Fund 081-410

### FINANCIAL

Fund 081 Dept 410			2016 Actual	2017 Original	2017 Projected	2018 Budget
311	32	CURR PROP TX-NURS HM OPER	\$1,159,938	\$1,250,370	\$1,206,593	\$1,304,606
313	32	RE BACKTAX-NURS HOME OPER	\$683	\$0	\$618	\$0
314	10	MOBILE HOME TAX	\$1,073	\$0	\$1,097	\$0
315	10	PAYMENT IN LIEU OF TAXES	\$816	\$0	\$678	\$0
		PROPERTY TAXES	\$1,162,510	\$1,250,370	\$1,208,986	\$1,304,606
345	17	NH CARE-VET ADM PATIENTS	\$552,474	\$464,189	\$598,144	\$250,177
345	18	ADLT DAYCARE-VA CLIENTS	\$126,310	\$100,000	\$57,991	\$28,000
345	19	NH CARE-HOSPICE PATIENTS	\$473,165	\$399,511	\$298,921	\$218,425
345	20	ADLT DAYCARE-PRIV CLIENTS	\$32,505	\$30,000	\$38,221	\$21,000
345	21	ADLT DAYCARE-IDOA CLIENTS	\$106,782	\$105,000	\$105,589	\$56,000
345	22	NH CARE-PRIV PAY PATIENTS	\$3,070,873	\$3,114,680	\$2,308,288	\$1,471,037
345	23	NH CARE-MEDICAID PATIENTS	\$5,757,800	\$6,173,634	\$5,119,573	\$3,211,194
345	26	NH CARE-MEDICARE/A PATNTS	\$1,101,395	\$903,375	\$1,209,358	\$749,990
345	27	NH CARE-MEDICARE/B PATNTS	\$148,046	\$215,000	\$219,915	\$129,500
345	29	NH CARE-PRIV INSUR PATNTS	\$1,368,985	\$1,806,750	\$612,006	\$284,563
345	33	NURS HOME BEAUTY SHOP REV	\$30,689	\$35,000	\$26,726	\$15,400
345	34	MEDICAL SUPPLIES REVENUE	\$50,806	\$60,000	\$21,589	\$12,600
345	35	PATIENT TRANSPORTATN CHGS	\$17,438	\$20,000	\$12,666	\$4,550
		FEES AND FINES	\$12,837,268	\$13,427,139	\$10,628,987	\$6,452,436
361	10	INVESTMENT INTEREST	\$545	\$0	\$400	\$0
363	50	RESTRICTED DONATIONS	\$4,542	\$2,000	\$1,615	\$0
369	12	VENDING MACHINES	\$3,530	\$2,300	\$1,735	\$1,740
369	20	NURS HOME MEAL TICKETS	\$1,528	\$0	\$366	\$0
369	30	LATE CHARGE, NSF CK CHG	\$0	\$5,000	\$0	\$0
369	42	WORKER'S COMP. REIMB.	\$501	\$0	\$0	\$0
369	90	OTHER MISC. REVENUE	\$0	\$8,000	\$2,478	\$900
		MISCELLANEOUS	\$10,646	\$17,300	\$6,594	\$2,640
		<b>REVENUE TOTALS</b>	<b>\$14,010,424</b>	<b>\$14,694,809</b>	<b>\$11,844,567</b>	<b>\$7,759,682</b>
511	3	REG. FULL-TIME EMPLOYEES	\$384,529	\$412,743	\$256,637	\$2,599,033
511	4	REG. PART-TIME EMPLOYEES	\$0	\$0	\$0	\$117,883
511	5	TEMP. SALARIES & WAGES	\$14,342	\$10,000	\$30,620	\$0
511	6	PER DIEM	\$2,790	\$3,000	\$2,160	\$1,500
511	9	OVERTIME	\$6,698	\$4,442	\$4,487	\$70,018
511	43	NO-BENEFIT FULL-TIME EMPL	\$0	\$0	\$0	\$589,954
513	1	SOCIAL SECURITY-EMPLOYER	\$29,693	\$32,070	\$22,603	\$258,455
513	2	IMRF - EMPLOYER COST	\$32,003	\$35,424	\$24,052	\$278,389
513	4	WORKERS' COMPENSATION INS	\$11,634	\$12,535	\$9,024	\$93,543
513	5	UNEMPLOYMENT INSURANCE	\$6,005	\$16,300	\$4,784	\$55,056

Fund 081 Dept 410			2016 Actual	2017 Original	2017 Projected	2018 Budget
513	6	EMPLOYEE HEALTH/LIFE INS	\$56,012	\$74,636	\$61,605	\$474,258
513	20	EMPLOYEE DEVELOPMNT/RECOG	\$873	\$2,500	\$299	\$1,200
513	21	EMPLOYEE PHYSICALS/LAB	\$23,574	\$45,000	\$24,509	\$15,000
		PERSONNEL	\$568,153	\$648,650	\$440,780	\$4,554,289
522	1	STATIONERY & PRINTING	\$719	\$3,000	\$2,615	\$480
522	3	BOOKS,PERIODICALS & MAN.	\$75	\$200	\$2,895	\$1,040
522	4	COPIER SUPPLIES	\$2,932	\$6,000	\$0	\$0
522	6	POSTAGE, UPS, FED EXPRESS	\$6,751	\$4,000	\$5,421	\$3,200
522	10	FOOD	\$0	\$0	\$0	\$200,623
522	12	STOCKED DRUGS	\$0	\$0	\$0	\$22,400
522	15	GASOLINE & OIL	\$0	\$0	\$0	\$6,667
522	22	MAINTENANCE SUPPLIES	\$0	\$0	\$0	\$6,667
522	25	DIETARY NON-FOOD SUPPLIES	\$0	\$0	\$0	\$1,160
522	28	LAUNDRY SUPPLIES	\$0	\$0	\$0	\$6,667
522	31	PHARMACY CHRGS-PUBLIC AID	\$0	\$0	\$0	\$12,160
522	33	OXYGEN	\$0	\$0	\$0	\$8,600
522	34	INCONTINENCE SUPPLIES	\$0	\$0	\$0	\$57,527
522	35	NUTRITIONAL SUPPLEMENTS	\$0	\$0	\$0	\$16,179
522	36	PHARMACY CHRGS-INSURANCE	\$0	\$0	\$0	\$60,280
522	44	EQUIPMENT LESS THAN \$5000	\$12,313	\$300	\$66	\$11,320
522	91	LINEN & BEDDING	\$0	\$0	\$0	\$13,333
522	93	OPERATIONAL SUPPLIES	\$11,766	\$6,500	\$12,341	\$137,783
522	98	PHARMACY CHARGES-MEDICARE	\$0	\$0	\$0	\$37,136
		COMMODITIES	\$34,556	\$20,000	\$23,338	\$603,222
533	1	AUDIT & ACCOUNTING SERVCS	\$0	\$55,000	\$37,692	\$25,128
533	3	ATTORNEY/LEGAL SERVICES	\$86,758	\$60,000	\$105,537	\$130,000
533	4	ENGINEERING SERVICES	\$54,966	\$15,000	\$163	\$10,000
533	6	MEDICAL/DENTAL/MENTL HLTH	\$0	\$0	\$0	\$46,300
533	7	PROFESSIONAL SERVICES	\$543,433	\$501,534	\$726,913	\$1,162,847
533	12	JOB-REQUIRED TRAVEL EXP	\$1,866	\$2,000	\$588	\$1,400
533	20	INSURANCE	\$142,880	\$290,000	\$274,097	\$193,333
533	22	LABORATORY FEES	\$0	\$0	\$0	\$4,520
533	26	PROPERTY LOSS/DMG CLAIMS	\$20	\$2,000	\$0	\$0
533	29	COMPUTER/INF TCH SERVICES	\$87,448	\$100,000	\$106,668	\$66,667
533	30	GAS SERVICE	\$0	\$0	\$0	\$92,000
533	31	ELECTRIC SERVICE	\$0	\$0	\$0	\$191,067
533	32	WATER SERVICE	\$0	\$0	\$0	\$24,800
533	33	TELEPHONE SERVICE	\$19,989	\$20,000	\$16,171	\$13,333
533	34	PEST CONTROL SERVICE	\$0	\$0	\$0	\$3,600
533	36	WASTE DISPOSAL & RECYCLNG	\$0	\$0	\$0	\$22,680
533	40	AUTOMOBILE MAINTENANCE	\$0	\$0	\$0	\$3,800
533	42	EQUIPMENT MAINTENANCE	\$4,873	\$1,000	\$0	\$16,667
533	51	EQUIPMENT RENTALS	\$0	\$0	\$0	\$41,304
533	70	LEGAL NOTICES,ADVERTISING	\$22,831	\$40,000	\$19,743	\$26,667
533	85	PHOTOCOPY SERVICES	\$3,584	\$10,732	\$8,145	\$6,000
533	86	NURS HOME BLDG REPAIR/MNT	\$0	\$0	\$0	\$66,667
533	89	PUBLIC RELATIONS	\$25	\$2,000	\$163	\$0

Fund 081 Dept 410			2016 Actual	2017 Original	2017 Projected	2018 Budget
533	91	LAUNDRY & CLEANING	\$0	\$0	\$0	\$4,333
533	93	DUES AND LICENSES	\$17,361	\$20,500	\$12,509	\$12,133
533	95	CONFERENCES & TRAINING	\$7,734	\$10,000	\$0	\$5,327
534	37	FINANCE CHARGES,BANK FEES	\$6,282	\$10,000	\$13,803	\$18,000
534	40	CABLE/SATELLITE TV EXP	\$29,951	\$30,000	\$31,890	\$20,000
534	46	SEWER SERVICE & TAX	\$0	\$0	\$0	\$12,000
534	61	IPA LICENSING FEE	\$340,360	\$546,790	\$435,310	\$294,751
534	75	FINES AND PENALTIES	\$24,350	\$30,000	\$44,813	\$20,000
534	76	PARKING LOT/SIDEWLK MAINT	\$0	\$0	\$0	\$6,667
534	81	GENERAL LIABILITY CLAIMS	\$60,000	\$30,000	\$0	\$20,000
534	83	MEDICARE MEDICAL SERVICES	\$0	\$0	\$0	\$54,400
		SERVICES	\$1,454,711	\$1,776,556	\$1,834,205	\$2,616,391
544	33	OFFICE EQUIPMENT & FURNIS	\$27,310	\$21,000	\$10,129	\$4,000
		CAPITAL	\$27,310	\$21,000	\$10,129	\$4,000
567	1	DEPRECIATION EXPENSE	\$0	\$0	\$0	\$37,829
567	2	BAD DEBT EXPENSE	\$0	\$200,000	\$0	\$0
		NON CASH EXPENSES	\$0	\$200,000	\$0	\$37,829
571	80	TO GENERAL CORP FUND 080	\$23,712	\$282,670	\$0	\$0
		INTERFUND EXPENDITURE	\$23,712	\$282,670	\$0	\$0
582	1	INTEREST-TAX ANTIC NOTES	\$6,955	\$3,500	\$7,702	\$7,000
		DEBT	\$6,955	\$3,500	\$7,702	\$7,000
		<b>EXPENDITURE TOTALS</b>	<b>\$2,115,397</b>	<b>\$2,952,376</b>	<b>\$2,316,154</b>	<b>\$7,822,731</b>

# NURSING HOME – ENVIRONMENTAL SERVICES

## Fund 081-415

### FINANCIAL

Fund 081 Dept 415			2016 Actual	2017 Original	2017 Projected	2018 Budget
511	3	REG. FULL-TIME EMPLOYEES	\$345,792	\$330,089	\$353,376	\$0
511	4	REG. PART-TIME EMPLOYEES	\$9,742	\$10,019	\$11,878	\$0
511	9	OVERTIME	\$13,167	\$3,664	\$10,082	\$0
513	1	SOCIAL SECURITY-EMPLOYER	\$26,611	\$25,993	\$30,253	\$0
513	2	IMRF - EMPLOYER COST	\$29,985	\$28,711	\$33,778	\$0
513	4	WORKERS' COMPENSATION INS	\$10,230	\$10,159	\$11,663	\$0
513	5	UNEMPLOYMENT INSURANCE	\$7,380	\$18,357	\$8,888	\$0
513	6	EMPLOYEE HEALTH/LIFE INS PERSONNEL	\$60,734 \$503,641	\$85,322 \$512,314	\$41,757 \$501,675	\$0 \$0
522	44	EQUIPMENT LESS THAN \$5000	\$307	\$0	\$49	\$0
522	93	OPERATIONAL SUPPLIES COMMODITIES	\$53,871 \$54,178	\$55,000 \$55,000	\$29,573 \$29,622	\$0 \$0
533	30	GAS SERVICE	\$131,105	\$175,000	\$138,127	\$0
533	31	ELECTRIC SERVICE	\$409,661	\$300,000	\$368,426	\$0
533	32	WATER SERVICE	\$36,587	\$35,000	\$35,485	\$0
533	34	PEST CONTROL SERVICE	\$7,998	\$6,250	\$6,500	\$0
533	36	WASTE DISPOSAL & RECYCLNG	\$34,798	\$35,000	\$34,011	\$0
533	51	EQUIPMENT RENTALS	\$3,096	\$3,500	\$3,096	\$0
534	46	SEWER SERVICE & TAX SERVICES	\$20,837 \$644,082	\$20,000 \$574,750	\$17,249 \$602,894	\$0 \$0
EXPENDITURE TOTALS			\$1,201,901	\$1,142,064	\$1,134,191	\$0

# NURSING HOME – LAUNDRY SERVICES

## Fund 081-420

### FINANCIAL

Fund 081 Dept 420			2016 Actual	2017 Original	2017 Projected	2018 Budget
511	3	REG. FULL-TIME EMPLOYEES	\$86,905	\$90,352	\$78,004	\$0
511	4	REG. PART-TIME EMPLOYEES	\$7,925	\$9,885	\$3,877	\$0
511	9	OVERTIME	\$4,658	\$1,468	\$2,056	\$0
513	1	SOCIAL SECURITY-EMPLOYER	\$7,146	\$7,696	\$7,384	\$0
513	2	IMRF - EMPLOYER COST	\$8,052	\$8,501	\$8,244	\$0
513	4	WORKERS' COMPENSATION INS	\$2,718	\$3,008	\$2,909	\$0
513	5	UNEMPLOYMENT INSURANCE	\$1,889	\$5,487	\$2,824	\$0
513	6	EMPLOYEE HEALTH/LIFE INS	\$28,709	\$48,096	\$26,771	\$0
		PERSONNEL	\$148,002	\$174,493	\$132,069	\$0
522	28	LAUNDRY SUPPLIES	\$15,383	\$10,000	\$9,736	\$0
522	91	LINEN & BEDDING	\$10,817	\$20,000	\$8,858	\$0
522	93	OPERATIONAL SUPPLIES	\$89	\$0	\$0	\$0
		COMMODITIES	\$26,289	\$30,000	\$18,594	\$0
533	91	LAUNDRY & CLEANING	\$6,325	\$6,500	\$1,613	\$0
		SERVICES	\$6,325	\$6,500	\$1,613	\$0
		<b>EXPENDITURE TOTALS</b>	<b>\$180,616</b>	<b>\$210,993</b>	<b>\$152,276</b>	<b>\$0</b>



# NURSING HOME – MAINTENANCE

## Fund 081-425

### FINANCIAL

Fund 081 Dept 425			2016 Actual	2017 Original	2017 Projected	2018 Budget
511	3	REG. FULL-TIME EMPLOYEES	\$41,413	\$66,883	\$34,625	\$0
511	9	OVERTIME	\$1,088	\$806	\$706	\$0
513	1	SOCIAL SECURITY-EMPLOYER	\$3,091	\$5,084	\$2,729	\$0
513	2	IMRF - EMPLOYER COST	\$3,482	\$5,616	\$3,053	\$0
513	4	WORKERS' COMPENSATION INS	\$1,184	\$1,987	\$1,048	\$0
513	5	UNEMPLOYMENT INSURANCE	\$916	\$3,670	\$670	\$0
513	6	EMPLOYEE HEALTH/LIFE INS PERSONNEL	\$7,589 \$58,763	\$16,023 \$100,069	\$5,570 \$48,401	\$0 \$0
522	15	GASOLINE & OIL	\$55	\$1,500	\$0	\$0
522	16	TOOLS	\$210	\$250	\$0	\$0
522	17	GROUNDS SUPPLIES	\$343	\$1,000	\$0	\$0
522	22	MAINTENANCE SUPPLIES	\$21,288	\$20,000	\$8,250	\$0
522	44	EQUIPMENT LESS THAN \$5000	\$6,704	\$2,000	\$3,155	\$0
522	93	OPERATIONAL SUPPLIES COMMODITIES	\$1,553 \$30,153	\$250 \$25,000	\$211 \$11,616	\$0 \$0
533	7	PROFESSIONAL SERVICES	\$0	\$350	\$0	\$0
533	40	AUTOMOBILE MAINTENANCE	\$6,025	\$10,000	\$5,503	\$0
533	42	EQUIPMENT MAINTENANCE	\$19,820	\$25,000	\$17,373	\$0
533	51	EQUIPMENT RENTALS	\$0	\$100	\$0	\$0
533	86	NURS HOME BLDG REPAIR/MNT	\$307,712	\$100,000	\$88,985	\$0
533	95	CONFERENCES & TRAINING	\$0	\$0	\$375	\$0
534	76	PARKING LOT/SIDEWLK MAINT SERVICES	\$5,197 \$338,754	\$10,000 \$145,450	\$905 \$113,141	\$0 \$0
544	29	NUR HM BLDG CONST/IMPROVE CAPITAL	\$282,126 \$282,126	\$0 \$0	\$0 \$0	\$0 \$0
<b>EXPENDITURE TOTALS</b>			<b>\$709,796</b>	<b>\$270,519</b>	<b>\$173,158</b>	<b>\$0</b>

# ***NURSING HOME – HEALTH SERVICES***

## ***Fund 081-430***

### ***FINANCIAL***

Fund 081 Dept 430			2016 Actual	2017 Original	2017 Projected	2018 Budget
511	3	REG. FULL-TIME EMPLOYEES	\$1,665,035	\$1,560,595	\$1,413,490	\$0
511	4	REG. PART-TIME EMPLOYEES	\$39,869	\$46,276	\$77,295	\$0
511	5	TEMP. SALARIES & WAGES	\$167,628	\$60,000	\$236,202	\$0
511	9	OVERTIME	\$589,679	\$328,749	\$603,596	\$0
511	43	NO-BENEFIT FULL-TIME EMPL	\$1,524,891	\$1,271,942	\$1,058,458	\$0
511	44	NO-BENEFIT PART-TIME EMPL	\$243,984	\$281,868	\$282,655	\$0
513	1	SOCIAL SECURITY-EMPLOYER	\$307,016	\$270,708	\$295,795	\$0
513	2	IMRF - EMPLOYER COST	\$331,340	\$299,017	\$306,128	\$0
513	4	WORKERS' COMPENSATION INS	\$105,088	\$105,806	\$99,894	\$0
513	5	UNEMPLOYMENT INSURANCE	\$62,357	\$91,069	\$47,728	\$0
513	6	EMPLOYEE HEALTH/LIFE INS PERSONNEL	\$285,401 \$5,322,288	\$290,121 \$4,606,151	\$350,234 \$4,771,475	\$0
522	1	STATIONERY & PRINTING	\$158	\$0	\$0	\$0
522	3	BOOKS,PERIODICALS & MAN.	\$148	\$2,000	\$293	\$0
522	12	STOCKED DRUGS	\$1,183	\$37,093	\$38,564	\$0
522	31	PHARMACY CHRGS-PUBLIC AID	\$2,031	\$22,975	\$22,246	\$0
522	33	OXYGEN	\$17,795	\$16,900	\$11,763	\$0
522	34	INCONTINENCE SUPPLIES	\$46,876	\$111,194	\$75,079	\$0
522	36	PHARMACY CHRGS-INSURANCE	\$1,023	\$117,129	\$88,567	\$0
522	44	EQUIPMENT LESS THAN \$5000	\$5,109	\$10,000	\$25,730	\$0
522	93	OPERATIONAL SUPPLIES	\$99,874	\$204,795	\$116,355	\$0
522	98	PHARMACY CHARGES-MEDICARE COMMODITIES	\$6,064 \$180,261	\$101,043 \$623,129	\$78,829 \$457,426	\$0
533	6	MEDICAL/DENTAL/MENTL HLTH	\$19,728	\$50,000	\$68,325	\$0
533	7	PROFESSIONAL SERVICES	\$417,710	\$380,000	\$181,590	\$0
533	12	JOB-REQUIRED TRAVEL EXP	\$12	\$0	\$57	\$0
533	22	LABORATORY FEES	\$7,140	\$16,745	\$7,178	\$0
533	51	EQUIPMENT RENTALS	\$72,445	\$30,000	\$46,240	\$0
533	93	DUES AND LICENSES	\$200	\$500	\$50	\$0
533	95	CONFERENCES & TRAINING	\$6,563	\$6,000	\$5,632	\$0
534	65	CONTRACT NURSING SERVICE	\$56,525	\$332,000	\$0	\$0
534	83	MEDICARE MEDICAL SERVICES SERVICES	\$10,498 \$590,821	\$12,430 \$827,675	\$114,977 \$424,049	\$0
<b>EXPENDITURE TOTALS</b>			<b>\$6,093,370</b>	<b>\$6,056,955</b>	<b>\$5,652,950</b>	<b>\$0</b>

# NURSING HOME – ACTIVITIES

## Fund 081-440

### FINANCIAL

Fund 081 Dept 440			2016 Actual	2017 Original	2017 Projected	2018 Budget
369	90	OTHER MISC. REVENUE	\$188	\$0	\$0	\$0
		MISCELLANEOUS	\$188	\$0	\$0	\$0
		<b>REVENUE TOTALS</b>	<b>\$188</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
511	3	REG. FULL-TIME EMPLOYEES	\$200,406	\$194,239	\$151,569	\$0
511	4	REG. PART-TIME EMPLOYEES	\$15,534	\$16,770	\$14,676	\$0
511	9	OVERTIME	\$1,121	\$473	\$606	\$0
513	1	SOCIAL SECURITY-EMPLOYER	\$15,808	\$16,014	\$13,535	\$0
513	2	IMRF - EMPLOYER COST	\$17,813	\$17,688	\$15,159	\$0
513	4	WORKERS' COMPENSATION INS	\$6,002	\$6,259	\$5,389	\$0
513	5	UNEMPLOYMENT INSURANCE	\$4,538	\$11,557	\$3,412	\$0
513	6	EMPLOYEE HEALTH/LIFE INS	\$32,814	\$43,560	\$26,303	\$0
		PERSONNEL	\$294,036	\$306,560	\$230,649	\$0
522	3	BOOKS,PERIODICALS & MAN.	\$213	\$0	\$0	\$0
522	44	EQUIPMENT LESS THAN \$5000	\$158	\$100	\$0	\$0
522	93	OPERATIONAL SUPPLIES	\$5,693	\$7,500	\$3,917	\$0
		COMMODITIES	\$6,064	\$7,600	\$3,917	\$0
533	7	PROFESSIONAL SERVICES	\$1,556	\$1,800	\$1,681	\$0
533	95	CONFERENCES & TRAINING	\$570	\$525	\$15	\$0
		SERVICES	\$2,126	\$2,325	\$1,696	\$0
		<b>EXPENDITURE TOTALS</b>	<b>\$302,226</b>	<b>\$316,485</b>	<b>\$236,262</b>	<b>\$0</b>

# NURSING HOME – SOCIAL SERVICES

## Fund 081-441

### FINANCIAL

Fund 081 Dept 441			2016 Actual	2017 Original	2017 Projected	2018 Budget
511	3	REG. FULL-TIME EMPLOYEES	\$189,542	\$194,050	\$178,652	\$0
511	4	REG. PART-TIME EMPLOYEES	\$1,262	\$0	\$6,112	\$0
511	9	OVERTIME	\$2,363	\$2,462	\$3,578	\$0
513	1	SOCIAL SECURITY-EMPLOYER	\$14,000	\$14,868	\$14,354	\$0
513	2	IMRF - EMPLOYER COST	\$15,775	\$16,423	\$15,903	\$0
513	4	WORKERS' COMPENSATION INS	\$5,484	\$5,811	\$5,536	\$0
513	5	UNEMPLOYMENT INSURANCE	\$2,720	\$9,522	\$2,475	\$0
513	6	EMPLOYEE HEALTH/LIFE INS	\$31,007	\$38,245	\$28,177	\$0
		PERSONNEL	\$262,153	\$281,381	\$254,787	\$0
522	93	OPERATIONAL SUPPLIES	\$621	\$200	\$0	\$0
		COMMODITIES	\$621	\$200	\$0	\$0
533	7	PROFESSIONAL SERVICES	\$1,556	\$2,000	\$1,556	\$0
533	95	CONFERENCES & TRAINING	\$428	\$500	\$0	\$0
		SERVICES	\$1,984	\$2,500	\$1,556	\$0
		<b>EXPENDITURE TOTALS</b>	<b>\$264,758</b>	<b>\$284,081</b>	<b>\$256,343</b>	<b>\$0</b>

# NURSING HOME – MEDICAL SERVICES – PHYSICAL THERAPY

## Fund 081-445

### FINANCIAL

Fund 081 Dept 445			2016 Actual	2017 Original	2017 Projected	2018 Budget
511	3	REG. FULL-TIME EMPLOYEES	\$57,659	\$57,662	\$61,465	\$0
511	9	OVERTIME	\$589	\$282	\$2,416	\$0
511	43	NO-BENEFIT FULL-TIME EMPL	\$3,158	\$0	\$15,228	\$0
513	1	SOCIAL SECURITY-EMPLOYER	\$4,289	\$4,350	\$5,948	\$0
513	2	IMRF - EMPLOYER COST	\$4,833	\$4,805	\$6,537	\$0
513	4	WORKERS' COMPENSATION INS	\$1,723	\$1,700	\$2,326	\$0
513	5	UNEMPLOYMENT INSURANCE	\$888	\$3,194	\$1,022	\$0
513	6	EMPLOYEE HEALTH/LIFE INS	\$16,091	\$22,171	\$17,826	\$0
		PERSONNEL	\$89,230	\$94,164	\$112,768	\$0
533	7	PROFESSIONAL SERVICES	\$142,868	\$271,995	\$211,838	\$0
		SERVICES	\$142,868	\$271,995	\$211,838	\$0
EXPENDITURE TOTALS			\$232,098	\$366,159	\$324,606	\$0

# **NURSING HOME – MED SERVICES - OCCUPATIONAL THERAPY**

## **Fund 081-446**

### **FINANCIAL**

<b>Fund 081 Dept 446</b>			<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
511	3	REG. FULL-TIME EMPLOYEES	\$10,800	\$54,605	\$0	\$0
513	1	SOCIAL SECURITY-EMPLOYER	\$818	\$4,169	\$0	\$0
513	2	IMRF - EMPLOYER COST	\$922	\$4,605	\$0	\$0
513	4	WORKERS' COMPENSATION INS	\$323	\$1,629	\$0	\$0
513	5	UNEMPLOYMENT INSURANCE	\$365	\$2,592	\$0	\$0
513	6	EMPLOYEE HEALTH/LIFE INS	\$6,714	\$17,013	\$0	\$0
		PERSONNEL	\$19,942	\$84,613	\$0	\$0
533	7	PROFESSIONAL SERVICES	\$150,956	\$318,374	\$204,379	\$0
		SERVICES	\$150,956	\$318,374	\$204,379	\$0
		<b>EXPENDITURE TOTALS</b>	<b>\$170,898</b>	<b>\$402,987</b>	<b>\$204,379</b>	<b>\$0</b>

