



## CHAMPAIGN COUNTY BOARD

### COMMITTEE OF THE WHOLE

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

County of Champaign, Urbana, Illinois

Tuesday, October 10, 2017 – 6:30 p.m.

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

#### Agenda Items

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- I. Call To Order
- II. Roll Call
- III. Approval of Agenda/Addenda
- IV. Approval of Minutes 1-7
  - A. September 12, 2017
- V. Public Participation
- VI. Communications
- VII. Justice & Social Services
  - A. Monthly Reports – All reports are available on each department’s webpage through the department reports page at: <http://www.co.champaign.il.us/CountyBoard/Reports.php>
    - 1. Animal Control – August 2017
    - 2. Emergency Management Agency – September 2017
    - 3. Head Start – September 2017
    - 4. Probation & Court Services – August 2017
    - 5. Public Defender – July & August 2017
    - 6. Veterans’ Assistance Commission – August 2017
  - B. Other Business
  - C. Chair’s Report
    - 1. NACo Creative Counties Place-Making Challenge (*Information Only*) 8-15
- VIII. Policy, Personnel, & Appointments
  - A. Appointments/Reappointments *\*Italicized Name Indicates Incumbent*
    - 1. St. Joseph Drainage District #4, Term 9/1/17-8/31/20 16
      - *Duane (Duke) W. Goodwin*
  - B. County Clerk
    - 1. September 2017 Report 17
  - C. County Administrator
    - 1. Administrative Services Monthly Report – September 2017 18-20
    - 2. Biennial EEO Report 21-28
    - 3. Request Approval of Assistant County Administrator Position as Recommended by the Job Content Evaluation Committee 29-30
    - 4. Request Approval of HR Generalist Position as Recommended by the Job Content Evaluation Committee 29-30
  - D. Other Business
  - E. Chair’s Report
    - 1. Resolution No. 5092 – Annual Trick-or-Treat Hours, Rules, and Guidelines (*Information Only*) 31
    - 2. County Board Appointments Expiring November 30, 2017: (*See Below-Information Only*)

**Agenda Items**

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- a) Zoning Board of Appeals – 1 Vacancy, Term 12/1/17-11/30/22\*  
\*Each member must be a resident of a separate township  
Townships already represented are Urbana, St. Joseph, Sidney, Tolono, Scott,  
& South Homer
- b) Public Aid Appeals Committee – 3 Vacancies-1 R and 2 D, Term 12/1/2017-11/30/2019\*  
\*Each member must be a township supervisor of general assistance

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

**IX. Finance**

A. Treasurer

- 1. Monthly Report – September 2017 – Reports are available on the Treasurer’s Webpage at:  
<http://www.co.champaign.il.us/treasurer/Reports.php>
- 2. Cash Flow Projection Report Presentation
- 3. Resolution Authorizing the County Board Chair to Execute a Deed of Conveyance of the County’s  
Interest or Authorize the Cancellation of the Appropriate Certificate of Purchase for Real Estate,  
Permanent Parcel 20-09-02-181-017 32

B. Auditor

- 1. Monthly Report – September 2017 – Reports are available on the Auditor’s Webpage at:  
<http://www.co.champaign.il.us/Auditor/countyboardreports.php>
- 2. Champaign County Nursing Home Accounts Payable Update 33-34

C. Budget Amendments/Transfers

- 1. Budget Transfer 17-00005 35-37  
Fund/Dept. 090 Mental Health/053 Mental Health Board  
Total Amount: \$50,000  
Reason: Expenses Incurred While Understaffed
- 2. Budget Amendment 17-00038 38  
Fund/Dept. 085 County Motor Fuel Tax/060 Highway  
Increased Appropriations: \$1,164,709  
Increased Revenue: None: from Fund Balance  
Reason: To Cover Cost of Dewey Fisher Construction Project. \$1,775,000 in Appropriations were  
Approved in Resolution 9028 on November 20, 2014. However, Invoice Date was Unknown to Bill  
County MFT Funds. Invoice was Received September 2017.
- 3. Budget Amendment 17-00039 39  
Fund/Dept. 089 County Public Health/018 C-U Public Health District  
Increased Appropriations: \$24,363  
Increased Revenue: \$24,363  
Reason: The Property Tax Levy Split Between the BOH & CUPHD Reversed Trend in FY17  
w/CUPHD Experiencing Greater Growth in its Levy Due to an Increase in the % of the EAV  
Attributed to the Areas within the District. The Increase in Property Tax Revenue Requires an  
Increase in Appropriations in Order to Distribute the Funds to CUPHD.

D. Animal Control

- 1. Request Approval of an Agreement Between the Board of Trustees of the University of Illinois and  
Champaign County Animal Control 40-46

E. Recorder

- 1. Request Approval of an Increase to Recording & Plat Fees, Effective January 1, 2018 47-57

*Committee of the Whole Agenda  
Finance; Policy, Personnel, & Appointments; Justice & Social Services  
October 10, 2017  
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**Agenda Items**

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| F. | County Administrator   |        |
|    | 1. FY2017 General Corporate Fund Budget Projection Report  | 58-60  |
|    | 2. FY2017 General Corporate Fund Budget Change Report  | 61     |
|    | 3. Request Approval of Assistant County Administrator Position as Recommended by the Job Content Evaluation Committee  | 29-30  |
|    | 4. Request Approval of HR Generalist Position as Recommended by the Job Content Evaluation Committee   | 29-30  |
|    | 5. Recommendation to County Board to Receive & Place on File the FY2018 Tentative Budget   | 62-81  |
| G. | Nursing Home   | 82-164 |
|    | 1. Approval of Proposed Champaign County Nursing Home Subdivision Plat and Owner's Certificate and Authorization of City of Urbana Application for Minor Plat and City of Urbana Application for a Waiver of Subdivision Regulations |        |
|    | 2. Approval to Release Request for Proposals for the Purchase of the Champaign County Nursing Home   |        |
| H. | Other Business   |        |
| I. | Chair's Report   |        |
| J. | Designation of Items to be Placed on the Consent Agenda  |        |

**X. Other Business**

**XI. Adjournment**

*All meetings are at Brookens Administrative Center – 1776 E Washington Street in Urbana – unless otherwise noted. To enter Brookens after 4:30 p.m., enter at the north (rear) entrance located off Lierman Avenue. Champaign County will generally, upon request, provide appropriate aids and services leading to effective communication for qualified persons with disabilities. Please contact Administrative Services, 217-384-3776, as soon as possible but no later than 48 hours before the scheduled meeting.*