

## CHAMPAIGN COUNTY BOARD COMMITTEE AGENDA

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### **POLICY, PERSONNEL, & APPOINTMENTS COMMITTEE**

Brookens Administrative Center, Lyle Shields Meeting Room

1776 E. Washington, Urbana

Wednesday, June 6, 2007 – 7:00 p.m.

**CHAIR:** Tom Betz

**MEMBERS:** Gross, Hogue, Hunt, Knott, McGinty, Moser, Putman, Schroeder

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**XII. ADJOURNMENT**



**Mark Shelden**  
**Champaign County Clerk**  
Champaign County, Illinois

1776 East Washington Street  
Urbana, IL 61802  
Email: mail@champaigncountyclerk.com  
Website: www.champaigncountyclerk.com

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

**County Clerk**  
**Monthly Report**  
**April**  
**2007**

Liquor License	0.00
Notary Public Commission	240.00
Tax Sale Redemption Fees	3,220.00
Tax Mail Fee	146.40
Certificate of Ownership	255.00
Birth, Death, and Marriage Certificates	10,428.00
Marriage License	1,260.00
Miscellaneous Fees	1,063.25
Non-Refundable Overpayment	1.00
<b>TOTAL</b>	<b>16,613.65</b>
Additional Clerk Fees (Birth, Death, Marriages)	2,236.00

F I L E

MAY 8 2007

*Mark Shelden*  
CHAMPAIGN COUNTY CLERK

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

PLEASE PRINT IN BLACK INK

NAME: KENNETH C BIALESCHKI PHONE: 598 2981 FAX: NONE

ADDRESS: 213 E. SOUTH SADORUS IL 61872  
Street City State Zip

NAME OF APPOINTMENT BODY OR BOARD: CRAW CEMETARY BOARD

TITLE OF APPOINTMENT REQUESTED: TRUSTEE

BEGINNING DATE OF TERM REQUEST: ASAP ENDING DATE: NEVER

Champaign County 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.

The Champaign County Board

1. What experience and background do you have which you believe qualifies you for this appointment?  
50 + YEARS DEALING WITH CRAW CEMETARY
2. What is your knowledge of the District's operations, property holdings, staff, taxes, and fees?  
NONE
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 board or commission for which you are applying? (This question is not meant to disqualify you; it is only intended to provide information.)

Yes  No

I yes, please explain.

Kenneth C Bialeschki  
Signature

Date: 3-19-07

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

PLEASE PRINT IN BLACK INK

NAME: CAROLYN D. GONZALEZ PHONE: (217) 598-2996 FAX: \_\_\_\_\_

ADDRESS: 802 COUNTY RD 500 EAST TOLONO IL 61880  
Street City State Zip

NAME OF APPOINTMENT BODY OR BOARD: CRAW CEMETARY

TITLE OF APPOINTMENT REQUESTED: CRAW CEMETARY TRUSTEE, SADORUS IL

BEGINNING DATE OF TERM REQUEST: JULY 1, 2007 ENDING DATE: JUNE 30, 2010

Champaign County 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.

The Champaign County Board

1. What experience and background do you have which you believe qualifies you for this appointment?  
HAVE SERVED AS BOARD TRUSTEE SINCE MARCH 2002.
2. What is your knowledge of the District's operations, property holdings, staff, taxes, and fees?
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 board or commission for which you are applying? (This question is not meant to disqualify you; it is only intended to provide information.)

Yes \_\_\_\_\_ No X

If yes, please explain.

Carolyn D Gonzalez  
Signature

Date: May 16, 2007

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

PLEASE PRINT IN BLACK INK

NAME: JOHN HADDEEN PHONE: (217) 598-2950 FAX: \_\_\_\_\_

ADDRESS: 617 CRISCOE SANBORNS FL 61822  
Street City State Zip

NAME OF APPOINTMENT BODY OR BOARD: CRAW CEMETERY ASS.

TITLE OF APPOINTMENT REQUESTED: TRUSTEE

BEGINNING DATE OF TERM REQUEST: JUNE 2007 ENDING DATE: \_\_\_\_\_

Champaign County 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.

The Champaign County Board

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

TRUSTEE SEVERAL YEARS  
PRESIDENT OF BOARD

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

Know ALL OF THE BUSINESS  
of the Cemetery as of Being PRESIDENT

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 board or commission 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.

John Haddeen  
Signature

Date: 3-17-07

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

PLEASE PRINT IN BLACK INK

NAME: BILL PAYNE PHONE: 217-5982565 FAX: \_\_\_\_\_

ADDRESS: 300 W. CHURCH ST SADORS IL. 61822  
Street City State Zip

NAME OF APPOINTMENT BODY OR BOARD: CRAW CEMETERY ASSOCIATION

TITLE OF APPOINTMENT REQUESTED: TRUSTEE

BEGINNING DATE OF TERM REQUEST: JULY 1, 2007 ENDING DATE: JUNE 30, 2010

Champaign County 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.

The Champaign County Board

1. What experience and background do you have which you believe qualifies you for this appointment?  
LONG TIME MEMBER  
60 YR. RES.
2. What is your knowledge of the District's operations, property holdings, staff, taxes, and fees?  
PAST EXP.
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 board or commission for which you are applying? (This question is not meant to disqualify you; it is only intended to provide information.)  
Yes \_\_\_\_\_ No

I yes, please explain.

Bill Payne  
Signature

Date: 3/19/07

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

PLEASE PRINT IN BLACK INK

NAME: James Reifsteck PHONE: 598-2941 FAX: \_\_\_\_\_

ADDRESS: 763 co rd 500 N Jadorw IL 61872  
Street City State Zip

NAME OF APPOINTMENT BODY OR BOARD: Craw Cemetery

TITLE OF APPOINTMENT REQUESTED: Trustee

BEGINNING DATE OF TERM REQUEST: 07-01-07 ENDING DATE: 06-30-13

Champaign County 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.

The Champaign County Board

1. What experience and background do you have which you believe qualifies you for this appointment?  
I have served two terms on the board
2. What is your knowledge of the District's operations, property holdings, staff, taxes, and fees?  
I am the secretary-treasurer responsible for all Cemetery finances
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 board or commission for which you are applying? (This question is not meant to disqualify you; it is only intended to provide information.)

