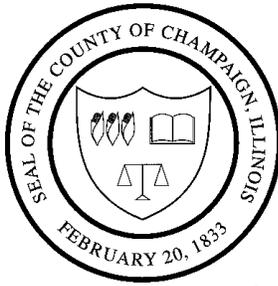


Committee of the Whole Meeting

Agenda Items - Distributed January 12, 2021

<u>Agenda Items</u>	<u>Page #</u>
IV. <u>Approval of Minutes</u>	
A. November 10, 2020 – Regular Meeting	1-6
VII. <u>Finance</u>	
A. Budget Amendments/Transfers	
3. Budget Amendment 20-00062	7-8
Fund 679 Child Advocacy Center / Dept 179 Child Advocacy Center	
Increased Appropriations: \$4,250	
Increased Revenue: \$0	
Reason: Increase in spending authority to reflect additional grant funds, which were expended in FY20. Revised budget amendment. See memo.	
VIII. <u>Justice and Social Services</u>	
C. Animal Control Report (discussion only)	9-12
IX. <u>Policy, Personnel, & Appointments</u>	
C. County Clerk	
4. Resolution requesting the submission of a binding question of public policy to the electors of Champaign County regarding eliminating the Office of the Recorder of Champaign County	13-16



CHAMPAIGN COUNTY BOARD
COMMITTEE OF THE WHOLE
Finance/ Policy, Personnel, & Appointments/Justice & Social Services
County of Champaign, Urbana, Illinois
Tuesday, November 10, 2020 at 6:30 p.m.
Lyle Shields Meeting Room, Brookens Administrative Center,
1776 East Washington Street, Urbana, Illinois

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MINUTES – Subject to Approval

Members Present: Brad Clemmons, Lorraine Cowart, Connie Dillard-Myers, Jodi Eisenmann, Aaron Esry, Cynthia Fears, Stephanie Fortado, Jim Goss, Stan Harper, Mike Ingram, Jim McGuire, Diane Michaels, Kyle Patterson, Jon Rector, Chris Stohr, Steve Summers, Leah Taylor, Eric Thorsland, James Tinsley, Jodi Wolken, Charles Young, Giraldo Rosales

Members Absent: None

Others Present: Darlene Kloeppel (County Executive), Tami Ogden (Deputy Director of Finance), Isak Griffiths (Deputy Director of Administration), Megan Robison (Recording Secretary), Aaron Ammons (County Clerk), Angela Patton (Chief Deputy County Clerk), Marisol Hughes (Treasurer), Dustin Heuerman (Sheriff), M.C. Neal (Chief Information Officer), George Danos (Auditor)

Agenda Items

I. Call to Order

Chair Rosales called the meeting to order at 6:30 p.m.

II. Roll Call

A verbal roll call was taken, and a quorum was declared present.

III. Approval of Agenda/Addenda

MOTION by Mr. Young to approve the agenda; seconded by Mr. McGuire. Upon roll call vote, the **MOTION CARRIED** unanimously.

IV. Approval of Minutes

A. October 13, 2020 – Regular Meeting

MOTION by Mr. Ingram to approve the minutes of October 13th, 2020; seconded by Mr. Thorsland. Upon roll call vote, the **MOTION CARRIED** unanimously.

V. Public Participation

Mr. Beaupre spoke about the Coronavirus statistics in Illinois and the U.S.

55 **VI. Communications**
56
57 Mr. Stohr alerted the Board about prairie burns that will occur in Champaign and Vermilion Counties. He
58 explained what the burns may look like and why they are being conducted.
59

60 **VII. Justice and Social Services**

61 A. Monthly Reports – All reports are available on each department’s webpage

62
63 No new reports

64
65 B. Rosecrance Re-Entry Financial Report – September 2020

66
67 Information only

68
69 C. Sheriff

70 1. Public Safety Records Management System Intergovernmental Agreement

71
72 **MOTION** by Mr. Stohr to recommend County Board approval of a resolution approving a Public Safety
73 Records Management System Intergovernmental Agreement; seconded by Mr. Ingram. Discussion
74 followed explaining the agreement and why it is necessary. Upon roll call vote, the **MOTION**
75 **CARRIED** unanimously.

76
77 Ms. Fears left the meeting before the next roll call vote.

