



**CHAMPAIGN COUNTY BOARD
COMMITTEE OF THE WHOLE**

Finance/ Policy, Personnel, & Appointments/Justice & Social Services Agenda

County of Champaign, Urbana, Illinois

Thursday, November 10, 2016 – 6:30 p.m.

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

Agenda Items

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I. Call To Order

II. Roll Call

III. Approval of Agenda/Addenda

IV. Approval of Minutes

A. October 13, 2016

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V. Public Participation

VI. Communications

VII. Justice & Social Services

A. Monthly Reports – All reports are available on each department’s webpage through the department reports page at: <http://www.co.champaign.il.us/CountyBoard/Reports.php>

1. Animal Control – September 2016
2. Emergency Management Agency – September 2016 & October 2016
3. Head Start – October 2016
4. Probation & Court Services – September 2016 & 3rd Quarter Statistical Report
5. Public Defender – September 2016
6. Veterans’ Assistance Commission – September 2016

B. Other Business

C. Chair’s Report

VIII. Policy, Personnel, & Appointments

A. Appointments/Reappointments (*Italics Indicate Incumbent*)

1. Animal Control Administrator – 1 Position - Term 12/1/2016-11/30/2018 7-8
 - *Stephanie Joos*
2. Public Aid Appeals Committee – 1-R, 1D-alt Positions – Terms 12/1/2016-11/30/2018 9-12
 - *James Rusk (R)*
 - *Michelle Mayol (D) (alt)*
3. Nursing Home Board of Directors – 2 Positions – Terms 12/1/2016-11/30/2018 13-17
 - *Debra Busey*
 - *Mary Fraser Hodson*
4. Zoning Board of Appeals – 1 Position – Term 12/1/2016-11/30/2021 18-19
 - *Jim Randol*
5. Union Drainage District #3 for South Homer and Sidney – 1 Unexpired Term Ending 8/31/2017 20-22
 - Resignation of Robert Lee (*Information Only*)
 - Drainage District Attorney Recommendation (*Information Only*)
 - Applicant:
 - *Linda Lee Drozt*

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6. <u>Broadlands-Longview Fire Protection District – 1 Unexpired Term Ending 4/30/2019</u> Resignation of James Jones (<i>Information Only</i>) Applicants: <ul style="list-style-type: none">• Clayton Coulter• Shawn Walker• Bruce Block	23-26
7. <u>Prairie Creek Drainage District – 1 Unexpired Term Ending 8/31/2019</u> Resignation of Arlen Buhr (<i>Information Only</i>) <ul style="list-style-type: none">• Michael Buhr	27-28
B. <u>County Clerk</u>	
1. October 2016 Report	29
C. <u>Probation & Court Services</u>	
1. Request for Review and Evaluation of Court Services Drug Court Specialist Position by the Job Content Evaluation Committee	30
D. <u>County Administrator</u>	
1. Administrative Services Monthly Report – October 2016	31-33
2. Interim Report on Review of Responsible Bidder and Supplier Diversity Policies	34-56
3. County Board Calendar of Meetings for FY2017	57-59
4. 2017 Holiday Calendar (<i>Information Only</i>)	60
5. Job Content Evaluation Committee Recommendation for Supervisor of Assessments Sales Analyst/Office Manager and Appraiser/Analyst Positions	61-69
E. <u>Other Business</u>	
F. <u>Chair’s Report</u>	
1. Approval of Resolution Appointing County Administrator as Representative to Champaign County Economic Development Corporation	70
G. <u>Designation of Items to be Placed on the Consent Agenda</u>	
IX. <u>Finance</u>	
A. <u>Treasurer</u>	
1. Monthly Report – October 2016 – Reports are available on the Treasurer’s Webpage at: http://www.co.champaign.il.us/treasurer/Reports.php	
2. Resolution Authorizing the Cancellation of the Appropriate Certificate of Purchase on a Mobile Home, Permanent Parcel 29-050-0008	71-73
B. <u>Auditor</u>	
1. Monthly Report – October 2016 – Reports are available on the Auditor’s Webpage at: http://www.co.champaign.il.us/Auditor/countyboardreports.php	
C. <u>Nursing Home</u>	
1. Monthly Financial Report (<i>to be distributed</i>)	
2. 2017 Charges for Services at the Champaign County Nursing Home	74-75
D. <u>Budget Amendments/Transfers</u>	
1. Budget Transfer 16-00011 Fund/Dept. 619 Tax Sale Automation/026 County Treasurer	76

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Total Amount: \$5,000
Reason: Funds Transfer to Cover Expense of New Chief Deputy Training for December 2016

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| 2. | Budget Amendment 16-00048
Fund/Dept. 476 Self-funded Insurance/118 Property/Liability Insurance
Increased Appropriations: \$13,809
Increased Revenue: \$13,809
Reason: To Receive Funds from Pekin Insurance for Totaled Sheriff's Office Vehicle | 77 |
| 3. | Budget Amendment 16-00049
Fund/Dept. 621 St. Attorney Drug Forfeitures/041 St. Attorney
Increased Appropriations: \$7,500
Increased Revenue: None: from Fund Balance
Reason: Increase in Appropriations for Conferences & Training. Appropriations will come from Fund Balance | 78 |
| 4. | Budget Amendment 16-00050
Fund/Dept. 080 General Corporate/072 ADA Compliance
Increased Appropriations: \$173,000
Increased Revenue: None: from Fund Balance
Reason: Architect and Construction Contracts for ADA Interior Compliance at Brookens and the Courthouse | 79 |
| 5. | Budget Amendment 16-00051
Fund/Dept. 080 General Corporate/036 Public Defender
Increased Appropriations: \$69,232
Increased Revenue: None: from Fund Balance
Reason: Amendment Needed to Cover Benefit Payout of Twenty Year Employee Randall B. Rosenbaum | 80 |

E. County Administrator

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| 1. | FY2016 General Corporate Fund Projection Report <i>(to be distributed)</i> | |
| 2. | FY2016 General Corporate Fund Budget Change Report <i>(to be distributed)</i> | |
| 3. | Job Content Evaluation Committee Recommendation for Supervisor of Assessments Sales Analyst/Office Manager and Appraiser/Analyst Positions | 61-69 |
| 4. | Revised FY2017 Annual Tax Levy Ordinance: | 81-82 |
| | a. Option A | 83-86 |
| | b. Option B | 87-90 |
| 5. | Revised FY2017 Annual Budget & Appropriation Ordinance <i>(Discussion Only)</i> | |
| 6. | Issuance of Tax Anticipation Warrants for the Nursing Home | 91-104 |
| 7. | Unemployment Insurance Proposal | 105-107 |

G. Other Business

H. Chair's Report

I. Designation of Items to be Placed on the Consent Agenda

X. Other Business

XI. Adjournment

All meetings are at Brookens Administrative Center – 1776 E Washington Street in Urbana – unless otherwise noted. To enter Brookens after 4:30 p.m., enter at the north (rear) entrance located off Lierman Avenue.

Champaign County will generally, upon request, provide appropriate aids and services leading to effective communication for qualified persons with disabilities. Please contact Administrative Services, 217-384-3776, as soon as possible but no later than 48 hours before the scheduled meeting.