# NURSING HOME – MEDICAL SERVICES - RESPIRATORY THERAPY

## Fund 081-447

### FINANCIAL

Fund 081 Dept 447			2016 Actual	2017 Original	2017 Projected	2018 Budget
533	7	PROFESSIONAL SERVICES	\$43,612	\$54,925	\$26,000	\$0
		SERVICES	\$43,612	\$54,925	\$26,000	\$0
		<b>EXPENDITURE TOTALS</b>	<b>\$43,612</b>	<b>\$54,925</b>	<b>\$26,000</b>	<b>\$0</b>

# NURSING HOME – MEDICAL SERVICES – SPEECH THERAPY

## Fund 081-448

### FINANCIAL

Fund 081 Dept 448			2016 Actual	2017 Original	2017 Projected	2018 Budget
533	7	PROFESSIONAL SERVICES SERVICES	\$71,407 \$71,407	\$107,637 \$107,637	\$72,016 \$72,016	\$0 \$0
EXPENDITURE TOTALS			\$71,407	\$107,637	\$72,016	\$0



# NURSING HOME – DIETARY

## Fund 081-450

### FINANCIAL

Fund 081 Dept 450			2016 Actual	2017 Original	2017 Projected	2018 Budget
511	3	REG. FULL-TIME EMPLOYEES	\$374,453	\$369,380	\$355,352	\$0
511	4	REG. PART-TIME EMPLOYEES	\$16,640	\$20,518	\$33,498	\$0
511	5	TEMP. SALARIES & WAGES	\$32,349	\$0	\$16,591	\$0
511	9	OVERTIME	\$57,073	\$39,106	\$41,545	\$0
513	1	SOCIAL SECURITY-EMPLOYER	\$35,104	\$32,736	\$31,467	\$0
513	2	IMRF - EMPLOYER COST	\$36,467	\$36,160	\$33,586	\$0
513	4	WORKERS' COMPENSATION INS	\$12,295	\$12,795	\$11,208	\$0
513	5	UNEMPLOYMENT INSURANCE	\$11,217	\$23,779	\$9,853	\$0
513	6	EMPLOYEE HEALTH/LIFE INS PERSONNEL	\$67,268 \$642,866	\$94,172 \$628,646	\$55,819 \$588,919	\$0 \$0
522	10	FOOD	\$5,438	\$0	\$140,320	\$0
522	25	DIETARY NON-FOOD SUPPLIES	\$1,247	\$0	\$4,988	\$0
522	35	NUTRITIONAL SUPPLEMENTS	\$35,451	\$60,000	\$22,785	\$0
522	44	EQUIPMENT LESS THAN \$5000	\$3,329	\$500	\$496	\$0
522	93	OPERATIONAL SUPPLIES COMMODITIES	\$1,728 \$47,193	\$0 \$60,500	\$3,013 \$171,602	\$0 \$0
533	7	PROFESSIONAL SERVICES	\$0	\$1,500	\$0	\$0
533	51	EQUIPMENT RENTALS	\$4,859	\$5,000	\$4,859	\$0
533	93	DUES AND LICENSES	\$112	\$200	\$85	\$0
533	95	CONFERENCES & TRAINING	\$330	\$500	\$390	\$0
534	11	FOOD SERVICE SERVICES	\$571,297 \$576,598	\$725,000 \$732,200	\$310,077 \$315,411	\$0 \$0
544	33	OFFICE EQUIPMENT & FURNIS	\$2,851	\$0	\$0	\$0
544	74	KITCHEN/LAUNDRY EQUIPMENT CAPITAL	\$0 \$2,851	\$3,000 \$3,000	\$0 \$0	\$0 \$0
EXPENDITURE TOTALS			\$1,269,508	\$1,424,346	\$1,075,932	\$0

# NURSING HOME – ACTIVITIES – BEAUTY SHOP

## Fund 081-455

### FINANCIAL

Fund 081 Dept 455			2016 Actual	2017 Original	2017 Projected	2018 Budget
511	3	REG. FULL-TIME EMPLOYEES	\$56,698	\$58,271	\$60,636	\$0
513	1	SOCIAL SECURITY-EMPLOYER	\$3,641	\$4,293	\$4,047	\$0
513	2	IMRF - EMPLOYER COST	\$4,103	\$4,742	\$4,534	\$0
513	4	WORKERS' COMPENSATION INS	\$1,629	\$1,678	\$1,839	\$0
513	5	UNEMPLOYMENT INSURANCE	\$816	\$3,073	\$848	\$0
513	6	EMPLOYEE HEALTH/LIFE INS	\$16,091	\$20,004	\$17,826	\$0
		PERSONNEL	\$82,978	\$92,061	\$89,730	\$0
522	44	EQUIPMENT LESS THAN \$5000	\$31	\$0	\$0	\$0
522	93	OPERATIONAL SUPPLIES	\$1,154	\$1,000	\$111	\$0
		COMMODITIES	\$1,185	\$1,000	\$111	\$0
EXPENDITURE TOTALS			\$84,163	\$93,061	\$89,841	\$0

# NURSING HOME – ADULT DAY CARE

## Fund 081-460

### FINANCIAL

Fund 081 Dept 460			2016 Actual	2017 Original	2017 Projected	2018 Budget
511	3	REG. FULL-TIME EMPLOYEES	\$132,240	\$131,840	\$130,926	\$0
511	4	REG. PART-TIME EMPLOYEES	\$5,818	\$0	\$6	\$0
511	9	OVERTIME	\$1,393	\$925	\$1,976	\$0
513	1	SOCIAL SECURITY-EMPLOYER	\$10,070	\$10,086	\$9,798	\$0
513	2	IMRF - EMPLOYER COST	\$11,330	\$11,140	\$11,025	\$0
513	4	WORKERS' COMPENSATION INS	\$3,992	\$3,942	\$3,922	\$0
513	5	UNEMPLOYMENT INSURANCE	\$1,981	\$6,471	\$2,144	\$0
513	6	EMPLOYEE HEALTH/LIFE INS PERSONNEL	\$28,493 \$195,317	\$40,386 \$204,790	\$27,724 \$187,521	\$0 \$0
522	15	GASOLINE & OIL	\$9,917	\$10,000	\$10,442	\$0
522	44	EQUIPMENT LESS THAN \$5000	\$38	\$500	\$0	\$0
522	93	OPERATIONAL SUPPLIES COMMODITIES	\$1,550 \$11,505	\$1,500 \$12,000	\$1,502 \$11,944	\$0 \$0
533	7	PROFESSIONAL SERVICES	\$0	\$0	\$420	\$0
533	12	JOB-REQUIRED TRAVEL EXP	\$103	\$0	\$0	\$0
533	17	FIELD TRIPS / ACTIVITIES	\$71	\$500	\$0	\$0
533	89	PUBLIC RELATIONS	\$0	\$250	\$0	\$0
533	93	DUES AND LICENSES	\$347	\$0	\$0	\$0
533	95	CONFERENCES & TRAINING SERVICES	\$1,239 \$1,760	\$2,500 \$3,250	\$50 \$470	\$0 \$0
544	30	AUTOMOBILES, VEHICLES CAPITAL	\$0 \$0	\$0 \$0	\$27 \$27	\$0 \$0
EXPENDITURE TOTALS			\$208,582	\$220,040	\$199,962	\$0

# **NURSING HOME – MEDICAL SERVICES – ALZHEIMER’S**

## **Fund 081-462**

### **FINANCIAL**

<b>Fund 081 Dept 462</b>			<b>2016 Actual</b>	<b>2017 Original</b>	<b>2017 Projected</b>	<b>2018 Budget</b>
511	3	REG. FULL-TIME EMPLOYEES	\$151,889	\$255,359	\$127,209	\$0
511	9	OVERTIME	\$41,803	\$36,533	\$30,107	\$0
511	43	NO-BENEFIT FULL-TIME EMPL	\$134,314	\$167,600	\$63,140	\$0
511	44	NO-BENEFIT PART-TIME EMPL	\$55,280	\$78,026	\$51,154	\$0
513	1	SOCIAL SECURITY-EMPLOYER	\$28,293	\$40,873	\$20,527	\$0
513	2	IMRF - EMPLOYER COST	\$31,881	\$45,147	\$23,187	\$0
513	4	WORKERS' COMPENSATION INS	\$9,919	\$15,975	\$7,232	\$0
513	5	UNEMPLOYMENT INSURANCE	\$5,356	\$25,819	\$4,616	\$0
513	6	EMPLOYEE HEALTH/LIFE INS	\$24,470	\$51,332	\$35,054	\$0
		PERSONNEL	\$483,205	\$716,664	\$362,226	\$0
522	3	BOOKS,PERIODICALS & MAN.	\$122	\$0	\$0	\$0
522	44	EQUIPMENT LESS THAN \$5000	\$0	\$0	\$89	\$0
522	93	OPERATIONAL SUPPLIES	\$24	\$0	\$0	\$0
		COMMODITIES	\$146	\$0	\$89	\$0
533	7	PROFESSIONAL SERVICES	\$615	\$1,200	\$1,230	\$0
533	95	CONFERENCES & TRAINING	\$2,572	\$1,500	\$788	\$0
		SERVICES	\$3,187	\$2,700	\$2,018	\$0
		<b>EXPENDITURE TOTALS</b>	<b>\$486,538</b>	<b>\$719,364</b>	<b>\$364,333</b>	<b>\$0</b>

## SELF-FUNDED INSURANCE

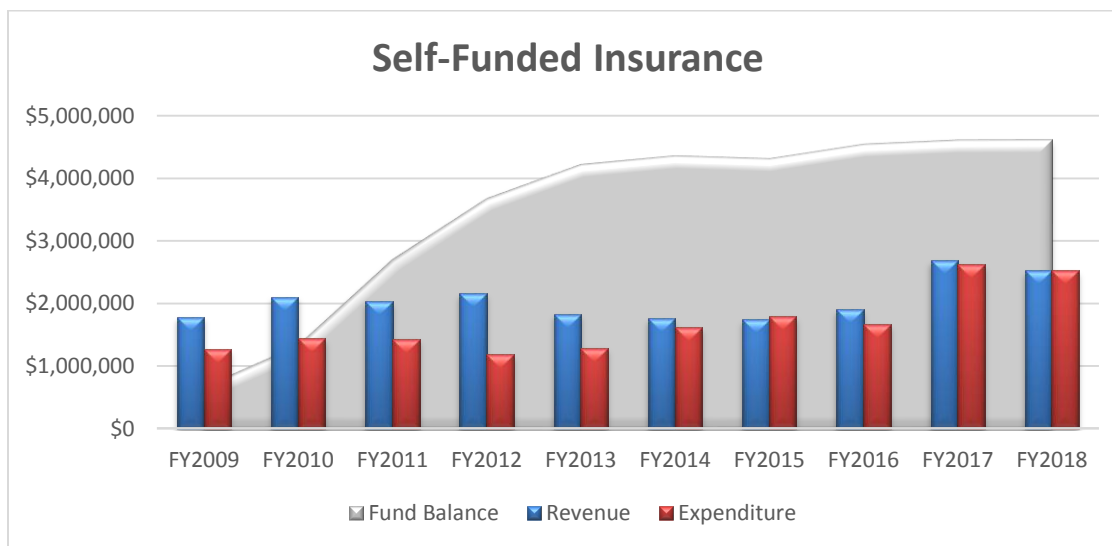
### Fund 476-000

The fund accounts for risk financing activities. Revenue comes from the Tort Immunity Fund to cover costs relevant to the County's General Corporate Fund departments; and from billings to various County Special Revenue Funds to cover their representative share of cost. The Self-Funded Insurance Fund provides financing for the County's auto liability and property, general liability, unemployment and worker's compensation claims payments, and for stop-loss insurance premiums for auto, liability, property, unemployment and workers compensation.

### BUDGET HIGHLIGHTS

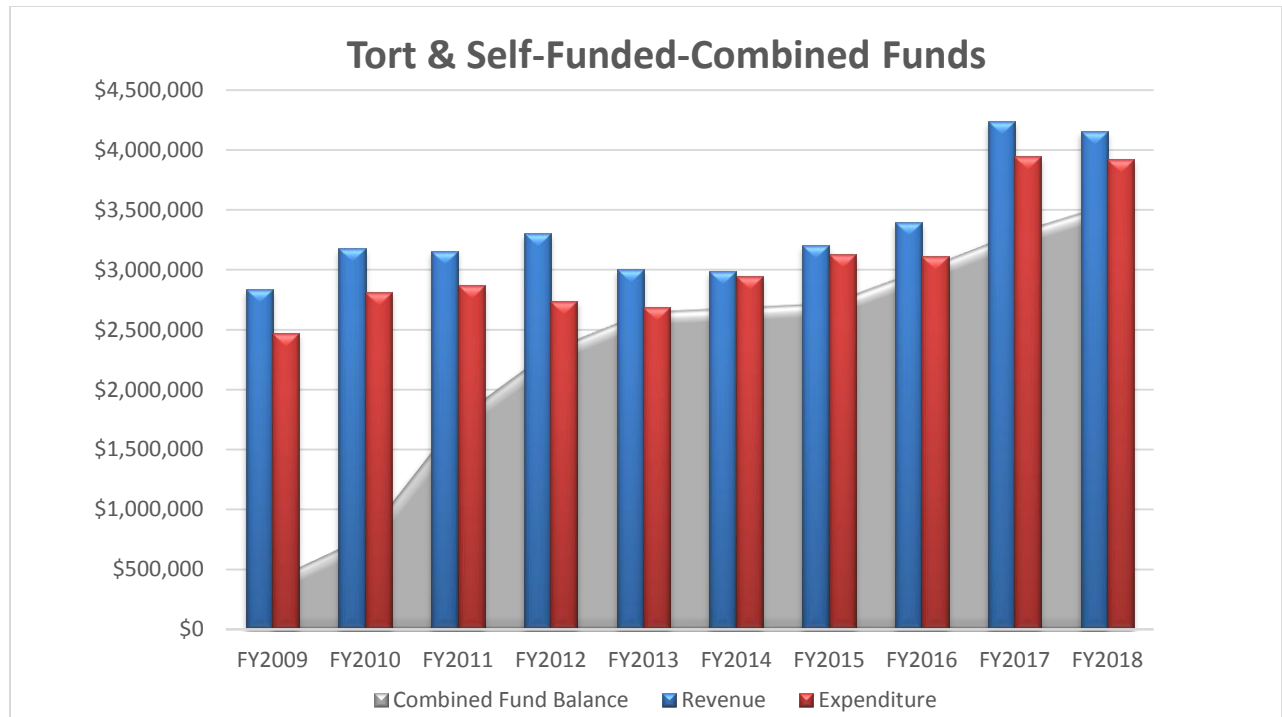
In FY1986, the county established a self-funded worker's compensation insurance plan which was accounted for in the Tort Immunity (Special Revenue) Fund through FY1992. In 1993, the County created a separate internal service fund – the Self-Funded Insurance Fund, and moved self-funded worker's compensation to that fund. The County also began self-funding liability and auto insurance in 1994 through the Self-Funded Insurance Fund. The billings to various funds for the self-funded portion of worker's compensation, unemployment, liability and property are based upon projections provided through an actuarial study documenting the County's Loss Reserve and Funding Analysis.

The Self-Funded Insurance Fund has experienced revenue in excess of expenditure from FY2008 through FY2017. This results from the fact that actual claims paid have been lower than budgeted for based on the actuarial report, and thus billings to the outside funds based on the actuarial estimates and worker's compensation rates had generated revenue in excess of actual expenditure. It is estimated with the FY2018 budgets that there will be stabilization wherein expenditures are expected to more closely match actual revenues resulting in stabilization of the fund balance.



The Self-Funded Insurance Fund is in a combined fund with Tort Immunity Fund which had a fund balance deficit of \$1.53 million at the end of FY2016. That negative fund balance realizes gradual improvement with the FY2017 and FY2018 budgets – now projected to be at a \$1.08 million deficit at the end of FY2018. *(For greater detail, see the Tort Immunity Fund Budget Document.)*

The combining of the Self-Funded Insurance Fund and the Tort Immunity Fund provides the ability of the fund balance surplus in the Self-Funded Insurance Fund to absorb the fund balance deficit in the Tort Immunity Fund. The combined fund balance of the two funds (Self-Funded Insurance Fund and Tort Immunity Fund) – was at \$3.02 million at the end of FY2016, \$3.3 million at the end of FY2017, and \$3.55 million at the end of FY2018. An appropriate fund balance for the County’s Self-Funded Insurance Program is \$2.5 million to ensure capacity to fund its obligations moving into the future. The following chart depicts the combining of revenues and expenditures for the Tort Immunity Fund and Self-Funded Insurance Fund, exhibiting the actual cash balance available for Self-Funded operations.



## FINANCIAL

Fund 476 Summary			2016 Actual	2017 Original	2017 Projected	2018 Budget
341	8	PROPERTY/LIAB INS BILLING	\$934,660	\$1,282,612	\$1,282,612	\$1,478,080
341	9	WORKERS COMP INS BILLINGS	\$885,850	\$1,222,223	\$1,158,943	\$1,048,810
		FEES AND FINES	\$1,820,510	\$2,504,835	\$2,441,555	\$2,526,890
361	10	INVESTMENT INTEREST	\$5,029	\$2,000	\$6,000	\$3,000
369	80	INSURANCE CLAIMS REIMB	\$58,878	\$0	\$0	\$0
369	90	OTHER MISC. REVENUE	\$14,309	\$0	\$6,296	\$0
		MISCELLANEOUS	\$78,216	\$2,000	\$12,296	\$3,000
381	17	UNEMPLOYMENT INS REIMB	\$0	\$0	\$235,550	\$0
		INTERFUND REVENUE	\$0	\$0	\$235,550	\$0
REVENUE TOTALS			\$1,898,726	\$2,506,835	\$2,689,401	\$2,529,890

Fund 476 Summary			2016 Actual	2017 Original	2017 Projected	2018 Budget
513	4	WORKERS' COMPENSATION INS	\$213,021	\$241,116	\$241,116	\$253,172
513	14	WKRS COMP SELF-FUND CLAIM	\$623,177	\$899,636	\$898,354	\$782,150
513	24	WKRS COMP 3RD PARTY ADMIN	\$350	\$0	\$0	\$0
		PERSONNEL	\$836,548	\$1,140,752	\$1,139,470	\$1,035,322
533	1	AUDIT & ACCOUNTING SERVCS	\$0	\$10,000	\$12,500	\$0
533	3	ATTORNEY/LEGAL SERVICES	\$75,670	\$105,000	\$80,000	\$100,000
533	20	INSURANCE	\$565,130	\$673,620	\$909,170	\$954,629
533	26	PROPERTY LOSS/DMG CLAIMS	\$93,827	\$40,000	\$40,000	\$40,000
533	93	DUES AND LICENSES	\$385	\$750	\$385	\$400
534	80	AUTO DAMAGE/LIAB CLAIMS	\$36,460	\$77,314	\$44,206	\$44,206
534	81	GENERAL LIABILITY CLAIMS	\$43,440	\$374,905	\$374,905	\$332,701
		SERVICES	\$814,912	\$1,281,589	\$1,461,166	\$1,471,936
571	80	TO GENERAL CORP FUND 080	\$18,700	\$19,246	\$19,246	\$19,632
		INTERFUND EXPENDITURE	\$18,700	\$19,246	\$19,246	\$19,632
<b>EXPENDITURE TOTALS</b>			<b>\$1,670,160</b>	<b>\$2,441,587</b>	<b>\$2,619,882</b>	<b>\$2,526,890</b>

### ***FUND BALANCE***

<b>FY2016 Actual</b>	<b>FY2017 Projected</b>	<b>FY2018 Budgeted</b>
\$4,550,976	\$4,620,495	\$4,623,495

The fund balance goal is \$2.5 million to allow for appropriate cash flow and adequate funding for unanticipated claims. Per the Actuarial Report completed in August 2018, the discounted actuarial central estimate of unpaid claim liability is \$3.85 million for the period ending December 31, 2018. The actual ending fund balance projection for FY2018 is \$3.55 million when the Tort Immunity Fund deficit is absorbed by the Self-Funded Insurance Fund actual balance.

# PROPERTY LIABILITY INSURANCE – 476-118

## Fund 476-118

The Property Liability Insurance budget receives revenues and appropriates expenditures for the County's property and liability self-funded claims, and for stop-loss insurance premiums.

### FINANCIAL

Fund 476 Dept 118			2016 Actual	2017 Original	2017 Projected	2018 Budget
341	8	PROPERTY/LIAB INS BILLING FEES AND FINES	\$934,660 \$934,660	\$1,282,612 \$1,282,612	\$1,282,612 \$1,282,612	\$1,478,080 \$1,478,080
369	80	INSURANCE CLAIMS REIMB	\$58,878	\$0	\$0	\$0
369	90	OTHER MISC. REVENUE	\$14,309	\$0	\$6,296	\$0
		MISCELLANEOUS	\$73,187	\$0	\$6,296	\$0
381	17	UNEMPLOYMENT INS REIMB	\$0	\$0	\$235,550	\$0
		INTERFUND REVENUE	\$0	\$0	\$235,550	\$0
REVENUE TOTALS			\$1,007,847	\$1,282,612	\$1,524,458	\$1,478,080
533	1	AUDIT & ACCOUNTING SERVCS	\$0	\$5,000	\$6,250	\$0
533	3	ATTORNEY/LEGAL SERVICES	\$75,670	\$105,000	\$80,000	\$100,000
533	20	INSURANCE	\$565,130	\$673,620	\$909,170	\$954,629
533	26	PROPERTY LOSS/DMG CLAIMS	\$93,827	\$40,000	\$40,000	\$40,000
533	93	DUES AND LICENSES	\$385	\$750	\$385	\$400
534	80	AUTO DAMAGE/LIAB CLAIMS	\$36,460	\$77,314	\$44,206	\$44,206
534	81	GENERAL LIABILITY CLAIMS SERVICES	\$43,440 \$814,912	\$374,905 \$1,276,589	\$374,905 \$1,454,916	\$332,701 \$1,471,936
571	80	TO GENERAL CORP FUND 080	\$5,927	\$6,023	\$6,023	\$6,144
		INTERFUND EXPENDITURE	\$5,927	\$6,023	\$6,023	\$6,144
EXPENDITURE TOTALS			\$820,839	\$1,282,612	\$1,460,939	\$1,478,080



## WORKER'S COMPENSATION INSURANCE

### Fund 476-119

The Worker's Compensation Insurance budget receives revenues and appropriates expenditures for the County's worker's compensation self-funded claims, and for stop-loss insurance premiums.

#### FINANCIAL

Fund 476 Dept 119			2016 Actual	2017 Original	2017 Projected	2018 Budget
341	9	WORKERS COMP INS BILLINGS FEES AND FINES	\$885,850 \$885,850	\$1,222,223 \$1,222,223	\$1,158,943 \$1,158,943	\$1,048,810 \$1,048,810
361	10	INVESTMENT INTEREST MISCELLANEOUS	\$5,029 \$5,029	\$2,000 \$2,000	\$6,000 \$6,000	\$3,000 \$3,000
<b>REVENUE TOTALS</b>			<b>\$890,879</b>	<b>\$1,224,223</b>	<b>\$1,164,943</b>	<b>\$1,051,810</b>
513	4	WORKERS' COMPENSATION INS	\$213,021	\$241,116	\$241,116	\$253,172
513	14	WKRS COMP SELF-FUND CLAIM	\$623,177	\$899,636	\$898,354	\$782,150
513	24	WKRS COMP 3RD PARTY ADMIN PERSONNEL	\$350 \$836,548	\$0 \$1,140,752	\$0 \$1,139,470	\$0 \$1,035,322
533	1	AUDIT & ACCOUNTING SERVCS SERVICES	\$0 \$0	\$5,000 \$5,000	\$6,250 \$6,250	\$0 \$0
571	80	TO GENERAL CORP FUND 080 INTERFUND EXPENDITURE	\$12,773 \$12,773	\$13,223 \$13,223	\$13,223 \$13,223	\$13,488 \$13,488
<b>EXPENDITURE TOTALS</b>			<b>\$849,321</b>	<b>\$1,158,975</b>	<b>\$1,158,943</b>	<b>\$1,048,810</b>

# EMPLOYEE HEALTH AND LIFE INSURANCE

## Fund 620-120

This internal service fund receives revenues comprised of employer and employee contributions, and appropriates expenditures for administration of the County's group health and life insurance plans.

In FY2018 there is a negligible revenue to expenditure deficit, which is the result of the biennial audit expenditure being budgeted in the current fiscal year; however, reimbursed by departments over a two-year period.

### FINANCIAL

Fund 620 Dept 120			2016 Actual	2017 Original	2017 Projected	2018 Budget
361	10	INVESTMENT INTEREST	\$705	\$0	\$1,100	\$0
363	10	GIFTS AND DONATIONS	\$200	\$0	\$200	\$0
369	46	EMPLOYEE CONTRIBUTIONS	\$1,326,261	\$1,480,257	\$1,597,615	\$1,786,980
369	50	MUNICIPALITY CONTRIB.	\$4,665,665	\$5,640,646	\$5,059,115	\$5,452,740
369	90	OTHER MISC. REVENUE	\$100	\$0	\$0	\$0
		MISCELLANEOUS	\$5,992,931	\$7,120,903	\$6,658,030	\$7,239,720
REVENUE TOTALS			\$5,992,931	\$7,120,903	\$6,658,030	\$7,239,720
513	6	EMPLOYEE HEALTH/LIFE INS	\$4,636,910	\$6,670,847	\$6,656,731	\$7,147,920
513	16	HLTH INS CLAIMS/DEDUCTBLS	\$664,705	\$0	\$14,113	\$0
513	22	FLEX SPENDING ACCT FEES	\$37,591	\$40,000	\$5,100	\$5,500
513	23	BENEFITS MANAGEMENT FEES	\$50,000	\$50,000	\$50,000	\$55,000
513	25	HLTH CARE REFORM FEES/TAX PERSONNEL	\$1,319	\$0	\$0	\$0
			\$5,390,525	\$6,760,847	\$6,725,944	\$7,208,420
522	2	OFFICE SUPPLIES	\$136	\$0	\$0	\$0
		COMMODITIES	\$136	\$0	\$0	\$0
533	1	AUDIT & ACCOUNTING SERVCS	\$12,500	\$0	\$0	\$14,000
533	50	FACILITY/OFFICE RENTALS	\$280	\$350	\$280	\$280
533	84	BUSINESS MEALS/EXPENSES	\$710	\$850	\$770	\$850
533	95	CONFERENCES & TRAINING SERVICES	\$50	\$0	\$50	\$50
			\$13,540	\$1,200	\$1,100	\$15,180
571	80	TO GENERAL CORP FUND 080	\$29,636	\$30,114	\$30,114	\$24,000
		INTERFUND EXPENDITURE	\$29,636	\$30,114	\$30,114	\$24,000
EXPENDITURE TOTALS			\$5,433,837	\$6,792,161	\$6,757,158	\$7,247,600

### FUND BALANCE

FY2016 Actual	FY2017 Projected	FY2018 Budgeted
\$514,956	\$415,828	\$407,948

The Fund Balance Goal is \$1,000,000 to enable the County to consider self-funding of health insurance at some point in the future.