Yes \_\_\_\_\_ No X

If yes, please explain.

James Reifsteck  
Signature  
Date: 03-19-2007

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

PLEASE PRINT IN BLACK INK

NAME: Marlene Cherry PHONE: 217-582-2055 FAX: \_\_\_\_\_

ADDRESS: 203 N. West Ave. Ogden IL 61859  
Street City State Zip

NAME OF APPOINTMENT BODY OR BOARD: Stearns Cemetery

TITLE OF APPOINTMENT REQUESTED: Trustee

BEGINNING DATE OF TERM REQUEST: June 30, 2007 ENDING DATE: \_\_\_\_\_

Champaign County 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.

The Champaign County Board

1. What experience and background do you have which you believe qualifies you for this appointment?
2. What is your knowledge of the District's operations, property holdings, staff, taxes, and fees?  
Meetings
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 board or commission for which you are applying? (This question is not meant to disqualify you; it is only intended to provide information.)

Yes \_\_\_\_\_ No X

If yes, please explain.

Marlene Cherry  
Signature

Date: 5-5-07

Laura Davis Sandefur  
304 East Main  
PO Box 219  
Royal, IL 61871

217/ 583-3146

April 19, 2007

Dear Pius,

Please consider this as my application to continue serving on the Champaign County Board of Review.

I understand that there is a political requirement to service on the Board of Review; however I do wish to point out that education and qualifications are also an important component for this position.

I currently hold a CIAO designation as well as an Illinois Appraisal License. I currently serve as the Board of Review Chair, and I also received word today that I have passed the Illinois Dept. of Revenue state examination for Supervisor of Assessments.

I would love to continue my position on the Board of Review, please feel free to contact me if you need further information.

Warmest regards,



Laura Davis Sandefur

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM

PLEASE PRINT IN BLACK INK

NAME: HARRY WASHBURN PHONE: 356-1758 FAX: -

ADDRESS: 916 LINCOLNSHIRE DR. CHAMPAIGN, IL. 61821  
Street City State Zip

PARTY AFFILIATION: (Please check one)  Democrat  Republican  Other, please explain: \_\_\_\_\_

NAME OF APPOINTMENT BODY OR BOARD: BOARD OF REVIEW

TITLE OF APPOINTMENT REQUESTED: MEMBER; BOARD OF REVIEW

BEGINNING DATE OF TERM REQUEST: 6.1.07 ENDING DATE: 5/31/09

Champaign County 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.

The Champaign County Board

1. What experience and background do you have which you believe qualifies you for this appointment/reappointment?  
I SERVED ON THE CHAMP. CO. BOARD OF REVIEW ON 2 - OCCASIONS. 1990/91 & 1996/97. I'M A LICENCED RE BROKER & WAS A LICENCED RE APPRAISER FOR 4 YEARS. I WORKED FOR THE URBANA TWP. APPRAISER AS AN ASSISTANT. (1987/90) I'VE BEEN IN REAL ESTATE FOR 24 YEARS.
2. What do you believe is the role of a trustee/commissioner/board member and how do you envision carrying out the responsibilities of that role?  
CHAMP. CO. BOARD OF REVIEW IS THE RE TAX ASSESSMENT APPEALS BOARD FOR LAND/PROPERTY OWNERS FOR CHAMP. COUNTY. THE MEMBERS HEAR COMPLAINTS & APPEALS FOR THE COUNTY & RENDER DECISIONS ON SAID COMPLAINTS & APPEALS.

3. What is your knowledge of the district/association's operations, specifically property holdings and management, staff, taxes, fees?

HAVING SAT ON THE BOARD OF REVIEW ON 2 SEPARATE TIMES, I UNDERSTAND THE INNER WORKINGS OF THE BOARD. IM FAMILIAR WITH THE PRESENT STAFF AT THE BOARD, & THE BOARD CHAIRMAN, STAN JERKINS. I BELIEVE IM FULLY QUALIFIED FOR THIS POSITION.

4. 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 board or commission 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:

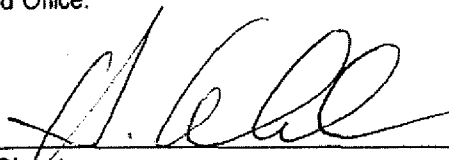
I BELIEVE THAT ANY MEMBER OF THE BOARD OF REVIEW WHO WRITES & SIGNS APPRAISALS HAS A CONFLICT OF INTEREST. (WHILE ON THE BOARD).

5. Would you be available to regularly attend the scheduled meeting of the Board district?

Yes  No

If no, please explain:

The facts set forth in my application for appointment are true and complete. I understand this application is a document of public record that will be on file in the County Board Office.

  
Signature

Date: 4.23.07

# Harry Washburn

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PO Box 1771, Champaign, IL 61824 • 217-356-1758

## Professional Experience

**Blytham Talent Agency, Champaign, IL** 1980-1999  
OWNER  
Responsible for placement of musicians and performers. Licensed as an employment counselor and bonded. Negotiated contracts, trained employees, and kept financial records.

**Blytham Realty, Champaign, IL** 1990-present  
BROKER/REALTOR  
Sell and purchase properties.

**Washburn Properties/Blytham Properties** 1982-present  
INCOME PROPERTY OWNER  
Manage 16 units. Lease, organize sub-contractors, and maintenance.

**Champaign County Board of Review** 1990/91, 1996/97  
MEMBER  
Champaign County Real Estate Tax Assessment Appeals Board  
To hear complaints and appeals from Champaign County residents.

## Education

**Parkland College, Champaign, IL**  
All classes necessary for Realtor and Broker License  
All classes necessary for Licensed State Appraiser.

## Hobbies

Golf and music.

*Blytham*  
REALTY

HARRY WASHBURN

P.O. Box 1771 • Champaign, Illinois 61824-1771

356-1758

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM

PLEASE PRINT IN BLACK INK

NAME: Susan Maurer PHONE: 485-5139 FAX: \_\_\_\_\_

ADDRESS: 415 N Central Tolono IL 61880  
Street City State Zip

NAME OF APPOINTMENT BODY OR BOARD: Champaign County Board of Health

TITLE OF APPOINTMENT REQUESTED: Board Member

BEGINNING DATE OF TERM REQUEST: July 1, 2007 ENDING DATE: \_\_\_\_\_

Champaign County 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.