78
79 D. Other Business

80
81 None

82
83 E. Chair’s Report

84
85 None

86
87 F. Designation of Items to be Placed on the Consent Agenda

88
89 VII. C. 1

90
91 **VIII. Policy, Personnel, & Appointments**

92 A. County Executive

93 1. Monthly HR Report – October 2020

94
95 Received and placed on file

96
97 2. Update from the County Executive
98 a. Memorandum

99
100 Mr. Stohr thanked everyone that contributed to the United Way. Mr. Ingram asked about the lack of
101 Board Members on the Redistricting Advisory Group. Ms. Kloepfel explained her process and how the
102 Board will be involved in the redistricting process.

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b. Board questions regarding CIO salary range

Ms. KloeppeI introduced the new Chief Information Officer, M.C. Neal. Mr. Neal gave the Board a little bit of information about his background. Ms. KloeppeI also explained the process for determining the salary range for positions. Ms. Griffiths explained the information that she provided to the Job Evaluation Committee and how she determined that information. Mr. Summers requested to see the printed version of Ms. Griffiths' information. Ms. Fortado explained that the Board has found information to the contrary, in regard to CIO salaries, and just wants to see what the Executive's Office found in their research.

Mr. Young left the meeting around 7:00 p.m.

c. Drug, Cannabis & Alcohol Personnel Policy

Ms. KloeppeI spoke about personnel policies and who approves them. Ms. Fortado wondered why this was brought to the Board previously, under and Executive form of government, and stated there should be more collaboration between the Board and the Executive's Office. Discussion continued regarding the legal advice on this matter. Ms. KloeppeI stated she will provide Mr. Summers with the information requested.

d. Exit interviews for Board members

Many Board members expressed their aversion to this idea.

3. Appointments/Reappointments (persons to be appointed distributed at the meeting)

Applicants (*italics indicates incumbent*):

- a. Somer #1 Drainage District – 1 Unexpired Term ending 8/31/2026
 - *Earl Woller*
- b. Zoning Board of Appeals – term 12/1/2020-11/30/2025
 - *Lee Roberts*
- c. Animal Control Administrator – term 12/1/2020-11/30/2022
 - *Stephanie Joos*

OMNIBUS MOTION by Mr. Harper to recommend County Board approval of resolutions appointing Earl Woller, Lee Roberts and Stephanie Joos; seconded by Mr. Thorsland. Upon roll call vote, the **MOTION CARRIED** unanimously.

4. 2020 Election of IMRF Trustee

- Gwen Henry, CPA, CPFIM, CPFA
- Jeffrey S. Janda
- Jamie Maitret

Ms. KloeppeI explained the election for the IMRF Trustee. Ms. Fortado suggested having Mr. Goss and herself discuss and bring a candidate forward for the Board for approval. No one spoke in opposition.

155 5. Intergovernmental Agreement with the Housing Authority of Champaign County Board of
156 Commissioners

157
158 Mr. Rosales said the appointment process is still in dispute and being discussed with the attorney. Ms.
159 Kloepfel explained why the Intergovernmental Agreement needs to be updated. Action was not taken on
160 this item.

161
162 B. County Clerk
163 1. October 2020 Report

164
165 Received and placed on file – Mr. Goss asked the Clerk why there were election judges that refused to
166 give their names and party affiliation to the poll watchers and expressed concern for election judge
167 criteria not being met at each location. Mr. Stohr and Mr. Ingram requested this information at several
168 locations and did not find any issues. Mr. Rector and Mr. McGuire spoke to Clerk Ammons about
169 Republican Election Judges not being contacted.

170
171 C. Coroner
172 1. Discussion regarding potential budget amendment for salary increases

173
174 Coroner Northrup explained the budget amendment for salary increases and his authority as the Coroner.
175 Mr. Northrup clarified who sets the salary for employees in his office. Ms. Fortado asked for clarification
176 as to why this was brought to the Finance Committee and explained gender equity. Ms. Eisenmann asked
177 about the current workload and the need for more staff.

