

COUNTY BOARD AGENDA

County of Champaign, Urbana, Illinois
Thursday, May 21, 2015 – 6:30 p.m.

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

Page #

- I. **Call To Order**
- II. ***Roll Call**
- III. **Prayer & Pledge of Allegiance**
- IV. **Read Notice of Meeting**
- V. **Approval of Agenda/Addenda**
- VI. **Date/Time of Next Regular Meetings**

Standing Committees:

- A. County Facilities Committee Meeting – June 2, 2015 @ 6:30 p.m.
*Lyle Shields Meeting Room, Brookens Administrative Center
1776 E. Washington Street, Urbana*
- B. Environment & Land Use Committee Meeting – June 4, 2015 @ 6:30 p.m.
*Lyle Shields Meeting Room, Brookens Administrative Center
1776 E. Washington Street, Urbana*
- C. Highway & Transportation Committee Meeting – June 5, 2015 @ 9:00 a.m.
Fleet Maintenance Facility, 1605 E. Main Street, Urbana

Committee of the Whole:

Tuesday, June 9, 2015 @ 6:30 p.m.
(Finance; Policy, Personnel, & Appointments; Justice & Social Services)
*Lyle Shields Meeting Room, Brookens Administrative Center
1776 E. Washington Street, Urbana*

County Board:

- A. Tuesday, May 26, 2015 @ 6:00 p.m. –Special Facilities Meeting for Full County Board
*Lyle Shields Meeting Room, Brookens Administrative Center
1776 E. Washington Street, Urbana*
- B. Thursday, June 18, 2015 @ 6:30 p.m.
*Lyle Shields Meeting Room, Brookens Administrative Center
1776 E. Washington Street, Urbana*

- VII. **Public Participation**
- VIII. ***Consent Agenda**
- IX. **Communications**
- X. **Approval of Minutes**
 - A. February 19, 2015

B. March 19, 2015	72-76
C. March 24, 2015 – Study Session	77-78
D. April 23, 2015	79-84

XI. Mental Health & Developmental Disabilities Board Presentation

XII. Nursing Home Quarterly Report

XIII. Standing Committees:

A. County Facilities

Summary of Action Taken at May 5, 2015 Meeting 85-86

1. Adoption of Resolution No. 9237 Approving Direction for Further Action on Implementation of the Sheriff’s Operations Master Plan for Champaign County 87

B. Environment & Land Use

Summary or Action Taken at May 7, 2015 Meeting 88-90

1. Adoption of Ordinance No. 962 Amending Zoning Ordinance and Amending the Storm Water Management Policy – Case 769-AT-13 91-207
2. Adoption of Ordinance No. 963 Amending the Storm Water Management and Erosion Control Ordinance- Case 773-AT-14 208-213

C. Highway & Transportation

Summary of Action Taken at May 8, 2015 Meeting 214-215

XIV. Areas of Responsibility:

Summary of Action Taken at May 12, 2015 Committee of the Whole Meeting (Justice & Social Services; Finance; Policy, Personnel, & Appointments) 216-221

A. Finance

1. Adoption of Resolution No. 9204 Authorizing Payment of Claims Authorization 222
2. Adoption of Resolution No. 9205 Authorizing Purchases Not Following the Purchasing Policy 223-225

XV. New Business

A. Finance

1. Adoption of Resolution No. 9236 for the Approval and, If Awarded, Acceptance of Open Society Foundation Grant for Planning for Champaign County’s Pre-Booking Diversion Options 226-253

XVI. Other Business

XVII. Adjourn

*Roll Call
**Roll call and 15 votes
***Roll call and 17 votes
****Roll call and 12 votes
Except as otherwise stated, approval requires the vote of a majority of those County Board members present.



COUNTY BOARD CONSENT AGENDA

County of Champaign, Urbana, Illinois

Thursday, May 21, 2015 - 6:30 p.m.

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

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A. Highway & Transportation:

1. Adoption of Resolution No. 9210 Authorizing Application for Public Transportation Financial Assistance Under Section 5311 of the Federal Transit Act of 1991, As Amended (49 U.S.C. 5311) 1
2. Adoption of Resolution No. 9211 Authorizing Acceptance of the Special Warranty FY16 Combined Grant Application for Section 5311 Non-Urban Public Transportation Assistance and Downstate Operating Assistance 2
3. Adoption of Ordinance No. 961 Providing for Public Transportation in Champaign County, Illinois 3
4. Adoption of Resolution No. 9207 Authorizing Contract Award Authority 4
5. Adoption of Resolution No. 9208 Authorizing Contract Award Authority 5
6. Adoption of Resolution No. 9209 Awarding of Contract for 2015 Pavement Striping of Various County Highways Section 15-00000-02-GM 6-7

B. Environment & Land Use:

1. Adoption of Resolution No. 9212 Adopting Authority to Prevent Water Pollution Caused by Erosion and Sedimentation 8-10
2. Adoption of Resolution No. 9213 Authorizing County Board Chair Signature of Annual Facility Inspection Report Required for MS4 Storm Water Permit with IEPA for Program Year March 2013 Through March 2014 11-19

C. Finance:

1. Adoption of Resolution No. 9214 Authorizing Inter-Fund Loans From Fund Reserves to Other Funds 20
2. **Adoption of Resolution No. 9215 Authorizing Budget Amendment 15-00021 Fund/Dept. 080 General Corporate-043 Emergency Management Agency Increased Appropriations: \$3,747 Increased Revenue: \$3,747 Reason: Receipt of Grant Funding to Maintain Tracking System for Keeping Track of Volunteers/Professionals While Working on Large Scale Disasters 21
3. **Adoption of Resolution No. 9216 Authorizing Budget Amendment 15-00022 Fund/Dept. 106 Public Safety Sales Tax-237 Delinquency Prevention Grants Increased Appropriations: \$1,615 Increased Revenue: None: from Fund Balance Reason: This amendment Reflects the Actual Award of Grant for Delinquency Prevention to be Awarded on July 1, 2015 in the Amount of \$234,105 – Based on 5% of Actual Public Safety Sales Tax Revenue Collected in 2014. The Projected Budget Estimate was Slightly Short of the Actual Amount. 22
4. **Adoption of Resolution No. 9217 Authorizing Budget Amendment 15-00023 Fund/Dept. 075 Regional Planning Commission-782 IDOT State Capital Grant Increased Appropriations: \$16,000 Increased Revenue: \$16,000 Reason: To Accommodate Receipt of New IDOT Contract for Purchase of Five Computers, Desks, and Chairs for Champaign-Urbana Mass Transit District, Operator of rural Transit System for Champaign County 23

- 5. ****Adoption of Resolution No. 9218 Authorizing Budget Amendment 15-00024**
Fund/Dept. 075 Regional Planning Commission-788 HUD Rapid Rehousing
Increased Appropriations: \$18,500
Increased Revenue: \$18,500
Reason: To Accommodate New Housing and Urban Development (HUD) Rapid Rehousing Grant. This HUD Continuum of Care Program will Provide Medium-Term Rent Assistance to Families Progressing on a Plan Toward Self-Sufficiency. Case Management Services for These Families will be Provided.

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- 6. ****Adoption of Resolution No. 9219 Authorizing Budget Amendment 15-00025**
Fund/Dept. 075 Regional Planning Commission-825 Shelter Plus Care V-Even Years
Increased Appropriations: \$50,000
Increased Revenue: \$50,000
Reason: To Provide a Separate Department to Accommodate Receipt of the Shelter Plus Care V Grant Which Crosses Two County Fiscal Years. Shelter Plus Care Provides Housing and Supportive Services for Homeless and Disabled Clients.

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- 7. ****Adoption of Resolution No. 9220 Authorizing Budget Amendment 15-00026**
Fund/Dept. 075 Regional Planning Commission-783 Urbana Summer Youth Employment Program
Increased Appropriations: \$40,000
Increased Revenue: \$40,000
Reason: To Provide Human Resource and Payroll Processing for 35 Urbana Summer Youth Program Enrollees in Coordination with Unit 116. The Urbana Summer Youth Program Will be Funded by the ACCESS Initiative Grant Administered by the Mental Health Board

26
- 8. **Adoption of Resolution No. 9221 Authorizing An Acceptance Agreement Between Champaign County and the Illinois State Board of Elections for a Voter Registration Grant**

27
- 9. **Adoption of Resolution No. 9222 Authorizing an Intergovernmental Agreement with the City of Champaign, City of Urbana, Board of Trustees of the University of Illinois, Village of Rantoul, & Champaign County for an Area-Wide Records Management System (ARMS)**

28
- 10. **Adoption of Resolution No. 9223 Authorizing the Renewal of an Intergovernmental Agreement Between the Illinois Department of Healthcare & Family Services & the Champaign County State's Attorney**

29
- 11. **Adoption of Resolution No. 9224 Adopting the Champaign County Financial Policies**

30-37
- 12. **Adoption of Resolution No. 9225 Establishing the Budget Process for FY2016**

38-41

D. Policy, Personnel, & Appointments:

- 1. **Adoption of Resolution No. 9226 Appointing Dianne Hays to the Champaign County Board of Review, Term June 1, 2015 –May 31, 2017**

42
- 2. **Adoption of Resolution No. 9227 Appointing Steve Moser to the Farmland Assessment Review Committee, Term June 1, 2015-May 31, 2019**

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- 3. **Adoption of Resolution No. 9228 Appointing Frank Howard to the Sangamon Valley Public Water District, Term June 1, 2015-May 31, 2020**

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- 4. **Adoption of Resolution No. 9229 Appointing Michael Trione to the Penfield Water District, Term June 1, 2015-May 31, 2020**

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- 5. **Adoption of Resolution No. 9230 Appointing Edwin Holzhauer to the Dewey Community Public Water District, Term June 1, 2015-May 31, 2020**

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- 6. **Adoption of Resolution No. 9231 Appointing Elaine Holzhauer to the Dewey Community Public Water District, Term June 1, 2015-May 31, 2020**

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County Board Consent Agenda

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7. Adoption of Resolution No. 9232 Appointing David Hudson to the Dewey Community Public Water District, Term June 1, 2015-May 31, 2019 48
8. Adoption of Resolution No. 9233 Appointing Thomas Zindars to the Dewey Community Public Water District, Term June 1, 2015-May 31, 2017 49
9. Adoption of Resolution No. 9234 Appointing Jerry Lyke to the Urbana-Champaign Sanitary District Board, Term June 1, 2015-May 31, 2018 50
10. Adoption of Resolution No. 9235 Adopting Required Documentation Under the Americans With Disabilities Act 51-54
11. Adoption of Ordinance No. 964 Amending Ordinance No. 960 Establishing Champaign County Personnel Policy 55-65

RESOLUTION # 9210

RESOLUTION AUTHORIZING APPLICATION FOR PUBLIC TRANSPORTATION FINANCIAL ASSISTANCE UNDER SECTION 5311 OF THE FEDERAL TRANSIT ACT OF 1991, AS AMENDED (49 U.S.C. § 5311).

WHEREAS, the provision of public transit service is essential to the transportation of persons in the non-urbanized area; and

WHEREAS, Section 5311 of the Federal Transit Act of 1991, as amended (49 U.S.C. § 5311), makes funds available to help offset certain operating deficits and administrative expenses of a system providing public transit service in non-urbanized areas; and

WHEREAS, grants for said funds will impose certain obligations upon the recipient, including the provision by it of the local share of funds necessary to cover costs not covered by funds provided under Section 5311 of the Federal Transit Act of 1991, as amended (49 U.S.C. § 5311).

NOW, THEREFORE, BE IT RESOLVED BY the Champaign County Board:

Section 1. That an application be made to the Division of Public and Intermodal Transportation, Department of Transportation, State of Illinois, for a financial assistance grant under Section 5311 of the Federal Transit Act of 1991, as amended (49 U.S.C. § 5311), for the purpose of off-setting a portion of the Public Transportation Program operating deficits of the County of Champaign.

Section 2. That while participating in said operating assistance programs the Champaign County Area Rural Transportation System (C-CARTS) will seek available state and federal grants as well as other revenue for all required provide local matching funds.

Section 3. That County Administrator of the County of Champaign is hereby authorized and directed to execute and file on behalf of the County of Champaign such application.

Section 4. That the County Administrator of the County of Champaign is authorized to furnish such additional information as may be required by the Division of Public and Intermodal Transportation and the Federal Transit Administration in connection with the aforesaid application for said grant.

Section 5. That County Administrator of the County of Champaign is hereby authorized and directed to execute and file on behalf of the County of Champaign all required Grant Agreements with the Illinois Department of Transportation, in order to obtain grant assistance under the provisions of the Section 5311 of the Federal Transit Act of 1991, as amended (49 U.S.C. § 5311).

Section 6. That Executive Director of the Champaign-Urbana Mass Transit District is hereby authorized to provide such information and to file such documents as may be required to perform the Grant Agreement and to receive the grant.

PRESENTED and ADOPTED this 21st day of May, 2015.

Patsi Petrie
Chair, Champaign County Board

Date

Attest: Gordy Hulten
Champaign County Clerk

Date

RESOLUTION NO. 9211

Acceptance of the Special Warranty FY16 Combined Grant Application for Section 5311 Non-Urban Public Transportation Assistance and Downstate Operating Assistance

WHEREAS, Section 5311 of the Federal Transit Act of 1964, as amended, makes funds available to help offset certain operating deficits of a system providing public transit service in non-urbanized areas; and

WHEREAS, 49 U.S.C. § 5333(b) requires that fair and equitable arrangements must be made to protect the interests of employees affected by such assistance as a condition of receipt of funds under Section 5311; and

WHEREAS, A simplified process for assuring employee protections that accommodates the needs of participants in the Section 5311 program has been agreed upon by the U.S. Department of Labor and the U.S. Department of Transportation by allowing execution of a Special Section 5333(b) Warranty for Section 5311 projects (Special Warranty), which the Secretary of Labor certified on May 31, 1979;

NOW, THEREFORE, BE IT RESOLVED BY THE CHAMPAIGN COUNTY BOARD:

Section 1. That an application be made to the Division of Public Transportation, Department of Transportation, State of Illinois, for a financial assistance grant under Section 5311 of the Federal Transit Act of 1964, as amended.

Section 2. As a condition of the receipt of Section 5311 funds, County Board of Champaign County, IL hereby agrees in writing to the terms and conditions of the Special Warranty (attached) regarding fair and equitable arrangements to protect the interests of employees affected by such assistance.

PRESENTED and ADOPTED this 21st day of May, 2015.

Pattsi Petrie Chair, Champaign County Board	Date
Attest: Gordy Hulten Champaign County Clerk	Date

ORDINANCE NO 961

ORDINANCE PROVIDING FOR PUBLIC TRANSPORTATION
IN CHAMPAIGN COUNTY, ILLINOIS

WHEREAS, Public transportation is an essential public purpose for which public funds may be expended under Article 13, Section 7 of the Illinois Constitution; and

WHEREAS, The County of Champaign wishes to provide public transportation for its citizens and become eligible for grants from the State of Illinois or any department or agency thereof, from any unit of local government, from the Federal government or any department or agency thereof; and

WHEREAS this ordinance was previously adopted and is now being amended; and

WHEREAS, Illinois Compiled Statutes 740/2-1 et seq. authorizes a county to provide for public transportation within the (county or counties) limits:

NOW, THEREFORE, BE IT ORDAINED by the County Board of Champaign County that:

Section 1. Champaign County shall hereby provide public transportation within the Champaign County limits.

Section 2. The County Clerk of the County of Champaign shall file a certified copy of this Ordinance, within sixty days after passage of this ordinance.

Section 3. This Ordinance shall be in full force and effect from and after its passage and approval, as required by law.

Section 4. That the *Director of the Champaign-Urbana Mass Transit District* is hereby authorized and directed to execute and file on behalf of *Champaign County* a Grant Application to the Illinois Department of Transportation.

Section 5. That the *Champaign County Regional Planning Commission* is hereby authorized and directed to execute and file on behalf of *Champaign County* all required Grant Agreements with the Illinois Department of Transportation.

Section 6. That upon adoption of this Ordinance, Ordinance 873 is hereby rescinded.

PRESENTED, PASSED, APPROVED, AND RECORDED by the Chair and the Board of Champaign County on the 21st day of May, 2015, and deposited and filed in the office of the County Clerk of said County on that date.

Elected Board Members PRESENT _____

AYE _____

NAY _____

Clerk of Champaign County, Illinois

APPROVED by the Chair of the Champaign County Board, this 21st day of May, 2015.

Chairman of the Board Champaign County, Illinois

RESOLUTION NO. 9207

RESOLUTION FOR CONTRACT AWARD AUTHORITY

WHEREAS, Sealed bids will be received in the office of the County Engineer for the replacement of Structure #010-3016, located approximately 0.25 miles South of Foolsland in Brown Township, Section #14-02008-00-BR, and

WHEREAS, It is in the best interest of Champaign County to award the contract as early as possible, and

WHEREAS, The Champaign County Board agrees to allow Jeff Blue, P.E., Champaign County Engineer to accept the low bid for construction on behalf of Champaign County if the low bid is within 10% of the engineer's estimate.

NOW, THEREFORE, BE IT RESOLVED, By the Champaign County Board that the above will be accepted to expedite the contract with the low bidder.

PRESENTED, ADOPTED, APPROVED, and RECORDED this 21st day of May A.D., 2015.

Patsi Petrie, Chair
County Board of the County of
Champaign, Illinois

ATTEST: _____
Gordy Hulten, County Clerk and
Ex-Officio Clerk of the County Board

Prepared by: Jeff Blue
County Engineer

RESOLUTION NO. 9208

RESOLUTION FOR CONTRACT AWARD AUTHORITY

WHEREAS, Sealed bids will be received in the office of the County Engineer for the replacement of Structure #010-3000, located approximately 1.20 miles East of Royal in Ogden Township, Section #14-17016-00-BR, and

WHEREAS, It is in the best interest of Champaign County to award the contract as early as possible, and

WHEREAS, The Champaign County Board agrees to allow Jeff Blue, P.E., Champaign County Engineer to accept the low bid for construction on behalf of Champaign County if the low bid is within 10% of the engineer's estimate.

NOW, THEREFORE, BE IT RESOLVED, By the Champaign County Board that the above will be accepted to expedite the contract with the low bidder.

PRESENTED, ADOPTED, APPROVED, and RECORDED this 21st day of May A.D., 2015.

Patsi Petrie, Chair
County Board of the County of
Champaign, Illinois

ATTEST: _____
Gordy Hulten, County Clerk and
Ex-Officio Clerk of the County Board

Prepared by: Jeff Blue
County Engineer

RESOLUTION NO. 9209

RESOLUTION AWARDING OF CONTRACT
FOR 2015 PAVEMENT STRIPING
OF VARIOUS COUNTY HIGHWAYS
SECTION #15-00000-02-GM

WHEREAS, The following bid was received at a Public Letting held on May 7, 2015, in Urbana, Illinois, for the Pavement Striping of various County Highways:

Varsity Striping & Construction Company - Champaign, Illinois.....\$102,072.40; and

WHEREAS, The County Engineer recommends to the County Board that the above bid be awarded; and

WHEREAS, The County Board of Champaign County concurs in the action recommended by the County Engineer;

NOW, THEREFORE, BE IT RESOLVED, The County Board of Champaign County does hereby award the above listed bid to Varsity Striping & Construction Company - Champaign, Illinois, subject to concurrence of the Illinois Department of Transportation; and

BE IT FURTHER RESOLVED, That the County Clerk is hereby directed to transmit three (3) certified copies of this resolution to Illinois Department of Transportation, Division of Highways, Paris Illinois, through its District Engineer.

PRESENTED, ADOPTED, APPROVED and RECORDED This 21st day of May A.D., 2015.

Patsi Petrie, Chair
County Board of the County of
Champaign, Illinois

ATTEST: _____
Gordy Hulten, County Clerk and
Ex-Officio Clerk of the County Board

Prepared by: Jeff Blue
County Engineer

Resolution No. 9209

I, Gordy Hulten, County Clerk in and for said County, in the State aforesaid, and keeper of the records and files thereof, as provided by statute, do hereby certify the foregoing to be a true, perfect and complete copy of a resolution adopted by the County Board of Champaign County, at its County Board meeting held at Urbana, Illinois, on May 21, 2015.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seal of said County at my office in Urbana, in said County, this ____ day of _____ A.D. _____.

(SEAL) _____ County Clerk

APPROVED

Date

Department of Transportation

District Engineer

RESOLUTION NO. 9212

**A RESOLUTION ADOPTING AUTHORITY
TO PREVENT WATER POLLUTION
CAUSED BY EROSION AND SEDIMENTATION**

WHEREAS, Champaign County has been designated as a Municipal Separate Storm Sewer System (MS4) as part of the Phase II of the National Pollutant Discharge Elimination System (NPDES) Storm Water Program; and

WHEREAS, the Illinois Environmental Protection Agency (IEPA) is the relevant permitting authority for National Pollution Discharge Elimination System (NPDES) permits in the State of Illinois and the requirements for Municipal Separate Storm Sewer System jurisdictions are detailed in the IEPA's General NPDES Permit for Discharges from Small Municipal Separate Storm Sewer Systems No. ILR40; and

WHEREAS, paragraph B.4. of Part IV of ILR40 requires a permittee to develop, implement, and enforce a storm water management program to reduce pollutants in any storm water runoff to the small MS4 from construction activities, including an ordinance to require construction site operators to implement appropriate erosion and sedimentation controls and sanctions to ensure compliance with the NPDES requirements and procedures for site plan review and procedures for site inspection and enforcement of erosion and sedimentation control measures except that appropriate erosion and sediment control best management practices shall include green infrastructure storm water management techniques where appropriate and practicable and to the extent allowable under state law; and

WHEREAS, the existing *Champaign County Stormwater Management Policy* is only a regulatory policy and is not an ordinance nor does it require construction site operators to implement appropriate erosion and sedimentation controls nor does it include sanctions to ensure compliance nor procedures for site plan review nor procedures for site inspection and enforcement of erosion and sedimentation control measures and it does not include green infrastructure storm water management techniques as appropriate erosion and sediment control best management practices where appropriate and practicable; and

WHEREAS, the Champaign County Zoning Board of Appeals has held a public hearing and made a recommendation in Zoning Case 769-AT-13 to amend the existing *Champaign County Stormwater Management Policy* by adding the necessary requirements for construction site operators to implement appropriate erosion and sedimentation controls and adding sanctions to ensure compliance with the NPDES requirements and adding procedures for site plan review and adding procedures for site inspection and enforcement of erosion and sedimentation control measures and also including the appropriate erosion and sediment control best management practices including green infrastructure storm water management techniques where appropriate and

practicable and for the amended policy to be known as the *Champaign County Storm Water Management and Erosion Control Ordinance*; and

WHEREAS, before the Champaign County Board may adopt the recommendation of the ZBA in Case 769-AT-13 the County Board must first have the legal authority to adopt an erosion and sedimentation control ordinance; and

WHEREAS, Division 5-15 of Article 5 of the Counties Code, 55 ILCS 5/5-15001 et seq., provides that the county board shall have authority to prevent pollution of any stream or any other body of water within the county and to cause any and all parties, persons, firms and corporations to cease any and all pollution of any such streams or body of water within such county; provided that the authority of the Pollution Control Board of the State of Illinois shall not be superseded; and

WHEREAS, 55 ILCS 5/5-15001 provides that the authority granted by Division 5-15 of Article 5 of the Counties Code shall apply to any county upon the adoption of a resolution by the county board of any such county, by at least two-thirds of the elected members, accepting the provisions thereof; and

WHEREAS, the authority provided by Division 5-15 of Article 5 of the Counties Code, together with other relevant authority and jurisdiction granted to Champaign County, empowers the Champaign County Board to adopt an erosion and sedimentation control ordinance;

NOW, THEREFORE, BE IT RESOLVED, by the Champaign County Board as follows:

1. The Champaign County Board hereby adopts the authority to prevent pollution of any stream or any other body of water within Champaign County caused by erosion and/ or sedimentation and to cause any and all parties, persons, firms and corporations to cease any and all pollution of any such streams or body of water within Champaign County by erosion and/ or sedimentation so as to comply with the Illinois Environmental Protection Agency's (IEPA) General NPDES Permit for Discharges from Small Municipal Separate Storm Sewer Systems No. ILR40; and
2. The Champaign County Board hereby declares that the authority of the Pollution Control Board of the State of Illinois shall not be superseded in Champaign County's exercise of the authority to prevent pollution of any stream or any other body of water within Champaign County caused by erosion and/ or sedimentation;

PRESENTED, ADOPTED, APPROVED and RECORDED this 21st day of May, 2015.

Patti Petrie, Chair
Champaign County Board
Champaign County, Illinois

ATTEST: _____
Gordy Hulton, County Clerk
and *ex-officio* Clerk of the Champaign County Board

RESOLUTION NO. 9213

**AUTHORIZING COUNTY BOARD CHAIR SIGNATURE OF
ANNUAL FACILITY INSPECTION REPORT REQUIRED FOR
MS4 STORMWATER PERMIT WITH I.E.P.A.
FOR PROGRAM YEAR MARCH 2013 THROUGH MARCH 2014**

WHEREAS, Champaign County was identified in 2003 as a county with a Municipal Separate Storm Sewer System (MS4) as part of the expanded Phase II of the National Pollutant Discharge Elimination System (NPDES) Storm Water Program under the Clean Water Act;

WHEREAS, Champaign County must maintain compliance with the MS4 requirements of the NPDES Storm Water Program by maintaining an updated Notice of Intent (NOI) on file with the Illinois Environmental Protection Agency (IEPA) at all times and to file an Annual Update (Annual Facility Inspection Report) each year;

WHEREAS, Champaign County filed a NOI with IEPA in 2003 and that became NPDES Permit No. ILR 4000256;

WHEREAS, Champaign County filed an updated NOI with IEPA on March 22, 2013;

WHEREAS, the Annual Update (Annual Facility Inspection Report) for the program year March 2013 through March 2014 must be filed with the IEPA no later than June 1, 2015;

WHEREAS, the Champaign County Board believes it is for the best interests of the County and for the public good and welfare to maintain compliance with the MS4 requirements of the NPDES Storm Water Program as much as practicable;

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

1. The County Board Chair is hereby authorized to sign the attached Annual Update (Annual Facility Inspection Report).
2. The Champaign County Zoning Administrator is hereby directed to forward the signed Annual Update (Annual Facility Inspection Report) to the Illinois Environmental Protection Agency no later than May 31, 2015.

PRESENTED, PASSED, APPROVED, AND RECORDED this 21st day of May, A.D. 2015.

SIGNED:

ATTEST:

Patti Petrie, Chair
Champaign County Board
Champaign, Illinois

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



Illinois Environmental Protection Agency

Bureau of Water • 1021 N. Grand Avenue E. • P.O. Box 19276 • Springfield • Illinois • 62794-9276

Division of Water Pollution Control ANNUAL FACILITY INSPECTION REPORT

for NPDES Permit for Storm Water Discharges from Separate Storm Sewer Systems (MS4)

This fillable form may be completed online, a copy saved locally, printed and signed before it is submitted to the Compliance Assurance Section at the above address. Complete each section of this report.

Report Period: From March, 2014 To March, 2015

Permit No. ILR40 00256

MS4 OPERATOR INFORMATION: (As it appears on the current permit)

Name: County of Champaign, Illinois Mailing Address 1: Brookens Administrative Center

Mailing Address 2: 1776 East Washington Street County: Champaign

City: Urbana State: IL Zip: 61802 Telephone: (217) 384-3708

Contact Person: John Hall, Director of Planning and Zoning Email Address: jhall@co.champaign.il.us
(Person responsible for Annual Report)

Name(s) of governmental entity(ies) in which MS4 is located: (As it appears on the current permit)

Champaign County, Illinois

THE FOLLOWING ITEMS MUST BE ADDRESSED.

A. Changes to best management practices (check appropriate BMP change(s) and attach information regarding change(s) to BMP and measurable goals.)

- | | | | |
|--|--------------------------|---|--------------------------|
| 1. Public Education and Outreach | <input type="checkbox"/> | 4. Construction Site Runoff Control | <input type="checkbox"/> |
| 2. Public Participation/Involvement | <input type="checkbox"/> | 5. Post-Construction Runoff Control | <input type="checkbox"/> |
| 3. Illicit Discharge Detection & Elimination | <input type="checkbox"/> | 6. Pollution Prevention/Good Housekeeping | <input type="checkbox"/> |

B. Attach the status of compliance with permit conditions, an assessment of the appropriateness of your identified best management practices and progress towards achieving the statutory goal of reducing the discharge of pollutants to the MEP, and your identified measurable goals for each of the minimum control measures.

C. Attach results of information collected and analyzed, including monitoring data, if any during the reporting period.

D. Attach a summary of the storm water activities you plan to undertake during the next reporting cycle (including an implementation schedule.)

E. Attach notice that you are relying on another government entity to satisfy some of your permit obligations (if applicable).

F. Attach a list of construction projects that your entity has paid for during the reporting period.

Any person who knowingly makes a false, fictitious, or fraudulent material statement, orally or in writing, to the Illinois EPA commits a Class 4 felony. A second or subsequent offense after conviction is a Class 3 felony. (415 ILCS 5/44(h))

Owner Signature: _____

Pattsi Petrie

Printed Name:

Date: _____

Champaign County Board Chair

Title:

EMAIL COMPLETED FORM TO: epa.ms4annualinsp@illinois.gov

or Mail to: ILLINOIS ENVIRONMENTAL PROTECTION AGENCY
WATER POLLUTION CONTROL
COMPLIANCE ASSURANCE SECTION #19
1021 NORTH GRAND AVENUE EAST
POST OFFICE BOX 19276
SPRINGFIELD, ILLINOIS 62794-9276

IL 532 2585
WPC 691 Rev 6/10
This Agency is authorized to require this information under Section 4 and Title X of the Environmental Protection Act (415 ILCS 5/4, 5/39). Failure to disclose this information may result in: a civil penalty of not to exceed \$50,000 for the violation and an additional civil penalty of not to exceed \$10,000 for each day during which the violation continues (415 ILCS 5/42) and may also prevent this form from being processed and could result in your application being denied. This form has been approved by the Forms Management Center.

ILLINOIS ENVIRONMENTAL PROTECTION AGENCY
ANNUAL FACILITY INSPECTION REPORT

April 1, 2015

N.P.D.E.S. PHASE II PERMIT FOR STORMWATER DISCHARGES
from
MUNICIPAL SEPARATE STORM SEWER SYSTEMS

Champaign County, Illinois
NPDES Permit No. ILR40 00256

REPORTING PERIOD:

Year 1 is April 1, 2014 to March 31, 2015

MS4 OPERATOR INFORMATION:

County of Champaign, Illinois
Brookens Administrative Center
1776 East Washington Street
Urbana IL 61802
Contact person: John Hall, Director of Planning and Zoning

GOVERNMENTAL ENTITY IN WHICH MS4 IS LOCATED:

Champaign County, Illinois

INTRODUCTION

Champaign County was identified as a small Municipal Separate Storm Sewer System (MS4) in March 2003 as part of the expanded Phase II of the National Pollutant Discharge Elimination System (NPDES) Storm Water Program.

Mandated by Congress under the Clean Water Act, the NPDES Storm Water Program is a comprehensive two-phased national program for addressing the non-agricultural sources of storm water discharges which adversely affect the quality of our nation's waters. The Clean Water Act prohibits anybody from discharging pollutants through a point source into a water of the United States unless they have an NPDES permit. A point source is any discernible, confined and discrete conveyance, such as a pipe, ditch, channel, or container.

Phase II required small MS4s in urbanized areas to obtain NPDES permits and implement six minimum control measures by using selected best management practices (BMPs).

Urbanized areas are delineated by the Census Bureau and are defined as a central place or places and the adjacent densely settled surrounding area, that together have a residential population of at least 50,000 people and an overall population density of at least 500 people per square mile. Only about 10 square miles (about 1%) of the approximately 1,000 square miles that make up Champaign County are included in the urbanized area (see the attached map).

Champaign County is not a municipality but the regulatory definition of MS4 also includes any County owned road with a drainage system. County Highway roadside ditches are currently the only point source discharges in the urbanized area maintained by Champaign County.

Champaign County must maintain compliance with the MS4 requirements of the NPDES Storm Water Program. MS4 compliance requires that an updated Notice of Intent (NOI) be on file with the Illinois Environmental Protection Agency (IEPA) at all times. The NOI must explain which best management practices Champaign County will use to implement the six required minimum control measures. The six required minimum control measures are the following:

- **Public Education and Outreach.** Selected BMPs should educate the public on the various ways to reduce storm water pollution.
- **Public Participation and Involvement.** Selected BMPs should involve the public in developing, implementing, and reviewing MS4 best management practices.
- **Illicit Discharge Detection and Elimination.** Selected BMPs should identify improper discharges and spills to drainage systems and include enforcement mechanisms.
- **Construction Site Runoff Control.** Selected BMPs should enable construction site operators (builders and MS4s) to manage storm water runoff so as to reduce pollution.
- **Post-Construction Runoff Control.** Selected BMPs should enable property owners (developers and MS4s) to manage storm water runoff so as to reduce pollution from a site after construction activities have ended.
- **Pollution Prevention and Good Housekeeping.** Selected BMPs should enable the MS4 entity to minimize pollution from its own property and facilities by reducing pollution from streets, parking lots, open spaces and storage and vehicle maintenance areas and is discharged into local waterways or that results poor maintenance of storm sewer systems.

Champaign County has worked in cooperation with the other MS4s in the Champaign County Urbanized Area to share costs and expertise and common efforts to develop a regional consistency towards fulfilling the NPDES Phase II MS4 requirements.

Champaign County has sought to develop a plan suited to the MS4 requirements but also tailored to the abilities of an Illinois county. The NPDES Phase II MS4 requirements were included as a formal County land use policy in the Champaign County Land Resource Management Plan that was adopted in April 2010.

Champaign County filed a third NOI with IEPA to include the five-year period of April 1, 2014 to March 31, 2019. This document serves as the annual report for Year 1 activities.

SELF ASSESSMENT OF PERMIT COMPLIANCE

Item A: Changes to Best Management Practices

There are no changes to the 31 BMPs listed for Year 1 of the NOI effective April 1, 2014.

Item B: Permit Compliance Assessment

The Champaign County Stormwater Management Program proposed implementing three BMPs for Year 1 of the ILR40 permit (beginning with the reissued date of 2014). These BMPs address all six minimum control measures and at least one BMP in each minimum control measure was completed over the course of the reporting period. Tables 1 through 6 summarize stormwater management program activities from April 2014 through March 2015. Table 7 identifies BMP's that were started and still in progress and Table 8 identifies BMP's that remain pending.

Table 1: Public Education and Outreach

BMP ID	Activities
A.1.1. - Flyers and information sheets at permit counter.	A new handout regarding erosion control requirements in rural Champaign County plus handouts regarding County planning and zoning topics are displayed and available at the Planning and Zoning permit counter. These are available to the public at any time and are included in materials when applicable.
A.2.1. - Inform business groups about MS4, NPDES, and BMPs upon request.	No requests for presentations about MS4, NPDES and BMPs were made from business groups.
A.2.2. - Inform developer, contractor, engineering, and architecture groups about MS4, NPDES, and BMPs.	A presentation about MS4, NPDES and BMPs was not formally given to developers, contractors, engineers and architecture groups. However, information was sent to engineering firms regarding the proposed Erosion and Sediment Control Ordinance. Some comments were received that have improved the draft ordinance.
A.2.4. - Inform environmental, conservation, and citizen groups about MS4, NPDES, and BMPs upon request.	No requests for presentations about MS4, NPDES and BMPs were made from environmental, conservation, and citizen groups.

Table 2: Public Participation and Involvement

BMP ID	Activities
B.4.1 – Comply with applicable state and local public notice requirements.	Zoning Board of Appeals held public hearings on Case 769-AT-13 (proposed Storm Water Management and Erosion Control Ordinance).
B.6.1. - Intergovernmental Storm Water Management group meetings.	Staff attended and participated in three meetings over the course of the reporting year.
B.7.1. - Include NPDES MS4 requirements in the County's Land Resource Management Plan.	Annual update and Erosion Control Ordinance work included in RPC Work Plan for FY15.

Table 3: Illicit Discharge Detection and Elimination

BMP ID	Activities
C.3.1. - Establish citizen complaint phone line for illegal dumping and illicit discharges into drainage systems.	The Department of Planning and Zoning phone line is maintained for citizen complaints regarding illegal dumping and illicit discharges. References could be added to relevant directories.
C.3.2. - Establish citizen complaint phone line for non-complying and/or non-functioning private sewage treatment systems	The Department of Planning and Zoning phone line is maintained for citizen complaints regarding non-complying and / or non-functioning private sewage treatment systems. References could be added to relevant directories.
C.6.1. - Annual Report to the Environment and Land Use Committee (of the Champaign County Board) and the Champaign County Board.	Annual Report prepared and presented to the Environment and Land Use Committee (ELUC).

Table 4: Construction Site Runoff Control

BMP ID	Activities
D.4.1. - Develop processes and procedures to evaluate proposed construction site runoff mechanisms.	The draft Erosion and Sediment Control Ordinance identifies specific information that must be submitted in order to evaluate proposed construction site runoff mechanisms. Procedures will be implemented upon adoption of the ordinance.

Table 5: Post-Construction Runoff Control

BMP ID	Activities
	All BMP's in progress or incomplete
	See tables 7 and 8 below.

Table 6: Pollution Prevention / Good Housekeeping

BMP ID	Activities
	All BMP's incomplete
	See tables 7 and 8 below.

Table 7: BMPs in Progress

BMP ID	Status
C.2.1. - Prohibit illegal dumping and illicit discharges into drainage system.	Ordinance language has been drafted regarding illegal dumping and illicit discharges into drainage systems. Adoption of the draft language will be pursued after Erosion and Sediment Control Ordinance has been adopted.
C.3.3. - Create a database of existing private sewage treatment systems and develop management plan to bring non-compliant systems into compliance.	Records of private sewage treatment systems obtained from Public Health Department, GIS database is under development.
D.1.1. - Soil erosion and sediment control regulations.	Draft erosion and sediment control ordinance (Case 769-AT-13) went through a public hearing, was recommended to the County Environment and Land Use Committee, and is currently under consideration by the County Board.
D.2.1. - Erosion and sediment control BMPs.	Erosion and Sediment Control BMPs are included in the draft Erosion and Sediment Control Ordinance. Details are included as technical appendices.
D.3.1. - Prohibit illegal dumping and illicit discharges into storm drainage system from construction activities.	The draft Erosion and Sediment Control Ordinance includes a prohibition of illegal dumping and illicit discharges from construction activities and seeks to address potential issues through appropriate site planning and buffer requirements for certain activities.
D.4.2. - Training class or workshop for evaluating and inspecting construction site runoff control mechanisms.	A budget for staff attendance at training for evaluating and inspecting construction site runoff control mechanisms was approved for FY2015.
D.6.1. - Develop procedures and processes to inspect construction sites for compliance with construction site runoff control mechanisms.	The draft Erosion and Sediment Control Ordinance identifies the levels of compliance that are expected upon inspection. Inspection procedures will be implemented upon adoption of the ordinance.
E.3.1. - Develop procedures to insure that storm water management facilities are maintained to function as designed (post-construction).	The draft Erosion and Sediment Control Ordinance requires ongoing maintenance of stormwater management facilities.

Table 8: BMPs Pending

BMP ID	Explanation of Pending Status
A.2.3. – Inform agriculture community, Farm Bureau, and 4H about MS4, NPDES, and BMPs.	Looking for groups that would like a presentation.
A.6.1. - Educational and informational material on web page.	An individual webpage for the stormwater management program has not been developed yet. A page will be created once the erosion and sediment control ordinance is complete.
C.1.1. - Map drainage system outfalls into streams and rivers.	Mapping is expected to begin in 2015.
E.2.1. - Require annual inspections of publicly owned storm water management facilities (post-construction).	Expected to be included in SWPPP to be developed in 2015.
E.4.1. - Training class or workshop for evaluating and inspecting construction site runoff control mechanisms (post-construction).	Expected to occur in 2015.
E.5.1. - Develop procedures and processes to inspect construction sites	Dependent upon final requirements adopted in the erosion and sediment control ordinance.

for compliance with post-construction runoff control mechanisms.	
F.1.1. - Spill prevention protocol.	Undetermined due to lack of coordination within County Departments. Expected to be established with the development of the SWPPP.
F.1.2. - Spill response protocol.	Undetermined due to lack of coordination within County Departments. Expected to be established with the development of the SWPPP.
F.1.3. - Pesticide storage, application, and disposal training.	Investigating the storage, application and disposal of pesticides by grounds maintenance.
F.1.4. - Hazardous material and storage management training.	Investigating the storage, application and disposal of pesticides by grounds maintenance.
F.2.1. - Storm water Pollution Prevention Plan (SWPPP) for County owned facilities.	Planning efforts are expected to begin in 2015.
F.3.1. - Investigate feasibility and effectiveness of integrated, bio-detention and filtering for County campus redesign.	Issue was not discussed by the County Board.

INFORMATION COLLECTED AND ANALYZED IN YEAR 1

Champaign County did not collect stream samples to assess stormwater quality for Year 1 of the permit period. No observations or reports were made or received during the reporting year.

Information related to private sewage treatment systems was collected and is being compiled into a GIS database.

STORMWATER PROGRAM ACTIVITIES PROPOSED FOR YEAR 2 (April, 2015–March 2016)

The activities proposed for Year 2 (April 2015– March 2016) are summarized in Attachment D.

RELIANCE ON OTHER GOVERNMENTAL ENTITY

Champaign County does, and will continue to participate in and share resources with the Cooperative MS4 Group; however, it does not rely on another governmental entity to satisfy its permit obligations.

YEAR 1 CONSTRUCTION PROJECTS

Champaign County construction projects may be authorized under the Facilities Department or the Highway Department. Projects and details are provided in Table 9.

Table 9: Construction Projects from April 2014 through March 2015

Section Number	Road District	Project Type	Area of Disturbance	Status
14-10004-00-BR	East Bend	Culvert Replacement	< 1 acre	Set for Spring 2015
14-06005-00-BR	Compromise	Culvert Replacement	< 1 acre	Set for Spring 2015
14-25006-00-BR	Somer	Culvert Replacement	< 1 acre	Set for Spring 2015
14-18007-00-BR	Pesotum	Culvert Replacement	< 1 acre	Set for Spring 2015
14-02008-00-BR	Brown	Deck Replacement	< 1 acre	Not Started/Fall 2015
14-12009-00-BR	Hensley	Culvert Replacement	< 1 acre	Set for Spring 2015
14-16010-00-BR	Newcomb	Culvert Replacement	< 1 acre	Set for Spring 2015
14-14011-00-BR	Ludlow (2)	Culvert Replacement	< 1 acre	Set for Spring 2015
14-08012-00-BR	Crittenden	Culvert Replacement	< 1 acre	Set for Spring 2015
14-22013-00-BR	Sadorus	Culvert Replacement	< 1 acre	Set for Spring 2015
14-12014-00-BR	Hensley	Culvert Replacement	< 1 acre	Set for Spring 2015
14-06015-00-BR	Compromise	Culvert Replacement	< 1 acre	Set for Spring 2015
14-17016-00-BR	Ogden	Bridge Replacement	< 1 acre	Not Started/Fall 2015
14-12017-00-BR	Hensley	Culvert Replacement	< 1 acre	Set for Spring 2015
13-00434-00-RS	Champaign County	(Thomasboro Road) CH 11 cold-in-place recycle (CIR) and overlay	< 1 acre	Completed Began June, 2014 End November 2014
13-00432-00-RS	Champaign County	(Dewey-Fisher Road) CH 1 re-surface and widening plus safety	> 1 acre	In progress Began March 2015
12-00990-00-BR	Champaign County	CH 22 Bridge Replacement	< 1 acre	Completed May 2014 through November 2014
12-29988-00-BR	Tolono/Champaign Townships	Bridge Replacement	< 1 acre	Completed August 2014 through November 2014
13-00996-00-BR	Champaign County	CH 11 Bridge Replacement	< 1 acre	Completed April 2014 through October 2014
13-06002-00-BR	Compromise	Bridge Replacement	< 1 acre	Completed August 2014 through November 2014

ATTACHMENTS

- A Changes to Best Management Practices
- B Status of Compliance with N.P.D.E.S. Permit Conditions for Year 5 (April 1, 2013 - March 31, 2014)
- C Information Collected for Year 5 (April 1, 2013 - March 31, 2014)
- D Proposed NPDES Permit Activities for Year 1 of the reissued MS4 permit (April 1, 2014 - March 31, 2015)
- E Champaign County Construction Projects for Year 5 (April 1, 2013- March 31, 2014)

RESOLUTION NO. 9214

AUTHORIZING INTERFUND LOANS FROM FUND RESERVES TO OTHER FUNDS

WHEREAS, The Champaign County Board has created, maintained and administered fund reserves within individual funds for operations, capital and debt service purposes; and

WHEREAS, the County Board may make interfund loans available to any Fund from other Fund(s) as available and unrestricted to cover temporary fund balance shortfalls of accounting periods should the need arise. It has been determined that at the end of the Fiscal Year, certain funds of Champaign County will on occasion require the transfer of monies into said fund(s) in order cover these temporary fund balance shortfalls.

NOW, THEREFORE, BE IT RESOLVED by the County Board of Champaign County, that the County Auditor is hereby authorized and directed to make the following interfund loans in the amount needed to cover these temporary fund balance shortfalls.

TO: Fund 076 Tort Immunity Fund	\$1,131,721.00
FROM: Fund 476 Self-Funded Insurance Fund	\$1,131,721.00
TO: Fund 110 Workforce Development Fund	\$ 128,302.00
FROM: Fund 075 Regional Planning Commission Fund	\$ 128,302.00
TO: Fund 613 Court's Automation Fund	\$ 72,323.00
FROM: Fund 630 Circuit Clerk Operation & Administration Fund	\$ 72,323.00
TO: Fund 675 Victim Advocacy Grant – ICJIA	\$ 31,124.00
FROM: Fund 621 State's Attorney Drug Forfeitures	\$ 31,124.00

Further, the County Auditor is directed to make the necessary entries to effect this change. Said loans are to be repaid at the earliest possible time sufficient funds are available to effect partial to full reimbursement. In no case shall any reimbursement take longer than the current fiscal year.

PRESENTED, ADOPTED, APPROVED AND RECORDED this 21st Day of May, 2015.

Pattsi Petrie, County Board Chair

ATTEST:

Gordy Hulten, County Clerk

RESOLUTION NO. 9215

BUDGET AMENDMENT

May 2015

FY 2015

WHEREAS, The County Board has approved the following amendment to the FY2015 budget;

NOW, THEREFORE, BE IT RESOLVED That the Champaign County Board approves the following amendment to the FY2015 budget; and

BE IT FURTHER RESOLVED That the County Auditor be authorized and is hereby requested to make the following amendment to the FY2015 budget.

Budget Amendment #15-00021

Fund 080 General Corporate
Dept. 043 Emergency Management Agency

<u>ACCOUNT DESCRIPTION</u>	<u>AMOUNT</u>
Increased Appropriations:	
533.42 Equipment Maintenance	\$3,747
	Total \$3,747
Increased Revenue:	
363.60 Private Grants	\$3,747
	Total \$3,747

REASON: Receipt of Grant Funding to Maintain Tracking System for Keeping Track of Volunteers/Professionals While Working on a Large Scale Disaster

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 21st day of May A.D. 2015.

Pattsi Petrie, Chair
Champaign County Board

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

RESOLUTION NO. 9216

BUDGET AMENDMENT

May 2015

FY 2015

WHEREAS, The County Board has approved the following amendment to the FY2015 budget;

NOW, THEREFORE, BE IT RESOLVED That the Champaign County Board approves the following amendment to the FY2015 budget; and

BE IT FURTHER RESOLVED That the County Auditor be authorized and is hereby requested to make the following amendment to the FY2015 budget.

Budget Amendment #15-00022

Fund 106 Public Safety Sales Tax
Dept. 237 Delinquency Prevention Grants

<u>ACCOUNT DESCRIPTION</u>	<u>AMOUNT</u>
Increased Appropriations:	
533.92 Contributions & Grants	<u>\$1,615</u>
	Total <u>\$1,615</u>
Increased Revenue:	
None: from Fund Balance	<u>\$0</u>
	Total <u>\$0</u>

REASON: This amendment Reflects the Actual Award of Grant for Delinquency Prevention to be Awarded on July 1, 2015 in the Amount of \$234,105 – Based on 5% of Actual Public Safety Sales Tax Revenue Collected in 2014. The Projected Budget Estimate was Slightly Short of the Actual Amount.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 21st day of May A.D. 2015.

Pattsi Petrie, Chair
Champaign County Board

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

RESOLUTION NO. 9217

BUDGET AMENDMENT

May 2015

FY 2015

WHEREAS, The County Board has approved the following amendment to the FY2015 budget;

NOW, THEREFORE, BE IT RESOLVED That the Champaign County Board approves the following amendment to the FY2015 budget; and

BE IT FURTHER RESOLVED That the County Auditor be authorized and is hereby requested to make the following amendment to the FY2015 budget.

Budget Amendment #15-00023

Fund 075 Regional Planning Commission
Dept. 782 IDOT State Capital Grant

<u>ACCOUNT DESCRIPTION</u>	<u>AMOUNT</u>
Increased Appropriations:	
533.92 Contributions & Grants	<u>\$16,000</u>
	Total \$16,000
Increased Revenue:	
334.48 IDOT State Capital Grant	<u>\$16,000</u>
	Total \$16,000

REASON: To Accommodate Receipt of New IDOT Contract for Purchase of Five Computers, Desks, and Chairs for Champaign-Urbana Mass Transit District, Operator of rural Transit System for Champaign County

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 21st day of May A.D. 2015.

Pattsi Petrie, Chair
Champaign County Board

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

RESOLUTION NO. 9218

BUDGET AMENDMENT

May 2015

FY 2015

WHEREAS, The County Board has approved the following amendment to the FY2015 budget;

NOW, THEREFORE, BE IT RESOLVED That the Champaign County Board approves the following amendment to the FY2015 budget; and

BE IT FURTHER RESOLVED That the County Auditor be authorized and is hereby requested to make the following amendment to the FY2015 budget.

Budget Amendment #15-00024

Fund 075 Regional Planning Commission
Dept. 788 HUD Rapid Rehousing

<u>ACCOUNT DESCRIPTION</u>	<u>AMOUNT</u>
Increased Appropriations:	
511.03 Regular Full-Time Employees	\$8,000
534.38 Emergency Shelter/Utilities	<u>\$10,500</u>
Total	\$18,500
Increased Revenue:	
331.88 HUD Rapid Rehousing/Champaign County Program	<u>\$18,500</u>
Total	\$18,500

REASON: To Accommodate New Housing and Urban Development (HUD) Rapid Rehousing Grant. This HUD Continuum of Care Program will Provide Medium-Term Rent Assistance to Families Progressing on a Plan Toward Self-Sufficiency. Case Management Services for These Families will be Provided.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 21st day of May A.D. 2015.

Pattsi Petrie, Chair
Champaign County Board

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

RESOLUTION NO. 9219

BUDGET AMENDMENT

May 2015

FY 2015

WHEREAS, The County Board has approved the following amendment to the FY2015 budget;

NOW, THEREFORE, BE IT RESOLVED That the Champaign County Board approves the following amendment to the FY2015 budget; and

BE IT FURTHER RESOLVED That the County Auditor be authorized and is hereby requested to make the following amendment to the FY2015 budget.

Budget Amendment #15-00025

Fund 075 Regional Planning Commission
Dept. 825 Shelter Plus Care V-Even Years

<u>ACCOUNT DESCRIPTION</u>	<u>AMOUNT</u>
Increased Appropriations:	
511.03 Regular Full-Time Employees	\$5,000
534.38 Emergency Shelter/Utilities	<u>\$45,000</u>
Total	\$50,000
Increased Revenue:	
331.14 HUD Shelter Plus Care	<u>\$50,000</u>
Total	\$50,000

REASON: To Provide a Separate Department to Accommodate Receipt of the Shelter Plus Care V Grant Which Crosses Two County Fiscal Years. Shelter Plus Care Provides Housing and Supportive Services for Homeless and Disabled Clients.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 21st day of May A.D. 2015.

Pattsi Petrie, Chair
Champaign County Board

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

RESOLUTION NO. 9220

BUDGET AMENDMENT

May 2015

FY 2015

WHEREAS, The County Board has approved the following amendment to the FY2015 budget;

NOW, THEREFORE, BE IT RESOLVED That the Champaign County Board approves the following amendment to the FY2015 budget; and

BE IT FURTHER RESOLVED That the County Auditor be authorized and is hereby requested to make the following amendment to the FY2015 budget.

Budget Amendment #15-00026

Fund 075 Regional Planning Commission
Dept. 783 Urbana Summer Youth Employment Program

<u>ACCOUNT DESCRIPTION</u>	<u>AMOUNT</u>
Increased Appropriations:	
511.03 Regular Full-Time Employees	\$3,300
511.05 Temporary Salaries & Wages	\$32,000
513.01 Social Security-Employer	\$2,500
513.04 Worker's Compensation Insurance	\$700
513.05 Unemployment Insurance	<u>\$1,500</u>
Total	\$40,000
Increased Revenue:	
331.94 HHS-Mental Health Services for Children	<u>\$40,000</u>
Total	\$40,000

REASON: To Provide Human Resource and Payroll Processing for 35 Urbana Summer Youth Program Enrollees in Coordination with Unit 116. The Urbana Summer Youth Program Will be Funded by the ACCESS Initiative Grant Administered by the Mental Health Board

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 21st day of May A.D. 2015.

Pattsi Petrie, Chair
Champaign County Board

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

RESOLUTION NO. 9221

RESOLUTION AUTHORIZING AN ACCEPTANCE AGREEMENT BETWEEN
CHAMPAIGN COUNTY AND THE ILLINOIS STATE BOARD OF ELECTIONS FOR A
VOTER REGISTRATION STATE GRANT

WHEREAS, The Champaign County Clerk's Office is receiving a Voter Registration State Grant and has been notified it is eligible to receive an amount of \$19,550.00 (NINETEEN-THOUSAND FIVE HUNDRED FIFTY AND 00/100 DOLLARS) to assist in the maintenance and other associated costs involved for Champaign County's voter registration system to communicate with the Centralized Statewide Voter Registration System; and

WHEREAS, The Illinois State Board of Elections and Champaign County both have responsibilities under Help America Vote Act as to spending the grant for its intended purposes and tracking expenditures not previously covered or reimbursed by the Help America Vote Act grant funds; and

WHEREAS, An Acceptance Agreement outlining the responsibilities of Champaign County has been prepared;

NOW, THEREFORE, BE IT RESOLVED that the County Board of Champaign County authorizes the County Board Chair to enter into the Voter Registration State Grant Acceptance Agreement with the Illinois State Board of Elections.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 21st day of May A.D. 2015.

Patsi Petrie, Chair
Champaign County Board

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

RESOLUTION NO. 9222

RESOLUTION AUTHORIZING AN INTERGOVERNMENTAL AGREEMENT WITH THE CITY OF CHAMPAIGN, CITY OF URBANA, BOARD OF TRUSTEES OF THE UNIVERSITY OF ILLINOIS, VILLAGE OF RANTOUL, & CHAMPAIGN COUNTY FOR AN AREA-WIDE RECORDS MANAGEMENT SYSTEM (ARMS)

WHEREAS, Section 10 of Article VII of the Illinois Constitution of 1970 and the Illinois Intergovernmental Cooperation Act, 5 ILCS 220/1 et. seq. enables units of local government to enter into agreements among themselves and provide authority for intergovernmental cooperation; and

WHEREAS, In 2003, Urbana, Champaign, and the University entered into and executed one or more agreements entitled "Agreement for Police Record Services"; and

WHEREAS, Prior to the execution of this ARMS Agreement the County of Champaign and the Village of Rantoul established, operated and maintained their own respective police records system; and

WHEREAS, The Parties to this ARMS Agreement deem it appropriate, efficient and cost effective to join together in the operation, maintenance, repair, upgrading, and use of a single automated police records system; and

WHEREAS, An intergovernmental agreement between the City of Urbana, the City of Champaign, the Board of Trustees of the University of Illinois, the Village of Rantoul, and the County of Champaign has been prepared and outlines the responsibilities of each party;

NOW, THEREFORE, BE IT RESOLVED that the County Board of Champaign County authorizes the County Board Chair to enter into an intergovernmental agreement with the City of Urbana, the City of Champaign, the Board of Trustees of the University of Illinois, and the Village of Rantoul for an Area-Wide Records Management System (ARMS).

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 21st day of May A.D. 2015.

Pattsi Petrie, Chair
Champaign County Board

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

RESOLUTION NO. 9223

RESOLUTION AUTHORIZING THE RENEWAL OF AN INTERGOVERNMENTAL AGREEMENT BETWEEN THE ILLINOIS DEPARTMENT OF HEALTHCARE & FAMILY SERVICES & THE CHAMPAIGN COUNTY STATE'S ATTORNEY

WHEREAS, Section 10 of Article VII of the Illinois Constitution of 1970 and the Illinois Intergovernmental Cooperation Act, 5 ILCS 220/1 et. seq. enables units of local government to enter into agreements among themselves and provide authority for intergovernmental cooperation; and

WHEREAS, The Illinois Department of Healthcare and Family Services (hereinafter "IDHFS") and the Champaign County State's Attorney desire to renew the existing Agreement No. 2015-55-013 for the period of July 15, 2015 through June 30, 2016; and

WHEREAS, The documentation of the renewal are provided in Agreement No. 2015-55-013-K1;

NOW, THEREFORE, BE IT RESOLVED that the County Board of Champaign County authorizes the County Board Chair to enter into Renewal Agreement No. 2015-55-013-K1 between the Illinois Department of Healthcare and Family Services and Champaign County State's Attorney's Office.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 21st day of May, A.D. 2015.

Pattsi Petrie, Chair
Champaign County Board

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

RESOLUTION NO. 9224

RESOLUTION ADOPTING THE CHAMPAIGN COUNTY FINANCIAL POLICIES

WHEREAS, the Champaign County Board has adopted its financial policies with Resolution No. 8874 on May 22, 2014; and

WHEREAS, the Champaign County Board has identified the need to amend its financial policies as documented in the Attachment to this Resolution;

NOW, THEREFORE BE IT RESOLVED by the County Board of Champaign County that the Financial Policies as documented in the Attachment to this Resolution are hereby approved; and

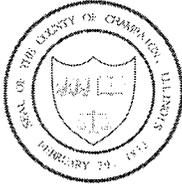
BE IT FURTHER RESOLVED by the County Board of Champaign County that Resolution No. 8874 is hereby rescinded.

PRESENTED, ADOPTED, APPROVED and RECORDED this 21st day of May, A.D. 2015.

Patti Petrie, Chair
Champaign County Board

ATTEST:

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



CHAMPAIGN COUNTY FINANCIAL POLICIES

OPERATING BUDGET POLICIES

Amending the Budget

After the adoption of the annual budget, the budget may be amended through a budget amendment or budget transfer.

Budget Amendments -

- Amendments to the budget require a 2/3rd majority vote (15) of the County Board.

Budget Transfers -

The budget may be amended by transfers in two ways:

- Department heads may authorize transfers between non-personnel budget line items in their department budget as long as they do not exceed the total combined appropriation for these categories; and department heads may transfer from one personnel line item to another personnel line item in their department budget as long as they do not exceed the total combined appropriation for the personnel line items.
- All other transfers require a 2/3rd majority vote (15) of the County Board.

Appropriation

All County funds are appropriated in the “Official Budget”. Appropriations will be considered the maximum authorization to incur obligations and not a mandate to spend.

Balanced Budget

The County will make all current expenditures with current revenues, avoiding procedures that balance current budgets by postponing needed expenditures, realizing future revenues early, or rolling over short-term debt. A budget ordinance is balanced when the sum of estimated net revenues and appropriated fund balances is equal to appropriations.