The Champaign County Board

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

I have served on this board for two years and feel we have just begun. I have been an x-ray technologist for 38 years and am retired from Parkland College in 2003 with 28.5 years. For my last 15 years at Parkland I served as Department Chair for Health Professions. That position exposed me to many fields of health care as well as to many students and the public. I have lived in Tolono since 1983 and am familiar with many of the needs of people who live in rural Champ.

2. What do you believe is the role of a trustee/commissioner/board member and how do you envision carrying out the County responsibilities of that role?

I served on the Unit 7 School Board for 10 years, am currently on the Regional board of Trustees for Ford and Champaign Counties, and have served on other boards. I understand our role is to set policy and to avoid micromanagement. In the case of the County Board of Health, we need to figure out how to provide health services to County residents using limited tax revenue. Since I joined the board,

- 3. What is your knowledge of the district/association's operations, specifically property holdings and management, staff, taxes, fees?

Two years ago, I knew nothing but I've served on the budget Subcommittee and have begun to understand that we are underfunded and need to resolve that. We do not own any property and, at present, do not have any staff except for a part time administrative assistant. We contract with CUPHD ~~for~~ and CIDES for services at the present time.

- 4. 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 board or commission for which you are applying? (This question is not meant to disqualify you; it is only intended to provide information.)

Yes \_\_\_\_\_ No X

If yes, please explain:

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- 5. Would you be available to regularly attend the scheduled meeting of the Board district?

Yes X No \_\_\_\_\_

If no, please explain:

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The facts set forth in my application for appointment are true and complete. I understand this application is a document of public record that will be on file in the County Board Office.

Susan B. Maurer  
Signature

Date: April 25, 2007

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM

PLEASE PRINT IN BLACK INK

NAME: Julian Rappaport PHONE:217 -352-2158 FAX: \_\_\_\_\_

ADDRESS:\_\_\_ 56 Chestnut Court Champaign, Ill. 61822  
\_\_\_\_\_  
Street City State Zip

NAME OF APPOINTMENT BODY OR BOARD: \_ Champaign\_County\_Board of Health  
\_\_\_\_\_

TITLE OF APPOINTMENT REQUESTED: Member  
\_\_\_\_\_

BEGINNING DATE OF TERM REQUEST: July 1, 2007  
ENDING DATE: June 30, 2010

Champaign County 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 APPOINTMNT, OR REAPPOINTMENT, CANDIDATE MUST COMPLETE AND SIGN THIS APPLICATION.

The Champaign County Board

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

I have served on the County Board of Health for two years, filling a vacant seat. I live in an unincorporated area of the County.  
Frankly, although I understood public health principles prior to joining the BOH (I am a PhD in Clinical and Community Psychology and have taught for almost forty years), it has taken me the better part of the past two years to grasp the issues confronting this county with respect to delivery of services, efficient use of the dollars available, and the need for policy and practical solutions to local, especially rural, needs. I believe that I may finally be ready to make a substantive contribution to the Board.

2. What do you believe is the role of a trustee/commissioner/board member and how do you envision carrying out the responsibilities of that role?

Our job is to critically evaluate the needs of the county and to contract for services, some of which are mandated, others of which are necessary for good public health. We should also search for ways to find new dollars (ie grants) and to collaborate with other government and private service providers. We should establish sound policies and monitor the fiscal responsibility as well as quality of professional service for county residents.

3. What is your knowledge of the district/association's operations, specifically property holdings and management, staff, taxes, fees?

In the past two years I have become informed about the details of our income, budget and contractual agreements. I think some changes are needed and hope to help pursue those changes to provide better, more cost efficient services.

4. 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 board or commission for which you are applying? (This question is not meant to disqualify you; it is only intended to provide information.)

Yes \_\_\_\_\_ No X

If yes, please explain:

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5. Would you be available to regularly attend the scheduled meeting of the Board district?

Yes X No \_\_\_\_\_

If no, please explain:

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The facts set forth in my application for appointment are true and complete. I understand this application is a document of public record that will be on file in the County Board Office.

  
Signature Julian Rappaport

Date: May 8, 2007

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM

PLEASE PRINT IN BLACK INK

NAME: David L. King PHONE: 217-352-7015 FAX: none

ADDRESS: 3310 Cypress Creek Rd., Champaign IL 61822  
Street City State Zip

NAME OF APPOINTMENT BODY OR BOARD: Champaign County Board of Health

TITLE OF APPOINTMENT REQUESTED: Public Member

BEGINNING DATE OF TERM REQUEST: July 1, 2007 ENDING DATE: June 30, 2010

Champaign County 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.

The Champaign County Board

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

I have 24 years of fiscal and administrative experience in state and local public health: 18 years at the Illinois Dept. of Public Health and 6 years at CUPHD. I have a Master's degree in Public Administration, <sup>am</sup> a long-time member of the IL Public Health Association and <sup>have</sup> a sincere interest in community health. I am familiar with some of the challenges facing local public health agencies.

2. What do you believe is the role of a trustee/commissioner/board member and how do you envision carrying out the responsibilities of that role?

The Board of Health is charged with assessing the public health needs of Champaign County and recommending <sup>to the county board</sup> the best services and budget to address those needs. Each member should solicit input from the public, the staff, health care providers, fellow board members and county board members to develop these recommendations.

- 3. What is your knowledge of the district/association's operations, specifically property holdings and management, staff, taxes, fees?

I am fairly knowledgeable about the Board of Health and the Champaign County Public Health Department's operations, services, budget, etc. From 1999 until 2005, I served as the Contract Public Health Administrator for the county health department. I should be able to catch-up my knowledge fairly quickly.

- 4. 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 board or commission 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:

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- 5. Would you be available to regularly attend the scheduled meeting of the Board district?

Yes  No

If no, please explain:

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The facts set forth in my application for appointment are true and complete. I understand this application is a document of public record that will be on file in the County Board Office.