178
179 D. Other Business

180
181 E. Chair’s Report

- 182 1. County Executive appointments expiring December 2020
183 a. Mental Health Board – 2 positions – term 1/1/2021-12/31/2024
184 b. Champaign-Urbana Mass Transit District – 2 positions – term 1/1/2021-12/31/2025
185
186 2. Currently vacant appointments – full list and information is available on the County’s website

187
188 F. Designation of Items to be Placed on the Consent Agenda

189
190 IX. Finance

191 A. Budget Amendments/Transfers

- 192 1. Budget Amendment 20-00053
193 Fund 080 General Fund / Dept 028 Information Technology
194 Increased appropriations: \$44,744
195 Increased revenue: \$44,744
196 Reason: To re-encumber CURES reimbursement for existing expenditure lines that were
197 depleted for COVID expenses

198
199 **MOTION** by Mr. Esry to recommend County Board approval of a resolution authorizing budget
200 amendment 20-00053; seconded by Mr. Rosales. Upon roll call vote, the **MOTION CARRIED**
201 unanimously.

202
203
204
205

- 206 2. Budget Amendment 20-00056
207 Fund 628 Election Assist/Accessibility / Dept 022 County Clerk
208 Increased Appropriations: \$66,974
209 Increased Revenue: \$66,974
210 Reason: Additional funds from HAVA Grant and Cares Act to help offset the additional expenses
211 of the 2020 General Election – revised 11/2/2020
212

213 **MOTION** by Mr. Thorsland to recommend County Board approval of a resolution authorizing budget
214 amendment 20-00056; seconded by Mr. Rosales. Upon roll call vote, the **MOTION CARRIED**
215 unanimously.
216

- 217 3. Budget Amendment 20-00055
218 Fund 080 General Corporate / Dept 042 Coroner
219 Increased Appropriations: \$10,000
220 Increased Revenue: \$0
221 Reason: To cover expenses for additional autopsies requested by Democrat County Board
222 Members
223

224 **MOTION** by Mr. Esry to recommend County Board approval of a resolution authorizing budget
225 amendment 20-00055; seconded by Mr. Rosales. Discussion followed regarding the hiring of the current
226 pathologist and the reason for additional autopsies. Board members expressed their concern with the
227 current pathologist and others stated this topic should have been brought to the Board at the time of hiring
228 in 2013. Upon roll call vote, the **MOTION FAILED** 1-18.
229

- 230 4. Budget Amendment 20-00057
231 Fund 080 General Corporate / Dept 127 Veterans Assistance Commission
232 Increased Appropriations: \$5,000
233 Increased Revenue: \$5,000
234 Reason: Receive donation from Disabled American Veterans and appropriate for
235 assistance to veterans
236

237 **MOTION** by Mr. Rector to recommend County Board approval of a resolution authorizing
238 budget amendment 20-00057; seconded by Mr. Esry. Upon roll call vote, the **MOTION**
239 **CARRIED** unanimously.
240

241 B. Treasurer

- 242 1. Monthly Report – October 2020 – Reports are available on the Treasurer’s webpage
243

244 Ms. Michaels noted that the paragraph at the end of the newspaper article was not sufficient. She believes
245 that more work should have been done before sending this to the press. The Treasurer explained they are
246 working very diligently to correct all issues before the tax sale. Mr. Ingram inquired about other counties
247 postponing their tax sale and why Champaign County is not. He also believes, along with Ms. Fortado
248 and Mr. Goss in agreeance, that it would be a good idea to run an article to retract the errors from the first
249 ad.
250

251 C. Auditor

- 252 1. Monthly Report – October 2020 - Reports are available on the Auditor’s webpage
253

254 Mr. Esry inquired about the status of the 2019 audit. Mr. Danos explained it is difficult to get it done
255 before the end of the year, but they work very hard to accomplish that.
256

