

Committee of the Whole

Items for Distribution
March 8, 2016

IV. Approval of the Minutes
A. February 9, 2016

VIII. Finance
E. County Administrator
1. FY2015 General Corporate Fund Final Report
2. FY2015 General Corporate Fund Final Budget Change Report

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

4 **Finance; Policy, Personnel, & Appointments; Justice & Social Services**
5 **Tuesday, February 9, 2016**
6 **Lyle Shields Meeting Room**

7 **MEMBERS PRESENT:** Christopher Alix, Jack Anderson, Astrid Berkson, Lorraine Cowart,
8 Aaron Esry, Stan Harper, Shana Harrison, Josh Hartke, John Jay,
9 Gary Maxwell, Jim McGuire, Diane Michaels, Max Mitchell, Patti
10 Petrie, James Quisenberry, Jon Rector, Giraldo Rosales, Jon
11 Schroeder, Rachael Schwartz, Sam Shore, C. Pius Weibel
12

13 **MEMBERS ABSENT:** Lloyd Carter
14

15 **OTHERS PRESENT:** Deb Busey (County Administrator), Tami Ogden (Deputy County
16 Administrator/Finance), Kay Rhodes (County Board Administrative
17 Assistant)
18

18 **CALL TO ORDER**
19

20 Petrie called the meeting to order at 6:30 p.m.
21

22 **ROLL CALL**
23

24 Rhodes called the roll. Alix, Anderson, Berkson, Cowart, Esry, Harper, Harrison, Hartke,
25 Jay, Maxwell, McGuire, Michaels, Mitchell, Petrie, Quisenberry, Rector, Rosales, Schroeder,
26 Schwartz, Shore, and Weibel were present at the time of roll call, establishing the presence of a
27 quorum.
28

29 **APPROVAL OF AGENDA/ADDENDA**
30

31 **MOTION** by Rosales to approve the Agenda/Addenda; seconded by Maxwell. **Motion**
32 **carried with unanimous support.**
33

34 **APPROVAL OF MINUTES**
35

36 **MOTION** by Shore to approve the minutes of January 12, 2016; seconded by Harper.
37 **Motion carried with unanimous support.**
38

39 **PUBLIC PARTICIPATION**
40

41 There was no public participation.
42

43 **COMMUNICATIONS**
44

45 Petrie announced an organizational meeting of the newly appointed Racial Justice Task
46 Force would be held Thursday, February 11, 2016 in the Shields meeting room at 6:30 p.m.
47

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48 **JUSTICE & SOCIAL SERVICES**

49 **Monthly Reports**

50

51 All reports were received and placed on file.

52

53 **Other Business**

54

55 None

56

57 **Chair's Report**

58

59 None

60

61 **POLICY, PERSONNEL, & APPOINTMENTS**

62 **Appointments/Reappointments**

63

64 Quisenberry stated that the review and assessment for the continuation of the Local Foods
65 Policy Council would be postponed until March 8, 2016 Committee of the Whole meeting in or-
66 der for council members to present their accomplishments and plans for the future.

67

68 **MOTION** by Petrie to recommend County Board approval of a resolution authorizing the
69 appointment of Josh Birt to the Dewey Community Public Water District Board, for an unexpired
70 term ending May 31, 2016; seconded by Esry. **Motion carried with unanimous support.**

71

72 **MOTION** by Esry to recommend County Board approval of a resolution authorizing the
73 appointment of Oliver Clark to the Deputy Sheriff Merit Commission, for an unexpired term end-
74 ing November 30, 2017; seconded by Rector. **Motion carried with unanimous support.**

75

76 **County Clerk**

77

78 The January 2016 report was received and placed on file.

79

80 **County Administrator**

81

82 The Administrative Services January 2016 report was received and placed on file.

83

84 Tami Ogden, the Deputy County Administrator of Finance updated the committee on the
85 progress complying with the terms set forth in the ADA Settlement Agreement.

86

87 **MOTION** by Alix to recommend to the Finance Committee approval of re-classification
88 of Sheriff's Office Master Control Officer position from Grade Range D to Grade Range F; se-
89 conded by Berkson. **Motion carried with unanimous support.**

90

91 **MOTION** by Weibel to recommend to the Finance Committee approval of classification
92 of the GIS Specialist position to Grade Range F with a market adjustment to Grade Range G; se-
93 conded by Shore. **Motion carried with unanimous support.**

94

95 Other Business

96
97 **MOTION** by Harper to recommend County Board approval of a resolution calling for an
98 equitable solution to issues related to increased juror compensation; seconded by Anderson. Dis-
99 cussion followed. **Motion carried.**

100
101 Chair's Report

102
103 Quisenberry announced that the County Administrator Search Committee had selected
104 three finalist candidates for further interview. Busey explained that County Board members will
105 have an opportunity to meet individually with these finalists, as well as department heads and
106 partner organization representatives. Additionally the County will host a public reception to allow
107 community stakeholders a chance to meet the candidates.

