



**CHAMPAIGN COUNTY BOARD**  
**COMMITTEE OF THE WHOLE**  
**Finance/ Policy, Personnel, & Appointments/Justice & Social Services Agenda**  
County of Champaign, Urbana, Illinois  
Tuesday, April 11, 2017 – 6:30 p.m.

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

**Agenda Items**

**Page**

**I. Call To Order**

**II. Roll Call**

**III. Approval of Agenda/Addenda**

**IV. Approval of Minutes**

A. March 14, 2017

1-13

**V. Public Participation**

**VI. Communications**

**VII. Justice & Social Services**

A. Racial Justice Task Force Update Presentation

B. 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 – February 2017
2. Emergency Management Agency – March 2017
3. Head Start – March 2017
4. Probation & Court Services – February 2017
5. Public Defender – February 2017
6. Veterans’ Assistance Commission – February 2017 & March 2017

C. Other Business

D. Chair’s Report

**VIII. Policy, Personnel, & Appointments**

A. Appointments/Reappointments (*italics indicate incumbent*)

1. Appointment of County Board Member from District 1 to Replace John Jay

2. Fire Protection Districts –Term 5/1/2017-4/30/2020

- Broadlands-Longview – *Brian Thode*
- Eastern Prairie – *Linda Kates*
- Edge-Scott – *Jeremy Delanty*
- Ivesdale – *Denny Jayne*
- Ludlow - *Rodney Loschen*
- Ogden-Royal – *James Vickers*
- Philo – *Kevin Chalmers*
- St. Joseph-Stanton – *Howard Marsh*
- Sangamon Valley – *David Bright*
- Thomasboro – *William Kurth*
- Windsor Park – *Ruth Mitchell*
- Scott – *J. Chris Karr*
- Sadorus – *William Eckerty*
- Tolono – *Ann M. Jack Haluzak*

14-28

*Committee of the Whole Agenda*  
*Finance; Policy, Personnel, & Appointments; Justice & Social Services*  
*April 11, 2017*  
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| <u>Agenda Items</u>   | <u>Page</u> |
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| B. <u>County Board of Health</u>  |             |
| 1. Request Approval of an Ordinance Amending Fees Under the Health Ordinance of Champaign County  | 29-40       |
| C. <u>Sheriff</u>   |             |
| 1. Proclamation Designating the Week of May 7 <sup>th</sup> as National Correctional Officer Week   | 41          |
| 2. Proclamation Designating the Week of May 14 <sup>th</sup> as National Police Week  | 42          |
| D. <u>County Clerk</u>  |             |
| 1. March 2017 Report  | 43          |
| E. <u>County Administrator</u>  |             |
| 1. Administrative Services Monthly Report – March 2017  | 44-47       |
| F. <u>Other Business</u>  |             |
| 1. Appointment of Jon Rector to the County Facilities Committee to Replace Jim Goss   |             |
| G. <u>Chair’s Report</u>  |             |
| H. <u>Designation of Items to be Placed on the Consent Agenda</u>   |             |
| <b>IX. <u>Finance</u></b>   |             |
| A. <u>Treasurer</u>   |             |
| 1. Monthly Report – March 2017 – Reports are available on the Treasurer’s Webpage at:<br><a href="http://www.co.champaign.il.us/treasurer/Reports.php">http://www.co.champaign.il.us/treasurer/Reports.php</a>                |             |
| 2. Resolution Authorizing the County Board Chair to Assign Mobile Home Tax Sale Certificate of Purchase, Permanent Parcel 14-023-0094   | 48          |
| 3. Resolution Authorizing the Execution of a Deed of Conveyance of the County’s Interest or Cancellation of the Appropriate Certificate of Purchase, Permanent Parcel 30-21-03-304-014, 015                                   | 49          |
| 4. Resolution Authorizing the Execution of a Deed of Conveyance of the County’s Interest or Cancellation of the Appropriate Certificate of Purchase, Permanent Parcel 91-21-10-382-029  | 50          |
| 5. Resolution Authorizing the Execution of a Deed of Conveyance of the County’s Interest or Cancellation of the Appropriate Certificate of Purchase, Permanent Parcel 92-21-16-329-002  | 51          |
| B. <u>Auditor</u>   |             |
| 1. Monthly Report –March 2017 – Reports are available on the Auditor’s Webpage at:<br><a href="http://www.co.champaign.il.us/Auditor/countyboardreports.php">http://www.co.champaign.il.us/Auditor/countyboardreports.php</a> |             |
| 2. Update Concerning Champaign County Nursing Home Accounts Payable   | 52-53       |
| C. <u>Nursing Home</u>  |             |
| 1. Monthly Financial Report   | 54-63       |
| 2. Nursing Home Action Plan ( <i>Discussion Only</i> )  |             |
| D. <u>County Administrator</u>  |             |
| 1. Five-Year Financial Forecast for General Corporate & Public Safety Sales Tax Funds ( <i>to be distributed</i> )  |             |
| 2. Cable/Video Service Provider Fee Ordinance   | 64-69       |
| 3. Resolution Abating Taxes on File for Refunded and Retired Bonds  | 70-73       |
| E. <u>Other Business</u>  |             |
| F. <u>Chair’s Report</u>  |             |
| G. <u>Designation of Items to be Placed on the Consent Agenda</u>   |             |

**Agenda Items**

**Page**

**X. Other Business**

- A. Approval of Closed Session Minutes of March 14, 2017
- B. \*Closed Session pursuant to 5 ILCS 120/2(c)11 to consider litigation which is pending on behalf of Champaign County

**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.*

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4 **CHAMPAIGN COUNTY BOARD**  
5 **COMMITTEE OF THE WHOLE MINUTES**  
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7 **Finance; Policy, Personnel, & Appointments; Justice & Social Services**  
8 **Tuesday, March 14, 2017**  
9 **Lyle Shields Meeting Room**

10 **MEMBERS PRESENT:** Christopher Alix, Jack Anderson, Brad Clemmons, Lorraine  
11 Cowart, Shana Crews, Aaron Esry, Jim Goss, Stan Harper, Josh  
12 Hartke, Matt Hiser, Jim McGuire, Max Mitchell, Kyle Patterson,  
13 Patti Petrie, Jon Rector, Giraldo Rosales, Stephen Summers,  
14 James Tinsley, C. Pius Weibel

15 **MEMBERS ABSENT:** Robert King, Diane Michaels

16 **OTHERS PRESENT:** John Farney (Auditor), Tami Ogden (Deputy County  
17 Administrator/Finance), Barb Ramsey (Chief Deputy Auditor),  
18 Kay Rhodes (Administrative Assistant), Rick Snider (County  
19 Administrator), Dan Welch (Treasurer)

20 **CALL TO ORDER**

21  
22 Weibel called the meeting to order at 6:30 p.m.

23  
24 **ROLL CALL**

25  
26 Rhodes called the roll. Alix, Anderson, Clemmons, Cowart, Esry, Goss, Harper, Hartke,  
27 Hiser, McGuire, Michaels, Mitchell, Patterson, Petrie, Rector, Rosales, Summers, Tinsley, and  
28 Weibel were present at the time of roll call, establishing the presence of a quorum.

29  
30 **APPROVAL OF AGENDA/ADDENDA**

31  
32 **MOTION** by Mitchell to approve the Agenda/Addenda; seconded by Anderson. Weibel  
33 removed item VIII-E-5 because a candidate had not come forward for the Litigation Committee.  
34 **Motion carried with unanimous support.**

35  
36 **APPROVAL OF MINUTES**

37  
38 **MOTION** by Rosales to approve the minutes of February 14, 2017; seconded by Goss.  
39 **Motion carried with unanimous support.**

40  
41 **PUBLIC PARTICIPATION**

42  
43 There was no public participation.  
44  
45  
46  
47

48 **COMMUNICATIONS**

49

50 Tinsley announced that memorial services for Dr. Willie T. Summerville were scheduled  
51 for Wednesday, March 15, 2017, 4:30 p.m.-7:30 p.m. at Urbana High School; Thursday, March  
52 16, 2017 at 7:30 p.m., a concert will take place at Mount Olive Baptist Church; and Friday, March  
53 17, 2017 at 11:00 a.m. at the Vineyard Church of Urbana.

54

55 **JUSTICE & SOCIAL SERVICES**

56 **Community Reentry Quarterly Report – December 2016-February 2017**

57

58 The report was received and placed on file.

59

60 **Monthly Reports**

61

62 All reports were received and placed on file.

63

64 **Other Business**

65

66 **MOTION** by Rector that the Closed Session minutes of the Justice & Social Services  
67 Committee shall remain closed pursuant to Resolution No. 7969, a Resolution Establishing  
68 Procedures for Semi-Annual Review of Closed Session Minutes by the Champaign County  
69 Board; seconded by Esry. **Motion carried with unanimous support.**

70

71 **Chair's Report**

72

73 There was no Chair's report.

74

75 **POLICY, PERSONNEL, & APPOINTMENTS**

76 **Appointments/Reappointments**

77

78 **MOTION** by Weibel to recommend County Board approval of a resolution appointing  
79 Nancy Greenwalt to the Rural Transit Advisory Group, term 1/1/2017-12/31/2018; seconded by  
80 Esry. **Motion carried with unanimous support.**

81

82 **MOTION** by Weibel to recommend County Board approval of a resolution appointing  
83 Sister Karen Carlson to the Community Action Board, term 4/1/2017-3/31/2020; seconded by  
84 Cowart. **Motion carried with unanimous support.**

85

86 Crews entered the meeting at 6:43 p.m.

87

88 **County Board of Health**

89

90 **MOTION** by Petrie to recommend County Board approval of an ordinance amending fees  
91 under the Health Ordinance of Champaign County; seconded by Weibel. Jim Roberts of CUPHD  
92 and Julie Kumar, a member of the County Board of Health were available for questions.

93

## Committee of the Whole

Finance; Policy, Personnel, & Appointments; Justice & Social Services

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94 Clemmons stated that the Public Health Fund was strong last year as well as this year and  
95 questioned the use of out-of-state comparable counties to justify the proposed fee increases. He  
96 felt that area counties such as Vermillion, Douglas and Macon better represented comparable  
97 County fees. Clemmons cited the proposed 125% increase to septic permit fees as an example:  
98 listing the septic permit fees of Douglas - \$100; Vermillion - \$200; and Macon - \$250. He  
99 questioned why the Champaign County permit fee should be increased to \$450 along with many  
100 other proposed fee increases when the Public Health Fund seems to be very robust without the  
101 proposed increases.

102  
103 Roberts pointed out that the fund balance goal is to have 25%. The current fund balance  
104 is at 35% due to the property tax associated with the hospital, without that, the fund balance is at  
105 29%. Clemmons pointed out that this was still 4% above the desired goal.

106  
107 McGuire understood the desire to place responsibility of construction costs on the  
108 homeowner. However, to carry a reserve and continue to collect the levy without using the funds  
109 did not seem right.

110  
111 Roberts felt that this topic should be discussed and decided upon by the County Board of  
112 Health. McGuire pointed out that the County Board had final approval of the fees. He would like  
113 to see more detail as to the reasoning behind the proposed fee increases.

114  
115 Clemmons spoke of his own experience with CUPHD when he installed a septic system.  
116 He felt that a fee of \$200 was very reasonable for the services received. Roberts explained that  
117 they had reviewed the actual costs to CUPHD over a two-year period to process a permit and the  
118 average cost came out to approximately \$450.

119  
120 Clemmons also objected to the proposed increase to food service permits and the  
121 detrimental effect upon rural restaurant owners given the proposed increases for both food and  
122 septic permits.

123  
124 Esry asked if a CUPHD employee would be devoted to more timely inspections in the  
125 rural areas if the proposed fee structure were approved by the County Board. Roberts could not  
126 guarantee this request.

127  
128 Weibel pointed out that County Board members could put forth amendments to the  
129 proposed fee document. Petrie could not support the proposed amended fee structure without  
130 additional data in order to make a more informed decision.

131  
132 Alix encouraged County Board members to provide feedback to the County Board of  
133 Health before the April Committee of the Whole meeting.

134  
135 **MOTION by Petrie to defer until the April 11, 2017 Committee of the Whole meeting**  
136 **in order for more detailed information to be brought forth; seconded by Goss.**

137  
138 Goss requested a side-by-side comparison of the information. Roberts pointed out that the  
139 information could be found on the County website in the minutes for the County Board of Health.

140 Goss indicated that the County Board packet should contain all necessary information for  
141 members to make an informed decision. **Motion to defer carried.**

142  
143 County Clerk

144  
145 The February 2017 report was received and placed on file.

146  
147 County Administrator  
148 Monthly HR Report

149  
150 The February report was received and placed on file.

151  
152 Other Business

153  
154 **MOTION** by Weibel that the Closed Session minutes of the Policy, Personnel, &  
155 Appointments Committee shall remain closed pursuant to Resolution No. 7969, a Resolution  
156 Establishing Procedures for Semi-Annual Review of Closed Session Minutes by the Champaign  
157 County Board; seconded by Hiser. **Motion carried with unanimous support.**

158  
159 **OMNIBUS MOTION** by Weibel to appoint the following: Jim Goss to the Environment  
160 & Land Use Committee; Brad Clemmons to the Highway & Transportation Committee; and Max  
161 Mitchell as Vice Chair of the Highway & Transportation Committee; seconded by Esry. **Motion**  
162 **carried with unanimous support.**

163  
164 Chair's Report

165  
166 There was no Chair's report.

167  
168 Designation of Items to be Placed on the Consent Agenda

169  
170 Items A1-2; E2-4 were designated for the Consent Agenda.

171  
172 **FINANCE**  
173 Treasurer

174  
175 The Treasurer's report of February 2017 was received and placed on file.

176  
177 **OMNIBUS MOTION** by Weibel to recommend County Board Approval of resolutions  
178 authorizing the execution of deeds of conveyance of the County's interest or cancellation of the  
179 appropriate Certificates of Purchase on real estate, permanent parcel numbers: 01-35-30-206-010;  
180 14-03-36-301-001; 16-07-25-400-035; 19-27-23-458-001; 20-03-34-480-003; 20-09-01-178-  
181 020; 26-30-09-165-001; 20-09-01-179-007; 20-09-28-305-018; 22-31-07-451-013; 22-31-07-  
182 451-013; 30-21-15-205-040; 41-20-09-228-051; and 41-20-09-229-037; seconded by Mitchell.  
183 **Motion carried with unanimous support.**

184  
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187 Auditor

188

189 The Auditor's report of February 2017 was received and placed on file.

190

191 Board of Review

192

193 The 2016 Board of Review Annual report was received and placed on file.

194

195 Nursing Home

196

197 The Nursing Home monthly financial report was received and placed on file.

198

199 Farney was available for questions regarding his memorandum regarding the Nursing  
200 Home financial status. Petrie inquired about the early receipt of a Medicaid payment in March.  
201 Farney indicated that they had received a check on Friday, March 10, 2017 for approximately  
202 \$226,000. The Medicaid payments normally arrive at the end of the month and while it would  
203 assist with the current payroll issue, it only alleviated the financial situation in the short-term.

204

205 Petrie asked if there were any nursing home vendors who could no longer wait for  
206 payment. Farney indicated he knew of one vendor who was due approximately \$300,000 from  
207 the nursing home and this vendor had contacted the nursing home, MPA, and finally the Auditor's  
208 office as a courtesy to provide notice of impending debt collection procedures for payment of  
209 funds past due. Farney added that the County is also incurring an interest charge from this vendor  
210 of approximately \$3,500 per month. Farney noted that of the \$2.9 million due nursing home  
211 vendors, approximately \$40,000 is directly connected to finance/interest charges.

212

213 McGuire asked for further explanation regarding the current financial situation regarding  
214 the nursing home's payroll. Farney explained that the nursing home's current cash balance is  
215 approximately \$470,000; approximately \$260,000 is required for payroll by March 15, 2017 in  
216 order to pay employees on March 17, 2017. Throughout the rest of the month, the nursing home  
217 will continue to pay vendors. Some vendors take precedence due to contractual obligations. MPA  
218 has estimated that if the nursing home continues to pay these required contractual obligations,  
219 there will not be enough cash to make the March 31, 2017 payroll.

220

221 Goss asked for clarification regarding the current nursing home debt. MPA's financial  
222 report listed the debt as \$3.37 million at the end of January and the Auditor listed the approximate  
223 debt as \$2.9 million. Farney explained that MPA had included the loan for the recent replacement  
224 of the boiler and the debt service.

225

226 The Auditor's report on the Nursing Home's financial status was received and placed on  
227 file.

228 **MOTION** by Petrie to recommend County Board approval of a resolution authorizing the  
229 Nursing Home Interim Action Plan; seconded by Cowart.

230

231 Snider referred to his memo in the meeting packet and explained that the continuing  
232 backlog of Medicaid applications is creating an impact of over \$115,000 monthly revenue  
233 shortage on cash flow. The current projection provided by Management Performance Associates

## **Committee of the Whole**

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234 shows the nursing home fund balance falling to a negative position after accounts payable and  
235 payroll are processed for March 17, 2017.

236

237 The fund balance will drop to a negative position of -\$142,762 by the end of March, and  
238 a negative position of -\$257,762 by the end of April. In order to continue operations, CCNH has  
239 an immediate need of approximately \$400,000. The County Treasurer has indicated that he can  
240 make available \$150,000 from remaining levy funds secured by future revenue. This leaves a gap  
241 of \$250,000.

242

243 The outcome of the April vote on the two nursing home ballot questions will play a large  
244 part in Board decisions as to the future disposition of the home. There are three possible scenarios  
245 resulting from the election: 1) an increase in the nursing home operating levy is approved; 2)  
246 authorization to consider a sale or disposal of the nursing home is provided to the County Board;  
247 or 3) both questions are defeated.

248 Snider proposed the following interim plan of action until the outcome of the April  
249 referenda is known because the County has the obligation to maintain the home and to protect the  
250 health, safety, and welfare of the residents of the home.

251 1. Authorize the establishment of a temporary credit facility of \$250,000 to maintain  
252 payroll and critical services at CCNH. The funding for this facility would come from  
253 General Fund. Reimbursement to General Fund would occur in accordance with one  
254 of the anticipated scenarios prior to the end of FY2017.

255 2. Authorize the formation of a committee to manage the use of the credit facility. The  
256 committee would include the Treasurer, Auditor, County Administrator, and MPA  
257 representative. Each accounts payable run beginning March 17 and thereafter would  
258 require the written authorization of the County Administrator before processing.  
259 Furthermore, the committee would be granted leave to prioritize critical vendor  
260 payments and to direct MPA to suspend any expenditures that are deemed nonessential  
261 (e.g. travel, training, awards, etc.)

262

263 3. Implement budget relief measures. These would include:  
264 a. Increase private pay rates on long-term skilled nursing care by 10%. The  
265 revised rate of \$223.30 would remain at the low-end of the local skilled nursing  
266 facility market and ensure that patient care costs are fully recovered. It makes  
267 little sense to subsidize private pay rates at a time when the home is unable to  
268 make payroll.  
269 b. Authorize the County Administrator to enter negotiations with AFSCME to  
270 seek temporary wage adjustments.

