



**CHAMPAIGN COUNTY BOARD
COMMITTEE OF THE WHOLE –
Highway/Facilities/Finance/Policy Agenda
County of Champaign, Urbana, Illinois
Tuesday, June 14, 2011 – 6:00 p.m.**

*Lyle Shields Meeting Room, Brookens Administrative Center
1776 East Washington Street, Urbana, Illinois*

	<u>Page Number</u>
I. <u>Call To Order</u>	
II. <u>Roll Call</u>	
III. <u>Approval of Minutes</u>	
A. Committee of the Whole Minutes – May 10, 2011	*1-11
IV. <u>Approval of Agenda/Addenda</u>	
V. <u>Public Participation</u>	
VI. <u>Communications</u>	
VII. <u>Highway & Transportation:</u>	
A. <u>Monthly Reports</u>	
1. County & Township Motor Fuel Tax Claims – May 2011	*12
B. <u>County Engineer</u>	
1. Resolution Awarding of Contract for Replacement of a Bridge Located in Condit Road District – Section #10-07969-00-BR	*13-14
2. Resolution Awarding of Contract for Replacement of a Bridge Located in Condit Road District – Section #10-07970-00-BR	*15-16
3. Resolution Awarding of Contract for the Repair of a Bridge Located on County Highway 6 – Section #10-00965-00-BR	*17
4. Resolution Awarding of Contract for Railroad Grade Crossing Located in Somer & Rantoul Townships – Section #08-20422-00-SP	*18
5. Resolution Awarding of Contract for Railroad Grade Crossings Located in Raymond, Crittenden and Compromise Townships	*19
6. Resolution Awarding of Contract for the 2011 Pavement Striping of Various County Highways in Champaign County – Section #11-00000-01-GM	*20-21
7. Resolution Awarding of Contract for the Replacement of a Bridge Located on County Highway 23 – Section #10-00963-00-BR. (Letting held on 6/9/11.) <i>(To Be Distributed)</i>	

8. Resolution Authorizing the County Board Chair to Sign a Cooperative Agreement Between the Member Agencies of the Champaign-Urbana Urbanized Area Transportation Study (CUUATS) *22-30

C. Other Business

D. Chair's Report

E. Designation of Items to be Placed on County Board Consent Agenda

VIII. Finance:

A. Budget Amendments & Transfers

1. Budget Amendment #11-00025 *31-32
Fund/Dept: 850 Geographic Information Systems Joint Venture – 672 Aerial Photography Project
Increased Appropriations: \$43,703
Increased Revenue: \$43,703
Reason: To accommodate scheduled aerial photography contract for GIS Consortium members.
2. Budget Amendment #11-00026 *33
Fund/Dept: 083 County Highway – 060 Highway
Increased Appropriations: \$281,211
Increased Revenue: \$281,211
Reason: Roadway improvements at railroad crossings at various locations in the county.
3. Budget Amendment #11-00022 *34
Fund/Dept: 080 General Corporate – 042 Coroner
Increased Appropriations: \$500
Increased Revenue: \$500
Reason: Reimbursement of funds from sale of Coroner 1995 van to be used for purchase of necessary accessories for new van.
4. Budget Amendment #11-00027 *35
Fund/Dept: 080 General Corporate – 071 Public Properties
Increased Appropriations: \$34,000
Increased Revenue: \$0
Reason: To create line item to pay interest on building construction bonds, Series 2010A BI #4397.