108
109 Quisenberry felt that the search committee had a very strong pool of applicants to choose
110 from and he was happy with the selection of the three finalists. Petrie encouraged County Board
111 members to meet with the candidates and provide feedback to the search committee.

112
113 Designation of Items to be Placed on the Consent Agenda

114
115 Items B1-2 were designated for the Consent Agenda.

116
117 FINANCE

118 Treasurer

119
120 The Treasurer's January 2016 report was received and placed on file.

121
122 Auditor

123
124 The Auditor's January 2016 report and Quarterly Financial report were received and
125 placed on file. Farney also provided Transition Audit Reports for the offices of the Board of Re-
126 view and Supervisor of Assessments for committee member information.

127
128 Farney stated that his office would perform transition audits whenever there is a change in
129 elected and appointed department heads.

130
131 Nursing Home

132
133 The Nursing Home report was received and placed on file.

134
135 Budget Amendments/Transfers

136
137 **MOTION** by Anderson to recommend County Board approval of a resolution authorizing
138 **Budget Transfer 15-00014** for 080 General Corporate – 041 State's Attorney in the amount of
139 \$225 to cover end of year salary obligations; seconded by Jay. **Motion carried with unanimous**
140 **support.**

141

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142 MOTION by Anderson to recommend County Board approval of a resolution authorizing
143 Budget Amendment 15-00074 for 675 Victim Advocacy Grant-ICJIA – 041 State’s Attorney in
144 the amount of \$2 to cover cost of end of the year salary grant match; seconded by Jay. Motion
145 carried with unanimous support.

146
147 MOTION by Anderson to recommend County Board approval of a resolution authorizing
148 Budget Amendment 15-00075 for 080 General Corporate – 041 State’s Attorney for \$200 to
149 cover expert witness invoice for felony case; seconded by Shore. Motion carried with unani-
150 mous support.

151
152 MOTION by Schroeder to recommend County Board approval of a resolution authorizing
153 Budget Amendment 16-00006 for 080 General Corporate – 028 Information Technology with
154 increased appropriations of \$12,605 with no matching revenue – money allocated for website re-
155 design in FY2015 and project was not completed by December 31, 2015; seconded by Berkson.
156 Motion carried with unanimous support.

157
158 MOTION by Esry to recommend County Board approval of a resolution authorizing
159 Budget Amendment 16-00007 for 676 Solid Waste Management/011 Solid Waste Management
160 with increased appropriations of \$38,800 with increased revenue of \$22,673 to cover portion of
161 local government shared expenses associated with two countywide residential electronics collec-
162 tions in FY2016; seconded by Weibel. Motion carried with unanimous support.

163 County Administrator

164 FY2015 General Corporate Fund Budget

165
166
167 FY2015 General Corporate Fund Budget Projection Report and FY 2015 General Corpo-
168 rate Fund Budget Change Report were received and placed on file.

169
170 Elected Officials Salaries

171
172 Alix reminded committee members that action on the elected official salaries had been
173 deferred from the January 12, 2016 Committee of the Whole meeting.

174
175 Actions taken at the January 12, 2016 meeting were as follows:

176
177 *MOTION by Quisenberry to recommend County Board approval of a resolu-*
178 *tion authorizing the salary increases set at 2%, each of the next four years for*
179 *Champaign County officials elected in November 2016; seconded by Rosales.*

180
181 *Hartke made a Motion to Amend proposing an 11% cut of all five elected of-*
182 *ficial salaries the first year and 0% increases for the next three years; second-*
183 *ed by Shore. Discussion followed.*

184
185 *Motion to amend failed with a roll call vote of 6-16. Shore, Weibel, Carter,*
186 *Cowart, Harrison, and Hartke voted in favor of the motion to amend. Mitchell,*
187 *Petrie, Quisenberry, Rector, Rosales, Schroeder, Schwartz, Alix, Anderson,*
188 *Berkson, Esry, Harper, Jay, Maxwell, McGuire, and Michaels voted against it.*