271

272 Snider stated that the goal would be to reduce expenses by at least \$50,000-60,000 per  
273 month, or \$450,000-\$540,000 savings through the end of FY2017. Snider felt that the interim  
274 plan as presented would provide an improved opportunity to conserve cash and avoid additional  
275 accumulation of debt obligations.

276

## **Committee of the Whole**

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277 Anderson asked if the temporary wage adjustment would be focused on a particular group  
278 of employees or certain pay grades. Snider indicated that the lower wage employees would be  
279 exempt from temporary wage reductions.  
280

281 Petrie asked if the recommended private pay rate increase would cover the cost of care.  
282 Snider affirmed stating that the current cost is approximately \$220 per day. Goss asked if the loss  
283 of any private pay residents due to the proposed rate had been calculated into the fee increase  
284 analysis. Snider felt that even with the proposed increased rate the nursing home would remain at  
285 the low-end of the market.  
286

287 Weibel recommended an Ad-HOC committee to manage the use of the credit facility to  
288 include the Treasurer, Auditor, County Administrator, and a MPA representative as referenced in  
289 the plan. Snider agreed.  
290

291 Snider reviewed his second memo concerning scenario planning for the future direction  
292 of the Nursing Home. The three (3) primary scenarios for consideration were:  
293

- 294 Scenario 1: The nursing home levy increase to 10 cents is approved by voters;  
295 Scenario 2: The County Board is authorized to engage in a sale or disposal of the home; and  
296 Scenario 3: Both ballot questions are defeated with no additional authority for the Board.  
297

298 Snider added that a fourth scenario is possible, in which both ballot questions are approved  
299 by voters, however, he felt this would default back to the proposed actions in Scenario 1.  
300

### 301 Scenario 1

302 The first three years of the program would focus on financial recovery. As debts are  
303 retired, the focus can shift to deferred maintenance issues and establishment of an operating  
304 balance for the home. The County could begin addressing strategic capital expenditure  
305 requirements and continue to build working cash later on to stabilize the home. The County should  
306 move away from utilizing tax anticipation warrants as a method of paying its IMRF/FICA  
307 obligations. These should be paid out of current revenues as a fund balance is established over  
308 the next several years.  
309

310 The earliest opportunity to access funds approved through the tax levy increase occurs in  
311 December 2017. The County would issue a tax anticipation warrant (TAW) to borrow funds to  
312 pay creditors (including the County) and debt service. Knowledge that the funds will be available  
313 by the end of the year should ease concerns among the vendors. Snider estimated that  
314 approximately \$3 million should be available through the TAW. Whether that will be sufficient  
315 in the first year is not certain at this time as there are uncontrolled factors that could increase the  
316 demand for cash. In that case, it may be necessary to use an alternative debt instrument to generate  
317 the needed funds sooner.  
318

319  
320 *Chart on next page taken from County Administrator's handout regarding scenarios.*  
321  
322  
323

## Committee of the Whole

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| Obligation Payments  | Tax Anticipation Warrant Funds   | Comments   |
|--|--|--|
| <p><b>December 2017</b></p> <ul style="list-style-type: none"> <li>• \$1,000,000 IMRF/FICA</li> <li>• \$1,400,000 A/P (over 90 days)</li> <li>• \$500,000 County A/P</li> <li>• \$250,000 March 2017 short-term loan repayment</li> </ul>  | <p>Projected Levy: \$3,729,436<br/>TAW Available: \$3,170,021</p>  | <p>All available TAW funds will be needed to satisfy outstanding A/P and short-term loans.</p>   |
| <p><b>June 2018</b></p> <ul style="list-style-type: none"> <li>• \$232,802 boiler loan repayment</li> <li>• \$230,000 down payment on FY2016 debt service</li> </ul>   |  | <p>\$466,179 available from levy balance. Boiler loan balance reduced by DCEO reimbursement. No funds available after payment obligations.</p>   |
| <p><b>December 2018</b></p> <ul style="list-style-type: none"> <li>• \$1,100,000 IMRF/FICA</li> <li>• \$52,000 balance of FY2016 debt service</li> <li>• \$282,000 FY2017 debt service</li> <li>• \$282,000 FY2018 debt service</li> <li>• \$500,000 deferred maintenance</li> <li>• \$100,000 County A/P</li> </ul> | <p>Projected Levy: \$3,804,026 TAW Limit: \$3,233,422</p> <p>Actual TAW: \$2,316,000</p> <p>We can begin to borrow less than the maximum available from a TAW.</p> | <p>Payments include IMRF/FICA, the balance of the FY2016 debt service, catchup on FY2017 and FY2018 debt service, and any remaining A/P for County services.</p> <p>At this point, we can begin to set aside funds for deferred maintenance.</p> |
| <p><b>June 2019</b></p> <ul style="list-style-type: none"> <li>• \$560,000 IMRF/FICA</li> <li>• \$282,000 FY 2019 debt service</li> <li>• \$250,000 deferred maintenance</li> <li>• \$300,000 fund balance increment</li> </ul>  |  | <p>\$1,392,925 funds available from levy balance and unencumbered sources. IMRF/FICA begins semi-annual payment pattern, begin contributions to fund balance.</p>  |
| <p><b>December 2019</b></p> <ul style="list-style-type: none"> <li>• \$560,000 IMRF/FICA</li> </ul>  | <p>Projected Levy: \$3,880,106</p> <p>Actual TAW: \$560,000</p>  | <p>Pay second half of IMRF/FICA. Last year that TAW will be required.</p>  |

## **Committee of the Whole**

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| Obligation Payments  | Tax Anticipation Warrant                         | Comments  |
|--|--|---|
| <b>June 2020</b> <ul style="list-style-type: none"><li>• \$570,000 IMRF/FICA</li><li>• \$282,000 FY2020 debt service</li></ul> |  | \$3,320,106 funds available. Pay first half of IMRF/FICA. Pay IMRF/FICA from fund balance going forward.                |
| <b>December 2020</b>   | Projected Levy: \$3,957,708<br><br>No TAW issued | Continue building fund balance, funding deferred maintenance. Begin setting aside funds for strategic capital projects. |

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The County will need to work with the AFSCME bargaining units to attain wage concessions through the end of FY2017. Snider indicated that it would be impossible to avoid further borrowing to meet payroll and other obligations without generating economies through wage concessions and increased fees for private pay residents.

The AFSCME contracts expired on December 31, 2016 and are currently under negotiations. The County would hire a temporary administrator until a decision is made to pursue a long-term care management company or to hire County staff. It would also be essential to find a skilled business manager to oversee the financial operations of the home. One of the issues with the current model is the lack of financial transparency in vendor contracts and payments.

Esry asked if the proposed scenario actions included the receipt of state funding. Snider indicated the plans did not and felt it would not be in the County's best interest at this point to depend on any funding from the State of Illinois.

### Scenario 2

One of the concerns raised in connection with a sale is the potential for reduction of Medicaid services. As of March 3, 2017, the patient census is 165. Of this, approximately 111 patients, or 67% of census, receive Medicaid assistance or are Medicaid-eligible and are awaiting approval. A typical average Medicaid census among Illinois skilled nursing facilities is about 55%. Using that figure, the home would support a Medicaid census of 91 patients. However, a for-profit entity would also market the home to achieve a census as close to the home's capacity as possible to lower average per-patient costs. If the home were to reach capacity at 220 patients, the Medicaid census would rise to 121.

A reasonable target date for completion of a sale or disposal transaction is about 12 months from the time marketing of the home begins. Upon approval of the County Board, staff would initiate an RFP to solicit brokerage services to market CCNH and manage the offer and sale process.

Snider stated there were many positive aspects of the nursing home. CCNH is the largest skilled nursing facility in Champaign County, with the largest patient rooms in the area. It is also a newer facility than most of the others. The strong integration with Carle Foundation Hospital is also important for potential interested parties as this relationship provides an ongoing stream of referral business.

## **Committee of the Whole**

*Finance; Policy, Personnel, & Appointments; Justice & Social Services*

*Tuesday, March 14, 2017*

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360           However, the negative media stories and perception could also have a negative impact on  
361 a sale. The presence of a union within the home with strong successorship rights following a sale  
362 could also deter bidders, reducing the number of offers and lowering the ultimate sale price.  
363

364           Snider explained that a previous valuation of CCNH using a direct capitalization approach  
365 indicated an expected market value range of the home between \$10 million to \$12.7 million, or a  
366 range from \$46,000-\$58,000 per bed. This value is based upon a census range of 176-184 patients.  
367 Based upon the nursing home size, location, current payer mix, and net operating margins, the  
368 valuation used a capitalization rate of 13%.  
369

370           Snider said using a prior sale methodology, the value of the nursing home on a per-bed  
371 basis would be about \$45,000 per bed, or \$9.9 million. The last local comparable sale occurred  
372 in December 2012 in Savoy, Illinois. That 213-bed facility sold for \$11.5 million, or \$53,991 per  
373 bed.

374           Proceeds from a sale transaction would pay down debts. These include the \$3 million in  
375 accounts payable, \$2.5 million for the general obligation bond for the remediation work done  
376 following initial construction, and \$6.6 million in principal remaining on the original construction  
377 bond. Unreimbursed expenses during the transaction period could require additional cash.  
378

379           Snider added that during the sale of the Vermillion County nursing home, the board  
380 authorized a credit line of \$1 million for such expenses so we may expect a similar amount to be  
381 required. It may be possible to satisfy all outstanding debts with sale proceeds. However, should  
382 those fall short, it may be that the unsecured debts are paid first, and the general obligation bond  
383 paid next, before abating the debt service for the construction bond as that enjoys a dedicated  
384 revenue source for the retirement of the principal.  
385

386           Snider indicated that interim financing would be required during the period of soliciting  
387 and negotiating a transaction. It would be advisable to minimize expenses where possible to  
388 conserve cash using the same strategies within Scenario 1.  
389

390           Alix referenced the *Champaign County Nursing Home Strategic Options Study* submitted  
391 by Mr. Aldrich in February 2017, in which he had recommended a possible Joint Venture between  
392 Carle Foundation Hospital, Carle Clinic, Health Alliance, Presence Covenant Medical Center,  
393 Christie Clinic, and Champaign County, which would jointly create a new not-for-profit  
394 corporation to sponsor the Champaign County Nursing Home.  
395

396           Alix stated that it was his understanding that in order for any movement with this type of  
397 strategy, the referendum for the sale and/or disposal of the Nursing Home would need to pass.  
398 Alix envisioned scenarios in which the County would still need to borrow money in order to  
399 facilitate this type of strategy. Snider agreed that it was a possible alternative and they continue  
400 to have discussions with area health care facilities.  
401

### 402 Scenario 3

403           Snider continued the discussion with Scenario 3. In this scenario, both referenda questions  
404 are defeated (additional property tax, sale/disposal authorization). The County must decide what  
405 action to take to protect the well-being of CCNH residents and the County's finances. The  
406 County's only legal option is to downsize the patient population to a sustainable level.

## **Committee of the Whole**

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407 Snider explained that one of the first questions that will emerge is what will happen to  
408 patients currently residing at CCNH if downsizing is required. As of March 3, 2017, the patient  
409 census is 165. Of this, approximately 111 patients are Medicaid-approved (97) or Medicaid-  
410 eligible (14) awaiting approval. Other patients would fall under payer categories of Veterans  
411 Administration, Medicare, and private pay/private insurance.

412  
413 Snider stated that the most recent data from CMS that includes reported patient census, it  
414 appears that it may be possible to accommodate most patients at local facilities within Champaign  
415 County. Additional inquiries are required to verify capacity for intake. When a downsizing occurs,  
416 the Illinois Department of Human Services (DHS) would be expected to place a transition team  
417 to assist in placement of patients at alternative facilities.

418  
419 The Illinois Department of Public Health may have funding available to provide  
420 temporary assistance to homes willing to accept patients awaiting Medicaid benefit approval from  
421 DHS.

422 The State's Attorney has indicated that the County would have the ability to downsize the  
423 nursing home operation but would be required to meet state and possibly federal statutes that  
424 govern this action.

425  
426 The downsizing of the nursing home would occur in stages. Patients would be  
427 consolidated into units remaining in operation as vacancies developed to minimize staffing  
428 requirements.

429  
430 It will be necessary for the County to bargain with the employee union (AFSCME) to  
431 determine the effects of the downsizing. Any layoffs or furloughs in connection with downsizing  
432 must be coordinated with the union. The impending loss of jobs will result in continuing exits of  
433 personnel as they seek employment outside of the nursing home. It will be necessary to offer  
434 incentives or severance packages to retain key employees. Agency employees may also need to  
435 fill critical gaps where employees are not available.

436  
437 Snider added that another challenge of managing the downsizing of a home is the  
438 deterioration of payer mix. As patients leave the home, the first groups departing are the Medicare  
439 and private pay residents; these patients are the easiest to place at other facilities. Fixed costs will  
440 be distributed over a shrinking resident population, increasing the average daily expense per  
441 patient. It is essential to transfer patients out as expeditiously as possible until the target  
442 population is achieved.

443  
444 The nursing home has a current accounts payable just over \$3 million. The cost of  
445 employee benefit payouts will approach \$250,000 for TOPS and TOPSReserve alone. Additional  
446 funds will be required to provide incentives as previously mentioned for retention of key  
447 employees.

448  
449 Snider summarized the immediate financial issues facing the County. CCNH currently  
450 has approximately \$3 million past due in accounts payable and it has reached the end of credit  
451 limits with most of the vendors. If an increase in the tax levy is approved then it may ease vendors  
452 concerns and CCNH could work with them on payment plans.

453

## Committee of the Whole

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454 In the other two scenarios, CCNH could see demands increase for payment of debts. The  
455 General Fund balance has about \$4 million and with the nursing home debt, reaching almost \$3  
456 million it will deplete that balance. Snider asked the County Treasurer Welch to add to the  
457 discussion.

458  
459 Welch distributed copies of his monthly cash flow report. Welch stressed that the County  
460 Board should be contemplating what happens at the end of the year. He listed the debt service,  
461 the loan for the nursing home boiler replacement, and \$390,000 for accounts payable pointing out  
462 the additional loan of \$250,000 under consideration, bringing the total to approximately \$1.2-  
463 \$1.3 million. If this is not repaid by the beginning of next year, it will place a hole in the fund  
464 balance moving forward. **Motion carried with unanimous support.**

465  
466 **MOTION** by Hiser to recommend County Board approval of a resolution authorizing a  
467 short-term loan from the General Fund to the Champaign County Nursing Home Fund to protect  
468 public health and safety, protect public property, and to limit County liability; seconded by Petrie.

469  
470 Snider pointed out that an amended resolution had been brought forth for consideration.  
471 McGuire felt the additional language better represented what it is that the County Board wants to  
472 accomplish with this loan and the reasons for it.

473  
474 **MOTION to Amend** by McGuire recommending County Board approval of the amended  
475 resolution with additional language authorizing a short-term loan from the General Fund to the  
476 Champaign County Nursing Home Fund to protect public health and safety, protect public  
477 property, and to limit County liability; seconded by Weibel. **Motion to amend carried with**  
478 **unanimous support. Motion with amended resolution carried.**

479  
480 County Administrator  
481 General Corporate Fund Reports

482  
483 Ogden gave a brief presentation on the General Corporate Fund. Ogden drew attention to  
484 a comparison of the revenues and expenditures in FY2015 and FY2016. In 2015, the actual  
485 revenue was \$35,998,851 and in 2016, it was \$34,830,142, this figure includes surplus TIF  
486 leaving a difference of -\$1,158,710.

487  
488 Expenditures for FY2015 were \$35,033,959 and \$35,499,630 in FY2016 showing an  
489 increase of \$465,671. Personnel 1.5%; Commodities 0.9%; Services 1.6%; and Capital 1.7%  
490 represent expenditure growth in FY2016. The FY2015 Fund Balance was 14.7% and FY2016  
491 Fund Balance is 12.9%.

492  
493 RFP for Underwriting Services

494  
495 **MOTION** by Esry to authorize the release of an RFP for Underwriting Services; seconded  
496 by Hartke. **Motion carried with unanimous support.**

497  
498  
499  
500

## **Committee of the Whole**

*Finance; Policy, Personnel, & Appointments; Justice & Social Services*

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501 Other Business

502

503 **MOTION** by Weibel that all Closed Session minutes of the Finance Committee shall  
504 remain closed pursuant to Resolution No. 7969, a Resolution Establishing Procedures for Semi-  
505 Annual Review of Closed Session Minutes by the Champaign County Board; seconded by  
506 Summers. **Motion carried with unanimous support.**

507

508 Chair's Report

509

510 There was no Chair's report.

511

512 Designation of Items for the Consent Agenda

513

514 Items A2-14; D3; were designated for the Consent Agenda.

515

516 **OTHER BUSINESS**

517

518 **MOTION** by Alix to enter into closed session pursuant to 5 ILCS 120/2 (c) 11 to consider  
519 litigation, which is probable or imminent. He further moved that in addition to the County Board  
520 members, the following individuals remain present: the County Administrator, Deputy County  
521 Administrator, the County Treasurer, the County Auditor, and the Recording Secretary; seconded  
522 by Goss. **Motion carried unanimously.** Alix, Anderson, Clemmons, Cowart, Crews, Esry, Goss,  
523 Harper, Hartke, Hiser, McGuire, Mitchell, Patterson, Petrie, Rector, Rosales, Summers, Tinsley,  
524 and Weibel all voted in favor of the motion.

525

526 The Committee of the Whole entered into closed session at 9:00 p.m. The committee  
527 returned to open session at 9:15 p.m.

528

529 **ADJOURNMENT**

530

531 Chair Weibel adjourned the meeting at 9:16 p.m.

532

533 Respectfully submitted,

534

535

536 Kay Rhodes,

537 Administrative Assistant

538

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

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM  
Fire, Cemetery, Water, & Farmland Assessment

PLEASE TYPE OR PRINT IN BLACK INK

NAME: BRIAN L Thode

ADDRESS: 304 South Grant BROADLANDS IL 61816  
Street City State Zip Code

EMAIL: ThodeTV@hotmail.com PHONE: 217-834-3455

Check Box to Have Email Address Redacted on Public Documents

NAME OF APPOINTMENT BODY OR BOARD: Broadlands Longview Fire Protection District

BEGINNING DATE OF TERM: 2017 ENDING DATE: 2020

The Champaign County Board appreciates your interest in serving your community. A clear understanding of your background and philosophies will assist the County Board in establishing your qualifications. Please complete the following questions by typing or legibly printing your response. IN ORDER TO BE CONSIDERED FOR APPOINTMENT, OR REAPPOINTMENT, CANDIDATE MUST COMPLETE AND SIGN THIS APPLICATION.

1. What experience and background do you have which you believe qualifies you for this appointment?

I have twenty six years of business experience owning and operating  
a small business in the Village of Broadlands. I was town Board Member in the  
Village of Broadlands for twenty years. I have served on many committees.  
Involved in all aspects of village operations.

2. What is your knowledge of the appointed body's operations, property holdings, staff, taxes, and fees?

I have been involved with the fire District for nearly 40 years which  
included volunteer firefighter, fire chief, trustee for Broadlands Longview  
fire Protection District and currently serve as President. I am involved  
in all aspects including budget, tax levy, appropriation, ordinance, financial reports.  
ADID During last 5 years instrumental in building of 2 new firehouses in District.