257
258 2. RFQ 2020-006 for Benefits Broker Services
259
260 **MOTION** by Ms. Michaels to approve RFQ 2020-006 for Benefits Broker Services; seconded by Mr.
261 Rosales. Discussion followed regarding which office should be preparing this RFQ and clarification for
262 why this is not an RFP. Upon roll call vote, the **MOTION CARRIED** unanimously.
263
264 D. County Executive
265 1. Annual Tax Levy Ordinance
266
267 **MOTION** by Ms. Fortado to recommend County Board approval of the annual tax levy
268 ordinance; seconded by Mr. Rosales. Discussion followed about the levy growth and the
269 outstanding hospital property tax cases. Upon roll call vote, the **MOTION CARRIED**
270 unanimously.
271
272 2. Annual Budget and Appropriation Ordinance
273
274 **MOTION** by Mr. Thorsland to recommend County Board approval of the annual budget and
275 appropriation ordinance; seconded by Mr. Clemmons. Upon roll call vote, the **MOTION CARRIED**
276 unanimously.
277
278 E. Other Business
279
280 None
281
282 F. Chair's Report
283
284 None
285
286 G. Designation of Items to be Placed on the Consent Agenda
287
288 IX. A. 1, 2, 4, C. 2, D. 1
289
290 **X. Other Business**
291
292 Mr. Ingram expressed his gratitude for all the work Mr. Rosales has put in for Champaign County
293 residents over the last 12 years as a Board member.
294
295 **XI. Adjournment**
296
297 Chair Rosales adjourned the meeting at 9:44 p.m.

Kari S. May
Executive Director



Children's Advocacy Center
of Champaign County
201 W. Kenyon Road, Suite 1
Champaign, IL 61820
Phone: (217) 384-1266
Fax: (217) 384-1214

MEMO

DATE: January 11, 2021
TO: Stephanie Fortado, Chair, Finance Committee of the Whole
Jim Goss, Vice Chair, Finance Committee of the Whole
FROM: Brett Lemons, Administrative Assistant
RE: Updated Budget Amendments 20-62 and 21-6

This memo is in reference to Budget Amendments 20-62 and 21-6. These budget amendments are to increase the spending authority and revenue for the Children's Advocacy Center, as the CAC was awarded additional grant funds through the VOCA program. The time period for these additional grant funds is Oct. 1, 2020 to Sept. 30, 2021. Budget Amendment 20-62 is to show the first quarter of that grant period, Oct. 1, 2020 to Dec. 31, 2020, corresponding to the increased expenses in FY20. As the CAC is reimbursed after submitting a quarterly report, this increase will temporarily affect the CAC's reserves.

Budget Amendment 21-6 is to show the final three quarters of the grant period (Jan. 1, 2021 to Sept. 30, 2021). Budget Amendment 21-6 will correspond to the final three quarters worth of expenses, as well as the full reimbursement of the grant funds. As mentioned above, while the expenses in FY20 will temporarily affect the CAC's reserves, those expenses will be reimbursed in FY21.

UPDATE: The initial FY20 Budget Amendment, 20-62, was completed incorrectly. The updated budget amendment is attached. This updated budget amendment does not change the overall spending authority increase that has been requested (\$4,250). It divides the increase between a personnel line item (679-179-511.02) and a non-personnel line item (679-179-533.07). This update more accurately reflects the projected expenses of the grant funds.



NATIONAL
CHILDREN'S
ALLIANCE®

ACCREDITED
MEMBER

FUND 679 CHILD ADVOCACY CENTER

DEPARTMENT 179 CHILD ADVOCACY CENTER

INCREASED APPROPRIATIONS:

ACCT. NUMBER & TITLE	BEGINNING BUDGET AS OF 12/1	CURRENT BUDGET	BUDGET IF REQUEST IS APPROVED	INCREASE (DECREASE) REQUESTED
679-179-511.02 APPOINTED OFFICIAL SALARY	60,503	60,503	61,903	1,400
679-179-533.07 PROFESSIONAL SERVICES	48,815	49,473	52,323	2,850
TOTALS	109,318	109,976	114,226	4,250

INCREASED REVENUE BUDGET:

ACCT. NUMBER & TITLE	BEGINNING BUDGET AS OF 12/1	CURRENT BUDGET	BUDGET IF REQUEST IS APPROVED	INCREASE (DECREASE) REQUESTED
None: from Fund Balance				
TOTALS	0	0	0	0

EXPLANATION: INCREASE IN SPENDING AUTHORITY TO REFLECT ADDITIONAL GRANT FUNDS, WHICH WERE EXPENDED IN FY20. REVISED BUDGET AMENDMENT. SEE MEMO.