The decline in Fund Balance in FY2017 is the result of administration costs. Beginning in FY2018, departments will be charged an administration fee per employee enrolled in the health insurance plan in order to cover the cost of benefits management, the annual health fair, 50% of the biennial audit and a portion of the Insurance Specialists salary.

## FY2018 Levy Rate Projection Chart

	<b>RY16 Rate</b>	<b>Projected RY17 Levy</b>	<b>Projected RY17 Rate</b>	<b>FY 2018 Property Tax Increase</b>	<b>RATE LIMIT</b>	<b>% Increase- Levy</b>
<b>General Corp</b>	0.2725	\$ 11,549,743	0.2816	\$ 1,177,614		11.35%
<b>IMRF</b>	0.0704	\$ 2,714,385	0.0662	\$ 34,760		1.30%
<b>Social Security</b>	0.0433	\$ 1,664,166	0.0406	\$ 16,044		0.97%
<b>Highway</b>	0.0624	\$ 2,568,058	0.0626	\$ 192,935	0.2000	8.12%
<b>County Bridge</b>	0.0313	\$ 1,288,144	0.0314	\$ 96,777	0.2500	8.12%
<b>Liability Insurance</b>	0.0406	\$ 1,670,884	0.0407	\$ 125,532		8.12%
<b>Highway Fed Match</b>	0.0025	\$ 102,887	0.0025	\$ 7,730	0.0500	8.12%
<b>Extension Education</b>	0.0111	\$ 422,498	0.0103	\$ 0	0.0500	0.00%
<b>Nursing Home</b>	0.0317	\$ 1,304,606	0.0318	\$ 98,014	0.1000	8.12%
<b>Health</b>	0.0297	\$ 1,222,297	0.0298	\$ 91,830	0.1000	8.12%
<b>TOTAL</b>	<b>0.5955</b>	<b>\$ 24,507,668</b>	<b>0.5976</b>	<b>\$ 1,841,235</b>		<b>8.12%</b>
<b>Mental Health</b>	0.1159	\$ 4,794,340	0.1163	\$ 358,867	0.1500	8.09%
<b>Nursing Home Bonds</b>	0.0377	\$ 1,440,463	0.0351	\$ (2,310)		-0.16%
<b>377 Board Levy</b>	0.0967	\$ 4,000,110	0.0970	\$ 299,417	0.1000	8.09%
<b>TOTAL COUNTY LEVY</b>	<b>0.8458</b>	<b>\$ 34,742,581</b>	<b>0.8461</b>	<b>\$ 2,497,209</b>		<b>7.74%</b>

**2016 Assessed Valuation** \$3,806,286,018

**2017 Estimated Assessed Valuation** \$4,100,801,621

**EAV % Change from 2016** 7.74%

**Increase in Total Levy 2016 to 2017** 7.74%

**Increase in Total Rate 2016 to 2017** 0.04%

# CHAMPAIGN COUNTY FY2018 CONSOLIDATED BUDGET REPORT

## FINANCIAL

<u>County Consolidated</u>	<u>2016 Actual</u>	<u>2017 Original</u>	<u>2017 Projected</u>	<u>2018 Budget</u>
PROPERTY TAXES	\$36,910,361	\$38,827,625	\$37,685,263	\$40,135,622
LICENSES AND PERMITS	\$2,035,230	\$1,865,277	\$1,955,599	\$1,942,760
FEDERAL, STATE & LOCAL SHARED REVENUE	\$36,805,822	\$44,063,005	\$42,038,555	\$44,404,892
FEES AND FINES	\$23,102,441	\$25,221,937	\$21,655,550	\$17,816,901
MISCELLANEOUS	\$8,088,013	\$8,768,774	\$9,457,066	\$19,714,376
INTERFUND REVENUE	\$9,318,322	\$7,216,637	\$7,233,743	\$7,428,997
<b>REVENUE TOTALS</b>	<b>\$116,260,189</b>	<b>\$125,963,255</b>	<b>\$120,025,776</b>	<b>\$131,443,548</b>
PERSONNEL	\$60,856,997	\$66,305,107	\$63,589,125	\$64,247,222
COMMODITIES	\$3,715,199	\$4,983,413	\$4,483,201	\$5,316,920
SERVICES	\$33,959,822	\$38,926,823	\$36,855,402	\$41,570,264
CAPITAL	\$2,748,019	\$6,625,961	\$6,112,742	\$5,658,686
NON CASH EXPENSES	\$77,412	\$540,000	\$287,100	\$177,829
INTERFUND EXPENDITURE	\$2,788,511	\$4,208,562	\$3,956,278	\$6,580,858
DEBT	\$9,523,964	\$5,619,693	\$5,577,696	\$6,138,312
<b>EXPENDITURE TOTALS</b>	<b>\$113,669,924</b>	<b>\$127,209,559</b>	<b>\$120,861,544</b>	<b>\$129,690,091</b>

# CHAMPAIGN COUNTY FY2018 CONSOLIDATED BUDGET REPORT

## FINANCIAL

County Consolidated			2016 Actual	2017 Original	2017 Projected	2018 Budget
311	10	CURR PROP TX-GENERAL CORP	\$9,980,773	\$10,905,592	\$10,372,129	\$11,549,743
311	16	CURR PROP TX-LIABILITY INS	\$1,492,550	\$1,603,235	\$1,545,352	\$1,670,884
311	19	CURR PROP TX-DISABILITY BD	\$3,595,174	\$3,834,236	\$3,700,692	\$4,000,110
311	22	CURR PROP TX-CNTY HIGHWAY	\$2,294,820	\$2,462,384	\$2,375,122	\$2,568,058
311	23	CURR PROP TX-CNTY BRIDGE	\$1,150,527	\$1,235,028	\$1,191,368	\$1,288,145
311	24	CURR PROP TX-MENTAL HLTH	\$4,246,055	\$4,593,414	\$4,453,473	\$4,794,340
311	25	CURR PROP TX-IMRF	\$2,879,406	\$2,684,443	\$2,679,625	\$2,714,385
311	27	CURR PROP TX-FED AID MTCH	\$93,284	\$99,723	\$95,157	\$102,887
311	28	CURR PROP TX-SOCIAL SECUR	\$1,610,715	\$1,655,757	\$1,648,122	\$1,664,166
311	29	CURR PROP TX-COOP EXTENSN	\$432,909	\$422,183	\$422,498	\$422,498
311	30	CURR PROP TX-PUB HTH/CNTY	\$494,302	\$564,987	\$502,267	\$562,762
311	31	CURR PROP TX-PUB HLTH/C-U	\$597,114	\$604,837	\$628,200	\$659,535
311	32	CURR PROP TX-NURS HM OPER	\$1,159,938	\$1,250,370	\$1,206,593	\$1,304,606
311	33	CURR PROP TX-NURS HM BOND	\$1,433,062	\$1,440,575	\$1,442,772	\$1,440,463
313	10	RE BACKTAX-GENERAL CORP	\$5,715	\$5,000	\$5,000	\$5,500
313	16	RE BACKTAX-LIABILITY INS	\$879	\$0	\$751	\$0
313	19	RE BACKTAX-DISABILITY BD	\$2,105	\$500	\$500	\$500
313	22	RE BACKTAX-COUNTY HIGHWAY	\$1,352	\$0	\$0	\$0
313	23	RE BACKTAX-COUNTY BRIDGE	\$678	\$0	\$0	\$0
313	24	RE BACKTAX-MENTAL HEALTH	\$2,486	\$500	\$500	\$500
313	25	RE BACKTAX-IMRF	\$1,696	\$0	\$1,500	\$0
313	27	RE BACKTAX-FED AID MATCH	\$55	\$0	\$0	\$0
313	28	RE BACKTAX-SOCIAL SECUR	\$949	\$0	\$1,000	\$0
313	29	RE BACKTAX-COOP EXTENSION	\$247	\$0	\$0	\$0
313	30	RE BACKTAX-PUB HLTH/CNTY	\$291	\$0	\$250	\$0
313	31	RE BACKTAX-PUB HLTH/C-U	\$352	\$0	\$350	\$0
313	32	RE BACKTAX-NURS HOME OPER	\$683	\$0	\$618	\$0
313	33	RE BACKTAX-NURS HOME BOND	\$839	\$0	\$631	\$0
314	10	MOBILE HOME TAX	\$27,426	\$13,500	\$21,528	\$13,700
314	30	MOB HOM TAX-PUB HLTH/CNTY	\$457	\$450	\$450	\$0
314	31	MOB HOM TAX-PUB HLTH/C-U	\$552	\$0	\$550	\$0
315	10	PAYMENT IN LIEU OF TAXES	\$21,122	\$7,700	\$13,717	\$8,200
315	30	PMT IN LIEU-PUB HLTH/CNTY	\$348	\$250	\$250	\$0
315	31	PMT IN LIEU-PUB HLTH/C-U	\$420	\$0	\$400	\$0
318	9	PUB SAFETY 1/4% SALES TAX	\$4,678,090	\$4,750,961	\$4,685,898	\$4,672,140
318	12	COUNTY HOTEL/MOTEL TAX	\$23,268	\$28,000	\$22,000	\$21,500
318	13	COUNTY AUTO RENTAL TAX	\$32,165	\$30,000	\$32,000	\$32,000
319	10	INTEREST-DELINQUENT TAXES	\$623,637	\$610,000	\$610,000	\$615,000
319	11	COSTS - DELINQUENT TAXES	\$23,920	\$24,000	\$24,000	\$24,000
		PROPERTY TAXES	\$36,910,361	\$38,827,625	\$37,685,263	\$40,135,622
321	10	LIQUOR/ENTERTNMNT LICENSE	\$32,411	\$36,500	\$31,500	\$29,500
321	15	FOOD PROTECTION PERMITS	\$101,525	\$102,975	\$102,975	\$95,866

County Consolidated			2016 Actual	2017 Original	2017 Projected	2018 Budget
321	25	WASTE HAULER LICENSE	\$1,550	\$1,700	\$1,700	\$1,700
322	10	MARRIAGE LICENSES	\$75,950	\$80,000	\$80,000	\$80,000
322	15	CIVIL UNION LICENSES	\$210	\$0	\$0	\$0
322	20	REVENUE STAMPS	\$1,446,424	\$1,300,000	\$1,400,000	\$1,400,000
322	30	ANIMAL LICENSES	\$286,741	\$270,000	\$270,000	\$270,000
322	40	ZONING USE PERMITS	\$55,814	\$48,110	\$49,992	\$46,262
322	50	PRIVATE SEWAGE PERMITS	\$18,000	\$13,432	\$13,432	\$13,432
322	51	WELL WATER PERMITS	\$16,605	\$12,560	\$6,000	\$6,000
		LICENSES AND PERMITS	\$2,035,230	\$1,865,277	\$1,955,599	\$1,942,760
331	13	USDA INTMD RELENDING PROG	\$393,750	\$195,000	\$195,000	\$195,000
331	14	HUD-SHELTER PLUS CARE	\$257,942	\$406,500	\$311,500	\$345,000
331	16	HUD-H.O.M.E. INV PRTRNSHP	\$83,359	\$140,000	\$90,000	\$92,000
331	17	DOT-FHWA-HIGHWAY PLANNING	\$529,631	\$715,000	\$440,000	\$460,000
331	18	DOT-FTA-METROPOL PLANNING	\$87,573	\$365,000	\$100,000	\$145,523
331	21	DOT-FTA-FRMLA GRT NON-URB	\$165,439	\$217,000	\$222,000	\$269,000
331	22	DOT-FTA-NEW FREEDOM PROG	\$69,157	\$55,000	\$55,000	\$24,000
331	25	HHS-CHLD SUP ENF TTL IV-D	\$236,611	\$219,921	\$213,921	\$224,147
331	26	USDPH-SUMMER FOOD INSPECT	\$275	\$0	\$0	\$0
331	27	HHS-HEALTHY MARRIAGE GRNT	\$19,653	\$0	\$30,000	\$30,000
331	29	HUD-COMM DEV BLOCK GRANT	\$40,069	\$58,750	\$66,967	\$63,000
331	30	HHS-COMM SERV BLOCK GRANT	\$573,597	\$865,000	\$815,601	\$787,459
331	36	HUD-EMERGNCY SHELTER GRNT	\$99,314	\$85,000	\$50,000	\$94,135
331	37	HOM SEC-EMRG FOOD/SHELTER	\$8,795	\$23,000	\$30,000	\$45,000
331	38	JUST-JUS/MNT HTH CBTN PRG	\$46,604	\$83,135	\$56,762	\$0
331	40	JUSTC-BYRNE FORMULA GRANT	\$28,200	\$33,723	\$33,723	\$33,723
331	44	USDA-CHILD/ADLT CARE FOOD	\$310,006	\$325,000	\$312,000	\$322,500
331	48	HHS-HEAD START PROGRAM	\$5,112,636	\$5,619,000	\$5,235,000	\$5,823,000
331	54	JUSTC-CRIME VICTIM ASSIST	\$94,471	\$94,863	\$130,825	\$166,835
331	55	JUST-INVSTGTN/CHILD ABUSE	\$8,163	\$9,000	\$7,000	\$0
331	58	EPA-PUB WATER SYS SUPRVSN	\$900	\$2,250	\$900	\$2,250
331	69	JUST-ST CRIM ALIEN ASSIST	\$14,708	\$18,500	\$18,500	\$14,500
331	71	HUD-SUPPORTIVE HOUSING	\$34,505	\$32,159	\$33,080	\$34,000
331	73	USDA-NAT SCHL LUNCH/SNACK	\$20,350	\$21,000	\$18,450	\$18,000
331	74	USDA-NAT SCHOOL BREAKFAST	\$11,301	\$12,000	\$10,250	\$10,000
331	80	JUST-JUSTICE ASSISTNC GRT	\$3,991	\$4,000	\$4,137	\$4,000
331	81	DPT ENERGY-WEATHERIZATION	\$295,681	\$280,000	\$240,000	\$300,000
331	82	HHS-HM ENERGY ASSIST PROG	\$1,543,889	\$3,470,000	\$2,755,000	\$3,325,900
331	86	USDA-RURAL COMM DEV INIT	\$14,424	\$35,000	\$35,000	\$1,000
331	87	HOM SEC-HAZARD MITIGATION	\$21,111	\$0	\$0	\$0
331	88	HUD RAPID REHOUS/CC PROG	\$31,518	\$87,000	\$62,000	\$123,904
331	89	HHS-JUVENILE JUSTICE COUN	\$24,310	\$0	\$0	\$0
331	91	HOM SEC-EMRGNCY MGMT PERF	\$79,891	\$52,000	\$72,000	\$52,000
331	93	HHS-PUB HTH EMERG PREPARE	\$67,738	\$66,303	\$66,303	\$63,808
331	94	HHS-MNT HTH SRV FOR CHLDN	\$37,508	\$0	\$0	\$0
331	97	HHS-VOTING ACCESS/DISABLD	\$4,344	\$4,500	\$0	\$0

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331	99	DOT-HAZRD MATLS TRNG/PLAN	\$3,986	\$11,000	\$11,000	\$11,000
332	22	LABOR-WIA YOUTH ACTIVITIES	\$757,317	\$732,000	\$721,250	\$892,000
332	23	LABOR-WIA ADULT PROGRAM	\$710,379	\$719,000	\$668,750	\$1,042,000
332	24	LABOR-WIA DISLOCATD WORKR	\$841,453	\$789,000	\$750,000	\$987,000
332	25	LABOR-TRADE ADJSTMT ASSIS	\$28,432	\$68,125	\$65,900	\$68,125
334	21	ILETSB-POLICE TRAINING	\$267,430	\$300,000	\$312,000	\$320,000
334	25	IL ATTY GEN-VICTIM ASSIST	\$31,000	\$28,100	\$28,100	\$28,100
334	29	IL ATTY GEN - CHILD ADVOC	\$20,500	\$20,500	\$20,500	\$20,500
334	30	IL DPT MENT HLTH DD GRANT	\$510,368	\$660,000	\$500,000	\$630,000
334	32	IL DCFS-CHILD CARE	\$19,713	\$25,000	\$25,000	\$25,000
334	34	IDHS-HOMELESS PREVENTION	\$94,854	\$40,000	\$40,000	\$50,000
334	37	IL DPT HUM SRV-CHILD CARE	\$825,495	\$945,000	\$945,000	\$930,000
334	41	IL DPT HLTHCARE & FAM SRV	\$121,892	\$113,527	\$110,980	\$115,395
334	42	IL DP PUB HLTH-GEN RV GRT	\$9,737	\$4,625	\$4,454	\$4,800
334	43	IDPH-HLTH PROTECTION GRNT	\$125,403	\$125,403	\$125,403	\$125,403
334	44	IDPH-VECTOR CONTROL GRANT	\$24,839	\$16,596	\$16,596	\$16,596
334	46	IDPH-TOBACCO FREE COMMNTY	\$29,078	\$31,824	\$31,824	\$105,730
334	48	IDOT STATE CAPITAL GRANT	\$0	\$15,780	\$5,000	\$10,000
334	49	IDOT-COMP REG PLAN-RURAL	\$0	\$18,500	\$37,000	\$37,000
334	50	IDOT-COMP REG PLAN-URBAN	\$0	\$18,500	\$0	\$0
334	52	IDOT-ST PLANNING & RESRCH	\$61,199	\$140,000	\$140,000	\$776,100
334	56	IL ST METRO PLANNING FUND	\$83,293	\$35,000	\$12,000	\$8,500
334	60	IL DPT PUB AID-MEDICAID	\$0	\$3,220	\$3,220	\$9,033
334	62	ISBE-IL SCHL BRKFST/LUNCH	\$162	\$300	\$300	\$300
334	64	IL STBD ED/PRESCH FOR ALL	\$466,440	\$1,210,500	\$1,489,000	\$1,545,000
334	69	DCFS-YTH HOUSING ADVOCACY	\$6,749	\$17,000	\$12,500	\$20,000
334	70	DCFS-HOUSNG ADVOCACY GRNT	\$49,562	\$80,500	\$50,000	\$66,500
334	72	DCFS-PARENTAL RIGHTS ATTY	\$33,000	\$36,000	\$36,000	\$36,000
334	73	DCFS-CHILD ADVOC CTR GRNT	\$71,115	\$81,240	\$81,240	\$81,240
334	80	IL ARTS COUNCIL GRANT	\$0	\$8,370	\$4,195	\$0
334	81	IL ST BD ELECTIONS GRANT	\$0	\$40,000	\$0	\$20,000
334	85	DEPT COMMRC ECON OPPORTUN	\$0	\$0	\$18,550	\$0
334	86	IL DCEO-LIHEAP/WEATHERZTN	\$1,640,003	\$2,100,000	\$2,170,000	\$2,227,000
335	30	CORP PERSNL PROP REPL TAX	\$930,043	\$922,271	\$1,059,267	\$802,424
335	40	1% SALES TAX (UNINCORP.)	\$1,146,921	\$1,100,900	\$1,389,443	\$1,333,337
335	41	1/4% SALES TAX (ALL CNTY)	\$5,473,500	\$5,582,500	\$5,571,278	\$5,638,133
335	43	USE TAX	\$769,750	\$814,289	\$838,444	\$816,052
335	50	MOTOR FUEL TAXES	\$2,603,468	\$2,700,000	\$2,600,000	\$2,413,000
335	54	IDOT-PUBLIC TRANSIT	\$407,270	\$800,000	\$682,000	\$770,000
335	60	STATE REIMBURSEMENT	\$1,190,886	\$2,811,106	\$2,499,246	\$2,184,598
335	61	ILETSB-POLICE TRNING RMB	\$43,730	\$25,000	\$20,550	\$17,325
335	70	STATE SALARY REIMBURSMENT	\$374,917	\$379,859	\$379,858	\$382,920
335	71	STATE REV-SALARY STIPENDS	\$45,500	\$45,500	\$48,500	\$48,500
335	80	INCOME TAX	\$3,139,832	\$3,354,520	\$3,266,564	\$3,207,336
335	91	CHARITABLE GAMES LIC/TAX	\$69,886	\$77,000	\$69,000	\$60,000
335	93	OFF-TRACK BETTING	\$3,117	\$0	\$0	\$0



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336	1	CHAMPAIGN CITY	\$473,490	\$494,474	\$500,568	\$429,396
336	2	URBANA CITY	\$189,025	\$161,968	\$179,024	\$193,370
336	3	VILLAGE OF RANTOUL	\$44,677	\$45,726	\$50,698	\$50,832
336	6	UNIVERSITY OF ILLINOIS	\$54,525	\$58,713	\$58,713	\$60,714
336	7	CITY OF DANVILLE	\$12,526	\$13,152	\$13,152	\$13,810
336	8	VERMILLION COUNTY	\$17,479	\$18,353	\$18,353	\$19,271
336	9	CHAMPAIGN COUNTY	\$589,810	\$606,994	\$606,984	\$610,207
336	10	PIATT COUNTY	\$3,520	\$63,696	\$34,696	\$3,881
336	11	CITY OF MONTICELLO	\$1,612	\$1,693	\$1,693	\$1,778
336	12	PARKLAND COLLEGE	\$1,322	\$1,388	\$1,388	\$1,457
336	13	CHAMP COUNTY MENT HLTH BD	\$90,902	\$63,080	\$94,458	\$144,808
336	14	VILLAGE OF SAVOY	\$524,247	\$481,138	\$510,893	\$524,135
336	16	VILLAGE OF MAHOMET	\$175,078	\$165,309	\$184,284	\$182,201
336	17	FARMER CITY	\$700	\$735	\$735	\$772
336	18	VILLAGE OF ST JOSEPH	\$5,826	\$7,010	\$5,483	\$3,754
336	20	CHAMPAIGN PARK DISTRICT	\$11,230	\$0	\$0	\$0
336	23	CHAMP COUNTY DEV DISAB BD	\$453,416	\$454,973	\$444,591	\$482,190
336	24	VILLAGE OF FISHER	\$1,122	\$1,124	\$0	\$0
336	26	VILLAGE OF TOLONO	\$4,111	\$2,055	\$3,132	\$3,132
336	29	CITY OF PAXTON	\$1,387	\$1,456	\$1,456	\$1,529
336	30	GIBSON CITY	\$991	\$1,041	\$1,041	\$1,093
337	20	TOWNSHIP REIMBURSEMENT	\$74,958	\$125,000	\$1,000	\$30,000
337	21	LOCAL GOVT REIMBURSEMENT	\$408,298	\$401,028	\$483,233	\$429,205
337	23	LOC GVT RMB-EVNT SECURITY	\$84,953	\$72,500	\$92,209	\$79,926
337	26	LOC GVT RMB-POSTAGE	\$7,721	\$6,500	\$7,000	\$7,000
337	27	LOC GVT RMB-UTILITIES	\$0	\$0	\$1,200	\$4,800
337	28	JAIL BOOKING-IN FEES	\$64,661	\$64,000	\$64,000	\$64,000
337	29	SCHOOL RESOURCE OFFCR RMB	\$104,602	\$107,740	\$107,740	\$110,000
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$36,805,822	\$44,063,005	\$42,038,555	\$44,404,892
341	8	PROPERTY/LIAB INS BILLING	\$934,660	\$1,282,612	\$1,282,612	\$1,478,080
341	9	WORKERS COMP INS BILLINGS	\$885,850	\$1,222,223	\$1,158,943	\$1,048,810
341	10	COURT FEES AND CHARGES	\$871,378	\$1,005,000	\$862,881	\$897,336
341	11	COURT FEES-MEDICAL COSTS	\$20,888	\$24,300	\$22,150	\$23,000
341	14	ELECTRNC HOME DETENTN PRG	\$71,062	\$71,000	\$82,000	\$75,000
341	17	CHILD SUPPORT FEE	\$21,128	\$60,000	\$10,000	\$20,000
341	18	PROBATION SERVICES FEE	\$400,126	\$500,000	\$425,000	\$425,000
341	19	COURT SECURITY FEE	\$248,631	\$290,000	\$256,738	\$250,000
341	22	TRAINING FEES	\$9,881	\$12,000	\$2,500	\$7,000
341	25	DETAINEE REIMBURSEMENT	\$56	\$0	\$0	\$0
341	27	OUT OF COUNTY DETAINEES	\$53,550	\$0	\$4,575	\$0
341	28	WORK RELEASE FEES	\$1,835	\$1,800	\$1,800	\$1,800
341	29	BOND FEES	\$99,627	\$130,000	\$95,000	\$100,000
341	30	ZONING & SUBDIVISION FEE	\$13,278	\$9,283	\$5,075	\$9,389
341	31	ACCOUNTING FEES	\$160,153	\$130,000	\$110,000	\$110,000
341	32	COUNTY CLERK FEES	\$365,826	\$370,000	\$370,000	\$370,000

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341	33	RECORDING FEES	\$1,400,351	\$1,158,000	\$1,300,000	\$1,220,000
341	34	TAX SEARCH & TAX LISTS	\$1,100	\$1,200	\$1,200	\$1,200
341	35	INFO TECH/HUM RSOUC FEES	\$48,119	\$82,000	\$50,000	\$87,000
341	36	CIRCUIT CLERK FEES	\$1,436,449	\$1,650,000	\$1,450,000	\$1,450,000
341	37	SHERIFF FEES	\$197,961	\$197,000	\$210,000	\$210,000
341	38	LIBRARY FEES	\$94,292	\$91,000	\$91,000	\$91,000
341	39	MAINTENANCE/CUSTODIAL FEE	\$39,208	\$64,000	\$64,000	\$70,000
341	40	TECHNICAL SERVICE CONT.	\$382,283	\$488,580	\$516,635	\$696,610
341	41	CORONER STATUTORY FEES	\$52,922	\$41,000	\$50,000	\$51,000
341	42	REIMB OF CORONER COSTS	\$74,365	\$60,000	\$54,661	\$55,000
341	45	ADMINISTRATIVE FEES	\$675,784	\$984,000	\$931,700	\$981,700
341	49	DEATH CERTIF SURCHARGE	\$5,596	\$6,000	\$6,000	\$6,000
341	52	TAX SALE FEE	\$119,783	\$108,000	\$109,500	\$114,640
341	53	RENTAL HOUSNG SUPPORT FEE	\$215,546	\$150,000	\$200,000	\$200,000
341	54	COURT FEES-SHF VEHICL MNT	\$2,020	\$2,200	\$1,950	\$2,200
341	55	MARRIAGE LICNSE SURCHARGE	\$5,440	\$6,000	\$6,000	\$6,000
341	58	SEX OFFENDER REGISTRN FEE	\$200	\$100	\$0	\$0
341	60	SHF FAIL-TO-APPEAR WARRNT	\$12,109	\$10,000	\$10,000	\$10,000
341	61	ELECTRONIC CITATIONS FEE	\$17,302	\$25,000	\$17,000	\$19,200
341	63	MTGE FORECLSR MEDIATN FEE	\$14,550	\$12,000	\$16,000	\$16,000
343	70	MATERIAL & EQUIPMENT USE	\$76,183	\$60,000	\$60,000	\$60,000
343	71	MATERIAL & EQP USE-CO MFT	\$224,922	\$225,000	\$225,000	\$225,000
343	80	ENGINEERING FEE-TWP,VILL	\$24,330	\$20,000	\$10,000	\$12,000
343	82	ENGINEERING FEE-CO MFT	\$4,218	\$50,000	\$30,000	\$50,000
343	83	ENGINEERING FEE-TWP MFT	\$79,792	\$95,000	\$95,000	\$95,000
344	1	ANIM IMPOUND FEES-COUNTY	\$4,485	\$6,000	\$2,000	\$2,000
344	2	ANIM IMPOUND FEES-URBANA	\$5,390	\$5,000	\$3,000	\$3,000
344	3	ANIM IMPOUND FEES-CHAMPGN	\$11,685	\$10,000	\$6,000	\$6,000
344	4	ANIM SERVICES COST REIMB	\$13,610	\$13,000	\$13,000	\$13,000
344	5	ANIM IMPOUND FEES-MAHOMET	\$271	\$500	\$0	\$0
344	6	ANIM IMPOUND FEE-VILLAGES	\$3,512	\$3,000	\$4,000	\$4,500
344	7	ANIM IMPOUND FEE-ST JOSPH	\$90	\$500	\$0	\$0
344	8	ANIM IMPOUND FEES-SAVOY	\$250	\$500	\$500	\$500
344	9	ANIM IMPOUND FEES-TOLONO	\$42	\$500	\$500	\$500
345	17	NH CARE-VET ADM PATIENTS	\$552,474	\$464,189	\$598,144	\$250,177
345	18	ADLT DAYCARE-VA CLIENTS	\$126,310	\$100,000	\$57,991	\$28,000
345	19	NH CARE-HOSPICE PATIENTS	\$473,165	\$399,511	\$298,921	\$218,425
345	20	ADLT DAYCARE-PRIV CLIENTS	\$32,505	\$30,000	\$38,221	\$21,000
345	21	ADLT DAYCARE-IDOA CLIENTS	\$106,782	\$105,000	\$105,589	\$56,000
345	22	NH CARE-PRIV PAY PATIENTS	\$3,070,873	\$3,114,680	\$2,308,288	\$1,471,037
345	23	NH CARE-MEDICAID PATIENTS	\$5,757,800	\$6,173,634	\$5,119,573	\$3,211,194
345	26	NH CARE-MEDICARE/A PATNTS	\$1,101,395	\$903,375	\$1,209,358	\$749,990
345	27	NH CARE-MEDICARE/B PATNTS	\$148,046	\$215,000	\$219,915	\$129,500
345	28	CHILD DAY CARE CHARGES	\$86,624	\$75,000	\$75,000	\$75,000
345	29	NH CARE-PRIV INSUR PATNTS	\$1,368,985	\$1,806,750	\$612,006	\$284,563
345	33	NURS HOME BEAUTY SHOP REV	\$30,689	\$35,000	\$26,726	\$15,400