Capital Asset Replacement Fund

A Capital Asset Replacement Plan includes a multi-year plan for vehicles, computers and technology, and furnishings and office equipment will be updated and prepared for the General Corporate Fund departments in the annual budget process. These expenditures will be appropriately amortized and reserves for replacement will be appropriated to the Capital Asset Replacement Fund.

The Capital Asset Replacement Plan also includes a multi-year plan for the facilities owned and maintained by the County. The County will maintain all its assets at a level adequate to protect the County's capital interest and to minimize future maintenance and replacement costs.

The County will identify the estimated costs and potential funding sources for each capital project proposal before it is submitted and included in the Capital Asset Replacement Fund plan.

The County Administrator is authorized to approve all expenditures from the Capital Asset Replacement Fund in compliance with the multi-year plan and policies established by the County Board. No more than 3% of the total of the General Corporate Fund Appropriation may be appropriated to the Capital Asset Replacement Fund.

Contingency Fund

A General Corporate Fund contingency appropriation will be designated for emergency purchases during the year. The contingency appropriation goal is 1% of the total anticipated expenditure for the General Corporate Fund. No more than 5% of the total General Corporate Fund Appropriation may be appropriated to the Contingency Fund. Money appropriated in the contingency fund may be used for contingent, incidental, miscellaneous, or general county purposes, but no part of the amounts so appropriated shall be used for purposes for which other appropriations are made in such budget unless a transfer of funds is made with the approval of 2/3 of the members (15) of the County Board.

Form of the Budget

The final Budget document must include the following, showing specific amounts:

- Statement of financial information including prior year revenue and expenditure totals, and current year and ensuing year revenue and expenditure projections;
- Statement of all moneys in the county treasury unexpended at the termination of the last fiscal year;
- Statement of all outstanding obligations or liabilities of the county incurred in any preceding fiscal year;
- Any additional information required by state law.

Fund Structure

Champaign County's budgetary policies are in accordance with generally accepted accounting principles (GAAP). The County's financial structure begins with funds. A fund is a self-balancing accounting entity with revenues and expenditures which are segregated for the purpose of carrying out specific programs in accordance with County policies and certain applicable State and Federal laws.

Each fund has at least one Department Budget, which is a group of expenditures that provide for the accomplishment of a specific program or purpose.

A major fund is a budgeted fund whose revenues or expenditures represent more than 10% of the total appropriated revenues or expenditures.

Fund Statements

A Fund Statement is presented for each fund, which summarizes past and projected financial activity for the fund as follows:

- Revenues – presented in line item detail within revenue categories;
- Expenditures – presented in line item detail within major categories – e.g., personnel, commodities, services, etc.
- Fund Balance – the actual or estimated funds remaining at the end of the fiscal year.

Fund Types

All county funds are included in the Annual Budget Document except the fiduciary funds which include two Private Purpose Trust Funds in which the County Engineer acts in a trustee capacity on behalf of townships to use state funding to maintain township roads and township bridges, which resources are not available to support the County's own programs; and Agency Funds whose purpose is to report resources, such as property taxes and circuit court fees and fines, held in a custodial capacity for external individuals, organizations and governments.

Governmental Funds – Governmental funds account for traditional governmental operations that are financed through taxes and other fixed or restricted revenue sources.

- A. **General Fund:** the General Corporate Fund is available for any authorized purpose, and is used to account for all financial resources except those required to be accounted for in another fund. A General Corporate Fund summary is prepared which lists the amount of General Corporate Fund appropriation for all affected departments. The General Corporate Fund is a Major Fund.
- B. **Special Revenue Funds:** Special Revenue Funds are used to account for the proceeds of specific sources that are legally restricted to expenditures for a specific purpose. Currently, the County has four major funds in Special Revenue Funds: the Mental Health Fund; the Developmental Disability Fund; the Illinois Municipal Retirement Fund; and the Regional Planning Commission Fund. Special Revenue Funds also include 44 non-major funds.
 - a. **Debt Service Fund:** Included in the Special Revenue Funds are Debt Service Funds utilized to account for the payment of interest, principal and related costs on the County's general long-term debt. The County has three debt services funds: one for the repayment of the bonds issued for the construction of the Satellite Jail and remodeling of the Downtown

Correctional Center; and one for the repayment of bonds issued for the construction of the Nursing Home Facility; and one for the repayment of bonds issued for the construction of the Highway Fleet Maintenance Facility. (In addition to Debt Service Funds, the County also has three debt service budgets included in other funds as appropriation based on the purpose of the fund.)

- b. **Capital Projects Funds:** Also included in Special Revenue Funds are Capital Project Funds used to account for all expenditures and revenues associated with the acquisition, construction or maintenance of major facilities that are not financed through proprietary funds or funds being held for other governments. The County has one capital project fund budgeted in FY2015 – the Courts Complex Construction Fund.

Proprietary Funds – Proprietary Funds account for certain “business-type” activities of governments that are operated so that costs incurred can be recovered by charging fees to the specific users of these services.

- A. **Enterprise Fund:** An enterprise fund is used to account for operations that are financed primarily by User charges. The Nursing Home Fund is a Major Fund, and is the only enterprise fund in Champaign County.
- B. **Internal Services Funds:** An Internal Service Fund is established to account for the financing of goods and services provided to the County and other agencies on a cost reimbursement basis. The activities of the Self-Funded Insurance Fund and Employee Health Insurance Fund are budgeted and appropriated through the use of Internal Service Funds.

REVENUE POLICIES

Sources of Revenue

The County will try to maintain a diversified and stable revenue system to shelter it from unforeseeable short-run fluctuations in any one-revenue source.

The County will estimate its annual revenues by an objective, analytical process, wherever practical. The County will project revenues for the next year and will update the projection annually. Each existing and potential revenue source will be re-examined annually.

One-Time Revenues

To the extent feasible, one-time revenues will be applied toward one-time expenditures; they will not be used to finance ongoing programs. Ongoing revenues should be equal to or exceed ongoing expenditures.

Grants

The Champaign County Board supports efforts to pursue grant revenues to provide or enhance County mandated and non-mandated services and capital needs. Activities

which are, or will be, recurring shall be initiated with grant funds only if one of the following conditions are met: (a) the activity or service can be terminated in the event the grant revenues are discontinued; or (b) the activity should, or could be, assumed by the County (or specific fund) general and recurring operating funds. Departments are encouraged to seek additional sources of revenue to support the services prior to expiration of grant funding. Grant approval shall be subject to the terms and conditions of Champaign County Ordinance Number 635.

Financial Reserves and Surplus

On an annual basis, the fund balance for each fund shall be reviewed, and projections of reserve requirements and a plan for the use of an excess surplus shall be documented. The minimum fund balance requirement for the General Corporate Fund is a 45-day or 12.5% of expenditure fund balance for cash flow purposes. Instances where an ending audited fund balance is below the 45-day minimum requirement, a plan will be developed to increase the fund balance.

It is the intent of the County to use all surpluses generated to accomplish three goals: meeting reserve policies, avoidance of future debt and reduction of outstanding debt.

Property Tax

The property tax rates for each levy shall be calculated in accordance with the Property Tax Extension Limitation Law.

User Fees

The County charges user fees for items and services, which benefit a specific user more than the general public. State law or an indirect cost study determines the parameters for user fees. The County shall review all fees assessed in its annual budget preparation process to determine the appropriate level of fees for services and recommend any proposed changes to the fees collected to be implemented in the ensuing budget year.

ACCOUNTING POLICIES

Accounting/Auditing

State statutes require an annual audit by independent certified public accountants. A comprehensive annual financial report shall be prepared to the standards set by the government finance Officers Association (GFOA).

The County follows Generally Accepted Accounting Principles (GAAP).

The County uses an accounts receivable system to accrue revenues when they are measurable for governmental fund types. Departments should bill appropriate parties for amounts owed to Champaign County, review aging reports, complete follow-up information about the account, and monitor all accounts receivables.

DEBT MANAGEMENT POLICIES

When applicable, the County shall review its outstanding debt for the purpose of determining if the financial marketplace will afford the County the opportunity to refund an issue and lessen its debt service costs. In order to consider the possible refunding of an issue a Present Value savings of three percent over the life of the respective issue, at a minimum, must be attainable.

The County will confine long-term borrowing to capital improvements or projects that cannot be financed from current revenues.

When the county finances capital projects by issuing bonds, it will pay back the bonds within a period not to exceed the estimated useful life of the project.

The County will strive to have the final maturity of general obligation bonds at, or below, thirty years.

Whenever possible, the County will use special assessment, revenue, or other self-supporting bonds instead of general obligation bonds, so those benefiting from the improvements will bear all or part of the cost of the project financed.

The County will not use long-term debt for current operations.

The County will maintain good communications with bond rating agencies regarding its financial condition. The County will follow a policy of full disclosure on every financial report and borrowing prospectus.

FIXED ASSETS

The County maintains a fixed asset inventory of furniture, equipment, buildings, and improvements with a value of greater than \$5,000 and a useful life of one year or more.

ENCUMBRANCE

An encumbrance system is maintained to account for commitments resulting from purchase orders and contracts. Every effort will be made to ensure that these commitments will not extend from one fiscal year to the next. Any emergency encumbrances, which do extend into the next fiscal year, shall be subject to appropriation in the next year's budget. Encumbrances at year - end do not constitute expenditures or liabilities in the financial statements for budgeting purposes.

FISCAL YEAR

The County's fiscal year is January 1st through December 31st.

INVESTMENT

The County Treasurer is responsible for the investing of all Champaign County funds. With County Board approval, the Treasurer may make a short term loan of idle monies from one fund to another, subject to the following criteria:

- a. Such loan does not conflict with any restrictions on use of the source fund;
- b. Such loan is to be repaid to the source fund, with interest, within the current fiscal year.

PURCHASING

All items with an expected value of \$30,000 or more must be competitively bid with exceptions for professional services (other than engineering, architectural or land surveying services). Additional competitive bid requirements may apply by statute or as a condition of using funds from an outside source. All purchases over the respective limit of \$30,000, which require the use of either formal bids or requests for proposals, must be approved by the full Champaign County Board. The Champaign County Purchasing Ordinance establishes the procedures to be followed in all purchasing activities.

RISK MANAGEMENT

The County established a self-funded insurance program for workers compensation and liability. To forecast expenditures, the county hires an actuarial consulting firm to review loss history and recommend funding taking into consideration claims, fixed costs, fund reserves, and national trends. The County strives to maintain the actuary recommended fund balance.

SALARY ADMINISTRATION

The County Administrator is responsible for computing salaries and fringe benefits costs for all departments. Increases for non-bargaining employees, as defined in the Personnel Policy, will be established by the Finance Committee at the beginning of the budget cycle and forwarded to the County Board for inclusion in the annual budget.

RESOLUTION NO. 9225

RESOLUTION ESTABLISHING THE BUDGET PROCESS for FY2016

WHEREAS, the Champaign County Board determines it appropriate to establish a formal process for the compilation, presentation, approval and execution of the annual budget; and

WHEREAS, based on the anticipated receipt of revenues and expenditure appropriations for FY2015 and the need for careful study of both revenues and expenditures for FY2016, the Finance Committee recommends guidelines and policies for the process and development of the FY2016 annual budget;

NOW, THEREFORE, BE IT RESOLVED, by the County Board of Champaign County, Illinois, that the following guidelines are hereby adopted and shall be adhered to by the County Administrator and Champaign County departments in the submission, review, preparation, and implementation of the FY2016 Budget:

Budget Development Process

Department budget requests shall be performance-based and focused on goals, objectives, and performance indicators.

The FY2016 budget development process schedule is established as follows:

June 10, 2015	Budget Instruction and Training Seminar for Department Budget Preparers
June 10, 2015	Instructions for FY2016 Budget Submission sent to outside agencies
July 10, 2015	FY2016 Budgets DUE from Departments
July 13-31, 2015	Department Budget Reviews with County Administrator
August 3-14, 2015	Tax Revenues & Other Revenue Estimates Confirmation
August 20, 2015	Preliminary Budget Documents submitted to County Board Members
August 24-26, 2015	6:00pm each evening – Legislative Budget Hearings before the County Board
September 8, 2015	County Administrator Report to Finance Committee of FY2016 Budget Overview and Decision Points for Committee Direction
September 22, 2015	County Board Public Hearing on FY2016 Budget Decisions

September 29, 2015	Special Finance Committee of the Whole Meeting to Provide Final Direction to Administrator Regarding FY2016 Tentative Budget
October 13, 2015	Administrator FY2016 Tentative Budget Recommendation presented to Finance Committee to be forwarded to County Board
October 22, 2015	County Board Truth in Taxation Public Hearing (<i>if required</i>)
October 22, 2015	County Board – Receive & Place on File FY2016 Tentative Budget Recommendation
November 10, 2015	Finance Committee approval of Final FY2016 Budget
November 19, 2015	County Board approves Final FY2016 Budget & FY2016 Tax Levy Ordinance

Fiscal Year

The County's fiscal year begins on January 1st and ends on December 31st each year.

General Corporate Fund Budget Requests

General Corporate Fund Departments Budgets are to be prepared as follows:

- a. The overall FY2016 budget for each department is to be submitted with a total 4% savings over the original FY2015 budget for that department. The reduction in expenditure can be from any expenditure category, as long as the total sum is equal to 4%. Departments are encouraged to work together to generate system-wide savings that have varying impacts on individual department budgets, but still result in overall 4% reduction over that group of budgets.
- b. Include department operation analysis and planning documentation to include alignment to County Board Strategic Plan, and department objectives and performance indicators.
- c. Revenue lines - Document, evaluate and project revenues for department with the inclusion of recommendation for fee increases or modifications of revenue structure proposed, if warranted.
- d. Non-personnel expenditure lines - To be prepared with incorporation of changes as noted in Item a.
- e. Personnel expenditure lines – Administrative Services Salary Administration staff will enter salary information based upon negotiated labor contracts, County Board direction for non-bargaining salary administration, and direction from department heads regarding any changes required for the 4% budget reduction.
- f. Documentation of Optimal Operation – Departments are to submit an Optimal Operation Budget Statement which includes any expenditure items not included in the FY2016 budget submittal, which are required for the optimal operation of the department.

Non-General Corporate Fund Budget Requests

All non-General Corporate Fund Budgets are to be prepared as follows:

- a. FY2016 budget to be presented within the County Board's definition of balanced budget;
- b. To include fund balance information including goal statements and explanation for any variance in ending fund balance;
- c. Documentation and analysis of operations, expenditures and revenues; and strategic planning information regarding FY2016 including alignment with County Board Strategic Plan, and specific fund objectives and anticipated performance indicators;

Capital Asset Replacement Fund

The County Board directs that the Capital Asset Replacement Fund be presented with two options:

1. Re-establishment of full funding for future reserve for all items currently included and covered by the Fund, and with continuing phase-in funding for facilities deferred maintenance and capital replacement projects as recommended by the County Facilities Committee to be incorporated in the FY2016 Budget; and
2. Funding of items scheduled for replacement in FY2016 only, with no appropriation of reserve for future replacement schedules, and continuing phase-in funding for facilities deferred maintenance and capital replacement projects at a status quo level of funding with the FY2015 appropriation.

Contingency Fund

The County Board directs that the FY2016 Contingency line item be appropriated at 0.5% of the total General Corporate Fund FY2016 appropriation.

Property Tax Revenue

The County Board directs the preparation of the property tax revenue for FY2016 be calculated in accordance with the Property Tax Extension Limitation Law, as established in the County Board Financial Policies.

Form of the Budget

The final Budget document must include the following, showing specific amounts:

- Statement of financial information including prior year revenue and expenditure totals, and current year and ensuing year revenue and expenditure projections;
- Statement of all moneys in the county treasury unexpended at the termination of the last fiscal year;
- Statement of all outstanding obligations or liabilities of the county incurred in any preceding fiscal year;
- Any additional information required by state law.

Financial Policies

The final Budget shall further be prepared in acknowledgement of the Champaign County Board Financial Policies, as documented in Attachment A of this Resolution.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 21st day of May A.D.
2015.

Pattsi Petrie, Chair
Champaign County Board

ATTEST:

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

RESOLUTION NO. 9226

RESOLUTION APPOINTING DIANNE HAYS TO THE
CHAMPAIGN COUNTY BOARD OF REVIEW

WHEREAS, Pattsie Petrie has submitted to the County Board her appointment of Dianne Hays to the Champaign County Board of Review; and

WHEREAS, Such appointment requires the advice and consent of the County Board under 35 ILCS 200/6-5;

NOW, THEREFORE, BE IT RESOLVED By the Champaign County Board that the County Board does hereby advise and consent to the appointment of Dianne Hays to the Champaign County Board of Review for a term commencing June 1, 2015 and ending May 31, 2017; and

BE IT FURTHER RESOLVED That the County Clerk transmit a certified copy of this resolution to: Dianne Hays 28 Greencroft Drive Champaign, IL 61820.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 21st day of May A.D. 2015.

Pattsie Petrie, Chair
Champaign County Board

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

RESOLUTION NO. 9227

RESOLUTION APPOINTING STEVE MOSER TO THE
FARMLAND ASSESSMENT REVIEW COMMITTEE

WHEREAS, Pattsy Petrie has submitted to the County Board her appointment of Steve Moser to the Farmland Assessment Review Committee; and

WHEREAS, Such appointment requires the advice and consent of the County Board under 35 ILCS 200/10-120;

NOW, THEREFORE, BE IT RESOLVED By the Champaign County Board that the County Board does hereby advise and consent to the appointment of Steve Moser to the Farmland Assessment Review Committee for a term commencing June 1, 2015 and ending May 31, 2019; and

BE IT FURTHER RESOLVED That the County Clerk transmit a certified copy of this resolution to: Steve Moser, 1860 County Road 1400 N., Urbana IL 61802.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 21st day of May, A.D. 2015.

Pattsy Petrie, Chair
Champaign County Board

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

RESOLUTION NO. 9228

RESOLUTION APPOINTING FRANK HOWARD TO THE
SANGAMON VALLEY PUBLIC WATER DISTRICT

WHEREAS, Pattsie Petrie has submitted to the County Board her appointment of Frank Howard to the Sangamon Valley Public Water District; and

WHEREAS, Such appointment requires the advice and consent of the County Board under 70 ILCS 3705/4; and

WHEREAS, Such appointment mandates that Frank Howard as trustee enter a bond with security to be approved by the County Board in an amount hereby fixed as \$1,000, pursuant to 70 ILCS 3705/4; and

NOW, THEREFORE, BE IT RESOLVED By the Champaign County Board that the County Board does hereby advise and consent to the appointment of Frank Howard to the Sangamon Valley Public Water District for a term beginning June 1, 2015 and ending May 31, 2020; and

BE IT FURTHER RESOLVED that Frank Howard shall enter a bond in an amount hereby fixed as \$1,000, pursuant to 70 ILCS 3705/4; and

BE IT FURTHER RESOLVED That the County Clerk transmit a certified copy of this resolution to: Frank Howard 1105 Olen Dr., Mahomet IL 61853.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 21st day of May A.D. 2015.

Pattsie Petrie, Chair
Champaign County Board

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

RESOLUTION NO. 9229

RESOLUTION APPOINTING MICHAEL TRIONE TO THE
PENFIELD WATER DISTRICT BOARD

WHEREAS, Patsi Petrie has submitted to the County Board her appointment of Michael Trione to the Penfield Water District Board; and

WHEREAS, Such appointment requires the advice and consent of the County Board pursuant to 70 ILCS 3705/4; and

WHEREAS, such appointment mandates that Michael Trione as trustee to enter a bond with security to be approved by the County Board in an amount hereby fixed as \$1,000.00 pursuant to 70 ILCS 3705/4; and

WHEREAS, The Policy, Personnel, & Appointments Committee recommends the appointment of Michael Trione to the Penfield Water District;

NOW, THEREFORE, BE IT RESOLVED By the Champaign County Board that the County Board does hereby advise and consent to the appointment of Michael Trione to the Penfield Water District Board for a term commencing June 1, 2015 and ending May 31, 2020; and

BE IT FURTHER RESOLVED that Michael Trione shall enter a bond in an amount hereby fixed as \$1,000.00 pursuant to 70 ILCS 3705/4; and

BE IT FURTHER RESOLVED That the County Clerk transmit a certified copy of this resolution to: Michael Trione, 109 East St., Penfield IL 61862.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 21st day of May A.D. 2015.

Patsi Petrie, Chair
Champaign County Board

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

RESOLUTION NO. 9230

RESOLUTION APPOINTING EDWIN HOLZHAUER TO THE
DEWEY COMMUNITY PUBLIC WATER DISTRICT

WHEREAS, Patti Petrie has submitted to the County Board her appointment of Edwin Holzhauser to the Dewey Community Public Water District; and

WHEREAS, Such appointment requires the advice and consent of the County Board pursuant to 70 ILCS 3705/4; and

WHEREAS, such appointment mandates that Edwin Holzhauser as trustee to enter a bond with security to be approved by the County Board in an amount hereby fixed as \$1,000.00 pursuant to 70 ILCS 3705/4; and

WHEREAS, The Policy, Personnel, & Appointments Committee of the Whole recommends the appointment of Edwin Holzhauser to the Dewey Community Public Water District;

NOW, THEREFORE, BE IT RESOLVED By the Champaign County Board that the County Board does hereby advise and consent to the appointment of Edwin Holzhauser to the Dewey Community Public Water District for a term commencing June 1, 2015 and ending May 31, 2020; and

BE IT FURTHER RESOLVED that Edwin Holzhauser shall enter a bond in an amount hereby fixed as \$1,000.00 pursuant to 70 ILCS 3705/4; and

BE IT FURTHER RESOLVED That the County Clerk transmit a certified copy of this resolution to: Edwin Holzhauser, 308 Independence St., Dewey, IL 61840.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 21st day of May A.D. 2015.

Patti Petrie, Chair
Champaign County Board

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

RESOLUTION NO. 9231

RESOLUTION APPOINTING ELAINE HOLZHAUER TO THE
DEWEY COMMUNITY PUBLIC WATER DISTRICT

WHEREAS, Pattsy Petrie has submitted to the County Board her appointment of Elaine Holzhauser to the Dewey Community Public Water District; and

WHEREAS, Such appointment requires the advice and consent of the County Board pursuant to 70 ILCS 3705/4; and

WHEREAS, such appointment mandates that Elaine Holzhauser as trustee to enter a bond with security to be approved by the County Board in an amount hereby fixed as \$1,000.00 pursuant to 70 ILCS 3705/4; and

WHEREAS, The Policy, Personnel, & Appointments Committee of the Whole recommends the appointment of Elaine Holzhauser to the Dewey Community Public Water District;

NOW, THEREFORE, BE IT RESOLVED By the Champaign County Board that the County Board does hereby advise and consent to the appointment of Elaine Holzhauser to the Dewey Community Public Water District for a term commencing June 1, 2015 and ending May 31, 2020; and

BE IT FURTHER RESOLVED that Elaine Holzhauser shall enter a bond in an amount hereby fixed as \$1,000.00 pursuant to 70 ILCS 3705/4; and

BE IT FURTHER RESOLVED That the County Clerk transmit a certified copy of this resolution to: Elaine Holzhauser, 308 Independence St., Dewey, IL 61840.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 21st day of May A.D. 2015.

Pattsy Petrie, Chair
Champaign County Board

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

RESOLUTION NO. 9232

RESOLUTION APPOINTING DAVID HUDSON TO THE
DEWEY COMMUNITY PUBLIC WATER DISTRICT

WHEREAS, Patsi Petrie has submitted to the County Board her appointment of David Hudson to the Dewey Community Public Water District; and

WHEREAS, Such appointment requires the advice and consent of the County Board pursuant to 70 ILCS 3705/4; and

WHEREAS, such appointment mandates that David Hudson as trustee to enter a bond with security to be approved by the County Board in an amount hereby fixed as \$1,000.00 pursuant to 70 ILCS 3705/4; and

WHEREAS, The Policy, Personnel, & Appointments Committee of the Whole recommends the appointment of David Hudson to the Dewey Community Public Water District; and

WHEREAS, On June 23, 2005, seven appointments were made to the Dewey Community Public Water District, which did not follow the statute guidelines and in order to return to the correct appointment cycle the County Board authorizes a one-time adjustment to this appointment term;

NOW, THEREFORE, BE IT RESOLVED By the Champaign County Board that the County Board does hereby advise and consent to the appointment of David Hudson to the Dewey Community Public Water District for a term commencing June 1, 2015 and ending May 31, 2019; and

BE IT FURTHER RESOLVED that David Hudson shall enter a bond in an amount hereby fixed as \$1,000.00 pursuant to 70 ILCS 3705/4; and

BE IT FURTHER RESOLVED That the County Clerk transmit a certified copy of this resolution to: David Hudson, 412 Railroad St., Dewey, IL 61840.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 21st day of May A.D. 2015.

Patsi Petrie, Chair
Champaign County Board

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

RESOLUTION NO. 9233

RESOLUTION APPOINTING THOMAS ZINDARS TO THE
DEWEY COMMUNITY PUBLIC WATER DISTRICT

WHEREAS, Pattsy Petrie has submitted to the County Board her appointment of Thomas Zindars to the Dewey Community Public Water District; and

WHEREAS, Such appointment requires the advice and consent of the County Board pursuant to 70 ILCS 3705/4; and

WHEREAS, such appointment mandates that Thomas Zindars as trustee to enter a bond with security to be approved by the County Board in an amount hereby fixed as \$1,000.00 pursuant to 70 ILCS 3705/4; and

WHEREAS, The Policy, Personnel, & Appointments Committee of the Whole recommends the appointment of Thomas Zindars to the Dewey Community Public Water District; and

WHEREAS, On June 23, 2005, seven appointments were made to the Dewey Community Public Water District, which did not follow the statute guidelines and in order to return to the correct appointment cycle the County Board authorizes a one-time adjustment to this appointment term;

NOW, THEREFORE, BE IT RESOLVED By the Champaign County Board that the County Board does hereby advise and consent to the appointment of Thomas Zindars to the Dewey Community Public Water District for a term commencing June 1, 2015 and ending May 31, 2017; and

BE IT FURTHER RESOLVED that Thomas Zindars shall enter a bond in an amount hereby fixed as \$1,000.00 pursuant to 70 ILCS 3705/4; and

BE IT FURTHER RESOLVED That the County Clerk transmit a certified copy of this resolution to: Thomas Zindars, 10 Willow St. PO Box 51, Dewey, IL 61840.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 21st day of May A.D. 2015.

Pattsy Petrie, Chair
Champaign County Board

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

RESOLUTION NO. 9234

RESOLUTION APPOINTING JERRY LYKE TO THE
URBANA-CHAMPAIGN SANITARY DISTRICT BOARD

WHEREAS, Patsi Petrie has submitted to the County Board her appointment of Jerry Lyke to the Urbana-Champaign Sanitary District Board; and

WHEREAS, Such appointment requires the advice and consent of the County Board under 70 ILCS 2405/3;

WHEREAS, such appointment mandates that Jerry Lyke as Trustee enter a bond with security to be approved by the County Board in an amount hereby fixed as \$1,000.00 pursuant to 70 ILCS 2405/3; and

NOW, THEREFORE, BE IT RESOLVED By the Champaign County Board that the County Board does hereby advise and consent to the appointment of Jerry Lyke to the Urbana-Champaign Sanitary District Board for a term commencing June 1, 2015 and ending May 31, 2018;

BE IT FURTHER RESOLVED that Jerry Lyke shall enter a bond in an amount hereby fixed as \$1,000.00; and

BE IT FURTHER RESOLVED That the County Clerk transmit a certified copy of this resolution to: Jerry Lyke, 304 N. Draper St., Champaign, IL 61821.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 21st day of May A.D. 2015.

Patsi Petrie, Chair
Champaign County Board

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

RESOLUTION NO. 9235

RESOLUTION ADOPTING REQUIRED DOCUMENTATION UNDER THE AMERICANS WITH DISABILITIES ACT

WHEREAS, Champaign County is subject to the requirements of the Americans With Disabilities Act (ADA) because it is a “public entity” as defined by Title II. 42 U.S.C. Section 12131(1); and

WHEREAS, The United States Department of Justice initiated a compliance review of Champaign County, Illinois under Title II of the Americans with Disabilities Act; and

WHEREAS, The United States Department of Justice requires that Champaign County adopt a Notice under the ADA as documented in Attachment A to this Resolution; and

WHEREAS, the United States Department of Justice requires that Champaign County appoint one or more ADA Coordinators as documented in Attachment B to this Resolution; and

WHEREAS, the United States Department of Justice requires that Champaign County adopt an ADA Grievance Procedure as documented in Attachment C to this Resolution;

NOW, THEREFORE BE IT RESOLVED by the County Board of Champaign County that:

1. The County Board adopts the Notice under the ADA as documented in Attachment A to this Resolution;
2. The County Board appoints ADA Coordinators as documented in Attachment B to this Resolution; and
3. The County Board adopts the ADA Grievance Procedure as documented in Attachment C to this Resolution.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 21st day of May A.D. 2015.

Pattsi Petrie, Chair
Champaign County Board

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



NOTICE UNDER THE AMERICANS WITH DISABILITIES ACT

In accordance with the requirements of title II of the Americans with Disabilities Act of 1990 ("ADA"), Champaign County, Illinois, will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities.

Employment: Champaign County does not discriminate on the basis of disability in its hiring or employment practices and complies with all regulations promulgated by the U.S. Equal Employment Opportunity Commission under title I of the Americans with Disabilities Act (ADA).

Effective Communication: Champaign County will generally, upon request, provide appropriate aids and services leading to effective communication for qualified persons with disabilities so they can participate equally in County programs, services, and activities, including qualified sign language interpreters, documents in Braille, and other ways of making information and communications accessible to people who have speech, hearing, or vision impairments.

Modifications to Policies and Procedures: Champaign County will make all reasonable modifications to policies and programs to ensure that people with disabilities have an equal opportunity to enjoy all County programs, services, and activities. For example, individuals with service animals are welcomed in County offices, even where pets are generally prohibited.

Anyone who requires an auxiliary aid or service for effective communication, or a modification of policies or procedures to participate in a County program, service, or activity, should contact the office of the appropriate department's designated ADA Coordinator (listed below) as soon as possible but no later than 48 hours before the scheduled event.

The ADA does not require the County to take any action that would fundamentally alter the nature of its programs or services, or impose an undue financial or administrative burden.

Complaints that a County program, service, or activity is not accessible to persons with disabilities should be directed to the appropriate department's designated ADA Coordinator (listed below) .

The County will not place a surcharge on a particular individual with a disability or any group of individuals with disabilities to cover the cost of providing auxiliary aids/services or reasonable modifications of policy, such as retrieving items from locations that are open to the public but are not accessible to persons who use wheelchairs.

Champaign County ADA Coordinators

Courthouse	Sheriff's Office and Jails	Nursing Home	Head Start	Other County Offices
Roger W. Holland	Allen Jones	Karen Noffke	Tim Short	Tami Ogden
(217) 239-5789	(217) 384-1205	(217) 384-3784	(217) 607-1089	(217) 384-3776

Attachment A to Settlement Agreement between the
United States of America and Champaign County, Illinois in DJ# 204-24-116

Attachment B

Americans with Disabilities Act (ADA)

Champaign County does not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities.

Qualified individuals with disabilities who require reasonable accommodations should contact the appropriate department's designated ADA Coordinator listed below as soon as possible but no later than 48 hours before the scheduled event. Complaints that a County program, service, or activity is not accessible to persons with disabilities should be directed to the appropriate department's designated ADA Coordinator.

Champaign County ADA Coordinators

Courthouse

Roger W. Holland
Court Administrator
Courthouse Room 213
101 E. Main St.
Urbana, IL 61801
(217) 239-5789
rholland@co.champaign.il.us

Sheriff's Office and Jails

Allen Jones
Chief Deputy
204 E. Main St.
Urbana, IL 61801
(217) 384-1205
ajones@co.champaign.il.us

Nursing Home

Karen Noffke
Nursing Home Administrator
500 Art Bartell Rd.
Urbana, IL 61802
(217) 384-3784
knoffke@co.champaign.il.us

Head Start/Early Head Start

Tim Short
Head Start Transportation and Facilities
Manager
101 W. Tomaras Ave.
Savoy, IL 61876
(217) 607-1089 Cell (217) 841-1569
tshort@ccrpe.org

All Other County Offices

Tami Ogden
Executive Assistant to the County
Administrator
Brookens Administrative Center
1776 E. Washington
Urbana, IL 61802
(217) 384-3776
togden@co.champaign.il.us

Champaign County, Illinois Grievance Procedure under The Americans with Disabilities Act

This Grievance Procedure is established to meet the requirements of the Americans with Disabilities Act of 1990. It may be used by anyone who wishes to file a complaint alleging discrimination on the basis of disability in the provision of services, activities, programs, or benefits by the County. The Champaign County Personnel Policy governs employment-related complaints of disability discrimination.

The complaint should be in writing and contain information about the alleged discrimination such as name, address, phone number of complainant and location, date, and description of the problem. Alternative means of filing complaints, such as personal interviews or a tape recording of the complaint, will be made available for persons with disabilities upon request.

The complaint should be submitted by the grievant and/or his/her designee as soon as possible but no later than 60 calendar days after the alleged violation to the department's designated ADA Coordinator:

Champaign County ADA Coordinators

Courthouse	Sheriff's Office and Jails	Nursing Home	Head Start	All Other County Offices
Roger Holland	Allen Jones	Karen Noffke	Tim Short	Tami Ogden
(217) 239-5789	(217) 384-1205	(217) 384-3784	(217) 607-1089	(217) 384-3776

Within 15 calendar days after receipt of the complaint, the department's ADA Coordinator or his/her designee will meet with the complainant to discuss the complaint and the possible resolutions. Within 15 calendar days of the meeting, the department's ADA Coordinator or his/her designee will respond in writing, and where appropriate, in format accessible to the complainant, such as large print, Braille, or audio tape. The response will explain the position of the County and offer options for substantive resolution of the complaint.

If the response by the department's ADA Coordinator or his/her designee does not satisfactorily resolve the issue, the complainant and/or his/her designee may appeal the decision within 15 calendar days after receipt of the response to the County Administrator or his/her designee.

Within 15 calendar days after receipt of the appeal, the County Administrator or his/her designee will meet with the complainant to discuss the complaint and possible resolutions. Within 15 calendar days after the meeting, the County Administrator or his/her designee will respond in writing, and, where appropriate, in a format accessible to the complainant, with a final resolution of the complaint.

All written complaints received by the department's ADA Coordinator or his/her designee, appeals to the County Administrator or his/her designee, and responses from these two offices will be retained by the County for at least three years.

ORDINANCE NO. 964

AN ORDINANCE AMENDING ORDINANCE NO. 960 ESTABLISHING CHAMPAIGN COUNTY PERSONNEL POLICY

WHEREAS, the County Board of the County of Champaign, Illinois, is vested with the power to appropriate funds for salaries, provide fringe benefits, and provide conditions of employment of many County employees and has previously adopted Ordinance No. 960 setting forth and establishing the Champaign County Personnel Policy; and

WHEREAS, the County Board of the County of Champaign, Illinois, has determined a need to amend Chapter 2 of the Champaign County Personnel Policy as documented in Attachment A to this Ordinance;

NOW, THEREFORE BE IT AND IT IS HEREBY ORDAINED by the County Board of the County of Champaign, Illinois, that Ordinance No. 960 is hereby amended to reflect the changes to Chapter 2 of the Champaign County Personnel Policy as documented in Attachment A to this Ordinance.

PRESENTED, ADOPTED, APPROVED and RECORDED this 21st day of May, A.D. 2015.

Patti Petrie, Chair
Champaign County Board

ATTEST:

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

CHAPTER 2 - EMPLOYMENT, HIRING, ADA AND PROBATION

2-1 RECRUITMENT AND HIRING EQUAL EMPLOYMENT OPPORTUNITY and AFFIRMATIVE ACTION PROGRAM

2-1.1 Equal Employment Opportunity (EEO) Statement - Employees and applicants for employment at Champaign County can be assured fair and equitable treatment with the provisions of EEO. Under the laws enforced by EEOC, it is illegal to discriminate against someone (applicant or employee) because of that person's race, color, religion, sex (including pregnancy), national origin, age, disability or genetic information. It is also illegal to retaliate against a person because he or she complained about discrimination, filed a charge of discrimination, or participated in an employment discrimination investigation or lawsuit.

Additionally, in accordance with the Illinois Human Rights Act, it is illegal to discriminate against someone because of sexual orientation, ancestry, citizenship status, marital status, military service, unfavorable military discharge, order of protection status, or arrest record.

These laws apply to all aspects of employment including benefits, discharge, discipline, firing, harassment, hiring, promotion, recruitment, renewal of employment, selection for training or apprenticeship, tenure, terms and conditions of employment, training, transfer, and wages.

2-1.2 Affirmative Action Program (AAP)

- a. Administration and Scope - The Champaign County Affirmative Action Program shall be administered by the County Administrator, under the direction of the Policy, Personnel, & Appointments Committee. The Department of Labor's regulations prohibit discrimination in such employment practices as recruitment, rates of pay, upgrading, layoff, promotion, and selection for training. Employers may not make distinctions based on race, color, religion, sex, or national origin in recruitment or advertising efforts, employment opportunities, wages, hours, job classifications, seniority, retirement ages, or job fringe benefits such as employer contributions to company pension or insurance plans. The Affirmative Action Program shall be implemented in all cases, including, but not limited to employment, promotion, demotion, discipline, grievances, transfers, testing, advertising, lay off, termination, rates of pay or other forms of compensation, and selection for training.
- b. Program Development - In order to develop and carry out the Affirmative Action Program, the County Administrator through the Administrative Services Department shall be responsible for the following functions:
 - (i) Preparing a brief analysis of sex and race of current personnel by job classification;
 - (ii) Preparing a brief statement for internal or external dissemination of the Personnel Policy and commitment to affirmative action;
 - (iii) Identifying problems, e.g., the underutilization of minorities by job classification and by salary range;
 - (iv) Suggesting the execution of programs or procedures designed to address underutilization of minorities;
 - (v) Reviewing promotion practices within each department or agency to determine whether employees are being promoted in accordance with established, reasonable goals and timetables;

- (vi) Comparing job duties and rates of compensation to ensure that the rates of compensation for jobs which require equal skill, effort, and responsibility, and which are performed under similar working conditions, are equal;
- (vii) Disseminating this Policy and reminding all Department Heads of the purpose of this Policy;
- (viii) Suggesting the execution of policy and procedures designed to eliminate discrimination against the protected classes specified in the Equal Employment Opportunities Statement (2-1.1); and
- (ix) Other procedures deemed necessary by the Policy, Personnel, & Appointments Committee.

The Affirmative Action Program shall comply with all applicable state and federal laws and be developed in consultation with legal counsel.

c. Reporting and Enforcement

- (i) All county departments and agencies shall provide the affirmative action information requested by the County Administrator in order to enable the County Administrator to carry out the functions listed in Section 2-1.2(b).
- (ii) All applicants for employment will be encouraged to complete a voluntary EEO/AAP self identification form upon applying for employment with the County. The race, gender, age and disability information gathered as pre-employment information will be treated as confidential and secured in the EEO files of the County Administrator's Office. The EEO/AAP self identification form will be used to track applicant flow and utilized as a reference with the County's Affirmative Action Plan initiative. The EEO/AAP self identification form will include a statement of the County's EEO/AAP policy.

2-2 RECRUITMENT and HIRING

2-1-32.1 Recruitment Procedure - Recruitment efforts for position vacancies shall be conducted in the following manner:

- a. Recruitment efforts and publicity for available positions will be directed to all appropriate sources of applicants in a geographic area wide enough to attract qualified candidates and to assure equal opportunity for the public to apply. Professional positions should be listed in appropriate professional journals. Referral agencies, such as the University of Illinois, Parkland Community College, City of Champaign Community Relations Department, City of Urbana Human Relations Commission staff, Illinois Department of Employment Security, Office of Equal Opportunity and Access, PACE, Champaign Schools, News-Gazette, etc., should be utilized where appropriate. The County Administrator's Office shall be notified of position openings.
- b. All position openings shall be listed with the Illinois State Employment Service and shall be advertised in local newspapers, except:
 - (i) Openings filled by the promotion of a County employee;
 - (ii) Temporary vacancies of fewer than twenty (20) working days; or
 - (iii) Positions filled by a Department Head who has advertised for a vacancy in the same job description within the previous four (4) months.

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- c. A position shall not be considered vacant if an employee appointed for a specified term is reappointed to continue to fulfill those job responsibilities for a new term.

2-1-42.2 Advertisement

- a. All solicitations or advertisements for employment will state that the County ~~is an Equal Opportunity Employer~~ adheres to Equal Employment Opportunity and Affirmative Action and no advertisement for employment shall make reference to gender, except when gender is a bona fide occupational qualification.
- b. Position advertisement shall include the following:
 - (i) Position title and classification;
 - (ii) A brief description of the job duties;
 - (iii) A brief summary of training, experience, knowledge and skills required for the position; and
 - (iv) Statement that the County is an ~~Equal Opportunity Employer~~ EEO/AA/ADA Employer.
- c. Advertisements about new or vacant positions shall be posted for the benefit of current employees who wish to apply for the position.
- d. Each advertisement will include a date after which no applications or resumes will be accepted. If there are usually continual openings for that job classification, a deadline date does not need to be included in the advertisement.
- e. Each advertisement announcing a vacant position shall be filed with the Office of the County Administrator.

2-1-52.3 Application Process - Each applicant shall complete an application which shall be signed to certify the truth of all statements contained therein. Deliberately false or misleading statements shall be grounds for rejection of an application or immediate termination if discovered after employment begins. References shall be checked.

2-1-62.4 Interviewing and Hiring Procedure - Qualified applicants shall be notified of the time and place of the interview. Interviews shall be conducted by the Department Head. The Department Head may request the assistance of the County Administrator's Office in conducting the interview. Job applicants shall not be asked about the existence, nature, or severity of a disability. However, job applicants may be asked about their ability to perform specific job functions. Medical examinations or inquiries may be made but only after a conditional offer of employment has been made and only if required of all applicants for the position. In making employment decisions, the Department Head shall individually assess whether a qualified person with a disability meets the selection criteria. The selection criteria used to disqualify any individual must be job-related and consistent with business necessity.

All applicants who have either submitted an application or undergone an interview shall be notified when they are no longer being considered for a position. The Office of the County Administrator shall be notified as to the person hired, job title and salary, and the effective date of employment.

2-1-72.5 Employee Promotion - Department Heads may, without open advertising, promote an employee from one position to another position in County government, as defined in Section 9-1.5 Transfer.

2-1-82.6 Department Head Hiring Procedure - Unless otherwise provided by statute, when a Department Head position becomes vacant, the County Administrator may recommend to the County Board the promotion of another County employee to the vacant position. The need for recruitment and advertisement would thereby be eliminated. Alternatively, the County Administrator may recommend the establishment of a selection committee to include: the County Administrator, the County Board Chair; one Republican Board member and one Democratic Board member appointed by the Board Chair; and three other members to be appointed by the County Administrator. The selection committee shall be responsible for recruitment, and interviewing qualified applicants and recommending to the County Administrator a person to fill the vacant position. The County Administrator shall make a recommendation to the Board for final approval.

2-1-92.7 Orientation and Terms of Employment - Following the final selection of a candidate, the Department head or designee shall meet with the new employee to discuss the compensation for the position and criteria for job performance during the probation period. Upon hire of a new employee, the Department head or designee shall schedule the new employee for an orientation meeting at the Office of the County Administrator during which the new employee shall register for payroll, IMRF, parking and County-issued identification badge. During orientation, the employee shall receive an overview of County benefits and programs and a copy of the Personnel Policy, or the Policy will be made available by computer access.

The new employee will be asked to sign a receipt for the material presented during orientation. The employee will also be asked to sign an acknowledgement of receipt of an agreement to abide by the Champaign County Drug and Alcohol Policy.

Approximately 30 days prior to the employee's effective date for health and life insurance coverage, the employee will receive information outlining available benefits. A mandatory benefit orientation meeting for the employee will be scheduled by the Office of the County Administrator, with notice of the meeting date and time provided to both the employee and Department Head.

2-1-92.8 Anti-Nepotism Policy - A Department Head, or person with authority to hire or promote or effectively recommend hiring or promoting employees within a department, shall not hire or reclassify or effectively recommend hiring or reclassifying within the department the following persons, whether related by blood, adoption or marriage: parent, grandparent, child, grandchild, sibling, spouse, or domestic partner. Persons hired in violation of this Policy shall be terminated, and persons reclassified in violation of this Policy shall be returned to their previous position, if vacant, otherwise they shall be terminated.

2-3 ADA REASONABLE ACCOMMODATION POLICY

2-3.1 Champaign County is committed to the fair and equal employment of individuals with disabilities under the Americans with Disabilities Act (ADA). It is Champaign County's policy to provide reasonable accommodation to qualified individuals with disabilities unless the accommodation would impose an undue hardship on the organization. Champaign County prohibits any harassment of, or discriminatory treatment of, employees on the basis of a disability or because an employee has requested a reasonable accommodation.

In accordance with the ADA as amended, reasonable accommodations will be provided to qualified individuals with disabilities to enable them to perform

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the essential functions of their jobs or to enjoy the equal benefits and privileges of employment. This policy applies to all applicants for employment and all employees.

2-3.2 Disability. "Disability" refers to a physical or mental impairment that substantially limits one or more of the major life activities of an individual. A "qualified person with a disability" means an individual with a disability who, with or without reasonable accommodation, can perform the essential functions of the job.

2-3.3 Reasonable Accommodation. Champaign County will seek to provide reasonable accommodation for a known disability or at the request of an individual with a disability. Many individuals with disabilities can apply for jobs and perform the essential functions of their jobs without any reasonable accommodations. However, there are situations in which a workplace barrier may interfere. A "reasonable accommodation" is any change or adjustment to the job application process, work environment, or work processes that would make it possible for the individual with a disability to perform the essential functions of the job.

There are three types of reasonable accommodation that may be considered:

- Changes to the job application process so that a qualified applicant with a disability will receive equal consideration for the job opportunity;
- Modifications to the work environment so that the qualified individual with a disability can perform the essential functions of the job; or
- Adjustments that will allow a qualified individual with a disability to enjoy the same benefits and privileges of employment as other similarly situated employees without disabilities.

2-3.4 Essential Job Functions. For each position, the job description typically will identify essential job functions. The Champaign County Job Content Evaluation Committee will review job descriptions on a periodic basis to evaluate job functions designated as essential. An employee's questions about a job's requirements should be directed to the employee's supervisor or Administrative Services.

2-3.5 Requesting a Reasonable Accommodation. An employee with a disability is responsible for requesting an accommodation from his or her supervisor or Administrative Services using the "Request for Reasonable Accommodation Form" and engaging in an informal process to clarify what the employee needs and to identify possible accommodations. If requested, the employee is responsible for providing medical documentation regarding the disability.

The employee should describe the problem created by a workplace barrier so that an appropriate accommodation may be considered. Typically, the supervisor and/or Administrative Services will work with the employee to identify possible reasonable accommodations and to assess the effectiveness

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of each in allowing the employee to perform the essential functions of the job.

Based on this interactive process, a reasonable accommodation will be selected that is appropriate for both the responsible department and the individual employee. While an individual's preference will be considered, the responsible department is free to choose between equally effective accommodations with consideration toward expense and impact on the rest of the organization.

A request for reasonable accommodation may be denied if it would create an undue hardship for the responsible department. Factors to be considered when determining whether an undue hardship exists include the cost of the accommodation, the organization's overall financial resources, the financial resources of the particular facility at which the accommodation is to be made, the number of employees at the facility, the total number of employees of the County, and the type of operation.

2-3.6 Safety. All employees are expected to comply with all safety procedures. Champaign County will not place qualified individuals with disabilities in positions in which they will pose a direct threat to the health or safety of others or themselves. A "direct threat" means a significant risk to the health or safety of one's self or others that cannot be eliminated by reasonable accommodation. The determination that an individual with a disability poses a direct threat typically will be made by the responsible department and/or Administrative Services and will be based on factual, objective evidence. A written copy of the determination will be given to the employee so that he or she may submit additional information and/or challenge the determination that he or she poses a direct threat.

2-3.7 Confidentiality. All information obtained concerning the medical condition or history of an applicant or employee will be treated as confidential information, maintained in separate medical files, and disclosed only as permitted by law.

2-3.8 Complaint Procedure. It is the policy of Champaign County to prohibit any harassment of, or discriminatory treatment of, employees on the basis of a disability or because an employee has requested a reasonable accommodation. If an employee feels he or she has been subject to such treatment or has witnessed such treatment, the situation should be reported using the harassment complaint procedure. Champaign County's policy prohibits retaliation against an employee for exercising his or her rights under the ADA or applicable state civil rights laws. Any employee found to have engaged in retaliation against an employee for exercising his or her rights or for making a request for reasonable accommodation under this policy will be subject to immediate disciplinary action up to and including discharge. If an employee feels he or she has been retaliated against, the situation should be reported to their unit ADA Coordinator.

2-2.4 PROBATIONARY PERIOD

2-24.1 Duration

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- a. **New Hire** - Each employee hired to fill an authorized full or regular part-time position must successfully complete a probationary period of six (6) months. Immediate supervisors shall conduct several informal meetings to orient the new employee to the position. At the close of the probationary period, the employee's employment will be changed to non-probationary status if the work is satisfactory as determined by the Department Head; however, employment may be terminated at this time, or earlier, if the employee's performance has not been satisfactory. A Department Head or, in the case of employment of an Appointed Department Head, the County Administrator, may extend the probation period up to an additional six months, if the employee's performance is not satisfactory at the end of the initial probationary period.

- b. **Promotions** - Each employee who has been promoted to fill an authorized full or regular part-time position must successfully complete a probationary period in the position to which they have been promoted of three (3) months. At the close of the probationary period, the employee's status in the promotional position will change to non-probationary if the work is satisfactory, as determined by the Department Head. However if the employee's work is not deemed satisfactory, every effort will be made to return the promoted employee to the position previously held, or a position of similar classification within the department. In addition, the Department Head may also consider termination of employment at the unsuccessful completion of the probationary period. A Department Head or, in the case of an employee promoted to an Appointed Department Head position - the County Administrator, may extend the probation period up to an additional three months, if the employee's performance is not satisfactory at the end of the initial probationary period.

2-2-2 2-4.2 Evaluation - Employees serving a probationary period shall receive a written evaluation once during the six-month (6-month) period. The evaluation should be completed no later than the end of the fifth month. The supervisor shall discuss the evaluation and progress toward satisfactory performance with the employee.

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Champaign County Request for Reasonable Accommodation Form

Date of Request: _____

Employee's Name

Employee's Work Phone

Job Title

Department

What is the accommodation you are requesting? Please be as specific as possible.

Is your request time sensitive? Yes No

What limitation or condition is interfering with your ability to perform your job?

What job function or task are you having difficulty performing?

What employment benefit or privilege are you having difficulty accessing (if any)?

How will the requested accommodation assist you?

Please provide any other information you think would be useful in evaluating your request.

I understand that all information obtained by my employer during this process will be maintained and used in compliance with ADA confidentiality requirements. I also understand that I may be required to provide my employer with medical documentation about my condition, its functional limitations, and appropriate accommodations.

Employee's Signature

When you have completed this form, please give it to your supervisor, unit ADA Coordinator, or the Champaign County, ADA Coordinator, 1776 East Washington Street, Urbana, Illinois 61801-4581.

Champaign County Request for Reasonable Accommodation Information from Medical Provider (ADA) Form

_____, who is an employee of Champaign County, has requested a reasonable accommodation under the Americans with Disabilities Act (ADA). In response to that request, we are seeking specific information as detailed below. Please provide the requested information only—please do not send copies of medical records.

The Genetic Information Nondiscrimination Act of 2008 (GINA) prohibits employers and other entities covered by GINA Title II from requesting or requiring genetic information of an individual or family member of the individual, except as specifically allowed by this law. To comply with this law, we are asking that you not provide *any genetic information* when responding to this request for medical information. ‘Genetic information’ as defined by GINA, includes an individual’s family medical history, the results of an individual’s or family member’s genetic tests, the fact that an individual or an individual’s family member sought or received genetic services, and genetic information of a fetus carried by an individual or an individual’s family member or an embryo lawfully held by an individual or family member receiving assistive reproductive services.

Note: The ADA defines disability as a physical or mental impairment that substantially limits one or more major life activities. Examples of major life activities include caring for oneself, performing manual tasks, seeing, hearing, eating, sleeping, walking, standing, lifting, bending, speaking, breathing, learning, reading, concentrating, thinking, communicating, and the operation of a major bodily function such as the immune system, normal cell growth, and digestive, bowel, bladder, neurological, brain, respiratory, circulatory, endocrine, and reproductive systems.

1. Does the employee have a physical or mental impairment?

Yes No

2. What is the impairment?

3. What is the expected duration of the impairment?

- Permanent
- Temporary (please explain)

- Chronic (please explain)

**Champaign County Request for Reasonable Accommodation
Information from Medical Provider (ADA) Form – Page Two**

Episodic (please explain)

4. Does the impairment affect a major life activity?

Yes No

5. Does the impairment substantially limit one or more major life activity?

Yes No

6. Does the employee have any functional limitations resulting from the impairment? Please describe:

7. Please refer to the attached description of the employee's job that contains a list of essential job functions. How does the functional limitation impact the employee's ability to perform the essential functions?

8. Do you have any suggestions for possible accommodations that will enable the employee to perform the essential functions? Please describe:

9. How would your suggested accommodation enable the employee to perform the essential functions?

Please return this form to: Champaign County, ADA Coordinator, 1776 East Washington Street, Urbana, Illinois 61801-4581

RESUME OF MINUTES OF A REGULAR MEETING OF THE
COUNTY BOARD, CHAMPAIGN COUNTY, ILLINOIS
February 19, 2015

The County Board of Champaign County, Illinois met at a Regular Meeting, Thursday, February 19, 2015 at 6:30 P.M. in the Lyle Shields Meeting Room, Brookens Administrative Center, 1776 East Washington Street, Urbana, Illinois with Pattsy Petrie presiding and Sasha Green as Clerk of the Meeting.

ROLL CALL

Roll call showed the following members Present: Carter, Cowart, Esry, Harper Harrison, Hartke, Jay, Maxwell, McGuire, Michaels, Mitchell, Quisenberry, Rosales, Schroeder, Schwartz, Shore, Weibel, Anderson, Berkson and Petrie – 20; Absent: Kibler and Alix – 2. Thereupon, the Chair declared a quorum present and the Board competent to conduct business.

PRAYER & PLEDGE OF ALLEGIANCE

Board Member Maxwell read a prayer. The Pledge of Allegiance to the Flag was recited.

READ NOTICE OF MEETING

The Clerk read the Notice of the Meeting, said Notice having been published in *The News Gazette* on January 29, February 5 and 12, 2015.

APPROVAL OF AGENDA/ADDENDA

Chari Petrie removed adoption of Resolution No. 9157 Setting Rates for Animal Impound Services & Animal Control Services Contracts from the Agenda, and Ordinance No. 957 Supersedes Ordinance No. 55 Regulation of Businesses Offering Entertainment and/or Recreation from the Consent Agenda. Board Member Rosales offered the motion to approve the Agenda/Addendum as amended; seconded by Board Member Mitchell. Discussion followed. Approved as amended by voice vote.

DATE/TIME OF NEXT MEETINGS

Standing Committees

The next County Facilities Committee Meeting will be held on Tuesday, March 3, 2015 at 6:30 P.M. in the Lyle Shields Meeting Room, Brookens Administrative Center; the next Environment and Land Use Committee Meeting will be held on Thursday, March 5, 2015 at 6:30 P.M. in the Lyle Shields Meeting Room, Brookens Administrative Center and the next Highway and Transportation Committee Meeting will be held on Friday, March 6, 2015 at 9:00 A.M. in the Fleet Maintenance Facility Conference Room.

Committee of the Whole

The next Committee of the Whole for Finance; Justice & Social Services; Policy, Personnel, & Appointments will be held Tuesday, March 10, 2015 at 6:30 P.M. in the Lyle Shields Meeting Room, Brookens Administrative Center.

County Board

A Study Session for Sheriffs Operations Master Plan Presentation will be held on Tuesday, February 24, 2015 at 6:00 P.M. in the Lyle Shields Meeting Room, Brookens Administrative Center.

The next Regular meeting of the Champaign County Board will be held on Thursday, March 19, 2015 at 6:30 P.M. in the Lyle Shields Meeting Room, Brookens Administrative Center.

A Study Session for County Board Strategic Planning will be held on Tuesday, March 24, 2015 at 6:00 P.M. in the Lyle Shields Meeting Room, Brookens Administrative Center.

CONSIDERATION OF CONSENT AGENDA ITEMS BY OMNIBUS VOTE

Highway & Transportation

Adoption of **Resolution No. 9131** Authorizing the County Board Chair to Sign Local Agency Agreements for the Jurisdictional Transfer of County Roads 200N, 250N, and 1100E Near the Village of Pesotum.

Adoption of **Resolution No. 9132** Providing for the Addition of County Road 200N from US 45 In Pesotum to County Road 1100E to the County Highway System in Champaign County, Illinois.

Adoption of **Resolution No. 9133** Deleting County Highway 16 (County Roads 250N & 1100E) from the County Highway System.

Adoption of **Resolution No. 9134** Approving Appropriation of Funds from the County Bridge Fund Pursuant to 605 ILCS 5/5-501.

Adoption of **Resolution No. 9135** Appropriating \$150,000 from County Motor Fuel Tax Funds for Engineering Services Related to Construction of North Lincoln Avenue Section #11-00334-01-EG.

Environment & Land Use

Adoption of **Resolution No. 9136** Approving Amendment to the FY2015 County Planning Contract Work Plan to Provide Recycling Events Coordination & Champaign County Land Resource Management Priority Item 6.4A.

Adoption of **Resolution No. 9137** Approving an Intergovernmental Cost-Sharing Agreement Between the County of Champaign, the City of Champaign, the City of Urbana, and the Village of Savoy for Countywide Residential Electronics Collections Events in 2015.

Adoption of **Resolution No. 9138** Authorizing Agreement Between the County of Champaign, Parkland College, and Advanced Technology Recycling Regarding Countywide Residential Electronics Collections in 2015.

Finance

Adoption of **Resolution No. 9143** Authorizing Budget Transfer 14-00021:
Fund/Dept. 080 General Corporate-042 Coroner
Total Amount: \$1,471

Reason: to Cover Additional Autopsies Done in December 2014.

Adoption of **Resolution No. 9144** Authorizing Budget Amendment 14-00064:
Fund/Dept. 611 County Clerk Surcharge-022 County Clerk
Increased Appropriations: \$36
Increased Revenue: \$36

Reason: to Cover Marriage License Surcharges Received and paid to the Illinois State Treasurer.

Adoption of **Resolution No. 9145** Authorizing Budget Amendment 14-00069:
Funds: 080 General Corporate & 675 Victim Advocacy Grant – ICJIA
Dept. 041 States Attorney
Increased Appropriations: \$1,652
Increased Revenue: None: from Fund Balance

Reason: An Increase in Appropriations to Pay Final FY2014 Invoices and Personnel Expenses Related to Payout of Departed Employee.

Adoption of **Resolution No. 9146** Authorizing Budget Amendment 14-00071:
Fund/Dept. 617 Child Support Service/030 Circuit Clerk
Fund/Dept. 613 Court's Automation/030 Circuit Clerk
Increased Appropriations: \$50,000
Increased Revenue: \$50,000

Reason: Increase to Provide Transfer to Bring Court Automation Fund in Balance.

Adoption of **Resolution No. 9147** Authorizing Budget Amendment 15-00011:
Fund/Dept. 080 General Corporate-071 Public Properties
Increased Appropriations: \$19,808
Increased Revenue: None: from Fund Balance

Reason: Re-encumber 3 Purchase Orders for Projects not completed in FY2014 at the Satellite Jail.

Adoption of **Resolution No. 9148** Authorizing Budget Amendment 15-00012:
Fund/Dept. 080 General Corporate-071 Public Properties
Increased Appropriations: \$1,318
Increased Revenue: None: from Fund Balance

Reason: Re-encumber from FY2014 for Equipment Included in 2014 Budget, Ordered in 2014, but not received until FY2015.