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189
190 *Quisenberry made a Motion to Amend proposing an 11% reduction to the*
191 *salary of the Recorder of Deeds and 0% increases for all five elected positions*
192 *for the next 4-years; seconded by Rector. Discussion followed.*

193
194 *MOTION by Maxwell to defer action until February 9, 2016 meeting to allow*
195 *more time for review; seconded by Hartke. Motion to defer action carried.*

196
197 Alix opened the last item on the floor for discussion; **Motion to Amend**, proposing an
198 11% reduction to the salary of the Recorder of Deeds and 0% increases for elected positions for
199 the next 4-years proposing.

200
201 **Motion to Amend failed with a roll call vote of 5-16.** Quisenberry, Rector, Schwartz,
202 Weibel, and Jay voted in favor of the motion. Petrie, Rosales, Schroeder, Shore, Alix, Anderson,
203 Berkson, Cowart, Esry, Harper, Harrison, Hartke, Maxwell, McGuire, Michaels, and Mitchell
204 voted against it.

205
206 Maxwell made a **Motion to Amend**, proposing 2% increases for each of the first and sec-
207 ond years and no increases for the third and fourth years across the board; seconded by Weibel.
208 **Motion to amend carried with a roll call vote of 14-16.** Petrie, Quisenberry, Schroeder, Shore,
209 Weibel, Alix, Anderson, Berkson, Cowart, Esry, Maxwell, McGuire, Michaels, and Mitchell vot-
210 ed in favor of the motion. Rector, Schwartz, Harper, Harrison, Hartke, and Jay voted against it.

211
212 Cowart left the meeting at 7:45 p.m.

213
214 **Main Motion as Amended carried with another roll call vote of 14-6.** Petrie, Qui-
215 senberry, Rosales, Schroeder, Shore, Weibel, Alix, Anderson, Berkson, Esry, Maxwell, McGuire,
216 Michaels, and Mitchell voted in favor of it. Rector, Schwartz, Harper, Harrison, Hartke, and Jay
217 voted against it.

218
219 **Abatement & Reduction Levied for Payment of Bonds**

220
221 **MOTION** by Weibel to recommend County Board approval of a resolution for the abate-
222 ment and reduction of taxes heretofore levied for the payment of bonds; seconded by Berkson.
223 **Motion carried with unanimous support.**

224
225 **RFP 2016-001 for Financial Auditing**

226
227 **MOTION** by Weibel to approve the release of RFP 2016-001 for Financial Auditing Ser-
228 vices for Champaign County; seconded by Michaels. **Motion carried with unanimous support.**

229
230 **Benefit Consulting Services**

231
232 **MOTION** by Rosales to recommend County Board approval of a resolution awarding a
233 contract as amended to Gallagher Benefit Consulting Services, LLC. for broker services regarding
234 employee health insurance and related benefits pursuant to RFQ 2015-011; seconded by Rector.

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235 Discussion followed. The contract would include language that the County Board would consider
236 renewal each year. **Motion carried.**

237

238 Sheriff's Office Master Control Officer

239

240 **MOTION** by Anderson to recommend County Board approval of a resolution authorizing
241 the reclassification of the Sheriff's Office Master Control Officer position assignment from Grade
242 Range D to Grade Range F; seconded by Berkson. **Motion carried with unanimous support.**

243

244 GIS Specialist

245

246 **MOTION** by Shore to recommend County Board approval of a resolution authorizing the
247 addition of one GIS Specialist position in Grade Range F with market upgrade to Grade G to the
248 GIS Consortium Staffing Budget and the elimination of one GIS Technician position from the
249 GIS Consortium Staffing Budget, effective upon approval by the County Board; seconded by
250 Quisenberry. **Motion carried with unanimous support.**

251

252 Other Business

253

254 None

255

256 Chair's Report

257

258 None

259

260 Designation of Items for the Consent Agenda

261

262 Items D1-5; E4 and E7a and b were designated for the Consent Agenda.

263

264 **OTHER BUSINESS**

265

266 **MOTION** by Quisenberry to approve the Closed Session minutes of January 12, 2016;
267 seconded by Esry. **Motion carried with unanimous support.**

268

269 **ADJOURNMENT**

270

271 **MOTION** by Shore to adjourn; seconded by Quisenberry. **Motion carried with unani-**
272 **mous support.**

273

274 The meeting adjourned at 8:03 p.m.

275

276 Respectfully submitted,

277

278 Kay Rhodes,

279 Administrative Assistant

280

Please note the minutes reflect the order of the agenda and may not necessarily reflect the order of business conducted at the meeting.