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345	34	MEDICAL SUPPLIES REVENUE	\$50,806	\$60,000	\$21,589	\$12,600
345	35	PATIENT TRANSPORTATN CHGS	\$17,438	\$20,000	\$12,666	\$4,550
351	10	FINES & BOND FORFEITURES	\$655,063	\$850,000	\$600,000	\$600,000
351	11	DUI FINES-FOR DUI ENF EQP	\$35,050	\$38,000	\$25,000	\$25,000
351	12	SMOKE FREE IL ACT FINES	\$2,000	\$0	\$0	\$0
351	15	FEES ON TRAFFIC FINES	\$23,662	\$33,000	\$22,000	\$23,000
351	20	PENALTIES	\$9,518	\$7,000	\$7,000	\$7,000
352	10	EVIDENCE FORFEITURES	\$48,732	\$40,000	\$48,643	\$40,000
352	11	FEDERAL FORFEITURES	\$1,948	\$3,000	\$0	\$0
352	12	ECITF DRUG FORFEITURES	\$0	\$3,000	\$0	\$0
352	15	ABANDONED BAIL BONDS	\$0	\$12,000	\$25,000	\$20,000
352	20	SALE OF SEIZED ASSETS	\$487	\$500	\$0	\$0
		FEES AND FINES	\$23,102,441	\$25,221,937	\$21,655,550	\$17,816,901
361	10	INVESTMENT INTEREST	\$91,071	\$46,780	\$99,531	\$76,232
361	20	INTEREST ON LOANS	\$100,722	\$126,000	\$80,000	\$110,000
362	10	CABLE TV FRANCHISE	\$298,856	\$280,000	\$295,000	\$310,000
362	11	MEA CIVIC CONTRIBUTION	\$0	\$0	\$0	\$93,000
362	15	RENT	\$549,224	\$810,000	\$694,628	\$730,086
363	10	GIFTS AND DONATIONS	\$183,277	\$102,150	\$95,065	\$142,307
363	30	M.L.KING EVENT CONTRIBS	\$7,145	\$11,000	\$7,000	\$11,000
363	50	RESTRICTED DONATIONS	\$9,029	\$2,000	\$1,615	\$0
363	60	PRIVATE GRANTS	\$0	\$0	\$1,000	\$0
364	10	SALE OF FIXED ASSETS	\$19,472	\$50,000	\$107,500	\$10,395,000
369	11	JAIL COMMISSARY	\$52,571	\$55,000	\$49,500	\$52,000
369	12	VENDING MACHINES	\$9,411	\$8,300	\$7,235	\$7,240
369	13	ELECTRONIC PYTS REBATE	\$14,942	\$25,000	\$18,000	\$18,000
369	15	PARKING FEES	\$27,686	\$24,000	\$26,000	\$26,000
369	16	UTILITY CONSTRUCTION FEE	\$483,800	\$0	\$1,041,427	\$0
369	20	NURS HOME MEAL TICKETS	\$1,528	\$0	\$366	\$0
369	30	LATE CHARGE, NSF CK CHG	\$0	\$5,000	\$0	\$0
369	41	TELEPHONE TOLL REIMB	\$241	\$15	\$15	\$15
369	42	WORKER'S COMP. REIMB.	\$2,172	\$5,000	\$33,522	\$2,500
369	46	EMPLOYEE CONTRIBUTIONS	\$1,326,261	\$1,480,257	\$1,597,615	\$1,786,980
369	50	MUNICIPALITY CONTRIB.	\$4,665,665	\$5,640,646	\$5,059,115	\$5,452,740
369	71	SOCIAL SECURITY INCENTIVE	\$24,000	\$24,000	\$24,800	\$24,000
369	80	INSURANCE CLAIMS REIMB	\$72,512	\$0	\$0	\$0
369	85	SALE OF MAPS, DATA	\$11,720	\$13,500	\$10,000	\$13,500
369	90	OTHER MISC. REVENUE	\$136,708	\$60,126	\$208,132	\$463,776
		MISCELLANEOUS	\$8,088,013	\$8,768,774	\$9,457,066	\$19,714,376
371	4	FROM HEAD START FUND 104	\$0	\$1,380,000	\$1,400,000	\$0
371	6	FROM PUB SAF SALES TAX FD	\$610,028	\$704,465	\$704,465	\$1,996,105
371	11	FROM GIS CONSORTIUM 850	\$3,581	\$4,300	\$3,000	\$3,000
371	12	FROM COURT DOC STR FND671	\$17,877	\$18,078	\$18,078	\$18,078
371	17	FROM CHILD SUPPORT FND617	\$21,683	\$29,462	\$29,462	\$29,462

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371	18	FROM PROB SERV FUND 618	\$159,700	\$110,916	\$141,568	\$207,962
371	20	FROM HLTH INSUR FUND 620	\$29,636	\$30,113	\$30,113	\$23,000
371	27	FROM PROP TAX FEE FND 627	\$67,108	\$59,205	\$60,705	\$64,050
371	30	FROM CIR CLK OPER/ADM 630	\$27,877	\$18,078	\$18,078	\$18,078
371	47	FROM RPC USDA LOAN FND474	\$1,694	\$2,500	\$2,500	\$3,500
371	54	FROM DEV DIS BOARD 108	\$50,000	\$50,000	\$50,000	\$50,000
371	59	FROM JAIL MED COSTS FD659	\$20,533	\$24,300	\$22,800	\$23,020
371	61	FROM WORKING CASH FND 610	\$59	\$200	\$3,600	\$1,900
371	77	FROM ELECTION GRNT FND628	\$4,344	\$0	\$0	\$20,000
371	80	FROM GENERAL CORP FND 080	\$1,050,211	\$865,430	\$879,840	\$833,985
371	83	FROM CNTY HIGHWAY FND 083	\$107,217	\$0	\$0	\$0
371	90	FROM MENTAL HEALTH FND090	\$185,391	\$50,000	\$58,000	\$58,000
371	92	FROM LAW LIBRARY FUND 092	\$0	\$0	\$0	\$15,000
381	12	INTERFUND POSTAGE REIMB	\$13,675	\$15,000	\$13,500	\$13,500
381	13	AUDIT FEE REIMBURSEMENT	\$19,359	\$30,000	\$20,510	\$21,000
381	15	WORKER'S COMP REIMB	\$803	\$0	\$500	\$0
381	16	HEALTH/LIFE INSUR REIMB	\$17,583	\$10,000	\$10,000	\$10,000
381	17	UNEMPLOYMENT INS REIMB	\$1,328	\$0	\$236,850	\$0
381	19	IMRF/SS REIMBURSEMENT	\$2,546,264	\$2,960,757	\$2,960,757	\$3,331,079
381	62	REIM FRM DRUG FORF FND621	\$9,000	\$9,000	\$9,000	\$9,000
381	73	REIMB FRM SELF-INS FND476	\$18,700	\$19,244	\$19,244	\$19,632
381	75	REIMB FRM RPC LOAN FND475	\$105,813	\$120,000	\$100,000	\$122,000
381	81	REIMB FROM NURSING HOME	\$23,712	\$282,670	\$0	\$0
383	10	PROCEEDS-GEN OBLIG BONDS	\$3,775,000	\$0	\$0	\$0
383	50	CAPITAL LEASE FINANCING	\$141,728	\$0	\$0	\$0
385	10	FROM CUUATS DEPT 730	\$96,095	\$90,000	\$90,000	\$90,000
385	11	FROM CSBG DEPT	\$129,075	\$203,392	\$221,646	\$192,646
385	15	FROM POLICE TRAINING RESV	\$41,764	\$70,000	\$70,000	\$70,000
385	16	FROM POLICE TRAINING GRNT	\$15,000	\$0	\$0	\$0
385	19	FROM GEO INFO SYS 111/112	\$4,140	\$58,000	\$58,000	\$84,500
385	30	FROM SENIOR SVCES 872/892	\$864	\$500	\$500	\$500
385	32	FROM HIGHWAY DEPTS 60/62	\$0	\$0	\$0	\$100,000
385	35	JMHC GRNT SAL REIM FR 075	\$1,480	\$1,027	\$1,027	\$0
		INTERFUND REVENUE	\$9,318,322	\$7,216,637	\$7,233,743	\$7,428,997
<b>REVENUE TOTALS</b>			<b>\$116,260,189</b>	<b>\$125,963,255</b>	<b>\$120,025,776</b>	<b>\$131,443,548</b>
511	1	ELECTED OFFICIAL SALARY	\$726,335	\$741,823	\$741,823	\$759,581
511	2	APPOINTED OFFICIAL SALARY	\$1,193,206	\$1,168,705	\$1,119,004	\$1,158,555
511	3	REG. FULL-TIME EMPLOYEES	\$24,741,985	\$27,075,698	\$25,373,184	\$26,778,454
511	4	REG. PART-TIME EMPLOYEES	\$1,260,976	\$1,535,928	\$1,503,770	\$1,657,273
511	5	TEMP. SALARIES & WAGES	\$842,200	\$725,226	\$920,525	\$737,043
511	6	PER DIEM	\$63,405	\$68,550	\$67,435	\$67,050
511	9	OVERTIME	\$948,864	\$584,065	\$806,560	\$315,609
511	10	JUDGES' SALARY INCREASE	\$6,558	\$6,622	\$6,582	\$6,622

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511	28	EMPLOYEE BONUS	\$56,945	\$0	\$0	\$0
511	40	STATE-PAID SALARY STIPEND	\$39,000	\$39,000	\$42,000	\$42,000
511	42	TAXABLE AUTO ALLOWANCE	\$10,952	\$10,952	\$10,952	\$10,952
511	43	NO-BENEFIT FULL-TIME EMPL	\$1,662,363	\$1,439,542	\$1,136,826	\$589,954
511	44	NO-BENEFIT PART-TIME EMPL	\$324,145	\$388,348	\$362,263	\$29,274
512	1	SLEP ELECTED OFFCL SALARY	\$112,888	\$115,146	\$115,146	\$117,269
512	2	SLEP APPNTD OFFCL SALARY	\$4,000	\$4,000	\$4,000	\$4,000
512	3	SLEP REG FULL-TIME EMP'EE	\$6,336,691	\$6,412,965	\$6,412,965	\$6,404,387
512	9	SLEP OVERTIME	\$356,902	\$493,220	\$493,220	\$371,779
512	40	SLEP STATE-PD SAL STIPEND	\$6,500	\$6,500	\$6,500	\$6,500
513	1	SOCIAL SECURITY-EMPLOYER	\$4,039,534	\$4,438,205	\$4,347,295	\$4,387,580
513	2	IMRF - EMPLOYER COST	\$4,264,837	\$4,365,825	\$4,251,857	\$4,530,045
513	3	IMRF -SLEP- EMPLOYER COST	\$1,624,915	\$1,429,777	\$1,429,777	\$1,387,315
513	4	WORKERS' COMPENSATION INS	\$1,098,872	\$1,180,961	\$1,129,527	\$1,116,246
513	5	UNEMPLOYMENT INSURANCE	\$413,255	\$709,846	\$375,164	\$366,255
513	6	EMPLOYEE HEALTH/LIFE INS	\$9,302,577	\$12,303,157	\$11,919,552	\$12,520,529
513	8	EMPLOYEE DENTAL INSURANCE	\$196	\$750	\$400	\$750
513	14	WKRS COMP SELF-FUND CLAIM	\$623,177	\$899,636	\$898,354	\$782,150
513	16	HLTH INS CLAIMS/DEDUCTBLS	\$664,705	\$0	\$14,113	\$0
513	20	EMPLOYEE DEVELOPMNT/RECOG	\$17,554	\$24,460	\$19,522	\$23,350
513	21	EMPLOYEE PHYSICALS/LAB	\$24,200	\$46,200	\$25,709	\$16,200
513	22	FLEX SPENDING ACCT FEES	\$37,591	\$40,000	\$5,100	\$5,500
513	23	BENEFITS MANAGEMENT FEES	\$50,000	\$50,000	\$50,000	\$55,000
513	24	WKRS COMP 3RD PARTY ADMIN	\$350	\$0	\$0	\$0
513	25	HLTH CARE REFORM FEES/TAX PERSONNEL	\$1,319 \$60,856,997	\$0 \$66,305,107	\$0 \$63,589,125	\$0 \$64,247,222
522	1	STATIONERY & PRINTING	\$85,985	\$129,432	\$117,934	\$145,895
522	2	OFFICE SUPPLIES	\$174,292	\$223,665	\$193,281	\$202,479
522	3	BOOKS,PERIODICALS & MAN.	\$82,138	\$110,028	\$96,311	\$101,517
522	4	COPIER SUPPLIES	\$47,319	\$63,000	\$53,850	\$53,400
522	6	POSTAGE, UPS, FED EXPRESS	\$247,890	\$292,516	\$299,689	\$277,332
522	7	PHOTOGRAPHY SUPPLIES	\$0	\$150	\$0	\$150
522	10	FOOD	\$145,550	\$147,780	\$287,600	\$349,573
522	11	MEDICAL SUPPLIES	\$59,291	\$61,725	\$70,725	\$67,375
522	12	STOCKED DRUGS	\$1,183	\$75,093	\$76,564	\$52,400
522	13	CLOTHING - INMATES	\$13,426	\$13,500	\$13,500	\$13,500
522	14	CUSTODIAL SUPPLIES	\$96,553	\$104,283	\$107,583	\$103,283
522	15	GASOLINE & OIL	\$265,359	\$417,910	\$375,526	\$377,552
522	16	TOOLS	\$16,095	\$17,350	\$18,100	\$20,600
522	17	GROUNDS SUPPLIES	\$2,692	\$9,526	\$8,526	\$8,200
522	19	UNIFORMS	\$67,574	\$62,436	\$60,936	\$60,436
522	22	MAINTENANCE SUPPLIES	\$37,958	\$31,960	\$19,671	\$18,088
522	24	ENGINEERING SUPPLIES	\$1,211	\$5,000	\$5,000	\$5,000
522	25	DIETARY NON-FOOD SUPPLIES	\$39,142	\$55,700	\$49,738	\$46,310
522	28	LAUNDRY SUPPLIES	\$26,402	\$22,950	\$23,486	\$21,267

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522	29	RPC STUDENT HANDOUT MATLS	\$8,054	\$11,050	\$10,000	\$11,000
522	31	PHARMACY CHRGS-PUBLIC AID	\$2,031	\$22,975	\$22,246	\$12,160
522	32	SUPPL FOR DISABLED PERSNS	\$1,711	\$4,000	\$3,300	\$3,950
522	33	OXYGEN	\$17,795	\$16,900	\$11,763	\$8,600
522	34	INCONTINENCE SUPPLIES	\$46,876	\$111,194	\$75,079	\$57,527
522	35	NUTRITIONAL SUPPLEMENTS	\$35,451	\$60,000	\$22,785	\$16,179
522	36	PHARMACY CHRGS-INSURANCE	\$1,023	\$117,129	\$88,567	\$60,280
522	40	OFFICE EXPENSES	\$2,052	\$10,000	\$10,000	\$10,000
522	44	EQUIPMENT LESS THAN \$5000	\$776,222	\$1,162,573	\$794,510	\$1,017,830
522	45	VEH EQUIP LESS THAN \$5000	\$25,938	\$12,000	\$13,473	\$16,000
522	46	BODY WORN CAMERAS	\$0	\$0	\$25,600	\$28,800
522	50	PURCHASE DOCUMENT STAMPS	\$960,000	\$884,000	\$933,333	\$933,333
522	60	PURCHASE RABIES TAGS	\$1,630	\$1,800	\$1,800	\$1,800
522	90	ARSENAL & POLICE SUPPLIES	\$35,640	\$27,100	\$25,850	\$27,100
522	91	LINEN & BEDDING	\$14,183	\$27,600	\$18,623	\$22,333
522	93	OPERATIONAL SUPPLIES	\$281,767	\$455,045	\$337,823	\$523,728
522	94	ELECTION SUPPLIES	\$17,308	\$10,000	\$10,000	\$15,000
522	96	SCHOOL SUPPLIES	\$71,394	\$105,000	\$121,600	\$123,500
522	98	PHARMACY CHARGES-MEDICARE COMMODITIES	\$6,064 \$3,715,199	\$101,043 \$4,983,413	\$78,829 \$4,483,201	\$503,443 \$5,316,920
533	1	AUDIT & ACCOUNTING SERVCS	\$279,706	\$293,905	\$260,997	\$275,133
533	2	ARCHITECT SERVICES	\$102,358	\$20,000	\$30,500	\$146,782
533	3	ATTORNEY/LEGAL SERVICES	\$253,364	\$284,350	\$344,410	\$368,450
533	4	ENGINEERING SERVICES	\$477,027	\$582,400	\$493,067	\$717,231
533	5	COURT REPORTING	\$33,823	\$26,700	\$22,056	\$23,700
533	6	MEDICAL/DENTAL/MENTL HLTH	\$882,507	\$937,318	\$943,346	\$1,030,315
533	7	PROFESSIONAL SERVICES	\$3,856,389	\$4,656,079	\$4,138,224	\$5,617,131
533	8	CONSULTING SERVICES	\$50,807	\$59,250	\$16,838	\$16,750
533	12	JOB-REQUIRED TRAVEL EXP	\$67,357	\$115,546	\$93,965	\$110,119
533	13	AMBULANCE/MEDIVAN SERVICE	\$437	\$2,000	\$2,000	\$2,000
533	15	ISAA-APPELLATE SERVICE	\$36,000	\$36,000	\$36,000	\$36,000
533	16	OUTSIDE PRISON BOARDING	\$31,496	\$45,000	\$35,000	\$45,000
533	17	FIELD TRIPS / ACTIVITIES	\$1,967	\$5,950	\$6,900	\$5,800
533	18	NON-EMPLOYEE TRAINING,SEM	\$3,289	\$8,420	\$7,170	\$7,250
533	19	SCHOOLNG TO OBTAIN DEGREE	\$52,779	\$42,500	\$54,100	\$61,500
533	20	INSURANCE	\$1,643,975	\$1,873,003	\$2,082,150	\$2,134,387
533	22	LABORATORY FEES	\$53,217	\$52,345	\$51,478	\$50,520
533	24	CLIENT EMPLOYABILITY EXP	\$774	\$500	\$1,000	\$2,500
533	26	PROPERTY LOSS/DMG CLAIMS	\$93,847	\$42,000	\$40,000	\$40,000
533	28	UTILITIES	\$31,094	\$47,250	\$44,400	\$50,250
533	29	COMPUTER/INF TCH SERVICES	\$381,719	\$469,043	\$424,251	\$404,990
533	30	GAS SERVICE	\$407,350	\$604,561	\$535,877	\$492,450
533	31	ELECTRIC SERVICE	\$1,368,814	\$1,230,500	\$1,256,676	\$1,088,267
533	32	WATER SERVICE	\$121,610	\$142,865	\$141,185	\$127,850
533	33	TELEPHONE SERVICE	\$174,715	\$206,365	\$198,837	\$187,770

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533	34	PEST CONTROL SERVICE	\$21,595	\$22,815	\$22,690	\$20,665
533	35	TOWEL & UNIFORM SERVICE	\$1,322	\$2,700	\$1,300	\$1,300
533	36	WASTE DISPOSAL & RECYCLNG	\$157,522	\$111,492	\$123,378	\$108,522
533	38	STORMWATER UTILITY FEE	\$34,047	\$40,000	\$40,000	\$40,000
533	40	AUTOMOBILE MAINTENANCE	\$106,426	\$127,543	\$118,031	\$123,818
533	42	EQUIPMENT MAINTENANCE	\$731,926	\$784,303	\$714,774	\$812,605
533	44	MAIN ST JAIL REPAIR-MAINT	\$17,581	\$47,650	\$47,550	\$47,550
533	45	NON-CNTY BLDG REPAIR-MNT	\$116,891	\$182,800	\$158,800	\$128,850
533	46	1905 E MAIN REPAIR-MAINT	\$10,114	\$15,407	\$15,357	\$95,357
533	47	JUV DET CTR REPAIR-MAINT	\$12,222	\$11,479	\$14,326	\$45,000
533	48	ROAD/BRIDGE MAINTENANCE	\$700,781	\$870,000	\$870,000	\$870,000
533	49	HEAVY EQUIP. MAINTENANCE	\$187,069	\$175,000	\$175,000	\$140,000
533	50	FACILITY/OFFICE RENTALS	\$235,321	\$317,817	\$332,429	\$345,781
533	51	EQUIPMENT RENTALS	\$348,437	\$324,235	\$336,395	\$314,243
533	52	OTHER SERVICE BY CONTRACT	\$82,739	\$63,398	\$60,148	\$59,898
533	53	SPECIALTY COURTS EXPENSES	\$6,144	\$10,000	\$12,000	\$15,000
533	54	ASSISTANCE TO VETERANS	\$83,373	\$80,000	\$80,000	\$80,000
533	55	WEATHERIZATION HLTH/SAFTY	\$60,003	\$44,000	\$109,000	\$145,000
533	56	VA MONUMENT UPDATE	\$2,500	\$0	\$0	\$0
533	58	EMPLOYEE PARKING	\$17,010	\$16,560	\$17,550	\$18,141
533	60	HWY FACILITY REPAIR-MAINT	\$90,897	\$85,000	\$15,000	\$100,000
533	61	1701 E MAIN REPAIR-MAINT	\$28,633	\$38,888	\$38,788	\$38,788
533	62	JUROR MEALS	\$3,458	\$5,500	\$5,259	\$5,500
533	63	JUROR EXPENSE	\$261,353	\$135,000	\$111,612	\$118,000
533	64	ELECTION JUDGES & WORKERS	\$195,440	\$100,000	\$104,403	\$200,000
533	65	VOTER REGISTRATION EXP.	\$201	\$3,000	\$3,000	\$0
533	66	REGISTRARS-BIRTH & DEATH	\$5,095	\$5,250	\$5,092	\$5,250
533	67	202 BARTELL BDG RPR-MAINT	\$4,873	\$4,000	\$2,282	\$2,673
533	68	WITNESS EXPENSE	\$2,464	\$8,168	\$8,598	\$8,168
533	70	LEGAL NOTICES,ADVERTISING	\$137,644	\$153,519	\$146,459	\$159,661
533	71	BLUEPRINT,FILM PROCESSING	\$8,604	\$32,000	\$31,599	\$33,000
533	72	DEPARTMENT OPERAT EXP	\$23,843	\$52,500	\$46,200	\$209,400
533	73	EMPLOYEE/OFFC RELOCATION	\$12,500	\$0	\$0	\$0
533	74	JURORS' PARKING	\$45,815	\$45,000	\$45,000	\$45,000
533	75	COURT-ORDERED COSTS	\$1,575	\$2,500	\$2,000	\$3,000
533	79	PUBLIC SERVICE WORKER EXP	\$1,207	\$2,750	\$1,500	\$2,750
533	81	SEIZED ASSET EXPENSE	\$1,873	\$2,500	\$272	\$500
533	83	CO. ENGINEERING FORCES	\$4,218	\$0	\$50,000	\$50,000
533	84	BUSINESS MEALS/EXPENSES	\$12,102	\$26,110	\$17,798	\$20,335
533	85	PHOTOCOPY SERVICES	\$347,890	\$369,237	\$332,025	\$343,986
533	86	NURS HOME BLDG REPAIR/MNT	\$307,712	\$100,000	\$94,177	\$66,667
533	87	INDIRECT COSTS / OVERHEAD	\$670,616	\$754,549	\$708,377	\$798,637
533	89	PUBLIC RELATIONS	\$58,113	\$55,950	\$55,413	\$55,700
533	90	CLOTHING ALLOWANCE	\$3,356	\$4,000	\$4,000	\$4,000
533	91	LAUNDRY & CLEANING	\$13,721	\$12,500	\$7,213	\$9,883
533	92	CONTRIBUTIONS & GRANTS	\$7,848,831	\$8,858,880	\$8,543,919	\$9,209,458