David L. King  
 Signature  
 Date: 5/25/07

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM

PLEASE PRINT IN BLACK INK

NAME: Joyce DILL PHONE: 384-4416 FAX: \_\_\_\_\_

ADDRESS: 2311 JOHN DR. URBANA IL 61822  
Street City State Zip

NAME OF APPOINTMENT BODY OR BOARD: CCDDB

TITLE OF APPOINTMENT REQUESTED: BOARD MEMBER

BEGINNING DATE OF TERM REQUEST: JULY 1, 2007 ENDING DATE: JUNE 30, 2010

Champaign County 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.

The Champaign County Board

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

I am a retired special education teacher and the parent of a mentally handicapped son. I am familiar with the needs and concerns of people with developmental disabilities. I have been an advocate for meeting those needs all of my life.

2. What do you believe is the role of a trustee/commissioner/board member and how do you envision carrying out the responsibilities of that role?

1. PROVIDING EDUCATION TO THE PEOPLE OF CHAMPAIGN COUNTY ABOUT AVAILABILITY OF SERVICES. 2. MAKING INFORMED AND CAREFUL DECISIONS ABOUT DISBURSEMENT OF FUNDS FOR SERVICES THROUGHOUT THE COUNTY 3. LISTENING AND LEARNING ABOUT NEEDS SO THAT THOSE DECISIONS AFFECT DELIVERY OF SERVICES

- 3. What is your knowledge of the district/association's operations, specifically property holdings and management, staff, taxes, fees?

I HAVE LEARNED ABOUT BUDGETS AND THE  
DELIVERY OF FUNDS BEING ON THE BOARD.

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- 4. 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 board or commission 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:

I HAVE A SON WHO RECEIVES SERVICES IN THIS  
COUNTY, BUT I CANNOT SEE A WAY THAT WOULD  
BE A CONFLICT. I DON'T DIRECT FUNDS ONCE GRANTED.

- 5. Would you be available to regularly attend the scheduled meeting of the Board district?

Yes X No \_\_\_

If no, please explain:

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The facts set forth in my application for appointment are true and complete. I understand this application is a document of public record that will be on file in the County Board Office.

Jayne Dill  
 Signature

Date: March 23, 2007

CHAMPAIGN COUNTY APPOINTMENT REQUEST FORM

PLEASE PRINT IN BLACK INK

NAME: Edwin E Herricks PHONE: 217 359 8942 FAX: 217 359 9535

ADDRESS: 507 S Chicago Ave Champaign IL 61821  
Street City State Zip

PARTY AFFILIATION: (Please check one)  Democrat  Republican  Other, please explain: Independent

NAME OF APPOINTMENT BODY OR BOARD: Forest Preserve District Board of Commissioners

TITLE OF APPOINTMENT REQUESTED: Board Member

BEGINNING DATE OF TERM REQUEST: July 2007 ENDING DATE: June 2012

Champaign County 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.

The Champaign County Board

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

I have over 35 years of experience in the natural resources area; a Ph.D in Biology; 31 years on the faculty of the Dept of Civil and Environmental Engineering at UIUC; previous service on the Champaign Environmental Advisory Commission; and I have served as a Commissioner of CCFPD for the past five years. My professional resume is attached.

2. What do you believe is the role of a trustee/commissioner/board member and how do you envision carrying out the responsibilities of that role?

Role is to set policy and support the executive director and staff in meeting the mission of the District. I believe I am just beginning to understand that role after 5 years of service and feel that I can do an even better job as a Commissioner in the next five years

- 3. What is your knowledge of the district/association's operations, specifically property holdings and management, staff, taxes, fees?

I have an intimate knowledge based on five years  
experience as a Commissioner

- 4. 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 board or commission for which you are applying? (This question is not meant to disqualify you; it is only intended to provide information.)

Yes \_\_\_\_\_ No X

If yes, please explain:

- 5. Would you be available to regularly attend the scheduled meeting of the Board district?

Yes X No \_\_\_\_\_

If no, please explain:

The facts set forth in my application for appointment are true and complete. I understand this application is a document of public record that will be on file in the County Board Office.



Signature

Date: 4/20/07

Prepared By: E. Boatz  
5/24/2007

**VACANT POSITIONS LISTED ON DATA BASE  
AS OF May 24, 2007**

FUND	DEPT.	POSITION TITLE	HOURLY RATE	REGULAR ANNUAL HOURS	REGULAR ANNUAL SALARY	FY2007 ANNUAL HOURS	FY2007 ANNUAL SALARY
80	22	DEPUTY COUNTY CLERK	\$9.62	624	\$6,002.88	626.4	\$6,025.97
80	22	DEPUTY COUNTY CLERK	\$9.62	1950	\$18,759.00	1957.5	\$18,831.15
80	25	SUPERVISOR OF ASSESSMENTS	\$25.28	1950	\$49,296.00	1957.5	\$49,485.60
80	30	LEGAL CLERK	\$9.62	1950	\$18,759.00	1957.5	\$18,831.15
80	51	COURT SERVICES OFFICER	\$17.26	1950	\$33,657.00	1957.5	\$33,786.45
80	51	COURT SERVICES OFFICER	\$17.26	1950	\$33,657.00	1957.5	\$33,786.45
80	71	SENIOR MAINTENANCE WORKER	\$11.90	2080	\$24,752.00	2088	\$24,847.20
80	140	CLERK	\$9.62	1950	\$18,759.00	1957.5	\$18,831.15
80	140	MASTER CONTROL OFFICER	\$9.62	2080	\$20,009.60	2088	\$20,086.56
80	140	P.T. MASTER CONTROL OFFICER	\$9.62	1040	\$10,004.80	1044	\$10,043.28
80	140	P.T. MASTER CONTROL OFFICER	\$9.62	1040	\$10,004.80	1044	\$10,043.28
83	60	MECHANIC	\$19.85	2080	\$41,288.00	2088	\$41,446.80
91	47	ANIMAL CONTROL WARDEN	\$11.90	2080	\$24,752.00	2088	\$24,847.20
670	22	DEPUTY COUNTY CLERK	\$9.62	1040	\$10,004.80	1044	\$10,043.28
671	30	LEGAL CLERK	\$9.62	1950	\$18,759.00	1957.5	\$18,831.15
			\$190.03		\$338,464.88		\$339,766.67

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

**AN ORDINANCE OF THE COUNTY OF CHAMPAIGN, ILLINOIS  
ASCERTAINING THE PREVAILING RATE OF WAGES FOR LABORERS,  
MECHANICS, AND OTHER WORKERS EMPLOYED IN PUBLIC WORKS OF  
SAID COUNTY**

**WHEREAS**, the State of Illinois has enacted “An Act regulating wages of laborers, mechanics and other workers employed in any public works by the State, County or any public body or any political subdivision or by any one under contract for public works,” approved June 26, 1941, codified as amended, 820 ILCS 130/1 et seq., and

**WHEREAS**, the aforesaid Act requires that the County Board of the County of Champaign investigate and ascertain the prevailing rate of wages as defined in said Act for laborers, mechanics and other workers in the locality of said County of Champaign employed in performing construction of public works, for said Champaign County.