Adoption of **Resolution No. 9149** Authorizing Budget Amendment 15-00013:

Fund/Dept. 105 Capital Asset Replacement-059 Facilities Planning
Increased Appropriations: \$109,575
Increased Revenue: None: from Fund Balance
Reason: Amendment Need to Move Money from FY2014 Budget to FY2015
Budget to Re-encumber PO's for Goods that were not Received Before
December 31, 2014.

Adoption of **Resolution No. 9150** Authorizing Budget Amendment 15-00014:
Fund/Dept. 080 General Corporate-077 Zoning & Enforcement
Increased Appropriations: \$1,428
Increased Revenue: None: from Fund Balance
Reason: Budget Amendment Needed to Carry over Unspent Funding for FY2014
Planning & Zoning contracts to Cover Completion of Contracts in FY2015.

Adoption of **Resolution No. 9151** Authorizing Third Additional Renewal Year for
Contract with Gallagher Benefit Services, Inc. for Consultant Services.

Adoption of **Resolution No. 9152** for the Abatement & Reduction of Taxes
Heretofore Levied for the Payment of Bonds.

Adoption of **Resolution No. 9153** Authorization for Loan to the General
Corporate Fund from the Public Safety Sales Tax Fund.

Policy, Personnel, & Appointments

Adoption of **Resolution No. 9154** Authorizing the Appointment of Steve Hammel
to the Beaver Lake Drainage District, for an Unexpired Term Ending 8/31/2017.

Adoption of **Resolution No. 9155** Authorizing the Appointment of Raymond
Cunningham to the Lincoln Legacy Committee, Term 3/1/2015-2/28/2018.

Adoption of **Resolution No. 9156** Authorizing the Appointment of Regina Crider
to the Rural Transit Advisory Group, Term Ending 11/30/2016.

Board Member Esry offered the motion to approve the Consent Agenda; seconded by
Board Member Berkson. Chair Petrie asked the Clerk to call the roll.

Consent Agenda approved by roll call vote.

Yeas: Carter, Cowart, Esry, Harper Harrison, Hartke, Jay, Maxwell, McGuire,
Michaels, Mitchell, Quisenberry, Rosales, Schroeder, Schwartz, Shore,
Weibel, Anderson, Berkson and Petrie – 20;

Nays: None.

PUBLIC PARTICIPATION

Chair Petrie informed public participants there was a five minute limit per participant
with a total allotted time of one hour. Elderess Carr spoke regarding the militarization of
the police. Darl Kruse spoke regarding the militarization of the police. Paul Mugth spoke
regarding the militarization of the police. Sophia Lewis spoke regarding the benefits of
parent-child contact visits

in jails. Stuart Levy spoke regarding the militarization of the police.

COMMUNICATIONS

Board Member Jay announced Board Member Maxwell and himself had invited Chair Petrie to Mahomet, the rural area of the County. Board Member Maxwell spoke regarding the Study Session to be held for the Sheriffs Master Plan. Board Member Quisenberry spoke regarding the Open Meeting Act relating to the use of Resolution vs Ordinances and the items placed on the Consent Agenda. Board Member Carter spoke regarding building a new jail. Board Member Harrison announced a job opportunity with the Plumbers and Pipefitters Local 149.

APPROVAL OF MINUTES

Board Member Maxwell offered the motion to approve the minutes of County Board Regular Meeting, January 22, 2015; seconded by Board Member Quisenberry. Board Member Weibel recommended adding "A quorum was present." after the first sentence. Discussion followed. Approved as amended by voice vote.

QUARTERLY NURSING HOME REPORT

Scott Gima delivered the Nursing Home Quarterly Report.

STANDING COMMITTEES

County Facilities

Board Member Maxwell, Chair, stated there were no items for Board action.

Environment & Land Use

Board Member Esry, Chair, stated there were no items for Board action.

Highway & Transportation

Board Member Cowart, Chair, stated there were no items for Board action.

AREAS OF RESPONSIBILITY

Justice & Social Services

Board Member Berkson, Deputy Chair, recommended adoption of **Resolution No. 9139** Approving Contract Renewal with Community Elements for Re-Entry Programming for Champaign County; seconded by Board Member Cowart. Adopted by voice vote.

Finance

Board Member Michaels, Assistant Deputy Chair, recommended adoption of **Resolution No. 9140** Authorizing Payment of Claims Authorization; seconded by Board Member Quisenberry. Adopted by voice vote.

Board Member Michaels recommended adoption of **Resolution No. 9141** Authorizing Purchases Not Following the Purchasing Policy; seconded by Board Member Jay. Adopted by voice vote.

Board Member Michaels recommended adoption of **Resolution No. 9142** Authorizing the Cancellation of the Appropriate Certificate of Purchase on a Mobile Home, Permanent Parcel 30-058-0225; seconded by Board Member Esry. Adopted by voice vote.

Policy, Personnel, & Appointments

Board Member Quisenberry, Deputy Chair, requested the Review & Evaluation of Highway Department's Highway Accountant and Highway Projects Accounting Assistant Positions by Job Content Evaluation Committee; seconded by Board Member Anderson. Discussion followed.

Board Member Quisenberry offered the motion to approve the appointment of Samuel Shore to Environment & Land Use Committee; seconded by Board Member Esry. Approved by voice vote.

Board Member Quisenberry offered the motion to approve the appointment of Jack Anderson to the Workforce Development Board; seconded by Board Member Michaels. Approved by voice vote.

Board Member Quisenberry offered the motion to approve the appointment Pius Weibel to the Regional Planning Commission Board; seconded by Board Member Cowart. Discussion followed. Approved by voice vote.

NEW BUSINESS

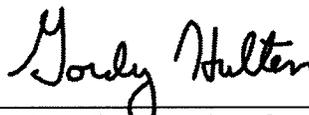
Board Member Esry gave update of the Mahomet Aquifer Coalition.

OTHER BUSINESS

There was no new business.

ADJOURN

Board Member McGuire made a motion to adjourn; seconded by Board Member Quisenberry. Chair Petrie adjourned the meeting at 8:06 P.M.



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

RESUME OF MINUTES OF A REGULAR MEETING OF THE
COUNTY BOARD, CHAMPAIGN COUNTY, ILLINOIS
March 19, 2015

The County Board of Champaign County, Illinois met at a Regular Meeting, Thursday, March 19, 2015 at 6:31 P.M. in the Lyle Shields Meeting Room, Brookens Administrative Center, 1776 East Washington Street, Urbana, Illinois with Pattsy Petrie presiding and Sasha Green as Clerk of the Meeting.

ROLL CALL

Roll call showed the following members Present: Esry, Harper, Harrison, Hartke, Jay, Maxwell, McGuire, Michaels, Mitchell, Quisenberry, Rosales, Schroeder, Schwartz, Shore, Weibel, Alix, Anderson, Berkson, Cowart and Petrie – 20; Absent: Kibler and Carter – 2. Thereupon, the Chair declared a quorum present and the Board competent to conduct business.

PRAYER & PLEDGE OF ALLEGIANCE

Board Member Shore read a prayer. The Pledge of Allegiance to the Flag was recited.

READ NOTICE OF MEETING

The Clerk read the Notice of the Meeting, said Notice having been published in *The News Gazette* on February 26, March 5 and 12, 2015.

APPROVAL OF AGENDA/ADDENDA

Board Member Rosales offered the motion to approve the Agenda/Addendum; seconded by Board Member Esry. Approved by voice vote.

DATE/TIME OF NEXT MEETINGS

Standing Committees

A County Facilities Committee tour will begin at the ILEAS building on April 9, 2015 at 5:15 P.M. The next County Facilities Committee Meeting will be held on Thursday, April 9, 2015 at 6:30 P.M. in the Lyle Shields Meeting Room, Brookens Administrative Center; the next Environment and Land Use Committee Meeting will be held on Thursday, April 9, 2015 at 6:30 P.M. in the Putman Meeting Room, Brookens Administrative Center and the next Highway and Transportation Committee Meeting will be held on Friday, April 10, 2015 at 9:00 A.M. in the Fleet Maintenance Facility Conference Room.

Committee of the Whole

The next Committee of the Whole for Finance; Justice & Social Services; Policy, Personnel, & Appointments will be held Tuesday, April 14, 2015 at 6:30 P.M. in the Lyle Shields Meeting Room, Brookens Administrative Center.

County Board

A Study Session for County Board Strategic Planning will be held on Tuesday, March 24, 2015 at 6:00 P.M. in the Lyle Shields Meeting Room, Brookens Administrative Center.

The next Regular meeting of the Champaign County Board will be held on Thursday, April 23 at 6:30 P.M. in the Lyle Shields Meeting Room, Brookens Administrative Center. Discussion followed.

CONSIDERATION OF CONSENT AGENDA ITEMS BY OMNIBUS VOTE

Board Member Quisenberry requested adoption of Ordinance No. 959 Amending Zoning Ordinance-Zoning Case 791-AT-14, be removed from the Consent Agenda.

Highway & Transportation

Adoption of **Resolution No. 9158** for Contract Award Authority for De-Icing Salt Bid.

Environment & Land Use

Adoption of **Ordinance No. 958** Amending Zoning Ordinance for a Zoning Map Amendment on Certain Property, Case 797-AM-15.

Finance

Adoption of **Resolution No. 9167** Authorizing the Cancellation of the Appropriate Certificate of Purchase on a Mobile Home, Permanent Parcel No. 30-055-2166.

Adoption of **Resolution No. 9166** Authorizing Budget Amendment 15-00015:
Fund/Dept. 091 Animal Control-248 Animal Impound Services, 047 Animal Control Services
Increased Appropriations: \$10,000
Increased Revenue: \$10,000
Reason: Transfer of PetCo Grant Money to Purchase Spay/Neuter Supplies.

Adoption of **Resolution No. 9168** For the Approval, and if Awarded, Acceptance of the Bureau of Justice Assistance Second Chance Act Re-Entry Program Grant Titled "Champaign County Coming Home Program: A Reentry Program for Adult Offenders with Co-Occurring Substance Abuse and Mental Health Disorders".

Adoption of **Resolution No. 9169** for the Approval and if Awarded, Acceptance of MacArthur Foundation Grant for Criminal Justice System Planning.

Adoption of **Resolution No. 9170** for the Approval and if Awarded, Acceptance of Department of Justice FY2015 Competitive Grant for Justice and Mental Health Collaboration Program.

Adoption of **Resolution No. 9171** Amending the Schedule of Authorized Positions for the Highway Department.

Policy, Personnel, & Appointments

Adoption of **Resolution No. 9172** Appointing Nathan Montgomery to the Champaign County Rural Transit Advisory Group, Term Ending 11/30/2016.

Adoption of **Resolution No. 9173** to Establish Place of Election for Sidney.

Adoption of **Ordinance No. 960** Rescinding Ordinance Nos. 779, 865, and 900 An Ordinance Establishing County Personnel Policy.

Adoption of **Resolution No. 9162** A Resolution that Supersedes Resolution No. 8857 on Establishment of Organization, Duties, Rules, Policies, and Procedures of the Champaign County Board.

Board Member Esry offered the motion to approve the Consent Agenda; seconded by Board Member Quisenberry. Chair Petrie asked the Clerk to call the roll.

Consent Agenda approved by roll call vote.

Yeas: Esry, Harper, Harrison, Hartke, Jay, Maxwell, McGuire, Michaels, Mitchell, Quisenberry, Rosales, Schroeder, Schwartz, Shore, Weibel, Alix, Anderson, Berkson, Cowart and Petrie – 20;

Nays: None.

PUBLIC PARTICIPATION

Chair Petrie informed public participants there was a five minute limit per participant with a total allotted time of one hour. Patricia LaRoe spoke regarding County Board representation and regulation in the Carroll Addition area of Urbana. Larry Hall spoke regarding Ordinance No. 959 Amending Zoning Ordinance-Zoning Case 791-AT-14. Julia Hall spoke regarding Ordinance No. 959. Jean Fisher spoke regarding Ordinance No. 959. Dorothy Vura-Weis spoke regarding criminal justice planning. Erica Horton spoke regarding the Kimme & Associates planning proposal for the jail.

COMMUNICATIONS

Board Member Michaels shared an email from the Village of Gifford thanking the County Board for help with grant writing. Board Member Esry announced a tree planting event on the 28th in the Village of Gifford, and their need for volunteers. Board Member Quisenberry thanked First Presbyterian Church in Urbana for inviting him to a meeting regarding how government supports community members. Chair Petrie announced a signup sheet would be circulated for Board Members who would like to give the monthly prayer, and a brochure regarding the University of Illinois Leadership Academy.

STANDING COMMITTEES

County Facilities

Board Member Maxwell, Chair, discussed the next Facilities Meeting.

Environment & Land Use

Board Member Esry, Chair, recommended adoption of **Ordinance No. 959** Amending Zoning Ordinance-Zoning Case 791-AT-14, seconded by Board Member Hartke. Discussion followed. Adopted by voice vote.

Highway & Transportation

Board Member Cowart, Chair, stated there were no items for board action.

AREAS OF RESPONSIBILITY

Finance

Board Member Alix, Deputy Chair, recommended adoption of **Resolution No. 9159** Authorizing Payment of Claims Authorization; seconded by Board Member Michaels. Adopted by voice vote.

Board Member Alix recommended adoption of **Resolution No. 9160** Authorizing Purchases Not Following the Purchasing Policy; seconded by Board Member Esry. Adopted by voice vote.

Board Member Alix recommended adoption of **Resolution No. 9161** Designating Depositories for Funds; seconded by Board Member Berkson. Board Member Michaels abstained due to a business relationship with one of the involved parties. Adopted by voice vote.

Board Member Alix recommended adoption of **Resolution No. 9157** Setting Rates for Animal Impound Services and Animal Control Services Contracts; seconded by Board Member Hartke. A roll call was requested.

Adopted by roll call vote.

Yeas: Harrison, Hartke, McGuire, Michaels, Mitchell, Quisenberry, Rosales, Schroeder, Schwartz, Shore, Weibel, Alix, Cowart and Petrie – 14;

Nays: Esry, Harper, Jay, Maxwell, Anderson, Berkson – 6.

Board Member Alix recommended adoption of **Resolution No. 9163** Authorizing Amendment to Intergovernmental Agreement Regarding the Clinton Landfill Permit Application to Accept Polychlorinated Biphenyls; seconded by Board Member Hartke. Board Member Weibel abstained on both Clinton Landfill resolutions due to a personal relationship with one of the involved parties.

Board Member Alix recommended adoption of **Resolution No. 9164** Authorizing Budget Amendment 15-00016:

Fund/Dept. 080 General Corporate-010 County Board

Increased Appropriations: \$25,600

Increased Revenue: None: from Fund Balance

Reason: To appropriate funds required for the Amendment to Intergovernmental Agreement Regarding the Clinton Landfill Permit Application to Accept Polychlorinated Biphenyls. \$10,969 is Re-encumbered from Previously Appropriated & Unspent Appropriations for the Activity \$14,631 is new

Appropriation. \$25,600 is Mid-Range of the Anticipated Total Expense for Agreement.

Adopted by 15 vote required roll call vote.

Yeas: Esry, Harper, Harrison, Hartke, Jay, Maxwell, McGuire, Michaels, Mitchell, Quisenberry, Rosales, Schroeder, Schwartz, Shore, Alix, Anderson, Berkson, Cowart and Petrie – 19;

Nays: None;

Abstain: Weibel – 1.

Policy, Personnel, & Appointments

Board Member Quisenberry, Deputy Chair, recommended adoption of **Resolution No. 9165** in Support of SB1698 and HB1326; seconded by Board Member Shore. Board Member Weibel abstained due to a personal relationship with one of the involved parties. Adopted by voice vote.

Board Member Quisenberry recommended adoption of **Resolution No. 9174** Calling for the Governor and General Assembly to Protect Necessary Funding for County Government; seconded by Board Member Hartke. Board Member Weibel offered to suspend the rules to allow a motion to come directly to County Board; seconded by Board Member Hartke. Approved by voice vote. Discussion followed. Adopted by voice vote.

OTHER BUSINESS

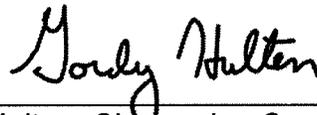
Board Member Quisenberry spoke regarding the Study Session for County Board Strategic Planning.

NEW BUSINESS

There was no new business.

ADJOURN

Board Member Harper made a motion to adjourn; seconded by Board Member Rosales. Chair Rosales adjourned the meeting at 7:33 P.M.



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

RESUME OF MINUTES OF A STUDY SESSION OF THE
COUNTY BOARD, CHAMPAIGN COUNTY, ILLINOIS
March 24, 2015

The County Board of Champaign County, Illinois met at a Study Session, Tuesday, March 24, 2015 at 6:01 P.M. in the Lyle Shields Meeting Room, Brookens Administrative Center, 1776 East Washington Street, Urbana, Illinois, with James Quisenberry presiding and Sasha Green, as Clerk of the Meeting.

ROLL CALL

Roll call showed the following members present: Harper, Hartke, Jay, Maxwell, McGuire, Michaels, Quisenberry, Rosales, Schroeder, Shore, Alix, Berkson, Esry and Petrie – 14; Absent: Harrison, Kibler, Mitchell, Schwartz, Weibel, Anderson, Carter and Cowart – 8. Thereupon, the Chair declared a quorum present and the Board competent to conduct business. Board Member Cowart arrived after roll call.

APPROVAL OF AGENDA

Board Member Rosales offered the motion to approve the Agenda; seconded by Board Member Michaels. Approved by voice vote.

NOTICE OF MEETING

The Clerk read the Notice of the Meeting, said Notice having been published in *The News Gazette* on March 19, 2015.

STUDY SESSION "RULES OF ENGAGEMENT"/STATEMENT OF PURPOSE AND OUTCOMES OF THE STUDY SESSION/COUNTY BOARD STRATEGIC PLAN, GOALS, & INITIATIVES BRAINSTORMING DISCUSSION/SUMMARY OF STUDY SESSION OUTCOMES

Board Member Quisenberry stated the strategic plan had not been updated since 2012. The objective of the Meeting was to identify initiatives for the County Board for the next two years. The facilitator, Jan Ison, discussed the outline of the meeting.

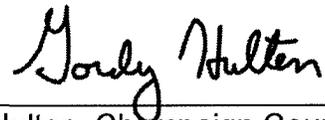
The Board brainstormed ideas for the County. Each idea was placed under one of the strategic plan's goals. The goals were: Champaign County is a High Performing Local Government Organization Committed to Open, Transparent Governance; Champaign County Maintains High Quality Public Facilities; Champaign County Promotes a Safe and Healthy Community and Champaign County is a County that Supports Balanced Growth.

After the discussion, the Board Members were given a select number of stickers. They were directed to place stickers next to the ideas on which they believed the Board should focus.

After the top goals were announced, Board Member Quisenberry stated the Strategic Planning Sub-Committee would filter through information and bring the plan to the full County Board. Some of the top ideas were: a long range facilities plan, replace County accounting system, top to bottom review of the Champaign County Health department and review the MPA contact.

ADJOURMENT

Board Member Rosales offered motion to adjourn second by Board Member Jay. Chair Petrie adjourned the meeting at 8:02 P.M.



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

RESUME OF MINUTES OF A REGULAR MEETING OF THE
COUNTY BOARD, CHAMPAIGN COUNTY, ILLINOIS
April 23, 2015

The County Board of Champaign County, Illinois met at a Regular Meeting, Thursday, April 23, 2015 at 6:33 P.M. in the Lyle Shields Meeting Room, Brookens Administrative Center, 1776 East Washington Street, Urbana, Illinois with Pattsy Petrie presiding and Sasha Green as Clerk of the Meeting.

ROLL CALL

Roll call showed the following members Present: Harrison, Hartke, Jay, Maxwell, McGuire, Michaels, Mitchell, Rosales, Schwartz, Shore, Weibel, Alix, Anderson, Berkson, Cowart, Esry, Harper and Petrie – 18; Absent: Kibler, Quisenberry, Schroeder and Carter – 4. Thereupon, the Chair declared a quorum present and the Board competent to conduct business.

PRAYER & PLEDGE OF ALLEGIANCE

Discussion. Chair Petrie read a prayer. The Pledge of Allegiance to the Flag was recited. Discussion.

READ NOTICE OF MEETING

The Clerk read the Notice of the Meeting, said Notice having been published in *The News Gazette* on April 2, 9 and 16, 2015.

APPROVAL OF AGENDA/ADDENDA

Board Member Shore offered the motion to approve the Agenda/Addenda; seconded by Board Member Rosales. Approved by voice vote.

DATE/TIME OF NEXT MEETINGS

Standing Committees

A County Facilities Committee tour will begin at the Fleet Maintenance Facility on May 5, 2015 at 5:25 P.M. The next County Facilities Committee Meeting will be held on Tuesday, May 5, 2015 at 6:30 P.M. in the Lyle Shields Meeting Room, Brookens Administrative Center; the next Environment and Land Use Committee Meeting will be held on Thursday, May 7, 2015 at 6:30 P.M. in the Lyle Shields Meeting Room, Brookens Administrative Center and the next Highway and Transportation Committee Meeting will be held on Friday, May 8, 2015 at 9:00 A.M. in the Fleet Maintenance Facility Conference Room.

Committee of the Whole

The next Committee of the Whole for Finance; Justice & Social Services; Policy, Personnel, & Appointments will be held Tuesday, May 12, 2015 at 6:30 P.M. in the Lyle Shields Meeting Room, Brookens Administrative Center.

County Board

The next Regular meeting of the Champaign County Board will be held on Thursday, May 21, 2015 at 6:30 P.M. in the Lyle Shields Meeting Room, Brookens Administrative Center.

A Special County Facilities Meeting for Architect Presentations will be held on Tuesday, May 26, 2015 at 6:00 P.M. in the Lyle Shields Meeting Room, Brookens Administrative Center.

PUBLIC PARTICIPATION

David Dilley asked the Board not to grant a liquor license to the Champaign County Fair Association on behalf of the local Disabled Veterans Chapter. Albert Stabler spoke regarding a building programs not jails event which will be held Thursday, April 30, 2015 at 6:15 P.M. at the Urbana Civic Center.

CONSIDERATION OF CONSENT AGENDA ITEMS BY OMNIBUS VOTE

County Facilities

Adoption of **Resolution No. 9181** Approving Renewal Lease Between the County of Champaign & the Champaign County Mental Health Board & Developmental Disabilities Board.

Highway & Transportation

Adoption of **Resolution No. 9175** Appropriating An Additional \$520,851.34 From County Motor Fuel Tax Funds for County Highway 18, Section 07-00419-01-RS.

Adoption of **Resolution No. 9176** Authorizing the County Board Chair to Sign Amendment #1 to the Joint Agreement with IDOT for County Highway 1, Section 12-00432-00-RS.

Adoption of **Resolution No. 9177** Appropriating An Additional \$102,617.92 from the County Motor Fuel Tax Funds for County Highway 22, Section 13-00433-00-RS.

Adoption of **Resolution No. 9178** Awarding of Contract for the Furnish and Spread on the Road of Bituminous Material for 2015 Maintenance of Various Road Districts in Champaign County.

Adoption of **Resolution No. 9179** Awarding of Contract for the Furnish of Bituminous Material from the Plant for 2015 Maintenance of Various Road Districts in Champaign County.

Environment & Land Use

Adoption of **Resolution No. 9180** Approving Minor Changes to Champaign County Land Resource Management Plan.

Finance

Adoption of **Resolution No. 9182** Authorizing Budget Amendment 15-00017:
Fund/Dept. 080 General Corporate-040 Sheriff
Increased Appropriations: \$78,856
Increased Revenue: \$78,856

Reason: CCSO Obtained a Private Howard G. Buffett Foundation Restricted Grant, which Allows Us to Acquire a Fully Equipped Squad Car, K-9 and Training. The Grant was in the Amount of \$78,856.78, Which has been Received and Deposited with the County Treasurer.

Adoption of **Resolution No. 9183** Authorizing Budget Amendment 15-00020:
Fund/Dept. 614 Recorder's Automation-023 Recorder
Increased Appropriation: \$80,000
Increased Revenue: None: from Fund Balance

Reason: To Cover Cost of Rebinding Books. The Books are Getting Done at a Faster Rate Than Previously Expected; Therefore I Need to Increase the Budget to Accommodate. Also, Since the Books are now Larger than Before We Need to Purchase More Shelving to Hold the Expanded Books.

Adoption of **Resolution No. 9184** Authorizing the Renewal, and If Awarded, Acceptance of the Illinois Emergency Management Agency Hazardous Materials Emergency Preparedness (HMEP) Grant.

Policy, Personnel, & Appointments

Adoption of **Resolution No. 9185** Authorizing the Appointment of Stewart Williams to the Eastern Prairie Fire Protection District, Term May 1, 2015-April 30, 2018.

Adoption of **Resolution No. 9186** Authorizing the Appointment of Linda Barcus to the Edge-Scott Fire Protection District, Term May 1, 2015-April 30, 2018.

Adoption of **Resolution No. 9187** Authorizing the Appointment of John Flavin to the Ivesdale Fire Protection District, Term May 1, 2015-April 30, 2018.

Adoption of **Resolution No. 9188** Authorizing the Appointment of Patrick Quinlan to the Ludlow Fire Protection District, Term May 1, 2015-April 30, 2018.

Adoption of **Resolution No. 9189** Authorizing the Appointment of Chris Hausman to the Pesotum Fire Protection District, Term May 1, 2015-April 30, 2018.

Adoption of **Resolution No. 9190** Authorizing the Appointment of Richard Denhart to the St. Joseph-Stanton Fire Protection District, Term May 1, 2015-April 30, 2018.

Adoption of **Resolution No. 9191** Authorizing the Appointment of Douglas Enos to the Sangamon Valley Fire Protection District, Term May 1, 2015-April 30, 2018.

Adoption of **Resolution No. 9192** Authorizing the Appointment of Michael Tittle to the Thomasboro Fire Protection District, Term May 1, 2015-April 30, 2018.

Adoption of **Resolution No. 9193** Authorizing the Appointment of David Dupre to the Windsor Park Fire Protection District, Term May 1, 2015-April 30, 2018.

Adoption of **Resolution No. 9194** Authorizing the Appointment of Paul Berbaum to the Scott Fire Protection District, Term May 1, 2015-April 30, 2018.

Adoption of **Resolution No. 9195** Authorizing the Appointment of Richard Jobe to the Sadorus Fire Protection District, Term May 1, 2015-April 30, 2018.

Adoption of **Resolution No. 9196** Authorizing the Appointment of Dennis Davis to the Tolono Fire Protection District, Term May 1, 2015-April 30, 2018.

Adoption of **Resolution No. 9197** Authorizing the Appointment of Barbara Sweet to the Community Action Board, Unexpired Term Ending November 30, 2017.

Adoption of **Resolution No. 9198** Authorizing a Proclamation Designating the Week of May 3rd as National Correctional Officer Week.

Adoption of **Resolution No. 9199** Authorizing a Proclamation Designating the Week of May 10th as National Police Week.

Board Member Esry offered the motion to approve the Consent Agenda; seconded by Board Member Mitchell. Chair Petrie asked the Clerk to call the roll.

Consent Agenda approved by roll call vote.

Yeas: Harrison, Hartke, Jay, Maxwell, McGuire, Michaels, Mitchell, Rosales, Schwartz, Shore, Weibel, Alix, Anderson, Berkson, Cowart, Esry, Harper and Petrie – 18;

Nays: None.

COMMUNICATIONS

Board Member Esry reminded everyone to slow down on county roads and look out for farm machinery. Board Member Alix thanked the Marathon organizers, participants and the community.

APPROVAL OF MINUTES

Board Member Esry offered the motion to approve the minutes of County Board Study Session, February 24, 2015; seconded by Board Member Harper. Approved by voice vote.

WILLARD AIRPORT TASK FORCE REPORT

Associate Chancellor Michael DeLorenzo gave a presentation on the future of the Willard Airport.

CHAMPAIGN COMMUNITY COALITION

Champaign Community Coalition gave a presentation lead by Joan Walls, Joseph Gallo, Julia Rietz and Tracy Parsons.

STANDING COMMITTEES

Board Member Jay recommended placing the County Facilities, Environment & Land Use and Highway & Transportation summary of actions on file; seconded by Board Member Mitchell. Approved by voice vote.

AREAS OF RESPONSIBILITY

Board Member Shore recommended placing the Finance summary of action on file; seconded by Board Member Esry. Approved by voice vote.

Finance

Board Member Alix, Deputy Chair, recommended adoption of **Resolution No. 9200** Authorizing Payment of Claims Authorization, seconded by Board Member Rosales. Adopted by voice vote.

Board Member Alix recommended adoption of **Resolution No. 9201** Authorizing Purchases not Following Policy, seconded by Board Member Esry. Adopted by voice vote.

NEW BUSINESS

Board Member Weibel moved to suspend the rules to allow nominations to come directly to County Board; seconded by Board Member Shore. Approved by voice vote. Discussion. Chair Petrie asked Board Member Hartke to chair the Meeting to be able to make appointments.

Policy, Personnel & Appointments

Chair Petrie recommended adoption of **Resolution No. 9202** Appointing Michael McHenry to the Philo Fire Protection District, Term May 1, 2015-April 30, 2018; seconded by Board Member Mitchell. Adopted by voice vote.

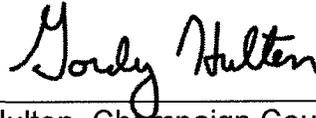
Chair Petrie recommended adoption of **Resolution No. 9203** Appointing David Bosch to the Broadlands-Longview Fire Protection District, Term May 1, 2015-April 30, 2018; seconded by Board Member Harper. Adopted by voice vote.

OTHER BUSINESS

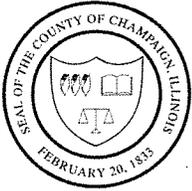
There was no new business.

ADJOURN

Board Member Mitchell made a motion to adjourn; seconded by Board Member Rosales. Chair Petrie adjourned the meeting at 8:09 P.M.



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



**CHAMPAIGN COUNTY BOARD
FACILITIES COMMITTEE**
Summary of Action Taken at the May 5, 2015 Meeting

MEMBERS PRESENT: Gary Maxwell, Jack Anderson, Josh Hartke, Jeff Kibler, Giraldo Rosales, Rachel Schwartz
MEMBERS ABSENT: James Quisenberry

<u>Agenda Item</u>	<u>Action Taken</u>
I. <u>Call to Order</u>	6:30 p.m.
II. <u>Roll Call</u>	6 committee members present, 1 committee member absent
III. <u>Approval of Minutes</u> A. Committee Meeting – April 9, 2015	Approved
IV. <u>Approval of Agenda</u>	Remove Item VIII. Approved as amended.
V. <u>Public Participation</u>	Dorothy Vera-Weis spoke about the cost of moving forward with the jail project. She felt moving forward could be detrimental to receiving the MacArthur Foundation Grant. She urged the committee to recommend the Board put the project on hold until the funding issues are resolved. James Kilgore spoke about the enthusiasm at last month's meeting about the need to look at all the properties and hopes it continues. He also said the jail issue isn't a local one, but a national one. He hoped the Committee and Board keep the big picture in mind even if the funding doesn't come.
VI. <u>Communications</u>	None
VII. <u>Approval of Authorization for METCAD to Sub-lease a Portion of Their Space Located Within the Emergency Operations Center at 1905 E Main St, Urbana, IL 61801</u>	Removed from Agenda
VIII. <u>Decision Recommendation for Sheriff's Operation Master Plan</u>	RECOMMEND TO THE COUNTY BOARD that the County Board vote to defer the issue of contracting for programming and schematic design of the Sheriff's Operations Master Plan until the Finance Committee and the County Board have identified funding for proceeding with this project.
IX. <u>Facility Requirements for ADA Compliance</u>	Information Only

- | | |
|--|------------------|
| X. <u>Facilities Director's Report</u> | Information Only |
| A. Update on RFQ Closing May 5, 2015 at 12 noon | |
| B. Update on the Satellite Jail Panel Investigation | Information Only |
| XI. <u>Other Business</u> | None |
| XII. <u>Chair's Report</u> | |
| A. Future Meeting – Tuesday, June 2, 2015 at 6:30 pm | Information Only |
| B. Tour of the Brookens Administrative Center at 5:15 pm prior to the June Facilities Committee Meeting. | Information Only |
| XIII. <u>Designation of Items to be placed on the Consent Agenda</u> | None |
| XIV. <u>Adjournment</u> | 7:34 p.m. |

*Denotes Inclusion on the Consent Agenda

RESOLUTION NO. 9237

RESOLUTION APPROVING DIRECTION FOR FURTHER ACTION ON
IMPLEMENTATION OF THE SHERIFF'S OPERATIONS MASTER PLAN FOR
CHAMPAIGN COUNTY

WHEREAS, the Champaign County Board conducted RFQ 2014-005 for the Sheriff's Operations Master Planning for the County of Champaign and Gorski Reifsteck Architects, Inc. with Kimme & Associates, GHR Engineering, Resource Associates, and Allied Correctional Services (hereinafter "Gorski Reifsteck") were selected and contracted to provide the service; and

WHEREAS, on February 24, 2015, Gorski Reifsteck presented their Final Report pursuant to their Contract to complete Sheriff's Operations Master Planning for Champaign County; and

WHEREAS, the next step in proceeding with implementation of the Sheriff's Operations Master Plan as presented by Gorski Reifsteck is detailed space programming and schematic design which are estimated to have a total cost of approximately \$340,000; and

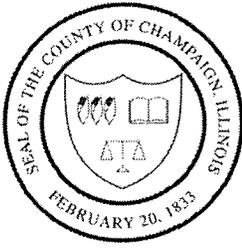
WHEREAS, the Champaign County Facilities Committee recommends to the County Board that the next step in implementing the Sheriff's Operations Master Plan be deferred until the Finance Committee has identified funding for the project and the County Board has adopted the Finance Committee recommendation for funding;

NOW, THEREFORE BE IT RESOLVED by the County Board of Champaign County, Illinois, that the detailed space programming and schematic design phase for the implementation of the Sheriff's Office Operations Master Plan is deferred until the Finance Committee has identified funding for the project and the County Board has adopted the Finance Committee recommendation for funding.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 21st day of May, 2015.

Patsi Petrie, Chair
Champaign County Board

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



**CHAMPAIGN COUNTY BOARD ENVIRONMENT and LAND USE COMMITTEE
(ELUC) ACTION REPORT**

Summary of Actions Taken at the May 7, 2015 Meeting

Committee members present: Esry, Weibel, Berkson, Petrie, Schroeder, Shore
Committee members absent: Harper

	<u>Actions Taken</u>
I. Call to Order	6:30 p.m.
II. Roll Call	6 committee members present
III. Approval of Agenda/Addenda	Approved as distributed
IV. Approval of Minutes	
A. ELUC Committee meeting – April 9, 2015	Approved as distributed
V. Public Participation	None
VI. Communications	None
VII. <u>Items for Information Only</u>	
A. Update Regarding Local Government Coalition to Protect Mahomet Aquifer	None
B. Recreation & Entertainment License: Rodeo Club at the University of Illinois for a rodeo at the Champaign County Fairgrounds, 1302 North Coler Avenue, Urbana to be held June 2, 2015	None
VIII. <u>Items to Approved by ELUC Committee</u>	
A. Recreation & Entertainment License: Eastern Illinois A.B.A.T.E. Inc. for live bands, Rolling Hills Campground, 3151-A CR2800E, Penfield for June 5- 7, 2015	Approved
B. Recreation & Entertainment License: Maria Guadalupe Flores Rojas for Mexican rodeo, DJ, band, dancing at the Champaign County Fair Association Fairgrounds, 1302 North Coler Avenue, Urbana IL, May 9, 2015	Approved
C. Recreation & Entertainment License: Champaign County Fair, Champaign County Fairgrounds, 1302 North Coler Avenue, Urbana for Annual License	Approved
D. Amending the RPC FY15 County Planning Contract to allocate 60hours/year from the “General Planning Services” item to Champaign County Area Rural Transportation System (C-CARTS) and the Champaign County Rural Transit Advisory Group (RTAG) coordination.	Approved

Champaign County strives to provide an environment welcoming to all persons regardless of disabilities, race, gender, or religion. Please call 217-384-3776 to request special accommodations at least 2 business days in advance.

**CHAMPAIGN COUNTY BOARD
ENVIRONMENT and LAND USE COMMITTEE (ELUC)
Action Report**

May 7, 2015

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IX. Items to be Recommended to the County Board

A. A Resolution Adopting Authority to Prevent Water Pollution Caused by Erosion and Sedimentation

***RECOMMEND COUNTY BOARD APPROVAL** of a Resolution Adopting Authority to Prevent Water Pollution Caused by Erosion and Sedimentation

B. **Case 769-AT-13:** Amend the Champaign County Zoning Ordinance by amending the Champaign County Stormwater Management Policy by changing the name to Storm Water Management and Erosion Control Ordinance and amending the reference in Zoning Ordinance Section 4.3.10; and amend the Storm Water Management and Erosion Control Ordinance to add Erosion and Sedimentation Controls to meet the requirements of the National Pollutant Discharge Elimination System (NPDES) Municipal Separate Storm Sewer System (MS4) Storm Water Discharge Permit with the Illinois Environmental Protection Agency (IEPA) and make other changes and add other requirements related to erosion and sedimentation control, as described in the legal advertisement.

RECOMMEND COUNTY BOARD APPROVAL of Case 769-AT-13

C. **Case 773-AT-14:** Amend the Champaign County Storm Water Management and Erosion Control Ordinance that is the subject of a separate Zoning Case 769-AT-13, by adding a requirement for a Grading and Demolition Permit for any grading or demolition that disturbs one acre or more of land or for any grading or demolition that is part of a larger common plan of development in which one acre or more of land disturbance will occur, and that is not related to any proposed construction and add fees for Grading and Demolition Permits and other requirements related to Grading and Demolition Permits, as described in the legal advertisement.

RECOMMEND COUNTY BOARD APPROVAL of Case 773-AT-14

D. Annual Facility Inspection Report for the National Pollutant Discharge Elimination System (NPDES) Municipal Separate Storm Sewer System (MS4) Storm Water Discharge Permit with the Illinois Environmental Protection Agency (IEPA) for the period 4/1/14 – 3/31/15

***RECOMMEND COUNTY BOARD APPROVAL** of Annual Facility Inspection Report for the NPDES MS4 Storm water Discharge Permit with the IEPA

Committee Meeting is broadcast on Comcast Public Access and at <http://www.ustream.tv/channel/champco1776>

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**CHAMPAIGN COUNTY BOARD
ENVIRONMENT and LAND USE COMMITTEE (ELUC)
Action Report**

May 7, 2015

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X.	Monthly Reports	Accepted and placed on file
	A. March 2015	
XI.	Other Business	Update on Carroll Addition Subdivision garbage and debris clean up
XII.	Chair's Report	None
XIII.	Designation of Items to be Placed on Consent Agenda	IX. A, IX. D
XIV.	Adjournment	6:57 p.m.

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ORDINANCE NO. 962
ORDINANCE AMENDING THE ZONING ORDINANCE AND AMENDING THE
STORMWATER MANAGEMENT POLICY

ZONING CASE 769-AT-13

WHEREAS, the Champaign County Zoning Board of Appeals held a public hearing, made a formal recommendation for approval, and forwarded to this Board Case Number 769-AT-13;

WHEREAS, the Champaign County Board believes it is for the best interests of the County and for the public good and welfare to amend the Champaign County Zoning Ordinance in a manner hereinafter provided;

NOW, THEREFORE BE IT ORDAINED, by the Champaign County Board, Champaign County, Illinois, that Resolution No. 971, *The Zoning Ordinance of the County of Champaign, Illinois* be amended in the manner attached hereto.

PRESENTED, PASSED, APPROVED, AND RECORDED this 21st day of May, A.D. 2015.

SIGNED:

ATTEST:

Patti Petrie, Chair
Champaign County Board
Champaign, Illinois

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

Proposed Amendment

- 1. **Revise Section 4.3.10 of the Zoning Ordinance to be as follows:**

- 4.3.10 Storm Water Management and Erosion Control Ordinance**

- A. Any USE or CONSTRUCTION for which a Zoning Use Permit is required shall also comply with the relevant requirements of the *Champaign County Storm Water Management and Erosion Control Policy*.
 - B. The limits on maximum LOT COVERAGE contained in Section 5.3 notwithstanding, no more than 16 percent of the surface of any LOT or LOTS in common ownership on January 1, 1998 shall consist of impervious area, including paving consisting of gravel and rock and including any specific impervious area addition to adjacent public STREETS that is required to accommodate the USE or CONSTRUCTION, unless the LOT is exempt pursuant to, or complies with, the *Storm Water and Erosion Control Policy*.

- 2. **Change the title of the Champaign County Stormwater Management Policy to be Champaign County Storm Water Management and Erosion Control Ordinance and revise the text to be as follows:**

1. AUTHORITY

1.1 Title

This Ordinance shall be known, and may be cited as, the Champaign County Storm Water Management and Erosion Control Ordinance.

1.2 Illinois Compiled Statutes

This Ordinance has been adopted pursuant to Champaign County’s authority to zone land (55 ILCS 5/5-12001); Champaign County’s authority to adopt rules and regulations for subdivisions (55 ILCS 5/5-1041); and Champaign County’s authority to prevent water pollution (55 ILCS 5/5-15015); Champaign County’s authority to establish and implement a comprehensive and coordinated erosion and sediment control plan in cooperation with other units of government (70 ILCS 405/3.12); and other applicable authority, all as amended from time to time.

2. PURPOSE

The purpose of this ordinance is to accomplish the following:

- A. Protect the existing agricultural and natural drainage infrastructure.
- B. Provide for adequate drainage of DEVELOPMENT SITES and surrounding areas.
- C. Guide DEVELOPERS’ and builders’ attempts to control the movement of STORM WATER and reduce damage to property.

- D. Conserve, preserve and enhance the natural resources of the County, including its SOILS, waters, vegetation, fish and wildlife.
- E. Promote public welfare and protect waters under the Clean Water Act by guiding, regulating and controlling the design, CONSTRUCTION, use and maintenance of any DEVELOPMENT or other activity that disturbs SOIL on land situated within the County.
- F. Safeguard persons and protect property from the hazards and negative impacts of SOIL EROSION created by LAND DISTURBANCE.
- G. Prevent flooding caused by silt clogging STORM WATER management infrastructure, such as STORM SEWERS, inlets and receiving CHANNELS or streams.
- H. Control the rate of release of STORM WATER and require temporary storage of STORM WATER from DEVELOPMENT SITES.
- I. Preserve and enhance water quality by preventing silt-laden water from reaching creeks, CHANNELS, streams, WETLANDS and other public waterways.
- J. Fulfill the applicable requirements of the NPDES Phase II Storm Water permit.

3. DEFINITIONS

The following definitions shall apply to this Ordinance. Words not defined in this Section shall be interpreted in accordance with the definitions contained in Webster's New Collegiate Dictionary.

AGRICULTURE: The growing, harvesting and storing of crops including legumes, hay, grain, fruit and truck or vegetable crops, floriculture, horticulture, mushroom growing, orchards, forestry, and the keeping, raising, and feeding of livestock or poultry, including dairying, poultry, swine, sheep, beef cattle, pony and horse production, fur farms, and fish and wildlife farms; farm

BUILDINGS used for growing, harvesting, and preparing crop products for market, or for use on the farm; roadside stands, farm BUILDINGS for storing and protecting farm machinery and equipment from the elements, for housing livestock or poultry and for preparing livestock or poultry products for market; farm DWELLINGS occupied by farm OWNERS, operators, tenants or seasonal or year-round hired farm workers. It is intended by this definition to include within the definition of AGRICULTURE all types of agricultural operations, but to exclude therefrom industrial operations such as a grain elevator, canning, or slaughterhouse, wherein agricultural products produced primarily by others are stored or processed. Agricultural purposes include, without limitation, the growing, developing, processing, conditioning, or selling of hybrid seed corn, seed beans, seed oats, or other farm seeds.

APPLICANT: The legal entity who submits an application to the County for a LDEC PERMIT pursuant to this ordinance.

BEST MANAGEMENT PRACTICES (BMPs): A technique or series of techniques which are proven to be effective in controlling STORM WATER, EROSION, and SEDIMENTATION.

BORROW: The earth material acquired from an off-site location for use in GRADING on a site.

CERTIFIED PROFESSIONAL IN EROSION AND SEDIMENT CONTROL: An individual with CPESC Certification.

CHANNEL: A natural or artificial water course of perceptible extent which periodically or continuously contains moving water, or which forms a connecting line between two (2) bodies of water. It has a definite bed and banks which serve to confine water.

CLEARING AND GRUBBING: The cutting and removal of trees, shrubs, bushes, windfalls and other vegetation including removal of stumps, roots, and other remains in the designated areas.

COMMON PLAN OF DEVELOPMENT OR SALE OF RECORD: All or part of a parcel of land that existed on {effective date} where multiple separate and distinct CONSTRUCTION activities may be taking place at different times on different schedules, and possibly (not necessarily) under different ownership. Examples include: 1) phased projects and projects with multiple filings or lots, even if the separate phases or filings/lots will be constructed under separate contract or by separate OWNERS (e.g., a DEVELOPMENT where lots are sold to separate builders); 2) a DEVELOPMENT plan that may be phased over multiple years but is still under a consistent plan for long-term DEVELOPMENT; and 3) projects in a contiguous area that may be unrelated but still under the same contract, such as CONSTRUCTION of a building extension and a new parking lot at the same facility and any DEVELOPMENT or CONSTRUCTION under a Rural Residential Overlay District; 4) a Plat of Subdivision of two or more lots; 5) A Plat of Survey of two or more lots; 6) A diagram of two or more lots presented in a real estate marketing brochure or advertisement. A long range DEVELOPMENT plan that is conceptual (rather than a specific plan of future DEVELOPMENT and the future construction activities would happen over an extended time period) will be considered as having separate DEVELOPMENT plans, provided that the periods of construction for the physically interconnected phases will not overlap. The disturbed area of the entire plan shall be used in determining LDEC PERMIT requirements. DEVELOPMENT on by-right lots created from any single parcel that existed on 1/1/2009 in the AG-1, AG-2 and CR Districts is not included under this definition unless the lots are created by a Plat of Subdivision or Plat of Survey or marketed by means of a brochure or advertisement.

CONSTRUCTION: The excavation of earth to provide for a foundation, basement or cellar; and/or, the addition to or removal from a LOT or tract of land of earth or water so as to prepare said LOT or tract of land for the CONSTRUCTION of a STRUCTURE; and/or, the act of placing or affixing a component of a STRUCTURE upon the ground or upon another such component; and/or, the placing of CONSTRUCTION materials in a permanent position and fastening in a permanent manner; and/or, the DEMOLITION, elimination, and/or removal of an existing STRUCTURE in connection with such CONSTRUCTION and/or the CONSTRUCTION or placement of STORM WATER MANAGEMENT facilities or EROSION control BMPs.

CONTIGUOUS URBAN GROWTH AREA (CUGA): Areas outside of municipal limits and within municipal one and one-half mile extraterritorial jurisdiction destined for urban type land uses.

CONTRACTOR: The person who contracts with the PERMITTEE, OWNER, DEVELOPER, or another CONTRACTOR (subcontractor) to undertake any or all the land disturbing activities covered by this Ordinance.

CONTRACTOR'S CERTIFICATION STATEMENT: A document required by the IEPA as part of the ILR10 construction site activity permit.

CONTROL STRUCTURE: A facility constructed to regulate the volume and rate of storm water that is released during a specific length of time.

CULVERT: A closed conduit for the passage of surface drainage water under a roadway, railroad or other surface impediment.

DEMOLITION: Any act or process of wrecking or destroying a building or STRUCTURE.

DETENTION BASIN: A temporary or permanent natural or manmade STRUCTURE that provides for the temporary storage of STORM WATER.

DETENTION STORAGE: Temporary detention or storage of storm water in storage basins, on rooftops, in parking lots, school yards, parks, open space, lakes, ponds, or other areas under predetermined and controlled conditions, with the rate of drainage therefrom regulated by appropriately installed devices.

DEVELOPER: Any person, firm, corporation, sole proprietorship, partnership or political subdivision engaged in a LAND DISTURBANCE activity.

DEVELOPMENT: Any man-made change to improved or unimproved real estate including but not limited to, construction of or substantial improvements to buildings or other structures, the placement of mobile homes, paving, mining, filling or other similar activities.

DISCHARGE: The rate of outflow of water from a storm water drainage or storm water detention facility.

DRY BOTTOM STORM WATER DETENTION BASIN: A facility that is designed to be normally dry and which accumulates storm water runoff only during periods when the restricted storm water runoff release rate is less than the storm water inflow rate.

EROSION: The wearing away of the ground surface as a result of the movement of wind, water, ice, and/or LAND DISTURBANCE activities.

EROSION AND SEDIMENT CONTROL PLAN (ESCP): A plan which includes a set of BMPs or equivalent measures designed to control STORM WATER and EROSION and to retain SEDIMENT on a particular SITE during the period in which pre-CONSTRUCTION and CONSTRUCTION-related land disturbances, fills, and soil storage occur, and before final improvements are completed, all in accordance with the specific requirements established in section entitled Land Disturbance Erosion Control (Section 11) in this Ordinance.

EROSION CONTROL: Any measures taken to temporarily or permanently prevent or manage EROSION in a way that minimizes undesirable impacts.

EROSION CONTROL INSPECTOR: The ZONING ADMINISTRATOR or representative who has the authority to inspect SITES for compliance with the standards set forth in this Ordinance.

EROSION CONTROL INSPECTION REPORT (ECIR): The compliance report as defined by the Illinois Environmental Protection Agency in the General NPDES permit ILR10.

EXCAVATION: The mechanical removal of earth material.

FILL: A deposit of SOIL or other earth materials placed by artificial means.

FINAL EROSION AND SEDIMENT CONTROL PLAN (FINAL ESCP): A plan which includes permanent measures and BEST MANAGEMENT PRACTICES to control STORM WATER and control SEDIMENT if such permanent measures are not included in the ESCP.

FINAL STABILIZATION: All soil disturbing activities at the site have been completed and either of the two following conditions are met: 1) A uniform (e.g., evenly distributed, without large bare areas) perennial vegetative cover with a density of 70 percent of the native background vegetative cover for the area has been established on all unpaved areas and areas not covered by permanent structures, or 2) Equivalent permanent stabilization measures (such as the use of riprap, gabions, or geotextiles) have been employed. For individual LOTS in residential CONSTRUCTION, FINAL STABILIZATION means that either 1) The homebuilder has completed FINAL STABILIZATION as specified above, or 2) The homebuilder has established temporary stabilization including perimeter controls for an individual lot prior to occupation of the home by the homeowner and informing the homeowner of the need for, and benefits of, FINAL STABILIZATION.

FLOODPLAIN: The area adjoining a WATERCOURSE which could be inundated by a flood that has a one (1) percent chance of being equaled or exceeded in any given year and is delineated on Federal Emergency Management Agency Flood Insurance Rate Maps (FIRM).

GRADE: The vertical elevation of the ground surface.

- (a) Existing grade is the grade prior to GRADING.
- (b) Rough grade is the stage at which the grade approximately conforms to the approved plan.
- (c) Finish grade is the final grade of the SITE which conforms to the approved process.

GRADING: EXCAVATION or FILL or any combination thereof.

ILLINOIS ENVIRONMENTAL PROTECTION AGENCY (IEPA): The Illinois Environmental Protection Agency.

ILLINOIS URBAN MANUAL: This term shall mean "A Technical Manual designed for Urban Ecosystem Protection and Enhancement", prepared by the United States Department of Agriculture (USDA) Natural Resources Conservation Service.

ILR10: The Illinois Environmental Protection Agency's general National Pollutant Discharge Elimination System (NPDES) Construction Storm Water Permit covering anyone conducting a land disturbing activity which disturbs one (1) or more acres of total land area or a construction SITE less than one acre of total land that is a part of a COMMON PLAN OF DEVELOPMENT OR SALE OF RECORD if the larger common plan will ultimately disturb one or more acres total land area.

IMPERVIOUS: A term applied to materials through which water cannot pass, or through which water passes with great difficulty or at a very slow rate.

INCIDENCE OF NON-COMPLIANCE (ION): A report to the IEPA providing information about the cause of the non-compliance and description of the measures taken to prevent further non-compliances with the ILR10 permit.

LAND DISTURBANCE: Any land change that may result in SOIL EROSION from wind, water and/or ice and the movement of SEDIMENT unto or upon waters, lands, or rights-of-way within the County, including but not limited to DEMOLITION, CLEARING AND GRUBBING, GRADING , excavating, transporting and filling of land. LAND DISTURBANCE is not limited to a single instance of LAND DISTURBANCE, but is the total LAND DISTURBANCE that has occurred or may reasonably be expected to occur to any part of a given tract of land. LAND DISTURBANCE does not include the following:

- (a) AGRICULTURE.
- (b) Land disturbance activities including, but not limited to, underground utility repairs, home gardens, minor repairs.
- (c) Installation of fence, sign, telephone, and electric poles and other kinds of posts or poles.
- (d) Emergency work to protect life, limb, or property and emergency repairs. If the emergency land disturbing activity would have required and approved ESCP, then the land area disturbed shall be shaped and stabilized in accordance with the requirements of this Ordinance.

LAND DISTURBANCE EROSION CONTROL PERMIT (LDEC PERMIT): Includes both LAND DISTURBANCE EROSION CONTROL PERMIT – MAJOR and LAND DISTURBANCE EROSION CONTROL PERMIT – MINOR as defined in this Ordinance and issued by the County Zoning Administrator pursuant to this Ordinance.

LAND DISTURBANCE EROSION CONTROL PERMIT – MAJOR: A class of the LDEC PERMIT required where 1 acre or more of land will be disturbed.

LAND DISTURBANCE EROSION CONTROL PERMIT – MINOR: A class of LDEC PERMIT required where less than one acre of land that is part of a COMMON PLAN OF DEVELOPMENT OR SALE OF RECORD will be disturbed.

LETTER OF NOTIFICATION: A letter from the IEPA stating that the PERMITTEE has the authority to construct.

LETTER OF TERMINATION: A document required by Champaign County as part of the Land Disturbance Erosion Control and Storm Water Management Ordinance. This document notifies the ZONING ADMINISTRATOR of the request to end coverage for CONSTRUCTION under the terms of the ILR10 permit when no STORM WATER DRAINAGE PLAN is required. This is submitted to the Zoning Administrator.

LOT: A designated parcel, tract or area of land established by plat, SUBDIVISION or as otherwise permitted by law, to be used, developed or built upon as a unit.

MS4 JURISDICTIONAL AREA: The limits of the Urbanized Area as defined by the Bureau of the Census.

NON-STRUCTURAL CONTROLS: Institutional and pollution prevention type practices through education and source control, recycling, and maintenance that prevent pollutants from entering STORM WATER or reduce the amount of RUNOFF requiring management.

NOTICE OF INTENT (NOI): A document required by the IEPA as part of the ILR10 construction SITE activity permit. This document is the application for an ILR10 construction SITE activity permit from the IEPA.

NOTICE OF TERMINATION (NOT): A document required by the IEPA as part of the ILR10 construction SITE activity permit. This document requests the end of coverage for CONSTRUCTION under the terms of the ILR10 permit.

OWNER: Any person with a legal or equitable interest in the land for which a LDEC PERMIT has been issued.

PERMITTEE: The APPLICANT in whose name a valid LDEC PERMIT is duly issued pursuant to this Ordinance and his/her agents, employees, and others, acting under his/her direction.

PROFESSIONAL ENGINEER: A person licensed under the laws of the State of Illinois to practice professional engineering.

PROJECT TERMINATION: Specific activities required to occur to release the requirements of the Land Disturbance Erosion Control Permit or to complete the requirements for a Zoning Compliance Certificate or to complete the construction of improvements pursuant to approval of a Final Plat of Subdivision.

RETURN PERIOD: The average interval of time within which a given rainfall event will be equaled or exceeded once. A flood having a return period of 50 years has a two (2) percent probability of being equaled or exceeded in any one (1) year.

RUNOFF: Volumes and / or velocities associated with precipitation amounts and/or intensities during periodic storm events.

SEDIMENT: Soils or other surficial materials transported by SURFACE WATER as a product of EROSION.

SEDIMENTATION: The process or action of depositing SEDIMENT that is determined to have been caused by EROSION.

SITE: The entire area of land on which the LAND DISTURBANCE activity is proposed in the LDEC PERMIT application.

SITE PLAN: A plan or set of plans showing the details of any LAND DISTURBANCE activity of a SITE including, but not limited to, the CONSTRUCTION of: STRUCTURES, open and enclosed drainage facilities, STORM WATER MANAGEMENT facilities, parking lots, driveways, curbs, pavements, sidewalks, bike paths, recreational facilities, ground covers, plantings, and landscaping.

SLOPE: The incline of a ground surface expressed as a ratio of horizontal distance to vertical distance.

SOIL: Naturally occurring surface deposits overlying bedrock.

STOP-WORK ORDER: A document issued by the Zoning Administrator that directs work to stop on a CONSTRUCTION SITE if LAND DISTURBANCE activities are in violation of this Ordinance.

STORM SEWER: A closed conduit for conveying collected storm water runoff.

STORM WATER: Rain RUNOFF, snow melt RUNOFF, surface RUNOFF and drainage.

STORM WATER DRAINAGE PLAN: A written document in conformance with the requirements of Section 9 of this ordinance.

STORM WATER DRAINAGE SYSTEM: All means, natural or man-made, used for conducting storm water runoff to, through or from a drainage area to the point of final outlet including but not limited to any of the following: conduits, STORM SEWERS, swales, canals, CHANNELS, ditches, streams, CULVERTS, streets, and pumping stations.

STORM WATER MANAGEMENT: Any measure taken to permanently reduce or minimize the negative impacts of RUNOFF.

STORM WATER POLLUTION PREVENTION PLAN (SWPPP): A document required by the IEPA as part of the ILR10 construction SITE activity permit. This document is a written description of the erosion and sediment control plan for a CONSTRUCTION SITE.

STORM WATER STORAGE AREA: An area designated to accumulate excess storm water runoff.

STRIPPING: Any activity which removes or significantly disturbs the vegetative surface cover including clearing, grubbing of stumps and root mat, and topsoil removal.

STRUCTURAL CONTROLS: Practices to divert flows from exposed SOILS, store flows or otherwise limit RUNOFF and the movement of pollutants from exposed areas of a CONSTRUCTION SITE.

STRUCTURE: Anything manufactured, constructed or erected which is normally attached to or positioned on land, including buildings, portable or earthen constructs, roads, parking lots, and paved storage areas.

SUBDIVISION: Any division, DEVELOPMENT, or re-subdivision of any part, LOT, area or tract of land by the OWNER or agent, either by LOTS or by metes and bounds into LOTS two or more in number, for the purpose, whether immediate or future, of conveyance, transfer, improvement, or sale with the appurtenant streets, alleys, and easements, dedicated or intended to be dedicated to public use or for the use of the purchasers or OWNERS within the tract subdivided. The division of land for AGRICULTURAL purposes not involving any new street, alley, or other means of access shall not fall under this definition for the purpose of the regulations and standards of this ordinance.

SURFACE WATER: Waters upon the surface of the earth in bounds created naturally or artificially including, but not limited to, streams, other water courses, lakes and reservoirs.

SURVEYOR: A person duly registered or authorized to practice land surveying in the State of Illinois.

TIME OF CONCENTRATION: The time required for storm water runoff from the most remote part of the drainage basin to reach the point being considered. Minimum time of concentration required for design of drainage facilities shall be 15 minutes.

TOPSOIL: The upper layer of SOIL.

TRIBUTARY WATERSHED: The entire catchment area that contributes storm water runoff to a given point.

USE: The specific purpose for which land is designed arranged, intended, or for which it is or may be occupied or maintained. This shall not include any nonconforming use.

WASHOUT FACILITY: A location where CONSTRUCTION waste such as concrete, asphalt or similar material can be temporarily stored until final disposal of the material. **WASHOUT FACILITIES** shall be designated by the LDEC PERMIT holder before work begins and shall be located in an appropriate area where the waste resulting from the washout cannot enter sewer systems or local waterways. Waste from the **WASHOUT FACILITIES** shall be disposed of in an approved manner according to state laws.