3. Can you think of any relationship or other reason that might possibly constitute a conflict of interest if you are selected to serve on the appointed body for which you are applying? (This question is not meant to disqualify you; it is only intended to provide information.) Yes  No  If yes, please explain:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Brian Thode  
Signature

03/30/2017  
Date

**CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM**  
**Fire, Cemetery, Water, & Farmland Assessment**

**PLEASE TYPE OR PRINT IN BLACK INK**

**NAME:** Linda Kates

**ADDRESS:** 2307 N. Fifth Street Champaign IL 61822  
Street City State Zip Code

**EMAIL:** lindakates66@gmail.com **PHONE:** (217) 493-0601

Check Box to Have Email Address Redacted on Public Documents

**NAME OF APPOINTMENT BODY OR BOARD:** Eastern Prairie Fire Protection District

**BEGINNING DATE OF TERM:** May 1, 2017 **ENDING DATE:** 4/30/2020

The Champaign County Board appreciates your interest in serving your community. A clear understanding of your background and philosophies will assist the County Board in establishing your qualifications. Please complete the following questions by typing or legibly printing your response. **IN ORDER TO BE CONSIDERED FOR APPOINTMENT, OR REAPPOINTMENT, CANDIDATE MUST COMPLETE AND SIGN THIS APPLICATION.**

1. What experience and background do you have which you believe qualifies you for this appointment?  
I have been a member of the Eastern Prairie FPD Board since 1999.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. What is your knowledge of the appointed body's operations, property holdings, staff, taxes, and fees?  
I am familiar with the operations, staff and funding. I have been doing the bookkeeping/payroll/taxes....since 2009.

\_\_\_\_\_  
\_\_\_\_\_

3. Can you think of any relationship or other reason that might possibly constitute a conflict of interest if you are selected to serve on the appointed body for which you are applying? (This question is not meant to disqualify you; it is only intended to provide information.) Yes  No  If yes, please explain:

\_\_\_\_\_  
\_\_\_\_\_

Linda L. Kates  
Signature

3-9-2017  
Date

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM  
Fire, Cemetery, Water, & Farmland Assessment

PLEASE TYPE OR PRINT IN BLACK INK

NAME: Jeremy Delanty

ADDRESS: 403 Cassie Ave Urbana IL 61802  
Street City State Zip Code

EMAIL: \_\_\_\_\_ PHONE: 217-766-1119

Check Box to Have Email Address Redacted on Public Documents

NAME OF APPOINTMENT BODY OR BOARD: Edge-Scott Fire Protection District

BEGINNING DATE OF TERM: 5/1/17 ENDING DATE: 4/30/2020

The Champaign County Board appreciates your interest in serving your community. A clear understanding of your background and philosophies will assist the County Board in establishing your qualifications. Please complete the following questions by typing or legibly printing your response. IN ORDER TO BE CONSIDERED FOR APPOINTMENT, OR REAPPOINTMENT, CANDIDATE MUST COMPLETE AND SIGN THIS APPLICATION.

1. What experience and background do you have which you believe qualifies you for this appointment?

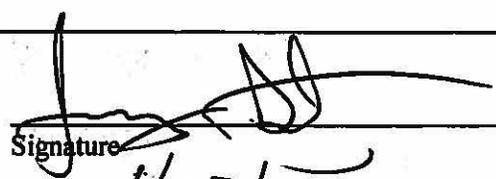
- 10 years Management experience
- Former Firefighter / EMT
- Born and raised in the district
- Bachelors of Art - Eastern IL. University

2. What is your knowledge of the appointed body's operations, property holdings, staff, taxes, and fees?

- Current Trustee
- Assisted with 2017 Budget
- Learning and completing Secretarial duties.

3. Can you think of any relationship or other reason that might possibly constitute a conflict of interest if you are selected to serve on the appointed body for which you are applying? (This question is not meant to disqualify you; it is only intended to provide information.) Yes  No  If yes, please explain:

\_\_\_\_\_  
\_\_\_\_\_

  
Signature

1/23/2017  
Date

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM  
Fire, Cemetery, Water, & Farmland Assessment

PLEASE TYPE OR PRINT IN BLACK INK

NAME: Denny Jayne

ADDRESS: 302 Colburn St Jvesdale IL 61851  
Street City State Zip Code

EMAIL: Denny Jayne1@gmail.com PHONE: 217-722-4474

Check Box to Have Email Address Redacted on Public Documents

NAME OF APPOINTMENT BODY OR BOARD: Trustee Jvesdale Fire Protection

BEGINNING DATE OF TERM: MAY 1 2017 ENDING DATE: 4/30/2020

The Champaign County Board appreciates your interest in serving your community. A clear understanding of your background and philosophies will assist the County Board in establishing your qualifications. Please complete the following questions by typing or legibly printing your response. IN ORDER TO BE CONSIDERED FOR APPOINTMENT, OR REAPPOINTMENT, CANDIDATE MUST COMPLETE AND SIGN THIS APPLICATION.

1. What experience and background do you have which you believe qualifies you for this appointment?

TRUSTEE FOR SEVERAL YEARS FOR FIRE DEPART.

2. What is your knowledge of the appointed body's operations, property holdings, staff, taxes, and fees?

TRUSTEE FOR SEVERAL YEARS

3. Can you think of any relationship or other reason that might possibly constitute a conflict of interest if you are selected to serve on the appointed body for which you are applying? (This question is not meant to disqualify you; it is only intended to provide information.) Yes  No  If yes, please explain:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Denny Jayne  
Signature

JAN 27-17  
Date

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM  
Fire, Cemetery, Water, & Farmland Assessment

PLEASE TYPE OR PRINT IN BLACK INK

NAME: Rodney Losekow

ADDRESS: 2146 CR 3500 N Ludlow IL 60949  
Street City State Zip Code

EMAIL: \_\_\_\_\_ PHONE: 217-396-7301

Check Box to Have Email Address Redacted on Public Documents

NAME OF APPOINTMENT BODY OR BOARD: Ludlow Fire Protection District

BEGINNING DATE OF TERM: May 1 2017 ENDING DATE: Apr. 30, 2020

The Champaign County Board appreciates your interest in serving your community. A clear understanding of your background and philosophies will assist the County Board in establishing your qualifications. Please complete the following questions by typing or legibly printing your response. IN ORDER TO BE CONSIDERED FOR APPOINTMENT, OR REAPPOINTMENT, CANDIDATE MUST COMPLETE AND SIGN THIS APPLICATION.

1. What experience and background do you have which you believe qualifies you for this appointment?

15 yrs as fireman 3 yrs as trustee

2. What is your knowledge of the appointed body's operations, property holdings, staff, taxes, and fees?

3 yrs as trustee

3. Can you think of any relationship or other reason that might possibly constitute a conflict of interest if you are selected to serve on the appointed body for which you are applying? (This question is not meant to disqualify you; it is only intended to provide information.) Yes  No  If yes, please explain:

\_\_\_\_\_

Rodney Losekow  
Signature

Nov. 14, 2017  
Date

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM  
Fire, Cemetery, Water, & Farmland Assessment

PLEASE TYPE OR PRINT IN BLACK INK

NAME: JAMES D Wickers

ADDRESS: 163 Elwin Dr Ogden IL 61859  
Street City State Zip Code

EMAIL: jjwickers@mail.illinois.com PHONE: 217 202-5135

Check Box to Have Email Address Redacted on Public Documents no

NAME OF APPOINTMENT BODY OR BOARD: ORFPD - Ogden Royal

BEGINNING DATE OF TERM: 5/1/17 ENDING DATE: 4/30/2020

The Champaign County Board appreciates your interest in serving your community. A clear understanding of your background and philosophies will assist the County Board in establishing your qualifications. Please complete the following questions by typing or legibly printing your response. IN ORDER TO BE CONSIDERED FOR APPOINTMENT, OR REAPPOINTMENT, CANDIDATE MUST COMPLETE AND SIGN THIS APPLICATION.

1. What experience and background do you have which you believe qualifies you for this appointment?

Ben on board 15 years

2. What is your knowledge of the appointed body's operations, property holdings, staff, taxes, and fees?

All of it

3. Can you think of any relationship or other reason that might possibly constitute a conflict of interest if you are selected to serve on the appointed body for which you are applying? (This question is not meant to disqualify you; it is only intended to provide information.) Yes  No  If yes, please explain:

\_\_\_\_\_

\_\_\_\_\_

James D Wickers Pres.  
Signature

1-20-17  
Date

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM  
Fire, Cemetery, Water, & Farmland Assessment

PLEASE TYPE OR PRINT IN BLACK INK

NAME: KEVIN ROBERT CHALMIERS

ADDRESS: 306 EMERALD LANE, PHILO IL 61864  
Street City State Zip Code

EMAIL: A\_Powers\_98@yahoo.com PHONE: 217-441-2927

Check Box to Have Email Address Redacted on Public Documents

NAME OF APPOINTMENT BODY OR BOARD: Philo Fire Protection District

BEGINNING DATE OF TERM: MAY 1, 2017 ENDING DATE: April 30, 2020

The Champaign County Board appreciates your interest in serving your community. A clear understanding of your background and philosophies will assist the County Board in establishing your qualifications. Please complete the following questions by typing or legibly printing your response. IN ORDER TO BE CONSIDERED FOR APPOINTMENT, OR REAPPOINTMENT, CANDIDATE MUST COMPLETE AND SIGN THIS APPLICATION.

1. What experience and background do you have which you believe qualifies you for this appointment?

I have served as a Philo Fire Protection District Trustee for 3 terms. I work as a financial accountant, preparing budgets, financial reports, tax reviews. My accounting & business experience spans more than 25 years

2. What is your knowledge of the appointed body's operations, property holdings, staff, taxes, and fees?

Having served the Fire district for 9 years as a Trustee, I have a complete understanding of the funding, expenses, building, equipment and vehicles. I prepare the budget, and lead review of the tax levy.

3. Can you think of any relationship or other reason that might possibly constitute a conflict of interest if you are selected to serve on the appointed body for which you are applying? (This question is not meant to disqualify you; it is only intended to provide information.) Yes  No  If yes, please explain:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Kevin Chalmers  
Signature

1-20-17  
Date

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM  
Fire, Cemetery, Water, & Farmland Assessment

PLEASE TYPE OR PRINT IN BLACK INK

NAME: Howard E. Marsh

ADDRESS: 402 East Douglas St. Joseph IL 61873  
Street City State Zip Code

EMAIL: hemarsh15@yahoo.com PHONE: 217-377-7539

Check Box to Have Email Address Redacted on Public Documents

NAME OF APPOINTMENT BODY OR BOARD: St Joseph Stanton Fire Protection Dist

BEGINNING DATE OF TERM: April 30, 2017 ENDING DATE: April 20, 2020  
old Term April 23 2014 April 30-2017

The Champaign County Board appreciates your interest in serving your community. A clear understanding of your background and philosophies will assist the County Board in establishing your qualifications. Please complete the following questions by typing or legibly printing your response. IN ORDER TO BE CONSIDERED FOR APPOINTMENT, OR REAPPOINTMENT, CANDIDATE MUST COMPLETE AND SIGN THIS APPLICATION.

1. What experience and background do you have which you believe qualifies you for this appointment?

Been in Fire Service for 43 years, 6 years as Trustee as  
Lieutenant Firefighter. Am Skill Paramedic work for local Ambulance  
Service. Managed, ordering, and making decisions everyday  
have lived in St Joseph Ill, Life & Family also. Managed a  
Grocery store for 18 years, Am Acls, Pals, CPR instruction & BLS class

2. What is your knowledge of the appointed body's operations, property holdings, staff, taxes, and fees?

Been in and Abroad Day today operations of Fire Service, Assist with  
other Trustees and Public Fireman ordering equipment, and  
Spend money only for Safety of the people of Village and make sure  
Property we have make all Fireman safe and the right equipment  
to help do their job. Best to their abilities As a homeowner

3. Can you think of any relationship or other reason that might possibly constitute a conflict of interest if you are selected to serve on the appointed body for which you are applying? (This question is not meant to disqualify you; it is only intended to provide information.) Yes  No  If yes, please explain:

In the Village & Parents and Family Farm in Distrist along  
with many Relatives & Friends

Howard E Marsh  
Signature

1/21/2017  
Date



February 13, 2017

C. Pius Weibel, Chairman  
Champaign County Board  
1776 E Washington Street  
Urbana, IL 61802-4581

RE: Sangamon Valley Fire Protection District Trustee

Dear County Board Chair Weibel:

This letter is to communicate our preference for the Sangamon Valley Fire Protection District (SVFPD) Trustee position up for appointment. We request that you re-appoint David E. Bright to the upcoming term.

Dave has been a Trustee of the District for the last six years, and someone we have personally worked with the last 27 years. Each of us transitioned from Firefighter to Trustee. We look forward to continuing to serve with him as a Trustee.

We appreciate you considering our input, and if you have any question please feel free to contact us.

Sincerely,

Roger Ponton Jr.  
Trustee  
SVFPD  
217-417-4893

Handwritten signature of Roger Ponton Jr.

Douglas Enos  
Trustee  
SVFPD  
217-778-3393

Handwritten signature of Douglas Enos.

**CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM**  
**Fire, Cemetery, Water, & Farmland Assessment**

**PLEASE TYPE OR PRINT IN BLACK INK**

**NAME:** David Bright

**ADDRESS:** 230 County Rd 3400 N Foosland IL 61843  
Street City State Zip Code

**EMA** \_\_\_\_\_ **PHONE:** 217-369-3263

Check Box to Have Email Address Redacted on Public Documents

**NAME OF APPOINTMENT BODY OR BOARD:** Sangamon Valley Fire Protection District

**BEGINNING DATE OF TERM:** 05/01/2017 **ENDING DATE:** 04/30/2020

The Champaign County Board appreciates your interest in serving your community. A clear understanding of your background and philosophies will assist the County Board in establishing your qualifications. Please complete the following questions by typing or legibly printing your response. **IN ORDER TO BE CONSIDERED FOR APPOINTMENT, OR REAPPOINTMENT, CANDIDATE MUST COMPLETE AND SIGN THIS APPLICATION.**

1. What experience and background do you have which you believe qualifies you for this appointment?  
I have served as a trustee of the department for 6 years. Prior to being appointed Trustee I held the positions of firefighter and Assistant Chief on the department. I have served the community, with SVFPD, for 27 years.

2. What is your knowledge of the appointed body's operations, property holdings, staff, taxes, and fees?  
I have direct knowledge of the district as a trustee for the last six years.

3. Can you think of any relationship or other reason that might possibly constitute a conflict of interest if you are selected to serve on the appointed body for which you are applying? (This question is not meant to disqualify you; it is only intended to provide information.) Yes  No  If yes, please explain:

David Bright  
Signature

2-13-17  
Date

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM  
Fire, Cemetery, Water, & Farmland Assessment

PLEASE TYPE OR PRINT IN BLACK INK

NAME: WILLIAM KURTH

ADDRESS: PO Box 411, 100 Eads St., THOMASBORO IL 61878  
Street City State Zip Code

EMAIL: BOBK58@aol.com PHONE: 217-643-7191, 217-979-2202  
 Check Box to Have Email Address Redacted on Public Documents

NAME OF APPOINTMENT BODY OR BOARD: THOMASBORO FIRE PROTECTION DISTRICT

BEGINNING DATE OF TERM: MAY 1, 2017 ENDING DATE: APRIL 30, 2020

The Champaign County Board appreciates your interest in serving your community. A clear understanding of your background and philosophies will assist the County Board in establishing your qualifications. Please complete the following questions by typing or legibly printing your response. IN ORDER TO BE CONSIDERED FOR APPOINTMENT, OR REAPPOINTMENT, CANDIDATE MUST COMPLETE AND SIGN THIS APPLICATION.

1. What experience and background do you have which you believe qualifies you for this appointment?

I SERVED ON THE DEPARTMENT FOR TEN YEARS AND HAVE BEEN A TRUSTEE FOR TWENTY FIVE. I HAVE BEEN A SCHOOL ADMINISTRATOR WORKING WITH BUDGETS, TAX LEVYS, PURCHASING, BOOK KEEPING, PERSONNEL ADMINISTRATION, PUBLIC RELATIONS, ETC. I HAVE SERVED SEVERAL TERMS ON THE THOMASBORO VILLAGE BOARD.

2. What is your knowledge of the appointed body's operations, property holdings, staff, taxes, and fees?

HAVING SERVED AS A FIREFIGHTER AND TRUSTEE FOR A NUMBER OF YEARS, I AM KNOWLEDGABLE OF ALL ASPECTS OF THE DISTRICT. I HAVE SERVED AS PRESIDENT, TREASURER AND SECRETARY OF THE BOARD AT VARIOUS TIMES DUE TO UNUSUAL CIRCUMSTANCES, ONE YEAR I WAS PRESIDENT OF THE BOARD AND BOOKKEEPER AND KEPT THE BOARD MINUTES. YES, I KNOW OF ALL THE ABOVE.

3. Can you think of any relationship or other reason that might possibly constitute a conflict of interest if you are selected to serve on the appointed body for which you are applying? (This question is not meant to disqualify you; it is only intended to provide information.) Yes  No  If yes, please explain:

William Kurth  
Signature

March 3, 2017  
Date

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM  
Fire, Cemetery, Water, & Farmland Assessment

PLEASE TYPE OR PRINT IN BLACK INK

NAME: RUTH MITCHELL

ADDRESS: 3 REGENT COURT CHAMPAIGN IL 61820  
Street City State Zip Code

EMAIL: \_\_\_\_\_ PHONE: 217-419-9460

Check Box to Have Email Address Redacted on Public Documents

NAME OF APPOINTMENT BODY OR BOARD: WINDSOR PARK Fire Protection District Board

BEGINNING DATE OF TERM: May 1, 2017 ENDING DATE: April 30, 2020

The Champaign County Board appreciates your interest in serving your community. A clear understanding of your background and philosophies will assist the County Board in establishing your qualifications. Please complete the following questions by typing or legibly printing your response. IN ORDER TO BE CONSIDERED FOR APPOINTMENT, OR REAPPOINTMENT, CANDIDATE MUST COMPLETE AND SIGN THIS APPLICATION.

1. What experience and background do you have which you believe qualifies you for this appointment?

Have served on this board as secretary previously, and  
am a resident of Windsor Park.  
Otherwise, no experience is required for this position.

2. What is your knowledge of the appointed body's operations, property holdings, staff, taxes, and fees?

I am fully aware of all of the above.