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533	93	DUES AND LICENSES	\$150,857	\$172,323	\$161,375	\$163,716
533	94	INVESTIGATION EXPENSE	\$8,353	\$22,950	\$10,675	\$20,950
533	95	CONFERENCES & TRAINING	\$274,745	\$379,993	\$333,893	\$378,752
533	97	IMPOUNDMENTS	\$10	\$100	\$100	\$100
533	99	CONTINGENT EXPENSE	\$0	\$267,000	\$267,000	\$190,802
534	3	REMIT LOAN PAYMENTS	\$31,838	\$55,000	\$50,000	\$50,000
534	6	ACQUISITION	\$0	\$5,000	\$0	\$0
534	9	R.E. TAX / DRAINAGE ASMNT	\$0	\$0	\$35,375	\$0
534	11	FOOD SERVICE	\$1,033,371	\$1,283,700	\$844,152	\$797,254
534	15	METCAD	\$614,393	\$663,500	\$651,500	\$654,500
534	21	PROP CLEARANCE / CLEAN-UP	\$2,723	\$6,800	\$6,800	\$6,800
534	24	MTGE FORECLSR MEDIATN PRG	\$765	\$12,000	\$192	\$0
534	25	COURT FACILITY REPR-MAINT	\$189,080	\$114,075	\$137,837	\$273,775
534	27	ANIM SERV FACIL RPR-MAINT	\$13,973	\$5,091	\$5,091	\$5,091
534	29	CU URBAN AREA TRANS STUDY	\$30,427	\$31,000	\$33,000	\$33,000
534	30	WEATHERIZATION LABOR	\$210,128	\$240,000	\$273,000	\$290,000
534	31	ENERGY ASSISTANCE	\$2,496,413	\$3,930,000	\$3,595,500	\$4,165,000
534	37	FINANCE CHARGES,BANK FEES	\$9,598	\$12,311	\$17,785	\$21,627
534	38	EMRGNCY SHELTER/UTILITIES	\$440,291	\$586,500	\$469,050	\$555,250
534	39	RPC SCHOLARSHIPS & AWARDS	\$14,773	\$10,000	\$7,500	\$8,750
534	40	CABLE/SATELLITE TV EXP	\$30,466	\$30,550	\$32,450	\$20,560
534	41	RETURN UNUSED GRANT	\$374,530	\$0	\$0	\$0
534	43	DISABILITY THERAPY,CONSLT	\$19,212	\$18,500	\$14,000	\$17,000
534	44	STIPEND	\$22,490	\$29,175	\$28,140	\$31,630
534	46	SEWER SERVICE & TAX	\$70,903	\$78,995	\$76,494	\$72,745
534	48	RPC POL TRN STAFF MILEAGE	\$1,518	\$3,000	\$3,000	\$3,000
534	49	RPC POL TRN STAFF TRAVEL	\$2,418	\$5,000	\$4,500	\$4,500
534	50	RPC POL TRN STAFF PERDIEM	\$880	\$1,300	\$1,050	\$1,050
534	51	RPC POL TRN INSTRCTR TRAV	\$13,257	\$20,000	\$20,000	\$20,000
534	52	RPC POL TRN INSTRCTR CONT	\$155,807	\$182,000	\$165,000	\$195,000
534	53	RPC POL TRN INSTRUCTR DEV	\$4,995	\$6,500	\$3,000	\$4,000
534	54	RPC POL TRN CATERING	\$2,462	\$5,000	\$3,800	\$4,750
534	55	RPC POL TRN FACILITY RENT	\$6,850	\$10,000	\$10,000	\$10,000
534	56	RPC POL TRN RENTAL AIDS	\$0	\$800	\$500	\$750
534	57	RPC POL TRN REPRODUCTION	\$637	\$1,500	\$700	\$1,000
534	58	LANDSCAPING SERVICE/MAINT	\$18,528	\$19,928	\$24,428	\$14,428
534	59	JANITORIAL SERVICES	\$175,579	\$173,020	\$172,270	\$186,885
534	61	IPA LICENSING FEE	\$340,360	\$546,790	\$435,310	\$609,462
534	62	ELECTION MILEAGE,PHONE RM	\$6,852	\$4,000	\$2,043	\$7,000
534	63	INDIGENT BURIAL	\$839	\$1,500	\$1,500	\$1,500
534	64	ELECTION SERVICES	\$21,036	\$17,500	\$13,100	\$25,000
534	65	CONTRACT NURSING SERVICE	\$56,525	\$332,000	\$0	\$190,244
534	67	1701 OUTBLDGS REPAIR-MNT	\$3,052	\$27,881	\$17,881	\$2,881
534	68	POLICY COUNCIL ACTIVITIES	\$4,089	\$8,000	\$7,000	\$8,000
534	69	PARENT ACTIVITIES/TRAVEL	\$24,156	\$17,100	\$17,600	\$18,800
534	70	BROOKNS BLDG REPAIR-MAINT	\$34,135	\$50,909	\$123,009	\$51,109



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534	71	COOPERATIVE EXTENSION SRV	\$419,867	\$422,183	\$422,497	\$422,498
534	72	SATELLITE JAIL REPAIR-MNT	\$64,443	\$45,000	\$47,532	\$152,404
534	73	C-U PUBLIC HEALTH DISTRCT	\$597,238	\$604,837	\$628,200	\$659,535
534	74	CONTRACT ATTORNEYS	\$174,000	\$174,000	\$191,400	\$191,400
534	75	FINES AND PENALTIES	\$24,350	\$30,000	\$44,813	\$20,000
534	76	PARKING LOT/SIDEWLK MAINT	\$14,563	\$51,383	\$67,788	\$199,550
534	78	REMIT DEATH CERT SURCHARG	\$5,596	\$6,000	\$6,000	\$6,000
534	80	AUTO DAMAGE/LIAB CLAIMS	\$36,460	\$77,314	\$44,206	\$44,206
534	81	GENERAL LIABILITY CLAIMS	\$103,440	\$404,905	\$374,905	\$352,701
534	82	CHILD DENTAL ACCESS PROG	\$45,000	\$45,000	\$45,000	\$45,000
534	83	MEDICARE MEDICAL SERVICES	\$10,498	\$12,430	\$114,977	\$54,400
534	85	RENTAL HSG FEE REMITTANCE	\$204,201	\$135,000	\$180,000	\$180,000
534	86	URBANA ANIM IMPOUND FEES	\$5,115	\$5,000	\$3,000	\$3,000
534	87	CHAMPGN ANIM IMPOUND FEES	\$11,105	\$10,000	\$6,000	\$6,000
534	89	MAHOMET ANIM IMPOUND FEES	\$246	\$500	\$0	\$0
534	90	VILLAGES ANIM IMPOUND FEE	\$1,447	\$3,000	\$1,000	\$3,000
534	91	ST JOSPH ANIM IMPOUND FEE	\$45	\$500	\$0	\$0
534	92	SAVOY ANIM IMPOUND FEES	\$250	\$500	\$500	\$500
534	93	TOLONO ANIM IMPOUND FEES	\$42	\$500	\$500	\$500
534	94	WEATHERIZATION MATERIALS	\$260,545	\$265,000	\$315,000	\$320,000
534	95	REMIT MARRIAGE LIC SURCHG	\$5,440	\$6,000	\$6,000	\$6,000
534	96	RANTOUL ANIM IMPOUND FEES	\$1,760	\$2,000	\$1,000	\$1,500
534	98	M.L.KING EVENT EXPENSES	\$4,508	\$12,500	\$6,500	\$12,500
534	99	REMIT CC FINGERPRNTG FEES	\$355	\$130	\$270	\$380
535	1	YOUTH/IN-DT SUPP SERVICE	\$24,440	\$40,000	\$39,025	\$32,750
535	3	YOUTH/IN-OTHER PROG COSTS	\$184,345	\$140,000	\$70,146	\$90,146
535	4	YOUTH/OUT-DIRECT TRNG ITA	\$81,475	\$135,000	\$115,000	\$190,000
535	6	YOUTH/OUT-OTHER PRG COSTS	\$346,649	\$145,500	\$180,900	\$115,900
535	7	ADULT-DIRECT TRAINING ITA	\$303,413	\$310,000	\$360,000	\$305,000
535	9	ADULT-INCUMBANT WRKR COST	\$0	\$5,000	\$1,500	\$5,000
535	10	ADULT-OTHER PROG COSTS	\$71,096	\$75,500	\$68,375	\$136,125
535	11	DISLOC WKR-DIRCT TRAINING	\$118,722	\$99,000	\$137,000	\$161,000
535	13	DISLOC WKR-INCUMBANT WRKR	\$0	\$6,000	\$10,000	\$10,000
535	14	DISLOC WKR-OTHER PRG COST	\$56,371	\$60,500	\$41,877	\$91,127
535	15	TRADE ADJSTMNT ASSISTANCE	\$44,130	\$47,000	\$44,250	\$47,750
535	17	ADMIN-OTHER PRG COSTS	\$0	\$7,500	\$2,500	\$500
535	18	YOUTH/OUT-SUPPORTIVE SVCE	\$92,543	\$50,000	\$77,000	\$115,000
535	19	ADULT-SUPPORTIVE SERVICE	\$102,089	\$60,000	\$47,500	\$155,000
535	20	DISLOC WKR-SUPPRTIVE SVCE	\$12,399	\$32,000	\$32,500	\$77,000
535	21	YOUTH/IN-WORK TRAINING	\$5,532	\$30,000	\$24,500	\$70,000
535	22	YOUTH/OUT-WORK TRAINING	\$54,590	\$45,000	\$55,000	\$85,000
535	23	ADULT-WORK TRAINING	\$102,083	\$33,000	\$42,500	\$90,000
535	24	DISLOC WKR-WORK TRAINING SERVICES	\$24,639 \$33,959,822	\$16,000 \$38,926,823	\$33,000 \$36,855,402	\$51,000 \$41,570,264
544	2	RIGHT OF WAY	\$98,011	\$50,000	\$50,000	\$5,000

County Consolidated			2016 Actual	2017 Original	2017 Projected	2018 Budget
544	10	BRIDGES & CULVERTS	\$434,262	\$1,500,000	\$1,650,000	\$1,800,000
544	11	ROAD IMPROVEMENTS	\$43,714	\$3,575,000	\$3,100,000	\$1,489,465
544	16	COURTS FACILITY CONST/IMP	\$0	\$0	\$0	\$250,000
544	17	SATELLITE JAIL CONST/IMPR	\$0	\$0	\$0	\$67,261
544	18	BROOKNS BLDG CONST/IMPROV	\$358,847	\$380,000	\$345,867	\$0
544	19	CORR CENTER CONST/IMPROVE	\$0	\$120,000	\$71,000	\$0
544	20	COURTHOUSE CONST/IMPROVE	\$10	\$0	\$0	\$0
544	29	NUR HM BLDG CONST/IMPROVE	\$282,126	\$0	\$0	\$0
544	30	AUTOMOBILES, VEHICLES	\$339,234	\$263,450	\$263,631	\$300,500
544	31	RADIO EQUIPMENT	\$0	\$0	\$0	\$443,489
544	32	OTHER EQUIPMENT	\$0	\$8,000	\$9,000	\$0
544	33	OFFICE EQUIPMENT & FURNIS	\$379,012	\$507,602	\$310,347	\$766,971
544	34	MAINTENANCE EQUIPMENT	\$6,000	\$62,148	\$0	\$0
544	35	HEAVY EQUIPMENT	\$689,639	\$0	\$0	\$350,000
544	38	ELECTION/VOTER REG EQUIP	\$0	\$4,500	\$14,677	\$0
544	41	PARKING LOT/SIDEWLK CONST	\$94,152	\$0	\$19,400	\$0
544	47	1701 MAIN BLDG CONST/IMPR	\$0	\$152,261	\$275,298	\$0
544	74	KITCHEN/LAUNDRY EQUIPMENT	\$0	\$3,000	\$0	\$0
544	85	POLICE EQUIPMENT	\$0	\$0	\$3,522	\$186,000
544	86	COURT SECURITY EQUIPMENT	\$23,012	\$0	\$0	\$0
		CAPITAL	\$2,748,019	\$6,625,961	\$6,112,742	\$5,658,686
567	1	DEPRECIATION EXPENSE	\$0	\$0	\$0	\$37,829
567	2	BAD DEBT EXPENSE	\$77,412	\$540,000	\$287,100	\$140,000
		NON CASH EXPENSES	\$77,412	\$540,000	\$287,100	\$177,829
571	4	TO RPC ECON DEV LOANS 475	\$0	\$1,380,000	\$1,400,000	\$0
571	8	TO DEV DISABILITY FUND108	\$10,673	\$0	\$8,000	\$8,000
571	11	TO MHB/DDB CILA FACILITY	\$224,718	\$100,000	\$100,000	\$100,000
571	14	TO CAPITAL IMPRV FUND 105	\$944,137	\$914,744	\$945,396	\$1,825,860
571	25	TO VCTM ADVOC GRNT FND675	\$21,250	\$21,250	\$21,250	\$17,000
571	30	TO COURT AUTOMTN FUND 613	\$64,356	\$85,216	\$65,216	\$65,216
571	50	TO HWY FACIL BOND FUND350	\$203,287	\$0	\$0	\$0
571	59	TO CHILD ADV CENT FND 679	\$25,000	\$0	\$0	\$0
571	69	TO CO CLK AUTOMATN FND670	\$8,586	\$0	\$0	\$0
571	75	TO REG PLAN COMM FUND 075	\$93,435	\$122,500	\$99,850	\$125,500
571	80	TO GENERAL CORP FUND 080	\$765,019	\$1,019,697	\$733,157	\$3,800,255
571	83	TO COUNTY HIGHWAY FND 083	\$80,954	\$82,000	\$82,000	\$41,000
571	87	TO DRUG COURTS FUND 685	\$58,677	\$60,763	\$60,763	\$60,881
573	11	HOUSING ADVOCACY MATCH	\$12,307	\$48,000	\$20,000	\$10,000
573	16	TEN RNT ASST 709/859 MTCH	\$384	\$2,000	\$0	\$0
573	17	ISSA 827/828 MATCH	\$22,836	\$10,000	\$100,000	\$60,000
573	18	TO GIS DEPTS 111/112	\$4,140	\$58,500	\$58,000	\$84,500
573	24	COURT DIVRSN 641/656 MTCH	\$27,725	\$75,000	\$30,000	\$50,000
573	27	HOMLSS PREVNT 634/640 MCH	\$677	\$5,000	\$3,500	\$3,500
573	30	TRANSPORTATION GRNT MATCH	\$96,095	\$90,000	\$90,000	\$90,000

County Consolidated			2016 Actual	2017 Original	2017 Projected	2018 Budget
573	33	CSBG SPC PRJ 807/815 MTCH	\$65,146	\$61,392	\$65,146	\$65,146
573	35	HOMELESS MGT 650/664 MTCH	\$0	\$2,000	\$2,000	\$2,000
573	50	CUMTD DIS RMP 872/892 MCH	\$865	\$500	\$1,000	\$2,000
573	51	POLICE TRAINING MATCH	\$56,764	\$70,000	\$70,000	\$70,000
573	52	TO HIGHWAY DEPTS 60/62	\$0	\$0	\$0	\$100,000
573	55	JMHC GRNT SAL REIM TO 040	\$1,480	\$0	\$1,000	\$0
		INTERFUND EXPENDITURE	\$2,788,511	\$4,208,562	\$3,956,278	\$6,580,858
581	1	GEN OBLIG BOND PRINCIPAL	\$3,070,860	\$2,991,707	\$3,016,707	\$2,750,000
581	2	L/T TAX ANTIC NOTES PRINC	\$0	\$0	\$0	\$1,076,760
581	3	CAPITAL LEASE PRINC PMTS	\$5,909	\$34,492	\$34,384	\$35,140
581	5	INTGOVTL LOAN PRINC PMTS	\$19,688	\$0	\$0	\$726,802
581	6	DEBT CERTFCATE PRINC PMTS	\$130,000	\$135,000	\$135,000	\$140,000
581	7	MORTGAGE PRINCIPAL PMTS	\$53,747	\$55,000	\$55,000	\$49,751
582	1	INTEREST-TAX ANTIC NOTES	\$6,955	\$3,500	\$7,702	\$7,000
582	2	INT &FEES-GEN OBLIG BONDS	\$2,408,123	\$2,310,215	\$2,239,113	\$1,282,996
582	3	INTEREST ON CAPITAL LEASE	\$222	\$2,339	\$2,400	\$1,642
582	6	INTEREST ON DEBT CERTIFCT	\$61,590	\$57,390	\$57,390	\$50,990
582	7	INTEREST ON MORTGAGE	\$27,954	\$30,050	\$30,000	\$17,231
583	1	GEN OBLIG BOND REFUNDED	\$3,738,916	\$0	\$0	\$0
		DEBT	\$9,523,964	\$5,619,693	\$5,577,696	\$6,138,312
<b>EXPENDITURE TOTALS</b>			<b>\$113,669,924</b>	<b>\$127,209,559</b>	<b>\$120,861,544</b>	<b>\$129,690,091</b>

## COUNTY WIDE STAFFING

<b>Departments and Position Titles</b>	<b>FY2016 FTE'S</b>	<b>FY2017 FTE'S</b>	<b>FY2018 FTE'S</b>
<b>REGIONAL PLANNING COMMISSION FUND -075</b>	<b>61.9</b>	<b>61.9</b>	<b>59.5</b>
Administrative Secretary	3.0	3.0	3.0
Associate Engineer	0.0	0.0	1.0
Case Manager I	8.0	8.9	6.8
Case Manager II	10.0	9.1	13.0
Case Manager III	6.8	3.8	0.0
Chief Executive Officer	1.0	1.0	1.0
Chief Operating Officer	1.0	1.0	1.0
Clerk Receptionist I	1.8	2.0	2.0
Communications & Public Affairs Coordinator	0.0	0.0	1.0
Communications Director	1.0	1.0	0.0
Community Services Director	1.0	1.0	1.0
Community Services Program Manager	2.0	3.0	3.0
Economic Development Specialist II	1.0	1.0	1.0
Executive Assistant	1.0	1.0	1.0
Fiscal Manager	1.0	1.0	1.0
Fiscal Specialist III	2.0	2.0	2.0
Fiscal Specialist II	4.0	4.0	4.0
Housing Rehab Inspection Specialist I	0.0	0.0	0.4
Human Resources Director	1.0	1.0	1.0
Information & Data Specialist	0.0	0.0	1.0
Justice Diversion Coordinator	0.0	0.0	1.0
Local Government Specialist	0.3	0.3	0.0
Planner I	1.0	1.0	1.0
Planner II	6.0	6.0	5.0
Planner III	1.0	1.0	2.0
Planning and Development Director	1.0	1.0	1.0
Police Training Coordinator	1.0	1.0	1.0
Police Training Director	1.0	1.0	1.0
Secretary	0.7	0.0	0.0
Senior Engineer	1.0	1.0	0.0
Shelter Coordinator	0.0	1.0	1.0
Weatherization Coordinator	1.0	1.0	1.0
Weatherization Crew	2.4	0.4	0.0
Weatherization Specialist I	0.0	0.0	1.0
Weatherization Specialist II	0.0	1.0	1.0
Youth Assessment Coordinator	0.0	0.0	1.0
<b>GENERAL CORPORATE FUND - 080</b>	<b>417.2</b>	<b>416.2</b>	<b>418.2</b>
<b>County Board 080-010</b>	<b>2.0</b>	<b>2.0</b>	<b>3.0</b>
County Board Chair	1.0	1.0	1.0
County Administrator	1.0	1.0	1.0
County Executive	0.0	0.0	1.0

<b>Departments and Position Titles</b>	<b>FY2016 FTE'S</b>	<b>FY2017 FTE'S</b>	<b>FY2018 FTE'S</b>
<b>Administrative Services 080-016</b>	<b>8.0</b>	<b>8.0</b>	<b>8.0</b>
Budget & HR Specialist	1.0	1.0	1.0
Executive Assistant to Co Admin	1.0	1.0	1.0
Payroll Accountant	1.0	1.0	1.0
Insurance Specialist	1.0	1.0	1.0
Deputy Co Administrator - Finance	1.0	1.0	1.0
Administrative Assistant	3.0	3.0	3.0
<b>Auditor 080-020</b>	<b>6.0</b>	<b>6.0</b>	<b>6.0</b>
Auditor	1.0	1.0	1.0
Accounting Manager	1.0	1.0	1.0
Accountant	2.0	2.0	2.0
Senior Accountant	1.0	1.0	1.0
Administrative Secretary	1.0	1.0	1.0
<b>Board of Review 080-021</b>	<b>3.0</b>	<b>3.0</b>	<b>3.0</b>
Board of Review Member	3.0	3.0	3.0
<b>County Clerk 080-022</b>	<b>15.0</b>	<b>15.0</b>	<b>15.0</b>
County Clerk	1.0	1.0	1.0
Chief Deputy County Clerk	1.0	1.0	1.0
Tax Extension Specialist	1.0	1.0	1.0
Lead Tax Extension Specialist	1.0	1.0	1.0
Senior Election Specialist	2.0	2.0	2.0
Senior Vital Records Clerk	1.0	0.0	0.0
Senior Vital Records Specialist	0.0	1.0	1.0
Account Clerk	1.0	1.0	1.0
Deputy County Clerk	5.0	5.0	5.0
Technology Specialist	1.0	1.0	1.0
Director of Training	1.0	1.0	1.0
<b>Recorder 080-023</b>	<b>5.0</b>	<b>3.0</b>	<b>3.0</b>
Recorder	1.0	1.0	1.0
Chief Deputy Recorder	1.0	1.0	1.0
Senior Clerk	1.0	1.0	1.0
Clerk	2.0	0.0	0.0
<b>Supervisor of Assessments 080-025</b>	<b>8.0</b>	<b>7.0</b>	<b>7.0</b>
Supervisor of Assessments	1.0	1.0	1.0
Chief Deputy Supervisor of Assessments	1.0	0.0	0.0
Appraiser/Analyst	1.0	0.0	0.0
Assistant Deputy/Appraiser	0.0	1.0	1.0
Sales Analyst/Office Manager	1.0	0.0	0.0
Assistant Deputy/Sales Analyst	0.0	1.0	1.0
Tax Map Technician	1.0	1.0	1.0
Clerk	3.0	3.0	3.0
<b>Treasurer 080-026</b>	<b>5.0</b>	<b>5.0</b>	<b>5.0</b>
Treasurer	1.0	1.0	1.0
Chief Deputy Treasurer	1.0	1.0	1.0
Senior Administrative Secretary	1.0	1.0	1.0

<b>Departments and Position Titles</b>	<b>FY2016 FTE'S</b>	<b>FY2017 FTE'S</b>	<b>FY2018 FTE'S</b>
Account Clerk	2.0	2.0	2.0
<b>IT 080-028</b>	<b>10.0</b>	<b>10.0</b>	<b>10.0</b>
Systems Administrator	2.0	2.0	2.0
IT Director	1.0	1.0	1.0
IT Manager	1.0	1.0	1.0
PC Applications Programmer	1.0	1.0	1.0
Mainframe Programmer	1.0	1.0	1.0
Desktop Support Technician	2.0	2.0	2.0
Software/Reporting Analyst	1.0	1.0	1.0
Business Applications Developer	1.0	1.0	1.0
<b>Circuit Clerk 080-030</b>	<b>30.0</b>	<b>30.0</b>	<b>31.0</b>
Circuit Clerk	1.0	1.0	1.0
Chief Deputy Circuit Clerk	1.0	1.0	1.0
Executive Assistant to Circuit Clerk	1.0	1.0	1.0
Director of Operations	0.0	1.0	1.0
Account Clerk	2.0	2.0	2.0
Deputy Circuit Clerk	5.0	5.0	5.0
Deputy Circuit Clerk/Translator	1.0	1.0	1.0
Trainer/Application Administrator	1.0	1.0	1.0
Senior Legal Clerk	5.0	5.0	5.0
Legal Clerk	11.0	11.0	11.0
Supervisor	2.0	1.0	2.0
<b>Circuit Clerk Support 080-130</b>	<b>1.0</b>	<b>1.0</b>	<b>1.0</b>
Deputy Circuit Clerk	1.0	1.0	1.0
<b>Circuit Court 080-031</b>	<b>14.0</b>	<b>14.0</b>	<b>14.0</b>
Court Administrator	1.0	1.0	1.0
Executive Assistant	1.0	0.0	0.0
Executive Secretary	0.0	1.0	1.0
Court Clerk	12.0	12.0	12.0
<b>Jury Commission 080-032</b>	<b>2.2</b>	<b>2.2</b>	<b>2.2</b>
Appointed Jury Commissioners	1.5	1.5	1.5
Jury Coordinator	0.7	0.7	0.7
<b>Public Defender 080-036</b>	<b>18.0</b>	<b>18.0</b>	<b>18.0</b>
Public Defender	1.0	1.0	1.0
1st Assistant Public Defender	1.0	1.0	1.0
Assistant Public Defender	12.0	12.0	12.0
Investigator	1.0	1.0	1.0
Executive Assistant to PD	1.0	1.0	1.0
Legal Secretary	2.0	2.0	2.0
<b>Sheriff 080-040</b>	<b>59.0</b>	<b>59.0</b>	<b>59.0</b>
Sheriff	1.0	1.0	1.0
Chief Deputy	1.0	1.0	1.0
Captain	1.0	1.0	1.0
Lieutenant	3.0	3.0	3.0
Sergeant	7.0	7.0	7.0

<b>Departments and Position Titles</b>	<b>FY2016 FTE'S</b>	<b>FY2017 FTE'S</b>	<b>FY2018 FTE'S</b>
Deputy Sheriff	41.0	41.0	41.0
Evidence Property Officer	1.0	1.0	1.0
Senior Executive Secretary	1.0	1.0	1.0
Clerk	2.0	2.0	2.0
Legal Secretary	1.0	1.0	1.0
<b>Correctional Center 080-140</b>	<b>92.5</b>	<b>92.5</b>	<b>92.5</b>
Captain/Jail Superintendent	1.0	1.0	1.0
Lieutenant	3.0	3.0	3.0
Sergeant	8.0	8.0	8.0
Deputy Sheriff--Corrections	50.0	50.0	50.0
Program Coordinator	1.0	1.0	1.0
Master Control Officer	9.5	9.0	9.0
Court Security Officer	12.0	12.0	12.0
Court Security Officer - Sergeant	1.0	1.0	1.0
Criminal Records Supervisor	1.0	0.0	0.0
Office Supervisor	0.0	1.0	1.0
Clerk	3.0	4.0	4.0
Administrative Secretary	1.0	1.0	1.0
Visitation Clerk	2.0	1.5	1.5
<b>State's Attorney 080-041</b>	<b>37.4</b>	<b>37.4</b>	<b>37.4</b>
State's Attorney	1.0	1.0	1.0
1st Assistant State's Attorney	1.0	1.0	1.0
Lead Prosecutor	1.0	1.0	1.0
Chief of Civil Division	1.0	1.0	1.0
Assistant State's Attorney	16.0	16.0	16.0
Senior State's Attorney Investigator	1.0	1.0	1.0
Victim Witness Advocate	3.0	3.0	3.0
Paralegal	1.0	1.0	1.0
Office Manager	1.0	1.0	1.0
Administrative Legal Secretary	9.0	9.0	9.0
Senior Executive Secretary	1.0	1.0	1.0
Legal Secretary	0.4	0.4	0.4
Legal Secretary/Receptionist	1.0	1.0	1.0
<b>State's Attorney Support 080-141</b>	<b>4.6</b>	<b>4.6</b>	<b>4.6</b>
Assistant State's Attorney	2.0	2.0	2.0
Administrative Legal Secretary	0.6	0.6	0.6
Legal Secretary	2.0	2.0	2.0
<b>Coroner 080-042</b>	<b>6.0</b>	<b>6.0</b>	<b>6.0</b>
Coroner	1.0	1.0	1.0
Chief Deputy Coroner	1.0	1.0	1.0
Deputy Coroner	3.0	3.0	3.0
Senior Medical Secretary	1.0	1.0	1.0
<b>Emergency Management Agency 080-043</b>	<b>2.0</b>	<b>2.0</b>	<b>2.0</b>
EMA Coordinator	1.0	1.0	1.0
Deputy EMA Coordinator	1.0	1.0	1.0