General Corporate Fund FY2015 Revenue Final Report

February	FY2014 - YTD 2-28-15	FY2014 Total (13 month budget)	FY2015 - YTD 2-29-16	FY2015 Budget	Projected % to be Received	Projected \$\$ to be Received	\$ Difference to Original Budget
Property Taxes	\$8,969,425	\$8,969,425	\$9,597,983	\$9,641,093	99.55%	\$9,597,983	-\$43,110
Back Taxes	\$3,628	\$3,628	\$6,662	\$8,000	83.28%	\$6,662	-\$1,338
Mobile Home Tax	\$8,697	\$8,697	\$9,316	\$9,000	103.51%	\$9,316	\$316
Payment in Lieu of Tax	\$6,415	\$6,415	\$6,672	\$5,000	133.44%	\$6,672	\$1,672
Hotel Motel Tax	\$33,742	\$33,742	\$29,753	\$28,500	104.40%	\$29,753	\$1,253
Auto Rental Tax	\$34,849	\$34,849	\$32,690	\$32,000	102.16%	\$32,690	\$690
Penalties on Taxes	\$572,623	\$572,623	\$638,320	\$671,000	95.13%	\$638,319	-\$32,681
Business Licenses & Permits	\$41,699	\$41,699	\$35,078	\$36,500	96.10%	\$35,078	-\$1,422
Non-Business Licenses & Permits	\$1,434,482	\$1,434,482	\$1,513,848	\$1,700,960	89.00%	\$1,513,848	-\$187,112
Federal Grants	\$373,965	\$373,965	\$306,395	\$394,570	77.65%	\$306,395	-\$88,175
State Grants	\$187,777	\$187,777	\$154,445	\$186,211	82.94%	\$154,445	-\$31,766
Corporate Personal Property Replacement Tax	\$860,306	\$860,306	\$925,605	\$1,019,530	90.79%	\$925,605	-\$93,925
1% Sales Tax	\$1,445,354	\$1,445,354	\$1,125,569	\$1,519,211	74.09%	\$1,125,569	-\$393,642
1/4% Sales Tax	\$5,914,534	\$5,914,534	\$5,436,213	\$5,522,911	98.43%	\$5,436,213	-\$86,698
Use Tax	\$665,573	\$665,573	\$712,284	\$594,618	119.79%	\$712,284	\$117,666
State Reimbursement	\$1,592,133	\$1,592,133	\$2,659,400	\$2,302,998	115.48%	\$2,659,400	\$356,402
ILETSB Police Training Reimbursement	\$6,091	\$6,091	\$9,701	\$0	0.00%	\$9,701	\$9,701
State Salary Reimbursement	\$336,790	\$336,790	\$307,203	\$315,139	97.48%	\$307,203	-\$7,936
State Revenue Salary Stipends	\$45,500	\$45,500	\$53,358	\$45,929	116.17%	\$53,358	\$7,429
Income Tax	\$3,088,217	\$3,088,217	\$3,432,036	\$3,271,228	104.92%	\$3,432,036	\$160,808
Charitable Games License/Tax	\$55,277	\$55,277	\$62,549	\$45,000	139.00%	\$62,549	\$17,549
Off-Track Betting	\$36,814	\$36,814	\$29,294	\$44,500	65.83%	\$29,294	-\$15,206
Local Government Revenue	\$629,452	\$629,452	\$677,479	\$602,061	112.53%	\$677,479	\$75,418
Local Government Reimbursement	\$617,996	\$617,996	\$595,383	\$620,561	95.94%	\$595,383	-\$25,178
General Government - Fees	\$4,281,394	\$4,281,394	\$4,094,114	\$4,358,156	93.94%	\$4,094,114	-\$264,042
Fines	\$1,079,320	\$1,079,320	\$925,334	\$1,019,075	90.80%	\$925,334	-\$93,741
Forfeitures	\$23,140	\$23,140	\$12,962	\$18,000	72.01%	\$12,962	-\$5,038
Interest Earnings	\$8,140	\$8,140	\$6,252	\$9,150	68.33%	\$6,252	-\$2,898
Rents & Royalties	\$1,234,197	\$1,234,197	\$1,162,531	\$1,020,078	113.96%	\$1,162,531	\$142,453
Gifts & Donations	\$34,164	\$34,164	\$100,056	\$102,179	97.92%	\$100,056	-\$2,123
Sale of Fixed Assets	\$8,535	\$8,535	\$4,913	\$0	0.00%	\$4,913	\$4,913
Miscellaneous Revenue	\$323,569	\$323,569	\$172,796	\$121,052	142.75%	\$172,796	\$51,744
Interfund Transfers	\$795,959	\$795,959	\$750,507	\$804,669	93.27%	\$750,507	-\$54,162
Interfund Reimbursements	\$374,511	\$374,511	\$402,149	\$424,823	94.66%	\$402,149	-\$22,674
Other Financing Sources	\$0	\$0	\$2,535,000	\$2,535,000	100.00%	\$2,535,000	\$0
TOTAL	\$35,124,267	\$35,124,267	\$38,523,851	\$39,028,702	98.71%	\$38,523,851	-\$504,851