B. Sheriff

1. COPS Hiring Program Request *36

C. County Clerk

1. Ordinance Establishing Statutory Fees for Marriage and Civil Union Licenses *37-57

D. Regional Planning Commission

1. Ordinance Providing for Public Transportation in Champaign County, Illinois and Rescinding Ordinance No. 873 *58-60
2. Intergovernmental Agreement Between the County of Champaign, Champaign County Regional Planning Commission and CRIS Rural Mass Transit District *61-64
3. Memorandum of Understanding between Champaign County Board and Champaign County Regional Planning Commission for Administration of CRIS Rural Mass Transit District *65
4. Budget Amendment #11-00028 *66
Fund/Dept: 075 Regional Planning Commission – 740 CRIS Rural MTD-Odd ST Years
Increased Appropriations: \$587,923
Increased Revenue: \$587,923
Reason: Receipt of new grant for public transportation in the non-urbanized area of Champaign County.
5. Budget Amendment #11-00029 *67
Fund/Dept: 075 Regional Planning Commission – 739 CRIS Rural MTD-Even ST Years
Increased Appropriations: \$631,328
Increased Revenue: \$631,328
Reason: Receipt of new grant for public transportation in the non-urbanized area of Champaign County.

E. Court's Automation Fund/Circuit Clerk

1. Budget Amendment #11-00024 *68-69
Fund/Dept: 613 Court's Automation Fund – 030 Circuit Clerk
Increased Appropriations: \$2,599
Increased Revenue: \$2,599
Reason: To provide County Board Approved FY2011 non-bargaining employee wage increase to Courts Technology Coordinator.
2. Budget Amendment #11-00023 *70-71
Fund/Dept: 613 Court's Automation Fund – 030 Circuit Clerk
Increased Appropriations: \$154
Increased Revenue: \$0
Reason: Earlier this year, a budget transfer was done to accommodate the increase in unemployment compensation rates. This amendment recovers from the fund balance the amount needed to cover that increase.

F. County Administrator

1. General Corporate Fund FY2011 Revenue/Expenditure Projection Report *72-74
2. General Corporate Fund Budget Change Report *75
3. Harris & Harris Monthly Report *76-77
4. Request Waiver of Hiring Freeze for Administrative Assistant Position *78-79
5. Champaign County Financial Policies *80-86
6. FY2011 Budget – GFOA Distinguished Budget Presentation Award *87
7. Distribution of Public Health Levy for FY2011 (*Provided for Information Only*) *88-89

G. Treasurer

1. Monthly Report – May 2011 *90-101

H. Auditor

1. Purchases Not Following Purchasing Policy (*Provided For Information Only – To Be Distributed*)
2. Monthly Report – May 2011 *102-109

I. Other Business

J. Chair’s Report

K. Designation of Items to be Placed on County Board Consent Agenda

IX. **Policy, Personnel, & Appointments:**

A. County Administrator

1. Vacant Positions Listing (*Provided for Information Only*) *110
2. Ordinance of the County of Champaign, Illinois Ascertain the Prevailing Rate of Wages for Laborers, Mechanics, and Other Workers Employed in Public Works of Said County *111-117
3. Recommendation for Award of Contract for Mail Services as a Result of RFP2011-006 *118

B. County Clerk

1. Monthly Fees Report – May 2011 *119
2. Semi-Annual Fees Report – May 2011 *120

- C. Nursing Home
 - 1. Recommendation for Award of Contract for Prime Food Vendor as a Result of RFP2011-009 *121

D. Other Business

E. Chair’s Report

F. Designation of Items to be Placed on County Board Consent Agenda

X. County Facilities

A. Facilities Director

- 1. Physical Plant Monthly Reports *122-125
- 2. Brookens Energy Lighting Retrofit Project Update
- 3. Courthouse Final Update

B. 202 Art Bartell Construction Project

- 1. Project Update
- 2. Monthly Project Budget Report *126

C. Amendment to Outgoing Loan Agreement with Abraham Lincoln Presidential Library and Museum *127-130

D. Downtown Correctional Center and Satellite Jail Discussion

- 1. National Institute of Corrections Report on Downtown Correctional Center
(*Separate Attachment*)
- 2. Facilities Director – White Paper on Downtown Correctional Center
(*Separate Attachment*)
- 3. Sheriff – Report on Downtown Correctional Center (*To Be Distributed*)
- 4. Discussion Regarding Next Steps