DATE SUBMITTED:

AUTHORIZED SIGNATURE

** PLEASE SIGN IN BLUE INK **

APPROVED BY BUDGET & FINANCE COMMITTEE:

DATE:



OFFICE OF THE CHAMPAIGN COUNTY EXECUTIVE

1776 East Washington Street, Urbana, Illinois 61802-4581

Darlene A. Kloeppe, County Executive

MEMORANDUM

TO: County Board Members
FROM: Darlene Kloeppe, County Executive
DATE: January 12, 2021
RE: December 25, 2020, Animal Control Incident

Attached you will find a memo from Stephanie Joos, Animal Control Director, regarding the Animal Control incident occurring over the holidays in December. In the 14 years that the county has operated an impound facility, this is the first and only incident of this type. New measures have been implemented to assure this will not happen again.

This incident has raised broader questions about the management and general operations of this department from some board members and the public who may not be familiar with our Animal Control Department, so we include this summary here:

Services –

Champaign County's Animal Control facility is an impoundment facility, not an animal shelter adoption agency, unlike many counties that combine the two functions. Our first priority is the safety of the public, followed closely by returning loose animals to their owners whenever possible. For animals that do become the property of the county, the staff works with shelters and rescue operations both locally and across the nation to place unclaimed animals for adoption. Animals who are under court order, too injured or ill, unsocialized and aggressive or unable to be placed with partnering agencies for adoption may be euthanized. Animals are evaluated individually, not by breed, to assess fitness for adoption. Summary statistics are attached for 2019 and 2020. Policies are updated regularly to reflect any state and federal law changes.

Budget –

As with other county departments, Animal Control has limped along on an inadequate budget for many years. Upon its creation, the County Board mandated the department be self-funded (no general fund support). To address ongoing funding issues, management reviewed and updated our municipal contracts and fees/fines structure to better reflect the actual cost of providing both animal control services and impound services. In September 2020, the board recently approved our recommended intergovernmental agreements and ordinance changes. In December, due to retirement of their animal control officer, Rantoul contracted with the county to provide these services. We are currently determining how to best utilize this accompanying revenue increase for the needs of the department.

Capital Assets –

Animal Control occupies a separate building on the county's campus that is primarily the department's responsibility to maintain.

- In 2019, Stephanie identified the highest priority facility and technology needs. A large scale for weighing animals was purchased to replace the broken scale.
- In 2020, a replacement vehicle was purchased, which is currently being outfitted with animal transport cages. A glass barrier at the service counter became a priority for COVID-19 distancing and was installed.
- In 2021, funds are budgeted to replace the hail-damaged facility roof and to put a layer of epoxy on the concrete floors. Due to the recent threats to staff, additional facility security upgrades have risen to the top priority for staff safety.
- Concurrent with the rollout of the county's new ERP financial system in 2021, Animal Control is scheduled to serve as a pilot program to develop an ERP module for that type of departmental function, which will modernize recordkeeping and animal tracking.
- Also planned in 2021, the Treasurer has committed the addition of an account to allow payments made by credit card to the department.
- In 2022, electric panel replacement, installation of an emergency generator and central air conditioning are included in the 10-Year Facilities Maintenance Plan approved by the board in November 2020. These improvements will benefit both staff and the impounded animals.

Staffing –

The staff of Animal Control is small (1 director, 1 part-time vet, 3 wardens, 2 kennel workers, 1 clerk) and due to the nature of the work, turnover can be high, creating a constant need for recruitment and training and stress for staff to cover a 24/7 operation. In 2020, with human resources support from Administrative Services, management began implementation of several measures to better support the workforce of this department, including the following elements:

- Improving wages & benefits for the county's lowest paid workers to \$15/hour
- Making employee orientation and annual required employee training available from Administrative Services
- Offering employer-supported opportunities for leadership development, team-building, mentoring and other relevant training
- Holding monthly staff meetings to provide opportunities for communication among shifts and for group training
- Developing scheduling strategies to reduce overtime

In addition to this brief operational overview, Champaign County ordinances, department policies and other information for pet owners and county residents can be found on the county's website.

MEMO

To: County Board Committee of the Whole
From: Stephanie Joos, Animal Control Director
Date: January 12, 2021
Re: December 25, 2020 incident

Per the request of the County Executive and County Board, I respectfully submit this memo concerning the euthanasia of dog impound number 202001183C.