General Corporate Fund FY2015 Expenditure Final Report

February	FY2014 YTD 2-28-15	FY2014 Total - 13 Month Budget	FY2015 - YTD 2-29-16	FY2015 Budget	Projected % to be Spent	Projected \$\$ to be Spent	\$ Difference to Original Budget
PERSONNEL							
Regular Salaries & Wages	\$15,167,038	\$15,167,038	\$14,655,506	\$14,916,605	98.25%	\$14,655,506	-\$261,099
SLEP Salaries	\$7,145,960	\$7,145,960	\$6,474,771	\$6,519,005	99.32%	\$6,474,771	-\$44,234
SLEP Overtime	\$571,914	\$571,914	\$428,923	\$449,141	95.50%	\$428,923	-\$20,218
Fringe Benefits	\$3,042,708	\$3,042,708	\$2,828,791	\$2,963,922	95.44%	\$2,828,791	-\$135,131
COMMODITIES							
Postage	\$241,637	\$241,637	\$173,009	\$213,542	81.02%	\$173,009	-\$40,533
Purchase Document Stamps	\$920,000	\$920,000	\$925,000	\$1,065,000	86.85%	\$925,000	-\$140,000
Gasoline & Oil	\$246,266	\$246,266	\$159,832	\$169,518	94.29%	\$159,832	-\$9,686
All Other Commodities	\$785,925	\$785,925	\$827,448	\$918,947	90.04%	\$827,448	-\$91,499
SERVICES							
Gas Service	\$469,933	\$469,933	\$283,196	\$383,124	73.92%	\$283,196	-\$99,928
Electric Service	\$814,835	\$814,835	\$832,886	\$832,887	100.00%	\$832,886	-\$1
Medical Services	\$850,079	\$850,079	\$741,350	\$785,543	94.37%	\$741,350	-\$44,193
All Other Services	\$4,514,136	\$4,514,136	\$4,852,981	\$5,193,160	93.45%	\$4,852,981	-\$340,179
CAPITAL							
Vehicles	\$248,960	\$248,960	\$299,952	\$299,953	100.00%	\$299,952	-\$1
All Other Capital	\$24,903	\$24,903	\$62,556	\$75,218	83.17%	\$62,556	-\$12,662
TRANSFERS							
To Capital Improvement Fund	\$778,662	\$778,662	\$765,305	\$765,305	100.00%	\$765,305	\$0
To All Other Funds	\$191,356	\$191,356	\$232,862	\$235,613	98.83%	\$232,862	-\$2,751
DEBT REPAYMENT	\$961,245	\$961,245	\$3,056,650	\$3,057,225	99.98%	\$3,056,650	-\$575
TOTAL	\$36,975,556	\$36,975,556	\$37,601,019	\$38,843,708	96.80%	\$37,601,019	-\$1,242,689

General Corporate Fund FY2015 Summary Final Report

FUND BALANCE 12/31/14	\$4,342,769	
BEGINNING FUND BALANCE % OF BUDGET -	11.18%	
	<i>Budgeted</i>	<i>Actual</i>
ADD FY2015 REVENUE	\$39,028,702	\$38,523,851
LESS FY2015 EXPENDITURE	\$38,843,708	\$37,601,019
Revenue to Expenditure Difference	\$184,994	\$922,832
FUND BALANCE PROJECTION - End FY2015	\$4,527,763	\$5,265,601
% OF 2015 Expenditure Budget	11.66%	14.00%
Ending Fund Balance as % of FY2016 Budget	\$35,868,369	14.68%