E. Other Business

F. Chair’s Report

G. Designation of Items to be Placed on County Board Consent Agenda

XI. Adjourn

1 **CHAMPAIGN COUNTY BOARD**
2 **COMMITTEE OF THE WHOLE MINUTES**
3

4
5 **Finance/Policy, Personnel, & Appointments/Justice & Social Services**

6 **Tuesday, May 10, 2011**

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

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

10 **MEMBERS PRESENT:** Christopher Alix, Carol Ammons, Jan Anderson, Ron Bensyl,
11 Astrid Berkson, Thomas Betz, Lloyd Carter, Lorraine Cowart,
12 Stephanie Holderfield, Stan James, Brad Jones, Alan Kurtz, Ralph
13 Langenheim, Brendan McGinty, Diane Michaels, Alan Nudo,
14 Patsi Petrie, James Quisenberry, Giraldo Rosales, Larry Sapp, C.
15 Pius Weibel
16

17 **MEMBERS ABSENT:** Aaron Esry, John Jay, Steve Moser, Steve O'Connor, Michael
18 Richards, Jonathan Schroeder
19

20 **OTHERS PRESENT:** Kat Bork (Administrative Assistant), Deb Busey (County
21 Administrator), John Farney (County Clerk's Office), Cameron
22 Moore (Regional Planning Commission CEO)
23

24 **CALL TO ORDER**
25

26 Weibel called the meeting to order at 6:07 p.m.
27

28 **ROLL CALL**
29

30 Bork called the roll. Alix, Ammons, Anderson, Bensyl, Berkson, Betz, Carter, Cowart,
31 Holderfield, James, Jones, Kurtz, Langenheim, McGinty, Michaels, Nudo, Petrie, Quisenberry,
32 Rosales, Sapp, and Weibel were present at the time of roll call, establishing the presence of a
33 quorum.
34

35 **APPROVAL OF MINUTES**
36

37 **MOTION** by Carter to approve the Committee of the Whole minutes of April 12, 2011;
38 seconded by Cowart. **Motion carried.**
39

40 **APPROVAL OF AGENDA/ADDENDA**
41

42 **MOTION** by James to approve the agenda; seconded by Carter. **Motion carried with**
43 **unanimous support.**
44

45 **PUBLIC PARTICIPATION**
46

47 There was no public participation.

48 **COMMUNICATIONS**

49
50 Weibel distributed a note to the Board with a tentative schedule for voting on the maps
51 from the Redistricting Commission. A meeting date was corrected to May 16th from May 11th.
52 Busey said the commission will have a public hearing on May 16th. The County Board agreed to
53 have public hearing on May 19th at 6:30 p.m. before its full Board meeting.
54

55 **JUSTICE & SOCIAL SERVICES**

56 **Monthly Reports**

57
58 **MOTION** by James to receive and place on file the Animal Control March 2011,
59 Emergency Management Agency April 2011, Head Start April 2011, Probation & Court Services
60 March 2011, and Public Defender January 2011 monthly reports; seconded by Bensyl. **Motion**
61 **carried with unanimous support.**
62

63 **Other Business**

64
65 There was no other business.
66

67 **Chair's Report**

68
69 There was no Chair's report.
70

71 **POLICY, PERSONNEL, & APPOINTMENTS**

72 **Appointments/Reappointments**

73 **Board of Review**

74
75 **MOTION** by Weibel to appoint Laura Sandefur to the Champaign County Board of
76 Review for a term from June 1, 2011 to May 31, 2013; seconded by Alix. **Motion carried with**
77 **unanimous support.**
78

79 **Farmland Assessment Review Committee**

80
81 **MOTION** by Weibel to appoint Steve Moser to the Farmland Assessment Review
82 Committee for a term from June 1, 2011 to May 31, 2015; seconded by Rosales. **Motion**
83 **carried with unanimous support.**
84