3. Can you think of any relationship or other reason that might possibly constitute a conflict of interest if you are selected to serve on the appointed body for which you are applying? (This question is not meant to disqualify you; it is only intended to provide information.) Yes  No  If yes, please explain:

Ruth S. Mitchell  
Signature

January 27, 2017  
Date

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM  
Fire, Cemetery, Water, & Farmland Assessment

PLEASE TYPE OR PRINT IN BLACK INK

NAME: J. CHRIS KARR

ADDRESS: 1411 CR 300E Seymour IL. 61875  
Street City State Zip Code

EMAIL: Karrfarm49@prairiainet.net PHONE: 217-687-2602

Check Box to Have Email Address Redacted on Public Documents

NAME OF APPOINTMENT BODY OR BOARD: Scott Fire Protection District

BEGINNING DATE OF TERM: \_\_\_\_\_ ENDING DATE: \_\_\_\_\_

The Champaign County Board appreciates your interest in serving your community. A clear understanding of your background and philosophies will assist the County Board in establishing your qualifications. Please complete the following questions by typing or legibly printing your response. IN ORDER TO BE CONSIDERED FOR APPOINTMENT, OR REAPPOINTMENT, CANDIDATE MUST COMPLETE AND SIGN THIS APPLICATION.

1. What experience and background do you have which you believe qualifies you for this appointment?

I started as Secretary of Scott FD replacing MARY Whipp from Seymour, 15 yrs ago. I am currently President. I am a landowner, have farmed 37 years. in Champaign & Piatt Co. Scott Fire levys money from both Counties.

2. What is your knowledge of the appointed body's operations, property holdings, staff, taxes, and fees?

I have directed by preparing a tentative Budget Ordinance by the Scott FD Board, followed up by approving the Budget Ordinance. Scott F.D. is a "Paper District" as we levy monies, then divide tax dollars between "Seymour Fire Dept. & Bondville F.D." Both Non-FOR Profit Corporations

3. Can you think of any relationship or other reason that might possibly constitute a conflict of interest if you are selected to serve on the appointed body for which you are applying? (This question is not meant to disqualify you; it is only intended to provide information.) Yes  No  If yes, please explain:

J. Chris Karr  
Signature

3.17.17  
Date

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM  
Fire, Cemetery, Water, & Farmland Assessment

PLEASE TYPE OR PRINT IN BLACK INK

NAME: William B. Eckerty

ADDRESS: POB 21 Sadorus IL 61872  
Street City State Zip Code

EMAIL: \_\_\_\_\_ PHONE: 217 778 6834

Check Box to Have Email Address Redacted on Public Documents

NAME OF APPOINTMENT BODY OR BOARD: Sadorus Fire Protection District

BEGINNING DATE OF TERM: 1 May 2017 ENDING DATE: 30 April 2020

The Champaign County Board appreciates your interest in serving your community. A clear understanding of your background and philosophies will assist the County Board in establishing your qualifications. Please complete the following questions by typing or legibly printing your response. IN ORDER TO BE CONSIDERED FOR APPOINTMENT, OR REAPPOINTMENT, CANDIDATE MUST COMPLETE AND SIGN THIS APPLICATION.

1. What experience and background do you have which you believe qualifies you for this appointment?

I have been a firefighter and Trustee in this District for many years.

2. What is your knowledge of the appointed body's operations, property holdings, staff, taxes, and fees?

I have been Treasurer of the District for many years. I write the checks to pay the bills, so I am very familiar with District operations.

3. Can you think of any relationship or other reason that might possibly constitute a conflict of interest if you are selected to serve on the appointed body for which you are applying? (This question is not meant to disqualify you; it is only intended to provide information.) Yes  No  If yes, please explain:

My son, Marc Eckerty, is the Fire Chief. I recuse myself from any discussions or votes affecting him personally.

William B Eckerty  
Signature

Jan. 23, 2017  
Date

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM  
Fire, Cemetery, Water, & Farmland Assessment

PLEASE TYPE OR PRINT IN BLACK INK

NAME: ANN M. JACK HALUZAK

ADDRESS: 603 E Washington Tolono IL 61880  
Street City State Zip Code

EMAIL: \_\_\_\_\_ M PHONE: (217) 841-1119

Check Box to Have Email Address Redacted on Public Documents

NAME OF APPOINTMENT BODY OR BOARD: Trustee Tolono Fire Protection District

BEGINNING DATE OF TERM: ~~5/1/17~~ 5/1/17 ENDING DATE: ~~4/30/2020~~ 4/30/2020

The Champaign County Board appreciates your interest in serving your community. A clear understanding of your background and philosophies will assist the County Board in establishing your qualifications. Please complete the following questions by typing or legibly printing your response. IN ORDER TO BE CONSIDERED FOR APPOINTMENT, OR REAPPOINTMENT, CANDIDATE MUST COMPLETE AND SIGN THIS APPLICATION.

1. What experience and background do you have which you believe qualifies you for this appointment?

I have been a trustee for twelve years.  
I have recieved advanced trustee training from  
the Illinois Association of Fire Protection Districts  
I have worked in public safety for 26 years

2. What is your knowledge of the appointed body's operations, property holdings, staff, taxes, and fees?

I have excellent knowledge of the districts  
operations, property & equipment, membership,  
yearly tax receipts and payments. I attend  
training each year to get updates on laws & requirements  
for Fire Protection District

3. Can you think of any relationship or other reason that might possibly constitute a conflict of interest if you are selected to serve on the appointed body for which you are applying? (This question is not meant to disqualify you; it is only intended to provide information.) Yes  No  If yes, please explain:

My husband, Ken Haluzak, is Asst Chief of TFPD, All  
budget requests come from the Chief however.

My current employer is the Illinois Fire Service Institut,  
I abstain from voting to spend  
money on classes I am  
involved with.

Ann M. Jack Haluzak  
Signature

1-25-17  
Date



**Public Health**  
Prevent. Promote. Protect.

**Champaign County  
Public Health Department**

**To:** Champaign County Board

**From:** Jim Roberts, Director of Environmental Health *DR*  
Champaign-Urbana Public Health District

**Date:** December 16, 2016

**Re:** An Ordinance Amending Fees for the Champaign County Public Health Department

**Background**

Per ordinance, the Board of Health shall annually review the fee schedule to determine its sufficiency and efficacy in promoting the purposes of the ordinance. Additionally, per ordinance, the Board of Health shall set fee amounts that recover, on average, and in the aggregate, as much as possible the full cost, including fully apportioned indirect expenses, incurred in providing a specific service or of administering and enforcing specific provisions, without the fees being in its judgment, unduly burdensome or so high that they would discourage compliance or conflict with the purposes of the ordinance.

The Board of Health recognizes that there is some volatility in future funding through grants. For example, it was unknown until late in the State of Illinois FY2016 if the Illinois Department of Public Health's Local Health Protection Grant (\$125,403) was going to be received.

The Board of Health has not changed the fee structure or fees for the Private Sewage Disposal Program or the Potable Water Supply Program (minus the addition in 2015 of the new required closed loop well services) since the start of local health department activities in 1998. In the Food Protection Program, the fee structure also has not changed since the start of local health department activities in 1998; however, fee amounts have increased in steps since 1998, e.g. Category I fee was \$150 in 1998 and is \$400 in 2016.

**Analysis**

For each program, the Board of Health reviewed the required activities as listed in the Illinois Department of Public Health's Program Standards; historical program numbers; two-year actual, average expenditures; average cost per permit issued (water well and on-site sewage disposal); and

revenue, including the percentages based on local property taxes, Illinois Department of Public Health Local Health Protection Grant (LHPG), and local fees.

For comparison with other county health departments, the Board of Health reviewed fee structure and fees with two sets of local health departments. The first set was from Illinois and included McLean County, Sangamon County, and Peoria City/County. The second set included counties in similar metropolitan statistical areas (Champaign County Economic Development Corporation, October 2011) that included McLean County, IL; Ann Arbor/Washtenaw County, MI; Madison/Dane County, WI, and Bloomington/Monroe County, IN.

After comparing, the Board of Health reviewed fee structure and fees. In addition to retaining the current fee structures, there are additional fee-based activities and added fee structure based on scale or type so that one fee does not fit all sizes. Also, fees were changed to ensure that services are appropriately paid for by users and in the cases of private property infrastructure (e.g. water wells and septic systems), the goal is to have no taxes (local property and LHPG) subsidizing the installation. Highlights for each program include:

#### **Private Sewage Disposal Program**

1. Adding new fee-based activities of "additional compliance inspection," "construction or operations without applicable permit," and "repair/replacement of a single component."
2. Adding new fee structure based on scale for non-residential system size (as is current practice, the fee for a residential system is the same, independent of size).
3. Increasing construction and inspection permit fees for septic systems to approximate health department's average expenditure with reduced/no tax subsidy.

#### **Potable Water Supply Program**

1. Adding new fee-based activities of "additional compliance inspection," "construction or installation operations without approved permit," and "variance."
2. Keeping the recently added (2015) closed loop well construction fee structure and fees the same.
3. Increasing construction permit and inspection fee for water wells to approximate health department's average expenditure with reduced/no tax subsidy.

#### **Food Protection Program**

1. Rejecting my proposed "incentive fee" rebate to encourage posting of inspection notice placards, thus keeping annual operating permit fees the same or pending approval of size-based fees, an increase for medium (\$30) and large size (\$50 ) establishments.
2. Adding new fee-based activities, e.g. fees for additional "correction verification after two visits", "more than two plan review on-site final scheduled inspections," "late return of permit application for not-for-profit," "variance," "late return of Major Correction Violation Form," "construction/remodeling before plans submitted", "more than two plan revisions submitted for review", and "plan review fee for Special Processes."



3. Adding size-based fee scale for Annual Operating Permits. Size, square feet (sq. ft.) as determined in Footnote <sup>5</sup> of the table, with fee increments for Annual Operating Permits using the current Category classification. E.g. currently same fee is charged for inspections for a dollar store grocery and a big-box grocery store. Fees for the smallest sq. ft. remain the same, while the medium and largest sq. ft. would increase \$30 and \$50 respectively.
4. Readjusting the sq. ft. scale ranges/fees for plan review and adding a fee for < 100 sq. ft. plans.
5. Changing the Re-inspection (follow-up enforcement) fee from \$25/hour to a flat fee of \$200.
6. Keeping temporary permit fees the same, but increasing late application by \$25 to \$50.
7. Keeping 'no fee' for qualifying not-for-profit food establishments.

#### **Budget Impact**

1. Increasing the private sewage disposal and potable water programs' fees for construction permits and inspections for private property infrastructure will reduce the tax subsidy (goal is \$0). Tax dollars remain for the 'no fee' required program activities.
2. Taxes for these programs could also then be used to fund other programs, e.g. to keep plan review fees below actual expenditures to not discourage new business development; to fund other core programs, e.g. communicable disease; or to increase other program activities, e.g. mosquito surveillance. For example, using the proposed fees with the FY2015 permit numbers would have increased fee income by \$28,350 (\$19,150 private sewage + \$9,200 potable water).
3. Increased income from Annual Operating Permits based on sq. ft. has not been determined because the food establishment sq. ft. frequency distribution is unknown at this time. (I did not want to spend staff time calculating sq. ft. if you did not approve sq. ft. as a scale. However, to get an idea of the distribution, from April 01-July 31, 83% of new proposed food establishments in the county jurisdiction were between 1-1000 sq. ft. which is the small size group). Any fee increase would help reduce the percentage of tax dollars used to support the program which is about 58.4 per cent.
4. Increasing the fees also reduces the impact of inflation of 48.1% from 1998 to 2016 (<http://www.usinflationcalculator.com/>).

#### **Recommendation**

The proposed program fee structures and fees will update the Champaign County Public Health Department from 1998 to 2016. It will fulfill the Board of Health's charge to review the fee schedule to determine its sufficiency and efficacy in promoting the purposes of the Health Ordinance. The proposed ordinance amending the fees is attached.

#### **Options**

1. Approve AN ORDINANCE AMENDING FEES UNDER THE HEALTH ORDINANCE OF CHAMPAIGN COUNTY effective January 2017.
2. Continue to operate with the existing fee structure and fees as in Ordinance No. 975.



ORDINANCE NO. \_\_\_\_

**AN ORDINANCE ~~ESTABLISHING~~ AMENDING FEES UNDER THE HEALTH ORDINANCE OF CHAMPAIGN COUNTY**

~~WHEREAS, the Champaign County Public Health Department was created by referendum passed on November 4, 1996;~~

~~WHEREAS, the Champaign County Board adopted Resolution Number 3812, Resolution Establishing a County Health Department on April 15, 1997 and the Champaign County Board correspondingly appointed a Board of Health;~~

WHEREAS, the Champaign County Board adopted Ordinance No. 969, *Health Ordinance of Champaign County, Illinois*, on November 10, 2015; and

WHEREAS, the Champaign County Board, through the *Health Ordinance of Champaign County, Illinois*, sub-paragraphs 12.1.2 and 12.2.1.3, authorized and directed the Board of Health to establish a fee for any service provided or action required to administer and enforce that Ordinance, and to annually review the fee schedule to determine its sufficiency and its efficacy in promoting the purposes of that Ordinance; and

WHEREAS, the Champaign County Board adopted Ordinance No. 975, *An Ordinance Establishing Fees Under the Health Ordinance of Champaign County, Illinois*, on December 17, 2015; and

WHEREAS, the Board of Health has determined that the fee schedule requires changes and additions in order to meet the goals of the *Health Ordinance of Champaign County, Illinois*

NOW, THEREFORE, BE IT ORDAINED by the Board of Health of the Champaign County Public Health Department that the following is and shall be the amended fee schedule for the *Health Ordinance of Champaign County, Illinois*:

**FEE SCHEDULE FOR HEALTH ORDINANCE OF CHAMPAIGN COUNTY, ILLINOIS**

- ~~A. PLAN REVIEW FEES (FOOD SERVICE ESTABLISHMENTS) Plan review fees are based on square footage of food service areas (ex: kitchen, food storage, bars, wait stations, soda stations, etc.) Also include toilet rooms and outside storage sheds.~~
- ~~a. NEW CONSTRUCTION OR CONVERSION OF EXISTING STRUCTURES:~~
- ~~i. 100 to 1,000 square feet ----- \$200~~
  - ~~ii. Over 1,000 to 10,000 square feet ----- \$300~~
  - ~~iii. Over 10,000 to 50,000 square feet ----- \$400~~
  - ~~iv. Over 50,000 square feet and up ----- \$500~~
- ~~b. EXTENSIVE REMODEL OR CHANGE OF OWNER: 75% or greater of (a)~~
- ~~i. 100 to 1,000 square feet ----- \$150~~
  - ~~ii. Over 1,000 to 10,000 square feet ----- \$225~~
  - ~~iii. Over 10,000 to 50,000 square feet ----- \$300~~

- iv. ~~Over 50,000 square feet and up~~ — \$375
- e. ~~MINOR REMODEL: less than 75% of (a)~~
  - i. ~~100 to 1,000 square feet~~ — \$100
  - ii. ~~Over 1,000 to 10,000 square feet~~ — \$150
  - iii. ~~Over 10,000 to 50,000 square feet~~ — \$200
  - iv. ~~Over 50,000 square feet and up~~ — \$250
- B. ~~ANNUAL OPERATING PERMIT FEES (FOOD SERVICES)~~ Annual permit fee should not be submitted until your facility is ready to open. Please do not submit it with your plan review information.
  - a. ~~Category 1~~ \$400 (December 1 — May 31) — \$200 (June 1 — November 30)
  - b. ~~Category 2~~ \$300 (December 1 — May 31) — \$150 (June 1 — November 30)
  - c. ~~Category 3~~ \$150 (December 1 — May 31) — \$75 (June 1 — November 30)
- C. ~~SPECIAL FEES (FOOD SERVICES)~~
  - a. ~~Temporary Events (one day)~~ — \$50
  - b. ~~Temporary Events (two to fourteen consecutive days)~~ — \$75
  - c. ~~Reinspection Fee~~ — \$25 per hour
  - d. ~~Permit Reinstatement Fee~~ — \$50
  - e. ~~Health Permit (replacement copy)~~ — \$5
  - f. ~~Food Code Book (replacement copy)~~ — \$8
  - g. ~~Late Fee~~ — \$25
- D. ~~SEWAGE PROGRAM FEES~~
  - a. ~~Private Sewage System Construction Permit~~ — \$200
  - b. ~~Variance~~ — \$200
  - c. ~~Sewage Code Book~~ — \$8
  - d. ~~Plat Review~~ — 1-10 lots — \$200  
Each lot over 10 — \$15
- E. ~~WATER PROGRAM FEES~~
  - a. ~~Private Water Well Construction~~
    - i. ~~Permit~~ — \$100
    - ii. ~~Inspection Fee~~ — \$100
  - b. ~~Closed Loop Well System (new or modification)~~
    - i. ~~Construction Permit~~
      - 1. ~~\$100 for the first 10 boreholes~~
      - 2. ~~\$10 for each additional borehole~~
    - ii. ~~Inspection~~
      - 1. ~~Residential~~ — \$150
      - 2. ~~Non-residential~~ — \$300
  - c. ~~Water Well Testing for Non-valid Public Health Reasons (coliform only)~~ — \$49
- F. ~~MISCELLANEOUS FEES~~
  - a. ~~Insufficient Funds Fee~~ — \$25
  - b. ~~Freedom of Information Act Copying Fees~~
    - i. ~~Black & white, letter or legal size~~ — 1-50 pages — Free  
51<sup>st</sup> page — \$0.15 per page
    - ii. ~~Color, letter or legal size~~ — Actual cost of copies
    - iii. ~~Other media~~ — Actual cost of media

~~This FEE SCHEDULE shall be effective immediately upon its ratification.~~

~~The Champaign County Health Department shall cause this Fee Schedule to be published in whatever form the *Health Ordinance of Champaign County, Illinois*, is or will be published, including but not limited to posting the Fee Schedule at the offices of the Champaign County Health Department, in a place or places readily apparent to the public, and on the website of the Champaign County Health Department.~~

~~\_\_\_\_\_ PRESENTED, PASSED, APPROVED and RECORDED this \_\_\_\_\_ day of  
December, A.D. 2015.~~

\_\_\_\_\_  
Chair  
Champaign County Board of Health

ATTEST:

\_\_\_\_\_  
Gordy Hulten, County Clerk  
and ex-officio Clerk of the  
Champaign County Board

ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE AMENDING FEES UNDER THE  
HEALTH ORDINANCE OF CHAMPAIGN COUNTY**

**WHEREAS**, the Champaign County Board, through Ordinance No. 969, the *Health Ordinance of Champaign County, Illinois*, sub-paragraphs 12.1.2 and 12.2.1.3, authorized and directed the Board of Health to establish a fee for any service provided or action required to administer and enforce that Ordinance, and to annually review the fee schedule to determine its sufficiency and its efficacy in promoting the purposes of that Ordinance;

**WHEREAS**, the Champaign County Board adopted Ordinance No. 975, *An Ordinance Establishing Fees Under the Health Ordinance of Champaign County, Illinois*, on December 17, 2015; and

**WHEREAS**, the Champaign County Board of Health has determined that the fee schedule requires changes and additions in order to meet the goals of the *Health Ordinance of Champaign County, Illinois* and has recommended such changes to the Champaign County Board;

**NOW, THEREFORE, BE IT ORDAINED** by the Champaign County Board that the following is and shall be the amended fee schedule for the *Health Ordinance of Champaign County, Illinois* effective on the date provided below:

