



**CHAMPAIGN COUNTY BOARD**  
**COMMITTEE OF THE WHOLE**  
*Finance/ Policy, Personnel, & Appointments/Justice & Social Services Action Plan*  
County of Champaign, Urbana, Illinois  
Tuesday, January 14, 2019 – 6:30 p.m.

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

**Agenda Items**

**Action**

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| <b>I. <u>Call to Order</u></b>   | 6:30 p.m.  |
| <b>II. <u>Roll Call</u></b>  | 17 members present   |
| <b>III. <u>Approval of Agenda/Addenda</u></b>  | Approved   |
| <b>IV. <u>Approval of Minutes</u></b><br>A. December 12, 2019  | Approved with corrections  |
| <b>V. <u>Public Participation</u></b>  | Ed Mandel  |
| <b>VI. <u>Communications</u></b>   | Mr. Rector and Mr. Young   |
| <b>VII. <u>Policy, Personnel, &amp; Appointments</u></b><br>A. County Executive  |  |
| 1. Monthly HR Report – December 2019   | Information only   |
| 2. Recommendation to the Finance Committee for approval of the creation of a new position titled Structural Engineer and classification of the new position in Grade Range L | Forwarded to Finance Committee   |
| 3. Appointments/Reappointments (persons to be appointed distributed at the meeting)  |  |
| a. List of appointments expiring in 2020 (information only)  | Information only   |
| b. Penfield Public Water District<br>Applicant:<br>• Carl Withers  | <b><i>*RECOMMEND COUNTY BOARD APPROVAL of a resolution appointing Carl Withers to the Penfield Public Water District</i></b> |
| B. County Clerk  |  |
| 1. December 2019 Report  | Received and placed on file  |
| 2. Semi-Annual Report July-December 2019   | Received and placed on file  |
| 3. Resolution approving change of hours for the Champaign County Clerk's Office  | RECOMMEND COUNTY BOARD APPROVAL of a resolution approving change of hours for the Clerk's Office                             |

4. Resolution authorizing general primary election judge numbers **\*RECOMMEND COUNTY BOARD APPROVAL of a resolution authorizing general primary election judge numbers**
- C. Other Business
1. Resignation of County Treasurer (information only) Information only
- D. Chair's Report
1. Vacancies appointed by County Executive (information only) Information only
- a. Community Action Board – expiring March 31, 2020
- b. Lincoln Legacy Committee – expiring February 29, 2020
- c. Zoning Board of Appeals (*Urbana, Champaign, South Homer, Scott, Newcomb and Rantoul Townships already represented*) – 1 vacancy
- d. Senior Services Advisory Board – 8 vacancies
- e. Bailey Memorial Cemetery – 1 vacancy
- f. Clements Memorial Cemetery – 2 vacancies
- g. Locust Grove Cemetery – 1 vacancy
- h. Stearns Cemetery – 3 vacancies
- i. Pesotum Fire Protection – 1 vacancy
- j. Dewey Community Public Water District – 1 vacancy
- k. Board of Review – 1 vacancy (*Democrat*)
- l. Drainage Districts – 1 vacancy each
- Willow Branch
  - Harwood & Kerr
  - Lower Big Slough
  - Nelson-Moore-Fairfield
  - Salt Fork
  - Somer #1
  - Union D.D. of Stanton & Ogden Township
  - West Branch
  - #2 Town of Scott
- E. Designation of Items to be Placed on the Consent Agenda VII. A. 2. b, B. 4

**VIII. Justice and Social Services**

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

- Probation & Court Services – November 2019
  - Public Defender – November & December 2019
  - Emergency Management Agency – November & December 2019
  - Veteran’s Assistance Commission – 2019 Annual Report
- B. Rosecrance Re-Entry Financial Report - October 2019 (information only) Information only
- C. Other Business None
- D. Chair’s Report Update on recently filled Data Analyst position in the Sheriff’s Office
- E. Designation of Items to be Placed on the Consent Agenda None

**IX. Finance**

- A. Budget Amendments/Transfers
1. Budget Amendment 19-00065  
Fund 080 General Corporate / Dept 036 Public Defender  
Increased appropriations: \$8,888  
Increased revenue: \$1,608  
Reason: 080-036-511.02 the State’s COLA increase effective 7/2019 created an annual salary increase of \$3,216 (\$1,608 needed for July-Dec) 080-036-511.03 Increase is needed due to vacation payouts.  
***\*RECOMMEND COUNTY BOARD APPROVAL of a resolution authorizing budget amendment 19-00065***
  2. Budget Amendment 19-00067  
Fund 080 General Corporate/ Dept 020 Auditor  
Increased appropriations: \$28,348  
Increased revenue: \$0  
Reason: Long term employee retired and compensation was required for her accumulated benefit time. There was also a training overlap of her retirement with the new employee. Please see attached memo for full explanation.  
***\*RECOMMEND COUNTY BOARD APPROVAL of a resolution authorizing budget amendment 19-00067***
  3. Budget Amendment 19-00068  
Fund 080 General Corporate / Dept 041 States Attorney  
Increased appropriations: \$8,000  
Increased revenue: \$0  
Reason: An increase in spending authority to pay for expert witnesses. See attached memo.  
***\*RECOMMEND COUNTY BOARD APPROVAL of a resolution authorizing budget amendment 19-00068***

4. Budget Amendment 20-00004  
Fund 080 General Corporate / Dept 012 Tornado Sirens  
Increased appropriations: \$3,440  
Increased revenue: \$0  
Reason: Upgrades were not completed in FY2019 as originally planned. Remaining work will be done in FY2020. Revenue reimbursement has been received and was posted to FY2019; however, appropriation for FY2020 is required to pay for the remaining work to be completed.