85 **Urbana-Champaign Sanitary District**

86
87 **MOTION** by Weibel to appoint Diana Lenik to the Urbana-Champaign Sanitary District
88 Board for a term from June 1, 2011 to May 31, 2014; seconded by Betz. **Motion carried with**
89 **unanimous support.**
90

91
92
93

94 Beaver Lake Drainage District

95

96 **MOTION** by Weibel to appoint Daniel Ehler to the Beaver Lake Drainage District to fill
97 the vacancy created by Wayne Busboom's resignation for a term from May 20, 2011 to August
98 31, 2011; seconded by James. **Motion carried with unanimous support.**

99

100 Zoning Board of Appeals

101

102 **MOTION** by Weibel to appoint Brad Passalacqua to the Champaign County Zoning
103 Board of Appeals for a term from May 20, 2011 to November 30, 2015; seconded by Betz.

104 **Motion carried with unanimous support.**

105

106 Penfield Water District

107

108 **MOTION** by Weibel to appoint Steve Parrish to the Penfield Water District for a term
109 from June 1, 2011 to May 31, 2016; seconded by Betz. **Motion carried with unanimous**
110 **support.**

111

112 Sangamon Valley Public Water District

113

114 **MOTION** by Weibel to appoint Paul Clinebell to the Sangamon Valley Public Water
115 District for a term from June 1, 2011 to May 31, 2016; seconded by Anderson. **Motion carried**
116 **with unanimous support.**

117

118 County Administrator

119 Vacant Positions Listing

120

121 The vacant positions listing was provided for information only.

122

123 Recommendation for Appointment of Two County Board Members to Health Insurance
124 Committee

125

126 A memo was provided in the agenda packet explaining the proposal for the establishment
127 for an ongoing Health Insurance Committee. This committee will consist of representatives from
128 each employee group, management representatives, and County Board members to work with the
129 County's broker on the issue of health insurance and to annually develop a recommendation for
130 the health insurance structure in the labor agreements.

131

132 **MOTION** by Weibel to appoint Berkson and Holderfield to the Health Insurance
133 Committee for two-year terms from the date of December 1, 2011; seconded by Alix.

134

135 Petrie asked if the Health Insurance Committee would become a permanent standing
136 committee within the County Board structure. Busey answered that this committee will assist
137 the County Administrator in developing annual recommendations for health insurance. This
138 committee would not be subject to the Open Meeting Act. The committee will provide advice

139 and ensure employees have the opportunity to participate in and provide their insight when
140 health insurance recommendations are made.

141
142 **Motion carried with unanimous support.**

143
144 Request Authority to Release RFP 2011-006 for Mail Services

145
146 Busey explained this was a request for the Board's authority to release an RFP for mail
147 services. The RFP was provided in the agenda packet.

148
149 **MOTION** by Betz to release RFP 2011-006 for mail services; seconded by Bensyl.

150
151 Weibel inquired how many companies offer this type of service. Busey approximated
152 there are two or three such companies within this area.

153
154 **Motion carried with unanimous support.**

155
156 Sheriff
157 Request Approval of Proclamation Designating the Week of May 1st as National Correctional
158 Officer Week and Request Approval of Proclamation Designating the Week of May 15th as
159 National Police Week

160
161 **MOTION** by Sapp to approve the Proclamation Designating the Week of May 1st as
162 National Correctional Officer Week and the Proclamation Designating the Week of May 15th as
163 National Police Week; seconded by Kurtz. **Motion carried with unanimous support.**

164
165 Treasurer
166 Request Opposition to HB1218 and Support for SB1710 Regarding Regulation of Tax Sales of
167 Delinquent Property

168
169 **MOTION** by Langenheim for the County Board Chair to send letters of opposition to
170 HB1218 and support for SB1710; seconded by James.