WATERCOURSE: Any natural or improved stream, river, creek, ditch, CHANNEL, canal, conduit, gutter, CULVERT, drain, gully, swale, or wash in which waters flow either continuously or intermittently.

WATERSHED: A region draining to a specific river, river system, or body of water.

WET BOTTOM STORM WATER STORAGE AREA: A facility that contains a perpetual body of water and which accumulates excess storm water during periods when the restricted storm water runoff release rate is less than the storm water runoff inflow rate.

WETLANDS: A lowland area such as a marsh, that is saturated with moisture, as defined in Section 404, Federal Water Pollution Control Act Amendments of 1987.

ZONING ADMINISTRATOR: The county personnel provided for in the Zoning Ordinance and who has the authority and duty to administer adopted ordinances including the Erosion and Sediment Control Ordinance.

ZONING DISTRICT: As provided for in the Zoning Ordinance, a section of the County/City/Village in which zoning regulations and standards are uniform.

4. SCOPE

4.1 Applicability

The IEPA ILR10 and/or this Ordinance apply to LAND DISTURBANCE, SUBDIVISION and/or CONSTRUCTION as indicated below:

- A. All requirements of the IEPA ILR10 permit apply as follows:
 1. ILR10 requirements apply when LAND DISTURBANCE activities disturb one acre or greater or less than an acre if it is part of a COMMON PLAN OF DEVELOPMENT OR SALE OF RECORD that ultimately disturbs one acre or greater, ILR10 requirements apply to individual LOTS when those LOTS are created as part of a COMMON PLAN OF DEVELOPMENT OR SALE OF RECORD and LAND DISTURBANCE occurs on one

acre or more. When a COMMON PLAN OF DEVELOPMENT OR SALE OF RECORD is under FINAL STABILIZATION, subsequent LAND DISTURBANCE of individual lots are required to obtain an ILR10, if the combination of LAND DISTURBANCE on individual lots could result in one acre or more LAND DISTURBANCE at one time.

2. When a LOT is converted from agricultural use to other land use, the land shall be vegetated with an appropriate protective land cover prior to any application for a Zoning Use Permit or Subdivision Approval or else the land shall be considered to be in a state of land disturbance and subject to ILR10 requirements unless documentation from the Illinois Environmental Protection Agency or the US Environmental Protection Agency indicates otherwise.
 3. The ZONING ADMINISTRATOR shall notify all Applicants when ILR10 requirements appear to be applicable.
 4. Copies of the ILR10 NOTICE OF INTENT and ILR10 NOTICE OF TERMINATION must be submitted to the ZONING ADMINISTRATOR to demonstrate compliance with ILR10 requirements when LAND DISTURBANCE activities disturb one acre or greater, or less than an acre if it is part of a COMMON PLAN OF DEVELOPMENT OR SALE OF RECORD that ultimately disturbs one acre or greater, pursuant to the following:
 - a. Any Major LDEC Permit as authorized under Section 12.3.
 - b. Any Floodplain Development Permit as authorized by the Champaign County Special Flood Hazard Area Ordinance.
- B. Within the Champaign County MS4 JURISDICTIONAL AREA (see Appendix C), all Sections of this Ordinance may apply subject to relevant exemptions.
- C. Outside of the Champaign County MS4 JURISDICTIONAL AREA (see Appendix C), all Sections of this Ordinance may apply subject to relevant exemptions, except those sections relevant only to Land Disturbance Erosion Control Permits (Section 12, 13, 14, and 15).

4.2 General Exemptions

The following activities are exempt from this Ordinance.

- A. AGRICULTURE
- B. Emergencies posing an immediate danger to life or property, or substantial flood or fire hazards.
- C. Digging activities related to cemetery grave sites.
- D. LAND DISTURBANCE on LOTS subject to municipal annexation agreements.

- E. LAND DISTURBANCE pursuant to a statewide or regional permit administered by the Illinois Department of Natural Resources Office of Water Resources (IDNR/OWR) and provided that information sufficient to document compliance with the relevant statewide or regional permit is submitted to the ZONING ADMINISTRATOR at least one week prior to the start of LAND DISTURBANCE. This exemption is only applicable to that portion of CONSTRUCTION or LAND DISTURBANCE that is eligible for the statewide or regional permit.
- F. LAND DISTURBANCE activities by or for a recognized Drainage District.
- G. Any LAND DISTURBANCE occurring either in a public street right-of-way or a railroad right-of-way, that is done by or for either the unit of government that has maintenance authority of that street right-of-way or for any utility that is authorized to use any portion of the public street right-of-way or the railroad that has the use of that railroad right-of-way.

4.3 Storm Water Drainage Plan Exemptions

All SUBDIVISIONS or CONSTRUCTION meeting any of the following conditions are exempt from the STORM WATER DRAINAGE PLAN (Section 9) requirements:

- A. All General Exemptions (Section 4.2).
- B. CONSTRUCTION on lots in subdivisions or other DEVELOPMENTS that are subject to municipal subdivision regulations containing standards for the detention and controlled release of storm water, for provision of adequate site drainage, and for the protection of existing drainage facilities or on lots subject to the application of such standards by means of an annexation agreement.
- C. CONSTRUCTION of additions to existing STRUCTURES when the total increase in IMPERVIOUS area is less than 10,000 square feet relative to the impervious area that existed on February 20, 2003;
- D. CONSTRUCTION located on a lot no more than one acre in area that existed on December 17, 1991.
- E. Individual single family and two-family detached dwellings and related accessory STRUCTURES on a single lot.
- F. SUBDIVISIONS or CONSTRUCTION on lots when the cumulative total of all IMPERVIOUS areas from all developed lots created from a lot or lots in common ownership on January 1, 1998, including any specific IMPERVIOUS area addition to the adjacent public streets that is required to accommodate the SUBDIVISION or CONSTRUCTION, is less than the criteria shown in Table 1 - Maximum Exempt Impervious Area:

Table 1 - Maximum Exempt Impervious Area

Lot area*	Maximum exempt impervious area*
a. No more than .25 acre	Up to 100% of the lot may be impervious area
b. More than .25 acre but less than 2.0 acres	The limit on percent impervious area declines from 100% to 50% of the total lot or lots area plus 0.14 acres. See the graph of Exempt Impervious Area (Appendix B) or use the Mathematical Expressions on the graph to determine the limit for impervious area on a specific lot size.
c. More than 2.0 acres but not more than 6.25 acres	No more than 1 acre of the lot or lots shall be impervious surface area

Lot area*	Maximum exempt impervious area*
d. More than 6.25 acres	No more than 16% of the total area of the lot or lots shall be impervious area provided that no exemption shall apply to any part of a lot when that part contains more than one acre of impervious surface area within a rectangular area of 90,000 square feet with a minimum dimension of 150 feet.

* "Lot area" refers to a single lot and to the cumulative total area of lot or lots that are created out of a larger tract. See paragraph 4.3F. for other rules of application for exemptions.

G. The following rules govern the application of the Storm Water Drainage Plan Exemptions (Section 4.3), but shall not affect how the IMPERVIOUS area is calculated or determined for engineering design purposes.

1. Measurement of the total area and IMPERVIOUS area of a LOT or SUBDIVISION is based on the entire area designated by the legal description of the tract for which the approval is requested, together with that of other contiguous LOTS, when required pursuant to Section 4.3F4. except for the area of adjacent public street right-of-ways as required by Section 4.3F.2.c.
2. Measurement of the total area and IMPERVIOUS area shall exclude the following:
 - a. Portions of the LOT or LOTS that are devoted to cropland and that will remain devoted to cropland; and
 - b. Portions of public street right-of-ways adjacent to any such areas of cropland.
 - c. Portions of public street right-of-ways not containing any specific IMPERVIOUS area addition to the adjacent public streets that is required to accommodate the SUBDIVISION or construction. When specific additions of public street IMPERVIOUS area are required to accommodate a specific SUBDIVISION or construction, the specific addition of public street IMPERVIOUS area shall not be excluded.
3. Areas that are comprised of a permanent vegetative cover that is generally at least equivalent to "Poor condition (grass cover less than 50 percent)" using the TR-55 Design Method shall not be considered IMPERVIOUS.
4. IMPERVIOUS area limits and exemptions shall be applied separately for different portions of the lot or SUBDIVISION in the following instances:
 - a. For each portion of the lot or SUBDIVISION that drains to a common point on the boundary of the total SITE (drainage sub-basin).
 - b. For each portion of the lot or SUBDIVISION that drains to a drainage way that serves upstream areas that are under different ownership and that divides that portion of the lot or SUBDIVISIONS from the remainder of the lot or SUBDIVISIONS.
5. Pursuant to Section 4.3E., LOTS shall be considered as developed when the LOT or LOTS are:
 - a. Occupied by other than farm structures; or
 - b. Covered in whole or in part by any IMPERVIOUS area except for driveways or parking areas used for agricultural purposes and existing public streets; or
 - c. Included in a plat or legal description and marketed for sale.

4.4 LDEC Permit Exemptions

All LAND DISTURBANCE activities located completely or partially within the MS4 Jurisdictional Area and meeting any of the following conditions are exempt from the LAND DISTURBANCE EROSION CONTROL PERMIT requirements (Section 12, 13, 14 and 15) in this Ordinance:

- A. All General Exemptions (Section 4.2)
- B. LAND DISTURBANCE of less than one acre but greater than 10,000 square feet of land on all or part of a parcel of land that existed on {effective date} provided that the land is not part of any of the following:
 - 1. A COMMON PLAN OF DEVELOPMENT OR SALE OF RECORD where 1 acre or greater area of LAND DISTURBANCE could occur; or
 - 2. In a Residential, Business, or Industrial ZONING DISTRICT as established in the Zoning Ordinance and indicated on the Zoning Map; or
 - 3. In an existing subdivision of more than four LOTS including any subsequent replat in the AG-1, AG-2, or CR ZONING DISTRICT as defined in the Zoning Ordinance.
- C. LAND DISTURBANCE less than 10,000 square feet in area.

5. AUTHORIZATIONS AND PROJECT TERMINATION

5.1 Approval Authorities

For the purposes of this Ordinance the Approval Authorities are as follows:

- A. For all SUBDIVISIONS, the Environment and Land Use Committee of the Champaign County Board.
- B. For Zoning Use Permits, Easements, as-built drawings, STORM WATER DRAINAGE PLANS and LDEC PERMITS the Champaign County Zoning Administrator.

5.2 Authorizations

Authorization for any LAND DISTURBANCE activity shall include the following acts in order:

- A. Approval of the STORM WATER DRAINAGE PLAN as if required by STORM WATER DRAINAGE PLAN (Section 9) in this Ordinance; and
- B. The APPLICANT or other necessary party files with the Champaign County Recorder of Deeds any required easement or other legal instrument that is needed to implement or maintain the STORM WATER DRAINAGE PLAN, except for a Final Plat of SUBDIVISION, Owner's Certificate, or private SUBDIVISION covenants, and except as provided for in Easements (Section 7); and
- C. Approval of Engineering Drawings required for any Plat of Subdivision, if applicable including the extent and nature of all proposed LAND DISTURBANCE; and
- D. For LAND DISTURBANCES in the MS4 JURISDICTIONAL AREA, approval of a LDEC PERMIT if required by LDEC Permits (Section 12) and written approval of the inspection required in Required Inspections (Section 13.5); or
- E. For LAND DISTURBANCES outside of the MS4 JURISDICTIONAL AREA that total an acre or more of LAND DISTURBANCE or less than an acre when part of a larger COMMON PLAN OF DEVELOPMENT OR SALE OF RECORD that will result in an acre or more of LAND DISTURBANCE, a copy of any required NOTICE OF INTENT pursuant to Section 4.1A. of this Ordinance or a copy of a statement from IEPA that there is no ILR10 requirement; and
- F. Approval of a Zoning Use Permit, if required by the Zoning Ordinance, including the extent and nature of all proposed LAND DISTURBANCE.

5.3 Project Termination

PROJECT TERMINATION shall include the following acts:

- A. Any required as-built drawings or other documentation has been accepted by the Approval Authority as evidence that the requirements in Certifications (Section 9.6) have been met; and
- B. The APPLICANT or other necessary party files any required easement or other legal instrument with the Champaign County Recorder of Deeds, needed to implement the requirements in Easements (Section 7), except for a Final Plat of Subdivision, Owner's Certificate, or private subdivision covenants; and
- C. The following acts related to CONSTRUCTION related to any Final Plat of Subdivision, if applicable:
 1. Approval of a Final Plat of SUBDIVISION after the CONSTRUCTION of all required physical improvements required by the SUBDIVISION Regulations, and
 2. Full and complete release of any Performance Guarantee related to any Final Plat of SUBDIVISION; and
- D. Acceptance by the ZONING ADMINISTRATOR of the certifications required in Certifications (Section 9.6) if applicable; and
- E. Full approval and unconditional issuance of a Zoning Compliance Certificate, if required by the Zoning Ordinance; and
- F. For projects within the MS4 JURISDICTIONAL AREA, if a LDEC PERMIT is required by LDEC Permits (Section 12), a NOTICE OF TERMINATION shall be submitted to the IEPA and/ or the ZONING ADMINISTRATOR, whichever is applicable; or
- G. For projects outside of the MS4 JURISDICTIONAL AREA, a copy of any required Notice of Termination if required by ILR10 pursuant to paragraph 4.1A.4. of this Ordinance.

6. PROTECT EXISTING DRAINAGE AND WATER RESOURCES

6.1 General Requirement

- A. No FILL shall be placed nor GRADE altered in such a manner that it will cause SURFACE WATER upstream of the DEVELOPMENT to pond or direct surface flows in such a way as to create a nuisance.
- B. All STORM WATER shall exit the DEVELOPMENT at non-erosive velocities. All subsurface flows shall exit the DEVELOPMENT at such a velocity so as to prevent an increase in scouring or structural damage to off-site tile drains.
- C. Sizing of CULVERT crossings shall consider entrance and exit losses as well as tail water conditions on the CULVERT.
- D. No sump pump discharge or discharge from any private wastewater treatment system from a principal use established after {effective date} shall discharge directly into or within 25 feet of a roadside ditch, off-site drainage swale, stream, property line, or in such a way that it creates a nuisance condition at any time of the year or contributes to erosion.
- E. No sump pump discharge or STORM WATER shall be directed to any sanitary sewer.

- F. The requirements in Land Disturbance Erosion Control (Section 11) in this Ordinance notwithstanding, CONSTRUCTION or LAND DISTURBANCE shall minimize EROSION on any property and minimize SEDIMENT deposited on any adjacent property or any adjacent street or adjacent drainage ditch, roadside ditch, or stream.

6.2 Natural Drainage

- A. Existing perennial streams shall not be modified to accommodate RUNOFF. Stream banks may be modified, however, incident to the installation of excess RUNOFF outfalls, necessary to ensure safety or bank stabilization, and/or for the improvement of aquatic habitats, and subject to any required local, state, and federal permits.
- B. Other natural drainage features such as depressional storage areas and swales shall be incorporated into the STORM WATER DRAINAGE SYSTEM.
- C. Surface water shall be allowed to travel its existing or natural course unless changes are allowed by means of a duly approved STORM WATER DRAINAGE PLAN.
- D. It shall be unlawful for any person to cause or maintain any obstruction within a WATERCOURSE or any part of the drainage system, except as may be specifically authorized by a duly approved STORM WATER DRAINAGE PLAN.

6.3 Agricultural and Other Drainage Improvements

- A. The outlet for existing agricultural drainage tile will be located and the capacity of the outlet shall be maintained for the WATERSHED upstream of the DEVELOPMENT area.
- B. Existing easements for any agricultural drainage tile located underneath areas that will be developed shall be preserved. If no easement exists an easement shall be granted for access and maintenance as provided in Easements (Section 7). Such easements shall be of sufficient width and located to provide for continued functioning and necessary maintenance of drainage facilities. No buildings or permanent STRUCTURES including paved areas but excluding streets, sidewalks, or driveways, which cross the easement by the shortest possible route may be located within the easement without the consent and approval of any public body to which the easement is granted.
- C. All agricultural drainage tile located underneath areas that will be developed shall be replaced with non-perforated conduit to prevent root blockage provided however that drainage district tile may remain with the approval of the drainage district.
- D. Agricultural drainage tile which, due to DEVELOPMENT, will be located underneath roadways, drives, or parking areas as allowed by Paragraph C above shall be replaced with ductile iron, or reinforced concrete pipe or equivalent material approved by the Approval Authority as needed to prevent the collapse of the agricultural drainage conduit.
- E. Agricultural drainage tile may be relocated within DEVELOPMENT areas upon approval of the Approval Authority. Such relocation shall maintain sufficient SLOPE and capacity to prevent SEDIMENTATION and to prevent an increase in scouring or structural damage to the conduit. Such relocation shall only be with the consent and approval of the drainage district which is responsible for maintaining the tile. If the tile is not under the authority of a drainage district, the Approval Authority shall consider the interests of those landowners who are served by the tile.
- F. No STORM SEWER inlet, outlet, or DETENTION BASIN outlet shall be connected to farm drainage tile unless flow is restricted to an amount equal to or less than the discharge capacity of the tile. Such connection shall only be made with the consent and approval of the drainage district responsible for maintaining the tile. If the tile is not under the authority of a drainage district the Approval Authority shall consider the interests of those landowners who are served by the tile.

- G. It shall be unlawful for any person to cause the destruction or obstruction, by act or omission, of the operation of the following, when the following are indicated on the approved engineering drawings for any recorded subdivision plat or other approved site plan, other than by means of a duly approved STORM WATER DRAINAGE PLAN:
1. any STORM WATER DRAINAGE SYSTEM or feature that drains an area of more than five acres; or
 2. any STORM WATER STORAGE AREA.

6.4 Minimum Erosion Control and Water Quality Standards

- A. All CONSTRUCTION or LAND DISTURBANCE shall be provided with EROSION and SEDIMENT controls as necessary to minimize EROSION and SEDIMENTATION on any adjacent property, street, drainage ditch, roadside ditch, or stream. However, the lack of EROSION and SEDIMENT controls shall not itself be a violation of this Ordinance unless such controls are required pursuant to either the requirements of Section 6.4 D, or a LAND DISTURBANCE EROSION CONTROL PERMIT, or a STORM WATER DRAINAGE PLAN, or as such controls may be required by the ZONING ADMINISTRATOR pursuant to an enforcement action based on a valid complaint.
- B. No EROSION AND SEDIMENT CONTROL PLAN shall be required for any CONSTRUCTION or LAND DISTURBANCE unless required pursuant to either a LAND DISTURBANCE EROSION CONTROL PERMIT or a STORM WATER DRAINAGE PLAN or as such controls may be required by the ZONING ADMINISTRATOR pursuant to an enforcement action.
- C. All waste and debris generated as a result of CONSTRUCTION activities including discarded building materials or packaging materials, concrete truck washout, chemicals, litter, sanitary waste, or any other waste, shall be placed in an appropriate waste container in a timely manner, and shall be properly disposed of and shall be prevented from being carried off the SITE by either wind or water.
- D. The following practices shall be applied to LAND DISTURBANCE activities to minimize impacts from stockpiles of soil and other erodible building material (such as sand) containing more than ~~400~~ 150 cubic yards of material;
1. Stockpiles of soil and other erodible building material (such as sand) shall be located as follows:
 - a. Stockpiles shall be provided a minimum separation as follows:
 - (a) located not less than ~~30~~ 50 feet from the top of the bank of a drainage ditch or stream; and
 - (b) not less than 30 feet from the centerline of a drainage swale that is indicated as an intermittent stream on a United States Geological Survey 7.5 Minute Quadrangle Map; and
 - (c) not less than 30 feet from the top of the bank of a roadside ditch; or and
 - (d) not within a drainage ditch easement; and
 - (e) not less than 30 feet from the nearest property line except for stockpiles on lots less than 150 feet in width and less than 30,000 square feet in area in which case the minimum separation to the nearest property under other ownership is 10 feet provided that erosion and sedimentation controls are installed and maintained as required in Section 11; and

- b. Any additional separation distance required for stabilization and maintenance of the stockpile outside of the minimum separation required above.
- E. No CONSTRUCTION or LAND DISTURBANCE pursuant to CONSTRUCTION shall occur within 50 feet of the top of the bank of a drainage ditch or stream or within 30 feet of the centerline of a drainage swale that is indicated as an intermittent stream (or other drainage feature indicated as an intermittent stream) on a United States Geological Survey 7.5 Minute Quadrangle Map except for the following:
- 1. Repair and replacement of any lawful CONSTRUCTION that existed on {effective date}.
 - 2. Establishment of a filter strip or other landscape maintenance practice or standard that is consistent with Land Disturbance Erosion Controls (Section 11) in this Ordinance and provided that the establishment of the filter strip is coordinated with the Champaign County Soil and Water District Resource Conservationist or an Illinois Licensed Professional Engineer. No permit shall be required pursuant to either this Ordinance or the Zoning Ordinance provided that no other CONSTRUCTION is undertaken and provided that no LAND DISTURBANCE EROSION CONTROL PERMIT is otherwise required.
 - 3. CONSTRUCTION or LAND DISTURBANCE pursuant to a statewide or regional permit administered by the Illinois Department of Natural Resources Office of Water Resources (IDNR/OWR) and provided that information sufficient to document compliance with the relevant statewide or regional permit is submitted to the ZONING ADMINISTRATOR at least one week prior to the start of LAND DISTURBANCE.
- F. Adjacent streets, sidewalks and public areas shall be kept free of SEDIMENT and nuisance soil. Any soil or SEDIMENT tracked onto a street, sidewalk or public area shall be removed before the end of each workday or sooner if directed by the relevant Authority.

6.5 General Enforcement

In the event that any CONSTRUCTION or LAND DISTURBANCE that is not subject to the requirement for a LAND DISTURBANCE EROSION CONTROL PERMIT causes EROSION or SEDIMENTATION on any adjacent property or any adjacent street or adjacent drainage ditch, roadside ditch, or stream, the ZONING ADMINISTRATOR shall take such enforcement actions pursuant to a valid complaint as are necessary and authorized by Section 9.1.1 and Section 10 of the Zoning Ordinance and consistent with Land Disturbance Erosions Controls (Section 11) in this Ordinance to prevent continued EROSION or SEDIMENTATION.

7. EASEMENTS

- A. Easements to the County, township, drainage district or other public authority to provide for maintenance of public drainage facilities which serve the SITE and which are or are to be dedicated to, owned by, or under the control of such public authority shall be granted when the need for such facility is in whole or in part specifically and uniquely attributable to the proposed development.
- B. All known agricultural drainage tile located underneath areas to be developed shall be granted an easement if no written easement exists prior to development.
- C. Such easement shall be approved in writing by the public body to which they are granted and recorded in the Champaign County Recorder's Office before the Approval Authority

issues any final approval except in the case of SUBDIVISIONS where such easements are shown on the plat.

8. STORM WATER DRAINAGE SYSTEM

8.1 Minor

The minor drainage component of the STORM WATER DRAINAGE SYSTEM shall consist of STORM SEWERS, street gutters, small open CHANNELS, and swales designed to store and convey RUNOFF from the 5-year, 24-hour precipitation event utilizing the Illinois State Water Survey Bulletin 70.

8.2 Major

The major drainage components shall be designed to store and convey STORM WATER beyond the capacity of the minor drainage component. Information depicting STORM WATER paths (including cross-sectional data), velocities, rates, and elevations and maps of flooding shall be included in the submittal as identified in Submittals (Section 9.5).

8.3 Hierarchy of Best Management Practices

The STORM WATER DRAINAGE SYSTEM shall be based on the use of appropriate BEST MANAGEMENT PRACTICES as presented in the Technical Appendices and the following hierarchy of preference with items near the beginning of the hierarchy preferred over items near the end.

- A. Preserve the natural resource features of the DEVELOPMENT SITE (e.g. BEST PRIME FARMLAND, floodplains, wetlands, existing native vegetation) as much as practicable.
- B. Preserve the existing natural streams, CHANNELS and drainage ways as much as practicable.
- C. Minimize IMPERVIOUS surfaces created at the SITE (e.g. using minimum acceptable road width, minimizing driveway length and width, and clustering homes).
- D. Preserve the natural infiltration and storage characteristics of the SITE (e.g. disconnection of IMPERVIOUS cover and on-lot bioretention facilities) as much as practicable.
- E. Use of open vegetated CHANNELS, filter strips, and infiltration to convey, filter, and infiltrate STORM WATER as much as practicable.
- F. Use native vegetation as an alternative to turf grass as much as practicable.
- G. Use structural measures that provide STORM WATER quality and quantity control.
- H. Use structural measures that provide only STORM WATER quantity control and conveyance.

9. STORM WATER DRAINAGE PLAN

9.1 General Design

- A. Design Methods
 1. Calculation of Drainage Capacity - The Rational Method may be used to size the minor components for any DEVELOPMENT.
 2. Calculation of Required Storage - The volume of required STORM WATER STORAGE AREA shall be calculated on the basis of the maximum value achieved from the RUNOFF of a design event less the volume of water released through the outlet structure.

- a. DEVELOPMENT WATERSHED Area Less Than or Equal to 10 Acres -The Modified Rational Method shall be acceptable for DEVELOPMENT WATERSHEDS equal to or less than 10 acres in area. In determining the volume of storage required when using the Modified Rational Method, the release rate of the outlet structure shall be assumed to be constant and equal to the release rate through the outlet structure when one half of the storage volume is filled. In determining the maximum allowable release rate for the 50-year event, a runoff coefficient value of 0.25 shall be used for assumed land cover conditions. Roughness coefficients most closely matching those of the TR-55 Method shall be used to determine TIME OF CONCENTRATION.
 - b. DEVELOPMENT WATERSHED Area Less Than or Equal to 2,000 Acres - The method utilized for calculation of required volume of storage shall be the Natural Resources Conservation Service TR-55 Methodology for DEVELOPMENT WATERSHEDS less than or equal to 2,000 acres in area. In determining the maximum allowable release rate for the 50-year event, a curve number shall be used corresponding to the actual SOIL types found on the DEVELOPMENT SITE provided, however, that the land cover "Row crops, SR + CR" in "good" hydrologic condition are assumed. A roughness coefficient of 0.17 and a ponding adjustment factor of 0.72 shall also be assumed in calculating the maximum allowable release rate.
 - c. DEVELOPMENT WATERSHED Area Greater Than 2,000 Acres - DEVELOPMENTS and drainage designs for DEVELOPMENT WATERSHEDS larger than 2,000 acres shall use the Natural Resources Conservation Service TR-20 Methodology. Other routing techniques may be used in determining required storage volume upon the approval of the Approval Authority.
 - d. When applying Natural Resources Conservation Service methods, a SCS Type II rainfall distribution shall be assumed.
- B. Design Event
1. Precipitation values for all RETURN PERIOD storms shall be determined utilizing the Illinois State Water Survey Bulletin 70.
 2. A 50-year RETURN PERIOD storm with a 24-hour duration shall be used.
 3. When using the Modified Rational Method, the critical storm duration (that requiring the largest detention volume) for any design event shall be identified and used in determining storage volume.
- C. Release Rates
1. Release Rate for Design Event - Outlet structure maximum release rate for the 50-year precipitation event shall be equal to the rate of discharge from the DEVELOPMENT area assuming row crop agricultural land cover and a 5-year RETURN PERIOD precipitation event. See Section 9.1 A for the required assumptions for the row crop agricultural conditions.
 2. Effective Discharge for Frequent Storm Events - The outlet structure maximum discharge for each of the 1-year, 2-year and 5-year precipitation events shall be no greater than the rate of discharge from the DEVELOPMENT area, assuming row crop agricultural land cover with the required assumptions described in Section 9.1 A.
 3. For all methods of calculating a maximum allowable release rate, the effect of any depressional storage that actually exists on a given SITE shall be included in determination of the TIME OF CONCENTRATION.

- D. Each STORM WATER STORAGE AREA facility shall be provided with a means of overflow. This overflow structure shall be constructed to function without special maintenance attention and can become a part of the excess STORM WATER passageway for the entire DEVELOPMENT.
- E. The entire STORM WATER STORAGE AREA facility shall be designed and constructed to fully protect the public health, safety, and welfare. The minimum building SITE elevation adjacent to wet or dry basins shall be set at a minimum of 1 foot above the maximum created head. The maximum created head will include the energy head at the emergency overflow structure.
- F. STORM WATER STORAGE AREA facilities shall not receive RUNOFF from TRIBUTARY WATERSHEDS outside the DEVELOPMENT SITE unless the Approval Authority determines that RUNOFF from such areas can be accommodated in the storage area in a manner that will protect immediate downstream properties.
- G. Where portions of the OWNER's land are tributary to the same drain for an outlet, but which are within two or more TRIBUTARY WATERSHEDS to that drain, the OWNER may construct, upon site specific approval by the Approval Authority, compensatory STORM WATER detention facilities within one TRIBUTARY WATERSHED which offset the lack of CONSTRUCTION of STORM WATER detention facilities in another TRIBUTARY WATERSHED. Such compensatory storage shall be designed and constructed such that the net effect of these facilities shall be to limit the rate at which STORM WATER is released into the drain to that rate which would have occurred had STORM WATER detention facilities been constructed for all the TRIBUTARY WATERSHEDS.

9.2 Dry Bottom Storm Water Storage Areas

- A. DRY BOTTOM STORM WATER DETENTION BASINS should be designed where possible to serve a secondary purpose for recreation, open space, or similar types of uses which will not be adversely affected by occasional intermittent flooding and will not interfere with STORM WATER MANAGEMENT.
- B. Minimum grades for turf areas within the basin shall be 2 percent (50 units horizontal to one unit vertical) except that the minimum GRADE shall be 1 percent (100 units horizontal to one unit vertical) if tile underdrains are adequately installed underneath the turf areas. Storage facility side SLOPES shall not exceed 3:1 (three units horizontal to one unit vertical), shall provide for the reasonably safe approach of persons and reasonably safe maintenance practices. Side SLOPES steeper than 3:1 may be allowed upon a determination by the Approval Authority that adequate precautions are taken to avoid unreasonable hazard. Storage basin excavations shall follow the natural land contours as closely as practicable. The geometry of DRY BOTTOM STORM WATER DETENTION BASINS shall be approved by the Approval Authority.
- C. Temporary seeding or other SOIL stabilization measures shall be established in the STORM WATER STORAGE AREA and excess STORM WATER passageway immediately following the CONSTRUCTION or RECONSTRUCTION of these facilities. These measures shall conform to Land Disturbance Erosion Controls (Section 11) in this Ordinance. During the construction of the overall DEVELOPMENT, it is recognized that a limited amount of SEDIMENT buildup may occur in the STORM WATER STORAGE AREA due to EROSION. In no case, shall the volume of the storage basin be reduced to less than 90 percent of the required volume during the CONSTRUCTION phase of the DEVELOPMENT. Basins may be over-excavated to provide additional storage volume for anticipated SEDIMENTATION during CONSTRUCTION activities.

- D. Permanent EROSION control measures such as hydro seeding, conventional seeding, nurse crops, fertilizing, or sod installation and associated stabilization techniques such as mulching shall be utilized to control SOIL movement and EROSION within the storage area and excess STORM WATER passageway as required. These measures shall conform to Land Disturbance Erosion Controls (Section 11) in this Ordinance. The installation of these permanent measures shall take place only after the majority of CONSTRUCTION and other silt and SEDIMENT producing activities have been completed.
- E. Prior to the establishment of permanent EROSION control measures, the required capacity of the STORM WATER STORAGE AREA and the excess STORM WATER passageway shall, if necessary, be restored by EXCAVATION of SEDIMENT materials to provide 100 percent of the required storage volume. Upon completion of CONSTRUCTION activities, the storage volume shall be certified in writing by an Illinois Registered Professional Engineer prior to the issuance of any Compliance Certificate required by Section 9.1.3 of the Champaign County Zoning Ordinance for any DEVELOPMENT served by such basin. The specific EROSION control measures to be employed shall be included in an ESCP to be approved by the Approval Authority.
- F. The outlet CONTROL STRUCTURE shall be provided with an interceptor for trash and debris, and it shall be designed and constructed to minimize EROSION and not to require manual adjustments for its proper operation. The CONTROL STRUCTURE shall be designed to operate properly with minimal maintenance or attention. The CONTROL STRUCTURE shall be provided with safety screens for any pipe or opening, other than a weir, to prevent children or large animals from crawling into structures. The CONTROL STRUCTURE shall be constructed to allow access to it at all times, including times of flood flow.
- G. Paved low flow conduits shall be provided in STORM WATER STORAGE AREA. These conduits shall be so constructed that they will not unnecessarily interfere with any secondary use of the storage area and will reduce the frequency of time that the storage area will be covered with water and facilitate dewatering of the SOILS in the STORM WATER STORAGE AREA to avoid saturated SOIL conditions. Low flow conduits shall facilitate complete interior drainage of the STORM WATER STORAGE AREA. Tile underdrain systems may be combined with the low flow conduits or CHANNEL systems.
- H. Pipe outlets of less than 10 inches in diameter shall not be allowed unless specifically approved by the Approval Authority. Multiple outlet pipes from a STORM WATER STORAGE AREA shall be avoided if they are designed to be less than 12 inches in diameter.
- I. Warning signs shall be placed at appropriate locations to warn of deep water, possible flood conditions during storm periods, and of other dangers that exist to pedestrian and vehicular traffic.

9.3 Wet Bottom Storm Water Storage Areas

WET BOTTOM STORM WATER STORAGE AREAS shall be designed in compliance with all the applicable regulations which govern the CONSTRUCTION of DRY BOTTOM STORM WATER DETENTION BASINS. The following additional regulations shall apply to WET BOTTOM STORM WATER STORAGE AREAS:

- A. The water surface area of the permanent pool shall not exceed one-fifth of the area of the TRIBUTARY WATERSHED, or as approved by the Approval Authority.
- B. Minimum normal water depth (excluding safety ledges and side SLOPES) shall be eight feet provided, however, that if fish are to be maintained in the pond, at least one-quarter of the pond area shall be a minimum of ten feet deep.

- C. Measures shall be included in the design to minimize pond stagnation and to help ensure adequate aerobic pond conditions.
- D. All WET BOTTOM STORM WATER STORAGE AREAS shall comply with the requirements for some combination of vertical barrier or safety ledge for all pools as required by Section 4.3.6 of the Champaign County Zoning Ordinance.

9.4 Alternative Storm Water Storage Areas

The use of STORM WATER STORAGE AREAS as described in Dry Bottom Storm Water Storage Areas (Sections 9.2) and Wet Bottom Storm Water Storage Areas (Section 9.3) are the preferred means of STORM WATER storage. The following alternative means of STORM WATER storage may be used on DEVELOPMENT SITES under 2 acres in area or where practical necessity makes the use of STORM WATER STORAGE AREAS infeasible. The use of such alternative STORM WATER STORAGE AREAS is only permitted upon the specific approval of the Approval Authority. Storage of STORM WATER in public streets will not be allowed.

- A. Paved STORM WATER Storage - Design and CONSTRUCTION of the pavement base must insure that there is minimal pavement damage due to flooding. CONTROL STRUCTURES in paved areas must be readily accessible for maintenance and cleaning. Flow control devices will be required unless otherwise approved by the Approval Authority.
- B. Street Pavement Surface Ponding - Street pavement surface ponding shall not exceed 9 inches in depth in the gutter line nor over the roadway crown if no gutter is present under all rainfall conditions up to and including the 50-year storm event. Open waterways such as surface overflow swales shall be designed into the GRADING plan to receive all excess STORM WATER. Depressing sidewalks across such overflow swales to meet this requirement shall be acceptable. Street ponding shall be allowed only for the conveyance of RUNOFF and will be subject to approval by the public body accepting dedication of the street.
- C. Rooftop STORM WATER Storage - Rooftop storage of excess STORM WATER shall be designed and constructed to provide permanent control inlets and parapet walls to contain excess STORM WATER. Adequate structural roof design must be provided to ensure that roof deflection does not occur which could cause the roofing material to fail and result in leakage. Overflow areas must be provided to ensure that the weight of STORM WATER will never exceed the structural capacity of the roof. Any rooftop storage of excess STORM WATER shall be approved only upon submission of building plans signed and sealed by a licensed structural engineer or architect attesting to the structural adequacy of the design.
- D. Automobile Parking Lot Storage Areas - Automobile parking lots may be designed to provide temporary detention storage on a portion of their surfaces. Automobile parking facilities used to store excess STORM WATER may be constructed having a maximum depth of stored STORM WATER of 0.6 feet; and these areas shall be located in the most remote, least used areas of the parking facility. Design and CONSTRUCTION of automobile parking in STORM WATER areas must insure that there is minimal damage to the parking facility due to flooding, including minimal damage to the sub base. Warning signs shall be mounted at appropriate locations to warn of possible flood conditions during storm periods.
- E. Underground STORM WATER Storage - Underground STORM WATER storage facilities must be designed for easy access in order to remove accumulated SEDIMENT and debris. These facilities must be provided with a positive gravity outlet unless otherwise approved by the Approval Authority.

9.5 Submittals

Two copies of a STORM WATER DRAINAGE PLAN prepared by an Illinois Professional Engineer must be submitted with any zoning petition or SUBDIVISION application where required by this Ordinance. Such plan must at a minimum contain the following:

- A. The SUBDIVISION name or other project identification, engineer's firm, the engineer's name, and date shall all be indicated.
- B. Full description of before and after DEVELOPMENT topography, existing drainage (including locations of agricultural drainage tile serving the area to be developed as well as serving off-site areas but which crosses the area to be developed as well as the efforts to identify and locate underground tile), GRADING, and environmental characteristics of the property. This includes but is not limited to the location and size of all landscaped and vegetated areas, green roofs, rain water storage systems, and areas of permeable surfacing intended to provide storm water treatment or other storm water control.
- C. An explanation of the minor and major STORM WATER DRAINAGE SYSTEMS' performance under storm events up to and including the 100-year precipitation event and of the provisions for handling drainage from any TRIBUTARY WATERSHEDS.
- D. The potential impacts of the DEVELOPMENT on water resources both upstream and downstream.
- E. STORM WATER Detention or Retention System Designs - Calculations shall be submitted with all assumptions, coefficients, and other parameters identified and their sources noted.
- F. For detention systems for DEVELOPMENTS of more than 10 acres in area, a plot or tabulation of storage volumes with corresponding water surface elevations (stage storage table) and of the basin outflow rates for those water surface (stage discharge) elevations shall be furnished for the 1-year, 2-year, 5-year and 50-year precipitation events. These tabulations shall be listed for water surface elevation intervals not exceeding 1.0 foot.
- G. ESCP as required by LDEC Permits (Section 12) in this Ordinance.

9.6 Certifications

The following certifications shall be submitted prior to the issuance of any Certificate of Compliance, final plat approval, or release of performance guarantee for DEVELOPMENT on the SITE as provided in the applicable provisions of the Champaign County Zoning Ordinance or Champaign County Subdivision Regulations:

- A. Certification of storage volume as required in Section 9.2E.
- B. As-built drawings of the STORM WATER DRAINAGE SYSTEM including the storage facility in sufficient detail to determine that the constructed facility is substantially the same as that presented in the approved STORM WATER DRAINAGE PLAN with certification to that effect by an Illinois Professional Engineer.

10. JOINT CONSTRUCTION

STORM WATER STORAGE AREAS may be planned and constructed jointly by two or more landowners so long as compliance with this Ordinance is maintained.

11. LAND DISTURBANCE EROSION CONTROL

11.1 General Requirement

- A. Land Disturbance Erosion Control requirements shall apply to any STORM WATER DRAINAGE PLAN, LDEC PERMIT or enforcement actions prescribed by the Zoning Administrator.
- B. The design, testing, installation, and maintenance of EROSION and SEDIMENT control operations and facilities shall adhere to the requirements of this Ordinance and the standards and specifications contained in the Technical Appendices; and to the most recent version of the ILLINOIS URBAN MANUAL. This Ordinance shall prevail where any of those requirements conflict. The EROSION and SEDIMENT control standards specifically included in this Ordinance may not be adequate for every situation that may be encountered and in those situations the most appropriate standard(s) from the ILLINOIS URBAN MANUAL should be utilized.

11.2 Minimize Soil Erosion

The following practices shall be applied to LAND DISTURBANCE activities to minimize Soil Erosion.

- A. LAND DISTURBANCE shall be minimized to the extent practical and shall be conducted in such a manner as to minimize soil EROSION.
- B. Prior to any LAND DISTURBANCE on the SITE, EROSION control facilities shall be installed.
- C. Areas of LAND DISTURBANCE shall be stabilized immediately whenever LAND DISTURBANCE has permanently ceased on any portion of the SITE, or temporarily ceased on any portion of the SITE and will not resume for a period exceeding 14 calendar days. Stabilization of disturbed areas must be initiated within 1 working day of permanent or temporary cessation of earth disturbing activities and shall be completed as soon as possible but not later than 14 days from the initiation of stabilization work in the area. Except where the initiation of stabilization measures is precluded by snow cover, stabilization measures shall be initiated as soon as practicable or on areas where construction activity has temporarily ceased and will resume after 14 days, a temporary stabilization method can be used.
- D. Appropriate temporary or permanent stabilization measures shall include seeding, mulching, sodding, and/or non-vegetative measures.
- E. Areas of LAND DISTURBANCE with a slope equal to or greater than three feet horizontal to one foot vertical shall be stabilized.
- F. To the extent practicable, ditches and swales which are to convey off-site flows through the SITE shall be stabilized upon construction.
- G. The condition of the LAND DISTURBANCE and/ or construction SITE for the winter shutdown period shall address proper EROSION and SEDIMENT control early in the fall growing season so that all LAND DISTURBANCE areas may be stabilized with temporary or permanent vegetative cover.
 1. All non-active construction areas that are to remain idle throughout the winter shall receive temporary erosion control measures including temporary seeding, mulching, and/or erosion control blanketing prior to the end of the fall growing season that is approximately October 15.
 2. Those active construction areas to be worked beyond October 15 shall incorporate soil stabilization measures that do not rely on vegetative cover such as erosion control blanketing and heavy mulching.

11.3 Minimize Sedimentation

The following practices shall be applied to LAND DISTURBANCE activities to minimize SEDIMENTATION:

- A. SEDIMENT control facilities shall be utilized to minimize SEDIMENT from leaving the SITE and minimize the amount of sediment being moved on the SITE.
- B. Common SEDIMENT control facilities or structures are sediment traps, sediment basins, and silt fences. Straw bale dikes are not authorized SEDIMENT control facilities.
- C. SEDIMENT control facilities shall be in place for all drainage leaving the SITE prior to mass GRADING.
- D. Adjacent private and public areas shall be kept free of SEDIMENT and nuisance soil. A stabilized LOT or construction entrance (driveway) and vehicle wash down facilities, if necessary, shall be provided to minimize the amount of soil and SEDIMENT tracked onto public or private streets. Any soil or SEDIMENT tracked onto a public or private street shall be removed before the end of each workday or sooner if directed by the relevant Authority.
- E. When a proposed LAND DISTURBANCE is tributary to a storm drain inlet, that storm drain inlet shall be protected by an appropriate SEDIMENT control device prior to the LAND DISTURBANCE.

11.4 Construction Dewatering

Water that is pumped or otherwise discharged on or from the SITE during construction dewatering shall be filtered to remove SEDIMENT and erosion shall be minimized.

11.5 Stockpiles

Stockpiles of soil and other erodible building material (such as sand) of 100 cubic yards or more shall be stabilized with temporary or permanent measures of EROSION and SEDIMENT control within 14 calendar days and shall be located as follows:

- A. Stockpiles shall be provided a minimum separation of not less than 50 feet from the top of the bank of a drainage ditch or stream and not less than 30 feet from the centerline of a drainage swale that is indicated as an intermittent stream (or other drainage feature indicated as an intermittent stream) on a United States Geological Survey 7.5 Minute Quadrangle Map and not less than 30 feet from the top of the bank of a roadside ditch or and not in a drainage ditch easement and not less than ~~30~~ 10 feet from the nearest property line under other ownership; and
- B. Any additional separation distance required for stabilization and maintenance of the stockpile outside of the minimum separation required above.

11.6 Required Maintenance of Erosion and Sediment Control Measures

All temporary EROSION and SEDIMENT control measures shall be inspected regularly and maintained in an effective working condition at least as frequently (and more often if needed) as follows:

- A. Repair, replace, or maintain EROSION and SEDIMENT control measures after a singular or cumulative rainfall event of 0.5 inches or more over a 24 hour period.
- B. All temporary EROSION and SEDIMENT control measures shall be removed within 30 days after FINAL STABILIZATION is achieved with permanent soil stabilization measures.
- C. Trapped SEDIMENT and other disturbed soil resulting from temporary measures shall be properly disposed of and the area shall be stabilized.

12. LDEC PERMITS

- A. Within the Champaign County MS4 JURISDICTIONAL AREA, a LDEC PERMIT shall be required for applicable LAND DISTURBANCES except activities identified in LDEC Permit Exemptions (Section 4.4).
- B. The requirements and review procedures to authorize a particular LAND DISTURBANCE depend upon the classification of that particular LAND DISTURBANCE. LDEC PERMITS shall be of the following types:
 - 1. A MAJOR LDEC PERMIT shall be required for any LAND DISTURBANCE of one acre or more of land within the Champaign County MS4 JURISDICTION.
 - 2. A MINOR LDEC PERMIT shall be required for any LAND DISTURBANCE of less than one acre of land but greater than 10,000 square feet that is part of a COMMON PLAN OF DEVELOPMENT OR SALE OF RECORD or that is part of any other USE, DISTRICT, or LOT described in Applicability (Section 4.1), that is not otherwise identified in LDEC Permit Exemptions (Section 4.4).
 - 3. LDEC PERMITS are required to be obtained by the OWNER or DEVELOPER of each LOT of a COMMON PLAN OF DEVELOPMENT OR SALE OF RECORD, if multiple LAND DISTURBANCE activities occurring at the same time will result in 1 acre or greater LAND DISTURBANCE.

12.1 Applications for a LDEC Permit

Applications for a LDEC PERMIT shall be filed in written form with the ZONING ADMINISTRATOR on such forms as the ZONING ADMINISTRATOR prescribes and shall include the following:

- A. Name and address of the OWNER, the APPLICANT, contractor, engineer and architect when applicable;
- B. Location, including township and section, street number, lot block and or tract comprising the legal description of the SITE;
- C. Permanent Index Number (PIN);
- D. LOT Area;
- E. ZONING DISTRICT;
- F. Special Flood Hazard Area, if applicable;
- G. Use of existing property and structures;
- H. Proposed use and any proposed structures;
- I. Estimated cost of proposed construction;
- J. SITE PLAN indicating all existing and proposed uses and structures;
- K. Extent and nature of proposed LAND DISTURBANCE;
- L. An EROSION AND SEDIMENT CONTROL PLAN (ESCP) meeting the requirements of this Ordinance;
- M. Applications for a Major LDEC PERMIT shall also include the Supplemental Application Form in Technical Appendix E.

12.2 LDEC Permit - Minor

The following forms and procedures are required:

- A. The APPLICANT shall submit a completed Application Form. Copies of the completed and approved Application Form and LETTER OF NOTIFICATION shall be kept on the project SITE and made available for public viewing during CONSTRUCTION hours.
- B. Submission of an ESCP consistent with the guidelines and standards in Technical Appendix D.

- C. Upon approval of the ESCP by the ZONING ADMINISTRATOR, the ESCP shall be implemented by the PERMITTEE consistent with the guidelines and standards in Technical Appendix D.
- D. The PERMITTEE shall allow inspections of the LAND DISTURBANCE by the ZONING ADMINISTRATOR as indicated in Required Inspections (Section 13.5) in this Ordinance.
- E. When the LAND DISTURBANCE is completed and all LAND DISTURBANCE on the project SITE has received FINAL STABILIZATION, a LETTER OF TERMINATION shall be submitted by the PERMITTEE to the ZONING ADMINISTRATOR.

12.3 LDEC Permit - Major

The following forms and procedures are required:

- A. Submission of a completed Application Form and Supplemental Land Disturbance Erosion Control Permit Application Form. Copies of the completed and approved Application Form, SWPPP and ESCP shall be kept on the project SITE and made available for public viewing during CONSTRUCTION hours.
- B. The APPLICANT shall complete a NOTICE OF INTENT according to the ILR10 requirements and submit the NOI to the IEPA and the County.
- C. The APPLICANT shall complete a CONTRACTOR'S CERTIFICATION STATEMENT (CCS) according to the ILR10 requirements and submit the CCS to the IEPA and the County.
- D. The APPLICANT shall prepare a SWPPP according to the ILR10 requirements and submit the written SWPPP to the IEPA and the County.
- E. The APPLICANT shall submit an ESCP that has been prepared by a licensed PROFESSIONAL ENGINEER or a CERTIFIED PROFESSIONAL EROSION CONTROL SPECIALIST, for approval by the ZONING ADMINISTRATOR.

The ESCP shall be as follows:

1. The ESCP shall be drawn to an appropriate scale and shall include sufficient information to evaluate the environmental characteristics of the affected areas, the potential impacts of the proposed GRADING on water resources, and measures proposed to minimize SOIL EROSION and minimize offsite EROSION and SEDIMENTATION.
2. The following information shall be included in any ESCP:
 - a. A letter of transmittal, which includes a project narrative.
 - b. An attached vicinity map showing the location of the SITE in relationship to the surrounding area's WATERCOURSES, water bodies and other significant geographic features, roads and other significant STRUCTURES.
 - c. An indication of the scale used and a north arrow.
 - d. The name, address, and telephone number of the OWNER and/or DEVELOPER of the property where the land disturbing activity is proposed.
 - e. Suitable contours for the existing and proposed topography.
 - f. Types of SOILS present on the SITE, as defined by the "Soil Survey of Champaign County, Illinois", prepared by the United States Department of Agriculture Natural Resources Conservation Service.
 - g. The proposed GRADING or LAND DISTURBANCE activity including; the surface area involved, excess spoil material, use of BORROW material, and specific limits of disturbance.
 - h. Location of WASHOUT FACILITIES for concrete and asphalt materials indicated on the SITE PLAN. Provide details of proposed WASHOUT FACILITIES.

- i. A clear and definite delineation of any areas of vegetation or trees to be saved.
- j. A clear and definite delineation of any WETLANDS, natural or artificial water storage detention areas, and drainage ditches on the SITE.
- k. A clear and definite delineation of any 100-year FLOODPLAIN on or near the SITE.
- l. STORM WATER DRAINAGE SYSTEMS, including quantities of flow and SITE conditions around all points of SURFACE WATER discharge from the SITE.
- m. EROSION and SEDIMENT control provisions to minimize on-site EROSION and SEDIMENTATION and minimize off-site EROSION and SEDIMENTATION, including provisions to preserve TOPSOIL and limit disturbance. Provisions shall be in accordance with the standards presented in the appropriate Technical Appendix.
- n. Design details for both temporary and permanent EROSION CONTROLS. Details shall be in accordance with the standards presented in the appropriate Technical Appendix.
- o. Details of temporary and permanent stabilization measures including a note on the plan stating: "Following initial SOIL disturbance or redisturbance, permanent or temporary stabilization shall be completed within seven (7) calendar days on all perimeter dikes, swales, ditches, perimeter SLOPES, and all SLOPES greater than three (3) horizontal to one (1) vertical (3:1); embankments of ponds, basins, and traps; and within fourteen (14) days on all other disturbed or graded areas. The requirements of this section do not apply to those areas which are shown on the plan and are currently being used for material storage or for those areas on which actual CONSTRUCTION activities are currently being performed."
- p. A chronological schedule and time frame (with estimated month) including, as a minimum, the following activities:
 - i. CLEARING AND GRUBBING for those areas necessary for installation of perimeter EROSION control devices.
 - ii. CONSTRUCTION of perimeter EROSION control devices.
 - iii. Remaining interior SITE CLEARING AND GRUBBING.
 - iv. Installation of permanent and temporary stabilization measures.
 - v. Road GRADING.
 - vi. GRADING for the remainder of the SITE.
 - vii. Building, parking lot, and SITE CONSTRUCTION.
 - viii. Final GRADING, landscaping or stabilization.
 - ix. Implementation and maintenance of FINAL STABILIZATION.
 - x. Removal of temporary EROSION control devices.
- q. A statement on the plan noting that the CONTRACTOR, DEVELOPER, and OWNER shall request the EROSION CONTROL INSPECTOR to inspect and approve work completed in accordance with the approved ESCP, and in accordance with the ordinance.
- r. A description of, and specifications for, SEDIMENT retention structures.
- s. A description of, and specifications for, surface RUNOFF and EROSION control devices.
- t. A description of vegetative measures.
- u. A proposed vegetative condition of the SITE on the 15th of each month between and including the months of April through October.

- v. The seal of a licensed PROFESSIONAL ENGINEER in the State of Illinois, if applicable.
- F. The APPLICANT may propose the use of any EROSION and SEDIMENT control techniques in a FINAL ESCP, provided such techniques are proved to be as or more effective than the equivalent BEST MANAGEMENT PRACTICES as contained in the manual of practices.
- G. The PERMITTEE shall prepare an EROSION CONTROL INSPECTION REPORT (ECIR) on a weekly basis or after any rainfall event one-half (1/2) inch or greater in twenty-four (24) hours, as recorded on-site, at the nearest United States Geologic Survey or Illinois State Water Survey rain gauge nearest the SITE. Submit the ECIR to the ZONING ADMINISTRATOR within five (5) days. Inspections may be reduced to once per month when construction activities have ceased due to frozen conditions. Weekly inspections will recommence when construction activities are conducted, or if there is one-half (1/2) inch or greater rain event, or snowmelt occurs.
- H. The PERMITTEE shall prepare an INCIDENCE OF NON-COMPLIANCE (ION) report within forty-eight (48) hours for any non-compliance. The ION report shall meet all ILR10 requirements. Submit the ION to the IEPA and the County.
- I. Copies of the documents listed above shall be kept on the project SITE and shall be made available for public viewing during CONSTRUCTION hours.
- J. The PERMITTEE shall prepare a NOTICE OF TERMINATION (NOT) upon FINAL STABILIZATION of the project SITE. Submit the NOT to the IEPA and the County.
- K. All reports should be mailed to the ZONING ADMINISTRATOR at the following address:

Department of Planning and Zoning
 Brookens Administrative Center
 1776 E. Washington St.
 Urbana, IL 61802

12.4 Fee

At the time the application is filed a fee shall be paid in accordance with the following schedule of fees in addition to any Zoning Use Permit fees that may apply:

- A. LDEC PERMIT - MAJOR
 - 1. No additional fee is required if a STORM WATER DRAINAGE PLAN is required and a fee has been paid in accordance with Section 9.3.4 of the Zoning Ordinance.
 - 2. If no STORM WATER DRAINAGE PLAN is required the fee shall be the Engineering Review Fee established by Section 9.3.4 of the Zoning Ordinance.
- B. LDEC PERMIT - MINOR.....\$50.00

12.5 LDEC Permit Authorization

The issuance of a LDEC PERMIT shall constitute an authorization to do only the work described in the PERMIT or shown on the approved SITE PLANS and specifications, all in strict compliance with the requirements of this ordinance and conditions determined by the Zoning Administrator.

12.6 LDEC Permit Duration

- A. LDEC PERMITS shall be issued for a specific period of time, up to one (1) year. The LDEC PERMIT duration shall reflect the time the proposed land disturbing or filling activities and SOIL storage are scheduled to take place. If the PERMITTEE commences permitted activities later than one hundred eighty (180) days of the scheduled commencement date for GRADING, the PERMITTEE shall resubmit all required

application forms, maps, plans, and schedules to the ZONING ADMINISTRATOR. The PERMITTEE shall fully perform and complete all of the work required in the sequence shown on the plans within the time limit specified in the LDEC PERMIT.

- B. LAND DISTURBANCE activities that require schedules in excess of one (1) year shall be reviewed and authorized by the ZONING ADMINISTRATOR in accordance with paragraph 9.1.2 D. of the Zoning Ordinance.

12.7 Responsibility of the Permittee

- A. The PERMITTEE shall maintain a copy of the LDEC PERMIT, approved plans and reports required under the LDEC PERMIT on the work SITE and available for public inspection during all working hours. The PERMITTEE shall, at all times, ensure that the property is in conformity with the approved GRADING plan, ESCP's, and with the following:
 - 1. General - Notwithstanding other conditions or provisions of the LDEC PERMIT, or the minimum standards set forth in this Ordinance, the PERMITTEE is responsible for the prevention of damage to adjacent property arising from LAND DISTURBANCE activities. No person shall GRADE on land in any manner, or so close to the property lines as to endanger or damage any adjoining public street, sidewalk, alley or any other public or private property without supporting and protecting such property from settling, cracking, EROSION, SEDIMENTATION or other damage or personal injury which might result.
 - 2. Public ways - The PERMITTEE shall be responsible for the prompt removal of any SOIL, miscellaneous debris or other materials washed, spilled, tracked, dumped or otherwise deposited on public streets, highways, sidewalks, public thoroughfare or public sanitary or STORM WATER conveyance systems, incident to the CONSTRUCTION activity, or during transit to and from the SITE and shall promptly correct any damages resulting therefrom.
- B. Compliance with this Ordinance does not ensure compliance with ILR10 requirements. APPLICANT and/or PERMITTEE is responsible for ensuring compliance with ILR10 requirements.

12.8 Required Maintenance During and After Construction

On any property on which GRADING or other work has been performed pursuant to a LDEC PERMIT granted under the provisions of this Ordinance, the PERMITTEE or OWNER, their agent, CONTRACTOR, and employees shall, at a minimum, daily inspect, maintain and repair all graded surfaces and EROSION control facilities, drainage structures or means and other protective devices, plantings, and ground cover installed while CONSTRUCTION is active. After CONSTRUCTION is complete, the OWNER or their agent shall maintain erosion control facilities and other drainage structures. This shall include cleaning inlets at least once a year during spring time and SEDIMENT shall be removed every 15 years or as needed.

13. ADMINISTRATION OF LDEC PERMITS

13.1 Zoning Administrator

- A. Administration and enforcement of this Ordinance shall be governed by the requirements of this Ordinance and Section 9 of the Champaign County Zoning Ordinance. This Ordinance shall prevail where there is a conflict but the Zoning Ordinance shall prevail where this Ordinance is silent.

- B. The ZONING ADMINISTRATOR, as defined in Section 9.1.1 of the Zoning Ordinance, shall have the duty to administer and enforce this Ordinance.
- C. The ZONING ADMINISTRATOR representative is authorized to make inspections of any SITE at various times on which there is a LAND DISTURBANCE that is regulated by this Ordinance. The intent of entering premises is to inspect the SITE before, during and after CONSTRUCTION to determine compliance with this Ordinance.

13.2 Conditions of Approval

In granting any LDEC PERMIT pursuant to this Ordinance, the ZONING ADMINISTRATOR may impose such conditions as may be reasonably necessary to prevent the creation of a nuisance or unreasonable hazard to persons or to a public or private property. Such conditions may include, but need not be limited to:

- A. The granting (or securing from others) and the recording in county land records of easements for drainage facilities, including the acceptance of their discharge on the property of others, and for the maintenance of SLOPES or EROSION control facilities.
- B. Adequate control of dust by watering, or other control methods acceptable to the ZONING ADMINISTRATOR, and in conformance with applicable air pollution ordinances.
- C. Improvements of any existing GRADING, ground surface or drainage condition on the SITE (not to exceed the area as proposed for work or DEVELOPMENT in the application) to meet the standards required under this Ordinance for new GRADING, drainage and EROSION control.
- D. SEDIMENT traps and basins located within a densely populated area or in the proximity of an elementary school, playground or other area where small children may congregate without adult supervision, may be required to install additional safety-related devices.
- E. Any other EROSION and SEDIMENT control technique necessary, in the opinion of the ZONING ADMINISTRATOR, to avoid a public safety hazard.