***\*RECOMMEND COUNTY BOARD APPROVAL of a resolution authorizing budget amendment 20-00004***
5. Budget Amendment 19-00069  
Fund 080 General Corporate / Dept 026 County Treasurer  
Increased appropriations: \$13,485  
Increased revenue: \$0  
Reason: Hired temporary staff to fill in for the Chief Deputy Treasurer

RECOMMEND COUNTY BOARD  
APPROVAL of a resolution authorizing budget amendment 19-00069
6. Budget Amendment 19-00070  
Fund 619 Tax Sale Automation Fund / Dept 026 County Treasurer  
Increased appropriations: \$11,811  
Increased revenue: \$0  
Reason: Hired experienced temporary staff to assist with property tax billing and collections

RECOMMEND COUNTY BOARD  
APPROVAL of a resolution authorizing budget amendment 19-00070
7. Budget Amendment 19-00062  
Fund 080 General Corporate / Dept 031 Circuit Court  
Increased appropriations: \$31,100  
Increased revenue: \$0  
Reason: Amendment needed to cover unexpected expenditures. See attached memo.

***\*RECOMMEND COUNTY BOARD APPROVAL of a resolution authorizing budget amendment 19-00062***
8. Budget Amendment 19-00064  
Fund 092 Law Library / Dept 074 Law Library  
Increased appropriations: \$5,000  
Increased revenue: \$0  
Reason: Requesting a transfer of funds from fund balance to cover invoices.

***\*RECOMMEND COUNTY BOARD APPROVAL of a resolution authorizing budget amendment 19-00064***
9. Budget Transfer 19-00015  
Fund 093 Foreclosure Mediation Fnd / Dept 031 Circuit Court  
Total amount: \$989  
Reason: Transferring funds due to the closing of more cases than originally anticipated.

***\*RECOMMEND COUNTY BOARD APPROVAL of a resolution authorizing budget transfer 19-00015***

10. Budget Transfer 19-00014  
 Fund 083 County Highway / Dept 060 Highway  
 Total amount: \$47,500  
 Reason: Transfer needed for additional fuel expense for hauling material for FY20. Additional funds needed for equipment maintenance.

***\*RECOMMEND COUNTY BOARD APPROVAL of a resolution authorizing budget transfer 19-00014***

B. Auditor

1. Monthly Report – November 2019 – Reports are available on the Auditor’s webpage

Received and placed on file

C. County Executive

1. County Financial Update (information only)

Information only

2. Highway Department Structural Engineer Position

a. Approval of the creation of a new position titled Structural Engineer and classification of the new position in Grade Range L

***\*RECOMMEND COUNTY BOARD APPROVAL of a resolution amending the schedule of authorized positions for the Champaign County Highway Department***

b. Budget Amendment 20-00001  
 Fund 085 County Motor Fuel Tax / Dep 060 Highway  
 Increased appropriations: \$90,000  
 Increased revenue: \$0  
 Reason: Increase in engineering expense for Structural Engineer position. Classified in grade range L - 2020 wage range of \$70,033.60 to \$105,060.80

***\*RECOMMEND COUNTY BOARD APPROVAL of a resolution authorizing budget amendment 20-00001***

c. Budget Amendment 20-00002  
 Fund 083 County Highway / Dept 060 Highway  
 Increased appropriations: \$90,000  
 Increased revenue: \$90,000  
 Reason: Increase for creation of Structural Engineer position classified in grade range L (2020 wage range of \$70,033.60 to \$105,060.80)

***\*RECOMMEND COUNTY BOARD APPROVAL of a resolution authorizing budget amendment 20-00002***

3. Douglas County Enterprise Zone Participation Proposal

a. Ordinance establishing the enterprise zone

Item tabled

b. Intergovernmental Agreement between all Douglas County Enterprise Zone Designating Units of Government

Item tabled

4. Establish a Property Assessed Clean Energy (PACE) Program in the County of Champaign, designating a PACE area, providing for property assessments and approving related matters (information only)

Information only

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|---|---|
| D. <u>Other Business</u>  | None  |
| E. <u>Chair's Report</u>  | None  |
| F. <u>Designation of Items to be Placed on the Consent Agenda</u> | IX. A. 1, 2, 3, 4, 7, 8, 9, 10, C. 2. a, b, c |
| <b>X. <u>Other Business</u></b>                                   |   |
| <b>XI. <u>Adjournment</u></b>                                     | 8:56 p.m.                                     |