171
172 Petrie wanted to know if the Treasurer will be present at the County Board meeting to
173 answer questions about the legislation's potential impact. Weibel noted that letters of opposition
174 or support are settled at the Committee of the Whole meetings and are not forwarded to the full
175 County Board meetings. He suggested Petrie call Welch with her question to obtain an answer.
176 Alix explained general process of a tax sale for the benefit of other Board members.

177
178 **Motion carried.**

179
180 County Clerk
181 Monthly Fees Report – April 2011

182
183 **MOTION** by Betz to receive and place on file the County Clerk's monthly fees report
184 for April 2011; seconded by Cowart. **Motion carried with unanimous support.**

185 **Other Business**

186 **Ordinance Establishing the Champaign County 2011 Apportionment Plan**

187

188 **MOTION** by Kurtz to approve the Ordinance Establishing the Champaign County 2011
189 Apportionment Plan; seconded by Rosales.

190

191 **MOTION** by Petrie to divide the ordinance into two parts: 1. size of Board and number
192 of members per districts and 2. pay for Board members; seconded by Langenheim.

193

194 A roll call vote was requested by Betz and Kurtz. Discussion was held over dividing the
195 ordinance.

196

197 **Motion failed to divide the ordinance with a vote of 7 to 14.** Alix, Ammons,
198 Anderson, Langenheim, Petrie, Quisenberry, and Weibel voted in favor of the motion. Bensyl,
199 Berkson, Betz, Carter, Cowart, Holderfield, James, Jones, Kurtz, McGinty, Michaels, Nudo,
200 Rosales, and Sapp voted against the motion.

201

202 The Board returned to the original motion. Betz and Langenheim requested a roll call
203 vote.

204

205 **MOTION** by Sapp to amend the per diem amount in the ordinance to \$45 per regular
206 meeting and the strike the per diem for special meetings; seconded by McGinty.

207

208 Langenheim exited the meeting at 6:31 p.m.

209

210 The Board members gave their various opinions on the amount of per diem to be paid to
211 members for meetings.

212

213 McGinty and Kurtz exited the meeting at 6:45 p.m. and returned at 6:47 p.m.
214 Langenheim returned to the meeting at 6:47 p.m. Quisenberry and McGinty requested a roll call
215 vote.

216

217 **Motion failed to amend the per diem amount to \$45 with a vote of 9 to 12.** Alix,
218 Bensyl, Holderfield, James, Jones, McGinty, Michaels, Nudo, and Sapp voted in favor of the
219 motion. Ammons, Anderson, Berkson, Betz, Carter, Cowart, Kurtz, Langenheim, Petrie,
220 Quisenberry, Rosales, and Weibel voted against the motion.

221

222 **MOTION** by Quisenberry to amend the per diem amount in the ordinance to \$60 for
223 County Board, Committee of the Whole, Standing Committees, and County Board Study
224 Sessions; seconded by James.

225

226 A roll call vote was requested by Sapp and Bensyl.

227

228 **Motion failed to amend the per diem amount to \$60 with a vote of 7 to 14.** Ammons,
229 Betz, Carter, Cowart, McGinty, Quisenberry, and Weibel voted in favor of the motion. Alix,

230 Anderson, Bensyl, Berkson, Holderfield, James, Jones, Kurtz, Langenheim, Michaels, Nudo,
231 Petrie, Rosales, and Sapp voted against the motion.

232
233 The Board returned to the original motion. A roll call vote was requested by Rosales and
234 Betz.

235
236 **Motion carried to approve the original motion with a vote of 15 to 6.** Alix, Ammons,
237 Anderson, Berkson, Betz, Carter, Cowart, Kurtz, Langenheim, McGinty, Nudo, Petrie,
238 Quisenberry, Rosales, and Weibel voted in favor of the motion. Bensyl, Holderfield, James,
239 Jones, Michaels, and Sapp voted against the motion.