<b>Departments and Position Titles</b>	<b>FY2016 FTE'S</b>	<b>FY2017 FTE'S</b>	<b>FY2018 FTE'S</b>
<b>Juvenile Detention Center 080-051</b>	<b>32.0</b>	<b>32.0</b>	<b>32.0</b>
Superintendent	1.0	1.0	1.0
Assistant Superintendent	6.0	6.0	6.0
Court Services Officer	24.0	24.0	24.0
Records Clerk	1.0	1.0	1.0
<b>Court Services 080-052</b>	<b>30.0</b>	<b>30.0</b>	<b>30.0</b>
Director	1.0	1.0	1.0
Administrative Officer	1.0	1.0	0.0
Court Services Supervisor	3.0	3.0	3.0
Senior Court Services Officer	3.0	3.0	3.0
Court Services Officer	19.0	19.0	20.0
Supervisor-Admin Services	1.0	1.0	1.0
Senior Records Clerk	1.0	1.0	1.0
Records Clerk	1.0	1.0	1.0
<b>Physical Plant 080-041</b>	<b>22.5</b>	<b>22.5</b>	<b>22.5</b>
Facilities Director	1.0	1.0	1.0
Building & Grounds Manager	1.0	1.0	1.0
Skilled Trades	3.0	3.0	3.0
Senior Maintenance Worker	2.0	2.0	2.0
Maintenance Worker	4.0	4.0	4.0
Building & Grounds Maintenance Worker	1.0	1.0	1.0
Lead Custodian	2.0	2.0	2.0
Custodian	8.5	8.5	8.5
<b>Office on Zoning 080-077</b>	<b>5.0</b>	<b>5.0</b>	<b>5.0</b>
Director of Planning & Zoning	1.0	1.0	1.0
Senior Planner	1.0	1.0	1.0
Zoning Officer	1.0	1.0	1.0
Planning & Zoning Technician	2.0	2.0	2.0
<b>Veterans Assistance Commission 080-127</b>	<b>1.0</b>	<b>1.0</b>	<b>1.0</b>
VAC Superintendent	1.0	1.0	1.0
<b>NURSING HOME FUND – 081-410</b>	<b>215.3</b>	<b>226.3</b>	<b>190.8</b>
Accountant	1.0	1.0	0.0
Accounts Receivable Clerk	1.0	1.0	0.0
Accounts Payable Clerk	1.5	1.5	0.0
Activities Assistant	10.5	10.5	5.0
Administrative Assistant	0.0	0.0	1.0
Administrator	0.0	0.0	1.0
Admissions Coordinator	1.0	1.0	1.0
Adult Day Service Assistant	3.0	4.0	3.0
Assistant Activities Coordinator	1.0	1.0	0.0
Assistant Administrator	1.0	1.0	0.0
Assistant Director of Nursing Services	2.0	2.0	1.0
Beauty Operator	2.0	2.0	1.0
Business Office Manager	1.0	1.0	1.0
Care Plan Coordinator	2.0	2.0	1.0



<b>Departments and Position Titles</b>	<b>FY2016 FTE'S</b>	<b>FY2017 FTE'S</b>	<b>FY2018 FTE'S</b>
Certified Occupational Therapy Assistant	2.0	2.0	0.0
Clerk - Central Supply	0.5	0.5	0.5
Clerk - Medical Records	1.0	1.0	1.0
Cook	7.0	6.0	5.0
Dental Hygienist	0.8	0.8	0.8
Dietary Manager	0.0	0.0	1.0
Director of Activities	1.0	1.0	1.0
Director of Adult Day Services	1.0	1.0	1.0
Director of Environmental Services	1.0	1.0	1.0
Director of Nursing Services	1.0	1.0	1.0
Director of Social Work Services	1.0	1.0	1.0
EVS Lead	0.0	1.0	1.0
Food Service Supervisor/Cook	0.0	0.0	1.0
Food Service Worker	21.1	14.0	14.0
Housekeeper	13.2	13.2	11.0
Human Resource Assistant	0.0	1.0	0.0
Human Resource Clerk	1.0	1.0	0.0
Human Resource Clerk/Scheduler	0.0	0.0	1.0
Human Resource Director	1.0	1.0	1.0
Intermediate Housekeeper	3.6	4.6	0.0
Kitchen Steward	1.4	2.0	2.0
Laundry Supervisor	1.0	0.0	0.0
Licensed Practical Nurse	14.0	16.1	18.0
Linen Service Worker	5.6	4.5	3.5
Maintenance Supervisor	0.0	0.0	1.0
Maintenance Worker	3.0	3.0	2.0
Medicare MDS Specialist	1.0	1.0	1.0
Nurse Assistant	56.6	68.6	69.0
Nurse Assistant - Team Leader	15.0	14.0	8.0
Physical Rehabilitation Aide	2.0	2.0	2.0
Receptionist/Clerk Typist	2.5	3.0	3.0
Registered Nurse	14.0	14.7	14.0
Restorative Nurse	0.0	1.0	1.0
Shift Supervisor	4.2	3.5	0.0
Social Services Assistant	3.0	3.0	2.0
Transportation Assistant	2.8	2.8	1.0
Unit Manager	3.0	4.0	3.0
Unit Manager/Dementia Coordinator	0.0	0.0	1.0
Unit Secretary	2.0	2.0	1.0
Volunteer Coordinator	1.0	1.0	0.0
Wound Nurse	0.0	1.0	1.0
<b>COUNTY HIGHWAY FUND - 083-060</b>	<b>20.0</b>	<b>20.0</b>	<b>20.0</b>
Assistant County Engineer	1.0	1.0	1.0
Senior Engineer	3.0	3.0	3.0
Accountant	1.0	1.0	1.0

<b>Departments and Position Titles</b>	<b>FY2016 FTE'S</b>	<b>FY2017 FTE'S</b>	<b>FY2018 FTE'S</b>
Highway Maintenance Supervisor	1.0	1.0	1.0
Highway Maintenance Worker	9.0	9.0	9.0
Certified Master Mechanic	2.0	2.0	2.0
Engineering Technician	1.0	1.0	1.0
Proportioning Technician	1.0	1.0	1.0
Highway Projects Accounting Assistant	1.0	0.0	0.0
Highway Projects/MFT Accountant	0.0	1.0	1.0
<b>MOTOR FUEL TAX FUND 085-060</b>	<b>1.0</b>	<b>1.0</b>	<b>1.0</b>
County Engineer	1.0	1.0	1.0
<b>MENTAL HEALTH FUND 090-053</b>	<b>7.0</b>	<b>7.0</b>	<b>6.0</b>
Executive Director	1.0	1.0	1.0
Business Unit Comptroller	1.0	1.0	0.0
Financial Manager	0.0	0.0	1.0
Community Coalition Coordinator	1.0	1.0	0.0
Cultural & Linguistic Competence Coordinator	1.0	1.0	1.0
Associate Director Developmental Disabilities	1.0	1.0	0.0
Associate Director ID/DD	0.0	0.0	1.0
Associate Director MH/Substance Abuse	1.0	1.0	1.0
Developmental Disabilities Contract Coordinator	1.0	1.0	0.0
Operations & Compliance Coordinator	0.0	0.0	1.0
<b>ANIMAL CONTROL FUND 091-047</b>	<b>8.0</b>	<b>8.0</b>	<b>8.0</b>
Animal Control Director/Administrator	1.0	1.0	1.0
Deputy Administrator/Veterinarian	0.5	0.5	0.5
Senior Animal Control Warden	0.0	0.0	1.0
Animal Control Warden	3.0	3.0	2.0
Kennel Worker	2.5	2.5	2.5
Clerk	1.0	1.0	1.0
<b>LAW LIBRARY FUND 092-074</b>	<b>0.5</b>	<b>0.5</b>	<b>0.5</b>
Law Librarian	0.5	0.5	0.5
<b>HEAD START FUND -104</b>	<b>117.7</b>	<b>132.9</b>	<b>125.7</b>
Administrative Secretary	1.0	1.0	1.0
Assistant Site Manager	3.8	3.8	3.8
Bus Driver	5.3	3.8	3.9
Bus Driver/Maintenance	1.0	1.0	1.0
Child & Family Services Manager	2.0	2.0	2.0
Child Development Services Manager	1.0	1.0	1.0
Child Development Services Specialist	1.0	1.0	1.0
Clerk-Receptionist	3.7	3.7	3.7
Combination Mentor	1.0	1.0	1.0
Cook	3.8	3.8	5.4
Cook Aide	0.8	0.8	0.0
Family Advocate	12.5	13.5	12.5
Family Child Care Mentor	2.0	2.0	2.0
Family Services Specialist	1.0	1.0	1.0
Head Start Director	1.0	1.0	1.0

<b>Departments and Position Titles</b>	<b>FY2016 FTE'S</b>	<b>FY2017 FTE'S</b>	<b>FY2018 FTE'S</b>
Home Visitor	7.0	6.0	6.0
Off-Site Programs Manager	1.0	1.0	1.0
Pre-K Teacher	6.5	14.9	15.3
Pre-School Mentor	0.8	0.8	0.0
Professional Development & Instructional Leader	0.0	0.0	0.9
Site Manager	3.8	3.8	3.8
Social-Emotional Development Specialist	1.0	1.0	1.0
Teacher	32.8	37.4	39.4
Teacher Aide	22.9	26.6	17.0
Transportation/Facility Manager	1.0	1.0	1.0
<b>WORKFORCE DEV. FUND - 110</b>	<b>24.7</b>	<b>30.9</b>	<b>40.8</b>
Case Manager I	6.5	6.0	5.8
Case Manager II	2.5	3.0	2.0
Clerk Receptionist	2.0	2.0	2.0
Program Manager	1.0	1.0	1.0
Work Experience Participants	12.7	18.9	30.0
<b>COURT AUTOMATION 613-030</b>	<b>1.0</b>	<b>1.0</b>	<b>1.0</b>
Court Technology Specialist	1.0	1.0	1.0
<b>RECORDER AUTOMATION 614-023</b>	<b>2.5</b>	<b>2.5</b>	<b>2.5</b>
Clerk	2.5	2.5	2.5
<b>CHILD SUPPORT FUND 617-030</b>	<b>0.0</b>	<b>2.0</b>	<b>1.0</b>
Senior Legal Clerk	1.0	1.0	1.0
Supervisor	0.0	1.0	0.0
<b>CIRCUIT CLERK OPERATIONS &amp; ADMINISTRATION 630-030</b>	<b>1.0</b>	<b>1.0</b>	<b>1.0</b>
Financial Manager	1.0	1.0	1.0
<b>COURT DOCUMENT STORAGE 671-030</b>	<b>3.0</b>	<b>3.0</b>	<b>3.0</b>
Supervisor of Records	1.0	1.0	1.0
Senior Legal Clerk	0.0	1.0	1.0
Legal Clerk	2.0	1.0	1.0
<b>VICTIM ADVOCACY GRANT 679-179</b>	<b>1.0</b>	<b>1.0</b>	<b>1.0</b>
Victim Advocacy Program Director	1.0	1.0	1.0
<b>CAC FUND 679-179</b>	<b>2.8</b>	<b>2.8</b>	<b>3.8</b>
Executive Director	1.0	1.0	1.0
Case Manager	1.0	0.0	0.0
Family Advocate	0.0	1.0	1.0
Forensic Interviewer/Community Educator	0.8	0.8	0.8
MDT Coordinator	0.0	0.0	1.0
<b>SPECIALTY COURT FUND 685-031</b>	<b>1.0</b>	<b>1.0</b>	<b>1.0</b>
Problem Solving Court Coordinator	1.0	1.0	1.0
<b>GIS CONSORTIUM FUND - 850</b>	<b>6.0</b>	<b>6.0</b>	<b>6.0</b>
GIS Director	1.0	1.0	1.0
GIS Programmer	1.0	1.0	1.0
GIS Mapping Technician	1.0	1.0	1.0
GIS Technician	2.0	1.0	1.0

<b>Departments and Position Titles</b>	<b>FY2016 FTE'S</b>	<b>FY2017 FTE'S</b>	<b>FY2018 FTE'S</b>
GIS Specialist	0.0	1.0	1.0
GIS Business Systems Analyst	1.0	1.0	1.0
<b>TOTAL ALL COUNTY STAFFING</b>	<b>892.6</b>	<b>922.6</b>	<b>892.5</b>

## NON-BARGAINING POSITIONS FY2018 SALARY SCHEDULE

GRADE		MIN	MID	MAX	POSITION
<b>N</b> <b>1011-1200</b>	Hourly	\$42.48	\$53.10	\$67.97	County Administrator
	1950 hrs	\$82,836.00	\$103,545.00	\$132,541.50	County Engineer
	2080 hrs	\$88,358.40	\$110,448.00	\$141,377.60	
<b>M</b> <b>933-1010</b>	Hourly	\$36.02	\$45.03	\$54.03	Deputy Co Administrator/Finance
	1950 hrs	\$70,239.00	\$87,808.50	\$105,358.50	Director of Probation & Court
	2080 hrs	\$74,921.60	\$93,662.40	\$112,382.40	Services
					Facilities Director
					First Asst. State's Attorney
<b>L</b> <b>856-932</b>					*GIS Director
					Public Defender
					*IT Director
	Hourly	\$31.89	\$39.86	\$47.84	Chief of Civil Division (041)
	1950 hrs	\$62,185.50	\$77,727.00	\$93,288.00	Court Administrator
	2080 hrs	\$66,331.20	\$82,908.80	\$99,507.20	Director of Planning & Zoning
					First Asst. Public Defender
					Lead Prosecutor
					Supervisor of Assessments
					*Accounting Manager
<b>K</b> <b>795-855</b>					*Business Applications Developer
					*IT Manager
	Hourly	\$28.32	\$35.40	\$42.48	Animal Control Director
	1950 hrs	\$55,224.00	\$69,030.00	\$82,836.00	Chief Deputy Circuit Clerk
	2080 hrs	\$58,905.60	\$73,632.00	\$88,358.40	Chief Deputy County Clerk
					EMA Coordinator
					Senior Planner
					Superintendent - JDC
					Supv. Adm Svcs - Court Services
					*Assistant County Engineer
<b>J</b> <b>731-794</b> <b>535-600</b>	Hourly	\$25.19	\$31.49	\$37.79	Asst. Superintendent - JDC
	1950 hrs	\$49,120.50	\$61,405.50	\$73,690.50	Budget & HR Specialist
	2080 hrs	\$52,395.20	\$65,499.20	\$78,603.20	Building & Grounds Manager
					Director of Operations (030)
					*GIS Business Systems Analyst
					*GIS Programmer
					Highway Maintenance Supervisor
					*Mainframe Programmer
					Supervisor - Adult Services
					Supervisor - Juvenile Services
<b>I</b> <b>650-730</b> <b>481-535</b>					Supervisor-Specialized Services
					*Senior Engineer
					*PC Applications Programmer
	Hourly	\$22.05	\$27.56	\$33.08	Accountant - Payroll
	1950 hrs	\$42,997.50	\$53,742.00	\$64,506.00	Asst Deputy/Appraiser
	2080 hrs	\$45,864.00	\$57,324.80	\$68,806.40	Asst Deputy/Sales Analyst
					Board of Review Member
					Chief Deputy Coroner
					Chief Deputy Treasurer

					Circuit Clerk Financial Manager Deputy EMA Coordinator Director of Training Exec Asst to Public Defender Executive Director - CAC Insurance Specialist Problem Solving Court Coordinator Program Coordinator-Corrections Senior Accountant Sr Executive Secretary (040,041) Sr State's Attorney Investigator *Systems Administrator
<b>H</b>	Hourly	\$18.93	\$23.66	\$28.40	Accountant
<b>595-649</b>	1950 hrs	\$36,913.50	\$46,137.00	\$55,380.00	Accountant Highway
<b>441-480</b>	2080 hrs	\$39,374.40	\$49,212.80	\$59,072.00	Chief Deputy Recorder *Deputy Administrator-Veterinarian Executive Asst to Co Administrator Forensic Interviewer/Comm. Educ. <i>Investigator (036)</i> MultiDisciplinary Team (MDT) Coord. Office Manager (041) Software/Reporting Analyst VAC Superintendent
<b>G</b>	Hourly	\$17.16	\$21.45	\$25.74	Family Advocate - CAC
<b>520-594</b>	1950 hrs	\$33,462.00	\$41,827.50	\$50,193.00	Office Supervisor (040)
<b>401-440</b>	2080 hrs	\$35,692.80	\$44,616.00	\$53,539.20	Desktop Support Technician Executive Secretary (031) Paralegal Victim Witness Advocate <i>Executive Assistant (030)</i> <i>*GIS Specialist</i> <i>*GIS Technician</i> <i>Technology Specialist</i> <i>Zoning Officer</i>
<b>F</b>	Hourly	\$15.57	\$19.46	\$23.36	<i>Administrative Assistant (016)</i>
<b>361-400</b>	1950 hrs	\$30,361.50	\$37,947.00	\$45,552.00	<i>Administrative Legal Secretary-Civil</i>
	2080 hrs	\$32,385.60	\$40,476.80	\$48,588.80	<i>*GIS Mapping Technician</i> <i>Jury Coordinator</i> <i>Zoning Technician</i>
<b>E</b>		\$14.52	\$18.15	\$21.78	<i>Administrative Secretary (140)</i>
<b>310-360</b>	1950 hrs	\$28,314.00	\$35,392.50	\$42,471.00	
	2080 hrs	\$30,201.60	\$37,752.00	\$45,302.40	
<i>Positions printed in italicized print are Non-Exempt positions under FLSA.</i>					
<i>*Positions with an asterisk are compensated in the grade indicated - one grade above points placement, based on market.</i>					
<b>Following is the Grade/Range for Assistant State's Attorney &amp; Assistant Public Defender Positions</b>					
<b>GRADE</b>		<b>MIN</b>	<b>MID</b>	<b>MAX</b>	<b>POSITION</b>
<b>Attorney</b>	Hourly	\$25.18	\$32.58	\$43.32	Assistant State's Attorney
	1950 hrs	\$49,101.00	\$63,531.00	\$84,474.00	Assistant Public Defender

## COUNTY BOARD & ELECTED OFFICIALS SALARIES

### COUNTY BOARD SALARIES

County Board Chair	\$29,274
	<i>(Annual salary + meeting per diem)</i>
Committee Chair	\$60/meeting
Board Member	\$60/meeting

*\*Salary will change to \$12,000 December 1, 2018*

### COUNTY-WIDE ELECTED OFFICIALS SALARIES

Auditor	John Farney	\$91,612
Circuit Clerk	Katie Blakeman	\$93,709
Coroner	Duane Northrup	\$91,612
County Clerk**	Gordy Hulten	\$93,781
Recorder	Mark Shelden	\$91,612
Sheriff**	Dan Walsh	\$117,269
State's Attorney	Julia Rietz	\$166,508
Treasurer**	Dan Welch	\$93,781
Elected County Executive**		\$117,269

*\*Candidates to be determined at the November 6, 2018 election.*

# Champaign County Facilities Action Plan

Draft C  
September 27, 2016



CHAMPAIGN COUNTY GOVERNMENT is tasked with the execution of many critical public responsibilities such as election operations, record keeping, judicial and law enforcement services, regional coordination, tax collection and disbursement, grant administration, and social services including public health and care for children and the elderly. Performance of these administrative, intergovernmental, and social service functions requires utilization of both human and capital resources. The county must invest heavily in both brick and mortar facilities and information systems technology in order to achieve its policy objectives and comply with statutory obligations. County investment in its portfolio of courthouses, office buildings, jails, records storage, and nursing homes exceeds \$160 million. In order to fulfill its mission, Champaign County relies on these facilities as the tools essential for effective delivery of public services.

This report will examine the infrastructure of Champaign County Government through a study of its facilities and current and expected capital requirements. A look at past history indicates that these needs have not received sufficient allocations of resources to properly maintain the infrastructure. The intent of this document is to provide guidance on the prioritization and timeline of necessary projects and

the anticipated financial commitments to remedy deficiencies in these critical facilities.

## Facilities Plan

Champaign County is facing serious difficulties in the ongoing maintenance of its facilities. Since the 1990s, building maintenance needs have not been properly funded, resulting in a long list of deferred maintenance projects. Reduced revenue due to economic challenges as well as property tax caps, and the failure to adhere to preventive maintenance practices together have had a detrimental impact on facility conditions. Furthermore, a number of buildings, structures and technology infrastructure have either deteriorated to a level where their longevity has greatly decreased or have become functionally obsolete, and will require replacement.

In response to these needs, the county has developed an action plan based on the documented facility problems to establish a strategy to address and fund needs, with an approximate timeline for completing demolition, maintenance, repair, replacement, and construction projects.

## Goals and Strategy

The county delivers services to residents and visitors primarily through use of its

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*Property tax caps (PTELL) have had a detrimental impact on county finances, particularly in the area of maintenance.*

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*The plan will reduce managed space by about 250,000 square feet, or 27% of total building floor space.*

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*Champaign County would be debt-free by the end of 2028.*

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twenty-two facilities and its technology infrastructure. County assets include the Courthouse, Brookens Administrative Center, Champaign County Nursing Home, and the Sheriff's Office. Altogether, county facilities and infrastructure represent an investment of over \$160 million and includes 840,000 square feet of space under management. Our plan seeks to achieve the following goals:

- Address critical infrastructure problems
- Restore buildings to maintainable condition
- Fulfill unmet human service needs
- Reduce maintained space by 27% (about 250,000 square feet)
- County debt-free by 2028

The facility needs identified in the assessment cannot be addressed exclusively through the commitment of currently available revenues. Presently, the county is only able to allocate between \$500,000 to \$600,000 annually for maintenance, which is woefully inadequate; using the standard formula discussed in the assessment, the current replacement value of county facilities dictates an average expenditure level closer to \$3 million annually for this work. Clearly, some additional funding source will be required to fully implement recommended

maintenance and replacement projects.

Furthermore, existing county debt service is projected to decline beginning in 2025, and all extant bonds should be retired by the end of 2028. At that time, the county would be debt-free and revenues previously dedicated to satisfying debt service would become available for possible reallocation to programs or to reduce property tax levies. Additional facility needs that were previously unforeseen could also be funded through the released revenue streams.

This implies that we should pursue a medium-term plan for facilities provisioning that establishes a bridge to the future and avoids excessively large investments that may not provide value in the future. Changing demographics suggest that capital expenditures in facilities should be made with a conservative philosophy. Where possible, flexibility should be sought to accommodate evolving needs that may not be readily apparent at the present time. Therefore, the best course may be to prioritize those projects offering the greatest return on investment over the next 12 years.

In order to maximize available funding, the following principles should guide selection and prioritization of facilities projects:

- Reduce space utilization by consolidation or elimination of

- inefficient or underutilized offices;
- Construct, renovate, or remodel facilities only to the extent that is absolutely necessary to serve current requirements; and
- Address deferred maintenance issues in existing facilities to prevent further deterioration of physical plant.

## Facilities Assessment

In 2015, Champaign County undertook a comprehensive assessment of current facility conditions. The study conducted by the architectural firm Bailey Edward targeted the following objectives:

- Perform a full assessment of the current condition of county buildings;
- Provide an inventory database of current and short term maintenance, repair, and replacement needs;
- Identify deferred maintenance needs;
- Determine a Facilities Condition Index (FCI) to establish the relative condition of each building as compared to a national benchmark;
- Provide a basis for decision making regarding maintenance, renewal, and functional improvements on existing facilities;

- Determine the overall estimated annual cost needed to keep buildings maintained.

For the purposes of evaluating building conditions, the consultants used the following scale:

- FCI is less than 5%: Building is in “GOOD” condition and typically represents a newer building requiring little more than routine maintenance;
- FCI is between 5 and 10%: Building is in “FAIR” condition, representing a slightly older building and requiring more substantial maintenance;
- FCI is greater than 10%: Building is in “POOR” condition with significant deficiencies requiring major repairs or replacements.

The consulting team made on-site surveys of facilities, and reviewed building drawings and maintenance records. This information was organized and categorized using nationally accepted practices as recommended by the Association of Physical Plant Administrators (APPA). The resulting 300-page report offers an excellent resource for understanding current conditions and offers a roadmap to remediating the deferred maintenance issues.

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*County needs about \$3 million annually for maintenance, but only has about \$500,000 available.*

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*Flashing repairs needed around courthouse windows.*

## Key Findings and Data

- Overall countywide current replacement value (CRV), or the estimated cost to replace existing facilities, is \$150,864,177. This amount excludes the original portion of the ILEAS Building (expected to be demolished in the future), ILEAS Boiler House (unused), and the downtown Sheriff's Office/ Correctional Center.
- The CRV for county-wide facilities implies that annual maintenance investments should average about \$3 million. Currently, the county allocates \$532,000 annually or less than 18% of the expected cost for maintenance.
- The average Facilities Condition Index of the facility portfolio is 6.3% (Fair). However, several facilities have significant deferred maintenance backlogs that will require funding well above routine expenditures.
- The projected annual cost to keep the FCI at the current level is \$4,525,895, which is 3% of the CRV. We note that this dollar figure is simply a guideline and is not necessarily indicative of the actual required investment.

# Proposed Projects

## Deferred Maintenance Backlog

The county has an extensive backlog of deferred maintenance projects as mentioned earlier. Using the data from the facilities assessment, our staff has assembled a ten-year plan to bring all facilities to a level where they can be maintained with routine expenditures. The ten-year cost of these projects is estimated at \$22 million not including remedial work for the downtown law enforcement building. It also excludes deferred maintenance at the Brookens Administrative Center, which could be eliminated if the county relocates out of the building. A substantial portion of these costs could be avoided depending upon implementation of the foregoing recommended projects.

**Nursing Home.** Constructed in the mid-2000s, the Champaign County Nursing Home has been plagued by a number of poor design and construction decisions, which resulted in litigation against the architectural and engineering firm and arbitration with the contractor who were both responsible for the building. One of the decisions still impacting operations is the placement of the boiler plant in an



*Nursing home return air handlers require replacement.*

inaccessible location, making service and replacement very difficult. Furthermore, the placement of the boiler air intakes adjacent to the laundry dryer vents has resulted in ingestion of lint, dramatically shortening the life of the boiler systems. The county has corrected the cause of this problem but unfortunately, the boilers will require early replacement. The \$380,000 cost is included

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*Deferred maintenance bill exceeds \$22 million.*

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*The Brookens Administrative Center is very large relative to the number of employees housed there. Downsizing would reduce operating expenses and eliminate nearly \$5 million in deferred maintenance projects over the next 10 years.*

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in the overall estimate of nearly \$2 million for maintenance and repair projects. Other projects include the replacement of fire and door alarms (\$183,000); rainwater mitigation and drainage (\$135,000); water heaters (\$105,000); chiller and air handling unit repairs (\$77,000); call button replacement (\$82,200); and replacement of the surveillance video monitoring system (\$90,000).

**Satellite Corrections.** The county built this facility in 1996 to provide expanded housing for corrections services and the flexibility to accommodate future expansion if needed. This 57,000 square foot building contains the county's booking desk and houses up to 182 inmates. There is an extensive list of maintenance needs totaling \$3,645,000. This list includes replacement of the 20-year old ballasted roof (\$800,000); replacement of the door security system including voice/data/video technology (\$500,000); digital control installation (\$300,000); replacement of four air handling units (\$450,000); and generator replacement (\$250,000).