**FEE SCHEDULE FOR HEALTH ORDINANCE OF CHAMPAIGN COUNTY, ILLINOIS**

*[This space intentionally blank.]*

| <b>Private Sewage Disposal Program</b>   | <b>Fee</b>  |
|--|---|
| Complaint investigations   | No fee  |
| Consultation and education (office or on-site)                                   | No fee  |
| <b>Pumping Contractor Activities</b>   |   |
| Complaint investigation  | No fee  |
| Hauling equipment inspection   | No fee  |
| Land application site inspection   | No fee  |
| Storage facility inspection  | No fee  |
| <b>Construction Activities</b>   |   |
| Construction permit with compliance inspection (maximum 2 on-site visits)        |   |
| Residential  | \$450   |
| Non-residential 1-500 gallons/day (GPD)  | \$600   |
| Non-residential 501-1500 GPD   | \$750   |
| Non-residential 1501+ GPD  | \$900   |
| Additional compliance inspection   | \$150   |
| Construction or operation without applicable permit                              | 2 x construction permit with inspection or repair/replacement fee |
| Repair/replacement of a single component (construction permit with 1 inspection) | \$300   |
| Variance   | \$200   |
| <b>Subdivision Plat Review</b>   |   |
| 1-10 lots  | \$200   |
| Each lot over 10   | \$15/lot  |

*[This space intentionally blank.]*

| <b>Potable Water Supply Program</b>   | <b>Fee</b>                     |
|---|--------------------------------|
| <b>Water Well Construction</b>  |                                |
| Construction permit (Illinois statute)  | \$100                          |
| Compliance inspection (maximum 2 on-site visits)                                  | \$300                          |
| <b>Water Well Sampling</b>  |                                |
| Valid public health significance (illness, infant, new, or investigation)         | No fee                         |
| Other requests: sampling and testing (coliform only)                              | \$49                           |
| <b>Closed Loop Well Construction</b>  |                                |
| Construction permit (Illinois code)<br>1-10 bore holes (+ per bore hole after 10) | \$100 (+ \$10)                 |
| Compliance inspection--residential  | \$150                          |
| Compliance inspection--non-residential  | \$300                          |
| <b>Non-community Transient Water Supplies (NCTS)</b>                              |                                |
| Biennial field inspection   | No fee                         |
| Monitoring required water testing   | No fee                         |
| <b>Other</b>  |                                |
| Additional compliance inspection  | \$150                          |
| Complaint investigations  | No fee                         |
| Consultation or education (office or on-site)                                     | No fee                         |
| Construction or installation without approved permit                              | 2x permit with inspection fees |
| Sealing permit for abandoned water wells and closed loop wells                    | No fee                         |
| Variances   | \$200                          |

*[This space intentionally blank.]*

| <b>Food Protection Program</b>                        |  | <b>Fee</b>   |       |
|---|--|--|-------|
| <b>Annual Operating Permit (AOP) <sup>1 2 3</sup></b> |  |  |       |
|   | <b>Category I <sup>14</sup></b>  | sq. ft. <sup>5</sup>   |       |
|   |  | 1-1000   | \$400 |
|   |  | 1001-3000  | \$430 |
|   |  | >3000  | \$450 |
|   | <b>Category II <sup>14</sup></b>   | sq. ft. <sup>5</sup>   |       |
|   |  | 1-1000   | \$300 |
|   |  | 1001-3000  | \$330 |
|   |  | >3000  | \$350 |
|   | <b>Category III <sup>14</sup></b>  | sq. ft. <sup>5</sup>   |       |
|   |  | 1-1000   | \$150 |
|   |  | 1001-3000  | \$180 |
|   |  | >3000  | \$200 |
| <b>Plan Review <sup>3 4</sup></b>                     |  | sq. ft. <sup>5-6</sup>   |       |
|   | <b>New Construction <sup>7</sup></b>   |  |       |
|   |  | 1-1000   | \$200 |
|   |  | 1001-2000  | \$250 |
|   |  | 2001-3000  | \$300 |
|   |  | 3001-5000  | \$350 |
|   |  | >5000  | \$400 |
|   | <b>Remodel <sup>8</sup></b>  | 75% of New Construction sq. ft. fee                              |       |
|   | <b>Equipment replacement or finish repair <sup>9</sup></b>   | No fee   |       |
|   | <b>Construction/remodeling that begins before plans have been submitted and date stamped</b>                       | 2x New Construction sq. ft. fee                                  |       |
|   | <b>Resubmitted or modified plans after plan approval</b>   | 50% of New Construction sq. ft. fee per each revision            |       |
|   | <b>More than two plan revisions required for review and approval</b>   | 50% of New Construction sq. ft. fee per each revision            |       |
|   | <b>More than two on-site scheduled final inspections</b>   | \$150 each inspection  |       |
|   | <b>Plan review consultations/follow-ups (office or on-site) <sup>10</sup></b>                                      | No fee   |       |
|   | <b>Plan Review fee for Special Processes <sup>11</sup> with HACCP Plan (per Special Process) as part of an AOP</b> | \$100/hour in 15 minute increments; incorporate process into AOP |       |
| <b>Temporary Permit <sup>3</sup></b>                  |  |  |       |
|   | <b>One Day</b>   | \$50   |       |
|   | <b>2-14 Days</b>   | \$75   |       |
|   | <b>Late (less than 72 hours prior to day of event) application and/or fee submitted</b>                            | \$50   |       |

| <b>Food Protection Program – Other Fees <sup>3</sup></b> |  | <b>Fee</b>              |
|--|--|-------------------------|
|  | Correction verification <sup>12</sup> after 2 visits (follow-up enforcement) | \$75 each visit         |
|  | Insufficient funds--Returned check   | \$35                    |
|  | Late payment of AOP  | \$250                   |
|  | Late return of AOP application for not-for-profit                            | \$10                    |
|  | Late return of Major Violation Correction Form                               | \$10/CUPHD business day |
|  | Re-inspection (follow-up enforcement)  | \$200                   |
|  | Reinstatement (after closure)  | \$50                    |
|  | Replacement of AOP (paper copy)  | \$5                     |
|  | Replacement of Food Code (paper copy)  | \$0.02 per printed page |
|  | Variance   | \$200                   |
| <b>No Fee Activities</b>                                 |  |                         |
| Complaint Investigation                                  |  | No fee                  |
| Consultations  |  | No fee                  |
| Correction Verification <sup>12</sup> ≤ 2 visits         |  | No fee                  |
| Disaster Response  |  | No fee                  |
| Enforcement Actions <sup>11</sup>                        |  | No fee                  |
| Food Safety Education                                    |  | No fee                  |
| Illness Surveillance and Investigation                   |  | No fee                  |

**Food Protection Program Footnotes**

- <sup>1</sup> AOP is valid for 1 year from December 1st-November 30th.
- <sup>2</sup> AOP fee prorated at 50% if AOP issued between June 1st and November 30th.
- <sup>3</sup> All fees are non-refundable except where allowed in Section 12.3 in Health Ordinance No. 969.
- <sup>4</sup> Does not include AOP and fee is valid for one (1) year from date received.
- <sup>5</sup> Sq. ft. = area under health permit, including but limited to kitchen, bar, wait/service stations, food/single-service item storage, employee/public toilet rooms, mechanical merchandise area, & garbage storage.
- <sup>6</sup> If mobile unit, then combine mobile + commissary area.
- <sup>7</sup> Includes facilities not previously permitted as a food establishment; previously permitted, but now an Inactive facility; or if a new additional permit is added to a currently permitted facility.
- <sup>8</sup> Includes changes to an Active status food establishment to the physical space, finish surfaces, equipment addition, or equipment installation as a result in a change of menu, change in food preparation or service procedures, or change in equipment "footprint". It does not include redecorating, cosmetic refurbishing, or altering seating design.
- <sup>9</sup> Equipment, finish surface, or infrastructure minor repair, service or maintenance; "like-for-like" equipment exchanges; and additions of minor equipment that require no installation or modifications of existing fixtures (such as countertop "plug-in" equipment, equipment or finishes.
- <sup>10</sup> Limited to approval or disapproval and discussing solution options, but no layout design.
- <sup>11</sup> As identified in the current FDA Food Model Code.
- <sup>12</sup> Of a procedure, equipment check, or items on the Major Violation Correction Form.
- <sup>13</sup> Except penalty in Chapter 11 of Health Ordinance of Champaign County, No. 969.
- <sup>14</sup> Relates to the types of food and food preparation, as defined in the Illinois Food Code.

**This FEE SCHEDULE shall be effective upon passage.**

**The Champaign County Health Department shall cause this Fee Schedule to be published in whatever form the *Health Ordinance of Champaign County, Illinois*, is or will be published, including but not limited to posting the Fee Schedule at the offices of the Champaign County Health Department, in a place or places readily apparent to the public, and on the website of the Champaign County Health Department.**

**PRESENTED, PASSED, APPROVED and RECORDED this \_\_\_\_\_ day of January  
A.D. 2017.**

\_\_\_\_\_  
**Chair  
Champaign County Board**

**ATTEST:**

\_\_\_\_\_  
**Gordy Hulten, County Clerk  
and ex-officio Clerk of the  
Champaign County Board**

RESOLUTION NO. \_\_\_\_\_

RESOLUTION APPROVING THE PROCLAMATION DESIGNATING THE WEEK OF  
MAY 7<sup>th</sup> AS NATIONAL CORRECTIONAL OFFICER WEEK

WHEREAS, the Congress and President of the United States have designated the week of May 7<sup>th</sup> as National Correctional Officer Memorial Week; and

WHEREAS, the members of the Champaign County Sheriff's Office play an essential role in the Criminal Justice System; and

WHEREAS, the contributions they make to American law enforcement, while not highly visible, are substantial. These men and women are responsible for ensuring the custody, control, and safety of inmates held in U.S. jails and prisons. Directly supervising the incarceration and rehabilitation of criminal offenders, correctional officer are an essential part of our Nation's criminal justice system; and

WHEREAS, the general public should fully appreciate correctional officers' capable handling of the physical and emotional demands made upon them daily. Their profession requires careful and constant vigilance, and the threat of violence is always present. At the same time, these dedicated employees try to improve the living conditions of those who are being confined; and

WHEREAS, the men and women of the Champaign County Sheriff's Office unceasingly provide a vital public service.

NOW, THEREFORE, IT IS PROCLAIMED by the Champaign County Board, that the County Board calls upon all citizens of Champaign County and upon all patriotic, civic and educational organizations to observe the week of May 7<sup>th</sup> through May 13<sup>th</sup>, 2017, as Correctional Officer Week with appropriate observance which all of our people may join in commemorating correctional officers, past and present, who, by their faithful and loyal devotion to their responsibilities, have rendered a dedicated service to their communities and, in so doing, have established for themselves an enviable and enduring reputation for preserving the rights and security of all citizens.

IT IS FURTHER PROCLAIMED, that the Champaign County Board calls upon all citizens of Champaign County to observe the week of May 7<sup>th</sup> as National Correctional Officer Week in honor of those correctional officers who, through their courageous deeds, have made the ultimate sacrifice in service to their community or have become disabled in the performance of duty, and let us recognize and pay respect to the survivors of our fallen heroes.

PRESENTED, ADOPTED, APPROVED and RECORDED this \_\_\_\_ day of \_\_\_\_\_ A.D. 2017.

\_\_\_\_\_  
C. Pius Weibel  
Champaign County Board

ATTEST: \_\_\_\_\_  
Gordy Hulten, County Clerk  
and ex-officio Clerk of the  
Champaign County Board

RESOLUTION NO. \_\_\_\_\_

RESOLUTION APPROVING THE PROCLAMATION DESIGNATING THE WEEK OF  
MAY 14<sup>th</sup> AS NATIONAL POLICE WEEK

WHEREAS, the Congress and President of the United States have designated the week of May 14<sup>th</sup> as Peace Officers' Memorial Week; and

WHEREAS, the members of the Champaign County Sheriff's Office play an essential role in safeguarding the rights and freedoms of the citizens of Champaign County; and

WHEREAS, it is important that all citizens know and understand the duties, responsibilities, hazards, and sacrifices of their law enforcement agency, and that members of our law enforcement agency recognize their duty to serve the people by safeguarding life and property, by protecting them against violence and disorder, and by protecting the innocent against deception and the weak against oppression; and

WHEREAS, the men and women of the Champaign County Sheriff's Office unceasingly provide a vital public service.

NOW, THEREFORE, IT IS PROCLAIMED by the Champaign County Board, that the County Board calls upon all citizens of Champaign County and upon all patriotic, civic and educational organizations to observe the week of May 14<sup>th</sup> through May 20<sup>th</sup>, 2017, as Police Week with appropriate ceremonies and observances in which all of our people may join in commemorating law enforcement officers, past and present, who, by their faithful and loyal devotion to their responsibilities, have rendered a dedicated service to their communities and, in so doing, have established for themselves an enviable and enduring reputation for preserving the rights and security of all citizens.

IT IS FURTHER PROCLAIMED, that the Champaign County Board calls upon all citizens of Champaign County to observe the 19<sup>th</sup> day of May, as Peace Officers' Memorial Day in honor of those law enforcement officers who, through their courageous deeds, have made the ultimate sacrifice in service to their community or have become disabled in the performance of duty, and let us recognize and pay respect to the survivors of our fallen heroes.

PRESENTED, ADOPTED, APPROVED and RECORDED this \_\_\_\_ day of \_\_\_\_\_, A.D. 2017.

\_\_\_\_\_  
C. Pius Weibel  
Champaign County Board

ATTEST: \_\_\_\_\_  
Gordy Hulten, County Clerk  
and ex-officio Clerk of the  
Champaign County Board



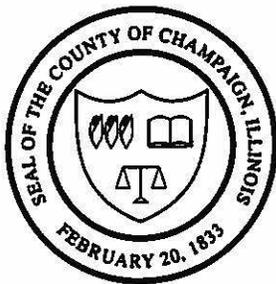
**Gordy Hulten**  
**Champaign County Clerk**  
Champaign County, Illinois

1776 East Washington Street  
Urbana, IL 61802  
Email: [mail@champaigncountyclerk.com](mailto:mail@champaigncountyclerk.com)  
Website: [www.champaigncountyclerk.com](http://www.champaigncountyclerk.com)

Vital Records: (217)384-3720  
Elections: (217)384-3724  
Fax: (217)384-1241  
TTY: (217)384-8601

**COUNTY CLERK**  
**MONTHLY REPORT**  
**MARCH**  
**2017**

|                           |                  |
|---------------------------|------------------|
| Liquor Licenses & Permits | 174.00           |
| Civil Union License       | 70.00            |
| Marriage License          | 5,880.00         |
| Interests                 | 31.28            |
| State Reimbursements      | -                |
| Vital Clerk Fees          | 26,153.50        |
| Tax Clerk Fees            | 7,404.25         |
| Refunds of Overpayments   | <u>65.65</u>     |
| <b>TOTAL</b>              | <b>39,778.68</b> |
| Additional Clerk Fees     | 1,640.00         |



OFFICE OF THE  
COUNTY ADMINISTRATOR

MONTHLY HR REPORT  
MARCH 2017

VACANT POSITIONS LISTING

| FUND        | DEPT | POSITION TITLE         | HOURLY RATE | REG HRS | REGULAR SALARY | FY 2017 HRS  | FY 2017 SALARY |
|-------------|------|------------------------|-------------|---------|----------------|--------------|----------------|
| 80          | 16   | Admin Assistant        | \$15.57     | 1950    | \$30,361.50    | 1950         | \$30,361.50    |
| 80          | 16   | Admin Assistant        | \$15.57     | 1950    | \$30,361.50    | 1950         | \$30,361.50    |
| 80          | 30   | Legal Clerk            | \$13.70     | 1950    | \$26,715.00    | 1950         | \$26,715.00    |
| 80          | 30   | Sr Legal Clerk         | \$14.52     | 1950    | \$28,314.00    | 1950         | \$28,314.00    |
| 80          | 40   | Clerk                  | \$13.70     | 1950    | \$26,715.00    | 1950         | \$26,715.00    |
| 80          | 41   | PT Legal Secretary     | \$14.52     | 780     | \$11,325.60    | 780          | \$11,325.60    |
| 80          | 71   | Senior Maint Wkr       | \$15.57     | 2080    | \$32,385.60    | 2080         | \$32,385.60    |
| 80          | 140  | Clerk                  | \$13.70     | 1950    | \$26,715.00    | 1950         | \$26,715.00    |
| 80          | 140  | Correctional Officer   | \$19.52     | 2080    | \$40,601.60    | 2080         | \$40,601.60    |
| 80          | 140  | Court Security Officer | \$18.15     | 2080    | \$37,752.00    | 2080         | \$37,752.00    |
| 80          | 140  | PT Master Control Ofcr | \$15.57     | 1040    | \$16,192.80    | 1040         | \$16,192.80    |
| 80          | 141  | Legal Secretary        | \$14.52     | 1950    | \$28,314.00    | 1950         | \$28,314.00    |
| 83          | 60   | Senior Engineer        | \$25.19     | 2080    | \$52,395.20    | 2080         | \$52,395.20    |
| 91          | 47   | Clerk                  | \$13.70     | 2080    | \$28,496.00    | 2080         | \$28,496.00    |
| 91          | 248  | PT Kennel Worker       | \$13.70     | 1040    | \$14,248.00    | 1040         | \$14,248.00    |
| 92          | 74   | Law Librarian          | \$17.16     | 1040    | \$17,846.40    | 1040         | \$17,846.40    |
| -- TOTAL -- |      |                        |             |         | \$448,739.20   | \$448,739.20 |                |

UNEMPLOYMENT REPORT

Notice of Claims received – 6

Nursing Home – 4

Head Start – 1

Coroner – 1

Benefit Determination - 7

WIA/RPC – 1 - approved

Nursing Home – 2 - denied

Nursing Home – 1 – approved

Head Start – 1 – approved

Head Start – 2 – denied

**PAYROLL REPORT**

MARCH PAYROLL INFORMATION

| <u>Pay Group</u> | <u>3/3/2017</u>  |                           | <u>3/10/2017 FCS RETRO</u> |                           |
|------------------|------------------|---------------------------|----------------------------|---------------------------|
|                  | <u>EE's Paid</u> | <u>Total Payroll \$\$</u> | <u>EE's Paid</u>           | <u>Total Payroll \$\$</u> |
| General Corp     | 498              | \$950,824.79              | 46                         | \$4,836.21                |
| Nursing Home     | 208              | \$221,392.94              |                            |                           |
| RPC/Head Start   | 225              | \$282,590.90              |                            |                           |
| <b>Total</b>     | <b>931</b>       | <b>\$1,454,808.63</b>     | <b>46</b>                  | <b>\$4,836.21</b>         |

| <u>Pay Group</u> | <u>3/17/2017</u> |                           | <u>3/31/2017</u> |                           |
|------------------|------------------|---------------------------|------------------|---------------------------|
|                  | <u>EE's Paid</u> | <u>Total Payroll \$\$</u> | <u>EE's Paid</u> | <u>Total Payroll \$\$</u> |
| General Corp     | 529              | \$935,439.69              | 509              | \$931,092.13              |
| Nursing Home     | 213              | \$228,756.70              | 214              | \$233,598.85              |
| RPC/Head Start   | 227              | \$278,164.30              | 227              | \$278,698.85              |
| <b>Total</b>     | <b>969</b>       | <b>\$1,442,360.69</b>     | <b>950</b>       | <b>\$1,443,389.83</b>     |

**HEALTH INSURANCE/BENEFITS REPORT**

Total Number of Employees Enrolled: 721

**General County Union:**

Single 203; EE+spouse 29; EE+child(ren) 79; Family 27; waived 53

**Nursing Home Union:**

Single 51; EE+spouse 9; EE+child(ren) 5; Family 2; waived 18

**Non-bargaining employees:**

Single 104; EE+spouse 43; EE+child(ren) 38; Family 10; waived 50

Life Insurance Premium paid by County: \$1,851.33

Health Insurance Premium paid by County: \$423,617.18

**TURNOVER REPORT**

Turnover is the rate at which an employer gains and loses employees. To get the best picture for turnover the calculations are based on rolling year averages.