13.3 LDEC Permit Denial

- A. If the ZONING ADMINISTRATOR determines that an ESCP does not meet the requirements of this Ordinance, the application for the LDEC PERMIT shall not be approved.
- B. The ESCP must be resubmitted and approved before any LAND DISTURBANCE activity may be authorized.
- C. All land use and building permits shall be suspended on a SITE until there is an approved ESCP and the ZONING ADMINISTRATOR has approved a LDEC PERMIT.

13.4 Changes to LDEC Permits and Plans

- A. No work associated with any proposed modification to a LDEC PERMIT or plan shall occur without prior written approval by the ZONING ADMINISTRATOR.
- B. Administrative changes such as contact information or schedule changes must be submitted prior to, or together with, any reports, information, or applications to be signed by and authorized representative, but does not require review or approval by the ZONING ADMINISTRATOR.
- C. Changes to an approved ESCP can be authorized in two (2) ways:
 1. Changes within the scope of the applicable Technical Appendix may be approved and documented on a field inspection report signed and dated by the EROSION CONTROL INSPECTOR.
 2. Changes outside of the scope of the applicable Technical Appendix shall be submitted to the ZONING ADMINISTRATOR for approval.

13.5 Required Inspection

- A. All work for which a LDEC PERMIT is required shall be subject to inspection and approval by the ZONING ADMINISTRATOR. Refusal to allow entry of the ZONING ADMINISTRATOR or his/her representative to inspect for compliance with this Ordinance, or interference with such inspection, shall be grounds for the issuance of a STOP-WORK ORDER.
- B. The PERMITTEE and/or their agents shall conduct a pre-CONSTRUCTION meeting on SITE with the EROSION CONTROL INSPECTOR on each SITE which has an approved ESCP.
- C. The PERMITTEE shall obtain written inspection approvals by the EROSION CONTROL INSPECTOR at the following stages in the DEVELOPMENT of the SITE, or of each SUBDIVISION thereof:
 - 1. Upon completion of installation of perimeter EROSION and SEDIMENT controls and prior to proceeding with any other LAND DISTURBANCE or GRADING. Other building or GRADING inspection approvals, including approval of any related Zoning Use Permit, shall not be authorized until the installation of perimeter EROSION and SEDIMENT controls has been approved by the EROSION CONTROL INSPECTOR.
 - 2. Upon completion of stripping, the stockpiling of TOPSOIL, the CONSTRUCTION of temporary EROSION and SEDIMENT control facilities, disposal of all waste material, and preparation of the ground and completion of rough GRADING, but prior to placing TOPSOIL, permanent drainage or other SITE DEVELOPMENT improvements and ground covers.
 - 3. Upon completion of FINAL STABILIZATION, including GRADING, permanent drainage and EROSION control facilities, including established ground covers and plantings, and all other work of the LDEC PERMIT.
 - 4. The ZONING ADMINISTRATOR may require additional inspections as may be deemed necessary.
- D. Work shall not proceed beyond the stages outlined above until the EROSION CONTROL INSPECTOR inspects the SITE and approves the work previously completed.
- E. Requests for inspections shall be made at least twenty-four (24) hours in advance (exclusive of Saturdays, Sundays, and holidays) of the time the inspection is desired. Upon request for inspections, the EROSION CONTROL INSPECTOR shall perform the inspection within forty-eight (48) hours of the request.
- F. The inspection to determine compliance with this Ordinance shall not normally include a new building which was completed and which has been secured, but shall include inspection of any area of the property where land disturbing activity is occurring or has been authorized

14. LIABILITY RELATED TO LDEC PERMITS

- A. Neither the issuance of a LDEC PERMIT under the provisions of this Ordinance, nor the compliance with the provisions hereto or with any condition imposed by the ZONING ADMINISTRATOR, shall relieve any person from responsibility for damage to persons or property resulting from the activity of the PERMITTEE.
- B. Compliance with the conditions imposed by this Ordinance, or conditions imposed by the ZONING ADMINISTRATOR, shall not create liability on the County resulting from such compliance.

15. ENFORCEMENT OF LDEC PERMITS

15.1 Compliance

The PERMITTEE shall carry out the proposed work in accordance with the approved plans and specifications, and in compliance with all the requirements of the LDEC PERMIT, including those documents referenced in this Ordinance.

15.2 Deficiency

A SITE is deficient when regular maintenance of EROSION and SEDIMENT CONTROLS have not been completed and can generally be resolved during weekly inspections or inspections following storm events. The ZONING ADMINISTRATOR may send a letter encouraging the PERMITTEE to fix the deficiency before the next rain event when the SITE may become non-compliant.

15.3 Non-Compliance

A SITE is Non-Compliant when any violation of the stormwater pollution prevention plan or any condition of applicable permits is observed during any inspection. Corrective actions must be undertaken immediately to address the identified non-compliance issue(s). Any incidence of noncompliance (ION) shall be reported to the IEPA as required by the ILR10 permit and to the Zoning Administrator. The ION shall include statements regarding: the cause of Non-compliance, actions taken to prevent any further non-compliance, environmental impact resulting from the non-compliance, and any actions taken to reduce the environmental impact from the non-compliance.

- A. If non-compliance occurs and an ION is not filed, the SITE is in violation of the LDEC PERMIT.
- B. Recurring non-compliance could be a violation of the LDEC PERMIT.

15.4 Notice of Violation

- A. If the ZONING ADMINISTRATOR finds any conditions not as stated in the application or approved plans, the ZONING ADMINISTRATOR may issue a Notice of Violation or a STOP-WORK ORDER on the entire project, or any specified part thereof, until a revised plan is submitted conforming to current SITE conditions. Failure to obtain a LDEC PERMIT for activities regulated under this Ordinance constitutes a violation.
- B. If the ZONING ADMINISTRATOR issues a Notice of Violation or a STOP-WORK ORDER on the entire project, or any specified part thereof, pursuant to a MAJOR LDEC PERMIT, the ZONING ADMINISTRATOR shall also notify the IEPA that the project may not be in compliance with the ILR10 permit.

15.5 Prevention of Hazard

Whenever the ZONING ADMINISTRATOR determines that any LAND DISTURBANCE on any private property is an imminent hazard to life and limb, or endangers the property of another, or adversely affects the safety, use, SLOPE, or SOIL stability of a public way, publicly controlled WETLAND, or WATERCOURSE, then the ZONING ADMINISTRATOR shall issue a Stop-Work Order and require that all LAND DISTURBANCE activities cease and the corrective work begin immediately.

15.6 Stop-Work Order

- A. The ZONING ADMINISRATOR may require that, on a SITE, all work which is being performed contrary to the provisions of this Ordinance or is being performed in an unsafe or dangerous manner shall immediately stop.

- B. STOP-WORK ORDERS do not include work as is directed to be performed to remove a violation or dangerous or unsafe condition as provided in the STOP-WORK ORDER..
- C. The ZONING ADMINISTRATOR may issue a STOP-WORK ORDER for the entire project or any specified part thereof if any of the following conditions exist:
1. Any LAND DISTURBANCE activity regulated under this Ordinance is being undertaken without a LDEC PERMIT.
 2. The ESCP or SWPPP is not being fully implemented.
 3. Any of the conditions of the LDEC PERMIT are not being met.
 4. The work is being performed in a dangerous or unsafe manner.
 5. Refusal to allow entry for inspection.
- D. A STOP-WORK ORDER shall be issued as follows:
1. The STOP-WORK ORDER shall be in writing and shall be posted and served upon the OWNER and PERMITTEE, as provided below. In addition, a copy of the STOP-WORK ORDER may be given to any person in charge of or performing work on drainage improvements in the DEVELOPMENT, or to an agent of any of the foregoing.
 2. The STOP-WORK ORDER shall state the conditions under which work may be resumed.
 3. No person shall continue any work after having been served with a STOP-WORK ORDER.
 4. For the purposes of this section, a STOP-WORK ORDER is validly posted by posting a copy of the STOP-WORK ORDER on the SITE of the LAND DISTURBANCE in reasonable proximity to a location where the LAND DISTURBANCE is taking place. Additionally, in the case of work for which there is a LDEC PERMIT, a copy of the STOP-WORK ORDER, shall be mailed by first class mail to the address listed by the PERMITTEE and in the case of work for which there is no LDEC PERMIT, a copy of the STOP-WORK ORDER shall be mailed to the person to whom real estate taxes are assessed, or if none, to the taxpayer shown by the records of the Supervisor of Assessment.
 5. If the LAND DISTURBANCE continues more than 24 hours after the STOP-WORK ORDER is posted on the SITE, the ZONING ADMINISTRATOR may do the following:
 - a. If there is a LDEC PERMIT the ZONING ADMINISTRATOR may revoke the LDEC PERMIT
 - b. If there is no LDEC PERMIT, the ZONING ADMINISTRATOR may request the State's Attorney to obtain injunctive relief.
 6. The ZONING ADMINISTRATOR may retract the revocation.
 7. Ten (10) days after posting a STOP-WORK ORDER, the ZONING ADMINISTRATOR may issue a notice to the OWNER and/or PERMITTEE of the intent to perform the work necessary to minimize EROSION and institute SEDIMENT control. The ZONING ADMINISTRATOR or his/her designated representative may go on the land and commence work after fourteen (14) days from issuing the notice. The costs incurred to perform this work shall be paid by the OWNER or PERMITTEE. In the event no LDEC PERMIT was issued, the costs, plus a reasonable administrative fee, shall be billed to the OWNER.
 8. Compliance with the provisions of this Ordinance may also be enforced by injunction.

15.7 Legal Proceedings

- A. A complaint may be filed with the Circuit Court for any violation of this Ordinance. A separate violation shall be deemed to have been committed on each day that the violation existed.
- B. In addition to other remedies, the State's Attorney may institute any action or proceeding which:
 - 1. Prevents the unlawful CONSTRUCTION, alteration, repair, maintenance, or removal of drainage improvements in violation of this Ordinance or the violation of any LDEC PERMIT issued under the provisions of this Ordinance.
 - 2. Prevents the occupancy of a building, STRUCTURE or land where such violation exists.
 - 3. Prevents any illegal act, conduct, business, or use in or about the land where such violation exists.
 - 4. Restrains, corrects or abates the violation.
- C. In any action or proceeding under this section, the State's Attorney may request the court to issue a restraining order or preliminary injunction, as well as a permanent injunction, upon such terms and conditions as will enforce the provisions of this Ordinance. A lien may also be placed on the property in the amount of the cleanup costs.

15.8 Penalties

- A. Penalties for violation of this Ordinance shall be governed by the requirements of this Ordinance and Section 10 of the Champaign County Zoning Ordinance. This Ordinance shall prevail where there is a conflict but the Zoning Ordinance shall prevail where this Ordinance is silent.
- B. Any person, firm, corporation or agency acting as principal, agent, employee or otherwise, who fails to comply with the provisions of this Ordinance shall be punishable by a fine of not less than one hundred dollars (\$100.00) per day and not more than five hundred dollars (\$500.00) per day for each separate offense. Each day there is a violation of any part of this Ordinance shall constitute a separate offense.

16. RULES OF CONSTRUCTION

This Ordinance shall be construed liberally in the interests of the public so as to protect the public health, safety, and welfare.

17. APPEAL, WAIVER OR VARIANCE

- A. Any part here of or this entire Ordinance may be waived or varied by the by the relevant Approval Authority in accord with the relevant provision of Article 18 of the Champaign County Subdivision Regulations or Section 9.1.9 of the Champaign County Zoning Ordinance except for specific requirements of the ILR10.
- B. When the ZONING ADMINISTRATOR is the Approval Authority, the PERMITTEE, or its designee, may appeal a decision of the ZONING ADMINISRATOR pursuant to this Ordinance as authorized in Section 9.1.8 of the Zoning Ordinance. The filing of an appeal shall not operate as a stay of a Notice of Violation or STOP-WORK ORDER. The County shall grant the appeal and issue the appropriate instructions to the Department of Planning and Zoning upon a finding of fact that there is no violation of the Ordinance or the LDEC PERMIT issued.

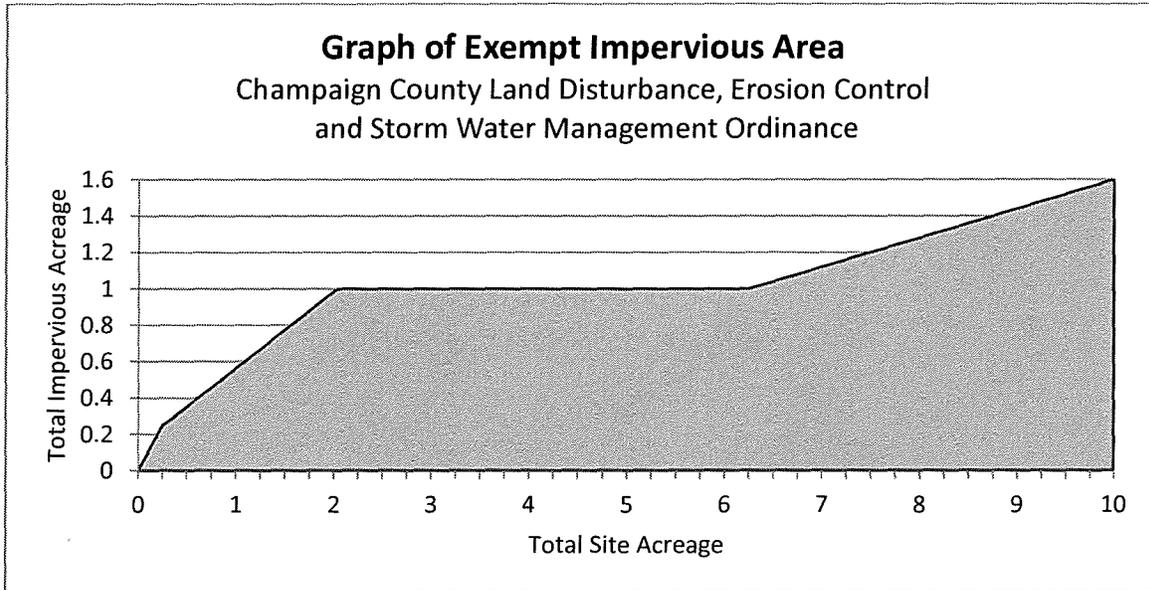
18. EFFECTIVE DATE

This ordinance shall become effective upon adoption.

Appendix A – Adopting Resolution and Amendments

Appendix B – Exempt Impervious Area

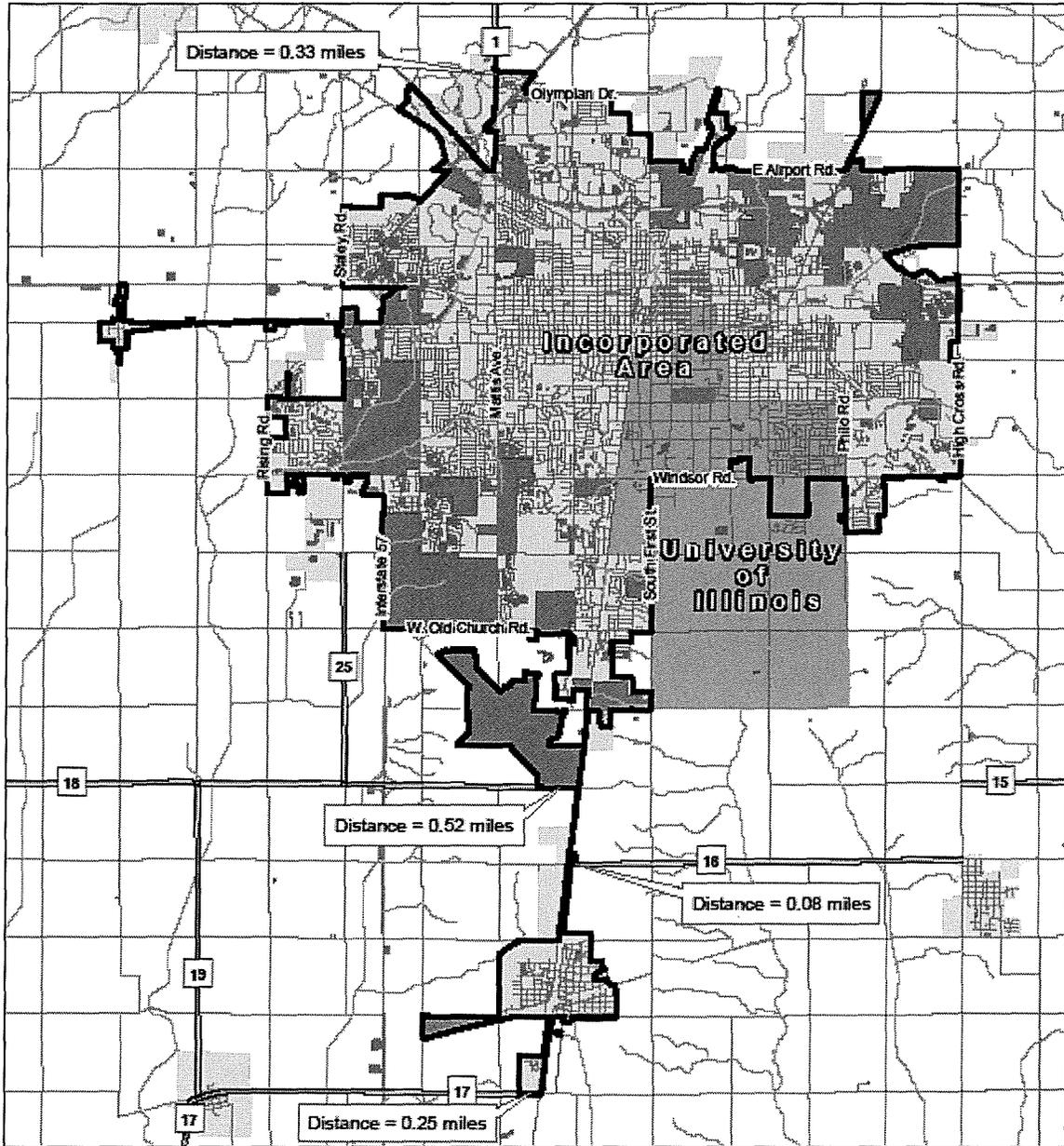
The following graph illustrates the impervious area exemption established in Subparagraph 8.2.A.5. The mathematical expressions for the different portions of the graph are also included. Exemption status can either be read directly from Subparagraph 8.2.A.5. or the graph or determined mathematically using the mathematical expressions.



Mathematical Expressions for Exempt Impervious Area

Site Area	Project is Exempt if:
Less than or equal to 0.25 acres	Impervious Area is less than or equal to Site Area
Greater than 0.25 acres or equal to 2.0 acres	Impervious Area is less than or equal to 0.14 acres plus 0.423 x Site Area
Greater than 2.0 acres or equal to 6.25 acres	Impervious Area is less than or equal to 1.0 acres
Greater than 6.25 acres	Impervious Area is less than or equal to 0.16 x Site Area

Appendix C - Champaign County MS4 Jurisdictional Area



Champaign County MS4 Jurisdiction

Urbanized Area based on the 2010 Census

This map shows the defined MS4 jurisdiction including 10.4 square miles of unincorporated County. Location and size of County stormwater facilities are noted (Ex: Distance = 0.25 miles).

MS4 Related Boundaries

-  Streets
-  Urbanized Area 2010
-  County MS4 Area 2012



Map Created 7/17/14



Appendix D

Technical Manual

Minor Land Disturbance Erosion Control Permit

Table of Contents

Erosion Control Practices Flow Chart.....D-2

Example Erosion and Sediment Control Plan #1. Grass already established and limited soil disturbance)..... D-3

Example Erosion and Sediment Control Plan #2. Grass not already established or all soil disturbedD-4

General Notes.....D-5

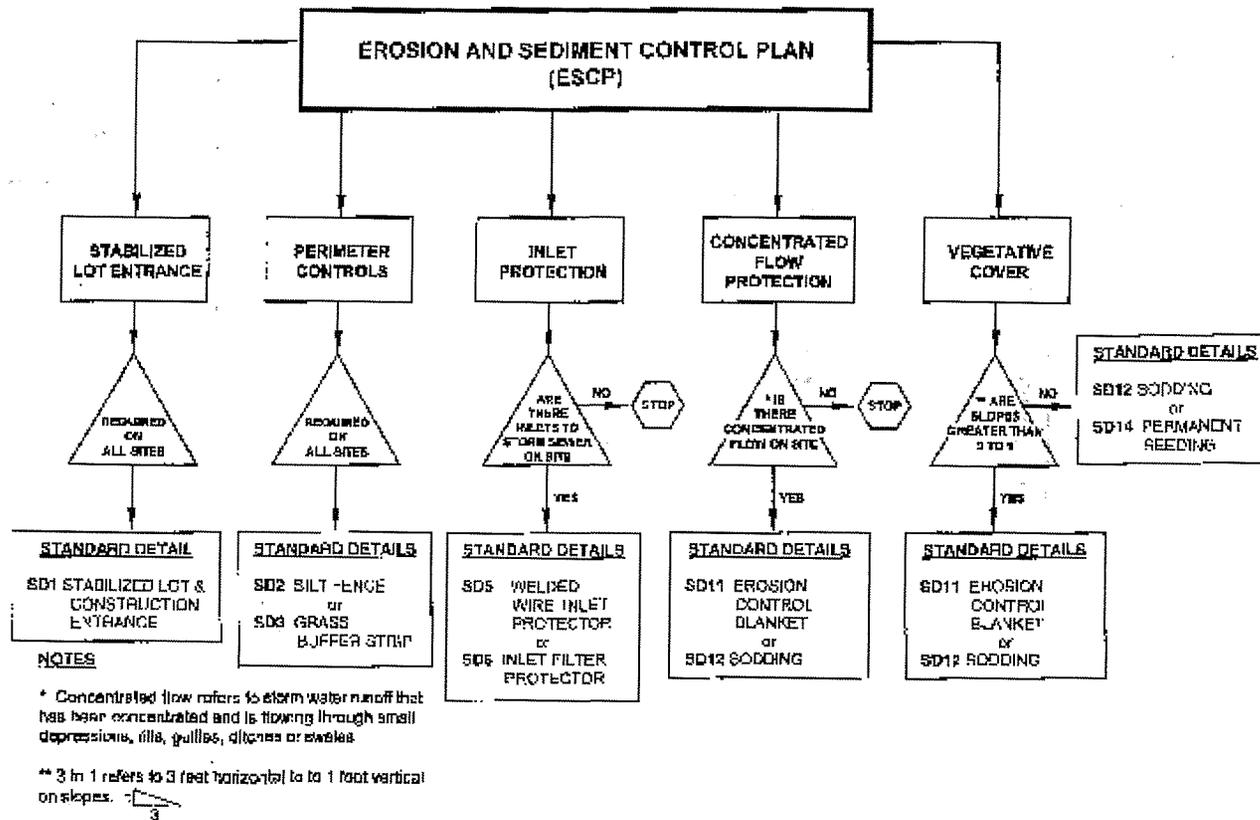
Standard Details to be included from Appendix F (and label for noting on ESCP):

- Stabilized Lot Entrance Standard Detail (SD1)
- Perimeter Control: Silt Fence Standard Details (SD2)
- Perimeter Control: Grass Buffer Strip Standard Details (SD3)
- Inlet Protection: Inlet Filter Protector Standard Details (SD4)
- Concentrated Flow Control: Erosion Control Blanket Standard Details (SD5)
- Soil Stabilization (non-vegetative): Mulching (SD6)
- Vegetative Soil Stabilization: Sodding Standard Details (SD7)
- Vegetative Soil Stabilization: Permanent Seeding (SD8)
- Pump Discharge Filter Bag Standard Details (SD9)
- Concrete Washout Facilities Standard Details (SD10)

(Note: Pamphlet versions of the Storm Water Management and Erosion Control Ordinance may be made available with only Appendix D or Appendix E and contain only the relevant details from Appendix F.)

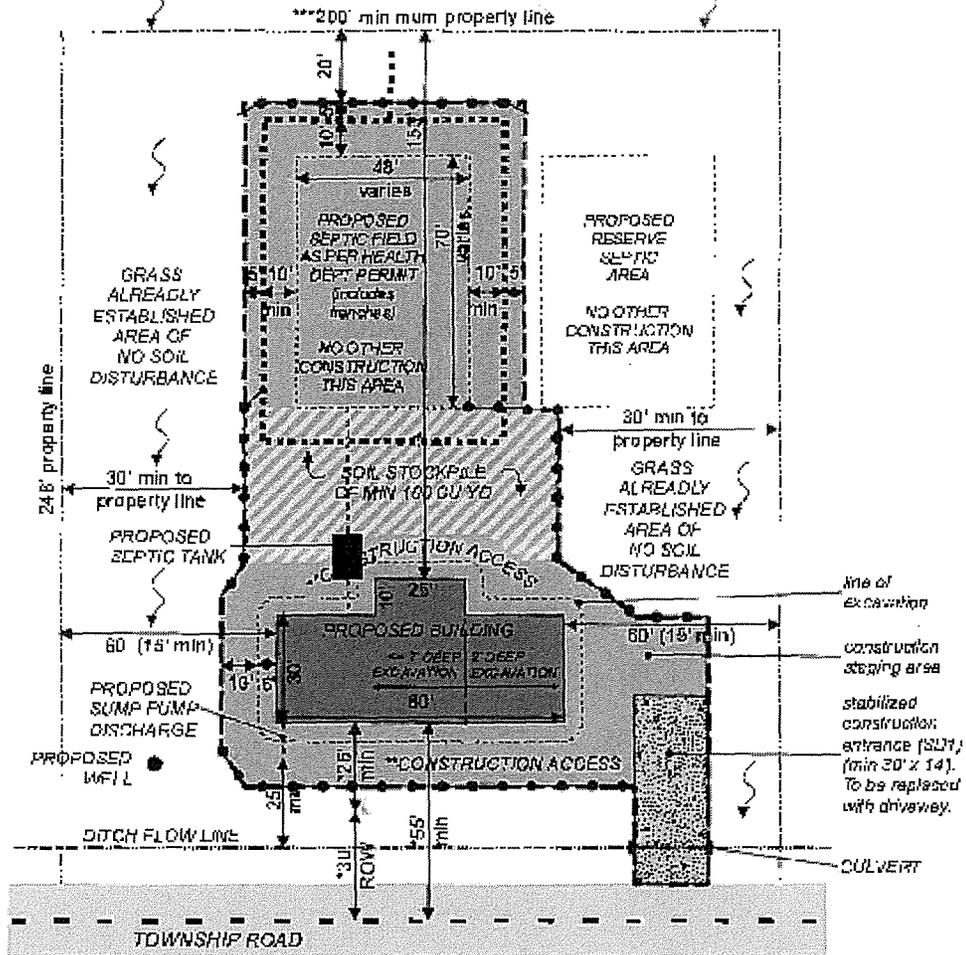
Minor Land Disturbance Erosion Control Permit EROSION CONTROL PRACTICES FLOW CHART

D-2



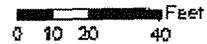
Example Erosion and Sediment Control Plan (ESCP) for a New Home on a Typical Rural Lot in MS4 Area

Example 1: Grass already established - limited soil disturbance area



- * minimum setback varies depending on street classification
- ** construction access as required by contractor
- *** minimum lot width in AG-1 and CR Districts

Limit of soil disturbance (no construction activities or traffic outside this area): this area to receive permanent seeding (SD5) and mulching and/or sodding (SD12) upon construction completion



Notes:

1. ESCP may be prepared on a photocopy of the Zoning Use Permit Site Plan provided by the Department of Planning & Zoning.
2. For general construction sequence see General Notes in Technical Appendix D of the Stormwater Management and Erosion Control Ordinance
3. SD1, SD2, SD 8 and SD 12 are Standard Details in Technical Appendix D of the Stormwater Management and Erosion Control Ordinance

Legend

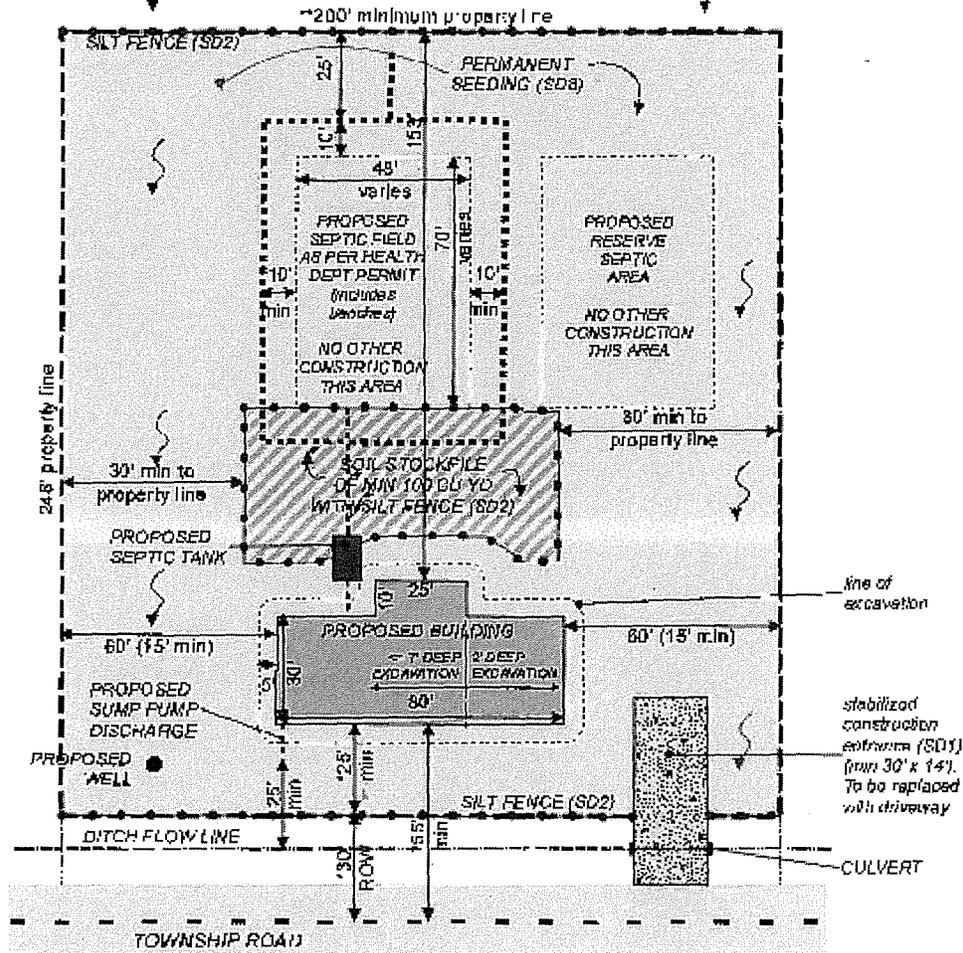
	LIMIT OF SOIL DISTURBANCE (Indicate by pencil shading or use of highlighter, etc.)		Curtain Drain		Soil Stockpile Area
	SILT FENCE (SD2)		Septic Field		Residence
	Direction of Drainage		Reserve Septic Field		Property Line
			Stabilized Construction Entrance (SD1)		Township Road

Township of

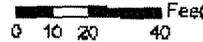
 Planning & Zoning Department
 1100 W. Main St.
 ZIP: 10000
 DRAFT Dec 2014

Example Erosion and Sediment Control Plan (ESCP) for a New Home on a Typical Rural Lot in MS4 Area

Example 2: All soil disturbed on property



- * minimum setback varies depending on street classification.
 - * minimum lot width: RAG-1 and GR-D streets
- Notes:
1. ESCP may be prepared on a photocopy of the Zoning Use Permit Site Plan provided by the Department of Planning & Zoning.
 2. For general construction sequence see General Notes in Technical Appendix D of the Stormwater Management and Erosion Control Ordinance.
 3. SD1, SD2, and SDa are Standard Details in Technical Appendix D of the Stormwater Management and Erosion Control Ordinance.



Legend

- | | | |
|--|--|---------------------|
| LIMIT OF SOIL DISTURBANCE (indicate by pencil shading or use of highlighter, etc.) | Curtain Drain | Soil Stockpile Area |
| SILT FENCE (SD2) | Septic Field | Residence |
| Direction of Drainage | Reserve Septic Field | Property Line |
| | Stabilized Construction Entrance (SD1) | Township Road |

Thompson County
Department of
Planning & Zoning
DRAFT Dec 2024

GENERAL NOTES MINOR LDEC PERMIT

NOTES ON INSTALLATION AND CONSTRUCTION SEQUENCE

1. Apply for both a Zoning Use Permit and a Land Disturbance Erosion Control (LDEC) Permit at the same time.
2. First, the LDEC Permit will be approved with the Erosion and Sediment Control Plan (ESCP) that authorizes installation of the following:
 - A. Install stabilized lot entrance for all construction access.
 - B. Install perimeter controls where storm water enters and leaves the site.
 - C. Call Zoning Administrator for inspection of perimeter controls.
3. Next, get written approval of stabilized lot entrance and perimeter controls from the Zoning Administrator before further construction.
4. The Zoning Use Permit can only be approved after approval of perimeter Controls. The Zoning Use Permit authorizes general construction and the proposed use. During general construction:
 - A. Follow the approved ESCP.
 - B. Ensure that any stockpile is indicated on the ESCP and that it meets the minimum separation requirements.
 - C. Inspect, Maintain and Repair all erosion and sedimentation controls (especially perimeter controls) during construction until Final Stabilization is achieved.
 - D. Call the Zoning Administrator to request a Zoning Compliance Inspection when construction is complete.
5. Final Stabilization is a uniform perennial vegetative land cover of at least 70% density and cannot be achieved until there is no more land disturbance. Regarding Final Stabilization:
 - A. Final Stabilization may be completed by either the homebuilder or the homeowner but must be completed within two years of approval of the LDEC Permit.
 - B. When Final Stabilization is achieved submit a Letter of Termination to the Zoning Administrator who will inspect the Final Stabilization.
 - C. Perimeter controls should be removed (carefully) after Final Stabilization is inspected and approved in writing by the Zoning Administrator.

GENERAL NOTES MINOR LDEC PERMIT

NOTES ON CONCENTRATED FLOWS

1. Install erosion control blanket (SD5) or sod (SD7) for concentrated flow areas.
2. Provide soil protection and energy dissipation at **gutter downspouts or roof edge drip line** to protect soil at all times but especially during establishment of final ground cover. Examples of soil protection and energy dissipation are erosion control blanket (SD5) or sod (SD7).
3. Provide inlet protection (SD4) at all storm sewer inlets, grates, drains, and manholes that are in proximity of disturbed area. Contact relevant authority (highway commissioner or relevant utility) prior to installation.

Appendix E

Technical Manual

Major Land Disturbance Erosion Control Permit

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Supplemental Land Disturbance Erosion Control Permit Application Form.....E-4

Erosion and Sediment Control Plan Checklist.....E-5

Sample Permit Plan for Major Land Disturbance Erosion Control Permit.....E-9

Other Standard Forms:

Illinois Environmental Protection Agency ILR10 Notice of Intent (NOI) Form w/ Instructions

Illinois Department of Transportation Contractor Certification Statement

Illinois Environmental Protection Agency ILR10 Construction Site Storm Water Discharge Incidence of Non-Compliance (ION) Form w/ Guidelines

Illinois Environmental Protection Agency ILR10 Notice of Termination (NOT) Form w/ Guidelines

Illinois Department of Transportation Storm Water Pollution Prevention Plan Erosion Control Inspection Report Form

Illinois Department of Transportation Storm Water Pollution Prevention Plan (SWPPP) Form (Note: Under item II.E.1. the technical basis for selection of permanent storm water management controls should be the Champaign County Storm Water Management and Erosion Control Ordinance.)

Standard Details to be included from Appendix F:

Stabilized Construction Entrance Standard Details

Perimeter Control: Silt Fence Standard Details

Perimeter Control: Grass Buffer Strip Standard Details

Perimeter Control: Super Silt Fence Standard Details

Inlet Protection: Welded Wire Inlet Protection Standard Details

Inlet Protection: Inlet Filter Protector Standard Details

Concentrated Flow Control: Rock Check Dam Standard Details

Concentrated Flow Control: Triangular Silt Dike Standard Details

Concentrated Flow Control: Diversion Berm Standard Details

Concentrated Flow Control: Turf Reinforcement Mat Standard Details

Standard Details to be included from Appendix F (continued):

Concentrated Flow Control: Erosion Control Blanket Standard Details

Soil Stabilization (non-vegetative): Mulching

Vegetative Soil Stabilization: Sodding Standard Details

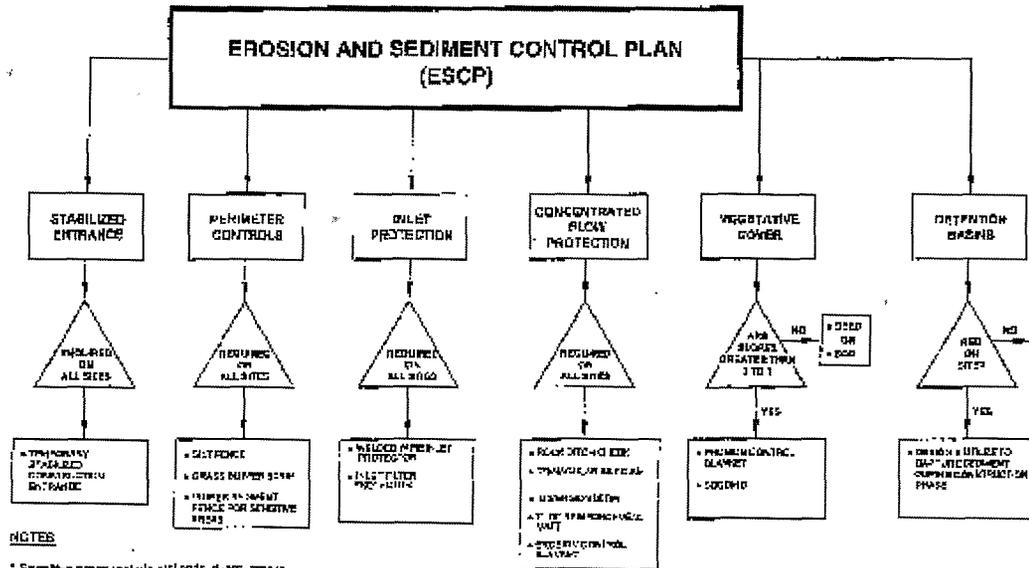
Vegetative Soil Stabilization: Permanent Seeding

Pump Discharge Filter Bag Standard Details

Concrete Washout Facilities Standard Details

(Note: Pamphlet versions of the Storm Water Management and Erosion Control Ordinance may be made available with only Appendix D or Appendix E and therein contain only the relevant details from Appendix F.)

Major Land Disturbance Erosion Control Permit EROSION CONTROL PRACTICES FLOW CHART



NOTES
 * Sensitive areas include wetlands, riparian areas, natural areas, and other areas designated as such.

B-3

Champaign County Land Disturbance Erosion Control and Storm Water Management Ordinance
Technical Appendix E

Supplemental Land Disturbance Erosion Control Permit Application Form
Major Land Disturbance Erosion Control Permit

14. ILR-10 Permit Number _____

Attach copies of the following documents submitted to the IEPA for compliance with ILR-10:

- ◆ Notice of Intent (NOI)
- ◆ Storm Water Pollution Prevention Plan (SWPPP)

Also provide Champaign County with copies of all IEPA documents required for compliance with ILR-10.

15. Name and Telephone Number of Onsite Responsible Person

Name: _____

Company: _____

Telephone Number: _____

I (we) affirm that the above information is accurate and that I (we) shall conduct the above described land disturbance in accordance with Part 91 Soil Erosion and Sedimentation Control, of the Natural Resource and Environmental Protection Act, 1994 PA No. 451 as amended, and all applicable local ordinances and the documents accompanying this application.

Landowner's Signature	Print Landowner Name	Date
-----------------------	----------------------	------

Designated Agent's Signature	Print Agent Name	Date
------------------------------	------------------	------

16. Complete the following checklist and include the drawings, specifications, and supporting documentation with the completed Land Use Permit Application.

EROSION AND SEDIMENT CONTROL PLAN CHECKLIST

Project: _____

Sheet/Page No.

I. Project Narrative Description

- A. Description of proposed development _____
- B. Past, present and proposed land uses including adjacent properties _____
- C. Surface area involved, use of excess spoil material, use of borrow material _____

II. Vicinity Map –500 ft around site

- A. 8 1/2" x 11" copy of a USGS map with the outline of the project area. _____
- B. Scale indicated on map _____
- C. Streets and significant structures properly labeled on map. _____
- D. Watercourses, water bodies, wetlands, and other significant geographic features in the vicinity of the project area properly identified and labeled on the maps _____

III. Site Drawing(s)

- A. Sealed by licensed professional engineer _____
- B. Existing and proposed contours shown and labeled -100 ft around site. _____
- C. Property lines shown and labeled _____

	<u>Sheet/Page No.</u>
D. Scale, legend, and north arrow shown and labeled,	□ _____
E. 100 year flood elevation and floodplain delineation shown and labeled,	□ _____
F. Delineation of any wetlands, natural or artificial water storage detention areas, and drainage ditches on the site.	□ _____
G. Delineation of any storm drainage systems including quantities of flow and site conditions around all points of surface water discharge from the site.	□ _____
H. Delineation of any areas of vegetation or trees to be preserved	□ _____
I. Delineation of any grading or land disturbance activity including specific limits of disturbance and stockpile locations	□ _____
J. Stabilized construction entrance provisions shown and labeled	□ _____
K. Perimeter erosion control provisions shown and labeled	□ _____
• Silt Fence	
• Grass Buffer Strip	
• Super Sediment Fence for Sensitive Areas	
L. Inlet protection provisions shown and labeled	□ _____
• Stone Bags	
• Welded Wire Inlet Protectors	
• Approved Manufacturers Product	
M. Concentrated flow provisions shown and labeled	□ _____
• Diversion Berms	
• Erosion Control Blanket	
• Turf Reinforcement Mat	
• Stone Ditch Check	

Sheet/Page No.

- N. Vegetative restoration provisions shown and labeled _____
 - * Seed
 - * Erosion Control Blanket
 - * Sod

- O. Sediment traps or basins shown and labeled _____

- P. Plan note stating "Following initial soil disturbance or redisturbance, permanent or temporary stabilization shall be completed within seven (7) calendar days on all perimeter dikes, swales, ditches, perimeter slopes, and all slopes greater than 3 horizontal to 1 vertical (3:1); embankments of ponds, basins, and traps; and within fourteen (14) days on all other disturbed or graded areas. The requirements of this section do not apply to those areas which are shown on the plan and are currently being used for material storage or for those areas on which actual construction activities are currently being performed," _____

- Q. Erosion control provision details in accordance with standards presented in the Manual of Practice _____

IV. Chronological Construction Schedule and Time Frame including the following:

- A. Clearing and grubbing those areas necessary for installation of perimeter erosion control devices _____

- B. Construction of perimeter erosion control devices _____

- C. Remaining interior site clearing and grubbing _____

- D. Installation of permanent and temporary stabilization measures _____

- E. Road grading _____

- F. Grading for remainder of the site _____

- G. Building, parking lot, and site construction _____

Sheet/Page No.

II.	Final grading, landscaping, or stabilization	<input checked="" type="checkbox"/>	_____
I.	Implementation and maintenance of final erosion control structures	<input type="checkbox"/>	_____
1.	Removal of temporary erosion control devices	<input type="checkbox"/>	_____
V. Specifications			
A.	Sediment retention structure specifications	<input type="checkbox"/>	_____
B.	Surface runoff and erosion control devices specifications	<input type="checkbox"/>	_____
VI. Vegetative Measures			
A.	Description of vegetative measures	<input type="checkbox"/>	_____
B.	Proposed vegetative conditions of the site on the 15 th of each month between and including the months of April through October	<input type="checkbox"/>	_____
VII. Concrete Washout Facilities			
A.	Location of Concrete Washout Facility shown on Site Plan	<input type="checkbox"/>	_____
B.	Details of Concrete Washout Facility	<input type="checkbox"/>	_____

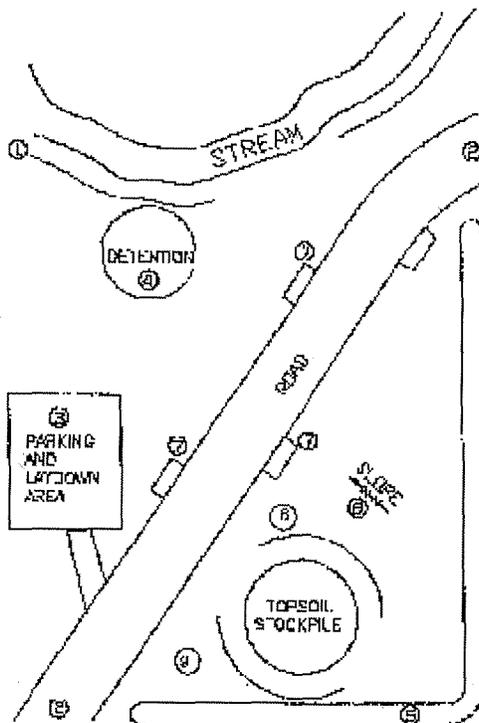
SAMPLE PERMIT PLAN

TYPICAL EROSION CONTROL PLAN ELEMENTS

- ① SURFS SEDIMENT FENCE TO PROTECT SENSITIVE AREAS.
- ② STABILIZED CONSTRUCTION ENTRANCES.
- ③ STABILIZE PARKING AND LAY DOWN AREA WITH GRAVEL PAD AND SILT FENCE AROUND DOWN-HILL SIDES.
- ④ BUILD DETENTION PONDS AND SEDIMENT TRAPS.
- ⑤ DIVERT UPSTREAM SITE WATER AROUND SITE WITH DRAINAGE BERMS.
- ⑥ PROTECT STOCKPILE WITH TEMPORARY VEGETATION AND SILT FENCE.
- ⑦ INLET PROTECTION ONCE STORM SEWERS ARE IN PLACE.
- ⑧ STABILIZE SOIL WITHIN 14 DAYS OF ROUGH GRADING WITH SOD, SEED BLANKETS, HYDRO MULCH, ETC.
- ⑨ SLOPES GREATER THAN 3:1 MUST RECEIVE EROSION CONTROL PROTECTION OF BLANKET OR SOD WITHIN 7 DAYS OF BEING PLACED OR STRIPPED.

LEGEND

— SILT FENCE OR OTHER LIKE CONTROL





Illinois Environmental Protection Agency

Bureau of Water • 1021 North Grand Avenue East • P.O. Box 19276 • Springfield • Illinois • 62794-9276

Division of Water Pollution Control Notice of Intent (NOI) for General Permit to Discharge Storm Water Associated with Construction Site Activities

This fillable form may be completed online, a copy saved locally, printed and signed before it is submitted to the Permit Section at the above address.

For Office Use Only

Permit No. ILR10

OWNER INFORMATION

Company/Owner Name: _____

Mailing Address: _____ Phone: _____

City: _____ State: _____ Zip: _____ Fax: _____

Contact Person: _____ E-mail: _____

Owner Type (select one) _____

MS4 Community: Yes No

CONTRACTOR INFORMATION

Contractor Name: _____

Mailing Address: _____ Phone: _____

City: _____ State: _____ Zip: _____ Fax: _____

CONSTRUCTION SITE INFORMATION

Select One: New Change of information for: ILR10 _____

Project Name: _____ County: _____

Street Address: _____ City: _____ IL Zip: _____

Latitude: _____ Longitude: _____
(Deg) (Min) (Sec) (Deg) (Min) (Sec) Section Township Range

Approximate Construction Start Date _____ Approximate Construction End Date _____

Total size of construction site in acres: _____

If less than 1 acre, is the site part of a larger common plan of development?

Yes No

Fee Schedule for Construction Sites:
Less than 5 acres - \$250
5 or more acres - \$750

STORM WATER POLLUTION PREVENTION PLAN (SWPPP)

Has the SWPPP been submitted to the Agency? Yes No

Submit SWPPP electronically to: apa.consult@swppp@illinois.gov

Location of SWPPP for viewing: Address: _____ City: _____

SWPPP contact information: _____ Inspector qualifications: _____

Contact Name: _____

Phone: _____ Fax: _____ E-mail: _____

Project inspector, if different from above _____ Inspector qualifications: _____

Inspector's Name: _____

Phone: _____ Fax: _____ E-mail: _____

IL 532 2104 WFO 623
Rev 5/10

This Agency is authorized to require this information under Section 4 and Title X of the Environmental Protection Act (415 ILCS 405, 408). Failure to disclose this information may result in a civil penalty of not to exceed \$50,000 for the violation and an additional civil penalty of not to exceed \$10,000 for each day during which the violation continues (415 ILCS 6942) and may also prevent this form from being processed and could result in your application being denied. This form has been approved by the Forms Management Director.

TYPE OF CONSTRUCTION (select one)

Construction Type _____

SIC Code _____

Type a detailed description of the project:

HISTORIC PRESERVATION AND ENDANGERED SPECIES COMPLIANCE

Has the project been submitted to the following state agencies to satisfy applicable requirements for compliance with Illinois law on:

Historic Preservation Agency Yes No

Endangered Species Yes No

RECEIVING WATER INFORMATION

Does your storm water discharge directly to: Waters of the State or Storm Sewer

Owner of storm sewer system: _____

Name of closest receiving water body to which you discharge: _____

Mail completed form to: Illinois Environmental Protection Agency
Division of Water Pollution Control
Attn: Permit Section
Post Office Box 19276
Springfield, Illinois 62794-9276
or call (217) 782-0610
FAX (217) 782-8881

Or submit electronically to: apa.constit10ewppp@ilincis.gov

I certify under penalty of law that this document and all attachments were prepared under my direction and supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage this system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment. In addition, I certify that the provisions of the permit including the development and implementation of a storm water pollution prevention plan and a monitoring program plan, will be complied with.

Any person who knowingly makes a false, fictitious, or fraudulent material statement, orally or in writing, to the Illinois EPA commits a Class 4 felony. A second or subsequent offense after conviction is a Class 3 felony. (415 ILCS 5/44(f))

Owner Signature:

Date:

Printed Name:

Title:

INSTRUCTIONS FOR COMPLETION OF CONSTRUCTION ACTIVITY NOTICE OF INTENT (NOI) FORM

Submit original, electronic or facsimile copies. Facsimile and/or electronic copies should be followed-up with submission of an original signature copy as soon as possible. Please write "copy" under the "For Office Use Only" box in the upper right hand corner of the first page.

This fillable form may be completed online, a copy saved locally, printed and signed before it is submitted to the Permit Section at:

Illinois Environmental Protection Agency
 Division of Water Pollution Control
 Permit Section
 Post Office Box 19276
 Springfield, Illinois 62794-9276
 or call (217) 782-0610
 FAX: (217) 782-9291

Or submit electronically to: epa.constilr10swppp@illinois.gov

Reports must be typed or printed legibly and signed.

Any facility that is not presently covered by the General NPDES Permit for Storm Water Discharges From Construction Site Activities is considered a new facility.

If this is a change in your facility information, renewal, etc., please fill in your permit number on the appropriate line, changes of information or permit renewal notifications do not require a fee.

NOTE: FACILITY LOCATION IS NOT NECESSARILY THE FACILITY MAILING ADDRESS, BUT SHOULD DESCRIBE WHERE THE FACILITY IS LOCATED.

Use the formats given in the following examples for correct form completion.

	Example	Format
Section	12	1 or 2 numerical digits
Township	12N	1 or 2 numerical digits followed by "N" or "S"
Range	12W	1 or 2 numerical digits followed by "E" or "W"

For the Name of Closest Receiving Waters, do not use terms such as ditch or channel. For unnamed tributaries, use terms which include at least a named main tributary such as "Unnamed Tributary to Sugar Creek to Sangamon River."

Submission of initial fee and an electronic submission of Storm Water Pollution Prevention Plan (SWPPP) for Initial Permit prior to the Notice of Intent being considered complete for coverage by the ILR10 General Permits. Please make checks payable to: Illinois EPA at the above address.

Construction sites with less than 5 acres of land disturbance - fee is \$250.

Construction sites with 5 or more acres of land disturbance - fee is \$750.

SWPPP should be submitted electronically to: epa.constilr10swppp@illinois.gov. When submitting electronically, use Project Name and City as indicated on NOI form.



Contractor Certification Statement

Prior to conducting any professional services at the site covered by this contract, the Contractor and every subcontractor must complete and return to the Resident Engineer the following certification. A separate certification must be submitted by each firm. Attach to this certification all items required by Section II.G of the Storm Water Pollution Prevention Plan (SWPPP) which will be handled by the Contractor/subcontractor completing this form.

Route _____ Marked Rte. _____
Section _____ Project No. _____
County _____ Contract No. _____

This certification statement is a part of SWPPP for the project described above, in accordance with the General NPDES Permit No. ILR10 issued by the Illinois Environmental Protection Agency.

I certify under penalty of law that I understand the terms of the Permit No. ILR 10 that authorizes the storm water discharges associated with industrial activity from the construction site identified as part of this certification.

In addition, I have read and understand all of the information and requirements stated in SWPPP for the above mentioned project; I have received copies of all appropriate maintenance procedures; and, I have provided all documentation required to be in compliance with the Permit ILR10 and SWPPP and will provide timely updates to these documents as necessary.

- Contractor
Sub-Contractor

Print Name _____ Signature _____
Title _____ Date _____
Name of Firm _____ Telephone _____
Street Address _____ City/State/ZIP _____

Items which this Contractor/subcontractor will be responsible for as required in Section II.G. of SWPPP;



Illinois Environmental Protection Agency

Page 1 of 2

Bureau of Water • 1021 N. Grand Avenue E. • P.O. Box 19278 • Springfield • Illinois • 62794-8278

Division of Water Pollution Control

Construction Site Storm Water Discharge Incidence of Non-Compliance (ION)

This fillable form may be completed online, a copy saved locally, printed and signed before it is submitted to the Compliance Assurance Section at the above address. You may email this completed form to:

opa.swrioncomp@illinois.gov

For Office Use Only

Permittee Information:

Permit No. ILR10 _____

Name: _____

Street Address: _____

P.O. Box: _____

City: _____

State: IL Zip Code: _____

County: _____

Phone: _____

Email: _____

Construction Site Information:

Site Name: _____

Street Address: _____

City: _____

State: IL Zip Code: _____

Latitude: _____

Longitude: _____

(Deg)

(Min)

(Sec)

(Deg)

(Min)

(Sec)

Section

Township

Range

Cause of Non-Compliance

Actions Taken to Prevent Any Further Non-Compliance

Environmental Impact Resulting From the Non-Compliance

Actions Taken to Reduce the Environmental Impact Resulting From the Non-Compliance

Any person who knowingly makes a false, fictitious, or fraudulent material statement, orally or in writing, to the Illinois EPA commits a Class 4 felony. A second or subsequent offense after conviction is a Class 3 felony. (415 ILCS 5/44(b))

Owner Signature: _____

Date: _____

Printed Name: _____

Title: _____

IL 682 2105 WPC
624 Rev. 10/2011

This Agency is authorized to require this information under Section 4 and Title X of the Environmental Protection Act (415 ILCS 5/4, 5/35). Failure to disclose this information may result in: a civil penalty of not to exceed \$50,000 for the violation and an additional civil penalty of not to exceed \$10,000 for each day during which the violation continues (415 ILCS 5/42) and may also prevent this form from being processed and could result in your application being denied. This form has been approved by the Permit Management Center.

DIVISION OF WATER POLLUTION CONTROL
ILLINOIS ENVIRONMENTAL PROTECTION AGENCY
FIELD OPERATIONS SECTION

GUIDELINES FOR COMPLETION OF INCIDENCE OF NON-COMPLIANCE (ION) FORM

Complete and submit this form for any violation of the Storm Water Pollution Prevention Plan observed during any inspection conducted, including those not required by the SWPPP. Please adhere to the following guidelines:

Initial submission within 24 hours by email, telephone or fax (see region fax numbers) of any incidence of non-compliance for any violation. Submit email copy to: epa.swnoncomp@illinois.gov. After 24 hours notification, submit signed original ION within 5 days to the following address:

Illinois Environmental Protection Agency
Division of Water Pollution Control
Compliance Assurance #19
Post Office Box 19278
Springfield, Illinois 62794-9278

FIELD OPERATIONS HEADQUARTERS
Bruce Yurdtin, Manager
Phone: 217/782-3362 Fax: 217/785-1225
EMAIL: epa.swnoncomp@illinois.gov

Region 1 - ROCKFORD
Chuck Corley, Manager
Phone: 815/987-7760 Fax: 815/987-7005

Region 2 - DESPLAINES
Jay Patel, Manager
Phone: 847/294-4000 Fax: 847/294-4058

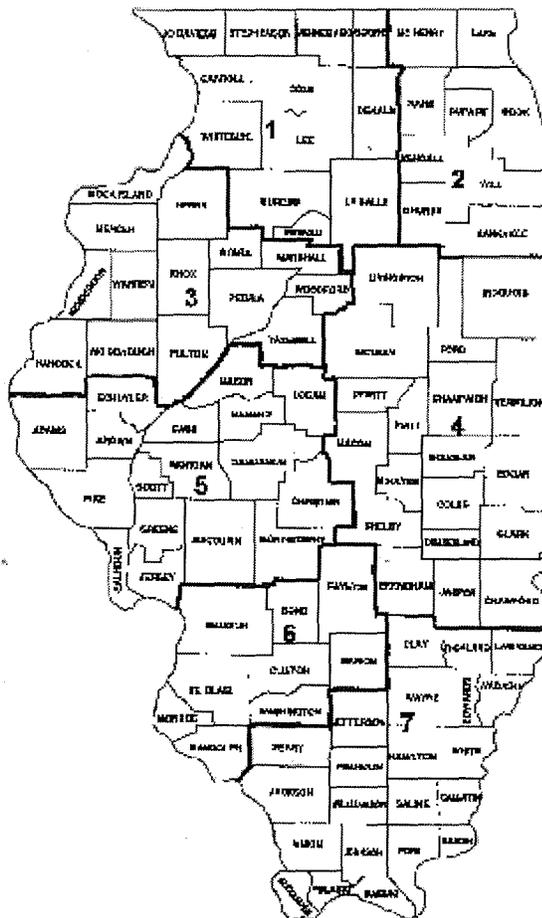
Region 3 - PEORIA
Jim Kammueller, Manager
Phone: 309/693-5463 Fax: 309/693-5467

Region 4 - CHAMPAIGN
Joe Kronkowski, Manager
Phone: 217/278-5800 Fax: 217/278-5808

Region 5 - SPRINGFIELD
Bruce Yurdtin, FOS Manager
Phone: 217/782-3362 Fax: 217/785-1225

Region 6 - COLLINSVILLE
Bruce Yurdtin, FOS Manager
Phone: 217/782-3362 Fax: 217/785-1225

Region 7 - MARION
Byron Marks, Manager
Phone: 618/993-7200 Fax: 618/997-5467





Illinois Environmental Protection Agency

Bureau of Water • 1021 North Grand Avenue East • P.O. Box 19276 • Springfield • Illinois • 62794-9276

Division of Water Pollution Control NOTICE OF TERMINATION (NOT) of Coverage under the General Permit for Storm Water Discharges Associated with Construction Site Activities

This fillable form may be completed online, a copy saved locally, printed and signed before it is submitted to the Permit Section at the above address.

OWNER INFORMATION

Permit No. ILR10

Owner Name: _____

Owner Type (select one) _____

Mailing Address: _____ Phone: _____

City: _____ State: _____ Zip: _____ Fax: _____

Contact Person: _____ E-mail: _____

CONTRACTOR INFORMATION

Contractor Name: _____

Mailing Address: _____ Phone: _____

City: _____ State: _____ Zip: _____ Fax: _____

CONSTRUCTION SITE INFORMATION

Facility Name: _____

Street Address: _____

City: _____ IL Zip: _____ County: _____

NPDES Storm Water General Permit Number: ILR10 _____

Latitude: _____ Longitude: _____
(Deg) (Min) (Sec) (Deg) (Min) (Sec) Section Township Range

DATE PROJECT HAS BEEN COMPLETED AND STABILIZED: _____

NOTE: Coverage under this permit cannot be terminated without the completion date.