On December 18, 2020, at approximately 8:30 am, an unidentified, intact male, brown and white pit bull type dog was impounded from the City of Champaign for running at large. Said dog was scanned for a microchip (not present) and then placed into the kennel. Per the animal control policy, the unidentified dog was placed on a five-day hold to end at 5 pm on December 23rd. On December 21, Animal Control received a phone call from a resident looking for a missing chocolate Labrador retriever mix and was told no such animal was impounded. She called again on December 22 and was again told no dog of that description was impounded. The dog was identified as this owner's through a photo sent at approximately 3:30 pm on December 23rd and the owner was told the dog must be claimed by 5:00pm. The owner of the dog contacted animal control again at 5 pm closing time and was told by another staff member that the dog would be held past its holding period. A step was missed in communicating this last-minute exception to the euthanasia technician who was on vacation. On December 25, 2020 the dog was euthanized by the euthanasia technician per policy, because it had failed the behavior evaluation for possible adoption (aggression towards the staff). On December 28, 2020, the error was realized when the owner attempted to reclaim the dog.

The Animal Control Department is taking this tragedy very seriously and has investigated every step of what happened and what can be done to prevent this type of incident from recurring. These include:

- This owner's description of her pet did not match the staff's description in the loss report, delaying identification and possible retrieval of the dog. To better address incomplete/incorrect match by callers looking for an impounded animal and staff-completed loss reports, additional fields have been added on the loss report to assist with animal identification. While owners can come to the facility for identification and email can be used to send photos, Animal Control also is looking into adding a website feature for photo transmission for an additional option for identification.

- To eliminate possible missed communication from front desk staff to the euthanasia technician, even during holidays/vacations, additional types of signage indicating animal status have been made that will be posted as appropriate on kennel cages. Staff also are now duplicating the animal status log for both the front desk location and the kennel animal care notebook for easier reference by all staff in both locations.

These new measures have been implemented to assure this will not happen again.

Recent Animal Control Statistics

- December 2020** **80 total animals impounded**
 43 transferred to other groups for adoption 54%
 27 returned to owner 34%
 7 euthanized 1%
 1 owner requested euthanasia
 1 direct adoption
 1 hold for court
- November 2020** **117 total animals impounded**
 66 transferred to other groups for adoption 56%
 26 returned to owner 22%
 22 euthanized 19%
 2 direct adoptions
 1 hold for court

Statistics for 2019 and 2020 for reference

	2019	
Total Animals Impounded	1,676	
Returned to owner	372	22%
Animals Transferred	842	50%
Animals Euthanized	412	25%
Direct Adoptions	34	>1%

	2020	
Total Animals Impounded	1,178	
Returned to owner	314	27%
Animals Transferred	543	46%
Animals Euthanized	261	22%
Direct Adoptions	19	>1%

Additional information about Animal Control may be found on the county's website.

ISSUES REPORT – MAINTAINING OR ELIMINATING THE OFFICE OF ELECTED RECORDER IN CHAMPAIGN COUNTY

STATUTORY AUTHORITY:

The Illinois Constitution – Article VII, Section 4(c) provides the following authority regarding elected county offices:

Each county shall elect a sheriff, county clerk and treasurer and may elect or appoint a coroner, recorder, assessor, auditor and such other officers as provided by law or by county ordinance. Except as changed pursuant to this Section, elected county officers shall be elected for terms of four years at general elections as provided by law. Any office may be created or eliminated and the terms of office and manner of selection changed by county-wide referendum. Offices other than sheriff, county clerk and treasurer may be eliminated and the terms of office and manner of selection changed by law. Offices other than sheriff, county clerk, treasurer, coroner, recorder, assessor and auditor may be eliminated and the terms of office and manner of selection changed by county ordinance.

The Illinois Compiled Statutes – 10 ILCS 5/28-7 – provides the process for implementing a recommendation under Illinois Constitution Article VII, Section 4(c):

Sec. 28-7. In any case in which Article VII or paragraph (a) of Section 5 of the Transition Schedule of the Constitution authorizes any action to be taken by or with respect to any unit of local government, as defined in Section 1 of Article VII of the Constitution, by or subject to approval by referendum, any such public question shall be initiated in accordance with this Section.

Any such public question may be initiated by the governing body of the unit of local government by resolution or by the filing with the clerk or secretary of the governmental unit of a petition signed by a number of qualified electors equal to or greater than at least 8% of the total votes cast for candidates for Governor in the preceding gubernatorial election, requesting the submission of the proposal for such action to the voters of the governmental unit at a regular election.