240
241 **Chair's Report**
242 **Recommendation for Amendment to Resolution No. 7143 Establishing Organization, Duties,**
243 **Rules, Policies, and Procedures of the Champaign County Board**

244
245 **MOTION** by Petrie to approve the recommendation for amendment to Resolution No.
246 7143 Establishing Organization, Duties, Rules, Policies, and Procedures of the Champaign
247 County Board; seconded by Quisenberry. **Motion carried.**

248
249 Kurtz exited the meeting at 6:55 p.m.

250
251 **Designation of Items to be Placed on County Board Consent Agenda**

252
253 Agenda items 8.A.1-7 & B2 were designated for the consent agenda.

254
255 **FINANCE**
256 **Nursing Home Board of Directors**
257 **Nursing Home Board Performance Evaluation of MPA**

258
259 **MOTION** by Jones to receive and place on file the Nursing Home Board Performance
260 Evaluation of MPA; seconded by Quisenberry.

261
262 Weibel exited the meeting at 6:56 p.m.

263
264 **Motion carried with unanimous support.**

265
266 Weibel and Kurtz returned to the meeting at 6:57 p.m.

267
268 **Recommendation for Renewal of Contract with MPA**

269
270 **MOTION** by Betz to approve the renewal of the MPA Contract; seconded by James.

271
272 Ammons asked the Board to consider other options before renewing this contract. She
273 did not view the MPA contract as a permanent fixture; instead it was an instrument to turn around
274 the Nursing Home. Improvements have occurred at the Nursing Home, but Ammons did not
275 think those improvements were sufficient for the Board to continue spending money on the MPA

276 contract. She felt the County Board could hire an Executive Director to run the Nursing Home
277 as efficiently as MPA does.

278
279 Betz described how he was very skeptical about hiring MPA originally, but he has been
280 pleasantly surprised to see this is how well this contractual relationship has turned out. The
281 Nursing Home ran deficits of hundreds of thousands of dollars in past years. MPA has turned
282 around the operation in a relatively quick timeframe. The Nursing Home's situation remains
283 precarious, but it has improved under MPA's management and the Nursing Home Board of
284 Directors' guidance. The County Board might someday issue an RFQ to consider other firms,
285 but Betz did not believe now was the time for such action. He said it was too early to throw out
286 the MPA contract.

287
288 Alix agreed with some of the comments from both Betz and Ammons. He was impressed
289 with the Nursing Home Board of Directors and MPA's results with a turnaround of this
290 magnitude and supported renewing the MPA contract. He did want the Board to consider other
291 options at a future time by using a competitive selection process.

292
293 Sapp exited the meeting at 7:03 p.m.

294
295 The Board members discussed whether to renew the MPA contract and their opinions
296 regarding the Nursing Home. The longer serving Board members described the financial
297 condition at the Nursing Home that led to hiring MPA. Nudo, as a County Board representative
298 on the Nursing Home Board of Directors, noted those meetings were open to the public and to
299 any County Board members.

300
301 Sapp returned to the meeting at 7:06 p.m.

302
303 The Board continued its discussion of the MPA contract renewal. Weibel pointed out
304 that the County would have to pay the salaries for an administrator and accountant regardless if it
305 did not contract for those services with MPA. The County pays MPA about \$180,000 per year
306 plus travel expenses.

307
308 The Board members continued to voice their opinions about the Nursing Home.
309 Ammons asked if an outside audit has been performed since the County contracted with MPA.
310 Busey confirmed the Nursing Home is audited by the outside auditor every year. She confirmed
311 that in FY2008 the Nursing Home suffered a net loss of \$1.8 million and in FY2010 the Nursing
312 Home ended the fiscal year about \$200,000 in the black. This FY2010 figure included all
313 payments made to MPA for operations during the year.

314
315 Jones called the question. McGinty gave everyone else one more chance to speak on the
316 issue and then made his own comments before proceeding with a vote.

317
318 **Motion carried.**

319
320 Jones exited the meeting at 7:24 p.m.