I certify under penalty of law that disturbed soils at the identified facility have been finally stabilized or that all storm water discharges associated with industrial activity from the identified facility that are authorized by an NPDES general permit have otherwise been eliminated. I understand that by submitting this notice of termination, that I am no longer authorized to discharge storm water associated with industrial activity by the general permit, and that discharging pollutants in storm water associated with industrial activity to Waters of the State is unlawful under the Environmental Protection Act, and the Clean Water Act where the discharge is not authorized by an NPDES Permit.

Any person who knowingly makes a false, fictitious, or fraudulent material statement, orally or in writing, to the Illinois EPA commits a Class 4 felony. A second or subsequent offense after conviction is a Class 3 felony. (415 ILCS 5/44(h))

Owner Signature: _____

Date: _____

Mail completed form to: Illinois Environmental Protection Agency
Division of Water Pollution Control, Attn: Permit Section
1021 North Grand Avenue East
P.O. Box 19276
Springfield, Illinois 62794-9276

(Do not submit additional documentation unless requested)

This Agency is authorized to require this information under Section 4 and Title X of the Environmental Protection Act (415 ILCS 5/4, 5/39). Failure to disclose this information may result in a civil penalty of not to exceed \$50,000 for the violation and an additional civil penalty of not to exceed \$10,000 for each day during which the violation continues (415 ILCS 5/42) and may also prevent this form from being processed and could result in your application being denied. This form has been approved by the Permit Management Center.

IL 632 2/02

WPC 621 Rev 12/01

GUIDELINES FOR COMPLETION OF NOTICE OF TERMINATION (NOT) FORM

Please adhere to the following guidelines.

Submit 1 original, electronic or facsimile copies. Facsimile and/or electronic copies should be followed-up with submission of an original signature copy as soon as possible.

Submit completed forms to:

Illinois Environmental Protection Agency
Division of Water Pollution Control, Attn: Permit Section
1021 North Grand Avenue East
P.O. Box 19276
Springfield, Illinois 62794-9276
or call (217) 782-0613
FAX: (217) 782-9851

Or submit electronically to: eps.constit10swppp@illinois.gov

Reports must be typed or printed legibly and signed.

NOTE: FACILITY LOCATION IS NOT NECESSARILY THE FACILITY MAILING ADDRESS, BUT SHOULD DESCRIBE WHERE THE FACILITY IS LOCATED.

Use the formats given in the following examples for correct form completion.

	Example	Format
Section	12	1 or 2 numerical digits
Township	12N	1 or 2 numerical digits followed by "N" or "S"
Range	12W	1 or 2 numerical digits followed by "E" or "W"

Final stabilization has occurred when:

- (a) all soil disturbing activities at the site have been completed;
- (b) a uniform perennial vegetative cover with a density of 70% of the native background vegetative cover for the area has been established on all unpaved areas not covered by permanent structures; or
- (c) equivalent permanent stabilization measures have been employed.



Illinois Department of Transportation

**Storm Water Pollution Prevention Plan
Erosion Control Inspection Report**

Date of Inspection: _____ County: _____
 Name of Inspector: _____ Section: _____
 Type of Inspection: Weekly Route: _____
 >0.5" Precip. Precip. Amt: _____ District: _____
 Contractor: _____ Contract No: _____
 Subs: _____ Job No: _____
 _____ Project: _____
 NPDES/ESC Deficiency Deduction: \$ _____ NPDES Permit No: _____
 Total Disturbed Area: _____ acre Ready for Final Cover: _____ acre
 Final Cover Established: _____ acre

Erosion and Sediment Control Practices

Item # / BMP		YES	NO	N/A
1. Slopes:	Do all slopes and exposed areas where soil disturbing activities have temporarily or permanently ceased, and not permanently stabilized, have adequate temporary seed or other stabilization in accordance with the NPDES permitted 7 and 14 day rule?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Ditches:	Are all ditches (existing and temporary) clear of sediment and/or debris? Do all ditches have adequate stabilization and structural practices in place?	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
3. Perimeter Erosion Barrier:	Are all perimeter erosion barriers in good working order? Has perimeter barrier no longer needed been removed and the area stabilized?	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
4. Temporary Ditch Checks:	Are all temporary ditch checks in good working order? Are the current ditch checks adequate to control erosion?	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
5. Temp Diversions/ Slope Drains:	Are all Temporary Diversions and Slope Drains functioning properly?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Inlet Protection:	Are ALL inlet protection devices in good working order? Are ALL inlet filters less than 25% full and fabric unobstructed?	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
7. Sediment Basins/Traps:	Are ALL sediment basins/traps in good working order? Does sufficient capacity exist for the design stormwater event?	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
8. Areas of Interest - Wetland/Prairie/Tree Preservation:	Has the contractor remained clear of all designated 'no entry' areas? Are all "no intrusion" areas adequately marked to prevent accidental entry?	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
9. Stock Piles:	Are all stockpiles properly situated and maintained to prevent runoff and protected to minimize discharge of materials or residue in case of erosion?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. Borrow/Waste Sites:	Are all borrow and waste locations, including those located offsite, in compliance with NPDES requirements?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. Other Installations:	Are all other BMP installations shown in the plans properly functioning? (note in comments)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

General Site Maintenance Required of the Permit

12. Vehicle Tracking:	Is the site free from mud, sediment and debris from the vehicles entering/leaving off road areas throughout the site? Are Stabilized Construction field entrances properly located? Are Stabilized Construction field entrances in good working condition?	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
--------------------------	--	--	--	--



Storm Water Pollution Prevention Plan

Route _____ Marked Rte. _____
 Section _____ Project No. _____
 County _____ Contract No. _____

This plan has been prepared to comply with the provisions of the National Pollutant Discharge Elimination System (NPDES) Permit No. ILR10 (Permit ILR10), issued by the Illinois Environmental Protection Agency (IEPA) for storm water discharges from construction site activities.

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

_____	_____
Print Name	Signature
_____	_____
Title	Date
_____	_____
Agency	

I. Site Description:

- A. Provide a description of the project location (include latitude and longitude):
- B. Provide a description of the construction activity which is the subject of this plan:
- C. Provide the estimated duration of this project:
- D. The total area of the construction site is estimated to be _____ acres.
 The total area of the site estimated to be disturbed by excavation, grading or other activities is _____ acres.
- E. The following is a weighted average of the runoff coefficient for this project after construction activities are completed:
- F. List all soils found within project boundaries. Include map unit name, slope information, and erosivity:
- G. Provide an aerial extent of wetland acreage at the site:
- H. Provide a description of potentially erosive areas associated with this project:
- I. The following is a description of soil disturbing activities by stages, their locations, and their erosive factors (e.g. steepness of slopes, length of slopes, etc):

- .. See the erosion control plans and/or drainage plans for this contract for information regarding drainage patterns, approximate slopes anticipated before and after major grading activities, locations where vehicles enter or exit the site and controls to prevent offsite sediment tracking (to be added after contractor identifies locations), areas of soil disturbance, the location of major structural and non-structural controls identified in the plan, the location of areas where stabilization practices are expected to occur, surface waters (including wetlands) and locations where storm water is discharged to surface water including wetlands.
- K. Identify who owns the drainage system (municipality or agency) this project will drain into:
- L. The following is a list of General NPDES ILR40 permits within whose reporting jurisdiction this project is located.
- M. The following is a list of receiving water(s) and the ultimate receiving water(s) for this site. The location of the receiving waters can be found on the erosion and sediment control plans:
- N. Describe areas of the site that are to be protected or remain undisturbed. These areas may include steep slopes, highly erodible soils, streams, stream buffers, specimen trees, natural vegetation, nature preserves, etc.
- O. The following sensitive environmental resources are associated with this project, and may have the potential to be impacted by the proposed development:
 - Floodplain
 - Wetland Riparian
 - Threatened and Endangered Species
 - Historic Preservation
 - 303(d) Listed receiving waters for suspended solids, turbidity, or siltation
 - Receiving waters with Total Maximum Daily Load (TMDL) for sediment, total suspended solids, turbidity or siltation
 - Applicable Federal, Tribal, State or Local Programs
 - Other
- 1. 303(d) Listed receiving waters (fill out this section if checked above):
 - a. The name(s) of the listed water body, and identification of all pollutants causing impairment:
 - b. Provide a description of how erosion and sediment control practices will prevent a discharge of sediment resulting from a storm event equal to or greater than a twenty-five (25) year, twenty-four (24) hour rainfall event:
 - c. Provide a description of the location(s) of direct discharge from the project site to the 303(d) water body:
 - d. Provide a description of the location(s) of any dewatering discharges to the MS4 and/or water body:
- 2. TMDL (fill out this section if checked above)
 - a. The name(s) of the listed water body:

- b. Provide a description of the erosion and sediment control strategy that will be incorporated into the site design that is consistent with the assumptions and requirements of the TMDL;
- c. If a specific numeric waste load allocation has been established that would apply to the project's discharges, provide a description of the necessary steps to meet that allocation;

P. The following pollutants of concern will be associated with this construction project:

- | | |
|--|---|
| <input type="checkbox"/> Soil Sediment | <input type="checkbox"/> Petroleum (gas, diesel, oil, kerosene, hydraulic oil / fluids) |
| <input type="checkbox"/> Concrete | <input type="checkbox"/> Antifreeze / Coolants |
| <input type="checkbox"/> Concrete Truck Waste | <input type="checkbox"/> Waste water from cleaning construction equipment |
| <input type="checkbox"/> Concrete Cleaning Compounds | <input type="checkbox"/> Other (specify) |
| <input type="checkbox"/> Solid Waste Debris | <input type="checkbox"/> Other (specify) |
| <input type="checkbox"/> Paints | <input type="checkbox"/> Other (specify) |
| <input type="checkbox"/> Solvents | <input type="checkbox"/> Other (specify) |
| <input type="checkbox"/> Fertilizers / Pesticides | <input type="checkbox"/> Other (specify) |

H. Controls:

This section of the plan addresses the controls that will be implemented for each of the major construction activities described in I.C. above and for all use areas, borrow sites, and waste sites. For each measure discussed, the Contractor will be responsible for its implementation as indicated. The Contractor shall provide to the Resident Engineer a plan for the implementation of the measures indicated. The Contractor, and subcontractors, will notify the Resident Engineer of any proposed changes, maintenance, or modifications to keep construction activities compliant with the Permit ILR10. Each such Contractor has signed the required certification on forms which are attached to, and are a part of, this plan.

A. Erosion and Sediment Controls: At a minimum, controls must be coordinated, installed and maintained to:

1. Minimize the amount of soil exposed during construction activity;
2. Minimize the disturbance of steep slopes;
3. Maintain natural buffers around surface waters, direct storm water to vegetated areas to increase sediment removal and maximize storm water infiltration, unless infeasible;
4. Minimize soil compaction and, unless infeasible, preserve topsoil.

B. Stabilization Practices: Provided below is a description of interim and permanent stabilization practices, including site-specific scheduling of the implementation of the practices. Site plans will ensure that existing vegetation is preserved where attainable and disturbed portions of the site will be stabilized. Stabilization practices may include but are not limited to: temporary seeding, permanent seeding, mulching, geotextiles, sodding, vegetative buffer strips, protection of trees, preservation of mature vegetation, and other appropriate measures. Except as provided below in II(B)(1) and II(B)(2), stabilization measures shall be initiated immediately where construction activities have temporarily or permanently ceased, but in no case more than one (1) day after the construction activity in that portion of the site has temporarily or permanently ceased on all disturbed portions of the site where construction will not occur for a period of fourteen (14) or more calendar days.

1. Where the initiation of stabilization measures is precluded by snow cover, stabilization measures shall be initiated as soon as practicable.
2. On areas where construction activity has temporarily ceased and will resume after fourteen (14) days, a temporary stabilization method can be used.

The following stabilization practices will be used for this project:

- | | |
|--|---|
| <input type="checkbox"/> Preservation of Mature Vegetation | <input type="checkbox"/> Erosion Control Blanket / Mulching |
| <input type="checkbox"/> Vegetated Buffer Strips | <input type="checkbox"/> Sodding |
| <input type="checkbox"/> Protection of Trees | <input type="checkbox"/> Geotextiles |
| <input type="checkbox"/> Temporary Erosion Control Seeding | <input type="checkbox"/> Other (specify) |
| <input type="checkbox"/> Temporary Turf (Seeding, Class 7) | <input type="checkbox"/> Other (specify) |
| <input type="checkbox"/> Temporary Mulching | <input type="checkbox"/> Other (specify) |
| <input type="checkbox"/> Permanent Seeding | <input type="checkbox"/> Other (specify) |

Describe how the stabilization practices listed above will be utilized during construction:

Describe how the stabilization practices listed above will be utilized after construction activities have been completed:

- C. **Structural Practices:** Provided below is a description of structural practices that will be implemented, to the degree attainable, to divert flows from exposed soils, store flows or otherwise limit runoff and the discharge of pollutants from exposed areas of the site. Such practices may include but are not limited to: perimeter erosion barrier, earth dikes, drainage swales, sediment traps, ditch checks, subsurface drains, pipe slope drains, level spreaders, storm drain inlet protection, rock outlet protection, reinforced soil retaining systems, gabions, and temporary or permanent sediment basins. The installation of these devices may be subject to Section 404 of the Clean Water Act.

The following structural practices will be used for this project:

- | | |
|--|--|
| <input type="checkbox"/> Perimeter Erosion Barrier | <input type="checkbox"/> Rock Outlet Protection |
| <input type="checkbox"/> Temporary Ditch Check | <input type="checkbox"/> Riprap |
| <input type="checkbox"/> Storm Drain Inlet Protection | <input type="checkbox"/> Gabions |
| <input type="checkbox"/> Sediment Trap | <input type="checkbox"/> Slope Mats |
| <input type="checkbox"/> Temporary Pipe Slope Drain | <input type="checkbox"/> Retaining Walls |
| <input type="checkbox"/> Temporary Sediment Basin | <input type="checkbox"/> Slope Walls |
| <input type="checkbox"/> Temporary Stream Crossing | <input type="checkbox"/> Concrete Revetment Mats |
| <input type="checkbox"/> Stabilized Construction Exits | <input type="checkbox"/> Level Spreaders |
| <input type="checkbox"/> Turf Reinforcement Mats | <input type="checkbox"/> Other (specify) |
| <input type="checkbox"/> Permanent Check Dams | <input type="checkbox"/> Other (specify) |
| <input type="checkbox"/> Permanent Sediment Basin | <input type="checkbox"/> Other (specify) |
| <input type="checkbox"/> Aggregate Ditch | <input type="checkbox"/> Other (specify) |
| <input type="checkbox"/> Paved Ditch | <input type="checkbox"/> Other (specify) |

Describe how the structural practices listed above will be utilized during construction:

Describe how the structural practices listed above will be utilized after construction activities have been completed:

- D. **Treatment Chemicals**

Will polymer flocculants or treatment chemicals be utilized on this project: Yes No

If yes above, identify where and how polymer flocculants or treatment chemicals will be utilized on this project.

- E. **Permanent Storm Water Management Controls:** Provided below is a description of measures that will be installed during the construction process to control volume and pollutants in storm water discharges that will occur after construction operations have been completed. The installation of these devices may be subject to Section 404 of the Clean Water Act.

1. Such practices may include but are not limited to: storm water detention structures (including wet ponds), storm water retention structures, flow attenuation by use of open vegetated swales and natural depressions, infiltration of runoff on site, and sequential systems (which combine several practices).

The practices selected for implementation were determined on the basis of the technical guidance in Chapter 41 (Construction Site Storm Water Pollution Control) of the MDOT Bureau of Design and Environment Manual. If practices other than those discussed in Chapter 41 are selected for implementation or if practices are applied to situations different from those covered in Chapter 41, the technical basis for such decisions will be explained below.

2. Velocity dissipation devices will be placed at discharge locations and along the length of any outfall channel as necessary to provide a non-erosive velocity flow from the structure to a water course so that the natural physical and biological characteristics and functions are maintained and protected (e.g. maintenance of hydrologic conditions such as the hyporheic and hydrodynamics present prior to the initiation of construction activities).

Description of permanent storm water management controls:

- F. **Approved State or Local Laws:** The management practices, controls and provisions contained in this plan will be in accordance with IDOT specifications, which are at least as protective as the requirements contained in the Illinois Environmental Protection Agency's Illinois Urban Manual. Procedures and requirements specified in applicable sediment and erosion site plans or storm water management plans approved by local officials shall be described or incorporated by reference in the space provided below. Requirements specified in sediment and erosion site plans, site permits, storm water management site plans or site permits approved by local officials that are applicable to protecting surface water resources are, upon submittal of an NDI, to be authorized to discharge under the Permit ILR10 incorporated by reference and are enforceable under this permit even if they are not specifically included in the plan.

Description of procedures and requirements specified in applicable sediment and erosion site plans or storm water management plans approved by local officials:

- G. **Contractor Required Submittals:** Prior to conducting any professional services at the site covered by this plan, the Contractor and each subcontractor responsible for compliance with the permit shall submit to the Resident Engineer a Contractor Certification Statement, BDE 2342a.

1. The Contractor shall provide a construction schedule containing an adequate level of detail to show major activities with implementation of pollution prevention BMPs, including the following items:
 - Approximate duration of the project, including each stage of the project
 - Rainy season, dry season, and winter shutdown dates
 - Temporary stabilization measures to be employed by contract phases
 - Mobilization timeframe
 - Mass clearing and grubbing/roadside clearing dates
 - Deployment of Erosion Control Practices
 - Deployment of Sediment Control Practices (including stabilized construction entrances/exits)
 - Deployment of Construction Site Management Practices (including concrete washout facilities, chemical storage, refueling locations, etc.)
 - Paving, saw-cutting, and any other pavement related operations
 - Major planned stockpiling operations
 - Timeframe for other significant long-term operations or activities that may plan non-storm water discharges such as dewatering, grinding, etc.
 - Permanent stabilization activities for each area of the project
2. The Contractor and each subcontractor shall provide, as an attachment to their signed Contractor Certification Statement, a discussion of how they will comply with the requirements of the permit in regard to the following items and provide a graphical representation showing location and type of BMPs to be used when applicable:

- Vehicle Entrances and Exits – Identify type and location of stabilized construction entrances and exits to be used and how they will be maintained.
- Material Delivery, Storage and Use – Discuss where and how materials including chemicals, concrete curing compounds, petroleum products, etc. will be stored for this project.
- Stockpile Management – Identify the location of both on-site and off-site stockpiles. Discuss what BMPs will be used to prevent pollution of storm water from stockpiles.
- Waste Disposal – Discuss methods of waste disposal that will be used for this project.
- Spill Prevention and Control – Discuss steps that will be taken in the event of a material spill (chemicals, concrete curing compounds, petroleum, etc.)
- Concrete Residuals and Washout Wastes – Discuss the location and type of concrete washout facilities to be used on this project and how they will be signed and maintained.
- Litter Management – Discuss how litter will be maintained for this project (education of employees, number of dumpsters, frequency of dumpster pick-up, etc.).
- Vehicle and Equipment Fueling – Identify equipment fueling locations for this project and what BMPs will be used to ensure containment and spill prevention.
- Vehicle and Equipment Cleaning and Maintenance – Identify where equipment cleaning and maintenance locations for this project and what BMPs will be used to ensure containment and spill prevention.
- Dewatering Activities – Identify the controls which will be used during dewatering operations to ensure sediments will not leave the construction site
- Polymer Flocculants and Treatment Chemicals – Identify the use and dosage of treatment chemicals and provide the Resident Engineer with Material Safety Data Sheets. Describe procedures on how the chemicals will be used and identify who will be responsible for the use and application of these chemicals. The selected individual must be trained on the established procedures.
- Additional measures indicated in the plan.

III. Maintenance:

When requested by the Contractor, the Resident Engineer will provide general maintenance guides to the Contractor for the practices associated with this project. The following additional procedures will be used to maintain, in good and effective operating conditions, the vegetation, erosion and sediment control measures and other protective measures identified in this plan. It will be the Contractor's responsibility to attain maintenance guidelines for any manufactured BMPs which are to be installed and maintained per manufacturer's specifications.

IV. Inspections:

Qualified personnel shall inspect disturbed areas of the construction site which have not yet been finally stabilized, structural control measures, and locations where vehicles and equipment enter and exit the site using IDOT Storm Water Pollution Prevention Plan Erosion Control Inspection Report (BC 2259). Such inspections shall be conducted at least once every seven (7) calendar days and within twenty-four (24) hours of the end of a storm or by the end of the following business or work day that is 0.5 inch or greater or equivalent snowfall.

Inspections may be reduced to once per month when construction activities have ceased due to frozen conditions. Weekly inspections will recommence when construction activities are conducted, or if there is 0.5" or greater rain event, or a discharge due to snowmelt occurs.

If any violation of the provisions of this plan is identified during the conduct of the construction work covered by this plan, the Resident Engineer shall notify the appropriate IEPA Field Operations Section office by email at opa.swr.ansarp@illinois.gov, telephone or fax within twenty-four (24) hours of the incident. The Resident Engineer shall then complete and submit an "Incidence of Non-Compliance" (ION) report for the identified violation within five (5) days of the incident. The Resident Engineer shall use forms provided by IEPA and shall include specific information on the cause of noncompliance, actions which were taken to prevent any further causes of noncompliance, and a statement detailing any environmental impact which may have resulted from the noncompliance. All reports of non-compliance shall be signed by a responsible authority in accordance with Part VI. G of the Permit ILR10.

The Incidence of Non-Compliance shall be mailed to the following address:

Illinois Environmental Protection Agency
Division of Water Pollution Control
Att: Compliance Assurance Section
1021 North Grand East
Post Office Box 19276
Springfield, Illinois 62794-9276

Additional Inspections Required:

V. Failure to Comply:

Failure to comply with any provisions of this Storm Water Pollution Prevention Plan will result in the implementation of a National Pollutant Discharge Elimination System/Erosion and Sediment Control Deficiency Deduction against the Contractor and/or penalties under the Permit ILR10 which could be passed on to the Contractor.

Appendix F

Standard Details

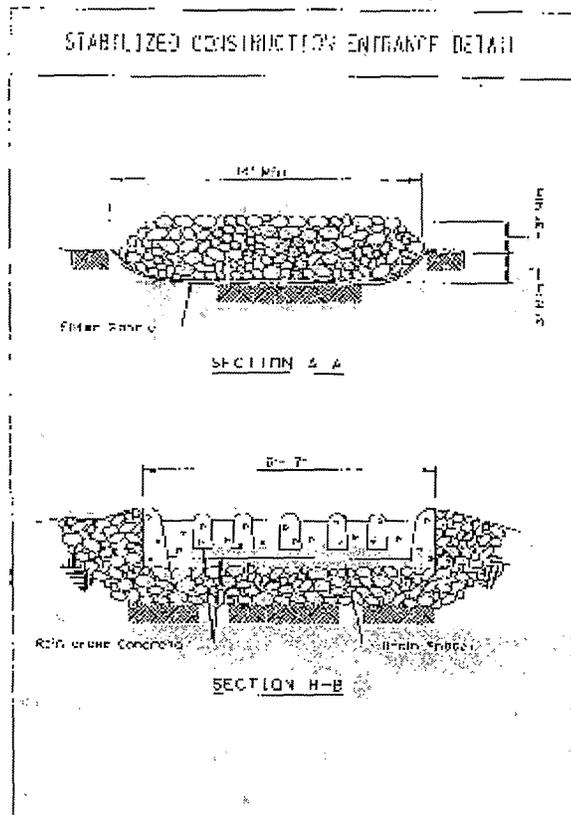
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(Note: Pamphlet versions of the Storm Water Management and Erosion Control Ordinance may be made available with only Appendix D or Appendix E and therein contain only the relevant details from Appendix F.)

STABILIZED LOT & CONSTRUCTION ENTRANCE

SD1 STABILIZED LOT & CONSTRUCTION ENTRANCE (continued)



MAINTENANCE:

- 1.) Inspect on a daily basis or as necessary.
- 2.) Immediately remove mud or sediment tracked onto road.
- 3.) Add additional stabilized material as necessary.

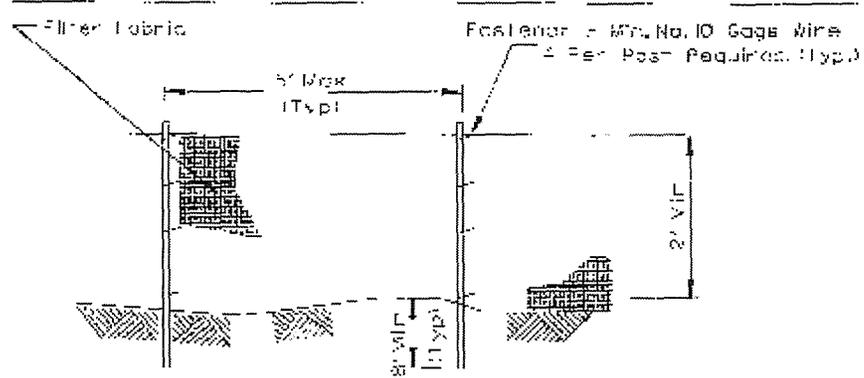
SOURCE: MODIFIED ILLINOIS URBAN MANUAL

H-3

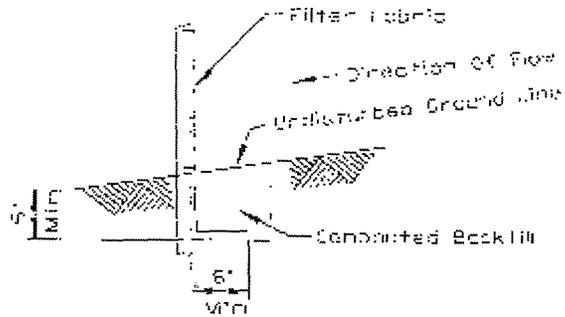
PERIMETER CONTROL

SD2 SILT (SEDIMENT) FENCE

PERIMETER BARRIER - SILT FENCE DETAIL



ELEVATION



FABRIC ANCHOR DETAIL

NOTES:

1. Temporary sediment fence shall be installed prior to any grading work in the area to be protected. They shall be maintained throughout the construction period and removed in conjunction with the final grading and site stabilization.
2. Filter fabric shall meet the requirements of material specification #92 Geotextile Table for 2, Class I with equivalent opening size of not less than 30 for nonwoven and 50 for woven.
3. Fence posts shall be either standard steel post or wood post with a minimum cross sectional area of 3.0 sq. in.

SOURCE: MODIFIED ILLINOIS URBAN MANUAL

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PERIMETER CONTROL**SD2 SILT (SEDIMENT) FENCE** (continued)**INSTALLATION:**

1. Silt fence shall be a minimum of 24 inches above the original ground surface and shall not exceed 36 inches above ground surface.
2. Excavate a trench approximately 6 inches wide and 6 inches deep on the upslope side of the proposed location of the fence. A slicing machine may be used in lieu of trenching.
3. Posts shall be placed a maximum of 5 feet apart. Fabric shall be fastened securely to the upslope side of posts using min. One-inch long, heavy-duty wire staples or tie wires. Eight inches of the fabric shall be extended into the trench. The fabric shall not be stapled to existing trees.
4. The 6 inch by 6 inch trench shall be backfilled and the soil compacted over the textile unless a slicing machine is used.

MAINTENANCE:

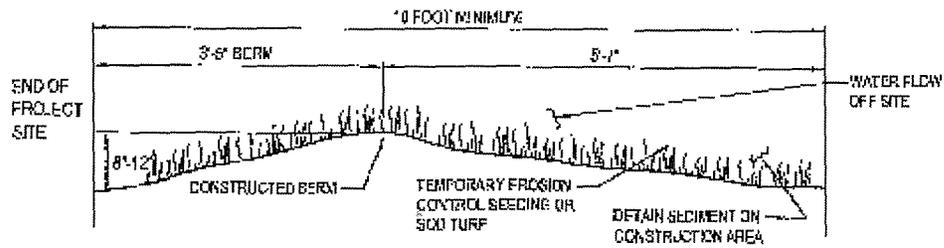
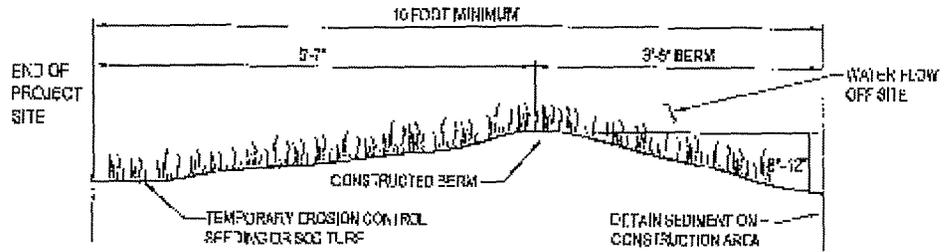
1. Inspect on a daily basis or as necessary.
2. Any damage shall be repaired immediately.
3. Sediment must be removed when it reaches 6 inches high on the fence.
4. If geotextile has deteriorated due to ultraviolet breakdown, it shall be replaced.
5. Silt fence shall be removed when it has served its useful purpose, but not before the upslope area has been permanently stabilized.

SOURCE: MODIFIED ILLINOIS URBAN MANUAL

I-5

PERIMETER CONTROL

SD3 GRASS BUFFER STRIP



NOTES

SOURCE: STORM WATER MANAGEMENT HANDBOOK, 2000

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PERIMETER CONTROL

SD3 GRASS BUFFER STRIP (continued)

DESCRIPTION:

These are wide strips of undisturbed vegetation consisting of grass or other erosion resistant plants surrounding the disturbed site. They provide infiltration, intercept sediment and other pollutants, and reduce stormwater flow and velocity. They can also act as a screen for visual pollution and reduce construction noise.

PLANNING CONSIDERATIONS:

Grass strips should be fenced off prior to construction. Avoid storing debris from clearing and grubbing, and other construction waste material in these strips during construction.

DESIGN CRITERIA:

The minimum length of strip must be at least as long as the contributing runoff area. The minimum width should conform to Table below.

MINIMUM WIDTHS OF FILTER STRIPS

SLOPE OF LAND %	WIDTH OF FILTER STRIP FOR GRASSED AREAS (FT)
0	10
2	12
4	14
6	16
8	18
10	20
15	25

INSPECTION AND MAINTENANCE

1. Maintain moist soil conditions immediately after seeding and/or sod installation.
2. Maintain moist soil conditions throughout vegetation establishment period.
3. Sediment deposits should be removed after each storm event.

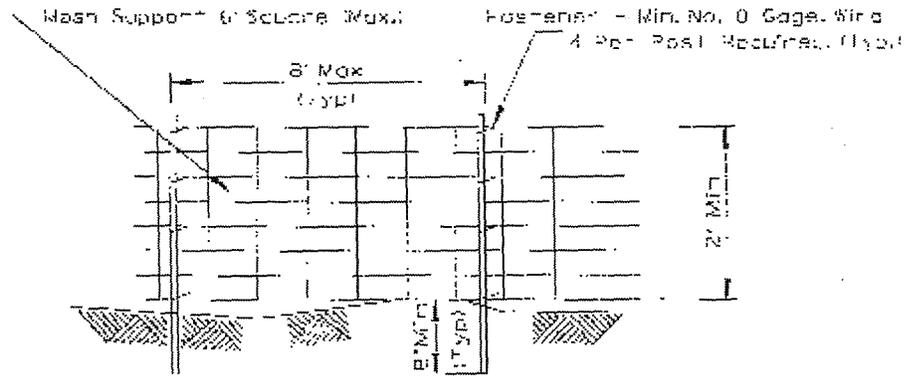
SOURCE: STORM WATER MANAGEMENT HANDBOOK, 2000

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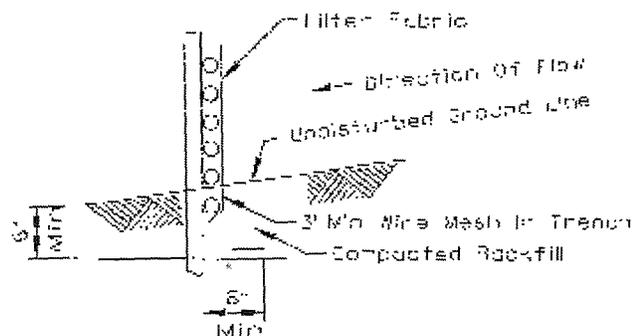
PERIMETER CONTROL

SD4 SUPER SILT (SEDIMENT) FENCE

PERIMETER BARRIER - SILT FENCE WITH WIRE SUPPORT DETAIL



ELEVATION



FABRIC ANCHOR DETAIL

NOTES:

1. Wires of mesh support shall be min. gage no. 12.
2. Temporary sediment fence shall be installed prior to any grading work in the area to be protected, they shall be maintained throughout the construction period and removed in conjunction with the final grading and site stabilization.
3. Filter fabric shall meet the requirements of material specification 592 Geotextile Table for 2, Class 2 with equivalent opening size of at least 30 for nonwoven and 50 for woven.
4. Fence posts shall be either standard steel post or wood post with a minimum cross-sectional area of 3.0 sq. in.

PERIMETER CONTROL**SD4 SUPER SILT (SEDIMENT) FENCE** (continued)**INSTALLATION:**

1. Silt fence shall be a minimum of 24 inches above the original ground surface and shall not exceed 36 inches above ground surface.
2. Excavate a trench approximately 6 inches wide and 6 inches deep on the upslope side of the proposed location of the fence. A slicing machine may be used in lieu of trenching.
3. Posts shall be placed a maximum of 5 feet apart. Fabric shall be fastened securely to the upslope side of posts using min. One-inch long, heavy-duty wire staples or tie wires. Eight inches of the fabric shall be extended into the trench. The fabric shall not be stapled to existing trees.
4. The 6 inch by 6 inch trench shall be backfilled and the soil compacted over the textile unless a slicing machine is used.

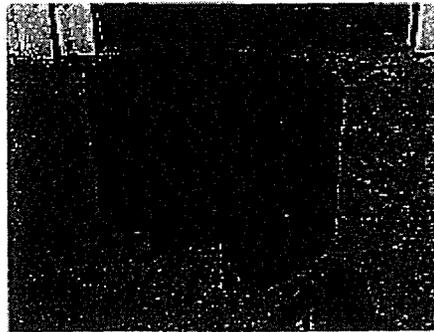
MAINTENANCE:

1. Inspect on a daily basis or as necessary.
2. Any damage shall be repaired immediately.
3. Sediment must be removed when it reaches 6 inches high on the fence.
4. If geotextile has deteriorated due to ultraviolet breakdown, it shall be replaced.
5. Silt fence shall be removed when it has served its useful purpose, but not before the upslope area has been permanently stabilized.

INLET PROTECTION

SD5 WELDED WIRE INLET PROTECTOR

WELDED WIRE MONOFILAMENT INLET PROTECTORS



SPECIFICATIONS

Description: Inlet protector shall consist of items (by part):

1. 36" wide geotextile fabric, shall be MIRA® FF101, MIRA® FF201 or composed of high-strength monofilament polypropylene yarns, which are woven into a stable network such that the yarns retain their relative position. FF101 is best for biological degradation and resistance to normally encountered chemicals, alcohols, and acids.
2. 6" x 6" welded wire mesh, geotextile composite, shall be 30" mil. formed and coated in a 42" maximum diameter circle.
3. Fastening rings shall be constructed of wire conforming to ASTM A-641, A-629, A-370, and A-328.

Assembly

Geotextile shall be wrapped three inches over the top member of the 6" x 6" welded wire mesh and secured with fastening rings at intervals on center. Geotextile shall be secured in the slots of the welded wire mesh with fastening rings at spacing of one per square foot. The fastening rings shall penetrate two layers of geotextile and securely close around a steel anchor.

Geotextile

Mechanical/Physical Properties	Description/Minimum Average Roll Values	Test Method
Structure	Woven Mono/Etamer	
Polymer	Polypropylene	
UV Resistance (7-100hrs)	10% Strength Retained	ASTM D4555
Permeability	2.5 Sec-1	ASTM D4491
Flow Rate	100 gpm/ft²	ASTM D4491
Crab Tackle Strength (and)	130 lbs	ASTM D-457
AOB (U.S. Sieve)	20	ASTM D4751
Minimum SWN Strength	115 lbs	ASTM D1766
Color	Orange or Black	

Welded Wire Mesh

6" x 6" welded wire mesh shall be formed to 10 gauge steel conforming to ASTM A-185.

BILLY FENCE FABRICATORS, LLC
PHONE: (317) 888-0150

P.O. BOX 36

GREENWOOD, IN 46141
Rev. 2/12/05

INLET PROTECTION**SD5 WELDED WIRE INLET PROTECTOR** (continued)**MAINTENANCE:**

1. Excavate a trench approximately 6 inches wide and 6 inches deep the proposed location of the Inlet protector.
2. The 6 inch by 6 inch trench shall be backfilled and the soil compacted over the textile

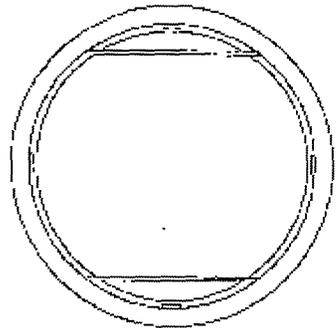
MAINTENANCE:

1. Inspect on a daily basis or as necessary.
2. Any damage shall be repaired immediately.
3. Sediment must be removed when it reaches 6 inches high on the basket.
4. If geotextile has deteriorated due to ultraviolet broakdown, it shall be replaced.
5. Inlet protector shall be removed when it has served its useful purpose, but not before the upslope area has been permanently stabilized.

INLET PROTECTION

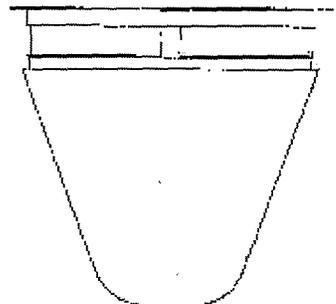
SD6 INLET FILTER PROTECTOR

IPP INLET FILTERS



IDOT Type 1 Round Inlet Filter Depicted

NOTE: Round and Square/Rectangular Inlet Filters Available for most Manhole and East Jordan Beehive, Roll Curb and Curb-Box Frame Types



GALVANIZED STEEL FRAME

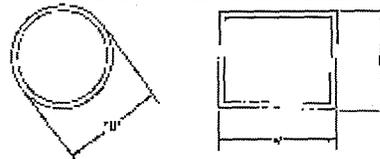
LIFT TABS

STAINLESS STEEL LOCKING BAND

GEOTEXTILE FILTER FABRIC WITH 2-MIL THICK POLYESTER OUTER MESH

OVERFLOW FEATURE

INLET FILTER SPECIFICATION



Note: Inlet Filters are slightly smaller than the inlet grate sizes. When identifying or specifying filters/castings please refer to the diameter "D" or width "W" and height "H" of filter frames or casting grates. You may also refer to our casting cross reference guide for IDOT standards.

All Products Manufactured
 by Inlet & Pipe Protection, Inc
www.inletfilters.com
 (847) 722-0690 ph
 (847) 364-5252 fx
sales@inletfilters.com

Certification: All IPP Inlet Filters conform to IDOT Specifications as outlined in Article 1081.15 of IDOT's Standard Specifications Guide

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INLET PROTECTION

SD6 INLET FILTER PROTECTOR (continued)

THE FOLLOWING PRODUCTS ARE
APPROVED FOR INLET PROTECTION

IPP INLET FILTERS

3535 Stackinhighay
Naperville, IL 60564
847-722-0690 Telephone
847-364-5262 Fax

www.inletfilters.com

CATCH-ALL INLET PROTECTOR
MARATHON MATERIALS, INC.

25523 WEST SCHULTZ STREET
PLAINFIELD, ILLINOIS 60544
(630) 983-9494 Tel
(800) 983-9493 Toll Free
(630) 983-9580 Fax

www.marathonmaterials.com

OTHER PRODUCTS CAN BE SUBMITTED
FOR REVIEW AND APPROVAL

INLET PROTECTION**SD6 INLET FILTER PROTECTOR** (continued)**INSTALLATION:**

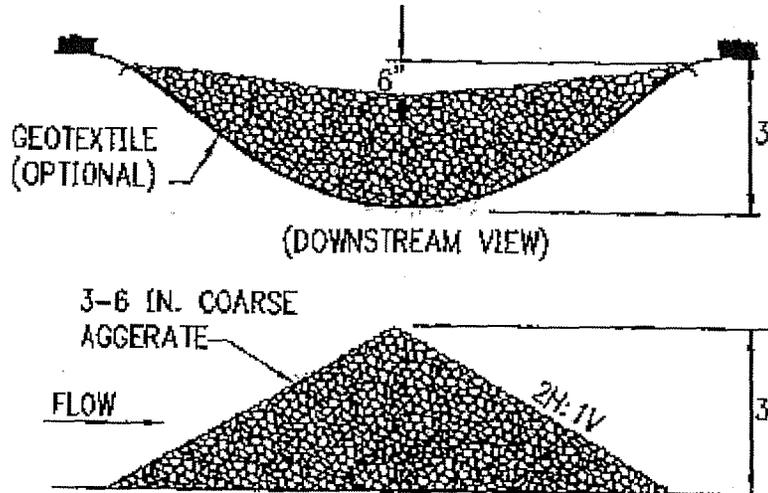
All inlet filter protectors shall be installed in accordance with manufacturer's instructions.

MAINTENANCE

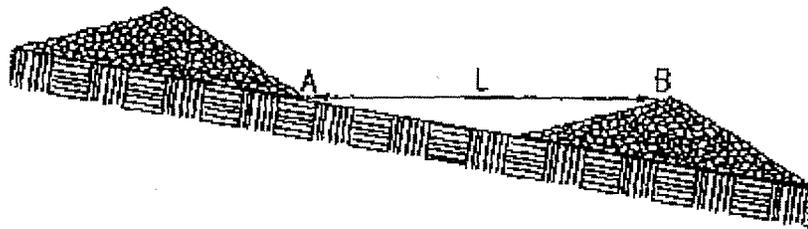
1. Inspect on a daily basis or as necessary.
2. Any damage to products shall be repaired immediately.
3. Sediment must be removed when it reaches 1/3 the height of the product.
4. Inlet protection shall be removed when it has served its useful purpose, but not before upslope area has been permanently stabilized.

CONCENTRATED FLOW CONTROLS

SD7 ROCK CHECK DAM



SPACING BETWEEN CHECK DAMS:



L = DISTANCE SUCH THAT POINTS
A AND B ARE OF EQUAL ELEVATION.

SOURCE: MODIFIED ILLINOIS URBAN MANUAL
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CONCENTRATED FLOW CONTROLS**SD7 ROCK CHECK DAM** (continued)**NOTES:**

1. The maximum height of the dam shall be 3.0 feet.
2. The center of the check dam must be at least 6 inches lower than the outer edges.
3. For added stability, the base of the check dam can be keyed into the soil approximately 6 inches.
4. The dams should be spaced so the toe of the upstream dam is at the same elevation as the top of the downstream dam.
5. Stone should be placed according to the detail. Hand or Mechanical placement will be necessary to achieve complete coverage of the ditch or swale and to ensure that the center of the dam is lower than the edges.
6. Geotextile may be used under the stone to provide a stable foundation and to facilitate removal of the stone.
7. Check dams should be inspected for sediment accumulation after each runoff producing storm event. Sediment should be removed when it reaches half of the original height of the measure.
8. Regular inspection should be made to ensure that the center of the dam is lower than the edges. Erosion caused by high flows around the edges of the dam should be corrected immediately.

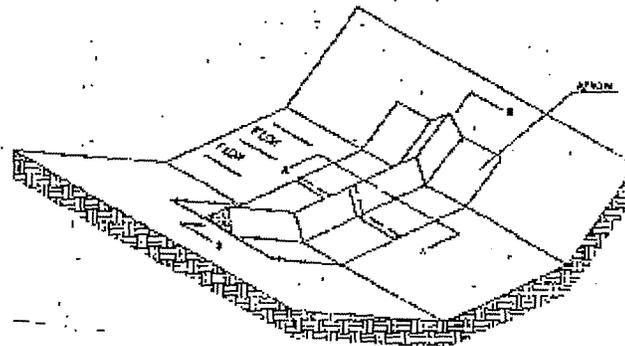
SOURCE: MODIFIED ILLINOIS URBAN MANUAL

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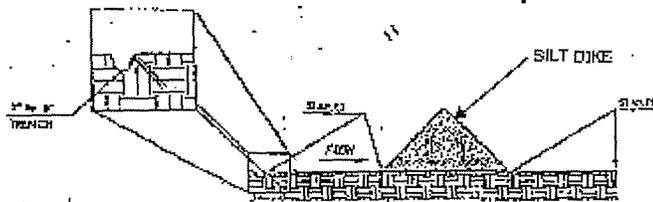
CONCENTRATED FLOW CONTROLS

SD8 TRIANGULAR SILT DIKE

TRIANGULAR SILT DIKE INSTALLATION
FOR
ROADWAY DITCH OF DRAINAGE DITCH

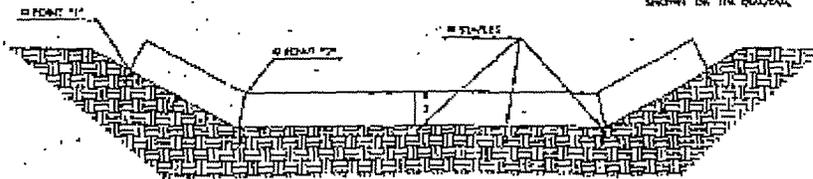


SILT DIKE UNIT
CUT SECTION



DETAIL A-A

• STAKES SHALL BE PLACED TOWARD THE UNIT OVERLAP AND IN THE CENTER OF THE 7' UNIT AS SHOWN ON THE DIAGRAM.



POINT 1* MUST BE HIGHER THAN POINT 2 TO ENSURE THAT WATER FLOWS OVER THE DIKE AND NOT AROUND THE DIKE.

DIKE SECTION
DETAIL B-B

CONCENTRATED FLOW CONTROLS**SD8 TRIANGULAR SILT DIKE** (continued)**INSTALLATION:**

1. Excavate a trench approximately 3-6 inches wide and 3-6 inches deep on the upslope side of the proposed location of the dike.
2. The 3-6 inch by 3-6 inch trench shall be backfilled and the soil compacted over the textile .

MAINTENANCE:

1. Inspect on a daily basis or as necessary.
2. Any damage shall be repaired immediately.
3. Sediment must be removed when it reaches 6 inches high on the dike.
4. If geotextile has deteriorated due to ultraviolet breakdown, it shall be replaced.
5. Dike shall be removed when it has served its useful purpose, but not before the upslope area has been permanently stabilized.

CONCENTRATED FLOW CONTROLS

SD9 DIVERSION BERM

TEMPORARY FILL DIVERSION NOTES:

1. THE DIVERSION SHALL BE CONSTRUCTED AT THE TOP OF THE FILL AT THE END OF EACH WORK DAY AS NEEDED.
2. THE DIVERSION SHALL BE LOCATED AT LEAST 2 FEET INSIDE THE EDGE OF THE FILL.
3. THE DIVERSION SHALL BE CONSTRUCTED WITH A MINIMUM HEIGHT ABOVE THE EXISTING GRADE OF 1.5 FEET.
4. THE DIVERSION SHALL BE CONSTRUCTED WITH A MINIMUM HEIGHT ABOVE THE EXISTING GRADE OF 1.5 FEET.

RIGHT-OF-WAY DIVERSION DETAIL NOTES:

1. THE DIVERSION SHALL BE INSTALLED AS SOON AS THE RIGHT-OF-WAY HAS BEEN CLEARED AND/OR GRADED.
2. ALL DITCHES, DIVERSIONS SHALL BE MACHINE-OR HAND-CONSTRUCTED IN THE CHANNEL IN THE DIVERSION SHALL BE LOCATED ON AN UNDISTURBED AND STABILIZED AREA INK AS FAR AS POSSIBLE. THE FILL LOCATION SHOULD BE ADJUSTED AS NEEDED TO MAINTAIN A STABLE DITCH OUTLET.
3. ALL DIVERSIONS SHALL BE CONSTRUCTED WITH A MINIMUM HEIGHT ABOVE THE EXISTING GRADE OF 1.5 FEET.
4. ALL DIVERSIONS SHALL BE CONSTRUCTED WITH A MINIMUM HEIGHT ABOVE THE EXISTING GRADE OF 1.5 FEET.

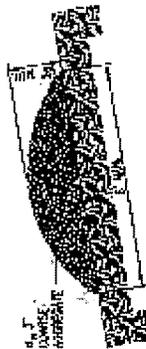
DIVERSIONS DETAIL NOTES:

1. ALL TIES, BUSH, STILTS, CELEBRATIONS AND OTHER OBSTRUCTIBLE MATERIAL SHALL BE REMOVED AND REPAIRED TO 50 AS NOT TO INTERFERE WITH THE PROPER FUNCTIONING OF THE DIVERSION.
2. THE DIVERSION SHALL BE CONSTRUCTED TO BE FREE OF OBSTRUCTIONS AND SHALL BE MAINTAINED AS SUCH TO MEET THE CRITERIA SPECIFIED HEREIN. FREE OF OBSTRUCTIONS SHALL BE MAINTAINED AS SUCH TO MEET THE CRITERIA SPECIFIED HEREIN. FREE OF OBSTRUCTIONS SHALL BE MAINTAINED AS SUCH TO MEET THE CRITERIA SPECIFIED HEREIN.
3. THE DIVERSION SHALL BE CONSTRUCTED TO BE FREE OF OBSTRUCTIONS AND SHALL BE MAINTAINED AS SUCH TO MEET THE CRITERIA SPECIFIED HEREIN. FREE OF OBSTRUCTIONS SHALL BE MAINTAINED AS SUCH TO MEET THE CRITERIA SPECIFIED HEREIN.
4. ALL EXCESSIVE MATERIAL SHALL BE REMOVED AND NOT REUSED IN CONSTRUCTION SHALL BE REMOVED AND NOT REUSED IN CONSTRUCTION SHALL BE REMOVED AND NOT REUSED IN CONSTRUCTION.
5. THE DIVERSION SHALL BE CONSTRUCTED TO BE FREE OF OBSTRUCTIONS AND SHALL BE MAINTAINED AS SUCH TO MEET THE CRITERIA SPECIFIED HEREIN. FREE OF OBSTRUCTIONS SHALL BE MAINTAINED AS SUCH TO MEET THE CRITERIA SPECIFIED HEREIN.

TEMPORARY RISE-OF-WAY DIVERSIONS



TEMPORARY FILL DIVERSION NOT TO SCALE



TYPICAL GRAVEL STRUCTURE

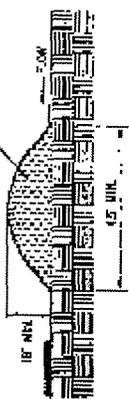


TYPICAL EARTHEN STRUCTURE

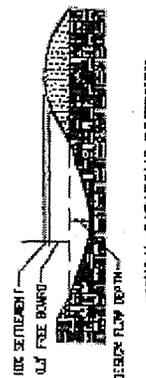
TEMPORARY DIVERSION DIME NOTES:

1. TEMPORARY DIVERSION DIMES MUST BE INSTALLED AS A FIRST STEP IN THE CONSTRUCTION OF THE DIVERSION AND MUST BE CONSTRUCTED TO MEET THE CRITERIA SPECIFIED HEREIN.
2. THE DIME SHOULD BE NEGATIVELY SLOPED TO PREVENT FAILURE.
3. TEMPORARY DIVERSION DIMES SHALL BE CONSTRUCTED TO MEET THE CRITERIA SPECIFIED HEREIN.
4. THE DIME SHOULD BE DESIGNED TO MINIMIZE DAMAGES BY CONSTRUCTION OPERATIONS.

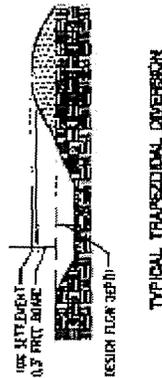
DIVERSIONS



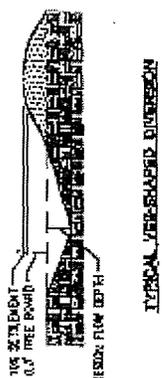
TEMPORARY DIVERSION DIME NOT TO SCALE



TYPICAL PARABOLIC DIVERSION



TYPICAL TRAPEZOIDAL DIVERSION



TYPICAL VEE-SHAPED DIVERSION

SOURCE: A.P.W.A. KANSAS CITY METRO CHAPTER

CONCENTRATED FLOW CONTROLS

SD10 TURF REINFORCEMENT MAT (continued)

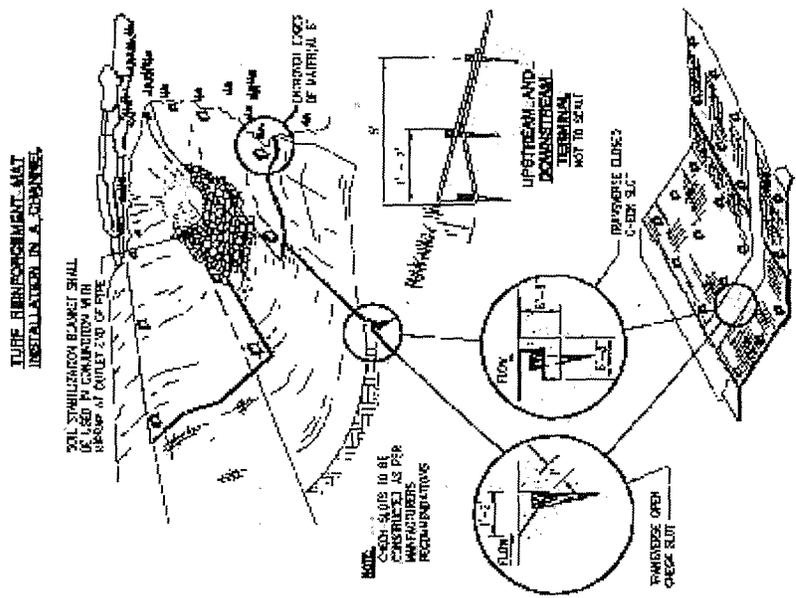
TURF REINFORCEMENT MAT CHANNEL INSTALLATION NOTES:

A) TURF REINFORCEMENT MAT
 1. THE MAJORITY OF THESE PRODUCTS PROVIDE A TIGHT OVERLAP, ASSURANCE OF NO-GAP JOINTS, OR SIMILAR, ADDED TO THE COUPLERS TO BESE ENJOINED AND FURTHER REINFORCEMENT FROM AN OVERLAP. THESE MATS MUST BE INSTALLED WITH THE MAT TIGHTLY THROUGH A TENSILE STRIP AND MAT OVERLAP AS THE STAPLES BEING EXPOSED. THE TWO ANCHORS "INCREASED" EACH OTHER PROVIDING PROTECTIVE GRASS TO THE SOIL. ALLOWABLE VELOCITIES ARE INCREASED, CHECK EACH OTHER, BUT ONLY THE SELECTION OF THE APPROPRIATE MATERIALS ALONG WITH PROPER INSTALLATION BECOME CRITICAL FACTORS IN THE SUCCESS OF THIS SYSTEM. CONSULT WITH THE SUPPLIER OR THE MANUFACTURER AND THROUGH EVALUATION OF PERFORMANCE DATA TO DETERMINE APPROPRIATE VELOCITIES FOR THE CHANNEL. ESSENTIAL. ALTHOUGH MANY MANUFACTURERS CLAIM THEIR PRODUCTS MAY PERFORM EQUALLY ASSOCIATED WITH CHANNEL VELOCITIES UP TO 20 FT/SEC; THE SHORT PERIOD OF TIME, IT IS RECOMMENDED THAT NOT VELOCITIES BE EXCEED TO PROTECT BE PROPERLY ADVISED WITH SOME FORM OF STRUCTURAL DRAIN.

B) INSTALLATION REQUIREMENTS:

1. SITE PREPARATION:
 IF THE SITE HAS BEEN DAMAGED AND GRADED TO APPROVED DESIGN, PROVIDE A GRASSY, TIGHTLY GRADED SURFACE. THE SOIL SURFACE SHOULD BE FREE OF ROCKS, STUMPS, AND OTHER OBSTRUCTIONS. THE SOIL SURFACE SHOULD BE FREE OF STONES, STUMPS, AND OTHER OBSTRUCTIONS. IF NECESSARY, REGRAD OR REMOVE ANY ROCKS FROM THE TOP OF SLOPE DURING INSTALLATION.
2. FERTILIZER:
 THE FERTILIZER AND SOIL SHOULD BE MIXED WITH THE FERTILIZER AND SOIL. PAYING SPECIAL ATTENTION TO THE PLANT BED AREA. IF THE AREA HAS BEEN SEVERE FROM INSTALLING THE MAT, TAKE CARE AND REGRAD, AS NECESSARY, BEFORE INSTALLATION.
3. LAYING AND STAPLING:
 SIMILAR TO INSTALLING OTHER EROSION CONTROL PRODUCTS, BUT BEAR REMEMBERING THE MAT'S REQUIREMENTS OR MANUFACTURER'S RECOMMENDATIONS MUST BE FOLLOWED AT ALL TIMES. THE MAT TO BE INSTALLED MUST BE PROPERLY INSTALLED.
4. CHECK SLOPE:
 SLOPES MUST BE CHECKED IN THEIR OVER SLOPE REQUIREMENTS. SIMILAR TO THE INSTALLATION OF OTHER PRODUCTS, A DRAIN SLOPE MAY BE PROVIDED WITH LAYING THE APPROXIMATE TO "CORRECT" THE SLOPE IF WHEN LAYING THE MAT, THE SLOPE IS NOT CORRECT. THE SLOPE SHOULD BE CHECKED WITH THE SLOPE TO BEING UNDER THE SUPPORT OF THE SLOPE.

5. CHECKING THE MAT'S INSTALLATION:
 BEFORE PRODUCT SPECIFICATIONS VARY - UPSTREAM AND DOWNSTREAM TERMINAL SLOPE, NEW ROLL OVERLAP AND MULTIPLE ROLL INSTALLATIONS DIFFER BY VARIOUS PRODUCTS AND MANUFACTURERS.
6. FINAL CHECK:
 THESE INSTALLATION REQUIREMENTS MUST BE ADVISED TO:
 a. SOIL STABILIZATION PERMIT IS IN COMPLIANCE WITH THE SOIL.
 b. ALL REQUIRED SLOPE AND LAPPED JOINTS ARE IN PLACE.
 c. THE MATERIAL IS PROPERLY ADVISED.
 d. ALL ITS 200-1, 200-1, 200-1, 200-1.



SOURCE: A.P.W.A. KANSAS CITY METRO CHAPTER

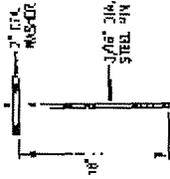
F.21

CONCENTRATED FLOW CONTROLS

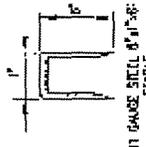
SD10 TURF REINFORCEMENT MAT (continued)

STAKES, STAPLES, AND PINS NOTES
A) GENERAL NOTES:

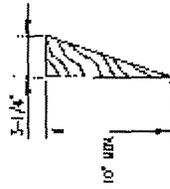
1. 1/4" TRIANGULAR SURVEY STAKE - 10" HIGH 10" IN LENGTH. PLACEMENT OF THE STAKE ACROSS THE FLOW OF THE WATER IS THOUGHT TO PROVIDE A "PINBALL EFFECT" TO HELP SLOW THE VELOCITY.
2. 1. GAUGE STEEL - MINIMUM 1/8" WIDE 6" IN LENGTH STEEL STAPLE - 1/4" STAPLE MAY BE REQUIRED IN CERTAIN SOIL CONDITIONS.
3. STEEL PINS - 3/16" DIAMETER STEEL PIN BY 1/4" IN LENGTH WITH A 3" DIAMETER WASHER ON TOP. (SEE ILLUSTRATION)
4. SURFITS OR ANCHORING METHODS AND RECOMMENDATIONS VARY BY JURISDICTIONS. THE EXPECTATIONS OF HIGH VELOCITIES SHOULD dictate THE USE OF MORE SUBSTANTIAL ANCHORING.