The Illinois Compiled Statutes – 55 ILCS 5/3 – provides the statutory authority for the office of Recorder, and also establishes that where there is not an elected Recorder, those duties are placed with the Office of the County Clerk:

Sec. 3-5001. County clerk as recorder; election of recorder. The county clerk in counties having a population of less than 60,000 inhabitants shall be the recorder in his county. In counties having a population of 60,000 or more inhabitants, there shall be elected a recorder, as provided by law, who shall hold his office until his successor is qualified.

If the population of any county in which a recorder has been elected decreases to less than 60,000, the voters of that county shall continue to elect a recorder if the county board adopts a resolution to continue the office of an elected recorder.

ELECTED RECORDERS THROUGHOUT THE STATE OF ILLINOIS

A total of 12 counties, ranked in the listing below by population, operate with the elected office of Recorder:

<u>County</u>	<u>Population Ranking</u>	<u>Population</u>
DuPage	2	929,060
Will	4	689,315
Kane	5	531,376
St. Clair	9	262,338
Champaign	10	209,922
Sangamon	11	196,861
Rock Island	14	143,873
Kankakee	17	110,637
LaSalle	18	109,737
Macon	19	105,528
Vermilion	21	77,563
Whiteside	25	56,016

The following counties with a population of over 60,000 combine the functions (or have voted to combine the functions) of the elected office of Recorder with the County Clerk.

<u>County</u>	<u>Population Ranking</u>	<u>Population</u>
Cook *	1	5,198,275
Lake **	3	701,473
McHenry ***	6	307,714
Winnebago ***	7	284,819
Madison ***	8	264,776
Peoria ****	12	182,770
McLean *****	13	172,578
Tazewell *****	15	133,195
Kendall ~	16	126,054
DeKalb ~~	20	104,366
Williamson ~~~	22	66,102
Adams *****	23	66,085

Legend:

Voters of the county voted to consolidate the office of Recorder into the office of County Clerk in: * 2016, ** 2020, *** 2018, **** 2014, ***** 2012, ***** 2011, ***** 2002

Voters in the county voted not to separate the office of County Clerk & Recorder into two separate offices when their populations reached 60,000 in: ~ 2012, ~~ 1976, ~~~ 2002

Also of note is Knox County, which in 2019 performed a county board action to remove the separate Recorder office, following their population's drop below 60,000 in 2010.

Whiteside County, which has dropped below 60,000 since having created a separate Recorder position, has not taken action and remains the only county in the state to have a Recorder while having a population under 60,000.

POTENTIAL OUTCOMES of ELIMINATION

As reported to the Champaign County Board in 2018 when the Board last reviewed this issue, it is anticipated that Champaign County could also experience financial savings if the Recorder position is eliminated. The current staffing budget for the Recorder's Office is 5.5 FTE positions. Based on the volume of business managed by the Recorder's Office, the elimination of the elected Recorder would likely not change the need for the total number of FTE positions; however, the assignment of management responsibility to a position similar to that of the Chief Deputy Recorder, under the supervision of the County Clerk, could be achieved. The budgetary difference is then tied to the difference between the salary of the elected Recorder and that of a line staff position – anticipated to generate annual savings of approximately \$60,000.