321

322 **Nursing Home**

323 **Approval of Resolution Authorizing Application for a Public Transportation Capital Assistance**
324 **Grant under IDOT**

325

326 **MOTION** by James to approve the Resolution Authorizing Application for a Public
327 Transportation Capital Assistance Grant under IDOT; seconded by Weibel. **Motion carried**
328 **with unanimous support.**

329

330 **Regional Planning Commission**

331 **Ordinance for the County of Champaign, Illinois to Affect the Intermediary Relending Program**
332 **(IRP) with Rural Development**

333

334 **MOTION** by Holderfield to approve the Ordinance for the County of Champaign,
335 Illinois to Affect the Intermediary Relending Program (IRP) with Rural Development; seconded
336 by Rosales.

337

338 Kurtz asked Moore how many of the loans have been repaid. Moore stated the current
339 loan portfolio is \$7.2 million loaned to 55 businesses. The default rate is about 2% and has
340 started to increase. Regarding the current loans, probably 25-30% are underperforming. RPC
341 works with the underperforming loans to arrange new payment schedules or to convert them to
342 interest only payments.

343

344 Jones returned to the meeting at 7:27 p.m.

345

346 Michaels requested the definition of an underperforming loan. Moore said it is a loan
347 that is typically 90 days behind. They try to counsel clients and adjust loan payments. Two of
348 RPC's loan programs are intended to issue higher risk loans than a bank would make. They
349 immediately contact a client if a payment is missed and discuss changes if the clients are willing
350 to work with RPC. RPC budgets between \$25,000-\$40,000 for charge-offs in a typical year.
351 The charge-off amount will be significantly higher this year.

352

353 Ammons inquired who qualifies for these loans. Moore verified that it is loan program
354 aimed at businesses in rural areas that will create jobs. Local governments are also eligible to
355 borrow from this program. RPC can fund any sort of legitimate, reasonable type of business.
356 They follow the same criteria a bank uses for clients, such as checking business plans and
357 financial projections.

358

359 **Motion carried with unanimous consent.**

360

361 **County Clerk**

362 **Resolution Authorizing an Acceptance Agreement Between Champaign County & the Illinois**
363 **State Board of Elections for a Voter Registration State Grant**

364

365 **MOTION** by Kurtz to approve the Resolution Authorizing an Acceptance Agreement
366 Between Champaign County & the Illinois State Board of Elections for a Voter Registration
367 State Grant; seconded by Weibel. **Motion carried with unanimous consent.**

368 **County Administrator**

369 **General Corporate Fund FY2011 Revenue/Expenditure Projection Report**

370

371 Busey will send the report to the Board before the County Board meeting.

372

373 **General Corporate Fund Budget Change Report**

374

375 Busey will send the report to the Board before the County Board meeting.

376

377 **Harris & Harris Monthly Collections Report**

378

379 Busey will send the report to the Board before the County Board meeting.

380

381 **Approval of Budget Transfer #11-00011**

382

383 Busey explained the purpose of this budget transfer was to separate the IT Division of the
384 County's operations into a separate department. This will enable Busey to more easily determine
385 the true cost of the county-wide information technology infrastructure.

386

387 **MOTION** by Alix to recommend to the County Board approval of Budget Transfer #11-
388 00011 from Fund 080 General Corporate Department 016 Administrative Services to Fund 080
389 General Corporate Department 028 Information Technology for total transfers of \$340,657;
390 seconded by James. **Motion carried with unanimous consent.**

391

392 **County Board Budget Review Process & Schedule**

393

394 Busey described the budget review process in past years. The idea was to change this
395 year's process to engage all of the Board members in at least some portion of the budgets
396 presented and eventually adopted instead of holding Legislative Budget Hearings. Busey's
397 recommendation was to have the Board members sign up to be budget reviewers and then the
398 departments will individually present their budget to the those Board members assigned as
399 reviewers. Any other interested Board members could attend the individual department
400 presentations. This would allow more direct interaction at a more specific level with the elected
401 officials and department heads.