**Brookens Administrative Center.** Formerly a middle school, the county acquired and remodeled this 93,000 square foot building in 1999. It houses the offices of the County Clerk, Treasurer, Auditor, Recorder, Supervisor of Assessments, Board of Review, and the Administrative Services



*Damage in lightwell at Satellite Corrections facility.*

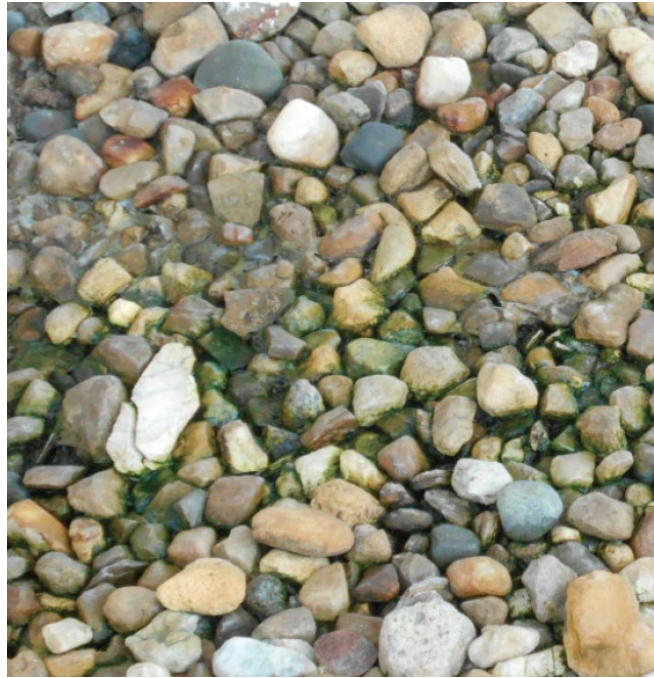
Department. In addition, space is leased to the Regional Planning Commission, the Mental Health Board, the Attorney General, and the Urbana Park District. This 46-year old building has not been well maintained and its construction grade is sub-par relative to other county buildings of a similar age. The deferred maintenance list totals \$4.95 million and includes extensive roof replacement and building envelope repairs (\$2.1 million); digital control installation and replacement of air handling units (\$500,000); and parking lot replacements (\$780,000).

**ILEAS Building.** This large building is comprised of two sections: the original 105,000 square foot county nursing home, and the 1971 annex that added 95,000 SF. The building is currently leased by the

Illinois Law Enforcement Alarm System, a training and education organization serving the needs of police agencies in Illinois and the Midwest. The annex was partially renovated in 2008 for ILEAS. Maintenance projects include replacement of 40-year old boilers (\$250,000); repointing of exterior masonry and replacement of all sealants (\$950,000); roof replacement (\$1,200,000); replacement of three air handling units (\$350,000). Total estimated cost is \$3,210,000.

The original 1916 portion of the ILEAS building is used solely for the conduct of tactical training exercises and is not otherwise occupied. Its poor condition and extensive rehabilitation requirements render this portion of the building as unsuitable for renovation and should be demolished.

*County Courthouse and Annex.* The original courthouse was constructed in 1901 and features the soaring bell towers that are iconic of our county government. In 2002, this building received extensive renovation in conjunction with the erection of the modern courthouse annex. This complex of over 146,000 square feet serves as the judicial administration center, with courtrooms and office space for judges, Circuit Clerk, State's Attorney, Public Defender, and Court Services and Probation. Projects include roof



*Standing water, moss, and plants growing in Courthouse Annex roof.*

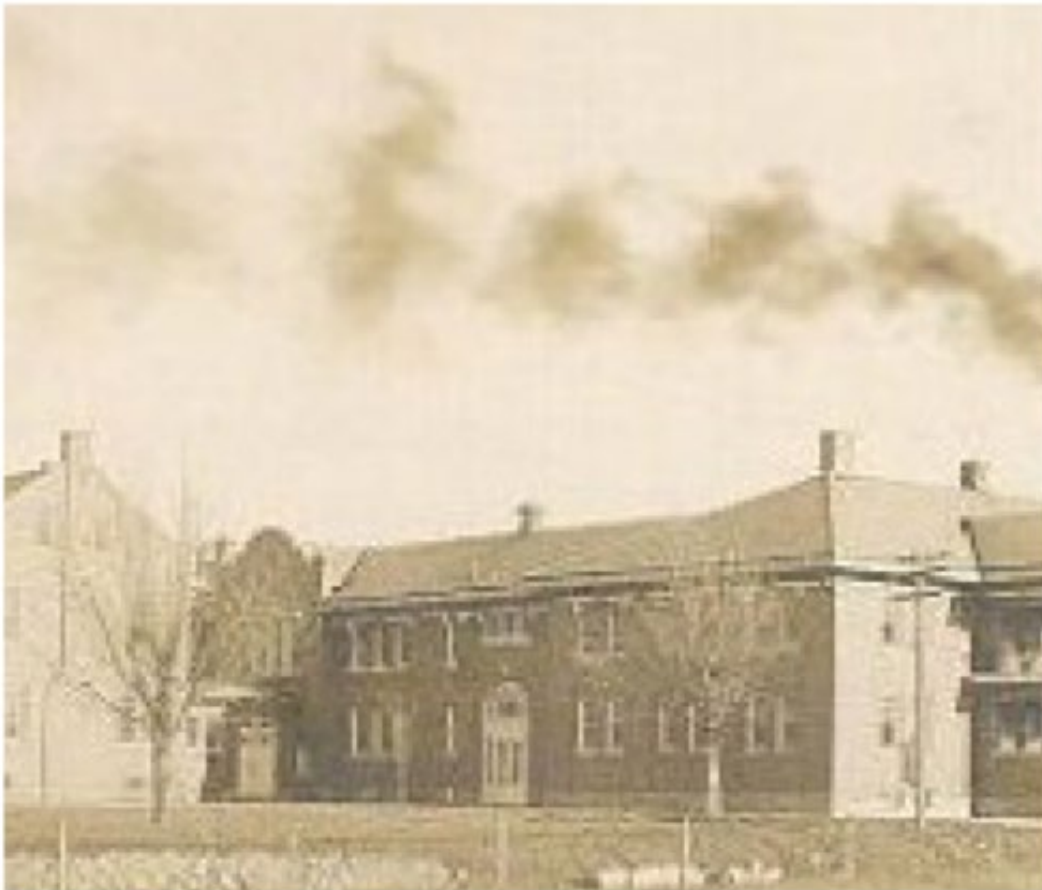
replacement on the historic courthouse (\$750,000) and annex (\$1,500,000); updated building control systems (\$800,000); chiller replacement and relocation (\$500,000); replacement of worn finishes and obsolete lighting (\$900,000) as well as worn floor coverings in courtrooms.

*Juvenile Detention Center (JDC).* Built in 2000, this 31,000 square foot building houses detention and care facilities for juvenile offenders in county custody. A number of major renovation projects will be required, including replacement of

the roof in 2020 (\$500,000); replacement of seven rooftop units (RTUs) at \$410,000; repairs to the foundation and building envelope (\$350,000); generator replacement (\$250,000). Total estimated repairs are \$1,980,000.

**METCAD.** The facility houses the county's 9-1-1 dispatch operation as well as the Emergency Management Agency. This 1960 building is older but well constructed

*Original Champaign County Nursing Home building.*



and is expected to be serviceable for the foreseeable future. It was renovated in 2008. Upcoming major maintenance projects include roof replacement (\$300,000) and generator set replacement (\$250,000).

**Animal Control.** This building was previously used for physical plant operations and was remodeled as an animal control facility. Animal kennels, treatment, storage, and administration offices are located in this building. The estimated cost of maintenance is \$460,000. There are significant design deficiencies in this building as well. For example, there is no air conditioning in the animal kennel area.

This building is adjacent to the Coroner's office and has shared assets with it, including the parking lot area. Deferred maintenance projects (including a backup generator for the Coroner) on shared facilities is estimated at \$505,000. Due to the high ratio of maintenance to replacement value, it may be beneficial to the county to consider a complete replacement of the Animal Control facility. This project is included in the development list below.

**Garages.** The East Campus houses several garage facilities for various county departments, including the Sheriff's Office and Emergency Management Agency.



Total deferred maintenance is estimated at \$575,000 through 2020.

*Physical Plant/Election Storage.* The building is maintainable without large additional investments. A small paving project to replace the building's parking spaces will be required in 2022 (\$20,000).

*Salt Dome.* This structure is fairly new and is in excellent condition. The surrounding pads will require replacement with either asphalt or concrete within the next ten years (\$210,000).

*Highway.* This 2007 building is in excellent shape and has had few problems since its construction. Revenues that have been pledged for retirement of the construction bond will become available in 2017 and these funds will be dedicated for future maintenance projects. This includes the anticipated replacement of the roof in 2026 (\$800,000) when it will have reached the end of its expected life. This will relieve this burden from General Fund and/or the proposed facilities sales tax revenue.

*Demolition of Original Nursing Home Building.* The original portion of what is now the ILEAS Building has not been occupied in many years and has since experienced water intrusion due to major failures of the roofing system. Coupled with the age and condition of the building, the cost estimate for restoring this building



to a useable condition exceeds \$10 million. The recommendation is to raze this building; the estimated cost of demolition including abatement of lead and asbestos is approximately \$750,000. The removal of this building would permit the construction of a new tactical training center to support ILEAS and other agencies. Funding for this proposal has not been identified although the county may wish to consider forming a partnership with ILEAS.

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*The failure of the roof system at the original Nursing Home building has resulted in extensive damage from water intrusion. The building also contains significant quantities of lead and asbestos that will require abatement.*

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# Budget Summary

## Deferred Maintenance

Facility	Start	End	Estimated Cost
Animal Control	2019	2023	\$460,000
Animal Control / Coroner	2019	2022	\$505,000
Art Bartell Road	2023	2023	\$555,000
Brookens Administrative Center	2017	2026	\$4,354,000
Courthouse	2019	2025	\$2,735,000
Courthouse Annex	2020	2026	\$2,795,000
Courthouse Complex	2021	2023	\$450,000
Garage Maintenance	2020	2020	\$575,000
Highway	2017	2026	\$1,000,000
ILEAS	2019	2026	\$3,210,000
JDC	2019	2026	\$1,980,000
METCAD	2019	2025	\$810,000
Physical Plant / Election Storage	2022	2022	\$20,000
Salt Dome	2026	2026	\$230,000
Satellite Corrections	2017	2018	\$3,645,000
Enterprise Resource Planning System	2017	2020	\$1,800,000
Nursing Home	2017	2027	\$1,869,750
Demolition of Original Nursing Home	2019	2019	\$750,000
All Projects	TOTAL		\$27,743,750
Recommended Projects	TOTAL		\$22,354,750

## Development Projects

*Enterprise Resource Planning (ERP) System Replacement.* Champaign County Government is reliant on an antiquated technology platform that is now forty years old and in desperate need of replacement. The mainframe-based software suite developed in-house supports financial services (budgeting, payroll, accounts payable/receivable), human resources, and tax administration functions among others. The software code base is written in a language that is neither taught nor well supported today and, due to the age of the language, is subject to a rapidly declining pool of software developers as professionals retire and depart the workforce. Within three to five years, it will be impossible to continue operating and maintaining the software. The county must migrate to a modern governmental ERP system that takes advantage of current technologies such that it can be maintained in the future. The estimated cost for acquiring and migrating to a new ERP platform is approximately \$1.2 million to \$2 million.

*The County's enterprise software operates on a mainframe similar to the IBM AS/400 system shown here. It will soon be infeasible to maintain this software and therefore it must be replaced with a modern system.*





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*Sheriff's Office and Corrections Consolidation cost is 40% less than original 2015 Master Plan.*

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*Replacement of Downtown Sheriff's Office and Jail.* Focusing on the essential needs for inmate care, corrections operations, and Sheriff's administration allows us to consider the development of a plan that is reduced in scope from previous concepts. This approach has created a new proposal that reduces the cost of the entire project by 40% over the master plan proposed in 2015.

Practices implemented by the Sheriff's Office, State's Attorney, and the presiding judge have produced significant reductions in the corrections population.

*Family contact visitation.*



Consequently, we have been able to reduce the footprint of the expansion with a smaller capacity than the combined 313 beds in the downtown and satellite facilities. The revised floor plan of the jail would add about 40,000 SF with 252 beds and the 30-bed medical unit. Using a construction cost factor of \$250-325/square foot implies a construction cost range of about \$10-13 million.

This proposal has two major components:

**CORRECTIONS CONSOLIDATION AND ENHANCED INMATE CARE.** The county corrections facilities are split between the downtown Urbana facility and the satellite facility located at the county's east campus. A thoughtful and modest expansion of the satellite facility would support a number of unmet needs and would address concerns of both the corrections staff and community advocates. This includes:

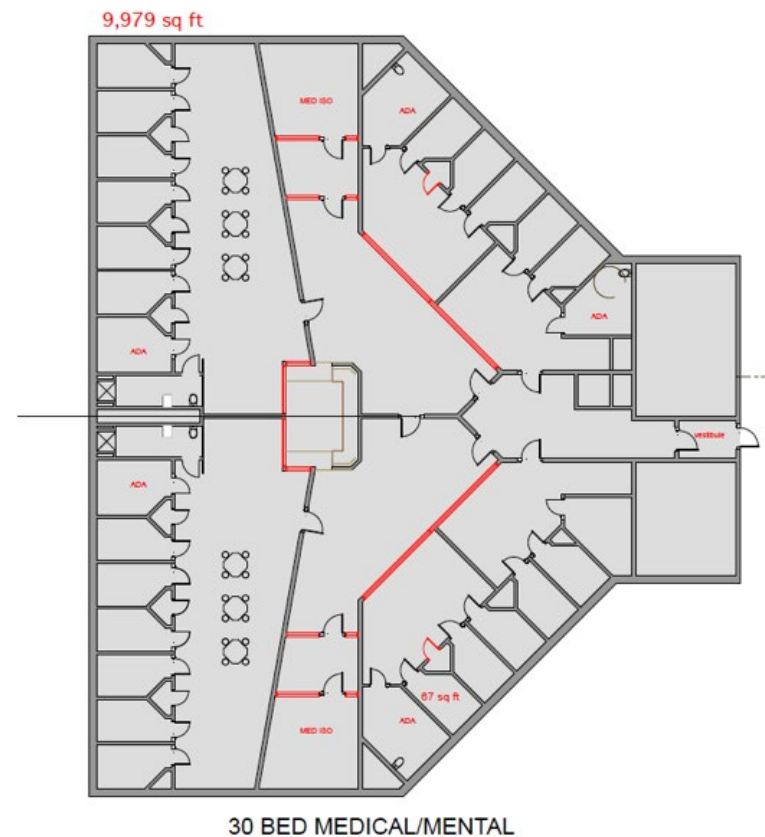
- Establishment of a new open booking area that incorporates humane design features allowing non-violent, cooperative detainees to remain unconfined within the booking area until release;
- Family contact visitation areas that eliminate the barriers currently in place in the jail visitation spaces. The importance of maintaining family relationships and the ability to have skin contact with family members cannot be

overstated.

- Creation of a new 30-bed medical and behavioral health pod to support delivery of improved healthcare for inmates;
- Creation of a 70-bed flexible pod to accommodate separation requirements for women inmates, maximum security inmates, and housing of incompatible prisoners. Housing inmates within county facilities is preferable to out-of-county locations for a number of reasons. For the families and legal counsel of a detainee, an out-of-county location is very difficult to visit. Many families rely on public transportation and there simply are no options for inter-county routes. Furthermore, the cost and inconvenience of transporting detainees is quite high.
- Additional space for exercise and education programs, storage of inmate property, and corrections administrative offices.

**SHERIFF'S OFFICE REPLACEMENT.** We can establish a new location for the Sheriff's Office by repurposing existing building space at ILEAS. Though it is an older facility, the ILEAS Building is well constructed and has sufficient unused floor space that could be remodeled for a relocation of the Sheriff's Office. Required

changes include the construction of a new public entrance and a secure entrance for law enforcement personnel; office and conference space, records and evidence storage; and changing areas for law enforcement personnel. A new parking lot would be constructed to accommodate visitors and staff. The estimated cost of \$3 million is significantly less than prior proposals for construction of a new facility in the \$7-8 million range.



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*The lack of detoxification and mental health assessment facilities represents a serious gap in community services.*

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**Community Behavioral Health Services.** Champaign County lacks adequate mental health assessment programs and does not have a detoxification facility. With a population of over 200,000 residents, these represent serious gaps in treatment services. The county alone does not have the resources to operate this center. However, it could partner with entities such as the Mental Health Board, other local government entities, hospitals, and local service providers to staff and fund facilities needs, operations and necessary related services that are not eligible for Medicaid funding. The cost to create a 12-16 bed behavioral health services facility would fall in the \$3-5 million range, but a detailed design has not been completed to develop the final cost.



**County Government Relocation to Downtown.** A recent census of staff indicates there are 72 employees (General Fund and GIS) housed at the Brookens Administrative Center. Maintaining a 93,000 SF building to house this staff and lease the remaining space to other organizations does not make financial sense. The building itself is not well suited to its function as a county facility due to its inefficient use of space, a result of its heritage as a school. This employee group should be able to fit within about 20,000 square feet including space for county board/group meetings and breakout rooms. If the building could be sold or transferred and removed from the county portfolio, it would enable the relocation of the county staff back to downtown Urbana and a location near the Courthouse and Annex.

In the near future, there will be a number of opportunities to lease space at a cost that would offer a net financial benefit; the county would avoid deferred maintenance expenditures of nearly \$5 million anticipated for Brookens over the next ten years.

A large portion of the county staff is housed at the Courthouse complex. Bringing the other major departments in close proximity would likely result in many organizational synergies enabling better collaboration and reduced time wasted in traveling between



East Campus and downtown.

Several of the candidate facilities in downtown Urbana feature expanded parking facilities over that offered on East Campus. Coupled with excellent public transportation options available downtown, this would facilitate access to the offices of the Clerk, Treasurer, Recorder and other departments that have frequent interaction with the public. The East Campus lacks amenities such as restaurants, stores, fitness centers, and other desirable services. Access to downtown businesses would improve the county's ability to recruit and retain an able workforce. Furthermore, the addition of the county workforce and the foot traffic generated by visitors would likely result in increased economic activity for downtown merchants. The cost of relocation and preparing office space could be offset potentially by any revenues attained through the sale or transfer of Brookens.

*Garage Consolidation.* The Salt Dome garage, Sheriff's garage, and EMA garage have very high repair and maintenance costs relative to their current replacement value. Consolidating these facilities into one building would reduce overhead associated with constructing and maintaining these. These garages could be separated into individual units for security purposes without great expense. The

facility could also be used potentially as a temporary tactical training center during the razing of the old nursing home and construction of a new building.

*Animal Control Facility.* The ten-year deferred maintenance backlog for the Animal Control facility exceeds 50% of its current replacement value. Developing a replacement facility for the long-term may be a wiser course than investing more funds into the current structure. Estimated cost of replacement would be in the \$500,000 to \$800,000 range.

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*Relocating county government from East Campus to downtown Urbana brings the entire organization together in one place. It also improves citizen access with increased parking and public transportation and could potentially spur economic development.*

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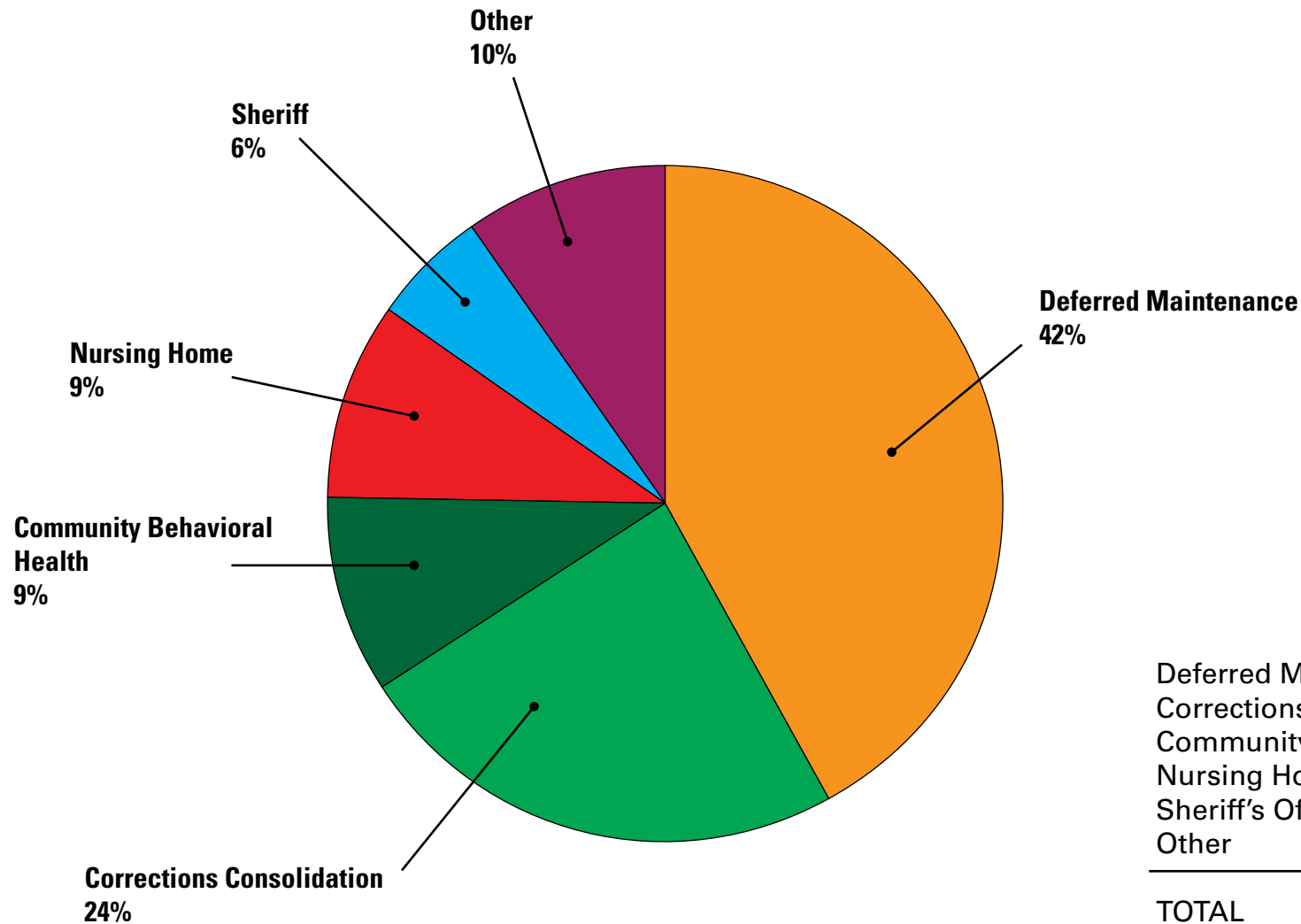
# Budget Summary

## Development Projects

Facility	Start	End	Estimated Cost
Animal Control	2019	2020	\$800,000
Garage Consolidation	2020	2020	\$1,500,000
Community Behavioral Health	2019	2019	\$5,000,000
Nursing Home Debt/Strategic Capex	2017	2027	\$5,000,000
Downtown Urbana Relocation	2018	2019	\$1,000,000
Relocate Sheriff's Office to ILEAS	2018	2018	\$3,000,000
Satellite Consolidation and Enhancements	2019	2020	\$12,795,000
Relocation Soft Costs	2017	2020	\$1,800,000
	TOTAL		\$30,895,000



# Expenditure Summary



Deferred Maintenance	\$22,354,750
Corrections Consolidation	\$12,795,000
Community Behavioral Health	\$5,000,000
Nursing Home	\$5,000,000
Sheriff's Office	\$3,000,000
Other	\$5,100,000
<hr/>	
<b>TOTAL</b>	<b>\$53,249,750</b>

## Costs and Financing

We have considered several means to finance the costs of proposed projects.

*Internal financing.* The county has not exhausted its bonding capacity. However, it has very little revenue available to be pledged to servicing debt. The next opportunity to bond would arrive in January 2018 after the retirement of one of the Public Safety Sales Tax bonds. Combining the total available revenue released from bond repayment along with existing budgeted revenue for maintenance would yield about \$13 million on a 10-year bond, or \$19 million for a 20-year bond. The advantage to this method is that no additional taxation would be required. Unfortunately, the projected proceeds would be significantly short of fulfilling the bulk of identified needs. It also would leave no flexibility in county finances for any program needs beyond facilities maintenance.

*Property tax levies.* In 1996, Champaign County voters approved adoption of the provisions of the Property Tax Extension Limitation Law (PTELL). This law limits increases in property tax extensions for non-home rule taxing bodies based upon the national Consumer Price Index (CPI) or five percent, whichever is less. Champaign County is non-home rule. Revenue growth limitations are compounded by

the extensive inventory of tax-exempt properties in the cities of Champaign and Urbana.

Unfortunately, many expense lines in the annual budget have grown in excess of CPI, particularly in the area of healthcare premiums. This along with a continuing stream of unfunded mandates from the state and federal governments have crippled county finances. For example, only a tiny fraction (\$240,000 or 0.7%) of the General Fund expenditures in FY 2016 will go to any programs considered discretionary; all other services are provided in compliance with statutes.

The county already has property levies in place to support the county nursing home operations as well as debt service for the home construction. The current levy for nursing home operations is \$0.03 and is generating \$1.17 million in RY 2016. The levy has a statutory maximum rate of \$0.10. Principal and interest payments for the current bond issues total about \$8.9 million inclusive of FY 2016 through FY 2021.

If approved by voters, some of the projects might be eligible for property tax funding. A disadvantage of this approach is that a large share of the projects within the facilities program would not require bond financing and could be completed if a stream of recurring revenues could be identified; the use of bonds and

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*Internal financing alone cannot pay for the deferred maintenance bill, and does not begin to address other needs.*

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*Since 1996, property tax caps have limited revenue growth while expenses, including unfunded mandates, continue to grow faster than the rate of inflation.*

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*A facilities sales tax distributes costs to all service consumers, not just property owners and renters.*

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*The median income household in Champaign County would pay about \$20 per year in additional taxes.*

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*Facilities sales tax would not be imposed on food, medicine, or vehicles such as cars or boats.*

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corresponding interest costs would reduce the total funds available. Moreover, the disproportionate share of costs borne by property owners and renters rather than all users of county services would shift the burden of facilities costs onto this smaller group. Given this and the general mood concerning property taxes generally makes this option unlikely to be successful.

*Facilities sales tax (55 ILCS 5/5-1006.5).* One option available to the county would be a voter authorized facilities sales tax. Illinois permits imposition of a sales tax to finance public facilities (eligible expenditures are listed below). The taxes can be imposed in 0.25% increments with the minimum rate being 0.25%. Using recent tax data, the estimated revenue generated from the imposition of such a tax is about \$4.5 million annually, which would be adequate to fully implement the facilities plan.

There are a number of advantages to a sales tax over other funding sources. Champaign County sustains a large, visiting population that creates service demands on the government. The sales tax levy helps relieve costs borne by permanent resident taxpayers by creating a more equitable method for all service users to share in those expenses. Furthermore, the tax would not apply to necessities such as food and medicine, and would not apply to titled vehicles (automobiles, boats, etc.)

The estimated impact on consumers is about \$20 annually per capita, or about \$20 annually per median income household based on typical spending patterns on necessities and common items (food, medicine, gasoline, restaurant meals, clothing, household maintenance).

Concerns about raising additional sales tax levies might be mitigated by including a sunset provision in the ballot question. Doing so would assure voters that revenues would be raised only for the proposed projects and only for the time period necessary to implement them. It would prevent any change to the sunset date by a future county board, requiring voter approval for any extension. The intent of the proposed facilities program is that the improvements in facilities conditions and reductions in the size of the building portfolio would allow future maintenance to be completed without extraordinary expenditures. Inclusion of a sunset provision would allow the county board to discontinue the tax at an earlier date if the revenue is no longer needed.