**NOW, THEREFORE BE IT ORDAINED** by the County Board of the County of Champaign, Illinois, effective June 1, 2007, as follows:

**SECTION 1:** To the extent and as required by “An Act regulating wages of laborers, mechanics and other workers employed in any public works by State, County, City or any public body or any political subdivision or by anyone under contract for public works,” approved June 26, 1941, as amended, the general prevailing rate of wages in this locality for laborers, mechanics and other workers engaged in construction of public works coming under the jurisdiction of the County of Champaign is hereby ascertained to be the same as the prevailing rate of wages for construction work in the Champaign County area as determined by the Department of Labor of the State of Illinois as of June of the current year a copy of that determination being attached hereto and incorporated herein by reference. As required by said Act, any and all revisions of the prevailing rate of wages by the Department of Labor of the State of Illinois shall supersede the Department’s June determination and apply to any and all public works construction undertaken by the County of Champaign. The definition of any terms appearing in this Ordinance which are also used in aforesaid Act shall be the same as in said Act.

**SECTION 2:** Nothing herein contained shall be construed to apply said general prevailing rate of wages as herein ascertained to any work or employment except public

works construction of the County of Champaign to the extent required by the aforesaid Act.

SECTION 3: The County Clerk shall publicly post or keep available for inspection by any interested party in the main office of the County of Champaign this determination or any revisions of such prevailing rate of wage. A copy of this determination or of current revised determination of prevailing rate of wages then in effect shall be attached to all contract specifications.

SECTION 4: The County Clerk shall mail a copy of this determination to any employer, and to any association of employers and to any person or association of employees who have filed their names and addresses, requesting copies of any determination stating the particular rates and the particular class of workers whose wages will be affected by such rates.

SECTION 5: The County Clerk shall promptly file a certified copy of this Ordinance with both the Secretary of State Index Division and the Department of Labor of the State of Illinois.

SECTION 6: The County Clerk shall cause to be published in a newspaper of general circulation within the area a copy of this Ordinance, and such publication shall constitute notice that the determination is effective and that this is the determination of this public body.

PRESENTED, PASSED, APPROVED and RECORDED this 21<sup>st</sup> day of June, A.D. 2007.

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C. Pius Weibel, Chair  
Champaign County Board

ATTEST:

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Mark Shelden, County Clerk and  
Ex-Officio Clerk of the County Board