**General County**

March 2017: 1.21% average over the last 12 months

March 2017: 7 out of 578 Employees left Champaign County: 6 resignations, 1 retirement

**WORKERS' COMPENSATION REPORT**

| Entire County Report                               | March<br>2017 | March<br>2016 |
|--|---------------|---------------|
| New Claims   | 10            | 7             |
| Closed   | 7             | 7             |
| Open Claims  | 34            | 32            |
| Year To Date Total<br>(On-going # of claims filed) | 23            | 37            |

**EEO REPORT**

Information provided based on EEO Tracking forms submitted by Applicant. Figures are for General County only.

| Mar 2017 Monthly EEO Report<br>General County Only | FT Master Control<br>Officer_Sheriff | PT Master Control<br>Officer_Sheriff | Clerk_Sheriff | Legal Clerk_Circuit Clerk | Legal Secretary_SAO |            |
|--|--------------------------------------|--------------------------------------|---------------|---------------------------|---------------------|------------|
| <b>Total Applicants</b>                            | <b>8</b>                             | <b>28</b>                            | <b>144</b>    | <b>85</b>                 | <b>45</b>           | <b>310</b> |
| <b>Male</b>  | <b>4</b>                             | <b>12</b>                            | <b>16</b>     | <b>16</b>                 | <b>5</b>            | <b>53</b>  |
| <b>Female</b>                                      | <b>4</b>                             | <b>16</b>                            | <b>128</b>    | <b>67</b>                 | <b>40</b>           | <b>255</b> |
| <b>Undisclosed</b>                                 | <b>0</b>                             | <b>0</b>                             | <b>0</b>      | <b>2</b>                  | <b>0</b>            | <b>2</b>   |
| <b>Hispanic or Latino</b>                          | <b>0</b>                             | <b>1</b>                             | <b>4</b>      | <b>3</b>                  | <b>1</b>            | <b>9</b>   |
| <b>White</b>                                       | <b>6</b>                             | <b>20</b>                            | <b>88</b>     | <b>52</b>                 | <b>34</b>           | <b>200</b> |
| <b>Black or African-American</b>                   | <b>1</b>                             | <b>6</b>                             | <b>39</b>     | <b>23</b>                 | <b>7</b>            | <b>76</b>  |
| <b>Native Hawaiian or Other Pacific Islander</b>   | <b>0</b>                             | <b>0</b>                             | <b>2</b>      | <b>0</b>                  | <b>0</b>            | <b>2</b>   |
| <b>Asian</b>                                       | <b>0</b>                             | <b>0</b>                             | <b>3</b>      | <b>2</b>                  | <b>1</b>            | <b>6</b>   |
| <b>American Indian or Alaska Native</b>            | <b>0</b>                             | <b>0</b>                             | <b>1</b>      | <b>0</b>                  | <b>0</b>            | <b>1</b>   |
| <b>Two or more races</b>                           | <b>0</b>                             | <b>1</b>                             | <b>5</b>      | <b>2</b>                  | <b>2</b>            | <b>10</b>  |
| <b>Undisclosed</b>                                 | <b>1</b>                             | <b>0</b>                             | <b>2</b>      | <b>3</b>                  | <b>0</b>            | <b>6</b>   |
| <b>Veteran Status</b>                              | <b>1</b>                             | <b>2</b>                             | <b>1</b>      | <b>1</b>                  | <b>1</b>            | <b>6</b>   |

**ADMINISTRATIVE SUPPORT to COUNTY BOARD REPORT**

|                     |    |                             |    |                     |   |
|---------------------|----|-----------------------------|----|---------------------|---|
| Agendas Posted      | 18 | Meetings Staffed            | 5  | Minutes Posted      | 9 |
|                     |    |                             |    |                     |   |
| Appointments Posted | 5  | Notification of Appointment | 2  | Contracts Posted    | 3 |
|                     |    |                             |    |                     |   |
| Calendars Posted    | 5  | Resolutions Prepared        | 30 | Ordinances Prepared | 0 |
|                     |    |                             |    |                     |   |

**RESOLUTION**



**RESOLUTION AUTHORIZING THE COUNTY BOARD CHAIR TO ASSIGN  
MOBILE HOME TAX SALE CERTIFICATE OF PURCHASE**

WHEREAS, pursuant to the authority of 35 ILCS 516/35 the County of Champaign, as Trustee for the Taxing Districts, has undertaken a program to collect delinquent mobile home taxes;

AND WHEREAS, pursuant to this program the County of Champaign, as Trustee for the Taxing Districts, has obtained a Tax Sale Certificate of Purchase as to the following described mobile home:

TRIANGLE MHP, 16 TRIANGLE

PERMANENT PARCEL NUMBER: 14-023-0094

**RECEIVED  
MAR 31 2017  
C. C. TREAS. OFF**

As described in certificates(s) : 61 sold October 2012

AND WHEREAS, pursuant to public auction sale, Wayne R Finckbone, c/o Tamra Whitecotton, Purchaser(s), has/have deposited the total sum of \$695.00 for the purchase of the said Certificate of Purchase and has/have requested that the County of Champaign assign to said Purchaser(s) the said Certificate of Purchase and all of the rights of Champaign County to obtain a Tax Certificate of Title as to the said mobile home and further, from said payment the County shall receive \$250.00 as a return for its certificates(s) of Purchase. The County Clerk shall receive \$0.00 for cancellation of certificate(s) and to reimburse for the charges advanced therefrom; the Auctioneer shall receive \$0.00 for services rendered; the Illinois Secretary of State shall receive the sum of \$95.00 for issuance of the Tax Certificate Title to said Purchaser(s); The Agent under his contract for services shall receive \$350.00;

AND WHEREAS, it appears to the Budget & Finance Committee that Champaign County and its taxing districts will be best served by assigning its said Tax Sale Certificate of Purchase to said Purchaser(s) in exchange for the aforesaid payment;

NOW THEREFORE BE IT RESOLVED BY THE COUNTY BOARD OF CHAMPAIGN COUNTY, ILLINOIS, that the County Board Chair is authorized to assign the abovesaid Tax Sale Certificate of Purchase as to the above described mobile home in exchange for payment to the Treasurer of Champaign County, Illinois, of the sum of \$250.00, which shall be disbursed according to law. This resolution shall be effective for sixty (60) days from this date and any transaction between the above parties not occurring within this period shall be null and void.

PRESENTED, ADOPTED, APPROVED and RECORDED this \_\_\_\_\_ day of \_\_\_\_\_,

ATTEST:

\_\_\_\_\_  
CLERK

\_\_\_\_\_  
COUNTY BOARD CHAIRMAN



WHEREAS, The County of Champaign, as Trustee for the Taxing Districts, has undertaken a program to collect delinquent taxes and to perfect titles to real property in cases in which the taxes on such real property have not been paid, pursuant to 35ILCS 200/21-90, and

WHEREAS, Pursuant to this program, the County of Champaign, as Trustee for the Taxing Districts, has acquired an interest in the following described real estate:

URBANA TOWNSHIP

PERMANENT PARCEL NUMBER: 30-21-03-304-014, 015

As described in certificates(s) : 489, 488 sold October 2010

RECEIVED  
MAR 31 2017  
C. C. TREAS. OFF.

and it appearing to the Budget & Finance Committee that it would be to the best interest of the County to dispose of its interest in said property.

WHEREAS, Steven M Tatman, has bid \$648.00 for the County's interest, such bid having been presented to the Budget & Finance Committee at the same time it having been determined by the Budget & Finance Committee and the Agent for the County, that the County shall receive from such bid \$250.00 as a return for its certificate(s) of purchase. The County Clerk shall receive \$0.00 for cancellation of Certificate(s) and to reimburse the revolving account the charges advanced from this account, the auctioneer shall receive \$0.00 for his services and the Recorder of Deeds shall receive \$48.00 for recording. The Agent under his contract for services shall receive \$350.00. The total paid by purchaser is \$648.00.

THEREFORE, your Budget & Finance Committee recommends the adoption of the following resolution:

BE IT RESOLVED BY THE COUNTY BOARD OF CHAMPAIGN COUNTY, ILLINOIS, that the Chairman of the Board of Champaign County, Illinois, be authorized to execute a deed of conveyance of the County's interest or authorize the cancellation of the appropriate Certificate(s) of Purchase, as the case may be, on the above described real estate for the sum of \$250.00 to be paid to the Treasurer of Champaign County Illinois, to be disbursed according to law. This resolution to be effective for sixty (60) days from this date and any transaction between the above parties not occurring within this period shall be null and void.

ADOPTED by roll call vote this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
CLERK

\_\_\_\_\_  
COUNTY BOARD CHAIRMAN

SALE TO NEW OWNER

04-17-001



WHEREAS, The County of Champaign, as Trustee for the Taxing Districts, has undertaken a program to collect delinquent taxes and to perfect titles to real property in cases in which the taxes on such real property have not been paid, pursuant to 35ILCS 200/21-90, and

WHEREAS, Pursuant to this program, the County of Champaign, as Trustee for the Taxing Districts, has acquired an interest in the following described real estate:

CUNNINGHAM TOWNSHIP

PERMANENT PARCEL NUMBER: 91-21-10-382-029

As described in certificates(s) : 934 sold October 2010

RECEIVED  
MAR 31 2017  
C. C. TREAS. OFF.

and it appearing to the Budget & Finance Committee that it would be to the best interest of the County to dispose of its interest in said property.

WHEREAS, Brian J Nastruz, has bid \$648.00 for the County's interest, such bid having been presented to the Budget & Finance Committee at the same time it having been determined by the Budget & Finance Committee and the Agent for the County, that the County shall receive from such bid \$250.00 as a return for its certificate(s) of purchase. The County Clerk shall receive \$0.00 for cancellation of Certificate(s) and to reimburse the revolving account the charges advanced from this account, the auctioneer shall receive \$0.00 for his services and the Recorder of Deeds shall receive \$48.00 for recording. The Agent under his contract for services shall receive \$350.00. The total paid by purchaser is \$648.00.

THEREFORE, your Budget & Finance Committee recommends the adoption of the following resolution:

BE IT RESOLVED BY THE COUNTY BOARD OF CHAMPAIGN COUNTY, ILLINOIS, that the Chairman of the Board of Champaign County, Illinois, be authorized to execute a deed of conveyance of the County's interest or authorize the cancellation of the appropriate Certificate(s) of Purchase, as the case may be, on the above described real estate for the sum of \$250.00 to be paid to the Treasurer of Champaign County Illinois, to be disbursed according to law. This resolution to be effective for sixty (60) days from this date and any transaction between the above parties not occurring within this period shall be null and void.

ADOPTED by roll call vote this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
CLERK

\_\_\_\_\_  
COUNTY BOARD CHAIRMAN

SALE TO NEW OWNER

04-17-002

**RESOLUTION**



WHEREAS, The County of Champaign, as Trustee for the Taxing Districts, has undertaken a program to collect delinquent taxes and to perfect titles to real property in cases in which the taxes on such real property have not been paid, pursuant to 35ILCS 200/21-90, and

WHEREAS, Pursuant to this program, the County of Champaign, as Trustee for the Taxing Districts, has acquired an interest in the following described real estate:

CUNNINGHAM TOWNSHIP

PERMANENT PARCEL NUMBER: 92-21-16-329-002

As described in certificates(s) : 0662 sold October 1998

**RECEIVED**  
**MAR 31 2017**  
**C. C. TREAS. OFF.**

and it appearing to the Budget & Finance Committee that it would be to the best interest of the County to dispose of its interest in said property.

WHEREAS, Brian J Nastruz, has bid \$648.00 for the County's interest, such bid having been presented to the Budget & Finance Committee at the same time it having been determined by the Budget & Finance Committee and the Agent for the County, that the County shall receive from such bid \$250.00 as a return for its certificate(s) of purchase. The County Clerk shall receive \$0.00 for cancellation of Certificate(s) and to reimburse the revolving account the charges advanced from this account, the auctioneer shall receive \$0.00 for his services and the Recorder of Deeds shall receive \$48.00 for recording. The Agent under his contract for services shall receive \$350.00. The total paid by purchaser is \$648.00.

THEREFORE, your Budget & Finance Committee recommends the adoption of the following resolution:

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ADOPTED by roll call vote this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
CLERK

\_\_\_\_\_  
COUNTY BOARD CHAIRMAN

SALE TO NEW OWNER

04-17-003

**JOHN FARNEY**  
COUNTY AUDITOR



1776 EAST WASHINGTON  
URBANA, ILLINOIS 61802  
TELEPHONE (217) 384-3763  
FAX (217) 384-1285

**OFFICE OF THE AUDITOR**  
CHAMPAIGN COUNTY, ILLINOIS

**TO:** Christopher Alix, Deputy Chair, Champaign County Board Finance Committee  
Members of the Champaign County Board  
Dan Welch, County Treasurer  
Rick Snider, County Administrator

**FROM:** John Farney, County Auditor

**DATE:** April 4, 2017

**RE:** Champaign County Nursing Home Accounts Payable

---

Champaign County Nursing Home (CCNH) continues to struggle to meet its Accounts Payable obligations. I am pleased to provide the following updated information.

As of March 31, 2017, the Home owes a total of \$2,883,797.67 to its vendors. This is a reduction of \$34,086.53 from February 28, 2017.

Champaign County is owed the greatest amount of funds by CCNH. The Home's current Accounts Payable obligations to the County include (February 28, 2017 amount in parenthesis):

|                            |              |                |
|----------------------------|--------------|----------------|
| General Corporate Fund     | \$210,905.07 | (\$210,905.07) |
| Highway Fund               | \$ 1,638.86  | (\$ 1,638.86)  |
| IMRF Fund                  | \$112,432.19 | (\$ 94,498.73) |
| Social Security Fund       | \$109,107.01 | (\$ 91,994.16) |
| Self-Funded Insurance Fund | \$ 24,971.37 | (\$ 24,971.37) |

Additionally, CCNH is obligated in the form of a loan from the General Corporate Fund for \$226,802. This loan was used for boiler repair/replacement. This amount is reduced from the February report due to receipt of a State grant of \$56,000 to assist in purchasing energy efficient equipment. These funds were applied to the loan during March. Finally, CCNH has not made its FY2016 debt service reimbursement to the General Corporate Fund for \$262,114.

This brings the total obligation to Champaign County from the Home to \$947,970.50. This total is a decrease of \$20,953.69 from February 28, 2017. Without receipt of the State grant money, the Home would have increased its debt to the County by \$35,046.31.

As was reported in March, debt to the County is of grave concern. The Home's debt to the County is nearing \$1 million at the end of the first quarter of the Fiscal Year. By comparison, at the end of November 2016, CCNH's obligation to the County, including nearly a full year of IMRF and Social Security expenses, was \$1,346,531.98.

The Home continues to struggle to meet its obligations to private vendors as well. However, during the last 30 days payment was made to three of the five vendors previously owed the largest sums. One vendor, Diamond Brothers, has been added to the list of those owed \$100,000 or more. They include (February 28, 2017 amount in parenthesis):

|  |              |                |
|--|--------------|----------------|
| HealthPro Rehab Services (rehabilitation services) | \$435,031.53 | (\$512,346.65) |
| Uvanta Pharmacy (resident pharmaceuticals)         | \$419,049.61 | (\$406,402.47) |
| Professional Medical Supply (operational supplies) | \$297,744.82 | (\$297,744.82) |
| Medical Staffing Services (contract nursing)       | \$188,338.61 | (\$188,338.61) |
| Diamond Brothers (liability insurance)             | \$127,312.18 | (\$ 29,903.00) |
| Health Care Services Group (dietary)               | \$112,055.43 | (\$188,169.87) |

Due to a fortuitous IGT payment of \$181,753, received March 15, 2017, the Home did not require access to funds authorized as a loan from the General Corporate Fund to the Home (Resolution 9892), nor did it access funds offered by the County Treasurer in advance of the normal tax distribution. The Home's cash balance, following payroll, on March 31, 2017, was \$157,259.37. As you can see, without this unexpected payment from the State, the Home would have required loaned monies to meet payroll obligations.

The County Auditor, County Treasurer and County Administrator continue to meet on a regular basis to monitor the Home's financial situation. Procedures recommended by the County Administrator at the March Committee of the Whole meeting to review the Home's Accounts Payable transactions have been implemented.

The County Auditor's Office will continue to monitor and report to the County Board on the status of Champaign County Nursing Home's financial obligations and debt. Should you have any questions, please don't hesitate to contact me.

To: Nursing Home Board of Directors  
Champaign County Nursing Home

From: Scott Gima  
Manager

Date: April 6, 2017

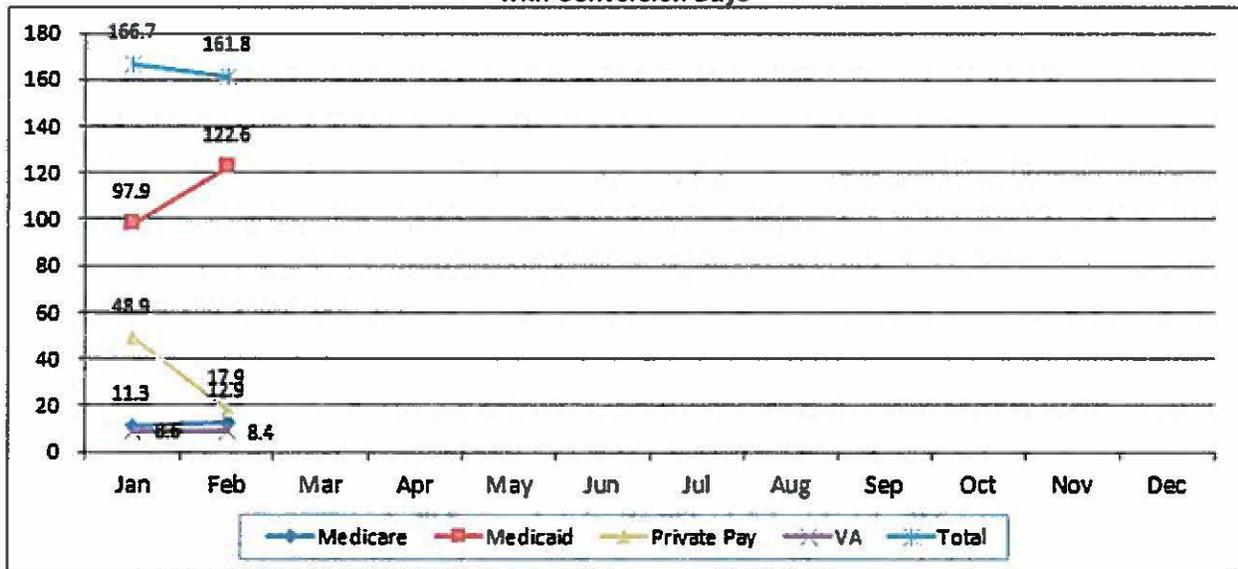
Re: February 2017 Financial Management Report

The February financials are reviewed below.