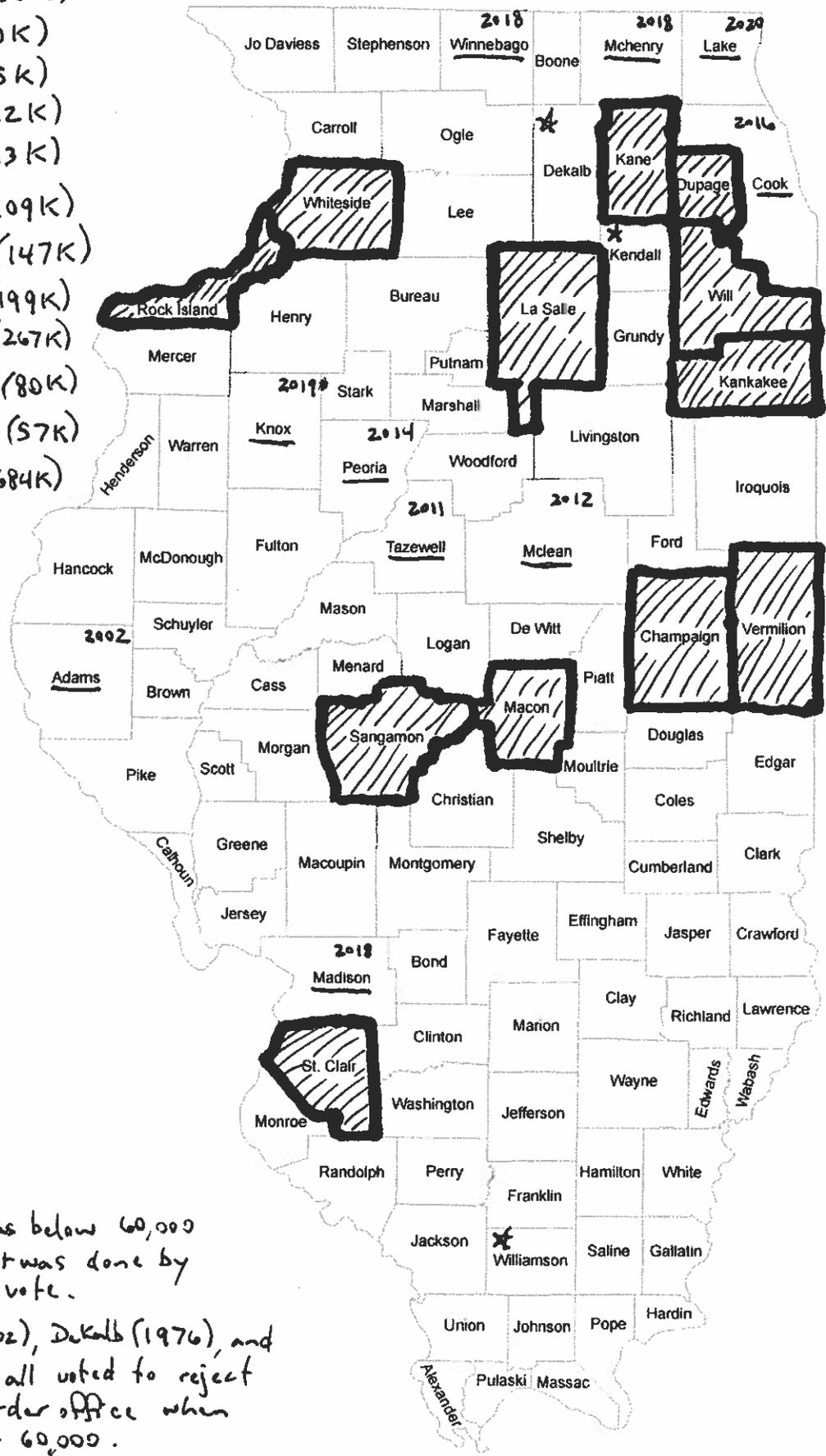
The other potential benefit is in bringing the oversight of the clerical support positions of County Clerk and Recorder under the direction of one official. This creates the opportunity for cross training of all staff, resulting in the flexibility to move staff from one function to another depending on current demand.

The functions of the Office of Recorder are administrative. The elimination of the elected Recorder position and placing the administrative functions and responsibilities under the authority of the elected County Clerk is a responsible form of management that works in over 85% of the counties in the State of Illinois.

Report originally prepared and submitted by Deb Busey, County Administrator, May 5, 2014 and updated August 5, 2015 and again updated by then-Interim County Administrator Deb Busey, June 12, 2018. Current version updated by Mike Ingram, Champaign County Recorder of Deeds, January 5, 2021.

Remaining:

- 1. Champaign (206K)
- 2. DuPage (930K)
- 3. Kane (525K)
- 4. Kankakee (112K)
- 5. LaSalle (113K)
- 6. Macon (109K)
- 7. Rock Island (147K)
- 8. Sangamon (199K)
- 9. St. Clair (267K)
- 10. Vermilion (80K)
- 11. Whiteside (57K)
- 12. Will (684K)



* Knox County was below 60,000 population so it was done by county board vote.

* Williamson (2002), Dekalb (1976), and Kendall (2012) all voted to reject separate recorder office when population hit 60,000.