## Champaign County Prevailing Wage for June 2007

Trade Name	RG	TYP	C	Base	FRMAN	*M-F>8	OSA	OSH	H/W	Pensn	Vac	Trng
=====	==	===	=	=====	=====	=====	===	===	=====	=====	=====	=====
ASBESTOS ABT-GEN		BLD		25.250	26.250	1.5	1.5	2.0	5.050	6.590	0.000	0.700
ASBESTOS ABT-MEC		BLD		20.190	0.000	1.5	1.5	2.0	5.000	3.400	0.000	0.000
BOILERMAKER		BLD		30.970	33.970	2.0	2.0	2.0	8.270	7.740	0.000	0.300
BRICK MASON		BLD		26.840	28.340	1.5	1.5	2.0	5.300	6.500	0.000	0.630
CARPENTER		BLD		29.350	31.350	1.5	1.5	2.0	6.750	4.600	0.000	0.320
CARPENTER		HWY		27.740	29.490	1.5	1.5	2.0	6.500	4.600	0.000	0.300
CEMENT MASON		BLD		25.830	27.080	1.5	1.5	2.0	5.200	7.000	0.000	0.300
CEMENT MASON		HWY		25.570	26.570	1.5	1.5	2.0	5.300	7.000	0.000	0.400
CERAMIC TILE FNSHER		BLD		25.950	0.000	1.5	1.5	2.0	5.300	6.500	0.000	0.000
ELECTRIC PWR EQMT OP		ALL		30.750	0.000	1.5	1.5	2.0	4.750	8.610	0.000	0.000
ELECTRIC PWR GRNDMAN		ALL		21.090	0.000	1.5	1.5	2.0	4.750	5.905	0.000	0.000
ELECTRIC PWR LINEMAN		ALL		34.160	36.350	1.5	1.5	2.0	4.750	9.560	0.000	0.000
ELECTRIC PWR TRK DRV		ALL		22.130	0.000	1.5	1.5	2.0	4.750	6.200	0.000	0.000
ELECTRICIAN		BLD		32.010	34.010	1.5	1.5	2.0	5.150	5.410	0.000	0.480
ELECTRONIC SYS TECH		BLD		24.870	26.370	1.5	1.5	2.0	5.150	3.150	0.000	0.250
ELEVATOR CONSTRUCTOR		BLD		34.190	38.460	2.0	2.0	2.0	8.275	6.060	2.050	0.000
FENCE ERECTOR		ALL		26.420	28.170	1.5	1.5	2.0	6.590	6.150	0.000	0.500
GLAZIER		BLD		28.230	28.230	1.5	2.0	2.0	5.480	5.000	0.000	0.310
HT/FROST INSULATOR		BLD		28.470	0.000	1.5	1.5	2.0	5.040	5.800	0.000	0.130
IRON WORKER		ALL		26.420	28.170	1.5	1.5	2.0	6.590	6.150	0.000	0.500
LABORER		BLD		23.750	24.750	1.5	1.5	2.0	5.050	6.590	0.000	0.600
LABORER		HWY		24.810	25.560	1.5	1.5	2.0	5.050	6.590	0.000	0.600
LATHER		BLD		29.350	31.350	1.5	1.5	2.0	6.750	4.600	0.000	0.320
MACHINIST		BLD		36.890	38.890	2.0	2.0	2.0	4.380	5.650	2.550	0.000
MARBLE FINISHERS		BLD		25.950	0.000	1.5	1.5	2.0	5.300	6.500	0.000	0.000
MARBLE MASON		BLD		27.450	0.000	1.5	1.5	2.0	5.300	6.500	0.000	0.000
MILLWRIGHT		BLD		26.560	28.560	1.5	1.5	2.0	6.750	7.850	0.000	0.320
MILLWRIGHT		HWY		19.410	20.660	1.5	1.5	2.0	2.800	3.000	0.000	0.000
OPERATING ENGINEER		ALL	1	28.650	0.000	1.5	1.5	2.0	5.200	6.750	0.000	0.650
OPERATING ENGINEER		ALL	2	18.600	0.000	1.5	1.5	2.0	5.200	6.750	0.000	0.650
PAINTER		ALL		28.450	29.800	1.5	1.5	2.0	5.200	3.300	0.000	0.320
PAINTER SIGNS		ALL		28.450	29.800	1.5	1.5	2.0	5.200	3.300	0.000	0.320
PILEDRIVER		BLD		29.850	31.850	1.5	1.5	2.0	6.750	4.600	0.000	0.320
PILEDRIVER		HWY		28.240	29.990	1.5	1.5	2.0	6.500	4.600	0.000	0.300
PIPEFITTER		BLD		34.670	37.170	1.5	1.5	2.0	6.450	6.270	0.000	0.640
PLASTERER		BLD		25.390	26.890	1.5	1.5	2.0	5.300	8.200	0.000	0.300
PLUMBER		BLD		34.670	37.170	1.5	1.5	2.0	6.450	6.270	0.000	0.640
ROOFER		BLD		25.460	26.460	1.5	1.5	2.0	6.350	5.150	0.000	0.200
SHEETMETAL WORKER		BLD		28.600	30.600	1.5	1.5	2.0	7.150	7.330	0.000	0.520
SPRINKLER FITTER		BLD		31.240	33.240	1.5	1.5	2.0	6.500	5.350	0.000	0.250
STONE MASON		BLD		26.840	28.340	1.5	1.5	2.0	5.300	6.500	0.000	0.630
TERRAZZO FINISHER		BLD		25.950	0.000	1.5	1.5	2.0	5.300	6.500	0.000	0.000
TERRAZZO MASON		BLD		27.450	0.000	1.5	1.5	2.0	5.300	6.500	0.000	0.000
TILE MASON		BLD		27.450	0.000	1.5	1.5	2.0	5.300	6.500	0.000	0.000
TRUCK DRIVER		ALL	1	26.655	0.000	1.5	1.5	2.0	7.900	3.550	0.000	0.000
TRUCK DRIVER		ALL	2	27.055	0.000	1.5	1.5	2.0	7.900	3.550	0.000	0.000
TRUCK DRIVER		ALL	3	27.255	0.000	1.5	1.5	2.0	7.900	3.550	0.000	0.000
TRUCK DRIVER		ALL	4	27.505	0.000	1.5	1.5	2.0	7.900	3.550	0.000	0.000
TRUCK DRIVER		ALL	5	28.255	0.000	1.5	1.5	2.0	7.900	3.550	0.000	0.000
TRUCK DRIVER		O&C	1	21.320	0.000	1.5	1.5	2.0	7.900	3.550	0.000	0.000
TRUCK DRIVER		O&C	2	21.640	0.000	1.5	1.5	2.0	7.900	3.550	0.000	0.000
TRUCK DRIVER		O&C	3	21.800	0.000	1.5	1.5	2.0	7.900	3.550	0.000	0.000
TRUCK DRIVER		O&C	4	22.000	0.000	1.5	1.5	2.0	7.900	3.550	0.000	0.000
TRUCK DRIVER		O&C	5	22.600	0.000	1.5	1.5	2.0	7.900	3.550	0.000	0.000



background/foreground music, intercom and telephone interconnect, field programming, inventory control systems, microwave transmission, multi-media, multiplex, radio page, school, intercom and sound burglar alarms and low voltage master clock systems.

Excluded from this classification are energy management systems, life safety systems, supervisory controls and data acquisition systems not intrinsic with the above listed systems, fire alarm systems, nurse call systems and raceways exceeding fifteen feet in length.

#### TRUCK DRIVER - BUILDING, HEAVY AND HIGHWAY CONSTRUCTION

Class 1. Drivers on 2 axle trucks hauling less than 9 ton. Air compressor and welding machines and brooms, including those pulled by separate units, truck driver helpers, warehouse employees, mechanic helpers, greasers and tiremen, pickup trucks when hauling materials, tools, or workers to and from and on-the-job site, and fork lifts up to 6,000 lb. capacity.

Class 2. Two or three axle trucks hauling more than 9 ton but hauling less than 16 ton. A-frame winch trucks, hydrolift trucks, vector trucks or similar equipment when used for transportation purposes. Fork lifts over 6,000 lb. capacity, winch trucks, four axle combination units, and ticket writers.

Class 3. Two, three or four axle trucks hauling 16 ton or more. Drivers on water pulls, articulated dump trucks, mechanics and working forepersons, and dispatchers. Five axle or more combination units.

Class 4. Low Boy and Oil Distributors.

Class 5. Drivers who require special protective clothing while employed on hazardous waste work.

#### TRUCK DRIVER - OIL AND CHIP RESEALING ONLY.

This shall encompass laborers, workers and mechanics who drive contractor or subcontractor owned, leased, or hired pickup, dump, service, or oil distributor trucks. The work includes transporting materials and equipment (including but not limited to, oils, aggregate supplies, parts, machinery and tools) to or from the job site; distributing oil or liquid asphalt and aggregate; stock piling material when in connection with the actual oil and chip contract. The Truck Driver (Oil & Chip Resealing) wage classification does not include supplier delivered materials.