### Statistics

February's census was 161.8 with 12.9 Medicare and 8.4 VA. There were 728 Medicaid conversion days in the month.

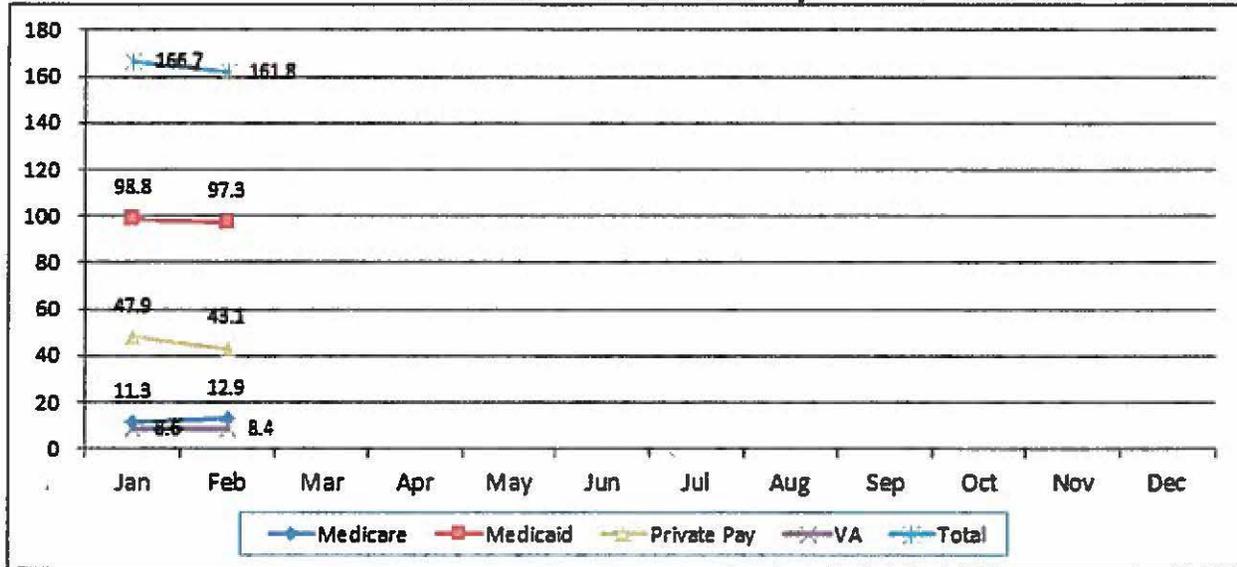
Average Daily Census by Payor – FY2017  
With Conversion Days



The census in March is 155.4 with 8.4 Medicare and 8.0 VA. The ccensus as of April 6<sup>th</sup> is 148 with 4 Medicare.

The table below summaries the census without the 728 Medicaid conversion days.

**Average Daily Census by Payor – FY2017  
Without Medicaid Conversion Days**

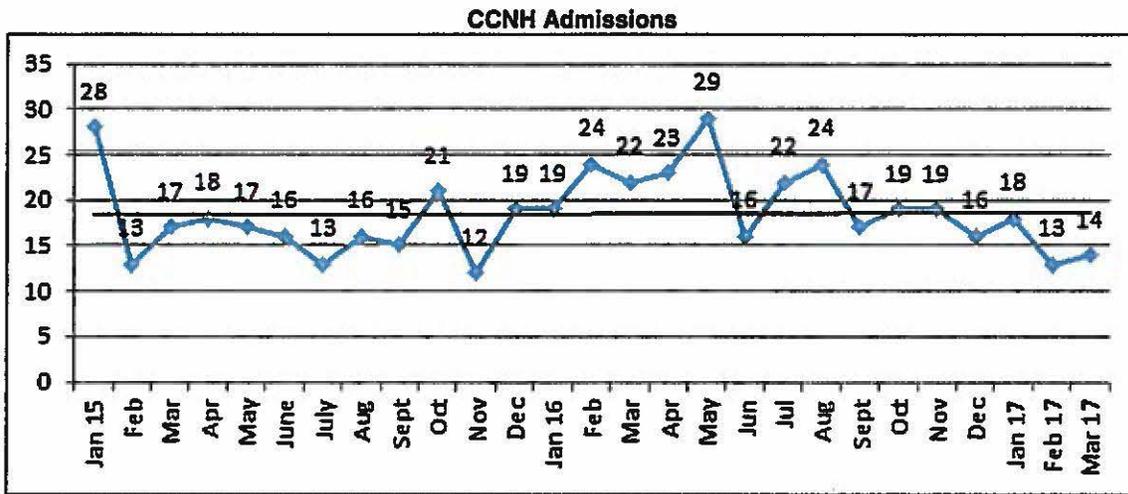


March census is clearly down due to the difference between 14 admission and 25 separations.

**Admissions and Discharges  
January 2016 to March 2017**

|        | Medicare Admits | Non-Medicare Admits | Total Admits | Discharges | Expirations | Total Discharges/Expirations |
|--------|-----------------|---------------------|--------------|------------|-------------|------------------------------|
| Jan 16 | 12              | 7                   | 19           | 15         | 7           | 22                           |
| Feb    | 18              | 6                   | 24           | 13         | 6           | 19                           |
| Mar    | 10              | 12                  | 22           | 18         | 8           | 26                           |
| Apr    | 12              | 11                  | 23           | 20         | 4           | 24                           |
| May    | 19              | 10                  | 29           | 11         | 8           | 19                           |
| June   | 8               | 8                   | 16           | 15         | 5           | 20                           |
| July   | 7               | 15                  | 22           | 17         | 6           | 23                           |
| Aug    | 13              | 11                  | 24           | 10         | 7           | 17                           |
| Sept   | 5               | 12                  | 17           | 12         | 7           | 19                           |
| Oct    | 9               | 10                  | 19           | 18         | 6           | 24                           |
| Nov    | 11              | 8                   | 19           | 14         | 5           | 19                           |
| Dec    | 10              | 6                   | 16           | 11         | 10          | 21                           |
| Jan    | 9               | 9                   | 18           | 15         | 6           | 21                           |
| Feb    | 8               | 5                   | 13           | 12         | 6           | 18                           |
| Mar    | 5               | 9                   | 14           | 15         | 10          | 25                           |

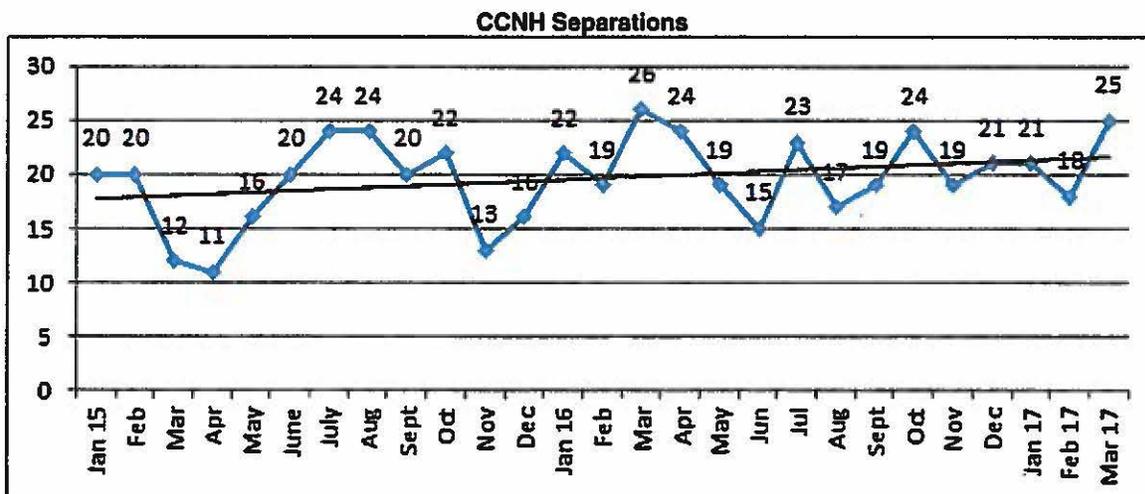
The chart below summarizes the monthly admissions. Admissions so far in 2016 show improvement from 2015 monthly admissions. The 2015 average is 16.4. The 2016 average is 20.8.



The table below summarizes the average number of admissions per month since 2012.

| Admissions per Month |                            |
|----------------------|----------------------------|
| Year                 | Average Monthly Admissions |
| 2012                 | 22.2                       |
| 2013                 | 25.5                       |
| 2014                 | 22.9                       |
| 2015                 | 16.4                       |
| 2016                 | 20.8                       |
| 2017 YTD             | 15.0                       |

The next chart summarizes separations. The 2015 average was 17.6. For 2016, the annual average is 19.8.

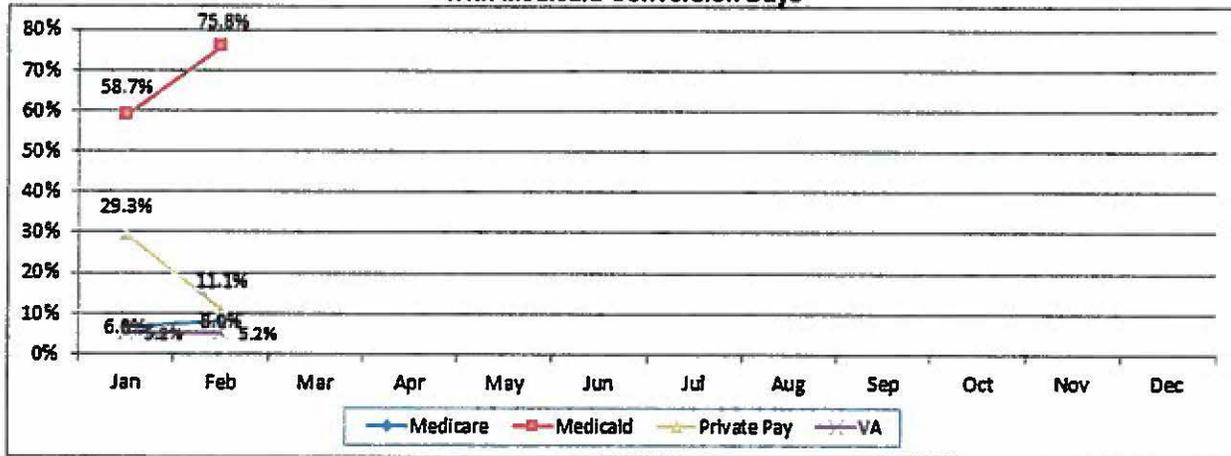


The table below summarizes the average number of discharges per month since 2012.

| Discharges per Month |                            |
|----------------------|----------------------------|
| Year                 | Average Monthly Admissions |
| 2012                 | 23.5                       |
| 2013                 | 28.1                       |
| 2014                 | 23.4                       |
| 2015                 | 17.6                       |
| 2016                 | 20.7                       |
| 2017 YTD             | 21.3                       |

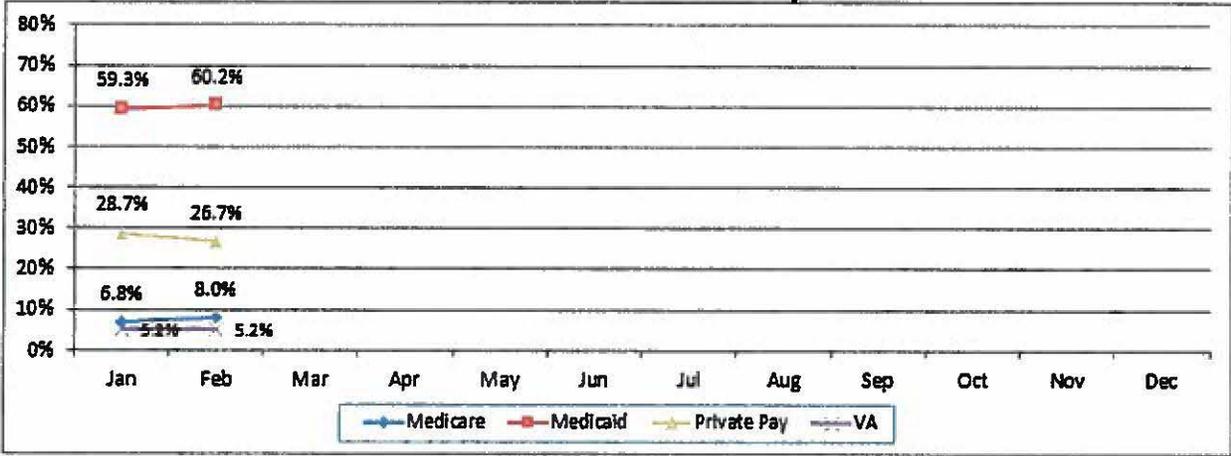
The FY2013 payor mix was Medicare – 8.7%, Medicaid – 56.3% and Private pay 35.0%. The 2014 payor mix for the year was Medicare – 7.5%, Medicaid – 58.3%, Private pay – 32.8%, and VA – 1.3%. For 2015, the 12 month payor mix is Medicare – 6.1%, Medicaid – 70.1%, Private pay – 22.8%, and VA – 1.0%. The 2016 payor mix is Medicare – 7.1%, Medicaid – 65.8%, Private pay – 23.7%, and VA – 3.4%.

Payor Mix by Resident Days – FY2017  
With Medicaid Conversion Days



The 2015 payor mix without conversion days is Medicare – 6.1%, Medicaid – 57.2%, Private pay – 35.8% and VA – 1.0%. The 2016 payor mix is Medicare – 7.2%, Medicaid – 57.4%, Private pay – 32.0% and VA – 3.4%.

**Payor Mix by Resident Days – FY2017  
Without Medicaid Conversion Days**



## **Net Income/(Loss) & Cash from Operations**

The February income statement shows a net loss of -\$57,152 and a small cash gain of \$4,435.

### *Revenues*

- Operating revenues totaled \$952,820, down from \$983,517 in January. Medicare revenue increased from \$172,451 to \$205,010.

### *Expenses*

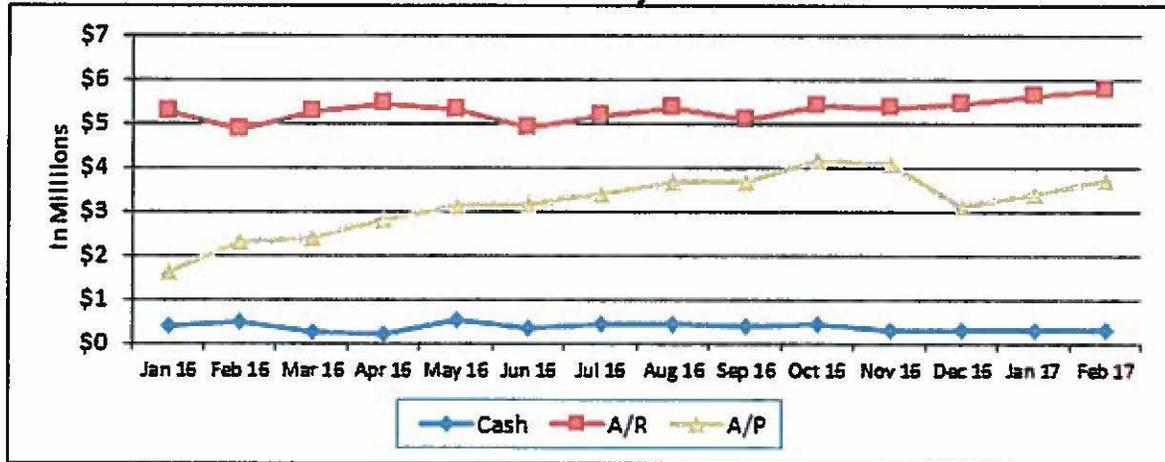
- Expenses decreased from \$1.206 million in January to \$1.111 in February.
- Wages decreased from \$563,021 in January to \$458,902 in February. Wages per day fell from \$108.96 in January to \$97.83 in February.
- Non-labor expenses increased slightly from \$466,225 in January to 4491,593 in February. Non-labor costs per day increased from \$90.23 in January to \$104.79 in February.

**Cash Position**

The month ending cash balance for February was \$317,803. Accounts receivable was \$5,598,902 in January and \$5,747,128 in February, an increase of \$148,226. \$100,000 of the increase is for the tax anticipation warrant. This receivable will decrease when property tax payments are made to the county.

Accounts payable increased from \$3,366,429 in January to \$3,683,065 in February.

**Cash, Accounts Receivable & Accounts Payable  
As of February 2017**



**Cash Projection**

The following is a cash summary for January and February plus projected cash summaries for the months of March and April.

In January, cash receipts totaled \$936,884. Disbursements totaled \$935,112, including \$418,426 for accounts payable.

**January**

|                |                                |           |             |           |
|----------------|--------------------------------|-----------|-------------|-----------|
| Beginning Cash |                                |           |             | \$298,832 |
| November       | Cash In (Includes Boiler Loan) |           | \$936,884   |           |
|                | Cash Out                       |           |             |           |
|                | Payroll                        | \$516,686 |             |           |
|                | Accounts payable               | \$418,426 |             |           |
|                |                                |           | (\$935,112) | \$1,772   |
| Ending Cash    |                                |           |             | \$300,604 |

February's cash receipts totaled \$932,777. Cash disbursements totaled \$897,856, including \$408,336 for accounts payable. This amount is lower than the average "normal" monthly disbursement of \$555,000 to conserve cash in preparation for the three payrolls in March.

**February**

|                |                  |           |             |           |
|----------------|------------------|-----------|-------------|-----------|
| Beginning Cash |                  |           |             | \$300,604 |
| January        | Cash In          |           | \$932,777   |           |
|                | Cash Out         |           |             |           |
|                | Payroll          | \$489,520 |             |           |
|                | Accounts payable | \$408,336 |             |           |
|                |                  |           |             |           |
|                |                  |           | (\$897,856) | \$34,921  |
| Ending Cash    |                  |           |             | \$335,525 |

March's cash receipts were up at \$1,178,676 due to the receipt of an IGT payment totaling \$181,753. The increase in available cash was enough to cover the three payrolls plus an additional \$123,693 disbursement for accounts payables. This additional amount covered vendor payments that were held in February, taking our \$550,000 accounts payable estimate to \$673,693.

**March (Projected)**

|                |                  |           |               |             |
|----------------|------------------|-----------|---------------|-------------|
| Beginning Cash |                  |           |               | \$335,525   |
| February       | Cash In          |           | \$1,178,676   |             |
|                | Cash Out         |           |               |             |
|                | Payroll          | \$683,748 |               |             |
|                | Accounts payable | \$673,693 |               |             |
|                |                  |           |               |             |
|                |                  |           | (\$1,357,441) | (\$178,765) |
| Ending Cash    |                  |           |               | \$156,760   |

The following projection for April use approximate or average figures: 1) payroll estimates have been reduced from \$260,000 to \$240,000 per payroll, reflecting an actual decrease in recent payroll expenses; 2) cash for payables remain unchanged at \$555,000 per month. As more cash comes in, the more can be used to pay vendors. However, the monthly cash used for vendor payments changes based on payroll and other needs.