402

403 **MOTION** by Ammons to approve the recommendation to change the County Board
404 Budget Review Process from Legislative Budget Hearings to individual department budget
405 presentations to appointed County Board budget reviewers; seconded by Berkson.

406

407 Busey answered the Board members questions about this new process and schedule.

408

409 **Motion carried with unanimous consent.**

410

411

412

413

414 FY2012 Budget Process Resolution

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Busey remarked on a couple of changes in the resolution from prior years. She did not think the County Board needed to adopt the financial policies every year, so these were not included in the resolution. She will bring the Board a separate resolution in June for the Board to adopt standing financial policies. The direction given for GCF budget requests is that the department heads pay close attention to revenue lines items to ensure any necessary fee review is completed and any revenue structure changes are complete. The Board will receive a resolution for non-bargaining salary increases in June. Almost every labor contract has expired or will have expired by November 30, 2011. The salary budget will be a work in progress throughout this budget process. The GCF department heads are directed to incorporate 0% change to non-personnel budget line except for contractual obligations and needed commodities, like gas. The Capital Asset Replacement Fund would be funded in FY2012. It has not been funded for the last two years. The contingent line is budgeted at 0.5% for the GCF or about \$160,000.

MOTION by Sapp to approve the FY2012 Budget Process Resolution; seconded by Rosales.

Alix asked if a 0.5% contingency line was customary. Busey said the contingency goal before 2009 was 1%. The contingency line has only been funded three out of the last ten years.

Motion carried with unanimous consent.

Treasurer

Monthly Report

MOTION by Jones to receive and place on file the Treasurer's April 2011 report; seconded by Cowart. **Motion carried with unanimous support.**

Auditor

Purchases Not Following Purchasing Policy

McGinty had heard from Tony Fabri that the list of purchases not following the Purchasing Policy would be emailed to the Board.

Monthly Report – April 2011

MOTION by Kurtz to receive and place on file the Auditor's April 2011 monthly report; seconded by Berkson. **Motion carried with unanimous support.**

Other Business

Kurtz announced that the Redistricting Commission has been discussing more than one map, so multiple maps may be presented to the County Board on May 19th.

459 Nudo distributed a chart he suggested be used during meetings to track who has spoken
460 on an issue. Some Board members have been dissatisfied with the length of Committee of the
461 Whole meetings and the unorganized discussions that occur. Robert's Rules of Order gives
462 guidance that a person who has already spoken may only speak again if everyone else has spoken
463 for a first time. It can be challenge for a Chair to keep track of who has spoken for five minutes.
464 This type of organization would force speakers to collect their thoughts before addressing the
465 body. He wanted the discussions to be more organized without cutting off discussion at the
466 Committee of the Whole meetings. Weibel offered to keep track of the times members speak to
467 collect data for a few months. Kurtz objected to Nudo's suggestion towards organizing
468 discussions in meetings. McGinty suggested any comments be sent to Nudo on his proposal.
469

470 **Chair's Report**

471
472 There was no Chair's report.
473

474 **Designation of Items to be Placed on County Board Consent Agenda**

475
476 Agenda items 9.B.1, C1, D1, & E.4-6 were designated for the consent agenda.
477

478 **APPROVAL OF CLOSED SESSION MINUTES**

479
480 **MOTION** by Rosales to approve the Committee of the Whole minutes of April 12, 2011;
481 seconded by Ammons. **Motion carried with unanimous support.**
482

483 **ADJOURN**

484
485 The meeting was adjourned the meeting at 7:56 p.m.
486

487 Respectfully submitted,

488
489 Kat Bork
490 Administrative Assistant

491
492 *Secy's note: The minutes reflect the order of the agenda and may not necessarily reflect the order of business conducted at the meeting.*