#### OPERATING ENGINEERS - BUILDING, HEAVY AND HIGHWAY CONSTRUCTION

Class 1. Power Cranes, Draglines, Derricks, Shovels, Gradalls, Mechanics, Tractor Highlift, Tournadozer, Concrete Mixers with Skip, Tournamixer, Two Drum Machine, One Drum Hoist with Tower or Boom, Cableways, Tower Machines, Motor Patrol, Boom Tractor, Boom or Winch Truck, Winch or Hydraulic Boom Truck, Truck Crane, Tournapull, Tractor Operating Scoops, Bulldozer, Push Tractor, Asphalt Planer, Finishing Machine on Asphalt, Large Rollers on Earth, Rollers on Asphalt Mix, Ross Carrier or similar Machine, Gravel Processing Machine, Asphalt Plant Engineer, Paver Operator, Dredging Equipment, or Dredge Engineer, or Dredge Operator, Central Mix Plant Engineer, CMI or similar type machine, Concrete Pump, Truck or Skid Mounted,

Tower Crane, Engineer or Rock Crusher Plant, Concrete Plant Engineer, Ditching Machine with dual attachment, Tractor Mounted Loaders, Cherry Picker, Hydro Crane, Standard or Dinkey Locomotives, Scoopmobiles, Euclid Loader, Soil Cement Machine, Back Filler, Elevating Machine, Power Blade, Drilling Machine, including Well Testing, Caissons, Shaft or any similar type drilling machines, Motor Driven Paint Machine, Pipe Cleaning Machine, Pipe Wrapping Machine, Pipe Bending Machine, Apsco Paver, Boring Machine, (Head Equipment Greaser), Barber-Greene Loaders, Formless Paver, (Well Point System), Concrete Spreader, Hydra Ax, Span Saw, Marine Scoops, Brush Mulcher, Brush Burner, Mesh Placer, Tree Mover, Helicopter Crew (3), Piledriver-Skid or Crawler, Stump Remover, Root Rake, Tug Boat Operator, Refrigerating Machine, Freezing Operator, Chair Cart-Self-Propelled, Hydra Seeder, Straw Blower, Power Sub Grader, Bull Float, Finishing Machine, Self-Propelled Pavement Breaker, Lull (or similar type Machine), Two Air Compressors, Compressors hooked in Manifold, Overhead Crane, Chip Spreader, Mud Cat, Sull-Air, Fork Lifts (except when used for landscaping work), Soil Stabilizer (Seaman Tiller, Bo Mag, Rago Gator, and similar types of equipment), Tube Float, Spray Machine, Curing Machine, Concrete or Asphalt Milling Machine, Snooper Truck-Operator, Backhoe, Farm Tractors (with attachments), 4 Point Lift System (Power Lift or similar type), Skid-Steer (Bob Cat or similar type), Wrecking Shears, Water Blaster.

Class 2. Concrete Mixers without Skips, Rock Crusher, Ditching Machine under 6', Curbing Machine, One Drum Machines without Tower or Boom, Air Tugger, Self-Propelled Concrete Saw, Machine Mounted Post Hole Digger, two to four Generators, Water Pumps or Welding Machines, within 400 feet, Air Compressor 600 cu. ft. and under, Rollers on Aggregate and Seal Coat Surfaces, Fork Lift (when used for landscaping work), Concrete and Blacktop Curb Machine, One Water Pump, Oilers, Air Valves or Steam Valves, One Welding Machine, Truck Jack, Mud Jack, Gunnite Machine, House Elevators when used for hoisting material, Engine Tenders, Fireman, Wagon Drill, Flex Plane, Conveyor, Siphons and Pulsometer, Switchman, Fireman on Paint Pots, Fireman on Asphalt Plants, Distributor Operator on Trucks, Tampers, Self-Propelled Power Broom, Striping Machine (motor driven), Form Tamper, Bulk Cement Plant, Equipment Greaser, Deck Hands, Truck Crane Oiler-Driver, Cement Blimps, Form Grader, Temporary Heat, Throttle Valve, Super Sucker (and similar type of equipment).

#### Other Classifications of Work:

For definitions of classifications not otherwise set out, the Department generally has on file such definitions which are available. If a task to be performed is not subject to one of the classifications of pay set out, the Department will upon being contacted state which neighboring county has such a classification and provide such rate, such rate being deemed to exist by reference in this document. If no neighboring county rate applies to the task, the Department shall undertake a special determination, such special determination being then deemed to have existed under this determination. If a project requires these, or any classification not listed, please contact IDOL at 618/993-7271 for wage rates or clarifications.

#### LANDSCAPING

Landscaping work falls under the existing classifications for laborer, operating engineer and truck driver. The work performed by landscape plantsman and landscape laborer is covered by the existing classification of laborer. The work performed by landscape operators (regardless of equipment used or its size) is covered by the classifications of operating engineer. The work performed by landscape truck drivers (regardless of size of truck driven) is covered by the classifications of truck driver.



*Policy &  
Finance*

City Manager's Office • 102 N Neil St • Champaign IL 61820 • (217) 403-8710 • fax (217) 403-8870 • [www.ci.champaign.il.us](http://www.ci.champaign.il.us)

May 9, 2007

Mr. Pius Weibel, Chair  
County Board Office  
Brookens Administrative Center  
1776 E. Washington St.  
Urbana, IL 61802

Dear Mr. Weibel:

The City of Champaign will be celebrating its 5th Annual Champaign-Urbana International Humanitarian Awards (CUIHA) Program. This event will be held on Thursday, October 18th from 6:00P.M. to 8:00P.M. at the Hilton Garden Inn, Champaign.

I would like to invite the Champaign County Board and the City of Urbana to be co-sponsors of this Awards Program with the City of Champaign. As a co-sponsor of this event, we are asking you to make a \$1,200.00 contribution. The county-wide collaboration for sponsoring the annual Dr. Martin Luther King, Jr. Countywide Day Celebration has allowed us to honor and recognize individuals for their commitment to humanitarian service in Champaign County. The CUIHA provides another opportunity for Champaign, Urbana and the County to put our resources together to honor and recognize the individuals and businesses who are making great contributions to international humanitarian service. Your participation in the event last year helped make it a very special evening for the award recipients.