Projected cash receipts do not include any assumptions for any increases due to approval of Medicaid application. In other words, the Medicaid receipts estimate is based on current payments only.

**April (Projected)**

|                |                  |           |               |            |
|----------------|------------------|-----------|---------------|------------|
| Beginning Cash |                  |           |               | \$156,760  |
| December       | Cash In          |           | \$955,000     |            |
|                | Cash Out         |           |               |            |
|                | Payroll          | \$480,000 |               |            |
|                | Accounts payable | \$550,000 |               |            |
|                |                  |           |               |            |
|                |                  |           | (\$1,030,000) | (\$75,000) |
| Ending Cash    |                  |           |               | \$81,760   |



**Management Performance Associates**  
 Woods Mill Towers • Suite 501 South  
 14323 South Outer Forty Road  
 Chesterfield, Missouri 63017  
 314 • 434-4227 FAX 314 • 434-4337  
 www.healthcareperformance.com

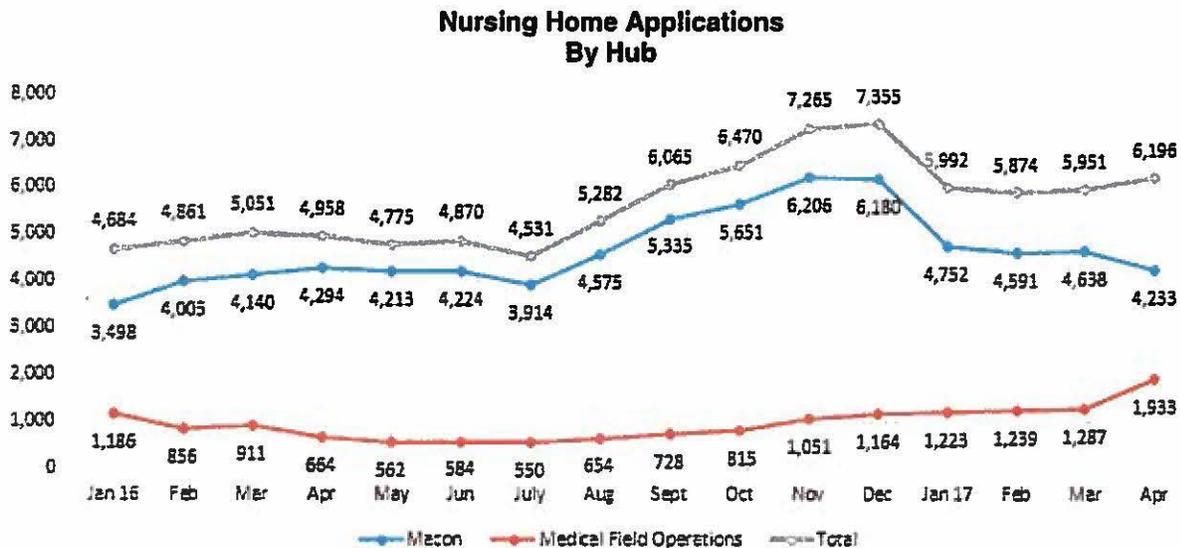
To: Board of Directors  
 Champaign County Nursing Home

From: Scott Gima

Date: April 6, 2017

Re: Medicaid Applications

The graph below shows that there was a significant decrease in nursing home applications between December and January. The Macon hub saw a 23 percent decline during this period, and another 11 percent reduction between January and April.



There were 48 open applications in February and 44 in March. There are currently 45 open applications. The 45 include 19 approved applications that have not been paid. In February there were 12 approved applications that were not paid. In March, the number increased to 16. Almost two-thirds of the approved applications are as recent as December 2016 or are for short stays or

**Medicare co-insurance write offs. This reflects a clear pattern of approving applications that require small payouts.**

**ORDINANCE NO. 2016-05**

**AN ORDINANCE ESTABLISHING CABLE/VIDEO SERVICE PROVIDER FEE**

**WHEREAS**, Champaign County (the "County") has the authority to adopt ordinances and promulgate rules and regulations that protect the public health, safety, and welfare of its citizens; and

**WHEREAS**, the Ordinance is adopted pursuant to the provisions Cable and Video Competition article of the Public Utilities Act (the "Act"); and

**WHEREAS**, this Ordinance is intended to establish the service provider fee the Act authorizes units of local government to impose on a Holder under 220 ILCS 5/21-801; and

**NOW, THEREFORE, BE IT ORDAINED** by the County Board of Champaign County, Illinois, as follows:

**SECTION 1: RECITALS.** The facts and statements contained in the preamble to this Ordinance are found to be true and correct and are adopted as part of this Ordinance.

**SECTION 2: CABLE/VIDEO SERVICE PROVIDER FEES.**

**A. DEFINITIONS**

The following terms shall have the following meanings in this Ordinance:

**CABLE SERVICE:** As defined in 47 U.S.C. § 522(6).

**COMMISSION:** The Illinois Commerce Commission.

**GROSS REVENUES:** All consideration of any kind or nature, including, without limitation, cash, credits, property and in-kind contributions received by the Holder for the operation of a cable or video system to provide cable service or video service within the Holder's cable service or video service area within the County.

**1. Gross revenues shall include the following:**

- a. Recurring charges for cable or video service.
- b. Event-based charges for cable service or video service, including, but not limited to, pay-per-view and video-on-demand charges.
- c. Rental or set top boxes and other cable service or video service equipment.
- d. Service charges related to the provision of cable service or video service, including but not limited to activation, installation and repair charges.

e. Administrative charges related to the provision of cable service or video service, including but not limited to service order and service termination charges.

f. Late payment fees or charges, insufficient funds check charges and other charges assessed to recover the costs of collecting delinquent payments.

g. A pro rata portion of all revenue derived by the Holder or its affiliates pursuant to compensation arrangements for advertising or for promotion or exhibition of any products or services derived from the operation of the Holder's network to provide cable service or video service within the County. The allocation shall be based on the number of subscribers in the County divided by the local number of subscribers in relation to the relevant regional or national compensation arrangement.

h. Compensation received by the Holder that is derived from the operation of the Holder's network to provide cable service or video service with respect to commissions that are received by the Holder as compensation for promotion or exhibition of any products or services on the Holder's network, such as a "home shopping" or similar channel, subject to paragraph 1 (i) herein.

i. In the case of a cable service or video service that is bundled or integrated functionally with other services, capabilities or applications, the portion of the Holder's revenue attributable to the other services, capabilities or applications shall be included in the gross revenue unless the Holder can reasonably identify the division or exclusion of the revenue from its books and records that are kept in the regular course of business.

j. The service provider fee permitted by 220 ILCS 5/21-801(b).

2. Gross revenues do not include any of the following:

a. Revenues not actually received, even if billed, such as bad debt, subject to 220 ILCS 5/21-801(c)(l)(vi).

b. Refunds, discounts or other price adjustments that reduce the amount of gross revenues received by the Holder of the state-issued authorized to the extent the refund, rebate, credit or discount is attributable to cable service or video service.

c. Regardless of whether the services are bundled, packaged or functionally integrated with cable service or video service, any revenues received from services not classified as cable service or video service, including, without limitation, revenue received from telecommunication services, information services or the provision of directory or Internet advertising, including yellow pages, white pages, banner advertisement

and electronic publishing or any other revenues attributed by the Holder to non-cable service or non-video service in accordance with the Holder's books and records and records kept in the regular course of business and any applicable laws, rules, regulations, standards or orders.

d. The sale of cable services or video services for resale in which the purchaser is required to collect the service provider fee from the purchaser's subscribers to the extent the purchaser certifies in writing that it will resell the service within the County and pay the fee permitted by 220 ILCS 5/21-801 (b) with respect to the service.

e. Any tax or fee of general applicability imposed upon the subscribers or the transaction by a village, state, federal or any other governmental entity and collected by the Holder of the state-issued authorization and required to be remitted to the taxing entity, including sales and use taxes.

f. Security deposits collected from subscribers.

g. Amounts paid by subscribers to "home shopping" or similar vendors for merchandise sold through any home shopping channel offered as part of the cable service or video service.

3. Revenue of an affiliate of a Holder shall be included in the calculation of gross revenues to the extent the treatment of the revenue as revenue of the affiliate rather than the Holder has the effect of evading the payment of the fee permitted by 220 ILCS 5/21-801(b) which would otherwise be paid by the cable service or video service.

**HOLDER:** A person or entity that has received authorization to offer or provide cable or video service from the Commission pursuant to 220 ILCS 5/21-401.

**SERVICE:** The provision of "cable service" or "video service" to subscribers and the interaction of subscribers with the person or entity that has received authorization to offer or provide cable or video service from the Commission pursuant to 220 ILCS 5/21-40 I.

**SERVICE PROVIDER FEE:** The amount paid under this Chapter and 220 ILCS 5/21- 80 I by the Holder to a County for the service areas within its territorial jurisdiction.

**VIDEO SERVICE:** Video programming and subscriber interaction, if any, that is required for the selection or use of such video programming services, and which is provided through wireline facilities located at least in part in the public right-of-way without regard to delivery technology, including Internet protocol technology. This definition does not include any video programming provided by a commercial mobile service provider defined in 47 U.S. C. § 332(d) or any video programming provided solely as part of, and via, service that enables users to

access content, information, electronic mail or other services offered over the public Internet.

#### **B. CABLE/VIDEO SERVICE PROVIDER FEE IMPOSED**

1. **Fee Imposed:** A fee is imposed on any Holder providing cable service or video service in the County.
2. **Amount of Fee:** The amount of the fee imposed shall be 5 percent of the Holder's gross revenues.
3. **Notice to the County:** The Holder shall notify the County at least 10 days prior to the date on which the Holder begins to offer cable service or video service in the County.
4. **Holder's Liability:** The Holder shall be liable for and pay the service provider fee to the County. The Holder's liability for the fee shall commence on the first day of the calendar month following 30 days after receipt of this ordinance by the Holder. This ordinance shall be sent by first class mail, postage prepaid, to the address listed on the Holder's application notice sent pursuant to 220 ILCS 5/21-401(b)(6) to the County.
5. **Payment Date:** The payment of the service provider fee shall be due on a quarterly basis, 45 days after the close of the calendar quarter. If mailed, the fee is considered paid on the date it is postmarked. Each payment shall include a statement explaining the basis for the calculation of the fee.
6. **Exemption:** The fee imposed does not apply to existing cable service or video service providers that have an existing franchise agreement with the County in which a fee is paid.
7. **Credit for Other Payments:** An incumbent cable operator that elects to terminate an existing agreement pursuant to 220 ILCS 5/21-301(c) with credit for prepaid franchise fees under that agreement may deduct the amount of such credit from the fees that operator owes under this ordinance.

#### **C. APPLICABLE PRINCIPLES .**

All determinations and calculations under this Chapter shall be made pursuant to generally accepted accounting principles.

#### **D. NO IMPACT ON OTHER TAXES DUE FROM HOLDER**

Nothing contained in this Ordinance shall be construed to exempt a Holder from any tax that is or may later be imposed by the County, including any tax that is or may later be required to be paid by or through the Holder with respect to cable service or video service. A state-issued authorization shall not affect any requirement of the Holder with respect to payment of the County's simplified municipal telecommunications tax or any other tax as it applies to any telephone service provided by the Holder. A state-issued

authorization shall not affect any requirement of the Holder with respect to payment of the local unit of government's 911 or E911 fees, taxes or charges.

**E. AUDITS OF CABLE/VIDEO SERVICE PROVIDER**

1. **Audit Requirement:** The County will notify the Holder of the requirements it imposes on other cable service or video service providers to submit to an audit of its books and records. The Holder shall comply with the same requirements the County imposes on other cable service or video service providers in its jurisdiction to audit the Holder's books and records and to recompute any amounts determined to be payable under the requirements of the County. If all local franchises between the County and cable operator terminate, the audit shall follow generally accepted accounting principles. No acceptance of amounts remitted should be construed as an accord that the amounts are correct.

2. **Additional Payments:** Any additional amount due after an audit shall be paid within 30 days after the County's submission of an invoice for the sum.

**F. LATE FEES, PAYMENTS**

All past due fees and payments shall be assessed a 5% late fee.

**SECTION 3: SEVERABILITY.** If any section, paragraph, subdivision, clause, sentence or provision of this Ordinance shall be adjudged by any Court of competent jurisdiction to be invalid, such judgment shall not affect, impair, invalidate or nullify the remainder thereof, which remainder shall remain and continue in full force and effect.

**SECTION 4: REPEAL.** All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

**SECTION 5:** This ordinance shall be in full force and effect upon its passage, approval and publication in pamphlet form (which publication is hereby authorized) as provided by law.

**SECTION 6:** A certified copy of this Ordinance shall be sent by first class mail, postage prepaid, to the address listed on any application submitted to the County by any person or entity who has received authorization to offer to provide cable or video service from the Illinois Commerce Commission pursuant to 220 ILCS 5/21-401.

**ADOPTED AND APPROVED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 2017.**

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**Pius Wiebel**  
**County Board Chair**

**ATTEST:**

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**Gordy Hulten**  
**County Clerk**



## **CHAMPAIGN COUNTY ADMINISTRATIVE SERVICES**

1776 East Washington Street, Urbana, Illinois 61802-4581

*ADMINISTRATIVE, BUDGETING, PURCHASING & HUMAN RESOURCE  
MANAGEMENT SERVICES*

### **MEMORANDUM**

**To:** Chris Alix, Deputy Chair – Finance Committee of the Whole

**From:** Tami Ogden, Deputy County Administrator of Finance  
Rick Snider, County Administrator

**Re:** Resolution Abating Taxes on File for Refunded and Retired Bonds

**Date:** April 11, 2017

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In order to eliminate the taxes on file for a matured bond issue and a refunded bond issue, Chapman and Cutler prepared the following Resolution with the assistance of the County Clerk's Office and Administrative Services. The Resolution directs the County Clerk to permanently abate all remaining taxes on file sufficient to pay the principal and interest on the Series 2003 General Obligation Bonds and Series 2004A General Obligation Refunding Bonds.

The 2003 Bonds, issued for the construction of the new Champaign County Nursing Home, were refunded by the 2005A and 2011 Bonds. The County will continue to levy for the debt service on the refunded issues and abate the taxes on file for the 2003 Bonds in levy year 2017. An Abatement Certificate approved by the County Board in 2011 abated the taxes for levy years 2018-2020.

Although the 2004A Bonds were retired in 2012, notification of sale was never completed and the levies went beyond the bond maturity. This Resolution abates the taxes to be levied for the matured bonds in levy years 2017-2021.

**RESOLUTION NO. \_\_\_\_\_**

**RESOLUTION** abating the taxes heretofore levied to pay the principal of and interest on the General Obligation Bonds, Series 2003, and General Obligation Refunding Bonds, Series 2004A, of The County of Champaign, Illinois.

WHEREAS, the County Board (the "*Board*") of The County of Champaign, Illinois (the "*County*"), by Resolution Number 4644 (the "*2003 Resolution*"), did provide for the issue of \$19,925,000 General Obligation Bonds, Series 2003 (the "*2003 Bonds*"), and the levy of a direct annual tax sufficient to pay the principal of and interest on the 2003 Bonds; and

WHEREAS, the Board, by Resolution Number 4765 (the "*2004 Resolution*") did provide for the issue of \$4,780,000 General Obligation Refunding Bonds, Series 2004A (the "*2004A Bonds*"), and the levy of a direct annual tax sufficient to pay the principal of and interest on the 2004A Bonds; and

WHEREAS, the 2003 Bonds were refunded by the General Obligation Refunding Bonds, Series 2005A, and General Obligation Refunding Bonds, Series 2011, of the County, and are no longer outstanding; and

WHEREAS, the 2004A Bonds have matured in full and are no longer outstanding; and

WHEREAS, it is necessary and in the best interests of the County that the taxes heretofore levied (a) for the year 2017 for the payment of the 2003 Bonds, and (b) for the years 2017 to 2021, inclusive, for the payment of the 2004A Bonds, be abated in their entirety:

NOW THEREFORE Be It and It is Hereby Resolved by the County Board of The County of Champaign, Illinois, as follows:

*Section 1. Incorporation of Preambles.* The Board hereby finds that all of the recitals contained in the preambles to this Resolution are full, true and correct and does incorporate them into this Resolution by this reference.

*Section 2. Abatement of Taxes.* The tax heretofore levied for the year 2017 in the 2003 Resolution for the payment of the 2003 Bonds is hereby abated in its entirety. The taxes heretofore levied for the years 2017 to 2021, inclusive, in the 2004 Resolution for the payment of the 2004A Bonds are hereby abated in their entirety.

*Section 3. Filing of Resolution.* Forthwith upon the adoption of this Resolution, a certified copy hereof shall be filed with the County Clerk of the County, and it shall be the duty of said County Clerk to abate said taxes levied for the years 2017 to 2021, inclusive, in accordance with the provisions hereof.

*Section 4. Severability.* If any section, paragraph, clause or provision of this Resolution shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such section, paragraph, clause or provision shall not affect any of the remaining provisions of this Resolution.

*Section 5. Repeal.* All resolutions or parts thereof in conflict herewith be and the same are hereby repealed, and this Resolution shall be in full force and effect forthwith upon its adoption.

Adopted on \_\_\_\_\_, 2017.

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C. Pius Weibel, Chair  
Chairman, County Board

ATTEST:

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Gordy Hulten, County Clerk and Ex-Officio  
Clerk of the Champaign County Board

STATE OF ILLINOIS            )  
  ) SS  
COUNTY OF CHAMPAIGN    )

**FILING CERTIFICATE**

I, the undersigned, do hereby certify that I am the duly qualified and acting County Clerk of The County of Champaign, Illinois (the "*County*"), and as such official I do further certify that on the \_\_\_\_ day of \_\_\_\_\_, 2017, there was filed in my office a duly certified copy of Resolution No. \_\_\_\_\_ entitled:

RESOLUTION abating the taxes heretofore levied to pay the principal of and interest on the General Obligation Bonds, Series 2003, and General Obligation Refunding Bonds, Series 2004A, of The County of Champaign, Illinois.

(the "*Resolution*") duly adopted by the County Board of the County on the \_\_\_\_ day of \_\_\_\_\_, 2017, and that the same has been deposited in the official files and records of my office.

I do further certify that the taxes heretofore levied (a) for the year 2017 for the payment of the General Obligation Bonds, Series 2003, of the County and (b) for the years 2017 to 2021, inclusive, for the payment of the General Obligation Refunding Bonds, Series 2004A, of the County, as described in the Resolution will be abated in their entirety as provided in the Resolution.

IN WITNESS WHEREOF I hereunto affix my official signature and the seal of said County this \_\_\_\_ day of \_\_\_\_\_, 2017.

\_\_\_\_\_  
Gordy Hulten, County Clerk and Ex-Officio  
Clerk of the Champaign County Board

[SEAL]