In addition to sunset provisions, an attractive feature of the facilities sales tax is the possibility of abating tax levies used to retire qualifying facilities-related bonds. A substantial portion of the remaining nursing home bonds could qualify for abatement and provide some relief on

property tax levies and in the case of one of the bonds, eliminate the burden on the nursing home to reimburse the General Fund for debt service.

governmental services to its citizens, including but not limited to museums and nursing homes.

### **Notes on the Proposed Ballot Question**

The proposed ballot question for voters might take the following form:

*“To pay for public facilities purposes, shall the County of Champaign be authorized to impose an increase on its share of local sales taxes by 0.25% for a period not to exceed 12 years?”*

*“This would mean that a consumer would pay an additional 25 cents in sales tax for every \$100 of tangible personal property bought at retail. If imposed, the additional tax would cease being collected at the end of 12 years, if not terminated earlier by a vote of the county board.”*

Under Illinois statutes, “public facilities purposes” means the acquisition, development, construction, reconstruction, rehabilitation, improvement, financing, architectural planning, and installation of capital facilities consisting of buildings, structures, and durable equipment and for the acquisition and improvement of real property and interest in real property required, or expected to be required, in connection with the public facilities, for use by the county for the furnishing of

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*The ballot question imposes a 12 year sunset date on the tax, which by law cannot be changed by a future county board.*

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## Closing Thoughts

The time is now for Champaign County to move forward and embark on the necessary and long overdue repairs and replacements of its facility infrastructure. The alternative is to allow facilities to continue to degrade and to increase the ultimate cost of remedying the problems that are known to exist as well as new problems that are likely to arise through further deferrals of maintenance. Given the extent of the maintenance backlog, the problems cannot be solved without a source of new revenue.

The county has been surviving through a difficult economic climate by deferring action on its facility maintenance needs. This has resulted in a deteriorating physical plant that is impacting the ability of the county to deliver services to its residents. When any major building system such as the roof or mechanicals is not properly maintained, it greatly shortens the life asset and wastes the original investment made in it.

Furthermore, allowing systems to decline increases the risk of an unplanned demand on capital resources that may not be easily accommodated in a timely manner. The county does not have the ability to draw on a credit line as would a private business; it can only raise revenues through the means provided by state statute. A system failure

could create a significant interruption in services until funding could be sought to effect repairs or replacement.

In the case of the county's correctional facilities, events outside of the county's control might force the county to close the downtown facility without having any ability to house those inmates locally. When the county cannot provide space for persons in its corrections facilities, it must utilize available space in neighboring counties at considerable cost and inconvenience. The sudden loss of the downtown facility's capacity could easily impact the county's finances to the tune of hundreds of thousands of dollars annually in boarding and transportation expenses based upon the current jail population. This expense would not ensure that inmates would receive the improved care that would be made possible by a county investment in its own facilities.

Seeking voter approval for a quarter-cent facilities sales tax is the best available means to properly addressing the facilities challenges. Revenues generated through this tax would be dedicated to facilities-related projects and would not be available for allocation to other activities. A sunset provision should reassure voters that the tax would not be imposed any longer than is necessary or authorized by the public.

# Questions and Answers

Q. Why are county facilities important to me?

A. Champaign County Government provides most of the statutory duties of government. Administration of justice, providing law enforcement and corrections services, supervising elections, collecting and distributing tax revenues to local governments, maintaining highways, recording deeds for home sales, providing social services to children and the elderly are all critical services that are delivered through county government and its facilities.

Q. Why do we need this facilities work?

A. Facility maintenance investments have been insufficient to maintain the buildings to prevent a decline in building conditions.

Q. What work will be completed with this program?

A. In 2015, the county commissioned a study with the architecture firm Bailey Edward. The study identified countywide deficiencies in building envelopes (roofs, masonry), mechanical systems (heating, ventilation, air conditioning),

plumbing and electrical systems, control systems, and parking lots and sidewalks. The deficiencies list forms the basis of our action plan and totals about \$22 million in deferred maintenance repairs and replacements.

Q. How much money is needed?

A. Champaign County has a portfolio of buildings with a replacement value exceeding \$160 million. The national standard for building maintenance recommends an estimated expenditure of 2% per year of the current replacement value. That means the county should be investing about \$3 million annually on average. The FY 2016 budget has only about \$532,000 for maintenance, or about 18% of the actual need.

Q. Why didn't the county better maintain its buildings?

A. Over the past two decades, property tax caps (PTELL) and an extended period of challenging economic conditions have constrained revenues while costs such as unfunded mandates and employee health care have continued to grow at a rate well above inflation. The county has cut its workforce and reduced expenses

wherever possible. As a result, building maintenance has suffered.

Q. Can't the county fund repairs through existing revenues?

A. No. If every available dollar is committed to bonds, it yields only \$13 million over 10 years, or \$19 million over 20 years. The deferred maintenance bill alone is \$28 million.

Q. Why is a sales tax the best choice?

A. Significant restrictions have been enacted on property tax increases through legislation such as PTELL. The county also has a large population of visitors that don't own property. The sales tax ensures that costs are distributed among all service users, not just property owners and renters.

Q. Isn't a sales tax regressive?

A. The quarter cent facilities sales tax does not apply to food or medicine. These necessities are excluded from taxation.

Q. How much will the sales tax cost me?

A. There is no tax on food or medicine. You will pay an additional 25 cents when you buy \$100 of taxable merchandise.

Q. Won't this tax just continue forever?

A. State law now allows ballot questions

on facilities sales taxes to include a sunset provision. Our proposal includes a sunset in 12 years. The tax will be discontinued at that time unless voters approve an extension.

Q. Why would you end the tax in 12 years?

A. We are 12 years away from 2028. By implementing this mid-term plan now, we can "get over the hump" of facility needs, address deferred maintenance, fix critical issues, and leave the county debt-free in 2028 when all current bonds will be retired.

Q. Why can't the county just downsize its facilities?

A. This plan includes a significant reduction of about 250,000 square feet, from 840,000 down to just under 600,000 square feet under management. The elimination of old buildings helps reduce ongoing expenses as well.

Q. Why can't we just continue deferring expenses?

A. The longer the maintenance is deferred, the greater the cost will be to repair or replace systems. Failures in roofs for example lead to extensive damage in buildings that would far exceed the cost of just fixing the roof in the first place.



Q. Will this tax help the Champaign County Nursing Home?

A. Yes. The revenue can be used to offset about \$500,000 in annual facilities expenses and bond repayments currently shouldered by the nursing home. The home has about \$2 million in deferred maintenance needs over the next 10 years.

Q. Why can't we fix the downtown jail?

A. Continued operation of the downtown corrections facility is not a tenable option for the county. In 2011, the National Institute of Corrections called conditions there "deplorable" and subsequent studies such as the one conducted by the Institute for Law and Public Policy have repeated the call for a new facility.

Q. What are the planned changes to the Adult Detention Center (Satellite)?

A. Our plan is a reduction of the prior master plan for the detention center and sheriff's office. It incorporates space for a more humane experience in the booking area. Non-violent and compliant detainees will be kept in a lounge instead of cells, until they can be released. The plan provides a new medical and mental health services area that offers modern facilities for treatment. It also provides greater

storage space, staff offices, expanded and improved visitation facilities for families seeing loved ones. Finally, the new space allows separation of inmates according to classification. Women can be properly housed in accordance with correctional facility standards. Incompatible inmates can be separated into flexible spaces.

Q. How does the jail reduction affect size and cost?

A. We have eliminated an entire pod which produces significant savings. We are also renovating existing space at the ILEAS building to avoid construction of a new sheriff's office. The estimated total cost for both projects is being reduced from about \$30 million to just \$18 million, or 40%.



# Budget Summary

## Deferred Maintenance Details

Building	Year	Estimated Cost	Project
Animal Control	2019	\$200,000	Revise Electrical Main Distribution (remove crazy leg 270)
Animal Control	2021	\$100,000	Add air conditioning
Animal Control	2023	\$65,000	Roof Replacement
Animal Control	2023	\$95,000	Replace existing metal siding with new siding, check and replace insulation
Animal Control / Coroner	2021	\$300,000	Floor finish replacement
Animal Control / Coroner	2019	\$165,000	Provide / install generator
Animal Control / Coroner	2022	\$40,000	Parking lot replacement
Art Bartell Road	2023	\$555,000	Replace asphalt
Brookens	2017	\$250,000	Replace Roof POD 100
Brookens	2017	\$200,000	AHU replacement POD 100; replace 13 current units with two multi-zone units with digital controls
Brookens	2018	\$500,000	Replace remaining AHUs and digital controls where not already installed (200-2 multizone units; 300-2multizone units and 1 unit for meeting room; 400-2 multizone units and 2 smaller units
Brookens	2019	\$250,000	Install digital controls at remaining units in POD 100 and 400
Brookens	2020	\$974,000	Replace soffit and exterior wall panels under mansard roofs, install insulation at exterior wall
Brookens	2023	\$780,000	Parking Lot Replacement
Brookens	2023	\$100,000	Replace T12/T8 light fixtures with new LED fixtures
Brookens	2024	\$800,000	Repoint exterior masonry/replace all sealants; full replacement
Brookens	2024	\$75,000	Paint entire metal panels

Building	Year	Estimated Cost	Project
Brookens	2025	\$330,000	Replace carpet (90,000SF)
Brookens	2025	\$95,000	Repaint
Champaign County	2020	\$1,800,000	ERP Replacement
Champaign County	2018	\$750,000	Demolish original nursing home
Courthouse	2019	\$200,000	Replace boilers (2)
Courthouse	2020	\$700,000	Roof Replacement
Courthouse	2020	\$150,000	Repair stair at roof access
Courthouse	2022	\$800,000	Update all controls with digital controls - current controls are 20 years old
Courthouse	2025	\$500,000	Chiller replacement and relocation (recommended)
Courthouse	2025	\$285,000	Parking lot replacement
Courthouse	2026	\$100,000	Replace sealants
Courthouse Annex	2020	\$1,500,000	Roof Replacement
Courthouse Annex	2020	\$50,000	Paint steel roof structure
Courthouse Annex	2020	\$45,000	Replace sealant at windows
Courthouse Annex	2021	\$900,000	Update finishes in courtrooms (wood, lighting)
Courthouse Annex	2026	\$300,000	Select repointing at masonry and replace sealants
Courthouse Complex	2021	\$250,000	Paint all areas
Courthouse Complex	2023	\$200,000	Replace T12/T8 light fixtures with new LED fixtures
Garages	2020	\$400,000	Roof Replacement (Metal Roof, 5 garages)
Garages	2020	\$100,000	Install oil interceptors (5 garages)
Garages	2020	\$75,000	Install exhaust fans (5 garages)
Highway	2025	\$150,000	Floor covering replacement
Highway	2025	\$50,000	Floor finish replacement
Highway	2026	\$800,000	Roof replacement
ILEAS	2019	\$350,000	Replace 3 AHU's
ILEAS	2023	\$360,000	Parking Lot Replacement
ILEAS	2023	\$100,000	Replace T12/T8 light fixtures with new LED fixtures

Building	Year	Estimated Cost	Project
ILEAS	2024	\$950,000	Repoint exterior masonry/ replace all sealants; full replacement
ILEAS	2025	\$250,000	Replace boilers (4)
ILEAS	2026	\$1,200,000	Roof replacement if needed (otherwise patch)
JDC	2019	\$500,000	Roof Replacement, and replace or coat existing natural gas line on roof- Existing ballasted roof installed 1999
JDC	2019	\$250,000	Foundation joint repair; drainage tile
JDC	2019	\$50,000	Replace overhead doors (2)
JDC	2020	\$20,000	Water Heater (2)
JDC	2022	\$10,000	Replace and upgrade existing exterior lighting systems
JDC	2022	\$150,000	Sealant replacement, paint exterior windows
JDC	2022	\$50,000	Install 10' security chain link/razor wire fence at perimeter of cell area away from windows
JDC	2023	\$100,000	Replace T12/T8 light fixtures with new LED fixtures
JDC	2023	\$100,000	Parking Lot replacement (1 lot and drive); remove damages sidewalks and install new
JDC	2024	\$250,000	Replace Generator
JDC	2025	\$90,000	Carpet replacement (3,000SF)
JDC	2026	\$410,000	Replace 7 Aon (RTU) units
METCAD	2019	\$250,000	Provide / install generator
METCAD	2019	\$80,000	Replace AHU at basement; install digital controls
METCAD	2021	\$300,000	Roof Replacement
METCAD	2023	\$50,000	Replace T12/T8 light fixtures with new LED fixtures
METCAD	2024	\$50,000	Repoint exterior masonry/ replace all sealants
METCAD	2025	\$80,000	Parking lot replacement (2 lots and drives); removed damaged curb and install new
Physical Plant/Election	2022	\$20,000	Parking Lot replacement

Building	Year	Estimated Cost	Project
Salt Dome	2026	\$210,000	Replace existing asphalt around Salt Dome with new asphalt or concrete
Salt Dome	2026	\$20,000	Repair exterior wood and metal corners
Satellite Corrections	2026	\$30,000	Replace existing shingle roof with new shingle roof, replace 4' x 8' panels as needed and fascia
Satellite Corrections	2019	\$800,000	Roof Replacement-Existing ballasted roof installed 1996
Satellite Corrections	2019	\$250,000	Foundation joint repair; drainage tile
Satellite Corrections	2019	\$500,000	Replace voice/door/data video security system with updated system
Satellite Corrections	2019	\$75,000	Replace overhead doors (2)
Satellite Corrections	2019	\$275,000	Replace 4 condensing units with chillers; replace coils at 4 AHUs
Satellite Corrections	2020	\$10,000	Water Heater (south)
Satellite Corrections	2020	\$300,000	Install digital controls
Satellite Corrections	2022	\$100,000	Return and supply grill replacement
Satellite Corrections	2022	\$70,000	Replace existing boiler
Satellite Corrections	2022	\$30,000	Replace existing water heaters (north, 2)
Satellite Corrections	2022	\$75,000	Replace existing booking desk and area with new millwork; raise desk and area behind desk
Satellite Corrections	2022	\$100,000	Interior flooring - clean, repair and seal/recoat concrete. Replace carpeted areas
Satellite Corrections	2022	\$250,000	Replace generator
Satellite Corrections	2022	\$450,000	Replace 4 AHU's
Satellite Corrections	2023	\$100,000	Replace T12/T8 light fixtures with new LED fixtures
Satellite Corrections	2023	\$230,000	Parking Lot replacement (2 lots and drive)
Nursing Home	2017	\$9,000	Boilers - Hot Water Reset
Nursing Home	2017	\$380,000	Boilers - Replace four units
Nursing Home	2017	\$24,250	Thermostatic Mixing Valves
Nursing Home	2018	\$3,800	Hydro Therapy Tubs

Building	Year	Estimated Cost	Project
Nursing Home	2018	\$1,000	Sewage Ejector
Nursing Home	2018	\$1,000	Sump Pump
Nursing Home	2018	\$8,500	Storm Water Drainage
Nursing Home	2018	\$127,600	Rain Gutters
Nursing Home	2018	\$9,000	Drain Waste and Vent Piping
Nursing Home	2018	\$4,100	Basket Strainers
Nursing Home	2018	\$2,800	Boilers - Carbon Monoxide Sensors
Nursing Home	2018	\$53,000	Chiller - Replace Compressor
Nursing Home	2018	\$21,000	Chiller - Flush water and add glycol
Nursing Home	2018	\$3,000	AHU-3 - Repair
Nursing Home	2018	\$60,000	Generator Tripping - ATS
Nursing Home	2018	\$5,400	Life Safety Ground
Nursing Home	2019	\$10,000	Smoke and Fire Dampers
Nursing Home	2019	\$6,000	Water Piping Corrosion
Nursing Home	2019	\$14,400	Chemical Treatment of Hot & Cold Water
Nursing Home	2019	\$21,000	VAV/RH
Nursing Home	2019	\$12,000	Residence Room Reheat Coils
Nursing Home	2019	\$7,000	Address two rooms w/ proper temps
Nursing Home	2019	\$6,500	Kitchen RTU-1
Nursing Home	2019	\$26,000	IT Network
Nursing Home	2020	\$9,000	Lightning Damage
Nursing Home	2021	\$9,000	Water Softener
Nursing Home	2021	\$2,700	Oil/Water Separator
Nursing Home	2021	\$82,200	Call Buttons
Nursing Home	2022	\$35,300	Sprinklers
Nursing Home	2022	\$90,000	CCTV Surveillance System
Nursing Home	2023	\$123,000	Fire Alarm
Nursing Home	2023	\$60,000	Door Alarm
Nursing Home	2023	\$10,000	CATV

Building	Year	Estimated Cost	Project
Nursing Home	2024	\$21,000	MEP Training and Operation Manuals
Nursing Home	2025	\$2,200	Room Number Project
Nursing Home	2025	\$45,000	Tuck Pointing
Nursing Home	2026	\$22,000	Chillers - Clean Coils Annually
Nursing Home	2026	\$11,000	Kitchen Heating-only MUAU - quarterly filter change
Nursing Home	2026	\$11,000	Annual Maintenance Program
Nursing Home	2021	\$360,000	Magic Air Handling Units - 14 units
Nursing Home	2019	\$160,000	Parking Lots
		\$27,743,750	TOTAL

## GLOSSARY OF TERMS

<b>Accrual</b>	The recognition of revenue when earned or expenses when incurred regardless of when cash is received or disbursed
<b>Actual</b>	The actual figures in the budget document are year-end actual totals for the fiscal year preceding the current year
<b>ADA</b>	Americans with Disabilities Act
<b>ADR</b>	Automated Disposition Reporting – notification of final court case dispositions from the Circuit Clerk to the Administrative Office of Illinois Courts
<b>AFSCME</b>	American Federation of State, County and Municipal Employees. The union which represents the bargaining units consisting of certain clerical employees, maintenance employees, custodial employees, highway employees, non-deputized employees of the Champaign County Sheriff, deputy coroners, animal control employees, and nursing home employees
<b>AOIC</b>	Administrative Office of Illinois Courts
<b>Appropriation</b>	Authorization granted by the County Board to make expenditures and to incur obligations for specific purposes, usually limited in amount
<b>Appropriation Ordinance</b>	The ordinance adopted by the County Board establishing the legal authority to obligate and expend resources
<b>Assessed Valuation</b>	A valuation set upon real estate or other property by a government as a basis for levying taxes
<b>Balanced Budget</b>	A budget is balanced when total appropriations do not exceed total revenues and appropriated fund balance within an individual fund
<b>BOH</b>	Board of Health
<b>Bond</b>	A written promise to pay a specified sum of money, called principal, at a specified maturity date along with periodic interest paid at a specified percentage of the outstanding principal. A bond is usually used for long-term debt
<b>Budget</b>	A plan of financial operation embodying an estimate of proposed expenditures for a given period (typically a fiscal year) and the proposed means of financing them (revenue estimates). The term is also sometimes used to denote the officially approved expenditure ceilings under which a government and its departments operate

<b>Budget Message</b>	Included in the opening section of the budget, the County Administrator's letter of Transmittal provides the County Board with a general summary of important budget issues
<b>Budget Year</b>	A term used in the budget formulation process to refer to the fiscal year for which the budget is being considered
<b>CAFR</b>	Comprehensive Annual Financial Report
<b>Capital Asset</b>	All items with a purchase price (per item) of \$5,000 or more for all equipment with a useful economic lifetime of more than three years; a value of \$25,000 or more for buildings and land improvements; and a value of \$100,000 or more for infrastructure, and land of any value
<b>Capital Expenditures</b>	The expenditure function which includes all capital asset purchases
<b>Capital Improvements</b>	A nonrecurring project including, but not limited to, construction of, and major alterations, remodeling or repair of physical facilities, buildings, county highways, bridges, fixed equipment, and landscaping
<b>CARE</b>	Capital Asset Replacement Fund
<b>CDAP</b>	Community Development Assistance Program
<b>CDAP RLF</b>	Community Development Assistance Program Revolving Loan Fund
<b>Commodities</b>	Expenditures relating to the purchase of supplies, including office, maintenance, medical and service supplies, food, gas and oil, books, and computer equipment less than \$1,000
<b>Contractual Services</b>	Expenditures relating to the purchase of services, including telephone, utilities, consultants, educational training, and other professional services provided by another agency or private firm
<b>Corporate Fund</b>	Also referred to as the General Corporate Fund, the principal operating fund of the County, used to account for all financial resources except those required to be accounted for in another fund
<b>CSBG</b>	Community Services Block Grant
<b>CSBG RLF</b>	Community Services Block Grant Revolving Loan Fund
<b>C-U</b>	Champaign-Urbana
<b>CUPHD</b>	Champaign Urbana Public Health District
<b>CUUATS</b>	Champaign-Urbana Urbanized Area Transportation Study



<b>Current Year</b>	A budget term used in the budget formulation process to refer to the fiscal year immediately preceding the budget year under consideration
<b>Debt Service</b>	The annual payment of principal, interest and handling charges on the County's bonded indebtedness
<b>Department</b>	A major organizational unit of the County which has been assigned overall management responsibility for an operation or a group of related operations within a functional area
<b>DOR</b>	Department of Revenue
<b>EMA</b>	Emergency Management Agency
<b>Encumbrances</b>	Obligations in the form of purchase orders, contracts or salary commitments which are chargeable to an appropriation and for which a part of the appropriation is reserved. The use of encumbrances is designed to prevent overspending and permits officials to be certain of how much money is available for new commitments
<b>Enterprise Fund</b>	A fund used to account for operations that are financed primarily by User charges
<b>Equalized Assessed Valuation (EAV)</b>	The assessed value multiplied by the State equalization factor to yield the value of property from which the property tax rate is calculated after deducting exemptions and the value of tax increment financing districts and enterprise zones
<b>ERI</b>	Early Retirement Incentive
<b>Estimate</b>	Revenue and expenditure estimates for the current fiscal year which are developed as part of the budget preparation process
<b>Expense Code</b>	A set of number which, in accordance with an overall system for classifying accounts, indicates the fund, department, and category to which a good or service is expended
<b>Fees</b>	A general term used for any charge associated with providing a service or permitting an activity
<b>FHWA</b>	Federal Highway Administration
<b>Financial Policies</b>	General and specific guidelines adopted by the County Board on an annual basis that govern budget preparation and administration
<b>Fines</b>	Revenue which includes monies derived from fines and penalties imposed for the commission of statutory offenses, violation of lawful administrative rules and regulations, and for the neglect of official duty

<b>Fiscal Year</b>	The time period designated by the County Board identifying the beginning and ending period for recording financial transactions. The County of Champaign's fiscal year is January 1 to December 31.
<b>FOP</b>	Fraternal Order of Police. The union that represents the bargaining units which include commissioned deputy sheriffs, correctional officers, court security officers, and court services officers
<b>Fringe Benefits</b>	Expenditures for the Illinois Municipal Retirement Fund, FICA, health insurance, life insurance, worker's compensation and unemployment
<b>FTA</b>	Federal Transit Administration
<b>Full-time Equivalent (FTE) Positions</b>	One person's work year (1.0 FTE) totals 2080 hours for commissioned, maintenance and nursing home employees; and totals 1950 hours for general clerical and office positions employees. FTE's are therefore the number of positions based on total number of hours worked, rather than number of individuals working those hours. Temporary staffing positions are not included in the FTE calculation
<b>Fund</b>	A fund is the basic accounting unit; it is a self-balancing accounting entity with revenues and expenditures which are segregated for the purpose of carrying out specific programs in accordance with County policies and certain applicable State and Federal laws. For fund types, see the Budgetary Basis and Fund Structure section of this document
<b>Fund Balance</b>	The unencumbered cash remaining in a fund at the end of a specified time period – the end of the fiscal year
<b>FY</b>	Fiscal Year
<b>General Corporate Fund</b>	The principal operating fund of the County, used to account for all financial resources except those required to be accounted for in another fund
<b>GFOA</b>	Government Finance Officers Association
<b>GIS</b>	Geographic Information System. An organized collection of computer hardware, software and geographic data designed to capture, store, update, manipulate, analyze and display all forms of geographically referenced information
<b>Goals</b>	A broad overview result to be achieved to eliminate a problem or meet a need
<b>Grant</b>	A giving of funds for a specific purpose
<b>Home</b>	Home Investment Partnerships

<b>IDOR</b>	Illinois Department of Revenue
<b>IDPH</b>	Illinois Department of Public Health
<b>ILCS</b>	Illinois Compiled Statutes
<b>IMRF</b>	Illinois Municipal Retirement Fund - The retirement system established for public employees in the State of Illinois
<b>Inter-fund Transfer</b>	Transfers made from one fund to another to reimburse or pay for specific services rendered or to more generally support the activities of another fund.
<b>Intergovernmental Revenue</b>	Revenue received from another government for general or specific purposes
<b>Internal Service Fund</b>	A fund established to account for the financing of goods and services provided to the County and other agencies on a cost reimbursement basis
<b>LIHEAP</b>	Low-Income Home Energy Assistance Program
<b>Line Item budget</b>	A budget that lists detailed expenditure categories separately along with the budgeted amounts for each expenditure category. The County maintains line item detail for financial reporting and control purposes, and includes this detail in the Annual Budget Document
<b>Long Term Debt</b>	Debt with a maturity of more than one year after the date of issuance
<b>MOE</b>	Margin of Error
<b>METCAD</b>	Metropolitan Computer Aided Dispatch. An intergovernmental agency established to provide dispatching services for several area governments
<b>Mission</b>	A broad statement of the overall goal or purpose assigned to a particular department or fund
<b>MS4 Municipal Separate Storm Sewer System</b>	A program administered by the Illinois Environmental Protection Agency which is mandated by federal regulations under the Clean Water Act
<b>Objectives</b>	A statement describing the current services and functions a department or fund performs on an ongoing basis
<b>Organization Chart</b>	A visual depiction of the internal structure of Champaign County government

<b>Performance Indicator</b>	Statistical measures that are collected to show the means by which individual department objectives are attained
<b>Personnel Costs</b>	Salaries and wages paid for services performed by employees of the County, and fringe benefit costs associated with these services
<b>PPRT</b>	Personal Property Replacement Tax
<b>Property Tax Extension Limitation Law (PTELL also known as Tax Caps)</b>	35 ILCS 200/18 – the law which limits the increases in property tax extensions for non-home rule taxing districts
<b>Property Tax Levy</b>	The total amount of taxes imposed by a governmental unit on the basis of property
<b>Property Tax Rate</b>	The amount of tax stated in terms of a unit of the tax base (e.g., one cent per \$100 of taxable assessed valuation is written 0.0100).
<b>Proprietary Funds</b>	Funds which account for certain “business type” activities of governments that are operated so that costs incurred can be recovered by charging fees to the specific users of these services
<b>RPC</b>	Regional Planning Commission
<b>Revenue</b>	Funds that the County receives as income. It includes such items as tax payments, fees from specific services, receipts from other governments, fines, forfeitures, grants, shared revenues, and interest income
<b>Special Revenue Funds</b>	Funds used to account for the proceeds of specific sources that are legally restricted to expenditures for a specific purpose
<b>Tax Increment Financing (TIF)</b>	A tax incentive designed to attract business investment by the dedication of property and sales tax revenue from the redevelopment area (TIF District) to finance development-related costs in that district
<b>Tax Increment Financing District (TIF District)</b>	A district established by local government as a redevelopment area in which tax increment financing is used.
<b>U-C</b>	Urbana-Champaign