3. PIN
SEE NOTE 3



2. STAPLE
SEE NOTE 2



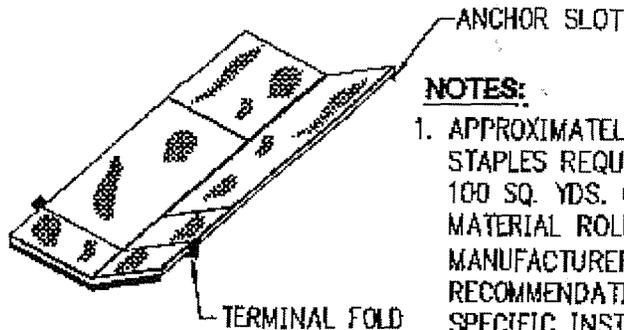
1. STAKE
SEE NOTE 1

STAKES, STAPLES, AND PINS FOR INSTALLATION OF ROLLED EROSION CONTROL PRODUCTS
NOT TO SCALE

SOURCE: A.P.W.A. KANSAS CITY METRO CHAPTER
 F-22

CONCENTRATED FLOW CONTROLS

SD11 EROSION CONTROL BLANKET



NOTES:

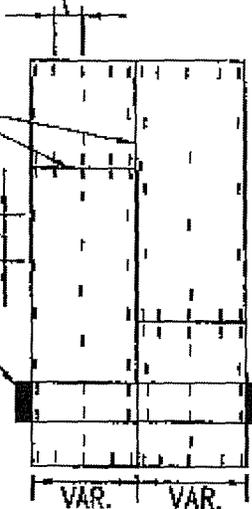
1. APPROXIMATELY 200 STAPLES REQUIRED PER 100 SQ. YDS. OF MATERIAL ROLL. CHECK MANUFACTURER'S RECOMMENDATIONS FOR SPECIFIC INSTALLATION AND STAPLING REQUIREMENTS.

12" MAX. 4H:1V OR FLATTER
 6" MAX. STEEPER THAN 4H:1V

OVERLAP ENDS AND EDGES A MINIMUM OF 6 INCHES AND STAPLE EVERY 6 INCHES

5' MAX. 4H:1V OR FLATTER
 3' MAX. STEEPER THAN 4H:1V

CHECK SLOT *



**PLAN VIEW
 STAPLING DIAGRAM:**

* CHECK SLOTS AT MIN. 50' INTERVALS; NOT REQ'D WITH ALL "COMBINATION" BLANKETS.

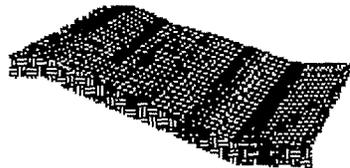
SOURCE: MODIFIED ILLINOIS URBAN MANUAL
 F-23

CONCENTRATED FLOW CONTROLS

SD11 EROSION CONTROL BLANKET (continued)

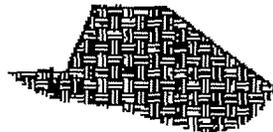
TYPICAL ORIENTATION

SHALLOW SLOPE:



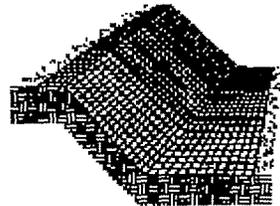
ON SHALLOW SLOPES, STRIPS OF PROTECTIVE COVERINGS MAY BE APPLIED PARALLEL TO DIRECTION OF FLOW.

BERM:



WHERE THERE IS A BERM AT THE TOP OF THE SLOPE, BRING THE MATERIAL OVER THE BERM AND ANCHOR IT BEHIND THE BERM.

STEEP SLOPE:



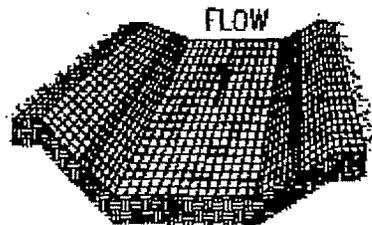
ON STEEP SLOPES, APPLY PROTECTIVE COVERING PERPENDICULAR TO THE DIRECTION OF FLOW AND ANCHOR SECURELY.

STEEP SLOPE:



BRING MATERIAL DOWN TO A LEVEL AREA BEFORE TERMINATING INSTALLATION. TURN THE END UNDER 4" AND STAPLE AT 12" INTERVALS.

DITCH:



IN DITCHES, APPLY PROTECTIVE COVERING PARALLEL TO THE DIRECTION OF FLOW. AVOID JOINING MATERIAL IN THE CENTER OF THE DITCH IF AT ALL POSSIBLE.

SOURCE: MODIFIED ILLINOIS URBAN MANUAL

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CONCENTRATED FLOW CONTROLS**SD11 EROSION CONTROL BLANKET** (continued)**LAYING AND STAPLING:**

Place the erosion control blanket on a friable seedbed free of clods, rocks, and roots that might impede good contact.

1. Start placing the protective covering from the top of the channel or slope and unroll down-grade.
2. Allow to rest loosely on soil; do not stretch.
3. Upslope ends of the protective covering should be buried in an anchor slot no less than 6 inches deep. Tamp earth firmly over the material. Staple the material at a minimum of every 12 inches across the top end.
4. Edges of the material shall be stapled every 3 feet. The multiple widths are placed side by side, the adjacent edges shall be overlapped a minimum of 6 inches and stapled together. Staples shall be placed down the center, staggered with the edges at 3 foot intervals.

NOTE:

Study manufacturer's recommendations and site conditions for correct installation and stapling of product.

SOURCE: MODIFIED ILLINOIS URBAN MANUAL

F-25

CONCENTRATED FLOW CONTROLS**SD11 EROSION CONTROL BLANKET** (continued)**JOINING PROTECTIVE COVERINGS:**

Insert a new roll of material into an anchor slot as with upslope ends. Overlap the end of the previous roll a minimum of 12 inches, and staple across the end of the roll just below the anchor slot and across the material every 12 inches.

TERMINAL END:

Where the material is discontinued or where the ends under 4 inches, and staple across end every 12 inches.

AT BOTTOM OF SLOPES:

Roll onto a level surface before anchoring, turn ends under 4 inches, and staple across end every 12 inches.

FINAL CHECK:

These installation criteria must be met:

1. Protective blanket is in uniform contact with the soil.
2. All lap joints are secure.
3. All staples are driven flush with the ground.
4. All disturbed areas have been seeded.

MAINTENANCE:

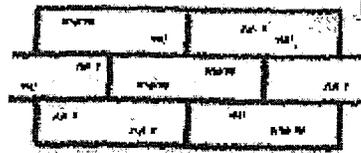
All soil stabilization blankets and matting should be inspected periodically following installation, particularly after storms, to check for erosion and undermining. Any dislocation or failure should be repaired immediately. If washouts or breakage occurs, reinstall the material after repairing damage to the slope or ditch. Continue to monitor these areas until they become permanently stabilized; at that time an annual inspection should be adequate.

SOURCE: MODIFIED ILLINOIS URBAN MANUAL

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CONCENTRATED FLOW CONTROLS

SD12 SODDING



INCORRECT

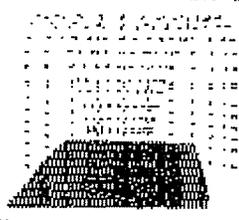
CORRECT

NOTE:

LAY SOD IN A STAGGERED PATTERN. BUTT THE STRIPS TIGHTLY AGAINST EACH OTHER. DO NOT LEAVE SPACES AND DO NOT OVERLAP. A SHARPENED MASON'S TROWEL IS A HANDY TOOL FOR TUCKING DOWN THE ENDS AND TRIMMING PIECES.

BUTTING:

ANGLED ENDS CAUSED BY THE AUTOMATIC SOD CUTTER MUST BE MATCHED CORRECTLY.

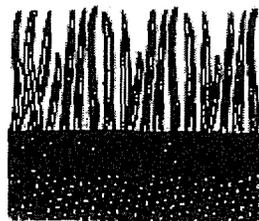


ROLL SOD IMMEDIATELY TO ACHIEVE FIRM CONTACT WITH THE SOIL.

WATER SOD TO A DEPTH OF 4" AS NEEDED. WATER WELL AS SOON AS THE SOD IS INSTALLED.

MOW WHEN THE SOD IS ESTABLISHED - IN 2-3 WEEKS. SET THE MOWER HEIGHT AT 2"-3".

APPEARANCE OF GOOD SOD:



SHOOTS:

GRASS SHOULD BE GREEN AND HEALTHY, MOWED AT A 2"-3" CUTTING HEIGHT.

THATCH:

GRASS CLIPPINGS AND DEAD LEAVES UP TO 1/2" THICK.

ROOT ZONE:

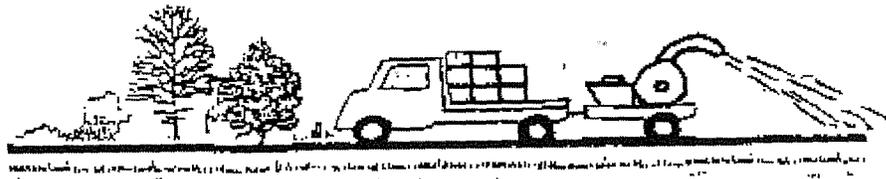
SOIL AND ROOTS SHOULD BE 1/2" - 3/4" THICK WITH DENSE ROOT MAT FOR STRENGTH.

SOURCE: MODIFIED ILLINOIS URBAN MANUAL

F-27

SOIL STABILIZATION

SD12 MULCHING



DEFINITION

The application of plant residues and other suitable materials to the soil surface.

PURPOSE

The purpose of this practice is as follows:

1. To prevent erosion and prevent surface compaction or crusting by protecting the soil surface from raindrop impact and reducing the velocity of overland flow.
2. To foster the growth of vegetation by conserving available moisture and providing insulation against extreme heat and cold.
3. To improve the aesthetics of the site.
4. To control weeds.

CONDITIONS WHERE PRACTICE APPLIES

Temporary Mulches:

1. Areas that have been seeded to provide a temporary or permanent seeding.
2. Areas that cannot be seeded because of the season of the year and need for soil surface protection.
3. For mud and dust control.
4. Provide protection during periods when construction or seeding cannot be done.

Permanent Mulches:

1. Used together with planting trees, shrubs, and other ground covers which do not provide adequate soil stabilization.
2. Used in lieu of vegetative planting for ornamental reasons or because the site is not suitable for vegetation.

CRITERIA

A. The choice of materials will be based on the type of soil to be protected, season and economics.

B. Prior to Application

1. Shape and grade as required, the waterway, channel, slope, or other area to be protected.
2. Remove all rocks, clods, or debris larger than 2 inches in diameter that will prevent contact between the mulch and the soil surface.
3. When open-weave nets are used, lime, fertilizer, and seed may be applied either before or after laying the net. When excelsior matting is used, these materials must be applied before the mat is laid.

C. Time of Application

1. Immediately after seeding or planting by conventional method or hydroseeding. Can be applied with seeding as hydromulching.

SOURCE: ILLINOIS URBAN MANUAL

7-28

SOIL STABILIZATION

SD12 MULCHING (continued)

2. Immediately after seedbed preparation when dormant seedings are to be made by seeding over the mulch.
3. When temporary erosion control is to be attained, mulch may be applied any time soil and site conditions are suitable for spreading and anchoring.

D. Application: Mulch materials shall be spread uniformly, by hand or machine. When spreading straw mulch by hand, divide the area to be mulched into approximately 1,000 sq. ft. sections and place approximately 90 lbs. of straw in each section to facilitate uniform distribution.

E. Mulch Anchoring: Straw mulch shall be anchored immediately after spreading to prevent windblow. One of the following methods of anchoring straw shall be used:

1. Mulch anchoring tool: This is a tractor-drawn implement (mulch crimper, serrated straight disk, or dull farm disk) designed to punch mulch approximately 2 inches into the soil surface. This method provides maximum erosion control with straw. It is limited to use on slopes no steeper than 3:1, where equipment can operate safely. Machinery shall be operated on the contour.

2. Liquid mulch binders: Application of liquid mulch binders and tackifiers should be heaviest at edges of areas and at crests of ridges and banks, to prevent windblow. The remainder of the area should have binder applied uniformly. Binders may be applied after mulch is spread; however, it is recommended to be sprayed into the mulch as it is being blown onto the soil. Applying straw and binder together is the most effective method.

The following types of binders may be used:

a. Asphalt--Any type of asphalt thin enough to be blown from spray equipment is satisfactory. Recommended for use are rapid curing (RC-70, RC-250, RC-800), medium curing (MC-250, MC-800) and

emulsified asphalt (SS-1, MS-2, RS-1, and RS-2).

b. Synthetic binders--Chemical binders may be used as recommended by the manufacturer to anchor mulch. These are expensive, and therefore, usually used in small areas or in residential areas where asphalt may be a problem.

c. Wood Fiber--Wood fiber hydroseeder slurries may be used to tack straw mulch. This combination treatment is well suited to steep slopes and critical areas, and severe climate conditions.

3. Mulch nettings--Lightweight, degradable, plastic, polyester, or paper nets may be stapled over the mulch according to manufacturer's recommendations.

4. Peg and twine--Because it is labor-intensive, this method is feasible only in small areas where other methods cannot be used. Drive 8 to 10-inch wooden pegs to within 3 inches of the soil surface, every 4 feet in all directions. Stakes may be driven before or after straw is spread. Secure mulch by stretching twine between pegs in a criss-cross-within-a-square pattern. Turn twine 2 or more times around each peg.

Chemical Mulches - Chemical mulches may be used alone only in the following situations:

1. Where no other mulching material is available.
2. In conjunction with temporary seeding during the times when mulch is not required for that practice.

Note: Chemical mulches may be used to bind other mulches or with wood fiber in a hydroseeded slurry at any time. Manufacturer's recommendations for application of chemical mulches shall be followed.

Nets and Mats - Nets may be used alone on level areas, on slopes no steeper than 3:1, and in waterways.

When mulching is done in late fall or during June, July, and August, or where soil is highly erodible, nets

SOURCE: ILLINOIS URBAN MANUAL

R-29

SOIL STABILIZATION

SD12 MULCHING (continued)

should only be used in conjunction with an organic mulch such as straw.

When nets and organic mulch are used together, the net should be installed over the mulch except when the mulch is wood fiber. Wood fiber may be sprayed on top of the installed net.

Excelsior blankets are considered protective mulches and may be used alone on erodible soils and during all times of year.

Other products designed to control erosion shall conform to manufacturer's specification and should be applied in accordance with manufacturer's instructions provided those instructions are at least as stringent as this specification.

Laying the Net:

1. Start laying net from top of channel or top of slope and unroll down-grade. Always lay netting in the direction of water flow.
2. Allow to lay loosely on soil--do not stretch.
3. To secure net: Upslope ends of net should be buried in a slot or trench no less than 6 inches deep. Tamp earth firmly over net. Staple the net every 12 inches across the top end. Edges of net shall be stapled every 3 feet. Where 2 strips of net are laid side by side, the adjacent edges shall be overlapped 3 inches and stapled together.

Staples will be made of plain iron wire, No. 8 gauge or heavier, and will be 6 inches or more in length. Staples shall be placed down the center of net strips at 3-foot intervals. **DO NOT STRETCH** net when applying staples.

Joining strips: Insert new roll of net in trench, as with upslope ends of net. Overlap the end of the previous roll 18 inches, turn under 6 inches, and staple across end of roll just below anchor slot and at the end of the turned-under net every 12 inches.

At bottom of slopes: Extend net out onto a level area before anchoring.

Turn ends under 6 inches, and staple across end every 12 inches.

Check slots: On highly erodible soils and on slopes steeper than 4:1, crosson check slots should be made every 15 feet. Insert a fold of net into a 6-inch trench and tamp firmly. Staple at 12-inch intervals across the downstream portion of the net.

Rolling: After installation, stapling, and seeding, the net should be rolled to ensure firm contact between net and soil.

CONSIDERATIONS

1. A surface mulch is one of the most effective means of controlling runoff and erosion on disturbed lands.
2. The choice of materials for mulching shall be based on the type of soil to be protected, site conditions, season, and economics.
3. Organic mulch materials such as straw, wood chips, bark, and wood fiber have been found to be the most effective.
4. Chemical soil stabilizers or soil binders are not effective mulches when used alone. These materials are useful to bind organic mulches together.
5. A variety of mulch nets, mats, or blankets are available to use as mulching or to hold the mulch in place. Netting and mats are especially helpful on critical areas such as waterways.

Organic Mulches:

Straw - The mulch most commonly used in conjunction with seeding. The recommended straw should come from oats, wheat, rye or barley, and may be spread by hand or machine. Straw can be windblown and should be anchored to stay in place.

Wood Chips - Suitable for areas that will not be closely mowed, and around ornamental plantings. Chips decompose slowly and do not require tacking. They should be treated with 12 pounds nitrogen per ton to prevent nutrient deficiency in plants. They also

SOURCE: ILLINOIS URBAN MANUAL

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SOIL STABILIZATION

SD12 MULCHING (continued)

can be a very inexpensive mulch if obtained from trees cleared on the site.

Bark Chips, Shredded Bark - By-products of timber processing. They are often used in landscaped plantings. Bark is also a suitable mulch for areas planted to grasses and not closely mowed; and may be applied by hand or mechanically. Bark is not usually toxic to grasses or legumes, and additional nitrogen fertilizer is not required.

There are other organic materials which make excellent mulches but are only available locally or seasonally. Creative use of these materials can reduce costs.

Chemical Mulches and Soil Binders:

A wide range of synthetic, spray-on materials are marketed to stabilize and protect the soil surface. These are emulsions or dispersions of vinyl compounds, asphalt, rubber, or other substances which are mixed with water and applied to the soil. They may be used alone or may be used to tack wood fiber hydromulches or straw.

When used alone, chemical mulches do not have the capability to insulate the soil or retain soil moisture that organic mulches have. This soil protection is also damaged by traffic. Application of these mulches is usually more expensive than organic mulching, and the mulches decompose in 60-90 days.

Nets and Mats:

When used alone, netting does not retain soil moisture or modify soil temperature. It stabilizes the soil surface while grasses are being established, and is useful in grassed waterways and on slopes. Light netting may also be used to hold other mulches in place.

The most critical aspect of installing nets and mats is obtaining firm, continuous contact between the material and the soil. Without such contact, the material is useless and erosion occurs. It is important to use an adequate number of staples and to

roll the material after laying it to ensure that the soil is protected.

Aggregate Cover - Gravel and crushed stone provide a long term protection against erosion, particularly on short slopes. Before the gravel or crushed stone is applied it should be washed. If vegetation is not desired, black polyethylene sheeting should be placed on the ground first to prevent seed germination and growth through the aggregate cover.

PLANS AND SPECIFICATIONS

Plans and specifications for applying mulch shall be in keeping with this standard and shall describe the requirements for applying the practice. Include the following items:

1. Materials to be used.
2. How mulch will be anchored.
3. Location of different materials if more than one material is used on the site.

OPERATION AND MAINTENANCE

All mulches should be inspected periodically, in particular after rainstorms, to check for rill erosion. Where erosion is observed, additional mulch should be applied. Nets should be inspected after rainstorms for dislocation or failure. If washouts or breakage occur, re-install netting as necessary after repairing damage to the slope. Inspections should occur until grasses are firmly established. Where mulch is used in conjunction with ornamental plantings, inspect periodically throughout the year to determine if mulch is maintaining coverage of the soil surface; repair as needed.

SCS-URB

December 1994

urb875.docx

SOURCE: ILLINOIS URBAN MANUAL

SOIL STABILIZATION

SD14 PERMANENT SEEDING**DEFINITION**

Establishing permanent vegetative cover to stabilize disturbed areas.

PURPOSE

The purpose of this practice is to reduce erosion and decrease sediment from disturbed areas, and to permanently stabilize such areas in a manner that adapts to site conditions and allows selection of the most appropriate plant materials.

CONDITIONS WHERE PRACTICE APPLIES

1. Disturbed areas where long-lived vegetative cover is needed to stabilize the soil.
2. On other areas where cover is desired.

CRITERIA

Selection of plant materials - Selection of plant materials will be based on climate, topography, soils, landuse, available light, aesthetics and maintenance. See tables A, B and C for selection of grasses and legumes and ground covers. For trees and shrubs see practice standard 985, TREE AND SHRUB PLANTING.

Site Preparation - The soil must meet minimum requirements as a good growth medium.

- a. Must have enough fine-grained (silt & clay) material to maintain adequate moisture and nutrient supply and sufficient pore space to permit root penetration. The bulk density should be 1.2 to 1.5 grams per cubic centimeter. Clay content should not exceed 35 percent.
- b. The depth of suitable rooting material to rock or impermeable layers shall be 12 inches or more, except on steep slopes where adding soil material is not feasible.
- c. A pH range of 5.5 to 6.5
- d. Be free of toxic amounts of materials harmful to plant growth.

If any of the above criteria cannot be met by the addition of modifying materials, ie: lime or organic material, then topsoil shall be applied in accordance with practice standard 981 TOPSOILING.

The following materials may be used where needed to improve the soil conditions for plant growth.

Peat-Appropriate types are sphagnum moss peat, hypnum moss peat, reedsedge peat, or peat humus from fresh water sources.

Sand-clean and free of toxic materials.

SOURCE: ILLINOIS URBAN MANUAL

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SOIL STABILIZATION

SD14 PERMANENT SEEDING (continued)

Vermiculite-horticultural grade and free of toxic substances.

Rotted manure-stable or cattle manure not containing undue amounts of straw or other bedding materials. Incorporate to reduce potential odor problems.

Thoroughly rotted sawdust-free of stones and debris.

Sludge- treated sewage and industrial sludges should be used only in accordance with local, state and federal regulations.

Where extensive excavation is to be done and the subsoil materials will not be suitable for plant growth, remove and stockpile existing topsoil and re-apply when final grade is achieved.

Install necessary mechanical erosion and sedimentation control practices before seeding, and complete grading according to the approved plan.

Seedbed preparation:

1. Apply fertilizer and other required soil amendments prior to final seedbed preparation.
2. Prepare a seedbed to a minimum depth of 3 inches by disking or other suitable means. All tillage operations should be on the contour.

Fertilization - Lime and fertilizer needs should be determined by soil tests. When soil tests are not available, apply 1000 pounds per acre or 25 pounds per 1000 square feet of 12-12-12 fertilizer or equivalent.

Seed - Certified seed will be used for all permanent seedings whenever

possible. All legumes will be inoculated with the proper inoculant prior to seeding.

Seeding - Seeding may be done by any of the following methods:

A. Conventional

1. Prepare seedbed and incorporate lime and fertilizer.
2. Apply seed uniformly at a depth of 1/4 to 1/2 inch with a drill (band seed) or cultipacker seeder or broadcast seed uniformly and cover to 1/4 to 1/2 inch depth with a cultipacker, or similar tool.
3. Mulch following seeding.

B. Hydroseeding

1. Final seedbed preparation should leave the soil surface in a roughened condition.
2. Lime and fertilizer should be incorporated prior to seeding unless they are to be applied at the same time of the seed. (applying lime with a hydroseeder may be abrasive to the equipment).
3. No less than 1000 gallons of water per acre will be used.
4. When seeding legumes, increase the recommended rate for inoculant four times.
5. If seed and fertilizer are mixed together they should be seeded within 2 hours of mixing. Beyond 2 hours, a full rate of new seed may be necessary.
6. Cultipacking or harrowing following seeding will help insure a better stand.

C. Dormant seeding may be made between November 15 and March 1 by either of the following methods:

SOURCE: ILLINOIS URBAN MANUAL

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SOIL STABILIZATION

SD14 PERMANENT SEEDING (continued)

1. Conventional Method - If soil conditions are suitable during the dormant seeding period, apply lime and fertilizer, prepare the seedbed and seed as specified in this specification. Increase the seeding rate at least 50%. Mulch following seeding.

2. Overseeding Method - Liming, fertilizing, seedbed preparation and mulching may be done after August 31. The seed shall be broadcast uniformly over the mulch between November 15 and March 1. When this is done, increase the seeding rates 50%.

Sprigging - Some plants cannot be grown from seed and must be planted vegetatively. Sprigs are fragments of horizontal stems or roots which include at least one node (joint). Sprigs may be planted by either of the following methods.

A. Broadcast sprigs and press into the top 1/2 to 2 inches of soil with a cultipacker or a disk set straight so that the sprigs are not brought back toward the surface.

B. Make furrows 4-6 inches deep and 2 feet apart. On sloping areas, make furrows perpendicular to the slope (on the contour). Place sprigs in the furrows with one end at or above ground level. Close the furrow when plants have been placed.

C. Plant sprigs in furrows with a tractor-drawn transplanter. Sprigging should be done during specified seeding periods.

Planting ground covers - Most shrub and vine type ground covers are available as bare root stock, balled and burlapped, or in containers or pots. On flat areas where erosion is not a problem, prepare the site by tilling to a depth of 10-12 inches.

On sloping sites, till 2 - 3 inches deep to incorporate needed soil amendments.

When planting individual plants, prepare a hole slightly larger than the container or ball and deep enough that the roots can extend to the bottom. Most ground covers should be planted 1/2" to 1" deeper than they have grown in the pot or container.

Mulching - All permanent seedings and plantings will be mulched upon completion of seed application or planting. Refer to practice standard 875, MULCHING. When planting ground covers it may be advantageous to mulch prior to planting.

CONSIDERATIONS

Protect the area from excess runoff as necessary with diversions, grass-lined channels, terraces, or sediment basins.

Evaluate the capabilities and limitations of the soil to be seeded or planted. Special attention needs to be given to soil pH, texture, internal water movement, steepness, and stability in order to plan the appropriate treatment.

Plant species should be selected on the basis of soil type, planned use of the area, and the amount or degree of maintenance that can be devoted to the area in the future. Consideration should be given to using native vegetation where possible. Landuse and maintenance, whether residential, industrial, commercial or recreational, can be divided into two general categories:

High-maintenance areas are mowed frequently, limed and fertilized regularly, and either (1)

SOURCE: ILLINOIS URBAN MANUAL

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SOIL STABILIZATION

SD14 PERMANENT SEEDING (continued)

receive intensive use (e.g., athletic fields or golf courses) or (2) require maintenance to an aesthetic standard (e.g., home lawns). Grasses or ground covers used for these situations are long-lived perennials that form a tight sod and are fine-leaved and attractive in appearance. They must be well adapted to the geographic area where they are planted and able to endure the stress of frequent mowing. Sites where high-maintenance vegetative cover is desirable include homes, industrial parks, schools, churches, and recreational areas.

Low-maintenance areas are mowed infrequently or not at all, and do not receive lime and fertilizer on a regular basis. Plants must persist with little maintenance over long periods of time. Grass and legume mixtures are favored for these sites because legumes are a source of soil nitrogen. Mixed stands are also more resistant to adverse conditions. Prairie grass may be appropriate but are slow to establish. Sites suitable for low-maintenance vegetation include steep slopes, stream or channel banks, some commercial properties and roadbanks.

Fertilizer, lime, seedbed preparation, seed coverage, mulch, and irrigation should be used as necessary to promote quick plant growth.

Vegetation cannot be expected to provide erosion control cover and prevent soil slippage on a soil that is not stable due to its structure, water movement, or excessive slope.

The operation of equipment is restricted and may be unsafe on slopes steeper than 3:1. Where steepness prohibits the use of farm machinery, seedbed preparation, fertilization, and seeding or planting may need to be done by hand.

Mulching, in addition to preventing erosion during establishment, may make the difference in success or failure of the seeding. When selecting mulching materials, consider steepness and length of slopes, areas of concentrated runoff water flow, and materials that will provide protection to the site in case the seeding or planting fails.

Moisture is essential for seed germination and seedling establishment. Supplemental irrigation can be very helpful in assuring adequate stands in dry seasons or to speed development of full cover.

PLANS AND SPECIFICATIONS

The plans and specifications for seeding or planting and mulching shall include the following items:

1. Seeding mixtures and rates or plant species and density.
2. Site preparation.
3. Fertilization.
4. Seeding or planting methods.
5. Seeding or planting periods.
6. Mulching materials and application rates.
7. Schedule for installation, inspection and maintenance.

OPERATION AND MAINTENANCE

Generally, a stand of vegetation cannot be determined to be fully established until soil cover has been maintained for one full year from planting.

Protect the planted area from human, animal and vehicular traffic until the stand is adequately established.

Inspect all planted areas for failures and make necessary repairs, replacements, reseedings, and

SOURCE: ILLINOIS URBAN MANUAL

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SOIL STABILIZATION**SD14 PERMANENT SEEDING** (continued)

remulching within the planting season, if possible. If a stand has less than 40% cover, re-evaluate the choice of plant materials, quantities of lime and fertilizer, seeding or planting methods, time of seeding or planting and available light and moisture. Re-establish the stand following the original specifications, but with modifications based on the evaluation.

Where an adequate water supply is available, irrigate to keep the seeded moist (not wet) for 7 to 10 days after seeding. This may require watering daily the first week, especially during hot weather, and less frequently thereafter. Water application rates must be carefully controlled to prevent runoff and erosion. Inadequate or excessive amounts of water can be more harmful than no supplemental water. Irrigation is seldom needed for low-maintenance seedings made at the appropriate time of the year.

Both low and high-maintenance seedings should be fertilized one year after planting to strengthen the plants and insure proper stand density. The following recommendations may be used:

1. For grass only stands, apply 500 lbs./acre (12 lbs./1000 sq. ft.) of 10-20-10, or equivalent.
2. For grass-legume or pure legume stands, apply 500 lbs/ac. (12 lbs./1000 sq. ft.) of 10-20-20, or equivalent.
3. The best time to apply fertilizer is between March 1 and May 30 or August 1 and September 30.

Do not mow high-maintenance turf seedings until the stand is at least 6 inches tall. Do not mow closer than 3 inches during the year of establishment.

Low-maintenance stands should be mowed only as needed to control weeds. Mowing should be done

before weeds go to seed. Keep mowing height above the height of the seeded plants. Vine and shrub type ground covers may need hand weeding until the area is well covered.

Herbicides may also be used for weed control. Apply all herbicides according to rates specified on the label.

SCS IL December 1994
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SOURCE: ILLINOIS URBAN MANUAL

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SOIL STABILIZATION

SD14 PERMANENT SEEDING (continued)

Table A
LOW MAINTENANCE GRASSES AND LEGUMES

D	Site Suitability			Sun Light Availability			Seed Mixture	Seeding Rates (PLS)	
	WD	W		FS	PS	S		lbs/Ac.	lbs/1000 sq./ft.
X	X			X			Smooth bromegrass or tall fescue plus Alfalfa or birdsfoot trefoil	24	.55
								8	.20
X	X			X	X		Smooth bromegrass or tall fescue plus Crownvetch	24	.55
								16	.20
X	X	X		X			Tall fescue plus Timothy or redtop	12	.30
							Birdsfoot trefoil	2.5	.06
								12	.30
X	X	X		X			Switchgrass <u>1</u> /	8	.20
X	X			X			Switchgrass <u>1</u> / plus Big Blue plus Indianagrass	2	.04
								5	.14
								5	.14

1/ Warm season grasses

D = Droughty FS = Full Sun
 WD = Well Drained PS = Partial Sun
 W = Wet S = Shady

SOURCE: ILLINOIS URBAN MANUAL

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SOIL STABILIZATION

SD14 PERMANENT SEEDING (continued)

**TABLE B
HIGH MAINTENANCE SEED MIXTURES**

Site Suitability			Sun Light Availability			Seed Mixture	Seeding Rates (PLS)	
D	WD	W	FS	PS	S		lbs/Ac.	lbs/1000 sq./ft.
X	X		X	X		Ky bluegrass Use at least 3 adapted varieties	88-130	2-3
X	X			X		Ky bluegrass plus Red fescue	110 44	2.5 1.0
X	X	X	X	X	X	Tall fescue (turf type)	220-260	5-6
X	X			X	X	Red fescue plus Ky bluegrass	110 44	2.5 1
X	X		X	X		Ky bluegrass plus Perennial ryegrass	86 43	2.0 1.0

D = Droughty PS = Full Sun
 WD = Well Drained PS = Partial Sun
 W = Wet S = Shady

SEEDING DATES

SPRING

Northern Illinois Early Spring to June 1
 Central Illinois Early Spring to May 15
 Southern Illinois Early Spring to May 15

FALL

Northern Illinois August 1 to September 1
 Central Illinois August 1 to September 10
 Southern Illinois August 1 to September 20

DORMANT

Northern Illinois November 1 to March 15
 Central Illinois November 15 to March 1
 Southern Illinois November 15 to March 1

SOURCE: ILLINOIS URBAN MANUAL

SOIL STABILIZATION

SD14 PERMANENT SEEDING (continued)

TABLE C.

GROUND COVERS (Shrubs & Vines)

This table contains a list of ground covers commonly used in Illinois. When selecting species to use, check with a local nursery for availability of plants, growth characteristics and recommended spacings.

Bugle
 Wild Ginger
 Barberry
 Dwarf quince
 Crownvetch
 Creeping cotoneaster 4' - 2' prostrate
 Mock strawberry
 Euonymus - several species (Wintercreeper) Evergreen
 English ivy
 Daylily
 Evergreen candytuff
 Juniper (Creeping)
 Pachysandra (Japanese spurge)
 Creeping phlox
 Shrubby cinquefoil (Potentilla)
 Dwarf alpine current
 Stonecrop (Sedum)
 Creeping thyme
 Common periwinkle (Vinca)

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SOURCE: ILLINOIS URBAN MANUAL

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SD15 PUMP DISCHARGE FILTER BAG

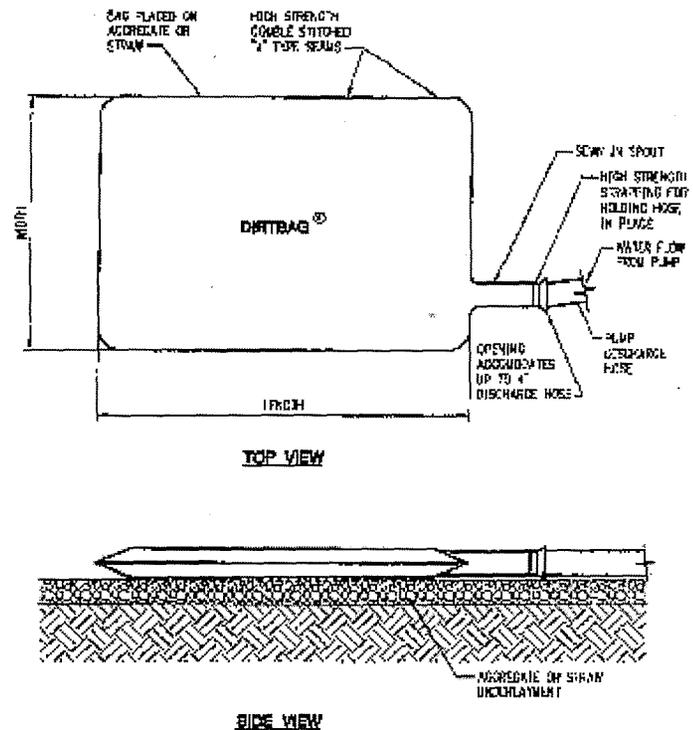
DIRTBAG® PUMP-SILT CONTROL SYSTEM NOTES:

A) GENERAL NOTES:

1. THE DIRTBAG® WILL HAVE AN OPENING LARGE ENOUGH TO ACCOMMODATE A 4" DISCHARGE HOSE WITH ATTACHED STRAP TO TIE OFF THE HOSE TO PREVENT THE PUMPED WATER FROM ESCAPING THE DIRTBAG® WITHOUT BEING FILTERED.
2. INSTALL THE DIRTBAG® ON A SLOPE. IT SHOULD BE PLACED SO THE INCOMING WATER FLOW THROUGH THE DIRTBAG® SHOULD BE TIED OFF TIGHTLY TO STOP THE WATER FROM FLOWING OUT OF THE OPENING WITHOUT BEING FILTERED THROUGH THE FABRIC TO INCREASE THE EFFICIENCY OF THE FILTRATION. THE BAG SHOULD BE PLACED IN AN ADEQUATE BED TO ALLOW WATER TO FLOW THROUGH ALL SURFACES OF THE BAG.
3. DISPOSAL MAY BE ACCOMPLISHED AS DIRECTED BY THE ENGINEER. IF THE SITE ALLOWS, THE DIRTBAG® MAY BE CUT OPEN AND RESEAL, REMOVING THE INSIDE FABRIC. THE DIRTBAG® IS STRONG ENOUGH TO BE LIFTED IF IT MUST BE HAULED AWAY. IF THE JOBSITE REQUIRES THE DIRTBAG® TO BE RELOCATED TO LANDFILL FOR DISPOSAL, IT MAY BE HELPFUL TO PLACE THE DIRTBAG® IN THE BACK OF A DUMP TRUCK OR FLATBED PRIOR TO USE, ALLOWING THE WATER TO DRAIN WITH BAG IN PLACE, THEREBY DISMISSING THE NEED TO LIFT THE DIRTBAG®.

B) INSPECTION AND MAINTENANCE:

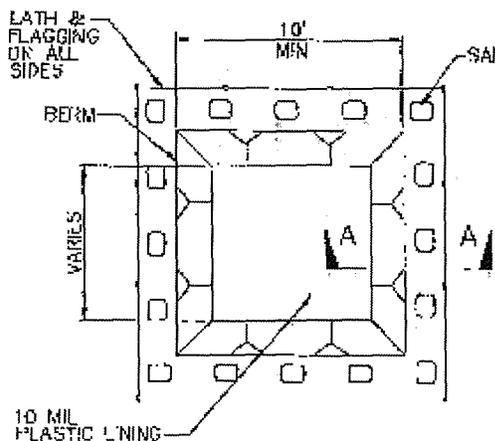
1. THE DIRTBAG® SHOULD BE CONSIDERED FULL WHEN IT IS IMPROPER FOR THE BAG TO FILTER OUT SEDIMENT AT A REASONABLE RATE, AND SHOULD BE REPLACED WITH A NEW DIRTBAG®.



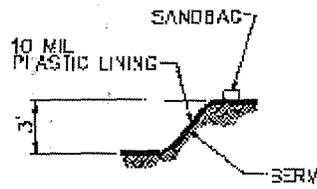
Other products may be submitted for review and approval

I-40

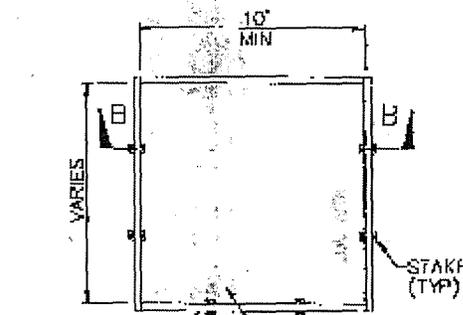
SD16 CONCRETE WASHOUT FACILITY



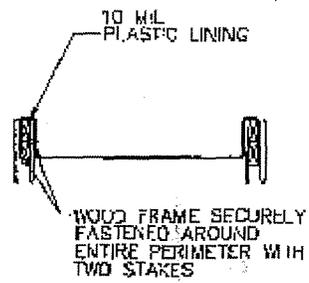
PLAN
NOT TO SCALE
TYPE "BELOW GRADE"



SECTION A-A
NOT TO SCALE



PLAN
NOT TO SCALE
TYPE "ABOVE GRADE"

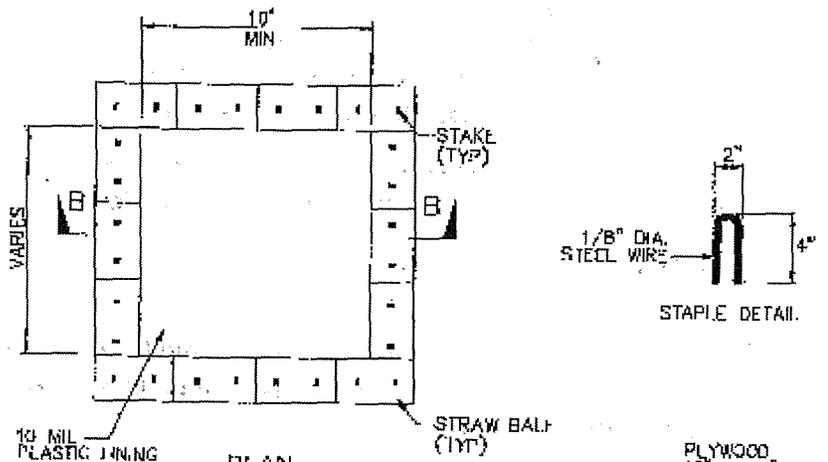


SECTION B-B
NOT TO SCALE

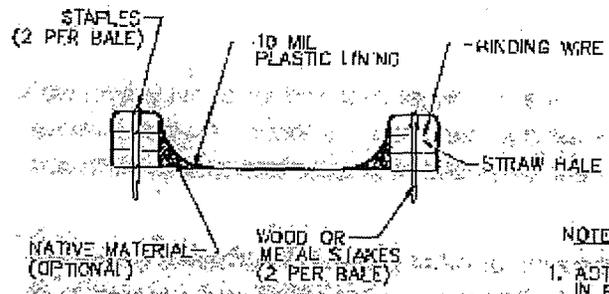
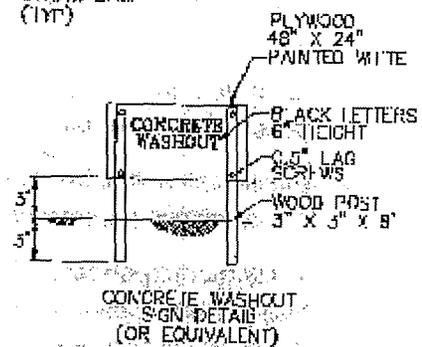
- NOTES
1. ACTUAL LAYOUT DETERMINED IN FIELD.
 2. THE CONCRETE WASHOUT SIGN SHALL BE INSTALLED WITHIN 30 FT. OF THE TEMPORARY CONCRETE WASHOUT FACILITY.

SOURCE: CALIFORNIA STORM WATER B.M.P. HANDBOOK
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SD16 CONCRETE WASHOUT FACILITY (continued)



PLAN
NOT TO SCALE
TYPE "ABOVE GRADE"
WITH STRAW BALES



SECTION B-B
NOT TO SCALE

- NOTES**
1. ACTUAL LAYOUT DETERMINED IN FIELD.
 2. THE CONCRETE WASHOUT SIGN SHALL BE INSTALLED WITHIN 30 FT. OF THE TEMPORARY CONCRETE WASHOUT FACILITY.

SOURCE: CALIFORNIA STORM WATER B.M.P. HANDBOOK

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SD16 CONCRETE WASHOUT FACILITY (continued)**GENERAL**

- PCC and AC wastes shall be collected and disposed of or placed in a concrete washout facility. No PCC or AC wastes shall enter the storm sewer system or watercourses.
- Sign shall be installed adjacent to each facility to inform concrete equipment operators to utilize proper facilities.
- Below grade facilities are typical. Above grade facilities are utilized if excavation is not practical.
- Washout facilities shall have sufficient volume to contain all liquid and waste concrete materials generated by washout and construction activities.
- Once concrete wastes are discharged to facility and allowed to harden, the concrete waste should be broken up and disposed of in accordance with state and local law.
- Plastic lining shall be free of holes, tears, or other defects that compromise the impermeability of the material.
- A minimum freeboard 12-inches is required for below grade facilities and a minimum of 4-inches freeboard is required for above grade facilities.

REMOVAL

- When facilities are no longer required for construction work, the materials used to construct the facility shall be removed from the site and disposed of in accordance with state and local law.
- Holes, depressions or other ground disturbance caused by removal of the facility shall be backfilled and restored to its pre-existing condition or intended use.

SOURCE: CALIFORNIA STORM WATER B.M.P. HANDBOOK

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SD16 CONCRETE WASHOUT FACILITY (continued)

MAINTENANCE

- Facilities must be cleaned or new facilities constructed once the washout is 75% full.
- Remove and dispose of hardened concrete materials to return facilities to a functional condition.
- Inspect washout facility on a weekly basis.

SOURCE: CALIFORNIA STORM WATER B.M.P. HANDBOOK

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NOTES

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ORDINANCE NO. 963
ORDINANCE AMENDING THE STORM WATER MANAGEMENT AND
EROSION CONTROL ORDINANCE

ZONING CASE 773-AT-14

WHEREAS, the Champaign County Zoning Board of Appeals held a public hearing, made a formal recommendation for approval, and forwarded to this Board Case Number 773-AT-14;

WHEREAS, the Champaign County Board believes it is for the best interests of the County and for the public good and welfare to amend the Champaign County Zoning Ordinance in a manner hereinafter provided;

NOW, THEREFORE BE IT ORDAINED, by the Champaign County Board, Champaign County, Illinois, that Resolution No. 971, *The Zoning Ordinance of the County of Champaign, Illinois* be amended in the manner attached hereto.

PRESENTED, PASSED, APPROVED, AND RECORDED this 21st day of May, A.D. 2015.

SIGNED:

ATTEST:

Pattsi Petrie, Chair
Champaign County Board
Champaign, Illinois

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

1. Add the following to Sec. 3 Definitions of the Champaign County Storm Water Management and Erosion Control Ordinance:

DEMOLITION PERMIT: A permit for DEMOLITION activities that are planned for areas outside of the MS4 JURISDICTIONAL AREA.

GRADING PERMIT: A permit for GRADING activities that are planned for areas outside of the MS4 JURISDICTIONAL AREA.

2. Add the following to Sec. 4. of the Champaign County Storm Water Management and Erosion Control Ordinance:

4.5 GRADING and DEMOLITION PERMIT Exemptions

All GRADING and DEMOLITION meeting the following conditions are exempt from the requirement for a GRADING PERMIT and/or a DEMOLITION PERMIT:

- A. Any GRADING or DEMOLITION pursuant to any of the exempted activities listed in Section 4.2.
- B. GRADING and/or DEMOLITION that is not part of or related to other CONSTRUCTION and that will result in less than one acre of LAND DISTURBANCE and that is not part of a larger COMMON PLAN OF DEVELOPMENT OR SALE OF RECORD.
- C. GRADING and/or DEMOLITION that is related to and authorized in a ZONING USE PERMIT or a Floodplain Development Permit or a LDEC PERMIT.

3. Add the following to 5.2 of the Champaign County Storm Water Management and Erosion Control Ordinance:

5G. Approval of any required GRADING PERMIT or DEMOLITION PERMIT outside of the MS4 JURISDICTIONAL AREA.

4. Add the following to Sec. 6 of the Champaign County Storm Water Management and Erosion Control Ordinance:

6.6 DEMOLITION PERMIT and GRADING PERMIT

- A. DEMOLITION or GRADING that will result in one acre or more of LAND DISTURBANCE or that is part of a larger COMMON PLAN OF DEVELOPMENT OR SALE OF RECORD which will disturb one acre or more of land, and that is not part of or related to other CONSTRUCTION and that is not located in the Champaign County MS4 JURISDICTIONAL AREA shall be subject to the requirement for either a DEMOLITION PERMIT or a GRADING PERMIT, whichever is applicable.
- B. Paragraph 6.6A. notwithstanding, the requirements of paragraph 6.1F., Section 6.4, Section 6.5, and paragraph 6.6 J. shall apply to any GRADING or DEMOLITION even though no DEMOLITION PERMIT or GRADING PERMIT may be required based on the amount of LAND DISTURBANCE.
- C. GRADING that is related to DEMOLITION shall be authorized as part of a DEMOLITION PERMIT.

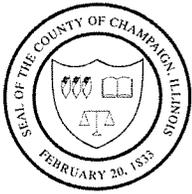
- D. Application for a DEMOLITION PERMIT or a GRADING PERMIT shall be filed in written form with the ZONING ADMINISTRATOR on such forms as the ZONING ADMINISTRATOR prescribes and shall include the following information:
1. Name and address of the OWNER, the APPLICANT, contractor, engineer and architect when applicable;
 2. Location, including township and section, street number, lot block and or tract comprising the legal description of the site;
 3. Permanent Index Number (PIN);
 4. LOT Area;
 5. ZONING DISTRICT;
 6. Special Flood Hazard Area, if applicable;
 7. USE of existing property and structures;
 8. Proposed USE and any proposed structures;
 9. Estimated cost of proposed construction, GRADING, and/or DEMOLITION;
 10. SITE PLAN indicating all existing and proposed USES and structures, water well, septic tank, septic tank leach field;
 11. Extent and nature of proposed LAND DISTURBANCE including a description of any proposed FILL and indication of the general location of any proposed FILL on the SITE PLAN.
- E. Any abandonment of a water well and/or septic tank (or anything similar to a septic tank) shall be in compliance with the Champaign County Health Ordinance and the Illinois Water Well Construction Code (415 ILCS 30) and/or the Illinois Private Sewage Disposal Code (77 ILCS 905.40).
- F. Any abandonment of an underground storage tank shall be in accordance with all applicable laws. This requirement shall not apply to any septic tank.
- G. Any permit for DEMOLITION of a PRINCIPAL BUILDING (as defined in the Champaign County Zoning Ordinance) not related to other CONSTRUCTION shall document the following:
1. Whichever of the following is applicable regarding the presence of a water well on the LOT:
 - a. a written statement that no water well exists on the LOT; or
 - b. a written statement that no water well on the LOT will be abandoned as defined in the Illinois Water Well Construction Code (415 ILCS 30) and the Champaign County Health Ordinance; or
 - c. in the event that a water well on the LOT will be abandoned, a copy of the Water Well Sealing Form pursuant to Public Act 85-0863 shall be submitted.
 2. Whichever of the following is applicable regarding the presence of a septic tank or other similar thing on the LOT:

- a. a written statement that no septic tank, cesspool, pit privy, aerobic treatment unit, or seepage pit exists on the LOT; or
 - b. a written statement certifying that a septic tank or aerobic treatment unit (or both) or a cesspool or pit privy or seepage pit exists on the LOT and will remain in use; or
 - c. a written statement certifying that a septic tank or aerobic treatment unit (or both), or a cesspool or pit privy or seepage pit exists on the LOT and will no longer be in use and shall be made to comply with the Illinois Private Sewage Disposal Code (77 ILCS 905.40) and the Champaign County Health Ordinance.
- H. Any permit for DEMOLITION of anything other than a privately owned home or ACCESSORY BUILDING or related STRUCTURE or a multi-family DWELLING with four or less dwelling units and/or any ACCESSORY BUILDING shall provide the following to document compliance with the National Emission Standards for Hazardous Air Pollutants (NESHAP):
- 1. a written statement by a qualified inspector that regulated removal of asbestos containing material is not necessary; or
 - 2. if a qualified inspector has determined that regulated removal of asbestos containing material is necessary, a copy of the completed State of Illinois Demolition/Renovation/Asbestos Project Notification Form. All DEMOLITION authorized under a DEMOLITION PERMIT or pursuant to a LDEC PERMIT shall comply with the Illinois Environmental Protection Agency’s regulations enforcing the National Emission Standard for Hazardous Air Pollutants for regulated asbestos.
- I. The Applicant for any DEMOLITION is responsible for ending and turning off any relevant utility service prior to DEMOLITION.
- J. Any Zoning Use Permit or Floodplain Development Permit or LDEC PERMIT and all GRADING or DEMOLITION shall comply with the following:
- 1. All DEMOLITION debris shall be disposed of lawfully and no CONSTRUCTION or DEMOLITION debris may be buried on the LOT other than as follows:
 - a. Clean CONSTRUCTION or DEMOLITION debris consisting of uncontaminated broken concrete without protruding metal bars, bricks, rock, stone, reclaimed or other asphalt pavement, or soil generated from construction or DEMOLITION activities may be used as a FILL material provided as follows:
 - (a) FILL that includes clean CONSTRUCTION or DEMOLITION debris shall not be placed within any well setback zone established under the Illinois Groundwater Protection Act (415 ILCS 55/1).
 - (b) FILL that includes clean CONSTRUCTION or DEMOLITION debris shall be placed no higher than the adjacent ground elevation that existed prior to the DEMOLITION.

- (c) The Zoning Administrator may inspect any FILL prior to final grading and must inspect all FILL that is placed inside the MS4 JURISDICTIONAL AREA pursuant to a LDEC PERMIT.
 - (d) FILL that includes clean CONSTRUCTION or DEMOLITION debris shall be covered by sufficient uncontaminated soil to support vegetation within 30 days of the completion of placing the FILL.
 - (e) FILL that includes clean CONSTRUCTION or DEMOLITION debris shall be in compliance with all other requirements of 415 ILCS 5/3.160 and 415 ILCS 5/22.51 or as authorized by the IEPA.
2. All other general CONSTRUCTION or DEMOLITION debris shall be removed from the LOT and taken to a duly approved disposal facility or reused in conformance with 415 ILCS 5/3.160 and 415 ILCS 5/22.51 or as otherwise authorized by the IEPA.
 3. The requirements of paragraph 6.6 G.1. and 6.6 G.2. notwithstanding, uncontaminated broken concrete without protruding metal bars may be used for erosion control consistent with all other standards of this Ordinance.
 4. No DEMOLITION debris shall be burned on the LOT unless all necessary approvals are received from the IEPA in which case a copy of said approval shall be provided with the application.
 5. Fugitive dust shall be minimized during GRADING or DEMOLITION activities.
 6. No open excavation or open basement or foundation more than four feet deep shall be left unfenced at any time and within 90 days shall be removed or filled in conformance with the requirements of this Ordinance so as to be less than four feet deep.
- K. At the time the application is filed for a DEMOLITION PERMIT or a GRADING PERMIT a fee of \$50 shall be paid except that this fee shall be waived provided that a Notice of Intent shall have been submitted to the IEPA and a copy of the Notice of Intent is submitted with the application.
- L. The Applicant for any DEMOLITION PERMIT or any LDEC PERMIT for DEMOLITION not related to other CONSTRUCTION shall notify the Zoning Administrator when the DEMOLITION has been completed and the Zoning Administrator shall inspect the DEMOLITION for compliance with this Ordinance.
- M. EROSION and SEDIMENT controls required by the ZONING ADMINISTRATOR pursuant to an enforcement action shall remain in place and shall be properly maintained in conformance with Section 12.8 until the DEMOLITION or GRADING has achieved FINAL STABILIZATION or until the EROSION and SEDIMENT controls are no longer needed. The ZONING ADMINISTRATOR shall then provide a letter documenting the achievement of FINAL STABILIZATION or that the EROSION and SEDIMENT control

are no longer needed. EROSION and SEDIMENT controls required pursuant to the ILR10 shall remain in place until a NOTICE OF TERMINATION has been submitted to the IEPA and the County.

- N. In the event that DEMOLITION or GRADING occurs with no application having been made for a DEMOLITION PERMIT or a GRADING PERMIT, no DEMOLITION PERMIT or GRADING PERMIT shall be required after FINAL STABILIZATION.



**CHAMPAIGN COUNTY BOARD
HIGHWAY & TRANSPORTATION COMMITTEE
Summary of Action Taken at the May 8, 2015 Meeting**

MEMBERS PRESENT: Lorraine Cowart (Chair), Lloyd Carter, John Jay, Max Mitchell, Diane Michaels,
MEMBERS ABSENT: Chris Alix, Shana Harrison, Jim McGuire

<u>Agenda Item</u>	<u>Action Taken</u>
I. Call to Order	9:03 a.m.
II. Roll Call	5 Committee members present, 3 Committee member absent
III. Approval of Agenda/Addenda	Approved
IV. Approval of Minutes Highway & Transportation Committee meeting – April 10, 2015	Approved
V. Public Participation	None
VI. Communications	It was noted that Mr. Alix and Mr. McGuire gave notice that they would not be attending today's meeting.
VII. County & Township Motor Fuel Tax Claims - April 2015	Received and placed on file
VIII. C-CARTS Grant Application for FY16 – Rita Morocoima-Black	<i>*RECOMMEND COUNTY BOARD APPROVAL of Resolution Authorizing Application for Public Transportation Financial Assistance under Section 5311 of the Federal Transit Act of 1991, as Amended (49 U.S.C. § 5311), Resolution for the Acceptance of the Special Warranty FY16 Combined Grant Application for Section 5311 Non-Urban Public Transportation Assistance and Downstate Operating Assistance, and Ordinance Providing for Public Transportation in Champaign County, Illinois.</i>
IX. Resolution of Award Authority – Brown #14-02008-00-BR	<i>*RECOMMEND COUNTY BOARD APPROVAL of Resolution for Contract Award Authority for Brown #14-02008-00-BR and Ogden #14-17016-00-BR.</i>
X. Resolution of Award Authority – Ogden #14-17016-00-BR	
XI. Resolution Awarding Pavement Striping – Section #15-00000-02-GM (letting to be held May 7 th , to be distributed at meeting)	<i>*RECOMMEND COUNTY BOARD APPROVAL of the Resolution Awarding of Contract for 2015 Pavement Striping of Various County Highways Section #15-0000-02-GM</i>
XII. Olympian Drive Update	Information Only

<u>Agenda Item</u>	<u>Action Taken</u>
XIII. IDOT Update	Information Only
XIV. Other Business	None
XV. Chair's Report	None
XVI. Designation of Items to be Placed on the Consent Agenda	VIII, IX, X, and XI
XVII. Adjournment	10:10 a.m.