The purpose of the International Humanitarian Award is to:

- Honor significant contributions to international understanding, cooperation, friendship and development.
- Recognize the richness of Champaign County's international contributions, concerns and commitments.
- Educate the public about the connections which exist between our local community and the global community.

I have enclosed an informational brochure that will provide you with an overview of the International Humanitarian Awards program. The Steering Committee of CUIHA will also be identifying major sponsors to off-set the costs associated with planning and implementing such a wonderful event. If you have any questions or need additional information, please feel free to contact Joan Walls, Assistant to the City Manager for Community Relations at (217) 403-8830 or you can email her at [wallsja@ci.champaign.il.us](mailto:wallsja@ci.champaign.il.us).

Thank you for your continuous support and we look forward to partnering with you as we celebrate the 2007 Champaign-Urbana International Humanitarian Awards Program.

Sincerely,

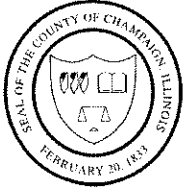
Steve Carter  
City Manager

**ATTACHMENTS GIVEN  
TO THE COMMITTEE  
AT THE MEETING**

**POLICY, PERSONNEL, &  
APPOINTMENTS COMMITTEE  
JUNE 6, 2007**

Contents:

1. RFP 2007-001: Rental of Digital Copier/Printers Project Team Recommendation of Top Ranked Firm & Contract Negotiating Team – Agenda Item VII B



## CHAMPAIGN COUNTY ADMINISTRATIVE SERVICES

1776 EAST WASHINGTON  
URBANA, IL 61802  
(217) 384-3776  
(217) 384-3765 – PHYSICAL PLANT  
(217) 384-3896 – FAX  
(217) 384-3864 – TDD  
Website: [www.co.champaign.il.us](http://www.co.champaign.il.us)

ADMINISTRATIVE SUPPORT  
DATA PROCESSING  
MICROGRAPHICS  
PURCHASING  
PHYSICAL PLANT  
SALARY ADMINISTRATION

TO: Tom Betz, Chair of Policy, Procedures, and Appointments Committee  
Committee Members

FROM: Denny Inman, County Administrator/Facilities & Procurement  
Deb Busey, County Administrator/Finance & HR

Date: June 6, 2007

Re: RFP 2007-001: Rental of Digital Copier/Printers  
Project Team Recommendation of Top Ranked Firm & Contract Negotiating Team

### ISSUE:

The purpose of RFP 2007-001 “Rental of Digital Copier/Printers” is to identify a vendor who would provide rental of current digital multifunctional copier/printers, operational supplies, with training and maintenance support services to Champaign County departments via a five (5) year contract.

The project team goals were to:

1. Reduce overall costs of County document production.
2. Provide County department’s access to state of the art digital technology with multifunctional capabilities.
3. Maintain current levels of equipment quality and reliability.
4. Improve quality level of service and support.

By submitting our recommendation we are confirming that we have performed our due diligence on this project and have met the aforementioned goals.

### REPORT:

1. On February 7, 2007, the Policy, Procedures, and Appointments committee voted to approve the County Administrators request to craft and distribute an RFP for document reproduction equipment and support services.

2. Between February 11, 2007 and February 22, 2007 all County departments were surveyed and interviewed on their departments needs. During the interview process the department head/representative was queried on the potential of scanning and faxing technologies, multifunctional equipment replacing existing printers, and satisfaction with current equipment and service provider.
3. On March 26, 2007, RFP 2007-001 "Rental of Digital Copier/Printers" was made available, to prospective vendors, via the County's website. The County took the initiative of contacting prospective vendors by phone. Finally, the County advertised this project in the Legal Notices section of the News Gazette during the period of March 17 - March 31.
4. On April 11, 2007, County representative conducted a mandatory pre-proposal meeting and on-site visit.
5. On April 18, 2007, four (4) vendors submitted technical responses and cost-per-copy proposals. Firms who submitted proposals were: Bundy Business Systems (Champaign, IL), RK Dixon (Champaign, IL), Watts Copy Systems, Incorporated (Champaign, IL), and Xerox Corporation (Champaign, IL).
6. On May 21, 2007 the County project team of Rhonda Wrona/Deputy County Clerk, Evelyn Boatz/Administrative Assistant, Eleanor Ellis/Buyer, Tim Breen/IT Systems Administrator, and County Administrators met to discuss submitted proposals and to strategize the on-site evaluation phase of the project. Betty Murphy/Associate Director of Finance of RPC was unable to attend the meeting.
7. On May 21, 22, and June 1, 2007 the project team attended on-site interviews and equipment presentations. In addition to the aforementioned project team members the following individuals also participated Jed Willard/County Clerk's Office and Pat Chancellor, RPC. Evaluation criteria included equipment speed, copy quality, compatibility with County network, security, maintenance plan, energy efficiency, etc.
8. On June 5, 2007 the project team members submitted their scored vendor evaluations. When tabulated, Xerox Corporation was identified as the top ranked firm. In a subsequent project team meeting the status of Xerox as the top ranked firm was affirmed.
9. Key points of the Xerox proposal are as follows:
  - a. Equipment Loaner/Replacement Guarantee -
  - b. No copy charge for scanning documents.
  - c. No copy charge for fax.
  - d. Aggressive recycling/energy efficiency program.
  - e. Compatibility with County's existing technology infrastructure.
  - f. Cost/copy - .0222 for five (5) years.
    - i. Overage charge / copy: .0064
    - ii. Based on 7,000,000 copy's/year
    - iii. Annual cost: \$155,400 (Without Paper). Below current County budget level for copier services.

**RECOMMENDATION:**

The project team requests the following committee action -

1. Accept the project team review results and recommendation that Xerox Corporation is the top ranked firm for the digital copier/printer project.
2. Identify Rhonda Wrona/Deputy County Clerk, Betty Murphy/Associate Director of Finance of RPC, Jed Willard /County Clerk's Office and the County Administrators as the County's negotiating team whose task is to negotiate a contract for the rental of multifunctional document reproduction equipment. If negotiations are successful, the contract will be presented to the County Board for award at the June 21<sup>st</sup> meeting.