*Denotes Inclusion on the Consent Agenda

COMMITTEE OF THE WHOLE
Finance/ Policy, Personnel, & Appointments/Justice & Social Services
 Action Taken Tuesday, May 12, 2015

<u>Item</u>	<u>Action</u>
I. <u>Call To Order</u>	6:31 p.m.
II. <u>Roll Call</u>	20 members present
III. <u>Approval of Agenda/Addenda</u>	Approved as Amended
IV. <u>Approval of Minutes</u> A. March 10, 2015	Approved
V. <u>Public Participation</u>	Will Kyles, Matt Langendorf, David Crow, Lukas Allison, Kevin Sage, Marc Changnon, Alonzo Munoz, Victor Munoz, Chase Meislahn, Whit Heintz, Aaron Ammons, Monica Terando all spoke regarding the Local Economic Growth Initiative Tripartite Agreement
VI. <u>Communications</u>	None
VII. <u>Justice & Social Services</u>	
A. <u>Monthly Reports</u> –	Reports received and placed on file
1. Animal Control – March 2015	
2. Emergency Management Agency – April 2015	
3. Head Start – April 2015	
4. Probation & Court Services – March 2015 & 1 st Quarter Report	
5. Public Defender – March 2015	
6. Veterans’ Assistance Commission – April 2015	
B. <u>Other Business</u>	None
C. <u>Chair’s Report</u>	None
VIII. <u>Finance</u>	
A. <u>Treasurer</u>	
1. Monthly Report – April 2015	Received and placed on file
B. <u>Auditor</u>	
1. Monthly Report – April 2015	Received and placed on file
2. Quarterly Financial Report	Received and placed on file
3. Resolution on Negative Fund Balances	*RECOMMEND COUNTY BOARD APPROVAL of a Resolution on Negative Fund Balances

C. Nursing Home

1. Monthly Report *(to be distributed)* Received and placed on file

D. Budget Amendments/Transfers

1. Budget Amendment 15-00021 ****RECOMMEND COUNTY BOARD
APPROVAL of a Resolution Authorizing Budget
Amendment 15-00021***
Fund/Dept. 080 General Corporate-043
Emergency Management Agency
Increased Appropriations: \$3,747
Increased Revenue: \$3,747
Reason: Receipt of Grant Funding to
Maintain Tracking System for Keeping
Track of Volunteers/Professionals
While Working on Large Scale
Disasters
2. Budget Amendment 15-00022 ****RECOMMEND COUNTY BOARD
APPROVAL of a Resolution Authorizing Budget
Amendment 15-00022***
Fund/Dept. 106 Public Safety Sales
Tax-237 Delinquency Prevention
Grants
Increased Appropriations: \$1,615
Increased Revenue: None: from Fund
Balance
Reason: This amendment Reflects the
Actual Award of Grant for Delinquency
Prevention to be Awarded on July 1,
2015 in the Amount of \$234,105 –
Based on 5% of Actual Public Safety
Sales Tax Revenue Collected in 2014.
The Projected Budget Estimate was
Slightly Short of the Actual Amount.
3. Budget Amendment 15-00023 ****RECOMMEND COUNTY BOARD
APPROVAL of a Resolution Authorizing Budget
Amendment 15-00023***
Fund/Dept. 075 Regional Planning
Commission-782 IDOT State Capital
Grant
Increased Appropriations: \$16,000
Increased Revenue: \$16,000
Reason: To Accommodate Receipt of
New IDOT Contract for Purchase of
Five Computers, Desks, and Chairs for
Champaign-Urbana Mass Transit
District, Operator of rural Transit
System for Champaign County
4. Budget Amendment 15-00024 ****RECOMMEND COUNTY BOARD
APPROVAL of a Resolution Authorizing Budget
Amendment 15-00024***
Fund/Dept. 075 Regional Planning
Commission-788 HUD Rapid
Rehousing

County and the Illinois State Board of Elections for a Voter Registration State Grant ***Acceptance Agreement Between Champaign County and the Illinois State Board of Elections for a Voter Registration State Grant***

G. Sheriff

1. Area-Wide Records Management System (A.R.M.S.) Intergovernmental Agreement ****RECOMMEND COUNTY BOARD APPROVAL of a Resolution Authorizing ARMS Agreement***

H. State's Attorney

1. Request Approval of Renewal of Intergovernmental Agreement Between the Illinois Department of Healthcare and Family Services and the Champaign County State's Attorney ****RECOMMEND COUNTY BOARD APPROVAL of a Resolution Authorizing Renewal of Intergovernmental Agreement Between the Illinois Department of Healthcare and Family Services and the Champaign County State's Attorney***

I. County Administrator

1. FY 2015 General Corporate Fund Budget Projection Report Received and placed on file
2. FY 2015 General Corporate Fund Budget Change Report Received and placed on file
3. Financial Policies ****RECOMMEND COUNTY BOARD APPROVAL of a Resolution Authorizing Amendment to County Financial Policies***
4. FY2016 Budget Process Resolution ****RECOMMEND COUNTY BOARD APPROVAL of a Resolution Authorizing FY2016 Budget Process***
5. RFP 2015-005 for Vending Services Approved

J. Other Business None

K. Chair's Report None

L. Designation of Items to be Placed on the Consent Agenda B3; D1-6; F1; G1; H1; I3-4

IX. **Policy, Personnel, & Appointments**

A. Appointments/Reappointments *(Italicized Name Denotes Incumbent)*

1. Board of Review – 1 Term 6/1/2015-5/31/2017
 • *Dianne Hays (R)* ****RECOMMEND COUNTY BOARD APPROVAL of a Resolution Authorizing the Appointment of Dianne Hays to the Board of Review***
2. Farmland Assessment Review Committee – 1 Term 6/1/2015- ****RECOMMEND COUNTY BOARD APPROVAL of a Resolution Authorizing the***

- 5/31/2019 **Appointment of Steve Moser to the Farmland Assessment Review Committee**
- *Steve Moser*
3. Sangamon Valley Public Water District – 1 Term 6/1/2015-5/31/2020 ***RECOMMEND COUNTY BOARD APPROVAL of a Resolution Authorizing the Appointment of Frank Howard to the Sangamon Valley Public Water District**
- *Frank Howard*
4. Penfield Water District – 1 Term 6/1/2015-5/31/2020 ***RECOMMEND COUNTY BOARD APPROVAL of a Resolution Authorizing the Appointment of Michael Trione to the Penfield Water District**
- *Michael Trione*
5. Dewey Community Public Water District – 2 Terms 6/1/2015-5/31/2020 ***RECOMMEND COUNTY BOARD APPROVAL of Resolutions Authorizing the Appointments of Edwin Holzhauer and Elaine Holzhauer to the Dewey Community Public Water District**
- *Edwin Holzhauer*
 - *Elaine Holzhauer*
6. Dewey Community Public Water District - 1 Term 6/1/2015-5/31/2019 ***RECOMMEND COUNTY BOARD APPROVAL of Resolution Authorizing the Appointment of David Hudson to the Dewey Community Public Water District**
- *David Hudson*
7. Dewey Community Public Water District - 1 Term 6/1/2015-5/31/2017 ***RECOMMEND COUNTY BOARD APPROVAL of Resolution Authorizing the Appointment of Thomas Zindars to the Dewey Community Public Water District**
- *Thomas Zindars*
8. Urbana-Champaign Sanitary District - 1 Term 6/1/2015-5/31/2018 ***RECOMMEND COUNTY BOARD APPROVAL of Resolution Authorizing the Appointment of Jerry Lyke to the Urbana-Champaign Sanitary District**
- *Jerry Lyke (R)*
- B. County Clerk
1. April 2015 Report Received and placed on file
 2. Request for Evaluation of the Position of Senior Vital Records Clerk by the Job Content Evaluation Committee Approved

- C. County Administrator
1. Administrative Services April 2015 Report Received and placed on file
 2. ADA Compliance Requirements Recommendation ****RECOMMEND COUNTY BOARD APPROVAL OF ADOPTION of the Notice Under the Americans With Disabilities Act; the ADA Grievance Procedure; and the designation of ADA Coordinators***
 3. Ordinance Amending Personnel Policy ****RECOMMEND COUNTY BOARD APPROVAL of an Ordinance Amending Ordinance No. 960 Establishing Champaign County Personnel Policy***
- D. Other Business
1. Resolution Adopting Local Economic Growth Initiative Tripartite Discussion Only-Action Deferred Until June 2015
- E. Chair's Report
1. Strategic Planning Prioritization Discussion Only
- F. Designation of Items to be Placed on the Consent Agenda A1-8; C2-3
- G. Closed session pursuant to 5 ILCS 120/2 (c) 1 to consider the employment, compensation, discipline, performance, or dismissal of an employee. Approved-Committee of the Whole entered into Closed Session at 9:27 p.m.

X. Other Business

XI. Adjournment

RESOLUTION NO. 9204

PAYMENT OF CLAIMS AUTHORIZATION

May, 2015

FY 2015

WHEREAS, The County Auditor has examined the Expenditure Approval List of Claims against the County of Champaign totaling \$5,828,953.45 including warrants 522860 through 524754; and

WHEREAS, The claims included on the list were paid in accordance with Resolution No. 1743; and

WHEREAS, Claims against the Mental Health Fund do not require County Board approval and are presented for information only; and

WHEREAS, The County Auditor has recommended the payment of all claims on the Expenditure Approval List; and

WHEREAS, The County Board finds all claims on the Expenditure Approval List to be due and payable;

NOW, THEREFORE, BE IT RESOLVED by the Champaign County Board that payment of the claims totaling \$5,828,953.45 including warrants 522860 through 524754 is approved.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 21st day of May, A.D. 2015.

Patti Petrie, Chair
Champaign County Board

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

RESOLUTION NO. 9205

PURCHASES NOT FOLLOWING PURCHASING POLICY

May 2015

FY2015

WHEREAS, Purchases by Champaign County offices and departments sometimes occur that are not in compliance with the Champaign County Purchasing Policy; and

WHEREAS, The Champaign County Auditor must present those purchases to the Champaign County Board for approval of payment;

NOW, THEREFORE, BE IT RESOLVED By the Champaign County Board that the purchases not following purchasing policy as presented by the Champaign County Auditor on May 21, 2015 are hereby approved for payment.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 21st day of May A.D. 2015.

Pattsi Petrie, Chair
Champaign County Board

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

5/21/15

PURCHASES NOT FOLLOWING THE PURCHASING POLICY, AND EMERGENCY PURCHASES

DEPARTMENT	PPROPRIATION #	VR#/PO#	VR/PO DATE	DESCRIPTION	VENDOR	AMOUNT
NO PURCHASE ORDER ISSUED						
** Coroner	080-042-various	VR#042-082	04/30/15	Interstate trailer, title, & plates	Johnson Trailer Sales	\$ 5,080.00
CREDIT CARD PURCHASES PAID WITHOUT RECEIPT						
** Supr of Assessment	080-025-522.15	VR#025-021	04/20/15	Casey's gas 3/31	Visa Cardmember Services	\$ 20.07
** Sheriff	080-040-533.12	VR#040-148	04/20/15	Pizza Hut 3/31	Visa Cardmember Services	\$ 11.75
2014 PURCHASES PAID OUT OF FY 2015						
** Regional Planning	075-894-533.92	VR#029-664	04/07/15	Client repair 12/15	Illini Home Improvements	\$ 577.03
** Regional Planning	075-733-522.03	VR#029-780	04/16/15	CDR sleeves 11/17	Wal-Mart	\$ 41.92
** Circuit Court	080-031-533.07	VR#031-134	04/15/15	Interpret service 12/1-31	Meiby Huddleston	\$ 2,150.00
** Sheriff	080-040-522.90	VR#040-128	04/08/15	Ear pieces 6/25	Pacific Coast Laboratories	\$ 56.95
** Sheriff	080-040-533.42	VR#040-160	04/27/15	Equipment maintenance 12/9	Clear Talk	\$ 758.00
** Coroner	080-042-533.06	VR#042-073	04/22/15	Autopsy 12/23	Shiping Bao	\$ 850.00
** EMA	080-043-533.42	VR#043-033	04/24/15	Batteries 12/9	Clear Talk	\$ 530.60
** Nursing Home	081-430-522.44	VR#044-396	03/05/15	Cushions 12/2	Direct Supply Equipment	\$ 142.13
** Nursing Home	081-430-533.07	VR#044-398	03/05/15	Medical record consult 12/1	Greenberg & Associates	\$ 814.29
** Nursing Home	081-425-533.86	VR#044-401	03/05/15	Install GFCI outlets 12/3	Davis Electric Inc.	\$ 642.00
** Nursing Home	081-425-533.42	VR#044-402	03/05/15	Equipment parts 12/1	Direct Supply Equipment	\$ 1,405.95
** Nursing Home	081-425-533.42	VR#044-403	03/05/15	Equipment parts 12/4	Direct Supply Equipment	\$ 82.64
** Nursing Home	081-var-522.var	VR#044-411	03/05/15	Nursing supplies 12/5	Professional Medical Inc.	\$ 638.54
** Nursing Home	081-430-533.07	VR#044-412	03/05/15	MDS contract service 12/5	Tobin & Associates	\$ 600.00
** Nursing Home	081-430-522.93	VR#044-415	03/05/15	Abdominal binder 12/9	Carle Medical Supply	\$ 57.90
** Nursing Home	081-430-522.93	VR#044-416	03/05/15	Anti-thrust cushion 12/9	Direct Supply Equipment	\$ 150.18
** Nursing Home	081-430-522.93	VR#044-417	03/05/15	Headrest 12/10	Direct Supply Equipment	\$ 129.30
** Nursing Home	081-420-533.91	VR#044-418	03/05/15	Laundry service 10/31-12/1	Elsbo	\$ 575.64
** Nursing Home	081-425-522.22	VR#044-422	03/05/15	Maintenance supplies 12/3	Grainger	\$ 283.97
** Nursing Home	081-425-522.22	VR#044-423	03/05/15	Gaskets 12/8	Grainger	\$ 12.26
** Nursing Home	081-425-522.22	VR#044-428	03/05/15	Maintenance supplies 12/8	Lawson Products	\$ 534.18
** Nursing Home	081-430-533.07	VR#044-432	03/05/15	MDS contract services 12/12	Tobin & Associates	\$ 1,730.34
** Nursing Home	081-425-522.22	VR#044-433	03/05/15	Color ribbon 12/9	Bennett Electronic Service	\$ 291.44
** Nursing Home	081-425-533.86	VR#044-437	03/05/15	Fireguard closer 12/9	Grainger	\$ 1,397.36
** Nursing Home	081-430-522.93	VR#044-438	03/05/15	Nursing supplies 12/1	Office Depot	\$ 175.47
** Nursing Home	081-410-522.04	VR#044-439	03/05/15	Copy paper 12/3	Office Depot	\$ 195.30
** Nursing Home	081-430-522.93	VR#044-440	03/05/15	Nursing supplies 12/5	Office Depot	\$ 68.80

5/21/15

PURCHASES NOT FOLLOWING THE PURCHASING POLICY, AND EMERGENCY PURCHASES

DEPARTMENT	PPROPRIATION #	VR#/PO#	VR/PO DATE	DESCRIPTION	VENDOR	AMOUNT
** Nursing Home	081-410-533.07	VR#044-441	03/05/15	Customer surveys 12/15	Pinnacle Consulting	\$ 375.00
** Nursing Home	081-var-522.var	VR#044-442	03/05/15	Nursing supplies 12/11	Professional Medical Inc.	\$ 4,742.05
** Nursing Home	081-425-533.42	VR#044-449	03/05/15	Blood pressure gauge 12/3	Direct Supply Equipment	\$ 48.04
** Nursing Home	081-425-various	VR#044-450	03/05/15	Bulbs, pump repair kit 12/12	Grainger	\$ 898.00
** Nursing Home	081-425-522.22	VR#044-451	03/05/15	Bulbs 12/15	Grainger	\$ 376.00
** Nursing Home	081-425-522.22	VR#044-455	03/05/15	Maintenance supplies 12/16	Lawson Products	\$ 2.07
** Nursing Home	081-410-522.93	VR#044-457	03/05/15	Copy paper 12/10	Office Depot	\$ 195.30
** Nursing Home	081-var-522.93	VR#044-458	03/05/15	Operational supplies 12/11	Office Depot	\$ 332.60
** Nursing Home	081-430-522.93	VR#044-459	03/05/15	Operational supplies 12/15	Office Depot	\$ 19.04
** Nursing Home	081-430-534.65	VR#044-472	03/05/15	Contract nursing 12/26	Favorite Healthcare Staffing	\$ 526.23
** Nursing Home	081-410-533.03	VR#044-482	03/05/15	Attorney service 12/31	Polsinelli Shughart	\$ 1,538.50
** Nursing Home	081-430-522.12	VR#044-483	03/05/15	Nursing supplies 12/15	Professional Medical Inc.	\$ 92.44
** Nursing Home	081-430-534.65	VR#044-492	03/05/15	Contract nursing 12/31	Favorite Healthcare Staffing	\$ 2,542.66
** Nursing Home	081-430-534.65	VR#044-496	03/05/15	Contract nursing 12/31	Favorite Healthcare Staffing	\$ 1,425.00
** Nursing Home	081-430-533.07	VR#044-517	03/05/15	Dec transportation	Champaign Co Area Rural Transi	\$ 118.00
** Nursing Home	081-425-522.22	VR#044-527	03/05/15	Bulb credit 12/15	Grainger	\$ (376.00)
** Nursing Home	081-410-533.70	VR#044-654	03/24/15	Advertising December	HIBU Inc.	\$ 193.63
** Nursing Home	081-430-534.81	VR#044-812	04/21/15	Medical service 10/15	Carle Foundation Hospital	\$ 166.26
** Head Start	104-various	VR#104-597	04/16/15	Food & non-food suppl 11/24-12/17	Gordon Food Services	\$ 503.19
** Self-Funded Insurance	476-118-533.03	VR#118-045	04/13/15	Attorney service 12/12-23	Heyl, Royster, Voelker, & Allen	\$ 393.50
** Correctional Center	080-140-522.12	VR#140-169	04/08/15	Dec medical supplies	Correctional Healthcare Co	\$ 2,492.92
** Correctional Center	080-140-522.93	VR#140-197	04/15/15	Shelving 11/17	Hubert Company	\$ 21.79

*****According to Illinois Attorney General and Champaign County State's Attorney,
the Purchasing Policy does not apply to the office of elected officials.*****

** Paid- For Information Only

RESOLUTION NO. 9236

RESOLUTION FOR THE APPROVAL AND, IF AWARDED, ACCEPTANCE OF OPEN SOCIETY FOUNDATION GRANT FOR PLANNING FOR CHAMPAIGN COUNTY'S PRE-BOOKING DIVERSION OPTIONS

WHEREAS, Champaign County through the Champaign County Sheriff's Office, has applied for funding from the Open Society Foundation for the a Planning Grant for Champaign County's Pre-Booking Diversion Options; and

WHEREAS, The grant award period is from October 1, 2015 to September 30, 2016; and

WHEREAS, There is no match or financial contribution requirement by Champaign County for acceptance of this grant; and

WHEREAS, the grant award, based upon the application, is anticipated to be in the amount of \$150,000 for the term of the grant;

NOW, THEREFORE, BE IT RESOLVED By the County Board of Champaign County that the application for the Open Society Foundation Grant for Planning for Champaign County's Pre-Booking Diversion Options in the approximate amount of \$150,000 for a one year term, is hereby approved and, if awarded, accepted for the Champaign County Pre-Booking Diversion Options Planning.

PRESENTED, ADOPTED, APPROVED, AND RECORDED this 21st day of May, A.D. 2015.

Pattsi Petrie, Chair
Champaign County Board

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

Project Title: Planning for Champaign County’s Pre-Booking Diversion Options
Project Period: October 1, 2015 – September 30, 2016
Host Institution: Champaign County Sheriff’s Office

Applicant Information

Project Leader(s):

Allen Jones, Chief Deputy
Champaign County Sheriff’s Office
204 E. Main St.
Urbana, IL 61801
ajones@co.champaign.il.us
217.384.1205

Chief Deputy Sheriff Allen Jones – Allen Jones has been leading county efforts to research and begin implementation of reforms at various stages in the justice process with the goal of reducing use of the jail facilities as a default intervention for non-violent persons dealing with mental illness, substance abuse and homelessness because alternatives are not currently readily available in Champaign County. His responsibilities will include bringing justice system partners to the planning effort, coordinating linkage to the county’s data management system and overall project oversight.

Other Project Partners:

Commitments to participate in the Crisis Response Planning Committee:

Patti Petrie, Champaign County Board	217.384.3776	ppetrie@co.champaign.il.us
Julia Reitz, State’s Attorney	217.384.3733	statesatty@co.champaign.il.us
Peter Tracy, Champaign County Mental Health Board	217.367.5703	peter@ccmhb.org
Bruce Suardini, Prairie Center	217.328.4500	bsuardini@prairie-center.com
Sheila Ferguson, Community Elements	217.398.8080	sferguson@communityelements.org
Anthony Cobb, Champaign Police Chief	217.403.6907	anthony.cobb@ci.champaign.il.us
Patrick Connolly, Urbana Police Chief	217.649.1313	connolpj@urbanaininois.us
Jeff Christensen, University of Illinois Police Chief	217.333.1216	jchriste@uiuc.edu

A. PROPOSAL COMPONENTS

A1. Targeted region and population

The proposed project will geographically include Champaign County, located in East Central Illinois. According to the U.S. Census 2013, the county has a population of 204,897 residents, with 132,857 living in the twin cities of Champaign and Urbana. The county's population is 69.9% White, non-Hispanic; 12.8% Black or African American; 9.6% Asian; 5.6% of Hispanic or Latino origin; 2.7% of two or more races; .4% American Indian or Native Alaskan; and .1% Hawaiian or Pacific Islander. In part due to the University of Illinois students, over 43% of households in the county are non-family units. Forty-three percent of the population have attained at least a bachelor's degree, and the county's residents have a median family income of \$69,132, however there is great disparity in incomes resulting in over half of the children in some school districts qualifying for free and reduced lunches, and 6% of the population do not graduate from high school. Partially due to the University of Illinois, two regional hospitals and the East Central Illinois Refugee Mutual Assistance Center, the county also is home to many first generation citizens, with 24,000 having been born outside the U.S. and over 30,000 individuals speaking languages other than English at home. County residents have many family and business connections in Chicago, approximately 200 miles to the north.

Specific planning attention will be given to approaches/models that may work best in neighborhoods that historically have high adult arrests related to public nuisance, domestic violence, drug possession and similar police calls of non-criminal nature and whose residents are predominantly low-income and minority households. These neighborhoods include:

- Garden Hills, Champaign
- Lierman Neighborhood, Urbana
- Village of Rantoul
- Scottswood, Champaign County, contiguous to Urbana
- Dobbins Downs, Champaign County, contiguous to Champaign
- Downtown Champaign area

A2. Scale:

This proposal seeks to support necessary convening/planning and protocol development efforts prior to implementation of a pre-booking diversion model.

B. OPERATING ENVIRONMENT:

Champaign County operates two jails, both of which will require significant facility maintenance in the near future and are overcrowded due to the increasing proportion of the inmate population with medical and mental health needs requiring segregation or risk-watch. As a result, the county board began serious consideration of facility options in 2012.

In addition, Champaign County has a growing interest in development of community-based supportive services (mental health, substance use treatment, housing, employment, health care and peer support) for persons with substance use or co-occurring mental health and substance use disorders, particularly as they relate to interaction with law enforcement and courts. In 2014, Crisis Intervention Team officers responded to 1248 calls, of which 461 were responses for subjects with mental health issues and 663 were suicide attempts or threats. Officers currently have options of resolving the situation at the scene, transporting to a local hospital, or arresting subjects. A recent county study by the Institute of Law and Policy Planning (ILPP) and an accompanying study by a local justice task force have noted that additional pre-booking options are needed for diversion from jail for non-violent offenders, including recommendations for a local detox facility, a crisis/respite drop-off center and adoption of a risk assessment tool for use pre-booking. This application seeks planning funds to research these ideas further and move them into implementation if feasible.

Champaign County is ripe for development of pre-booking diversion activities. The county has operated a Drug Court for non-violent offenders since 1999 with funding support from the local Mental Health Board. Through establishing partnerships with law enforcement, school and community agencies, the county also has a Youth Assessment Center for juveniles that has shown success in diverting youth and has wide community support. The jail capacity is 313. Of the 47 individuals with 5+ jail admissions in 2014, 31 were identified as having mental health or co-occurring mental health/substance use disorders. Through a recently-formed Re-entry Council, a similar partnership is working on building a support network of services for those returning to the community from a jail or prison term, with the goal of reducing recidivism. This effort has been paralleled by formation of First Followers, a grassroots non-profit that provides peer support for persons with felony convictions.

Commitments to join collaborative planning efforts from virtually all the county's justice system officials (sheriff, judges, courts, state's attorney, public defender, probation, police chiefs) have been obtained. In addition, local government officials (both county

and city), community service providers, and local advocacy groups are committed to participation in establishing more diversion options.

Federal and State of Illinois efforts to reduce minority disproportionality in the justice system have also fueled interest in development of more diversion options, and minorities are currently overrepresented in the Champaign County jail population. For the past several years, the Champaign County Mental Health and Developmental Disabilities Boards have promoted better access to mental health services for minorities through cultural competence technical assistance for service providers and through a community anti-stigma campaign. The county's new representative to the state legislature is an active advocate of jail reform and development diversion alternatives. The Illinois Balanced and Restorative Justice Project is located in a neighboring county and often provides training/consulting to local schools and community agencies. The Champaign County Regional Planning Commission operates a regional police training consortium that provides training opportunities based on identified local needs, and would be a training resource for implementing new approaches in pre-booking diversion.

C. GOALS, OUTCOMES AND EVALUATION:

The Champaign County Sheriff’s Office, as the operator of the county’s two jail facilities, has taken the lead in coordinating local efforts to research and begin implementation of possible diversion alternatives for non-violent offenders at several points in the justice system.

The table below summarizes the main steps of a person progressing through the justice process and notes for each step in the process whether a lead entity for planning for alternative services has been identified and whether any entity has actually begun implementation of specific diversion alternatives.

Justice system step	Planning led by:	Implementation started by:
Police response to incident		Police/Critical Incident Team
Warn and release	Sheriff/police	
Pre-booking diversion	Crisis Planning Committee	
housing supports	“	
employment supports	“	
addiction supports	“	
health supports	“	
mental health supports	“	
other	“	
Booking/pre-trial diversion	Sheriff	State’s Attorney/courts
Booking/problem-solving courts		Drug Court - Presiding judge; Prairie Center; Community Elements
Booking/jail (pre-trial)		Court/Sheriff
Probation/community service/fine		Courts/Court services
Jail	Sheriff	
DOC	Sheriff	
Re-entry transition planning	Re-entry Council	
housing supports		Community Elements
employment supports		CCRPC – WIOA
addiction supports		Prairie Center
health supports		Francis Nelson Health Center
mental health supports		Community Elements
other (peer support)		First Followers

Goals for developing a range of intervention alternatives at all steps include:

- Providing treatment rather than punishment for mental health and substance use problems
- Providing the most effective intervention to reduce criminal or nuisance behavior in the community
- Providing methods to pay fines or perform community service that will hold persons accountable and be achievable
- Providing the least restrictive setting to accomplish public safety
- Reducing recidivism
- Reducing jail and court costs
- Increasing the support services available in the community

It is expected that at least 3 new alternatives for pre-booking interventions for persons with mental health and/or substance use issues will be identified, researched and planned for implementation, and likely that one of these will be some type of assessment/drop off center. Based on current Crisis Intervention Team data, the number of people served will exceed 500 annually.

Success of the planning phase funded for one year under this grant will be measured by the existence of a Champaign County plan for a range of pre-booking alternatives, including appropriate interventions for persons with substance use issues, with next steps identified for implementation of these alternatives and funding identified to move forward, as well as the identification and collection of baseline data for each alternative so that comparison can be made of the effectiveness of the alternatives to be implemented. Longer-term success will be measured by how well these alternatives help the county reach its listed goals.

Possible challenges to reaching our goals include the difficulty of bringing many stakeholders to consensus and the inability to identify sustainable funding streams for some alternatives. Key to obtaining stakeholder consensus is focusing on the benefits to each stakeholder and the strengths that each stakeholder brings to the table, as well as good negotiation skills of the coordinator/facilitator. Pairing an initiative that may not totally support its expenses with one that may be able to generate excess revenue (in other words, looking at the system as a whole rather than each part separately) may be a strategy to overcome some program funding deficits. Other ideas certainly will be solicited as barriers present themselves.

Documentation will be kept of meetings, baseline data collected, and the business plan developed for each alternative. Should Open Society Foundations require any other reports, site visits or presentations, these can be arranged on request.

D. KEY STAKEHOLDERS:

Using the example of the county's established Re-entry Council, the formation of a Crisis Response Planning Committee, convened by the Champaign County Sheriff's Office, is being proposed to consider pre-booking alternatives that would effectively divert persons for whom mental health and/or drug treatment alternatives may be more appropriate interventions than arrest. This committee would begin research and offer recommendations for pre-booking programming.

The key people/organizations who have committed to participation in a Crisis Response Planning Committee are listed under "other project partners." In addition, the Sheriff has reached out to many other interested stakeholders to confirm participation in project planning and implementation as they relate to each stakeholder's constituents or service area. These include:

- all chiefs of police in the county
- the University of Illinois and Parkland College administrations
- the Champaign County Bar Association
- the city administrations of Champaign, Urbana, Rantoul, Mahomet and Savoy
- additional advocacy groups of Champaign Urbana Citizens for Peace and Justice, First Followers and the Champaign County ACLU
- the presiding judge, court services administration, and Public Defenders office for the Sixth Judicial Circuit (Champaign County)
- local hospitals (Carle and Presence)
- mental health and substance use providers (Community Elements, Prairie Center)
- Champaign-Urbana Public Health District and Frances Nelson (FTCA health center)
- the local workforce development and community action agency (Champaign County Regional Planning Commission)
- State Representative Carol Ammons and State Senator Scott Bennett
- Champaign County Continuum of Care

E. GOVERNANCE STRUCTURE AND/OR IDENTIFICATION OF HOST ORGANIZATION:

The Champaign County Sheriff's Office is the host organization to receive the grant funding. The Sheriff is an elected official of the county. The Sheriff's Office is an office of Champaign County government, with budget authority provided by the Champaign County Board. See Appendices for an organizational chart of the county government and Sheriff's Office budget information.

While the Sheriff's Office is taking the lead on the coordination of planning activities for these efforts in the justice system, there is a strong commitment from the County Board itself, and from other county departments in the county that may be able to support these activities or bring other expertise to the table, including the State's Attorney, Public Defender, Presiding Judge, Court Administrator, Mental Health Disabilities Board, and Regional Planning Commission.

F. SUSTAINABILITY:

This grant would allow the county to focus on pre-booking activities that would divert persons with mental health/substance use diagnoses to treatment/intervention alternatives that would keep them out of the justice system.

The Cities, Mental Health Board, Regional Planning Commission and County have supported both justice and mental health initiatives and would be continuing financial resources for project implementation. The Sheriff's Office and Mental Health Board recently supported a team of local officials to the assessment/drop off center in Peoria, IL, and a consultation from Leon Evans, CEO of Center for Health Care Services in San Antonio (Bexar County), TX to discuss strategies to capture any available Medicaid and private hospital funding for additional mental health and substance use treatment services. Services will be aligned with Affordable Care Act principles to avoid costly emergency room care and maintain a medical home whenever possible. Champaign County and Mental Health Board funds have already been allocated to support a case manager to assess and develop a support plan prior to release from jail for those re-entering the community that may have supportive service needs.

The local United Way and Community Foundation of East Central Illinois have not traditionally prioritized mental health or justice initiatives, however are willing to consider new proposals that will benefit the community, and are particularly interested in homelessness and employment initiatives as they relate to persons with mental health and substance use issues. A local hospital has indicated initial interest in development of a drop-off center as one method to reduce emergency room use.

In addition to this planning grant, the Sheriff's Office has already applied for grant funding to assist with several components of planning and implementation of programming from the MacArthur Foundation, Department of Justice, and SAMHSA, and will continue to seek additional private, state and federal grant resources as opportunities become available.

The pre-booking project will be integrated with other efforts locally to improve total justice system processes, including pre-trial, mental health services provided in the jail, community-based alternatives in sentencing and re-entry services.

G. WORK PLAN WITH TIMELINE:

The Crisis Planning Committee (CPC) work plan for its initial planning year and into the first year of implementation is outlined in the table below. Activities listed October 2015 - September 2016 will fall under this grant’s activities and timeline.

Timeline	Tasks
September 2015	Project Lead: Notify committee members of grant receipt and set meeting schedule; hire consultant
October 2015	CPC: Research and identify pre-booking alternatives of interest
November	CPC: Solicit input from community; targeted population on feasibility/potential barriers of various approaches
December 2015	CPC: Select at least 3 alternatives to explore further
January 2016	CPC: Develop business model drafts for at least 3 alternatives Project Lead: Arrange technical assistance as needed
May 2016	CPC: Present business plan drafts to stakeholders, local funders, public for review and input
June 2016	CPC: Revise business plans based on community input
August 2016	CPC: Begin work on funding commitments to begin next funding cycles CPC: Identify outcome measures and begin baseline data collection
September 2016	Project Lead/Pre-Booking Alternatives Partners: Begin staff training activities and roll-out schedule for implementation of alternatives Project Lead: Make progress report to stakeholders and public through meetings/media
October 2016	Pre-Booking Alternatives Partners: Begin implementation as funds become available
January 2017	CPC: Review first quarter’s operation and outcomes Pre-Booking Alternatives Partners: Make process improvements as needed
April 2017	CPC: Review YTD operation and outcomes Pre-Booking Alternatives Partners: Make process improvements as needed
July 2017	CPC: Review YTD operation and outcomes Pre-Booking Alternatives Partners: Make process improvements as needed
October 2017	CPC: Review first year’s operation and outcomes Pre-Booking Alternatives Partners: Make process improvements as needed Project Lead: Recognize CPC and stakeholder efforts and successes

H. BUDGET AND BUDGET NARRATIVE:

Revenue:

The primary source of funds for the Planning for Champaign County's Pre-Booking Options Project will come from the Open Society Foundations Drug Policy Project – Community Alternatives grant. In-kind contributions from some local partners will be made through provision of some meeting space, contribution of some office supplies, some use of Internet/phone service, computers and copy equipment.

Expenses:

A. PERSONNEL

The Sheriff's proposed personnel budget is based upon the anticipated staffing costs for the Planning Period that will begin upon grant acceptance and extend for 12 consecutive months ending in late 2016. The total personnel expense for the 12-month period of the grant is \$67,458. The figures underlying that total are explained below.

COORDINATION & FACILITATION SERVICES

As the Lead Agency, the Sheriff's Office intends to enter into an agreement for Project Coordination & Facilitation Services from Darlene A. Kloeppel, MSW, MS, MCP. Darlene Kloeppel has 30 years of experience in corporate, academic and government environments facilitating system change and program excellence through focused attention to detail, work efficiencies and measurable goals. She has spent the last 15 years planning and developing partnerships to implement social services and workforce development initiatives to assist low income households become more self-sufficient, and has grown the budget of services offered to county residents through the Regional Planning Commission from \$1.2 million to \$11 million through a combination of Federal, state, local and private funding sources. She has served as the lead contact for the local Continuum of Care and oversees supportive housing and case management projects in the county. She brings a rich consulting portfolio to this work, having worked on consulting teams for Rosser Fabrap Justice Systems to recommend facility and strategic plans for prisons, jails and juvenile justice systems and for Ernst and Young, LLP to recommend facility and operational plans for health care facilities and systems. In addition, she is experienced in organizational change management, braiding funding resources and partnership negotiations. She will coordinate this project

Ms. Kloeppel will spend 15 hours per week working, under the direction of the Sheriff, as the Sheriff's Liaison with the Open Society Foundations Technical Advisors, the County-designated Key Stakeholders, and the Crisis Planning Committee. She will arrange training and site visits and organize and facilitate community-wide meetings and

discussions, both to ensure that the system plan is of the highest quality and that its components are understood and supported.

The Sheriff believes this part of the staffing plan will maximize the investment of the Open Society Foundation, its partners and the County of Champaign. The compensation for Darlene Kloeppe was negotiated based upon her last annualized salary working for the Champaign County Regional Planning Commission. **The consulting expense for the 12-month position in 2015-2016 is \$58,500 (\$75/hr x 15 hrs/week x 52 weeks).**

COUNTY OF CHAMPAIGN

The Chief Deputy Sheriff, Allen E Jones, will be the Point of Contact for the County of Champaign and the Champaign County Sheriff's Office. Chief Deputy Jones will work directly with the Project Coordinator to facilitate connections within the Sheriff's Office, County of Champaign, and local agencies and entities, such as law enforcement, judiciary, service providers, and others that have tendered letters of commitment to the system-planning process. Chief Deputy Jones will be supported by two Captains within the Sheriff's Office for whose time reimbursement will not be sought. The portion of Chief Deputy Jones's time devoted to the Open Society Foundations Champaign County Pre-Booking Diversion Options, as Point of Contact, for which reimbursement is being sought under the grant is **\$2493 (Approximately 50 hours).**

The Courts Technology Specialist Kirk Bedwell works under the direction of the Champaign County Circuit Court and Champaign County Circuit Clerk and will be assigned as the lead data specialist for the grant period. Mr. Bedwell will work directly with the Consultant and Chief Deputy Jones and will be responsible for tracking and sharing data with the Foundation and its partners. The portion of Mr. Bedwell's time devoted to supporting the work of the planning project for which reimbursement is being sought under the grant is 5% for a 12 month period. **The expense for Court Technology Specialist work for 10 months is \$3,910 (\$7,820 x 5% x 10).** We are not anticipating that Mr. Bedwell's assistance will be required for all 12 months of the planning grant.

Computer Programmer Barb Edwards of the Champaign County IT Department will work directly with Courts Technology Specialist Bedwell to facilitate the consolidation of acquired data into legacy reports and/or programs that the Crisis Planning Committee and its subcommittees, if any, will use for comparison and decision-making. We anticipate that these same reports will later be used by the Sheriff and other stakeholders to guide operational decision-making. Ms. Edwards is skilled in programming code that all Champaign County agencies use for Records Management Systems and is capable of creating reports useable by the Coordinator, and the rest of the Champaign County team. The portion of Ms. Edwards's time devoted to the Champaign County Pre-Booking Diversion Options Planning, for which reimbursement is being sought under the grant is 5% for the entire 12 month period. **The expense for**

Computer Programming (Report Consolidation) work for 10 months is \$2,555 (\$5,111 x 5% x 10). We are not anticipating that Ms. Edward's assistance will be required for all 12 months of the planning grant

B. TRAINING & TRAVEL

The Sheriff's proposed Training & Travel budget includes funds so that a delegation of key stakeholders can plan & fund two site visits, as well as two training sessions to be held with the Crisis Planning Committee and other stakeholders in Champaign County. These site visits and training sessions will be designed to build upon, not duplicate, the technical assistance received with the planning grant. The site visits and training sessions will also be carefully selected so that they facilitate the preparation of a system plan that will make Champaign County not only an exemplar of evidence-based programming and best practices, but also a pilot site for some cutting-edge innovations. Final decisions about the site visits and training will be made once further feedback is obtained regarding the technical assistance that will be provided under the grant.

A site visit to LEAD King County in Seattle, Washington to view the current operations, study best practices and learn firsthand from participants and system users. **The expense for 3 attendees to travel for the Seattle site visit would be \$3,600** (\$490 – Airfare/mileage, ground transportation & parking per attendee + \$ 710 Hotel & Meal Cost per attendee = \$1,200 x 3 attendees).

The remaining portion of the Training & Travel budget includes one additional site visits (location to be determined) for 3 Champaign County attendees. **The expense for the two additional Site Visits \$3,600** (\$490 – Airfare/mileage, ground transportation & parking per attendee + \$ 710 Hotel & Meal Cost per attendee = \$1,200 x 3 attendees). **The expense for the training sessions is \$4,850** (\$570 - Airfare/mileage, ground transportation & parking per attendee + \$ 355 Hotel & Meal Cost + \$1,500 Honorarium fees x 2). **The expense for the stipend to be paid to the participants and trainers for the 6 hour CIT Members as well as 25 Community Crisis Team Members is \$30,000.** (125 participants x 6 hours training x \$40/hour).

C. OVERHEAD

Administrative services, budget management, office supplies, and facility rental (if needed for the community-wide meeting) will be provided by existing Champaign County Administrative Services employees. The sum allotted for photocopying will enable packets of materials to be compiled for Planning Team meetings, meetings of its subcommittees, the three training sessions conducted as part of the system-planning process, and other planning-related purposes. The total overhead expense for the 12-month period of the grant is \$6,492.

Executive Assistant to the County Administrator Tami Ogden will work directly with the Project Coordinator and Chief Deputy Sheriff to provide the necessary

administrative support and organization for meetings, training sessions, and site visits as needed. The portion of Ms. Ogden's time devoted to the Champaign County Pre-Booking Jail Diversion planning process for which reimbursement is being sought under the grant is 5% for the entire 12 month period. **The expense for Executive Assistant Services work for 12 months is \$2,315 ($\$3,858 \times 5\% \times 12$).**

Budget & HR Specialist Evelyn Boatz will work directly with the Consultant and Chief Deputy Sheriff to provide the necessary administrative and budgetary management of grant funds. The portion of Ms. Boatz's time devoted to the planning process for which reimbursement is being sought under the grant is 4% for the entire 12 month period. **The expense for Budget & HR Management work for 12 months is \$2,564 ($\$5,342 \times 4\% \times 12$).**

Finally, there are other County employees not listed above who will be providing support services to the system-planning process. The County will not be seeking reimbursement for these services.

**COMMUNITY ALTERNATIVES TO PUNITIVE DRUG POLICIES - CHAMPAIGN COUNTY SHERIFF'S OFFICE GRANT APPLICATION BUDGET
PERSONNEL**

Name	Title	Agency/Organization	Address	E-Mail	Computation				Cost
					Salary	Basis	% of Time	Length of Time	
Darlene Kloepfel	Coordinator	Private		kloepfel75@gmail.com	\$75	Hourly	100%	780	\$58,500
Allen Jones	Chief Deputy Sheriff	Champaign County Sheriff's Office	204 E. Main, Urbana, IL 61801	ajones@co.champaign.il.us	\$49.86	Hourly	100%	50	\$2,493
Kirk Bedwell	Courts Technology Specialist	Champaign County Circuit Court/Circuit Clerk	101 E. Main, Urbana, IL 61801	kbedwell@co.champaign.il.us	\$7,820	Month	5%	10	\$3,910
Barb Edwards	Programmer	Champaign County IT Department	1776 E. Washington, Urbana, IL 61802	bedwards@co.champaign.il.us	\$5,111	Month	5%	10	\$2,555
TOTAL PERSONNEL									\$67,458

TRAINING & TRAVEL

Type of Training	Travel Cost per Attendee (includes airfare/mileage, ground transportation & parking)	Hotel & Meal Cost per Attendee	Hororarium Fees/Stipend	Number of Attendees	Total Cost
Site Visit - Seattle, Washington - 3 nights	\$490	\$710		3	\$3,600
Site Visit - To be determined - 2 nights	\$490	\$710		3	\$3,600
On Site Training - To be determined	\$570	\$355	\$1,500	1	\$2,425
On Site Training - To be determined	\$570	\$355	\$1,500	1	\$2,425
		Hours Training	Stipend		
Training Stipend for CIT Members (6 Hrs)		6	\$40	100	\$24,000
Training Stipend for Community Crisis Team Members (6 Hrs)		6	\$40	25	\$6,000
TOTAL TRAINING & TRAVEL					\$36,050

COMMUNITY ALTERNATIVES TO PUNITIVE DRUG POLICIES - CHAMPAIGN COUNTY SHERIFF'S OFFICE GRANT APPLICATION BUDGET

OVERHEAD

Personnel					Computation				
Name	Title	Agency/Organization	Address	E-Mail	Salary	Basis	% of Time	Length of Time	Cost
Tami Ogden	Executive Assistant to the County Administrator	Administrative Services	1776 E. Washington, Urbana, IL 61802	togden@co.champaign.il.us	\$3,858	Month	5%	12	\$2,315
Evelyn Boatz	Budget & HR Specialist	Administrative Services	1776 E. Washington, Urbana, IL 61802	eboatz@co.champaign.il.us	\$5,342	Month	4%	12	\$2,564
Photocopying Services									\$1,355
Facility Rental For Public Hearing/Community Meeting									\$258
TOTAL OVERHEAD									\$6,492

SUMMARY TOTAL BUDGET REQUEST	
Personnel	\$67,458
Travel & Training	\$36,050
Overhead	\$6,492
TOTAL	\$110,000



Illinois Department of Revenue

Office of Local Government Services
Sales Tax Exemption Section, 3-520
101 W. Jefferson Street
Springfield, IL 62702
217 782-8881

January 2, 2015

**CHAMPAIGN COUNTY
TREASURER
1776 E WASHINGTON
URBANA IL 61802**

Effective January 1, 2015, we have renewed your governmental exemption from payment of the Retailers' Occupation Tax, the Service Occupation Tax (both state and local), the Use Tax, and the Service Use Tax, as required by Illinois law.

We have issued the following new tax exemption identification number:

**E9998-5942-07
to
CHAMPAIGN COUNTY
of
URBANA, IL**

The terms and conditions governing use of your exemption number remain unchanged.

Office of Local Government Services
Illinois Department of Revenue

RECEIVED

JAN 07 2015

C. C. TREAS. OFF

Darlene A. Kloeppe
306 W. Pennsylvania Ave.
Urbana, IL 61801
217/384-7390 email: kloeppe75@gmail.com

Education: Certificate from the Institute for Non-Profit Excellence, Eastern Illinois University
Master of City Planning, Georgia Institute of Technology
Master of Science (Architecture), Georgia Institute of Technology
Master of Social Work, University of Iowa
Bachelor of Science (Social Work/Sociology/Psychology), Morningside College, IA

Experience: Over 30 years experience in corporate, academic and government environments facilitating system change and program excellence through focused attention to detail, work efficiencies and measurable goals.

Work History:

Director, Community Services

Managed agency responsibilities for fulfilling requirements for state, federal and local human service program grants/contracts comprising \$11 million annual budget. Responsible for strategic planning, grant writing and reporting, board and partnering agency relationships, quality assurance, program evaluation and staff supervision. (Champaign County Regional Planning Commission, Urbana, IL, 1999-present)

Outreach Coordinator

Developed new outreach programs to promote health and increase public awareness of hospital services. Represented the hospital on community committees. Assisted corporate officers with integration activities following the merger of several hospitals. (Provena Covenant Medical Center, Urbana, IL, 1997-1999)

Management Consultant

Performed strategic planning, operational and facility consulting services for health care clients throughout the U.S., including corporate systems, academic medical centers, skilled nursing facilities and physician practices. Recommended operational restructuring, downsizing, merger and facility renovation strategies. (Ernst & Young, LLP, Atlanta/Chicago, 1994-1997)

Planning and Facility Consultant

Wrote operational and architectural master plans and facility programs for criminal justice facilities and systems, including the South Carolina Department of Juvenile Justice, Ft. Leavenworth, Puerto Rico Department of Corrections and the State Prison of Southern Michigan. (Rosser Fabrap/Justice Systems, Atlanta, GA, 1992-1994)

Hospice/Clinical Social Worker

Pioneered hospice social work and bereavement services in development of three multi-county hospice programs, one home health agency-based, one church-based, and one nursing home-based. Wrote policies & procedures, developed staff training programs, did public speaking/national conference presentations on hospice-related topics (Atlanta, GA, 1984-1989)

Provided clinical social work services to clients and wrote client education materials (South Fulton Hospital, East Point, GA, and private practice, Boulder, CO, 1981-1984)

Initiated a national model to provide bereavement counseling services through funeral homes, and guided employer's efforts to achieve the National Funeral Directors Association Pursuit of Excellence Award (Evergreen Mortuary, Tucson, AZ,, 1980-1981)

Provided social work services and assisted with research for Federal study resulting in Medicare reimbursement for hospice services (Hillhaven Hospice, Tucson, AZ, 1979-1980).

College Instructor/Student Counselor/Residence Hall Director

Piloted undergraduate interdisciplinary seminars on death and bereavement, developed orientation programs for international and first-year students, managed 180-bed residence hall. (Morningside College, Sioux City, IA, 1977-1979)

Volunteer Work History:

- Board Member, Ways to Work Transportation Loan Program, Urban League, Champaign, IL 61820
- Allocations Committee Member, Resource Vision Council, United Way of Champaign County, Champaign, IL
- Grant Reviewer, Illinois March of Dimes Association, Chicago, IL
- Advisory Board/Trainer, *Study Circles* Project, Champaign, IL
- Chair, *Project 18 Report Card* Workgroup, Champaign County, IL
- Planning Intern, Fulton County Planning & Economic Development Department, Housing Program, Atlanta, GA
- National Board Member, Constitution & By-laws Chairperson, National Conference Co-Chair and Media Room Coordinator, Association for Death Education and Counseling
- Board Member, Tri-Cities Night Shelter, College Park, GA
- Elder/Kindergarten Committee Chair, East Point Presbyterian Church, East Point, GA
- Job Description Task Force Coordinator & Board Member, United Way Volunteer and Information Center, Boulder, CO
- Research Interviewer for Doctoral Thesis, Eva Christiansen, Sioux City, IA
- Family Therapist Intern, Catholic Charities, Sioux City, IA
- Park Service Volunteer, US Park Service, Denver, CO
- Community Organization Intern, Mary Treglia Community House, Sioux City, IA
- Forest Service Volunteer, US Park Service, Denver, CO
- Probation Aide, Juvenile Court Services, Sioux City, IA
- Recreation Aide, Children's Hospital, University of Iowa, Iowa City, IA

Consulting Experience:

Health Care Strategic Planning and Operations

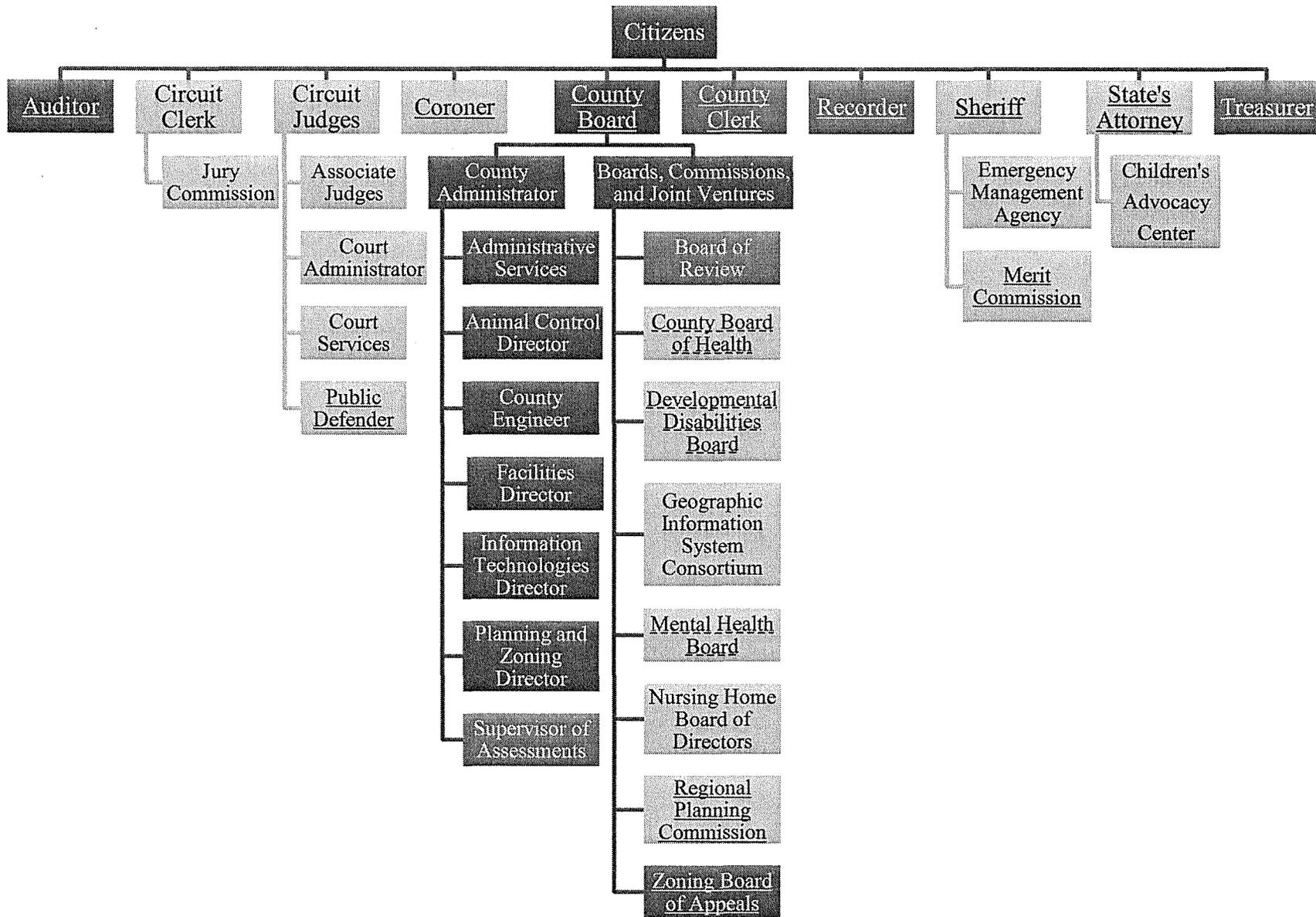
- Boca Raton Ambulatory Surgery Center, Boca Raton, FL
- Columbia Presbyterian Hospital, Bronx, NY
- Deaconess Hospital, Evansville, IN
- Eastern Health System, Birmingham, AL
- Foote Hospital, Jackson, MI
- Huntsville Hospice, Huntsville, AL
- Jacobi Medical Center, New York, NY
- Johnson City Medical Center Laboratory, Johnson City, TN
- Oconee Regional Medical Center, Milledgeville, GA
- Rex Hospital, Raleigh, NC
- St. Francis Medical Center, Topeka, KS
- St. John's Hospital (Sisters of Charity), Clear Lake, TX
- St. Luke's Medical Center, St. Louis, MO
- St. Mary's Hospital (Sisters of Charity), Galveston, TX
- Scottish Rite Children's Medical Center, Atlanta, GA
- Social Service Consultants, Atlanta, GA
- Southwest Christian Hospice, Union City, GA

Health Care Facility Planning and Programming

- Antelope Valley Hospital, Lancaster, CA
- Bay Medical Center, Panama City, FL
- Burleson Memorial Hospital, Caldwell, TX
- Columbia Presbyterian Hospital, Bronx, NY
- Columbia/HCA, Nashville, TN
- East Texas Medical Center, Tyler, TX
- Gaston Urological Associates, Gastonia, NC
- Mercy Hospital, Miami, FL
- Nalle Clinic, Charlotte, NC
- New Hanover Regional Medical Center, Wilmington, NC
- North Shores Medical Office Building, New York, NY
- St. Barnabas Hospital, New York, NY
- St. John's Hospital, Springfield, MO
- South Fulton Medical Center, East Point, GA
- University of Miami Medical Center Laboratories, Miami, FL
- University of Pittsburgh Medical Center, Pittsburgh, PA
- Whitehall Skilled Nursing Facility, Chicago, IL

Justice Systems Operational and Architectural Programming/Facility Planning

- Cobb County Adult Detention Center, Marietta, GA
- Ft. Leavenworth U.S. Disciplinary Barracks, Leavenworth, KS
- Fox Lake Correctional Institution, Fox Lake, WI
- Long Lane School, Middletown, CT
- Puerto Rico Department of Corrections, San Juan, Puerto Rico
- South Carolina Department of Juvenile Justice, Columbia, SC
- State Prison of Southern Michigan, Jackson, MI
- Washington Correctional State Reception Center, Olympia, WA



Dark blue: Administrative group
 Light blue: Special revenue fund group
 Gold: Justice system group
 Green: Real estate tax cycle group

Solid underline: Offices, officers, and/or employees created by the Illinois Counties Code (55 ILCS 5/).

Dashed underline: Boards created by referenda

Description of Existing Data Management Practices Appendix

The Champaign County Sheriff participates with city and village police, fire & EMS agencies in a county-wide shared emergency response (911) system. Champaign County has begun an Integrated Justice Project for shared data collection and management among the county's Courts and Justice Agencies, Sheriff's Office, courts, Public Defender and State's Attorney.

Through a partnership with the Champaign County Mental Health Board, in 2013, the Sheriff's Office entered into memorandums of understanding with three local behavioral-healthcare providers and the Illinois Department of Human Services to augment behavioral-healthcare services at the jail and promote continuity of care upon release. The sheriff was then at the forefront in securing the Champaign County Mental Health Board's establishment of funding for "Behavioral Health Services and Supports for Adults with a Behavioral Health and Criminal Justice Interface" as a funding priority for fiscal year 2015.

With that said, currently service providers that serve the target populations maintain their own records and without express consent of the client no information is shared electronically.

To that end the Champaign County Sheriff's Office is partnering with Community Elements and the Champaign County Continuum of Care (CoC) as well as other supportive agencies to apply for a Corporation for Supportive Housing: Start-up Support Grant for Frequent Users Systems Engagement (FUSE) Initiatives Targeting Frequent Users of Local Jails and Homeless Systems. It is our desire that this funding can be leveraged with other resources to link all local systems into a unified information sharing system that will allow for greater response and supports for the end users.

Data containing identifying personal information will be shared only on a need-to-know basis with participating program partners and will not be reported to the public. MOU's and releases of information are or will be in place for information sharing among community agencies. Summary data, including program participant demographics, numbers served, and outcomes achieved, will be shared with funders, stakeholders and the public at regular intervals and analyzed for evaluation of program effectiveness and process improvements.

Records of planning meetings and documentation of research, site visits, consultations and other activities of the Crisis Planning Committee will be kept and final plans and progress on implementation will be reported to the public through public meetings (county board meetings, videos and website) and/or media releases.

Thomas J. Difanis
CIRCUIT JUDGE
COURTHOUSE
101 East Main Street
URBANA, ILLINOIS 61801-2772

SIXTH JUDICIAL CIRCUIT
CHAMPAIGN COUNTY

TELEPHONE 384-3704
AREA CODE 217

May 11, 2015

Sheriff Dan Walsh
Champaign County Sheriff
204 E. Main St
Urbana, IL 61801

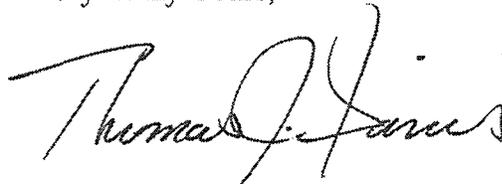
RE: Champaign County Pre-Booking Diversion Planning

Dear Sheriff Walsh,

I am pleased to offer our support and assistance to implement a Crisis Planning Committee process for Champaign County. The collaborative process that seeks to promote the expansion of pre-booking diversion models that address and respond to peoples' addiction, mental health and other health and social needs in the community in lieu of the justice system.

Champaign County, through government, social service provider, and citizen involvement is actively engaged in a number of initiatives to improve the identification, screening, engagement and appropriate crisis response for persons with mental and co-occurring mental and substance use disorders. While the community has taken productive steps, what has been missing to date is a comprehensive, collaborative, and systemic planning process. We welcome the technical assistance, expertise, and resources that successful Open Society Foundations Grant would bring.

Very Truly Yours,



Thomas J. Difanis,
Presiding Judge

Julia R. Rietz
State's Attorney



Courthouse
101 East Main Street
P. O. Box 785
Urbana, Illinois 61801
Phone (217) 384-3733
Fax (217) 384-3816
email: statesatty@co.champaign.il.us

**Office of
State's Attorney
Champaign County, Illinois**

May 11, 2015

Sheriff Dan Walsh
Champaign County Sheriff
204 E. Main St
Urbana, IL 61801

RE: Champaign County Pre-Booking Diversion Planning

Dear Sheriff Walsh,

I am pleased to offer the support and assistance of the State's Attorney's Office in your application for a grant with the Open Society Foundation to implement a Crisis Planning Committee process in Champaign County.

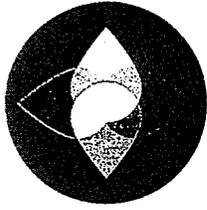
I understand that the Crisis Planning Committee process is a collaborative process that promotes the use of pre-booking diversion to address and respond to addiction, mental health and other health and social needs in a community setting rather than through the justice system. Champaign County, through government, social service provider, and citizen involvement is actively engaged in a number of initiatives to improve the identification, screening, engagement and appropriate crisis response for persons with mental and co-occurring mental and substance use disorders. While we have taken productive steps in that direction, we could make greater progress towards our goal with the assistance of a comprehensive, collaborative, and systemic planning process. As State's Attorney, I would welcome the technical assistance, expertise, and resources that the Open Society Foundations grant would bring.

Please feel free to share this letter as a sign of my support for your application for this grant.

Sincerely,

A handwritten signature in black ink, appearing to read "Julia R. Rietz".

Julia R. Rietz
State's Attorney



community elements

wellness and recovery for the community

May 11, 2015

Sheriff Dan Walsh
Champaign County Sheriff
204 E. Main St
Urbana, IL 61801

RE: Champaign County Pre-Booking Diversion Planning

Dear Sheriff Walsh,

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Sincerely,

Sheila Ferguson
Chief Executive Officer

1801 Fox Drive, Champaign IL 61820 217 398 8080
801 N. Walnut Street, Champaign IL 61820 217 373 2430

I. REQUIRED APPENDICES:

- a. Champaign County is a unit of local government; 501(c)(3) status does not apply. The county's tax exemption letter is attached.
- b. Resume of the Project Coordinator & Facilitator Darlene Kloeppe is attached.
- c. Diagram of county government structure is attached.
- d. Description of existing data management practices and vision for the future is attached.
- e. Letters of support from Champaign County Presiding Judge Thomas J. Difanis, Champaign County State's Attorney Julia Rietz and Community Elements (Mental Health & Substance Use Disorder Treatment Provider) CEO Sheila Fergusson are attached.

J. OPTIONAL APPENDICES:

- a. For recent research conducted during the planning phase: please see the county's website at <http://www.co.champaign.il.us>
- b. List of programs/models planned/implemented/managed:
 - i. Crisis Intervention Team
 - ii. Youth Assessment Center/restorative justice mediation and peer court
 - iii. Drug Court
 - iv. Moral Reconciliation Therapy - MRT (mental health intervention in jail)
 - v. Crisis Drop-off/Assessment/Respite Center – being considered
 - vi. Detox Center – being considered
 - vii. Pre-booking Risk Assessment Tool – being considered
- c. Champaign County Sheriff's Office audit is included in the Champaign County single audit, reports of which may be found on the county auditor's website at: <http://www.co.champaign.il.us/Auditor/annfmrptinternal.htm>